



# TIP OF THE MONTH



## SYSTEM INFORMATION

### System Information Report

Did you know Formpak can generate a very useful report which displays your system information? Well, you do now! The report displays your Server Details, License Information, Users, Regions, Document Types, Item Classes, Item Compositions, and Property Calculation Methods.

Navigate to 'Show System Information' and a PDF report will be generated within Formpak.

The first page of the report displays your Environment which runs Formpak Software.

Build Number is useful to determine which version of Formpak you have installed on your system, and you may want to review the Build Number and arrange a necessary system update. To do this you can contact us at [support@formpak-software.com](mailto:support@formpak-software.com).

If you are experiencing any software performance issues you can check on this page if you think the issue may be related to the CPU, Memory, or Disc Space.

<b>System Information</b>	
<b>Environment</b>	
Build Number	41776
Version	0.1.0
Build Date	2022-09-16T09:29:13
Patches	N/A
File Storage	Disk, C:\uploads\
File Storage Path	C:\uploads\
Data Version	41666
Operating System	Microsoft Windows Server 2016 (Datacenter) build 14393
Java Version	Java HotSpot(TM) 64-Bit Server VM 1.8.0_144
Tomcat Version	Apache Tomcat/9.0.60
Session Repository	Tomcat Session
Datasource Provider	C:\Program Files\Formpak Software\Formpak\Config\formpak.properties
Authenticator	Build In
Database Version	DB2/NT64 SQL10055
Database Dialect	DB2Dialect
System Time	2023-02-10T09:52:36
System Timezone	Coordinated Universal Time(UTC)
Database Time	2023-02-10T09:52:36
Network	Teredo Tunneling Pseudo-Interface inet6(2001:0:2851:782c:34a5:2b47:f5ff:fafa) inet6(fe80:0:0:0:34a5:2b47:f5ff:fafa%net0) physical(00-00-00-00-00-00-E0) Microsoft Hyper-V Network Adapter #2 inet(10.0.5.5) inet6(fe80:0:0:0:718f:e773:5e6c:196b%eth0) physical(00-22-48-3F-46-E4) Microsoft ISATAP Adapter inet6(fe80:0:0:0:5efe:a00:505%net1) physical(00-00-00-00-00-00-E0)
CPU	Intel(R) Xeon(R) CPU E5-2673 v4 @ 2.30GHz (2 physical CPU(s), 2 logical CPU(s))
Memory	Memory: 4.0 GiB/8.0 GiB; Swap used: 52.4 KiB/1.3 GiB
Disk	\\.\PHYSICALDRIVE0: (model: Virtual HD ATA Device Microsoft - S/N: ) size: 137.4 GB \\.\PHYSICALDRIVE1: (model: Virtual HD ATA Device Microsoft - S/N: ) size: 17.2 GB
Space	Local Fixed Disk (C:) (\\?\Volume{9edc3260-0000-0000-0000-501f00000000}) usage 92.1 GB/135.8 GB Local Fixed Disk (D:) (\\?\Volume{7a5c71c2-0000-0000-0000-100000000000}) usage 15.8 GB/17.2 GB
Hardware ID	936faca8-33ca7330-2-ede204d4

The second page of the report refers to License information. To access Formpak you need a license, and there are different types and different levels of access.

## License Level

A Category Users have access to do everything, which can only be limited by permission selection. An A license is necessary for example for formulators, regulatory managers, and system administrators.

B Category User is in between A and C, with ability to modify in many areas, but not formulation compositions, or high level regulatory or system set up. This role is commonly used by product evaluators, and raw material managers.

C Category User can be considered more of a 'View' license, but they can also use search facilities and print documents and labels. They can also 'Add a New Project' and 'Action a Task'. This category is often used by laboratory staff and sales account managers.

## License Types

Standard License is assigned per User, and can be A, B or C Category.

Concurrent License can be assigned to up to 5 users and can be License Category A, B or C and can have different permissions, but the Users cannot log on at the same time.

Lite License can be assigned to up to 5 users all C Category and can also have different permissions per User but cannot log on at the same time.

Expiry Date of the available Licenses, which is something to be aware of as Formpak send out updated License Keys via email close to the expiry date for you to update within the software. [Click here to find out how to update a License Key in Formpak](#)

System Information	
<b>License</b>	
License Source	Database
Version	5
Licensee	Formpak Limited
License Type	Product
Organisation Class	Formpak Limited
Expiry Date	30/06/2023 23:59:59
Category A Users	20
Category B Users	9
Category C Users	9

The report displays the License Category and the number of Licenses available within Formpak. Licenses which are active (Enabled), inactive (Disabled) and the login pattern, which you can use to determine if you have the most suitable number of licenses, type and category required.

Users			
Category A Enabled Users	5		
Category B Enabled Users	0		
Category C Enabled Users	1		
<b>Concurrent Users</b>			
Concurrent Users / Unique Users	7 days	30 days	90 days
Category A Users	0 / 0	0 / 0	0 / 0
Category B Users	0 / 0	0 / 0	0 / 0
Category C Users	0 / 0	0 / 0	0 / 0
<b>Login Pattern</b>			
Unique Users	7 days	30 days	90 days
Sunday	0	0	0
Monday	1	1	3
Tuesday	1	2	5
Wednesday	1	2	4
Thursday	1	3	3
Friday	1	2	3
Saturday	1	1	1

The report lists the specific Users under the relevant License Category and displays the Last Login date and time.

System Information			
<b>Category A Enabled Users</b>			
User ID	Name	Category	Last Login Time
Administrator	Administrator	Standard	2023-02-10T09:52:30
<b>Category B Enabled Users</b>			
User ID	Name	Category	Last Login Time
<b>Category C Enabled Users</b>			
User ID	Name	Category	Last Login Time
Formpak01	Formpak01	Standard	2022-12-05T13:10:38
<b>Disabled Users</b>			
User ID	Name	Category	Last Login Time

Service Calls refer to web services that have been active, such as integrated external systems. For example, ERP systems and compounding machines.

Service Calls			
Code	7 days	30 days	90 days

Regions displays the language translations available for printing documents (For Print), which is a useful way to check you have the necessary translation to print documents in a different language.

Regions				
Code	Name	Is Default	For Display	For Print
en_GB	English(United Kingdom)	Yes	Yes	Yes
zh_CN	Chinese(China)	-	Yes	Yes
ar_AE	Arabic(United Arab Emirates)	-	-	Yes
de_DE	German(Germany)	-	-	Yes
es_ES	Spanish(Spain)	-	-	Yes
fr_FR	French(France)	-	-	Yes

Document Types lists all the available documents you can print from your Formpak system and is a useful way to check what documents you have available without having to select the Print function within Formpak.

Document Types
Allergen Declaration
CLP Label
CLP Product Label
CLP Safety Data Sheet
CLP Safety Data Sheet (Banded)
CLP Small Sample Label
Food Allergen Declaration
GHS Label
GHS Safety Data Sheet

Items lists the different Item Classes contained within your system, and the number of Items in each.

Items					
Item Class Code	Item Class Name	Total	Simple Raw Materials	Complex Raw Materials	Formulations
A010	Fragrance Formulation	20	0	0	20
A050	Fragrance Base	4	0	0	4
B010	Flavour Formulation	11	0	0	11
IFRARM	IFRA Raw Materials	217	217	0	0
R001	Raw Material	72	11	61	0
R010	Regulatory Raw Material	6	6	0	0

Item Compositions list the Item Classes which contain compositions within your system.

Item Compositions				
Composition Item Class Code	Composition Item Class Name	Component Item Class Code	Component Item Class Name	Count
A010	Fragrance Formulation	A050	Fragrance Base	7
A010	Fragrance Formulation	R001	Raw Material	167
A010	Fragrance Formulation	Z010	Formpak Raw Material	8
A050	Fragrance Base	A050	Fragrance Base	1
A050	Fragrance Base	R001	Raw Material	22
A050	Fragrance Base	Z010	Formpak Raw Material	6
B010	Flavour Formulation	R001	Raw Material	61
R001	Raw Material	IFRARM	IFRA Raw Materials	1
R001	Raw Material	R001	Raw Material	5
R001	Raw Material	R010	Regulatory Raw Material	2

Property Calculation Methods lists those available within your system that contain the criteria for certain properties to calculate.

Property Calculation Methods	
Name	Has Rule Template
Accumulation	Yes
Accumulation (No Zero)	Yes
Accumulation (with Yield)	Yes
Accumulation Percent	Yes
Accumulation Percent (No Zero)	Yes
Accumulation Percent (with Yield)	Yes
All	Yes
Any	Yes

## Mini Tip

### Deleting Item Classes

You can delete Item Classes which are no longer required if the Item Class does not contain any Items. To remove Items from one Item Class and transfer the Items into another Item Class Navigate to 'Change Item Class of Item.'

The screenshot shows the 'Change Item Class of Item - DS' page. It includes a search bar for items, with 'CITRUSMIX' entered and 'Citrus Mix' displayed. Below the search bar, there are two columns of form fields. The left column shows 'Current Item Type' as 'Fragrance', 'Current Item Class' as 'Fragrance Formulation', and 'Current Composition Type' as 'Formulation'. The right column shows 'New Item Type' as 'Fragrance', 'New Item Class' as 'Fragrance Formulation', and 'New Composition Type' as 'Final fragrances formulation'.

Change the Item Class and click Save.

Once all the Items have been transferred you can now delete the Item Class you no longer require. **Please be certain your business does not require the Item Class before you delete as it may have implications for other Users on your system. Be aware once the Item Class has been deleted it cannot be recovered.**

Navigate to 'Modify an Item Class' select the Item Class you want to delete from the drop down menu. Click Delete.

The screenshot shows the 'Modify an Item Class - DS' page. It includes a search bar for item classes, with 'Delete Item Class' selected. Below the search bar, there are several form fields: 'Code' (DELETEITEMCLASS), 'Name' (Delete Item Class), and 'Description'. There are also radio buttons for 'Composition Type' (Raw Material and Formulation), a dropdown for 'Item Type' (Cheryl), and radio buttons for 'Permitted Component Item Classes' (All Item Classes and Selected Item Classes). A red box highlights the 'Delete Item Class' button in the search bar.

You will be prompted to confirm you want to delete the Item Class. Select Yes.

The screenshot shows a confirmation dialog box titled 'FORMPAK'. The text inside the dialog asks 'Are you sure you want to delete the selected item class?'. There are two buttons: 'Yes' and 'No'.

The system will confirm the Item Class was deleted successfully.

The screenshot shows the 'Modify an Item Class - DS' page with a success message. The message says 'You have deleted the item class successfully.' and includes a blue checkmark icon. Below the message, it says 'You can continue to perform the following tasks:' and lists 'Continue to modify another Item Class.'

To see previous 'Tip of the Month' articles, please see [here](#).

All of our training and support material can be accessed from our **Support Centre**. The Support Centre is available 24/7 and is a great resource to use at your convenience. It includes:

- Over 100 training and support articles
- Links to training videos
- Quick Start Guides
- The Formpak Training Matrix

The Support Centre can be accessed on the Home screen of Formpak software or via the following link:  
[https://www.formpak-software.com/Support\\_Centre/Pages/Support\\_Centre.html](https://www.formpak-software.com/Support_Centre/Pages/Support_Centre.html)

Our **Support Team** are available:

Monday - Thursday: 8:30 - 17:00 (GMT)

Friday: 8:30 - 16:00 (GMT)

Email: [support@formpak-software.com](mailto:support@formpak-software.com)

Telephone: +44 (0) 1235 250 020

The Formpak **Help Centre** is included directly in Formpak software, just press the 'Help' button to access it. The Formpak Help Centre offers explanations for each function of the application as well as a glossary of the technical terminology used.

View our **YouTube** channel with lots of helpful guides and information about Formpak

<https://www.youtube.com/user/FormpakSoftware/videos>