

**HARVEST** plus  
Reaping success worldwide

## *Administration*



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## Common System Admin

The Harvest Plus Common System Administration is designed to be used by the System Administrators. The user related and security related details of users can be maintained in this system.

Through this system you can assign various roles for the users of Harvest Plus. These roles and the user names defined can be used for setting the various levels of access rights to different modules of Harvest Plus. You can also assign the user access rights to the various menus of the system and you can assign the permissions over an entity, corresponding to the selected role and menu.

This system also allows you to set or deny the permissions over the objects, corresponding to the selected child role and entity. You can set attributes of selected entity that are accessible to the selected role and to the parent role of the selected role. You can create the rules for accessing various entities in the system and you can enforce the rules created on various roles. Some of the other features of this Common Administration module are Backup, Archival, Notification, Auditing etc.



## Main Features of Common System Admin

This system provides interfaces to set up the system related functions like security, audit trail, backup and data transfer.

The main features of this system are described below:

1. **Security:** This system provides you with role based menu level, row level and column level security.
  - **Roles** are used to define the level of access rights to different modules. This provides essential security to modules.
  - The **Menu Access** screen is used to assign the access rights of the Harvest Plus users to the various menus of the system.
  - The **Access Rights** option is used to assign the permissions over an entity, corresponding to the selected role and menu.
  - The **Row Access** option is used to set or deny the permissions over the objects, corresponding to the selected child role and entity.
  - The **Attribute Access** screen is used to assign or restrict column level access to the child roles of a user. i.e. it can be used to restrict a child role from accessing certain columns in a particular entity.
  - The **Rules Manager** screen allows the user to create rules on various entities in the system. A rule allows viewing of selected set of values of an entity.
  - The **Rules Assignment** option allows you to enforce the rules created through *Rules Manager*, on various roles. This screen displays only those rules, which are created by the currently logged in role. Also, a role can force a rule on their child roles only.
2. **Backup:** This system allows you to take the backup of Harvest Plus database. It also provides in build backup up feature for data security.



- The **Backup Database** screen is used to take the backup of Harvest Database. This screen provides provision to take the backup of OLTP (Online Transaction Processing) and Archival separately.
  - When modules are uninstalled, security data related to role-wise menu and attribute access is not retained. The **System Admin** screen is used to capture this data before uninstalling modules and then restore this captured data after re-installing the modules. You can import or export data to/ from the specified path. The file encryption key can also be specified.
3. **Archival:** The data base size can be managed using the built in Archival module. Data archival is a process that removes inactive data from the live OLTP (Online Transaction Processing) database to another database or to a file.
- The **Archival** screen enables the user to configure the settings for archival. You can also specify the period of archival and file to which archival is to be done. You can also specify the purge options and job options for archival.
  - The **Sign Archive** screen is used to sign the archive. Signing the archive file generates a hash code which helps us to check, whether archive file is tampered, while reimporting the data.
  - The **Archival Data Import** screen is used to import the data from an archive. You can also specify the path where data file is to be created and archive file from which data is to be imported.
  - The **Archival History** Screen is used to view the archival history of the specified archival definition.
  - The **Reimport History** screen is used to check the reimport history of the specified archival definition (name).
4. **Notification:** This System supports configurable notification which could be set for any business functionalities.
- The **Notification Subscription** option allows you to create notifications for various entities. You can also specify whether the alert is to be raised at the time of



insertion, updation or deletion, on the specified entity. You can also mention whether the notification is to be done through email or harvest popups.

- The ***Edit Subscription*** option allows you to modify the notifications you had created through *Notification Subscription*. You can change or delete the conditions given corresponding to an entity, through this option. A subscription cannot be deleted if it is tagged to any Notification subscription entry.
5. **Data Transfer:** The data can be transferred from one location to another location using online technology like MSMQ as well as off line.
  6. **Work Flow Management:** The system supports configurable workflow management.
  7. **Data Import / Export:** The data can be imported from or exported to this system in any formats like Microsoft Excel or XML.
  8. **SOA scheduler:** Through this system any business functionality could be scheduled and triggered using the *SOA scheduler*.
  9. **Script Editor:** The business rules and validations can be customized with out touching the code, through in this system. This can be done with the use of *Script Editor* option, which allows you to enter the initial information about the dot net scripting and also enter the actual script, which is executed during run time. You can change the scripts but the administrator or support person who has knowledge in coding, does this change.
  10. **Audit Trail:** This is very much helpful for auditing the changes taken place in the application data. Audit trail is a tool, which can be used in analyzing all kind of actions (Addition/Modification/Deletion/View/Print) that have taken place in the system by different users.



## Functional Admin System

The HARVEST *Plus* Functional Administration System could be aptly defined as the ‘Gateway to HARVEST *Plus*’. It may be defined so, as it acts as the entrance into every other systems of ‘HARVEST *Plus*’. The main function of this system is to define the general master entries required for all other modules of the HARVEST *Plus* System.

You can define the crop and the varieties of crops produced in the organization. The entities in the organization such as Company, Administrative Unit, Group, Geographic Unit, Department and Workplace can be defined through this system. The analysis type and code, accounts and group of accounts can be defined.

The details of materials used in the HARVEST system such as class of items, unit of measurement of items and also the details of items can be entered. The details of currency used, denomination types of currencies and amount rounding details can be specified through this system.

You can define the employees in the organization. The various details of the employees can be recorded. The holidays declared by the company and the dates on which the holidays are declared can be specified. The banks in which the company has transactions and also their branches can be defined using this system. The types of assets and also various assets belong to the company can be defined.

You can define the additional charges, suppliers and customers, general penalties to the out growers, employee shifts and nationality of employees through this system. You can also generate various checklists containing the details of all the entries made through this system.



## Main Features of Functional Admin System

The main features of this system are listed below:

- 1) **General:** This section contains screens, which help in defining any additional properties (attributes) to existing masters.
  - ✓ The *Custom Properties* screen is used to add any additional properties (attributes) to existing masters like Employee, Suppliers, Company, etc after implementing the system without changing the source.
  - ✓ The *Master Value* screen displays various masters, used in different modules. Various master types and the corresponding master values are displayed.
  - ✓ The *Entity Display Settings* screen is used to define the attributes based on which the selected entity is to be searched in all the modules of HARVEST *Plus*. You can define five attributes for each entity, based on priority. Whenever the entities set here are searched in any of the modules, the selection of attributes will be on the basis of the priority set here.
  - ✓ The *Crop Menu Relation* screen is used to tag the specified crop to different menus in various modules of the system.
- 2) **Produce:** This section contains screens that help in defining the crops and various varieties of the crops that are grown in the estates. You can also specify whether a crop is a major crop or not.
- 3) **Organization:** This section contains screens, which allows you to define the details of the companies to which HARVEST *plus* System installation is to take place, group offices of the companies, departments and workplaces in the company. This section also allows you to define the administrative units and the agricultural units coming under them in the company.
- 4) **Analysis:** This section contains screens, which help in defining the accounts to which all the financial transactions are to be recorded and the account groups for categorizing



the accounts. The dimension types and the dimensions grouped under a dimension type can also be entered through the screens under this section.

- ✓ The **Analysis Type** screen is used to define multi dimensional analysis of cost. Analysis types defined here will appear as a cost analysis dimension and this has to be selected at the time of recording transactions.
5. **Material:** This section contains screens, which help in defining the items for which a record is to be maintained.
    - ✓ You can also define various measurement units and the classes to which the items are to be grouped, through this section.
    - ✓ The **UOM Conversion** screen is used to define conversion of units based on other units. You can enter the parent unit and the unit factor based on which the conversion of the units are to be performed.
  6. **Currency:** This section contains screens, which help to define the currencies used for various transactions in the company and also denominations that help in cash payment. This section also allows you to define the currency denomination formats to be used in various modules of HARVEST *plus*. The details of the types of rounding i.e. the basis on which the amounts are to be rounded, is also captured through this section.
  7. **Employee:** The screen in this section allows you to enter the details of the employees working in the organization.
  8. **Asset:** This section contains screens, which helps you to define the assets owned by the company and also the asset categories to which the assets are to be grouped.
  9. **Bank:** This section contains screens, which helps you to define the banks in which the accounts of the company belong. This section also contains screens for defining the branches of these banks.
  10. **Holiday:** The section contains screens, which helps in entering the details of the holidays declared by the company and also to tag the dates of each holiday.
  11. Certain amount additions or deductions will be done on payments of the employees for the actual payment calculation. The **Additional Charge Discount** screen is used to define these types of additional charges to be applied on the payment amounts. You



can define the actual amount or the percentage amount that will be added or deducted. The type of the additional charge and the tax can be defined through this screen.

12. **General Allocation:** This section contains screens that are used to define the allocation groups and allocations for which the expense related to the accounts are to be posted. This general allocation is mainly based on the analysis type and the modules.
13. The **Supplier/ Customer** screen is used to define the supplier/ customer details. The company to and from which the supplier or customer supplies or buys the product can be entered through this screen.
14. The **Operators/ Helpers** screen helps to define operators or helpers for the company. These operators may be employees or outsiders.
15. The items under the specified material types are classified according to their grade. The **Quality Grades** screen is used to define the grades for the items.
16. The **General Penalty** screen is used to define penalties to be imposed on the outgrower or supplier, for the specified raw material. You can define any number of penalties for the raw materials. You can define the penalties for the raw materials in three ways through this screen, based on the net amount or weight of the item.
17. In order to generate the sequence numbers for various fields in different modules, you have to set the sequence expression. The **Sequence Number Configuration** screen is used to define these sequence expressions.
18. The **Starting Sequence Number Setting** screen is used to override the sequence numbers for the sequence categories. The sequence numbers are generated through the screens of specified modules.
19. The **Terms and Conditions** screen is used to define the terms and conditions applied between transactions. You can define the terms and conditions separately for each module or common for all the modules.
20. **Shift:** This section contains screens that are used to define the shifts maintained in an organization. The employees in the organization can be worked in various shifts. You can define the category for the shifts, various shifts and transaction shift details.



21. The **Season** screen is used to define the seasons. You can define the seasons based on various season types. You can also define the periods for various seasons.
22. In an engineering unit, there can be a number of job items and internal machineries. These job items and machineries follow certain standard operating procedures for better performance and life. The **Standard Operating Procedures** screen is used to define these standard operating procedures for the assets in an organization.
23. The vehicle, machinery and equipment are commonly termed as assets. The **Vehicle/ Machinery/ Equipment** screen is used to define these assets in an organization. The asset details such as engine power and number, fuel tank capacity and chassis number can be entered through this screen.
24. The **Nationality** screen is used to define the nationality for the employees in an organization.
25. **Party:** This section contains screens, which helps in defining the administrative units and geographical units tagged corresponding to the party. You can also define the area crop details in the geographical unit under the administrative unit through this section.
26. **Report Generation:** You can generate various checklists which lists the details entered through this system.