# **Documents**

02/10/2025 11:56 am BST

Relates to version

Tags: 9.0

This system eCHR line type records details of documents linked to the eCHR. The documents to include in the eCHR can be configured as not all documents will be relevant for quality (e.g. there may be job-safe practice or standard operating procedures documents used when making an item).

Each entity that a document can be linked to is available as a separate line item in the eCHR Profile.

Documents can relate to:

- Checklist
- Checklist Step
- Issue
- Item
- lob
- Operation
- Product
- Recipe

You can reference a document that has been uploaded into Eyelit MES or reference a document hosted externally via a URL link.

Eyelit MES-held documents are fully version controlled.

For externally held documents, Eyelit MES has no direct control over the document associated with the link. If the document forms part of the eCHR users should ensure that adequate change control is in place in the system holding the document.

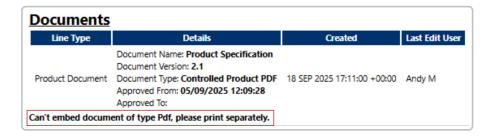
The **Documents** Line Type allows you to restrict the documents included down to a specific type to allow greater control of documents in the eCHR.

#### **Documents in Printable Report**

Documents that are image files uploaded directly into Eyelit MES will be embedded directly in the printable report.

Documents that are not images, or are links to documents stored and managed externally, are downloadable separately.

If a document type is not viewable in the printable report, it would display the following text: "Can't embed document of type <document\_type>, please print separately."



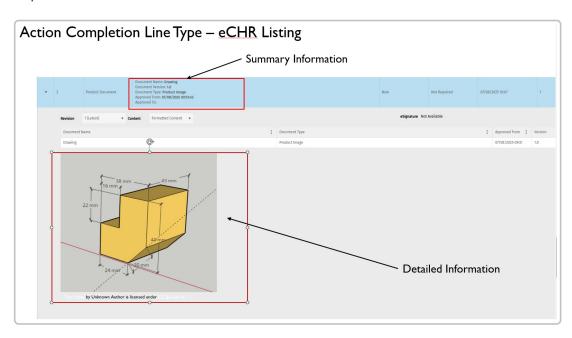
### **Triggers**

- Product, recipe, job: Created when the item is created at the start of the job/split. Revised if upversioned/obsoleted.
- Item document: Created when the document is created. Revised if document is upversioned/obsoleted.

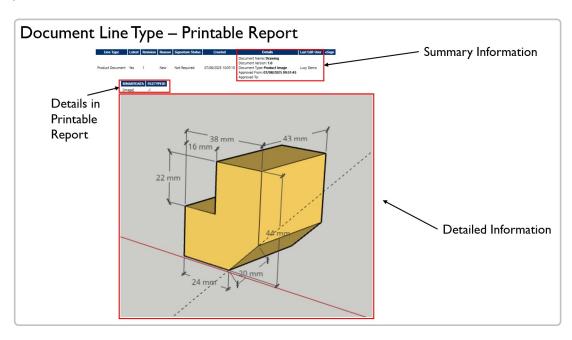
- Operation document: Created when visit is created for that operation. Revised if doc is upversioned/obsoleted.
- Check list/check list step: Created when the checklist action is opened. Revised if doc is upversioned/obsoleted.

## Reports

Contents report via the eCHR screen



#### **HTML Report**



The **Details in Printable Report** contains additional information about the document. This is set up in the **Add/Edit eCHR Section Config** screen but it is usually left blank for documents.