

INTRA RATHI BACKOFFICE

Backoffice Set Up

Go to company website: <https://www.anandrathi.com/>

Click on Quick links > Downloads

The screenshot shows the AnandRathi website interface. At the top, there is a navigation bar with links: ABOUT, INSTA ACCOUNT, OPEN AN ACCOUNT, CONTACT US, CURRENT OFFERS, QUICK LINKS, LOGIN, and CONNECT ON. Below this is a secondary navigation bar with links: HOME, SERVICES, PREFERRED, PCG, eARENA, BUSINESS PARTNERS, RESEARCH, MARKETS, BLOG, and GLOBAL INVESTING. A dropdown menu is open under 'QUICK LINKS', listing: TRADEMOBI DEMO VIDEO, MF APP DEMO VIDEO, DOWNLOADS (highlighted), FINANCIAL CALCULATORS, KNOWLEDGE CENTER, PORTAL DEMO VIDEOS, TRADING HOLIDAYS, and AR PAYMENT GATEWAY. The main banner features a smiling man in a suit holding a smartphone. The text on the banner reads: 'Open Free* Demat Trading Account in 15 & Get Discount Voucher upto ₹10,000/-'. A 'Get started now' button is prominently displayed. At the bottom of the banner, there are links for 'Disclaimer' and '*T&C apply'.

Note: Backoffice run on windows 10 & 11 version or higher than 11

➤ After Clicking on Downloads, Go to Back office option, click to download & then Run on desktop.

DOWNLOADS

You can download the downloads/setup on the given respective options.

Sr. No.	Descriptions	Downloads
17	Dematerialisation Request Form	↓
18	Remat Request Form-CDSL	↓
19	KYC Form-Individuals	↓
20	KYC Form-Non-Individuals	↓
21	Aadhar Updation Form	↓
22	Additional Risk Disclosure documents for Options Trading - MCX RDD	↓
23	Additional Risk Disclosure documents for Options Trading - NCDEX RDD	↓
24	KYC Document Booklet	↓
25	Mutual Fund Commission Disclosure	↓
26	CSR Policy - Anand Rathi Global Finance Limited	↓
27	Corporate Governance Guidelines	↓
28	Backoffice setup	↓
29	CDSL SMA Alert facility, terms & condition "Annexure-A";	↓



- Open the internet explorer and login with intra.rathi.com & then Login page will appear
- User ID would be your Six Series & click on forgot password, you will received an OTP on your registered Mobile number / Email ID.

ANANDRATHI OVER 25 YEARS OF SERVICE

Welcome to Intra Rathi

Regular Access Roaming Access

600001

.....

LOGIN

Forgot Password?

USER MANUAL –BACK OFFICE

➤ Dash Board : Intra Back office (Open in Internet Explorer only)

Once login to Back office, Dash Board window will appear. Put client code and then click on Submit.

Hide menu

Last Login:
Your Login Expires On Mar 6 2045

Party Code :

ARCHIVAL SERVER

Share Accounting

- Management Reports
- Masters
- Share Transactions
- Share Reports

Finance Accounting

- Finance Master
- Finance Transactions
- Finance Reports

Utilities

- Utilities
- Change Password
- Logout

Summary of client details will appeared. For more details Click on the Ledger Report and then you will see the combined ledger of the Client

hide menu

Last Login:
Your Login Expires On Mar 6 2046

ARCHIVAL SERVER

Share Accounting

- Management Reports
- Masters
- Share Transactions
- Share Reports

Finance Accounting

- Finance Master
- Finance Transactions
- Finance Reports

Utilities

- Utilities

Change Password

Logout

CLASS™ DASHBOARD v1.0

Home	Account Summary	Open Positions	Ledger Report	Bill Report	Trade Summary (CM)	Trade Summary (FO)	--More Reports-- ▾	Change Password	Logout
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Download Report: [[Excel](#) | [CSV](#) | [XML](#) | [Text](#)]

[eMail Me](#) [Click here to print](#)

Account Summary as on Mar 31 2022

	SHREKANT KOPPINNE (DIRC15101)							Report Date : 31 Mar 2022 12:21:03		
	A/OF SHREKANT KOPPINNE APARTMENT SHANKAR NAGAR RAIPUR RAIPUR - 452007 CHHATTISGARH, INDIA			PAN NO	DOB	CLIENT TYPE	REL_MGR	PHONE NO	MOBILE NO	EMAIL
				AKCPK6304K	30 Jul 1975	OLA	604356		7445522001	KSHREKANT75@REDIFFMAIL.COM
	BRANCH		SUB BROKER	TRADER	AREA	REGION	FAMILY			
DIRECTWEST		DIRFW-RJSF	DIRFW-RJSF	DIR-WEST	RH32	DIRC15101				

Segment	Closing Balance
BSECM	0.00
NSECM	47,170.00

➤ Client Info :

Go to Backoffice & DP > Backoffice & DP Menu > Backoffice > Nse CM > Utilities > Client Info > Client Details New > Put the Client Code and Submit

AnandRathi 10.18

hide menu

Last Login:
Your Login Expires On Mar 6 2046

ARCHIVAL SERVER

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Finance Accounting

- Finance Master
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- Finance Reports

Utilities

- Utilities
- Calenders
- ClientInfo
- Client_Details_New**
- Combined Client Report
- Client Details
- Client Report
- Client Confirmation
- Client Listing
- Implementation
- Others
- UtilitiesServices

Client Details					
From Party	To Party	Branch From	Branch To	SubBroker From	SubBroker To
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Order By :	Party ▼	<input checked="" type="checkbox"/> Print Charges Details	<input checked="" type="checkbox"/> Print Brokerage Details	<input type="button" value="Submit"/>	

➤ Ledger:

Go to Backoffice & DP > Backoffice & Menu > Backoffice > Nse CM > Finance Reports > Daily Report View > Combined Ledger Day wise :- Accounts Reports > Click on Party Ledger

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Last Login: Your Login Expires On Mar 6 2046

Accounts Reports

Press "F2" To Search/Calendar

Search Parameters

Company Name:	Anand Rathi Share and Stock Brokers Limited - NSE - CAPITAL	Branch code:	
Select Financial Year:	01/04/2021--31/03/2022	From Date:	01/03/2022
		To Date:	31/03/2022
From A/c:	To A/c:	GROUP BY:	Segment
		SORT BY:	A/C Code
		<input checked="" type="checkbox"/> Running Balance	<input type="checkbox"/> Page Break on A/c Change
		<input checked="" type="checkbox"/> Show Cheque No	<input type="checkbox"/> Print Address & Bank Details
			<input type="checkbox"/> Print Member Address

Page Length : 52

Report for Party Ledger [Version Date : Sep 30 2006]

Submit Cancel

Navigation: < >

ARCHIVAL SERVER

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- Management Reports
- Masters
- Share Transactions
- Share Reports

Finance Accounting

- Finance Master
- Finance Transactions
- Finance Reports
 - DailyReportsVIEW
 - Cheques
 - CombinedLedgerDaywise**
 - Family Wise Ledger
 - Margin Ledger Report
 - Party ledger [NEW]
 - Party Ledger Summary
 - Combined Ledger
 - General Ledger
 - Voucher Reports
- OtherAcReports

Utilities

- Utilities
- Change Password

Contract Note :

Go to Backoffice & DP > Backoffice & Menu > Backoffice > Nse CM > Share Reports > Contract_Printing_New > Common_Cnote_Interop:- Put Party Code means Client Code and Display.

hide menu

Last Login:
Your Login Expires On Mar 6 2046

ARCHIVAL SERVER

Share Accounting

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- Common Contract_single
- COMMON_CN_INTEROP_STT
- COMMON_CNNOTE_INTEROP**
- Digital_Common_Contract_C
- Digital_Cont_Single
- Digital_Contract
- Retail_Contracts
- Delivery_Print
- Settlement_Reports

Finance Accounting

- Finance Master
- Finance Transactions
- Finance Reports

Utilities

- Utilities

Search Parameters Press "F2" To Search

Company	Date	Branch		Sub Broker		Party	
		From	To	From	To	From	To
Anand Rathi Share and Stock Brokers Limited	31/03/2022	ALL	ALL	ALL	ALL		

Contract/Invoice Print: Original for Recipient | Bounce Mail: | Print Option: Default | PDF Multiple File | PDF | DIGITAL | DISPLAY

Contract Printing - Version Date : 1st Jan 2014

Sauda Summary :

Go to Backoffice & DP > Backoffice & Menu > Backoffice > Nse CM > Management MIS > Settwise Global Report > Reports > Sauda Summary > Put Date Range, Party Code and then Submit.

- hide menu
- ARCHIVAL SERVER
- Share Accounting
- Management Reports
- MIS
 - Combined Position
 - Combined Turnover
 - Front_Office_Files
 - Holding Statement
 - New RMS Report
 - NRI Client details
 - Payin Details
 - RMS Report
 - Settwise Global report**
 - New Report Delivery Nse
- Offline_Reports
- Regulatory_Reports
- Masters
- Share Transactions
- Share Reports
- Finance Accounting
 - Finance Master
 - Finance Transactions
 - Finance Reports

Last Login: Your Login Expires On Mar 6 2046

Reports

- Sauda Summary**
- Sauda Detail
- Detail Brokerage

Search Parameters Press "F2" To Search

	SETT. TYPE	SETT. NO		DATE (DD/MM/YYYY)		PARTY		SCRIP		REPORT BY
		FROM	TO	FROM	TO	FROM	TO	FROM	TO	
<input type="radio"/> Family <input checked="" type="radio"/> Party	N	2018007	2022060							Party

Sauda Summary Report Submit Excel Sheet Cancel

P&L Report :

Go to Back office & DP > Backoffice & Menu > Backoffice > Nse CM > **Share Reports > Settlement Report > PNL Report New > Put Date Range and Client Code then Submit.**

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Last Login:
Your Login Expires On Mar 6 2046

ARCHIVAL SERVER

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 - COMBINED_CL_MARGINRPT
 - COMBINED_COLL_REPORT
 - Generic Report Module
 - Log Report
 - PNL_Report_New**
 - Settlement Report

Finance Accounting

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- Finance Reports

Utilities

- Utilities

Reports

View Report For

Search Parameters Press "F2" To Search

SETT. TYPE	SETT. NO		DATE (DD/MM/YYYY)		PARTY		SCRIP		REPORT BY
	FROM	TO	FROM	TO	FROM	TO	FROM	TO	
N	2018007	2022060							Party

[Sauda Summary Report](#)

Settlement Report Module - CM - Version Date : Apr 16 2004

➤ Shares Payin and Payout :

Go to Backoffice & DP > Backoffice & Menu > Backoffice > Nse CM > Share Reports > **Delivery print > Delivery Module > Client Wise Report > All Settlement > Put Client code and Submit.**(Useful in Seeing the Stock Shortage of the Client)

hide menu

Last Login:
Your Login Expires On Dec 31 2049

DELIVERY MODULE

ARCHIVAL SERVER

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Finance Accounting

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hide options

- Ex-Wise Reports.
- CLIENT Wise Reports.
 - All Clients List.
 - Any Client.
 - All Settlement.**
- SCRIP Wise Reports.
- Position Report.
- Demat Report.
- Consolidated Report.
- Shortage Reports.
- Statements
- MisMatch
- Branch Wise Reports.
- Pay Out Reports.
- Auction Reports.
- Mail Reports.

PartyCode

➤ Live Pledge Holding Report :

Go to Back office & DP > Back office & Menu > Backoffice > Nse CM > **Management Report > MIS > Holding Statement > Put Our DP ID 1201600 and client A/c 10033580 then Put Client Code and Script as 00 to Z (This to see the client stocks which are pledged in our pledge account)**

hide menu

Last Login:
Your Login Expires On Dec 31 2049

ARCHIVAL SERVER

Share Accounting

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- MIS
 - Combined Position
 - Combined Turnover
 - Front_Office_Files
 - Holding Statement**
 - New RMS Report
 - NRI Client details
 - Payin Details
 - RMS Report
 - Settwise Global report
 - New Report Delivery Nse
- Offline_Reports
- Regulatory_Reports

Holding Statement Details								
DpId	Client A/C	From Party	To Party	From Scrip	To Scrip	Branch	View	
12010600	1201060003889580	ABC123	ABC123	00	ZZ	ALL	PartyWise	SUBMIT

➤ MTF Ledger:

Go to Backoffice & DP > Backoffice & Menu > Backoffice > Nse CM > Share Transaction > MTF Module > Ledger Report > Put Client Code and Date Range then Generate Report.

hide menu

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Your Login Expires On Mar 6 2046

ARCHIVAL SERVER

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Daily

MTF_MODULE

Ageing Report

GENERIC_REPORT_MODULE

LedgerReport

MTF INTEREST REPORT

MTF RECO

MTF_ClientScrip_Report

Settlement

STT

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Financial Ledger Report

Segment	1. MTF MTF ▾
From Code	<input type="text"/>
To Code	<input type="text"/>
From Date	01/03/2022
To Date	31/03/2022
Group By	01. CLIENT ▾
Report Type	02. Detail ▾

➤ MTF Interest Report:

Go to Back office & DP > Back office & Menu > Backoffice > Nse CM > Share Transaction > **MTF Module > MTF Interest Report > Put Date Range and Client Code then submit.**

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Last Login:
Your Login Expires On Mar 6 2046

ARCHIVAL SERVER

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MTF_MODULE

Ageing Report

GENERIC_REPORT_MODULE_J

LedgerReport

MTF INTEREST REPORT

MTF RECO

MTF_ClientScrip_Report

Settlement

STT

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Interest Report

From Date	To Date	From Party	To Party	
01/01/2016	31/01/2016	ROM025104	ROM025104	Submit

Interest Report For The Period: Jan 1 2016 TO Jan 31 2016

Code	Name	Interest Amount	Interest Per
TOTAL		0.00	

➤ MTF Scriptwise Report:

Go to Back office & DP > Back office & Menu > Backoffice > Nse CM > Share Transaction > **MTF_ClientScrip_Report** > Put Range Client Code then submit.

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Last Login: [redacted]
Your Login Expires On Mar 6 2046

Print CPI : 17 Chrs/Inch | Print Report | Save Report

Client Scrip Report Client Scrip Report as on Mar 30 2022

From Client	To Client	Login User	Export to Excel
ROM025104	ROM025104	333234	

<< Click to go Back to Selection Screen

Anand Rathi Share and Stock Brokers Limited
10th Floor, A Wing, Express Zone,
Western Express Highway, Goregaon(E),
Mumbai - 400063

Client MTF Report As On Date: 30 Mar 2022

Client Code	ROM025104
Client Name	SALMAN CHAND SHAIKH
MTF LEDGER AMOUNT	-122686.26
FUNDING STOCK VALUE	196850.77
MARGIN REQUIRED	-74164.51
MTOM LOSS	-65907.55
TOTAL MARGIN REQUIRED	-140072.06
MTF CASH COLLATERAL	74164.51
MTF CASH EQ COLLATERAL	0.00
MTF NON CASH COLLATERAL	0.00
TOTAL MTF COLLATERAL	74164.51
EXCESS / SHORTFALL	-65907.55

Client Position Report As On Date: 30 Mar 2022 for the client ROM025104

Funding_Date	Scrip Name	ISIN	Quantity	FUNDED VALUE	CL RATE	Market Value	HAIRCUT	MARGIN REQUIRED	MTOM LOSS	TOTAL MARGIN REQUIRED
14/10/2021	JUSTDIAL LTD.	INE599M01018	32	30158.45	712.80	22809.60	40.68	-12224.83	-7241.60	-19466.43
19/10/2021	SML ISUZU LIMITED	INE294B01019	217	166692.32	495.10	107436.70	37.29	-61939.68	-58665.95	-120605.63

Thank You

Anand Rathi Share and Stock Brokers Ltd.

Regd. Office: Express Zone, 10th Floor, A Wing, Western Express Highway, Goregaon (E), Mumbai - 400 063, Maharashtra. Tel: (022) 6281 7000. **Registration No.:** INZ000170832 (BSE-949 | NSE-06769 |

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