



PANDUAN PENGGUNAAN APLIKASI E-CITRA

V1.0

Abstract
Untuk Client

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REVISION HISTORY

Name	Date	Reason of Change	Version

ICH PROPERTY

1 AKSES KE APLIKASI E-CITRA

Untuk memulai menggunakan aplikasi E-Citra silakan akses ke <https://ecitra.ich.co.id/> melalui browser pada laptop/ computer. Gunakan google chrome untuk pengalaman yang lebih baik.

Pada halaman awal pilih button client login untuk login sebagai client.



Login dengan menggunakan email dan password yang akan digunakan , kemudian klik login.

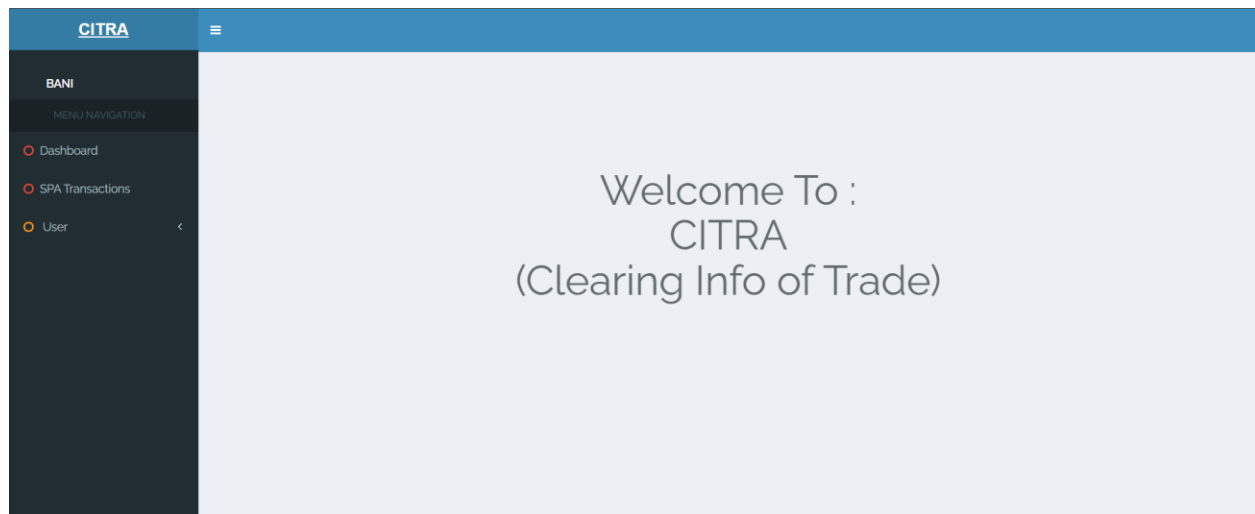
CITRA (CLEARING INFO OF TRADE) Login

CLients Login

Username	<input type="text" value="BANI"/>
Password	<input type="password" value="....."/>
<input type="checkbox"/> Remember Me	
<input type="button" value="Login"/>	

A red arrow points to the 'Login' button.

Halaman menampilkan dashboard client.



2 MENU

Setelah Login berhasil anda akan melihat halaman home dari E-Citra. Pada panel sebelah kiri akan terdapat menu yang terdiri dari :

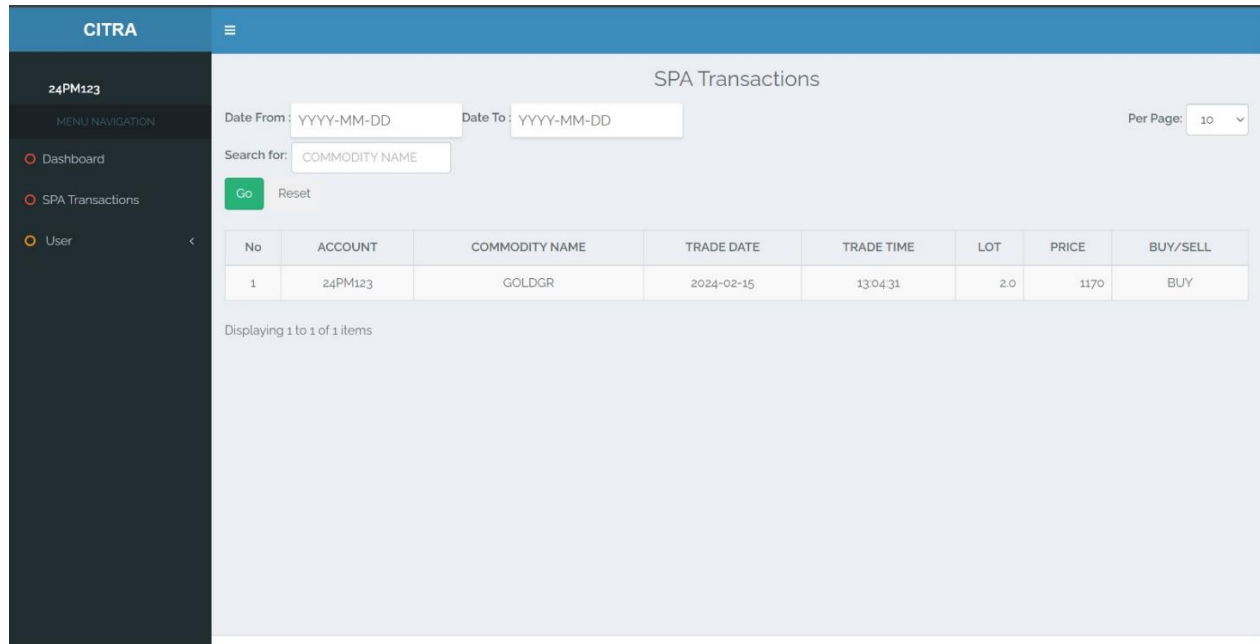
- Dashboard
- SPA Transaction
- User

3 SPA TRANSACTION

Menu ini digunakan untuk menampilkan data SPA Transaction dalam rentang waktu 90 Hari.

3.1 SPA TRANSACTIONS

Untuk menampilkan data SPA Transaction, pilih menu SPA Transactions, pilih tanggal pada kolom date from dan date to. Lalu klik button go.



The screenshot shows the CITRA application interface. On the left is a dark sidebar with the user ID '24PM123' and a 'MENU NAVIGATION' section containing 'Dashboard', 'SPA Transactions', and 'User'. The main content area is titled 'SPA Transactions' and includes search filters for 'Date From', 'Date To', and 'Search for: COMMODITY NAME'. Below the filters is a table with the following data:

No	ACCOUNT	COMMODITY NAME	TRADE DATE	TRADE TIME	LOT	PRICE	BUY/SELL
1	24PM123	GOLDGR	2024-02-15	13:04:31	2.0	1170	BUY

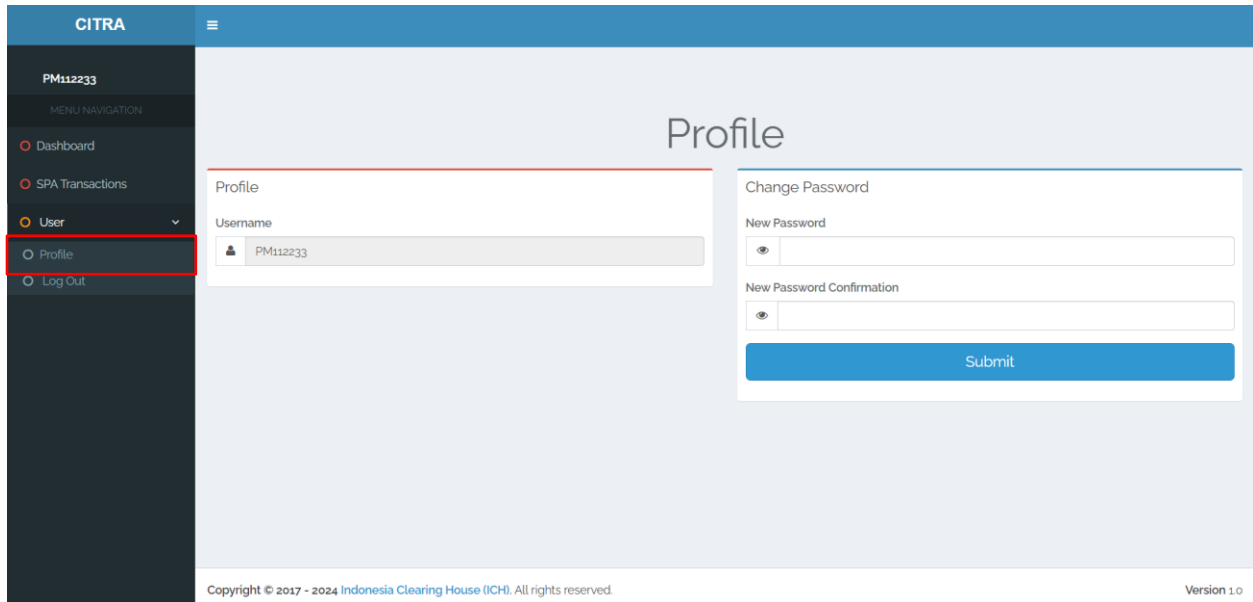
Below the table, it says 'Displaying 1 to 1 of 1 items'.

4 USER

Menu ini digunakan untuk melakukan pengaturan pada akun user.

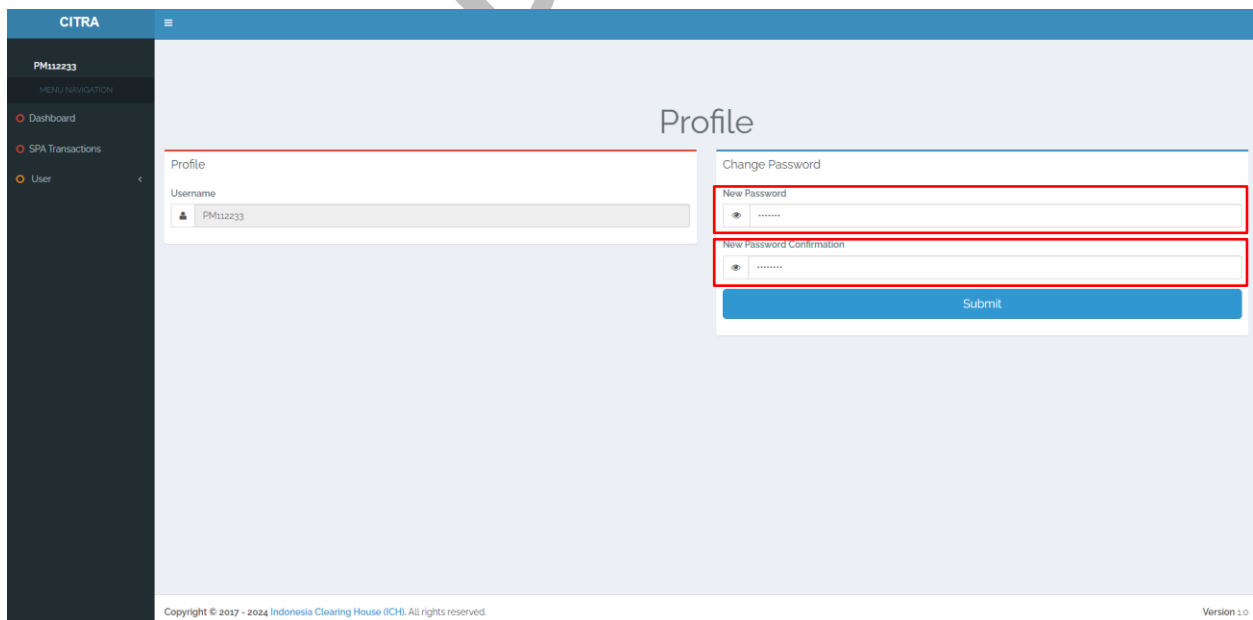
4.1 PROFILE

Untuk merubah password user client, pilih menu user lalu klik profile.



The screenshot shows the CITRA application interface. On the left, a dark sidebar contains a 'MENU NAVIGATION' section with options: Dashboard, SPA Transactions, User (highlighted), Profile (highlighted with a red box), and Log Out. The main content area is titled 'Profile' and contains two sections: 'Profile' and 'Change Password'. The 'Profile' section shows a 'Username' field with the value 'PM112233'. The 'Change Password' section has two input fields: 'New Password' and 'New Password Confirmation', each with a toggle icon to show or hide the password. A blue 'Submit' button is located below these fields. At the bottom of the page, there is a copyright notice: 'Copyright © 2017 - 2024 Indonesia Clearing House (ICHI). All rights reserved.' and the text 'Version 1.0'.

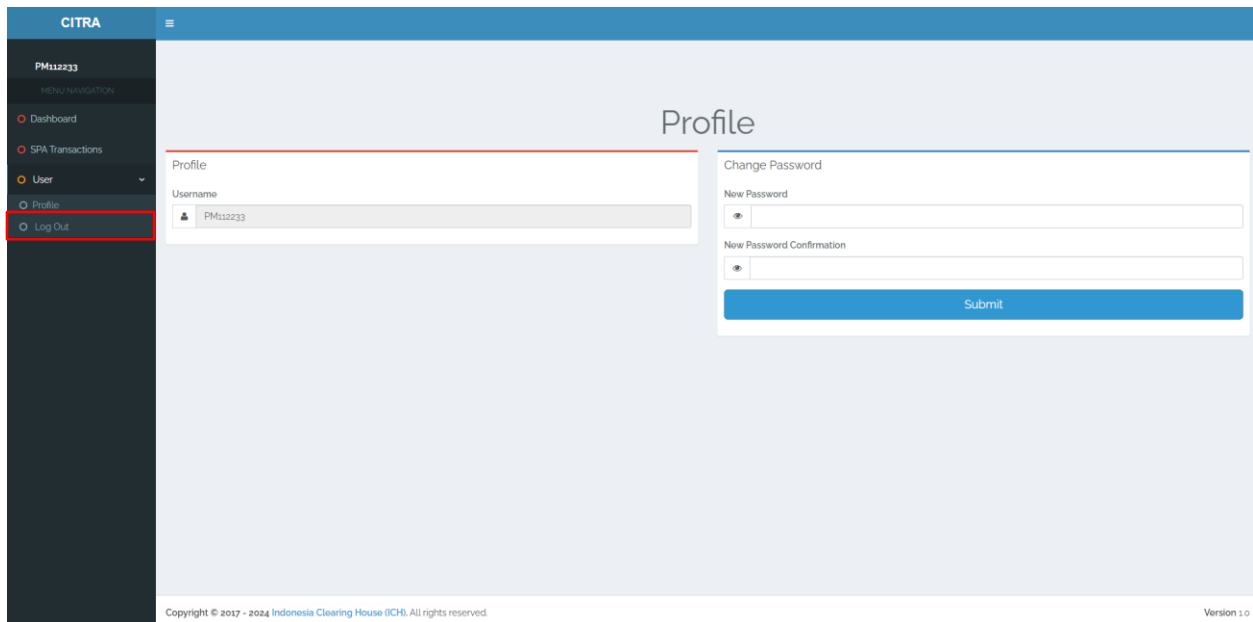
Ubah password baru dengan input new password dan new password confirmation lalu klik submit.



This screenshot is identical to the previous one, but with red annotations. Red boxes highlight the 'New Password' and 'New Password Confirmation' input fields. A red arrow points to the 'Submit' button. The rest of the interface, including the sidebar and footer, remains the same.

4.2 LOG OUT

Untuk keluar dari halaman E-Citra, pilih menu user lalu klik log out.



Thank you

