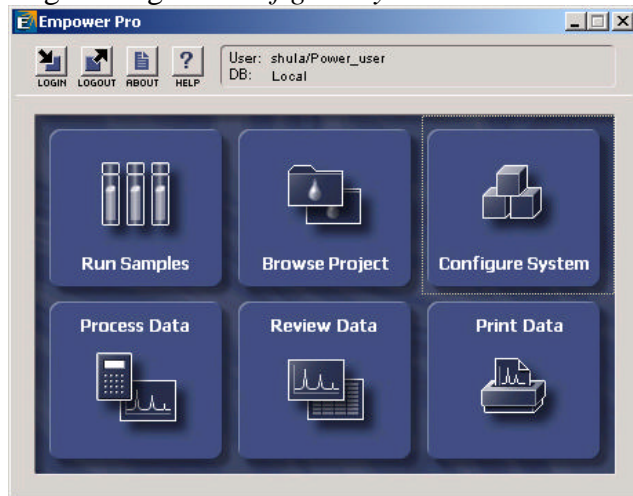


## System Configuration

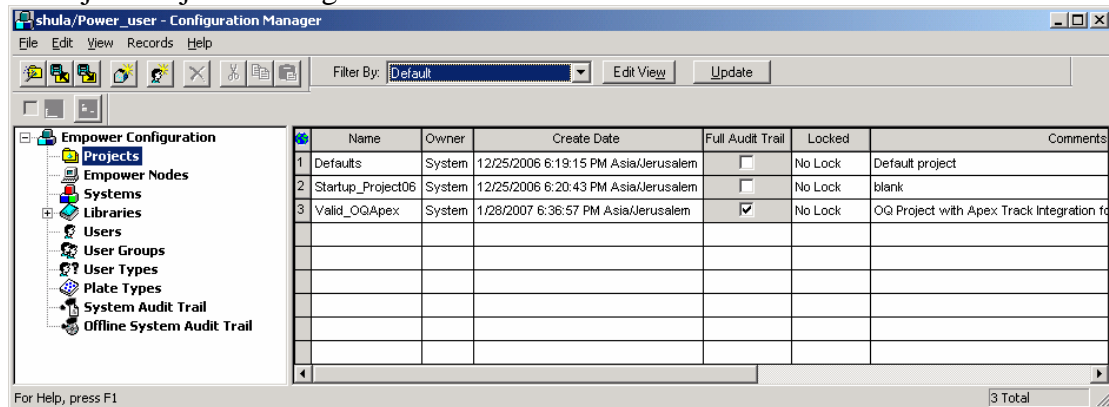
Login and go to *Configure System*



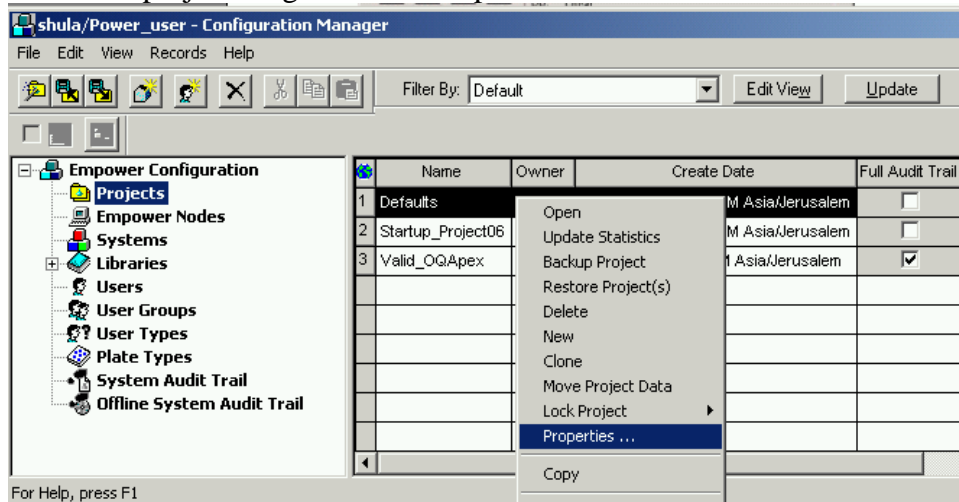
The *Configure System* window:

1. List of **Projects**:

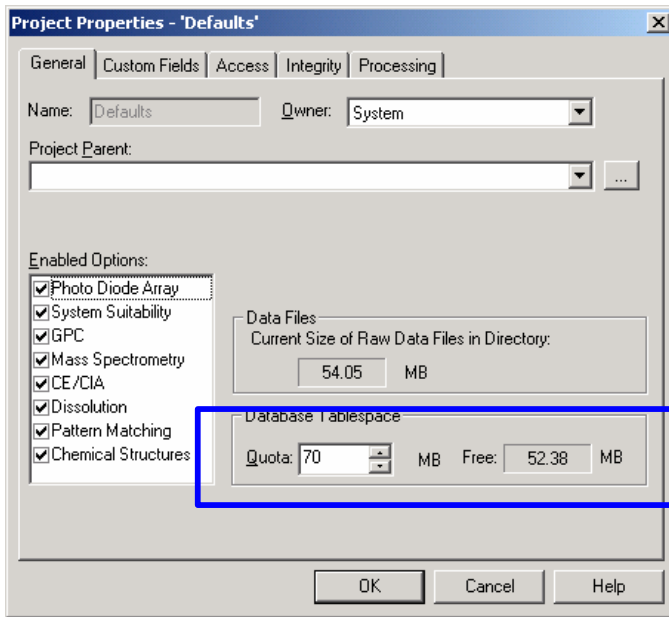
To adjust Project's settings:



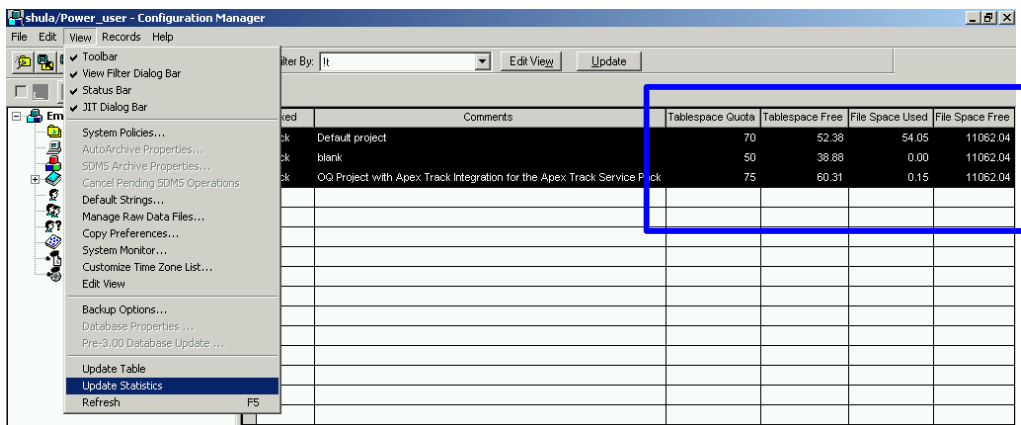
Select the project – right click-> Properties



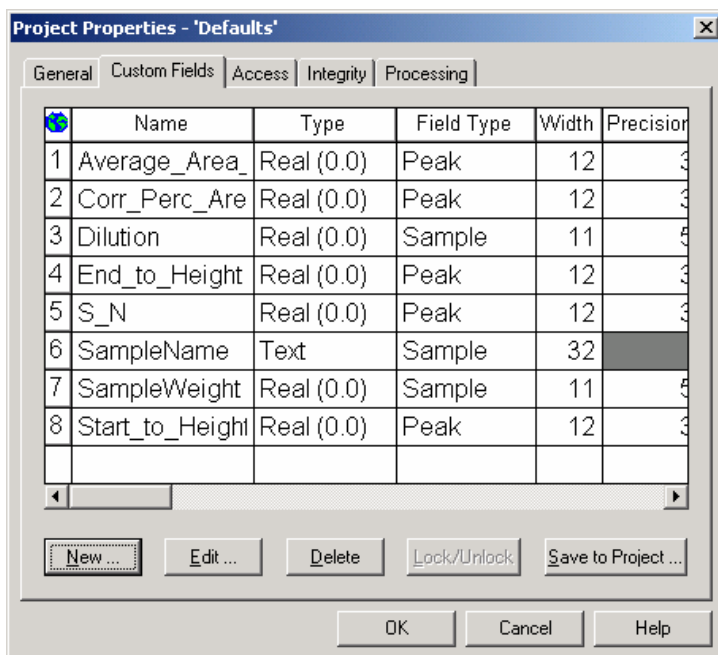
- a. **General:** Free tablespace must be at least 20% of the total quota



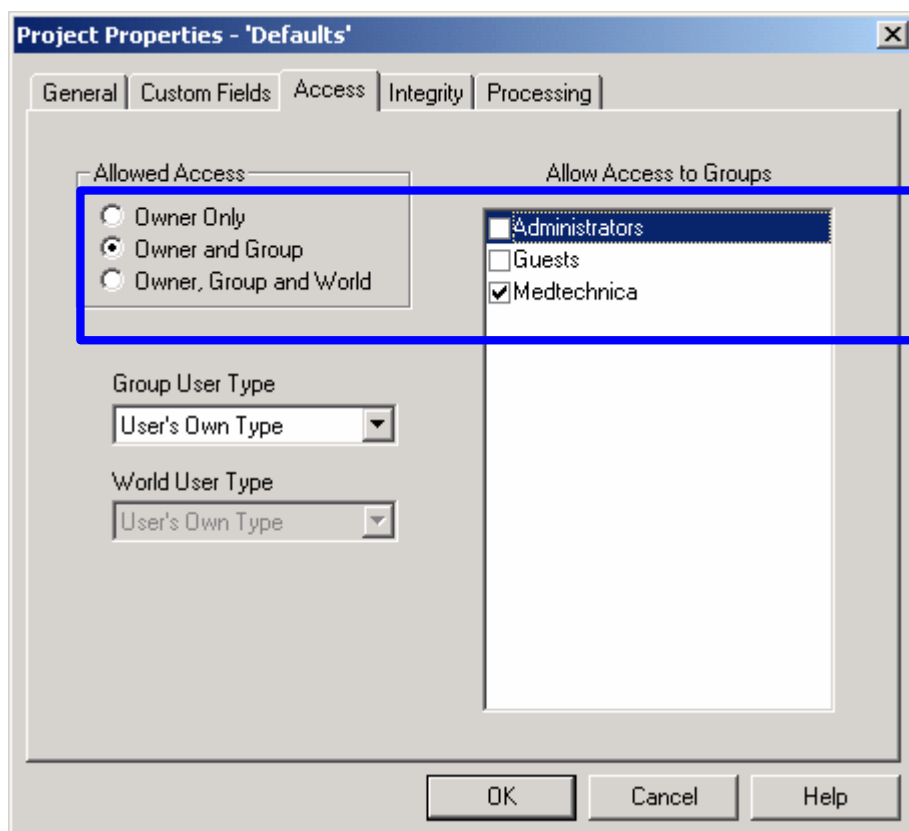
To see all projects data files size and tablespaces status: View-> *Update statistics*



- b. **Custom Fields** can be created or edited or copied  
 (see: [http://www.forumsci.co.il/HPLC/custom\\_fields\\_views.pdf](http://www.forumsci.co.il/HPLC/custom_fields_views.pdf))

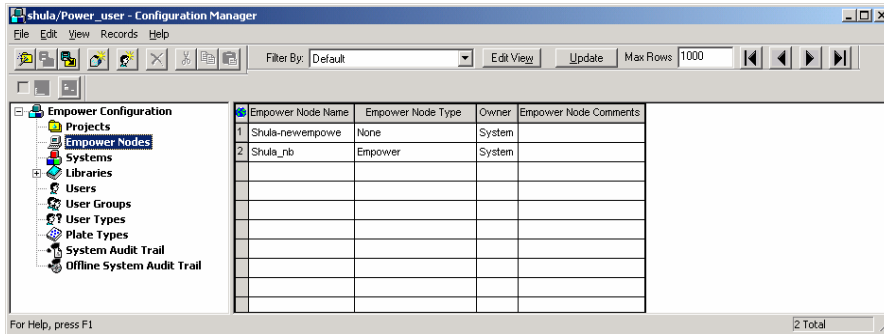


- c. **Access** settings according to company settings of 21CFRPart 11: Only those who belong to the checked group can see the project.



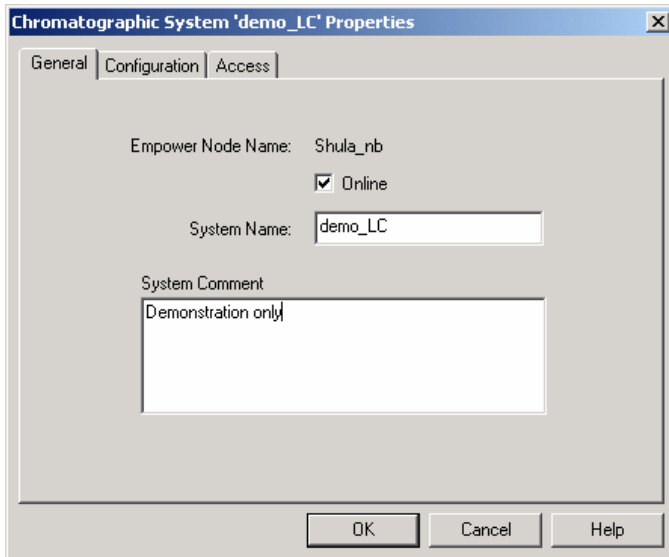
- c. **Processing**: select whether you can use "ApexTrack"

2. **Empower Nodes** (Computers), Server, LACE's or client all in one list

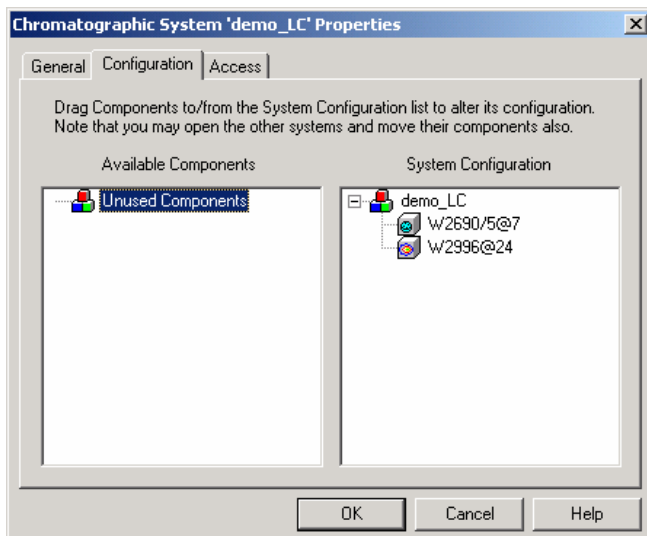


3. **Systems** -> HPLC or GC or MS systems  
Select the system, right click-> Properties

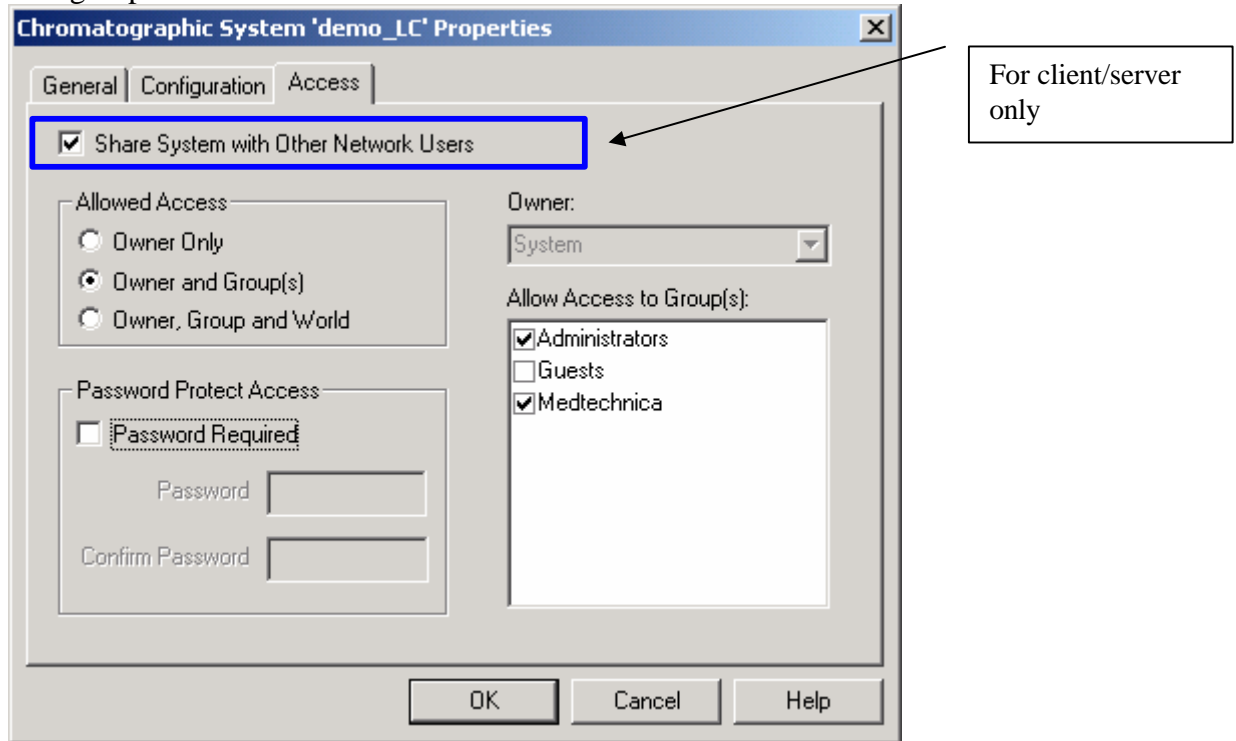
a. **General:**



b. **Configuration**

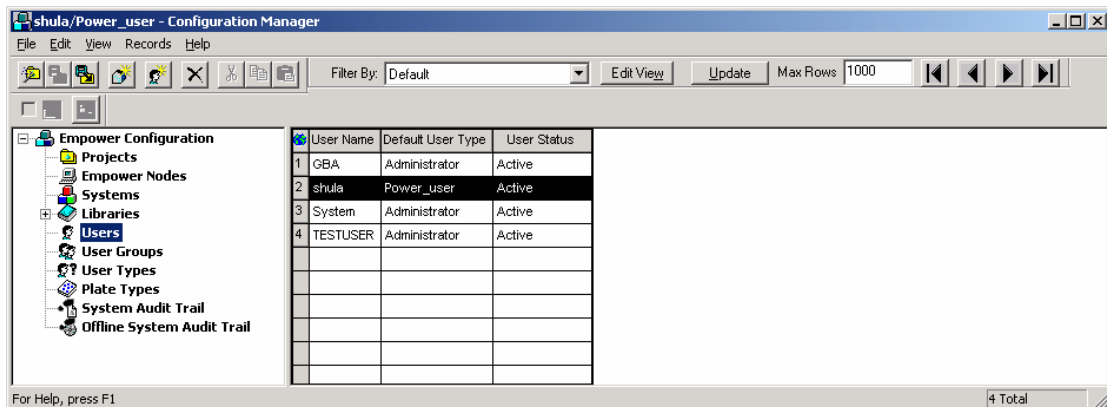


c. **Access** will determine if the user is able to work on the system: Set the permitted user groups.



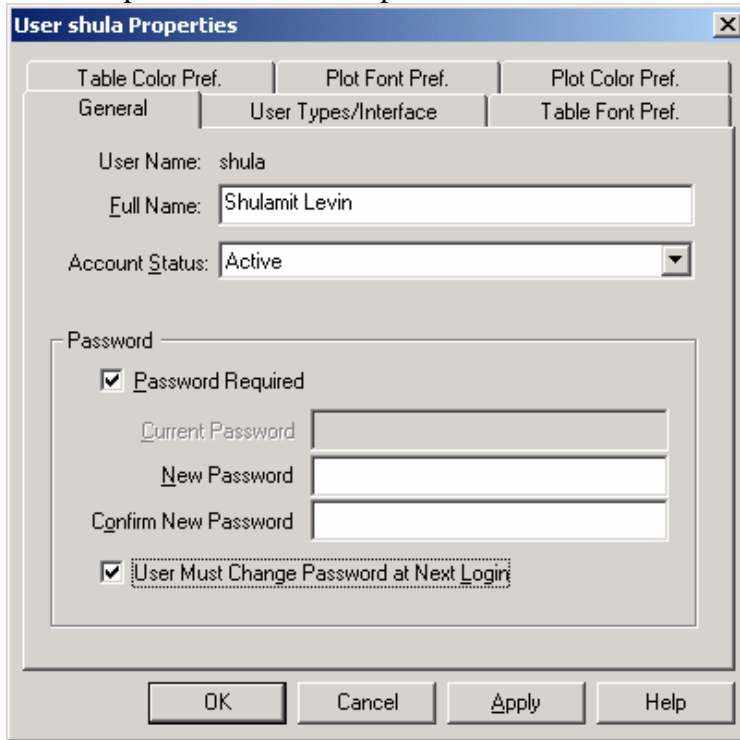
4. **Libraries**-> PDA libraries (UV spectra)

5. **Users**

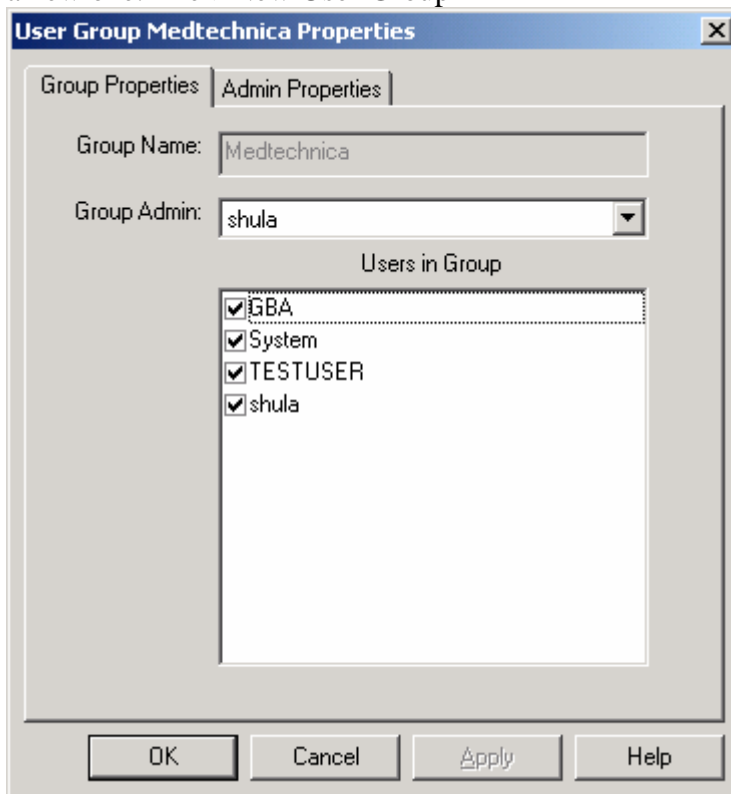


To set the user's properties->right click-> properties. To create a new one: File->New User

Here the password and other parameters are set

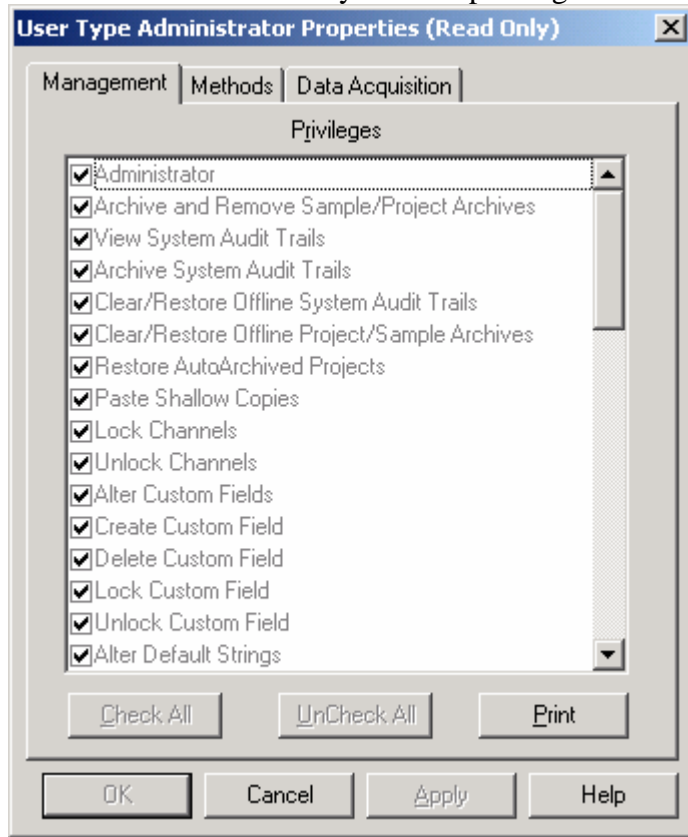


6. **User groups**-> Properties to add or remove users by checking them in. To create a new one: File->New User Group

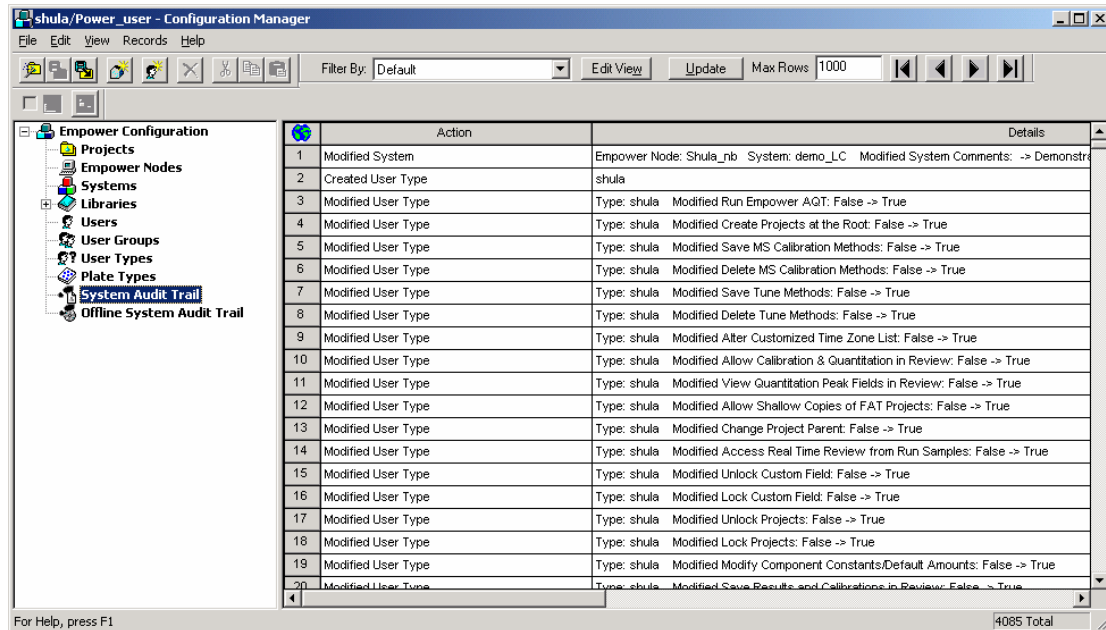


6. **User Types**-> Properties. Check the appropriate privileges.

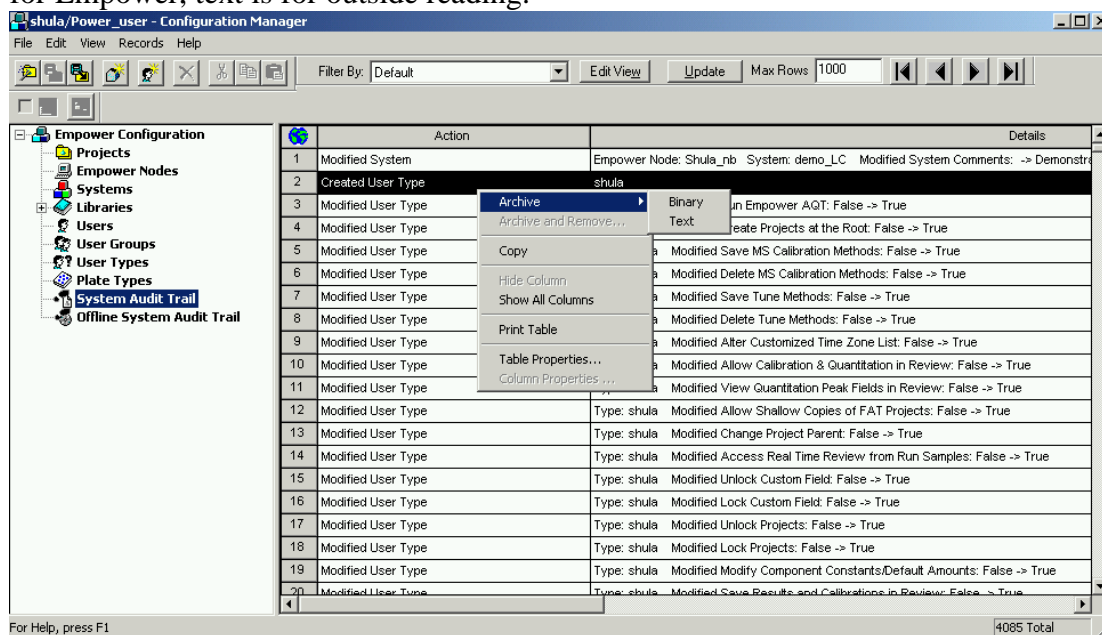
Create custom users with your own privileges



**System Audit Trail:** Registered all configuration activities.



The system audit trail can be archived. Right click->Archive. Binary format is just for Empower, text is for outside reading.



The order of settings:

1. Create a User-Type
2. Create a User, defining the User type in it
3. Create a Group in which you select the Users
4. Define the User Group/s in the Projects' access tab
5. Define the User Group/s in the System access tab