

ANZ TRANSACTIVE – GLOBAL MAY 2018 UPDATES: PAYMENTS QUICK REFERENCE GUIDE

Please note that the following information is only applicable to customers who are creating payments in ANZ Transactive – Global.

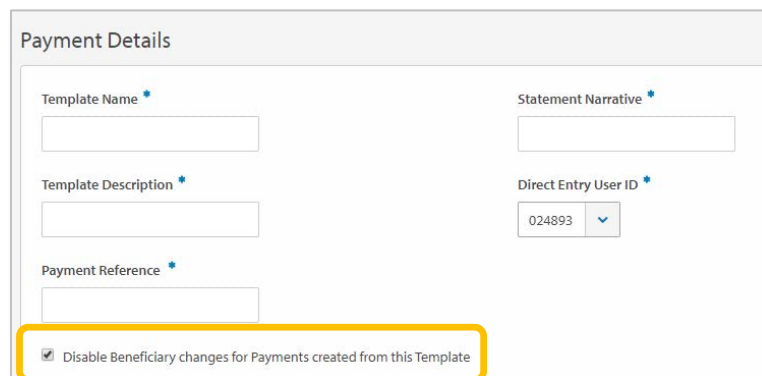
When you log into ANZ Transactive - Global from **Monday 14 May 2018**, you will notice the following additional functionality:

Payment Enhancements

1. **Restricted Templates:**

You can now restrict payment templates to limit changes to your beneficiaries in a payment. Specifically, new beneficiaries cannot be added to a payment created from a restricted template and beneficiary details cannot be changed.

To create a restricted template, select the **Disable Beneficiary Changes for Payments created from this Template** checkbox:



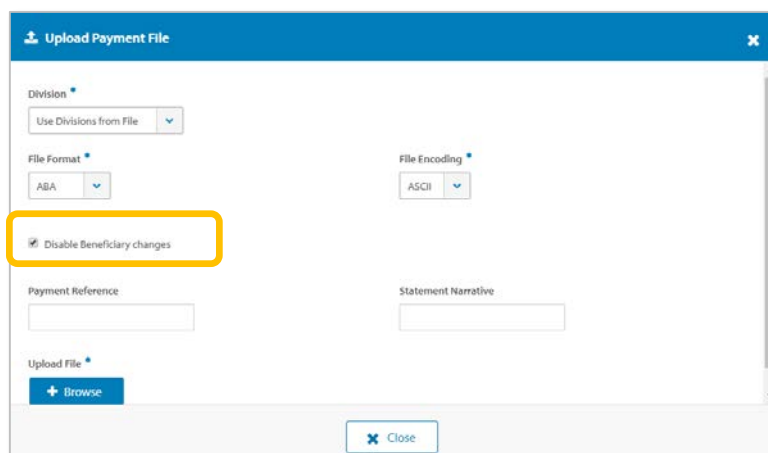
The screenshot shows a 'Payment Details' form with the following fields: Template Name, Statement Narrative, Template Description, Direct Entry User ID (set to 024893), and Payment Reference. A yellow box highlights the checkbox labeled 'Disable Beneficiary changes for Payments created from this Template' at the bottom of the form.

For Pay Bill templates (available in Australia only), select the **Disable Biller changes for Payments created from this Template** checkbox.

2. **Restricted File Imports:**

You can now restrict file imports to limit changes to your beneficiaries in a payment. Specifically, new beneficiaries cannot be added to a payment created from a restricted file import and beneficiary details cannot be changed.

To create a restricted file import, select the **Disable Beneficiary Changes** checkbox:



The screenshot shows the 'Upload Payment File' dialog box with the following fields: Division (Use Divisions from File), File Format (ABA), File Encoding (ASCII), Payment Reference, and Statement Narrative. A yellow box highlights the checkbox labeled 'Disable Beneficiary changes' in the middle of the dialog. There is also an 'Upload File' section with a 'Browse' button and a 'Close' button at the bottom.

For more information on Restricted Templates and Restricted File Imports, refer to the **ANZ Transactive – Global Payments User Guide** on [Online Resources \(anz.com/onlineresources\)](http://anz.com/onlineresources). Also note that you can restrict all payments created from templates and file imports at your organisation level. If you require this additional level of security, please contact ANZ (anz.com/servicecentres).

New Payment File Formats:

Australian customers can now import the following payment files:

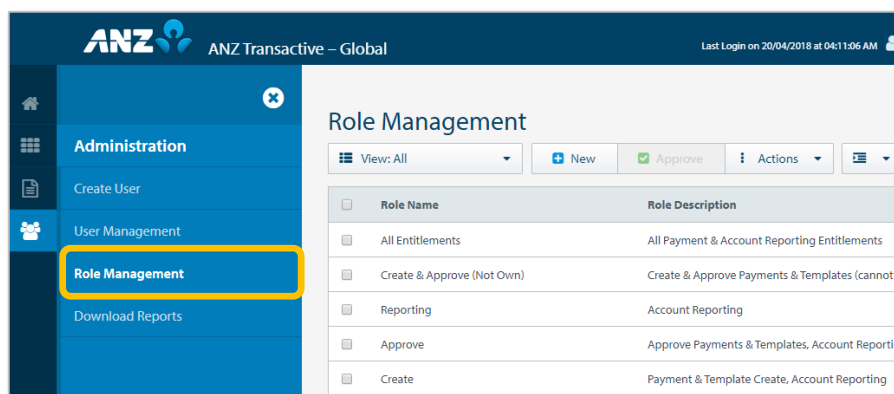
1. **CSV:** Import a domestic payment as one batch of payment instructions
2. **MT101:** Import an International or RTGS payment as one or more payment instructions. A debit is processed for each transaction in the file.
3. **BPAY:** Import multiple BPAY payments to one or more billers in a single file. A debit is processed for each transaction in the file.

For more information on these, refer to the **ANZ Transactive – Global File Formats** document on Online Resources.

Administration Enhancements (Australia customers only)

1. **Role Management:**

Role Management has been introduced so that you can customise your own user roles to meet the needs of your organisation.



2. **New Administration Reports:**

1. **User Details Report:** Provides a report detailing a user's information, their roles and associated permissions, including account access and the applications that are assigned to the user
2. **User Activity Report:** Provides a report detailing a user's interaction with the system and includes the timestamp, IP address, service, function and action involved. This report is generated from the Report Profiles screen.

For more information on these new Administration features, refer to the **ANZ Transactive – Global Administration User Guide** on [Online Resources \(anz.com/onlineresources\)](http://anz.com/onlineresources).

We will continue to make changes in the coming months to improve your experience.