



GOS ERP INVESTOR FUND USER MANUAL

WEALTH MANAGEMENT OPERATIONS

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INVESTMENT OPERATIONS

CUSTOMER

- ❖ This tab is used to register all the details of the customers applying for any of the organization's products.
 - In setting up the Customers Information, the following steps are taken:
 - Navigate to Investment Operations
 - click on customer and it will open the customer information page.
- ❖ The customer information page includes the following details:
 - Customer information
 - Identity details
 - Next of kin/guarantors
 - Bank details
 - Documents

CUSTOMER INFORMATION

❖ **INDIVIDUAL CUSTOMER**

- To create a New Customer,
 - click on the add button, it will open the Customer Information page, populate the required information:
 - Customer type
 - Title
 - First name
 - Last name
 - Middle name
 - Date of birth
 - Gender
 - Marital status
 - Phone number
 - Email
 - Country
 - City
 - Employment type
 - Employer
 - Address
 - Postal address
 - Relationship officer

- Account number
- Are you politically exposed?
- Click on the save and continue button to move to the next required information.

- Click on the next button to move to the next required information.

IDENTITY DETAILS

- ❖ To add Customer Identity Details
 - Navigate to Investment Operations,
 - click on the Customer Tab =>Customer Information =>Identity Details, it will open the Identity's Details page,
 - Click on the add button and populate the required information:
 - Identification type
 - Number
 - Issuer
 - Click on save to complete the procedure.

S/N	Number	Issuer	Identification	Edit	Delete
1	200	FEDERAL REPUBLIC OF NIGERIA	Voter's Card	Edit	Delete
2	3000	FEDERAL REPUBLIC OF NIGERIA	Voter's Card	Edit	Delete

- Click on next and it will take you to the next required information.

NEXT OF
KIN/GUARANTOR

- ❖ To add customer Next of Kin/Guarantor
 - Navigate to Investment Operations,
 - click on the Customer Tab =>Customer Information =>Identity Details => Next of Kin/Guarantor, it will open the Next of Kin/ Guarantor page,
 - Click on the add button and populate the required information:
 - Name
 - Relationship
 - Phone number
 - Email
 - Address
 - Click on save to complete the procedure.

NextOfKin

Name	<input type="text" value="james ojo"/>	Relationship	<input type="text" value="brother"/>
Phone Number	<input type="text" value="09087657559"/>	Email	<input type="text" value="james.ojo@gmail.com"/>
Address	<input style="width: 100%;" type="text" value="78, akerele street ajah lagos"/>		

Customer Information Identity Details **Next Of Kin/Guarantor** Bank Details Documents

[Add Next Of Kin](#)

Next Of Kin

S/N	Name	Relationship	Address	Phone Number	
1	ADEBAYO AYOMIDE	SISTER	9, JAMES ONI STREET ISOLO LAGOS	0818740249	Edit Delete
2	james ojo	brother	78, akerele street ajah lagos	09087657559	Edit Delete

[Close](#) [Previous](#) [Next](#)

- Click on next and it will take you to the next required information.

BANK DETAILS

- ❖ To add customer Bank Details
 - Navigate to Investment Operations,
 - click on the Customer Tab => Customer Information => Identity Details => Next of Kin/Guarantor => Bank Details, it will open the bank details page,
 - Click on the add button and populate the required information:
 - Bank Name
 - Account name
 - Click on save to complete the procedure.

Bank Details

Bank Name Account Number

BVN

[Close](#) [Save](#)

Customer Information Identity Details Next Of Kin/Guarantor **Bank Details** Documents

[Add Bank Details](#)

Bank Details

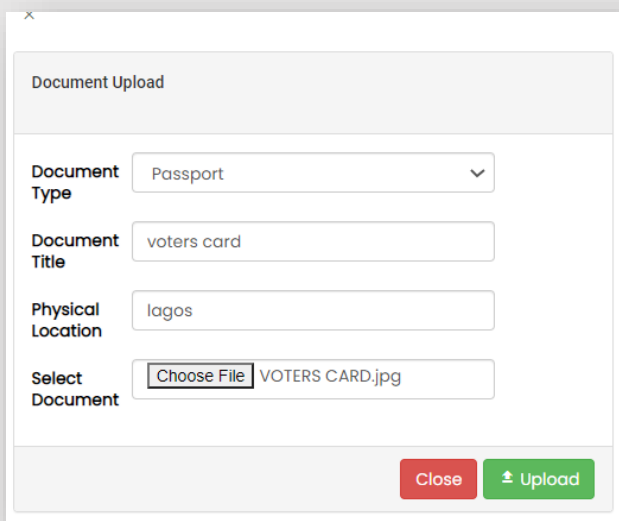
S/N	Bank	Account	BVN	
1	058-GTB	0455560880	22176513359	Edit Delete

[Close](#) [Previous](#) [Next](#)

- Click on next and it will take you to the next required information.

DOCUMENTS

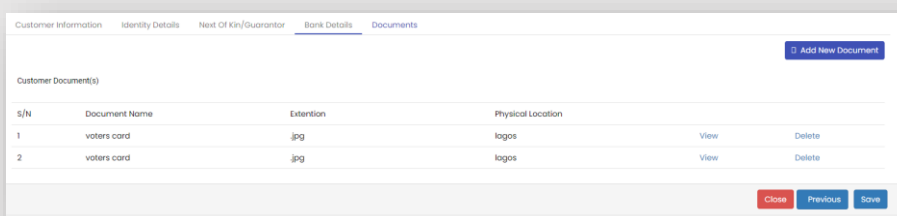
- ❖ To add Customer Documents
 - Navigate to Investment Operations,
 - click on the Customer Tab => Customer Information => Identity Details => Next of Kin/Guarantor => Bank Details => Documents, it will open the documents page,
 - Click on the add button and populate the required information:
 - Document type
 - Document title
 - Physical location
 - Select document
 - Click on save to complete the procedure.



The screenshot shows a 'Document Upload' form with the following fields:

- Document Type:** A dropdown menu with 'Passport' selected.
- Document Title:** A text input field containing 'voters card'.
- Physical Location:** A text input field containing 'lagos'.
- Select Document:** A file selection field showing 'Choose File' and 'VOTERS CARD.jpg'.

At the bottom right of the form are two buttons: a red 'Close' button and a green 'Upload' button with an upward arrow icon.



The screenshot shows a table with the following columns: S/N, Document Name, Extension, Physical Location, View, and Delete. There are two rows of data.

S/N	Document Name	Extension	Physical Location	View	Delete
1	voters card	jpg	lagos	View	Delete
2	voters card	jpg	lagos	View	Delete

At the bottom right of the table are three buttons: a red 'Close' button, a blue 'Previous' button, and a blue 'Save' button. At the top right of the table area is a blue 'Add New Document' button.

- Click on save to complete the customer registration procedure.

❖ **TO ADD MULTIPLE INDIVIDUAL CUSTOMER INFORMATION:**

- Click on the download button, this downloads the excel template with the correct upload headers, populate with the following.
 - Email
 - Customer type name
 - Title
 - First name
 - Last name
 - Middle name
 - Gender
 - Address
 - Date of birth
 - Employment
 - City
 - Occupation
 - Are you politically exposed?
 - Phone number
 - Country
 - Phone number
 - Marital status
- Click on select customer type as individual
- Click on select upload type as individual customers
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the individual customer information.

The screenshot shows the 'Investor Customer Information' interface. At the top, there are two dropdown menus: 'Select Customer Type' (set to 'Individual') and 'Select Upload Type' (set to 'Individual Customers'). To the right of these is a 'Choose File' button with the text 'No file chosen' and icons for file operations. Below this is a search bar with three input fields: 'EMMANUEL' (with a dropdown arrow), 'Email', and 'Account Number'. A 'Search' button is to the right of the search bar. The main part of the interface is a table with the following columns: S/N, Customer Type, Customer Name, Email, Phone Number, Account Number, Current Balance, and an 'Invest' button. The table contains five rows of customer data.

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Individual	Emmanuel DOSUMU	dosunmuolalekan@gmail.com	08033914429	6256645178	6,200.00	Invest
<input type="checkbox"/>	2	Individual	Emmanuel Jagun	info@stacopl.com	08053502191	5310303598	6,200.00	Invest
<input type="checkbox"/>	3	Individual	Emmanuel Komolafe	komolafeoladejo@yahoo.com	08028263421	6048918245	6,200.00	Invest
<input type="checkbox"/>	4	Individual	Emmanuel Fabiyi	tunjifabiyi@yahoo.com	08034956972	4725200355	6,500.00	Invest
<input type="checkbox"/>	5	Individual	Emmanuel ArUdoruisi	uzezionegoal@gmail.com	07061293441	9076932176	0.00	Invest

- To delete a customer,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer’s account number and click on the search box. it will populate the customer’s with similar details.

❖ **TO ADD MULTIPLE INDIVIDUAL CUSTOMER INDENTITY DETAILS**

- To upload, ensure the excel template has the correct upload headers listed below:
 - Identity details
 - Customer email

- Issuer
- ID Number
- Click on select customer type as individual
- Click on select upload type as identity details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the identity details of the individual customers.

The screenshot shows a web interface titled "Investor Customer Information". At the top, there are two dropdown menus: "Select Customer Type" (set to "Individual") and "Select Upload Type" (set to "Identity Details"). To the right of the second dropdown is a "Choose File" button and a "No file chosen" text. Below these are three search input fields labeled "emmanuel", "Email", and "Account Number", with a "Search" button to the right. The main part of the interface is a table with the following columns: S/N, Customer Type, Customer Name, Email, Phone Number, Account Number, Current Balance, and an "Invest" button. The table contains five rows of customer data.

S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	Invest
1	Individual	Emmanuel DOSUMU	dosunmuolalekan@gmail.com	08033914429	6256645178	6,200.00	Invest
2	Individual	Emmanuel Jagun	info@stacoptc.com	08053502191	5310303598	6,200.00	Invest
3	Individual	Emmanuel Komolafe	komolafeoladeja@yahoo.com	08028263421	6048918245	6,200.00	Invest
4	Individual	Emmanuel Fabiyi	tunjifabiyi@yahoo.com	08034956972	4725200355	6,500.00	Invest
5	Individual	Emmanuel ArUduruisi	uzezionegoal@gmail.com	07061293441	9076932176	0.00	Invest

- To delete identity details,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details

❖ **TO ADD MULTIPLE INDIVIDUAL CUSTOMER BANK DETAILS:**

- To upload, ensure the excel template has the correct upload headers listed below:
 - Customer email
 - BVN
 - Account Number
 - Bank
 - Bank code
- Click on select customer type as individual
- Click on select upload type as bank details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the bank details of the individual customers.

Investor Customer Information

Select Customer Type
Individual

Select Upload Type
Bank Details

Choose File No file chosen

emmanuel Email Account Number Search

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Individual	Emmanuel DOSUMU	dosunmuolalekan@gmail.com	08033914429	6256645178	6,200.00	Invest
<input type="checkbox"/>	2	Individual	Emmanuel Jagun	info@stacopl.com	08053502191	5310303598	6,200.00	Invest
<input type="checkbox"/>	3	Individual	Emmanuel Komolafe	komolafeoladejo@yahoo.com	08028263421	6048918245	6,200.00	Invest
<input type="checkbox"/>	4	Individual	Emmanuel Fabiyi	tunjifabiyi@yahoo.com	08034956972	4725200355	6,500.00	Invest
<input type="checkbox"/>	5	Individual	Emmanuel Arùdaruìsì	uzezionegool@gmail.com	07061293441	9076932176	0.00	Invest

- To delete bank details,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

❖ **TO ADD MULTIPLE INDIVIDUAL CUSTOMER NEXT OF KIN DETAILS:**

- To upload, ensure the excel template has the correct upload headers listed below:
 - Customer email
 - Name
 - Relationship
 - Next of kin Name email
 - Phone number
 - Address
- Click on select customer type as individual
- Click on select upload type as next of kin details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the next of kin details of the individual customers.

Investor Customer Information

Select Customer Type
Individual

Select Upload Type
Next of Kin Details

Choose File No file chosen

emmanuel Email Account Number Search

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Individual	Emmanuel DOSUMU	dosunmuolalekan@gmail.com	08033914429	6256645178	6,200.00	Invest
<input type="checkbox"/>	2	Individual	Emmanuel Jagun	info@stacopl.com	08053502191	5310303598	6,200.00	Invest
<input type="checkbox"/>	3	Individual	Emmanuel Komolafe	komolafeoladejo@yahoo.com	08028263421	6048918245	6,200.00	Invest
<input type="checkbox"/>	4	Individual	Emmanuel Fabiyi	tunjifabiyi@yahoo.com	08034956972	4725200355	6,500.00	Invest
<input type="checkbox"/>	5	Individual	Emmanuel Arùdaruìsì	uzezionegool@gmail.com	07061293441	9076932176	0.00	Invest

- To delete next of kin details,

- select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

❖ **TO ADD MULTIPLE INDIVIDUAL CUSTOMER DOCUMENT DETAILS:**

- To upload, ensure the excel template has the correct upload headers listed below:
 - Document type
 - Document title
 - Physical location
 - Select document
- Click on select customer type as individual
- Click on select upload type as document details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the document details of the individual customers.
- To delete document details,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

CORPORATE CUSTOMER

- ❖ To Create a New Corporate Customer,
 - click on the add button, it will open the Customer Information page, populate the required information:
 - Customer Type
 - Company Name
 - Registration Number
 - Phone number
 - Date of incorporation
 - Phone number
 - Address
 - Email
 - Postal address
 - Relationship officer
 - Industry
 - Incorporation country
 - Annual turnover
 - Shareholders fund
 - Company website
 - Account number
 - Click on the next button to move to the next required information.

Customer Information	Director Information	Bank Details	Financial Statement	Documents
Customer Type	Corporate	Registration Number	nil	
CompanyName	Floral School	Date of Incorporation	06/09/1954	
Phone Number	08093470003	Email	kemmybarns74@yahoo.com	
Address	20 Jas Oja Street, Toju Bello Bus-Stop, Toyin, Iju Ishaga, Lagos		Postal Address	nil
Relationship Officer	-- Select Staff --	Incorporation Country		
Industry	nil	Shareholder Fund	100000	
Annual Turnover	100000			
Company Website	nil			
Account Number	0523598077			

Close Next

DIRECTOR INFORMATION

- ❖ To add Director Information
 - Navigate to Investment Operations,
 - click on the Customer Tab =>Customer Information =>Director information, it will open the documents page,
 - Click on the add button and populate the required information:
 - Director type
 - Full name
 - Position
 - Email
 - Date of birth
 - Phone number
 - Signature
 - Address
 - Percentage share
 - Click on save to complete the procedure.

Director/Shareholder

Director Type

Full Name Email

Position DOB

Phone Number Signature

Have you occupied any political position ? Yes No

Has any of your relative occupied any political position ? Yes No

Address Percentage Share(%)

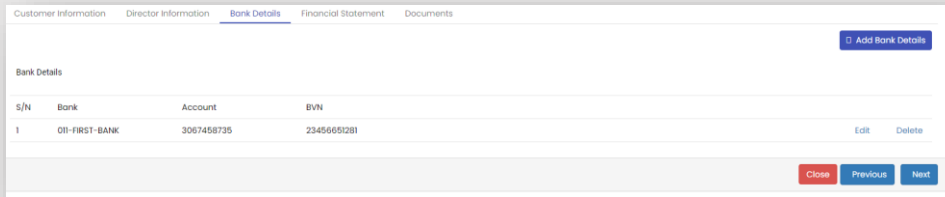
**BANK
DETAILS**

- ❖ To add Corporate customer Bank Details
 - Navigate to Investment Operations,
 - click on the Customer Tab => Customer Information => Director Information => Bank Details, it will open the bank details page,
 - Click on the add button and populate the required information:
 - Bank Name
 - Account name
 - BVN
 - Click on save to complete the procedure.

Bank Details

Bank Name Account Number

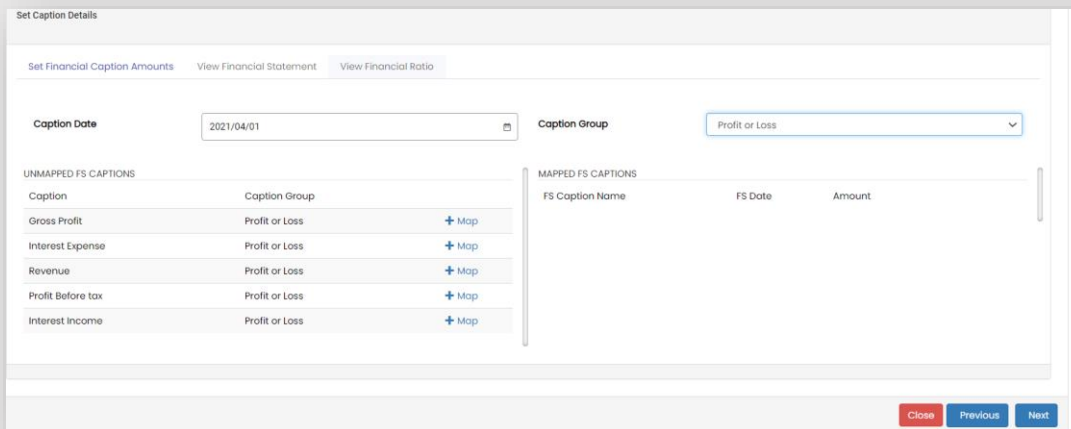
BVN



- Click on next and it will take you to the next required information.

FINANCIAL STATEMENT

- ❖ To add Financial Statement Details
 - Navigate to Investment Operations,
 - click on the Customer Tab => Customer Information => Director Information => Bank Details => Financial Statement, it will open the financial statement page,
- ❖ To set caption details
 - Click on the caption date, and populate with the right date
 - Click on the caption group to choose either Profit or Loss account or Balance Sheet account.



- To map Profit or Loss Caption,
- click on Map and populate with the right information
- click on save FS caption detail.

Caption Details

FS Caption: Gross Profit FS Date: 2021/04/01

Amount: 30000

Close Save FS Caption Detail

- Repeat the same process for the rest of the unmapped caption.

Customer Information Director Information Bank Details **Financial Statement** Documents

Set Caption Details

Set Financial Caption Amounts View Financial Statement View Financial Ratio

Caption Date: 2021/04/01 Caption Group: --- Select FS Caption Group ---

UNMAPPED FS CAPTIONS		MAPPED FS CAPTIONS			
Caption	Caption Group	FS Caption Name	FS Date	Amount	
		Gross Profit	01-Apr-2021	30,000	Remove
		Interest Expense	01-Apr-2021	200	Remove
		Revenue	01-Apr-2021	30,000	Remove
		Profit Before Tax	01-Apr-2021	4,000	Remove
		Interest Income	01-Apr-2021	4,000	Remove

Close Previous Next

- Click on the next button to move to the next required information.

DOCUMENTS

- ❖ To add Corporate Customer Documents
 - Navigate to Investment Operations,
 - click on the Customer Tab =>Customer Information =>Director Information=> Bank Details => Financial Statement =>Documents, it will open the documents page,
 - Click on the add button and populate the required information:
 - Document type

- Document title
 - Physical location
 - Select document
- Click on upload to complete the procedure.

S/N	Document Name	Extension	Physical Location	View	Delete
1	VOTERS CARD	.jpg	LAGOS		

- Click on save to complete the customer registration procedure.

❖ **TO ADD MULTIPLE CORPORATE CUSTOMER INFORMATION:**

- Click on the download button, this download the excel template with the correct upload headers, populate with the following.
 - Customer Email
 - Customer type name
 - Registration Number
 - Company name
 - Date of incorporation
 - Phone number
 - Address
 - Postal address
 - Industry
 - Incorporation country
 - City
 - Annual turnover
 - Shareholders fund
 - Company website

- Click on the download button, this download the excel template with the correct upload headers, populate with the following.
- Click on select customer type as corporate
- Click on select upload type as corporate customers
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the corporate customer information

Investor Customer Information

Select Customer Type
Corporate

Select Upload Type
Corporate Customers

Choose File No file chosen

school Email Account Number Search

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Corporate	Etaport Schools Awote	bawote@yahoo.com	08033011388	097026214	7,000.00	Invest
<input type="checkbox"/>	2	Corporate	Floral School Barnidele	kemmybarns74@yahoo.com	08063470003	0523598077	7,000.00	Invest
<input type="checkbox"/>	3	Corporate	Konsol School Adenmosun	konsolschool@yahoo.com	08033019261	0169616216	7,000.00	Invest
<input type="checkbox"/>	4	Corporate	Manade School Otukaya	manade_school@yahoo.com	08033339389	6994953262	7,000.00	Invest
<input type="checkbox"/>	5	Corporate	Jelly-Las Schools Lasaki	okilolalasaki@yahoo.com	08023034467	5497690995	7,300.00	Invest
<input type="checkbox"/>	6	Corporate	Bisbal School	bisbalschool@yahoo.com	08067383136	8276182857	400.00	Invest
<input type="checkbox"/>	7	Corporate	De-Great Grace School	degreatgrace@yahoo.com	08035507797	3352070370	800.00	Invest
<input type="checkbox"/>	8	Corporate	Divine Touch School	dtouchschool@yahoo.com	07042478113	7043576659	800.00	Invest
<input type="checkbox"/>	9	Corporate	Manuel School	Manuelschool@yahoo.com	08054565456	8037035684	800.00	Invest
<input type="checkbox"/>	10	Corporate	Rose Private School	rospprivatecollege@live.com	08033231794	9884572607	800.00	Invest

- To delete Corporate customer information,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

❖ TO ADD MULTIPLE DIRECTOR DETAILS:

- To upload, ensure the excel template has the correct upload headers listed below:
 - Customer email
 - Name
 - Position
 - Director email
 - Date of birth
 - Phone number
 - Address
 - Percentage share
 - Director type
 - Politically exposed?
- Click on select customer type as Corporate
- Click on select upload type as director details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface

- This will upload all the director details

The screenshot shows the 'Investor Customer Information' interface. At the top, there are dropdown menus for 'Select Customer Type' (set to 'Corporate') and 'Select Upload Type' (set to 'Director Details'). A 'Choose File' button is next to a file selection area. Below these are search filters for 'school', 'Email', and 'Account Number', with a 'Search' button. The main area contains a table with 10 rows of corporate customer data.

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Corporate	Estaport Schools Awote	bowote@yahoo.com	08033011388	0970260214	7,000.00	Invest
<input type="checkbox"/>	2	Corporate	Floral School Bamidele	kemmybarns74@yahoo.com	08063470003	0523598077	7,000.00	Invest
<input type="checkbox"/>	3	Corporate	Konsol School Adenmosun	konsolschool@yahoo.com	08033019261	0169618216	7,000.00	Invest
<input type="checkbox"/>	4	Corporate	Monade School Otukoya	monade_school@yahoo.com	08033339389	6994953262	7,000.00	Invest
<input type="checkbox"/>	5	Corporate	Jelly-Las Schools Lasaki	okikiolalasaki@yahoo.com	08023034467	5497690995	7,300.00	Invest
<input type="checkbox"/>	6	Corporate	Bisbol School	bisbolschool@yahoo.com	08067383136	8276182857	400.00	Invest
<input type="checkbox"/>	7	Corporate	De-Great Grace School	degreatgrace@yahoo.com	08035507797	3352070370	800.00	Invest
<input type="checkbox"/>	8	Corporate	Divine Touch School	dtouchschool@yahoo.com	0704247813	7043575669	800.00	Invest
<input type="checkbox"/>	9	Corporate	Manuel School	Manuelschool@yahoo.com	08054565456	8037035684	800.00	Invest
<input type="checkbox"/>	10	Corporate	Rose Private School	roseprivatecollege@live.com	08033231794	8884572607	800.00	Invest

- To delete Director information,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

❖ **TO ADD MULTIPLE BANK DETAILS:**

- To upload, ensure the excel template has the correct upload headers listed below:
 - Customer email
 - BVN
 - Account Number
 - Bank
 - Bank code
- Click on select customer type as Corporate
- Click on select upload type as bank details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the bank details of the corporate customers.

Investor Customer Information

Select Customer Type
Corporate

Select Upload Type
Bank Details

Choose File No file chosen

school Email Account Number Search

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Corporate	Estaport Schools Awote	bawote@yahoo.com	0803301388	0970260214	7,000.00	Invest
<input type="checkbox"/>	2	Corporate	Floral School Bamidele	kemmybams74@yahoo.com	08063470003	0523598077	7,000.00	Invest
<input type="checkbox"/>	3	Corporate	Konsol School Adenmosun	konsolschool@yahoo.com	08033019261	0169616216	7,000.00	Invest
<input type="checkbox"/>	4	Corporate	Monade School Otukoya	monade_school@yahoo.com	08033339389	6994953262	7,000.00	Invest
<input type="checkbox"/>	5	Corporate	Jelly-Las Schools Lasaki	okkiolalasaki@yahoo.com	08023034467	5497690995	7,300.00	Invest
<input type="checkbox"/>	6	Corporate	Bisbol School	bisbolschool@yahoo.com	08067383136	8276182857	400.00	Invest
<input type="checkbox"/>	7	Corporate	De-Great Grace School	degreatgrace@yahoo.com	08035507797	3352070370	800.00	Invest
<input type="checkbox"/>	8	Corporate	Divine Touch School	dtouchschool@yahoo.com	07042479113	7043576669	800.00	Invest
<input type="checkbox"/>	9	Corporate	Manuel School	Manuelschool@yahoo.com	08054565456	8037035684	800.00	Invest
<input type="checkbox"/>	10	Corporate	Rose Private School	roseprivatecollege@live.com	08033231794	9884572607	800.00	Invest

- To delete Corporate customer bank details,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

❖ TO ADD MULTIPLE CUSTOMER DOCUMENT DETAILS:

- To upload, ensure the excel template has the correct upload headers listed below:
 - Document type
 - Document title
 - Physical location
 - Select document
- Click on select customer type as corporate
- Click on select upload type as document details
- Click choose file button, navigate to the populated excel file and then click open
- Click upload on the interface
- This will upload all the document details of the corporate customers.
- To delete document details,
 - select the customer name and click on the delete button.

SEARCH BOX: It is used to search for a customer, either individual customer or corporate by typing in the name of the customer, or the customer email address or the customer's account number and click on the search box. it will populate the customer's with similar details.

INVESTMENT APPLICATION

- ❖ To start a new Investment application for a customer, either individual customer or corporate customer.
 - Navigate to investments Operations
 - click on customer, the customer information page will open.
 - Select the customer type, either individual or corporate
 - Search for the customer's details using either Name, Email address or Account number.

<input type="checkbox"/>	S/N	Customer Type	Customer Name	Email	Phone Number	Account Number	Current Balance	
<input type="checkbox"/>	1	Individual	Emmanuel DOSUMU	dosunmuolalekan@gmail.com	08033914429	6256645178	6,200.00	Invest
<input type="checkbox"/>	2	Individual	Emmanuel Jagun	info@stacopl.com	08053502191	5310303598	6,200.00	Invest
<input type="checkbox"/>	3	Individual	Emmanuel Komolafe	komolafeoladajo@yahoo.com	08028263421	6048918245	6,200.00	Invest
<input type="checkbox"/>	4	Individual	Emmanuel Fabiyi	tunjifabiyi@yahoo.com	08034956972	4725200355	6,500.00	Invest
<input type="checkbox"/>	5	Individual	Emmanuel ArUdaruisi	uzezonegoal@gmail.com	07061293441	9076932176	0.00	Invest

- Click on Invest to start the investment process for the customer
- The investor information page will open, populate the form with the required information.
 - Customer
 - Tenor
 - Product
 - Proposed Rate
 - Frequency
 - Period
 - Proposed Amount
 - Currency
 - Effective date
 - Investment purpose
 - Instrument

Investor Information

Customer	Emmanuel Komolafe	Product	Mortgage
Tenor	12	Rate(Annual)	36
Proposed Tenor(days)	3	Proposed Rate(Annual)	20
Frequency	Monthly	Period	1
Proposed Amount	5000	Currency	Naira
Effective Date	16-Apr-2021	Investment Purpose	car
Instrument	Transfer/Card/Cash		
Confirmed Payment	<input checked="" type="checkbox"/>	Enable Rollover	<input checked="" type="checkbox"/>

[Close](#) [Save](#)

- Click on save to start approval process.

PENDING INVESTMENTS

- Pending Investments page shows all investments coming from the customer's web and is yet to be pushed to approval workflow.
 - To Navigate to pending investments.
 - Click on Investment operations=> pending investments
 - The pending investments page will open,

Pending Investments

Search...

Effective Date	Ref No	Customer Name	Principal Amount
Apr 14, 2021	1618403998	Mark Anthony	5.00
Apr 14, 2021	1618404139	Mark Anthony	5.00
Apr 14, 2021	1618405139	Mark Anthony	5.00
Apr 14, 2021	1618406124	Mark Anthony	5.00
Apr 14, 2021	1618406334	Mark Anthony	5.00
Apr 14, 2021	1618407409	Mark Anthony	5.00
Apr 15, 2021	1618481216	Mark Anthony	5.00
Apr 15, 2021	1618481581	Mark Anthony	5.00
Apr 14, 2021	1618487970	Mark Anthony	300,000.00
Apr 15, 2021	1618489938	Mark Anthony	100,000.00
Apr 15, 2021	1618489614	Ngazi Okonjo-Iweala	20.00

- To start approval process for the pending investments
 - Click on the customer's name and the investors information page will open.
 - Click on save to start the approval process.

Investor Information

Customer	Ngazi Okonjo-Iweala	Product	FBN Fixed Deposit
Tenor	12	Rate(Annual)	48
Proposed Tenor(days)	360	Proposed Rate(Annual)	30
Frequency	Monthly	Period	12
Proposed Amount	20	Currency	Naira
Effective Date	15-Apr-2021	Investment Purpose	ok
Instrument	Transfer/Card/Cash	Enable Rollover	<input checked="" type="checkbox"/>
Confirmed Payment	<input type="checkbox"/>		

[Close](#) [Save](#)

INVESTMENT LISTS

- The Investment List page is where all current running investments are populated.
 - To Navigate to Investment Lists
 - Click on Investment Operations =>Investment Lists

Investments Choose File No file chosen

Search... Filter by status

Effective Date	Maturity Date	Ref No	Customer Name	Principal Amount	Expected Payout	Current Balance	Status	Actions
Apr 16, 2021	Apr 19, 2021	1618584696	Emmanuel Komolafe	5,000.00	5,008.22	5,000.00	Running	...
Apr 16, 2021	Apr 26, 2021	1618575139	Emmanuel DOSUMU	50,000.00	50,495.35	50,000.00	Running	...
Apr 14, 2021	Jul 13, 2021	1618501610	Ngazi Okonjo-Iweala	90.00	96.91	90.14	Running	...
Apr 14, 2021	Jun 13, 2021	1618501347	Ngazi Okonjo-Iweala	90,000.00	101,296.24	90,355.41	Running	...

INVESTMENT APPRAISAL

- The Investment Appraisal page is where investments awaiting approvals are populated.
 - To Navigate to Investment Appraisal
 - Click on Investment Operations =>Investment Appraisal

Investment Appraisal

Investments Investment Information Comments

Search...

S/N	Date	Application Ref No	Customer Name	Product Name	Proposed Amount	
1	Apr 6, 2021	1617748234	Joshua Chukwu	Treasurersaver	250,000.00	Select
2	Apr 7, 2021	1617784889	Chop Nownow	FBN Fixed Deposit	250,000.00	Select
3	Apr 14, 2021	1618392408	Etim Essang	FBN Fixed Deposit	1,000.00	Select
4	Apr 14, 2021	1618393105	Etim Essang	FBN Fixed Deposit	1,000.00	Select
5	Apr 14, 2021	1618394202	Etim Essang	FBN Fixed Deposit	1,000.00	Select
6	Apr 14, 2021	1618395397	Etim Essang	FBN Fixed Deposit	1,000.00	Select
7	Apr 14, 2021	1618402307	Etim Essang	FBN Fixed Deposit	1,000.00	Select
8	Apr 14, 2021	1618403328	Mark Anthony	FBN Fixed Deposit	1,000.00	Select
9	Apr 15, 2021	1618503485	Ngazi Okanjo-Iweala	FBN Fixed Deposit	100.00	Select

- To approve an investment,
 - click on select and the investment appraisal page will be opened.

Customer Information

Customer Information Identity Details Next Of Kin Bank Details Documents

Customer Name: MOTOLANI OLUWAPOMILE ADEBAYO Date of Birth: Mar 19, 1987

Address: 46, ARAROMI STREET ONIKE IWAYA YABA LAGOS Postal Address: POX 12345

Phone Number: 08102675534 Email: adebayooluwaponmilo33@gmail.com

Registration Number: N/A

Next

Investment Information

General Information

Application Reference Number: 1618824951

Effective Date: 16-04-2021 Maturity Date: 20-04-2021 Relationship Manager: Comfort Oyaniji

Exchange Rate: 1.00 Currency Name: Naira Expected Payout: 200.00

Details: car Product Frequency: Monthly Product Period: 1

Proposed

Proposed Product	Proposed Amount	Proposed tenor (days)	Proposed rate
Mortgage	200.00	2	10.00

Approved/Recommendations

Approved Product	Approved Amount	Approved tenor (days)	Approved rate
Mortgage	200.00	2	10.00

Adjust

Actions

Comment

Decision: -- Select Decision --

- Input comment and click on approve for the decision box
- Click on save to complete the investment appraisal process.

PENDING COLLECTIONS

- Pending collections page shows all collections coming from the customer's web and yet to be pushed to approval workflow.
 - To Navigate to pending collections.
 - Click on Investment operations=> pending collections
 - The pending collections page will open,

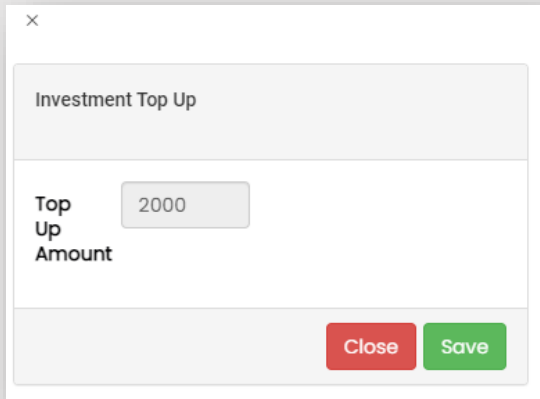
- To start approval process for the pending collections.
 - Click on the customer's name and the collection form page will open.
 - Populate with the required information as required.
 - Click on save to start the approval process.

**PENDING
TOPUP**

- Pending Topup page shows all topup request coming from the customer's web and yet to be pushed to approval workflow.
 - To Navigate to pending topup
 - Click on Investment operations=> pending topup
 - The pending topup page will open,

Request Date	Effective Date	Ref No	Customer Name	Top Up Amount	
Apr 16, 2021	Apr 15, 2021	1618590310	MOTOLANI ADEBAYO	400.00	TopUp

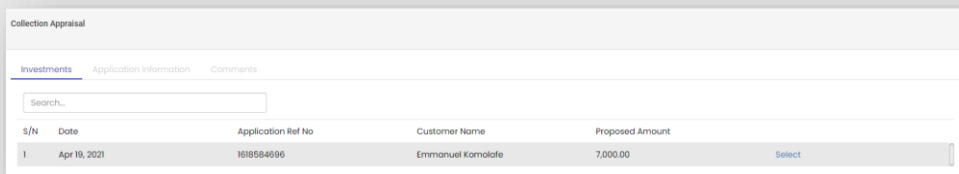
- To start approval process for the pending topup
 - Click on the customer's name and the Investors Top Up page will open.
 - Click on save to start the approval process.



A dialog box titled "Investment Top Up" with a close button (X) in the top left corner. It contains a label "Top Up Amount" and a text input field with the value "2000". At the bottom right, there are two buttons: "Close" (red) and "Save" (green).

COLLECTION APPRAISAL

- Collection Appraisal page shows all investments already matured and due for collection.
 - To Navigate to Collection Appraisal.
 - Click on Investment operations=> Collection Appraisal
 - The Collection Appraisal page will open,



A screenshot of the "Collection Appraisal" page. It features a search bar and a table with columns: S/N, Date, Application Ref No, Customer Name, and Proposed Amount. A "Select" button is visible at the end of the first row.

S/N	Date	Application Ref No	Customer Name	Proposed Amount	
1	Apr 19, 2021	1618584696	Emmanuel Komolafe	7,000.00	Select

- Click on select for the investor, and the collection appraisal page will be opened for approval.

- Input comment and click on approve for the decision box
- Click on submit to complete the investment appraisal process

ROLL OVER

- ❖ Roll-over is an option for Investment already matured and yet to be collected.
- To roll-over an investment already matured.
 - Navigate to Investment Lists
 - Click on Investment Operations =>Investment Lists
 - For Matured Investments, click on the Action icon, it will show a drop-down option for collection and rollover
 - Click on roll over, it will take you to the roll over form page.
 - Populate with the required information,
 - Click on save to complete the roll-over process

- After this process has been completed, the Investment will go to the investment workflow as a new investment, yet with the same terms as the previous investment before roll-over

General Information

Application Reference Number:	1618825001				
Effective Date:	19-04-2021	Maturity Date:	20-04-2021	Relationship Manager:	Comfort Oyenyi
Exchange Rate:	1.00	Currency Name:	Naira	Expected Payout:	2,002.741
Details:	rent	Product Frequency	Monthly	Product Period	1

Proposed

Proposed Product	Proposed Amount	Proposed tenor (days)	Proposed rate
Mortgage	2,001.37	1	25.00

Approved/Recommendations

Approved Product	Approved Amount	Approved tenor (days)	Approved rate
Mortgage	2,001.37	1	25.00

[Adjust](#)

Actions

Comment

okay

Decision

Approve

[Previous](#) [View Comments](#) [Submit](#)

- Click on submit to complete the approval process.

INVESTMENT LIQUIDATION

- ❖ Investment liquidation: This is an option for an investor to liquidate his investment before the maturity date.
 - To liquidate an investment,
 - Navigate to the investment lists,
 - Click on the Action column, it will show a drop down

Investments

[Choose File](#) No file chosen

Search...

Filter by status

Effective Date	Maturity Date	Ref No	Customer Name	Principal Amount	Expected Payout	Current Balance	Status	Actions
Apr 16, 2021	Apr 19, 2021	1618554696	Emmanuel Komolafe	5,000.00	5,008.22	5,000.00	Running	--
Apr 16, 2021	Apr 26, 2021	1618575139	Emmanuel DOSUMU	50,000.00	50,495.35	50,000.00	Running	--
Apr 14, 2021	Jul 13, 2021	161850810	Ngazi Okanjo-Iweala	90.00	96.61	90.14	Running	--
Apr 14, 2021	Jun 13, 2021	1618501347	Ngazi Okanjo-Iweala	90,000.00	101,296.24	90,355.41	Running	--

- Click on Liquidate, it will take you to the liquidation form page.
- Populate with the required information,

Liquidation Form

Customer	Emmanuel DOSUMU	Product	FBN Fixed Deposit
Tenor	10	Rate	35
Frequency	Monthly	Period	1
Amount	50000	Currency	Naira
Effective Date	16-Apr-2021	Investment Purpose	ACADEMICS
Liquidation Date	04/16/2021	Early Termination Charge	0
Select mode of payment	Deposit Account	Account Number	Emmanuel DOSUMU 6256645178
Amount Payable	50000		

Close Save

- Click on save to complete the liquidation process.

PENDING LIQUIDATION

- Pending Liquidation page shows all investment liquidation request coming from the customer's web yet to be pushed to approval workflow.
 - To Navigate to pending liquidation,
 - Click on Investment operations=> pending liquidation
 - The pending liquidation page will open,

Pending Liquidations

Search...

Request Date	Effective Date	Ref No	Customer Name	Principal Amount	Amount Payable
Mar 8, 2021	Mar 7, 2021	1615198607	MOTOLANI ADEBAYO	400.00	400.32
Apr 16, 2021	Apr 15, 2021	1618589256	MOTOLANI ADEBAYO	200.00	200.11
Apr 19, 2021	Apr 14, 2021	1618501610	Ngozi Okonjo-Iweala	90.00	90.09

- To start approval process for the pending Liquidation,
 - Click on the customer's name and the liquidation form page will open.

Liquidation Form

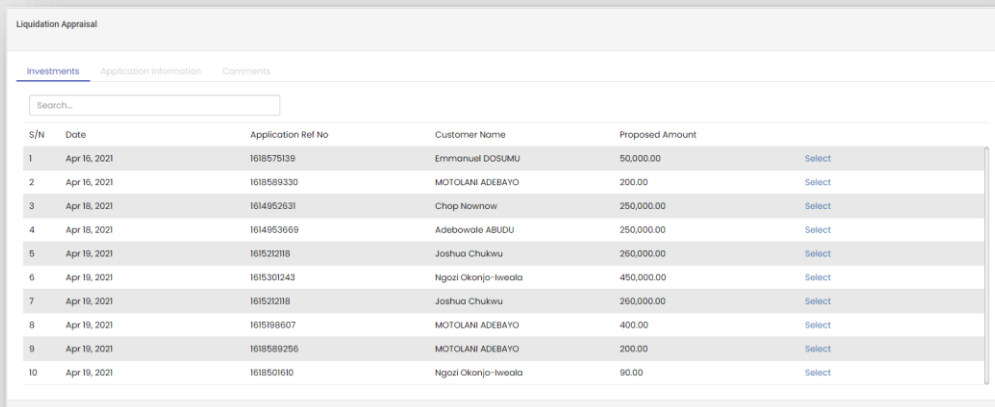
Customer	MOTOLANI ADEBAYO	Product	Mortgage
Tenor	1	Rate	25
Frequency	Monthly	Period	1
Amount	4001.37	Currency	Naira
Effective Date	19-Apr-2021	Investment Purpose	rent
Liquidation Date	04/19/2021	Early Termination Charge	200
Select mode of payment	Operating Account	Account Number	809870225
Amount Payable	5281.37	Tax Deducted	540

Close Save

- Click on save to start the approval process.

LIQUIDATION APPRAISAL

- ❖ Liquidation Appraisal page shows all investment liquidation awaiting approval.
 - To Navigate to Liquidation Appraisal,
 - Click on Investment operations=> Liquidation Appraisal
 - The liquidation appraisal page will open,



The screenshot displays the 'Liquidation Appraisal' interface. At the top, there are tabs for 'Investments', 'Application Information', and 'Comments'. Below the tabs is a search bar labeled 'Search...'. The main content is a table with the following columns: S/N, Date, Application Ref No, Customer Name, Proposed Amount, and a 'Select' button for each row. The table contains 10 rows of data.

S/N	Date	Application Ref No	Customer Name	Proposed Amount	
1	Apr 16, 2021	1618579139	Emmanuel DOSUMU	50,000.00	Select
2	Apr 16, 2021	1618589330	MOTOLANI ADEBAYO	200.00	Select
3	Apr 18, 2021	1614952631	Chap Nownow	250,000.00	Select
4	Apr 18, 2021	1614953669	Adebowale ABUDU	250,000.00	Select
5	Apr 18, 2021	161521218	Joshua Chuku	260,000.00	Select
6	Apr 19, 2021	1615301243	Ngazi Okonjo-Iweala	450,000.00	Select
7	Apr 19, 2021	161521218	Joshua Chuku	260,000.00	Select
8	Apr 19, 2021	161598607	MOTOLANI ADEBAYO	400.00	Select
9	Apr 19, 2021	1618589256	MOTOLANI ADEBAYO	200.00	Select
10	Apr 19, 2021	1618501610	Ngazi Okonjo-Iweala	90.00	Select

- Click on select for the investor, and the liquidation appraisal page will be opened for approval.

General Information					
Application Reference Number:	1618589256	Expected Payout	200.11	Effective Date	14-04-2021
Maturity Date:	18-04-2021	Exchange Rate:		Currency Name:	Naira
Relationship Manager:	Comfort Oyeniyi	Product Frequency	Monthly	Product Period	1
Details:	Exam	Proposed Liquidation Date	15-04-2021	Account	8098710225
Liquidation Charge:	0.00	Tax Deducted:		Amount Payable:	200.11
Proposed					
Proposed Product	Proposed Amount	Proposed tenor (days)	Proposed rate (per annum)		
Mortgage	200.00	3	20.00		
Approved/Recommendations					
Approved Product	Approved Amount	Approved Tenor	Approved Rate		
Mortgage	200.00	3.00	20.00		
Actions					
Comment <input type="text" value="okay"/>			Decision <input type="text" value="Approve"/>		
			<input type="button" value="Previous"/> <input type="button" value="View Comments"/> <input type="button" value="Submit"/>		

- Input comment and click on approve for the decision box
- Click on submit to complete the investment appraisal process.

PLACEMENT CERTIFICATE GENERATION

- ❖ The Placement certificate generation page shows all the list of investors that has investment with the organization.
 - To Navigate to Placement Certificate Generation,
 - Click on Investment operations=> Placement Certificate Generation
 - The Placement Certificate Generation page will open,

Placement Certificate Generation					
Search...					
Product	Customer	Amount	Rate	Ref Number	
Mortgage	MOTOLANI ADEBAYO	4001.37	25	1618825001	View
Fixed Investment 2	Ngazi Okonjo-Iweala	1000	72	1618825048	View
Mortgage	MOTOLANI ADEBAYO	500	35	1618824979	View
Mortgage	MOTOLANI ADEBAYO	200	10	1618824951	View
FBN Fixed Deposit	Ngazi Okonjo-Iweala	500	36	1618774019	View
Fixed Investment 2	Ngazi Okonjo-Iweala	10	36	1618773227	View

- Click on view for the investor, and the placement certificate will open,

Placement Certificate

Word Excel PDF Save web page Save as image Copy Link Print

Credit

Date: 4/19/2021 12:00:00 AM
Investment Reference No: 1618825001
Dear MOTOLANI ADEBAYO

RE: 4001.37 Naira INVESTMENT IN Mortgage

We are pleased to confirm your investment in Mortgage under the following terms and conditions:

Investment Firm	Credit
Amount Invested	4001.37
Tenor (Days)	1 Days
Value Date	4/19/2021 11:59:16 AM
Maturity Date	4/19/2021 12:00:00 AM
Rate	25

- To download the placement certificate.
- Click on either Word, Excel or PDF whichever is preferred, and you have the report downloaded in the format selected.

CUSTOMER TRANSACTION

- ❖ The Customer Transaction page shows all the Customers Transaction done so far on the application.
 - To Navigate to Customer Transaction,
 - Click on Investment operations=> Customer Transaction
 - The Customer Deposit Transaction page will open,
 - Input the customer's name and date of the transactions and it will populate as requested.

Customer Deposit Transaction

MOTOLANI ADEBAYO 15-Apr-2021 19-Apr-2021 Search

<input type="checkbox"/>	Account Number	Transaction No	Description	Transaction Date	Amount	Transaction Type	Available Balance	Beneficiary
<input type="checkbox"/>	8098710225	TRANS-2077885408	Investment Payment	Apr 19, 2021	4,001.37	Credit	214,194.92	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-0647090045	Topup Payment	Apr 19, 2021	2,000.00	Credit	210,193.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-3967925531	Investment Payment	Apr 19, 2021	2,000.00	Credit	208,193.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-0346821752	Investment Payment	Apr 19, 2021	500.00	Credit	205,193.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-59769895920	Investment Payment	Apr 19, 2021	200.00	Credit	205,693.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-7126744730	Investment Payment	Apr 19, 2021	2,000.00	Credit	205,493.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-2244565032	Investment Payment	Apr 19, 2021	500.00	Credit	203,493.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-0628337369	Investment Payment	Apr 19, 2021	200.00	Credit	202,993.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-9538247639	Topup Payment	Apr 19, 2021	400.00	Credit	202,793.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-8736878696	Topup Payment	Apr 16, 2021	300.00	Credit	202,393.55	MOTOLANI ADEBAYO
<input type="checkbox"/>	8098710225	TRANS-9290783428	Investment Payment	Apr 16, 2021	400.00	Credit	202,093.55	MOTOLANI ADEBAYO

PAYMENTS

- ❖ The payments page shows all the Customers payment details.
 - To Navigate to payments,
 - Click on Investment operations=> payments
 - The payments page will open,

Loan Repayment List + Add

Search...

<input type="checkbox"/>	Account Name	Account Number	Amount Deposited	Transaction ID	Transaction Date
<input type="checkbox"/>	MOTOLANI ADEBAYO	8098710225	0.00	1018837978	Apr 19, 2021, 2:12:56 PM
<input type="checkbox"/>	MOTOLANI ADEBAYO	8098710225	3,000.00	1018837779	Apr 19, 2021, 2:09:39 PM
<input type="checkbox"/>	MOTOLANI ADEBAYO	8098710225	10,000.00	1018837521	Apr 18, 2021, 2:05:21 PM

- To add payment:
 - Click on the add button, and the payment form page will open.
 - Populate with the required information
 - Click on save to complete the process.

Loan Repayment Form

Account Number: 8098710225 Amount: 0

Value Date: 19-Apr-2021 Instrument Date: 19-Apr-2021

Instrument Number: 341 Remarks: okay

Mode of Transaction: Cash Transaction Particulars: Rent

Currencies: Naira

Close Save



CUSTOMER REPORT

- ❖ The Customer Report page shows all the Customers Transaction done so far on the application.
 - To Navigate to Customer Report,
 - Click on Report =>Customer Report
 - The Customer Report page will open,
 - Input the customer's type, Start date and End date
 - Click on process and it will generate the investment Report for the period selected.

INVESTMENT REPORT

- ❖ The Investment Report page shows all the investment transaction done so far on the application.
 - To Navigate to Investment Report,
 - Click on Report => Investment Report
 - The Investment Report page will open,
 - Input the start date and the end date.
 - Click on process and it will generate the investment Report for the period selected.

Investment Report

Start Date: 04/16/2021 End Date: 04/17/2021 Process

Word Excel PDF Save web page Save as image Copy Link Print

INVESTMENT REPORT
FROM : 16 April 2021 TO : 17 April 2021
TOTAL : 342
SUM : 0.00

S/N	Investment ID	Product Name	Account Number	Customer Name	Industry	Investment Date	Maturity Date	Investment Amount	Investment Status	Approved Rate	Approved Tenor	Account Officer	Total Interest
1	1618575139	FBN Fixed Deposit	6256643178	Emmanuel DOSUMU		04/16/2021	04/26/2021	50000.00	Liquidated	36.00	10.00		18,000.00
2	1618582157	Fixed Investment 2	3106689172	Ngidi Okonjo-Ikeala		04/16/2021	04/16/2021	20.00	Pending	30.00	2.00	Jothak Chukwu	6.00
3	1618582320	FBN Fixed Invest	6256643178	Emmanuel DOSUMU		04/16/2021	04/21/2021	50000.00	Pending	40.00	5.00		20,000.00
4	1618583644	FBN Fixed Deposit	3106689172	Ngidi Okonjo-Ikeala		04/16/2021	04/09/2022	20.00	Pending	30.00	360.00	Jothak Chukwu	6.00
5	1618589256	Mortgage	8098710225	MOTOLANI ADEBAIO		04/16/2021	04/18/2021	200.00	Running	20.00	3.00	Comfort Oyeniyi	40.00
6	1618589330	Mortgage	8098710225	MOTOLANI ADEBAIO		04/16/2021	04/17/2021	500.00	Running	10.00	2.00	Comfort Oyeniyi	50.00
7	1618590310	Mortgage	8098710225	MOTOLANI ADEBAIO		04/16/2021	04/17/2021	900.00	Running	10.00	2.00	Comfort Oyeniyi	90.00
8	1618590533	Mortgage	8098710225	MOTOLANI ADEBAIO		04/16/2021	04/18/2021	400.00	Running	15.00	3.00	Comfort Oyeniyi	60.00

- To download the investment report.
- Click on either Word, Excel or PDF whichever is preferred, and you have the report downloaded in the format selected.