

MANUAL GUIDE FOR USING E-CITRA APPLICATION

V1.0

Abstract For Broker

Indonesia Clearing House backoffice@ich.co.id

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REVISION HISTORY

Name	Date	Reason of Change	Version
			4

ACCESS TO E-CITRA APPLICATION

1

To start using the E-Citra application, please access <u>https://ecitra.ich.co.id/</u> via a browser on your laptop/computer. Use google chrome for a better experience.

A login page will be showing, then select broker login.

INDONESIA CLEARING HOUSE		
	FITRA CLEARING INFO OF TRADE	
https://edita.ich.co.id/broker/ioqin	CLIENT LOGIN BROKER LOGIN	

Log in using the email and password provided, then click login.

CITRA (CLEARING INFO	O OF TRADE)	·	Login
	Broker Login		
	Username	РМ	
	Password		
		Remember Me	

4

2 MENU

After successful login you will see the home page of E-Citra. On the left panel there will be a menu consisting of:

- Dashboards
- SPA Clients
- SPA Clients Transactions
- Users

3 SPA CLIENTS

SPA Clients menu is used to add and display SPA Clients data.

3.1 CREATE NEW CLIENT

To add new Client data, click the Create New Client button.

CITRA		•				
BROKER TESTING PM	7			SPA Clients		
	+ Crea	ate New Client 🕇 🕂 Bulk Upl	oad Clients			
O Dashboard	Date Fro	m: YYYY-MM-DD	Date To : YYYY-MM-DD			Per Page: 10 V
O SPA Clients	Search f	or. Username				
O SPA Clients Transactions	Cari 🖒	Reset Form 2				
O User <	No	Clients Username	Clients Change Password	Created At	Last Login	Actions
	1	BANI	TRUE	12-02-2024 11:13:14	12-02-2024 04:15:06	≜ ∕ 前
	2	SAAD	TRUE	07-11-2023 18:21:59	07-11-2023 11:46:38	<u>≜ Q / 1</u>
	3	PM112233	TRUE	06-11-2023 15:19:15	06-11-2023 08:21:55	≜ / ₿
	4	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	<u>⊜ Q / ≅</u>
	5	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≜ / ₫
	6	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	ê Q / Î
	7	PM001000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	≜ @ / ₿
	8	PM1130000003	FALSE	24-06-2022 06:54:56	24-06-2022 06:54:56	≜ Q / ≅

The page showing pop up create new client CITRA access. Fill in the required data then click create button to save the data. To fill in the username, enter it according to broker_code. Example: miracle = MI becomes MI92547806.

CITRA						
BROKER TESTING PM				SPA Clients		
MENU NAVIGATION	+ Create New	Client 🗕 🕂 Bulk Up	load Clients			
O Dashboard	Date From : YYY	/Y-1				Per Page: 10 V
O SPA Clients	Search for: Use	erna Create N	ew Client CITRA Access			
O SPA Clients Transactions	Cari 🖒 Rese	et Fo				
O User <	No C	Username	06		gin	Actions
	1	Mi925478	06		04:15:06	
	2	Fassword			11:46:38	e e / 1
		P			08:21:55	ê Q / Î
	4			Close	Create	≜ Q / ≣
	5				09:47:51	ê Q / 11
	6	PM123		31-03-2023 09:47:51	31-03-2023 09:47:51	e e / 11
	7 1	PM001000001	TRUE		09-04-2023 09:06:52	# Q / #
	8	PM1130000003		24-06-2022 06:54:56	24-06-2022 06:54:56	# @ / #

3.2 BULK UPLOAD CLIENTS

To upload Client data, click the Bulk Upload Clients button on the SPA Clients menu.

CITRA	≡					
BROKER TESTING PM	۲.			SPA Clients		
MENU NAVIGATION	+ Crea	ate New Client 🕂 Bulk Upl	oad Clients			
O Dashboard	Date Fro	m: YYYY-MM-DD	Date To : YYYY-MM-DD			Per Page: 10 🗸
O SPA Clients	Search fe	Dr. Username				
O SPA Clients Transactions	Cari 🖒	Reset Form 2				
O User K	No	Clients Username	Clients Change Password	Created At	Last Login	Actions
	1	BANI	TRUE	12-02-2024 11:13:14	12-02-2024 04:15:06	ê Q / Î
	2	SAAD	TRUE	07-11-2023 18:21:59	07-11-2023 11:46:38	e e / 💼
	3	PM112233	TRUE	06-11-2023 15:19:15	06-11-2023 08:21:55	⊜ ≪ ∕ ڨ
	4	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≞ ℚ ∕ ≅
	5	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≜ ∕ 前
	6	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	<u>≜ Q ∕ 11</u>
	7	PM0010000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	≜ ∕ Ⅲ
	8	PM113000003	FALSE	24-06-2022 06:54:56	24-06-2022 06:54:56	ê Q / 11

Will show a form like the following. Upload data according to the existing format (the format can be downloaded on Download CSV button) then click Upload CSV button.

CITRA	=				
BROKER TESTING PM	+ Create New Client + R	ulk Upload Clients	SPA Clients		
Dashboard SPA Clients	Date From : YYYY-MM-DD	Date To: YYYY-MM-DD	J		Per Page: 10 🗸
O SPA Clients Transactions	Cari 🖉 Reset Fo	Upload Client Data			
O User <	No Client	ownload CSV		gin	Actions
	1 Upload	I Document		04:15:06	≜ < ∕ ≣
	2	USEIS.CSV		11:46:38	e e / #
	з Р		Close	pload Csv	A Q / #
	4			09:47 51	≜
	5 PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≜ € / ≜
	6 PM123		31-03-2023 09:47:51	31-03-2023 09:47:51	≜
	7 PM0010000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	A Q / 1
	8 PM1130000003		24-06-2022 06:54:56	24-06-2022 06:54:56	≜ Q / ≣

Click Yes, I am sure button on the confirmation pop up to agree to upload the CSV data.

CITRA	3							
BROKER TESTING PM	+ Cente	New Client + Bulk Upload	Clients					
 Dashboard 	Date From :							98 200 ¥
 SPA Clients 	Search for							
SPA Clients Translactions	Ganida							
O User K	No	Clients User	Process Process Process					
	32	Migaga775	Bulk Upload Client Data			1641-		
	ž.	SAAD	Download CSV	(!)		638		
	<u>a</u>	PMinzz3 Up	load Document	Are you sure?		2155		
	4	PMazz	Choose File users csv	You will not be able to under this action!		4751	6 5 × 1	
	5:	PM124		Vics, I am surel	Close Upload Csv	1751	6.4.7.8	
	6	PM123				4751	6 4 × 8	
	7.							
	8							
	9						6 4 × 8	
	:20						6 K / 8	
	23							
	:12	JKogo	FALSE	04-05-2023 0	7.4838 04-05-1	2021 07,4838		

CITRA	а Э								
BROKER TESTING PM		SPA Clients							
	+ Create	• New Client + Bulk Upload Clients							
	Date From	YYYY-MM-DD Date To :	YYYY-MM-DD			Per Page: 100 V			
	Search for:								
	Cari 👌	Reset Form 2							
	No	Clients Username	Clients Change Password	Created At	Last Login	Actions			
		HM9254755	FALSE	13-02-2024 10:39:59	13-02-2024 10:39:59	8 Q / 11			
	2	TS92543306	FALSE	10:39:58	13-02-2024 10:39:58				
	3	TS92545712	FALSE	10 33 11	13-02-2024 10:33:11	0 Q / 8			
	4	MI92547778	2 of 2 Re FALSE	pws Inserted	13-02-2024 10:24:41	6 9. × 8			
	5	SAAD	TRUE	18:21:59	07-11-2023 11:46:38	4 4 / B			
	6	PM112233	TRUE	06-11-2023 15:19:15	06-11-2023 08:21:55	é €, ∕ ≣			
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	ê €, ∕ ≣			
	8	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	ê Q. ∕ ≘			
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	⊕ Q, ∕ ≘			
	10	PM0010000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	& Q / B			

Data has been successfully uploaded and the page show a pop up of the amount of data successfully entered.

3.3 SORT DATE DATA SPA CLIENTS

To display SPA Clients data in a certain range, select date from and date to then click search button.

CITRA	=								
BROKER TESTING PM				SPA Clients					
	+ Create Net	w Client 🗕 🕂 Bulk Upload Clients							
	Date From 20	024-01-01 Date To	2024-02-29			Per Page: 10 🗸			
SPA Clients	Search for:	Isername							
SPA Clients 1	Cari 🖒 🛛 Re	eset Form 2							
O User	No	Clients Username	Clients Change Password	Created At	Last Login	Actions			
	1	HM9254755	FALSE	13-02-2024 10:39:59	13-02-2024 10:39:59				
	2	TS92543306	FALSE	13-02-2024 10:39:58	13-02-2024 10 39 58	A 4 / 8			
	3	TS92545712	FALSE	13-02-2024 10:3311	13-02-2024 10:3311	4 4 / E			
	4	MI92547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	e e / 8			
	5	SAAD	TRUE	07-11-2023 18 21 59	07-11-2023 11:46:38	≜ € ∕ ≘			
	6	PM112233	TRUE	06-11-2023 15 19 15	06-11-2023 08:21:55				
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	8 Q / 8			
	8	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	6 R / B			
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	6 9 / B			
	10	PMootooooot	TRUE	19-01-2023 0229 09	09-04-2023 09:06:52	é e / E			
	Displaying 1 to	Displaying 1 to 10 of go items							
	Copyright © 20	17 - 2024 Indonesia Clearing House (I	CH0. All rights reserved			Version 10			

CITRA	=								
BROKER TESTING PM		SPA Clients							
MENU NAVIGATION	+ Create N	+ Create New Client + Burk Upload Clients							
O Dashboard	Date From :	Date From: 2024-01-01 Date To: 2024-02-00							
SPA Clients	Search for:	Username							
O SPA Clients Transactions	Cari	Reset Form 2							
O User <	No	Clients Username	Clients Change Password	Created At	Last Login	Actions			
	- 1	HM9254755	FALSE	13-02-2024 10:39:59	13-02-2024 10:39:59	4 Q / 8			
	2	TS92543306	FALSE	13-02-2024 10:39:58	13-02-2024 10:39:58	≜ ₹ ∕ B			
	3	TS92545712	FALSE	13-02-2024 10:33:11	13-02-2024 10:33 11	4 9 / B			
	4	Mlg2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	e e / 8			
	Displaying 1 t	o a of a items							
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Page showing SPA Clients data according to the selected date range.

3.4 SEARCH USERNAME SPA CLIENTS

To search for client's username data, input username keyword in the search field then clicks search button.

CITRA	=								
BROKER TESTING PM				SPA Clients					
MENU NAVIGATION	+ Create Net	w Client + Bulk Upload Clients							
O Dashboard	Date From : Y	YYY-MM-DD Date To : Y	YYYY-MM-DD			Per Page: 10 🗸			
O SPA Clients	Search for M	witch fo Migas47778							
O SPA Clients T	Cari 🖞 🛛 Re	eset Form C							
O User	No	Clients Username	Clients Change Password	Created At	Last Login	Actions			
	1	HM9254755	FALSE	13-02-2024 10:39:59	13-02-2024 10:39:59	A Q / E			
	z	TS92543306	FALSE	13-02-2024 10:39:58	13-02-2024 10:39:58	6 9. ∕ 8			
	3	TS92545712	FALSE	13-02-2024 10 33 11	13-02-2024 10:3311	e e / I			
	4	MI92547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	≜ ۹ / ≣			
	5	SAAD	TRUE	07-11-2023 18 21 59	07-11-2023 11:48:38	⊕ ♀ / ≘			
	6	PM112233	TRUE	08-11-2023 15 19 15	06-11-2023 08:21:55	6 9 / B			
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≜ ♀ ≠ ₿			
	8	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	a e / i			
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	e e / E			
	10	PM0010000001	TRUE	19-01-2023 0229.09	09-04-2023 09:06:52	6 9 × 8			
	Displaying 1 to	10 of 30 items				1 2 <u>1</u> 2 3 + + •			
	Copyright © 20	17 - 2024 Indonesia Clearing House (I	CH), All rights reserved.			Version 10			

Page showing data according to the keywords entered.

			SPA Clients						
+ Create New Client + Bull	Upload Clients								
Date From: VVVV-MM-DD	Date To: VVVV-MM-DD				Per Page: 10 M				
Search for: MI02547778									
Cari 👌 Reset Form 3	Reset Form Ø								
No Clients Use	ername Clien	its Change Password	Created At	Last Login	Actions				
1 Mig2547	7778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	⊕ Q / ⊞				
Copyright © 2017 - 2024 Indonesia	Clearing House (ICH). All rights reserved				Version 1.0				
	Cast Q Read From C No Clients Us 3 Migos Jisplaying 1 to 1 of 1 items · Copyright © 2017 - 2024 Indonesia	No Clients Username Client 1 Mig2547778 Visplaying 1 to 1 of 1 items:	Cort Q Reset Form C No Clients Username Clients Change Password 1 Migze47770 FALSE Veplaying 1 to 1 of 1 items	Carlo Rest Form 2 No Clients Username Clients Change Passeord Created At 1 Migrig-07770 FALSE 13-02-0202 30 24.41	Carlo Rest Clients Username Clients Change Password Created At Last Login 1 Migosyr778 FALSE 33-02-2024 1034.41 33-02-2024 1034.41 Visplaying 1 to 1 of 1 Rems: Statistical Remote Part of the Remote				

3.5 RESET FORM SPA CLIENTS

To reset the date range or username search, click reset form button after inputting the date range or username search.

CITRA								
BROKER TESTING PM	+ Create New	v Client + Bulk Upload Clients		SPA Clients				
O Dashboard	Date From 20	24-01-01 Date To 20	024-02-29			Per Page: 10 👻		
O SPA Clients	Search for: MI	l92547778						
O SPA Clients Transactions	Cari 🖒 Res	set Form C						
O User <	No	Clients Username	Clients Change Password	Created At	Last Login	Actions		
	1	Mig2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	⊕ Q / B		
	Displaying 1 to 1	of 1 items	R All initia reserved			Version 1.0		
	Copyright © 201	17 - 2024 Indonesia Clearing House (IC	H). All rights reserved.			Version 10		

The page will return to the initial display.

CITRA						
BROKER TESTING PM				SPA Clients		
MENU NAVIGATION	+ Create N	ew Client + Bulk Upload Clients				
O Dashboard	Date From : Y	YYY-MM-DD Date To :	YYYY-MM-DD			Per Page: 10 v
O SPA Clients	Search for:	Usemame				
O SPA Clients Transactions	Cari 🙆 🖡	leset Form C				
O User <	No	Clients Username	Clients Change Password	Created At	Last Login	Actions
	1	HM9254755	FALSE	13-02-2024 10:39:59	13-02-2024 10:39:59	e e / 8
	2	T5g2543306	FALSE	13-02-2024 10:39:58	13-02-2024 10:39:58	e e / 1
	3	TS92545712	FALSE	13-02-2024 10:33:11	13-02-2024 10:3311	4 Q / 2
	4	Mig2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	e e / s
	5	SAAD	TRUE	07-11-2023 18:21:59	07-11-2023 11:46:38	4 Q / 8
	6	PM112233	TRUE	06-11-2023 15 19 15	06-11-2023 08:21:55	é (/ ŝ
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	é e, / ii
	в	PM124	FALSE	31-03-2023 09.47.51	31-03-2023 09:47:51	6 9 / B
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	
	10	PM0010000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	e e / 8
	Displaying 1 to	so of 30 items				

3.6 DETAIL SPA CLIENT

To view detailed SPA Client data, select the client data then click view icon in the action.

CITRA						
BROKER TESTING PM				SPA Clients		
	+ Create Ne	w Client + Bulk Upload Clients				
	Date From : Y	YYY-MM-DD Date To :	YYYY-MM-DD			Per Page: 10
	Search for:	Isemame				
	Cari 🖒 🛛 Re	eset Form O				
	No	Clients Username	Clients Change Password	Created At	Last Login	Actions
	1	HM9254755	FALSE	13-02-2024 10 39:59	13-02-2024 10:39:59	a a
	2	TS92543306	FALSE	13-02-2024 10:39:58	13-02-2024 10:39:58	e a 🔪
	3	TSg2545712	FALSE	13-02-2024 10:33:11	13-02-2024 10:3311	@ @ / #
	4	Mlg2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	é q / 8
	5	SAAD	TRUE	07-11-2023 18:21:59	07-11-2023 11:46:38	é e, / B
	6	PM112233	TRUE	06-11-2023 15 19 15	06-11-2023 08:21:55	é q / 8
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	é e / il
	8	PM124	FALSE	31-03-2023 09.4751	31-03-2023 09:47:51	6 Q / 8
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	ê 9. ∕ Î
		PMaatanaanat	TRUE	19-01-2023 02 29:09	09-04-2023 09:06 52	A A Z A

Page showing a pop up of detailed client data.

CITRA	≡					
BROKER TESTING PM				SPA Clients		
MENU NAVIGATION	+ Create	New Client 🕂 Bulk Up	load Clients			
O Dashboard	Date From	YYYY-MM-DD	Date To: YYYY-MM-DD			Per Page: 10 🗸
O SPA Clients	Search for:					
O SPA Clients Transactions	Carito	Reset Form 2				
• User <	No	Clients User	Detail Client			Actions
	1 HM	HM92547			99.59	& Q. / E
	2	TS925433	Username : HM9254755		19:58	≜ € ≠ Ê
	3	TS925457	Clients Change Password : FALSE		3311	8 9 × 8
	4	Mlg25477	Created At : 13-02-2024 10:39:59	24141		
	5	SAAD	apare At. 10-02-2224 10:00:00	6.38	A 9, / B	
	6	PM11223			2155	a e / 1
	7	PM125			47:51	A Q / E
	8	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≜ Q. ≠ B
	9	PM123		31-03-2023 09:47:51	31-03-2023 09:47:51	# 0, / B
	10	PM00100000			09-04-2023 09:06:52	≜ € ∕ ≣
	Displaying					
	Copyright	© 2017 - 2024 Indonesia Cle	aring House (ICH). All rights reserved.			Version 10



3.7 EDIT SPA CLIENT

To make changes to the SPA Client data, select SPA Client data then click edit button on the action.

CITRA	=					
BROKER TESTING PM	+ Create N	New Client + Bulk Upload Clients		SPA Clients		
O Dashboard	Date From :	YYYY-MM-DD Date To	YYYY-MM-DD			Per Page: 10 👻
O SPA Clients	Search for:	Usemame				
O SPA Clients Transactions	Cari	Reset Form 2				
O User K	No	Clients Username	Clients Change Password	Created At	Last Login	Actions
	1	HM9254755	FALSE	13-02-2024 10:39:59	13-02-2024 10:39:59	
	2	TS92543306	FALSE	13-02-2024 10:39:58	13-02-2024 10.39/58	a a /
	3	TS92545712	FALSE	13-02-2024 10:33:11	13-02-2024 10:3311	a < / 8
	4	Mlg2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	e e / 8
	5	SAAD	TRUE	07-11-2023 18 21 59	07-11-2023 11:46:38	● < / ≡
	6	PM112233	TRUE	06-11-2023 15 19 15	06-11-2023 08:21:55	6 9 / E
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	⊕ Q, ∕ B
	8	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	6 C / B
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	≜
	10	PM0010000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	≜ ۹ / 8
	Displaying 1 t	to 10 of 30 items	1910 All lights second			a t <u>s 2 3 x n</u> +

CITRA	=										
					SPA Clients						
MENU NAVIGATION	+ Create	e New Client 🗕 🕂 Bulk Uş	pload Clients								
O Dashboard	Date From	MANY MM DD	Date Tel VARA MAL DD							Por Page	(0
O SPA Clients	Search for:										10 +
SPA Clients Transactions	Cari 🖒	Reset Form 2									
O User K											
	No	Clients Usen	Edit Client						Actions		
	1	HMg2547					959	٠	a /	8	
	2	TS925433	Username				19:58	٠	e /		
	3	TS925457	TS92543306				33:11	٠	a /		
	4	Mig25477	Password				24:41		Q /		
	5	SAAD	1cdx123				6-19				
	0	300					1		۹ /		
	6	PM11223				Close Edit		۵	۵ /	-	
	7	PM125						٠	۹ /		
	8	PM124	F	ALSE	31-03-2023 09:47:51	31-03-2023 0	9:47:51	٠	e /	8	
	9	PM123			31-03-2023 09:47:51			٠	e /	8	
	10	PM001000000				09-04-2023 0		٠	a /	î	
	Displaying									23	
	Copyright	© 2017 - 2024 Indonesia Cle	earing House (ICH). All rights reserved.							Y	Version 1.0
Page show po	op up	edit success	sfully.								

Page will show a pop up edit client, input data then click the edit button.

CITRA	=	•							
BROKER TESTING PM				SPA Clients					
	+ Create	New Client + Bulk Upload Clients	1						
	Date From :	YYYY-MM-DD Date To	YYYY-MM-DD			Per Page: 10 V			
	Search for:								
	Carid	Reset Form 2							
	No	Clients Username	Clients Change Password	Created At	Last Login	Actions			
	1	HMg254755	FALSE	13-02-2024 10 39 59	13-02-2024 10:39:59	& Q / B			
	2	T592543306	FALSE	13-02-2024 10 39.58	13-02-2024 10:39:58	6 4 / E			
	3	TS92545712	FALSE	dit Successfully	13-02-2024 10:3311	4 4 / B			
	4	Mlg2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	é q. ∕ ≘			
	5	SAAD	TRUE	07-11-2023 18 21 59	07-11-2023 11:46:38	é e, / E			
	6	PM112233	TRUE	06-11-2023 151915	06-11-2023 08:21:55	≜ € ∠ B			
	7	PM125	FALSE	31-03-2023 09.47.51	31-03-2023 09:4751	⊕ Q, ≠ B			
	8	PM124	FALSE	31-03-2023 09.47.51	31-03-2023 09:47:51	6 9 × 8			
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	& Q / B			
	10	PMootooooot	TRUE	19-01-2023 0229 09	09-04-2023 09:06:52	≜ < ∕ 8			
	Displaying 1	to so of 30 items				and the second se			
	_					€ E <mark>1</mark> 2 3 5 5 €			
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3.8 DELETE SPA CLIENT

CITRA		•								
BROKER TESTING PM				SPA Clients						
	+ Create I	New Client + Bulk Upload Clients								
	Date From :	YYYY-MM-DD Date To :	YYYY-MM-DD			Per Page: 10 V				
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	1	HM9254755	FALSE	13-02-2024 10 3959	13-02-2024 10:39:59	a a / a				
	z	T592543306	FALSE	13-02-2024 10 39 58	13-02-2024 10:39:58	+ < / =				
	3	TS92545712	FALSE	13-02-2024 10 33 11	13-02-2024 10 33:11	6 Q / 8				
	4	Mig2547778	FALSE	13-02-2024 10:24:41	13-02-2024 10:24:41	6 Q / 8				
	5	SAAD	TRUE	07-11-2023 18:21:59	07-11-2023 11:46:38	6 Q / 8				
	6	PM112233	TRUE	06-11-2023 151915	06-11-2023 08:21:55	6 Q / 8				
	7	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	6 Q / 8				
	8	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	A 4 / 8				
	9	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	A Q / B				
	10	PMootooooot	TRUE	19-01-2023 0229:09	09-04-2023 09:06:52	A Q / B				
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To delete SPA Client data, select SPA Client data then click delete button on actions.

Page will show a pop up delete client login CITRA access then click delete button.

CITRA	≡								
				SPA Clients					
	+ Create	New Client + Bulk Upload Clie	ints						
	Date From	YYYY-MM-DD Date	To: YYYY-MM-DD			Per Page: 10 V			
	Search for:								
	Cari 🖒	n <mark>ð</mark> Restform 2							
	No	Clients Userpame	Clients Change Password	Created At	Last Lonin	Actions			
		HM92547	ete Client Login CITRA Access		19:59	4 Q / 2			
		TS925433			39:58	é e / II			
	3 TSg25457 Are you Sure that you want to delete this ?				33:11	ê Q / Î			
	4	Mlg25477			1942	ê Q ∕ Ê			
		SAAD			Close Delete	ê Q / Î			
	6	PM11223			55	é e 🖌 🗄			
		PM125		31-03-2023 09:47:51	31-03-2023 09/47/51	é e, / II			
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	9	PM123		31-03-2023 09:47:51		ê Q / Î			
		PM0010000001			09-04-2023 09:06:52	≜ € / ≘			
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Page shows a pop up delete successfully.

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BROKER TESTING PM				SPA Clients						
	+ Create N	tew Client + Bulk Upload Clients	l							
	Date From :	YYYY-MM-DD Date To:	YYYY-MM-DD			Per Page: 10 V				
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	Cari	Carl & Reset Form C								
	No	Clients Username	Clients Change Password	Created At	Last Login	Actions				
		TS92543306	FALSE	13-02-2024 10 39 58	13-02-2024 10:39:58	4 Q / 8				
	z	T\$92545712	FALSE	13-02-2024 10 33 11	13-02-2024 10:3311	A Q / B				
	3	SAAD	TRUE	elete Successfully	07-11-2023 11:46:38	e e / E				
	4	PM112233	TRUE	06-11-2023 15:19:15	06-11-2023 08:2155	e e / e				
	5	PM125	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	0 9 / B				
	6	PM124	FALSE	31-03-2023 09:47:51	31-03-2023 09:47:51	6 9 / B				
	7	PM123	FALSE	31-03-2023 09:47:51	31-03-2023 09/47/51	e e / 1				
	8	PM0010000001	TRUE	19-01-2023 02:29:09	09-04-2023 09:06:52	6 9 / B				
	9	PM1130000003	FALSE	24-08-2022 06 54 56	24-05-2022 05:5455	6 9 / B				
		PM1130000001	FALSE	24-08-2022 02:39:55	24-05-2022 02:39:55	6 9 × 8				
	Displaying 11	o 10 of 28 items								

4 SPA TRANSACTION

This menu is used to display SPA Transaction data within a 90-day period.

4.1 SPA TRANSACTIONS

To display SPA Transaction data, select SPA Transactions menu, select a date in the date from and date to columns. Then click go button.

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CITRA	=							
BROKER TESTING	SPA Transactions							
MENU NAVIGATION	Date From	: YYYY-MM-DD	Date To :	YYYY-MM-DD				Per Page: 10 V
O Dashboard	Search for:		Search By Client Code:	Clients Data				
O SPA Clients		<u> </u>		~				
O SPA Clients Transactions	Go	eset						
O User <	No	ACCOUNT	COMMODITY NAME	TRADE DATE	TRADE TIME	LOT	PRICE	BUY/SELL
	1	24PM123	GOLDGR	2024-02-15	13:04:31	2.0	1170	BUY
	Displaying	1 to 1 of 1 items						

5 USER

This menu is used to make settings for user accounts and log out.

5.1 PROFILE

To change the client user password, select user menu then click profile.

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CITRA BROKER TESTING PM MERU NAVOSTOR O Deshboard O SPA Clients O SPA Clients Transactions O User ~ O Profile O Log Out	Profile Username A me BRCKER TESTING PM Data Data Data Data Data Data Data Data
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Change the new password by inputting new password and new password confirmation then click submit button.

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BROKER TESTING PM	
MENU NAVIGATION	
O Dashboard	Profile
O SPA Clients	Profile Decement
O SPA Clients Transactions	riolito rossivolu
O User v	PM PM PM PM
O Profile	Name New Password Confirmation
O Log Out	BROKER TESTING PM
	Submit
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rage shows a pop op soccession and the password has been changed soccession.			
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MENU NAVIGATION			
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O User →	Username	New Password	
O Profile			
O Log Out	Name PDOVED TECTING BM	New Password Confirmation	
		Submit	
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	and the second		Version 10

Page shows a pop up successfully and the password has been changed successfully.

5.2 LOG OUT

To exit E-Citra page, select user menu then click log out.

CITRA	=	
BROKER TESTING PM		
MENU NAVIGATION		
Dashboard	Pro	flo
O SDA Cliente	FIU	
O CDL Cliente Transactions	Profile	Password
 SHA Clients Transactions 	Username	New Password
O User 👻	& PM	٠
O Profile	Name	New Password Confirmation
O Log Out	BROKER TESTING PM	
		Submit
		Gubring
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