

HAL E-BANK MANUAL

REMOTE SIGNING



Hal E-Bank version: 17.X.X.21

Content of Manual

The manual consists of eight content sections and two sub-sections. The current section is highlighted on the list. The manual's content sections are also available online at www.halcom.rs.

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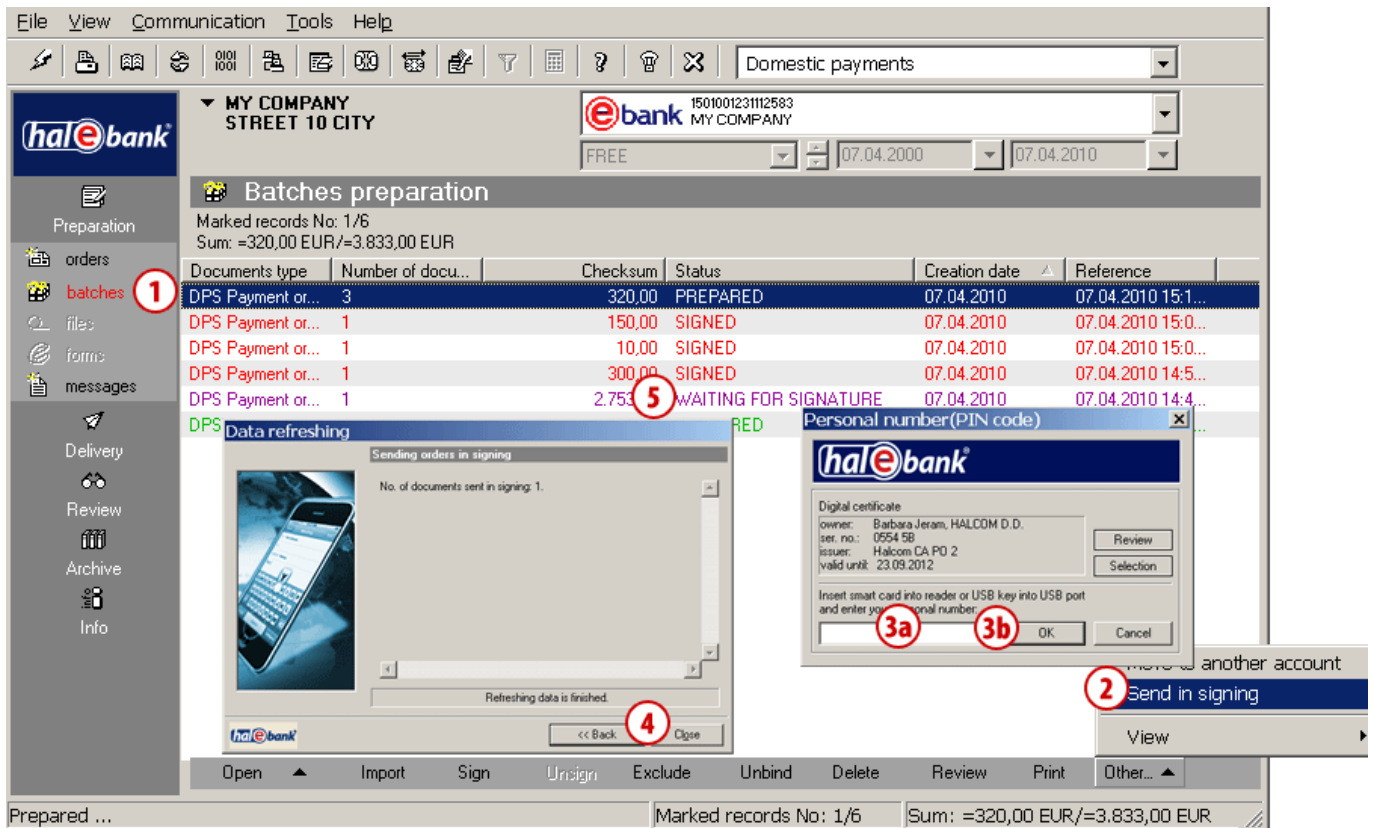
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Remote Signing

Remote signing enables signing of batches or orders from a location, which is far from the installed Hal E-Bank solution. Via a web portal, a responsible person can sign batches or orders, which you sent from the Hal E-Bank program in remote signing.

Authorizations for remote signing can be arranged with your bank administrator. However, not all banks support remote signing. If the bank does not support remote signing, this functionality is invisible or deactivated.

Sending Batches to Remote Signing



Prepare a batch of orders (see section PAYMENTS).

- 1 In the folder **Preparation > Batches**, select batches which you would like to send in remote signing. Only batches with the »PREPARED« status can be sent to remote signing.
- 2 Select the command **Other > Send in signing**.
- 3 A window will open, where you enter a personal number (PIN code) (3a) and confirm it by clicking the OK

button (3b). The program establishes a connection with the bank. Upon data transfer, the window will close automatically.

- 4 A window with data on orders sent to remote signing opens up. Close the window by clicking the Close button.
- 5 Successfully sent orders are located in the folder **Preparation > Batches** (1) and have the »WAITING FOR SIGNATURE« status.

Remote Signing of Batches in Hal E-Bank/Web


The screenshot displays the Hal E-Bank web application interface for batch signing. The main window shows a table of batches with columns for creation date, document type, number of orders, control sum, status, and account. A 'Sign' button (2) is visible next to a batch. Below the table, two 'Data on batch' windows are shown. The left window displays batch details and a 'Sign' button (3a). A 'Nexus Personal - Authenticate' dialog box prompts for a PIN (3b). The right window shows the batch data after signing, with a 'Batch was successfully signed' message and a 'Back' button. Navigation buttons at the bottom include 'Sign' (3a), 'Return to preparation' (3c), 'Back' (3d), and 'List of orders' (3e).

- 1 In the web application Hal E-Bank/WEB, select the **Signing** folder. The folder contains batches of payment orders which were successfully sent to remote signing.
- 2 For a batch you would like to sign, click the **Sign** command.
- 3 A window with the batch data opens, where you can sign the batch (3a). In order to sign a batch, enter a PIN code (3b) in the new window. A message on

the successfully signed batch appears and the batch is sent to the bank. If you don't want to sign the batch, you may return it to be prepared by the person who sent it to you in remote signing (3c). By clicking the **Back** (3d) button, you return to the list of orders waiting to be signed, while by using the **List of orders in batch** command (3e) a list of orders belonging to the selected batch will be displayed.

Signed Batches in Hal E-Bank

The screenshot shows the Hal E-Bank interface. At the top, there is a menu bar with 'File', 'View', 'Communication', 'Tools', and 'Help'. Below it is a toolbar with various icons, including a refresh icon circled with a red '1'. The main area displays 'MY COMPANY STREET 10 CITY' and 'eBank 1501001231112583 MY COMPANY'. There are dropdown menus for 'FREE', '07.04.2000', and '07.04.2010'. The 'Batches archive' section shows 'Marked records No: 0/4' and 'Sum: - /=-2.515,00 EUR'. A table lists documents with columns for 'Documents type', 'Number of docu...', 'Checksum', 'Status', 'Creation date', and 'Reference'. A 'Data refreshing' dialog box is open in the center, showing 'Data updating' information. The dialog has a 'Close' button circled with a red '2'. In the left sidebar, the 'batches' menu item is circled with a red '3'. At the bottom, there are buttons for 'Open', 'Delete', 'Review', and 'Print'. The status bar at the bottom shows 'Prepared ...', 'Marked records No: 0/4', and 'Sum: - /=-2.515,00 EUR'.

- 1 You receive the signed batches in Hal E-Bank when refreshing data (click the icon ). The number of received signed documents is written in the window containing information on data refreshing.
- 2 Close the window by clicking the Close button.
- 3 Successfully received signed batch is located in the folder **Archive > Batches** and has the »SENT« status.