

# SYSPRO Electronic Signatures



SYSPRO Electronic Signatures enables companies to increase control over their system changes, by providing the authentication and tracking of system activities against key business processes and sensitive data. This solution is designed to improve security and control over internal automated workflow, a requirement for passing corporate governance audits in addition to complying with various industry regulations such as FDA 21 CFR Part 11 and the Sarbanes-Oxley Act.

Electronic Signatures apply preventive controls on changes to fields or transactions within SYSPRO. When a user attempts to complete a system change that is controlled by an electronic signature, a window is displayed that requires an authorized password to be entered before the system change can be completed.

## The benefits of Electronic Signatures

- Configurable at role, operator, system, company or group level
- For full authentication at transaction level, secure access is controlled by the entry of a password before the transaction may proceed
- Tracking of who did what and when
- Centralized management for ease of administration
- Elimination of paper document storage

## Electronic Signatures features

- Control who in your company is allowed to process various transactions
- Configure the system to activate triggers which can be used to notify management when significant events occur, or prevent operators from executing various transaction types, such as negative receipts
- Generate an audit trail of completed transactions, indicating who performed a transaction and when it occurred
- All executed electronic signatures are linked to their respective record
- Records can be displayed on screen, in reports, electronically, or exported pdf format

## Audit Trail and Reporting

- The audit trail is secure from modification or deletion, and has archiving ability for record keeping.
- Secure, computer-generated, time-stamped audit trails record the date and time of operator entry, including creation, modification, or deletion of records

The screenshots illustrate the configuration interface for SYSPRO Electronic Signatures. The primary window, 'Role Configuration', is set for the 'Creditors Clerk' role. It includes sections for 'Configuration level' (System role, Company, group, operator or role, usually controls for execution/transaction), 'Authentication by' (Operator password, Alternate operator password), and 'Range restrictions' (Allow purge, Allow non-time restriction, Hide log records older than). Other visible windows include 'Configuration Level' and 'Access control'.