goAML File-Watcher — User Guide

On-premise goAML filing agent

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The File-Watcher runs inside your bank's network. It watches a folder, converts the transaction files you drop in to goAML XML (EFT / CTR / STR), and submits them to the Tanzania FIU. It is licence-controlled by Giotech.

1. Signing in

Open the dashboard URL (e.g. `http://<server>:8104/login.html`) and sign in. - **Client Admin** manages users, configuration, licence and plans. - The **superadmin (`giotech`)** account is licensing-only and managed by Giotech.

> If the licence has expired, most screens are locked and a renewal notice is shown. You can still sign in, see **Available Plans**, and install a new licence package.

2. Filing reports (automatic)

1. On the **Subscription** tab, download a template (**CTR / EFT / STR**) and the **Field Guide (PDF)**.
2. Fill one row per transaction and save as Excel/CSV.
3. Drop the file into the watched **incoming** folder (default `/opt/file_watcher/incoming`).
4. The agent processes it automatically: valid rows become goAML XML and are submitted; the file moves to the success or error archive.
5. Watch progress on the **Dashboard**; rejected files appear in the **Failed Files Queue** with the reason.

> **Development mode:** when `isInDevelopmentMode` is on, the agent does everything **except** send to the FIU — use it for testing. Giotech turns it off for live reporting.

3. Dashboard & tabs

- **Dashboard** — processed/success/failed counts and recent activity.
- **Historical Search** — every processed file.
- **Failed Files Queue** — rejected files and why; fix and re-drop.
- **goAML Portal Reports** — submitted/draft/failed reports pulled from goAML.
- **Message Board** — FIU notices.
- **Users** — manage dashboard users and seats.
- **Configuration** — folders, goAML settings, schedule.

- **Subscription** — available plans, request an upgrade, upload a licence package, documentation.

4. Licence & plans

On-premise licences are provisioned by Giotech. On **Subscription** you can: - See **Available Plans** (live from Giotech) and **Request** the one you need. - **Upload** the signed `.gup` licence package Giotech sends you to apply new seats/limits.

A licence is bound to your installation and cannot be used on another bank's system.

5. Documentation

The **Subscription** tab has the report templates and the **Field Guide (PDF)**.

6. Help

Email **support@giotech.co.tz**.