

# DIB CONNECT TERM DEPOSITS MODULE

**User Manual** 

https://onlinebanking.dibkenya.co.ke

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#### **INTRODUCTION**

The *Term Deposit* is a deposit held with a fixed amount and for a fixed term. The amount deposited is called the *Principal Amount* on which *Profit* is paid. The term for which the deposit is made is the *Tenure* of the deposit. The amount deposited can only be withdrawn at the end of this tenure i.e. at maturity.

The Principal Amount may be withdrawn from the Term Deposit before maturity. This is known as *Redemption* and may be *partial or full.* 

The Term Deposits module includes transactions which enable you to:

- View the Term Deposit Account Details,
- View Term Deposit Account Activity,
- Open New Term Deposits,
- Amend Term Deposits and
- Redeem Term Deposits

#### **Field Description - Active Term Deposits**

Field Name	Description			
TD Details	Displays the Islamic Term Deposit Details, depending upon the Account Type selected.			
Redeem TD	Displays the Redeem Term Deposit screen with the selected Account Details.			
Amend TD	Displays the Amend Term Deposit screen with the selected Account Details.			
TD Activity	Displays the Term Deposit Activity with the Current Period as a Search Criterion for the selected account.			
Adhoc Account Statement	Displays the Adhoc Account Statement Request screen with the selected Account Details.			
Field Description - Closed Term Deposits				
Field Name	Description			
TD Details	Displays the Conventional and Islamic Term Deposit Details screen depending upon the Account Type selected.			
TD Activity	Display the TD Activity with the Current Period as a Search Criterion for the selected account. The account shall be pre-selected with closed TD option selected			



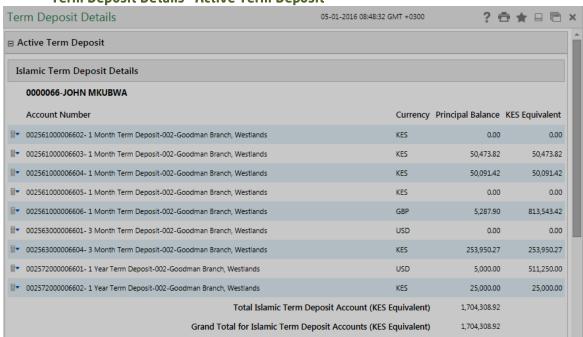
#### **TERM DEPOSIT DETAILS**

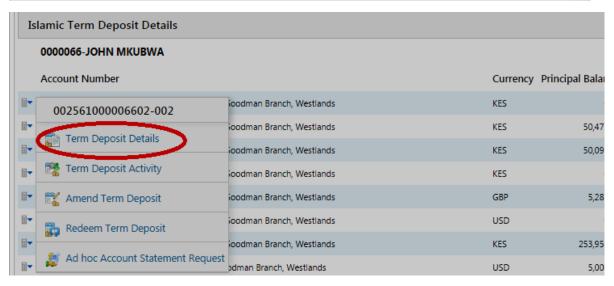
Using this option you can view the **Term Deposit Account Details** of the particular customer. It displays basic details of the **Deposit Account** like **Maturity Date**, **Maturity Amount**.

Allows the FCDB user to view the details of existing Term Deposits under all the customer id's linked to the business user.

1. Navigate to Accounts > Deposits > Term Deposit Details

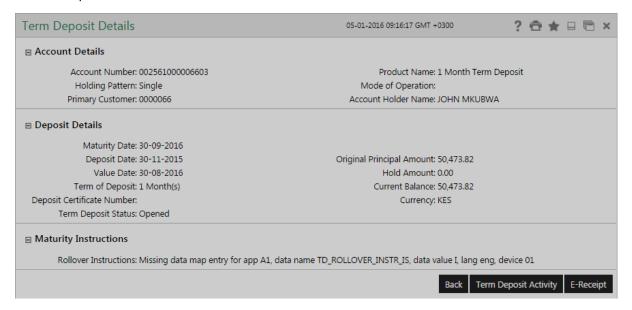
**Term Deposit Details - Active Term Deposit** 







2. Click the Term Deposit Details link from the popup screen. The system displays the Term Deposit Details screen.



The e-receipt is displayed as follows:



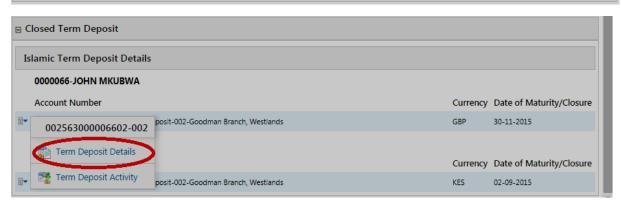
#### **Term Deposit Details - Closed Term Deposit**

**Note:** The Term Deposits where the Redemption is Full or Matured can be seen under the Closed Term Deposits section.

The Closed Term Deposits also displays the Term Deposit Summary and the Term Deposit Details.



⊟	□ Closed Term Deposit				
Islamic Term Deposit Details					
	0000066-JOHN MKUBWA				
	Account Number	Currency	Date of Maturity/Closure		
1	* 002563000006602-3 Month Term Deposit-002-Goodman Branch, Westlands	GBP	30-11-2015		
	0000092-TUMISO TALIA				
	Account Number	Currency	Date of Maturity/Closure		
1	* 002561000009201-1 Month Term Deposit-002-Goodman Branch, Westlands	KES	02-09-2015		







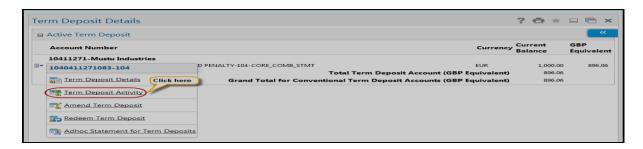
#### **TERM DEPOSIT ACTIVITY**

This option allows you to view and download the account activity for any TD Account under the Customer IDs mapped to the user.

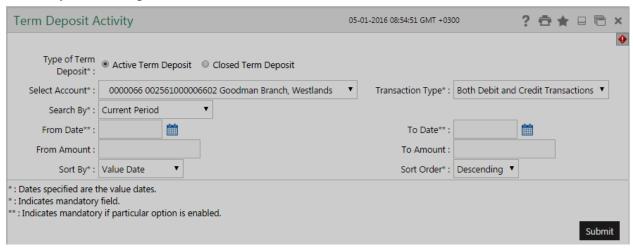
The user can get the TD Activity Details for a given period, i.e., current period, previous period, or specified period.

1. Navigate to **Accounts > Deposits > Term Deposit Details**. The following screen is displayed.

#### **Term Deposit Activity**

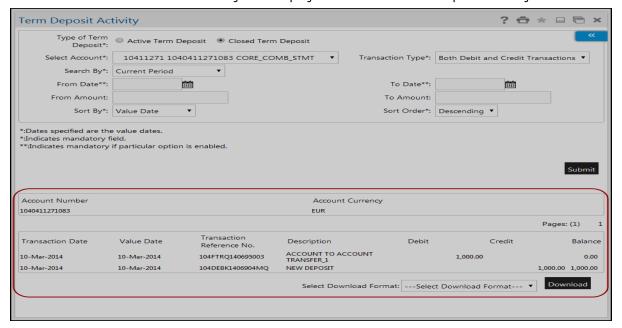


### **Term Deposit Activity**





2. Click the Submit button. The system displays details in the Term Deposit Activity screen.



3. Click the Download button. The system displays the File Download screen

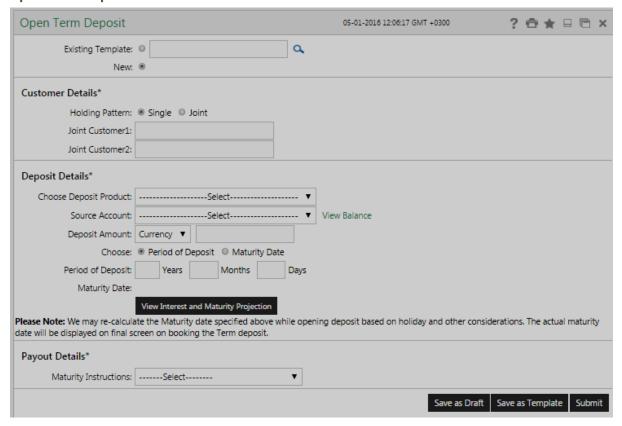


#### **OPEN TERM DEPOSIT**

This option allows you to open a new term deposit account with the Bank.

 Navigate to Accounts > Deposits > Open Term Deposit. The system displays the Open Term Deposit screen as shown below.

# **Open Term Deposit**



#### **Field Description:**

Field Name	Description
Existing Template	Select the Existing Template radio button to select the existing template to open a term deposit. Click the Lookup icon to select the desired template from the available list of templates.
New	Select the New radio button to open a new term deposit.
<b>Customer Details</b>	
<b>Holding Pattern</b>	Select the radio button for the Holding Pattern. The option are as follows:
	<ul> <li>Single: This is the option for single term deposit account holder.</li> </ul>
	• Joint: This is the option for joint account holder.
Joint Customer id 1	[Conditional, Alphanumeric, 10]
	Type the first Joint Customer Id. This field is enabled if the joint radio button is selected as Holding Pattern.
Joint Customer id 2	Type the second Joint Customer Id. This field is enabled if the joint radio button is selected as Holding Pattern.



Field Name	Description
Deposit Details	
Choose Deposit Product	Select the Deposit Product for which you wish to open a Term Deposit account.
Source Account	Select the Source Account for the deposit from the dropdown list.
Deposit Amount Currency	Select the desired Currency Type from the options available in the drop-down list.
Deposit Amount	Type the amount to be deposited.
Choose	This field allows you to select the Term Deposit Maturity in terms of Tenure or Maturity Date. The available values are:
	Period of Deposit
	Maturity Date
Choose Period of Deposit	This field allows you to enter the period of deposit in terms of Years, Months, and Days.
Maturity Date	This field displays the Maturity Date based on the Period chosen (Tenure) by you.
Payout Details	
Maturity Instructions	Select the Maturity Instruction for the deposit from the dropdown list. The options for Islamic Deposit Products are as follows:
	• Close on Maturity (No Rollover)
	Renew principal only and transfer Profit
Account Transfer Options	Select the account to which the Principal and Profit are to be transferred from the drop-down list. The options are as follows:
	Transfer to users mapped accounts
	Transfer to internal bank account
Account	Type the Account Number to which the Profit and the Principal are to be transferred. This field is enabled if the following options are selected from the Account Transfer options drop-down list.
	Transfer to Internal Bank Account
	Select the account to which the Profit is to be transferred from the drop-down list. This field is a drop -down list, if the Transfer to Users Mapped Accounts options are selected from the Account Transfer options drop-down list

2. Click the Save as Draft button to create a draft version of the transaction. You can use the draft version later to initiate the payment.

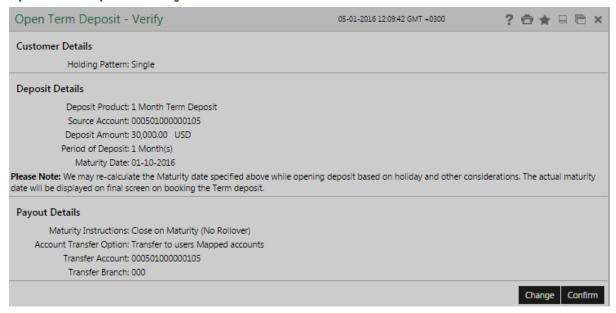
OR

3. Click the **Save as Template** button to create a payment template of the transaction.

You can use the template later to initiate the payment. The Template Access Type is mandatory while saving the template. The Public Templates are available to other users of the customer whereas the Private Templates are available to user who creates it. OR Click the Submit button. The system displays the Open Term Deposit -Verify screen.



#### **Open Term Deposit - Verify**



4. Enter the One Time Password received through email / SMS to verify the transaction





# **Open Term Deposit - Confirmation**



- 5. Click E-Receipt to generate an E-Receipt of the transaction.
- 6. Click OK to complete the transaction.

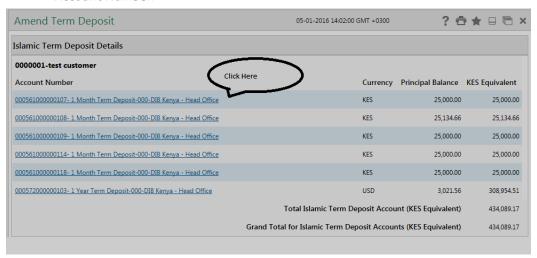


#### **AMEND TERM DEPOSIT**

This option allows you to modify the Maturity Instructions of the selected TD.

The Maturity Instructions include the Principal and Profit Amount Transfer Details.

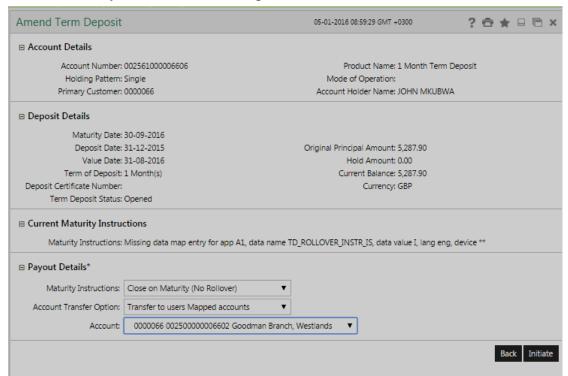
- 1. Navigate to Accounts > Deposits > Amend Term Deposit. The system displays the Amend Term Deposit screen as shown below.
- 2. Click the **Account Number** hyperlink to view the details of the Term Deposit under that Account Number.



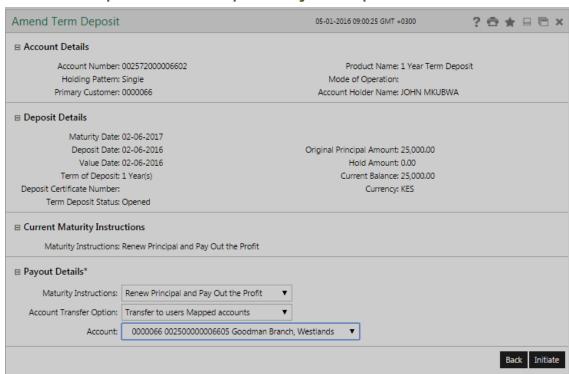
The system displays the Amend Term Deposit - Initiate screen



#### **Amend Term Deposit - Close on Maturity**



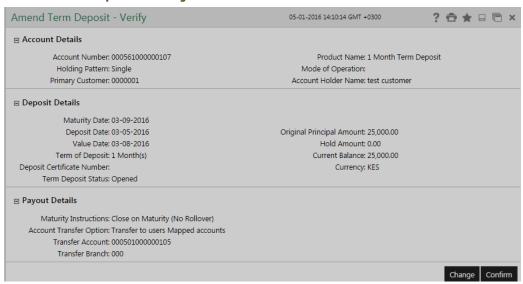
#### Amend Term Deposit - Renew Principal and Pay Out the profit



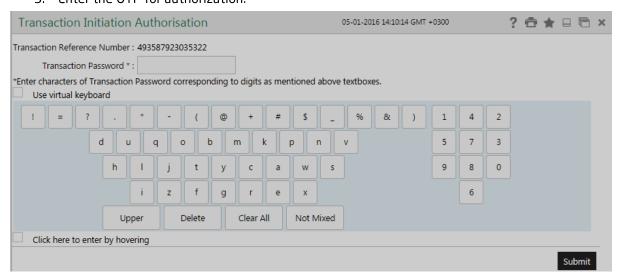


- 3. Click the Initiate button. The system displays the Amend Term Deposit Verify screen.
  OR
- 4. Click the Back button to go back to the previous screen.

#### **Amend Term Deposit - Verify**



5. Enter the OTP for authorization:



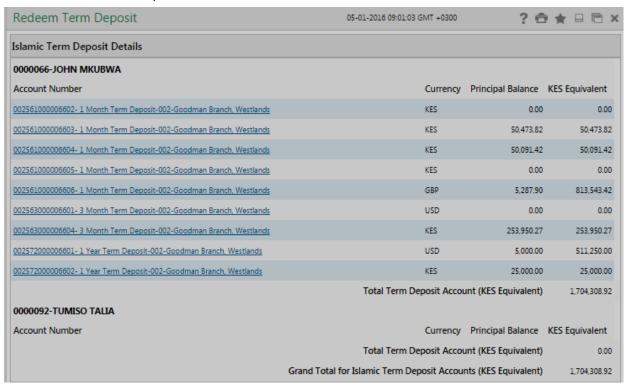
- 6. Click e-receipt to generate an e-receipt for the amended transaction.
- 7. Click the Amend Another button to amend another Term Deposit account.



#### **REDEEM TERM DEPOSIT**

This option allows you to Redeem a TD on maturity or prematurely. You can do a partial or full redemption.

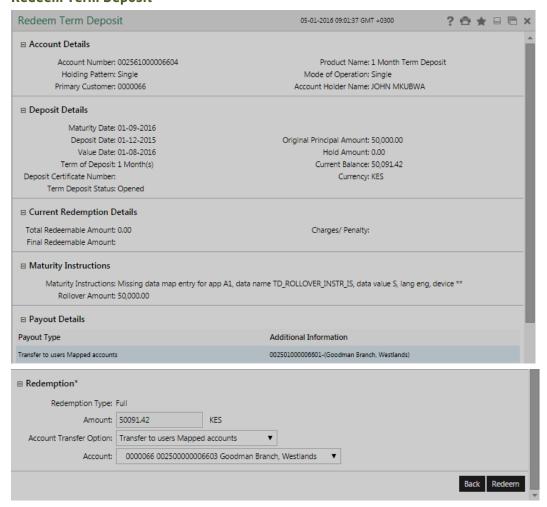
1. Navigate to **Accounts > Deposits > Redeem Term Deposit**. The system displays the Redeem Term Deposit screen as shown below.



2. Click the desired Account Number hyperlink. The following page is displayed.

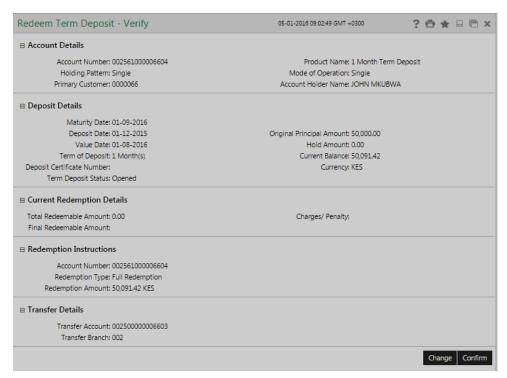


# **Redeem Term Deposit**





# **Redeem Term Deposit - Verify**



#### **Redeem Term Deposit - Confirm**

