

CitiDirect BE 2019

Uploading file to Delphi

# Contents

Delphi XP	2
Menu	2
File Transfer	4
File Authorization	5

# Delphi XP

You can upload documents for the currency control department via Delphi XP

1. Select "File Services" → "Document Services" in CitiDirect BE menu. It will open a Delphi XP window;

### Menu

#### Quick Link Home Screen Auto Execute Edit Link Delete Link citi cîtî<sup>:</sup> Welcon Home Dashboard Reports & Statement File Upload Lock Box Client Logged in as: ACTIVATION & SUPPORT - KAZAKHSTAI Reports & Statement Country CitiDirect BE unavailable on Saturday September 8tl Kazakhstan V ● Today ○ Yesterday ○ Last Week ○ Last Mont Duration O Date : From 02-Sep-2018 To 02-Se My Favorites Go Reset ia 😽 Page 0 of 0 No records to view Co. LTD Payroll Create QuickLink Now you can add yo Add your page as favorite

# **File Upload**

Please, choose "File Upload' in Delphi menu. Dashboard

File Upload Lock Box Access Management

#### Dashboard

2

Dettront	Deputs & Oblement	File Up	6145	1.1		agartert						
File Upload												
South to a					ACCES, JOHNS			En la compañía de la comp			67441	1982
10110117-0					1110012			pha				
Uphaed	Ervel.											
, Crimin Califo	4.841											
	7											
	2	Co T	***5		The Norse	Stee	Account Name	ter Branch	Upland Time	99	then .	See Thee
in:	5	1 [ 45	2	iwa) pel		144236	PSZERIKI	511	REFERENCES SERVER	New		38853308112417
hteoht .		2 [ 13	z	lot1pd		144330	1978030	ALL .	2848581913.1415	Skov -		35352272 12.14 19
stokel												
(cycled												
Sec. exe												
Dainet												
DANE												
							Face	at 1				Vier 1-2 of 2
		Oniete-	Rece		oster							

- **1.** Click the button to indicate account type of the uploaded files:
- For accounts in **foreign currency**, records should contain **FCY**;
- For accounts in **Kazak tenge**, records should contain **KZT**;
- 2. Click "Browse" button to select a file to upload.
- Names of files and directories may contain only digits, Latin characters and symbol "\_";
- 3. Click "Upload" button.

## File Transfer

Dashboard	Reports & Statement	ı	File	Upload	Lock Bo	Access Management						
File Upload	I.											
Country Kazakhsta Upload	n V Reset				Ā	ccount Number		E	Branch ALL			
Create Quic Status List	kLink	Files										
	Status			Country		File Name	Size	Account Number	Branch	Upload Time		Sta
New		1		KAZ	test2.pdf		144039	PS700001	ALL	28/05/2019 13:24:17	New	
Requested		2		KAZ	test1.pdf		144039	PS700001	ALL	28/05/2019 13:14:15	New	
Authorised			2									
Rejected												
Success												
Failed												
Deleted												
					3			Tel cel Page 1 of 1				
		De	lete	Rec	uest Transfe							

- Select "New" tab to view the list of uploaded files;
   Select file to transfer;
   Click "Request to Transfer" button.

## **File Authorization**

File Upload								
Country Kazakhistan V Upload Reset		Account Number (PS760201	V		Branch ALL			Select File
, Orale QuickLink								
Status List	Tites	Refer Manage	Tim.	A second Member	Franch	Indexed lines	Fisher	Descended Texas
New	1 V KAZ MetZ.pdf	THE NUME	144639	P\$700001	ALL	2005/2018 13:24:17	Requested	25/05/2019 14:12:45
Requested Authorised Rejucted Surgers	2							
Pailed Defed	3							
				THE Page 1 0	1 10.01			View 1 - 1 of 1

- 1. Select "Requested" tab to view the list of files for authorization;
- Select file to authorize;
   Click "Authorize Request".