Barclays iPortal

Summary of updates

October 2023

Introduction

To improve your experience of using Barclays iPortal we continuously review and enhance the channel. You will now see some changes and be able to access some new features. In addition, we have made some changes to improve performance.

This document explains the changes.
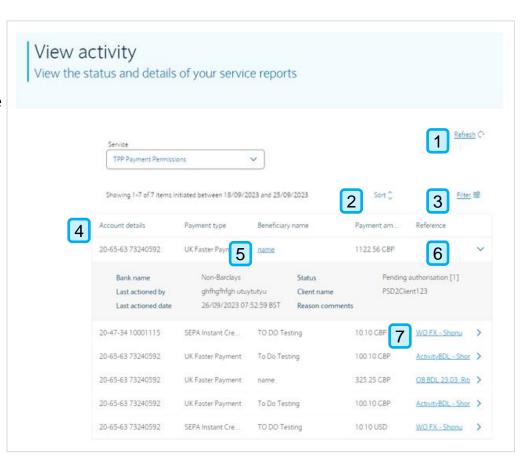
Updates include:

- New look and feel within View activity, example in the pack is Third Party Permissions, others include:
  - Direct Debit
  - Order Stationary
  - Cheque Book
  - Credit Book
  - Standing Order
  - Stop Cheque

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New look and feel – View activity

Last year, we refreshed the look and feel of the iPortal homepage and this year we will bring that same look and feel to the rest of iPortal. This month, some of the screens within View activity have been updated.

1. **Refresh** – Refreshes the list of results.

2. **Sort** – There are several ways to search and filter, see slide 4.

3. **Filter** – There are several ways to search and filter, see slide 4.

4. **TPP grid** – This lists the TPP's with the details of 'Account details, Payment type, Beneficiary name, Payment amount and Reference'.

5. **Beneficiary name** – The beneficiary's name will be a hyperlink, if there is no reference, and will navigate you to the summary page, see slide 5.

6. **Reference** – If a reference is displayed then this will be a hyperlink that will navigate to the summary page, see slide 5.

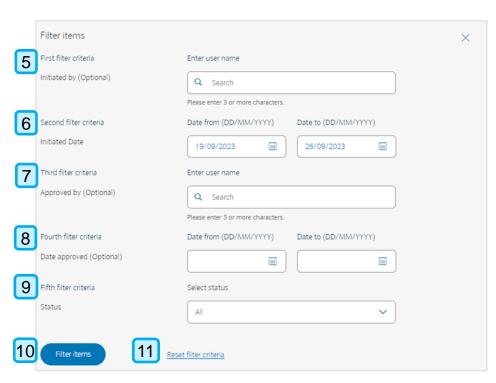7. **Drop down** – This provides high level details of the TPP.

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Third Party Permissions – View activity, sort & filter

1. **Close** – This will close the 'Sort items' section.

2. **Sort by** – You can sort TPP by 'Last actioned date (New-Old)(Old-New), Account details (A-Z)(Z-A), Reference(A-Z)(Z-A), Payment type(A-Z)(Z-A), Beneficiary name(A-Z)(Z-A) and Payment Amount(0-9)(9-0)'.

3. **Sort items** – Click this to sort the TPP in the selected option.

4. **Reset sort** – To reset sort options.

5. **First filter criteria** – Initiated by with the option to search by username.

6. **Second filter criteria** – Date initiated – here the date will be set to previous 7 days by default. *A maximum of 13 months or less needs can be selected*.

7. **Third filter criteria** – Approved by with the option to search by User names on your platform.

8. **Fourth filter criteria** – Date approved – here a manual date range can be entered. *A maximum of 13 months or less needs can be selected*.

9. **Fifth filter criteria** – Status – this has the option to select from the dropdown of 'Pending Authorisation (1) or (2), Rejected, Processed or Deleted'.

10. **Filter items** – Click this to filter the direct debits on the landing page. You can use 'Reset filter criteria' to return to the default options.

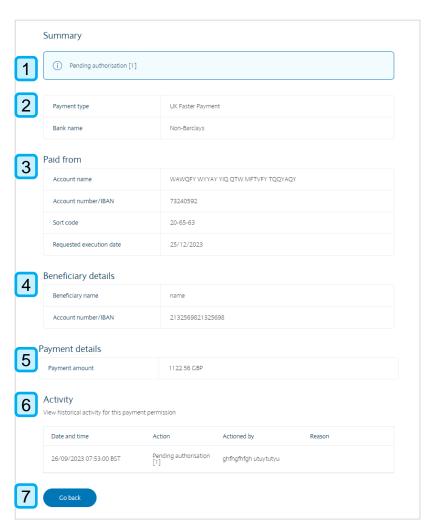11. **Reset filter criteria** – To reset all filter criteria.

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Third Party Permissions – View activity, Summary

1. **Status** – Will be provided at the top of the page.

2. **Payment details** – Breakdown of payment type and bank name.

3. **Paid from** – Breakdown of debit details.

4. **Beneficiary details** – Breakdown of Beneficiary details.

5. **Payment details** – Breakdown of amount and reference, if this has been provided.

6. **Activity** – Historical activity details for the payment permission. The activity details include 'Date and Time, Action, Actioned by and reason'.

7. **Go back** – To return to the View activity page.

Summary

1   ⓘ   Pending authorisation [1]

2

Payment type	UK Faster Payment
Bank name	Non-Barclays

3   Paid from

Account name	WAWQFY WYYAY YIQ QTW MFTVFY TQQYAQY
Account number/IBAN	73240592
Sort code	20-65-63
Requested execution date	25/12/2023

4   Beneficiary details

Beneficiary name	name
Account number/IBAN	2132569821325698

5   Payment details

Payment amount	1122.56 GBP

6   Activity
View historical activity for this payment permission

Date and time	Action	Actioned by	Reason
26/09/2023 07:53:00 BST	Pending authorisation [1]	ghfhgfhfgh utuytutyu	

7   Go back

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