

# General Specifications

VP6H6530  
Report Package



GS 33J05J20-01EN

[Release 6]

## ■ GENERAL

The Report Package imports process data, trend data and closing data of the Human Interface Station (HIS) into Microsoft Excel spreadsheets to generate and print a report. To import data, VP6H2411 Exaopc OPC Interface Package (for HIS) is used. When used with VP6E5170 Access Administrator Package (FDA: 21 CFR Part 11-compliant) this package enables access control and audit trail management for users to gain access to create and modify any report format. The Report Package is applicable for the following types of report:

Type	Usage	Read data
Hourly report	Exactly on the every hour, the operation result of the past one hour is printed.	Hourly closing data or trend data
Shift report	At the shift change (or number closing) time, the operation result of the past eight hours is printed.	Closing data
Daily report	At the daily closing time of the day, the operation result of the past one day is printed.	Hourly closing data or daily closing data
Weekly report	At the daily closing time of the day at the end of every week, the operation result of the past one week is printed.	Daily closing data
Monthly report	At the daily closing time of the day at the end of every month, the operation result of the past one month is printed.	Daily closing data or monthly closing data
Yearly report	At the daily closing time of the day at the end of every year, the operation result of the past one year is printed.	Monthly closing data
Snapshot report or on-demand report	The operation status upon a print request is printed.	Snapshot of the process variables
Alarm report	Alarm event messages generated within the given period of time that are related on to the specific function block are printed.	Alarm event message
Batch report	The operation result of batch plant processes is printed at the end of batch processes or upon request.	Batch data, trend data, snapshot of process data and alarm or event messages.

## ● Data Accessed

The Report Package acquires the following data:

Data Type	Data Value	Data Status (*1)	Time of Data	Time When Data Were Generated
Closing data	X	X	X	Periodically at the specified close time
Trend data	X	X	X	Periodically at the specified time of data acquisition
Historical message	X	X	X	Periodically at the specified time of data acquisition
Tag information	X			At the time of printing
Process data (instantaneous values)	X	X		At the time of printing
Batch data	X		X	At the end of batch processes

X: Data to be acquired

\*1: Normal value (GOOD), abnormal value (BAD), questionable value (QUESTIONABLE), no data (NOTHING)

Closing data (\*2): Instantaneous value, average, total, maximum, minimum, maximum occurrence time, minimum occurrence time

Trend data (\*2): Instantaneous value

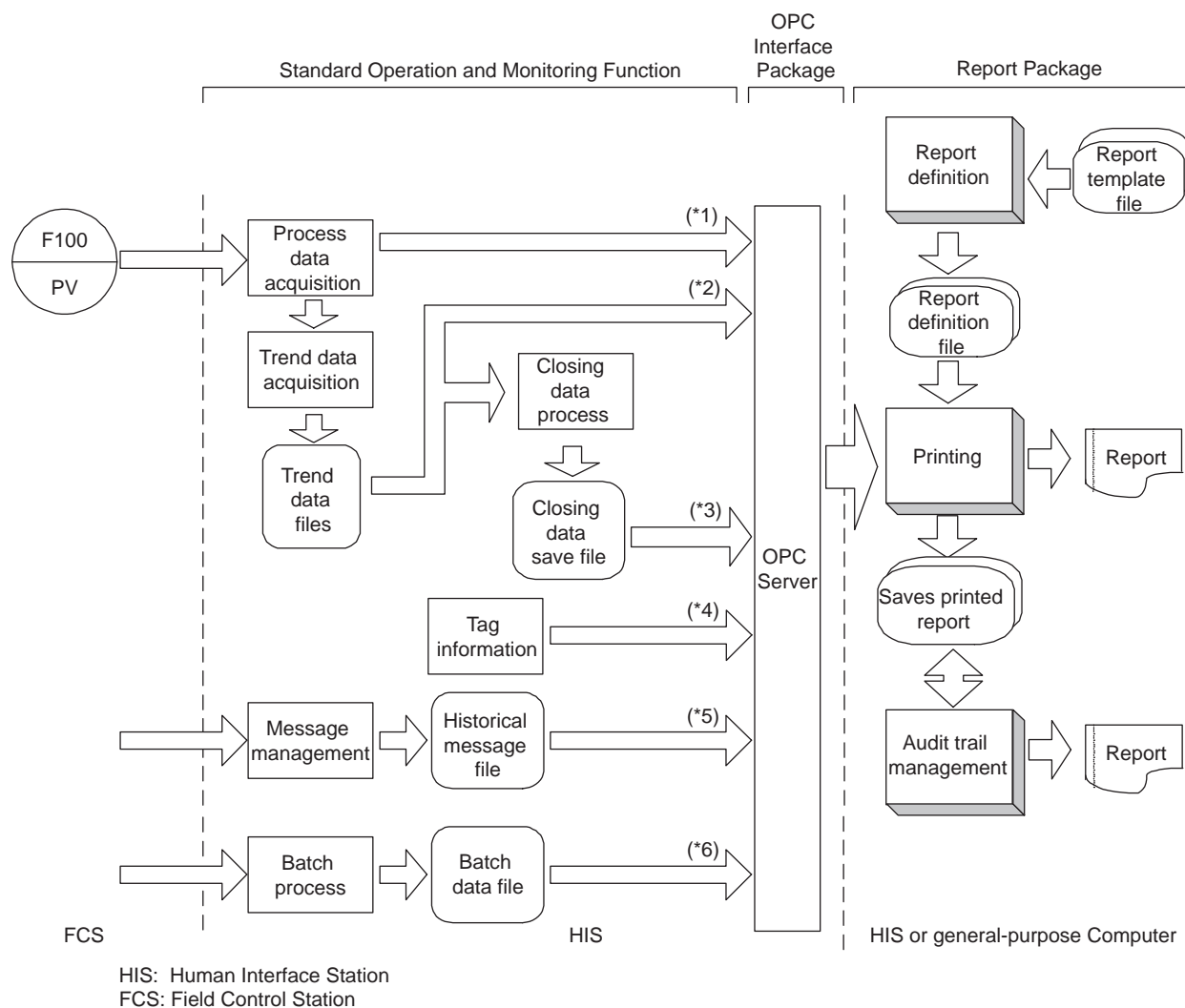
Historical message (\*2): Message

Tag information: Tag name, tag comments

Process data: Instantaneous value

Batch data: Instantaneous value, recipe name, recipe comment, common block data

\*2: Long-term data kept in VP6H6510 Long-Term Data Archive Package are included.



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Note: Batch reports are printed at the end of batch processes on the HIS where VP6H6660 Process Management Package (GS 33J05L15-01EN) is installed.

- \*1: Process data
- \*2: Trend data
- \*3: Closing data
- \*4: Tag information
- \*5: Historical message
- \*6: Batch data

**Figure Flow of Report Data**

## ■ FUNCTION SPECIFICATIONS

### ● Report Definition

Reports are defined on the Microsoft Excel by using the following methods:

- Use a template
- Edit a template
- Define by a user
- Edit an existing definition file

Up to 1000 reports can be defined including the templates.

The following templates are available.

Type of report	Template	Number of data item	Tag comment engineering unit	Approver's signature space	Average	Total	Max./min.	Max./min. occurrence time	Remarks
Snapshot report	SnapshotReport	36	X	Upper right	-	-	-	-	
	SnapshotReport2	200	-	-	-	-	-	-	
Hourly report	HourlyReport	12	X	Upper right	X	X	X	X	
	HourlyReport2	24	X	Upper right	X	X	X	X	Displayed in two columns
Shift report	ShiftReport	12	X	Upper right	X	X	X	-	
	ShiftReport2	24	X	Upper right	X	X	X	-	Displayed in two columns
Daily report	DailyReport	12	X	Upper right	X	X	X	X	
	DailyReport2	12	X	Lower right	X	X	X	X	
	DailyReport (row)	12	X	Upper right	X	X	X	X	No line
	DailyReport (column)	20	X	Upper right	X	X	X	X	Horizontal report with comment column
	DailyReport (graph)	12	X	Upper right	X	X	X	X	With line graph
Weekly report	WeeklyReport	12	X	Upper right	X	X	X	-	
	WeeklyReport2	24	X	Upper right	X	X	X	-	Displayed in two columns
	WeeklyReport (graph)	12	X	Upper right	X	X	X	-	With circle graph
Monthly report	MonthlyReport	12	X	Upper right	X	X	X	X	
Yearly report	YearlyReport	12	X	Upper right	X	X	X	-	
Alarm report	Alarm report	-	-	-	-	-	-	-	
Trend report	TrendReport	12	X	Upper right	X	X	X	-	
	TrendReport (graph)	12	X	Upper right	X	X	X	-	With graph
Batch report	BatchReport	-	X	-	-	-	-	-	
	BatchReport (message)	-	X	-	-	-	-	-	

## ● Report Printout

Category	Printout method	Definition	Service
Auto Print	Print command from scheduler periodically or at specified times	Scheduler builder	Hourly, daily, monthly report etc.
	Print command from Sequence-message-request	Sequence message request builder	Snapshot report etc.
	Batch (recipe, Unit recipe)	Process management definition builder	Batch report
Manual Print	Print command from Function Key	Function Key assignment builder	Snapshot report etc.
	Print command from a touch target on graphic view	Graphic builder	Snapshot report etc.
Others	Print request from application programs	–	Snapshot report, Batch report etc.

Simultaneous printing: Up to 10 sheets

## ● Audit Trail Management

When you save the printed report,

- The report can be seen on the report audit trail management window on Microsoft Excel.
- The report can be reprinted by manual on the Report Audit Trail Management Window.
- The report can be revised on the Report Audit Trail Management Window.

When the number of saved image files exceeds the specified numbers, the oldest image file is replaced by a new one.

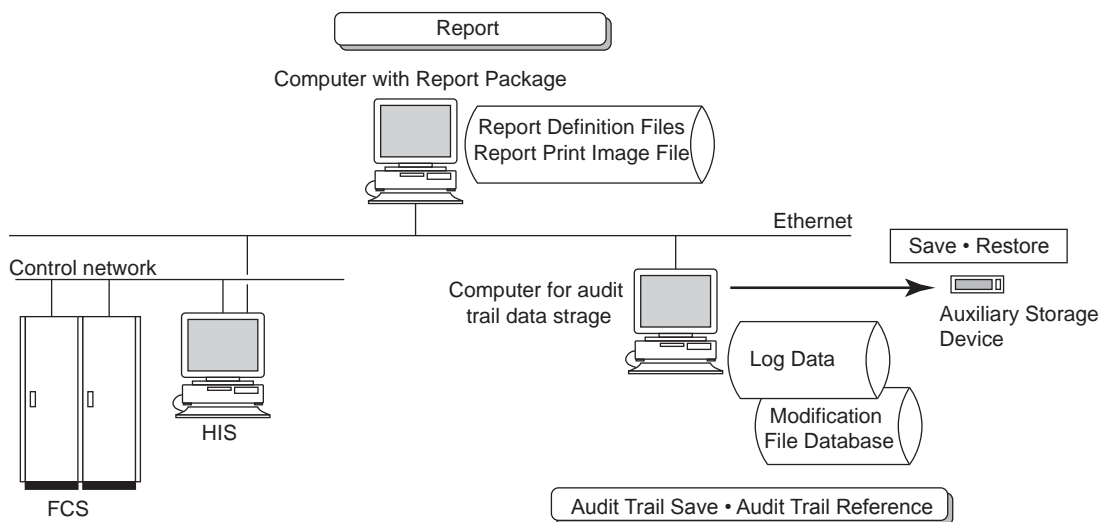
## ■ COMPLIANCE WITH FDA'S 21 CFR PART 11

By installing VP6E5170 Access Administrator Package (FDA: 21 CFR Part 11 compliant) on a computer with the report package, it provides functions that complies with FDA's 21 CFR Part 11. For instance, system engineers are able to perform access control and audit trail management functions for the creation and modification of the reports.

The FDA: 21 CFR Part 11-related features of the report package are highlighted in this section. As for overall FDA-compliant functions of the CENTUM VP, refer to VP6E5170 Access Administrator Package (FDA: 21 CFR Part 11) (GS 33J10D40-01EN) for details.

FDA: U. S. Food and Drug Administration  
21 CFR Part 11: Code of Federal Regulations Title 21 Part 11

## ● An Example of System Configuration



**Figure An Example of System Configuration**

A computer dedicated for storing the audit trail data is required. Functions such as report function, operation and monitoring function, recipe management function, and engineering function cannot be installed on the same computer. Depending on the total number of computers installed with builder function or recipe management package, a Windows Server OS is required for the computer to store audit trail data. For details, refer to CENTUM VP system overview (GS 33J01A10-01EN).

Both engineering and recipe management functions can be performed by the computer for audit trail data storage.

## ● System Administrator

An initial setting is required before start using the access control and audit trail functions. This setting can only be done by the system administrator who has the authority over the computer administration, and not by the engineers who use the report function. The roles of the system administrator are shown as below:

### Roles of system administrator

- Network administration
- Specifying and editing of the engineer security file
- Registration of engineers' names
- Assigning and changing of the audit trail management database location
- Start/stop audit trail management
- Data backup when the audit trail management database is full, and delete the report definition files and report print image files
- Viewing the current audit trail management database

## ● Managing Report Users

### Access control

When the report package is used with VP6E5110 access control package or VP6E5170 access administrator package (FDA: 21 CFR Part 11 compliant), the access control is performed by the computer. When there are multiple numbers of computers that require access control, licenses for VP6E5110 or VP6E5170 are required for each computer.

### Scope of access control

Access control for the report package is applicable to all the report definition files and the report print image files. It cannot be configured for each one of the report definition files or report print image files.

### User groups

The rights to access the report files are determined by the user group to which the Report Package user belongs. There are two user groups: operator group and manager group. Report Package users belong to one of these groups.

### Types of authority

The following describes the types of authority.

- For report definition files
  - Create: Users can create and delete report definition files
  - Write: Users can modify and load report definition files
- For report print image files
  - Create: Users can delete report print image files
  - Write: Users can modify and print report print image files, convert them to PDF files, and save them on a computer for audit trail data. However, it is not allowed for them to delete the print image files.

Note: Read authority is not available for the report files. Users with the write authority can open and read report files. The authority of the manager group and the operator group for report files are fixed as shown in the following table and that cannot be changed.

User Group	Authority	Report Definition File	Report Print Image File
Manager	Create	Granted for all files	Granted for all files
	Write	Granted for all files	Granted for all files
Operator	Create	Not granted	Not granted
	Write	Not granted	Granted for all files

### User authentication and verification of authority of the report package

The user authority is verified upon logging on to the report package, and the scope of operation is granted in accordance with the user's authority. All the operations are granted for the users in the manager group. The user authentication of the report package is performed when the package is launched or a user performs an operation that influences the result of print out or file output.

### Audit trail

When the report definition data is changed, it is saved in the specified database. Details of the changes, such as "when," "how," and "who" changed "what," can be recorded at the same time by registering the historical log. The past report definition files and report print image files are also stored. Report print image files are automatically saved when those are printed. Print image files can also be selected from the historical dialog box and saved to the database.

### Preventing alteration of report print image files

On a computer where Adobe Acrobat is installed, the report print image files can be converted into the PDF format so that the files cannot be altered. Those files can also be output in PDF format automatically when those are printed. Or, the files can be converted to PDF files after those are output in CSV (\*1) or Excel formats.

\*1: CSV (Comma Separated Value) format is a data format that uses commas (,) as delimiters to separate fields in a record.

### Association between electronic recording and signature

On a computer where Adobe Acrobat is installed, authentication can be performed for the report print image files in the same manners as the electronic signature functions of the Acrobat when it is used with VP6E5170 Access Administrator Package (FDA:21 CFR Part 11 compliant).

## ■ OPERATING ENVIRONMENTS

The Report Package runs on an HIS or a computer (IBM PC/AT-compatible machine) where the acquired process data are available via an OPC server (Exaopc OPC interface), and either one of these conditions must be met for this purpose.

- The Report Package runs on an HIS equipped with VP6H2411 Exaopc OPC Interface Package (for HIS).
- The Report Package runs on an HIS (without VP6H2411) or a computer, which is connected to an HIS equipped with VP6H2411 Exaopc OPC Interface Package (for HIS).

### ● Hardware Requirement

Conforms to the operating environment of VP6H1100 Standard Operation and Monitoring Function

### ● Software Requirement

Conforms to the operating environment of VP6H1100 Standard Operation and Monitoring Function

Necessary software:

Microsoft Excel

Adobe Acrobat (when VP6E5170 Access Administrator Package (FDA: 21 CFR Part11compliant) is used.)

For the supported software versions of Microsoft Excel and Adobe Acrobat, refer to General Specifications of VP6H1100 Standard Operation and Monitoring Function (GS 33J05D10-01EN).

## ■ APPLICATION CAPACITY

### Number of definition data

500 data items/report

When defining the same data item in several times in a report, each one of the data item must be counted.

Note: Up to 256 samples/item of a trend data (in chronological order) can be defined.

### Report definition file

The number of definition files depends on the hard disk capacity.

### Printed report image file

Maximum No. of printed report image files: Up to 999 images/report

## ■ MODEL AND SUFFIX CODES

		Description
<b>Model</b>	VP6H6530	Report Package
<b>Suffix Codes</b>	-V	Software license
	1	Always 1
	1	English version

Note : VP6H2411 Exaopc OPC Interface Package (for HIS) is required.

Note : To use this package, Microsoft Excel must be installed in advance.

Note : To use the package, order software licenses which correspond to the number of platforms where the Package is installed.

## ■ ORDERING INFORMATION

Specify model and suffix codes.

## ■ TRADEMARK ACKNOWLEDGMENT

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