

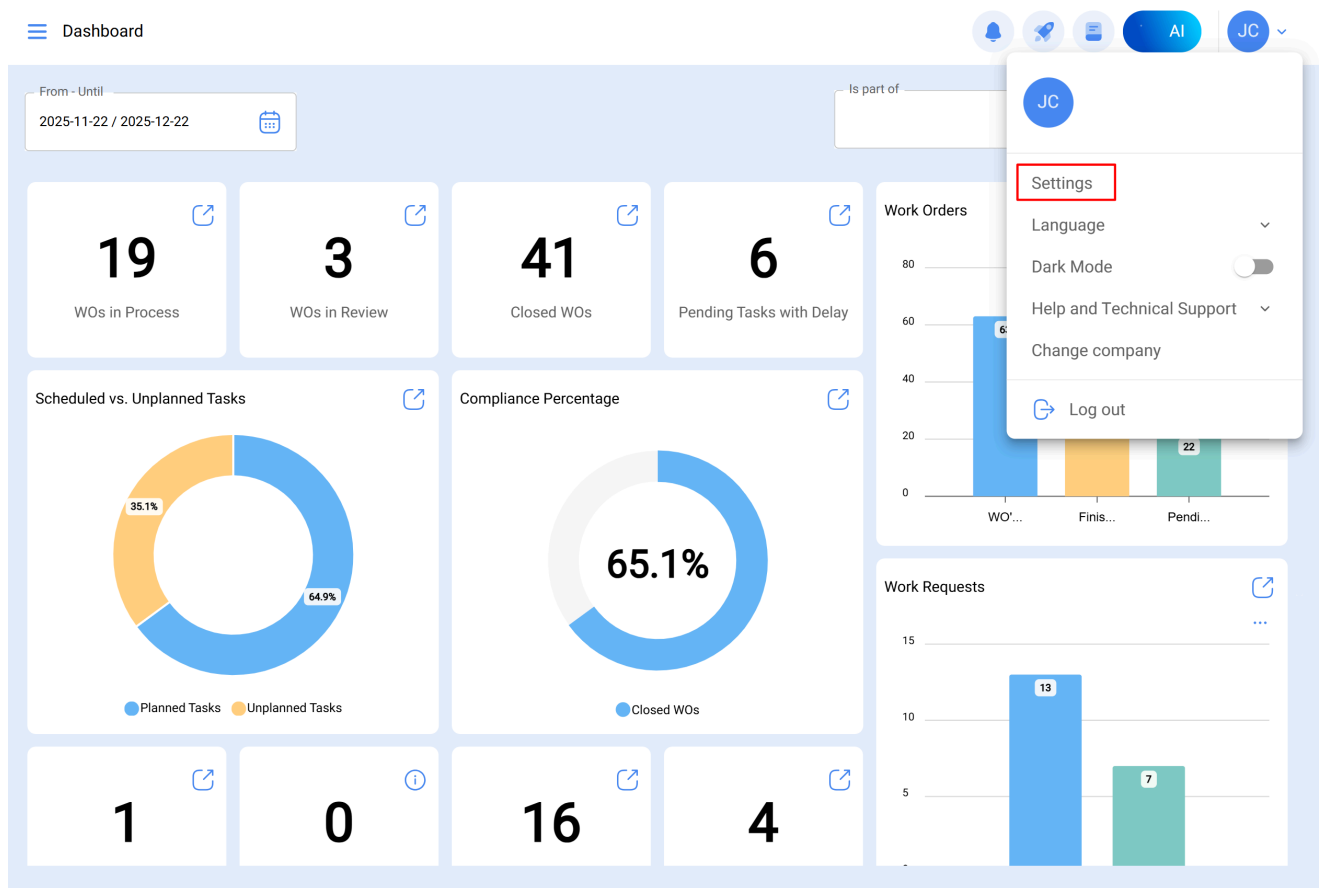
Configuração de assinatura obrigatória nos formulários de Compliance e Segurança – Centro de ajuda

help.fracttal.com/hc/pt-pt/articles/42135828137869-Configuração-de-assinatura-obrigatória-nos-formulários-de-Compliance-e-Segurança

Esta configuração permite definir se a assinatura do utilizador será obrigatória ou opcional nos formulários de Compliance e Segurança dentro do Fractal One. A opção é aplicada a nível da empresa e afeta todos os formulários pré-operacionais e pós-operacionais, permitindo ajustar o nível de formalidade do processo de acordo com as políticas internas de cada organização.

Para gerir a obrigatoriedade da assinatura, siga o fluxo abaixo na plataforma:

1. Aceda a Configuração.



2. Aceda à secção Módulos.

Settings

Assets

LocationsEquipmentToolsSpare Parts

Set which of the following fields must be mandatory

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

General

User Accounts

Business Calendar

Modules

Financial

Auxiliary Catalogs

Document Management

Transactions Log

Security

API Connections

Guest Portal

Account

Save

3. Seleccione o tipo **Ordens de Trabalho**.

Settings

AI

JC

Save

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Account

Type

Assets

Assets

Work Orders

Warehouses

Work Requests

IOT

Code	<input type="checkbox"/>	Group 2	<input type="checkbox"/>
Address	<input type="checkbox"/>	Barcode	<input type="checkbox"/>
City	<input type="checkbox"/>	Notes	<input type="checkbox"/>
Zip code	<input type="checkbox"/>	Priority	<input type="checkbox"/>
State	<input type="checkbox"/>	Cost center	<input type="checkbox"/>
Country	<input type="checkbox"/>		
Is part of	<input type="checkbox"/>		
Type	<input type="checkbox"/>		

Save

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



Allow assigned human resources to be responsible for the work order (Multi-responsible)



Allow editing of the real used qty with pending material requisitions



Allow to qualify the WO even though it is under review



Filter human resources according to the selected profile (Within a task)



Allow updating triggers with active WOs



Establish mandatory completion of the failure catalog



Allow automatic WO generation to be triggered by the scheduled date



Allow mandatory signature in Compliance and Security forms



Allow advanced cancellation options for work orders



Enable task end or stop reason



Automatically generate link to share all WO

4. Ative a opção **Permitir assinatura obrigatória nos formulários de Compliance e Segurança**.

Settings

Save

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Security

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Account

Type

Work Orders

Options and permissions

Work order ID

Prints

Description

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

5. Guarde as alterações para aplicar a configuração a nível da empresa.

Settings

Save

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You have pending changes to save!

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Security

API Connections

Guest Portal

Type
Work Orders

Options and permissions

Work order ID

Prints

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

A configuração é global, pelo que, uma vez definida, será aplicada automaticamente a todos os formulários associados.

← 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: *



Quando esta opção está ativada, o sistema exige a assinatura do utilizador como condição indispensável para guardar ou completar os formulários pré-operacionais e pós-operacionais. Se o formulário não tiver assinatura, não será possível finalizá-lo.