

# K

KASIKORNTHAI

ธนาคารกสิกรไทย  
开泰银行 KASIKORNBANK



# Manual

# K-Cash Connect Plus

## Digital Banking



www.kasikornbank.com  
K-BIZ Contact Center 02-888822



KBank Live



KBank Live



KBank Live



KBank Live

บริการทุกระดับประทับใจ

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## Introduction

K-Cash Connect Plus service is a simple, convenience and secure for your business which allows you to make regular payments such as wages, salaries, allowances, expenses, bill payments and suppliers. You can be both initiate the payment online and submit the payments in a single file upload anytime and anywhere through secure web-based application. Your payment will be paid directly to the bank accounts of multiple beneficiaries at the same time.

Also with the Cheque Outsourcing service supports to act on behalf of companies to issue cashier's order base on your needs.

## Compatibility requirements

1. PC, Notebook, Tablet, Smartphone for WINDOWS and MAC OS



2. Properly Browsers: IE V.10+, Google Chrome V.40+, Mozilla FireFox V.52+, Safari V.10+, Opera V.9.6+



3. Adobe Acrobat reader 6.0+ 

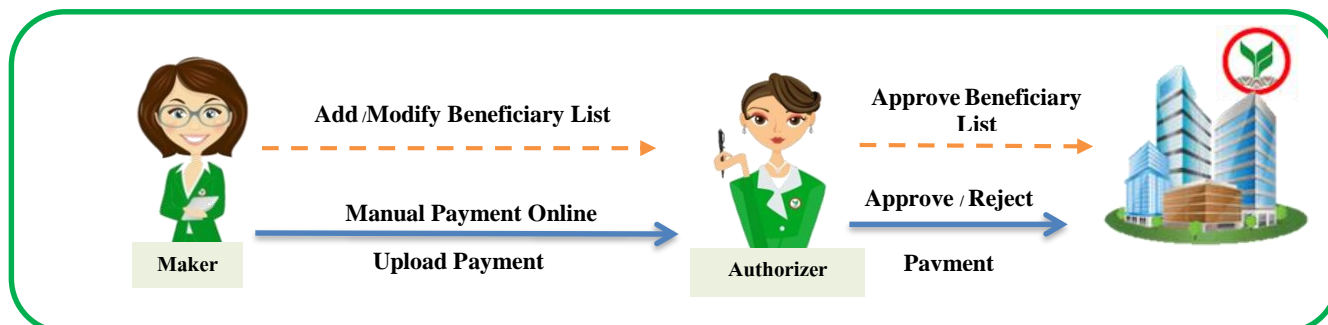
4. Mobile Device for Authorizer Support: iOS and Android for K-Corporate Mobile Banking



# Overview



## Payment Processes (Standard)



## Payment Terms and Conditions

Product Group	Product	Day Period	Debit Date	Limit per transaction
1. Internal funds transfer (KBank to KBank)	<b>Inter Account Transfer</b>	Schedule in advance or On Effective before 7.00 p.m.	On Effective date upon approval before 7.00 p.m.	10,000,000 Baht
2. Funds transfer KBank account (KBank to KBank)	<b>Third Party Transfer</b>	Schedule in advance or On Effective before 7.00 p.m.	On Effective date upon approval before 7.00 p.m.	10,000,000 Baht
	<b>Direct Credit</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	5,000,000 Baht
	<b>KBank Payroll</b>	Schedule in advance or On Effective before 7.00 p.m.	On Effective date upon approval before 7.00 p.m.	3,000,000 Baht
3. Funds transfer other bank account (KBank to Other Bank)	<b>Interbank Transfer</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	500,000 Baht
	<b>Promptpay</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	2,000,000 Baht
	<b>Smart Credit Next Day</b>	Schedule in advance or At least two business days in advance , before 3.30 p.m.	Two business days in advance at 3.30 p.m.	2,000,000 Baht
	<b>Smart Credit Same Day</b>	Schedule in advance or On Effective before 10.00 a.m.	On Effective upon approval at 10.00 a.m.	2,000,000 Baht
	<b>Smart Payroll</b>	Schedule in advance or At least two business days in advance , before 3.30 p.m.	Two business days in advance at 3.30 p.m.	2,000,000 Baht
	<b>BahtNet</b>	Schedule in advance or On Effective before 2.45 p.m.	On Effective upon approval before 2.45 p.m.	10,000,000 Baht



# Overview



Product Group	Product	Day Period	Debit Date	Limit per transaction
4. Cheque Outsourcing service	<b>Cheque Direct</b>	Schedule in advance or At least two business days in advance , before 3.00 p.m.	Two business days in advance at 3.00 p.m.	750,000 Baht
	<b>Cheque Direct Express</b>	Depends on Pickup Location	Depends on Pickup Location	750,000 Baht
5. Bill Payment (Frequency Used Lists)	<b>Corporate Income Tax</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	Follow by company's policies
	<b>The Customs (Declaration)</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	Follow by company's policies
	<b>The Customs (Order Form)</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	Follow by company's policies
	<b>SLF-The Revenue Department for Student</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	Follow by company's policies
	<b>Social Securities (SSO)</b>	Schedule in advance or On Effective before 8.00 p.m.	On Effective date upon approval before 8.00 p.m.	Follow by company's policies

# Getting Started



This guide helps you to get ready for K-Cash Connect Plus. Please follow all of these guidelines before getting started your services.

## **Step 1: Download materials**

To download materials for K-Cash Connect Plus, open your web browser, copy and paste the URL below in your web browser address bar or click the link below.

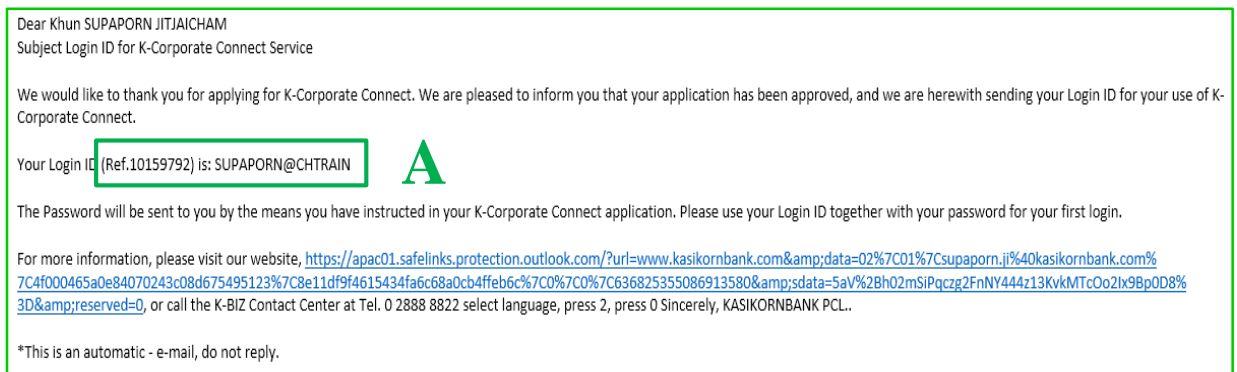


<https://www.kasikornbank.com/en/download/Pages/result.aspx?type=34&group=2>

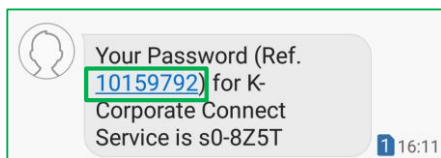
- K-Cash Connect user manual and / or
- Excel Template Tool kit and manual (Option)

## **Step 2: Check out for your User Name, Password, Secure Pass/Token and PIN**

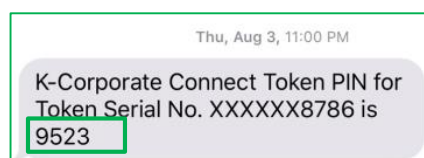
- A. User ID: send to each user e-mail (All users)
- B. Initial Password: send to each user text message (SMS) (All users)
- C. Initial PIN: send to each user text message (SMS) (Authorizer only)
- D. Hardware Secure Pass/Token: Send via mail (Authorizer only)



**B**



**C**



**D**



**A & B with same reference (Ref.), uses to login to K-Cash Connect Plus Website.**

**C - Initial PIN (four-digit numbers), use to input as initial PIN for D Secure Pass/Token.**

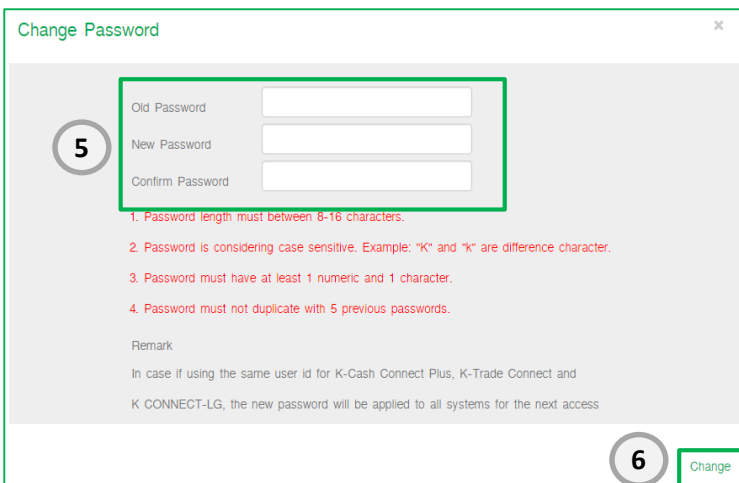
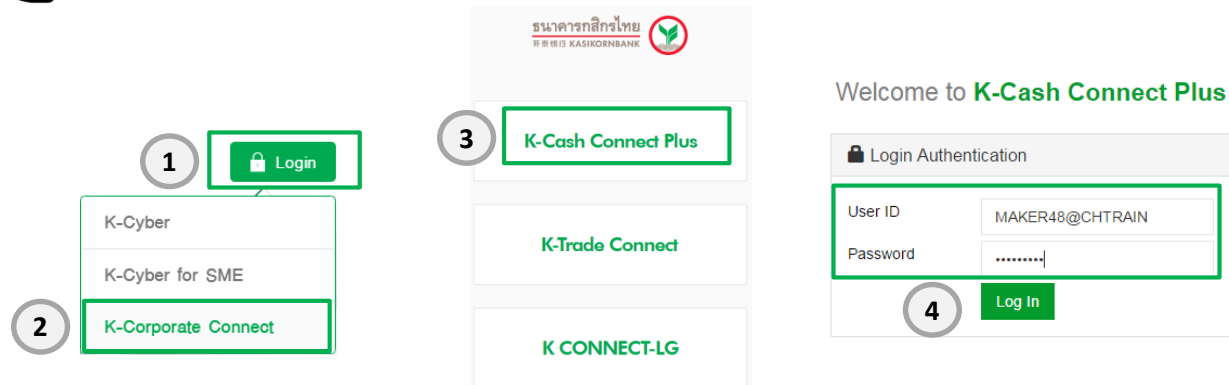
# Getting Started



## Step 3: First time login and change new password

To login to K-Cash Connect Plus, open your web browser, copy and paste the URL below in your web browser address bar or click the link below:


 <https://www.kasikornbank.com/EN/personal/Pages/Home.aspx>

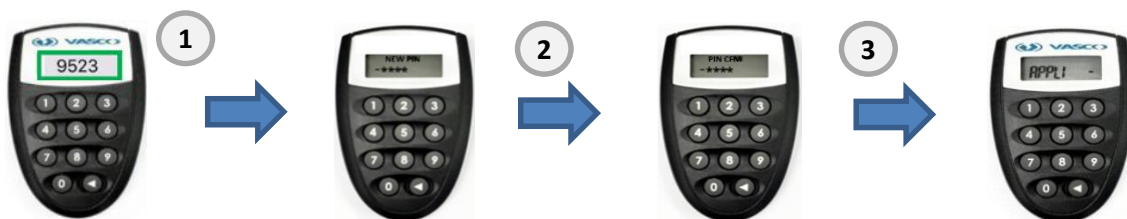


### Step-by-Step

1. Click Login.
2. Click K-Corporate Connect.
3. Click K-Cash Connect Plus.
4. Enter User ID, Password and Click Login.
5. Enter old password, new password and confirm new password.
6. Click Change button.
7. Re-Login with new password at

## Step 4: Change PIN for Secure Pass/Token

1. Initial PIN from SMS (four-digit numbers) and enter to Secure Pass/Token.
2. Secure pass/Token displays to create a new four-digit PINs and confirm a new four-digit PINs.
3. Secure pass/Token shows "APPLI-" and press  which is ready to approve the payment.



For more information or support, please contact our K-Biz Contact Center at 0-2888-8822.

# Getting Started



## Step 5: Main Screen Introduction

First screen that you will see after correct logging into the system is the Main Page which shows balance and pending for approval. From this page you may navigate to other functions:


1. Main Page
2. Account Info
3. Bill Payment Info
4. Initiate Transaction
5. File Upload
6. Transaction Summary
7. View Report
8. File Download

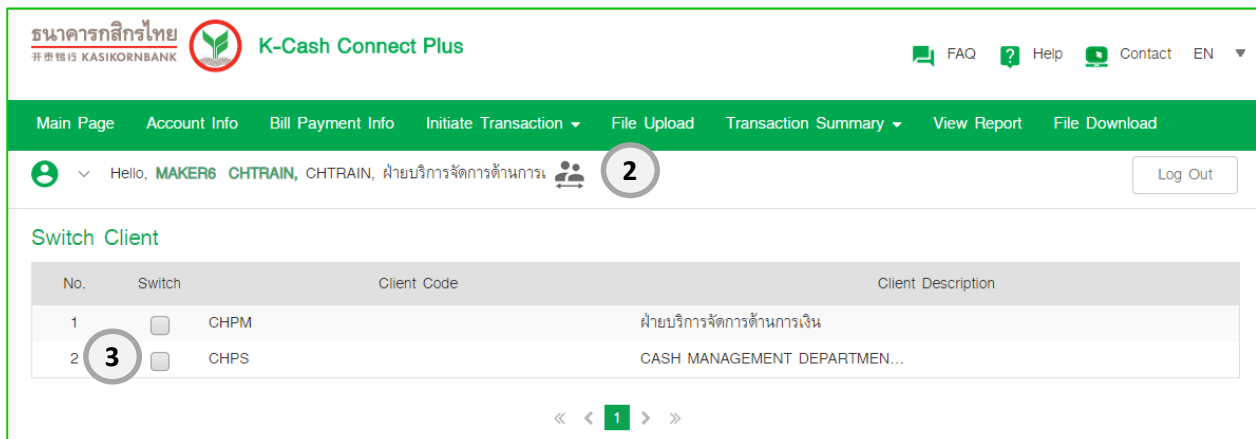
The screenshot displays the main interface of the K-Cash Connect Plus system. At the top, the Kasikornbank logo and 'K-Cash Connect Plus' are visible, along with navigation links for FAQ, Help, and Contact. A green navigation bar contains menu items: Main Page, Account Info, Bill Payment Info, Initiate Transaction, File Upload, Transaction Summary, View Report, and File Download. Below this, a user greeting 'Hello, MAKER2 CHTRAIN, CHTRAIN, ฝ่ายบริการจัดการด้านการ' is shown with a 'Log Out' button. The main content area is divided into three sections: 'Total Favorite Account Balance' showing an available balance of 618.86 THB and an outstanding balance of 816.86 THB; 'Pending For Approval' showing 18 transactions for a total amount of 88,002.02 THB, accompanied by a bell icon with a '13' notification badge; and 'Pending For Debit' which displays the message 'You have no pending transaction for debit.'

# Getting Started



K-Cash Connect Plus supports your mother company to add subsidiary companies into system by using same user name and password. Once your subsidiary companies added into system, just only three steps to switch into that company. Please follow steps below to access you subsidiary company

1. Login to K-Cash Connect Plus as Viewer, Maker and Verifier or Authorizer access.
2. Click  switch client icon.
3. Click subsidiary company you want to switch



The screenshot shows the K-Cash Connect Plus web interface. At the top, there is a navigation bar with the Kasikornbank logo and 'K-Cash Connect Plus' text. Below the navigation bar, there is a user profile section with a dropdown menu and a 'Log Out' button. The main content area is titled 'Switch Client' and contains a table with two columns: 'No.' and 'Client Description'. The table has two rows: row 1 with 'CHPM' and 'ฝ่ายบริการจัดการด้านการเงิน', and row 2 with 'CHPS' and 'CASH MANAGEMENT DEPARTMEN...'. A red circle highlights the '3' in the 'No.' column of the second row, indicating the step to click the subsidiary company.

No.	Switch	Client Code	Client Description
1	<input type="checkbox"/>	CHPM	ฝ่ายบริการจัดการด้านการเงิน
2	<input type="checkbox"/>	CHPS	CASH MANAGEMENT DEPARTMEN...



# Part 1: Account Statement – Account Info



Account Statement is a summary of financial transactions which have occurred over a given period of time on bank account. K-Cash Connect Plus in the section of “Account Info” allows you to view online statement both today and history. By the system will be last for 6 months. For backing up purpose, you can download statement in the form of XLS, CSV or TXT format .



To view account summary (available balance / Outstanding Balance)



Account Info - To view today statement.



Account Info -To view history of account statement and download statement.



1. Login to K-Cash Connect Plus as Viewer, Maker and Verifier or Authorizer access.
2. Choose “Account Info” menu, and screen will display accounts information:

2.1 **Available Balance**: is amount of funds that can be accessed immediately with excludes Cheque pending deposit.

2.2 **Outstanding Balance or Account Balance**: is total amount show in account includes Cheque pending deposit.

The screenshot shows the K-Cash Connect Plus interface. The top navigation bar includes 'Main', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. The 'Account Info' menu is highlighted with a circled '2'. Below the navigation bar, the user is logged in as 'Hello, MAKER2 CHTRAIN, CHTRAIN'. The main content area is titled 'Account Summary' and shows a table of accounts. The table has columns for 'Account No.', 'Branch Name', 'Account Type', 'Available Balance', and 'Outstanding Balance'. The 'Available Balance' column is circled with '2.1' and the 'Outstanding Balance' column is circled with '2.2'. The table lists two accounts: 'CASH MANAGEMENT DEMO ACCOUNT : CASH MANAGEMENT SERVICE ACCOUNT FOR DEMO' with account number 7451024846 and 'TEST 211010 : CASH MANAGEMENT SERVICE ACCOUNT FOR DEMO' with account number 7452328768. A 'Total' row is also present. The page is updated at 25-Nov-2019 10:36:36 and has a 'Download File' button.

Account No.	Branch Name	Account Type	Available Balance	Outstanding Balance
CASH MANAGEMENT DEMO ACCOUNT : CASH MANAGEMENT SERVICE ACCOUNT FOR DEMO				
7451024846	Rat Burana Main Branch	CurrentDeposit	547.60 THB	745.60 THB
TEST 211010 : CASH MANAGEMENT SERVICE ACCOUNT FOR DEMO				
7452328768	Rat Burana Main Branch	SavingsDeposit	71.26 THB	71.26 THB
Total			618.86 THB	816.86 THB



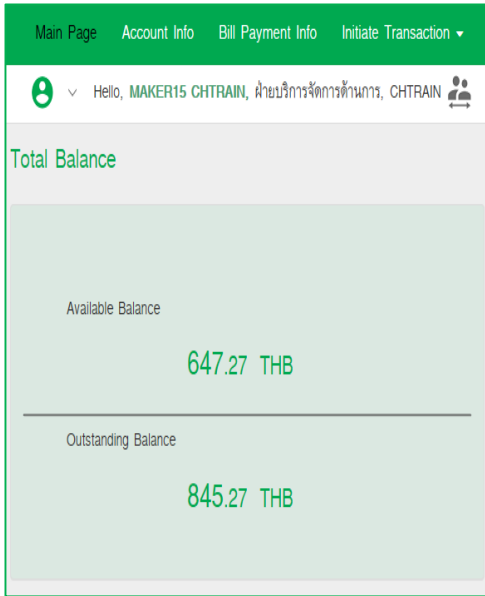
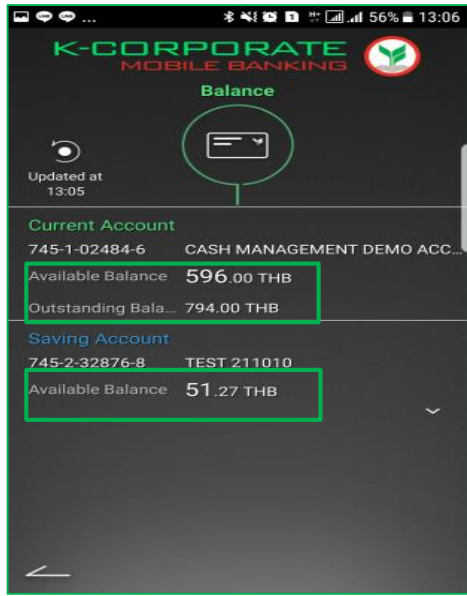
# Part 1: Account Statement – Account Info



To enable available balance and outstanding balance to **K-Corporate Mobile Banking**



To enable available balance and outstanding balance to user main page on web

 View Balance on Web	 View Balance on Mobile
 <p>The screenshot shows the web interface for account information. At the top, there is a navigation bar with 'Main Page', 'Account Info', 'Bill Payment Info', and 'Initiate Transaction'. Below this, a user greeting reads 'Hello, MAKER15 CHTRAIN, ฝ่ายบริหารจัดการด้านสาร, CHTRAIN'. The main section is titled 'Total Balance' and displays two values: 'Available Balance' of 647.27 THB and 'Outstanding Balance' of 845.27 THB.</p>	 <p>The screenshot shows the mobile banking app interface. The title is 'K-CORPORATE MOBILE BANKING'. Under the 'Balance' section, it shows 'Updated at 13:05'. There are two account types listed: 'Current Account' (745-1-02484-6, CASH MANAGEMENT DEMO ACC...) with an 'Available Balance' of 596.00 THB and an 'Outstanding Bala...' of 794.00 THB; and 'Saving Account' (745-2-32876-8, TEST 211010) with an 'Available Balance' of 51.27 THB. Red boxes highlight the available balance values for both accounts.</p>



# Part 1: Account Statement – Account Info

## 3. To view Account statement – Today

3.1 Choose an account no. “xxxxxxxxxx” to view today activities in bank account.

3.2 System show Statement transaction (by default shows as today transaction).

3.1

Current / Saving Account		Update at 25-Nov-2019 10:45:58 <a href="#">Download File</a>			
Thai Baht Account					
Account No.	Branch Name	Account Type	Available Balance	Outstanding Balance	
CASH MANAGEMENT DEMO ACCOUNT : CASH MANAGEMENT SERVICE ACCOUNT FOR DEMO					
7451024846	Rat Burana Main Branch	CurrentDeposit	547.60 THB	745.60 THB	
Linked account type B2 : KESNARIN MAYNONGKLANG					
0011252192	Silom Main Branch	CurrentDeposit	99,777.04 THB	99,777.04 THB	
Total			618.86 THB	816.86 THB	

**K-Cash Connect Plus**

[FAQ](#) [Help](#) [Contact](#) EN

[Main Page](#) [Account Info](#) [Bill Payment Info](#) [Initiate Transaction](#) [File Upload](#) [Transaction Summary](#) [View Report](#) [File Download](#)

Hello, KHIEOSUY -, SS01110801, [เปลี่ยนเมนู ประวัติรายการ](#) [Log Out](#)

### Account Statement

You can view statement in last 6 months for Current account, Savings account and Fixed Deposit account on K-Cash Connect Plus Service. You can select an Account number and date of the transaction.

[Back to Account Summary](#)

Account No.  
0011252192

Today
  History

Linked account type B2 - 0011252192 - THB - Current Account [CSV](#) [Download File](#)

Date	Time	Description	Cheque No.	Withdrawal	Deposit	Outstanding Balance	Channel
15-Oct-2020	10:47:39	Transfer Withdrawal		220.64		99,824.04	0898/ACM10026
15-Oct-2020	10:48:44	Cheque/Money Transfer			43.00	99,867.04	0898/ACM10023
15-Oct-2020	10:48:44	Commission		90.00		99,777.04	0898/ACM10038

<< < 1 > >>


Total Withdrawal	2 Item(s)	310.64
Total Deposit	1 Item(s)	43.00



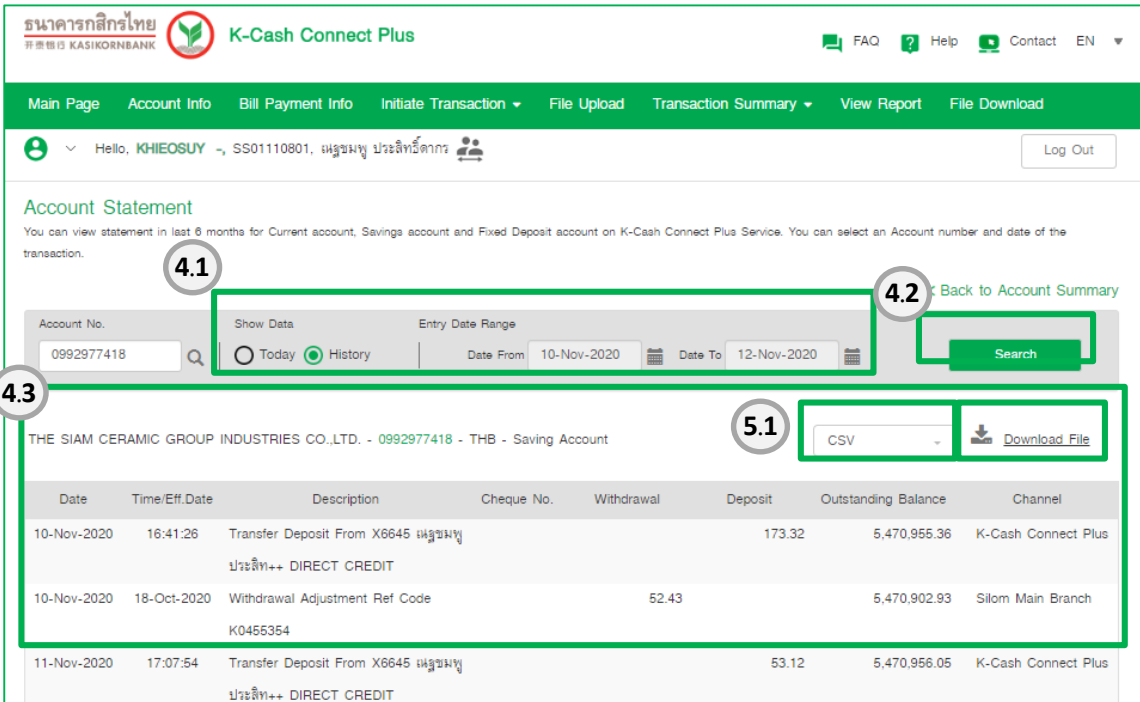
# Part 1: Account Statement – Account Info

4. Account Statement – History: allows you to entry date range or for any month to view statement (last for 6 months):



4.1 Select  then click  and select “date from” and “date to”.

4.2 Click  button

4.3 History statement shows transaction display area.




The screenshot shows the 'Account Statement' page on the K-Cash Connect Plus website. The page header includes the Kasikornbank logo and navigation links like 'Main Page', 'Account Info', 'Bill Payment Info', etc. The user is logged in as 'KHIEOSUY'. The 'Account Statement' section has a sub-header explaining that statements can be viewed for the last 6 months. Below this is a search and filter area with annotations: 4.1 points to the 'History' radio button, 4.2 points to the 'Search' button, and 4.3 points to the main transaction table. The table lists transactions for account 0992977418, including a deposit on 10-Nov-2020 and a withdrawal on 10-Nov-2020. At the bottom right, there is a 'Download File' button with a dropdown menu for file format, annotated with 5.1 pointing to the dropdown and 5.2 pointing to the 'Download File' button.

Date	Time/Eff.Date	Description	Cheque No.	Withdrawal	Deposit	Outstanding Balance	Channel
10-Nov-2020	16:41:26	Transfer Deposit From X6645 			173.32	5,470,955.36	K-Cash Connect Plus
		ประวัติ+++ DIRECT CREDIT					
10-Nov-2020	18-Oct-2020	Withdrawal Adjustment Ref Code K0465354		52.43		5,470,902.93	Silom Main Branch
11-Nov-2020	17:07:54	Transfer Deposit From X6645 			53.12	5,470,956.05	K-Cash Connect Plus
		ประวัติ+++ DIRECT CREDIT					

5. Download statement files, system support for both today and history.

5.1 Select  to select format “CSV or TXT or XLS”.

5.2 Click  and save your file for backing up purpose.





# Part 1: Account Statement – Account Info



## 6. Account Statement – To view Cheque Image

6.1 Select then click

6.2 Click button

6.3 History statement shows transaction display area.

6.4 Click on Cheque No. to view Cheque Image

6.5 Click Download to save Cheque Image

The screenshot shows the K-Cash Connect Plus web interface. At the top, there is a navigation bar with links for Main Page, Account Info, Bill Payment Info, Initiate Transaction, File Upload, Transaction Summary, View Report, and File Download. Below this is a user profile section for 'MAKER2 CHTRAIN, CHTRAIN'. The main content area is titled 'Account Statement' and includes a search filter for 'Account No.' (7451024846) and 'Entry Date Range' (24-Nov-2019 to 24-Nov-2019). A 'Search' button is highlighted with a green box and labeled 6.2. Below the search filters, a table of transactions is displayed. The first row of the table has 'Cheque No.' 44021436 highlighted with a green box and labeled 6.4. A 'Download File' button is visible next to the table. A modal window titled 'ภาพถ่ายหน้าเช็ค' (Cheque Image) is open, showing a scanned image of a cheque. The 'Cheque No.' field in the modal is highlighted with a red box and labeled 6.5. The modal also shows the amount '3475.0000' and a 'ดาวน์โหลด' (Download) button highlighted with a red box and labeled 6.5.

Transaction Date	Transaction Time	Description	Cheque No.	Withdrawal	Deposit	Outstanding Balance	Branch Code	Teller ID	Effective Date
25-Nov-2019	01:06:20	Cheque/Money Trans...	44021436		419.86	617.86	0898	PCB09292	25-Nov-2019
25-Nov-2019	01:06:20	Cheque/Money Trans...			127.74	745.60	0898	PCB09292	25-Nov-2019

## Part 2: Account Statement - View Report



Account Statement is a summary of financial transactions which have occurred over a given period of time on bank account. K-Cash Connect Plus in the section of “View Report” allows you to view statement and download in the form of PDF format for both today and history



View Report - To view statement reports.



1. Choose “View Report” menu
2. System displays report group as “Frequently Used” group by default.
3. Select report name: Prior day’s Statement and generate report (Refer to the sample how to generate this report)
4. Select report name: Information Statement and generate report (Refer to the sample how to generate this report) or
5. Select report name: Official Statements and generate report (Refer to the sample how to generate this report).

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FAQ Help Contact EN

Main Page Account Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, KANNIKPI SS01110801, เหนือมยุรี ประสิทธิ์วัฒนากร Log Out

**View Report**

You can view the reports on K-Cash Connect Plus Service, which includes a Statement Report, Bill Payment Report, Special Cheque Collection Report and Payment Report. This service is available to serve you 24 hours daily.

Report Group: Frequently Used Report Name: Search

No.	Report Name	PreGenerated
1	Prior Day's Statements	
2	Official Statement	PreGenerated
3	Information Statement	PreGenerated

For more information how to generate account statement reports, please refer to the sample below.



# Part 2: Account Statement - View Report

## 3 The Sample : How to generate "Prior day's Statement"

Generate Report - Prior Day's Statements

Client Code

**3.1** Effective Date From

**3.2** Effective Date To

Transaction Date From \*

Transaction Date To \*

Currency

**3.3** Account No. \*

- ### Step-by-Step
- 3.1 Click Select "Transaction Date From".
  - 3.2 Click Select "Transaction Date From"..
  - 3.3 Click Select "Account No."
  - 3.4 Click  button.
  - 3.5 System will generate PDF file.

STATEMENT OF CURRENT DEPOSIT

Account Name: CASH MANAGEMENT DEMO ACCOUNT

Owner Branch: 0745  
Branch: สาขาธนบุรี  
Account No.: 745-1-03484-0  
Currency: THB

Date	Description	Cheque No.	Withdrawal/Deposit	Outstanding Balance	Branch Code/Channel	Teller ID	Time/Entry Date
01-Nov-2020	Beginning Balance			198.00			
01-Nov-2020	Cheque/Money Transfer - Withdrawal		1,105.40	-907.40	0898	PC000290	020800
01-Nov-2020	Cheque/Money Transfer - Deposit		171.20	-736.20	0898	PC000290	020800
01-Nov-2020	Cheque/Money Transfer - Deposit		76.80	-659.40	0898	PC000294	020800
01-Nov-2020	Cheque/Money Transfer - Deposit		905.40	198.00	0898	PC000294	020800
01-Nov-2020	Cheque/Money Transfer - Withdrawal		200.00	-1.00	0898	PC000290	235959
01-Nov-2020	Cheque/Money Transfer - Deposit		200.00	198.00	0898	PC000290	235959
	Ending Balance			198.00			
	Total Withdrawal =	2 Item(s)	1,305.40				
	Total Deposit =	4 Item(s)		1,305.40			



# Part 2: Account Statement - View Report

## 4 The Sample : How to generate Official Statement

Generate Report - Official Statement

Client Code

**4.1**

**4.2**

Currency

**4.3**

**4.4**

### Step-by-Step

- 4.1 Click Select "Date From".
- 4.2 Click Select "Date To".
- 4.3 Click Select "Account No."
- 4.4 Click  button. Screen then system show in PreGenerated screen.
- 4.5 Click download button.
- 4.6 System will generate PDF file.

ธนาคารกสิกรไทย K-Cash Connect Plus

FAQ Help Contact EN

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, KHIEOSUY -, SS01110801, นายสมชาย ประสิทธิ์จัดการ Log Out

PreGenerated - Official Statement

[Back to View Report](#)

Data Range

Date From  Date To

No.	File Name	Generated Date / Time	Last Downloaded Date/Time	Last Downloaded By	Status	Remarks
1	Official_Statement_16102012...	16-Oct-2020 12:06:42			Downloaded	<b>4.5</b>
2	Official_Statement_16102010...	16-Oct-2020 10:09:12	16-Oct-2020 10:11:44	KHIEOSUY -	Downloaded	
3	Official_Statement_15102015...	15-Oct-2020 15:23:20	15-Oct-2020 15:25:14	KHIEOSUY -	Downloaded	
4	Official_Statement_14102011...	14-Oct-2020 11:55:57	15-Oct-2020 14:21:42	DMUSER31	Downloaded	

« < 1 > »



# Part 2: Account Statement - View Report

4.6

## รายการเดินบัญชีเงินฝากกระแสรายวัน 开泰往来账户对账单 K-DEPOSIT STATEMENT OF CURRENT ACCOUNT



Ref. No. 01.007 : N0010181321000796792963 Page 1/1 (0001)  
Account KORNARIN MAYHONGKLANG

5 สาขาซอยสุขุมวิท 23 ซอยสุขุมวิท 26 และ/หรือ สาขา สาขาอื่น ๆ 10240

Reference Code	2010181321000796792963
Account Number	001-1-25219-2
Period	15/10/2020 - 15/10/2020
Owner Branch	Siam Main Branch
ENDING BALANCE	104,577.04
TOTAL WITHDRAWAL ± ITEMS	313.04
TOTAL DEPOSIT ± ITEMS	43.00



Date	Time/ Ent.Date	Descriptions	Withdrawal / Deposit	Outstanding Balance	Channel	Branch Code	Teller ID
15-10-20		Beginning Balance		104,614.68			
15-10-20	10:47	Transfer Withdrawal	220.64	104,394.04	K-Cash Connect Plus	0836	ACM10005
15-10-20	10:48	Transfer Deposit	43.00	104,437.04	K-Cash Connect Plus	0836	ACM10003
15-10-20	10:49	Fee	60.00	104,377.04	K-Cash Connect Plus	0836	ACM10003

KASIKORN BANK PUBLIC COMPANY LIMITED

Issued by K-Cash Connect Plus  
K-Contact Center 02-8008888  
www.kasikornbank.com

1. Kasikornbank Public Company Limited (Kasikornbank) is a public company incorporated in Thailand.  
2. Kasikornbank is a member of the Thai Banking Association (TBA).  
3. Kasikornbank is a member of the Thai Finance Company Association (TFCA).  
4. Kasikornbank is a member of the Thai Credit Institution Association (TCIA).  
5. Kasikornbank is a member of the Thai Deposit Protection Fund (TDPF).  
6. Kasikornbank is a member of the Thai Anti-Money Laundering and Combating Terrorist Financing Association (TAMLC).  
7. Kasikornbank is a member of the Thai Association of Banks (TAB).  
8. Kasikornbank is a member of the Thai Association of Banks (TAB).  
9. Kasikornbank is a member of the Thai Association of Banks (TAB).  
10. Kasikornbank is a member of the Thai Association of Banks (TAB).





# Part 2: Account Statement – View Report

## 5 The Sample : How to generate “Information Statement”

Generate Report - Information Statement

Client Code

**5.1** Date From \*

**5.2** Date To \*

Currency

**5.3** Account No. \*

**5.4**

### Step-by-Step

- 5.1 Click Select “Date From”.
- 5.2 Click Select “Date To”.
- 5.3 Click Select “Account No.”
- 5.4 Click  button. Screen then system show in PreGenerated screen.
- 5.5 Click download button.
- 5.6 System will generate PDF file.

ธนาคารกสิกรไทย KASIKORNBANK K-Cash Connect Plus

FAQ Help Contact EN

Main Page Account Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, KANNIKPI -, SS01110801, ณัฐชมพูนุ ประสิทธิ์ธิดาการ

PreGenerated - Information Statement [Back to View Report](#)

Data Range

Date From  Date To

No.	File Name	Generated Date / Time	Last Downloaded Date/Time	Last Downloaded By	Status	Remarks
1	Information_Statement_1210...	12-Oct-2020 16:44:13			Downloaded	<b>5.5</b>
2	Information_Statement_1210...	12-Oct-2020 16:34:17			Downloaded	
3	Information_Statement_0910...	09-Oct-2020 15:26:24	09-Oct-2020 15:28:08	KANNIKPI -	Downloaded	



# Part 2: Account Statement - View Report

5.6

รายการเดินบัญชีเงินฝากกระแสรายวัน (มีรายละเอียด)  
开列活期存款户帐目 (带明细) K-DEPOSIT STATEMENT OF CURRENT ACCOUNT (WITH DETAILS)



Ref. No. DLD17 : ND0101512590057921743102563 Page 1/1 (0004)  
Account KASINARN MAYINDONGKLANG  
5 สาขากรุงเทพ 3 สาขาต่างจังหวัด สาขาบัญชีออมทรัพย์ 10340

Reference Code	30101512590057921742
Account Number	100-0-83219-0
Period	14/10/2020 - 14/10/2020
Owner Branch	ออม-Main Branch
ENDING BALANCE	100,044.68
TOTAL WITHDRAWAL 4 ITEMS	408.00
TOTAL DEPOSIT 1 ITEMS	83.00



Date	Time/ Ext.Date	Descriptions	Withdrawal / Deposit	Outstanding Balance	Channel	Details
14-10-20		Beginning Balance		100,370.30		
14-10-20	13:55	Transfer Withdrawal	20.64	100,146.08	K-Cash Connect Plus	Ref Code ACM10038
14-10-20	13:50	Fee	90.00	100,056.08	K-Cash Connect Plus	Ref Code ACM10039
14-10-20	14:02	Transfer Withdrawal	83.00	99,973.08	K-Cash Connect Plus	Ref Code ACM10037
14-10-20	14:03	Transfer Deposit	83.00	100,056.08	K-Cash Connect Plus	Ref Code ACM10040
14-10-20	14:02	Fee	11.00	100,044.68	K-Cash Connect Plus	Ref Code ACM10036

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K-Connect Center 82-888888  
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1 สาขาบัญชีออมทรัพย์ 10340 สาขากรุงเทพ 3 สาขาต่างจังหวัด สาขาบัญชีออมทรัพย์ 10340  
5 สาขากรุงเทพ 3 สาขาต่างจังหวัด สาขาบัญชีออมทรัพย์ 10340  
1 Soi Ratchadapisek, Ratchadapisek Suburb, Bangkok 1040 Thailand  
สาขาบัญชีออมทรัพย์ 10340 Taxpayer ID: 3017666666666666  
ธนาคาร Kasikorn Registration No. 1000000000000000

## Part 3: Initiate Payment Online



K-Cash Connect Plus allows only Maker access to initiate payment transaction online by using “**Initiate Transaction**” Menu. **Before you start initiating your payment, you need to select a type of payment service from the list.**



How to select a type of payment service, please refer to Part 1: Introduction payment terms and conditions on page number 2-3.



**Initiate Payment Online Processes: Main Menu - Initiate Transaction**

The screenshot displays the K-Cash Connect Plus web interface. At the top, there is a navigation bar with options like 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. The 'Initiate Transaction' menu is expanded, showing a list of payment services. On the left, the user's account balance is shown as 566.54 THB available and 764.54 THB outstanding. On the right, a 'Pending For Approval' box shows a transaction ID of 79 and a total amount of 6,451,418.25 THB.

For more information how to initiate payment transaction online, please refer to the sample below for:

- KBank to KBank transfer : Direct Credit
- KBank to Other bank transfer : Smart Credit Next Day
- KBank to Other bank transfer : Promptpay
- KBank to Other bank transfer : Interbank Transfer
- Issue Cashier Order Cheque: Cheque Direct and
- Bill Payment

## Part 3: Initiate Payment Online



### The Sample: How to Initiate Payment Online : Direct Credit (KBank to KBank Account Transfer)

1. Prepare Payment Detail Online as below:

**Step-by-Step**

- 1.1 Use default Batch Reference No. or Rename Batch Reference No.
- 1.2 Click to select “Debit Account No.” from the pop-up screen.
- 1.3 Enter “Credit Account No.”
- 1.4 Enter Beneficiary Name.
- 1.5 Use default Beneficiary Reference No. or Rename Batch Reference No.
- 1.6 Enter Payment Amount (Thai currency only).
- 1.7 Click to specify “Effective Date”.
- 1.8 Click “Charge to” for fee charging (Client or Beneficiary).
- 1.9 Click **Finish** button.
- 1.8 Click **Yes** button to confirm payment and status will be changed to **For Submit** automatically.

## Part 3: Initiate Payment Online



### 2. Submit payment to Authorizer.

2.1 Check status is **For Submit**.

2.2 Click **Submit All** button.

2.3 Click **Yes** button to submit payment.

The screenshot displays the K-Cash Connect Plus web interface. At the top, there is a navigation bar with options like 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. The user is logged in as 'MAKER2 CHTRAIN, CHTRAIN'. The main content area shows a transaction summary for 'DIRECT CREDIT' with a total amount of 20.02. A table lists the transaction details, including the reference number 'PV0012345', beneficiary name 'CASH MANAGEMEN...', and amount '20.02'. The status 'For Submit' is highlighted in a green box, with a circled '2.1' next to it. Below the table, a 'Confirm' dialog box is shown, asking 'Do you want to submit for approve?'. The 'Yes' button in the dialog is highlighted in a green box, with a circled '2.3' next to it. At the bottom of the interface, there are buttons for 'Back to Payment Summary', 'Add Next Item', and 'Submit All'. The 'Submit All' button is highlighted in a green box, with a circled '2.2' next to it.

### 3. After submitted transaction, check final status for Maker is "For Auth".

No.	Reference No.	Beneficiary Name	Credit Account No.	Bank	Amount	All	
1	<a href="#">2019112842866812</a>	CASH MANAGEMEN...	7451024846	บ. กสิกรไทย จำกัด (ม...	20.02	For Auth	3



## Part 3: Initiate Payment Online



### The Sample: How to Initiate Payment Online : Smart Credit Next Day (KBank to Other Bank Account Transfer)

1. Prepare Payment Detail Online as below:

**Step-by-Step**

- 1.1 Click and input "Batch Reference"
- 1.2 Click to select "Debit Account No." from the pop-up screen.
- 1.2 Enter "Credit Account No."
- 1.3 Enter "Beneficiary Name."
- 1.4 Click to select Beneficiary Bank.
- 1.5 Click to select Beneficiary Branch.
- 1.6 Enter Payment Amount (Thai currency only).
- 1.7 Click to specify "Effective Date".
- 1.8 Click "Charge to" for fee charging (Client or Beneficiary).
- 1.9 Click button.
- 1.10 Click button to confirm payment and status will be changed to automatically.

## Part 3: Initiate Payment Online



### 2. Submit Payment to Authorizer.

2.1 Check status is **For Submit**.

2.2 Click **Submit All** button.

2.3 Click **Yes** button to submit payment.

The screenshot shows the K-Cash Connect Plus interface. At the top, there is a navigation bar with options like 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. Below this, a user profile is visible with the name 'MAKER2 CHTRAIN, CHTRAIN'. The main content area displays 'Edit SMART CREDIT NEXT DAY - Total Item : 1 - Total Amount : 11.25'. A success message 'Saved successfully.' is shown. Below that, there are input fields for 'Batch Reference No.' (MCL\_2112019), 'Debit Account No.' (7452328768), and 'Effective Date' (11-Dec-2019). A table of transaction details is shown with one row: No. 1, Reference No. 2019120243933912, Beneficiary Name Miss Rak Ngandee, Credit Account No. 7451024846, Bank บ. กสิกรไทย จำกัด (ม...), Amount 11.25, and Status For Submit. A 'Download File' button is next to the table. A 'Confirm' dialog box is open, showing a summary of the SMART CREDIT transaction and asking 'Do you want to submit for approve?'. The 'Yes' button in the dialog is highlighted. Below the dialog, there are buttons for 'Back to Payment Summary', 'Add Next Item', and 'Submit All'. The 'Submit All' button is highlighted.

### 3. Check final status for Maker is "For Auth"

No.	Reference No.	Beneficiary Name	Credit Account No.	Bank	Amount	Status
1	2019012290262318	Miss Rak Ngandee	0352430003	บ. ไทยพาณิชย์	59.99	For Auth

## Part 3: Initiate Payment Online



### The Sample: How to Initiate Payment Online : Cheque Direct

#### 1. Prepare Payment Detail Online as below:

ธนาคารกสิกรไทย KASIKORN BANK K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, MAKER2 CHTRAIN, CHTRAIN, ฝ่ายบริการลูกค้า

Edit CHEQUE DIRECT - Total Item : 1 - Total Amount : 30.25

Item No. : 1 | Batch Reference No. : COC\_25012020

Upload File

**Step 1 Cheque From**

Debit Account No. 7451024846

**Step 2 Cheque Detail**

Beneficiary Name Miss Rak Ngandee

Beneficiary Identifier 30.25

Reference No. 2019123050256796

Amount (THB) 30.25

Effective Date 30-Jan-2020

Charge to Client

Details Payment for Invoice No. Inv234532

**Step 3 Delivery Details**

Delivery Mode Counter collect with Receipt

Pickup Location PHAT PHONG / ฟาร์มฟาร์ม

Exchange Document R

Confirm

Your complete the transaction.

Do you want to finish ?

Cancel Yes

Add Next Item Finish

1.10 1.9

#### Step-by-Step

- 1.1 Click and input "Batch Reference
- 1.2 Click to select "Debit Account No." from the pop-up screen.
- 1.2 Enter "Beneficiary Name.
- 1.3 Enter Payment Amount (Thai currency only).
- 1.4 Click to specify "Effective Date".
- 1.5 Click "Charge to" for fee charging (Client or Beneficiary).
- 1.6 Click to select Delivery Mode.
- 1.7 Click to select "Pickup Location".
- 1.8 Click to select "Exchange Document as need then confirm **Yes** button
- 1.9 Click **Finish** button.
- 1.10 Click button to confirm payment and status will be changed to **For Submit**



# Part 3: Initiate Payment Online

## 2. Submit Payment to Authorizer.

2.1 Check status is **For Submit**.

2.2 Click **Submit All** button.

2.3 Click **Yes** button to submit payment.

The screenshot shows the K-Cash Connect Plus web interface. At the top, there is a navigation bar with options like 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. The user is logged in as SUPAPORN JITJAICHAM. The main content area displays 'Edit CHEQUE DIRECT - Total Item : 1 - Total Amount : 30.25'. A table lists transaction details with columns for No., Reference No., Beneficiary Name, Amount, and Status. The first row shows a transaction with reference number 2019012290267902, beneficiary Miss Rak Ngandee, amount 30.25, and status 'For Submit'. A confirmation dialog box is open, asking 'Do you want to submit for approve?' with 'Cancel' and 'Yes' buttons. At the bottom, there are buttons for 'Back to Payment Summary', 'Add Next Item', and 'Submit All'.

No.	Reference No.	Beneficiary Name	Amount	Status
1	2019012290267902	Miss Rak Ngandee	30.25	For Submit

Confirm

Summary of CHEQUE DIRECT

Debit Account No. 7452328768  
Effective Date 30-Jan-2019  
Total Item 1  
Total Amount 30.25 THB

Do you want to submit for approve ?

Cancel Yes

Back to Payment Summary Add Next Item Submit All

## 3. Check final status for Maker is “For Auth”.

No.	Reference No.	Beneficiary Name	Amount	Status
1	2019012290267902	Miss Rak Ngandee	30.25	For Auth

## Part 3: Initiate Payment Online



### The Sample: How to Initiate Payment Online : Bill Payment (Corporate Income Tax)

#### 1. Prepare Payment Detail Online as below:

**Step-by-Step**

- 1.1 Click to select "Debit Account No." from the pop-up screen.
- 1.2 Click to select "Merchant" as "Corporate Income Tax" from pop-up screen.
- 1.3 Enter "Tax Identification Number" (13 digits).
- 1.4 Enter "Control Code".
- 1.5 Enter Payment Amount (Thai currency only).
- 1.6 Click to specify "Effective Date".
- 1.7 Click **Finish** button
- 1.8 Click **Yes** button to confirm payment and status will be changed to **For Submit** automatically.

**1.7** **Finish**

**1.8** **Yes**

## Part 3: Initiate Payment Online



### 2. Submit payment to Authorizer.

2.1 Check status is **For Submit**.

2.2 Click **Submit All** button.

2.3 Click **Yes** button to submit payment.

The screenshot shows the K-Cash Connect Plus interface. At the top, there is a navigation bar with options like 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. Below this, a user profile section shows 'Hello, MAKER17 CHTRAIN'. The main content area displays 'Edit BILL PAYMENT - Total Item : 1 - Total Amount : 991,999.10'. A success message 'Saved successfully.' is shown. Below that, there are input fields for 'Debit Account No.' (7451024846) and 'Effective Date' (31-Jan-2019). A table of bill payment details is shown with the following data:

No.	Reference No.	Merchant	Reference 1	Reference 2	Amount	Status
1	2019012891152831	Corporate Income Tax	0107536000315	010101010101011	991,999.10	For Submit

A confirmation dialog box is open, titled 'Confirm', with the following text: 'Summary of Bill Payment', 'Debit Account No. 7451024846', 'Effective Date 23-Jan-2019', 'Total Item 1', 'Total Amount 991,999.10 THB', and 'Do you want to submit for approve?'. The 'Yes' button is highlighted. At the bottom, there are buttons for 'Back to Payment Summary', 'Add Next Item', and 'Submit All'. The status 'For Submit' in the table and the 'Yes' button in the dialog are circled with '2.1' and '2.3' respectively. The 'Submit All' button is circled with '2.2'.

### 3. Check final status for Maker is "For Auth"

No.	Reference No.	Merchant	Reference 1	Reference 2	Amount	Status
1	2019012891152831	Corporate Income Tax	0107536000315	010101010101011	991,999.	For Auth

# Part 3: Initiate Payment Online



## The Sample: How to Initiate Payment Online : Bill Payment [The Customs (Declaration)]

1. Prepare Payment Detail Online as below:



**ธนาคารกสิกรไทย KASIKORNBANK K-Cash Connect Plus**

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, MAKER2 CHTRAIN, CHTRAIN, ฝ่ายบริการจัดการด้านกรม

Initiate BILL PAYMENT - Total Item : 0 - Total Amount : 0.00  
You can make a payment of Bill Payment by daily, the transaction should be made before 20.00 on effective date.

Item No. : 1 | Batch Reference No. : 2019123050261804

**Step 1 Payment From**

Debit Account No. **1.1** 7451024846

**Step 2 Payment To**

Merchant **1.2** The Customs (Declaration) Company Code : 980

Tax Identification Number **1.3** 123456789012 Invalid Reference 1, 2

Control Code **1.4** 1159611112453415

**Step 3 Payment Detail**

Reference No. **1.5** 2019123050261805

Amount (THB) **1.6** 500.00

Effective Date 31-Jan-2020

**Confirm**

Your complete the transaction.

Do you want to finish ?

Cancel **Yes** **1.8**

**Add Next Item** **Finish** **1.7**

### Step-by-Step

- 1.1 Click to select "Debit Account No." from the pop-up screen.
- 1.2 Click to select "Merchant" as "The Customs (Declaration)" from pop-up screen. (Merchant list in system)
- 1.3 Enter "Tax Identification Number" (13 digits).
- 1.4 Enter "Control Code".
- 1.5 Enter Payment Amount (Thai currency only).
- 1.6 Click to specify "Effective Date".
- 1.7 Click **Finish** button
- 1.8 Click **Yes** button to confirm payment and status will be changed to **For Submit** automatically.

## Part 3: Initiate Payment Online



### 2. Submit payment to Authorizer.

2.1 Check status is **For Submit**.

2.2 Click **Submit All** button.

2.3 Click **Yes** button to submit payment.

ธนาคารกสิกรไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, MAKER2 CHTRAIN, ฝ่ายบริการจัดการด้านกาาร, CHTRAIN Log Out

BILL PAYMENT - Total Item : 1 - Total Amount : 500.00

You can make a payment of Bill Payment by daily, the transaction should be made before 20.00 on effective date.

Batch Reference No. : 2019103137446088

Debit Account No. 7451024846 Effective Date 31-Oct-2019

Reasons

Details Download File

No.	Reference No.	Merchant	Reference 1	Reference 2	Amount	Status
1	2019103137446089	กรมศุลกากร (ใบขนสิ...	0123456789012	447554664664687	500.00	For Submit 2.1

Confirm

Summary of Bill Payment

Debit Account No. 7451024846  
Effective Date 31-Oct-2019  
Total Item 1  
Total Amount 500.00 THB

Do you want to submit for approve ?

Cancel Yes 2.3

Back to Payment Summary Add Next Item Submit All 2.2

### 3. Check final status for Maker is "For Auth"

No.	Reference No.	Merchant	Reference 1	Reference 2	Amount	Status
1	2019103137446089	กรมศุลกากร (ใบขนสิ...	0123456789012	447554664664687	500.00	For Auth 3



## Part 3: Initiate Payment Online



### The Sample: How to Initiate Payment Online : Promptpay

#### 1. Prepare Payment Detail Online as below:

**Step-by-Step**

- 1.1 Click to select “Debit Account No.” from the pop-up screen.
- 1.2 Enter “Promptpay ID”.
- 1.3 Enter “Beneficiary Name”.
- 1.4 Enter Payment Amount (Thai currency only).
- 1.5 Click to specify “Effective Date”.
- 1.6 Click **Finish** button
- 1.7 Click **Yes** button to confirm payment and status will be changed to **For Submit** automatically.

## Part 3: Initiate Payment Online



2. Submit payment to Authorizer.
  - 2.1 Check status is **For Submit**.
  - 2.2 Click **Submit All** button.
  - 2.3 Click **Yes** button to submit payment.

ธนาคารกสิกรไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, MAKER2 CHTRAIN, ฝ่ายบริหารจัดการด้านสาร, CHTRAIN Log Out

Edit PROMPTPAY - Total Item : 1 - Total Amount : 600.00

You can transfer money from your KBank account to Other Bank accounts by daily, the transaction should be made before 20.00 on effective date. Please verify beneficiary name before confirm the transaction.

✓ Saved successfully.

Batch Reference No. : 2019111139392597

Debit Account No. 7451024846 Effective Date 11-Nov-2019

Reasons

Details Download File

No.	Reference No.	Beneficiary Name	PromptPay ID	Amount	Status
1	2019111139392598	Miss Rak Kasi	095-501-8636	600.00	For Submit

Confirm

Summary of PROMPTPAY

Debit Account No. 7451024846  
Effective Date 11-Nov-2019  
Total Item 1  
Total Amount 600.00 THB

Do you want to submit for approve ?

Cancel Yes

Back to Payment Summary Add Next Item Submit All

3. Check final status for Maker is “For Auth”

Details Download File

No.	Reference No.	Beneficiary Name	PromptPay ID	Amount	Status
1	2019111139392598	Miss Rak Kasi	095-501-8636	600.00	For Auth





## Part 3: Initiate Payment Online



### The Sample: How to Initiate Payment Online : Interbank Transfer

1. Prepare Payment Detail Online as below:

**Step-by-Step**

- 1.1 Click  to select “Debit Account No.” from the pop-up screen.
- 1.2 Enter “Credit Account No.”
- 1.3 Enter “Beneficiary Name”
- 1.4 Click  to search “Bank Code”.
- 1.5 Click  to search “Branch Code”.
- 1.6 Enter Payment Amount (Thai currency only).
- 1.7 Click  to specify “Effective Date”.
- 1.8 Click **Finish** button
- 1.9 Click **Yes** button to confirm payment and status will be changed to **For Submit** automatically.



# Part 3: Initiate Payment Online

- 2. Submit payment to Authorizer.
  - 2.1 Check status is **For Submit**.
  - 2.2 Click **Submit All** button.
  - 2.3 Click **Yes** button to submit payment.

ธนาคารกสิกรไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, MAKER2 CHTRAIN, ฝ่ายบริการจัดการด้านสาร, CHTRAIN Log Out

Edit INTERBANK TRANSFER - Total Item : 1 - Total Amount : 230.00

You can transfer money from your KBank account to Other Bank accounts by daily, the transaction should be made before 20.00 on effective date. Please verify beneficiary name before confirm the transaction.

✓ Saved successfully.

Batch Reference No. : 2019111139402370

Debit Account No. 7451024846 Effective Date 11-Nov-2019

Reasons

Details Download File

No.	Reference No.	Beneficiary Name	Credit Account No.	Bank	Amount	Status
1	2019111139402371	Miss Rak Kasi	3452430003	ธ. ไทยพาณิชย์.	230.00	For Submit

Confirm

Summary of INTERBANK TRANSFER

Debit Account No. 7451024846  
Effective Date 11-Nov-2019  
Total Item 1  
Total Amount 230.00 THB

Do you want to submit for approve ?

Cancel Yes

Back to Payment Summary Add Next Item Submit All

- 3. Check final status for Maker is “For Auth”

No.	Reference No.	Beneficiary Name	Credit Account No.	Bank	Amount	Status
1	2019111139402371	Miss Rak Kasi	3452430003	ธ. ไทยพาณิชย์.	230.00	For Auth

## Part 4: Excel Template Tool for Maker



Solution with Excel Template as a tool, Maker need to follow these four steps. This tool facilitates Maker to prepare payment details and helps to generate text file for uploading into K-Cash Connect Plus. How to use this tool with K-Cash Connect Plus. Please follow these guides :

1. Download Excel Template from the link:

Download Excel Template into your local drive or folder and unzip file. This zip file include Excel Template file and user manual. Excel support for both platforms, Windows and iOS. Please select the Excel version which compatible to your platform.

<https://www.kasikornbank.com/en/download/Pages/result.aspx?type=34&group=2>

- Excel Template 2.5.2 for Windows
- KBank Excel Template iOS V2.0 for MAC

2. Open Excel Template file and Enable Macro (How to enable Macro, please see the reference. How to enable Macro depends on version of MS-Excel.

2.1 Enable Macro for Windows (See how to enable Macro for Windows)

2.2 Enable Macro for MAC (See how to enable Macro for Mac)

3. Prepare Payment Details and Generate Text File

Prepare Payment Detail and generate Text file. Output is in the form of KBank format and ready to upload into K-Cash Connect Plus by Maker.

4. Login as Maker and upload text file to K-Cash Connect Plus

## Part 4: Excel Template Tool for Maker



### The Sample: How to enable Macro : For Windows?

Macro need to be enable for Excel Template. See how to enable Macro for Excel Template? Please follow all this steps how to Enable Macro.

1. Double click on KBank Excel Template to open file.
2. Click menu File and Option
3. Click “Trust Center” and “Trust Center Setting..”
4. Click “Macro Setting” and Enable all macro (not recommended, potentially dangerous code can run)
5. Click OK button
6. Click OK Button, you will be back to Excel main screen of excel Template.
7. Click Save Excel file and re-open file. This file is ready to use.

The image shows a sequence of steps to enable macros in Excel. It includes the main Excel screen, the File menu, the Trust Center dialog box, and the Trust Center Settings dialog box.

**1** Main Excel Screen

**2** File menu

**3** Trust Center

**4** Trust Center Settings...

**5** Macro Settings

**8** OK

Information about KBank\_ExcelTemplate V2.5.2  
D:\Product\K-Cash Connect Plus\KBank\_ExcelTemplate V2.5.2.xls

Compatibility Mode  
Some new features are disabled to prevent problems when working with previous versions of Office. Converting this file will enable these features, but may result in layout changes.

Convert

Permissions  
The structure of the workbook has been locked to prevent unwanted changes, such as moving, deleting, or adding sheets.  
One or more sheets in this workbook have been locked to prevent unwanted changes to the data.  
Transaction Unprotect  
Bank Unprotect

Prepare for Sharing  
Before sharing this file, be aware that it contains:  
Comments  
Document properties, printer path, author's name and related dates  
Hidden rows and hidden columns  
Hidden worksheets  
Invisible objects  
Content that cannot be checked for accessibility issues because of the current file type

Check for Issues

Excel Options

General  
Formulas  
Proofing  
Save  
Language  
Advanced  
Customize Ribbon  
Quick Access Toolbar  
Add-Ins  
Trust Center

Help keep your documents safe and your computer secure and healthy.

Protecting your privacy  
Microsoft cares about your privacy. For more information about how Microsoft Excel helps to protect your privacy, please see the privacy statements.  
[Show the Microsoft Excel privacy statement](#)  
[Office.com privacy statement](#)  
[Customer Experience Improvement Program](#)

Security & more  
Learn more about protecting your privacy and security from Office.com.  
[Microsoft Trustworthy Computing](#)

Microsoft Excel Trust Center  
The Trust Center contains security and privacy settings. These settings help keep your computer secure. We recommend that you do not change these settings.

Trust Center

Trusted Publishers  
Trusted Locations  
Trusted Documents  
Add-ins  
ActiveX Settings  
Macro Settings  
Protected View  
Message Bar  
External Content  
File Block Settings  
Privacy Options

Macro Settings  
 Disable all macros without notification  
 Disable all macros with notification  
 Disable all macros except digitally signed macros  
 Enable all macros (not recommended; potentially dangerous code can run)

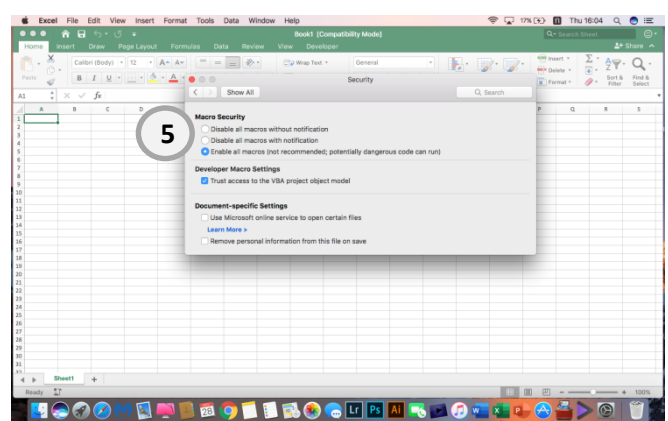
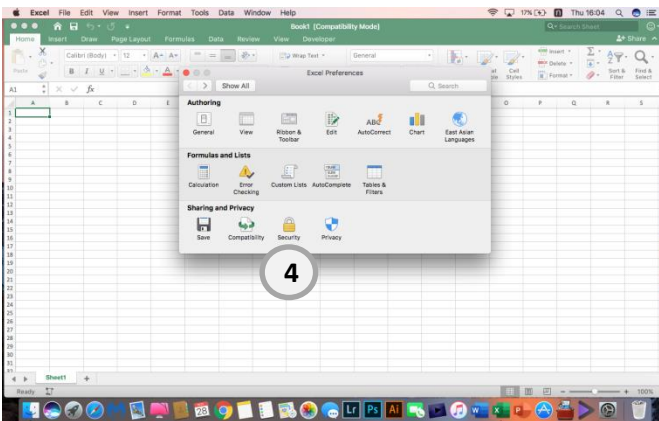
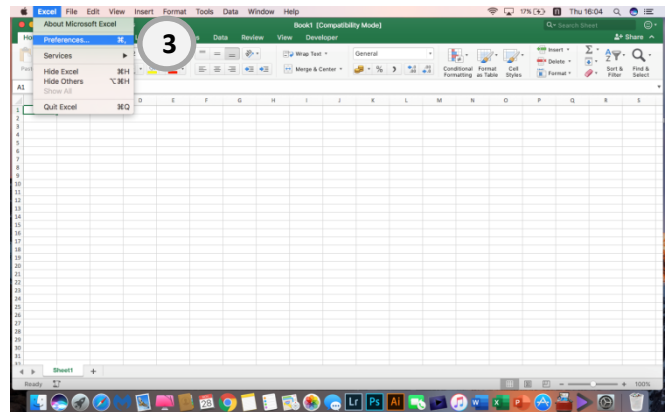
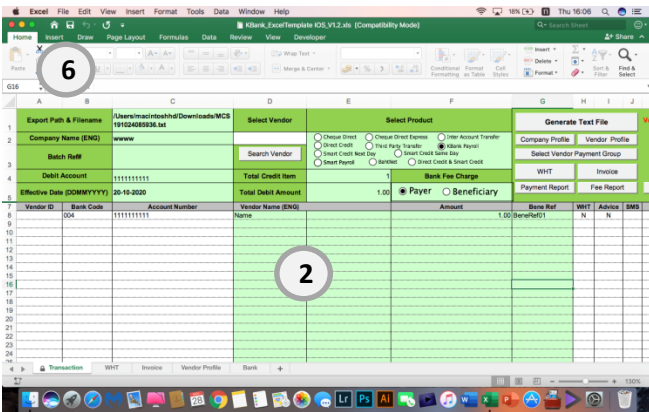
Developer Macro Settings  
 Trust access to the VBA project object model



# Part 4: Excel Template Tool for Maker

## The Sample: How to enable Macro : For MAC.

1. Download Excel Template
2. Open Excel Template File
3. Select Menu “Excel” and Preference
4. Select Security
5. Select Enable all macros (not recommended, potentially.....)
6. Click save, close and re-open Excel Template

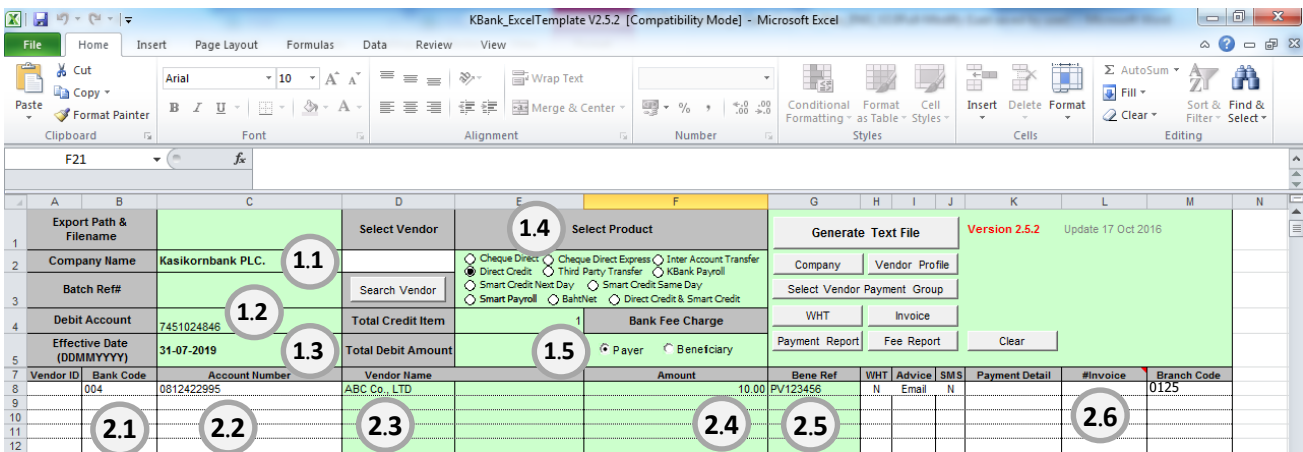


# Part 4: Excel Template Tool for Maker



## The Sample: How to prepare payment details and generate text file?

<ol style="list-style-type: none"> <li>1. Input Payer Details             <ol style="list-style-type: none"> <li>1.1 C:2 - Company Name</li> <li>1.2 C:4 - Debit Account Number</li> <li>1.3 C:5 - Effective Date- DDMMYYYY</li> <li>1.4 Select a Product for the payment</li> <li>1.5 Select Bank Fee Charge</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>2. Input Beneciar Detail:             <ol style="list-style-type: none"> <li>2.1 B:8 - Bank Code</li> <li>2.2 C:8 - Account Number</li> <li>2.3 D:8 - Vendor Name/ Employee Name</li> <li>2.4 F:8 - Amount</li> <li>2.5 G:8 - Bene Ref</li> <li>2.6 M:8 Bene Branch Code (4 digits)</li> </ol> </li> </ol>
--	---



### 3. Generate Text File for uploading into K-Cash Connect Plus.

3.1 Empty C:1 for to select folder of text file.

3.2 Click “Generate Text File” button

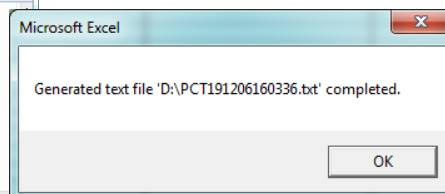
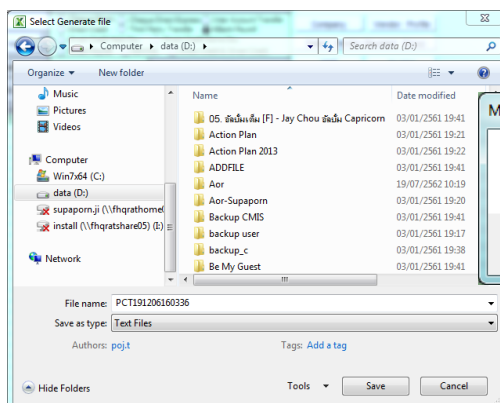
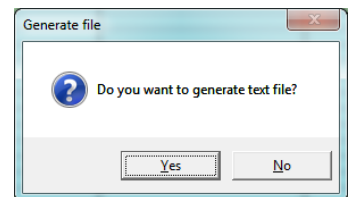
3.3 Click Yes, confirm to generate text file.

3.4 Remember File name / Or rename it then select a folder

3.5 Click “Save” button

3.6 File generation complited , show folder and file name.

3.7 Then login as Maker to upload this payment file into K-Cash Connect Plus.





## Part 5: Upload Payment File



K-Cash Connect Plus allows only Maker access to upload payment file by using “File Upload” Menu. Before you start initiating your payment, you need to prepare \*.txt file which hold all your payment details.



Text file can be prepared from:

- Kasikornbank Excel Template for Windows Platform (See appendix A how to enable macro and how to prepare payment file)
- Kasikornbank Excel Template for MAC OS Platform (See appendix B how to enable macro and how to prepare payment file)
- Customer in-house software development
- or third-party software applications.

For more information how to get ready for \*.txt files, please consult with Kasikornbank Staff.

## Part 5: Upload Payment File



### Import Payment File: **Main Menu - File Upload**

1. Login as Maker access to upload payment File:

**File Upload**

You can upload payment transaction file on K-Cash Connect Plus Service.

File Format: **1.2** DCT - DIRECT CREDIT

Client Name: ฝ่ายบริการจัดการด้านการเงิน

Debit Account No.: **1.3** 7452328768

File Name: **1.4** DCT190122-1.txt

**Remarks**

1. File uploaded has valid payment transactions

2. Please do not upload file with same name again as this will be rejected as duplicate

**1.5**

### Step-by-Step

- 1.1 Click **File Upload** menu.
- 1.2 Click  to select File Format.
- 1.3 Click  to select "Debit Account No." from the pop-up screen.
- 1.4 Click  button to select a payment \*.txt file.
- 1.5 Click  button to upload file and status will be changed to **For Auth** automatically.

Please consult with Kasikornbank staff.

Three different formats are :

- KBank to KBank format
- KBank to Other Bank format
- Cashier Order Cheque

\*\*\* File name must be in English and must not longer than 29 characters.

## Part 5: Upload Payment File



2. Check final status for Maker is “For Auth”. Payment Status will be updated automatically after uploading payment file was completed.

The screenshot shows the K-Cash Connect Plus interface. At the top, there is a navigation bar with links for Main Page, Account Info, Bill Payment Info, Initiate Transaction, File Upload, Transaction Summary, View Report, and File Download. Below this is a user profile section for MAKER30 CHTRAIN. The main content area is titled 'Payment Summary' and includes a search filter for 'This Week' and a 'Search' button. A table below shows two transactions, both with a status of 'For Auth'. A red box highlights the 'For Auth' status in the second row, and a circled '2' is placed next to it.

No.	Client Name	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	Status
1	ฝ่ายบริการ...	20190122142712022335	DIRECT...	22-Jan-2019	31-Jan-2019	1	10.0	For Auth
2	ฝ่ายบริการ...	20190122140801021152	DIRECT...	22-Jan-2019	31-Jan-2019	1	10.0	For Auth

### Note

#### Status of new files

1. “Completed” means the file can be successfully submitted.
2. “Rejected” means the file format is correct but the does not confirm to the conditions earlier agree with Kasikornbank.
3. “Aborted” means the file format is not correct.
4. “For Auth” means the transaction is waiting for approval.
5. “For Verification” means the transaction is ready to be verified before being submitted to the authorizer (if any).
6. “For Repair” means the transaction is waiting for repair.  
For example, the beneficiary account is found incorrect, the transaction must be repaired by the maker before being submitted to the authorizer.

## Part 6: Recall Payment



K-Cash Connect Plus allows only Maker access to recall payment transaction to backward status from Authorizer for holding or editing the payment. This part supports for both initiate payment transaction online and upload payment file.



### Recall Payment Transaction: Main Menu - Transaction Summary

#### 1. Login as Maker access to Recall Payment Transaction

The screenshot shows the K-Cash Connect Plus interface. The top navigation bar includes 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. The 'Transaction Summary' menu is highlighted with a circled '1.1'. Below the navigation bar, the user is logged in as 'MAKER2 CHTRAIN'. The 'Transaction Summary' dropdown menu is open, showing 'Payments Summary' and 'Stop Corporate Cheque Summary', with 'Payments Summary' selected and circled '1.2'. The main content area shows a 'Payment Summary' section with a search filter set to 'This Week' and a 'Search' button. Below this, there are tabs for 'Batch' and 'Transaction Detail', with 'Batch' selected. A table of transactions is displayed, with the first row selected and circled '1.3'. The table has columns: No., Batch Reference No., Product, Entry Date, Effective Date, Transaction(s), Amount, and a status dropdown. The selected row shows: No. 1, Batch Reference No. Due\_25-11-2019, Product DIRECT CREDIT, Entry Date 25-Nov-2019, Effective Date 25-Nov-2019, Transaction(s) 1, Amount 20.02, and status For Auth.

The screenshot shows a 'Confirm' dialog box with the title 'Confirm'. It contains a text input field with the text 'Wrong payment date.' and a circled '1.5'. Below the input field, it asks 'Do you want to recall?' and has 'Cancel' and 'Yes' buttons. The 'Yes' button is highlighted with a green box and circled '1.6'.

#### Step-by-Step

- 1.1 Click "Transaction Summary" Menu.
- 1.2 Click "Payments Summary" Menu.
- 1.3 Click  to select a batch to Recall.
- 1.4 Click **Recall** button.
- 1.5 Input a Recall reason.
- 1.6 Click **Yes** button to confirm recall payment and status will backward to be **For Submit** automatically.

A green button labeled 'Recall' with a circled '1.4' next to it.

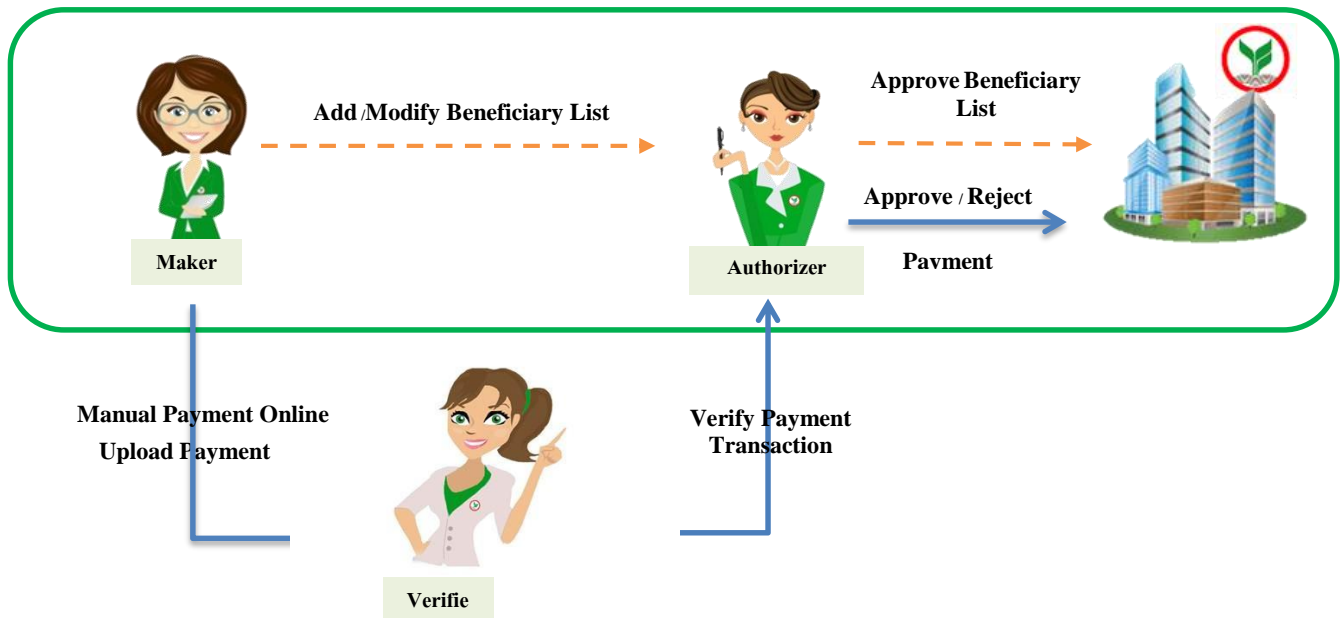
#### 2. Check final status for Maker will backward to be "For Submit"

The screenshot shows the transaction table from the previous step. The first row is highlighted, showing: No. 1, Client Name ฝ่ายบริการ..., Batch Reference No. 2019012290262317, Product SMART C., Entry Date 22-Jan-2019, Effective Date 30-Jan-2019, Transaction(s) 1, Amount 59.99, and status For Submit. The 'For Submit' status is highlighted with a green box and circled '2'.

## Part 7: Verify Payment



Payment Processes with Verifier workflow include (Optional).



K-Cash Connect Plus allows your company add workflow processes of Verifier. Verifier will work between Maker and Authorizer to check all payment detail and decide either verify the transaction payment to Authorizer or reject to stop the payment.



Verify / Reject Payment: **Main Menu - Transaction Summary**

ธนาคารกสิกรไทย KASIKORNBANK K-Cash Connect Plus

FAQ Help Contact EN

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, SUPAPORN JITJAICH, CD03060405, ฝ่ายบริการจัดการดี

Payment Summary

Payments Summary

Beneficiary Master Summary

Log Out

Verifier

## Part 7 : Verify Payment



ธนาคารกสิกรไทย K-Cash Connect Plus

FAQ Help Contact EN

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, SUPAPORN JITJAICH, CD03060405, ฝ่ายบริการจัดการที่ Log Out

Payments Summary Beneficiary Master Summary

Payment Summary

Batch Transaction Detail Selected 1 of 1 Recall Reject Verify Download File

No.	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	For Verification
CD03060405 : ฝ่ายบริการจัดการด้านการเงิน 1							
1	<input checked="" type="checkbox"/> 2019120945300923	PROMPTPAY	09-Dec-2019	31-Dec-2019	1	10.05	For Verification

Confirm

Do you want to verify the transaction(s) ?

Cancel Yes

Recall Reject Verify

### Step-by-Step

- 1.1 Click "Transaction Summary" Menu.
- 1.2 Click "Payments Summary" Menu.
- 1.3 Click  to select a batch to verify.
- 1.4 Click **Verify** button.
- 1.5 Click **Yes** button to confirm verify payment and status will be changed to **For Auth** automatically.

3. Check final status for Verifier will be changed to "For Auth"

No.	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	For Auth
CD03060405 : ฝ่ายบริการจัดการด้านการเงิน 1							
1	<input type="checkbox"/> 2019120945300923	PROMPTPAY	09-Dec-2019	31-Dec-2019	1	10.05	For Auth

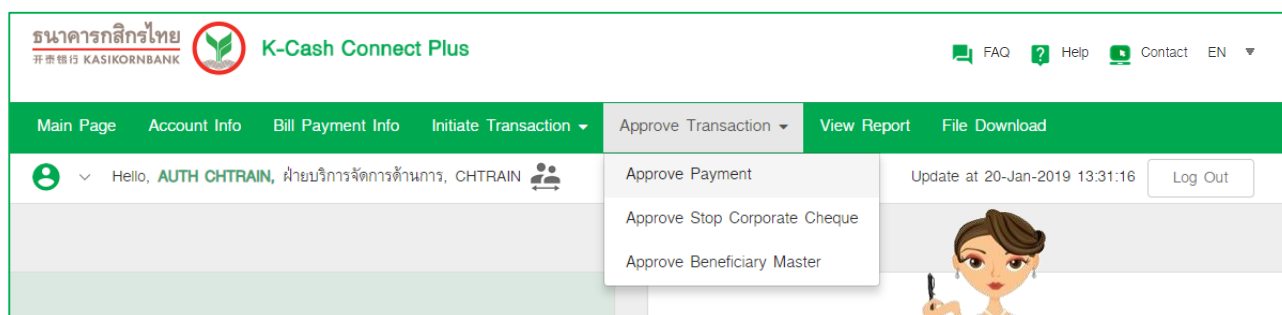
## Part 8: Approve Payment



K-Cash Connect Plus allows only Authorizer access to approve or reject payment transactions. Two options to approve the payment transaction are via Website and K-Corporate Mobile Banking application.



**Approve/Reject Payment: Main Menu - Approve Transaction**



Authorizer

For more information how to approve or reject payment transaction, please refer to the sample below for :



Approve / Reject Payment: By Batch via Website

- Refer to Part 6: Approve Payment and
- Refer to Part 7: Reject Payment



Approve / Reject Payment: By Batch via K-Corporate Mobile Banking

- Refer to Part 8: K-Corporate Mobile Banking

## Part 8: Approve Payment



### The Sample: How to Approve payment - By Batch via Website



1. Click “Approve Transaction” menu.
2. Click “Approve Payment” menu.
3. Screen displays the pending payment transaction and status is “For My Auth”.
4. Click Batch Reference no. to view payment details.

ธนาคารกสิกรไทย KASIKORNBANK K-Cash Connect Plus

1

Main Page Account Info Bill Payment Info Initiate Transaction **Approve Transaction** View Report File Download

Hello, AUTH CHTRAIN, ฝ่ายบริการจัดการด้านกาาร, CHTRAIN **Approve Payment** 2 Update at 20-Jan-2019 13:31:16 Log Out

### Approve Payment

Show Data Entry Date Range

This Week  All Date From  Date To  Search Advance Search

Batch Transaction Detail Download File

No.	Client Name	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	Status
1	Kasikorn	PCT190118140604	KBANK ...	18-Jan-2019	05-Feb-2019	1	12.00	For My Auth
2	Kasikorn	20190116104802006672	KBANK ...	16-Jan-2019	25-Jan-2019	1	50.25	For My Auth

4

5. Please check all payment details then click **Back to Approve Payment** button and get back to approve payment screen.

KBANK PAYROLL - Total Item : 1 - Total Amount : 12.00

You can transfer money from KBank Payroll account by daily, the transaction should be made before 19.00 on effective date.

Batch Reference No. : PCT190118140604

Debit Account No. 7451024846 Effective Date 05-Feb-2019

Reasons

Details Download File

No.	Reference No.	Beneficiary Name	Credit Account No.	Bank	Amount	Status
1	2019011889775164	ABC CO.,LTD	0331174378	ธ. กสิกรไทย...	12.00	For Auth

5

**Back to Approve Payment** Reject Approve



## Part 8: Approve Payment



6. Click  to select a batch or all batches to approve the payment.

Approve Payment

Show Data:  This Week  All

Entry Date Range: Date From  Date To   Advance Search

No.	<input type="checkbox"/>	Client Name	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	For My Auth	
1	<input checked="" type="checkbox"/>	Kasikom	PCT190118140604	KBANK ...	18-Jan-2019	05-Feb-2019	1	12.00	For My Auth	<input type="button" value="⌂"/>
2	<input type="checkbox"/>	Kasikom	20190116104802006672	KBANK ...	16-Jan-2019	25-Jan-2019	1	50.25	For My Auth	<input type="button" value="⌂"/>

7. Click  button to approve batch payment.

8. Click  button to confirm on payment approval.

Confirm


Do you want to approve the transaction(s)?

9. Re-confirm on pop-up screen for serial number on screen with hardware Secure Pass/Token device.

Approve by Token

Summary of Transaction

Total Item 1  
Total Amount 12.00 THB

Token No.  

Challenge

Response

Do you want to approve ?

## Part 8: Approve Payment



10. Click **Request Challenge** button.
11. The screen will display Challenge Code (the eight-digit numbers).

Approve by Token

Summary of Transaction

Total Item 1  
Total Amount 12.00 THB

Token No. 0010686652

Challenge **92437728**

Response **52345681**

Do you want to approve ?

**Request Challenge** Cancel **Yes**

12. Switch on Secure pass/Token, press
13. Enter Token PIN (four-digit numbers).



14. The Token screen will show

“APPLI-” and then press .

15. The device displays -----.



16. Enter the eight-digit numbers of Challenge Code from the web screen into the Secure pass/Token device.

17. The device will generate a new set of the eight-digit numbers of Response Code.



18. Input the eight-digit numbers of Response Code into approval screen.

19. Click **Yes** button to approve payment and payment transaction will be sent to bank automatically.



**Payment Transaction will be released to bank according to your company's policies.**

## Part 8: Approve Payment



20. The screen shows status “Sent to bank”.

Payment Summary

Show Data:  This Week  All | Entry Date Range: Date From [ ] Date To [ ] | Search [ ] | [Advance Search](#)

Batch | Transaction Detail | [Download File](#)

No.	<input type="checkbox"/>	Client Name	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	All	
1	<input type="checkbox"/>	Kasikom	<u>20180201131140005152</u>	SMART ...	01-Feb-2018	05-Feb-2018	1	9,000.00	Sent to Bank	20
2	<input type="checkbox"/>	Kasikom	<u>20180202155852011410</u>	DIRECT ...	02-Feb-2018	05-Feb-2018	1	23,202.03	Sent to Bank	



If you find any incorrect payment details and Status is “Sent to Bank”, you need to cancel the payment by fill cancellation form and contact to K-Biz Contact Center, Refer to Part 12: Problem solving for cancellation on page number 52.

## Part 9: Reject Payment



### The Sample: How to Reject Payment - By Batch via Website



1. Click “Approve Transaction” menu.
2. Click “Approve Payment” menu.
3. Screen displays the pending payment transaction and status is “For My Auth”.
4. Click Batch Reference no. to view payment details.

ธนาคารกสิกรไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction **Approve Transaction** (1) View Report File Download

Hello, AUTH CHTRAIN, ฝ่ายบริการจัดการด้านกร, CHTRAIN **Approve Payment** (2) Update at 20-Jan-2019 13:31:16 Log Out

Approve Payment

Show Data Entry Date Range

This Week  All Date From  Date To  Search

Batch | Transaction Detail [Download File](#)

No.	Client Name	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	Status
1	Kasikorn	PCT190118140604	KBANK ...	18-Jan-2019	05-Feb-2019	1	12.00	For My Auth
2	Kasikorn	20190116104802006672	KBANK ...	16-Jan-2019	25-Jan-2019	1	50.25	For My Auth

Navigation: << < 1 > >>

5. Please check all payment details then click **Back to Approve Payment** button and get back to approve payment screen.

KBANK PAYROLL - Total Item : 1 - Total Amount : 12.00

You can transfer money from KBank Payroll account by daily, the transaction should be made before 19.00 on effective date.

Batch Reference No. : PCT190118140604

Debit Account No. 7451024846 Effective Date 05-Feb-2019

Reasons

Details [Download File](#)

No.	Reference No.	Beneficiary Name	Credit Account No.	Bank	Amount	Status
1	2019011889775164	ABC CO.,LTD	0331174378	ธ. กสิกรไทย...	12.00	For Auth

Navigation: **Back to Approve Payment** (5) Reject Approve



# Part 9: Reject Payment

6. Click  for selective batch payment.
7. Click  button to reject batch payment.
8. Enter reject reason for the payment.
9. Click  button to confirm reject payment and status will be changed to  automatically.

The screenshot shows the 'Approve Payment' interface. At the top, there are search filters for 'Show Data' (This Week, All) and 'Entry Date Range' (Date From, Date To). Below this is a table with columns: No., Client Name, Batch Reference No., Product, Entry Date, Effective Date, Transaction(s), Amount, and For My Auth. Two transactions are listed, with the first one selected. A 'Confirm' dialog box is open, asking for a reason for rejection. The reason 'wrong credit account number' is entered in the text field. Below the text field are 'Cancel' and 'Yes' buttons. At the bottom of the dialog, there are 'Reject' and 'Approve' buttons.

No.	Client Name	Batch Reference No.	Product	Entry Date	Effective Date	Transaction(s)	Amount	For My Auth
6	<input checked="" type="checkbox"/> Kasikom	CT190118140604	KBANK ...	18-Jan-2019	05-Feb-2019	1	12.00	For My Auth
2	<input type="checkbox"/> Kasikom	20190116104802006672	KBANK ...	16-Jan-2019	25-Jan-2019	1	50.25	For My Auth

Confirm

Please fill in your reasons

wrong credit account number

Do you want to reject ?

Cancel Yes



Reject Approve

# Part10 : K-Corporate Mobile Banking

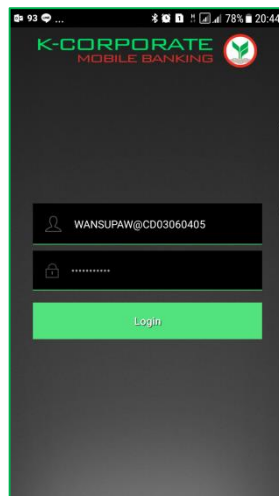


## Getting Started : K-Corporate Mobile Banking Application


### Step 1: Download K-Corporate Mobile Banking Application

from  App Store (iOS) or  Google Play (Android).

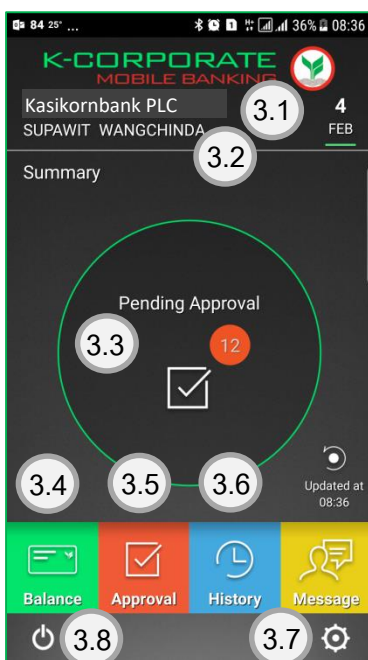
### Step 2: Login to K-Corporate Mobile Banking as Authorizer's User ID and Password.



#### Step-by-Step

- 2.1 Press 
- 2.2 Enter "User ID".
- 2.3 Enter "Password".
- 2.4 Press Login.

### Step 3: Main Screen Introduction



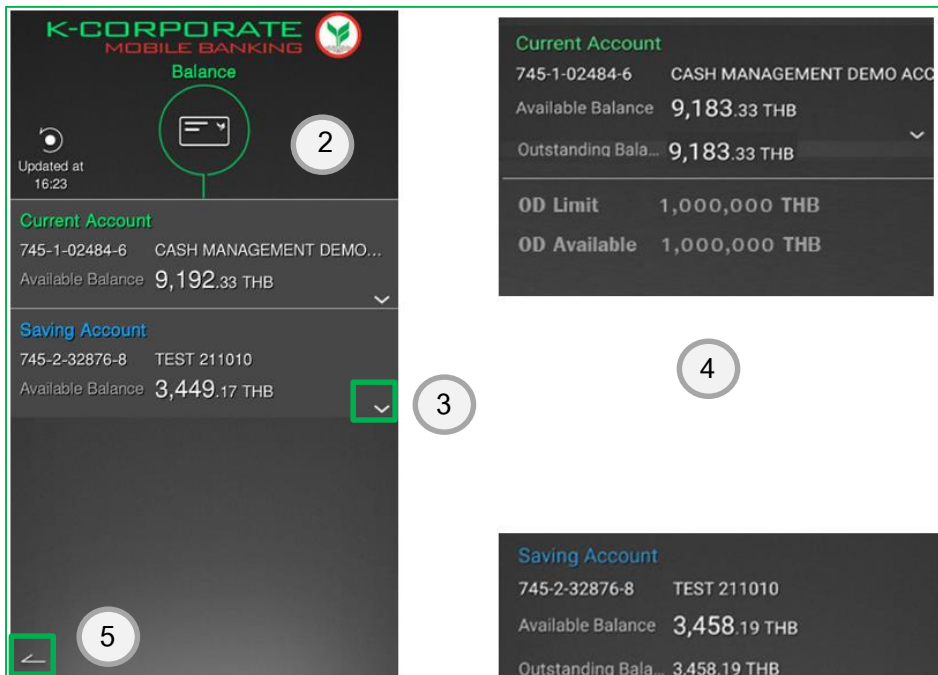
#### Step-by-Step

- 3.1 Company's Name
- 3.2 User ID, Corporation ID
- 3.3 Number of pending approval transactions
- 3.4 View Balance menu (See the sample)
- 3.5 Approval Menu (See the sample)
- 3.6 History Menu (See the sample)
- 3.7 Setting
- 3.8 Log out




## Part 10: K-Corporate Mobile Banking



### The Sample : How to View Balance - Via K-Corporate Mobile Banking



#### Step-by-Step




1. Press  button.
2. Screen displays bank account with available balance.
3. Press  to view more account details.
4. Screen displays more account details.
5. Press  button back to main screen.

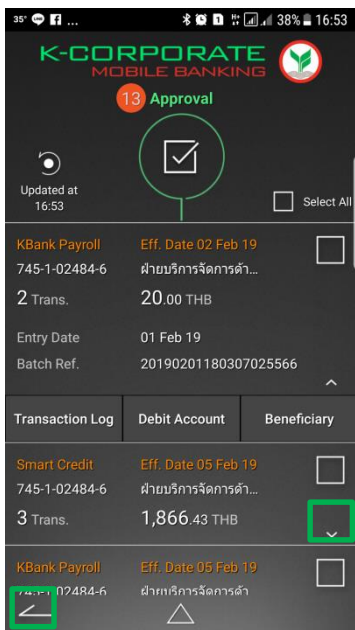
## Part 10: K-Corporate Mobile Banking





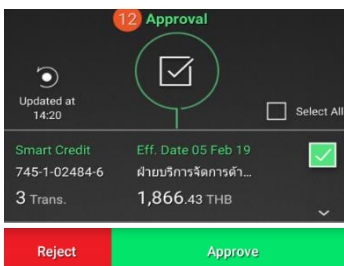
### Sample: How to Approve - by Batch via K-Corporate Mobile Banking



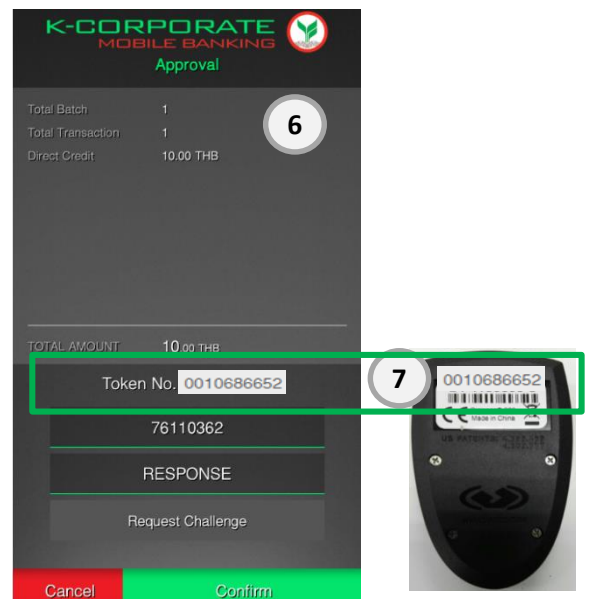
1. Press  button to approve a batch of payment.
2. Press  button to view a batch of payment details.
3. Press  button back to the pending approval list.



4. Press  to approve payment.
5. Press  button.



6. Screen shows summary of payments.
7. Re-confirm on the pop-up screen for serial number shows on screen with hardware Secure Pass/Token device.

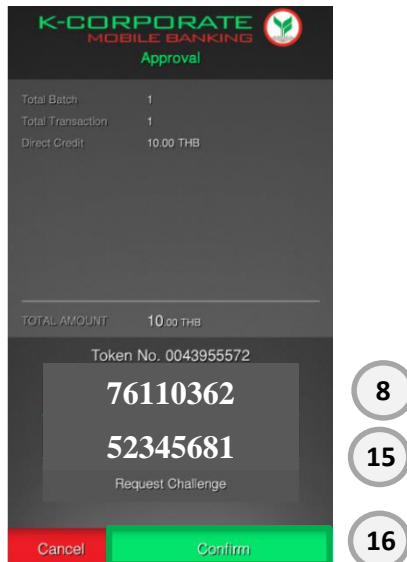




## Part 10: K-Corporate Mobile Banking



8. Challenge Code shows automatically.



9. Switch on Token, press

10. Enter Token with the four-digit PINs.



11. The Token screen will show

“APPLI-” and then press

12. The device displays -----.



13. Enter the eight-digit numbers of Challenge Code from the mobile screen into the Secure pass /Token device.

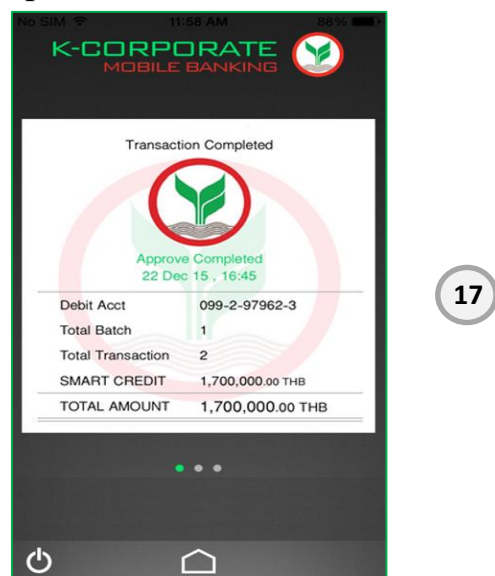
14. The device will generate a new set of the eight-digit numbers (Response Code).



15. Input the eight-digit numbers of Response Code into approval screen.

16. Press **Confirm** button to approve the payment and sent transaction to bank.

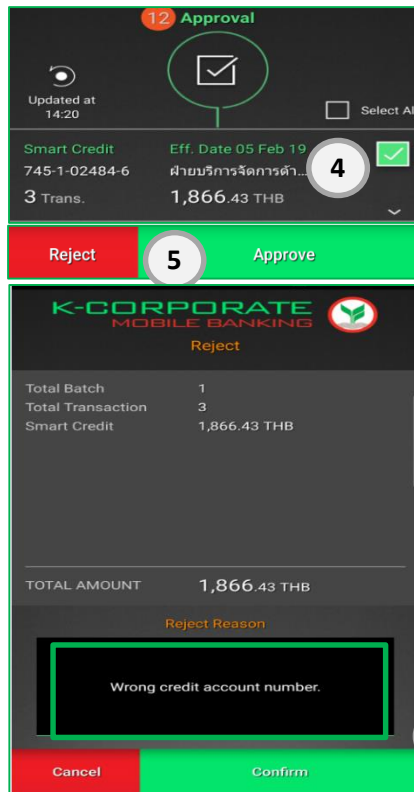
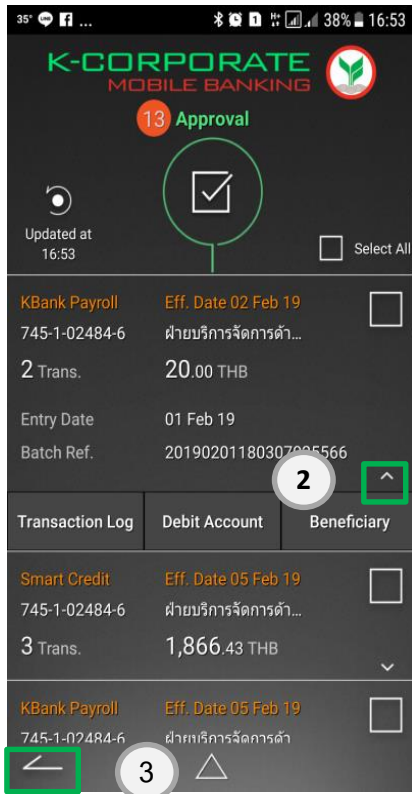
17. Screen displays approval completed details.



# Part 10: K-Corporate Mobile Banking



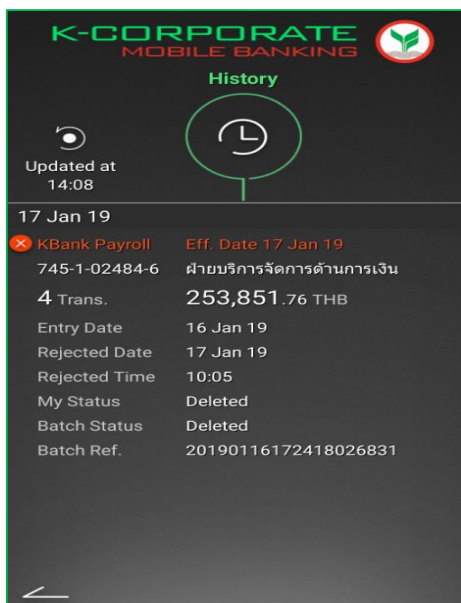
## The Sample: How to Reject - by Batch via K-Corporate Mobile Banking



### Step-by-Step

1. Press button to approve batch payment.
2. Press button to view a payment batch details.
3. Press button to pending approval list.
4. Press button to approve.
5. Press button.
6. Input reject reason and press Confirm button.

## The Sample: How to view History - via K-Corporate Mobile Banking




### Step-by-Step

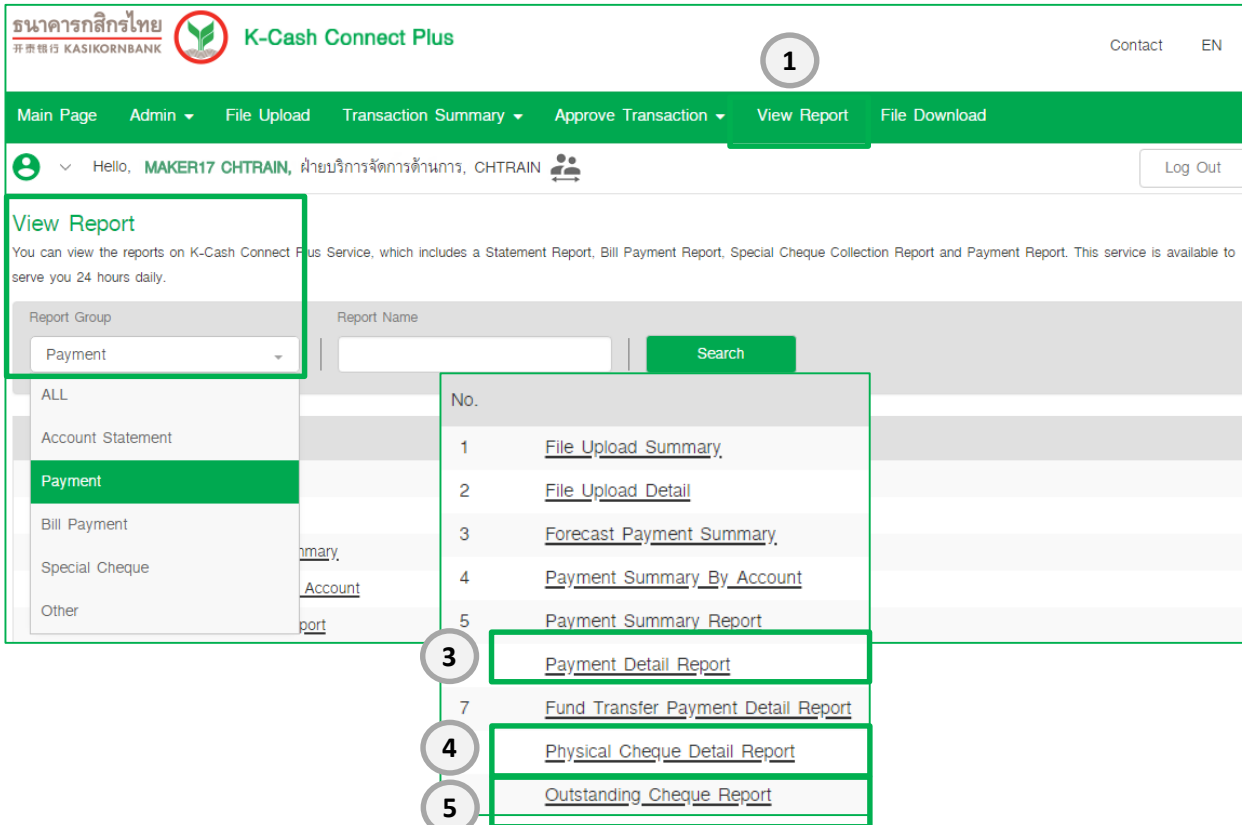
1. Press button.
2. Screen displays about approval or rejection of payment history

## Part 11: Payment Status and Reports



View Report allows you to view payment details report, physical cheque report and outstanding cheque in PDF format only 

1. Choose “View Report” menu.
2. For report group: click  and select “Payment”, system will display list of payment reports.
3. Select report name: Payment Detail Report (Refer to the sample how to generate report).
4. Select report name: Physical Cheque Report (Refer to the sample how to generate report).
5. Select report name: Outstanding Cheque Report (Refer to the sample how to generate report).



The screenshot shows the K-Cash Connect Plus web interface. At the top, there is a navigation bar with the following items: Main Page, Admin, File Upload, Transaction Summary, Approve Transaction, View Report (highlighted with a circled '1'), and File Download. Below the navigation bar, there is a user profile section with the text "Hello, MAKER17 CHTRAIN, ฝ่ายบริการจัดการด้านกรม, CHTRAIN" and a "Log Out" button. The main content area is titled "View Report" and contains a "Report Group" dropdown menu (highlighted with a circled '2') set to "Payment". Below the dropdown menu is a "Report Name" search box and a "Search" button. A list of reports is displayed below the search box, with the following items highlighted by circled numbers 3, 4, and 5:

No.	Report Name
1	<a href="#">File Upload Summary</a>
2	<a href="#">File Upload Detail</a>
3	<a href="#">Payment Detail Report</a>
4	<a href="#">Physical Cheque Detail Report</a>
5	<a href="#">Outstanding Cheque Report</a>



# Part 11: Payment Status and Reports

## 3 The Sample: How to generate Payment Detail Report

Generate Report - Payment Detail Report

3.1 Effective Date From \* 31-Jan-2019

3.2 Effective Date To \* 31-Jan-2019

[Back To View Report](#) [Generate Report](#) 3.3

### Step-by-Step

- 3.1 Click Select "Effective Date From".
- 3.2 Click Select "Effective Date To".
- 3.3 Click [Generate Report](#) button.
- 3.4 Report displays in PDF format.

3.4 **Payment Detail Report** ธนาคารกสิกรไทย  
KASIKORNBANK

<b>Product</b>	KBBANK PAYROLL			<b>Channel</b>	File-Client Console		
<b>Batch Ref. No.</b>	20190124160009026753			<b>File Name</b>	CHTRAIN-KBANKFILE9999999.TXT		
<b>Internal Ref. No.</b>	190124098SOO						

Item	Effective Date/ Debit Date	Entry Date	Inst Ref.	Bene Id/ Reference 1/ Reference 2/ Reference 3	Payment Type	Debit Account No.	Credit Account No.	Bene Name	Bene Bank/ Branch	Amount	Charge To	Transaction/ Processing Status
1	25-Jan-2019	24-Jan-2019	20190124906 29438		PCT	7451024846	7451024846	CASH MANAGEMENT DEPARTMENT	ร. กสิกรไทย จำกัด (มหาชน) - KBANK สำนักงานใหญ่	179,715.21	Client	For Auth
2	25-Jan-2019	24-Jan-2019	20190124906 29469		PCT	7451024846	7451024846	CASH MANAGEMENT DEPARTMENT	ร. กสิกรไทย จำกัด (มหาชน) - KBANK สำนักงานใหญ่	118,738.54	Client	For Auth



# Part 11: Payment Status and Reports

## 4 The Sample: How to generate Physical Cheque Report

Generate Report - Physical Cheque Detail Report

4.1 Effective Date From \*

4.2 Effective Date To \*

4.3

- ### Step-by-Step
- 4.1 Click Select "Effective Date From".
  - 4.2 Click Select "Effective Date To".
  - 4.3 Click  button.
  - 4.4 Report displays in PDF format.

ธนาคารกสิกรไทย   
KASIKORNBANK

### Physical Cheque Detail Report

<b>Product</b> CHEQUE DIRECT EXPRESS		<b>Channel</b> File-Client Console	
<b>Debit Account No.</b> 7451024846		<b>Debit Account Name</b> CASH MANAGEMENT DEMO ACCOUNT	

Item	Effective Date/ Debit Date	Batch Ref. No./ Inst Ref.	Payment Type	Cheque No.	Bene Id/ Bene Name	Delivery Mode/ Pickup Location	Pickup Date	Paid Date	Amount	Total Tax deducted Amt/ Inv Amt after VAT	Client Fee/ Bene Fee	Transaction/ Processing Status
1	08-Nov-2018	20181107154150026553 0000000001	COE	14170749	Vendor A Co, Ltd.	Counter collect without Receipt / KLONGTOEY EXPRESS/ คลองเตย	09-Nov-2018	09-Nov-2018	10.00	0.00 0.00	0.00	For Auth 0.00
<b>Total Item</b>			<u>1</u>		<b>Total Amount</b>	<u>10.00</u>	<b>Total Client Fee</b>	<u>0.00</u>	<b>Total Bene Fee</b>	<u>0.00</u>		



# Part 11: Payment Status and Reports

## 5 The Sample: How to generate Outstanding Cheque Report

Generate Report - Outstanding Cheque Report

5.1

Outstanding As Of \*

Client Code

Debit Account No.

Pickup Date From

Pickup Date To

### Step-by-Step

5.1 Click Select "Outstanding As Of".

5.2 Click button.

5.3 Report displays in PDF format.

[Back To View Report](#) [Generate Report](#) 5.2

5.3

**ธนาคารกสิกรไทย**  
KASIKORNBANK

### Outstanding Cheque Report

As of **30-Jan-2019**

<b>Client Name</b>	AAAA CO.,LTD.	<b>Client Code</b>	RM12071001
<b>Debit Account No.</b>	(ALL)	<b>Grand Total Item</b>	14
<b>Pickup Date From</b>	To	<b>Grand Total Payment Amount</b>	479,826.17

**Product** CHEQUE DIRECT

Item	Bene Ref.	Cheque No.	Effective Date	Bene Name	Payment Amount	Delivery Method	Pickup Location	Pickup Date	Days on Hand
1	RMAC1812088	14170749	28-Dec-2018	Vendor A Co, Ltd.	87,360.00	Counter collect with Receipt	เมืองไทยภัทร/MUANGTHAI-PHATARA		35
2	RMAC1812089	14170750	28-Dec-2018	Vendor A Co, Ltd.	10,900.00	Counter collect with Receipt	เมืองไทยภัทร/MUANGTHAI-PHATARA		35

## Part 11: Payment Status and Reports



### Definition of “Transaction status”

- |                        |  |
|------------------------|--|
| 1. Draft               | means the transaction has not been completed yet.  |
| 2. For Submit          | means the transaction has been prepared for submission to authorizer.                            |
| 3. For Auth            | means the prepared transaction is pending approval.  |
| 4. For My Auth         | means the transaction requires approval from the authorizer.                                     |
| 5. For Verification    | means transaction must be verified before submitting to authorizer.                              |
| 6. Sent to Bank        | means the transaction has already been approved and sent to Kasikornbank.                        |
| 7. For Repaired        | means pending correction.  |
| 8. Rejected            | means authorizer rejects payment transaction.  |
| 9. Debited             | means Kasikornbank has debited the client's account.   |
| 10. Debit Failed       | means Kasikornbank cannot debit the client's account due to insufficient funds in debit account. |
| 11. Processed          | means Kasikornbank has already credited the beneficiary's account                                |
| 12. Unsuccess Credited | means Kasikornbank cannot credit the beneficiary's account.                                      |
| 13. Deleted            | means the transaction has been deleted.  |



# Part 12: File Download

File Download allow you to download Statement file (FCD and MT940) and payment output file

1. Choose “File Download” menu.
2. Select report name: MT940 (SWIFT) (Refer to the sample how to generate report).

The screenshot shows the 'File Download' page of the K-Cash Connect Plus service. At the top, there is a navigation bar with links for 'Main Page', 'Account Info', 'Bill Payment Info', 'Initiate Transaction', 'File Upload', 'Transaction Summary', 'View Report', and 'File Download'. Below the navigation bar, a user greeting 'Hello, KHIEOSUY -, SS01110801, ณัฐชมพูนุ ประสิทธิ์วิฑิตการ' is displayed. The main content area is titled 'File Download' and includes a search bar with a 'Search' button. Below the search bar is a table listing various report types available for download. The table has three columns: 'No.', 'Download Description', and 'PreGenerated'. The second row, '2 ACCMT940 - MT940', is circled in red, indicating the selected report.

No.	Download Description	PreGenerated
1	<a href="#">ACCHISTXT - PRIOR DAY INQUIRY - DETAIL</a>	<a href="#">PreGenerated</a>
2	<a href="#">ACCMT940 - MT940</a>	<a href="#">PreGenerated</a>
3	<a href="#">ACCMT940TS - MT940 (SWIFT FORMAT)</a>	<a href="#">PreGenerated</a>
4	<a href="#">ACCSAP940 - SAP940</a>	<a href="#">PreGenerated</a>
5	<a href="#">ACFCDHIS - PRIOR DAY INQUIRY - DETAIL (FCD)</a>	<a href="#">PreGenerated</a>
6	<a href="#">ACFCDTODAY - TODAY INQUIRY - DETAIL (FCD)</a>	<a href="#">PreGenerated</a>
7	<a href="#">ACTODAYTXT - TODAY INQUIRY - DETAIL</a>	<a href="#">PreGenerated</a>
8	<a href="#">BNEBT - BAHTNET BY BATCH</a>	<a href="#">PreGenerated</a>
9	<a href="#">COBT - CHEQUE DIRECT BY BATCH</a>	<a href="#">PreGenerated</a>
10	<a href="#">COCSV - CHEQUE DIRECT-CSV</a>	<a href="#">PreGenerated</a>





# Part 12: File Download

## 2 The Sample: How to generate MT940 (SWIFT)

Generate File - MT940 (SWIFT)

Client Code

**2.1** Transaction Date From \*



**2.2** Transaction Date To \*

Currency

**2.3** Account No. \*

**2.4**

### Step-by-Step

- 2.1 Click "Transaction Date From".
- 2.2 Click "Transaction Date To"
- 2.3 Click  to select "Account No."
- 2.4 Click  button.
- 2.5 Report displays in PreGenerate Screen.
- 2.6 Click  button to download file
- 2.7 System will generate text file.

## 2.5

ธนาคารกรุงไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, KHIEOSUY - SS01110801,

PreGenerated - MT940 (SWIFT) [Back to File Download](#)

Date Range  
Date From 13-Oct-2020 Date To 20-Oct-2020

No.	File Name	Generated Date / Time	Last Downloaded Date/Time	Last Downloaded By	Status	Remarks
1	MT940-099102777THBHist...	19-Oct-2020 17:51:42	19-Oct-2020 17:51:51	KHIEOSUY -	Downloaded	
2	MT940-099102777THBHist...	19-Oct-2020 17:43:20	19-Oct-2020 17:43:49	KHIEOSUY -	Downloaded	



# Part 12: File Download

2.6

```
MT940-0991027777THBHistoryActivity191020175351 (1) - Notepad
File Edit Format View Help
[] {1:F01KASITHB0AXXX00000000000} {2:I940KASITHBKXCMDN} {4:
:20:CASHMGMT0898
:25:0991027777
:28C:00293/00001
:60F:C201018THB29627,69
:62F:C200614THB29627,69
-} {S:{MDG:}} []
Ln 1, Col 1 | 100% | Windows (CRLF) | UTF-8
```

## Part 13: Pre-Register

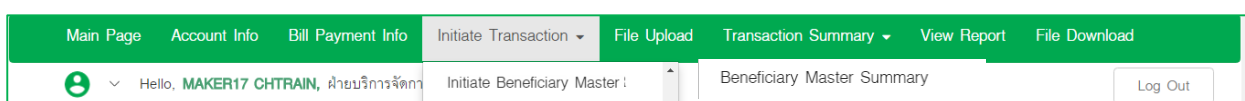


Pre-Register allows you to keep beneficiary list details, such as name, bank account number, registered-address, tax identification which can be used making the payment or with-holding tax or credit advice information.

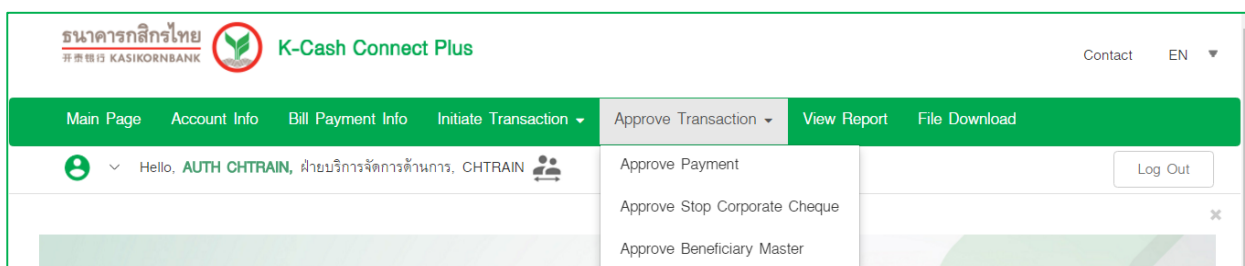


### Initiate Pre-Register List

- To Add **NEW** - **Main Menu: Initiate Beneficiary Master (New)**
- To Modify - **Transaction Summary (Modify)**



### Approve Pre-Register List: **Main Menu - Approve Beneficiary master**



**Maker**

Status: New / Modified

Add / Modify Beneficiary List



**Authorizer**

Status: Enable

## Part 13: Pre-Register



### The Sample: Pre-Register – Add and Approve New Beneficiary List

1. Login as Maker access: Prepare Beneficiary Details as below:

**1.1** Click "Initiate Transaction" menu.

**1.2** Choose "Initiate Beneficiary Master" menu.

**1.3** Enter "Beneficiary Code".

**1.4** Enter "Beneficiary Name".

**1.5** Enter "Tax ID (Thirteen digits)".

**1.6** Enter "beneficiary Address".

**1.7** Click to select Beneficiary Bank.

Click to select Branch (Other bank).

**1.8** Enter "Beneficiary Account No.".

**1.9** Enter "E-mail (if any)".  
Enter "Fax No. (if any)".  
Enter "Mobile No. (if any)".

**1.10** Click button.

**1.11** Click button to confirm the beneficiary list and status will be changed to automatically.

## Part 13: Pre-Register



### 2. Maker - Check final status for Maker is “New”.

ธนาคารกสิกรไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction File Upload Transaction Summary View Report File Download

Hello, MAKER17 CHTRAIN, ฝ่ายบริการจัดการด้านสาร, CHTRAIN Log Out

### Beneficiary Master Summary

You can register your KBank account and/or Other bank account for Fund Transfer Service.

Submitted Successfully

No.	Beneficiary Code	Beneficiary Name	Account No.	
1	VENDOR001	ABC Co., LTD.	0812422995	New

### 3. Login as Authorizer access: Approve Beneficiary List (Status New)

ธนาคารกสิกรไทย K-Cash Connect Plus

Main Page Account Info Bill Payment Info Initiate Transaction Approve Transaction View Report File Download

Hello, AUTH CHTRAIN, ฝ่ายบริการจัดการด้านสาร, CHTRAIN Approve Beneficiary Master

### Approve Beneficiary Master

You can register your KBank account and/or Other bank account for Fund Transfer Service.

No.	Beneficiary Code	Beneficiary Name	Account No.	
<input checked="" type="checkbox"/>	VENDOR001	ABC Co., LTD.	0812422995	New

Confirm

Do you want to approve the beneficiary list ?

Approve Reject

#### Step-by-Step

- 3.1 Select menu “Approve Transaction” menu.
- 3.2 Choose “Approve Beneficiary Master” menu.
- 3.3 The screen will show about pending the beneficiary list status is “New”.
- 3.4 Click Beneficiary Code for looking detail then back to “Approve Beneficiary Master”.
- 3.5 Click  for approve beneficiary list.
- 3.6 Click  for approve beneficiary list.
- 3.7 Click  button to approve beneficiary list and status will be changed to  automatically.

# Part 13: Pre-Register



## Sample: Pre-Register – Edit and Approve Beneficiary Details

### 1. Login as Maker access: Search and Edit Beneficiary Details

**Step-by-Step**

- 1.1 Click “Transaction Summary” menu.
- 1.2 Click “Beneficiary Master Summary” menu.
- 1.3 Enter detail and click Search Beneficiary List” which status must be “Enable”
- 1.4 Click to edit the beneficiary list
- 1.5 Make change in Beneficiary Details
- 1.6 Click button
- 1.7 Click button to confirm the beneficiary list and status will be changed to Modified

## Part 13: Pre-Register



2. Maker - Check final status for Maker is “Modified”.

**Beneficiary Master Summary**  
You can register your KBank account and/or Other bank account for Fund Transfer Service.

Submitted Successfully

Beneficiary Code:  Beneficiary Name:  Account No.:

No.	<input type="checkbox"/>	Beneficiary Code	Beneficiary Name	Account No.	ALL	
1	<input type="checkbox"/>	VENDOR001	ABC Co., LTD.	0812422995	Modified	2

3. Authorizer: Login as Authorizer access : Approve Beneficiary List (Status Modified)

**ธนาคารกรุงไทย K-Cash Connect Plus** Contact EN

Main Page Account Info Bill Payment Info Initiate Transaction **Approve Transaction** View Report File Download

Hello, AUTH CHTRAIN, ฝ่ายบริหารจัดการด้านทร. CHTRAIN  Update at 23-Jan-2019 13:28:48

Approve Payment  
Approve Stop Corporate Cheque  
**Approve Beneficiary Master**

Beneficiary Code:  Beneficiary Name:  Account No.:

No.	<input type="checkbox"/>	Beneficiary Code	Beneficiary Name	Account No.	ALL	
3.5	<input checked="" type="checkbox"/>	VENDOR001	ABC Co., LTD.	0812422995	Modified	3.3

**Confirm**  
Do you want to approve the beneficiary list ?  
  3.7

3.6

### Step-by-Step

- 3.1 Click “Approve Transaction” menu.
- 3.2 Click “Approve Beneficiary Master” menu.
- 3.3 The screen will show about pending of the beneficiary list, status is “Modified”.
- 3.4 Click Beneficiary Code for looking detail then back to “Approve Beneficiary Master”.
- 3.5 Click  for approve beneficiary list.
- 3.6 Click  for approve beneficiary list.
- 3.7 Click  confirm approve beneficiary list and status will be changed to

## Part 14: Problem Solving Guide



This guide helps you to solve the problems. Open your web browser, copy and paste the URL below in your web browser address bar or click the link below. You will see related forms according to these problems.



<https://www.kasikornbank.com/en/download/Pages/result.aspx?type=34&group=2>

1. Reset Password and Unlock User Form
2. Renew Secure Pass/Token Form
3. Request for new Secure Pass/Token and Temporary activate SMS OTP
4. Cancellation Form

The screenshot shows a web browser window displaying the 'Download Form' page on the Kasikornbank website. The page title is 'Download Form' and it is categorized under 'Personal' and 'SME / Corporate'. The main heading is 'K-Cash Connect PLUS'. Below this, there is a table listing three forms available for download:


Reset Password and Unlock User Form	139 KB
Cancellation Form	72 KB
Renew Secure Pass Token Form	53 KB



# Part 14: Problem Solving Guide




## 1. Reset Password and Unlock User Form - Reset Password

<b>Reset Password</b>		 <b>ธนาคารกสิกรไทย</b> 开泰银行 KASIKORNBANK			
<b>K-Cash Connect Plus</b>					
Company name (in Thai): <u>ABC Co., LTD</u>		Company name (in English): <u>ABC Co., LTD</u> Company ID: <u>ABCCOM01</u>			
Registered address (per the Registration Certificate) : Address No. <u>88</u> Building _____		UMM Code: _____ Corporation Code: _____ Client Code: _____ For Bank Use			
Floor <u>8</u> Moo <u>8</u> Trok/Soi _____ Road <u>Ratburana</u>					
Sub-district <u>Ratburana</u> District <u>Ratburana</u>					
Province <u>Bangkok</u> Postal Code <u>10140</u>					
<b>Details of User Information</b>					
<b>User Information * Please provide full information :</b>					
No	Name-Surname	User ID	Email & Mobile phone		Issue User ID and Token
			Email *	Mobile phone	
1	Mr. Kbank	KBANK@ABCCOM1	kbank@abc.com	0812345678	<input checked="" type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
2					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
3					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input checked="" type="checkbox"/> Fixed Token PIN unapproved
4					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
5					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input checked="" type="checkbox"/> Fixed Token PIN unapproved
6					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
Any other details and conditions are in accordance with the K-Cash Connect Plus service that I have with my bank					
Applicant					
Signed.....  (..... Sarawut P. ....) Authorized signatory, with company seal affixed (if any)					

# Part 14: Problem Solving Guide



## 1. Reset Password and Unlock User Form - Reset Token PIN

<b>Reset Password</b>		 <b>ธนาคารกสิกรไทย</b> 开泰银行 KASIKORNBANK			
<b>K-Cash Connect Plus</b>					
Company name (in Thai): <u>ABC Co., LTD</u>		Company name (in English): <u>ABC Co., LTD</u> Company ID: <u>ABCCOM01</u>			
Registered address (per the Registration Certificate) : Address No. <u>88</u> Building _____		UMM Code: _____			
Floor <u>8</u> Moo <u>8</u> Trok/Soi _____ Road <u>Ratburana</u>		Corporation Code: _____			
Sub-district <u>Ratburana</u> District <u>Ratburana</u>		Client Code: _____			
Province <u>Bangkok</u> Postal Code <u>10140</u>		<b>For Bank Use</b>			
<b>Details of User Information</b>					
<b>User Information * Please provide full information :</b>					
No	Name-Surname	User ID	Email & Mobile phone		Issue User ID and Token
			Email *	Mobile phone	
1	Mr. Kbank	KBANK@ABCCOM1	kbank@abc.com	0812345678	<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input checked="" type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
2					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
3					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
4					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
5					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
6					<input type="checkbox"/> Reset Password <input type="checkbox"/> Unlock User <input type="checkbox"/> Reset Token PIN <input type="checkbox"/> Fixed Token PIN unapproved
Any other details and conditions are in accordance with the K-Cash Connect Plus service that I have with my bank.					
Applicant					
Signed.....  (..... Sarawut P. ....) Authorized signatory, with company seal affixed (if any)					

## Part 14: Problem Solving Guide



### 2. Request for new Secure Pass/Token and temporary activate SMS OTP

Renew Secure Pass Token Form

Replace the token and temporarily change authorization method to SMS OTP

ธนาคารกสิกรไทย  
开泰银行 KASIKORNBANK



Date 31 Month 01 Year 2019

Company Name ABC Co., LTD ORG.ID/CLIENT CODE ABCCOM01

Would like to replace the token device due to

The token was out of order.

The token was lost and authorize KASIKORNBANK to debit 1,500 THB from Account Number \_\_\_\_\_ for token replacement.

Request to temporarily change authorization method to SMS OTP kbank@abc.co

No.	Name	User ID	Secure Pass Serial No. (old)	Mobile Phone No.
1.	Mr. Kbank	KBANK @ ABCCOM1	42-10686652	0812345678
2.		@		
3.		@		

Mailing address (for new token device) : Address No. 88 Building \_\_\_\_\_  
 Floor \_\_\_\_\_ Moo 8 Trok/Soi \_\_\_\_\_ Road Ratburana  
 Sub-district Ratburana District \_\_\_\_\_  
 Province Bangkok Postal Code 10140

Yours sincerely

For Bank

UMM Code : \_\_\_\_\_  
 Corporation Code : \_\_\_\_\_  
 Client Code : \_\_\_\_\_

Signed \_\_\_\_\_

(\_\_\_\_\_)

Authorized Signatory, with Company Seal Affixed (if Any)

Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Contact Mr. Kbank Position \_\_\_\_\_ Tel. 0812345678 E-mail Address kbank@abc.com

Remarks Please fill out the form below. This document is attached. :

- A certified copy of the Certificate of Incorporation Issued by a juristic person not later than 3 months with the certified true copy of the affidavit certified in the affidavit. All documents are fully (in the case of a personal or personal service. Without a letter of approval, a copy of the certificate of establishment of a party or commercial registration certificate)
- A certified copy of Identification card of the authorized signatory The signatures are correct

Please scan and send E-MAIL ADDRESS : K\_BIZ\_CONTACT\_CENTER@KASIKORNBANK.COM Specify subject: Request for change of K-Cash Connect Plus system followed by "Company Name ...". In case the cancellation form was received after the working hours the result will be advised to you in the next working day.


บริการทูลระดับประทับใจ

## Part 14: Problem Solving Guide



### 3. Request to cancel payment transaction

Cancellation form  
K-Cash Connect Plus


**ธนาคารกสิกรไทย**  
 开泰银行 KASIKORNBANK

Date ..... 31 ..... Month ..... 01 ..... Year ..... 2019 .....

Company Name ..... ABC Co., LTD ..... ORG.ID/CLIENT CODE ..... ABCCOM01 .....

Would like to cancel transaction on K-Cash Connect Plus, hereby request KASIKORNBANK to cancel the transaction with following details.

Product Direct Credit (DCT) ABCCOM1

Cancel by Transaction

Batch Reference/ Bank Reference	(Debit Account)	(Entry Date)	(Effective Date)	Beneficiary Name	Amount (Baht)
BatchRef15	1234567890	30.01/2019	31.01/2019	XYZ Co., LTD	200
Total Transaction			1	Total Amount	200 Baht

Cancel by Batch

Batch Reference/ Bank Reference	(Debit Account)	(Entry Date)	(Effective Date)	Beneficiary Name	Amount (Baht)
Total Batch				Total Amount	(Baht)

Signed .....

Position.....



Contact person.....Telephone Number..... E-mail address.....

Conditions for transaction cancellation: Request cancellation from the Kasikornbank before 17:00 p.m at least one business day in advance before effective date.



## Part 15: Administrator

This guide helps you to solve the problems for the password. By default K-Cash Connect Plus's Administrator are Admin1 and Admin2. For administrator, both users are equal rights. One of administrator can initiate the request to solve the problem for users and another one need to approve the request or vice versa. Two types of the problems and the solutions are:

Type of the Problems	The Solutions
<p>1. <b><u>Foget Password and can not login</u></b> Cause of the problem:</p> <ul style="list-style-type: none"><li>- Forget the password or</li><li>- Cap Lock is on or</li><li>- Forget to switch language</li></ul> <div data-bbox="172 1048 783 1160"> <b>Error</b> Your user/password is incorrect. Please try again or contact customer service.</div>	<p><b>Solution: Administrator need to reset the password (See the Sample)</b></p> <p>You will get a new password via a register e-mail for that user.</p>
<p>2. <b><u>Password Locked</u></b> Causes of the problem:</p> <ul style="list-style-type: none"><li>- Enter wrong password for three times.</li></ul> <div data-bbox="172 1525 783 1608"> <b>Error</b> Authentication failed. Please try again or contact customer service.</div>	<p><b>Solution: Administer need to unlock the Password (See the sample)</b></p> <p>Administrator need to unlock the password then you have to try with the last password which can access into the system. You will not get a new password.</p>



# Part 15: Administrator

## Step 1: First time login and change new password for Administrator

To login to K-Cash Connect Plus as Administrator, open your web browser, copy and paste the URL below in your web browser address bar or click the link below:



<https://www.kasikornbank.com/EN/personal/Pages/Home.aspx>

1

Personal SME Corporate World Business Investor Relations K About us Contact us | EN v

K-Cash Connect Plus

K-Trade Connect

K CONNECT-Supply Chain

K CONNECT-LG

K-Agent & Securities Service

Corporate User Management **2**

### Welcome To User Management Module Web

**3**

Login

- ### Step-by-Step
1. Click **Corporate**.
  2. Click **Corporate User Management**
  3. Enter User ID, Password and Click Login.
  4. Enter old password, new password and confirm new password.
  5. Click **Submit** button.
  6. Click **OK** button.
  7. Click **OK** button.
  8. Re-Login with new password at step 3.

Change Password

Old Password:  **4**

New Password:

Confirm New Password:

*1.Password length must minimum 8 characters.  
2.Password is considering Case Sensitive. Example: "K" and "k" are difference character.  
3.Password must have at lease 1 numeric and 1 character.  
4.Password must not duplicate with 5 previous passwords.*

Cancel Submit **5**

Message from webpage

Do you want to submit data?

**6** OK Cancel

Message from webpage

Change password successfully.

**7** OK

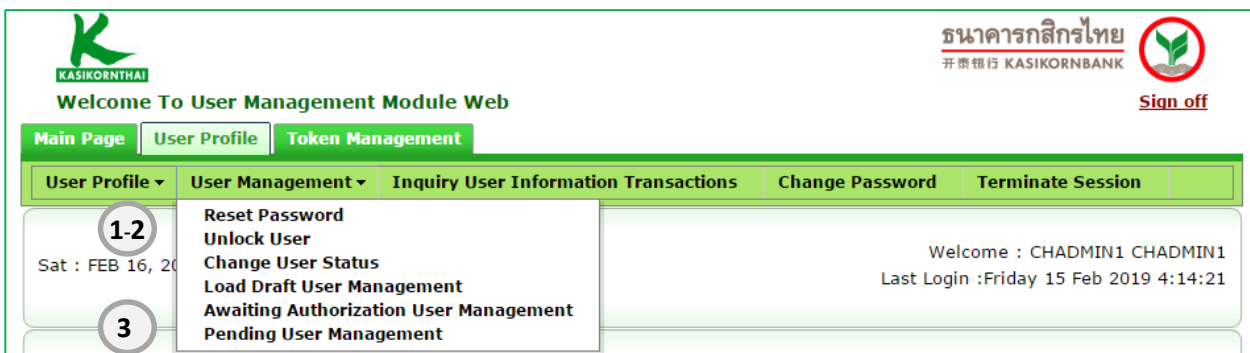


# Part 15: Administrator

## Step 2: Main Menu Introduction

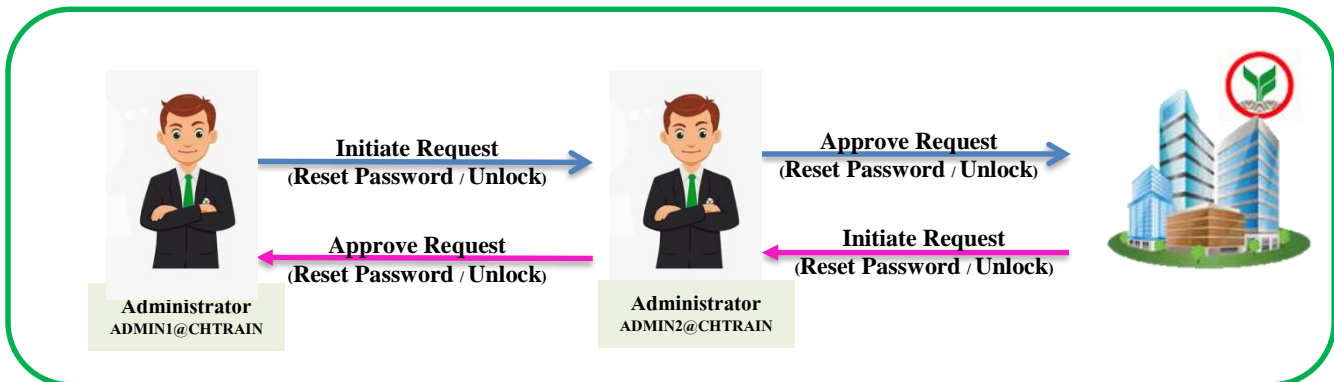
First screen that you will see after correct logging into the system is the Main Page which shows main menu for Administrator is “User Profile”. From this menu you may navigate to other functions:

1. Reset Password – to reset a new password and user will get a new password via e-mail. (See the sample below)
2. Unlock User – to unlock password and have to remember the current password. (See the sample below)



Administrator main menu to approve the request for helping user both unlock or reset password:

3. Pending User Management – to approve the request from administrator





# Part 15: Administrator

## The Sample: How to Reset Password

Welcome To User Management Module Web

Main Page **1** | User Profile | Token Management

User Profile **2** | User Management **3** | Inquiry User Information Transactions | Change Password | Terminate Session

Reset Password  
 Unlock User  
 Change User Status  
 Load Draft User Management  
 Awaiting Authorization User Management  
 Pending User Management

Sat : FEB 16, 2019 - AM 10:16:54

Welcome : CHADMIN1 CHADMIN1  
 Last Login :Friday 15 Feb 2019 4:14:21

Welcome To User Management Module Web

Main Page | User Profile | Token Management

Wed : FEB 20, 2019 - AM 10:16:54

Search For Reset Password

Search Criteria

Company Id: CHTRAIN  Search Company

CHTRAIN ▼

User Id: maker32@chtrain  User Name:  **6**

Create Date: from  to

Search Result


User ID	User Name	Create Date/Time	Create By	Update Date/Time	Update By	Action
MAKER32@CHTRAIN	MAKER32 CHTRAIN	25/09/2014 22:10:20	DMUSER7 GCP Project_DEL	21/03/2018 13:14:35	Tira Vitidsoonthorn	<input type="button" value="Reset"/> <input type="button" value="Search"/> <b>7</b>


- ### Step-by-Step
- Login as Administrator access.
1. Click "User Profile" menu.
  2. Click "User Management" menu.
  3. Click "Reset Password" menu.
  4. Check out Company ID
  5. Enter User ID that you want to reset.
  6. Click  button





# Part 15: Administrator





**Welcome To User Management Module Web**

Main Page | User Profile | **Token Management**

---

Wed : FEB 20, 2019 - AM 9:59:53
Welcome : CHADMIN1 CHADMIN1  
Last Login : Saturday 16 Feb 2019 9:47:55

**Reset Password**

1.General Profile
2.Login Policy And Authorization
3.Service List

**General Information**

<b>Company Id:</b>	CHTRAIN	
<b>Company Name:</b>	CASH MANAGEMENT DEPARTMENT (TRAINING)	
<b>Login ID:</b>	MAKER32@CHTRAIN	8
<b>Title:</b>	KHUN	
<b>First Name:</b>	MAKER32	<b>Last Name:</b>
<b>Gender:</b>	Male	
<b>Date of Birth:</b>	24/09/2014	
<b>Reference Type:</b>	Other	
<b>Reference No.:</b>	CHTRAINMAKER32	
<b>Email:</b>	tira.v@kasikornbank.com	9
<b>Phone:</b>		
<b>Mobile Phone:</b>	0	
<b>Contact Point:</b>	Product Manager	

**Contact Point Address**

<b>Name:</b>	Product Manager	<b>Moo:</b>	
<b>Service:</b>	Cash Management	<b>Floor:</b>	12
<b>No.:</b>	400/22	<b>Street:</b>	
<b>Building:</b>	ร.กสิกรไทย	<b>District:</b>	
<b>Trok/Soi:</b>		<b>Region:</b>	
<b>Sub - District:</b>	สามเสนใน		
<b>Province:</b>	กรุงเทพมหานคร		
<b>Postal Code:</b>	10400		
<b>Country:</b>	Thailand		

**User Status**

**Status:** Active

---

**Last Password reset Date :** 21/03/2018 13:14:35

**Last User PAM unlock Date :** 17/03/2016 19:22:17

**Request Reason Code** Application form data ▼

**Request Reason Description**

Cancel Submit

**Step-by-Step**

8. Confirm Login ID.
9. Confirm Email.
10. Click Submit button.
11. Click OK button to confirm submitting.
12. Click OK button to finish.

usermanagement.kasikornbank.com says:

Do you want to submit data?

11
OK
Cancel

usermanagement.kasikornbank.com says:

Submit data for Update successfully, Your transaction is waiting for approval from authorizer.

12
OK

10



# Part 15: Administrator

## The Sample : How to Unlock User

**ธนาคารกสิกรไทย**  
 开泰银行 KASIKORNBANK

Welcome To User Management Module Web

Main Page **1** | User Profile | Token Management

User Profile **2** | User Management **3** | Inquiry User Information Transactions | Change Password | Terminate Session

Reset Password  
**Unlock User**  
 Change User Status  
 Load Draft User Management  
 Awaiting Authorization User Management  
 Pending User Management

Welcome : CHADMIN1 CHADMIN1  
 Last Login :Friday 15 Feb 2019 4:14:21

### Step-by-Step

Login as Administrator access.

1. Click User Profile menu.
2. Click User Management menu.
3. Click Unlock User menu.
4. Check out Company ID.
5. Enter User ID that you want to unlock.
6. Click  button.
7. Click button.

**ธนาคารกสิกรไทย**  
 开泰银行 KASIKORNBANK

Welcome To User Management Module Web

Main Page | User Profile | Token Management

Sat : FEB 16, 2019 - PM 10:45:30

**Search For Unlock User**


**Search Criteria**  
**4** Company Id: CHTRAIN   
 CHTRAIN ▼  
**5** User Id: maker31@chtrain User Name:   
 Create Date: from  to   
  **6**

**Search Result**

User ID	User Name	Create Date/Time	Create By	Update Date/Time	Update By	Action
MAKER31@CHTRAIN	MAKER31 CHTRAIN	25/09/2014 22:09:21	DMUSER7 GCP Project_DEL	05/02/2019 11:40:23	CHADMIN1 CHADMIN1	




# Part 15: Administrator



**Welcome To User Management Module Web**

ธนาคารกสิกรไทย  
KASIKORN BANK



Sign off

Wed : FEB 20, 2019 - AM 9:57:07
Welcome : CHADMIN1 CHADMIN1  
Last Login :Saturday 16 Feb 2019 9:47:55

**Unlock User**

1.General Profile | 2.Login Policy And Authorization | 3.Service List

**General Information**

<p><b>Company Id:</b> CHTRAIN  <b>Company Name:</b> CASH MANAGEMENT DEPARTMENT (TRAINING)  <b>Login ID:</b> MAKER31@CHTRAIN  <b>Title:</b> KHUN  <b>First Name:</b> MAKER31  <b>Gender:</b> Male  <b>Date of Birth:</b> 24/09/2014  <b>Reference Type:</b> Other  <b>Reference No.:</b> CHTRAINMAKER31  <b>Email:</b> tira.v@kasikornbank.com  <b>Phone:</b>  <b>Mobile Phone:</b> 0  <b>Contact Point:</b> Product Manager</p>	<p><b>Last Name:</b></p>
---	--------------------------

**Contact Point Address**

<p><b>Name:</b> Product Manager  <b>Service:</b> Cash Management  <b>No.:</b> 400/22  <b>Building:</b> ร.กสิกรไทย  <b>Trok/Soi:</b>  <b>Sub - District:</b> สามเสนใน  <b>Province:</b> กรุงเทพมหานคร  <b>Postal Code:</b> 10400  <b>Country:</b> Thailand</p>	<p><b>Moo:</b>  <b>Floor:</b>  <b>Street:</b>  <b>District/City:</b>  <b>Region:</b></p>
---	--

**User Status**

**Status:** Active

**Last Password reset Date :** 21/03/2018 13:14:13  
**Last User PAM unlock Date :** 05/02/2019 11:40:23

**Account Status**

BASIC PASSWORD (Locked)  
 SMS OTP (Locked)

**Request Reason Code** Application form data  
**Request Reason Description**

Cancel

**Step-by-Step**

8. Confirm Login ID.
9. Check status shows (Locked)  
Then Click
10. Click Submit button.
11. Click  button to confirm submitting.
12. Click  button to finish.

usermanagement.kasikornbank.com says:

Do you want to submit data?

11

usermanagement.kasikornbank.com says:

Submit data for Update successfully, Your transaction is waiting for approval from authorizer.

12



# Part 15: Administrator

## The Sample : How to Approve the request

Welcome To User Management Module Web

ธนาคารกสิกรไทย KASIKORNTHAI 开泰银行 KASIKORNBANK Sign off

Main | **1** User Profile | Token Management

User Prof | **2** User Management | Inquiry User Information Transactions | Change Password | Terminate Session

Reset Password | **3** Pending User Management

Reset Password

Reset Password  
Unlock User  
Change User Status  
Load Draft User Management  
Awaiting Authorization User Management  
Pending User Management

Welcome : CHADMIN1 CHADMIN1  
Last Login : Saturday 16 Feb 2019 9:47:55

Welcome To User Management Module Web

ธนาคารกสิกรไทย KASIKORNTHAI 开泰银行 KASIKORNBANK Sign off

Main Page | User Profile | Token Management

Wed : FEB 20, 2019 - AM 10:19:43

Welcome : CHADMIN4 CHADMIN4  
Last Login : Monday 18 Feb 2019 1:27:39

### Step-by-Step

Login as Administrator access.

1. Click User Profile menu.
2. Click User Management menu.
3. Click Pending User Management menu.
4. Check out Company ID
5. Click  button

Search For Pending User Management

Search Criteria

**4** Company Id: CHTRAIN Search Company

CHTRAIN

User Id: User Name:

Reference Id:

Transaction Type: All

Transaction Status: All

Transaction Date: from to

**5**


Search Result


User ID	User Name	Transaction Type	Update Date/Time	Update By	Status	Action
MAKER31@CHTRAIN	MAKER31 CHTRAIN	Unlock	20/02/2019 10:19:04	CHADMIN1 CHADMIN1	Wait for approval	
MAKER32@CHTRAIN	MAKER32 CHTRAIN	Reset Password By Admin	20/02/2019 10:17:37	CHADMIN1 CHADMIN1	Wait for approval	
MAKER30@CHTRAIN	MAKER30 CHTRAIN	Reset Password By Admin	20/02/2019 10:16:20	CHADMIN1 CHADMIN1	Wait for approval	
AUTH@CHTRAIN	AUTH CHTRAIN	Reset Password By Admin	07/02/2019 09:47:32	CHADMIN1 CHADMIN1	Wait for approval	
ADMIN4@CHTRAIN	ADMIN4 USER	Unlock	05/02/2019 11:39:19	CHADMIN1 CHADMIN1	Wait for approval	
ANN@CHTRAIN	Ann holfoth	Reset Password By Admin	10/01/2019 11:41:14	admin1 admin1	Wait for approval	

**6**



# Part 15: Administrator





**Welcome To User Management Module Web**

Main Page | User Profile | **Token Management**
Sign off

---

Wed : FEB 20, 2019 - AM 10:21:04
Welcome : CHADMIN4 CHADMIN4  
Last Login : Monday 18 Feb 2019 1:27:39

### Pending User Management

**Request Information**

Request Code:	USR20190220101904
Request Action:	Unlock
Request Type:	User Profile
Create Date/Time:	20/02/2019 10:19:04
Create By:	CHADMIN1 CHADMIN1

1.General Profile
2.Login Policy And Authorization
3.Service List

#### General Information

Company Id:	CHTRAIN		
Company Name:	CASH MANAGEMENT DEPARTMENT (TRAINING)		
Login ID:	<b>7</b> MAKER31@CHTRAIN		
Title:	KHUN		
First Name:	MAKER31	Last Name:	CHTRAIN
Gender:	Male		
Date of Birth:			
Reference Type:	Other		
Reference No.:	CHTRAINMAKER31		
Email:	tira.v@kasikornbank.com		
Phone:			
Mobile Phone:	0		
Contact Point:			

**Contact Point Address**

Name:	Product Manager	Moo:	
Service:	Cash Management	Floor:	
No.:	400/22	Street:	
Building:	กสิกรไทย	District/City:	
Trok/Soi:		Region:	
Sub - District:	เขตเมือง		
Province:	กรุงเทพมหานคร		
Postal Code:	10400		
Country:	Thailand		

**User Status**

Status: Active

**Account Status**

BASIC PASSWORD (Locked)

SMS OTP (Locked)

**Last Request Reason**

Request Reason Code: Application form data

Request Reason Description:

Approve/Reject Reason Code: Application form data

Approve/Reject Reason Description:

**8** Cancel **Approve** Reject

#### Step-by-Step

7. Confirm Login ID.
8. Click **Approve** button.
9. Click **OK** button to confirm on approval.
10. Click **OK** button to finish.

usermanagement.kasikornbank.com says:

Do you want to approve data?

**9** **OK** Cancel

usermanagement.kasikornbank.com says:

Approve data successfully.

**10** **OK**



## Part 16: Other Reference

Third-Party payroll application support to KBank format.

ชื่อโปรแกรมเงินเดือน	รูปแบบไฟล์อัปโหลด	
	PCTDRVA - PAYROLL DRIVE A	PCT - KBANK PAYROLL
EASYACC	X	X
ACCPAYROLL	X	X
TIGERSOFT	X	X
BUSINESS PLUS	X	X
EAGLE	X	X
PROSOFT	X	
BYTE CRUNCH	X	
QUICKWIN	X	
FORMULA PAYROLL	X	
BIOSOFT	X	
SPIDER HRM	X	
PAYDAY	X	
PISWIN	X	
eUNITE	X	
CADENA	X	
A OUTPAY	X	
NEXT PAYROLL	X	
DREAM TEAM	X	
POWERSION	X	
PANYAME	X	
ORISOFT	X	
TELEACCESS	X	
ABLESOFT	X	



## Part 17: Q & A

1. Q: How do I apply for K-Cash Connect Plus?

A: Call K-BIZ Contact Center at 0-2888-8822 and send email to [K\\_BIZ\\_CONTACT\\_CENTER@KASIKORNBANK.COM](mailto:K_BIZ_CONTACT_CENTER@KASIKORNBANK.COM) or contact your Relationship Manager.

2. Q: Upon entering a password, the following error appears: “User ID or password incorrect. Please try again.” Why?

A: The User ID and/or Password are incorrect enter.

3. Q: For how long does account activity remain available for displaying on statements?

A: Account activity remains available for six months.

4. Q: Can Thai characters use for uploaded-file name?

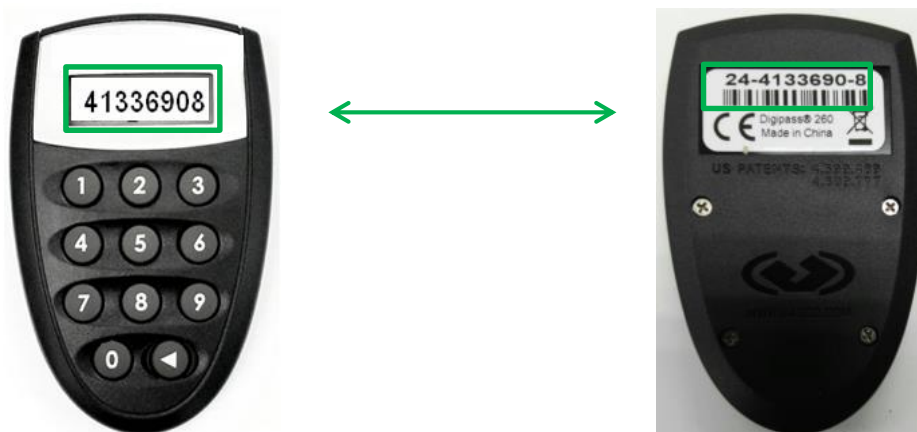
A: No, cannot. Uploaded file name must be in English.

5. Q: How can I determine whether there is a problem with my company’s Secure Pass/Token?

A: Take the following steps:

1. Switch on the device; the eight-digit numbers show corresponds to the Serial number on the back of the device.
2. You cannot continue to use the device.

Example: The Secure Pass/Token is not functioning.





## Part 17: Q & A

- Q: What is the approval status of a transaction that requires more than one authorizer but has been approved by only one?
- A: When the transaction has been approved by only one authorizer, the approval Status will be “For Auth”. After being fully approved per conditions, the status is “Sent to Bank”. [See more details how to check transaction status, refer to Part 9: Payment Status and Reports on page number 38-42.](#)
6. Q: If a transaction has been approved by one authorizer but requires another approval, can it be cancelled? How?
- A: Yes. The authorizer who has not yet approved the transaction may login to the system and reject the transaction. [See more details how to reject the transaction, refer to Part 7: Reject Payment on page number 31-32.](#)
7. Q: Can transaction be approved now and effective retroactively?
- A: No. If you wish to approve such a transaction, the system will offer to change the transaction with a new effective date depending on the service. Select “OK” to accept the change.
8. Q: What does the transaction status “Completed” mean?
- A: “Completed” means the person preparing data has successfully uploaded the file. Following that, the status will changed to “For Auth”, pending for approval from Authorizer. [See more details how to check transaction status, refer to Part 4: Upload Payment File on page number 23-24.](#)
9. Q: How can we know that the transaction has been approved by executive?
- A: An approved transaction has the status of “Sent to Bank”.
10. Q: How can I check the results of funds transfers?
- A: [See more details how to check transaction status, refer to Part 9 : Payment Status and Reports on page number 38-42.](#)



