

MyStandards Introduction

Step-to-step manual for registration and access

**Additional information on how to use MyStandards
and its major functionalities**

Content

- | Create account
 - Swift.com account
 - MyStandards account

- | MyStandards Login
- | MyStandards home screen and T2 Group
- | How to access the TCCG-Communities
- | MyStandards User Management
- | TCCG Community
- | Access to usage guidelines
- | Usage guidelines and major functionalities

Creation of accounts – two possible ways

| Access to MyStandards is possible via

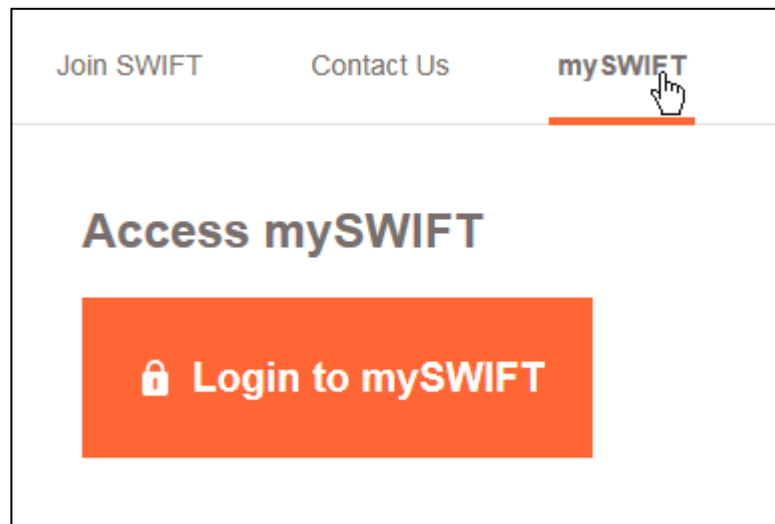
- Swift.com account or
- MyStandards account facilities.

| In the following slides you may find descriptions how to create an account and how to login in MyStandards

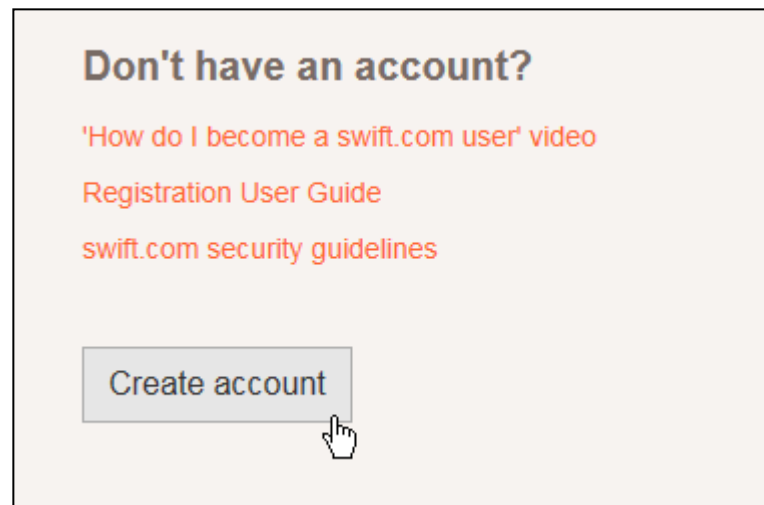
| If a SWIFT or MyStandards account is already available you may continue to MyStandards Login

Create account – SWIFT.com account I

| Go to www.swift.com



| Possibility to access mySWIFT



Create account – SWIFT.com account II

| Follow instructions

USER REGISTRATION

Personal info

Title: 

First name: *

Last name: *

Telephone * 
*

Set your name and password

E-mail: *

Password *

Confirm Password *

Your password should adhere to the following rules:

- at least 8 characters length
- at least 1 uppercase letter
- at least 1 lowercase letter
- at least 1 non-alphabetic character such as: +-()!/=

Challenge

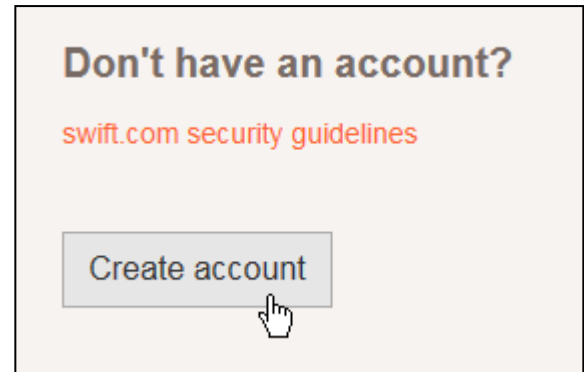
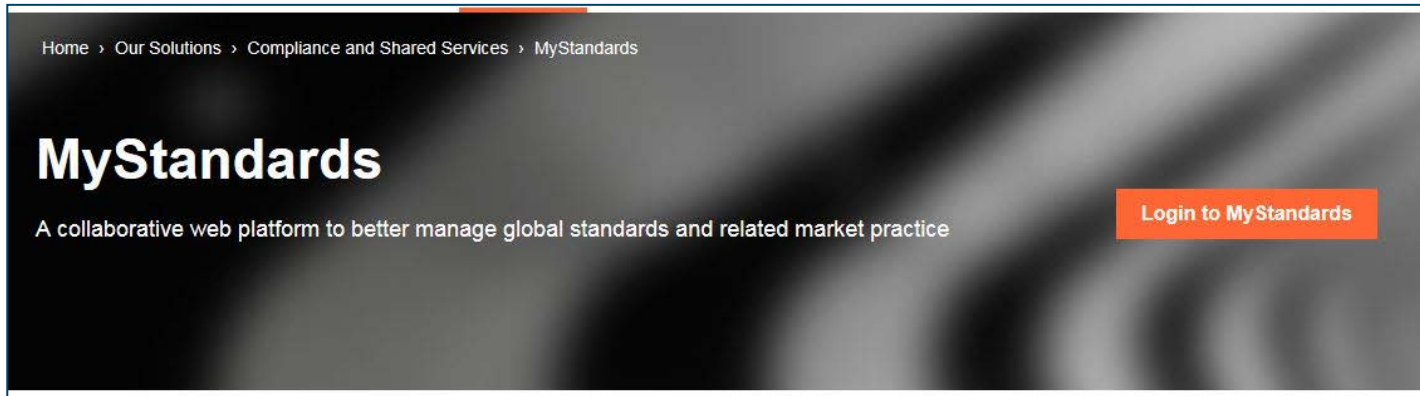
E7WF NNEX5

 [New challenge](#)

Enter the text of the image:

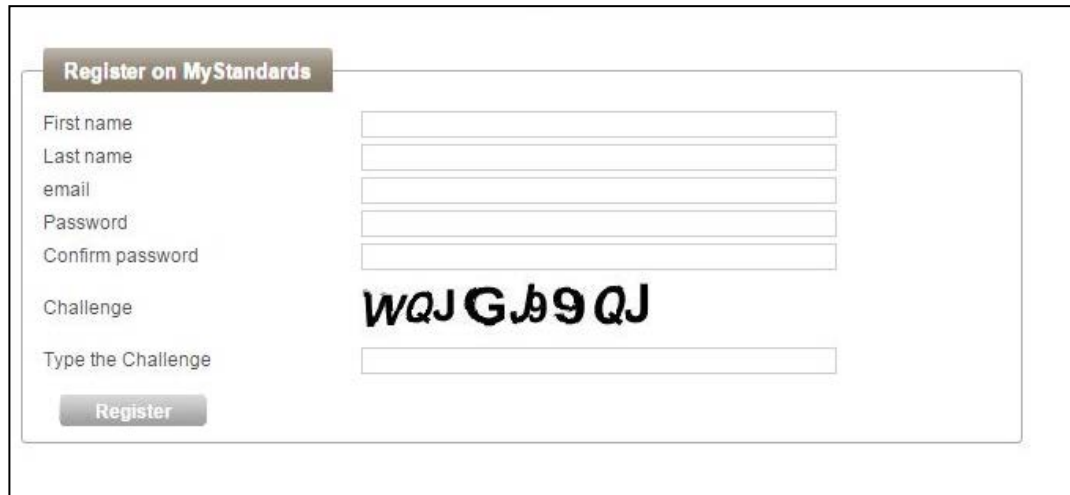
Create account – MyStandards account I

- | <https://www.swift.com/our-solutions/compliance-and-shared-services/mystandards>
- | Klick on „login to MyStandards“ and then „Create Account“



Create account – MyStandards account II

I Follow instructions



Register on MyStandards

First name

Last name

email

Password

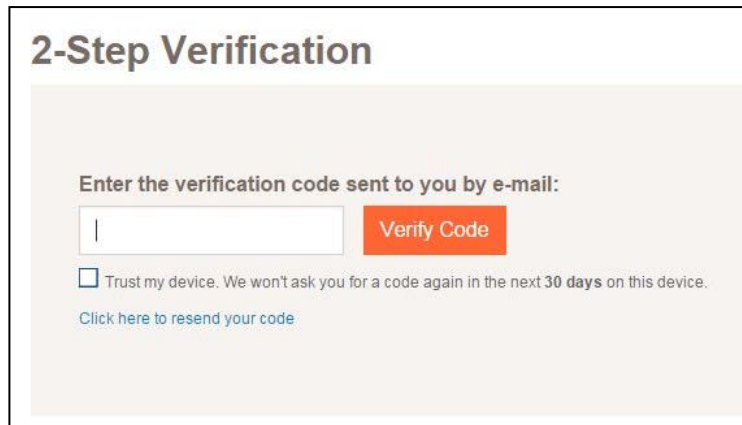
Confirm password

Challenge **WQJ G 9 QJ**

Type the Challenge

Register

I 2-step verification for every log-in (e-mail)



2-Step Verification

Enter the verification code sent to you by e-mail:

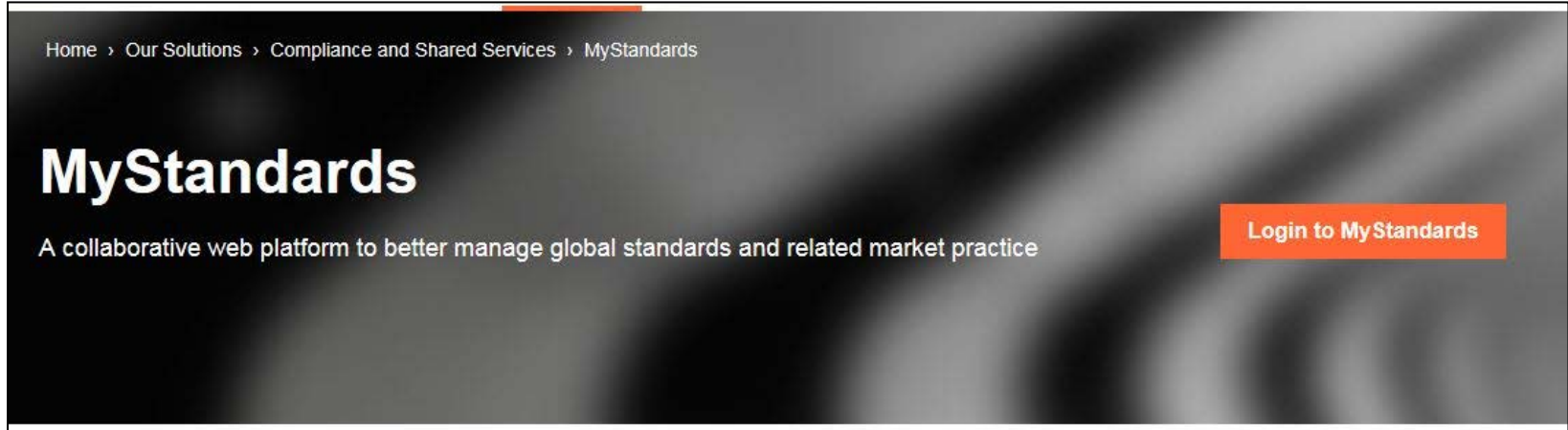
Verify Code

Trust my device. We won't ask you for a code again in the next 30 days on this device.

[Click here to resend your code](#)

MyStandards Login

- | If SWIFT or MyStandards account exists a direct login in MyStandards is enabled



Sign in with your MyStandards credentials [Setup a login seal to protect yourself against phishing attacks](#)

Email address

Password [Forgot password?](#)

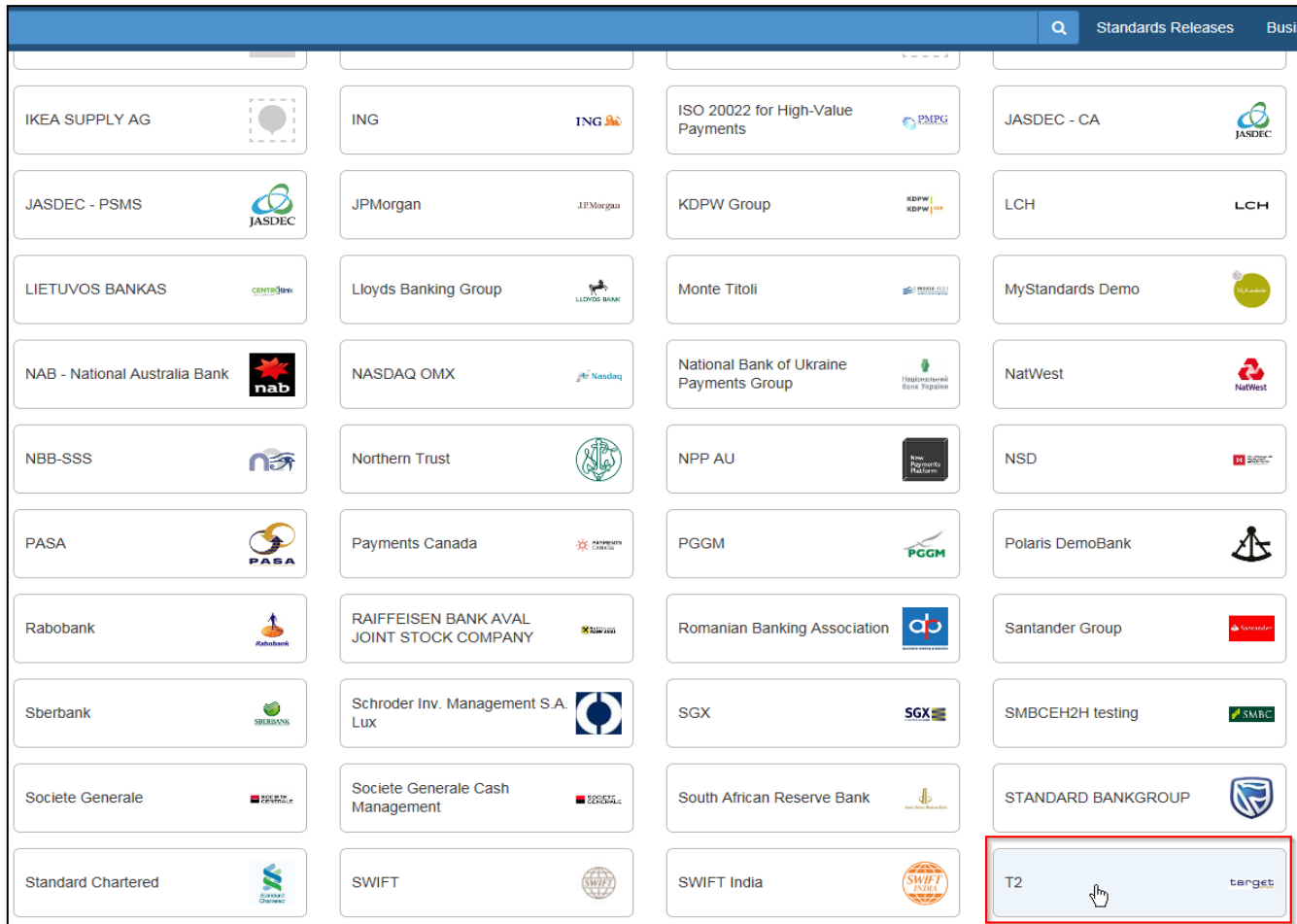
[Sign in](#)

Don't have an account?
[swift.com security guidelines](#)

[Create account](#)

MyStandards home screen and T2 Group

- | Interested users will find the T2 Group on the homescreen of MyStandards
- | Please click on the group to proceed



How to access the TCCG-Communities (I)

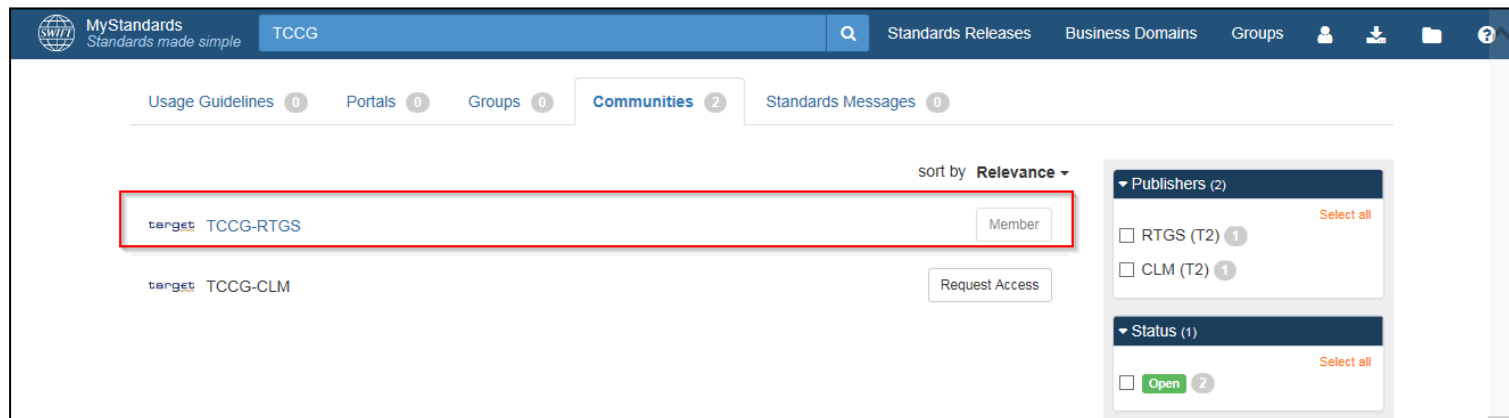
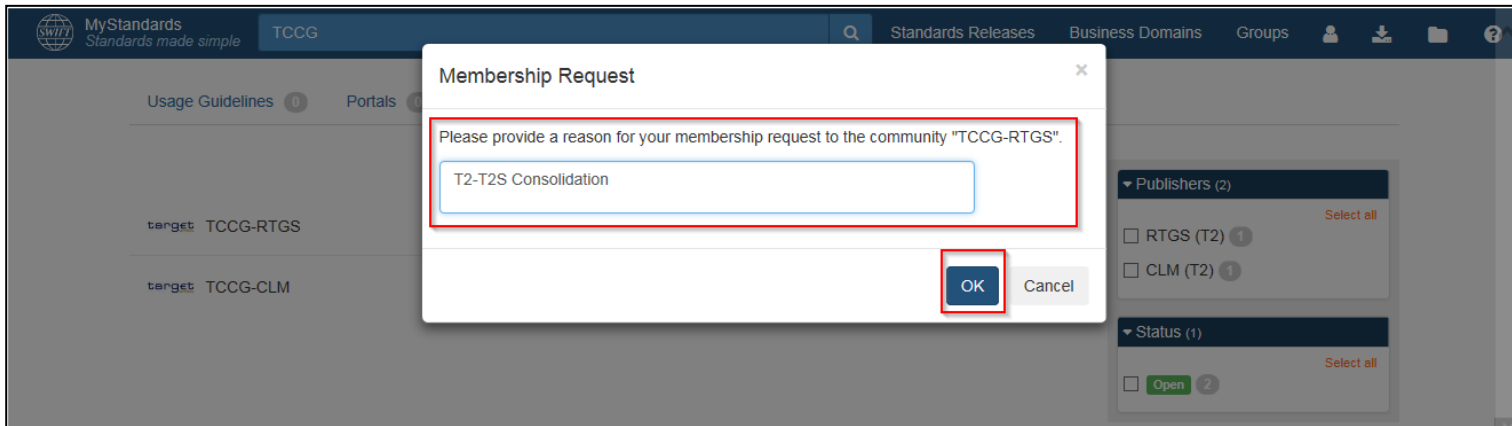
- | Please type in the search-bar “TCCG” to search for the TCCG-Communities
- | The search result will show you the TCCG-RTGS and TCCG-CLM communities

The screenshot shows the MyStandards website interface. The top navigation bar includes the MyStandards logo, a search bar containing 'TCCG', and links for Standards Releases, Business Domains, and Groups. Below the navigation bar, there are tabs for Usage Guidelines (0), Portals (0), Groups (0), Communities (2), and Standards Messages (0). The main content area displays two search results, both with a 'target' icon: 'TCCG-RTGS' and 'TCCG-CLM'. To the right of these results is a 'Request Access' button. Further right, there is a 'sort by Relevance' dropdown menu. On the far right, there are two filter panels: 'Publishers (2)' with options for 'RTGS (T2) 1' and 'CLM (T2) 1', and 'Status (1)' with an option for 'Open 2'. A 'feedback' button is visible on the right edge of the page.

- | Please do not request for membership in Sub-groups.

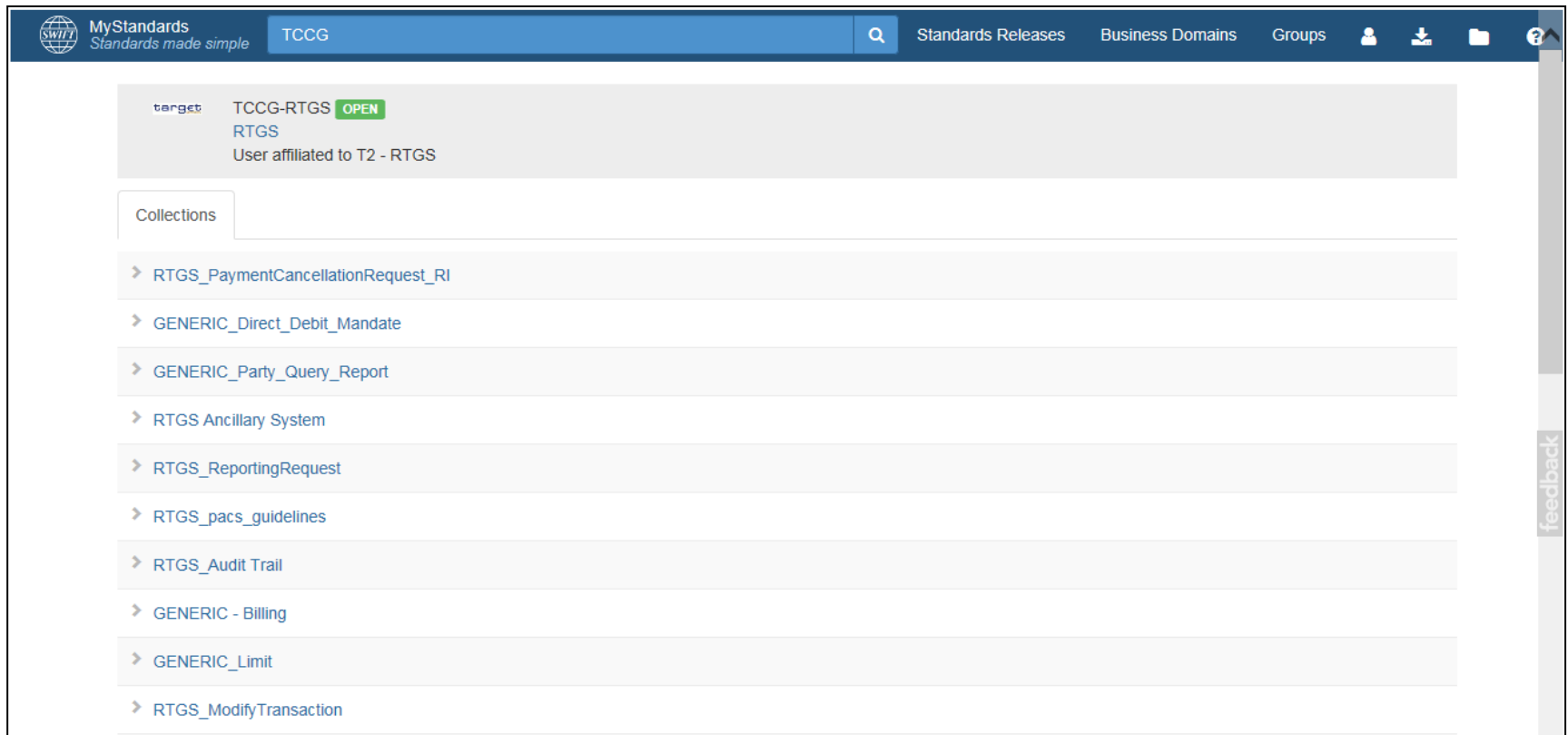
How to access the TCCG-Communities (II)

- | Interested users have to request for membership request for RTGS and CLM open communities (reason is not mandatory)
- | Access will be granted automatically



How to access the TCCG-Communities (III)

After the successful membership request the user has access to the usage guidelines which are shared with the TCCG-Community



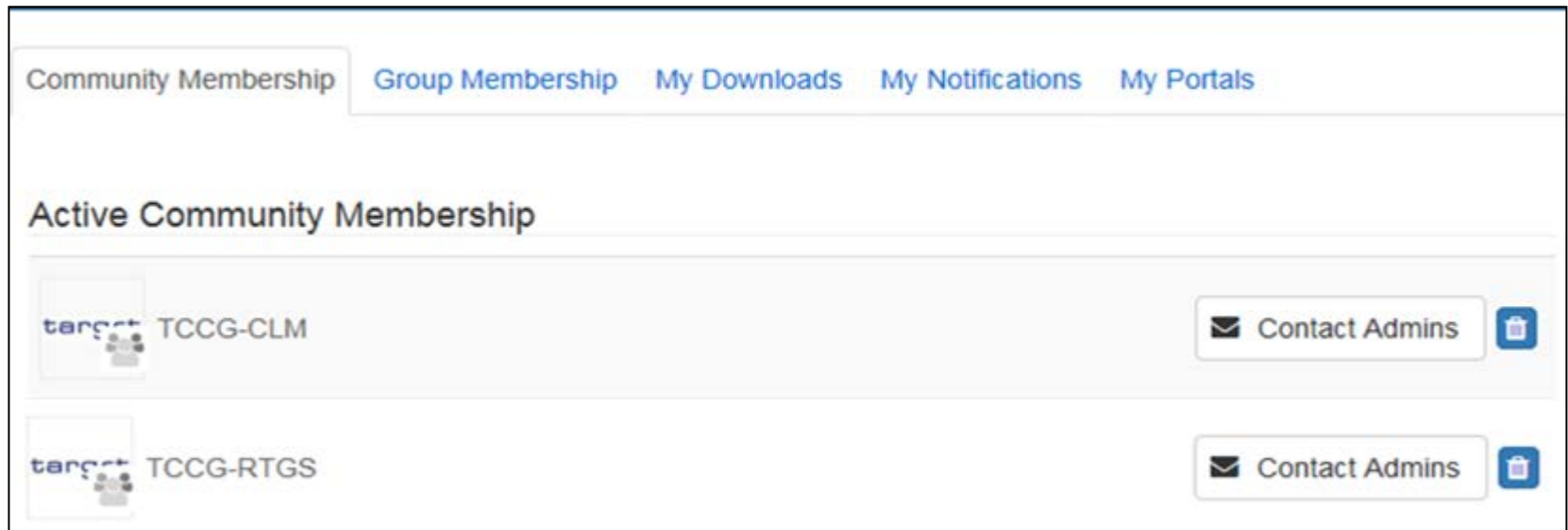
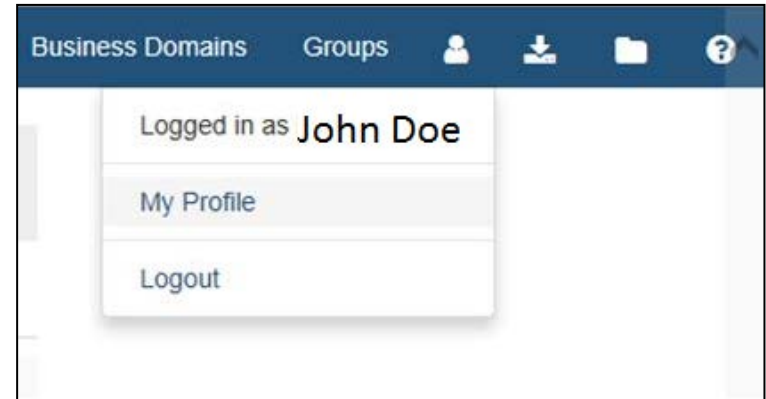
The screenshot displays the MyStandards TCCG user interface. The top navigation bar includes the MyStandards logo, the text "Standards made simple", and the TCCG tab. The main content area shows a "target" section with "TCCG-RTGS" and "RTGS" labels, and a status "OPEN". Below this, a "Collections" section lists various items:

- RTGS_PaymentCancellationRequest_RI
- GENERIC_Direct_Debit_Mandate
- GENERIC_Party_Query_Report
- RTGS Ancillary System
- RTGS_ReportingRequest
- RTGS_pacs_guidelines
- RTGS_Audit Trail
- GENERIC - Billing
- GENERIC_Limit
- RTGS_ModifyTransaction

A vertical "feedback" button is visible on the right side of the interface.

MyStandards User Management

- | User management is done in My Profile (man icon)
- | Users have view on accessible communities



TCCG Community

- | Usage guidelines will be first drafted and then shared in collections in the TCCG-RTGS and TCCG-CLM communities
- | Within the communities there are the previous and the latest version of each message usage guideline shared
- | Descriptions will help to navigate to the desired UDFS version

target TCCG-RTGS **OPEN**
RTGS
User affiliated to T2 - RTGS

Collections Members

➤ RTGS_Standing Order
Technical version: 3 , Version: UDFS v1.0

➤ RTGS_ReceiptAcknowledgement
Technical version: 13 , Version: UDFS v1.1

target TCCG-CLM **OPEN**
CLM
User affiliated to T2 - CLM

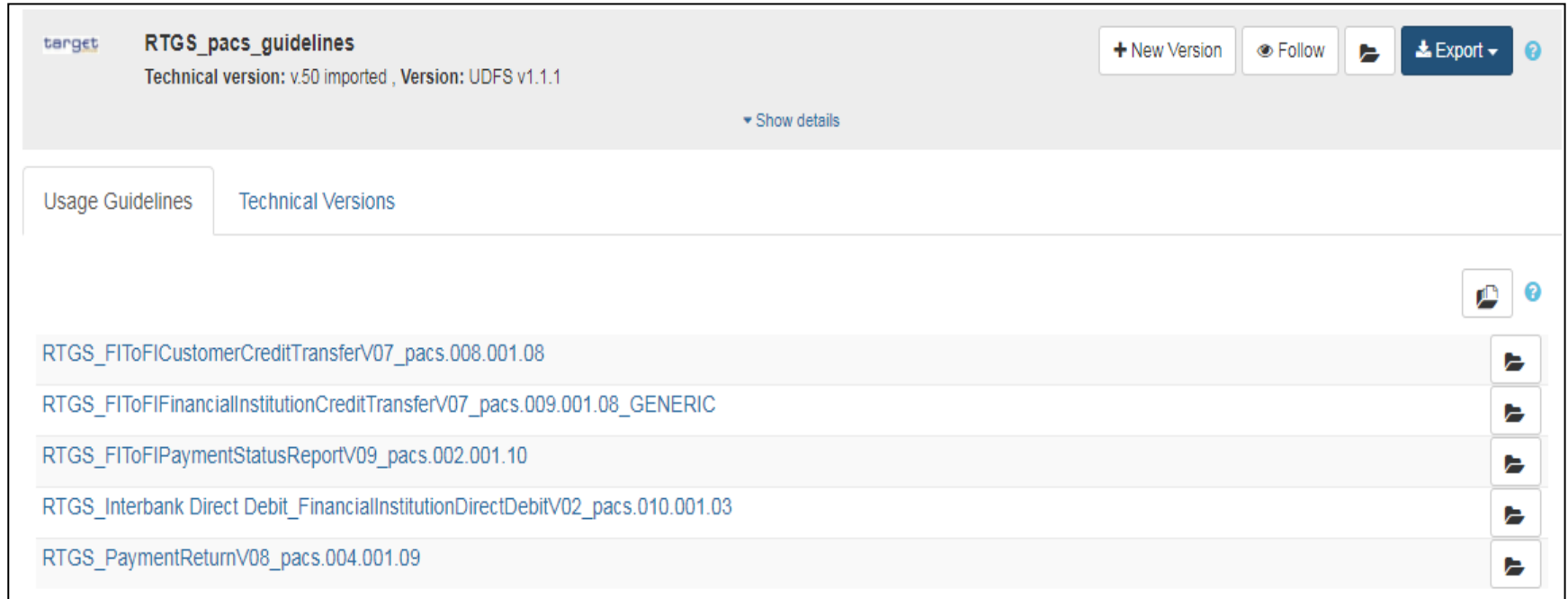
Collections Members

➤ GENERIC_Party_Query_Report
Technical version: 2 , Version: UDFS v1.1.1

➤ CLM_Receipt
Technical version: 9 , Version: UDFS v1.0

Access to usage guidelines

| Usage guidelines are shared in collections



The screenshot displays a web interface for a collection named "RTGS_pacs_guidelines". At the top, it shows the target name, technical version (v.50 imported), and current version (UDFS v1.1.1). Action buttons include "+ New Version", "Follow", and "Export". A "Show details" link is also present. Below the header, there are two tabs: "Usage Guidelines" (selected) and "Technical Versions". The main content area lists five usage guidelines, each with a folder icon to its right:

- RTGS_FIToFICustomerCreditTransferV07_pacs.008.001.08
- RTGS_FIToFIFinancialInstitutionCreditTransferV07_pacs.009.001.08_GENERIC
- RTGS_FIToFIPaymentStatusReportV09_pacs.002.001.10
- RTGS_Interbank Direct Debit_FinancialInstitutionDirectDebitV02_pacs.010.001.03
- RTGS_PaymentReturnV08_pacs.004.001.09

| Access is restricted to TCCG communities

| Available usage guidelines are customised by 4CB

| Set-up of a collection may change in matters of different needs per service

Usage guideline (I) - screen view

target: RTGS_FIToFICustomerCreditTransferV07_pacs.008.001.08
RTGS_pacs_guidelines (Technical version: 50 , Version: UDFS v1.1.1)

Version: UDFS v1.1.1

pac.008_RTGS_FIToFICustomerCreditTransfer ... pac.008_RTGS_FIToFICustomerCreditTransfer_...

Content Result View Impact Analysis Compare Comments

View only restricted elements Hide removed elements Show xml tags

search message (min 2 chars)

Name	Min	Max	Restrictions
FI To FI Customer Credit Transfer V08 (pacs.008.001.08)			
Group Header	1	1	
Credit Transfer Transaction Information	1	*	
Supplementary Data	0	*	
CrossElementComplexRule : InstructedAgentRule			
CrossElementComplexRule : InstructingAgentRule			
CrossElementComplexRule : TotalInterbankSettlementAmountRule			
CrossElementComplexRule : TotalInterbankSettlementAmountAndSumRule			
CrossElementComplexRule : GroupHeaderInterbankSettlementDateRule			
CrossElementComplexRule : TransactionInterbankSettlementDateRule			
CrossElementComplexRule : PaymentTypeInfoInformationRule			
CrossElementSimpleRule : NumberOfTransactionsAndCreditTransfersRule			
Textual : SupplementaryDataRule			

Display full width

FI To FI Customer Credit Transfer V08 (pacs.008.001.08)

Annotation

RTGS Notes

- RTGS-Use:** This message type is used in RTGS service to execute a payment order if the debtor or the creditor or both are non-financial institutions.

The payment message can be sent by a

- direct RTGS participant
- BIC of the multi-addressee access and
- CB as a direct participant

Credited and debited RTGS accounts must be denominated in the same currency.

In response to the FIToFICustomerCreditTransfer message, a FIToFIPaymentStatusReport (pacs.002) is returned (optional).

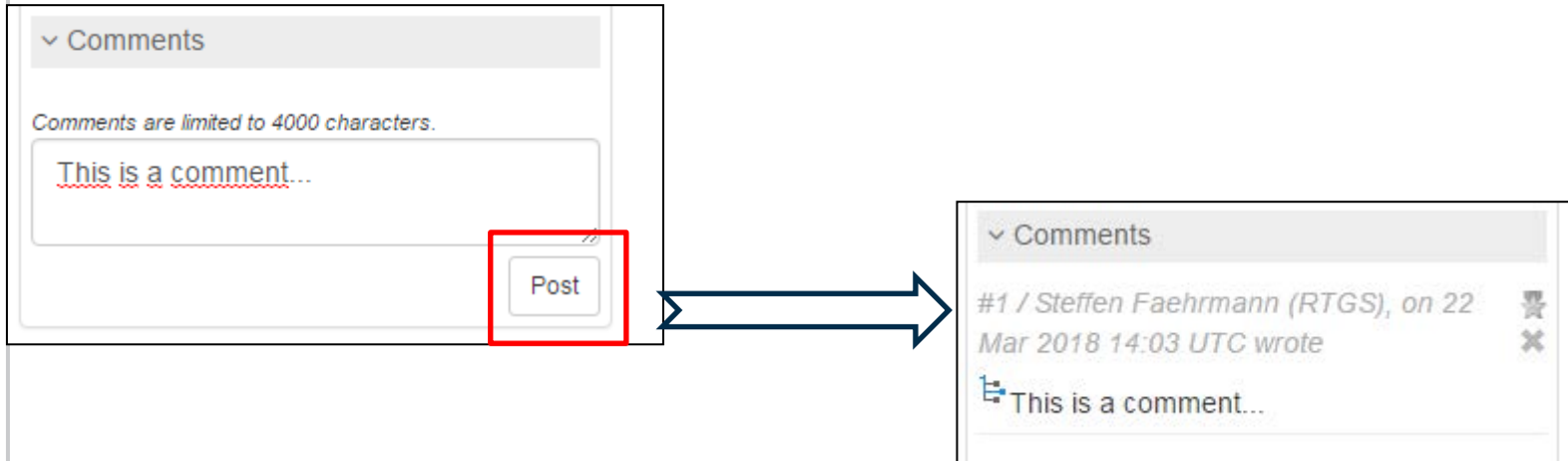
RTGS-BusinessRules: ANMX111, ANMT140, ANMT141

- | The screen offers several options:
- | Message Examples
- | Result view = customization result
- | Compare*
- | Annotation = Service specific usage guideline
- | Business Rule IDs (to be found in UDFS as Validation Rule IDs)

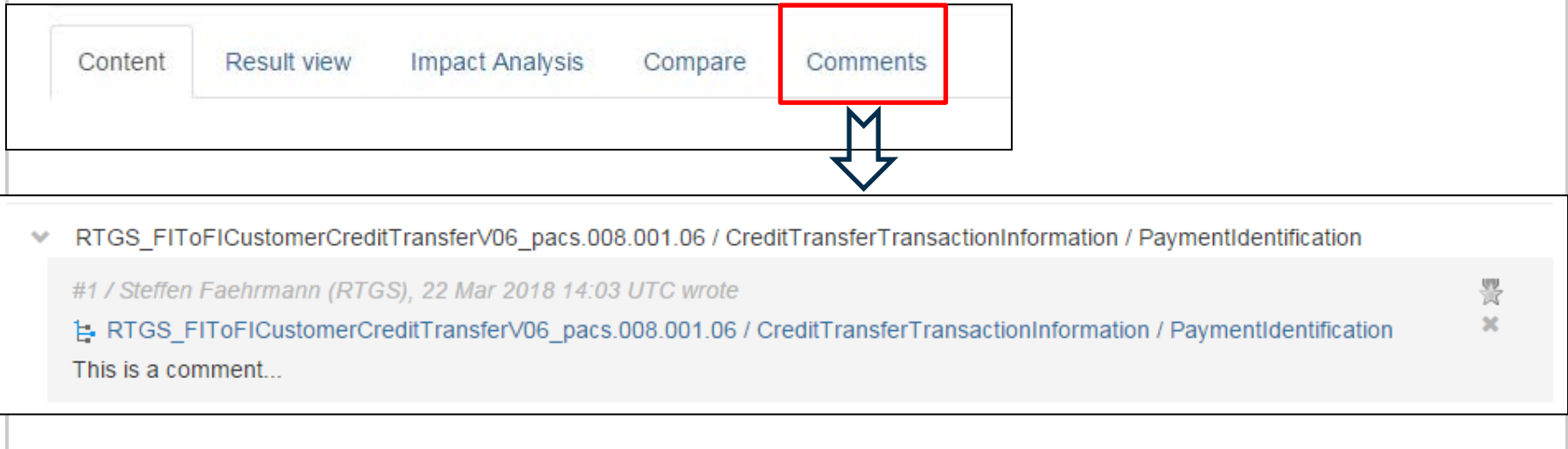
*The compare functionality is not available for single usage guidelines. Please refer to slides 19 & 20 for the detailed description of the compare functionality.

Usage guideline (II) - comments

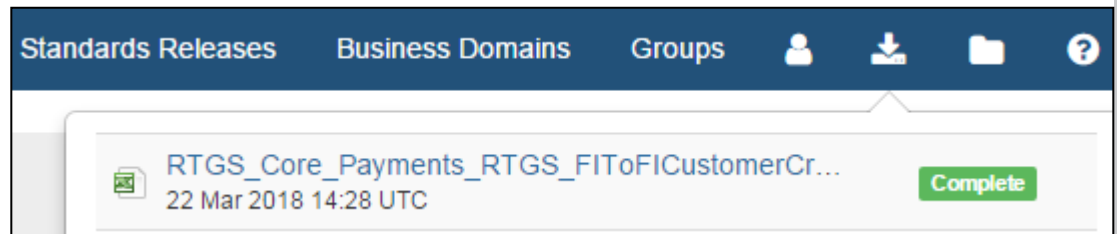
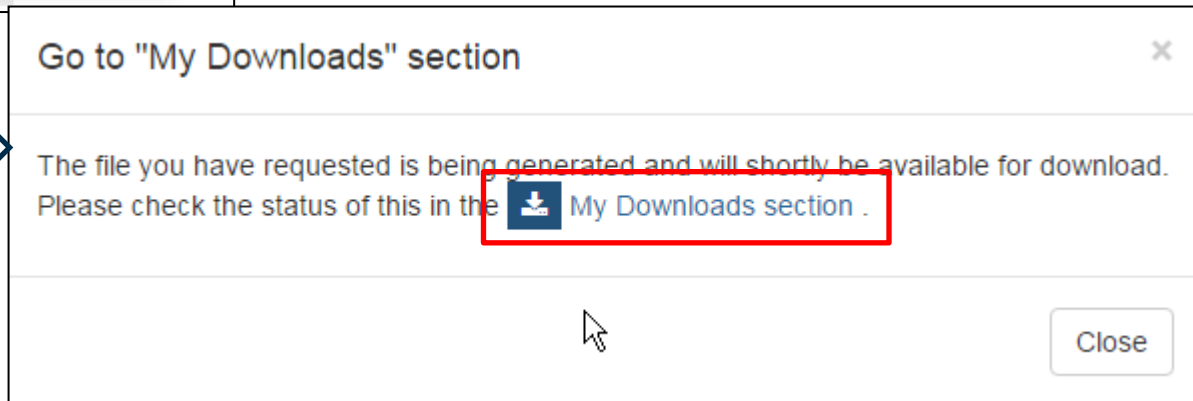
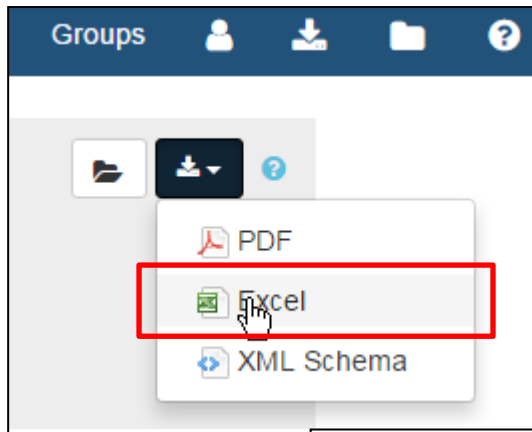
| Comment functionality:



| Comments – overview comments:



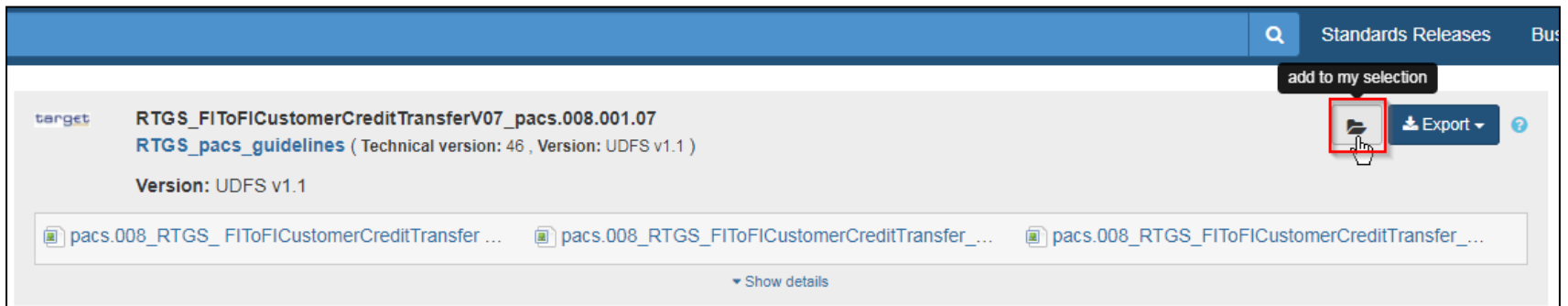
Usage guideline (III) - export functionality



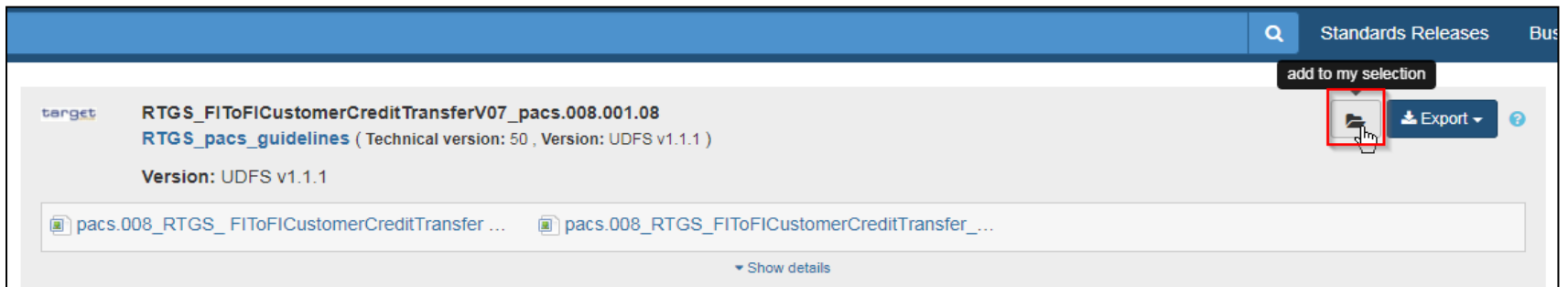
Usage guideline (IV) - compare functionality 1

Compare functionality offers the facility to compare usage guidelines of the same message type but different UDFS versions

Users have to select first the previous version of the message and put it to „my selection“

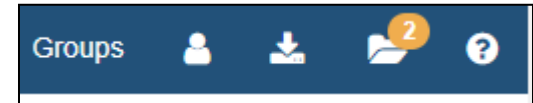


Afterwards users have to select the latest version of the message and put it to „my selection“ as well







Usage guideline (IV) - compare functionality 2

| „My Selection“ (folder icon) will show that two usage guidelines are selected (klick on it for next step)










| Users can select from different batch operations to start and view the comparison

My Selection - Usage guidelines

 RTGS_FIToFICustomerCreditTransferV07_pacs.008.001.07 Version: UDFS v1.1	
 RTGS_FIToFICustomerCreditTransferV07_pacs.008.001.08 Version: UDFS v1.1.1	

Batch operations

-  Compare selected UGs
-  Export the comparison
-  Export selection to PDF
-  Export selection to Excel
-  Export selection to Schema
-  Edit Metadata
-  Empty the selection

| If comparison is finalized please empty „My Selection“ (by klicking on the both red x or „Empty the selection“) and restart the process for another comparison activity