

01/06/24

Saturday, 1 June 2024 7:53 am

1. Is the entry at form will remember designation and will change the replacement accordingly, if refresh can see the latest person?

☐ Discussion on 10/06/24 - for dynamic form should have will check

2. If that is the case should we have HR module or new person will have input replacement whose job or new post if new post need to which DMS, form can access

☐ 3. Form Version Change

4. Filter

5. Form - can select user group useful for responsibility
  - a. Try 3P's name list for responsibility under grid on filter with entry for department is not working
  - b. If can at the filter and select all department people
6. For form add in description for email when click on email
7. For DMS at iPad it will only show first page
8. Once there is version for the form, and there is workflow implement - how to do it?
9. Digital signature



Signature

Mazree

Digitally signed by Mazree  
 DN: cn=Mazree gn=Mazree c=MY Malaysia l=MY  
 Malaysia o=PQS Solution Sdn Bhd ou=Management  
 e=Mazree@pqsconsultancy.com  
 Reason: I am approving this document  
 Location:  
 Date: 2024-03-18 10:36+08:00

.....

Name: Muhammad Mazree bin Mohamed Mahidin  
 Designation: Technical Consultant  
 Date: 18th March 2024

- a. There are 2 options for approval via online documents whether With the signature or Without the signature.
- b. Either way, both mechanisms must be validated that no one except for the name of the person can provide the online authorisation/approval. The approval process is initiated, a 2nd verification, i.e. code or password re-enter will be required as part of 2nd authorisation that the person signing the e-document is really him/her. After that, the signature must followed with a date and time of the approval was granted on the SOP/Document (i.e. time stamp).
- c. I have attached a print screen of an electronic approval documents for your easy reference.

AZ

Microsoft Word

+

Add

✎

Edit

✕

Delete

📄

Export

Drag a column header here to group by that column

🔍

Enter text to search...

<input type="checkbox"/>	Name	Description
<input type="checkbox"/>	Single score	
<input type="checkbox"/>	"P-O" debossed on one side and single score	
<input type="checkbox"/>	"SW" debossed on one side	
<input type="checkbox"/>	"SW" debossed on one side only	
<input type="checkbox"/>	Chewable tablet with single score/"SW" debossed	

Ms Jung, got issue on the marking field of product spec.

Portal has a character limit (not more than 50 characters), so it cannot add exactly what is in excel. Can add full sentence in the description?

How to show appearance.. At grid?

▼ Standard Test List

QC- Standard Testing List

☒ OSD

☐ Syrup

Test Listing

☒ Appearance

☐ Diameter

☐ Thickness

☐ Hardness

☐ Average Weight

☐ Uniformity of Weight

☐ Friability

☐ Disintegration

Specification

☐ Not More Than

☐ Not Less Than

☐ Result by Min and Max

☐ By registered Information

SOP Name *i*

Select SOP Name..

- This is at sub
- At email can't do it anytime by initiator?

< Assign To Sent Library Adminis >

Testing on Form for approval and workflow

Apply

First Name

Yi Huey-Ms Jung

> Testing on Form for approval and workflow

Testing on Form for approval and workflow

01-Jun-2024 08:01 AM

From: Yi Huey-Ms Jung

To: Chin Hwa-Mr Wong

CC: Kasee-Jee-Ana, Wan Nor Azlerah-Azlerah

To: Ple

Warning Info

Please update the due date if you extend the deadline. If no action is taken within (10-Jun-2024) days, contact your supervisor for guidance.

11-Jun-2024

Sent Request