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User Guide for Internet Banking

Internet Banking from Jordan Islamic Bank

Version 1

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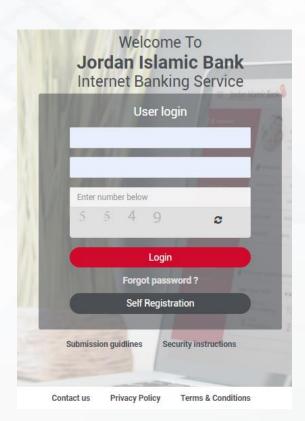


Introduction

The Internet banking system is a system designed and programmed to meet your banking needs and enables you to carry out a range of banking transactions with ease, such as transfer services, check book request, display of your banking transactions and other services, which will be presented through this guide.

Self-registration (first-time user)

If you do not have an account, click the "Self-Registration" button and you will be directed to the registration screen to use the Internet banking system.



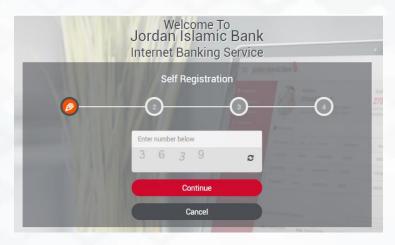


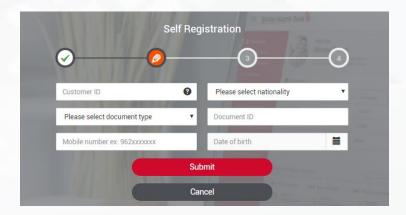
Step 1: Enter the random number - the verification code (Captcha).

Step 2: Enter your personal data to complete the registration process:

For Jordanian Clients:

- The customer number is composed of seven digits (CIF).
- Select the nationality of the client from the list (Jordan).
- Choose the document type (national number).
- Enter the national number.
- Enter your phone number registered with Jordan Islamic Bank.
- Enter your date of birth.
- Click the OK button







Non-Jordanian Clients:

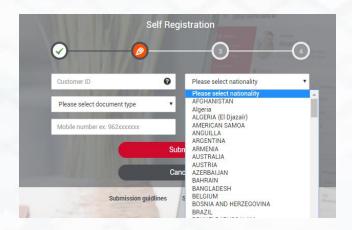
- The customer number is composed of seven digits (CIF).
- Select the nationality of the customer from the list (other than the Jordanian).
- Choose the document type (passport number, family book, birth certificate, travel document, registration certificate, residence ID, and agency).
- Enter the document number.
- Enter your phone number registered with Jordan Islamic Bank.
- Enter your date of birth.
- Click the OK button

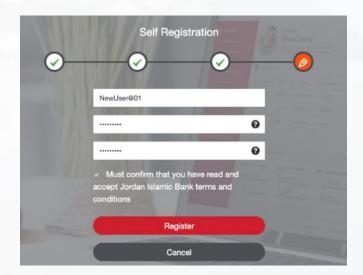
Step 3:

- Identify Access Data (Credentials)
- Enter your username.
- Enter the password.
- Enter your username and password under the following conditions:
 - Must be at least eight boxes.
 - Must contain at least a capital letter (in English).
 - It should contain one of the special characters.
 - Must contain at least one number.
- Confirm your password.
- Display the terms and conditions and click on the ✓ sign to complete the registration process.
- Click the Register button.

Step 4: Activate your account

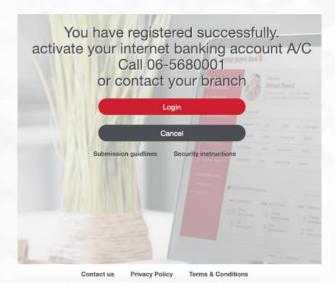
The application will navigate to the confirmation screen after a successful registration.







 Call Customer Care Center 06/5680001 or check with your branch to activate your bank account.

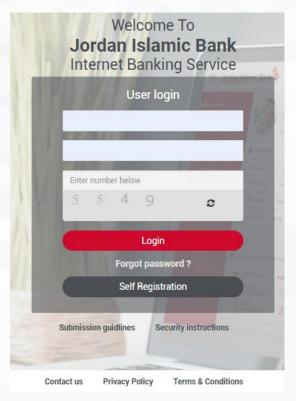




Access to the system

One of the most important requirements for the use of the Internet banking system is to connect to the bank's Internet network. The system also requires the use of an activated user name through self-registration or registration at the branch.

- 1. To access the system, follow these steps:
- 2. Access the Islamic Bank website (https://www.jordanislamicbank.com/).
- 3. Select online banking services.
- 4. Enter your user name and password (which you have already registered).
- 5. Enter the random code (verification code) shown in the image.
- 6. Click on login button.



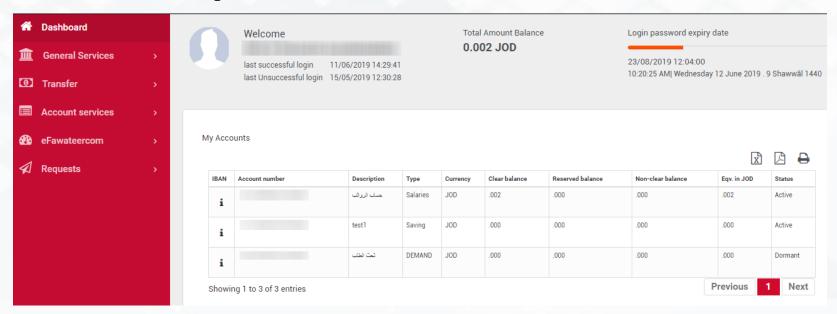
Notes

- All references in this guide to individual clients; not including joint accounts.
- Companies should register through the branch.
- The system can be run on browsers Google Chrome, Firefox, Internet Explorer, etc.



Dashboard

When you log in, the home page of the Internet banking system appears, which contains your data as a client; the screen includes the following:



This session gives you access to your current account details and savings accounts at any time; you can also view your balance, data, operations, and statements.

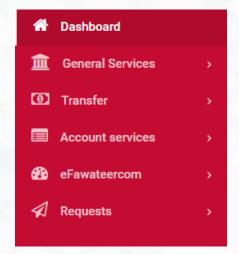
- 1. Main menu of services.
- 2. Customer information.
- 3. Statements of accounts.
- 4. Dashboard graphics.



Slide menu

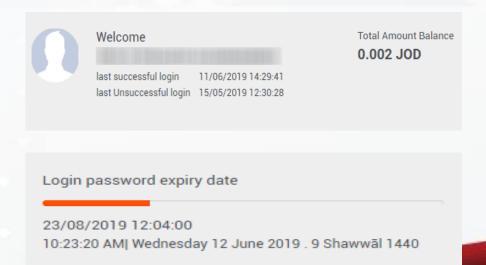
The slide menu of services All system services can be accessed through the slide menu at the Left of the screen (English); You can use the following Internet banking system:

- 1. General Services.
- 2. Transfer.
- 3. Account Services.
- 4. E-fawateercom.
- 5. Requests.



Client Information

At the top of your screen, you'll display your login information like the date of your last successful visit or last unsuccessful visit; your total account balance and password expiration data.





Accounts Details

A list of all your bank accounts and details appears:

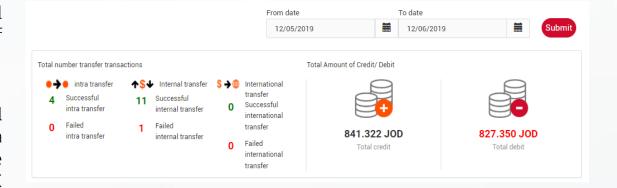
- 1. The IBAN number for your accounts.
- 2. Your account numbers.
- 3. Account description.
- 4. Account type.
- 5. Account currency.
- 6. Clear balance.
- 7. Reserved balance.
- 8. Non-Clear Balance.
- 9. The equivalent balance in Jordanian Dinars.
- 10. Account Status.

								X	
BAN	Account number	Description	Туре	Currency	Clear balance	Reserved balance	Non-clear balance	Eqv. in JOD	Status
i		حساب الروائب	Salaries	JOD	.002	.000	.000	.002	Active
i		test1	Saving	JOD	.000	.000	.000	.000	Active
i		تحت الطلب	DEMAND	JOD	.000	.000	.000	.000	Dormant

Dashboards (Charts)

The Dashboard shows total transaction and their total number of credits and debits.

Note You can display total transactions and balances during a given period by setting the start date and end date, then clicking the OK button.



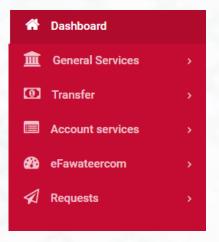


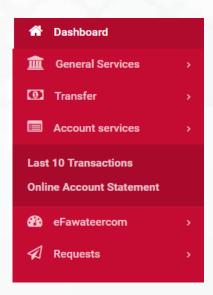
Slide Menu

From the slide menu you can access all system functions, as detailed in this guide.

Account Services

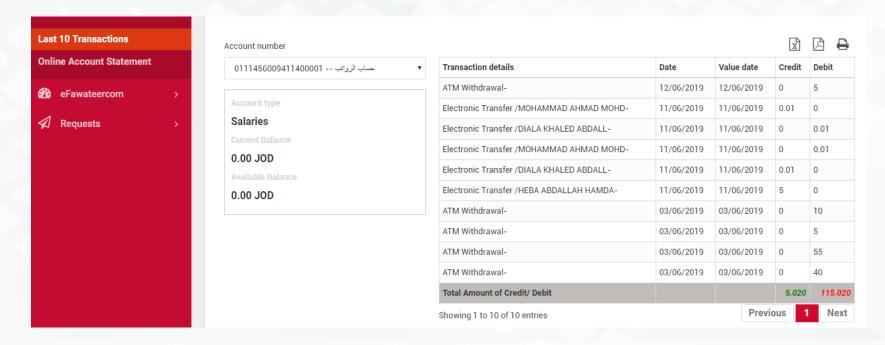
In this section you can search for any transaction by selecting the account number from the list and then choosing the date and type of the transaction. Or, you can use the advanced search feature to get more details about the account transactions. Click on Account Services to display the services available on the account.







Last N Transaction



- Choose the last transactions (the last 10 transactions on the account).
- You'll navigate to new screen that shows your accounts and their data.
- From the list, select the account which you want to display the last transaction.
- The system will display the account type and current balance in addition to the balance available in your account.
- The transactions in the form of a detailed table detail the transactions and type (credit or debit) in addition to the history of each transaction.
- The total value of the credit transactions is shown in green and the sum of the debit transaction is red at the
 end of the transaction details table.

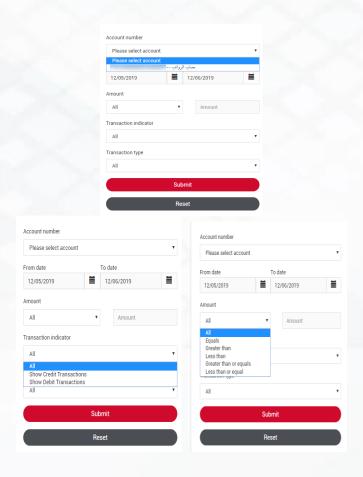


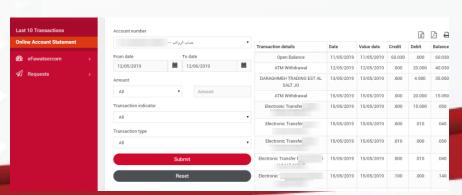
Account Statement

- Select Online account Statement from the list (to view all transactions on the account).
- You'll view a new screen that shows your accounts and their data.
- From the Account Number menu, select the account whose transactions you want to display.

⇒ Use filter tools to narrow results:

- Enter the time period (from to) in which you
 want to view your account transactions.
- You can use the Amount field to specify the category of accurately represented transactions (all, equal, greater than, smaller than, greater than or equal to, less than or equal to).
- Choose transaction indicator you want to display (credit, debit, or both).
- Select transaction type you want to limit the results within the category you want (All, Other debit, Other Credit, Inward Transfers, Outward Clearing, Cash Deposits, Granted Hassan Loan, and Cash withdraw, etc.).







- Click the OK button.
- ⇒ The system will display the transactions in the form of a detailed table with details and type of transactions (debit or credit) in addition to the date of each transaction and balance.
- ⇒ The total value of the credit transactions is shown in **green** and the sum of the debit transactions is **red** at the end of the movement details table

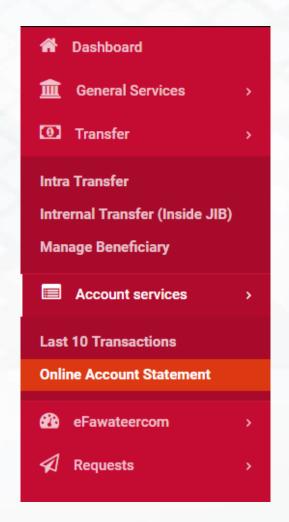
Notes

- Click the reset button to reset the filter options to the Default value, and display all the movements.
- You can extract the statement of account in PDF format or XLS file or print it directly by clicking the buttons above the list of movements



Transfer

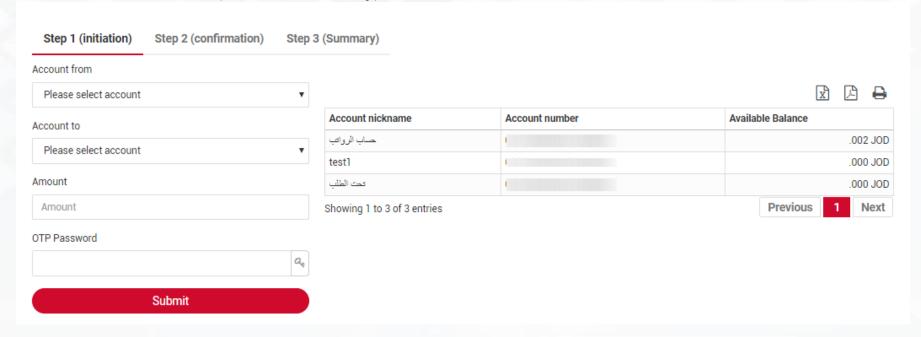
You can make the transfer between your internal accounts or between your accounts and other accounts within the Jordan Islamic Bank through the Internet banking system by following these steps:





Transfer between your internal bank accounts

With this feature, you can transfer money between your accounts at the Jordan Islamic Bank. For example, from savings account to current account (in Jordanian currency).



Step one:

- Choose the account to transfer from.
- Choose one of your other accounts you want to convert to.
- Enter the transfer amount (in Jordanian Dinars).
- Click the key code to dial the PIN code (OTP); you will receive a message to your registered phone; enter the number in the OTP Password field.
- Click the OK button.

Step 2 (confirmation)	Step 3
	•
	•
	a,
Submit	
	Step 2 (confirmation)

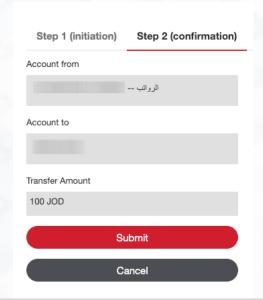


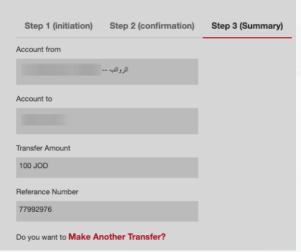
Step Two:

We'll move to the summary screen to confirm the transactions data you entered.

Third Step:

- We will navigate to the final step where the transaction is made and you will display a reference number for your transaction.
- Click "MAke another transaction?" If you want to make a new transaction





Note

- A list of your accounts and balances will appear to help you choose the account you want to transfer from.



Transfer to other accounts within Jordan Islamic Bank

You can choose the beneficiary and the account transferred from it and the beneficiary's reference account number and amount; then send the payment.

Step one: Define the transaction data

- 1. Choose the account to transfer from.
- 2. Choose from the list of beneficiaries the account you want to convert to.
- 3. Enter the transfer amount (in Jordanian Dinars).
- 4. In the Transfer Reason field, mention the reason for the transaction (Notes).
- 5. Click the key code to dial the PIN code (OTP); you will receive a message to your registered phone; enter the number in the OTP Password field.
- 6. Click the OK button.

Step two:

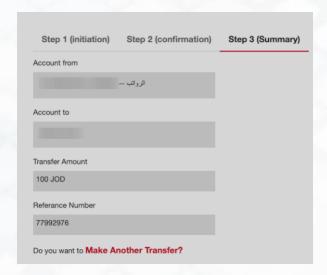
It will go to the summary screen to confirm the transaction data you entered.

Step 1 (initiation)	Step 2 (confirmation)	Step 3
Account from		
Please select account		•
Account to		
Please select account		▼ 🗷
Amount		
Amount		
Transfer Reason		
Transfer Reason		
OTP Password		
		a,
	Submit	
Step 1 (initiation)	Step 2 (confirma	tion)
Account from		
	الروائب	
Account to		
Fransfer Amount		
100 JOD		
	Submit	
		_



Third step:

- We will navigate to the final step where the transaction is made and you will display a reference number for your transaction.
- Click "Make another transaction?" If you want to make a new transaction



Note

- You'll see a green sign indicating whether the transfer is successful or a red flag if the transfer fails.
- You can print the summary of the transfer process on an A4 sheet.

Money transfer operation to your predefined account was successfully completed.

Money transfer operation to your predefined account has failed.



Add beneficiaries

In order to be able to transfer to another client within Jordan Islamic Bank, you should first add it to your list of beneficiaries. To add, follow these steps:

- In the Account Number field, enter the 19-digit beneficiary account number.
- Enter the phone number of the beneficiary registered with the bank.

- Click on check button; if the input you have entered is correct; the beneficiary name will be displayed.
- Click OK button to be added to the list of beneficiaries.

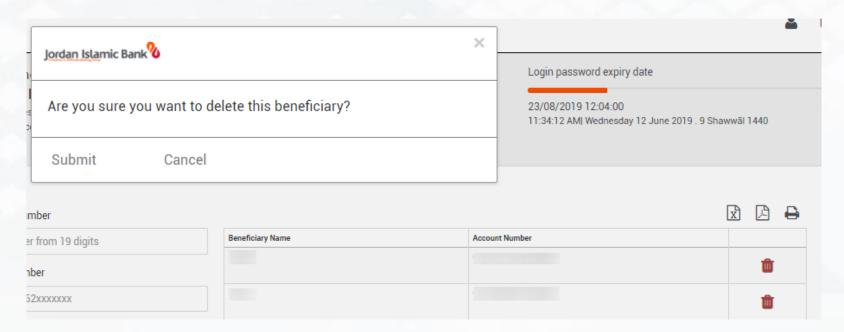
	Enter account nun	nber from 19 digits	
eneficiary mobile number	eneficiary mobile n	umber	
Mobile number ex: 962xxxxxxx	Mobile number ex	962xxxxxxx	
		Check	

Benef	iciary account number	
Benef	iciary mobile number	
	Check	
Benef	ficiary name	
Benef	iciary nikname	
Ber	neficiary nikname	
	• 1 . 1	
	Submit	
	Reset	



Delete Beneficiary

You can delete beneficiary from the list by clicking on delete icon; you will view a dialog box to confirm the deletion; click OK to complete the process.





Requests

Checkbook Request

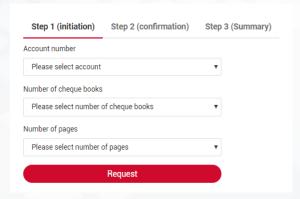
Through this section you can apply for a check book, follow these steps:

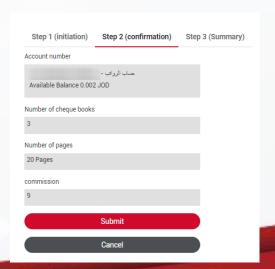
Step 1 (Checkbook Request):

- Select a check book request service from the Requests tab.
- Select the account to which the check book will be requested.
- Select the number of books required.
- Choose the type of book you want (ten-sheet, twenty-sheet, forty-sheet).
- Click on the request button to continue the process.

Step 2 (Confirm Request):

Check entered data, then click on OK button to continue.

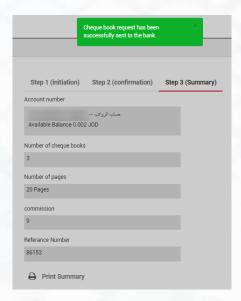






Step 3 (Follow up Request):

A check book request has been sent to the branch; you should follow up the request at the branch.

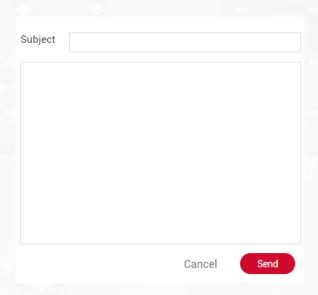


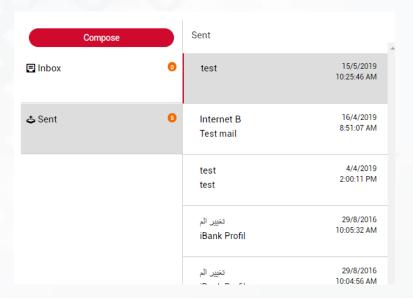


General Services

Secure Mail

Is a secure email between the user (Client) and bank, you can send any queries, information or instructions through this channel. The message center contains a list of all messages sent to you by the bank; when you open the e-mail, select the type of inquiry you want to send from the list, enter the E-mail address and message text, when you are finished click on send button.

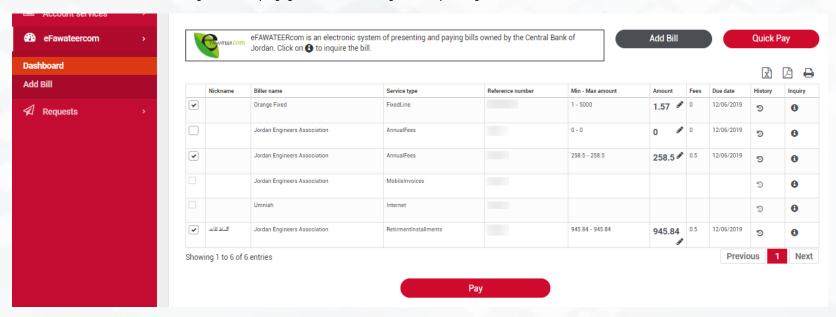






E-fawateercom

From E-fawateercom service you can pay your bills easily and quickly.



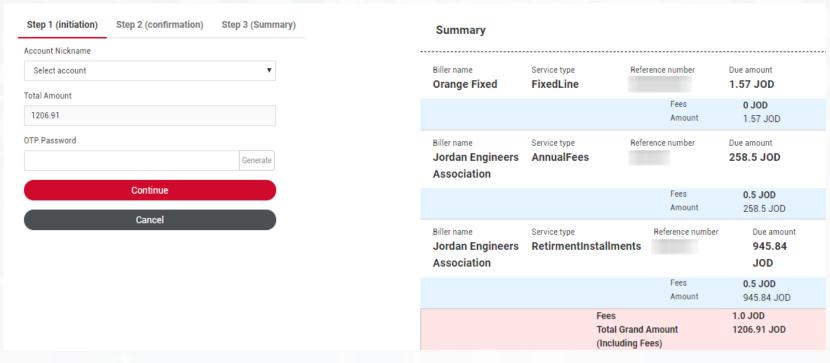
E-fawateercom Dashboard

Your bills tab displays a list of added bills where you can add a new bill; or a quick pay (once); you can also pay more than one bill together; in full or in partial payment.

- ⇒ You can from E-fawateercom Dashboard:
 - Bill Query; click the query button, you will view the bill details (bill value, due date, commission amount, bill value, minimum and maximum payment (partial) plus subscription number, service type and biller name).
 - Partial payment for any bill; Enter the amount you would like to pay (if the bill is partially payable); and then click on 'pay' button.
 - Pay more than one bill; inquire about the bills you want, select the bills to be paid, then click on 'pay' button.



Payment



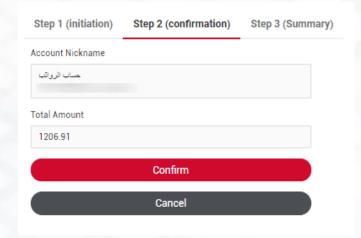
Step 1 (Confirm payment):

- Select the account you want to pay from.
- Request your PIN, which will take you to your phone number registered in bank.
- Click on Continue button; to complete the payment process.

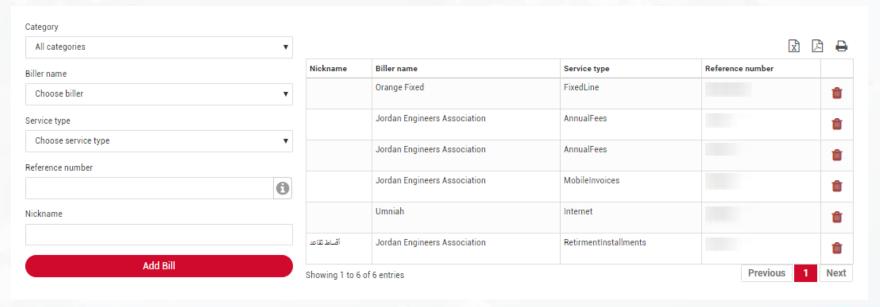


Step 2 (Payment Details)

Make sure the bill details you want to pay, make sure the account number and amount to be paid.



Add Bill



- Choose Payments.
- Choose the bill category.
- Choose the biller name.



- Select the service type.
- Enter your bill number (subscription number, phone number, reference card number, etc.).
- Enter the bill nickname (name it).
- Click "Confirm".
- Click the (!) Icon to inquire about the bill value.
- The bill you've added will appear on the e-fawateercom dashboard for your payments.

Delete Bill, you can delete Bill by click on delete button.

