

IRIS iDEAL® - User Manual

Version 3.0

XBRL Reporting to RBI

Document Checkpoint

	Name	Date
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Version Control

Version No.	Name	Overview of Changes	Date
1.0	Sandeep Dwivedi	Base Version	10th May 2018
2.0	Anand Shinde	System prerequisites & overview	5th Nov 2020
3.0	Yuvraj Kharchane	Architecture image updated &	18th Jan 2024

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1. Application Overview

1.1. Introduction & Purpose

IRIS iDEAL Application is a sophisticated web-based Reporting Solution designed to streamline data submission and reporting processes for all categories of bank. This Solution serves as a comprehensive tool meticulously crafted to meet the regulatory reporting requirements mandated by RBI.

IRIS iDEAL Solution serves as an indispensable platform for banks, facilitating efficient data preparation, meticulous validation, precise report generation, and seamless submission processes. By utilizing this solution, banks can ensure compliance with regulatory standards.

1.2. System prerequisites & overview

The Application will be hosted on servers located at stakeholders premise with following pre-requisites on it:

Windows Environment

Production: (DC & DR Servers)

Hardware

- RAM - 32 GB (Recommended)
- Hard Disc – 500 GB (Keep Separate Drive).
- Processor – 8 Core processor is required

Software

- Server: Windows Server 2019 and Above (Virtual Environment is also acceptable)
- Internet Information Services (IIS) 7 or above
- Port to Open – for HTTP – 80 / HTTPS – 443

- Firewall Level Settings needs to be change for accessing cloud based server from client machines (Applicable only in case of Cloud based infrastructure)
- Supporting Frameworks - Net Framework 4.7 & Above
- Access Database Engine (Machine where application is hosted)(This is required to update the latest RBI masters into the application)

Client Premise:

- Internet Browsers – Web Browser Microsoft Edge, Chrome or Mozilla Firefox with latest versions
- Microsoft Excel® 2010 or above

UAT Requirements: (UAT Server)

The Configuration for UAT Server is given below:

Hardware

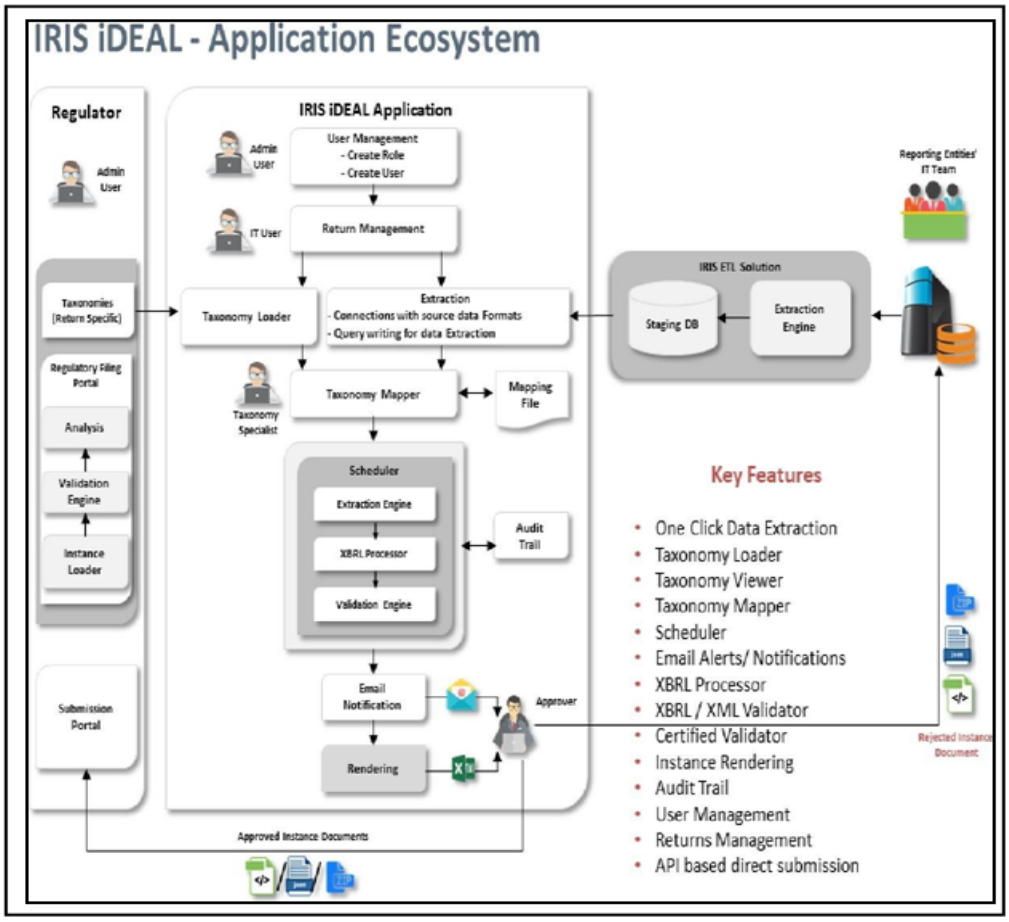
- RAM - 16 GB (Recommended)
- Hard Disc – 100 GB (Keep Separate Drive)
- CPU –is 4 Core processor required

Software

Server: Windows Server 2019 and above (Virtual Environment is also acceptable)

2. System summary

2.1. System Configuration/Architecture

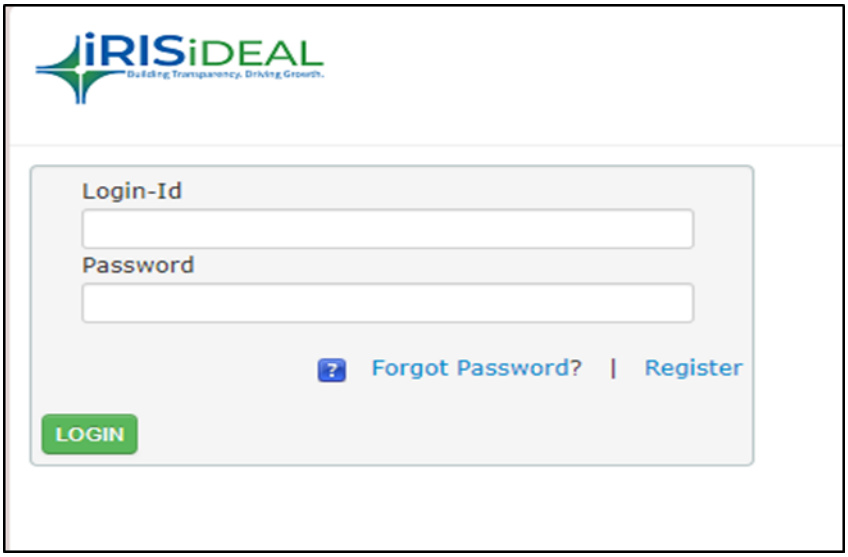


2.2. Steps to Generate XBRL Reports:

Since the Application is hosted on the centrally maintained servers, the end user must access the Application by typing the URL of the Application on internet browser.

2.2.1. Login:

Application Login is to be done with provided Login Credentials.



2.2.2. Forgot Password

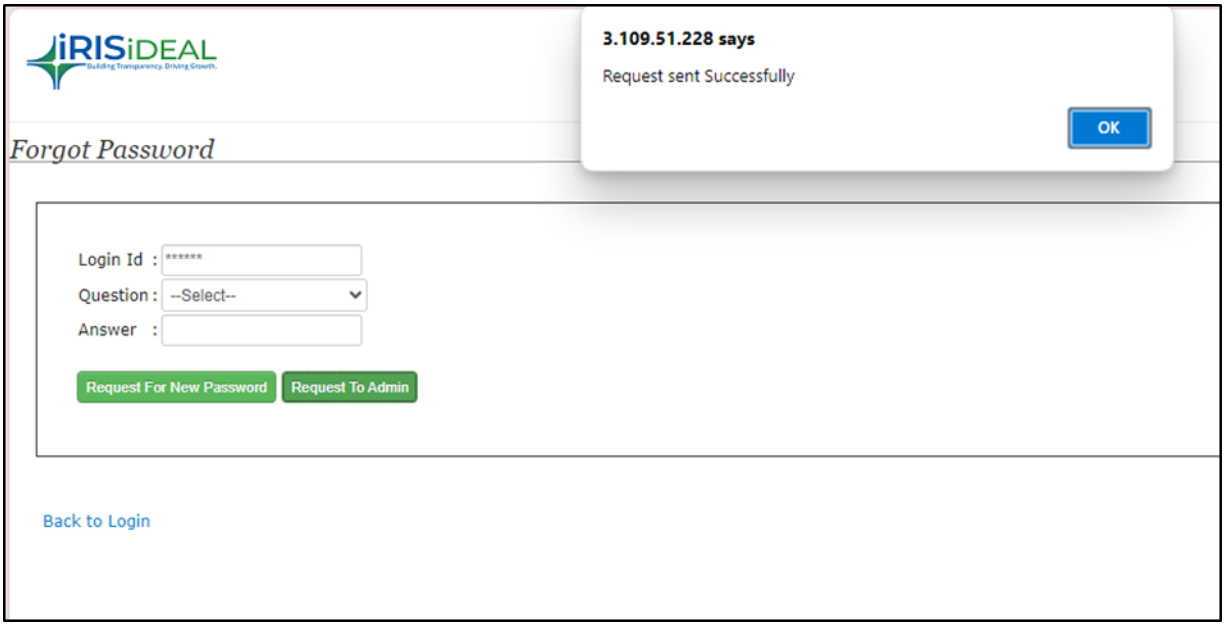
If the User forgets his/her password then they can reset/recover it through on-click event of “Forgot Password” link. Here in the User must answer the security question. The security question is the question set by the user on their first login to the Application (refer home screen description for more details). Post answering the security question correctly the user can set their new password (depicted in the update password screen).

If the User forgets the security question as well then they can reset their password through the on-click event of the “Request to Admin” button. Through this activity, a password reset request is sent to the admin user. Admin users can reset the password through the on-click event of the home screen marquee update (refer to the home screen description for more details)

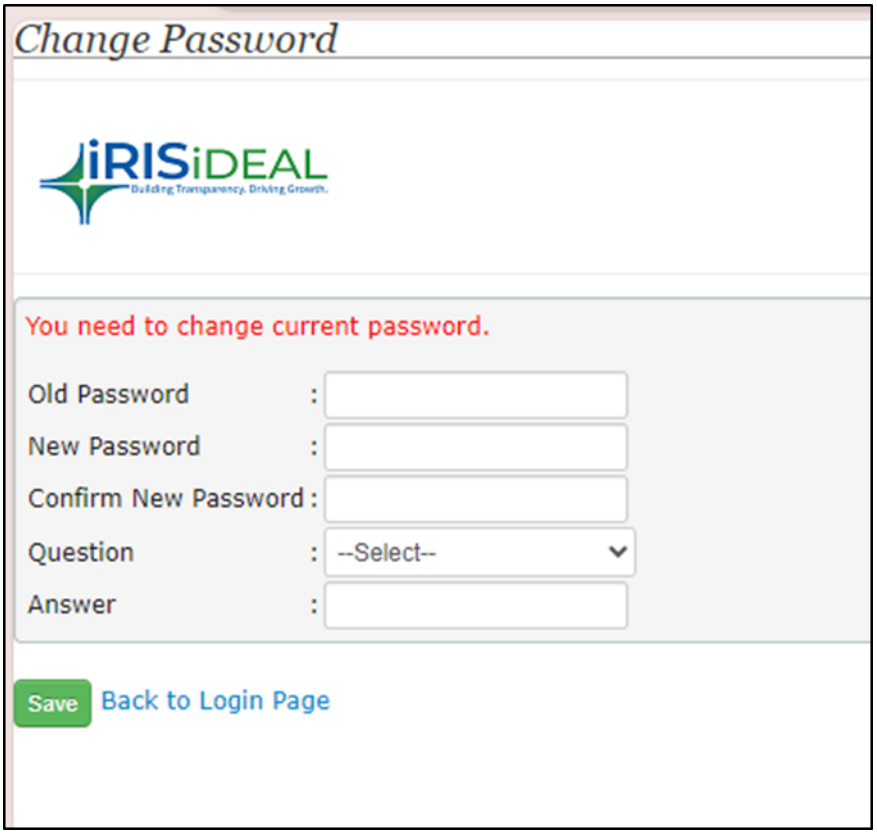
Login ID is the mandatory field for both the above-mentioned user scenarios.



2.2.3. Request to Admin Screen

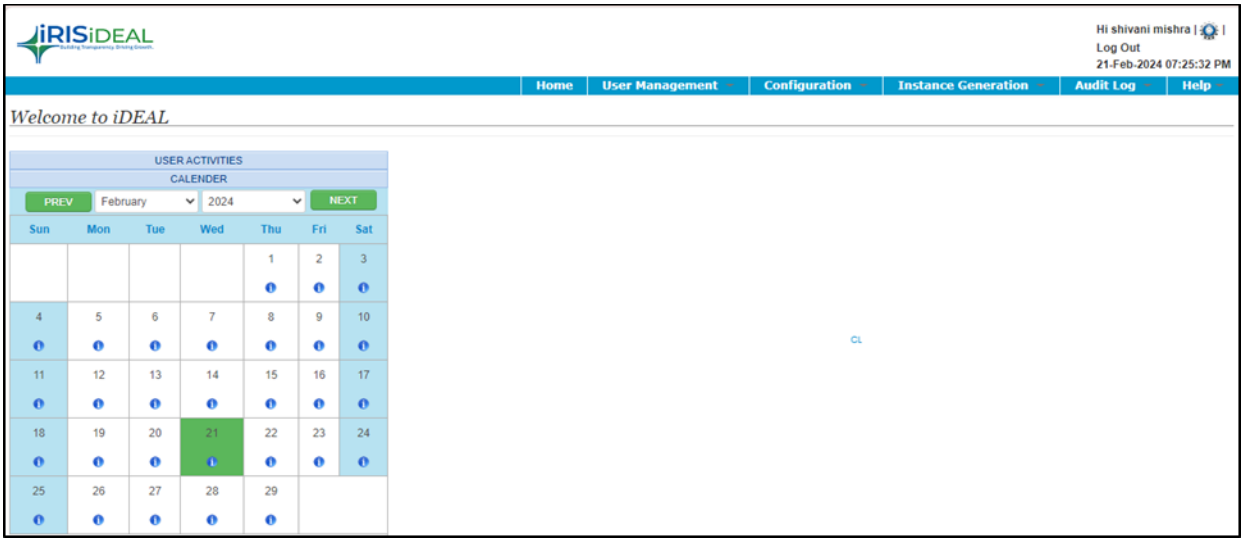


2.2.4. Update Password Screen



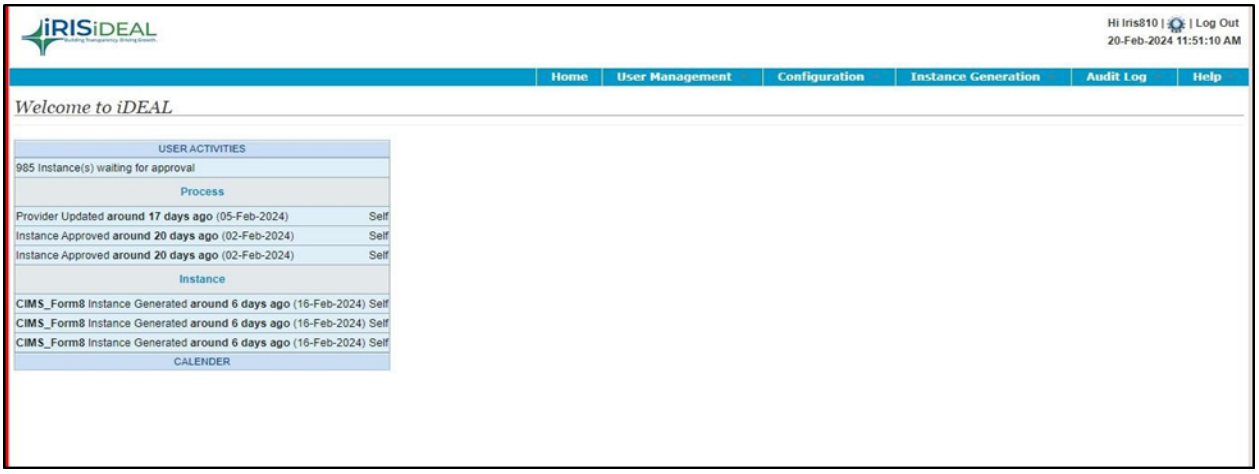
2.2.5. Home Page

After logging in to the Application, user gets redirected to the Home Page of our Application. The Main Menu bar items are access specific so the users assigned with the predefined access controls can access the Application accordingly. Calendar Control showcases the filing dates of the forms to be generated in XBRL format (Instance Generation) through the Application.



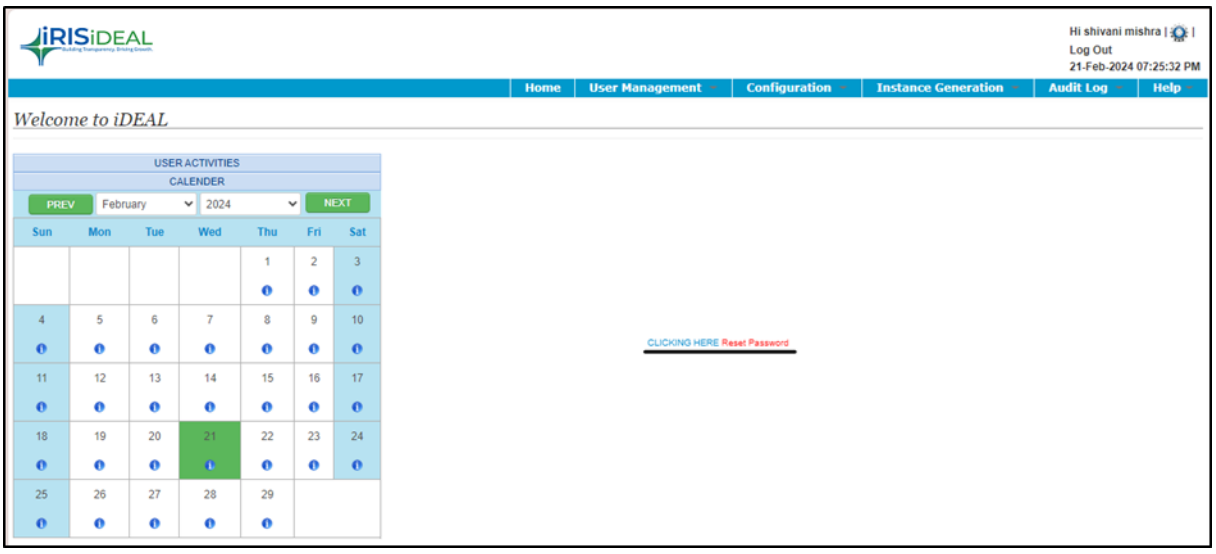
2.2.6. User Activity Screen

Application home screen also provides a dashboard functionality containing the user activity links on it. User Activity links showcases the list of user activities done by the users through the Application.

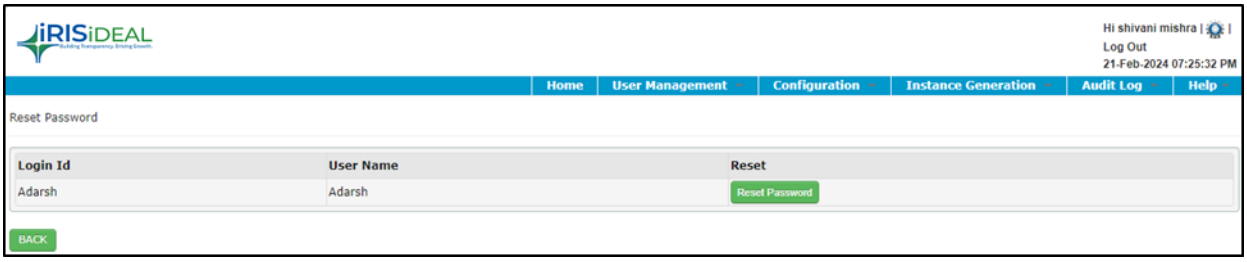


2.2.7. Reset Password

The Admin User gets an update on its home screen in form of marquee text on Reset Password request set from other users.



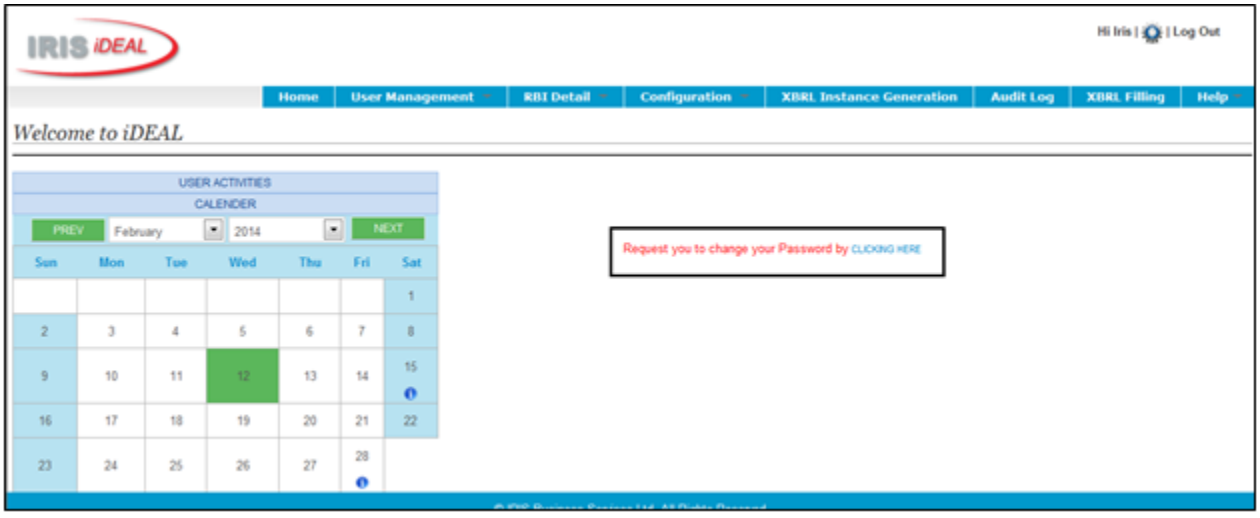
Click on this marquee text will redirect the admin user to the screen from where they can reset the password. On-click event of Reset Password button will reset the password of the user logins, the new password now will be "**test123**".



Change of Password Update

Application will prompt with the marquee text to the User to change the password under two scenarios.

1. On first time login of the user.
2. On password reset by the admin user.



Click of marquee text will redirect the user to Change Password screen.

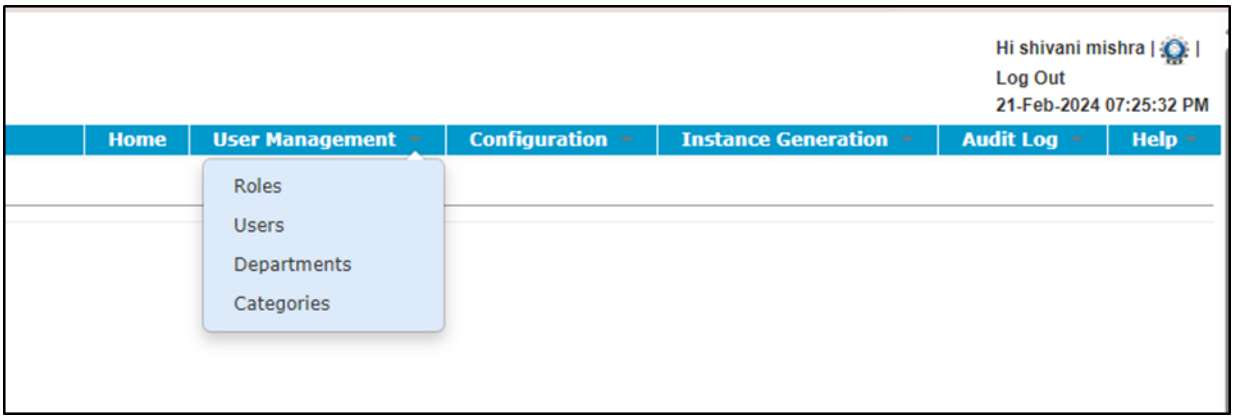
2.2.8. Change Password

In this screen the user has to enter the required fields to get the new password set to its profile.



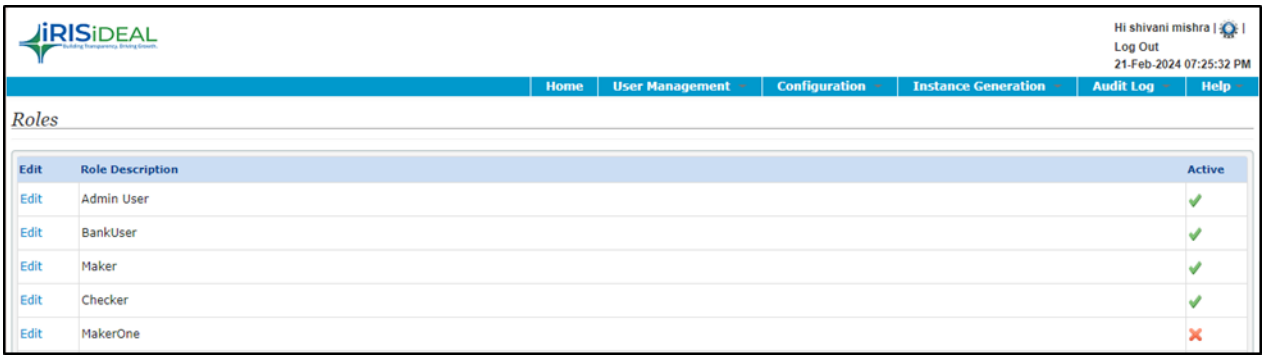
2.2.9. User Management

This module is used to set user's level permission.



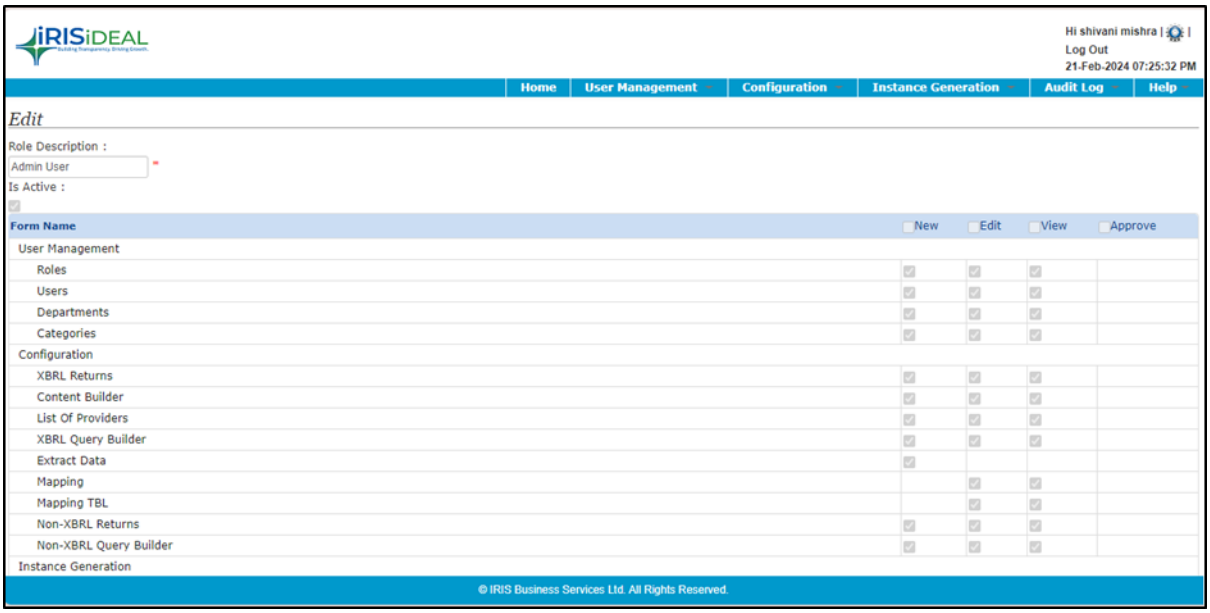
ROLES

Through this interface, the end user can set roles or edit the existing roles. The roles are primarily used to define the user accessibility level. Active user roles are seen with a **green tick** mark and inactive ones with a **red cross** mark on the Application interface.



Create User Role

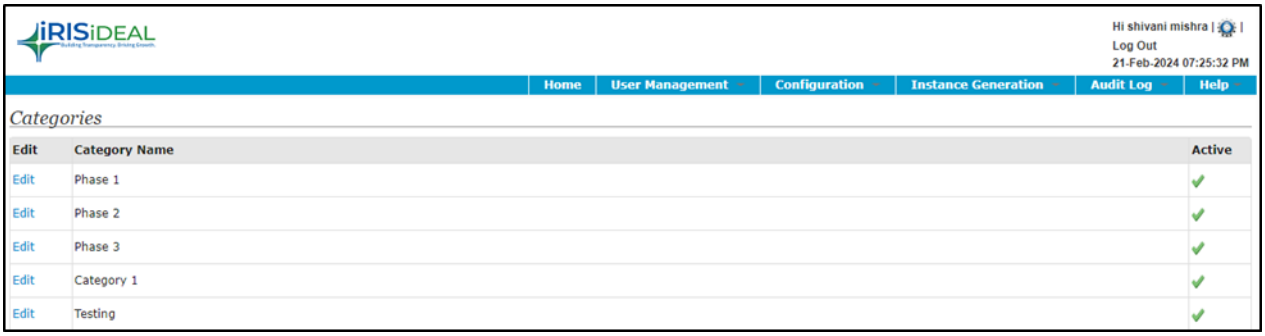
User can create a new role through on-click event of Create button. This will redirect the user to following interface.



Here the user can edit the Role Description (text field) and allow/disallow the module access of the other users under this role. The interface showcases the module names on the Application interface. A tick mark means the module is assigned to the role. One-click event of the “Save” button on the interface will set the desired changes on the roles.

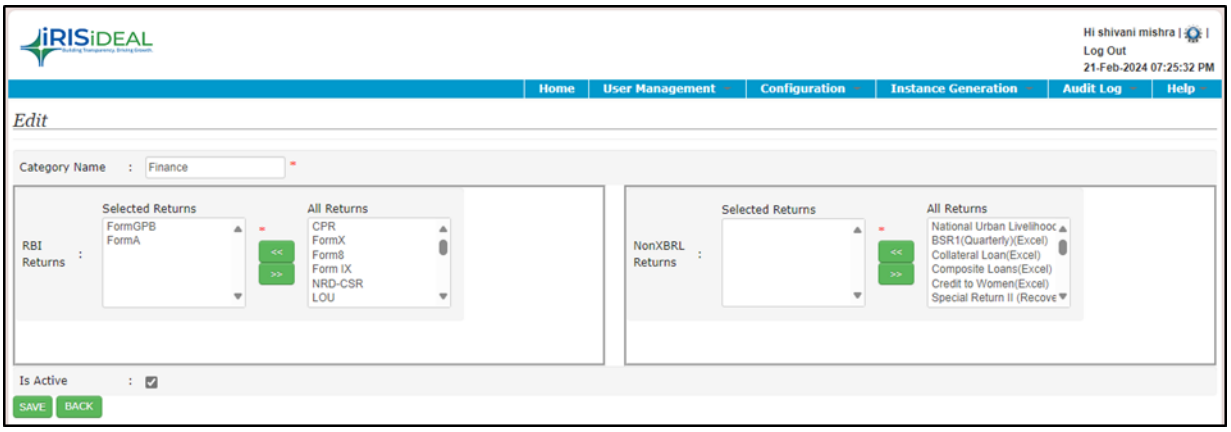
CATEGORIES

Category is report-level permission given to different logins. Admin user can categorize the returns and then assign it to the respective logins so that they get access only to those returns which are included in that category. This scenario is helpful in cases where the user wants to allow access to only a relevant set of returns to other users.



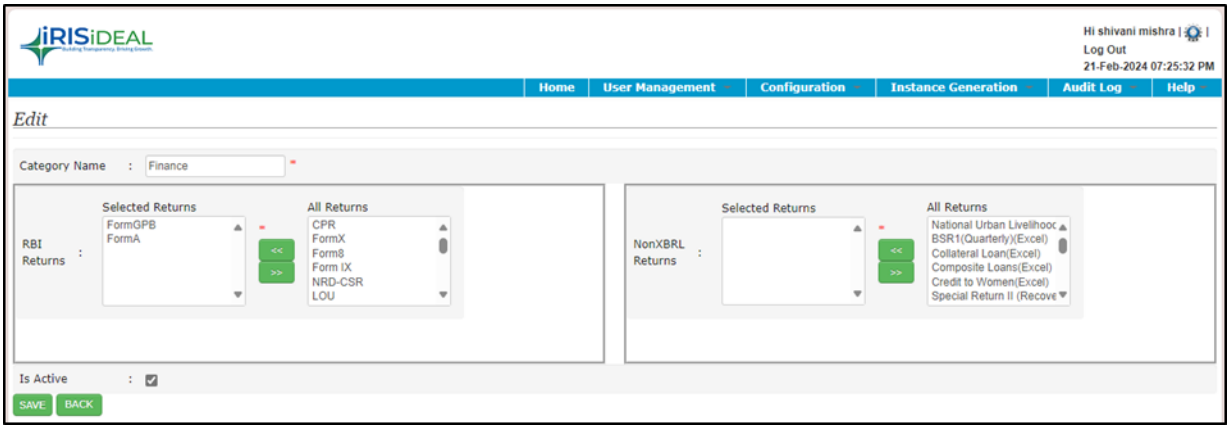
Create

On clicking ‘Create’ button, Admin user can create an entirely new category. Users need to provide the name of category in the text field ‘Category Name’ and then select/deselect RBI or Non XBRL Returns using the arrows provided. Check marks the “Is Active” box and then save to create the new category.



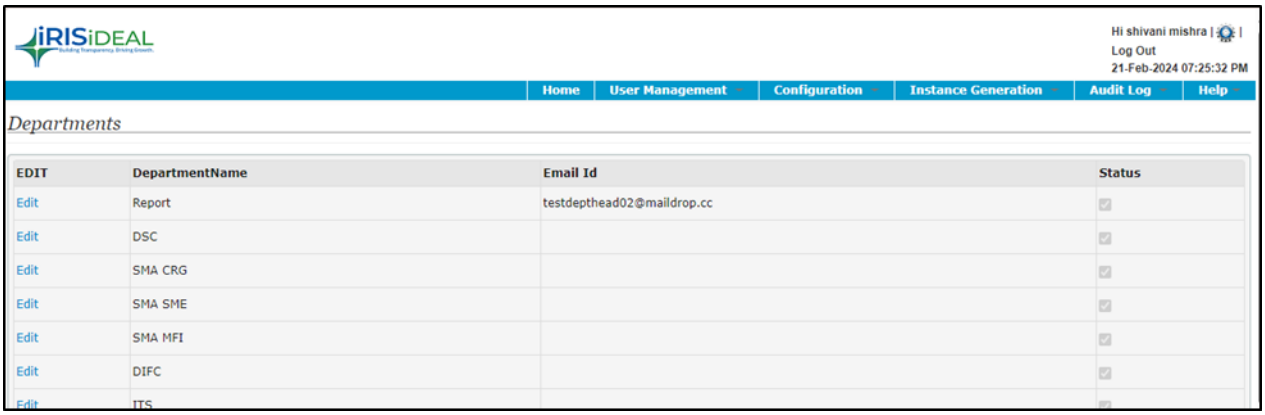
Edit

Users can also edit the existing category by clicking the edit button on Categories Interface. They can change the category name and select/deselect RBI or Non XBRL Returns using the arrows provided. Click on the save button to save the changes made.



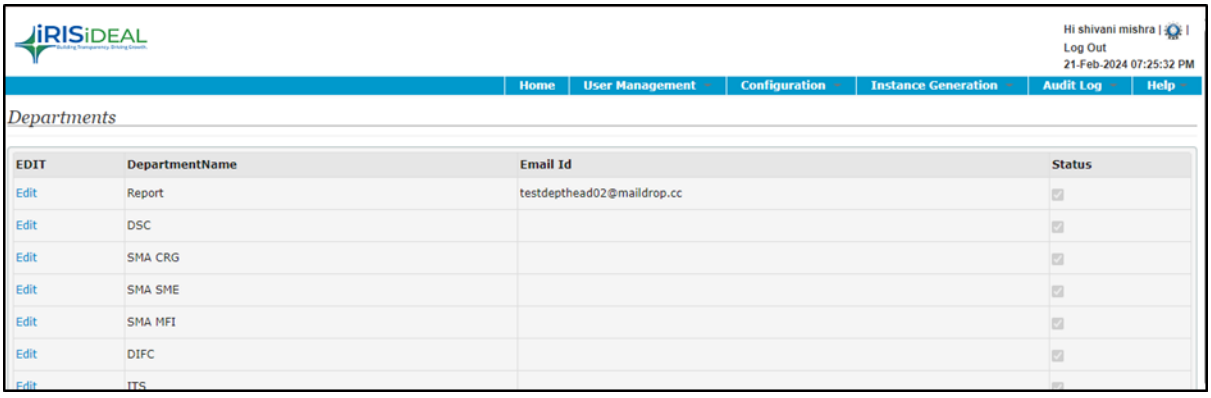
DEPARTMENT

Each user is assigned a department based on the department they belong to within their organization.



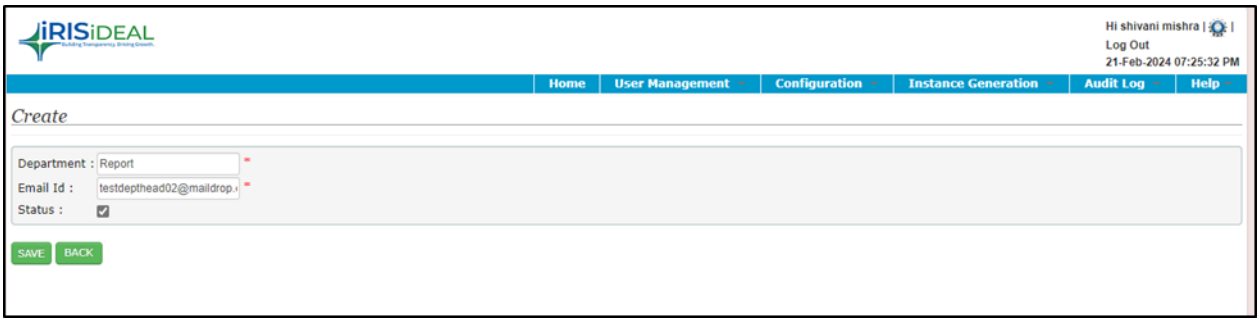
Create

User can create new department by clicking on “Create” Button. Enter the name of department, check mark the status box and then click on save button to finish creating new department.



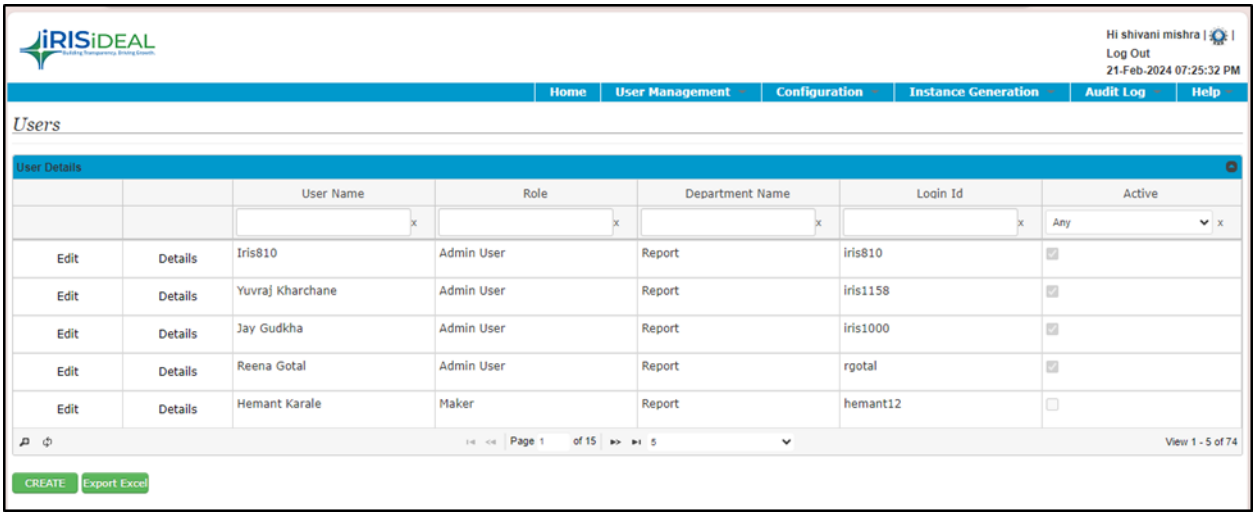
Edit

User can also edit the existing department by clicking on edit button on Department interface. The user is allowed to change the name of the department and status. Unchecking the status check box implies that the particular department is inactive.



LIST OF USERS

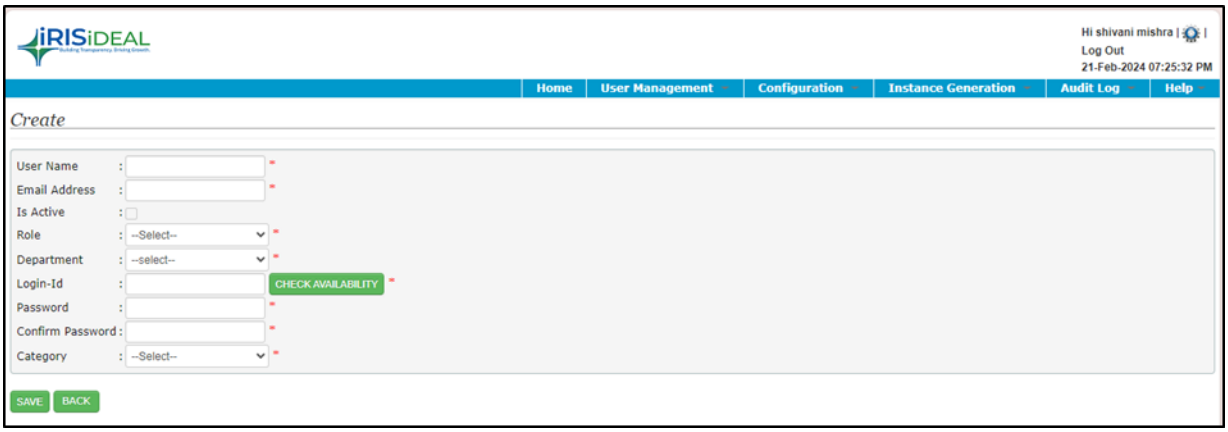
The Application interface will showcase the list of active and inactive users here. The active users are depicted with a **green tick mark** and the inactive user with a **red mark**.



List of users

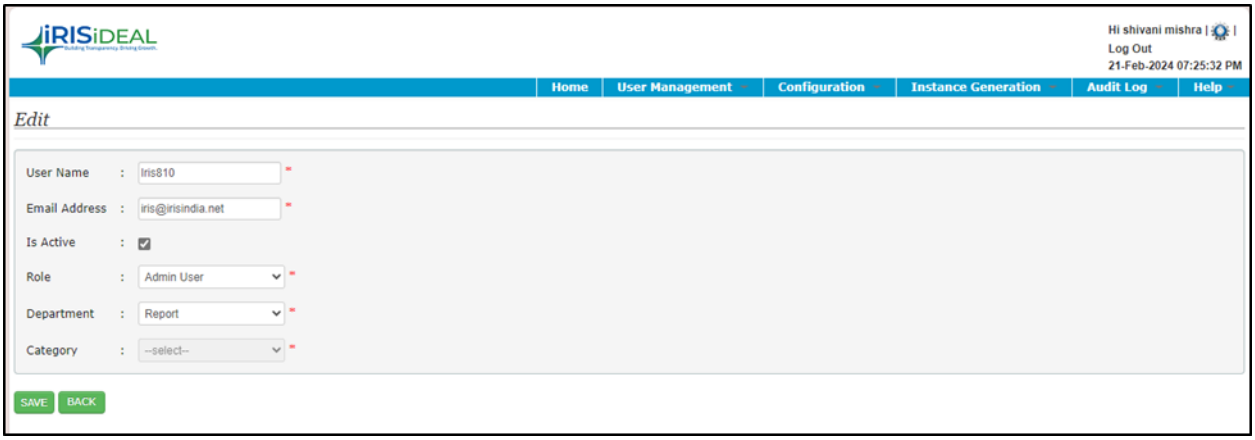
Create

On-click of “Create” button will redirect the user to Create New Users screen. Here, the user has to enter relevant details to create the new user login. Every user has to be assigned a user role. The roles defined through the user roles screen will get populated on the user roles dropdown list. The application gives a feature where the user-created can get assigned to a specific category (group) of forms (*refer Category description below for more insights*).



Edit User

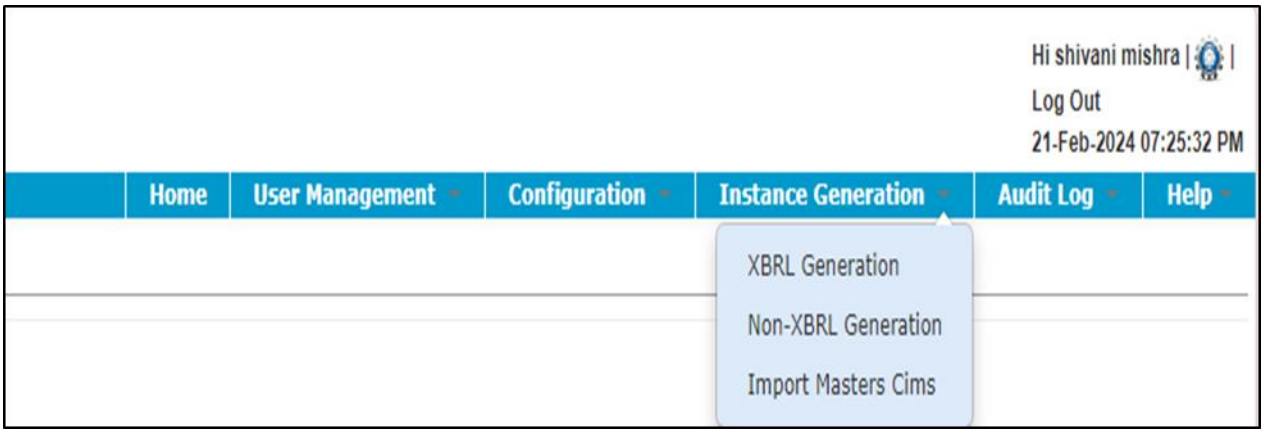
The user can edit the existing user logins through this interface. This interface is acquired through - the click event of the “Edit” link on the List of Users screen.



Edit User

2.2.10. Instance Generation

This module pertains to generating XBRL instances.



IMPORT MASTERS CIMS

This option is meant for CRILC, RLC, RDB and RFA reporting users to download the latest PAN, Group, and Top 1000 Borrower masters from the RBI portal and upload in this option before generating the XBRL instance.

Note- Pan Master is not available on CIMS portal.

Steps to upload masters

1. Select Import Masters Cims

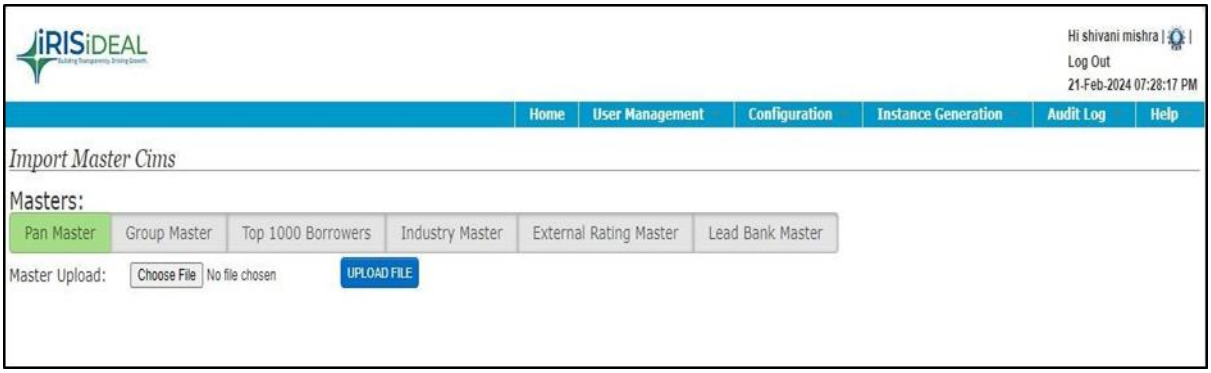
2. Before uploading any master user need to expand all the columns of PAN Master, Group Master, Top 1000 Borrower, Industry Master, External Rating Master and Lead Bank Master (in all the sheets) before uploading in IRIS iDEAL Application.

Click on master upload and browse the excel

Click on the Upload File button.

4. If the sheets have having header then select the option “is a header” and check all the below checkboxes sheets

Click on Submit

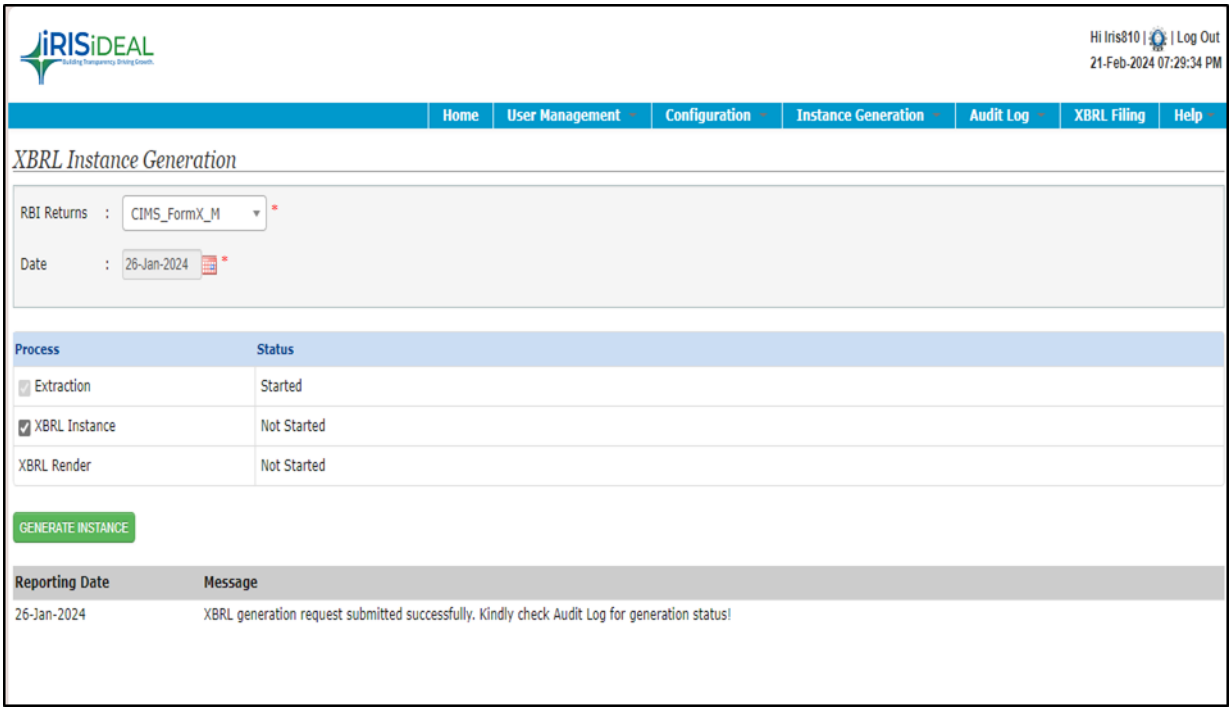


XBRL GENERATION

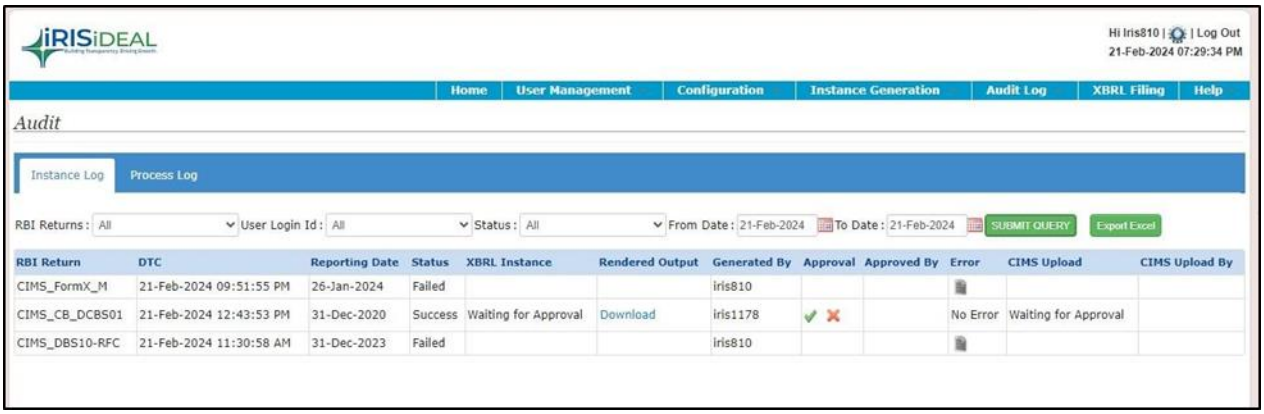
The user has to generate the XBRL Instance through this module. Here in the user has to first select the RBI Return from the dropdown list provided, then the user has to select the Date for which the report is filed. Post appropriate selection, the user has to upload the returns file into the interface. The user has to then "check" the process to be conducted by the Application namely Extraction and XBRL Instance. Post this click on the Generate Instance button to acquire the instance file. Users can generate multiple returns at a time.

Validation Checks on click of the Generate Instance button are as follows:

1. Invalid Date – The application will prompt the user through a text near the calendar control stating the Invalid Date of filing. The dates are maintained and managed through calendar control supplied by Team RBI.
2. Invalid Filing – If the file uploaded doesn't match with the one selected through dropdown list, then the Application will prompt Invalid Filing error.



While generating XBRL return under Instance generation module user can see the final status i.e., successfully generated or error under Audit log module once the file is uploaded.



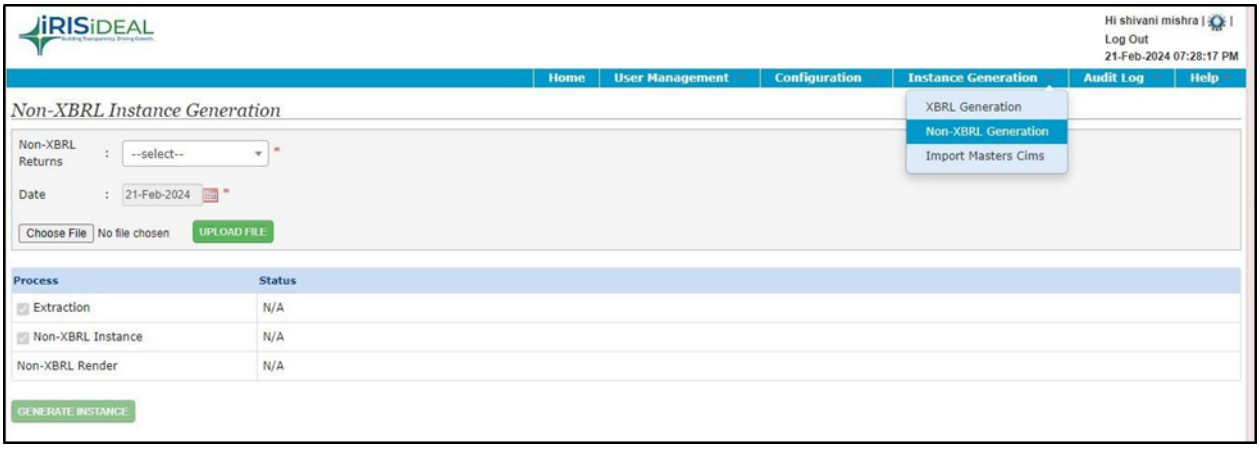
Calculation errors on the input file will be seen on the error column acquired post-completion of the Extraction process. The list of activities to be performed by the user post acquiring the error is as follows:

1. Download the error file on the hard drive.
2. Decipher the error mentioned on the file.
3. Do the required changes on the input file in accordance to the error.
4. Upload the changed input file and generate a new instance.

The application will only generate an instance if the input file doesn't have any errors on it. The user can acquire the rendered HTML and XML file from the Application interface post successful instance creation. The rendered html output feature is given to stakeholders so that they can compare the output with the input file entered into the Application.

NON-XBRL GENERATION

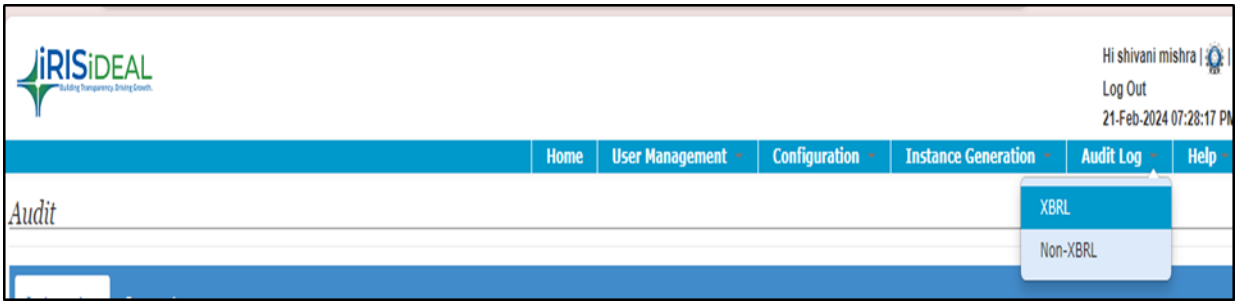
This module is used only to generate Non-XBRL returns and it works same as XBRL generation module explained in previous section.



2.2.11. Audit Log

Both the XBRL and NON-XBRL module functions similarly.

Users can download the instance file, rendered file, and error file from this module at any time in the future. The audit log has two options XBRL and Non-XBRL based on report type.

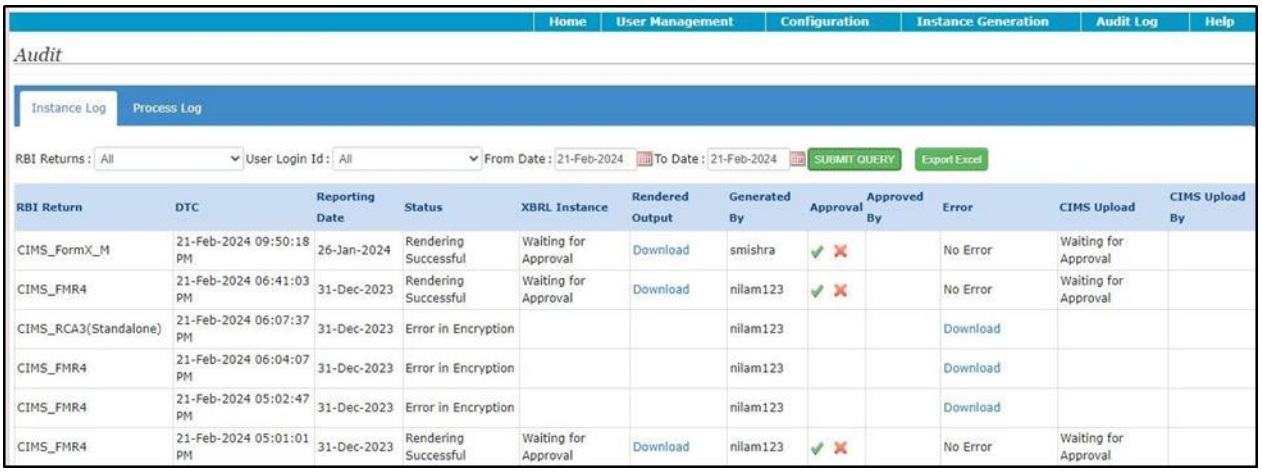


The application provides filter criteria for fetching the desired entries, the filter criteria comprise of:

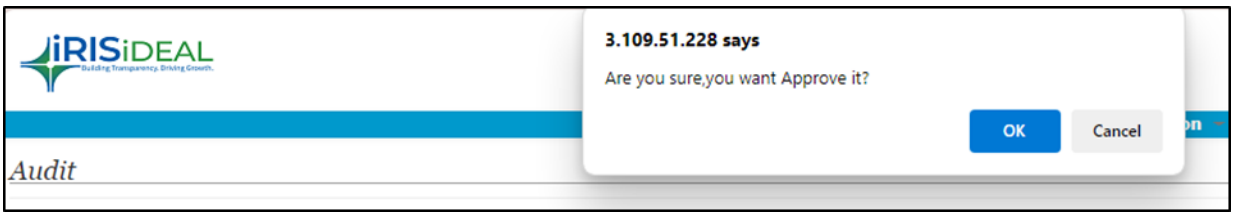
1. RBI Returns
2. User Login IDs
3. From and To Date

User has to click on “Submit Query” button to fetch the desired records.

To download the instance file, the user has to first approve the entry. Approval of the entry can be done through on-click event of green colour tick mark placed across the filing. For disapproving the return user can click the red cross option and reject the return by mentioning the reason for rejecting the return.



Once the user clicks on the green tick mark, a pop-up window appears for the confirmation of approval as shown below.



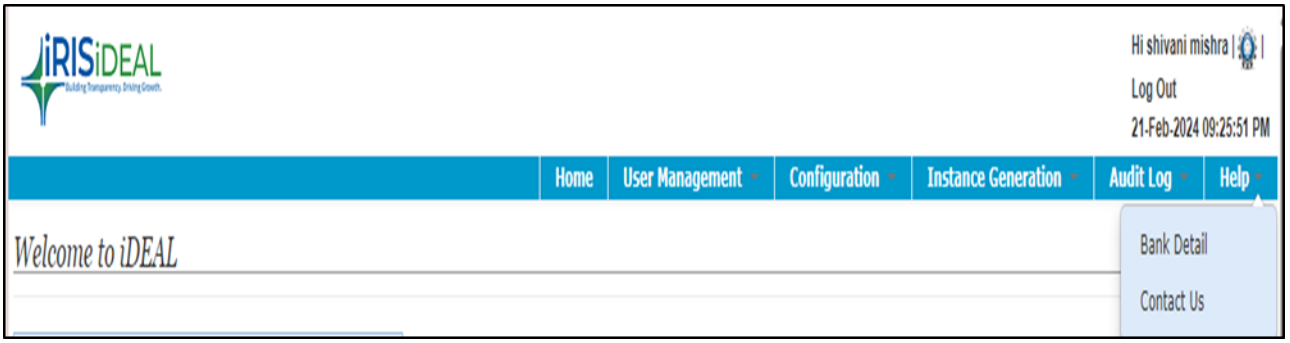
Click OK to confirm. The status of the XBRL instance changes from 'waiting for approval' to 'Download' where you can directly click on download the instance.



The audit log interface also provides tabs for the user to fetch entries related to the process and error log.

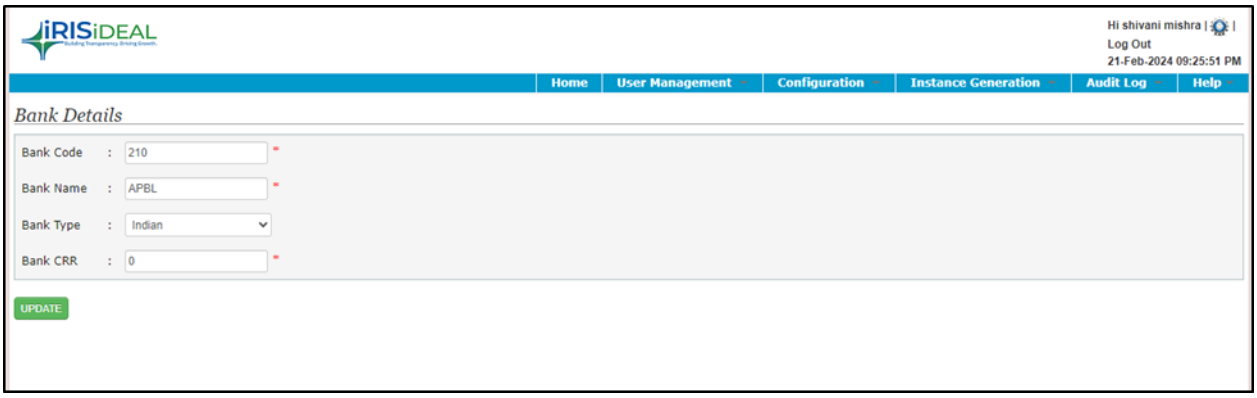
2.2.12. Help

The modules enlisted in the below description are less frequently used ones, and most of them are properly maintained by Team IRIS at the time of Application installation.



BANK DETAILS

Here the user has to enter the Bank Code and Bank Name.



Bank Details

CONTACT US

This contains the required details of the Company information like Name, Address and Contact information.

