Global Settings

Module Guide: Global Settings

Module Location

Settings > System Settings > Global Settings

Module Purpose

The **Global Settings** module is the main control center for configuring various operational parameters and system behaviors across the entire ERP application. The settings changed here will have a widespread impact on various modules, from display, transaction workflows, production management, quality control, to system administration.

View & Configuration Explanation

This page contains a long list of configurable parameters. Here is an explanation for some of the main groups of settings visible:

1. Display & Basic Settings

- **Maximum Display Rows**: Sets how many rows of data are displayed per page in tables throughout the system.
- **Maximum Print Rows**: Sets the maximum number of rows when printing documents.
- **Decimal Number System**: Defines the number of digits after the decimal point for calculations.

- **Currency**: Defines the default currency used in transactions and reporting.

2. Transaction & Journal Settings

- **Prefix for Transaction Type**: Sets the prefix used for numbering documents like Sales Orders, Invoices, Journals, etc. This can be set as **Fixed** (cannot be changed by the user) or **Changeable**. This is very important for standardizing document numbering.

- **Installment & Credit Limit Settings**: Configures the system's behavior regarding customer credit management.

- **Invoice Numbering**: Configures whether invoice numbering follows a **Strict** (sequential) or **Loose** rule.

3. Quality Control (QC) Settings

- **MOQ, Processing, and Sampling Settings**: Parameters that set the rules for **Minimum Order Quantity**, processing, and sampling for the QC process.

- **QC Outgoing & Incoming**: Activates or deactivates the QC process for outgoing and incoming goods.

4. Production & Warehouse Settings

- **Item Code Format**: Defines the structure or format for creating new item codes, can be set to **Automatic Numbering**.

- **Work Shift**: Sets the number of work hours per shift, break times, and the number of shifts per day.
- **Warehouse Automation**: Parameters like **Automatic Goods Receipt** or **Automatically Move Finished Goods** control automated workflows in the warehouse.
- **Warehouse Logic**: Sets the logic for item placement, for example, whether it's based on **Destination Warehouse** or **Isolate Lot#**.

5. Administration & Access Settings

- **System Administrator**: Assigns which user has system administrator access rights.
- **Approval**: Configures the approval workflow for various documents. Users listed in the **ApprovalList** will have the authority to approve transactions.
- **IP Setting**: Sets the allowed IP addresses for accessing the system, as an additional security layer.

6. Action Buttons

- **Change**: This button (usually located at the bottom of the page) is used to save all changes made on the global settings page.
- **Reset**: Reverts all values to their default settings or the last saved configuration.

Workflow & System Impact

- **Widespread Impact**: Every change made on this page will directly affect the behavior of related modules. For example, changing the **Decimal Number System** will alter how all monetary values and quantities are displayed in the system.
- **Process Standardization**: Settings like transaction **Prefixes** and **Item Code** formats ensure that data across the company is structured and consistent.
- **Control & Security**: Parameters like **ApprovalList**, **System Administrator**, and **IP Setting** are crucial tools for controlling access and approval workflows, maintaining the integrity and security of company data.
- **Operational Efficiency**: Automation settings (e.g., automatic goods movement) are designed to reduce manual work and increase the efficiency of workflows in the warehouse and production.

Tips & Important Notes

- **Restricted Access**: Due to its very broad impact, access to this module must be highly restricted and only given to the System Administrator or high-level IT personnel.
- **Test Changes**: Before changing crucial settings in a live production environment, it is highly recommended to test them first in a development or UAT (User Acceptance Test) environment to understand their impact.

- **Document Changes**: Every change made to the Global Settings must be well-documented, noting what was changed, when, by whom, and why. This is important for tracking and if problems arise later.

- This module is the "brain" of the ERP system. Careful and planned configuration on this page is the key to the successful implementation and smooth operation of the system.

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