

# IDEAL Training Class Schedule

Dear Valued Customer(s),

Thank you very much for signing up IDEAL – DBS Corporate Internet Banking services. To help you get started on IDEAL services, you are cordially invited to join our training workshop.

For registration, please review below schedule and send an email to [businesscare-hk@db.com](mailto:businesscare-hk@db.com) quoting the following information before 1 workday from the preferred Training Date.

- Company Name
- Contact Person
- Contact Telephone Number
- Participants' email addresses
- Number of Participants
- Preferred Training Date (**Session 1 / Session 2**)

## Workshop Date & Time<sup>#</sup>

	Date & Time	Language of Speaking *	Venue
Session 1	03 June 2020 14:30 – 17:30	Cantonese	Online Training (Invitation and details will be sent to participants' email addresses)
Session 2	17 June 2020 14:30 – 17:30	Mandarin	Online Training (Invitation and details will be sent to participants' email addresses)

<sup>#</sup> The workshop may be cancelled with one days prior notification due to under subscription

<sup>#</sup> Limited seats – Registration open on a first come, first serve basis

\* Please contact us if you need help in English

## Training Agenda

14:30 – 14:45	Login	Login
14:45 – 15:15	Cash Management	View your account balance and activities
15:15 – 15:30		Approve transactions via Computer and Mobile
15:30 – 15:45		Utilize FX contract via <b>Deal Online</b>
15:45 – 16:30		Make payments via Computer and Mobile, Register the FPS introduce DBS MAX and Customer Self Administrator
16:30 – 17:00	Trade Finance	View trade transactions
17:00 – 17:30		Submit trade applications

Should you have any queries, please feel free to contact DBS **BusinessCare** at (852) 2290 8068 or email to [businesscare-hk@db.com](mailto:businesscare-hk@db.com).

Thank you for subscribing our services and we look forward to serving you soon.

Global Transaction Services

DBS Bank (Hong Kong) Limited 星展銀行(香港)有限公司



# IDEAL 培訓班時間表

致尊貴的客戶，

多謝閣下選用星展銀行 IDEAL 商業網上理財服務。為協助閣下使用 IDEAL 服務，現誠邀閣下參加我們為您而設的 IDEAL 入門講座。

如需登記，請參閱以下講座安排並於講座開始一個工作天前電郵以下資料至 [businesscare-hk@db.com](mailto:businesscare-hk@db.com)。

- 公司名稱
- 聯絡人
- 聯絡電話號碼
- 參加者的電郵地址
- 參加人數
- 選擇日期(講座 1 / 講座 2)

講座日期及時間\*:

	日期及時間	講座語言 *	地點
講座 1	2020 年 06 月 03 日 下午 2:30 至 5:30	廣東話	網上 教學 (邀請及詳情將會以電郵發送至參加者的電郵地址)
講座 2	2020 年 06 月 17 日 下午 2:30 至 5:30	普通話	網上 教學 (邀請及詳情將會以電郵發送至參加者的電郵地址)

\*如登記人數不足，將於一天前通知取消此講座

\* 如需英語協助，請聯絡本行

#座位有限 - 登記先到先得

## 講座流程

14:30 – 14:45	登入	如何登入
14:45 – 15:15	現金管理	查閱戶口結餘和活動
15:15 – 15:30		以電腦或手機授權交易
15:30 – 15:45		使用 Deal Online 處理外匯合約
15:45 – 16:30		以電腦或手機創建付款,如何登記轉數快 (FPS), 簡介 DBS MAX 及客戶自助管理員
16:30 – 17:00	貿易融資	查閱貿易融資交易
17:00 – 17:30		提交貿易交易申請

如有任何查詢，歡迎致電 DBS BusinessCare: (852) 2290 8068 或電郵至 [businesscare-hk@db.com](mailto:businesscare-hk@db.com)。

多謝選用星展銀行服務，我們期待再次為您服務。

環球金融交易服務

星展銀行(香港)有限公司 DBS Bank (Hong Kong) Limited

