

## Treasury Management

# company onboarding with JH Enterprise Workflow

### What is it?

Using Jack Henry Enterprise Workflow, you may now fully automate the Treasury Management company onboarding process of a CIF, including:

- Onboarding the CIF as a new company in Treasury Management, including a History Note recording who initiated the workflow

Note: Using the fully automated template will set the "Unique Company ID" within Treasury Management to the company's CIF Number. If the manual input template is used, this will be the company id that is assigned when the workflow is initiated.

- Adding and activating all primary associated accounts for the company
- Creating a Super/Admin TM Channel User and sending an enrollment email to the user

Note: Using the fully automated template will use the primary email address associated with the CIF as the Super/Admin User's email address. This is where the enrollment email will be sent. If the manual input template is used, the Super/Admin User's email will be what is assigned when the workflow is initiated.

- Adding and activating the Information Reporting Product, including all eligible accounts
- Adding and activating the Stop Payment Product, including all eligible accounts
- More products and features will be added to the automation in the future!

### How to install

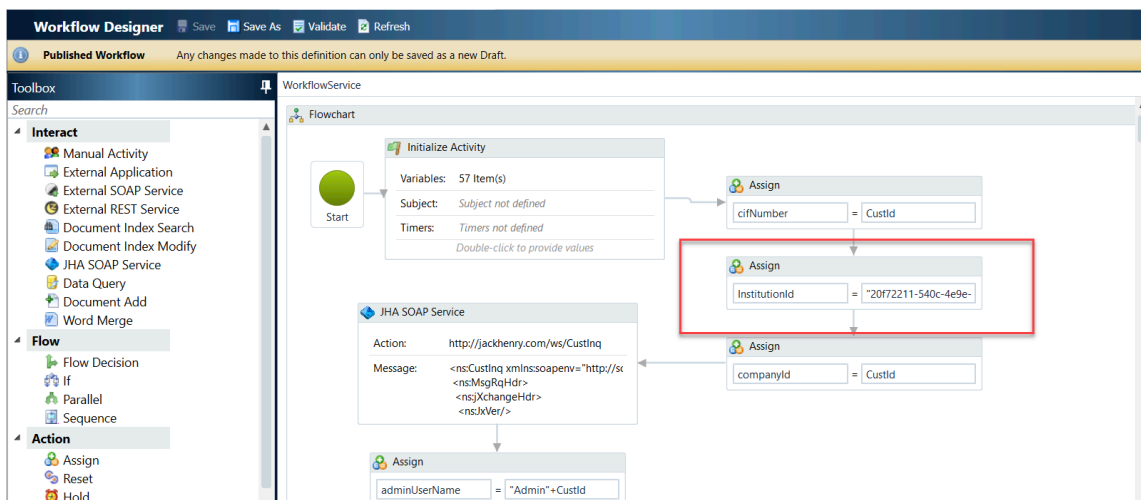
#### Prerequisites

Note: If your financial institution does not have the following, please open a support case.

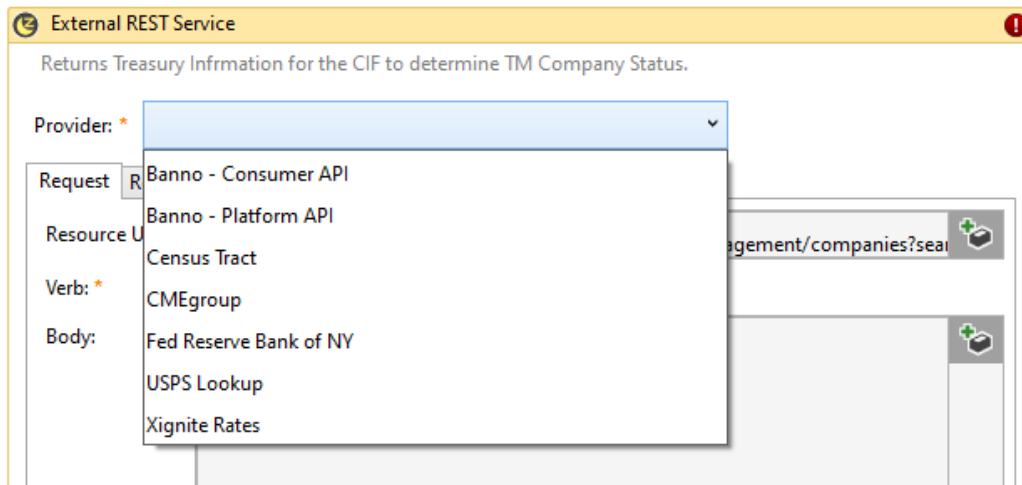
- Must be live on Treasury Management and EWF (version 2023)
- Must have "Start a Workflow" button in Silverlake installed
- Must have Banno EES integration in Enterprise Workflow (This is what is used to authenticate Treasury APIs within the workflow)

### Install Steps

1. To begin using the new workflow template, create a case with IS Dev – NT Treasury Management requesting installation of the Treasury Management Enterprise Workflow Integration.
2. Then, visit the Jack Henry Marketplace and download the new fully automated Treasury Management Workflow template. The Jack Henry Marketplace can be accessed here: <https://marketplace.jackhenry.com/Home.aspx>
3. Upon Completion of the installation, you will be provided with an “Institution ID”. This will need to be added to the “Institution ID” Assign field in the Workflow Definition.



4. In each API call, click “Provider” and select “Banno – Platform API”



5. Finally, add bank group/employee permissions as to who can view and run the workflow.

## How to use

### Fully Automated Template

1. Create the New Customer's CIF in Silverlake.
2. Add and associate all accounts with the CIF in Silverlake.
3. Ensure that the Primary Email Address field is populated with the desired Super/Administrator User's email address.
4. Go to the CIF Screen in Silverlake. Go to Related Functions > "Start a Workflow".
5. Select the workflow template you would like to start.
6. Click Ok.

### Manual Input Template

1. Create the New Customer's CIF in Silverlake.
2. Add and associate all accounts with the CIF in Silverlake.
3. Go to the CIF Screen in Silverlake. Go to Related Functions > "Start a Workflow".
4. Select the workflow template you would like to start.
5. Click Ok.
6. Go to your Workflow Queue. Upon Initiation of the workflow, a manual input box should appear.
7. Assign a Unique Company ID that you would like to be associated with the company in Treasury Management
8. Assign the email address you would like to be associated with the enrollment of the Super/Administrator Company User.
9. Select "Complete".

The screenshot shows a workflow step titled "Add CIF Number and Unique Company ID - ID 907". The interface includes a top navigation bar with "Activity" and "TM Onboard - Manual Input from Silverlake - Add Username Field - Testing Needed". Below the title, there are buttons for "Complete", "Save", "Cancel", "Details", "Reassign", "Lock", "History", and "Normal".

The main content area contains three steps, each with a green checkmark and a dropdown menu:

- 1- Add Unique Company ID:** "Add the Unique Company ID you would like to associate with the Treasury Management company." The dropdown menu shows "EAA0016".
- 2- Add Administrator Email Address:** "Add the email address for the company admin who will setup other company users. (Note, this administrator will be setup in a Super User/Admin role)." The dropdown menu shows "DSMITH@CARDINALSNATION.COM".
- 3- Add Administrator User Name:** "Add the User Name that you would like to be associated with the Channel Administrator User." The dropdown menu shows "Adminaa0016".

On the right side of the interface, there are three panels: "Comments" (with "Add" and "Filter" buttons), "Attachments" (with "Open" and "Remove" buttons), and "Variables (55)" (with "Open", "Refresh", and "Reset" buttons). The "Variables" panel shows a list of variables including "AccountList", "AcctId", and "AcctIdList".

## How to customize

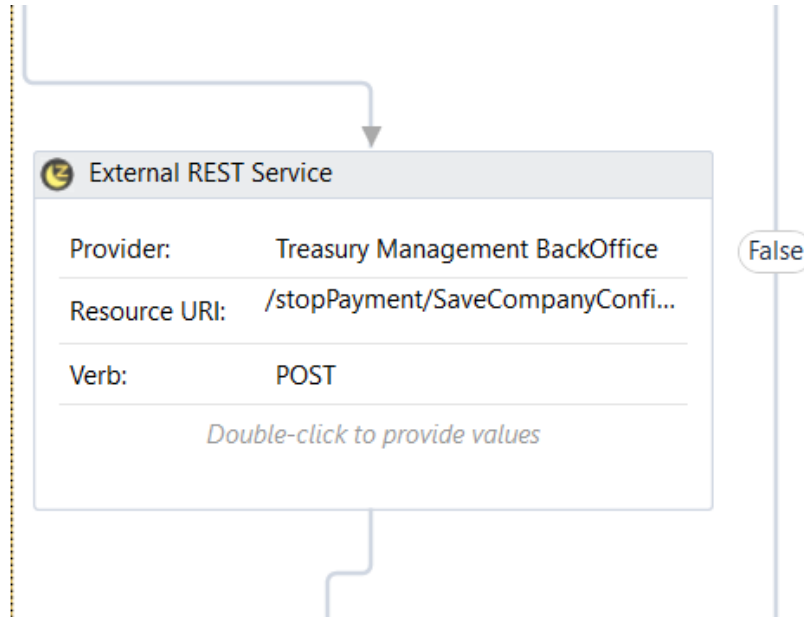
### How to remove Workflow Steps

1. Admin User
  - A. Delete the External Rest Service for POST `'/companyuser/<id%>/users/0/userinformation'`
  - B. Delete the External Rest Service for PUT `'/companyuser/<id%>/users/<adminUserId%>/submit'`  
(Also, delete the Decision “Response Code = 200” and the False response beneath this step)
  - C. Delete all steps between steps **A** and **B** above.
  - D. Carry the “True” arrow from the last Decision for “Response Code = 200” to the External Rest Service for GET `'/accounts/<id%>?accountType=null&includeHoldingCompanies=true'`
2. Information Reporting Product
  - A. Delete the External Rest Service for POST `'/companies/<id%>/productfeatures'`  
(Also, delete the Decision “Response Code = 200” and the False response beneath this step)
  - B. Carry the “True” arrow from the last Decision for “Response Code = 200” to the External Rest Service for GET `'/stopPayment/GetEligibleStopPaymentAccounts/<id%>'`
3. Stop Payment Product
  - A. Delete the External Rest Service for GET `'/stopPayment/GetEligibleStopPaymentAccounts/<id%>'`
  - B. Delete the External Rest Service for POST `'/stopPayment/SaveCompanyConfiguration'`  
(Also, delete the Decision “Response Code = 200” and the False response beneath this step)
  - C. Delete all steps between steps **A** and **B** above.
  - D. Carry the “True” arrow from the last Decision for “Response Code = 200” to the External Rest Service for GET `'/companies/<id%>/productfeatures'`
4. Remove both Information and Stop Payment Products
  - A. Delete the External Rest Service for POST `'/companies/<id%>/productfeatures'`
  - B. Delete all consecutive steps until the “Workflow is Successful” Manual Activity.
  - C. Carry the “True” arrow from the last Decision for “Response Code = 200” to the “Workflow Is Successful” Manual Activity.

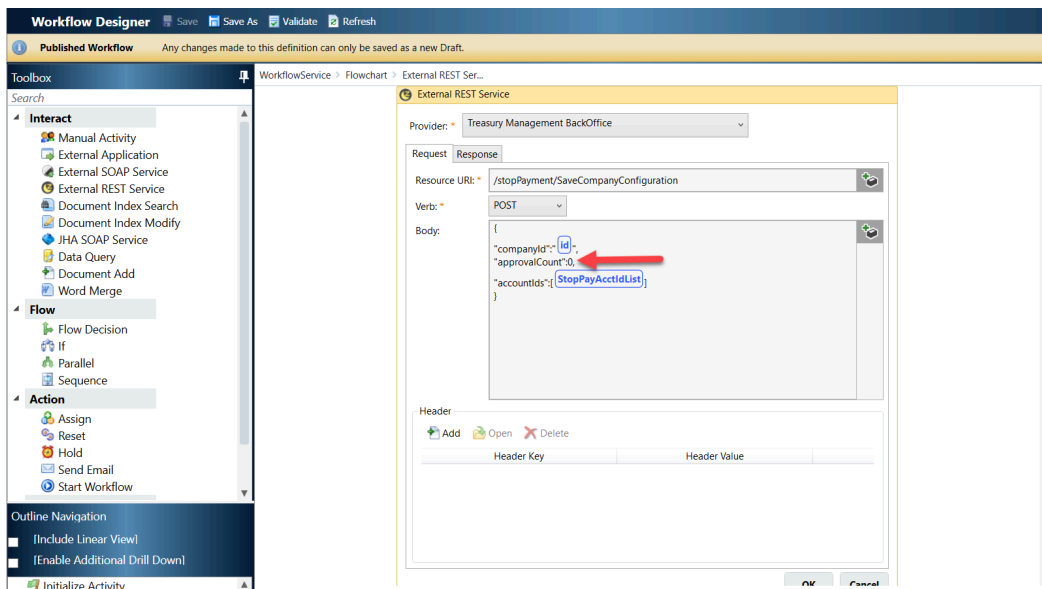
### Modify Stop Payment Approval Limits

To modify the number of approvers needed to submit a stop payment in TM, have your Enterprise Workflow Administrator edit the template workflow definition in the Workflow Definition Library.

Scroll down until you reach the External Rest Service for Posting the Stop Pay Company Configuration. Double click to edit this step.



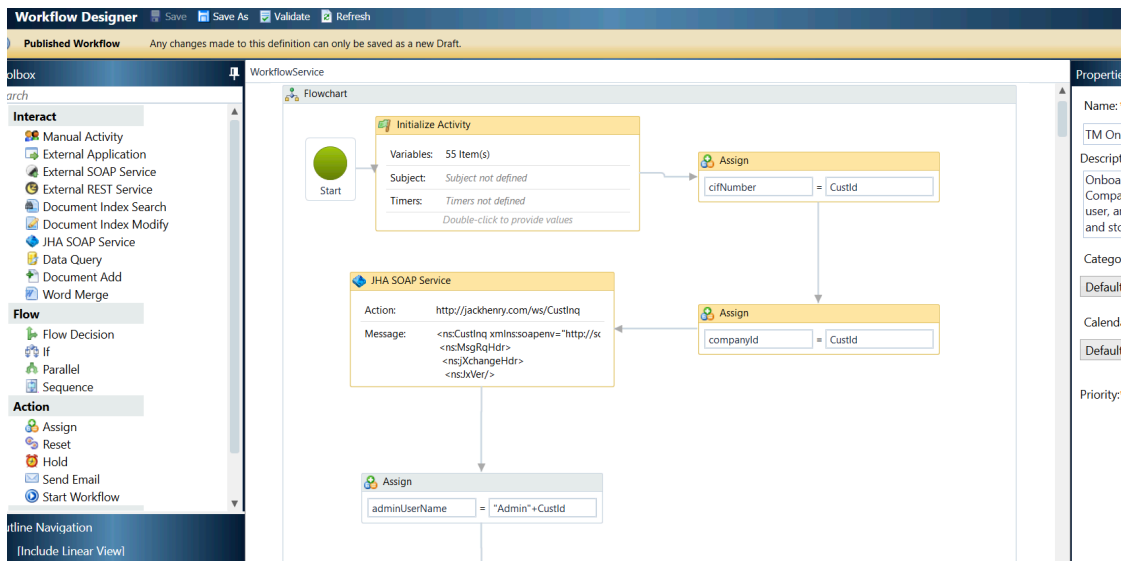
Change the “approvalCount” value from 0 to 1, 2, or 3. (The number here reflects the number of approvals required for stop payments for the company.)



## Adding Workflow Steps to Existing Workflows

Jack Henry Enterprise Workflow allows for existing workflow steps to be copied and pasted to other workflows.

1. Open both workflow definitions that you will be working with.
2. On the workflow definition you will be copying from, locate the steps you would like to copy. Click above and to the left of the first step you will be copying, then drag your mouse down to the bottom right side of the final step you wish to copy. Use Control+C to copy
  - A. Note: When you have done this successfully, you should see all steps that you desire to copy highlighted in yellow, while any steps that you did not drag your mouse over will stay gray. (see screenshot below)



3. Go to the Workflow Definition you wish to paste steps to. Locate the general area of the definition you would like to paste the steps to and use Control+V to paste.
4. Connect arrows from the existing definition to the first pasted step, then connect the last pasted step to the next available previously existing step.

## Additional Customization

Should additional customization be required, customization can be done by modifying the workflow definition. The Enterprise Workflow Consulting team can also assist with customization requests upon purchase of a block of hours for consulting services. Please email Casey Geist at [CaGeist@jackhenry.com](mailto:CaGeist@jackhenry.com) for more information.

## Treasury Management API Listing

For technical specifications for requests and responses for each API Call, please see:

<https://jackhenry.dev/open-enterprise-api-docs/enterprise-rest-api/treasury-management>

Note: Items within `<% %>` are variables set in the workflow.

- GET `'/companies?searchType=CIF+Number&searchValue=<%cifNumber%>'`
  - This API will return company information for the CIF Number specified.
- POST `'/companies/onboard'`
  - This API will onboard a new company.
- GET `'/companies?searchType=CIF+Number&searchValue=<%cifNumber%>'`
  - This API is used to change the company status to Active. In this API call, we will also add a Company Note to record who initiated the workflow to onboard the company in Treasury Management.
- POST `'/companyuser/<%id%>/users/0/userinformation'`
  - This API will create a new company user.
- PUT `'/companyuser/<%id%>/users/<%adminUserId%>/submit'`
  - This API will submit a user for enrollment.
- GET `'/accounts/<%id%>?accountType=null&includeHoldingCompanies=true'`
  - This API will get a list of all primarily associated accounts. When the account type is null in the URL, the list will include all account types. When the “include Holding Companies” is true, the list will include holding company accounts that are primarily associated with the company’s CIF.
- POST `'/companies/<%id%>/accounts/?activate=true'`
  - This API will add accounts to a company. When “Activate” is set to “true” in the URL, it will also activate the account.
- GET `'/companies/<%id%>/Accounts'`
  - This API will get a list of all accounts added to a Treasury Management company. (The purpose of this API as it relates to the onboarding workflow is to get the numerical TM Account ID for each account. This Account ID is associated to the account as the account is added to a company in TM.)
- POST `'/companies/<%id%>/productfeatures'`
  - This API can be used to add product features to a TM company. For the purposes of the onboarding workflow, it is used to add the Information Reporting feature to each of the accounts associated to a TM Company.

- GET '/stopPayment/GetEligibleStopPaymentAccounts/<%id%>'
  - This API will return a list of all Stop Pay eligible accounts for a TM Company.
- POST '/stopPayment/SaveCompanyConfiguration'
  - This API will add the Stop Pay product feature and the associated accounts to Stop Payments.
- GET '/companies/<%id%>/productfeatures'
  - This API gathers the list of numerical IDs associated with any existing product features.
- POST '/companies/<%id%>/productstatus/<%ProductId%>/?status=Active'
  - This API will Activate a product feature for a company.