

MobiVue PMMS

Ajanta Pharma Ltd.

Functional Specification

Document (WMS_Inward_Sampling_
Audit trail)

This document includes the functional requirements for specification of the application designed for Ajanta Pharma.

Prepared By: Leena

Version Number: 0.0

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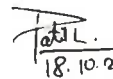


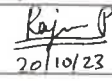

REVISION HISTORY







Revision Number	Date	Prepared By	Reviewed By	Comment
00	18.10.2023	Leena Patil	Sailendra Das	Functional & Design Specification document

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2 INTRODUCTION

The purpose of this document is to list down all the system function solutions for the business need identified by the user.

3 OBJECTIVE

The Functional Specification Document is a document that provides detailed information on how the system solution will function and the requested behavior. The document is created based on the requirements identified by the user.

4 SCOPE

This document will contain the functional details of the Mobivue PMMS system (Module-Audit Trail).

5 AUDIT TRAIL

Module Description	This module will be used for view of the Audit Trail
---------------------------	--

Pre-Conditions	1. Activity should completed and data should submitted to save in data base
-----------------------	---

Process Steps	<h3>5.1 ADMIN MODULE AUDIT TRAIL</h3> <p>After selection of this module system will display drop down of sub-module of</p> <ul style="list-style-type: none"> • User Management • Role Management • Password Management <h4>5.1.1 User Management Audit Trail</h4> <p>5.1.1.1. User will login into Application and click on the Audit Trail.</p> <p>5.1.1.2. Select the module name as Admin Module from drop down.</p> <p>5.1.1.3. Select the sub-module name as "User Management" from drop down.</p> <p>5.1.1.4. Select "from date" and "to date" as per the requirement.</p> <p>5.1.1.5. The date selection is not compulsory, without date selection user can able to view the data.</p> <p>5.1.1.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.</p> <p>5.1.1.7. Click on the view report user able to view the grids.</p> <p>5.1.1.8. The grid view will display as,</p> <ul style="list-style-type: none"> • First Name (Not editable) • Last Name (Not editable) • Phone Number • Designation • Reporting Manager • Employee Code (Not editable)
----------------------	--

- Role Name
- Email
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time (Date:-DD/MM/YYYY, Time: - 00:00, 24 Hrs. format in all places of the system)

**Sequence of the columns will be maintained like mentioned in the grid.*

5.1.1.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.1.1.10. By selecting export to PDF/Excel icon user save and print the audit trail.

5.1.1.11. The modified content(s) will be identified by different color of the line.

5.1.1.12. Report format will be as

Ajanta Pharma Ltd, Guwahati (Size;-Garamond, 14")		Logo
Report Name: (Size-14)		
Printed By Name, Date, Time (Size-11)	Page no. X of Y	
This document generated electronically and valid without signature		

Note:

Above format required for all Audit Trails Report and other reports also, Report size will be as A4/A3 for print view based on report contents. Complete details of content should be captured in report & legible form.

5.1.2 ROLE MANAGEMENT AUDIT TRAIL

5.1.2.1. User will login into Application and click on the Audit Trail.

5.1.2.2. Select the module name as Admin Module from drop down.

5.1.2.3. Select the sub-module name as "Role Management" from drop down.

5.1.2.4. Select "From Date" and "To Date" as per the requirement.

5.1.2.5. The date selection is not compulsory without date selection user can able to view the data.

5.1.2.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.1.2.7. Click on the view report user able to view the grids

5.1.2.8. The grid view will display as

- Role Name
**After Selection of Role, all permissions list should be displayed.*
- Display Name
- Role Description
- Action (Submitted/Approved/Rejected/Modification)
- Remark
- Profile Set By Name & ID
- Profile Set On Date & Time

5.1.2.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.1.2.10. By selecting export to PDF/Excel icon user save and print the audit trail

5.1.2.11. The modified content(s) will be identified by different color of the line.

5.1.3 PASSWORD MANAGEMENT AUDIT TRAIL

5.1.3.1. User will login into Application and click on the Audit Trail.

5.1.3.2. Select the module name as Admin Module from drop down.

5.1.3.3. Select the sub-module name as "Password Management" from drop down.

5.1.3.4. Select "from date" and "to date" as per the requirement.

5.1.3.5. The date selection is not compulsory without date selection user can able to view the data.

5.1.3.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.1.3.7. Click on the view report user able to view the grids

5.1.3.8. The grid view will display as

- First Name
- Last Name
- Employee Code
- Requested date & Time
- Done By Name & ID (Password Reset By)
- Event Date & Time

5.1.3.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.1.3.10. By selecting export to PDF/Excel icon user save and print the audit trail.

5.2 MASTER MODULE AUDIT TRAIL

After selection of this module system will display drop down of Sub-modules of the Master Modules only.

5.2.1 PLANT MASTER AUDIT TRAIL

5.2.1.1. User will login into Application and click on the Audit Trail.

5.2.1.2. Select the module name as Master Module from drop down.

5.2.1.3. Select the sub-module name as "Plant" from drop down.

5.2.1.4. Select "from date" and "to date" as per the requirement.

5.2.1.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.1.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.1.7. Click on the view report user able to view the grids.

5.2.1.8. The grid view will display as,

- Plant ID
- Plant Name
- Plant type ID
- Master Plant ID
- Description
- TAX Registration Number

- License
- G S1 Prefix
- Web Site
- Email
- Phone Number
- Address1
- City
- Address 2
- Country ID.
- State ID
- Postal Code
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.1.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.1.10. By selecting export to PDF/Excel icon user save and print the audit trail

5.2.1.11. The modified content(s) will be identified by different color of the line.

5.2.2 DEPARTMENT MASTER AUDIT TRAIL

5.2.2.1. User will login into Application and click on the Audit Trail.

5.2.2.2. Select the module name as Master Module from drop down.

5.2.2.3. Select the sub-module name as "Department" from drop down.

5.2.2.4. Select "from date" and "to date" as per the requirement.

5.2.2.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.2.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.2.7. Click on the view report user able to view the grids.

5.2.2.8. The grid view will display as

- Department Code
- Department Name
- Department Description
- Sub-Plant ID
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.2.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.2.10. By selecting export to PDF/Excel icon user save and print the audit trail

5.2.2.11. The modified content(s) will be identified by different color of the line.

5.2.3 AREA MASTER AUDIT TRAIL

5.2.3.1. User will login into Application and click on the Audit Trail.

5.2.3.2. Select the module name as Master Module from drop down.

5.2.3.3. Select the sub-module name as "Area" from drop down.

5.2.3.4. Select 'from date' and 'to date' as per the requirement.

5.2.3.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.3.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.3.7. Click on the view report user able to view the grids.

5.2.3.8. The grid view will be displayed as follows:

- Area Code
- Area Name
- Area description
- Sub-Plant ID
- Department Name
- Action (Submitted /Approved/Rejected/Modification)

- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.3.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.3.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.3.11. The modified content(s) will be identified by different color of the line.

5.2.4 CUBICLE MASTER AUDIT TRAIL

5.2.4.1. User will login into Application and click on the Audit Trail.

5.2.4.2. Select the module name as Master Module from drop down.

5.2.4.3. Select the sub-module name as "Cubicle" from drop down.

5.2.4.4. Select "from date" and 'to date' as per the requirement.

5.2.4.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.4.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.4.7. Click on the view report user able to view the grids.

5.2.4.8. The grid view will display as

- Cubicle Code
- Cubicle Name
- Cubicle Description
- Sub Plant ID
- Department Name
- Area Name
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.4.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.4.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.4.11. The modified content(s) will be identified by different color of the line.

5.2.5 BIN LOCATION MASTER AUDIT TRAIL

5.2.5.1. User will login into Application and click on the Audit Trail.

5.2.5.2. Select the module name as Master Module from drop down.

5.2.5.3. Select the sub-module name as "Bin Location" from drop down.

5.2.5.4. Select 'from date' and 'to date' as per the requirement.

5.2.5.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.5.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.5.7. Click on the view report user able to view the grids

5.2.5.8. The grid view will display as

- Bin Location Code
- Rack Name
- Sub Plant ID
- Location Description
- Department Name
- Area Name
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.5.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.5.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.5.11. The modified content(s) will be identified by different color of the line.

5.2.6 EQUIPMENT MASTER AUDIT TRAIL

5.2.6.1. User will login into Application and click on the Audit Trail.

5.2.6.2. Select the module name as Master Module from drop down.

5.2.6.3. Select the sub-module name as "Equipment" from drop down.

5.2.6.4. Select 'from date' and 'to date' as per the requirement.

5.2.6.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.6.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.6.7. Click on the view report user able to view the grids.

5.2.6.8. The grid view will display as

- Equipment Code
- Equipment Name
- Equipment Alias
- Sub-plant ID
- Department name
- Area Name
- Cubicle Barcode
- Equipment Description
- Equipment Type
- Vendor Name
- Cleaning Hold Time
- Is portable
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.6.9. Filter will be available above of the column of the grid, to filter of the required data.

5.2.6.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.6.11. The modified content(s) will be identified by different color of the line.

5.2.7 HANDLING UNITS MASTER AUDIT TRAIL

5.2.7.1. User will login into Application and click on the Audit Trail.

5.2.7.2. Select the module name as Master Module from drop down.

5.2.7.3. Select the sub-module name as "Handling Units" from drop down.

5.2.7.4. Select 'from date' and 'to date' as per the requirement.

5.2.7.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.7.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.7.7. Click on the view report user able to view the grids.

5.2.7.8. The grid view will display as

- Handling Unit Code
- Sub plant ID
- Handling Unit Name
- Handling Unit Description
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.7.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.7.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.7.11. The modified content(s) will be identified by different color of the line.

5.2.8 GATES MASTER AUDIT TRAIL

- 5.2.8.1. User will login into Application and click on the Audit Trail.
- 5.2.8.2. Select the module name as Master Module from drop down.
- 5.2.8.3. Select the sub-module name as "Gate Master" from drop down.
- 5.2.8.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.8.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.8.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option
- 5.2.8.7. Click on the view report user able to view the grids.
- 5.2.8.8. The grid view will display as
- Gate Name
 - Gate Code
 - Plant ID
 - Gate Alias name
 - Gate Description
 - Action (Submitted /Approved/Rejected/Modification)
 - Remark
 - Is Active (Active/De-active)
 - Done By Name & ID
 - Event Date & Time
- 5.2.8.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.2.7.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.2.7.11. The modified content(s) will be identified by different color of the line.

5.2.9 CHECKLIST TYPE MASTER AUDIT TRAIL

- 5.2.9.1. User will login into Application and click on the Audit Trail.
- 5.2.9.2. Select the module name as Master Module from drop down.
- 5.2.9.3. Select the sub-module name as "Checklist Type" from drop down.
- 5.2.9.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.9.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.9.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.2.9.7. Click on the view report user able to view the grids.
- 5.2.9.8. The grid view will display as
- Sub Plant ID
 - Sub Module Name
 - Checklist Type Name
 - Action (Submitted /Approved/Rejected/Modification)
 - Remark
 - Is Active (Active/De-active)
 - Done By Name & ID
 - Event Date & Time
- 5.2.9.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.2.9.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.2.9.11. The modified content(s) will be identified by different color of the line.

5.2.10 CHECKLISTS MASTER AUDIT TRAIL

- 5.2.10.1. User will login into Application and click on the Audit Trail.
- 5.2.10.2. Select the module name as Master Module from drop down.
- 5.2.10.3. Select the sub-module name as "Checklist" from drop down.
- 5.2.10.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.10.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.10.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.2.10.7. Click on the view report user able to view the grids.
- 5.2.10.8. The grid view will display as
- Checklist Name
 - Sub Plant ID
 - Sub Module Name
 - Checklist Description
 - Format Number (SOP Number)
 - Checklist Type
 - Action (Submitted /Approved/Rejected/Modification)
 - Remark
 - Is Active (Active/De-active)
 - Done By Name & ID
 - Event Date & Time
- 5.2.10.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.2.10.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.2.10.11. The modified content(s) will be identified by different color of the line.

5.2.11 WEIGHING BALANCE MASTER AUDIT TRAIL

- 5.2.11.1. User will login into Application and click on the Audit Trail.
- 5.2.11.2. Select the module name as Master Module from drop down.
- 5.2.11.3. Select the sub-module name as "Weighing Balance" from drop down.
- 5.2.11.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.11.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.11.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.2.11.7. Click on the view report user able to view the grids.
- 5.2.11.8. The grid view will display as
- Weighing Balance Type
 - Weighing Balance Code
 - Sub Plant ID
 - Unit of Measurement
 - Department Name
 - Area Name
 - Cubicle Barcode
 - IP address
 - Port Number
 - Model
 - Make
 - Least Count
 - Least count digit after decimal
 - Minimum Operating Capacity
 - Maximum Operating Capacity
 - Stamping Done On
 - Stamping due On
 - Weighing Balance Capacity
 - Eccentricity Standard Weight Value

	<ul style="list-style-type: none"> • Eccentricity Acceptance Minimum Value • Eccentricity Acceptance Maximum Value • Eccentricity Instruction • Linearity Standard Weight Value (Weight 1) • Linearity acceptance Minimum Value (Weight 1) • Linearity acceptance Maximum Value (Weight 1) • Linearity Standard Weight Value (Weight 2) • Linearity acceptance Minimum Value (Weight 2) • Linearity acceptance Maximum Value (Weight 2) • Linearity Standard Weight Value (Weight 3) • Linearity acceptance Minimum Value (Weight 3) • Linearity acceptance Maximum Value (Weight 3) • Linearity Standard Weight Value (Weight 4) • Linearity acceptance Minimum Value (Weight 4) • Linearity acceptance Maximum Value (Weight 4) • Linearity Standard Weight Value (Weight 5) • Linearity acceptance Minimum Value (Weight 5) • Linearity acceptance Maximum Value (Weight 5) • Linearity Instruction • Repeatability Standard weight value • Repeatability acceptance Minimum Value • Repeatability acceptance Maximum Value
	<ul style="list-style-type: none"> • Repeatability Instruction • Uncertainty acceptance value (NMT %) • Uncertainty Instruction • Frequency • Reference SOP Number • Format Number • Version Number • Is compulsory Use • Compulsory Use Remark

	<ul style="list-style-type: none"> • Weighing Balance Calibration Frequency (Daily/Monthly) • Eccentricity Test (Yes/No) • Linearity Test (Yes/No) • Repeatability Test (Yes/No) • Uncertainty Test (Yes/No) • Weighing Balance Verification Frequency (Daily/Monthly) • Verification Level (As per Master data if multiple entry done then audit trail will show multiple data) • Verification Criteria (As per Master data if multiple entry done then audit trail will show multiple data) • Standard weight (As per Master data if multiple entry done then audit trail will show multiple data) • Minimum Value (As per Master data if multiple entry done then audit trail will show multiple data) • Maximum Value (As per Master data if multiple entry done then audit trail will show multiple data) • Action (Submitted /Approved/Rejected/Modification) • Remark • Is Active (Active/De-active) • Done By Name & ID • Event Date & Time <p>5.2.11.9. Filter will be available for below of all the grids, to filter audit trail as required.</p> <p>5.2.11.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.</p> <p>5.2.11.11. The modified content(s) will be identified by different color of the line.</p>
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5.2.12 STANDARD WEIGHT BOX MASTER AUDIT TRAIL

User will login into Application and click on the Audit Trail.

5.2.12.1. Select the module name as Master Module from drop down.

5.2.12.2. Select the sub-module name as "Standard Weight Box" from drop down.

5.2.12.3. Select 'from date' and 'to date' as per the requirement.

5.2.12.4. The date selection is not compulsory without date selection user can able to view the data.

5.2.12.5. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.12.6. Click on the view report user able to view the grids.

5.2.12.7. The grid view will display as

- Standard Weight Box ID
- Sub Plant ID
- Department Name
- Area Name
- Standard Weight Box Description
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.12.8. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.12.9. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.12.10. The modified content(s) will be identified by different color of the line.

5.2.13 STANDARD WEIGHT MASTER AUDIT TRAIL

- 5.2.13.1. User will login into Application and click on the Audit Trail.
- 5.2.13.2. Select the module name as Master Module from drop down.
- 5.2.13.3. Select the sub-module name as "Standard weight" from drop down.
- 5.2.13.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.13.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.13.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.2.13.7. Click on the view report user able to view the grids.
- 5.2.13.8. The grid view will display as
- Standard Weight ID
 - Sub Plant ID
 - Department Name
 - Standard Weight Description
 - Area Name
 - Standard weight Capacity
 - Unit of Measurement
 - Standard Weight Box ID
 - Stamping Done On
 - Stamping due On
 - Action (Submitted /Approved/Rejected/Modification)
 - Remark
 - Is Active (Active/De-active)
 - Done By Name & ID
 - Event Date & Time
- 5.2.13.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.2.13.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.2.13.11. The modified content(s) will be identified by different color of the line.

5.2.14 DEVICE MASTER AUDIT TRAIL

- 5.2.14.1. User will login into Application and click on the Audit Trail.
- 5.2.14.2. Select the module name as Master Module from drop down.
- 5.2.14.3. Select the sub-module name as "Device Master" from drop down.
- 5.2.14.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.14.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.14.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.2.14.7. Click on the view report user able to view the grids.
- 5.2.14.8. The grid view will display as
- Device ID
 - Sub plant ID
 - Device Type
 - IP address
 - Port
 - Make
 - Model
 - Serial Number
 - Department Name
 - Area Name
 - Cubicle Name
 - Action (Submitted /Approved/Rejected/Modification)
 - Remark
 - Is Active (Active/De-active)
 - Done By Name & ID
 - Event Date & Time
- 5.2.14.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.2.14.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.2.14.11. The modified content(s) will be identified by different color of the line.

5.2.15 ACTIVITY MASTER AUDIT TRAIL

5.2.15.1. User will login into Application and click on the Audit Trail.

5.2.15.2. Select the module name as Master Module from drop down.

5.2.15.3. Select the sub-module name as "Activity" Master from drop down.

5.2.15.4. Select 'from date' and 'to date' as per the requirement.

5.2.15.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.15.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.15.7. Click on the view report user able to view the grids.

5.2.15.8. The grid view will display as

- Activity Name
- Activity Code
- Activity Description
- Module Name
- Sub module Name
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.15.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.15.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.15.11. The modified content(s) will be identified by different color of the line.

5.2.16 TRANSPORTER MASTER AUDIT TRAIL

5.2.16.1. User will login into Application and click on the Audit Trail.

5.2.16.2. Select the module name as Master Module from drop down.

5.2.16.3. Select the sub-module name as "Transporter" Master from drop down.

5.2.16.4. Select 'from date' and 'to date' as per the requirement.

5.2.16.5. The date selection is not compulsory without date selection user can able to view the data.

5.2.16.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.2.16.7. Click on the view report user able to view the grids.

5.2.16.8. The grid view will display as

- Transporter Name
- Transporter Description
- Action (Submitted /Approved/Rejected/Modification)
- Remark
- Is Active (Active/De-active)
- Done By Name & ID
- Event Date & Time

5.2.16.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.2.16.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.2.16.11. The modified content(s) will be identified by different color of the line.

5.2.17 SAP STORAGE LOCATION MASTER AUDIT TRAIL

- 5.2.17.1. User will login into Application and click on the Audit Trail.
- 5.2.17.2. Select the module name as Master Module from drop down.
- 5.2.17.3. Select the sub-module name as "SAP Storage Location" from drop down.
- 5.2.17.4. Select 'from date' and 'to date' as per the requirement.
- 5.2.17.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.2.17.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option
- 5.2.17.7. Click on the view report user able to view the grids
- 5.2.17.8. The grid view will display as
- SAP Storage Location Name
 - SAP Storage Location Description
 - Action (Submitted /Approved/Rejected/Modification)
 - Remark
 - Is Active (Active/De-active)
 - Done By Name & ID
 - Event Date & Time
- 5.2.17.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.2.17.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.2.17.11. The modified content(s) will be identified by different color of the line.

5.3 INWARD MODULE AUDIT TRAIL

After selection of this module system will display drop down Sub-modules of the Inward Modules only.

5.3.1 GATE ENTRY AUDIT TRAIL

5.3.1.1. User will login into Application and click on the Audit Trail.

5.3.1.2. Select the module name as Inward Module from drop down.

5.3.1.3. Select the sub-module name as "Gate Entry" from drop down.

5.3.1.4. Select 'from date' and 'to date' as per the requirement.

5.3.1.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.1.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.1.7. Click on the view report user able to view the grids.

5.3.1.8. The grid view will display as

- Purchase Order Number
- Gate code
- Purchase Order Date
- Vendor name
- Vendor Code
- Invoice Number
- Invoice Date
- Transporter Name
- LR Number
- LR date
- Driver Name
- Vehicle Number
- Purchase Order Number, Delivery Scheduled
- Delivery Note
- Material Code
- Material Description

	<ul style="list-style-type: none"> • PO Quantity • Invoice Quantity • PO Balance Quantity • Manufacturer Code • Manufacturer Name • Unit of Measurement • Gate Entry Number • Print Count • Printer Name • Action (New Entry/Re-print/Cancel/Modification) • Status (Active/In-Active) • Remark • Done By Name & ID • Event Date & Time <p>5.3.1.9. Filter will be available for below of all the grids, to filter audit trail as required.</p> <p>5.3.1.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.</p> <p>5.3.1.11. The modified content(s) will be identified by different color of the line.</p>
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5.3.2 VEHICLE INSPECTION AUDIT TRAIL

5.3.2.1. User will login into Application and click on the Audit Trail.

5.3.2.2. Select the module name as Inward Module from drop down.

5.3.2.3. Select the sub-module name as "Vehicle Inspection" from drop down.

5.3.2.4. Select 'from date' and 'to date' as per the requirement.

5.3.2.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.2.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.2.7. Click on the view report user able to view the grids,

5.3.2.8. The grid view will display as

- Gate Entry Number
- Purchase Order Number
- Vendor name
- Invoice Number
- Invoice Date
- LR Number
- LR date
- Driver Name
- Vehicle Number
- Purchase Order Number, delivery Scheduled
- Delivery Note
- Vendor Code
- Checklist type
- Checklist Name
- Action
(New Entry/On hold/Accepted/Completed/Rejected/Modification)
- Remark
- Done By Name & ID
- Event Date & Time

5.3.2.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.2.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.2.11. The modified content(s) will be identified by different color of the line.

5.3.3 MATERIAL INSPECTION AUDIT TRAIL

5.3.3.1. User will login into Application and click on the Audit Trail.

5.3.3.2. Select the module name as Inward Module from drop down.

5.3.3.3. Select the sub-module name as "Material Inspection" from drop down.

5.3.3.4. Select 'from date' and 'to date as' per the requirement.

5.3.3.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.3.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.3.7. Click on the view report user able to view the grids.

5.3.3.8. The grid view will display as

- Gate entry Number
- Purchase Order Number
- Purchase Order Number, delivery scheduled
- Invoice Number
- Invoice Date
- LR Number
- LR date
- Driver Name
- Vehicle Number
- Delivery Note
- Vendor Code
- Approval Status
- Material Code
- Material description
- Vendor Batch Number

- | | |
|--|--|
| | <ul style="list-style-type: none"> • Manufacturer Name • Manufacturing Date • Expiry Date • Manufacturer Retest date • Quantity as per invoice • Retest status • Expiry status • Text • Unit of Measurement • Remaining days left for retest • Remaining days left for Expiry • Check List Type • Inspection Check List Name • Checkpoint Name • Damaged Material Vendor Batch Number • Damaged Container Number • Damaged Quantity • Text (For Damage Material) • Action (New Entry/On hold /Accepted/Rejected/Modification/In progress) • Remark • Done By Name & ID • Event Date & Time |
|--|--|

5.3.3.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.3.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.3.11. The modified content(s) will be identified by different color of the line.

5.3.4 WEIGHT/QUANTITY VERIFICATION AUDIT TRAIL

5.3.4.1. User will login into Application and click on the Audit Trail.

5.3.4.2. Select the module name as Inward Module from drop down.

5.3.4.3. Select the sub-module name as "Weight / Quantity Verification" from drop down.

5.3.4.4. Select 'from date' and 'to date' as per the requirement.

5.3.4.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.4.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.4.7. Click on the view report user able to view the grids.

5.3.4.8. The grid view will display as

- Purchase Order Number/STO
- Invoice Number
- Material Code
- Vendor Batch Number
- Expiry Date
- Manufacturing Date
- Manufacturer Retest Date
- Unit of Measurement
- Scan Weighing Balance ID
- Initial Reading
- Scan Weighing Balance ID
- Net wt.
- Gross wt.
- Tare wt.
- Container Number
- Material Status Remark
- Weighing Balance Use Remark
- Action (New Entry/Modification/Deleted)

- Remark
- Done By Name & ID
- Event Date & Time

5.3.4.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.4.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.4.11. The modified content(s) will be identified by different color of the line.

5.3.5 GRN POSTING AUDIT TRAIL

5.3.5.1. User will login into Application and click on the Audit Trail.

5.3.5.2. Select the module name as Inward Module from drop down.

5.3.5.3. Select the sub-module name as "GRN Posting" from drop down.

5.3.5.4. Select 'from date' and 'to date' as per the requirement.

5.3.5.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.5.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.5.7. Click on the view report user able to view the grids

5.3.5.8. The grid view will display as

- Purchase Order Number / STO
- Invoice Number
- Storage Location
- Material Code
- Material Description
- Vendor Batch No
- Invoice Number
- Consignment Quantity
- Challan Number
- Challan Date
- Line Number
- Is Damage (Yes/No)

- Number of Containers / Packs
- Quantity Per Container / Packs
- Total Quantity Received
- Posting Remark
- Action (New Entry)
- Done By Name & ID
- Event Date & Time

5.3.5.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.5.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.5.11. The modified content(s) will be identified by different color of the line.

5.3.6 MATERIAL LABEL PRINTING AUDIT TRAIL

5.3.6.1. User will login into Application and click on the Audit Trail.

5.3.6.2. Select the module name as Inward Module from drop down.

5.3.6.3. Select the sub-module name as "Material Label Printing" from drop down.

5.3.6.4. Select 'from date' and 'to date' as per the requirement.

5.3.6.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.6.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.6.7. Click on the view report user able to view the grids.

5.3.6.8. The grid view will display as

- GRN Number
- Material Code
- Material description
- Vendor Batch Number
- SAP Batch Number
- MFG Date
- Number of containers
- Expiry Date

- Pack Details
- Print Count
- Printer ID
- Remark
- Action (Print/Re-print)
- Done By Name & ID
- Event Date & Time

5.3.6.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.6.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.6.11. The modified content(s) will be identified by different color of the line.

5.3.7 PALLETIZATION AUDIT TRAIL

5.3.7.1. User will login into Application and click on the Audit Trail.

5.3.7.2. Select the module name as Inward Module from drop down.

5.3.7.3. Select the sub-module name as "Palletization" from drop down.

5.3.7.4. Select 'from date' and 'to date' as per the requirement.

5.3.7.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.7.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.7.7. Click on the view report user able to view the grids.

5.3.7.8. The grid view will display as

- Pallet Barcode
- Material Barcode
- Material Code
- Material Description
- SAP Batch Number
- Quantity
- UOM
- Action (Modification/ Complete)

- Done By Name & ID
- Event Date & Time

5.3.7.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.7.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.7.11. The modified content(s) will be identified by different color of the line.

5.3.8 PUT AWAY AUDIT TRAIL

5.3.8.1. User will login into Application and click on the Audit Trail.

5.3.8.2. Select the module name as Inward Module from drop down.

5.3.8.3. Select the sub-module name as "Put Away" from drop down.

5.3.8.4. Select 'from date' and 'to date' as per the requirement.

5.3.8.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.8.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.8.7. Click on the view report user able to view the grids

5.3.8.8. The grid view will display as

- Bin Barcode
- Pallet Barcode
- Material Barcode
- Material Code
- Material Description
- SAP Batch Number
- Quantity
- UOM
- Action (Modification/Complete)
- Done By Name & ID
- Event Date & Time

5.3.8.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.8.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.8.11. The modified content(s) will be identified by different color of the line.

5.3.9 BIN TO BIN TRANSFER AUDIT TRAIL

5.3.9.1. User will login into Application and click on the Audit Trail.

5.3.9.2. Select the module name as Inward Module from drop down.

5.3.9.3. Select the sub-module name as "Bin to Bin Transfer" from drop down.

5.3.9.4. Select 'from date' and 'to date' as per the requirement.

5.3.9.5. The date selection is not compulsory without date selection user can able to view the data.

5.3.9.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.3.9.7. Click on the view report user able to view the grids.

5.3.9.8. The grid view will display as

- Bin Barcode
- Pallet Barcode
- Material Barcode
- Material Code
- Material Description
- SAP Batch Number
- Quantity
- UOM
- Action (Modification/Complete)
- Done By Name & ID
- Event Date & Time

5.3.9.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.9.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.9.11. The modified content(s) will be identified by different color of the line.

5.3.10 GRN CANCELLATION AUDIT TRAIL

- 5.3.10.1. User will login into Application and click on the Audit Trail.
- 5.3.10.2. Select the module name as Inward Module from drop down.
- 5.3.10.3. Select the sub-module name as "GRN Cancellation" from drop down.
- 5.3.10.4. Select 'from date' and 'to date' as per the requirement.
- 5.3.10.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.3.10.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.3.10.7. Click on the view report user able to view the grids.
- 5.3.10.8. The grid view will display as
- GRN Number
 - SAP Line item Number
 - Material Code
 - Material Description
 - SAP Batch Number
 - Quantity
 - UOM
 - Storage location
 - GRN Cancellation Number
 - Action (Cancel)
 - Remark
 - Done By Name & ID
 - Event Date & Time
- 5.3.10.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.3.10.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.
- 5.3.10.11. The modified content(s) will be identified by different color of the line.

5.3.11 GRN RE-POSTING AUDIT TRAIL

- 5.3.11.1. User will login into Application and click on the Audit Trail.
- 5.3.11.2. Select the module name as Inward Module from drop down.
- 5.3.11.3. Select the sub-module name as “GRN Re-posting” from drop down.
- 5.3.11.4. Select ‘from date’ and ‘to date’ as per the requirement.
- 5.3.11.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.3.11.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.3.11.7. Click on the view report user able to view the grids.
- 5.3.11.8. The grid view will display as
 - Old GRN Number
 - Purchase Order / STO
 - Storage location
 - Material Code
 - Material Description
 - MFGR Batch Number
 - Invoice Number
 - Consignment qty.
 - Challan Number
 - Challan Date
 - Line Number
 - Is Damage (Yes/No)
 - Number of Container / Packs
 - Quantity per container/ Pack
 - Total Quantity Received
 - New GRN Number
 - Action (Re-Posting)
 - Posting Remark
 - Done By Name & ID

- Event Date & Time

5.3.11.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.3.11.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.3.11.11. The modified content(s) will be identified by different color of the line.

5.4 SAMPLING MODULE AUDIT TRAIL

After selection of this module system will display drop down Sub-modules of the Sampling Modules only.

5.4.1 CUBICLE ASSIGNMENT AUDIT TRAIL

5.4.1.1. User will login into Application and click on the Audit Trail.

5.4.1.2. Select the module name as Sampling Module from drop down.

5.4.1.3. Select the sub-module name as "Cubicle Assignment" from drop down.

5.4.1.4. Select 'from date' and 'to date' as per the requirement.

5.4.1.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.1.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.1.7. Click on the view report user able to view the grids.

5.4.1.8. The grid view will display as

- Material Code
- Material Description
- Inspection Lot Number
- Batch Number
- Cubicle Barcode
- Qty.
- UOM
- Expiry date
- Retest Date
- Cubicle Status (Cleaned/Uncleaned)

- Action (Assigned/De-assigned)
- Done By Name & ID
- Event Date & Time

5.4.1.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.1.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.1.11. The De-assigned content(s) will be identified by different color of the line.

5.4.2 CUBICLE CLEANING AUDIT TRAIL

5.4.2.1. User will login into Application and click on the Audit Trail.

5.4.2.2. Select the module name as Sampling Module from drop down.

5.4.2.3. Select the sub-module name as "Cubicle Cleaning" from drop down.

5.4.2.4. Select 'from date' and 'to date' as per the requirement.

5.4.2.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.2.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.2.7. Click on the view report user able to view the grids.

5.4.2.8. The grid view will display as

- Cubicle Barcode
- Area Name
- Previous material code
- Previous SAP Batch Number
- Cleaning type
- Performed By name (Done By)
- Checklist type
- Inspection checklist
- Cleaning Status (Cleaned/Un cleaned)
- Action (Start/Stop/Approved/Rejected/Re cleaning)
- Remark
- Done By Name & ID

- Event Date & Time

5.4.2.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.2.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.2.11. The Re cleaning content(s) will be identified by different color of the line.

5.4.3 EQUIPMENT CLEANING AUDIT TRAIL

5.4.3.1. User will login into Application and click on the Audit Trail.

5.4.3.2. Select the module name as Sampling Module from drop down.

5.4.3.3. Select the sub-module name as "Equipment Cleaning" from drop down.

5.4.3.4. Select 'from date' and 'to date' as per the requirement.

5.4.3.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.3.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.3.7. Click on the view report user able to view the grids.

5.4.3.8. The grid view will display as

- Equipment Barcode
- Equipment type
- Previous material code
- Previous SAP Batch Number
- Area Barcode
- Equipment Cleaning type
- Performed By name (Done By)
- Checklist type
- Inspection checklist
- Cleaning Status (Cleaned/Un cleaned)
- Action (Start/Stop /Approved/Rejected/Re-cleaning)
- Remark
- Done By Name & ID
- Event Date & Time

5.4.3.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.3.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.3.11. The Re-cleaning content(s) will be identified by different color of the line.

5.4.4 EQUIPMENT ASSIGNMENT AUDIT TRAIL

5.4.4.1. User will login into Application and click on the Audit Trail.

5.4.4.2. Select the module name as Sampling Module from drop down.

5.4.4.3. Select the sub-module name as "Equipment Assignment" from drop down.

5.4.4.4. Select 'from date' and 'to date' as per the requirement.

5.4.4.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.4.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.4.7. Click on the view report user able to view the grids.

5.4.4.8. The grid view will display as

- Cubicle Barcode
- Group Code
- Product Code (Material Code)
- Product description (Material Description)
- SAP Batch Number
- Equipment Barcode
- Equipment Status (Cleaned/Uncleaned)
- Action (Assigned/De-assigned)
- Done By Name & ID
- Event Date & Time

5.4.4.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.4.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.4.11. The De-assigned content(s) will be identified by different color of the line.

5.4.5 LINE CLEARANCE AUDIT TRAIL

5.4.5.1. User will login into Application and click on the Audit Trail.

5.4.5.2. Select the module name as Sampling Module from drop down.

5.4.5.3. Select the sub-module name as "Line Clearance" from drop down.

5.4.5.4. Select 'from date' and 'to date' as per the requirement.

5.4.5.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.5.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.5.7. Click on the view report user able to view the grids.

5.4.5.8. The grid view will display as

- Cubicle Barcode
- Area name
- Previous material Code
- Previous SAP Batch Number
- Group Code
- Cubicle Status (Cleaned/Uncleaned)
- Check point Name
- Observation
- Performed By name (Done By)
- Checked By Name/ID
- Action (Approved/Rejected/Verified/Re Line clearance)
- Remark
- Done By Name & ID
- Event Date & Time

5.4.5.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.5.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.5.11. The Re Line clearance content(s) will be identified by different color of the line.

5.4.6 PICKING AUDIT TRAIL

5.4.6.1. User will login into Application and click on the Audit Trail.

5.4.6.2. Select the module name as Sampling Module from drop down.

5.4.6.3. Select the sub-module name as "Picking" from drop down.

5.4.6.4. Select 'from date' and 'to date' as per the requirement.

5.4.6.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.6.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.6.7. Click on the view report user able to view the grids.

The grid view will display as

- Cubicle Barcode
- Group Code
- Material Code
- Material Name
- SAP Batch Number
- UOM
- Suggested Bin
- Scan Bin
- Material Barcode
- Last Scanned
- Container count
- Quantity
- Action (Complete/In progress)
- Done By Name & ID
- Event Date & Time

5.4.6.8. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.6.9. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.7 PRE-STAGE AUDIT TRAIL

5.4.7.1. User will login into Application and click on the Audit Trail.

5.4.7.2. Select the module name as Sampling Module from drop down.

5.4.7.3. Select the sub-module name as "Pre-Stage" from drop down.

5.4.7.4. Select 'from date' and 'to date' as per the requirement.

5.4.7.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.7.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.7.7. Click on the view report user able to view the grids.

5.4.7.8. The grid view will display as

- Cubicle Barcode
- Group Code
- Material Code
- Material Name
- SAP Batch Number
- UOM
- Material Barcode
- Last Scanned
- Container count
- Quantity
- Action (Complete/In progress)
- Done By Name & ID
- Event Date & Time

5.4.7.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.7.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.8 STAGING AUDIT TRAIL

5.4.8.1. User will login into Application and click on the Audit Trail.

5.4.8.2. Select the module name as Sampling Module from drop down.

5.4.8.3. Select the sub-module name as "Staging" from drop down.

5.4.8.4. Select 'from date' and 'to date' as per the requirement.

5.4.8.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.8.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.8.7. Click on the view report user able to view the grids.

5.4.8.8. The grid view will display as

- Cubicle Barcode
- Group Code
- Material Code
- Material Name
- SAP Batch Number
- UOM
- Material Barcode
- Last Scanned
- Container Count
- Quantity
- Action (Complete/In progress)
- Done By Name & ID
- Event Date & Time

5.4.8.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.8.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.9 SAMPLING AUDIT TRAIL

5.4.9.1. User will login into Application and click on the Audit Trail.

5.4.9.2. Select the module name as "Sampling" Module from drop down.

5.4.9.3. Select the sub-module name as sampling from drop down.

5.4.9.4. Select 'from date' and 'to date' as per the requirement.

5.4.9.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.9.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.9.7. Click on the view report user able to view the grids.

5.4.9.8. The grid view will display as

- RLA# Bar code (Equipment bar code)
- Group Code
- Inspection Lot Number
- Material Code
- SAP Batch Number
- Suggesting Material Barcodes
- Scan Material Barcode
- UOM
- Total Container
- Container Sr. Number
- Scan Weighing Balance for Initial reading
- Initial reading
- Sample quantity
- Weighing Balance ID
- Gross weight
- Net weight
- Tare weight
- Number of Packs
- Printer ID

- Sampling Barcode
- Action (Complete/Print/Re-print)
- Remark
- Compulsory use remark
- Done By Name & ID
- Event Date & Time

5.4.9.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.9.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.4.10 STAGE OUT AUDIT TRAIL

5.4.10.1. User will login into Application and click on the Audit Trail.

5.4.10.2. Select the module name as Sampling Module from drop down.

5.4.10.3. Select the sub-module name as "Stage Out" from drop down.

5.4.10.4. Select 'from date' and 'to date' as per the requirement.

5.4.10.5. The date selection is not compulsory without date selection user can able to view the data.

5.4.10.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.4.10.7. Click on the view report user able to view the grids.

5.4.10.8. The grid view will display as

- Cubicle Barcode
- Group ID
- Inspection Lot
- Material Code
- SAP Batch Number
- Material Barcode
- Container Count
- Quantity
- Action (Complete/In Progress)
- Done By Name & ID

- Event Date & Time

5.4.10.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.4.10.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.5 PHYSICAL STOCK ADJUSTMENT AUDIT TRAIL

After selection of this module system will display drop down option for the Physical Stock Adjustment only.

- 5.5.1. User will login into Application and click on the Audit Trail.
- 5.5.2. Select the module name as Physical Stock Adjustment Module from drop down.
- 5.5.3. Select the sub-module name as "Physical Stock Adjustment" from drop down.
- 5.5.4. Select 'from date' and 'to date' as per the requirement.
- 5.5.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.5.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.5.7. Click on the view report user able to view the grids.
- 5.5.8. The grid view will display as
 - Material label Barcode
 - Material Code
 - Material Description
 - SAP Batch Number
 - Received Qty. in container
 - Short/Excess Quantity
 - Available Quantity
 - Action (New Entry/Modification)
 - Remark
 - Done By Name & ID

- Event Date & Time

5.5.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.5.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.5.11. The modified content(s) will be identified by different color of the line.

5.6 MATERIAL RETURN FROM PRODUCTION AUDIT TRAIL

After selection of this module system will display drop down option for the Physical Stock Adjustment only.

5.6.1. User will login into Application and click on the Audit Trail.

5.6.2. Select the module name as Material Return from Production from drop down.

5.6.3. Select the sub-module name as "Material Return from Production" from drop down.

5.6.4. Select 'from date' and 'to date' as per the requirement.

5.6.5. The date selection is not compulsory without date selection user can able to view the data.

5.6.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.

5.6.7. Click on the view report user able to view the grids.

5.6.8. The grid view will display as

- Document number
- Line Number
- Process Order/Reservation Number
- Product Code
- Product Batch Number
- Batch Size
- Material code
- Material Description
- SAP Batch Number

- MFG Date
 - Expiry Date
 - AR Number
 - Container Serial Number
 - Return Quantity
 - Quantity against the container
 - UOM
 - Storage location
 - Movement type
 - Header Text
 - Weighing Balance ID
 - Gross Weight
 - Net weight
 - Tare Weight
 - Printer ID
 - Label Barcode Number
 - Print Count
 - Print status
 - Remark
 - Action (Reprint/Cancel)
- Note:** Cancel option required instead of delete in main screen
- Done By Name & ID
 - Event Date & Time

5.6.9. Filter will be available for below of all the grids, to filter audit trail as required.

5.6.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.6.11. The modified content(s) will be identified by different color of the line.

5.7 USER SESSION AUDIT TRAIL

After selection of this module system will display drop down option for the System Audit trail.

- 5.7.1. User will login into Application and click on the Audit Trail.
- 5.7.2. Select the module name as User Session Audit trail from drop down.
- 5.7.3. Select the sub-module name as "User Session" Audit trail from drop down.
- 5.7.4. Select 'from date' and 'to date' as per the requirement.
- 5.7.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.7.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.7.7. Click on the view report user able to view the grids.
- 5.7.8. The grid view will display as
 - User Name/ID
 - Login date & Time
 - Logout date & Time
 - Last accessed on
 - Session Time (In mm:ss)
 - System default Log Out Date & time
 - Invalid attempt status (Count)
 - User Lock status (Locked /Un Locked)
- 5.7.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.7.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.8 SYSTEM SECURITY AUDIT TRAIL

After selection of this module system will display drop down option for the System Audit trail.

- 5.8.1. User will login into Application and click on the Audit Trail.
- 5.8.2. Select the module name as System security trail from drop down.
- 5.8.3. Select the sub-module name as "System security" Audit trail from drop down.
- 5.8.4. Select 'from date' and 'to date' as per the requirement.
- 5.8.5. The date selection is not compulsory without date selection user can able to view the data.
- 5.8.6. By using clear button system will back the audit trail home screen to allow another audit trail by using filled option.
- 5.8.7. Click on the view report user able to view the grids.
- 5.8.8. The grid view will be display as
 - Set By (Name/ID)
 - Set On (Date & Time)
 - Remark
 - Account Lock Out after
 - Session Time Out After
 - Minimum User ID length
 - Minimum Password Length
 - Maximum Tenure of password
 - Password Expiry alert
 - Password History
 - Password Complexity
- 5.8.9. Filter will be available for below of all the grids, to filter audit trail as required.
- 5.8.10. By selecting export to PDF/EXCEL icon user save and print the audit trail.

5.9 GENERAL REQUIREMENTS

- 5.9.1. The system should have provision for Audit trail facility to track the changes/activity in system.
- 5.9.2. Audit trail records should secure and protected from intentional or accidental modification (read-only access).
- 5.9.3. Enabling/Disabling provision for audit trail should not be available in system.
- 5.9.4. Audit trail records should have the time/date of user entries and actions that create, modify, or delete electronic records.
- 5.9.5. Who, When, What, Why, will be getting captured in the audit trail.
- 5.9.6. The source and format of the system date and time will be defined, controlled, unambiguous, and protected from unauthorized change.
- 5.9.7. When records are changed or modify, all the previous values will available electronically.
- 5.9.8. Electronic audit trail will be maintained and retrievable for at least as long as its respective electronic record retention period.
- 5.9.9. The electronic audit trail will be readily available for inspections and audits.
- 5.9.10. Blank field will be appeared as “—” in audit trail screen/Report.