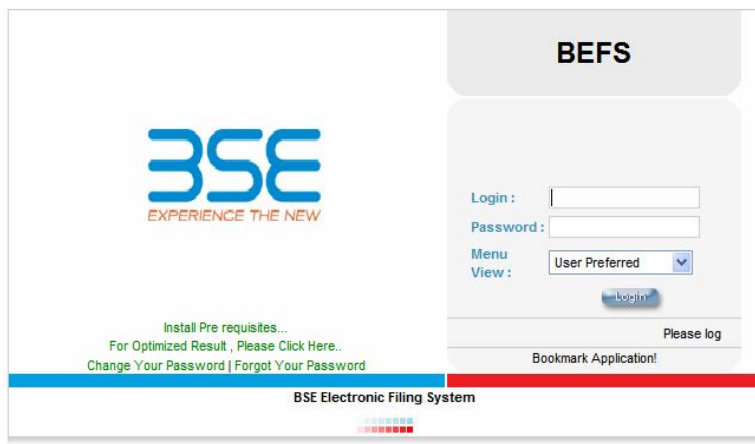


Dissemination Board

7/2/2012

User manual for Members to place bid/offer requests and details through BEFS

- Member enters into the BEFS (System) by entering Login details.
- To login to BEFS system
- Go to URL: <http://befs.bseindia.com/>



BEFS

BSE
EXPERIENCE THE NEW

Install Pre requisites...
For Optimized Result , Please Click Here..
Change Your Password | Forgot Your Password

Login :

Password :

Menu View :

Login

Please log

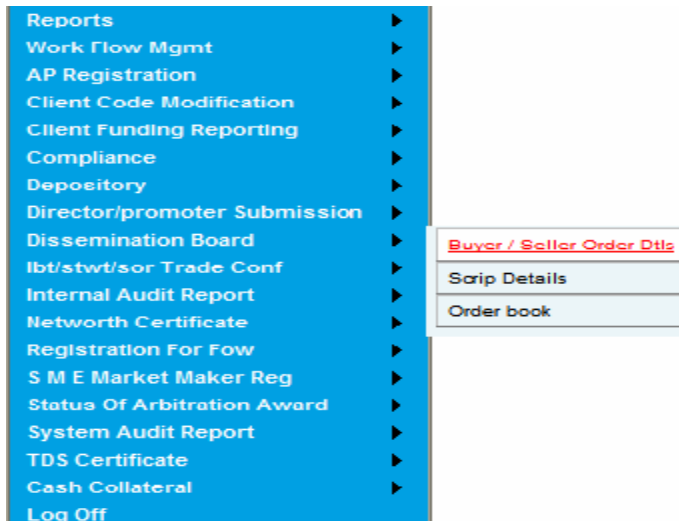
Bookmark Application!

BSE Electronic Filing System

LOGIN CAN BE DONE BY USING APPROPRIATE CREDENTIALS

- USERNAME
- PASSWORD
- VERIFY TEXT

- From Menu shown at Left side of the screen
- Select Buyer/seller order details

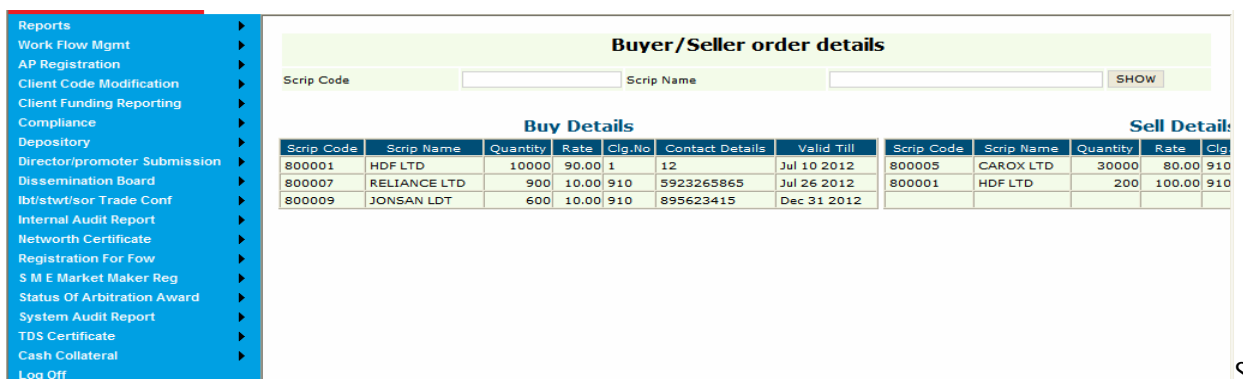


Screen no.1

MENU->

Dissemination Board->Buyer/Seller order details

- The following screen displays the buyer/seller details.



Screen no. 1.1

MENU->

Dissemination Board->Scrip details

- Select Scrip details as shown below

Reports ▶
Work Flow Mgmt ▶
AP Registration ▶
Client Code Modification ▶
Client Funding Reporting ▶
Compliance ▶
Depository ▶
Director/promoter Submission ▶
Dissemination Board ▶
Ibt/stwt/sor Trade Conf ▶
Internal Audit Report ▶
Networth Certificate ▶
Registration For Fow ▶
S M E Market Maker Reg ▶
Status Of Arbitration Award ▶
System Audit Report ▶
TDS Certificate ▶
Cash Collateral ▶
Log Off ▶

Buyer / Seller Order Dtls
Scrip Details
Order book

Screen number 2

- Following screen appears on clicking upon scrip details

Reports ▶
Work Flow Mgmt ▶
AP Registration ▶
Client Code Modification ▶
Client Funding Reporting ▶
Compliance ▶
Depository ▶
Director/promoter Submission ▶
Dissemination Board ▶
Ibt/stwt/sor Trade Conf ▶
Internal Audit Report ▶
Networth Certificate ▶
Registration For Fow ▶
S M E Market Maker Reg ▶
Status Of Arbitration Award ▶
System Audit Report ▶
TDS Certificate ▶
Cash Collateral ▶
Log Off ▶

Scrip Details

Scrip Code Scrip Name

Scrip Code	Scrip Name	ISIN No.	Face Value	Lot Size	Action	View
800001	HDF LTD	ISIBAC00003		1.00	100.000	Place Order Reports
800002	IDBI LTD	ISIDEF00004		10.00	600.000	Place Order Reports
800003	ICICI LTD			5.00	50.000	Place Order Reports
800004	XVZ LTD	ISIDEF00005		20.00	700.000	Place Order Reports
800005	CAROX LTD	ISIDEF00006		30.00	1500.000	Place Order Reports
800006	NASSA LDT	ISIDEF00007		40.00	800.000	Place Order Reports
800007	RELIANCE LTD	ISIDEF00009		50.00	900.000	Place Order Reports
800008	TATA LTD	ISIDEF00010		60.00	500.000	Place Order Reports
800009	JONSAN LDT	ISIDEF00011		70.00	200.000	Place Order Reports
800010	BIRLA LTD			80.00	300.000	Place Order Reports
800011	SUN LTD	ISIDEF00013		15.00	400.000	Place Order Reports
800012	ALOHA LTD	ISIDEF00014		25.00	900.000	Place Order Reports
800013	MILESTONE LDT	ISIDEF00016		35.00	700.000	Place Order Reports
800015	MICROSOFT LTD	ISIDEF00017		45.00	9000.000	Place Order Reports
800016	ADARSH LTD	ISIDEF00015		30.00	400.000	Place Order Reports
800017	AVIVA LTD			40.00	300.000	Place Order Reports
800018	AKASH LTD	ISIDEF00019		55.00	200.000	Place Order Reports
800019	PARANJPE LTD	ISIDEF00020		65.00	500.000	Place Order Reports

Screen number 2.1

- Clicking on place order following screen appears

Reports	▶
Work Flow Mgmt	▶
AP Registration	▶
Client Code Modification	▶
Client Funding Reporting	▶
Compliance	▶
Depository	▶
Director/promoter Submission	▶
Dissemination Board	▶
Ibt/stwt/sor Trade Conf	▶
Internal Audit Report	▶
Networth Certificate	▶
Registration For Fow	▶
S M E Market Maker Reg	▶
Status Of Arbitration Award	▶
System Audit Report	▶
TDS Certificate	▶
Cash Collateral	▶
Log Off	▶

Order Entry Form					
Member Name	DUMMY	Member No.	123456		
Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000
Order Details					
* UCC	1				
* Buy/Sell	Sell				
* Rate	1				
* Qty	1000				
* Contact Details	121212				
* Valid Till	13/08/2013				
* <input checked="" type="checkbox"/> Undertaking : - I agree...					
<input type="button" value="BACK"/> <input type="button" value="SAVE"/>					

Screen number 2.2

Note:

Here UCC, Rate, Qty, Buy/Sell, contact details, order valid till are mandatory fields Undertaking box needs to be checked to enable the save button.

- Now Click on save , The following screen appears as shown below

Reports	▶
Work Flow Mgmt	▶
AP Registration	▶
Client Code Modification	▶
Client Funding Reporting	▶
Compliance	▶
Depository	▶
Director/promoter Submission	▶
Dissemination Board	▶
Ibt/stwt/sor Trade Conf	▶
Internal Audit Report	▶
Networth Certificate	▶
Registration For Fow	▶
S M E Market Maker Reg	▶
Status Of Arbitration Award	▶
System Audit Report	▶
TDS Certificate	▶
Cash Collateral	▶
Log Off	▶

Order Entry Form					
Member Name	DUMMY	Member No.	123456		
Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000
ORDER IS SUCCESSFULLY INSERTED					
<input type="button" value="BACK"/>					

Screen number 2.3

Click on back

- List of all scrip details are shown once again
- Clicking on **reports** for the same scrip code "800001". The following screen is displayed



Order Book

Scrip Code: Scrip Name: UCC Code:

Form Date: To Date: Buy/Sell:

Scrip Code	Scrip Name	Buy / Sell	Clg. No.	UCC Code	Rate	Qty	Validity Date	Modify	Delete	Close
800001	HDF LTD	SELL	123456	1	1.00	1000	13/08/2013	Modify	Delete	Close

Screen

number 2.4

- Click on modify, The screen displayed is as shown below



Order Entry Form

Member Name: Member No.:

Scrip Details

Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

Order Details

* UCC:

* Buy/Sell:

* Rate:

* Qty:

* Contact Details:

* Valid Till:

* UnderTaking : - I agree....

Screen number 2.5

- Before clicking on update , modifications will be done.
- Clicking on update, the screen appears as shown below

Order Entry Form					
Member Name		DUMMY		Member No. 123456	
Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

ORDER IS SUCCESSFULLY UPDATED

[BACK](#)

screen number 2.6

- Click on back,
- Same screen as screen number 2.4 will be shown. We can close a scripcode.
- Click on close, the screen displays as shown below

Order Entry Form					
Member Name		DUMMY		Member No. 123456	
Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

Order Details	
* UCC	2
* Buy/Sell	Sell
* Rate	6.00
* Qty	2000
* Contact Details	7777777
* Valid Till	04/02/2013
* Order Status	<input checked="" type="checkbox"/> Traded <input type="checkbox"/> Not Traded
* <input checked="" type="checkbox"/> UnderTaking : - I agree...	

[BACK](#) [CLOSE](#)

Screen number 2.7

- Click On close again, following screen appears

Reports Work Flow Mgmt AP Registration Client Code Modification Client Funding Reporting Compliance Depository Director/promoter Submission Dissemination Board Ibt/stwt/sor Trade Conf Internal Audit Report Networth Certificate Registration For Fow S M E Market Maker Reg Status Of Arbitration Award System Audit Report TDS Certificate Cash Collateral Log Off	Order Entry Form					
	Member Name		DUMMY		Member No. 123456	
	Scrip Details					
	Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
	800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000
	ORDER IS SUCCESSFULLY CLOSED					
	<input type="button" value="BACK"/>					

Screen number 2.8

- Click on back
- Under reports we can delete a scripcode. The following screen is displayed as shown below

Reports Work Flow Mgmt AP Registration Client Code Modification Client Funding Reporting Compliance Depository Director/promoter Submission Dissemination Board Ibt/stwt/sor Trade Conf Internal Audit Report Networth Certificate Registration For Fow S M E Market Maker Reg Status Of Arbitration Award System Audit Report TDS Certificate Cash Collateral Log Off	Order Entry Form					
	Member Name		DUMMY		Member No. 123456	
	Scrip Details					
	Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
	800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000
	Order Details					
	* UCC	34				
	* Buy/Sell	Buy				
	* Rate	12.00				
	* Qty	30000				
	* Contact Details	121212				
	* Valid Till	22/07/2012				
	* <input checked="" type="checkbox"/> UnderTaking : - I agree....					
	<input type="button" value="BACK"/> <input type="button" value="DELETE"/>					

Screen number 2.9

- Click on delete, The following screen is displayed

The screenshot shows a web application interface. On the left is a blue navigation menu with various options. The main content area displays the 'Order Entry Form' for member 'DUMMY' (Member No. 123456). Below the form header is a table with the following data:

Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

Below the table, a green message box states 'ORDER IS SUCCESSFULLY DELETED' with a 'BACK' button.

screen number 2.10

MENU->

Dissemination Board->order Book

The screenshot shows the 'Dissemination Board -> order Book' interface. On the left is a blue navigation menu. The main content area is divided into two sections:

MEMBER DETAILS

TRADE NAME	DUMMY
TRADE CLEARING No.	123456
SEBI.REG.No.	INB1234566
Address 1	
Address 2	
Address 3	
City	
State	
Country	
Pin Code	

TRACK PROCESS

NOS OF AP (WITHOUT DOCUMENT SAVE)	6
NOS OF AP ENTERED BY	6

On the left side of the main content area, there is a sub-menu with the following options: 'Buyer / Seller Order Dtls', 'Scrip Details', and 'Order book' (highlighted in red).

screen number 3

- Click on order book, following screen is displayed



Order Book

Scrip Code: Scrip Name: UCC Code:

Form Date: To Date: Buy/Sell: All

Screen number 3.1

- Click on show, following screen is displayed



Order Book

Scrip Code: Scrip Name: UCC Code:

Form Date: To Date: Buy/Sell: All

Scrip Code	Scrip Name	Buy / Sell	Clg. No.	UCC Code	Rate	Qty	Validity Date	Modify	Delete	Close
800001	HDF LTD	BUY	123456	89	12.00	5000	23/07/2013	Modify	Delete	Close
800001	HDF LTD	SELL	123456	67	34.00	8000	16/07/2013	Modify	Delete	Close

Screen number 3.2

- On clicking upon modify ,following screen is displayed

Reports	▶
Work Flow Mgmt	▶
AP Registration	▶
Client Code Modification	▶
Client Funding Reporting	▶
Compliance	▶
Depository	▶
Director/promoter Submission	▶
Dissemination Board	▶
Ibt/stwt/sor Trade Conf	▶
Internal Audit Report	▶
Networth Certificate	▶
Registration For Fow	▶
S M E Market Maker Reg	▶
Status Of Arbitration Award	▶
System Audit Report	▶
TDS Certificate	▶
Cash Collateral	▶
Log Off	▶

Order Entry Form

Member Name	DUMMY	Member No.	123456
-------------	-------	------------	--------

Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

Order Details	
* UCC	₹9
* Buy/Sell	Buy
* Rate	12.00
* Qty	5000
* Contact Details	6767667
* Valid Till	23/07/2013
* <input checked="" type="checkbox"/> UnderTaking : - I agree....	

Screen number 3.3

- After doing some modification click on update, and the following screen appears

Reports	▶
Work Flow Mgmt	▶
AP Registration	▶
Client Code Modification	▶
Client Funding Reporting	▶
Compliance	▶
Depository	▶
Director/promoter Submission	▶
Dissemination Board	▶
Ibt/stwt/sor Trade Conf	▶
Internal Audit Report	▶
Networth Certificate	▶
Registration For Fow	▶
S M E Market Maker Reg	▶
Status Of Arbitration Award	▶
System Audit Report	▶
TDS Certificate	▶
Cash Collateral	▶
Log Off	▶

Order Entry Form

Member Name	DUMMY	Member No.	123456
-------------	-------	------------	--------

Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

ORDER IS SUCCESSFULLY UPDATED

Screen number 3.4

- Click on back, same screen as screen no 2.4 appears.
- Click on close and the following screen appears

Reports	▶
Work Flow Mgmt	▶
AP Registration	▶
Client Code Modification	▶
Client Funding Reporting	▶
Compliance	▶
Depository	▶
Director/promoter Submission	▶
Dissemination Board	▶
Ibt/stwt/sor Trade Conf	▶
Internal Audit Report	▶
Networth Certificate	▶
Registration For Fow	▶
S M E Market Maker Reg	▶
Status Of Arbitration Award	▶
System Audit Report	▶
TDS Certificate	▶
Cash Collateral	▶
Log Off	▶

Order Entry Form

Member Name	DUMMY	Member No.	123456
-------------	-------	------------	--------

Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

Order Details	
* UCC	76
* Buy/Sell	Sell
* Rate	45.00
* Qty	5000
* Contact Details	2222
* Valid Till	18/07/2013
* Order Status	<input checked="" type="checkbox"/> Traded <input type="checkbox"/> Not Traded
* <input checked="" type="checkbox"/> UnderTaking : - I agree....	

Screen number 3.5

- Click on close again, the following screen appears

Reports	▶
Work Flow Mgmt	▶
AP Registration	▶
Client Code Modification	▶
Client Funding Reporting	▶
Compliance	▶
Depository	▶
Director/promoter Submission	▶
Dissemination Board	▶
Ibt/stwt/sor Trade Conf	▶
Internal Audit Report	▶
Networth Certificate	▶
Registration For Fow	▶
S M E Market Maker Reg	▶
Status Of Arbitration Award	▶
System Audit Report	▶
TDS Certificate	▶
Cash Collateral	▶
Log Off	▶

Order Entry Form

Member Name	DUMMY	Member No.	123456
-------------	-------	------------	--------

Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

ORDER IS SUCCESSFULLY CLOSED

Screen number 3.6

- Click on back and same screen as screen no 2.4 will appear ,now click on delete, the following screen appears

- Reports ▶
- Work Flow Mgmt ▶
- AP Registration ▶
- Client Code Modification ▶
- Client Funding Reporting ▶
- Compliance ▶
- Depository ▶
- Director/promoter Submission ▶
- Dissemination Board ▶
- Ibt/stwt/sor Trade Conf ▶
- Internal Audit Report ▶
- Networth Certificate ▶
- Registration For Fow ▶
- S M E Market Maker Reg ▶
- Status Of Arbitration Award ▶
- System Audit Report ▶
- TDS Certificate ▶
- Cash Collateral ▶
- Log Off ▶

Order Entry Form

Member Name	DUMMY	Member No.	123456		
Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

Order Details	
* UCC	<input type="text" value="67"/>
* Buy/Sell	<input type="text" value="Sell"/>
* Rate	<input type="text" value="34.00"/>
* Qty	<input type="text" value="8000"/>
* Contact Details	<input type="text" value="232323"/>
* Valid Till	<input type="text" value="16/07/2013"/>
* <input checked="" type="checkbox"/> UnderTaking :- I agree....	
<input type="button" value="BACK"/> <input type="button" value="DELETE"/>	

Screen number 3.7

- Click on delete again , the screen is shown below

- Reports ▶
- Work Flow Mgmt ▶
- AP Registration ▶
- Client Code Modification ▶
- Client Funding Reporting ▶
- Compliance ▶
- Depository ▶
- Director/promoter Submission ▶
- Dissemination Board ▶
- Ibt/stwt/sor Trade Conf ▶
- Internal Audit Report ▶
- Networth Certificate ▶
- Registration For Fow ▶
- S M E Market Maker Reg ▶
- Status Of Arbitration Award ▶
- System Audit Report ▶
- TDS Certificate ▶
- Cash Collateral ▶
- Log Off ▶

Order Entry Form

Member Name	DUMMY	Member No.	123456		
Scrip Details					
Scrip Code	Scrip Name	Exchange Name	ISIN No.	Face Value	Lot Size
800001	HDF LTD	ASE,MSE,CSE,RSE	ISIABC00003	1.00	100.000

ORDER IS SUCCESSFULLY DELETED	
<input type="button" value="BACK"/>	

Screen number 3.8