

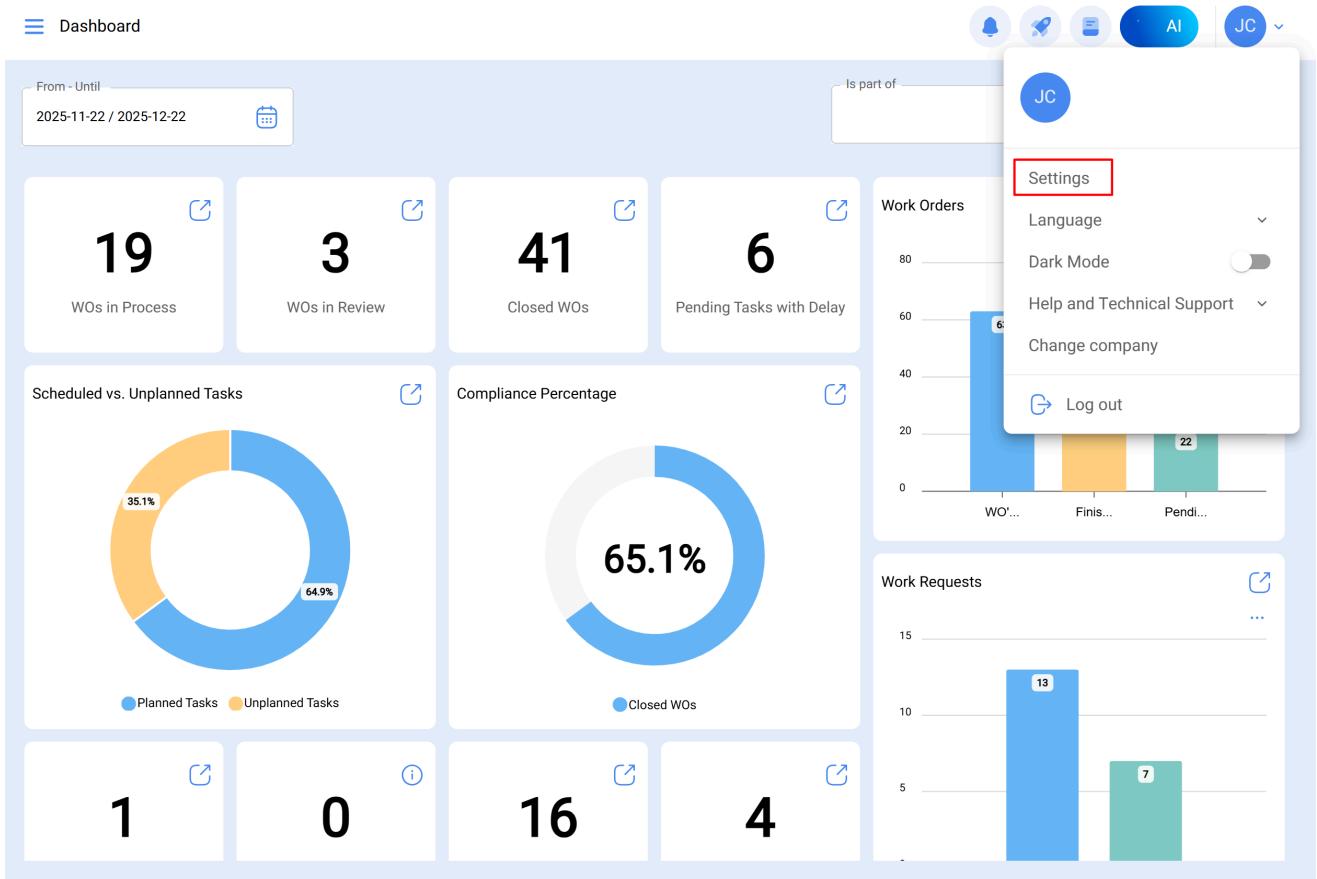
Mandatory signature configuration in Compliance and Security forms – Help Center

 help.fracttal.com/hc/en-us/articles/42135828137869-Mandatory-signature-configuration-in-Compliance-and-Security-forms

This setting allows you to define whether the user's signature will be mandatory or optional in the Compliance and Security forms within Fracttal One. The option is applied at the company level and affects all pre-operational and post-operational forms, allowing you to adjust the formality level of the process according to each organization's internal policies.

To manage the signature requirement, follow the flow below within the platform:

1. Go to **Settings**.



The screenshot shows the Fracttal One dashboard with various performance metrics and charts. In the top right corner, a user profile for 'JC' is displayed with a dropdown menu. The 'Settings' option in this menu is highlighted with a red box. The 'Settings' menu contains the following options: Language (dropdown), Dark Mode (toggle switch), Help and Technical Support (dropdown), Change company (button), and Log out (button). The dashboard itself includes sections for Work Orders, Work Requests, and Compliance Percentage, along with a donut chart for Scheduled vs. Unplanned Tasks.

2. Access the Modules section.

General

User Accounts

Business Calendar

Modules ←

Financial

Auxiliary Catalogs

Document Management

Transactions Log

Security

API Connections

Guest Portal

Account

Type: Assets

Locations

Equipment

Tools

Spare Parts

Set which of the following fields must be mandatory

Options	Required	Options	Required
Name	<input checked="" type="radio"/>	Group 1	<input type="radio"/>
Code	<input type="radio"/>	Group 2	<input type="radio"/>
Address	<input type="radio"/>	Barcode	<input type="radio"/>
City	<input type="radio"/>	Notes	<input type="radio"/>
Zip code	<input type="radio"/>	Priority	<input type="radio"/>
State	<input type="radio"/>	Cost center	<input type="radio"/>
Country	<input type="radio"/>		
Is part of	<input type="radio"/>		
Type	<input type="radio"/>		

3. Select the **Work Orders** type.

The screenshot shows a software interface for selecting a 'Type' for 'Assets'. The left sidebar lists various modules: General, User Accounts, Business Calendar, Modules (which is selected and highlighted in grey), Financial, Auxiliary Catalogs, Document Management, Transactions Log, Security, API Connections, Guest Portal, and Account. The main panel shows a list of types under 'Assets': Assets, Work Orders, Warehouses, Work Requests, and IOT. 'Work Orders' is highlighted with a red arrow. Below this list are several configuration options with radio buttons: Code (selected), Group 2; Address, Barcode; City, Notes; Zip code, Priority; State, Cost center; Country; Is part of; and Type.

General

User Accounts

Business Calendar

Modules

Financial

Auxiliary Catalogs

Document Management

Transactions Log

Security

API Connections

Guest Portal

Account

Type

Assets

Assets

Work Orders

Warehouses

Work Requests

IOT

Code

Address

City

Zip code

State

Country

Is part of

Type

Group 2

Barcode

Notes

Priority

Cost center

Information
You have pending changes to save!

General
User Accounts
Business Calendar
Modules
Financial
Auxiliary Catalogs
Document Management
Transactions Log
Security
API Connections
Guest Portal

Type: Work Orders

Options and permissions		Work order ID	Prints
Description			
<input checked="" type="radio"/>	Allow assigned human resources to be responsible for the work order (Multi-responsible)		
<input checked="" type="radio"/>	Allow editing of the real used qty with pending material requisitions		
<input checked="" type="radio"/>	Allow to qualify the WO even though it is under review		
<input checked="" type="radio"/>	Filter human resources according to the selected profile (Within a task)		
<input checked="" type="radio"/>	Allow updating triggers with active WOs		
<input checked="" type="radio"/>	Establish mandatory completion of the failure catalog		
<input checked="" type="radio"/>	Allow automatic WO generation to be triggered by the scheduled date		
<input checked="" type="radio"/>	Allow mandatory signature in Compliance and Security forms		
<input checked="" type="radio"/>	Allow advanced cancellation options for work orders		
<input checked="" type="radio"/>	Enable task end or stop reason		
<input checked="" type="radio"/>	Automatically generate link to share all WO		

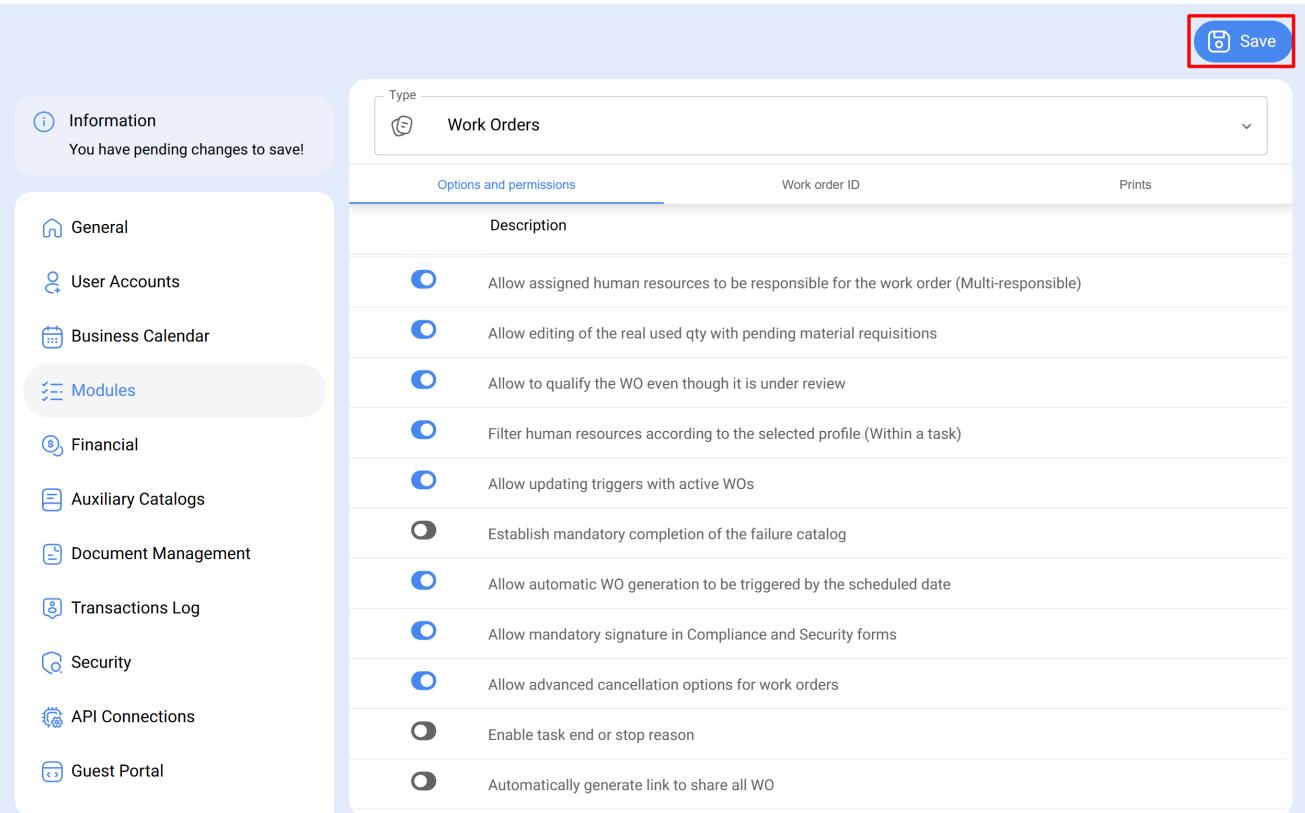
4. Enable the **Allow mandatory signature in Compliance and Security forms** option.

General
User Accounts
Business Calendar
Modules
Financial
Auxiliary Catalogs
Document Management
Transactions Log
Security
API Connections
Guest Portal
Account

Type: Work Orders

Options and permissions		Work order ID	Prints
Description			
<input checked="" type="radio"/>	Allow assigned human resources to be responsible for the work order (Multi-responsible)		
<input checked="" type="radio"/>	Allow editing of the real used qty with pending material requisitions		
<input checked="" type="radio"/>	Allow to qualify the WO even though it is under review		
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<input checked="" type="radio"/>	Allow automatic WO generation to be triggered by the scheduled date		
<input checked="" type="radio"/>	Allow mandatory signature in Compliance and Security forms		
<input checked="" type="radio"/>	Allow advanced cancellation options for work orders		
<input checked="" type="radio"/>	Enable task end or stop reason		
<input checked="" type="radio"/>	Automatically generate link to share all WO		

5. Save the changes to apply the setting at the company level.



The screenshot shows the 'Settings' interface for 'Work Orders'. On the left, a sidebar lists various modules: General, User Accounts, Business Calendar, **Modules** (which is selected and highlighted with a grey background), Financial, Auxiliary Catalogs, Document Management, Transactions Log, Security, API Connections, and Guest Portal. On the right, the main content area is titled 'Work Orders' under 'Type'. It contains a table with two columns: 'Description' and 'Options and permissions'. The 'Description' column lists 12 items, each with a radio button. The 'Options and permissions' column is empty. The 'Save' button in the top right corner is highlighted with a red box.

Options and permissions	Work order ID	Prints
<input type="radio"/> Allow assigned human resources to be responsible for the work order (Multi-responsible)		
<input type="radio"/> Allow editing of the real used qty with pending material requisitions		
<input type="radio"/> Allow to qualify the WO even though it is under review		
<input type="radio"/> Filter human resources according to the selected profile (Within a task)		
<input type="radio"/> Allow updating triggers with active WOs		
<input type="radio"/> Establish mandatory completion of the failure catalog		
<input type="radio"/> Allow automatic WO generation to be triggered by the scheduled date		
<input type="radio"/> Allow mandatory signature in Compliance and Security forms		
<input type="radio"/> Allow advanced cancellation options for work orders		
<input type="radio"/> Enable task end or stop reason		
<input type="radio"/> Automatically generate link to share all WO		

This setting is global, so once defined, it will automatically apply to all associated forms.

← Work Order

Jonas Campos

2025-12-19 00:10

00:00

Note

Work Management

Control panel System { CCF001-JET }

//

Alignment checks

Priority: Medium

Task type: Review

Group 1: Safety

Group 2:

Work Request Num...

Actual Schedule Dat... 2025-12-19

Estimated Duration: 00:10:00

RESOURCES 0 | ATTACHMENTS 0

← Control panel System { CCF001-JET }

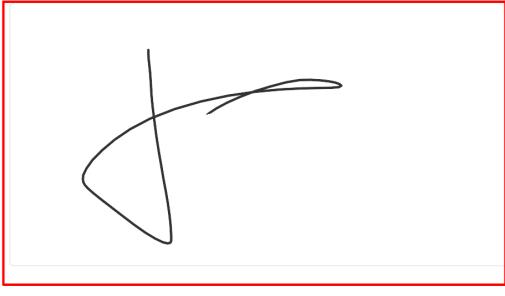
Pre-execution

Post-execution

Field *

Mandatory signature

Performed By: *



When this option is enabled, the system requires the user's signature as an essential condition to save or complete the pre-operational and post-operational forms. If the form does not have a signature, it will not be possible to finalize it.