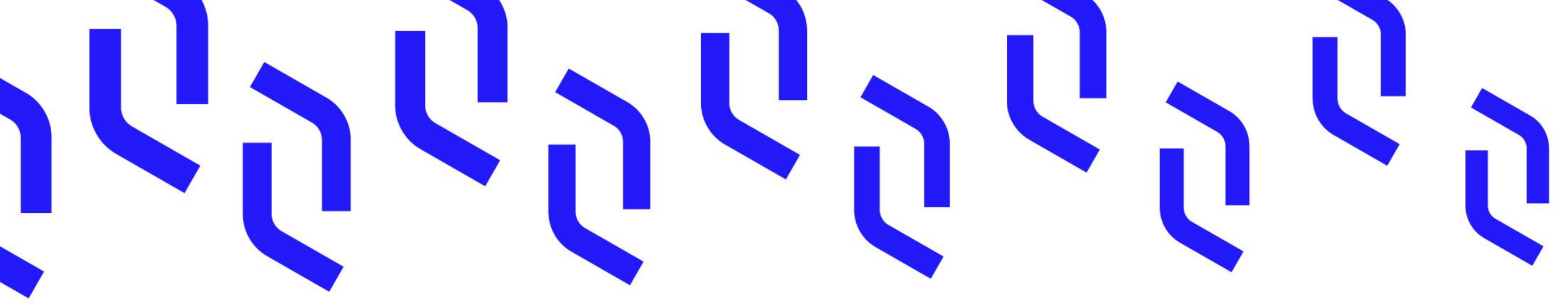


**IBS User Manual For
Corporate Customers**
دليل المستخدم
للعملاء من الشركات

مصرف الراجحي
alrajhi bank



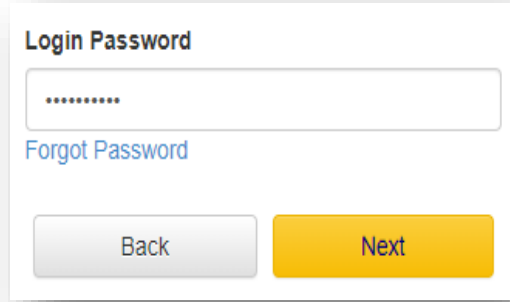


After receiving your **Username and Password** from Al Rajhi Bank, you need to do the following steps.

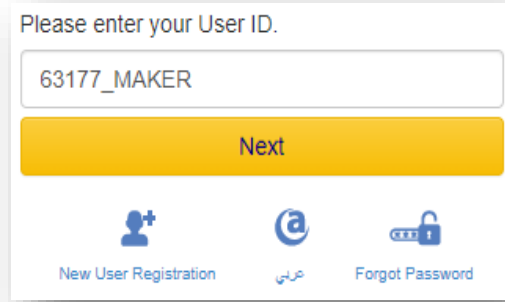
بعد استلام اسم المستخدم وكلمة المرور الخاصة بك من مصرف الراجحي، عليك القيام بالخطوات التالية.

1- Enter your username and password "you received via SMS" as shown in the below screens.

1- أدخل اسم المستخدم وكلمة المرور "لقد استلمتكم عبر الرسائل القصيرة" كما هو موضح في الشاشات أدناه.



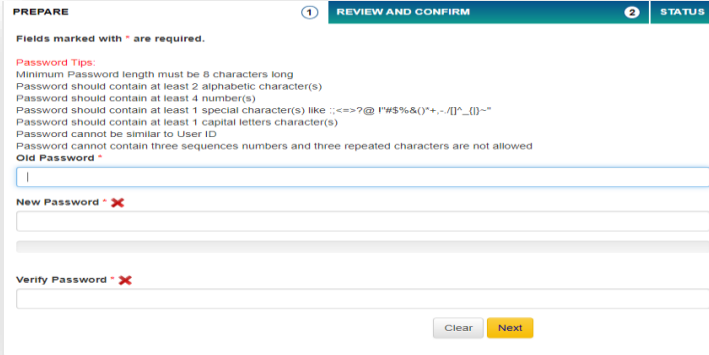
The screen displays a login interface. At the top, it says "Login Password". Below this is a text input field containing a series of dots. Underneath the input field is a blue link that says "Forgot Password". At the bottom of the screen, there are two buttons: a grey "Back" button on the left and a yellow "Next" button on the right.



The screen displays a user ID entry interface. At the top, it says "Please enter your User ID.". Below this is a text input field containing the text "63177_MAKER". Underneath the input field is a large yellow "Next" button. At the bottom of the screen, there are three icons with corresponding text: a person icon with "New User Registration", a speech bubble icon with "عربي", and a lock icon with "Forgot Password".

2- Then you need to set your new password, as shown in the below screens.

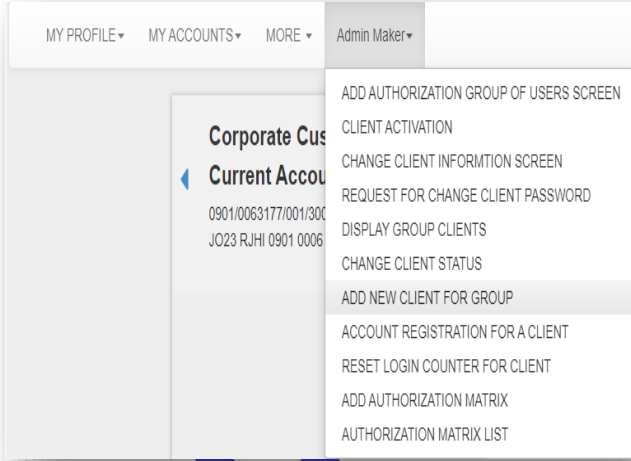
2- ثم تحتاج إلى تعيين كلمة المرور الجديدة الخاصة بك , كما هو موضح في الشاشات أدناه.



The screen displays a password setup interface. At the top, there are three tabs: "PREPARE", "REVIEW AND CONFIRM", and "STATUS". Below the tabs, it says "Fields marked with * are required." and "Password Tips:". The tips include: "Minimum Password length must be 8 characters long", "Password should contain at least 2 alphabetic character(s)", "Password should contain at least 4 number(s)", "Password should contain at least 1 special character(s) like :<=;>?@!#\$%&()*+,-./:[]_{}~`-~", "Password should contain at least 1 capital letters character(s)", "Password cannot be similar to User ID", and "Password cannot contain three sequences numbers and three repeated characters are not allowed". Below the tips are three input fields: "Old Password *", "New Password *", and "Verify Password *". At the bottom of the screen, there are two buttons: a grey "Clear" button and a yellow "Next" button.

3- Create users for your employees (Initiator / Authorizer) as shown in the below screens. This step must be done from maker user.

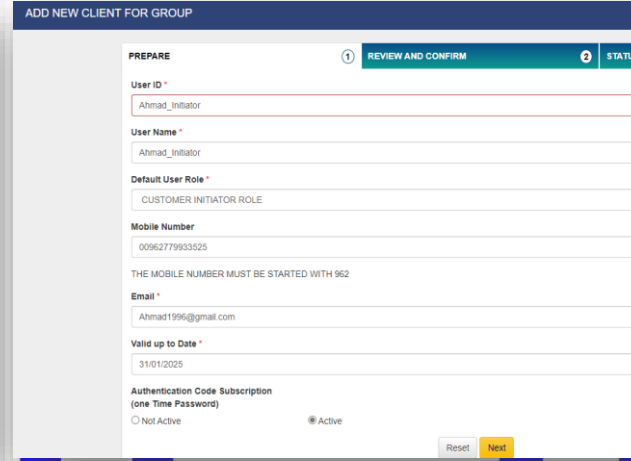
3- إنشاء مستخدمين لموظفيك (بادئ / مفوض) كما هو موضح في الشاشات أدناه. يجب أن تتم هذه الخطوة من المستخدم الاساسي.



MY PROFILE ▾ MY ACCOUNTS ▾ MORE ▾ Admin Maker ▾

- ADD AUTHORIZATION GROUP OF USERS SCREEN
- CLIENT ACTIVATION
- CHANGE CLIENT INFORMATION SCREEN
- REQUEST FOR CHANGE CLIENT PASSWORD
- DISPLAY GROUP CLIENTS
- CHANGE CLIENT STATUS
- ADD NEW CLIENT FOR GROUP
- ACCOUNT REGISTRATION FOR A CLIENT
- RESET LOGIN COUNTER FOR CLIENT
- ADD AUTHORIZATION MATRIX
- AUTHORIZATION MATRIX LIST

Corporate Customer
Current Account
0901/0063177/001/300
JO23 RJHI 0901 0006



ADD NEW CLIENT FOR GROUP

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

User ID *
Ahmad_Initiator

User Name *
Ahmad_Initiator

Default User Role *
CUSTOMER INITIATOR ROLE

Mobile Number
00962779933525

THE MOBILE NUMBER MUST BE STARTED WITH 962

Email *
Ahmad1996@gmail.com

Valid up to Date *
31/01/2025

Authentication Code Subscription (one Time Password)
 Not Active Active

Reset Next



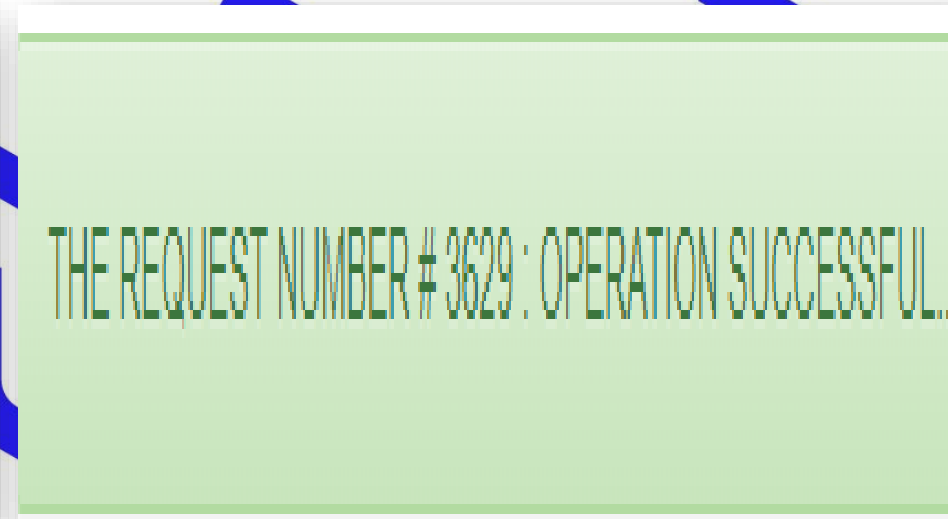
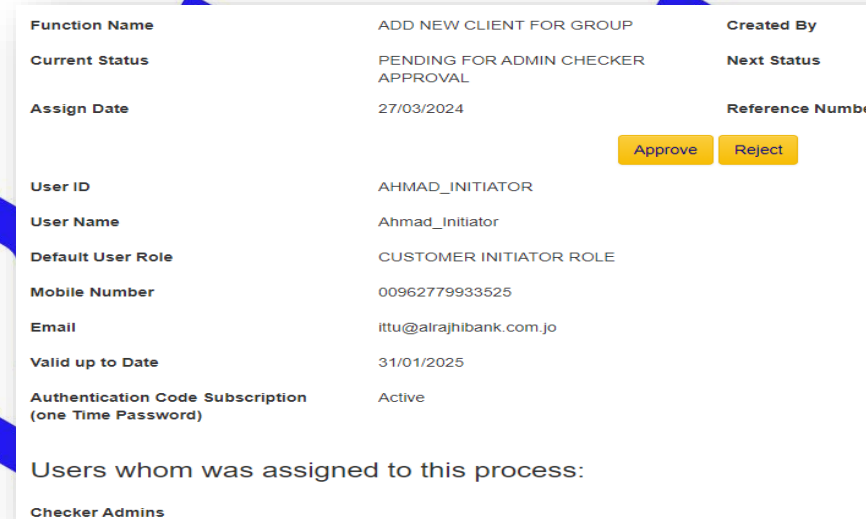
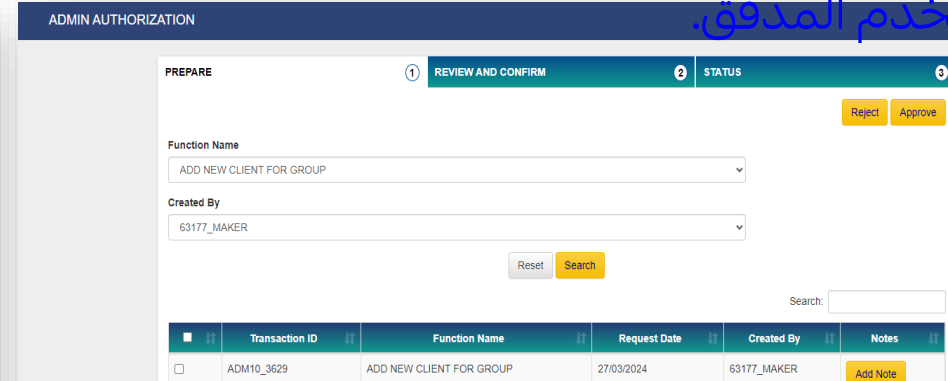
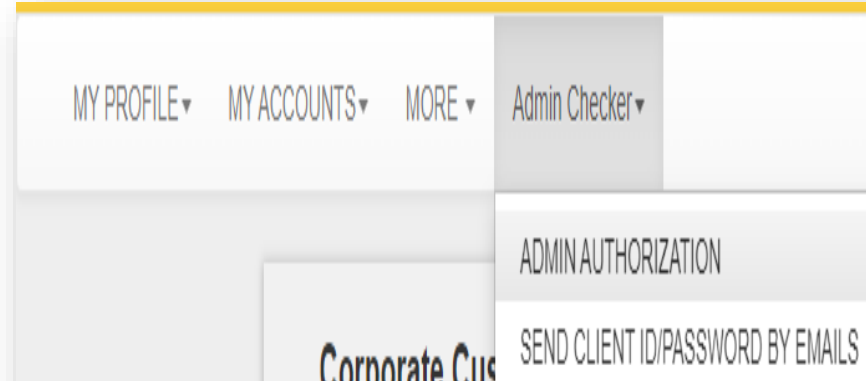
TRANSACTION WAITING APPROVAL REQ NO. : 3629

User ID	Ahmad_Initiator
User Name	Ahmad_Initiator
Default User Role	CUSTOMER INITIATOR ROLE
Mobile Number	00962779933525
Email	ittu@alrajhibank.com.jo
Valid up to Date	31/01/2025
Authentication Code Subscription (one Time Password)	Active

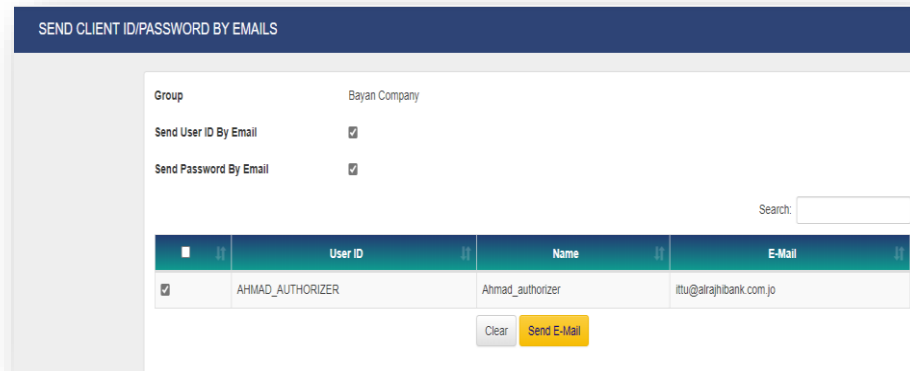
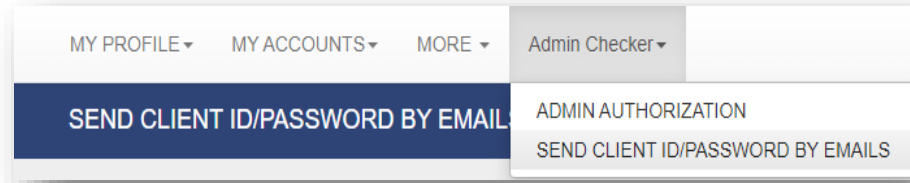
Back

4- Approved the previous step & activate users created by maker user, as shown in the below screens. **This step must be done from checker user.**

4- الموافقة على الخطوة السابقة وتفعيل المستخدمين الذين تم إنشاؤهم بواسطة المستخدم الاساسي كما هو موضح في الشاشات أدناه. **يجب أن تتم هذه الخطوة من مستخدم المدقق.**

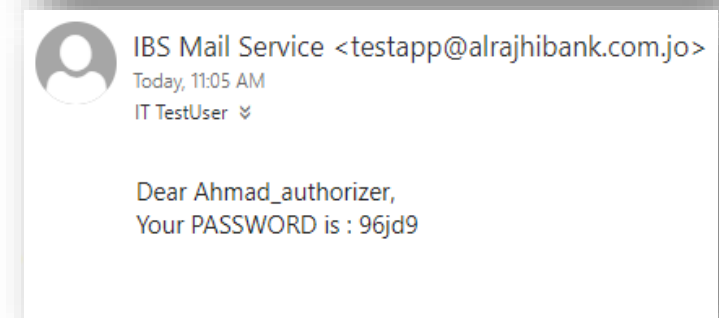
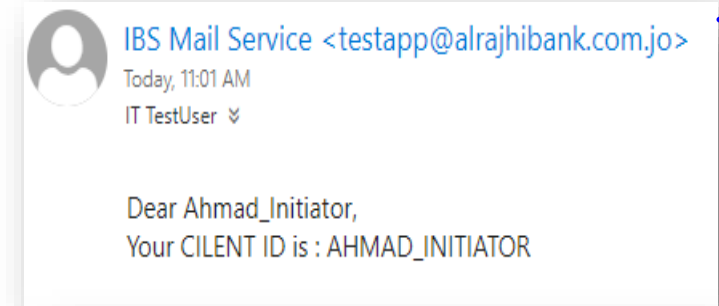


5- Send employee ID/Password by email, as shown in the below screens. **This step must be done from checker user.**



Operation successful

5- إرسال معرف الموظف / كلمة المرور عبر البريد الإلكتروني، كما هو موضح في الشاشات أدناه. **يجب أن تتم هذه الخطوة من مستخدم المدقق.**



Icons In The Header Bar



Sign
Out تسجيل
الخروج



Print طباع
ة



Home الصفحة
الرئيسية



Inbox البريد
الوارد

الأيقونات في شريط العنوان



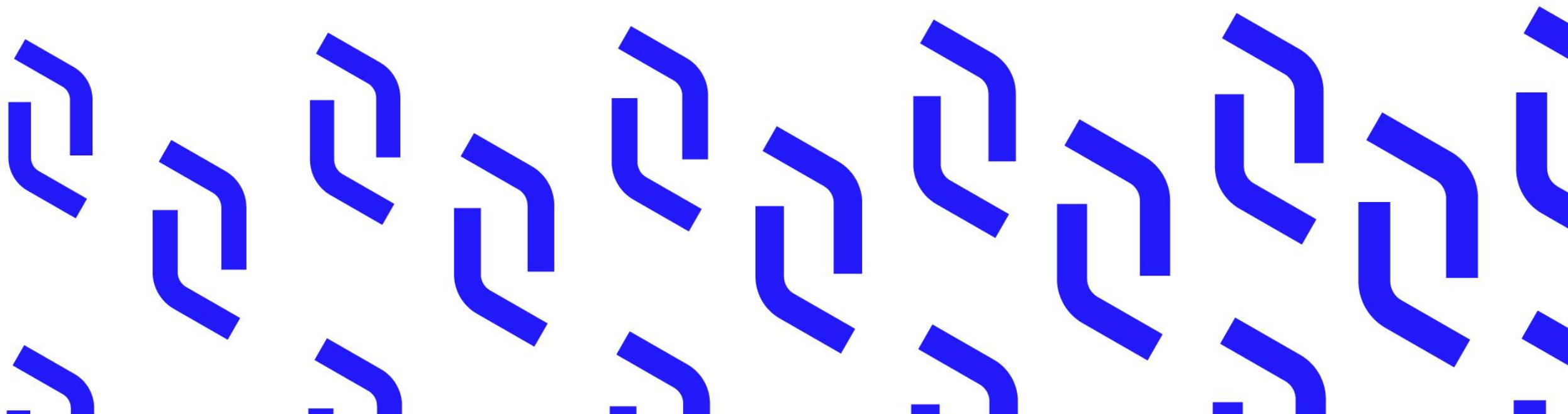
Once you click on the icon above, the drop-down menu appears.

بمجرد النقر فوق الرمز أعلاه ، تظهر لك القائمة .



Tab Bar

شريط علامات التبويب



My Profile

Change Login Password
تغيير كلمة مرور
تسجيل الدخول

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

Fields marked with * are required.

Password Tips
Minimum Password length must be 8 characters long
Password should contain at least 2 alphabetic character(s)
Password should contain at least 4 number(s)
Password should contain at least 1 special character(s) like .;<=>?@!#\$%&()*+,-./[]*_~`
Password should contain at least 1 capital letters character(s)
Password cannot be similar to User ID
Password cannot contain three sequences numbers and three repeated characters are not allowed

Old Password *

New Password * X

Verify Password * X

Clear Next

Sent Messages
(Outbox)

الرسائل
الصادرة (المرسلة)

شركة بده الحد التجارية شيكات

New Message

Search:

	To	Subject	Message Date
<input type="checkbox"/>	CUSTOMER SERVICE CENTER	Test SMS	02/04/2024

Delete

Send Message To Bank
أرسل رسالة الى
المصرف

From شركة بده الحد التجارية شيكات

To CUSTOMER SERVICE CENTER

Subject

Message

My Accounts

Summary

ملخص

Search:

Account Number IBAN Number	Account Name	Available Balance	Current Balance	Current Balance (JOD)
0901/0060581/001/3002/000 JO52 RJHI 0901 0006 0581 0013 0020 00	Corporate Customers Current Accounts (JOD)	25,961.792	35,287.792	35,287.792
Total			35,287.792	JOD

Set Account Nickname

تعيين الاسم المستعار للحساب

Accounts

Select Account

Current Nickname

New Nickname

Delete Submit

Transaction History

سجل المعاملات

Account Number

0901/0060581/001/3002/000 Corporate Customers Current Accounts JOD

Account Number 0901/0060581/001/3002/000

IBAN Number JO52 RJHI 0901 0006 0581 0013 0020 00

Current Balance 35,287.792

Available Balance 25,961.792

Duration Filter

Period Number of Transactions Number of Days

From Date

02/04/2024

To Date

02/04/2024

Amount Filter

All

Transaction Type

All

Clear Next

My Accounts

Open Account

فتح حساب فرعي

Open Islamic Time Deposit

فتح ودیعة إسلامیة لأجل

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

Fields marked with * are required.

Branch Name *
MAIN BRANCH - SHMEISANI

Account Type *
Retail Customers Current Accounts

Currency *
Jordanian Dinar

Language Indicator
Language Indicator

Amount *
200

From Account *
Select Account

I have read the terms and conditions [click here](#) to view to the terms and conditions. *

Submit

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

Deposit Type * ⓘ
Select Deposit Type

Currency *
Jordanian Dinar

From account *
From account

Amount *

Starting Date *
05/03/2024

Profit Pay Period *
Select Month

Renewal Option *
 No Renewal Renewal With Principal Only Renewal With Principal & Profit

Profit Pay Account *
From account

I have read the terms and conditions , [click here](#)

Clear Next

My Accounts

Stop Cheque

إيقاف الشيك

From Date

To Date

Cheque Status

Select Cheque Status

Clear Search

Postdated Cheque Inquiry

الاستعلام عن شيك مؤجل

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

Fields marked with * are required.

Account Number *

Select Account

Cheque Amount *

0

Beneficiary Name

From Cheque Number *

To Cheque Number *

Stop Payment Reason *

Select Stop Payment Reason

Document Date *

Clear Next

My Cards

بطاقتي

PREPARE ① REVIEW AND CONFIRM ② STATUS ③

Credit Card

Card Number	Holder Name	Status	Expiry Date	
4704650133655913	SHAKER AHMAD	Blocked Card	02/27	Select Action

[Card Details](#) [Transactions](#)

Card Details

تفاصيل البطاقة

Card Details

Holder Name	SHAKER AHMAD
Card Number	4704650133655913
Expiry Date	02/27
Card Status	Blocked Card
Full Name	Shaker Ahmad

[Back](#)

My Cards

Transactions

حركات البطاقة

Transactions

Holder Name SHAKER AHMAD

Card Number 4704650133655913

Duration Filter

Period Number of Transactions

From Date *

01/03/2024

To Date *

30/04/2024

[Back](#) [Next](#)

SUCCESS

Holder Name SHAKER AHMAD

Card Number 4704650133655913

From Date 01/03/2024

To Date 30/04/2024

Merchant Name	Transaction Date	Transaction Amount	Billing Amount
ACQUIRER NAME CITY NAME US	14/03/2024	5 JOD	5 JOD
ACQUIRER NAME CITY NAME US	14/03/2024	30 USD	21 JOD
ACQUIRER NAME CITY NAME US	14/03/2024	3 JOD	3 JOD
ACQUIRER NAME CITY NAME US	14/03/2024	20 USD	14 JOD
ACQUIRER NAME CITY NAME US	14/03/2024	20 USD	14 JOD

[Back](#)

Ijarah Deals List

قائمة عروض الإجارة

Search:

Reference Key	Account Number	Balance	Status
0901/ 78/23/0042	0901/0085148/001/1121/000	43239.178	ACTIVE

Murabaha Deals List

قائمة عروض المرابحة

Search:

Reference Key	Account Number	Status	Number Of Installments	Balance	Action
0909 90/23/000077	0909/0085392/001/1101/000	ACTIVE	96	26,623.000 JOD	Select Action

Reference Key	0909/90/23/000077
Account Number	0909/0085392/001/1101/000
Status	ACTIVE
Currency	Jordanian Dinar
Financing Amount	22,000.000
Murabaha Amount	30,783.000
Murabaha Balance	26,623.000
Past Due Amount	320.000
Number Of Installments	96
Number Of Settled Installments	12
Number Of Unsettled Installments	84

[Back](#)
[Installments](#)

Installment Sequence	Installment Date	Amount to be Payed	Status
1	19/03/2023	0.000	SETTLED
2	19/04/2023	0.000	SETTLED
3	19/05/2023	0.000	SETTLED
4	19/06/2023	0.000	SETTLED
5	19/07/2023	0.000	SETTLED
6	19/08/2023	0.000	SETTLED
7	19/09/2023	0.000	SETTLED
8	19/10/2023	0.000	SETTLED
9	19/11/2023	0.000	SETTLED
10	19/12/2023	0.000	SETTLED
11	19/01/2024	0.000	SETTLED
12	19/02/2024	0.000	SETTLED
13	19/03/2024	320.000	MATURED AND UNSETTLED
14	19/04/2024	320.000	ACTIVE
15	19/05/2024	320.000	ACTIVE
16	19/06/2024	320.000	ACTIVE
17	19/07/2024	320.000	ACTIVE
18	19/08/2024	320.000	ACTIVE

Finance Calculator

حاسبة
التمويل

Currency Code *

Jordanian Dinar

Product Type *

PERSONAL FINANCE

Sector Name *

SALARY-TRANSFER CUSTOMERS

Installment Period *

60

Number of Installments in Month

Financing Amount *

50000

Clear Calculate

Monthly Installment

1,086.522 JOD

Clear Calculate

Apply For Finance

Between My
Accounts

بين
حساباتي

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

Fields marked with * are required.

From Account *

Select Account

To Account *

Select Account

Amount *

Transfer Remarks

Clear Next

Transfer To Rajhi Bank Customers التحويل إلى عملاء مصرف الراجحي

PREPARE 1 REVIEW AND CONFIRM 2 STATUS

Fields marked with * are required.

From Account *

Select Account

To Account *

Existing Beneficiary New Beneficiary

To Account *

Existing Beneficiary

Amount *

Transfer Remarks *

Clear Next

Transfer Funds

Local
Transfer

التحويل
المحلي

PREPARE ① **REVIEW AND CONFIRM** ② **STATUS** ③

Fields marked with * are required.

Account Number *
Select Account

Transfer Amount *
[Text Input]

Transfer Currency *
Select Currency

Transfer Type *
 SWIFT(RTG8) transfer ACH transfer

To Account *
 Existing beneficiary New beneficiary
Existing Beneficiary

Charge type *
Charge type

Transfer purpose *
Select Type

Sender narrative
Sender narrative

Payment details
[Text Input]
[Text Input]

Clear Next

Transfer Funds

International Transfer

التحويل الدولي

PREPARE ① **REVIEW AND CONFIRM** ② **STATUS** ③

Fields marked with * are required.

Account Number *
Select Account

Transfer Amount *
[Text Input]

Transfer Currency *
Select Currency

To Account *
 Existing beneficiary New beneficiary
Existing Beneficiary

Customer Reference Number *
[Text Input]

Transfer Purpose *
Select Type

Charge type *
Charge type

To avoid further correspondent bank charges to your account please select BENEFICIARY as the charge type. To have the EXACT amount reach the Beneficiary please select BENDER, but you will be charged the correspondent bank fees.

Sender narrative
Sender narrative

Payment details
[Text Input]
[Text Input]

Clear Next

Transfer Funds

Add Standing Instructions

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Fields marked with * are required.

Standing Instruction Type *

Select Instruction Type

Account Number *

Select Account

Payment Type *

Select Payment Type

Credit Account *

Select Account

Standing Instruction Type *

Select Instruction Type

Select Instruction Type

SPECIFIED AND TO BE TRANSFERRED REGULAR
AMOUNT DEMAND BY DRAWEE TO TRANS REGULAR
TRANSFER WHEN AMOUNT REACH ABOVE LIMIT
TRANSFER WHEN AMOUNT REACH BELOW LIMIT

Display Standing Instructions

You Have No Standing Instructions

Transfer Funds

Beneficiaries
list

قائمة المستفيدين

Beneficiary Type

INSTANT PAYMENTS BENEFICIARY

Search:

	Beneficiary Id	Beneficiary Name	Beneficiary Nickname	Alias Value	Bank Name
<input checked="" type="radio"/>	2		test	MOBILE NUMBER	

Mange-Register Customer In CAS

Customer Name:	محمد أبو راس
Customer Number:	0081369
Status:	Active
Suspend Customer	
Delete Customer	
CliQ Aliases Management	
CliQ Accounts Management	

Issue Outward Instant Payment

إصدار حوالة كليك

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Fields marked with * are required.

Account Number *

Select Account

IBAN Alias

Beneficiary IBAN *

Beneficiary Name *

Beneficiary address *

Transfer Amount *

Jordanian Dinar

Payment Category

Make A Selection

Transfer Purpose

Make A Selection

Payment details

Clear Next

Follow up inward
Instant Payment

متابعة دفعات
كليك الصادرة

From Date *

To Date *

Account Number

Select Account ▼

Payment status

Make A Selection ▼

Clear Filter

Payment Date	Transaction reference key	Account Number	Transfer Amount	Beneficiary Details	Payment status
08/04/2024	13-08042024-022323	0902/0081369/001/3001/000	14.000 Jordanian Dinar	SHAKER FATHI ABD ALHAMEED NA NA AHMAD JO59RJHI90900000853920013001000	SUCCEED
14/03/2024	10-14032024-122933	0902/0081369/001/3001/000	15.000 Jordanian Dinar	David Qutishat JO20TEST0000000000047280133333	SUCCEED
14/03/2024	9-14032024-114911	0902/0081369/001/3001/000	15.000 Jordanian Dinar	MAJDI MAJDI MAJDI MAJDI JO33HBHO0320000033320600110001	REJECTED



Follow up Outward Instant

متابعة دفعات كليك الواردة

From Date *

To Date *

Account Number

Select Account ▼

Payment status

Make A Selection ▼

Clear Filter

Payment Date	Transaction reference key	Account Number	Transfer Amount	Beneficiary Details	Payment status
08/04/2024	13-08042024-022323	0902/0081369/001/3001/000	14.000 Jordanian Dinar	SHAKER FATHI ABD ALHAMEED NA NA AHMAD JO59RJHI9090000853920013001000	SUCCEED
14/03/2024	10-14032024-122933	0902/0081369/001/3001/000	15.000 Jordanian Dinar	David Qutishat JO20TEST0000000000047280133333	SUCCEED
14/03/2024	9-14032024-114911	0902/0081369/001/3001/000	15.000 Jordanian Dinar	MAJDI MAJDI MAJDI MAJDI JO33HBHO0320000033320600110001	REJECTED
14/03/2024	8-14032024-114824	0902/0081369/001/3001/000	15.000 Jordanian Dinar	MAJDI MAJDI MAJDI MAJDI JO33HBHO0320000033320600110001	REJECTED
14/03/2024	7-14032024-113650	0902/0081369/001/3001/000	15.000 Jordanian Dinar	HUSSEIN HAZEM HUSSEIN ALTBAKHI JO02RJHI0904000200010013001001	SUCCEED
12/03/2024	6-12032024-012351	0902/0081369/001/3001/000	40.000 Jordanian Dinar	HUSSEIN HAZEM HUSSEIN ALTBAKHI JO02RJHI0904000200010013001001	SUCCEED
10/03/2024	5-10032024-100022	0902/0081369/001/3001/000	10.000 Jordanian Dinar	HUSSEIN HAZEM HUSSEIN ALTBAKHI JO02RJHI0904000200010013001001	SUCCEED
05/03/2024	4-05032024-010041	0902/0081369/001/3001/000	9.000 Jordanian Dinar	HUSSEIN HAZEM HUSSEIN ALTBAKHI JO02RJHI0904000200010013001001	SUCCEED
05/03/2024	3-05032024-092804	0902/0081369/001/3001/000	10.000 Jordanian Dinar	HUSSEIN HAZEM HUSSEIN ALTBAKHI JO02RJHI0904000200010013001001	SUCCEED
04/03/2024	2-04032024-034312	0902/0081369/001/3001/000	12.000 Jordanian Dinar	HUSSEIN HAZEM HUSSEIN ALTBAKHI JO02RJHI0904000200010013001001	SUCCEED

Send Request
To Payإرسال طلب
للدفع

PREPARE ① REVIEW AND CONFIRM ② STATUS ③

Fields marked with * are required.

Receiver Account *

Select Account

IBAN Alias

Debtor IBAN *

Debtor Name *

Debtor Address *

Request Amount *

Jordanian Dinar

Payment Category

Make A Selection

Transfer Purpose

Make A Selection

Payment details

Clear Next

Follow up Received
Request To Pay

متابعة طلبات
الدفع المستلمة

From Date *

To Date *

Debit Account

Select Account ▼

Request Status

Make A Selection ▼

Clear Filter

Follow up Request To Pay

متابعة طلبات الدفع المرسله

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Fields marked with * are required.

Receiver Account *

0902/0081369/001/3001/000 dr JOD

Account Number 0902/0081369/001/3001/000
IBAN Number JO13 RJHI 9020 0008 1369 0013 0010 00
Current Balance 499,230.556
Available Balance 499,230.556

IBAN Alias

To Account *

New beneficiary Existing beneficiary

Alias Accounts *

Make A Selection

Request Amount *

Jordanian Dinar

Payment Category

Make A Selection

Transfer Purpose

Make A Selection

Payment details

Clear Next

eFAWATEERcom Bill Payment

دفع فواتير

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

From account *

Select account

Biller Category *

Select Biller Category

Biller Code *

Select Biller Code

Service Type *

Select Service Type

Billing No *

Due Amount

0

Fees Amount

0

Paid Amount *

Clear Next

eFAWATEERcom Bill Inquiry

الاستعلام عن فاتورة

Biller Category *
Government Service

Biller Code *
Madfoot2

Service Type *
Internet

Billing No *
1212

View History

Clear Search

Register a New Bill

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Billers Category *

Government Service

Billers Code *

Madfoot2

Service Type *

Internet

Billing No *

1212

Nickname

bayan test

Clear Next

تسجيل فاتورة جديدة

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Nickname bayan test

Billers Category Government Service

Billers Code Madfoot2

Service Type Internet

Billing No 159

Authentication Code

..... Resend OTP 0:38

Please enter the 6 digit authentication code sent to your registered mobile number at the Bank.

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Retrieve Registered
Bills List

استرجاع قائمة الفواتير
المسجلة

Search:

Bill Nick Name	Biller Name	Service Type	Billing No
No data available in table			

Currency Exchange Rates

أسعار صرف العملات

For Indicative Purposes Only

The currencies exchange rates against Jordanian Dinar

Search:

	Currency	Currency Buying Rate	Currency Selling Rate
 USD	US DOLLAR	0.708	0.71
 GBP	Starling Pound	0.881849	0.912741
 SAR	Saudi Riyal	0.187754	0.190303
 EUR	EURO	0.753524	0.784053
 KWD	KUWAITI DINAR	2.247084	2.366075
 AED	EMERATIES DERHEM	0.19174	0.194387
 JPY	Yen	0.004624	0.004729
 AUD	Australian Dollar	0.5188224	0.53463
	Bahraini Dinar	1.8293628	1.9347103
 OMR	Rial Omani	1.803891	1.880869
 QAR	Qatari Rial	0.1886994	0.2
 DKK	Danish Krone	0.1023417	0.1050747
 CAD	Canadian Dollar	0.5569541	0.5676821
 CHF	Swiss Franc	0.7473873	0.7660768
 SYP	SYRIAN POUND	0.0148	0.0163

Digital Request

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Fields marked with * are required.

Application Name *

Select Application

- Application Name *
- Select Application
 - Select Application
 - CERTIFICATE REQUEST
 - CREDIT CARD REQUEST
 - GENERAL REQUESTS
 - REQUEST SAFE DEPOSIT BOX

PREPARE 1 REVIEW AND CONFIRM 2 STATUS 3

Fields marked with * are required.

Application Name *

CERTIFICATE REQUEST

CERTIFICATE TYPE *

BLOCK CERTIFICATE

TO THE ORDER OF *

ATTACHMENT *

Choose File No file chosen

The allow files extensions are (pdf, doc, docx, txt, jpg, jpeg, png, gif), Max size is 2MB

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