Extranet User Manual

NSEIL

March 2012

EXTRANET

USER MANUAL
FOR
TRADING MEMBERS

NSEIL
EXCHANGE PLAZA
PLOT NO. C/1, G BLOCK
BANDRA-KURLA COMPLEX
BANDRA (E)
MUMBAI 400 051

21-MARCH-2012

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1. Introduction

Extranet is a facility for exchange of file based information between the Trading Members and the Exchange.
This document explains the functionality available in Extranet and serves as guideline to users for using the application.

1.1 Scope

The scope of this manual includes.

- Navigation
- Details of various modules available in Extranet

1.2 Audience

This manual is for use by trading members who will use the system.

1.3 Abbreviations and acronyms

Acronym & Abbreviations	Full Form
NSEIL	National Stock Exchange of India Limited
Extranet_dnld	Extranet Download
Extranet_upld	Extranet Upload
CM	Capital Market segment
FO	Futures & Options segment
CD	Currency Derivatives segment
SLB	Securities Lending & Borrowing segment
MFSS	Mutual Fund Service system
WDM	Wholesale Debt Market

1.4 Software Requirements

Extranet can be accessed through the integrated member portal which is best viewed with IE version 7 & above and Firefox Mozilla version 3.6 & above.

1.5 Login Module

Extranet Service on Member Portal can be accessed through the link
https://www.connect2nse.com/MemberPortal/

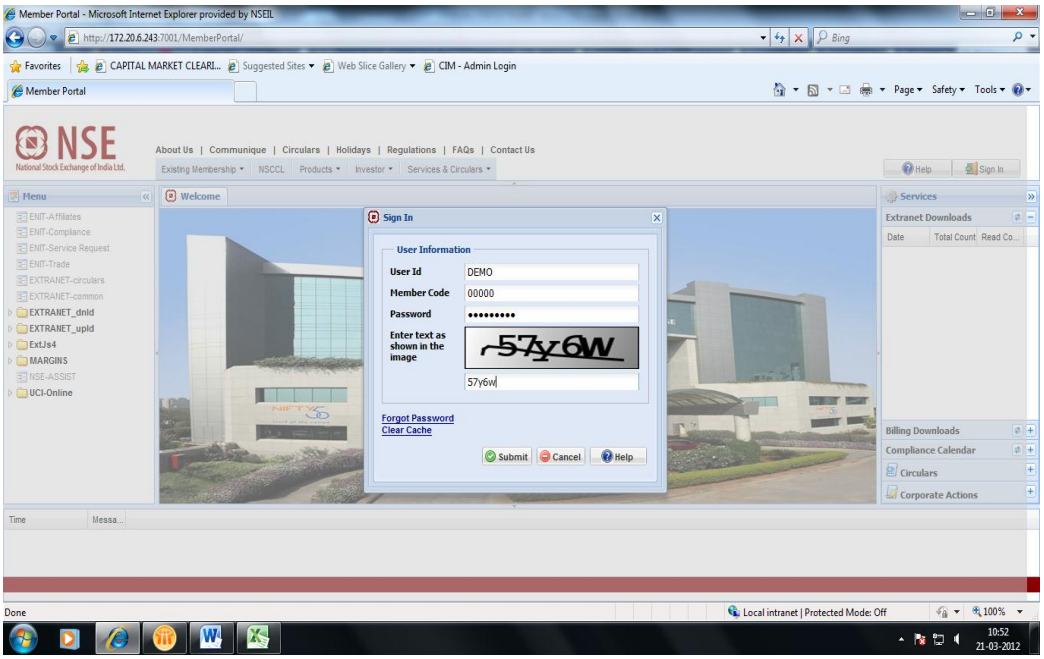
Users are authenticated on connecting to the Member Portal application > Extranet. Authentication is on the basis of unique User id, Member code, Password, captcha validation. On successful authentication, the user would be provided with list of menu options depending on user login type.

'Extranet-circulars' and 'Extranet-common' can be accessed by all the users without any further validations.

'Extranet_dnld' and 'Extranet_upld' can be accessed only by the L4 level users having rights for these services through the registered IPs. IP & Service management for Extranet will continue from Connect2nse homepage.

For accessing Extranet on Member portal a user needs to have the following

Administrator has to assign role of Extranet upld, Extranet Dnld, Extranet Circular, Extranet common to the user (Please refer "Portal login detailed manual" to get help on assigning roles).
Register the IP address of the workstation through which user is operating (Please refer "C2N Standard Procedures manual" to get help on registration of IP).



2. Extranet modules

The following Menu options for Extranet are available on the left-pane of the Homepage.

1) Extranet-circulars
   To view and download the circulars issued by the exchange

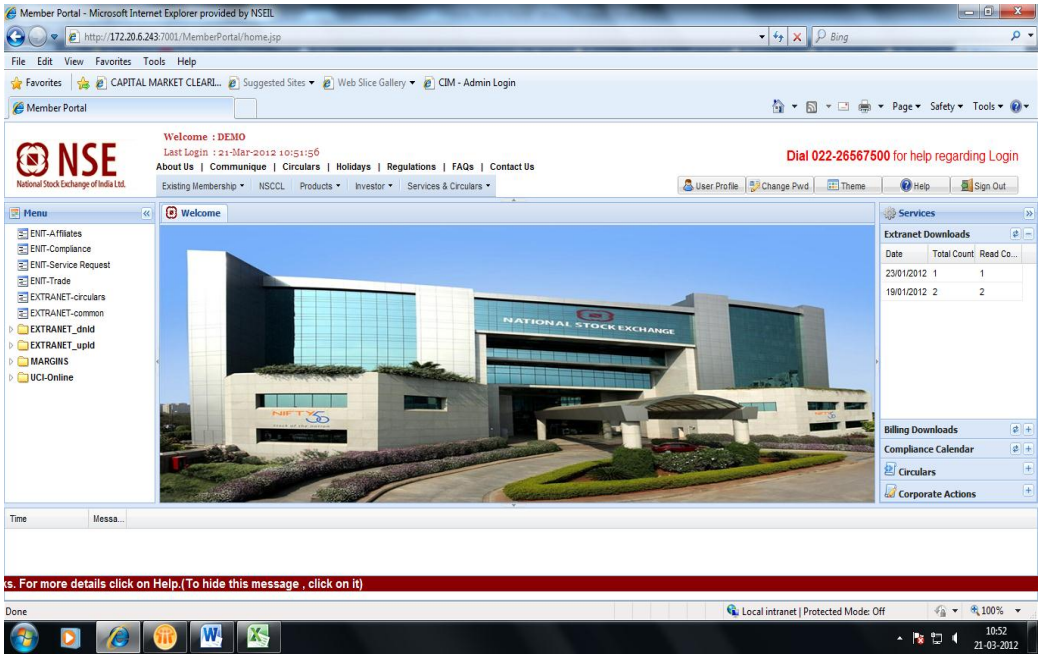
2) Extranet-common
   To view and download the files which are common for all the Members

3) Extranet_dnld
   To view and download the files sent by the exchange as well as the files uploaded by him.

4) Extranet_upld
   To send files to the exchange

The following Menu option for Extranet is available on the right-pane of the Homepage.

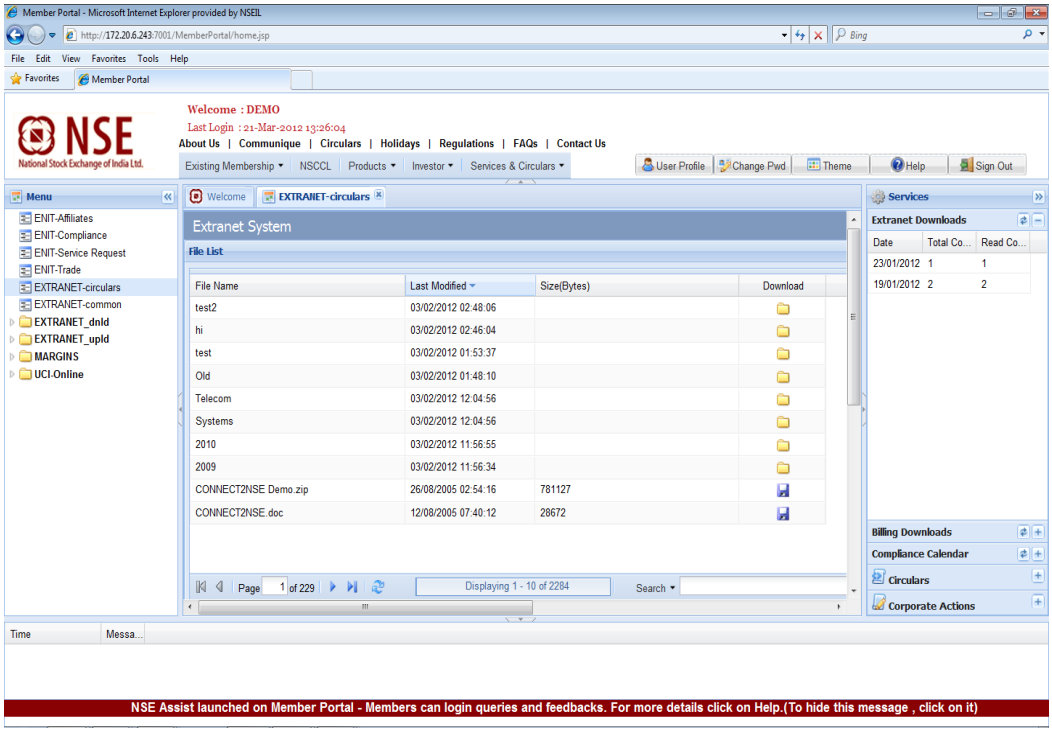
5) Extranet Downloads
   To view the circulars issued and download the files sent by the exchange



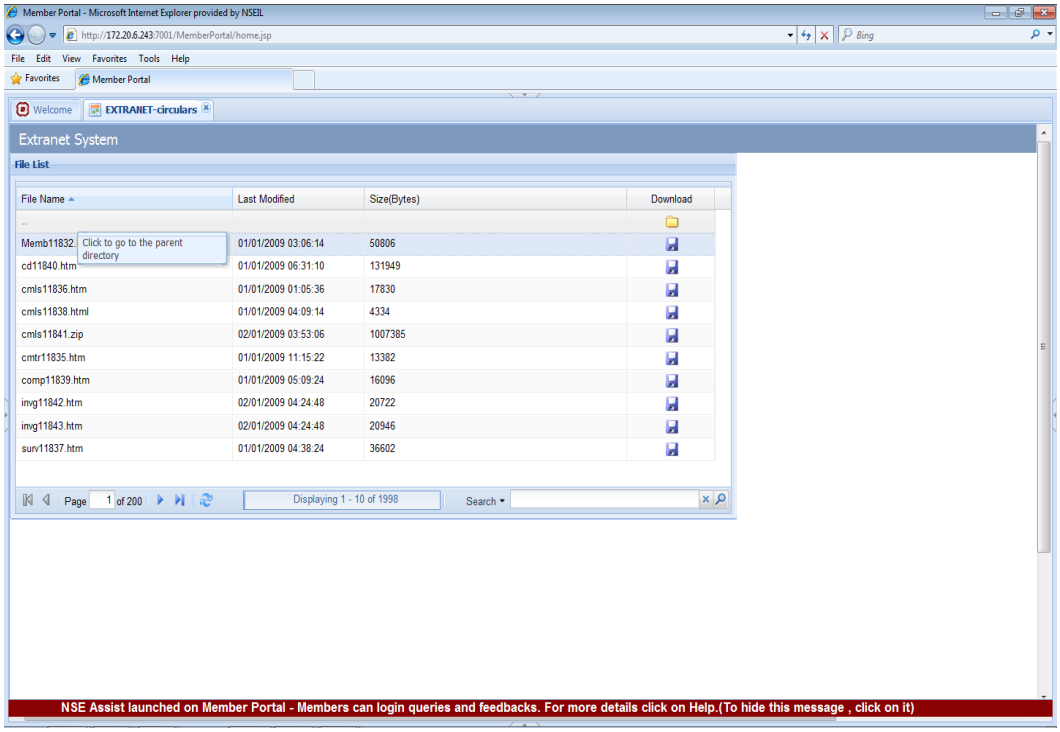
On clicking any of the above menu options, the screen for that option shall open in the centre of the page. The user can maximize / minimize the screen by double clicking on the extranet tab; e.g. 'Extranet-circular'

Extranet-circular

1) This service can be used to view and download the circulars issued by the exchange.
   The screen for this service displays the records with the following details:
   - File / folder name
   - Last modified date & time
   - File size



2) The user can open or download any file by clicking on the 'Save' icon in the Download column.
3) The user can open any folder by clicking on the 'Folder' icon in the Download column.
4) The screen displays 10 records on each page. The user can sort the records on the page by clicking on the header of the desired column.
5) The user can navigate through the pages or refresh the records using the keys at the bottom of the screen.
6) The user can search for a particular file / folder using the search option at the bottom of the screen.
7) To go back to the parent directory user can click on the header row as shown in the below snapshot



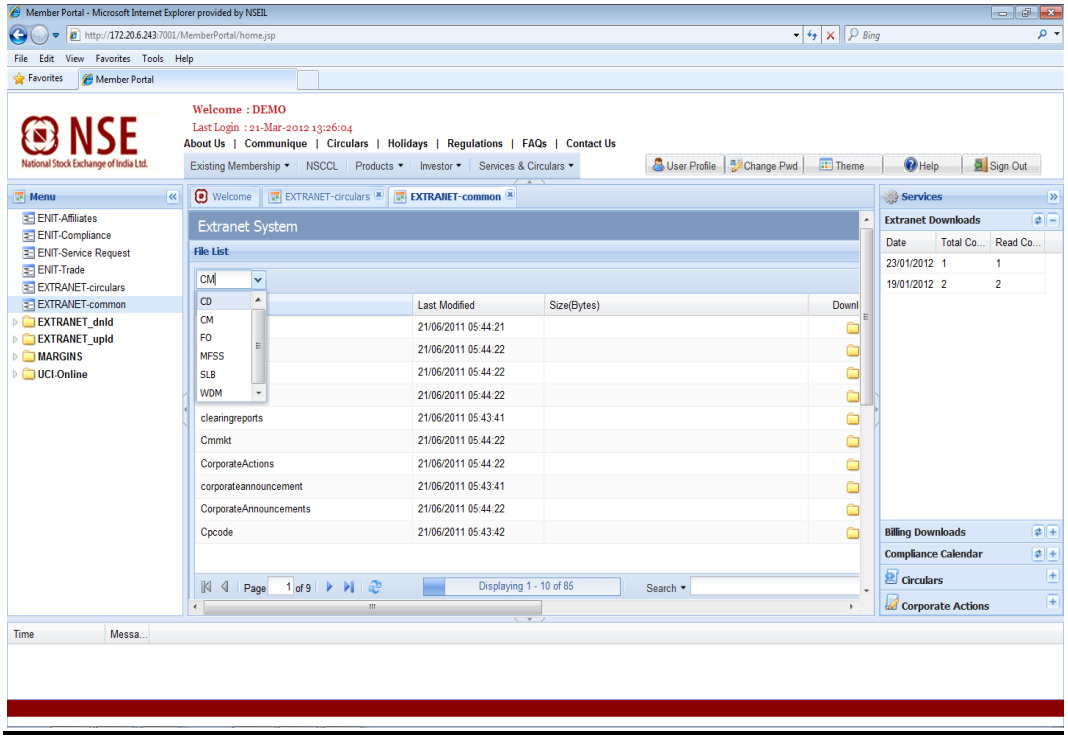
Extranet-common

1) This service can be used to view and download the files which are common for all the Members

   The screen for this service displays segment wise records with the following details:

   - File / folder name
   - Last modified date & time
   - File size

2) The user can select the segment from the list of values in the drop down box



The navigation in this screen is the same as explained for 'Extranet-circular'

Extranet_dnld

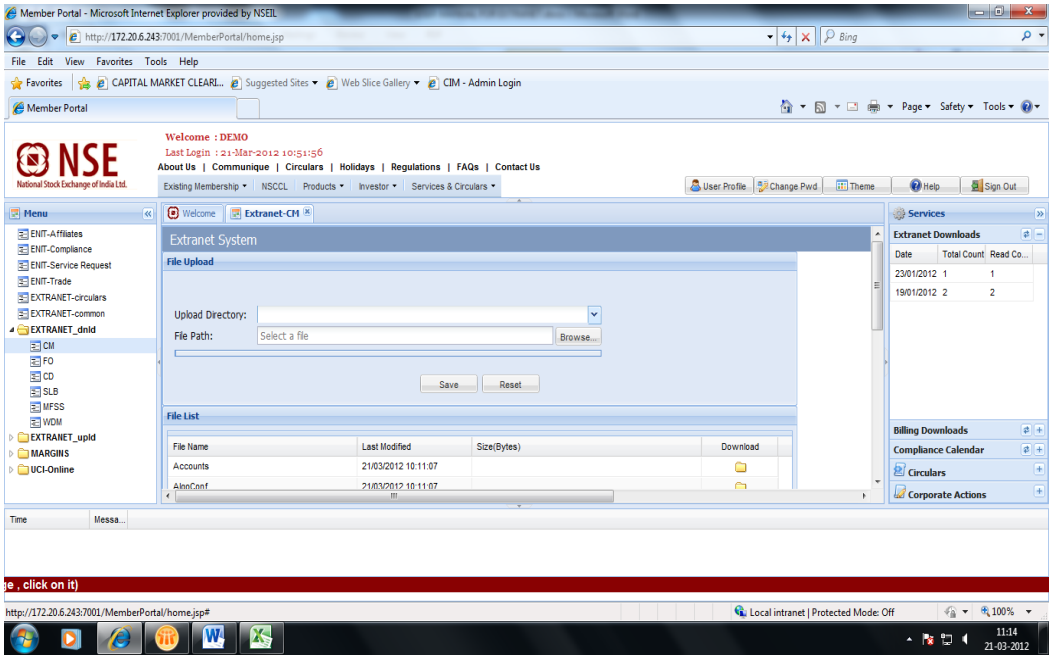
1) This service can be used to view and download the files sent by the exchange as well as the files uploaded by the Member.

2) The download service can be used for different segments by selecting the respective segment from the menu option on the left-pane of the Homepage.
   The CM, FO, CD, SLB, MFSS & WDM segments shall be available depending on the rights of the logged-in user.

3) On selecting a segment for 'Extranet_dnld' service, the screen shall display the records with the following details:

   - File / folder name
   - Last modified date & time
   - File size

4) There shall be two folders within each folder; viz. 'Dnld' (for files sent by the exchange) and 'Upld' (for files uploaded by the member)



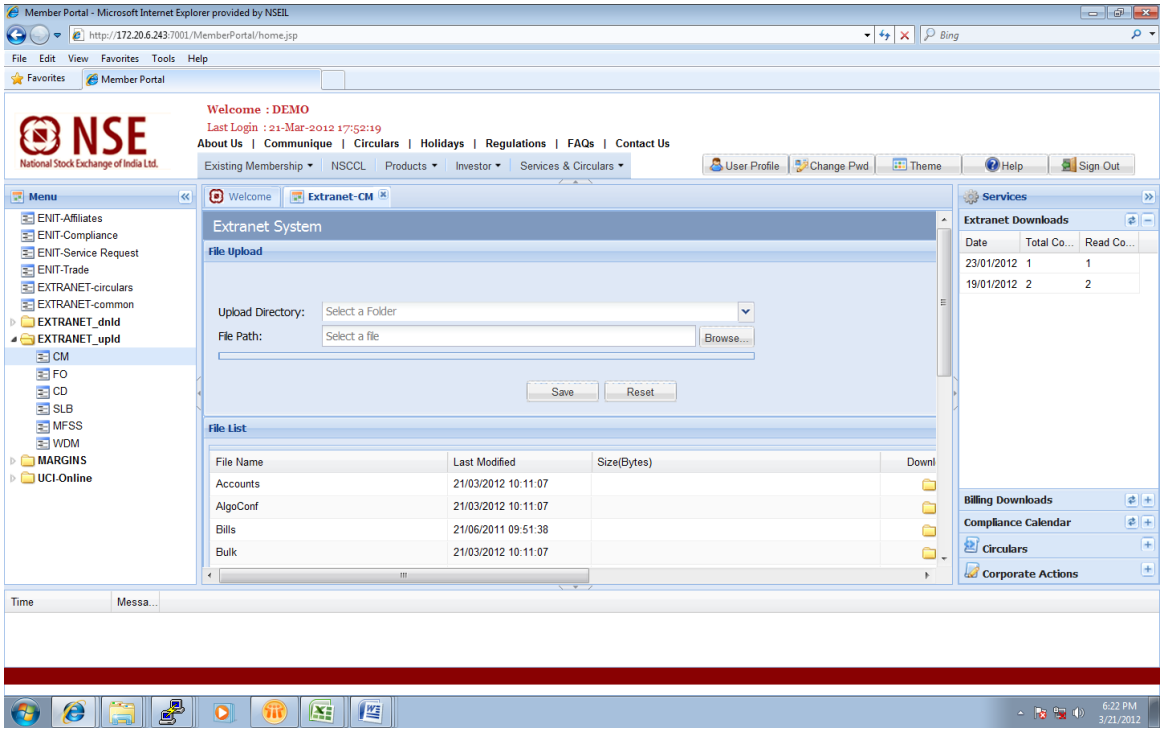
The navigation in this screen is the same as explained for 'Extranet-circular'

Extranet_upld

1) This service can be used to send files to the exchange.

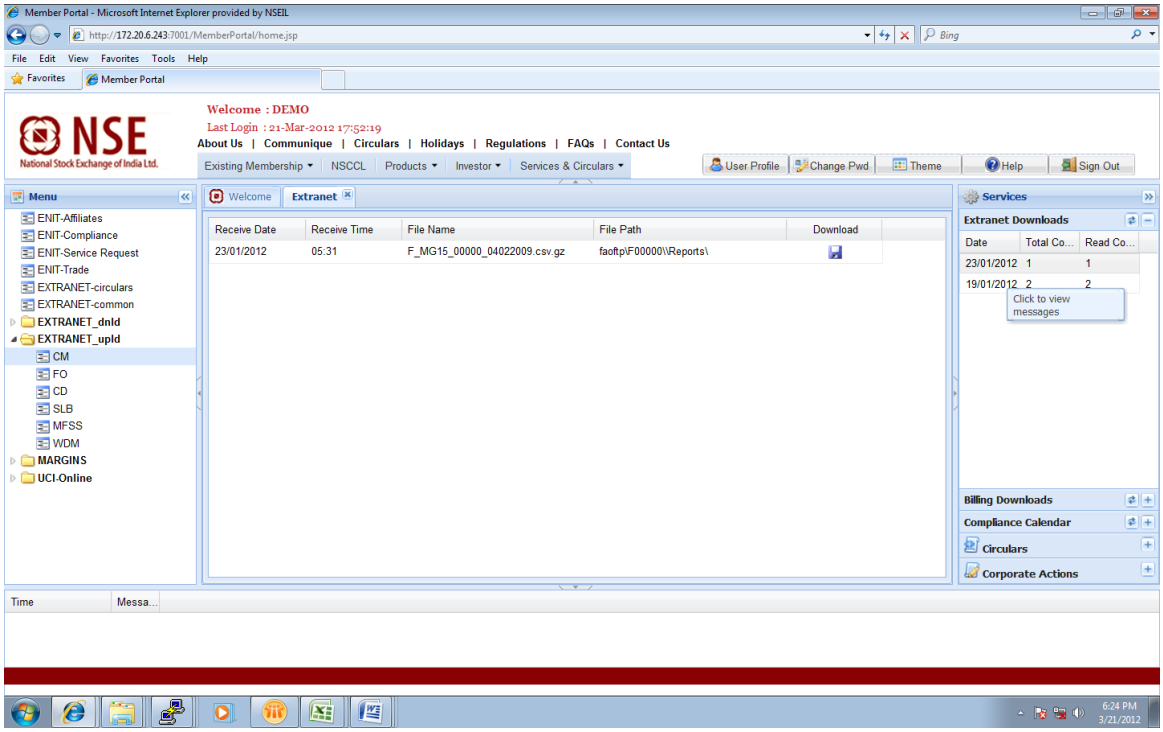
2) The upload service can be used for different segments by selecting the respective segment from the menu option on the left-pane of the Homepage.
   The CM, FO, CD, SLB, MFSS & WDM segments shall be available depending on the rights of the logged-in user.

3) On selecting a segment for 'Extranet_upld' service, the screen shall display the following:
   - Upload Directory – To select the directory for which the file is being uploaded
   - File Path – To select the file to be uploaded from the local machine
   - Save button – To upload the selected file
   - Reset button – To reset the details selected in the above fields



Extranet Downloads menu in the right pane on the homepage

1) This shall display the datewise summary of the files sent by the exchange in the last 5 days.
2) Against each date, the count of files downloaded & read by the member shall be displayed.
3) On clicking the summary record, the list of all the files shall be displayed with the following details:
   - Receive Date
   - Receive Time
   - File Name
   - File Path
4) The unread files shall be highlighted in red.
5) The user can open or download any file by clicking on the ‘Save’ icon in the Download column.


Member Portal - Microsoft Internet Explorer provided by NSEIL
http://172.20.6.243:7001/MemberPortal/home.jsp
File Edit View Favorites Tools Help
Favorites
Member Portal
NSE
National Stock Exchange of India Ltd.
Welcome : DEMO
Last Login : 21-Mar-2012 17:52:19
About Us | Communique | Circulars | Holidays | Regulations | FAQs | Contact Us
Existing Membership
NSCCL
Products
Investor
Services & Circulars
User Profile
Change Pwd
Theme
Help
Sign Out
Menu
ENIT-Affiliates
ENIT-Compliance
ENIT-Service Request
ENIT-Trade
EXTRANET-circulars
EXTRANET-common
EXTRANET_dnld
EXTRANET_upld
CM
FO
CD
SLB
MFSS
WDM
MARGINS
UCI-Online
Welcome
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Receive Date
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File Name
File Path
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Click to view messages
Billing Downloads
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