

USER GUIDE

version

Hisazangu

February 17, 2020

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Hisazangu User Guide!

Introduction

Software Overview

HisaZangu is an online system that is used by clients and brokers to sell, buy and manage shares. HisaZangu System is in two version, the first version is a web based version which can be accessed via a web on both computers, tablets and smart phones. The other version is an Android App Version which can be downloaded on Google Play store and get installed in Android Smart phones. The software has different features and functionalities to be accessed by the Broker and the Client (Investor) with a convenient and supportive User friend Interfaces which has different menus, links, icons and more instructed details which makes the system to be easy to use and user friend. The HisaZangu can assembly Investors at one point where they can query for the company which is selling shares through the standard broker which has accurate information about the price of shares in the market.

Technology Used

Front End (Web Application)

- HTML
- CSS
- JAVASCRIPT

Android Application

- Android Studio
- JAVA

Application Programming Interface (API)

- PHP

Back End (Server Side)

- PHP
- MYSQL

Thirdparty/Libraries

- Phppdf (create pdf files)
- Inforbip (gateway for sms)
- Datatables.net (for table data display)
- JQuery (Javascript Library)

Web development side – made using PHP, Ajax and CSS. Android side – made using JAVA and XML. SSL has been installed in a Web browser and high encryption standard being implemented to make it more secured.

Software Architecture

The Hisazangu Architecture is very simple.

We have the following:

1. **Server:** Stores Data for the Client (Investor) and Broker
2. **Broker:** Can easily access the web system
3. **Investor:** Has two options, he can use an android app or a web app
4. **Application Programming Interface:** Provide login to **Android Application** to access **Database**
5. **Android Application:** Interfaces user and Application through **Android Devices**

6. Web Application Interfaces user and Application through browser

Broker Module

The Broker is the owner of the software, all functionalities and user management are managed by a broker. The Broker has the right to administer the system and manage user profiles, user requests (transactions & orders), user comments and company details as well. In this manner, the Broker in a collaboration with software developer can update or change some features to the system if any need arises.

Investor Module

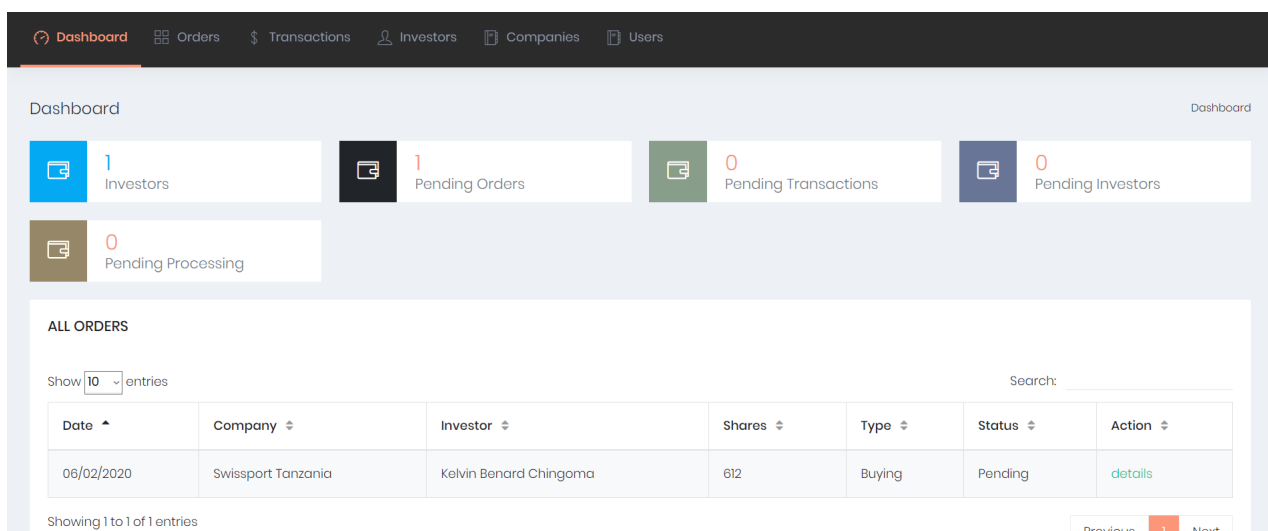
In this System, the Investor can apply for CDS accounts by filling and submission of a KYC to the Broker. Subject to verification and communication of their CDS Account Numbers from the Broker, Investors can further place buy and sell orders through the platform. Investors can further place queries to the Broker as well as access various market information including market prices, market reports, valuation reports and market updates. Investors can also monitor their investments and holdings in their portfolio maintained at the Broker.

HisaZangu is an online platform that is used by clients and brokers for various Stock Market operations. Clients shall be able to file applications for opening CDS Accounts, place buy orders and sell order, and monitor their listed equities' investment. Brokers shall be able to perform KYC on potential clients, receive CDS applications, receive buy and sell orders from clients as well as simplify communication of various information and reports to clients. HisaZangu System is in two version, the first version is a web based version which can be accessed via a web on both computers, tablets and smart phones. The other version is an Android App Version which can be downloaded on Google Play store and get installed in Android Smart phones. The software has different features and functionalities to be accessed by the Broker and the Client (Investor) with a convenient and supportive User friend Interfaces which has different menus, links, icons and more instructed details which renders the system user friendly.

Guide For Broker

Guide For Broker

Dashboard



Broker Dashboard

Dashboard shows the insights of application i.e.

1. Number of Investors

Total number number of investors in the system

2. Number of Pending Investors

Total number number of investors waiting for activation

3. Number of Pending Orders

These are orders that are placed but are not yet received

4. Number of Orders Pending Processing

These are orders received and they are in the state of processing or they are not fully processed have been processed

5. Number of Pending Transactions

Show the number of transactions (**deposit/withdraw requests**) that required processing action

Investors

Profile

Dashboard Orders Transactions Investors Companies Users

ACTIVATE

Application Details

DCDS Account
DCDS Account

Bank
National Microfinance Bank

Account
0986JI89895894

Identity Type
National Identification Card

Identity
255125855

UPDATE PROFILE

Kelvin Chingoma

DCDS Account
Email address
kelvin@lockminds.com
Phone

Profile/Account of investor.

Show details of an investor i.e. names, Bank details, DCDS Account etc.

Orders

ORDERS

Copy CSV Excel PDF Print

Search:

#	Date	Company	Shares	Price @	Type	Status	Action
1	06/02/2020	Swissport Tanzania	612	1,600	Buying	Pending	details

Showing 1 to 1 of 1 entries

Previous 1 Next

Kelvin Chingoma


DCDS Account
DCDS-89458956895689
Email address
kelvin@lockminds.com
Phone
0746251394
Address
Dar es salaam

Orders of investor.

Shows all orders of placed by an investor with its **type** and **status**. Click details to view details of each order

Portfolio

Files



Kelvin Chingoma

DCDS Account
DCDS-89458956895689

Email address
kelvin@lockminds.com

Phone
0746251394

Address
Dar es salaam

Bank
National Microfinance Bank



UPLOAD FILE

Choose file (pdf|doc|docx|xls|xlsx|png|jpg|jpeg)

Browse

UPLOAD

FILES

File	Action
Document Name	 

Files Documents

Show list files/documents related to investor also you can upload **new documents** here

Shows list investors, There is two states of investor after registration

Dashboard Orders Transactions **Investors** Companies Users

Investors

Copy CSV Excel PDF Print

Search:

Investor	Reg Date	CDS Acc	Status	Action
No data available in table				

Showing 0 to 0 of 0 entries

Previous Next

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- Pending** At this state an investor can not place an order, this state is accquired as soon as he/she register. Activation is required to move to Completed state where he/she can start placind order if he/she has balance in the wallet.
- Completed** This is active state of investor, he/she can perform any task in the system [see how to activate investor](#)

System Users

System users are users of system on broker module. They are managed by administrator. They are responsible for :-

- Respond to investor queries
- Update application data i.e. Listed companies
- Change system setting
- Perform action on order functions i.e. receive and process
- Perform action on transaction i.e. **Accept** or **Cancel Deposit/Withdraw** Requests

How to Add System User

Register user

Users

Register Users

Register user

Personal Details

First Name Middle Name Last Name

First Name Middle Name Last Name

Date of Birth mm/dd/yyyy Email Last Name

Phone No Username broker

Phone

Password

Register user

Companies

This is the menu in which the active broker can see the list of ready registered share companies to the hisazangu with their more details like company profile, company share information, charts (daily price & daily turnover graphs), financial statements, market with date-opening price-closing price, and can take printout or download a file (pdf & excel) showing those details. Here broker also is able to register a new company with particular credentials.

Add Company

Only the broker can add a new company by registering a company. In order to add a new company which will sell its shares, broker after get logged-in has to go to Companies menu then Register link (ie. Companies -> Register) and the “register a company” form will be resulted in which broker has to fill in the details and information about that new company like company name, company type, contacts, company summary then submit form to register a company. The added company will be listed in the list of companies.

Transactions

Transactions are **deposit** or **Withdraw** actions of an investor. Broker has to accept or cancel the transaction. By accepting transaction investor wallet balance will increase with the amount specified in the transaction and viseversa. **Wallet** of investor shows the **balance** he/she has in the bank account of a **Broker**

Dashboard Orders Transactions Investors Companies Users

Transactions

Pending 0

Completed

Canceled

Investors 1

Pending Orders

Pending Transactions 0

Pending Investors 0

Pending Processing 0

Home > Transactions

Transactions

Copy CSV Excel PDF Print

Search:

#	Date	Investor	Amount	Type	Method	Status	Action
1	06-Feb-2020	Kelvin Chingoma	6,000,000	Deposit	Bank	Completed	details

Showing 1 to 1 of 1 entries

Previous 1 Next

Transactions

Transaction Statuses

1. Pending

This is initial state of transaction. The transaction can be cancelled at this state

2. Cancelled

At this state the transaction can be not be changed to another state

3. Completed

This is the state after accepting a transaction and can not be changed

Accept Transaction

To accept transaction you must open it to view its details i.e. Amount deposited or withdrawn, transaction references and payment method so that you can confirm the transaction according to its details.

Cancel Transaction

To cancel transaction you must provide a reason for cancellation. Reason will be seen by investor in order to understand the possible cause of cancellation

Orders

Orders are activities of an investor of placing an order of **Buying/Selling** shares of a particular company.

#	Date	Company	Investor	Shares	Type	Status	Action
1	06/02/2020	Swissport Tanzania	Kelvin Benard Chingoma	612	Buying	Pending	details

Orders

Order Statuses

1. Pending

This is initial state of an order. After order has been placed by investor it goes to pending state where it waits for broker to first accept it. Broker has to accept the order if order meets the the order criteria

2. Completed

At this state the order has been processed successfully

Processing Orders

Processing an order is mult step function

1. Receive Order

Broker has to accept an order. By accepting an order means order details are correct if there is a mistake in the order details broker has to inform the order placer (investor) by replying the order with message

Send message to investor in response to order activity

2. Process Order

Now order details are correct you can start processing it.

Things to note when processing an order

1. Price setting

During order placement investor has to specify whether broker can change order price or not, you also consider this factor when you are processing an order

2. Investor Wallet Balance

System will check investor balance before processing an order, it is good practice to confirm investor wallet balance before processing an order

You can process order in portions e.g. **Buying Order** of 1,000 can be processed in portion according to the status of the market, say you can process 200 shares and later process remaining 800 shares. The details of each Transaction will be shown at bottom of order details

Commissions and Fees						Order Details			
Broker	85,000.00					Buyer Name	Kelvin Benard Chingoma		
DSE	7,000.00					Status	RECEIVED		
CMSA	7,000.00					Paying	3000000/5,000,000.00		
CSDR	3,000.00					Investment	4,897,000.00		
Fidelity Fund	1,000.00					Price @ Share	1,600.00		
Total	103,000.00					Shares	1,836 / 3,061		

Order Transactions									
Date	Shares	DSE	CMSA	F-Fund	CSDR	Broker	Investment	Total	Attachment
07-Feb-2020	306	700	700	100	300	8,500	489,700	500,000	
07-Feb-2020	1,530	3,500	3,500	500	1,500	42,500	2,448,500	2,500,000	

Order transactions

Starting Hisazangu and logging in with a Broker account

1. The URL (browser address) path is <https://hisazangu.co.tz>
2. The Authentication page will pop up to allow the user enter some credentials which will take him into the system after a successful login.
3. There is a Reset button which allows the user to reset the credentials if at all he has forgotten the credentials and the instructions on how to reset this are sent to his/her email address.

Hisazangu Broker view

After broker logs into the system, the Dashboard will display different menus (Orders, Transactions, Investors, Companies and Users) on the top of the page. Also Investor at this page is able to see the pending processing and order details, he/she can choose to logout if there is nothing else to do.

Hisazangu Broker View – Users

This is the menu at which the logged-in broker can see the list of all registered users, and can register a new user using specific user credentials. The complete registered user can login to the system and get access.

Hisazangu Broker View – Investors

This is the menu in which the logged-in broker can see the pending registration of investors, complete registered investors with their CDS accounts, and can take printout or download a file (pdf & excel) showing those details.

Updating Profile

The broker, through the details tab, can see the details of a particular investor. In the tab the broker can update the profile of that investor, send a file to the investor's email address, view the orders made by that investor and can also deactivate the investor.

Verifying CDS Account

The broker can verify the investor with an updated CDS account.

Hisazangu Broker View – Companies

This is the menu in which the active broker can see a detailed list of listed companies. Company details include company profile, company share information, charts (daily price & daily turnover graphs) and financial statements. The user can take printouts and/or download a file (pdf & excel) displaying the details.

Hisazangu Broker View – Transactions

This is the menu in which the logged-in broker can see the transactions made by the investor (deposit & withdraw) with transactions details. Broker here can see only the pending, completed, and/or cancelled transactions, and can take a printout or download a file (pdf & excel) showing the details. Broker after receiving the transaction, can activate so as to make it complete or leave it pending, can cancel the transaction. For the cancelled transactions, broker has to provide reason(s) of cancellation to the investor.

Hisazangu Broker View – Orders

This is the menu in which the logged-in broker can receive the orders placed by investors and can leave the order pending or can activate the order so as to make it complete. The details concerning to the placed order also indicated here, broker can take a printout or download a file (pdf & excel) showing the order details.

Log out

The logged-in broker user can go to the dashboard menu and log out from the system if there is nothing to do.

Guide For Investor

Guide For Investor

Dashboard

Shows insights i.e. **DSE and TSI**. Shows list companies from which you can place an order of buying shares and link to their profiles

Wallet

Wallet reflect the balance you have and you can user to place **Order of Buying Shares**

Wallet Statuses

1. Pending

As soon as the transaction is posited it becomes in **Pending** state. Pending state means transaction i waiting for broker to process

2. Completed

This is accured after a broker has accepted your transaction. If the transaction wa deposit this asction will increase wallet balance and if was a withdraw it will dencrease wallet ballance

3. Cancelled

Broker can cancel your transaction request with reason. cancelled transaction that can not be reinsued again, you will be required to initiate another transaction based on **Broker** recommendation in cancellation reason

4. Withhold

This is amount that being on hold by a **Broker**, this amount can not be withdrawn. Money can be in **Withhold** hold if you have placed an **Order of Buying**, the amount that is specified in the order will be shifted to **Withhold** state

How to Deposit

1. Main menu click **wallet**
2. Left menu click **deposit**
3. Enter details then click/press **Submit Button**

how to deposit

How to Withdraw

1. Main menu click **wallet**
2. Left menu click **withdraw**
3. Enter details then click/press **Submit Button**

how to withdraw

Profile

Profile/Account shows all details *personal/app*. You can updated any record that is allowed to update

Portfolio

Portfolio records equity transactions and total holdings of an investor in their account with the broker.

DASHBOARD	ACTIVITIES	TRADING	PORTFOLIO	WALLET	ACCOUNT
-----------	------------	---------	-----------	--------	---------

Portfolio			
SHARES 3,673	CASH TZS 0	INVESTMENT TZS 6,000,000	GAIN N/A
Business : S ████████ Tanzania			
Market Price	Total Investment	Amount Shares	Gain & Loss
0	6,000,000	3,673	N/A

how to withdraw

Activities

Show the history of order placement

DASHBOARD	ACTIVITIES	TRADING	PORTFOLIO	WALLET	ACCOUNT
-----------	------------	---------	-----------	--------	---------

My Activities			
SHARES 3,673	CASH TZS 0	INVESTMENT TZS 6,000,000	
Date	Type	Status	Action
07-Feb-20	Buying	Completed	<button>Details</button>
06-Feb-20	Buying	Completed	<button>Details</button>

All activities

Investor is a user of system who can **Buy/Sell** shares

Starting Hisazangu

1. The URL (browser address) path is <https://portal.hisazangu.co.tz> as a specific domain for hisazangu accessing software on an investor mode.
2. The authentication page will be resulted soon after loaded by browser, at which user (investor) will either login if already registered or go to register as new user.
3. There is a Reset button for in case user (investor) forget username or password, on which user prompted to enter email address so as the admin will send email to show instruction on how to access the user account.

Register

For a new registration, user (investor) has to fill in the particulars like full name, email address, bank name, bank account, identity type, identity card number and password. After registering, and subject to activation by the broker, user (investor) will receive confirmation email which shall also show the username and password for logging-in. On that email user (investor) will be reminded to login and update the profile at ACCOUNT menu, fill in a detailed KYC and submit a CDS Account Application. The KYC shall be verified by the broker and CDS Account for the client shall be opened and updated to the client's account as well as communicated into the client's email. Without filling of the detailed KYC and submission of the CDS Account Application, the client shall not have access to place buy and sell orders.

Log in

A registered user (investor) can use the username (email address) and password to login to the system and access the software.

How to update your personal data (Profile)?

The logged-in user (investor) shall go to the ACCOUNT menu at the top of the opened dashboard page, where they shall fill a detailed KYC and update their profile. When profile is updated, the broker shall open a CDS Account for the client, and grant the client access to place buy and sell orders.

Dashboard

The dashboard is the landing page after the users have successfully logged into the app. From the Dashboard, the user can navigate to other pages through the top menu and the shortcut menu. The basic available tabs on the menus are (ACTIVITIES, TRADING, PORTFOLIO, WALLET and ACCOUNT). The Investor can also see the list of registered companies with their particular details like market information, price charts, and financial statements. Clients can also buy or sell shares, view the market summary.

Wallet Deposit

After clicking the WALLET menu, the investor can perform different activities including deposits, withdrawal and can view their transactions history. For the deposit service, there is a link on the Left Side of the page which the Investor shall be able to fill in specific particulars including the fund transfer method, transfer amount, and payment reference. The investor shall submit the information and funds shall be deposited into the client's Hisazangu account subject to verification of payment by the Broker

Wallet Withdraw

After clicking the WALLET menu, the investor can perform different activities including withdraw and can see the transactions history. For a withdrawal, on the left of the page there is a link (withdraw link) which opens the withdraw form in which the Investor has to fill in the amount for withdrawal, through the Investor's known bank account.

Trading Buy share

The TRADING is a tab among the top menus at which Investor can place buy orders, sell orders and/or manage wallet activities (deposit/withdraw). Trading shows the list of registered companies (with a Buy share heading) and allowing Investors to buy shares by clicking on the Buy Tab of a particular company. The tab opens a purchase order form in which Investor has to fill in the order particulars including the price and number shares, and write down comments and/or specific instructions (if any). The order shall be processed using the Investor's specified price unless with clear instructions, from the client, to use the market price. The investor shall give instructions to use the market price by clicking on a specific button to an "On" status and put an "Off" status if the price is specified by the investor. Then the price and investment amount shall be calculated to give-out the number of shares, fees, investment and total value of the transaction. The Investor can now submit the order which will be received, inspected and verified by the broker. This can only be done if the Investor has eligible fund balance which allow him/her to buy shares.

Trading Sale share

The TRADING is a tab among the top menus at which Investor can place buy orders, sell orders and/or manage wallet activities (deposit/withdraw). Trading shows the list of registered companies already in the portfolio of the Investor. Therefore the Investor can place a sell order by clicking at Sell icon. The investor shall fill a sale order form with order specifics including number of shares to be sold and desirable price and of the selected company. The broker shall inspect, verify and accept the selling order.

Investor Activities

On the ACTIVITIES Menu, the investor can view his/her total current shares, cash balance and total investment. Also Investor can see the details of pending and completed orders (buy & sell) as appeared with their dates due, type, status and action with a link of details to show more information about a particular order of which the Investor can post a comment. The Investor can see other information like company name, market price, total investment, amount of shares, cash, gain and loss at PORTFOLIO menu.

log out

The logout is among the tabs on the top menu. It is only used once the user needs to sign out of the system. Apart from the logout menu, Investor can sign out the system by clicking the logout link which is available at the pages of other menus (ACTIVITIES, TRADING, PORTFOLIO, WALLET) at the left of such menu pages.

Basic Settings

Basic Settings

Add Company

The broker has the mandate to register a new company. The Menu (ie. Companies →Register) can be followed to register a company and the following details will be displayed for completion of this task. These are company name, company type, contacts and company summary then submit form to register a company. The added company will be listed in the list of companies.

Add Broker's User

Brokers get access to the broker portal, there can be many users in the same portal login-in with different credentials but accessing the same pages and data. In order to add a new user, the logged-in broker has to go to the Users menu then Register user link (ie. Users->Register user) and the "register user" The added user will be listed in the list of users and can login using such username and password given/entered during registration process.

Add Client (Investor)

For a new registration, user (investor) has to go to the Register link at the authentication page which comes after user access the Investor's address (URL) and fill in the particulars like full name, email address, bank name, bank account, identity type, identity card number and password. The Broker can go to the INVESTORS menu and view the details of the registered Investor (Action) at where broker can update the Investor's profile, deactivate the Investor, verifying the dcids account, see Investor's placed orders and also can upload files to the Investor.

Activating New Transaction

Activating the transactions can be done by the broker after verification of the process through accessing the Transactions menu and clicking on Pending link then the pending requested transactions will be displayed where the broker can choose to view the details (Action) of one transaction of which the broker can accept the Process to activate the transaction.

Activating New Placed Order

The Broker is privileged to activate all new orders through Orders menu and then click on Pending link then the pending requested orders can **Receive Order** and **Process Transaction**.

Cancelling Request

Any request can be cancelled by the Broker. The Broker has to go to the Transactions menu or Orders menu and click on Pending link then the pending requests will be displayed. The broker can choose to view the details (Action) of the request and decide to cancel the requests.

Remove Broker's User/Investor

The broker is privileged to remove all kinds of users. Broker has to go to the Users menu and click on Listed users link then the table showing all user will be displayed on which broker can edit or delete (at Action) so as to remove the particular user. Also the broker can go to the Investors menu then Investors link to see list of registered investors, then broker can choose to view details of one investor (at Action) were broker can deactivate the registered investor.

DISCLAIMER