

របៀបបង្កើត Corporate User (ករណីជាប្រភេទ Self Authorize Admin ដែលធ្វើប្រតិបត្តិការ មិនត្រូវឲ្យមានការអនុម័តពីអ្នកដទៃ) / How to create Corporate User (Self Authorize Admin)

ជាដំបូងសូមចុច "☰" រួចចុច "User Administrations" បន្ទាប់មកសូមចុច "Corporate User"
 Please click "☰" then click "User Administrations" click "Corporate User"

The screenshot shows theACLEDA BANK website interface. On the left, a dark blue navigation menu is visible with the following items: Account Services, Bill Payment, Cheque Services, Local Fund Transfer, Messages, Overseas Fund Transfer, Payment Services, Standing Order, **User Administrations** (highlighted with a red box), Corporate Authorization Matrix, Corporate Group, Corporate User (highlighted with a red box), Corporate User Profile, User Token Setting, and User Token Verification. A red circle with the number '1' is next to the menu icon. The main content area is titled 'Corporate User' and features a search bar with 'Authorized List' and 'Show All' buttons. Below the search bar is a table with the following data:

EIF	Corporate Name	User ID	First Name	Last Name	Permission	Created Date	Links
277837	ICRC	ICRC.INPUTTER2	Sok	Sovandary	INPUT	31/03/2020 15:11	
277837	ICRC	ICRC.AUTHORIZE2	Vat	Theany	AUTHORIZE	06/04/2020 14:25	
277837	ICRC	ICRC.CHECKER	Bun	Sovat	AUTHORIZE	08/05/2019 15:33	
277837	ICRC	ICRC.MAKER	Bun	Sovat	INPUT	08/05/2019 15:33	

At the bottom right of the table area, there is a red circle with the number '2' next to the 'Add New' button icon.

សូមចុច "Add New" | Please click "Add New"

3 សូមបំពេញព័ត៌មាន Corporate User | Please complete the information Corporate User:

Create Corporate User

User ID ត្រូវចាប់ផ្តើម ដំរីអក្សរតាមក្រុមហ៊ុន Ex: "ICRC"
User ID start from the short cut letter Ex: "ICRC"

Corporate Name: ICRC

User ID: ICRCMAKER1 **a** សូមបញ្ចូល User ID | Please enter User ID

Corporate User Type: NORMAL **b** សូមជ្រើសរើស "Normal" | Please choose "Normal"

First Name: Sok **c** សូមបញ្ចូលនាមត្រកូល | Please enter First Name

Last Name: Chan **d** សូមបញ្ចូលនាមខ្លួន | Please enter Last Name

Gender: Male **e** សូមជ្រើសរើសភេទ | Please choose gender

Date Of Birth: 01/12/1990 **f** សូមបញ្ចូលថ្ងៃខែឆ្នាំកំណើត | Please enter date of birth

Department: Sale Division **g** សូមបញ្ចូលនាមភ្នាក់ងារ | Please enter Division

Position: Staff of Sale Division **h** សូមបញ្ចូលមុខតំណែង | Please enter position

ID Type: National Identity Card **i** សូមជ្រើសរើសប្រភេទ ID | Please choose ID Type

ID Number: 123456789 **j** សូមបញ្ចូលលេខ ID | Please enter ID Number

Mobile Number: KH 855 069903311 **k** សូមបញ្ចូលលេខទូរស័ព្ទ | Please enter Mobile Number

Email: cammedia16@gmail.com **l** សូមបញ្ចូលអ៊ីម៉ែល | Please enter email

Upload Attachment: 1 file(s) selected **m** សូមបញ្ចូលឯកសារបញ្ជាក់អត្តសញ្ញាណ | Please upload attachment

2- Enter Push Token.png
(Note: select picture or pdf file with maximum size 2MB)

National Identity Card
National Identity Card
Passport

4 សូមជ្រើសរើសគណនី | Please choose account number

Account Details

<input checked="" type="checkbox"/>	Account Number	Account Name	Account Type	Account Currency	Status
<input checked="" type="checkbox"/>	31001027783717	ICRC	Current Account	USD	Active
<input checked="" type="checkbox"/>	31001027783727	ICRC	Current Account	KHR	Active

Group-Profile-Permission Details

Group: Group A

Profile: All Services

Permission: AUTHORIZE

Can View Payroll Details

*** Denotes Mandatory Field

←

5 សូមជ្រើសរើសសេវា | Please choose the Services

អាចមើល Payroll Detail
Can View Payroll Details

AUTHORIZE

VIEW	សិទ្ធិត្រួតពិនិត្យរបស់បុគ្គលិក
INPUT	សិទ្ធិធ្វើប្រតិបត្តិការ
AUTHORIZE	សិទ្ធិអនុម័តប្រតិបត្តិការ
SUPERVISOR	សិទ្ធិធ្វើប្រតិបត្តិការ ឬអនុម័តរបស់បុគ្គលិករបស់អ្នកដទៃ

5 សូមចុច "Submit"
Please click "Submit"

សូមរង់ចាំការអនុម័តពីខាងធនាគារ | User create request has been submitted and pending for bank authorization

Corporate User

User create request has been submitted and pending for bank authorization. ✕

Unauthorized List

Page 1 of 1

CIF	Corporate Name	User ID	First Name	Last Name	Permission	Last Action	Created Date	Links
277837	ICRC	ICRC.MAKER1	Sok	Chan	INPUT	Pending Bank Authorization	01/10/2021 07:56	
277837	ICRC	ICRC.INPUTTERS	Sok	Sisophonna	INPUT	Create	23/04/2020 15:14	
277837	ICRC	ICRC.INPUTTER1	Sok	Sokumpheak	INPUT	Pending Bank Authorization	31/03/2020 14:44	
277837	ICRC	ICRC.INPUTTER	Sok	Sovannara	INPUT	Create	25/03/2020 14:31	

របៀបបង្កើត Corporate User (ករណីជាប្រភេទ Normal Admin ដែលតម្រូវឲ្យមានពីរនាក់)

How to create Corporate User (Normal Admin)

1- សម្រាប់ Admin ទី១ | For Admin number 1

ជាដំបូងសូមចុច "☰" រួចចុច "User Administrations" បន្ទាប់មកសូមចុច "Corporate User"
Please click "☰" then click "User Administrations" click "Corporate User"

Account Services
Bill Payment
Cheque Services
Local Fund Transfer
Messages
Overseas Fund Transfer
Payment Services
Standing Order
User Administrations
 ▶ Corporate Authorization Matrix
 ▶ Corporate Group
 ▶ **Corporate User**
 ▶ Corporate User Profile
 ▶ User Token Setting
 ▶ User Token Verification

ID	Corporate Name	User ID	First Name	Last Name	Permissions	Created Date	Links
277837	ICRC	ICRC.INPUTTER2	Sok	Sovandary	INPUT	31/03/2020 15:31	✖
277837	ICRC	ICRC.AUTHORIZE2	Vat	Theany	AUTHORIZE	06/04/2020 14:25	✖
277837	ICRC	ICRC.CHECKER	Bun	Sovat	AUTHORIZE	08/05/2019 15:33	✖
277837	ICRC	ICRC.MAKER	Bun	Sovat	INPUT	08/05/2019 15:33	✖

សូមចុច "Add New" | Please click "Add New"

3 សូមបំពេញព័ត៌មាន Corporate User តាមលំនាំទំព័រទី ២-៣ | Please complete the information Corporate User as following page 2-3:

Account Details

<input checked="" type="checkbox"/>	Account Number	Account Name	Account Type	Account Currency	Status
<input checked="" type="checkbox"/>	31001027783717	ICRC	Current Account	USD	Active
<input checked="" type="checkbox"/>	31001027783727	ICRC	Current Account	KHR	Active

Group-Profile-Permission Details

Group:

Profile:

Permission:

Can View Payroll Details

*** Denotes Mandatory Field

4

សូមចុច "Submit"
Please click "Submit"

Corporate User ត្រូវបានបង្កើតដោយជោគជ័យ និងរង់ចាំអនុម័តពី Admin ម្នាក់ទៀត | User create request has been submitted

Corporate User

User create request has been submitted. ✕

Unauthorized List

Page 1 of 1

CIF	Corporate Name	User ID	First Name	Last Name	Permission	Last Action	Created Date	Links
277837	ICRC	ICRC.CHECKER9	Chhin	Chhanna	AUTHORIZE	Create	01/10/2021 10:29	
277837	ICRC	ICRC.MAKER1	Sok	Chan	INPUT	Pending Bank Authorization	01/10/2021 07:56	
277837	ICRC	ICRC.INPUTTER5	Sok	Sisophonna	INPUT	Create	23/04/2020 15:14	
277837	ICRC	ICRC.INPUTTER1	Sok	Sokumpheak	INPUT	Pending Bank Authorization	31/03/2020 14:44	
277837	ICRC	ICRC.INPUTTER	Sok	Sovannara	INPUT	Create	25/03/2020 14:31	

2- សម្រាប់ Admin ទី២ | For Admin number 2

ជាដំបូងសូមចុច "☰" រួចចុច "User Administrations" បន្ទាប់មកសូមចុច "Corporate User"
 Please click "☰" then click "User Administrations" click "Corporate User"

1

2

3

សូមចុចយក "Unauthorized List"
 Please click "Unauthorized List"

សូមចុច "View" | Please click "View"

CIF	Corporate Name	User ID	First Name	Last Name	Permission	Last Action	Created Date	Links
277837	ICRC	ICRC.CHECKER9	Chihin	Chihanna	AUTHORIZE	Create	01/10/2021 10:29	
277837	ICRC	ICRC.MAKER1	Sok	Chan	INPUT	Pending Bank Authorization	01/10/2021 07:56	
277837	ICRC	ICRC.INPUTTER5	Sok	Sisophonma	INPUT	Create	23/04/2020 15:14	
277837	ICRC	ICRC.INPUTTER1	Sok	Sokumpheak	INPUT	Pending Bank Authorization	31/03/2020 14:44	
277837	ICRC	ICRC.INPUTTER	Sok	Sovannara	INPUT	Create	25/03/2020 14:31	

Inputter-Authzior Details

Inputter: ICRC.ADMN
 Input Date: 01/10/2021 10:29:34

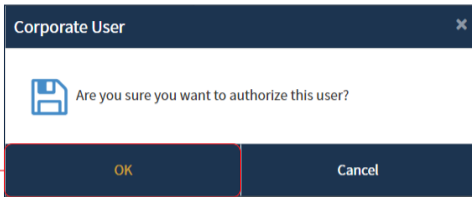
*** Denotes Mandatory Field

សូមចុច "Authorize" | Please click "Authorize"

4

5

សូមចុច "OK"
Please click "OK"



សូមរង់ចាំការអនុម័តពីខាងធនាគារ / User create request was successfully authorize and pending bank authorization

The screenshot shows the "Corporate User" management interface. At the top, a green message bar states "User create request was successfully authorized." Below this is a search bar with a dropdown menu set to "Unauthorized List", a search input field, and "Go" and "Show All" buttons. A pagination indicator shows "Page 1 of 1". The main content is a table with the following data:

CFI	Corporate Name	User ID	First Name	Last Name	Permission	Last Action	Created Date	Links
277837	ICRC	ICRC.CHECKERS	Chhin	Chhanna	AUTHORIZE	Pending Bank Authorization	01/10/2021 10:29	
277837	ICRC	ICRC.MAKER1	Sok	Chan	INPUT	Pending Bank Authorization	01/10/2021 07:56	
277837	ICRC	ICRC.INPUTTERS	Sok	Sisophonna	INPUT	Create	23/04/2020 15:14	
277837	ICRC	ICRC.INPUTTER1	Sok	Sokumpheak	INPUT	Pending Bank Authorization	31/03/2020 14:44	
277837	ICRC	ICRC.INPUTTER	Sok	Sovannara	INPUT	Create	25/03/2020 14:31	

At the bottom of the table, there are navigation arrows and a user profile icon. Red boxes highlight the "Pending Bank Authorization" and "Create" actions in the "Last Action" column, with red lines pointing to the instruction text above.

តម្រូវឲ្យមាន Admin ម្នាក់ទៀត Authorize | Required the approval from second admin