

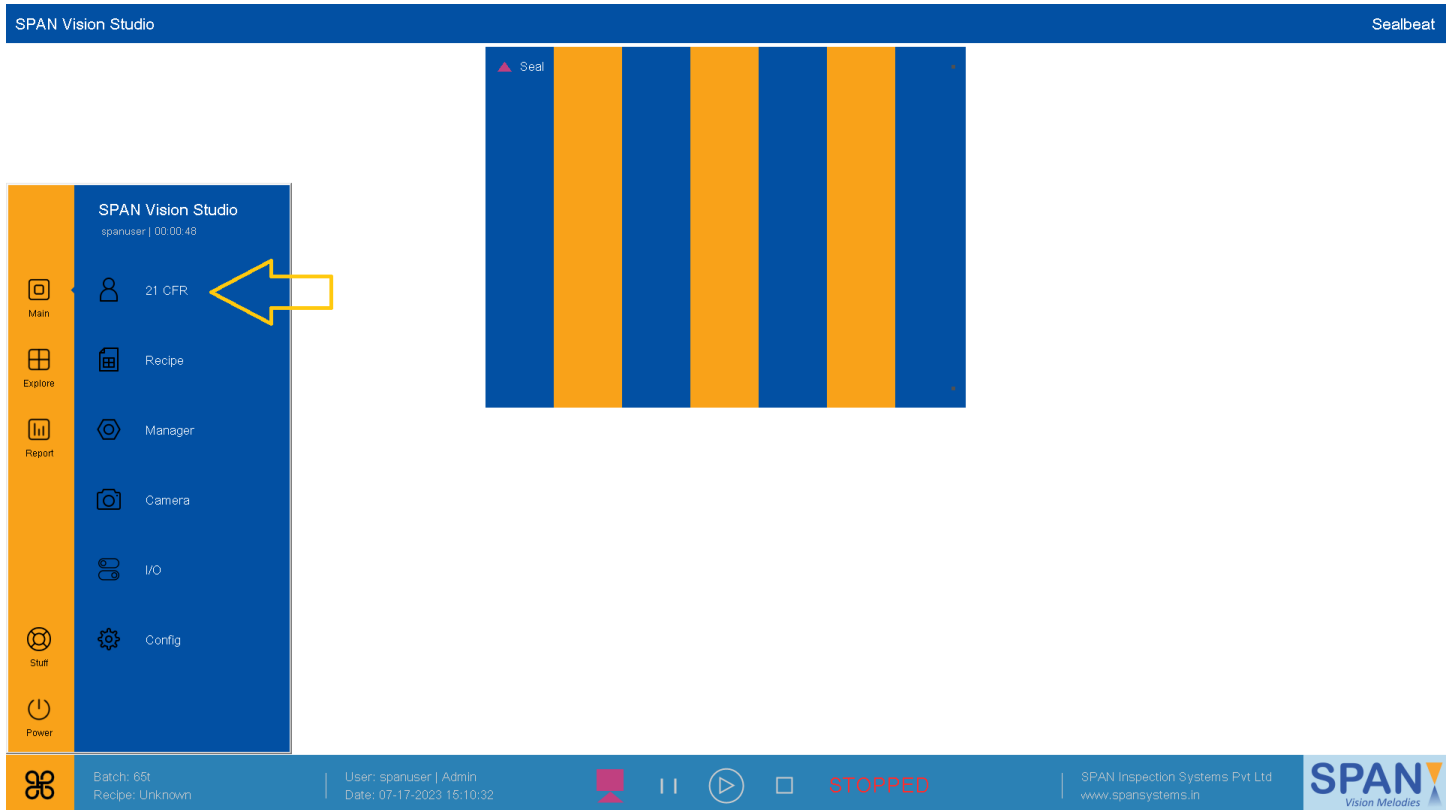


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## HOW TO ENTER 21CFR MODULE

- Start the SPAN Vision Studio Software. If it is operated for first time, login using  
Username: spanuser  
Password: spanuser
- Spanuser can be used 3 times only for that particular day, so once logged in using spanuser - administrator has to create his / her own user to login next time.
- Click 21CFR button as displayed in below image to enter 21CFR.



## HOW TO ADD USER

- On entering 21CFR, click on “User” tab on right side of the screen.
- Click Add button on bottom side of the screen to add user.

21 CFR

User Details	Configure Responsibilities																																										
<div style="margin-bottom: 5px;">User Name* <input type="text"/></div> <div style="margin-bottom: 5px;">Employee Id <input type="text"/></div> <div style="margin-bottom: 5px;">First Name* <input type="text"/></div> <div style="margin-bottom: 5px;">Last Name* <input type="text"/></div> <div style="margin-bottom: 5px;">Designation <input type="text"/></div> <div style="margin-bottom: 5px;">Contact No.* <input type="text"/></div> <div style="margin-bottom: 5px;">EMail Id <input type="text"/></div> <div style="margin-bottom: 5px;">User Role* <span style="border: 1px solid #ccc; padding: 2px;">Select</span></div> <div style="margin-bottom: 5px;">Password* <input type="password"/></div> <div style="margin-bottom: 5px;">Confirm Password* <input type="password"/></div> <div style="margin-bottom: 5px; text-align: right;"> <input type="button" value="Register Fingerprint"/> </div> <div style="margin-bottom: 5px; text-align: right;"> <input checked="" type="checkbox"/> User Enable         </div> <div style="margin-bottom: 5px; text-align: right;"> <input type="button" value="Reset Password"/> </div> <div style="margin-bottom: 5px;">Electronic Signature</div> <div style="border: 1px solid #ccc; height: 40px; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-between;"> <div>Signature Meaning</div> <div> <input type="button" value="Generate"/> </div> </div> <div style="text-align: center; margin-top: 5px;"> <input type="button" value="Generate"/> </div>	<div style="margin-bottom: 5px;">Configure from existing user <span style="border: 1px solid #ccc; padding: 2px;">None</span></div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #f2f2f2;"> <th style="width: 33%;">Application</th> <th style="width: 33%;">Main Control</th> <th style="width: 33%;">Sub Control</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> VisionStudio</td> <td><input type="checkbox"/> 21 CFR</td> <td><input type="checkbox"/> User Management</td> </tr> <tr> <td><input type="checkbox"/> Sealbeat</td> <td><input type="checkbox"/> Report</td> <td><input type="checkbox"/> Role Management</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Inspect</td> <td><input type="checkbox"/> Security Policy</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Recipe</td> <td><input checked="" type="checkbox"/> Change Password</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Camera</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> I/O</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Batch Manager</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Config</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Utility</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Share</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Backup</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Language</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Manager</td> <td></td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <input type="button" value="Add"/> <input type="button" value="Edit"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/> </div>	Application	Main Control	Sub Control	<input type="checkbox"/> VisionStudio	<input type="checkbox"/> 21 CFR	<input type="checkbox"/> User Management	<input type="checkbox"/> Sealbeat	<input type="checkbox"/> Report	<input type="checkbox"/> Role Management		<input type="checkbox"/> Inspect	<input type="checkbox"/> Security Policy		<input type="checkbox"/> Recipe	<input checked="" type="checkbox"/> Change Password		<input type="checkbox"/> Camera			<input type="checkbox"/> I/O			<input type="checkbox"/> Batch Manager			<input type="checkbox"/> Config			<input type="checkbox"/> Utility			<input type="checkbox"/> Share			<input type="checkbox"/> Backup			<input type="checkbox"/> Language			<input type="checkbox"/> Manager	
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Batch: 66f    User: spanuser | Admin    Date: 07-17-2023 15:12:25
 

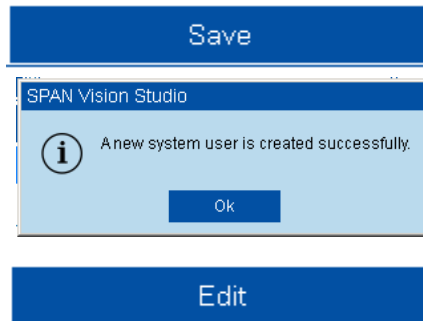
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User Details

User Name*	testadmin
Employee Id	001
First Name*	test
Last Name*	user
Designation	admin
Contact No.*	1234567891
EMail Id	admin@pharma.in
User Role*	Admin
Password*	•••••
Confirm Password*	•••••
	<input type="button" value="Register Fingerprint"/>
	<input checked="" type="checkbox"/> User Enable
	<input type="button" value="Reset Password"/>
Electronic Signature	
testadmin 07-17-2023 15:15:23	
Signature Meaning	<input type="button" value="Generate"/>
<input type="button" value="Generate"/>	

- Enter the required information in “User Details” section.

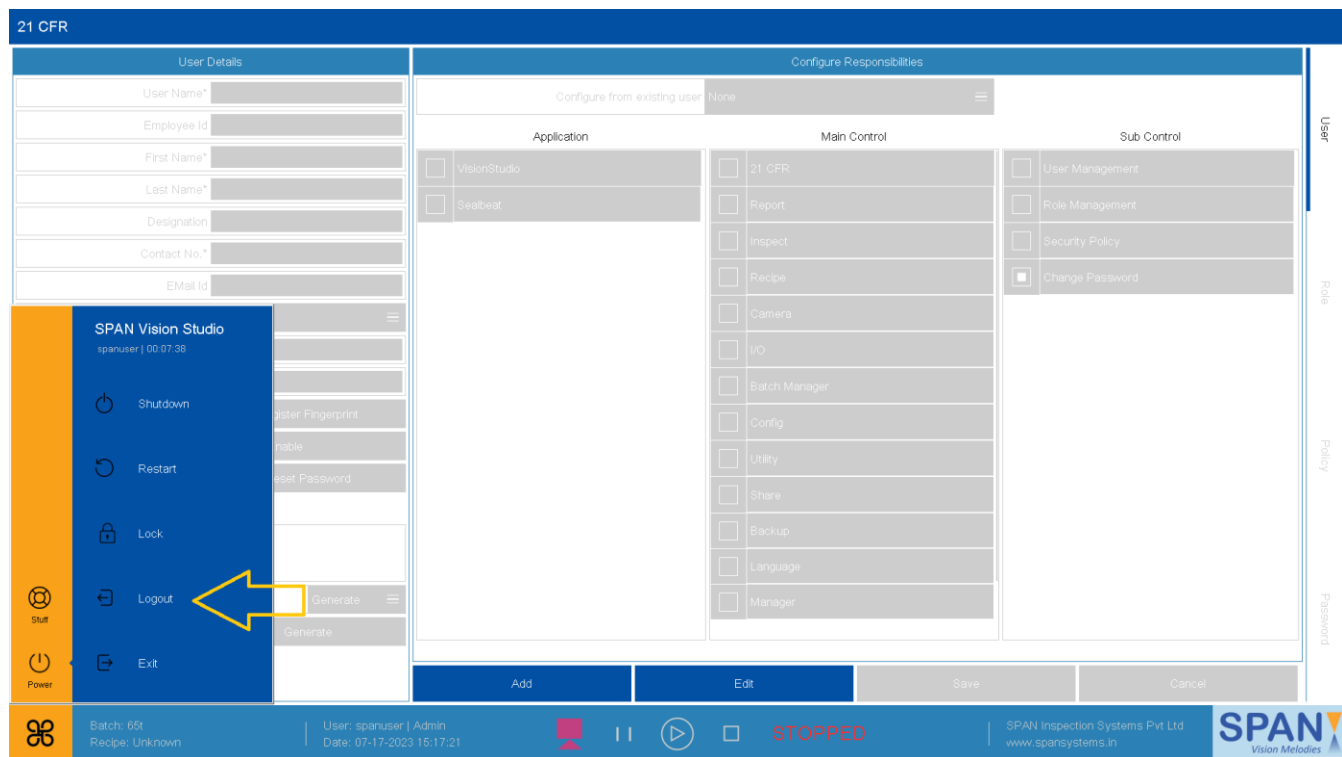
- All the fields marked with asterisk are compulsory.
- Select User Role as Admin for first user.
- After all the information is entered, click “Generate” button to  
Generate Electronic Signature.
- Click Save Button to save newly created User.



- User details and rights can also be edited by click on.

## RELOGING USING ADMIN USER

- Logout from current user, by clicking on Logout Button as shown below.



- Re-login with new user which you have created.

21 CFR

User Details	Configure Responsibilities																														
User Name* <input type="text"/> Employee Id <input type="text"/> First Name* <input type="text"/> Last Name* <input type="text"/> Designation <input type="text"/> Contact No.* <input type="text"/> EMail Id <input type="text"/> User Role* Select <input type="button" value="="/> Password* <input type="password"/> Confirm Password* <input type="password"/> <input type="button" value="Register Fingerprint"/> <input type="checkbox"/> User Enable <input type="button" value="Reset Password"/> Electronic Signature Signature Meaning <input type="text"/> <input type="button" value="Generate"/> <input type="button" value="Generate"/>	Configure from existing user: None <input type="button" value="="/> <table border="1"> <thead> <tr> <th>Application</th> <th>Main Control</th> <th>Sub Control</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> VisionStudio</td> <td><input type="checkbox"/> 21 CFR</td> <td><input type="checkbox"/> User Management</td> </tr> <tr> <td><input type="checkbox"/> Sealbeat</td> <td><input type="checkbox"/> Report</td> <td><input type="checkbox"/> Role Management</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Inspect</td> <td><input type="checkbox"/> Security Policy</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Recipe</td> <td><input checked="" type="checkbox"/> Change Password</td> </tr> <tr> <td colspan="3"> <div> <div>Welcome Back</div> <div> <div>User Name: testadmin</div> <div>Password: .....</div> <div>Login</div> </div> </div> </td> </tr> <tr> <td></td> <td><input type="checkbox"/> Share</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Backup</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Language</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Manager</td> <td></td> </tr> </tbody> </table>	Application	Main Control	Sub Control	<input type="checkbox"/> VisionStudio	<input type="checkbox"/> 21 CFR	<input type="checkbox"/> User Management	<input type="checkbox"/> Sealbeat	<input type="checkbox"/> Report	<input type="checkbox"/> Role Management		<input type="checkbox"/> Inspect	<input type="checkbox"/> Security Policy		<input type="checkbox"/> Recipe	<input checked="" type="checkbox"/> Change Password	<div> <div>Welcome Back</div> <div> <div>User Name: testadmin</div> <div>Password: .....</div> <div>Login</div> </div> </div>				<input type="checkbox"/> Share			<input type="checkbox"/> Backup			<input type="checkbox"/> Language			<input type="checkbox"/> Manager	
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	<input type="checkbox"/> Language																														
	<input type="checkbox"/> Manager																														
<input type="button" value="Add"/> <input type="button" value="Edit"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/>																															

Batch: 65t | User: spanuser | Admin | Date: 07-17-2023 15:18:50 | SPAN Inspection Systems Pvt Ltd | www.span-systems.in

## HOW TO EDIT DEFAULT RIGHTS TO VARIOUS USER ROLES

- Again go to 21CFR, click on Role tab.
- Click “Edit” button for role editing.

21 CFR

Configure Responsibilities																																										
Role <input type="text"/> <input type="button" value="="/> <table border="1"> <thead> <tr> <th>Application</th> <th>Main Control</th> <th>Sub Control</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> VisionStudio</td> <td><input type="checkbox"/> 21 CFR</td> <td><input type="checkbox"/> User Management</td> </tr> <tr> <td><input type="checkbox"/> Sealbeat</td> <td><input type="checkbox"/> Report</td> <td><input type="checkbox"/> Role Management</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Inspect</td> <td><input type="checkbox"/> Security Policy</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Recipe</td> <td><input type="checkbox"/> Change Password</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Camera</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> I/O</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Batch Manager</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Config</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Utility</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Share</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Backup</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Language</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/> Manager</td> <td></td> </tr> </tbody> </table>	Application	Main Control	Sub Control	<input type="checkbox"/> VisionStudio	<input type="checkbox"/> 21 CFR	<input type="checkbox"/> User Management	<input type="checkbox"/> Sealbeat	<input type="checkbox"/> Report	<input type="checkbox"/> Role Management		<input type="checkbox"/> Inspect	<input type="checkbox"/> Security Policy		<input type="checkbox"/> Recipe	<input type="checkbox"/> Change Password		<input type="checkbox"/> Camera			<input type="checkbox"/> I/O			<input type="checkbox"/> Batch Manager			<input type="checkbox"/> Config			<input type="checkbox"/> Utility			<input type="checkbox"/> Share			<input type="checkbox"/> Backup			<input type="checkbox"/> Language			<input type="checkbox"/> Manager	
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	<input type="checkbox"/> Language																																									
	<input type="checkbox"/> Manager																																									
<input type="button" value="Edit"/> <input type="button" value="Add"/> <input type="button" value="Rename"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/>																																										

Batch: 65t | User: testadmin | Admin | Date: 07-17-2023 15:20:28 | SPAN Inspection Systems Pvt Ltd | www.span-systems.in

- Select Role to be edited.
- Select / Dis-select the desired rights to the selected role of user.

- Click save button once finished selecting rights.
- Now, whenever new user is created here after these new roles will be applied by default (however customization of rights is even possible during user management).

21 CFR

Role: SP

☒ VisionStudio
 ☒ Sealbeat

Configure Responsibilities

☒ 21 CFR
 ☒ Report
 ☒ Inspect
 ☐ Recipe
 ☐ Camera
 ☐ I/O
 ☒ Batch Manager
 ☒ Config
 ☒ Utility
 ☒ Share
 ☒ Backup
 ☒ Language
 ☒ Manager

☐ User Management
 ☐ Role Management
 ☐ Security Policy
 ☒ Change Password

Edit

Add

Rename

Save

Cancel

User

Role

Policy

Password

Batch: 65t  
Recipe: Unknown

User: testadmin | Admin  
Date: 07-17-2023 15:22:29

STOPPED

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SPAN  
Vision Melodies

For example, select Alarm and property functionality to the Supervisor role which is dis-selected by default. (This is just for example)


<input type="checkbox"/>	Alarm
<input type="checkbox"/>	Machine
<input checked="" type="checkbox"/>	Property
<input type="checkbox"/>	Sensor

## HOW TO EDIT POLICY

- Click on Policy tab.
- Edit the required fields and click “Save”.
- Note that this setting will be applicable to all the users.

21 CFR

Configure Security Policy		
Minimum Password Length	4	No. of characters
Lockout Attempts	5	
Password Expiry	10	No. of days, 0 means never expire
Password Expiry Prompt	1	No. of days
Lock Application	60000	In seconds. 0 means off
Complex Password	On <input type="button" value="Off"/>	
Password History	On <input type="button" value="Off"/>	Maintains history of previous 5 passwords
Change Password	On <input type="button" value="Off"/>	Ask on first time login




User





Role

Policy


Password


Batch: 66t  
Recipe: Unknown

User: testadmin | Admin  
Date: 07-17-2023 15:29:35





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## HOW TO CHANGE PASSWORD

- Click Password tab.
- Enter Old Password and New Password.
- Note that the new password complies with the password property set in security policy.

21 CFR

Configure New Password

Old Password

New Password

Confirm Password


Save

User





Role

Policy


Password


Batch: 69t  
Recipe: Unknown

User: testadmin | Admin  
Date: 07-17-2023 15:30:44





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## ADD SUPERVISOR / OPERATOR / QA USER

- Click User tab.
- Click “Add” button.
- Enter all the information in User Details.
- Select User Role as Supervisor / Operator / QA from drop down list.
- Click “Generate” button to generate Electronic Signature. This is allowed only to supervisor, QA and Admin users only.
- You can select any of the previous users from “Configure from existing user”, this will help you to exactly assign rights as selected user.

USER B = USER A (Can be easily done, you don't need to remember the rights given to USER A)

21 CFR

User Details

User Name\* testoperator

Employee Id 0099

First Name\* test

Last Name\* operator

Designation operator

Contact No.\* 1234567891

E Mail Id operator@pharma.in

User Role\* Operator

Password\* ●●●●

Confirm Password\* ●●●●

Register Fingerprint

☐ User Enable

Reset Password

Electronic Signature

Signature Meaning

Generate

Generate

Configure Responsibilities

Configure from existing user

None

Application

☒ VisionStudio
 ☐ Sealbeat

Main Control

☒ 21 CFR
 ☐ Report
 ☒ Inspect
 ☐ Recipe
 ☐ Camera
 ☐ I/O
 ☒ Batch Manager
 ☒ Config
 ☒ Utility
 ☒ Share
 ☒ Backup
 ☒ Language
 ☒ Manager

Sub Control

☐ User Management
 ☐ Role Management
 ☐ Security Policy
 ☒ Change Password

Add

Edit

Save

Cancel

User

Role

Policy

Password

