

14/12/23

Thursday, 14 December 2023 7:39 am

1. Double check file from email to dms will create profile no auto? e.g.

Main

Quotation from vendor

PUR

Drag a column header here to group by that column

Name

Profile

Activity Profile

File Size

Description

Expiry Date

Added By

A

Amlodipine.pdf

260.1 KB

Yi HueyJung

1

2. filtering issue for all -> please show latest reply on top, change the date shown as latest reply date of any of the subject

Observation\_CCTV\_Production

**Yi Huey**  
Implementation of Portal Email 22-Oct-2023 11:21 AM

**Yi Huey**  
3P's - How to access archive email 05-Nov-2023 08:02 AM

**Yi Huey**  
Establish 3P's document for Portal Email 14-Dec-2023 08:42 AM

**Chin Hwa**  
Exercise to Archive user's email 03-Nov-2023 12:14 PM

**Yi Huey**  
Implementation of Portal Email 22-Oct-2023 11:20 AM

3. when the person's name = A take out from reply, will A read the reply from "all" - NO will not applied anywhere-

- a) if the person is assign to from any of the reply or initial -> It will be always at assign to  
b) arun said will check if the person did not reply and take out the name then can't find this email for her  
c)

141223 email file to dms

From: Zhi En Lim  
To: Soo Qing ,

test

Reply 9 replies

From: Soo Qing  
To: Kwee Jee ,

zhi en already archive this mail, all the while she's 'assigned to', this subject most probably will re-appear at 'assigned to' again.  
for ms hong, previously she's in CC, and she archive the mail, the reply comes after archive, the mail appears at 'cc' tab.

From: Soo Qing  
To: Zhi En ,

ms hong already archive this mail, check where this mail appears after this reply

From: Soo Qing  
To: Yi Huey , CRT ,  
CC: Kwee Jee ,

you may check the findings

From: Soo Qing  
To: Zhi En ,

Can put the file from email to DMS folder that has no access right.  
can access all the linked file & file action but for the rest of the user they will still comply with the access right setting

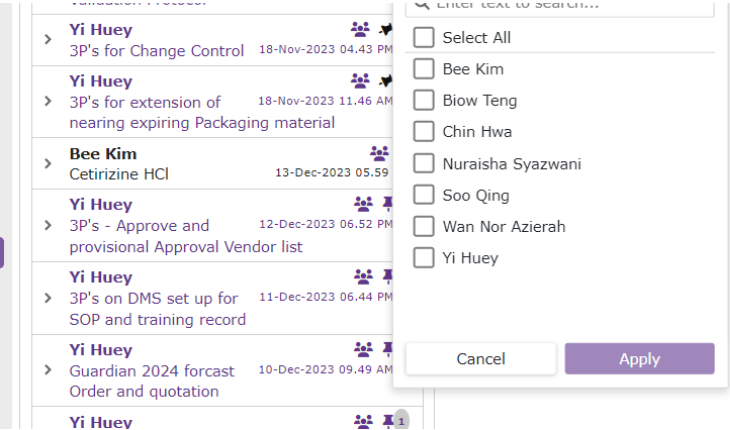
All Assign To CC Sent Libr >

From

**Yi Huey**  
> 3P's for Computer Validation Protocol 21-Nov-2023 11:25 AM

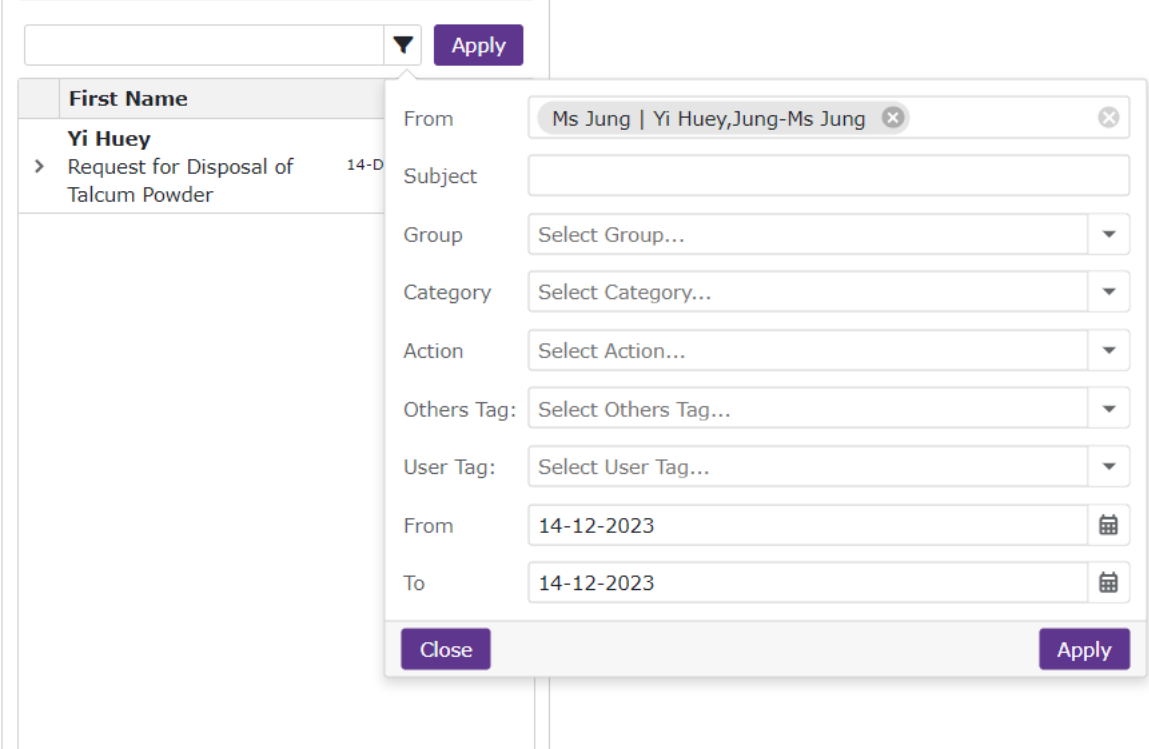
Values

Enter text to search



Arun said this from is base on last reply

Check - Arun side this from is from initiate email or reply date



- 1. Arun to check the slowness of the portal and carry out optimization, During the discussion, all of us feel the slowness. Example, when we change from 1 tab to another, it takes around 5s to change tab and load the content

