

# System Settings

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## Summary

System Settings can be accessed via: Administration > Settings and selecting the 'System' category.

This page documents each setting.

## Details

The screenshot shows the 'Configuration Settings' window for the 'System' category. The title bar reads 'Configuration Settings [User - jupiter : Site - Esher : Profile - Back Reception ]'. On the left is a 'Categories' sidebar with icons and labels for: Account, Reporting, Diary, Reception, Treatment, Referral, Lab, Vet Scan Lab, Labelling, SMS, Email, DayLists, System (highlighted), Miscellaneous, HTML Labelling, Smart Flow, VetCheck, Follow Up, GDPR, PACS, and Message. The main area has a 'Site' dropdown set to 'Esher' and a 'Save' button. Below this, the 'System' section contains three sub-sections: 'Log History' with a checked 'Record Login History' checkbox; 'Document Editor' with checkboxes for 'Edit Consent form', 'Edit Client's documents', 'Edit Treatment documents', 'Edit Prescription documents' (all checked), and 'Edit Debtor's documents', 'Edit Patient reminders', 'Edit Code Entry documents', 'Edit Report Wizard documents' (all unchecked); and 'Time Zones' with a 'Default time zone:' label and a dropdown menu set to 'Europe/London'.

### Record Login History

**Enabled** = Login history is added to audit database. This can be viewed in Administration > Logs > Login History.

**Disabled** = Login history is not recorded.

### Document Editor

By selecting one or more of the tick boxes allows the user to amend the documents as soon as they are generated.

### Time Zones

Shows the default time zone.

