

e-KYC
USER MANUAL
Version 1.0.0

DataSoft® Systems Bangladesh Limited



Software Developer & Consultant

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Revision History:

Version No.	Date of Release	Prepared By	Reviewed By	List of changes from Previous Version
1.0.0	10/09/2022	Md. Mahadi Hasan	Emroz Mohammad Soheb	Initial Document

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Modules of the Software:

- Web Portal

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Objective of the Document

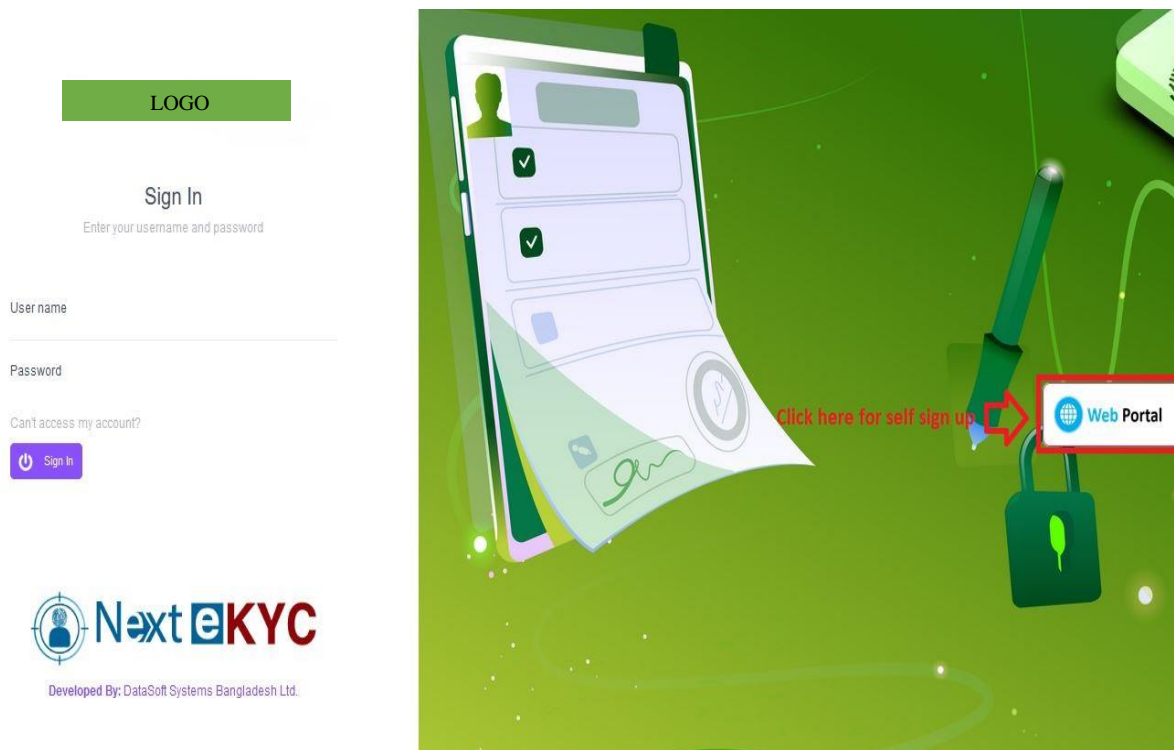
The e-KYC is a combination of paperless customer onboarding, promptly identifying and verifying customer identity, maintaining KYC profile in a digital form, and determining customer risk grading through digital means. By Going through this documentation, the user will clearly understand the whole process step by step.

Reference:

Solution URL: ekyc.bankname.com

Web Portal

1. User click on "Web Portal" on the login page then the following screen will appear:



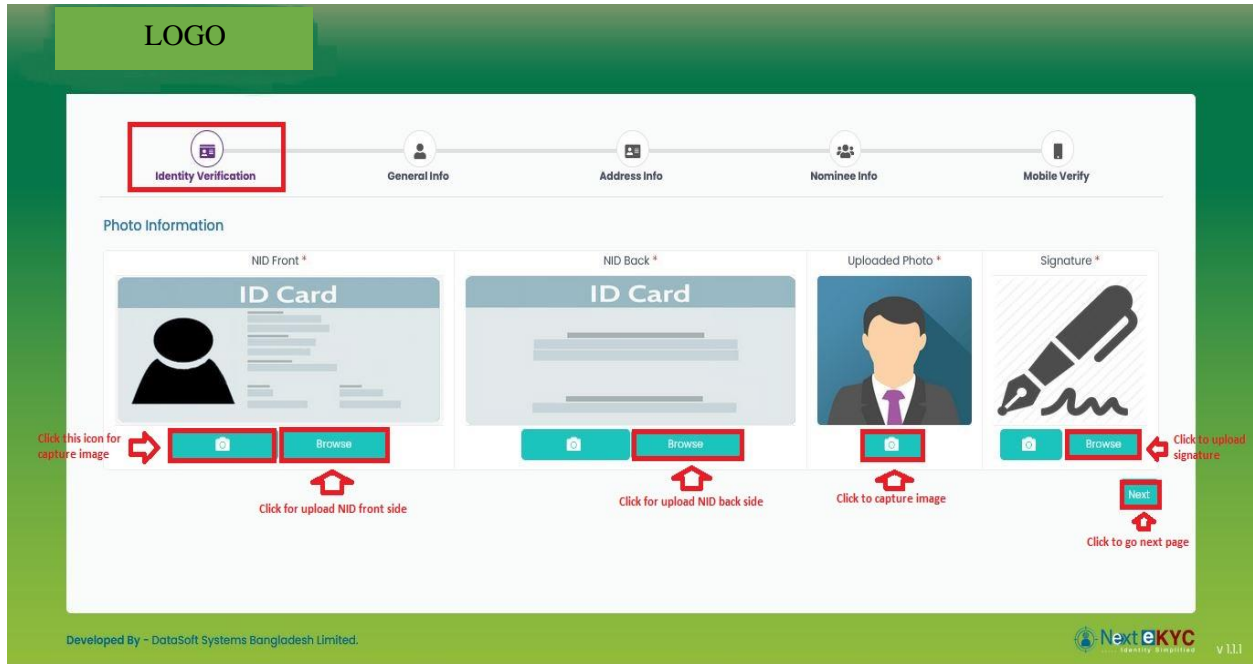
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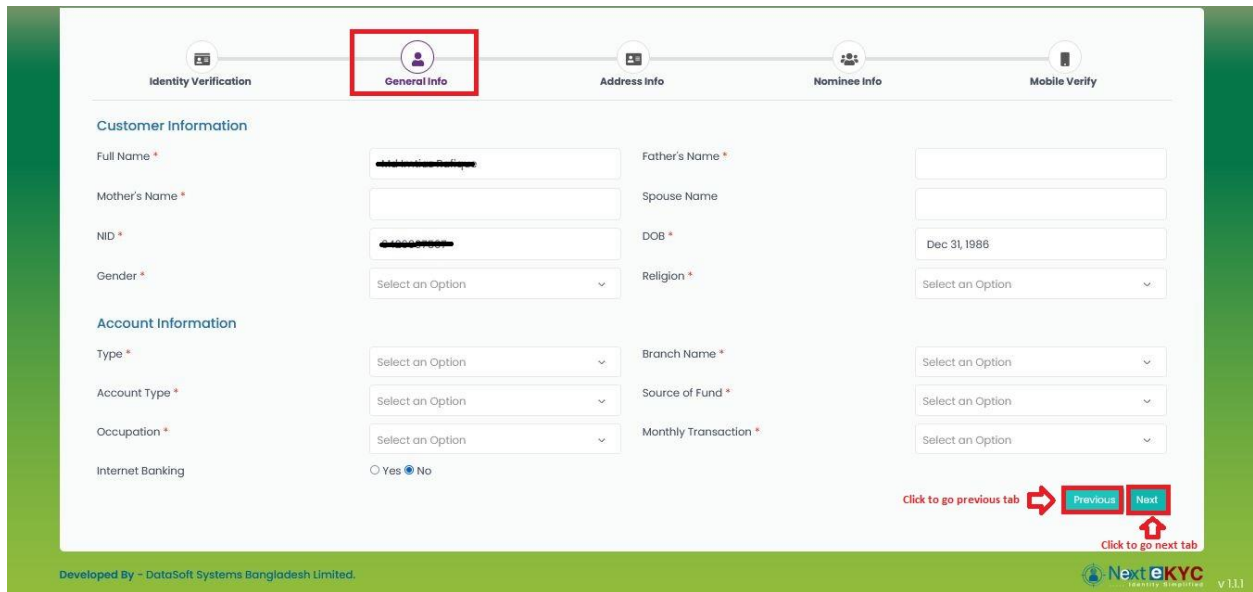
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2. After clicking on the "Web Portal" on the login page then the following screen will appear:



3. After inserting all required data on the "Identity Verification" tab, when the user will click on the "Next" button, the following screen will appear:



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4. After inserting all required data on the “General Info” tab, when the user will click on the “Next” button, the following screen will appear:

LOGO

Identify Verification General Info **Address Info** Nominee Info Mobile Verify

Present Address Info

Present Address * District Select an Option

City * Select an Option Thana Select an Option

Post Code

Same as present address

Permanent Address Info

Present Address * District Select an Option

City * Select an Option Thana Select an Option

Post Code

Click to go previous tab Previous Next

Click to go next tab

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5. After inserting all required data on the “Address Info” tab, when the user will click on the “Next” button, the following screen will appear:

LOGO

Identify Verification General Info Address Info **Nominee Info** Mobile Verify

Nominee Personal Information

Name * Mobile No. *

Email DOB Sep 11, 2022

Share Percentage * 100 Relationships * Select an Option

Contact Address * Document Type * Select an Option

ID Value *

Nominee Documents

Document Front * ID Card Document Back * ID Card Uploaded Photo *

Click to upload NID front side Click to upload NID back side Click to upload photo

Click to go previous tab Previous Next

Click to go next tab

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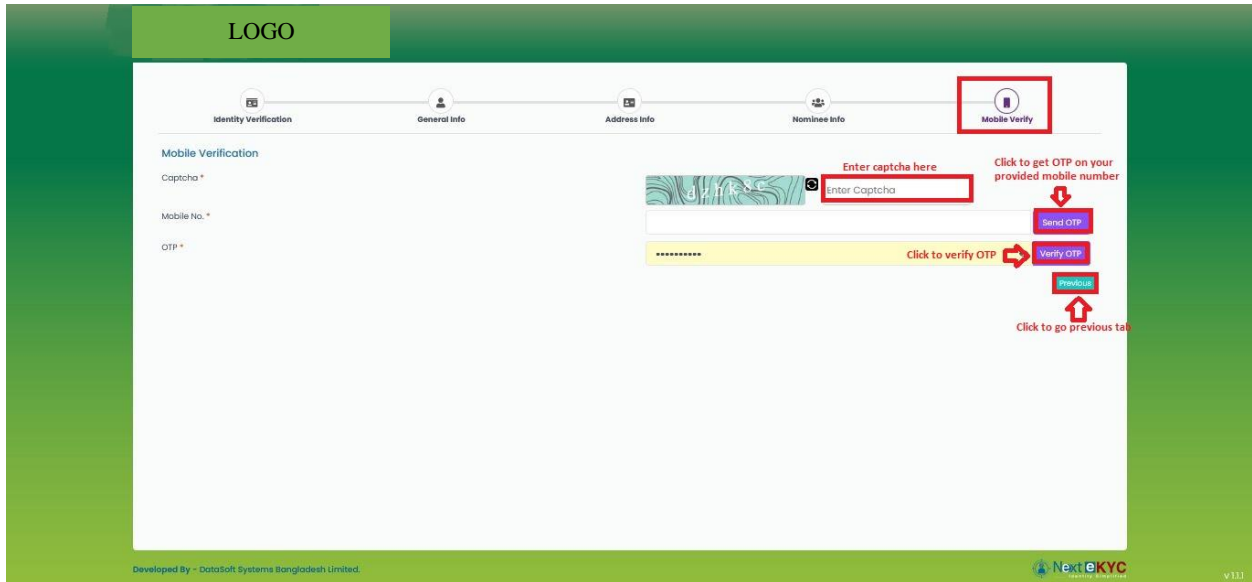
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6. After inserting all required data on the “Nominee Info” tab, when the user will click on the “Next” button, the following screen will appear:



After OTP verification user will get submit button and after clicking submit button user will see a successful message.

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