

MyStandards Introduction

**Step-by-step manual for registration and access to
T2 MyStandards content**

&

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

Contents

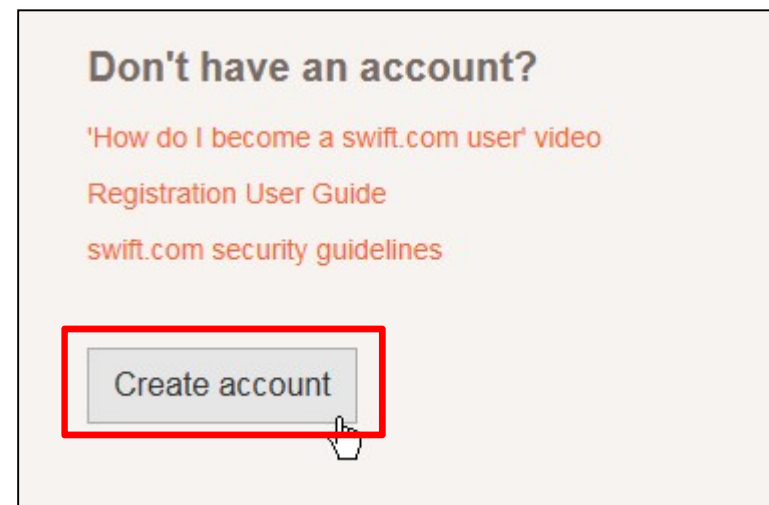
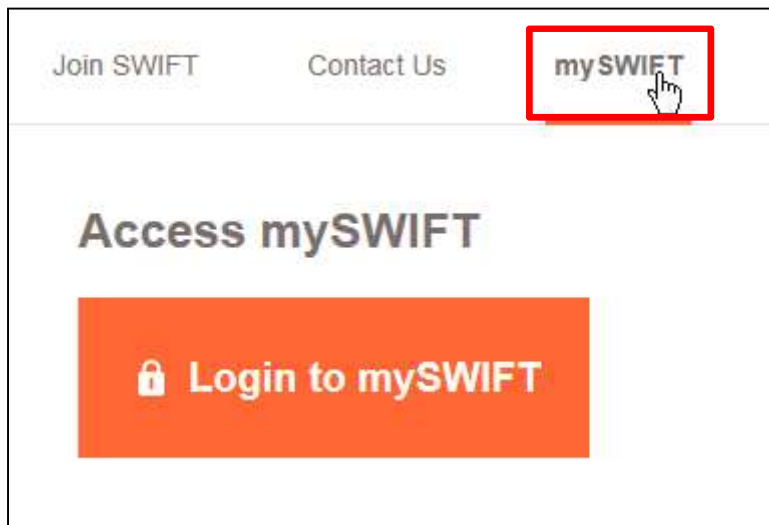
- I. Create account
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I. Create account – two possible ways

- Access to MyStandards is possible via
 - a Swift.com account or
 - MyStandards account facilities.
- In the following slides you will find descriptions on how to create an account and how to login in MyStandards.
- If a SWIFT or MyStandards account is already available you may continue to Chapter II. MyStandards login.

I. Create account – SWIFT.com account (I)

- To create a SWIFT.com account please go to www.swift.com and follow the instructions below:
 - Click on “mySWIFT” and click on “Login into mySWIFT”.
 - Click on “Create account”.



I. Create account – SWIFT.com account (II)

- Fill in the mandatory fields and follow the instructions in the registration process.

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: +-.()!/=

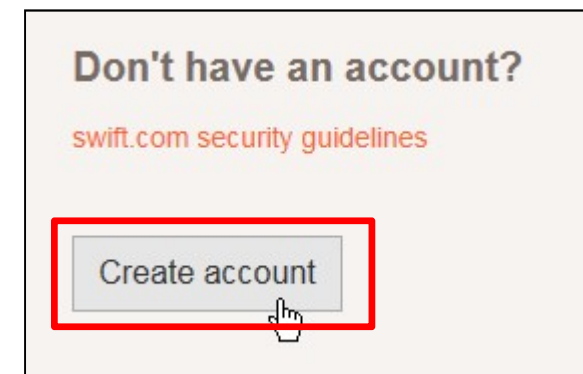
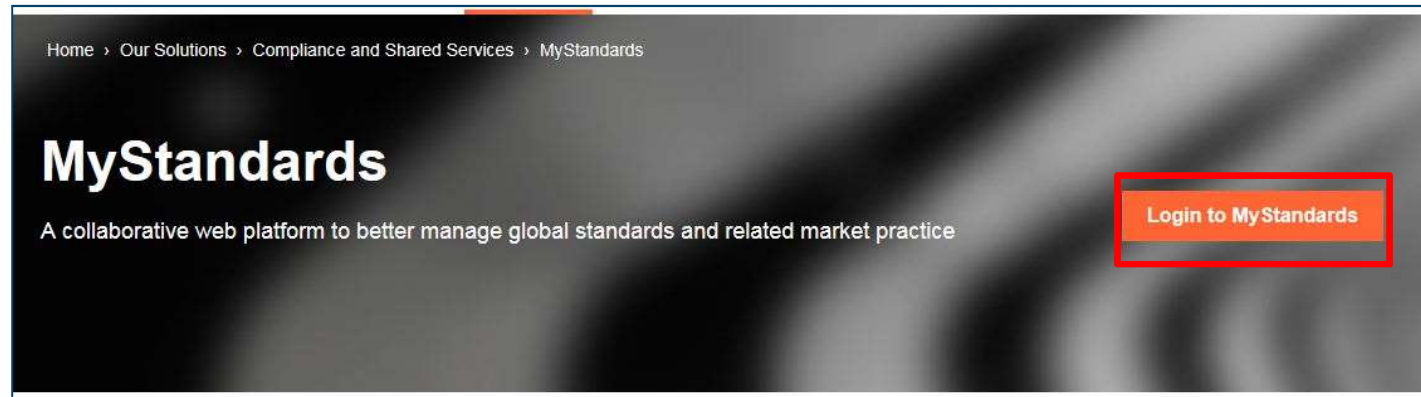
Challenge

E7WF NNEX5 [New challenge](#)

Enter the text of the image:

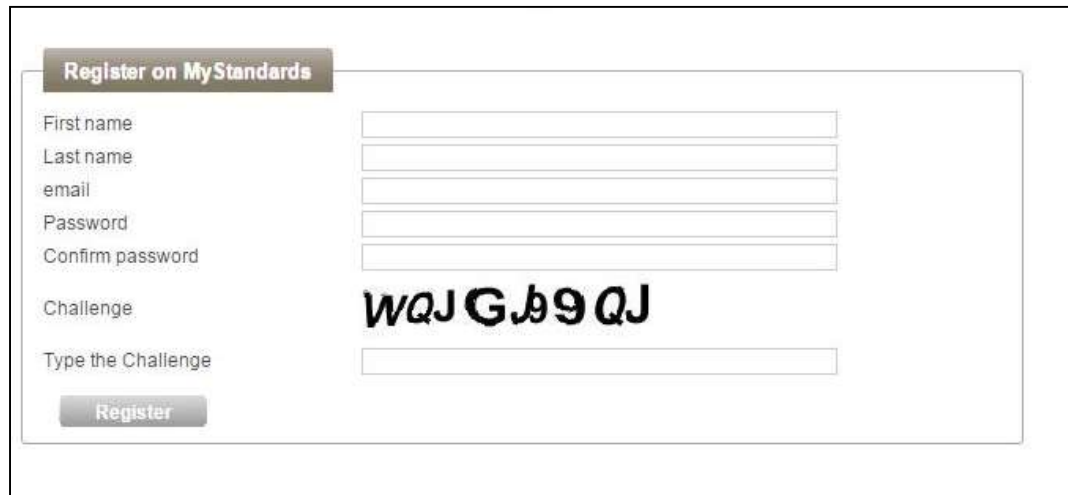
I. Create account – MyStandards account (I)

- To create a MyStandards account please go to <https://www.swift.com/our-solutions/compliance-and-shared-services/mystandards> and follow the instructions below:
 - Click on “Login to MyStandards” and then “Create account”.



I. Create account – MyStandards account (II)

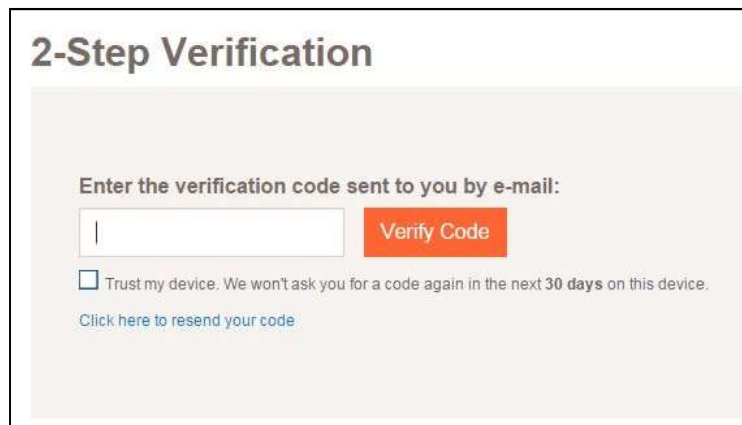
- Fill in the mandatory fields and follow the instructions in the registration process.



The registration form is titled "Register on MyStandards". It contains the following fields and elements:

- First name
- Last name
- email
- Password
- Confirm password
- Challenge: WQJGJ9QJ
- Type the Challenge
- Register button

- The 2-step verification for every login is compulsory and cannot be deactivated.

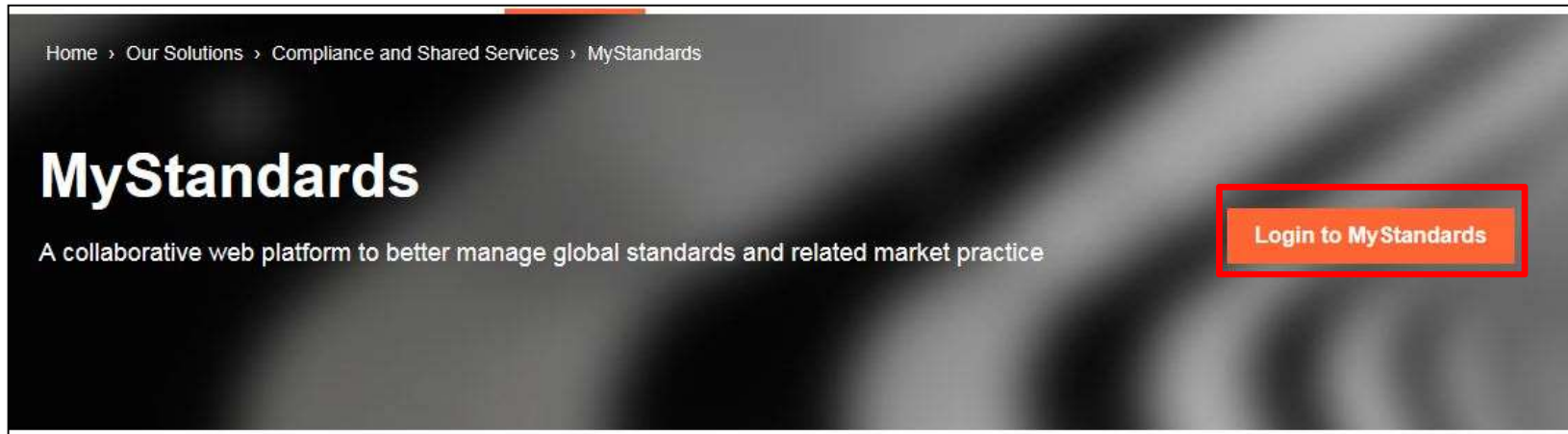


The 2-Step Verification form is titled "2-Step Verification". It contains the following elements:

- Enter the verification code sent to you by e-mail:
- Verification code input field
- Verify Code button
- ☐ 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](#)

II. Mystandards login

- If a SWIFT or MyStandards account already exists you can login directly via MyStandards.



Sign in with your MyStandards credentials Setup a login seal to protect yourself against phishing attacks

Email address

Password Forgot password?

Don't have an account?

swift.com security guidelines

Create account

Sign in

2-Step Verification

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

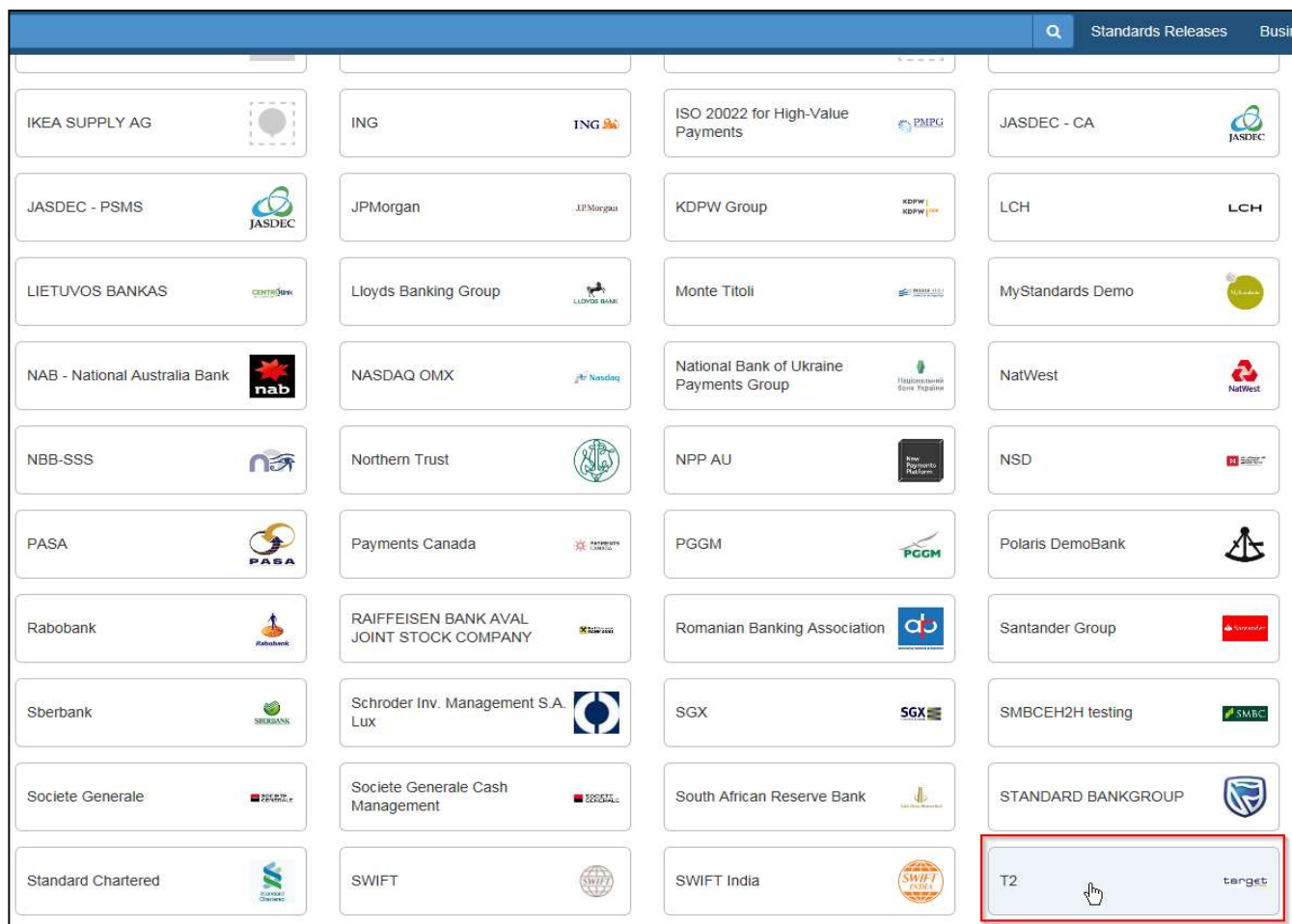
Verify Code

☐ 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](#)

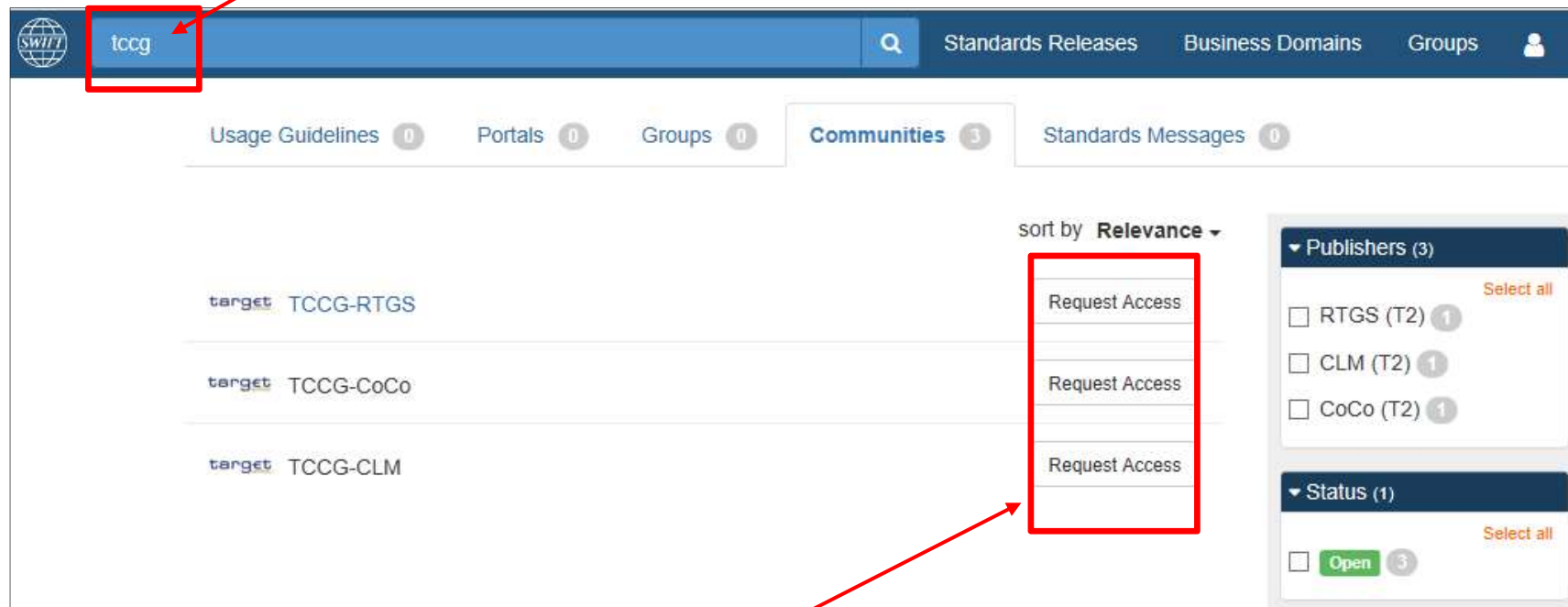
III. MyStandards home screen and T2 group

- Interested users will find the T2 group on the home screen of MyStandards.
- Please click on the desired group to proceed.



IV. How to access the TCCG communities (I)

- Access to T2 usage guidelines is only provided to community members.
- Please type “tccg” in the search bar to search for the TCCG communities.
- The search result will show you the TCCG-RTGS, TCCG-CLM and TCCG-CoCo communities.



- Please request access to each community

IV. How to access the TCCG communities (II)

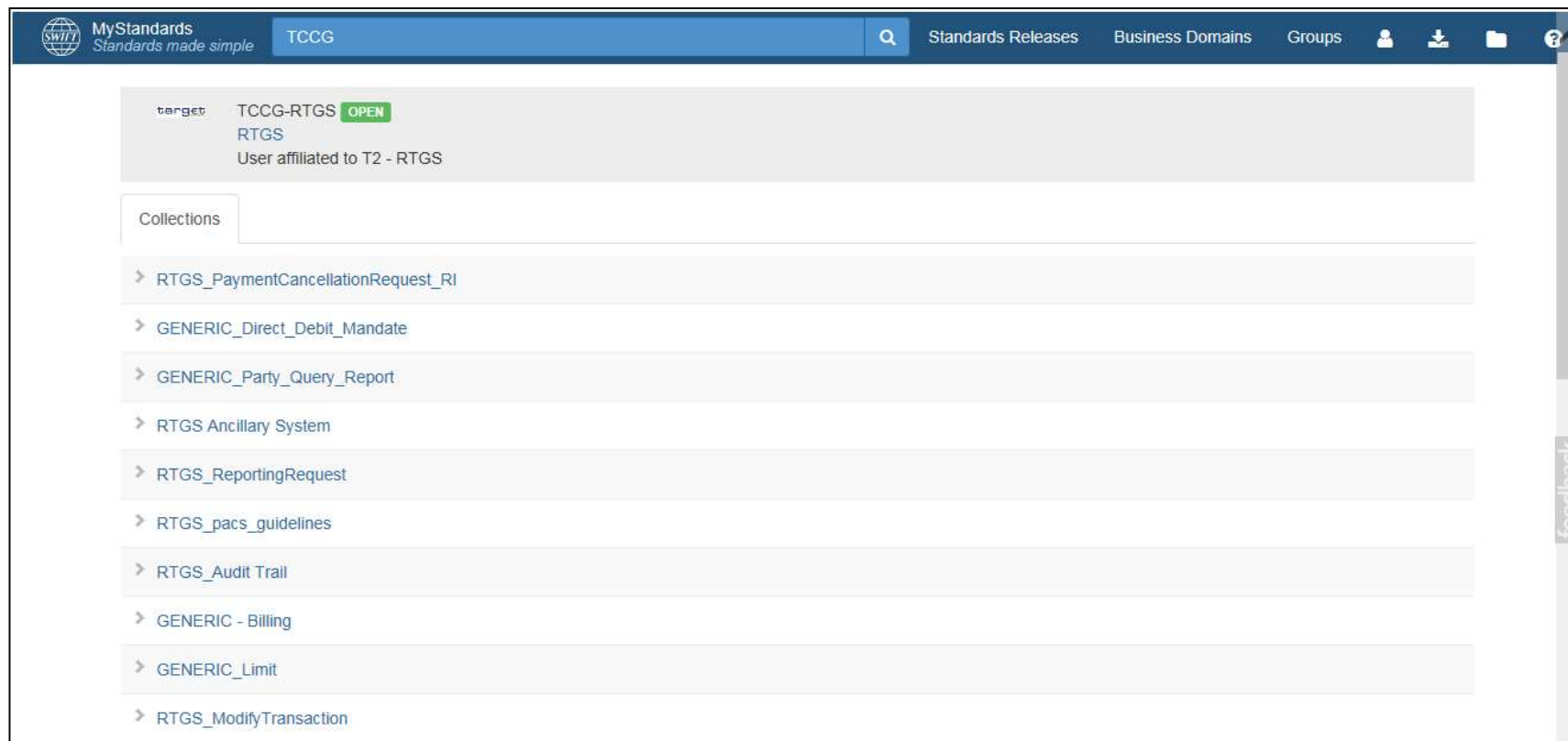
- Access to RTGS, CLM and CoCo open communities will be granted automatically – a reason is not required.

The screenshot shows a 'Membership Request' dialog box overlaid on the MyStandards application interface. The dialog box has a title bar with 'Membership Request' and a close button. Inside, it says 'Please provide a reason for your membership request to the community "TCCG-RTGS".' Below this is a text input field containing 'T2-T2S Consolidation'. At the bottom right of the dialog are 'OK' and 'Cancel' buttons. The background shows the 'TCCG' section of the application with 'Usage Guidelines', 'Portals', and 'Groups' tabs. Under 'Portals', there are two entries: 'target TCCG-RTGS' and 'target TCCG-CLM'. On the right side, there are filters for 'Publishers (2)' and 'Status (1)', each with a 'Select all' link.

The screenshot shows the 'Communities' page in the MyStandards application. The page has a header with 'tccg' and a search bar. Below the header, there are tabs for 'Usage Guidelines', 'Portals', 'Groups', 'Communities', and 'Standards Messages'. The 'Communities' tab is selected, showing a list of communities. The list has three entries: 'target TCCG-RTGS', 'target TCCG-CoCo', and 'target TCCG-CLM'. To the right of each entry is a 'Member' button, which is highlighted with a red box. Below the list, there is a 'Request Access' button. On the right side, there are filters for 'Publishers (3)' and 'Status (1)', each with a 'Select all' link.

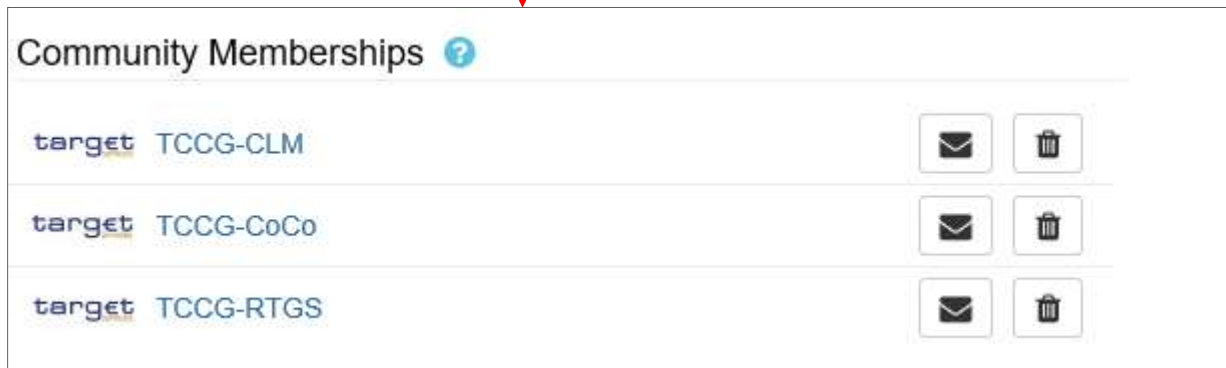
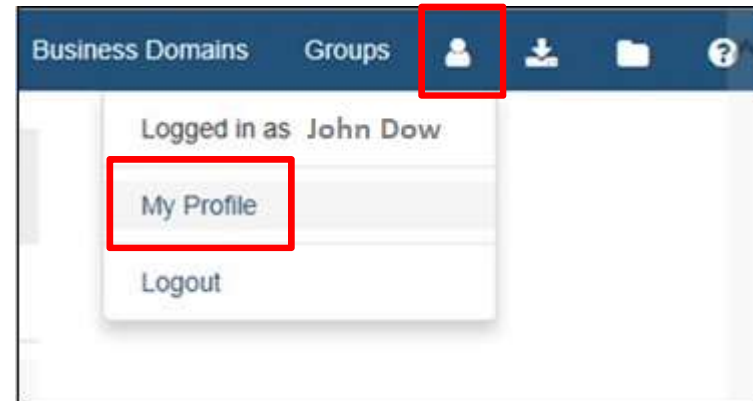
IV. How to access the TCCG communities (III)

- Once access is granted the user will be able to see the usage guidelines which are shared with the relevant TCCG community.



V. MyStandards user management

- User management is done in My Profile (icon of a person).
- Users can view their communities.



VI. TCCG community

- Usage guidelines will first be drafted and then shared in collections in the TCCG-RTGS, TCCG-CLM and TCCG-CoCo communities.
- Within the communities the previous and latest version of each message usage guideline are shared.
- The descriptions help the user navigate to the desired UDFS version.

<div>target TCCG-RTGS OPEN</div> <div>RTGS</div> <div>User affiliated to T2 - RTGS</div> <div><div>Collections</div><div>Members</div></div> <div><div>> RTGS_Standing Order</div><div>Technical version: 3 , Version: UDFS v1.0</div></div> <div><div>> RTGS_ReceiptAcknowledgement</div><div>Technical version: 13 , Version: UDFS v1.1</div></div>	<div>target TCCG-CLM OPEN</div> <div>CLM</div> <div>User affiliated to T2 - CLM</div> <div><div>Collections</div><div>Members</div></div> <div><div>> GENERIC_Party_Query_Report</div><div>Technical version: 2 , Version: UDFS v1.1.1</div></div> <div><div>> CLM_Receipt</div><div>Technical version: 9 , Version: UDFS v1.0</div></div>	<div>target TCCG-CoCo OPEN</div> <div>CoCo</div> <div>User affiliated to T2 - CoCo</div> <div><div>Collections</div><div>Members</div></div> <div><div>> Billing</div><div>Technical version: 13 , Version: BILL UDFS v2.1</div></div> <div><div>> BDM_BusinessDayInformation</div><div>Technical version: 6 , Version: BDM UDFS v2.1</div></div>
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VII. Access to usage guidelines

- Usage guidelines are shared in collections.

The image displays two screenshots of the Target platform interface, showing usage guidelines for different collections.

Top Screenshot: RTGS_pacs_guidelines

- Header:** target **RTGS_pacs_guidelines** Technical version: v.92 imported , Version: UDFS v2.1 , Status: Final
- Actions:** + New Version, Follow, Export, ?
- Tab:** Usage Guidelines (selected), Technical Versions
- Content:** A list of five usage guidelines, each with a folder icon to its right:
 - pacs.002_FIToFIPaymentStatusReport_pacs.002.001.10
 - pacs.004_PaymentReturn_pacs.004.001.09
 - pacs.008_FIToFICustomerCreditTransfer_pacs.008.001.08
 - pacs.009_FIToFIFinancialInstitutionCreditTransfer_pacs.009.001.08
 - pacs.010_InterbankDirectDebit_FinancialInstitutionDirectDebit_pacs.010.001.03

Bottom Screenshot: BusinessApplicationHeader

- Header:** target **BusinessApplicationHeader** Technical version: v.10 From v.9 , Version: CRDM UDFS v2.1
- Actions:** + New Version, Follow, Export, ?
- Tab:** Usage Guidelines (selected), Technical Versions
- Content:** A list of one usage guideline with a folder icon to its right:
 - head.001_BusinessApplicationHeader_head.001.001.01

- Access is restricted to TCCG communities.
- Available usage guidelines are customised by 4CB.
- The setup of a collection may change in based on the different needs per service.

VIII. Usage guidelines (I) - screen view RTGS and CLM

- 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 a detailed description of this functionality.

VIII. Usage guidelines (II) - screen view CoCo

The first screenshot shows the 'Content' view of the 'camt.048_ModifyReservation_camt.048.001.05' message. It features a navigation bar with tabs: Content, Result View, Sample Messages, Impact Analysis, Compare, and Comments. Below the tabs is a search bar and a table listing message components. The 'Sample Messages' tab is highlighted in the second screenshot, showing a list of sample messages. One sample message, 'camt.048_ModifyStandingOrderForReservation Request_Example.xml', is selected and highlighted with a red box. To the right of the sample messages, there is a detailed view of the selected message, including an 'Annotation' section with 'CRDM Notes' and 'CRDM-BusinessRules'.

target: **camt.048_ModifyReservation_camt.048.001.05**
Reservation (Technical version: 9 , Version: CRDM UDFS v2.1 , Format: MX)
Version: CRDM UDFS v2.1

Content Result View Sample Messages Impact Analysis Compare Comments

☐ Show xml tags

search message (min 2 chars) [Q] [X]

Name	Min	Max
Modify Reservation V05 (camt.048.001.05)		
Message Header	1	1
Reservation Identification	1	1
New Reservation Value Set	1	1

Display full width

Modify Reservation V05 (camt.048.001.05)

Annotation

CRDM Notes

- **CRDM-Use:** The ModifyReservation message is used to modify existing Standing Order for Reservation in CRDM.
In response to the ModifyReservation message, a Receipt(camt.025) will be sent.
- **CRDM-BusinessRules:** DCU7001
DCU7006

target: **camt.048_ModifyReservation_camt.048.001.05**
Reservation (Technical version: 9 , Version: CRDM UDFS v2.1 , Format: MX)
Version: CRDM UDFS v2.1

Content Result View Sample Messages Impact Analysis Compare Comments

Add Sample Download All See coverage tree

camt.048_ModifyStandingOrderForReservation Request_Example.xml

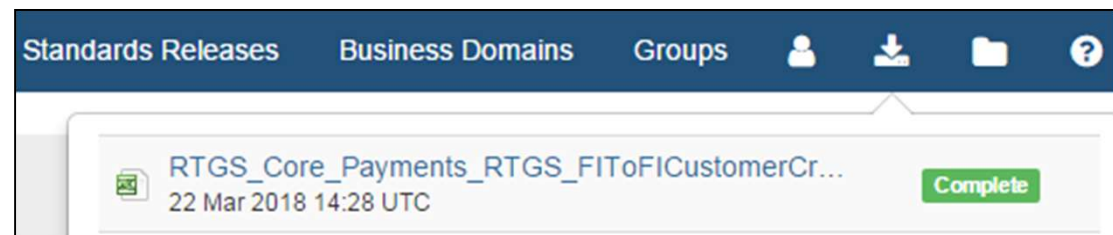
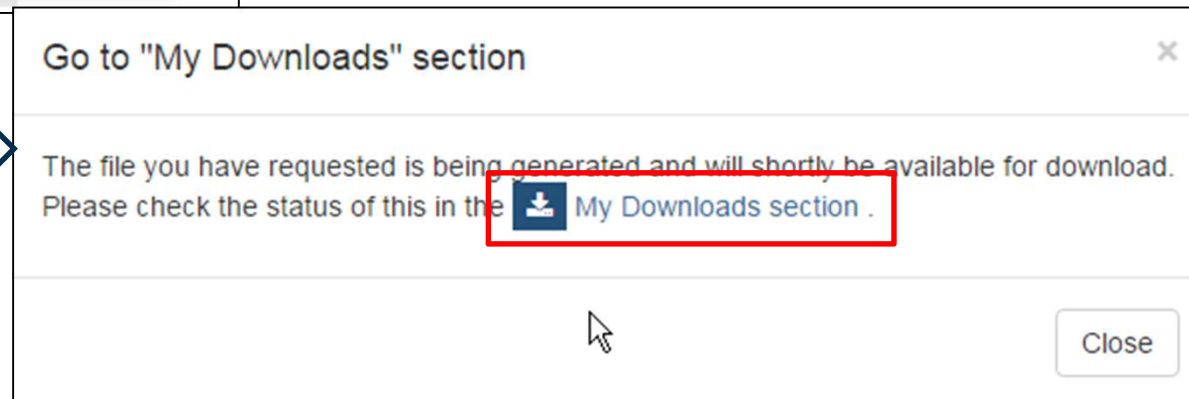
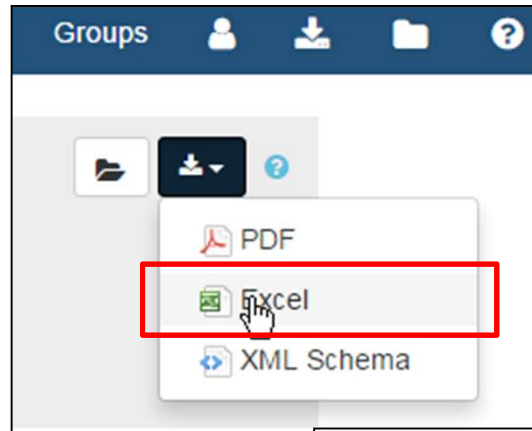
Valid Actions

- The screen offers several options:
 - Message examples in “Sample Messages”.
 - Result view = Customization result.
 - Compare*.
 - Annotation = Service specific usage guideline.
 - Business Rule IDs.

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

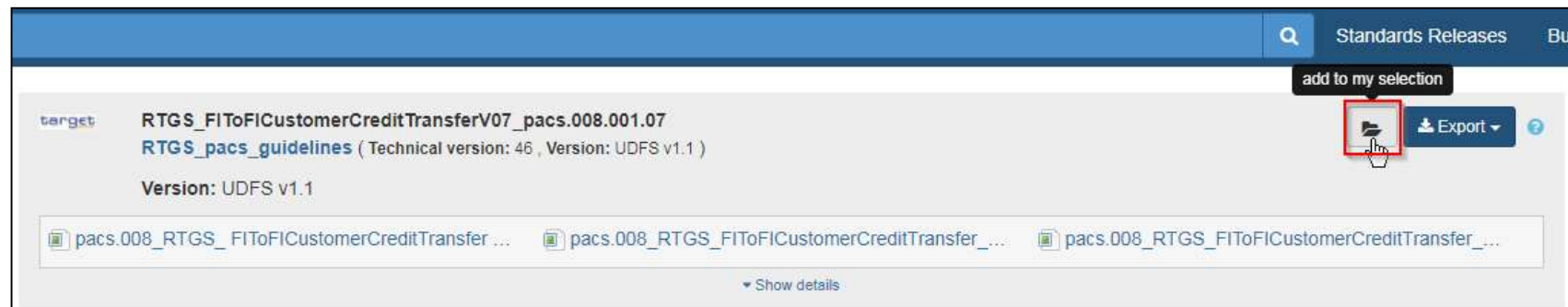
VIII. Usage guidelines (III) - export functionality

- Usage guidelines can be exported as PDF, Excel or Schema files.

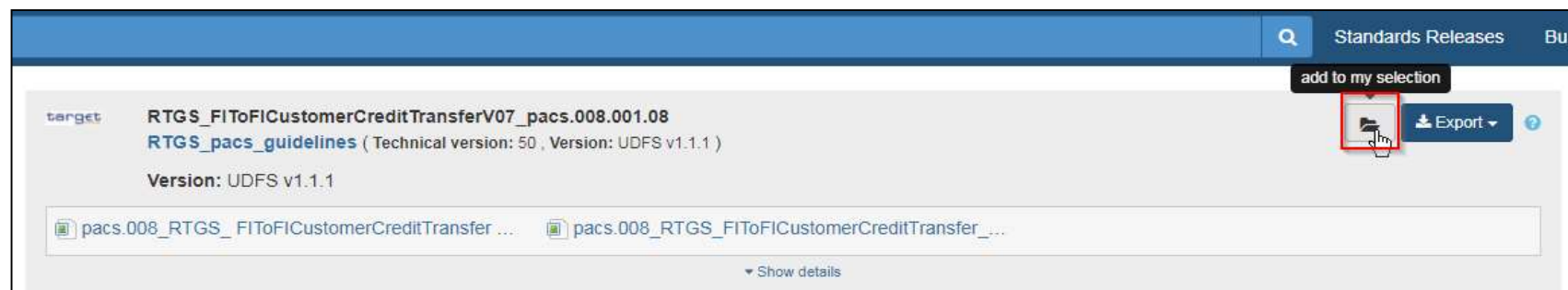


VIII. Usage guidelines (IV) – compare functionality 1

- The compare functionality offers the facility to compare usage guidelines of the same message type but different UDFS versions.
- The user first has to select the previous version of the message and “add to my selection” (folder icon).



- The user must then do the same for the latest version of the message.





VIII. Usage guidelines (IV) – compare functionality 2



- The user clicks on “My Selection“, which will show that two usage guidelines have been selected.
- The user then selects 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

- Once the comparison is finalised, “My Selection“ must be emptied by clicking on the folder icons with the red x or “Empty the selection“, and restart the process for another comparison activity.