**AUTHORIZATION**

1. **Pending**
	1. **Screen Flow**

***Step 1:***

1. IBAM Maker User select Authorization menu and select Pending.
2. IBAM System shows the Pending Listing page.
3. Admin User selects the RIB Pending, BIB Pending or IBAM Pending tab and click on Tracking ID link.



**Display Specification:**

| **No** | **Field** | **Format** | **Description** |
| --- | --- | --- | --- |
|  | Description  | Text | The description of the pending authorizes. |
|  | Creation Date | DD/MM/YYYY HH:MM:SS | Creation date and time of the action make by maker. |

**Action:**

| **No** | **Action** | **Type** | **Description** |
| --- | --- | --- | --- |
|  | Tracking ID | Hyperlink | Go to Authorization- Pending details page |



**Display Specification:**

| **No** | **Field** | **Format** | **Description** |
| --- | --- | --- | --- |
|  | Tracking ID | Numeric | An unique ID for the activity |
|  | Description  | Text | The description of the pending authorizes. |
|  | Creation Date | DD/MM/YYYY HH:MM:SS | Creation date and time of the action make by maker. |

Table 132: Authorization- Pending Details Display Field

**Action:**

| **No** | **Action** | **Type** | **Description** |
| --- | --- | --- | --- |
|  | Back | Button | Go to Authorization- Pending Listing page |

1. **Approval**
	1. **Screen Flow**

***Step 1:***

1. User access to Approval screen.
2. IBAM display Approval List screen for RIB, BIB and IBAM.
3. User can choose which application to view by click the tab navigation. Each tab will display the Approval listing.
4. User can view the details by click on the Tracking ID.



**Display Specification:**

| **No** | **Field** | **Format** | **Description** |
| --- | --- | --- | --- |
|  | Description  | Text | The description of the pending authorizes. |
|  | Creation Date | DD/MM/YYYY HH:MM:SS | Creation date and time of the action make by maker. |

Table 132: Authorization- Approval Listing Display Field

**Action:**

| **No** | **Action** | **Type** | **Description** |
| --- | --- | --- | --- |
|  | Tracking ID | Hyperlink | Go to Authorization- Pending details page |

***Step 2:***

1. User click on Tracking ID to view the details.
2. IBAM display the details for each Pending list
3. User reviews the details and makes an action either to Approve or Reject the item.
4. Once user (administrator) click Submit button the system will save it to IB database.



**Input Specification:**

| **No** | **Field** | **Field Type** | **Validation Rule** | **Description** | **M/O** |
| --- | --- | --- | --- | --- | --- |
|  | Action  | Radio button | Must selected one of the selection | The action of the checker for this activity.* Approve
* Reject
 | M |
|  | Reason | Text |  | The reason of checker for selected action.  | O |

**Display Specification:**

| **No** | **Field** | **Format** | **Description** |
| --- | --- | --- | --- |
|  | Tracking ID | Numeric | An unique ID for the activity |
|  | Description  | Text | The description of the pending authorizes. |
|  | Creation Date | DD/MM/YYYY HH:MM:SS | Creation date and time of the action make by maker. |

**Action:**

| **No** | **Action** | **Type** | **Description** |
| --- | --- | --- | --- |
|  | Back | Button | Go to Authorization- Approval Listing page |
|  | Submit | Button | Go to Authorization –Approval result page |

**List of available messages for the screen:**

| **No.** | **Event** | **Error Description in English** | **Error Description in BM** |
| --- | --- | --- | --- |
| 1. | Did not choose the Action | Action is required. |  |
| 2. | User input more than 200 characters | Reason cannot be more than 200 characters. |  |

***Step 3:***

1. IBAM System shows the successful message, stating that the pending item have been approved or rejected.
2. Once approved, the pending item will be updated.



**Display Specification:**

| **No** | **Field** | **Format** | **Description** |
| --- | --- | --- | --- |
|  | Status | Text | Successful / Unsuccessful |
|  | Description | Text | The result message |

**Action:**

| **No** | **Action** | **Type** | **Description** |
| --- | --- | --- | --- |
|  | Back | Button | Back to Authorization- Approval Listing page |

1. **User Transaction Log**
	1. **Screen Flow**

***Step 1:***

1. User access to User Transaction Log screen.
2. IBAM display User Transaction Log searching screen.
3. User select Date From, Date To, Category and Status then click on Search button
4. IBAM display list of User Transaction Log



**Specification Input:**

| **No** | **Field** | **Field Type** | **Validation Rule** | **Description** | **Compulsory** |
| --- | --- | --- | --- | --- | --- |
| 1. | Date From | Text | DD/MM/YYYY using calendar/date picker | Search log based on date from | No |
| 2. | Date To | Text | DD/MM/YYYY using calendar/date picker | Search log based on date to | No |
| 3. | Category Action | Drop Down List |  | Search log based on the category | No |
| 4. | Status | Drop Down List | Successful/UnsuccessfulApproved/RejectedPending | Search log based on status | No |

**Action:**

| **No** | **Action** | **Type** | **Description** |
| --- | --- | --- | --- |
| 1. | Search | Button | Contains an action to search the logs for the Approval Items. |

**List of available messages for the screen:**

| **No.** | **Event** | **Error Description in English** | **Error Description in BM** |
| --- | --- | --- | --- |
| 1. | Enter invalid date format for Date From | Date From is an invalid date/time format |  |
| 2. | Enter invalid date format for Date To | Date To is an invalid date/time format |  |
| 3. | Select Date From greater than Date To | From date cannot be greater than to date. |  |

***Step 2:***

1. User access to User Transaction Log search result screen.
2. User click on the Activity ID to view the details of the logs.
3. IBAM display the details of User Transaction Log



**Display Fields:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Field** | **Format** | **Description** |
|  | Activity ID | Numeric | Shows the ID of the log |
|  | Initiator ID | Text | Shows the user who had done that particular activity |
|  | Category Action | Text | Shows the category of the activity |
|  | Description | Text | Shows the description of the activity |
|  | Transaction Date | dd/mm/yyyy hh:mm:ss | Shows the created date of the activity |
|  | Approver ID | Text | Shows the ID of the approver |
|  | Administrator Reason | Text | Shows the reason of the approval action from the approver |
|  | Status | Text | Shows the status of the approval activity |

**Action:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Action** | **Type** | **Description** |
|  | Activity ID | Hyperlink | Shows the log details page for the selected activity ID |
|  | Back | Button | Go back to previous page where the ‘User Transaction Log Search’ page is shown. |

***Step 3:***

1. IBAM display User Transaction Log details



**Display Fields:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Field** | **Format** | **Description** |
|  | Activity ID | Numeric | Shows the ID of the log |
|  | Transaction Date | Date Time | Shows the created date of the activity |
|  | Initiator ID | Text | Shows the user who had done that particular activity |
|  | Approver ID | Text | Shows the ID of the approver |
|  | Category Action | Text | Shows the category of the activity |
|  | Description | Text | Shows the description of the activity |
|  | Status | Text | Shows the status of the approval activity |
|  | Reason | Text | Shows the reason if activity is unsuccessful (optional). |
|  | Authorization Reject/Approve Reason | Text | Shows the reason of the approval action from the approver |
|  | IP Address | Alphanumeric | Shows the IP Address for the user who had done that particular activity |
|  | Before State | Text | Shows the previous details for the particular activity |
|  | After State | Text | Shows the after changes details for the particular activity |