5.0 Settings 設定

【Overview】Consists of five pages: "User", "Add & Analysis Log", "Tag manager", "The rule creation setting", and "Version Information".

Settings

❶User

Users can be added, deleted, licensed, and set privileges.

❷Add & Analysis Log

Status of document upload and analysis can be checked.

❸Tag manager

Knowledge Tags, Comment Tags, and Remark Tags can be set.
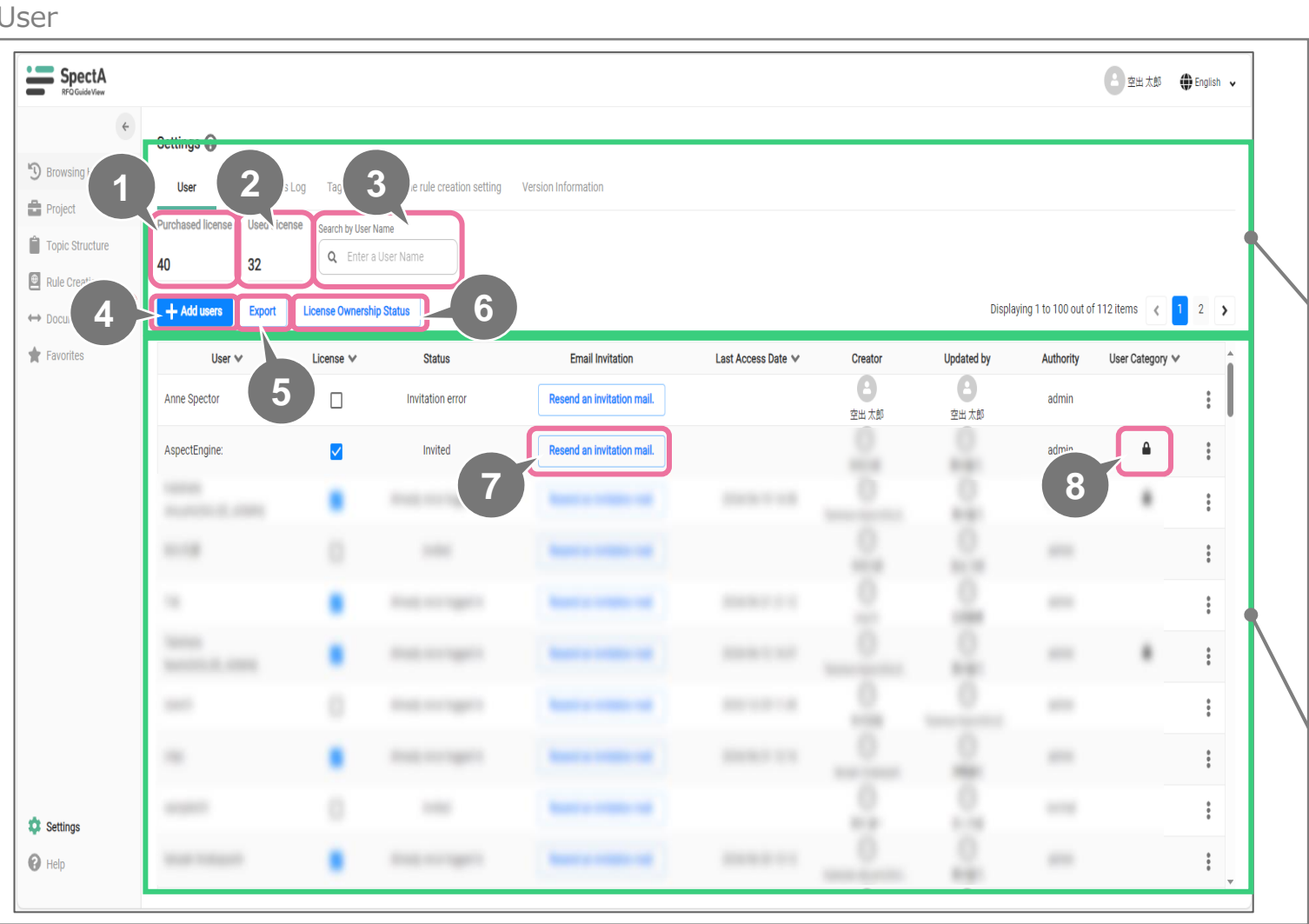
❹The rule creation setting

Settings used during Rule construction can be set.

❺Version Information

Version information can be checked.

【Overview】 This page lists Users registered.
*List of Users can be exported to an Excel format.

User

Display Settings Area

❶Purchased license
The quantity of purchased license is shown.

❷Used License
The quantity of used license is shown.

❸Search by Username
Search for a specific User using the usernames.

❹Add Users
Add new Users.

❺Export
Export User list.

❻License Ownership Status
Check the amount of license bought and their expiration dates.

User Display Area

❼Email Invitation
Resend invitation emails to registered Users.

❽User Category
🔒 marks SOLIZE members where licenses are not necessary.
※Removal of SOLIZE members from this page is not possible.

1

Privileges can be changed depending on the User's role.
Users has three privileges (System Administrator, Content Manager, RFQ Reader) to be turned ON or OFF.

Function	Description	CRUD	User Privileges		
			System Administrator	Content Manager	RFQ Reader
Manage System	User	Create、Edit、Delete	○	×	×
		Read	○	○	○
	Privileges	Create、Edit、Delete	○	×	×
		Read	○	○	○
	License	Create、Edit、Delete	○	×	×
		Read	○	○	○
	Project Folder	Create、Edit、Delete	○ (*if assigned)	×	×
		Read	○ (*if assigned、if set as Public)	○	○ (*if assigned)
	Project	Create、Edit、Delete	○ (*if assigned)	×	×
		Read	○ (*if assigned、if set as Public)	○	○ (*if assigned、if set as Public)
	Tag (Other than Knowledge Tag)	Create、Edit、Delete	○	×	×
		Read	○	○	○
	Other Settings ※Ex: Rule Settings	Create、Edit、Delete	○	×	×
		Read	○	○	○
Manage Contents	Topic Structure (Categories and Topics)	Create、Edit、Delete	×	○	×
		Read	○	○	○
	Rule Set	Create、Edit、Delete	×	○	×
		Read	○	○	○
	Rule	Create、Edit、Delete	×	○	×
		Read	○	○	○
	Knowledge	Create、Edit、Delete	×	○	×
		Read	○	○	○
	Tag (Only Knowledge Tag)	Create、Edit、Delete	×	○	×
		Read	○	○	○

Explanation of User Privileges

❶ **System Administrator**
Manages settings in SpectA and creates Projects.

❷ **Content Manager**
Manages contents (Topics, Knowledges, Rules) in SpectA.

❸ **RFQ Reader**
Performs reading task in SpectA

5.1 Settings / User (Add Users) ユーザー一覧（権限）

Privileges can be changed depending on the User's role.
Users has three privileges (System Administrator, Content Manager, RFQ Reader) to be turned ON or OFF.

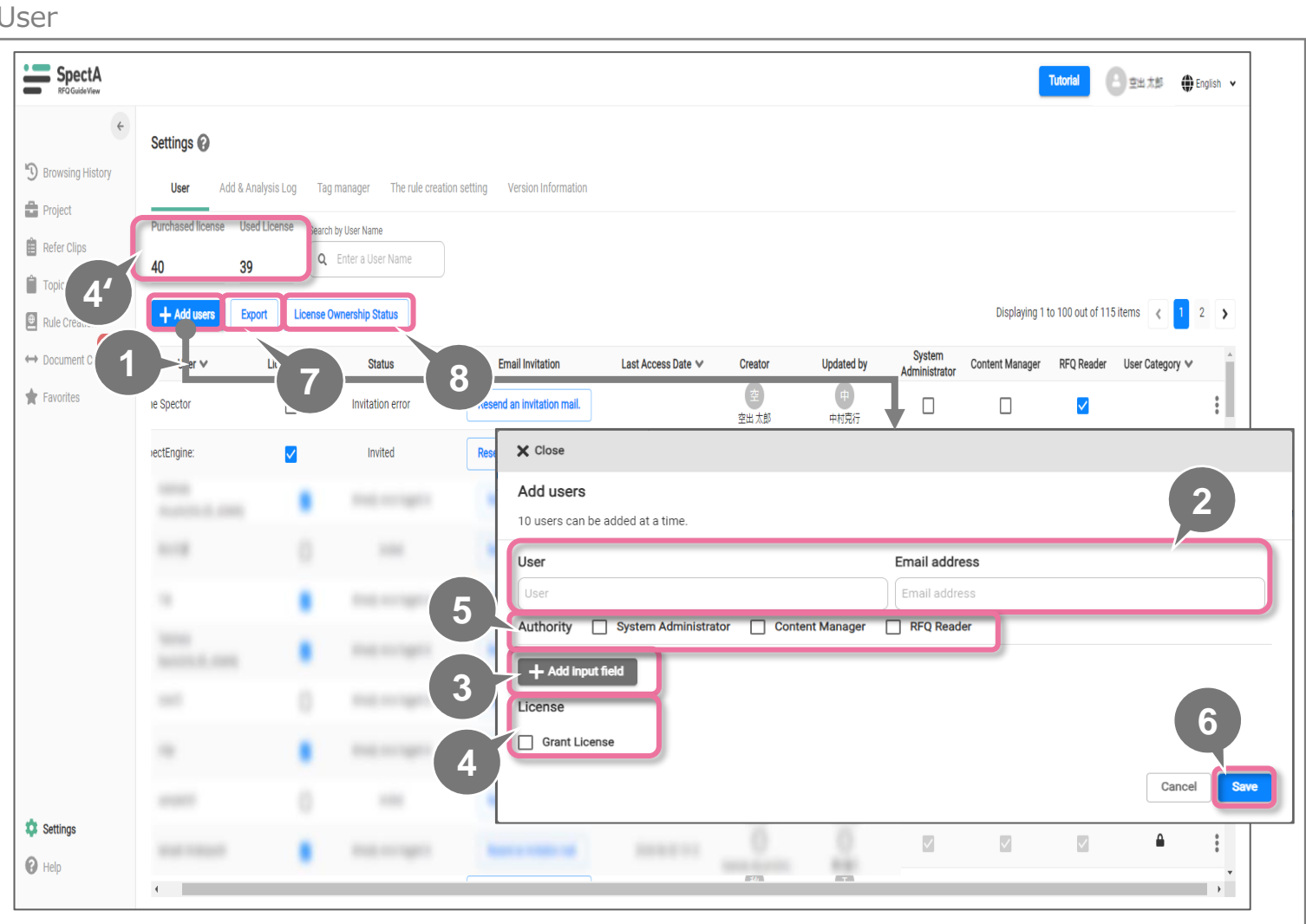| Function	Description	CRUD	User Privileges		
			System Administrator	Content Manager	RFQ Reader
Manage Projects	Project	Create、Edit、Delete	O (*if assigned)	×	×
		Read	O (*if assigned、if set as Public)	O	O (*if assigned、if set as Public)
	Project Folder	Create、Edit、Delete	O (*if assigned)	×	×
		Read	O (*if assigned、if set as Public)	O	O (*if assigned、if set as Public)
	Document	Create、Edit、Delete	O (*if assigned)	×	×
		Read	O (*if assigned)	×	O (*if assigned)
	Clip	Create、Edit、Delete	×	O (only edit & delete)	O (*if assigned)
		Read	×	O	O (*if assigned)
	Comments & Remarks	Create、Edit、Delete	×	O (only edit & delete)	O (*if assigned)
		Read	×	O	O (*if assigned)

Explanation of User Privileges

❶ **System Administrator**
   Manages settings in SpectA and creates Projects.

❷ **Content Manager**
   Manages contents (Topics, Knowledges, Rules) in SpectA.

❸ **RFQ Reader**
   Performs reading task in SpectA

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3

5.1 Settings / User (Add Users) ユーザー一覧（新規登録）

User (Add Users)
ユーザー追加

Users can be added, deleted, licensed, and set privilege.

User

Features & Step-by-Step Guide
≪Add User≫
❶ Click "Add users"
❷ Enter username and e-mail address
❸ Additional fields for adding Users
10 Users can be added at once.

❹ Check "Grant License" ※if necessary.
Check the number of remaining license and give out license(s) accordingly.

❺ Select privilege
Refer to the previous page for the description of roles and privileges.

❻ Click "Save"
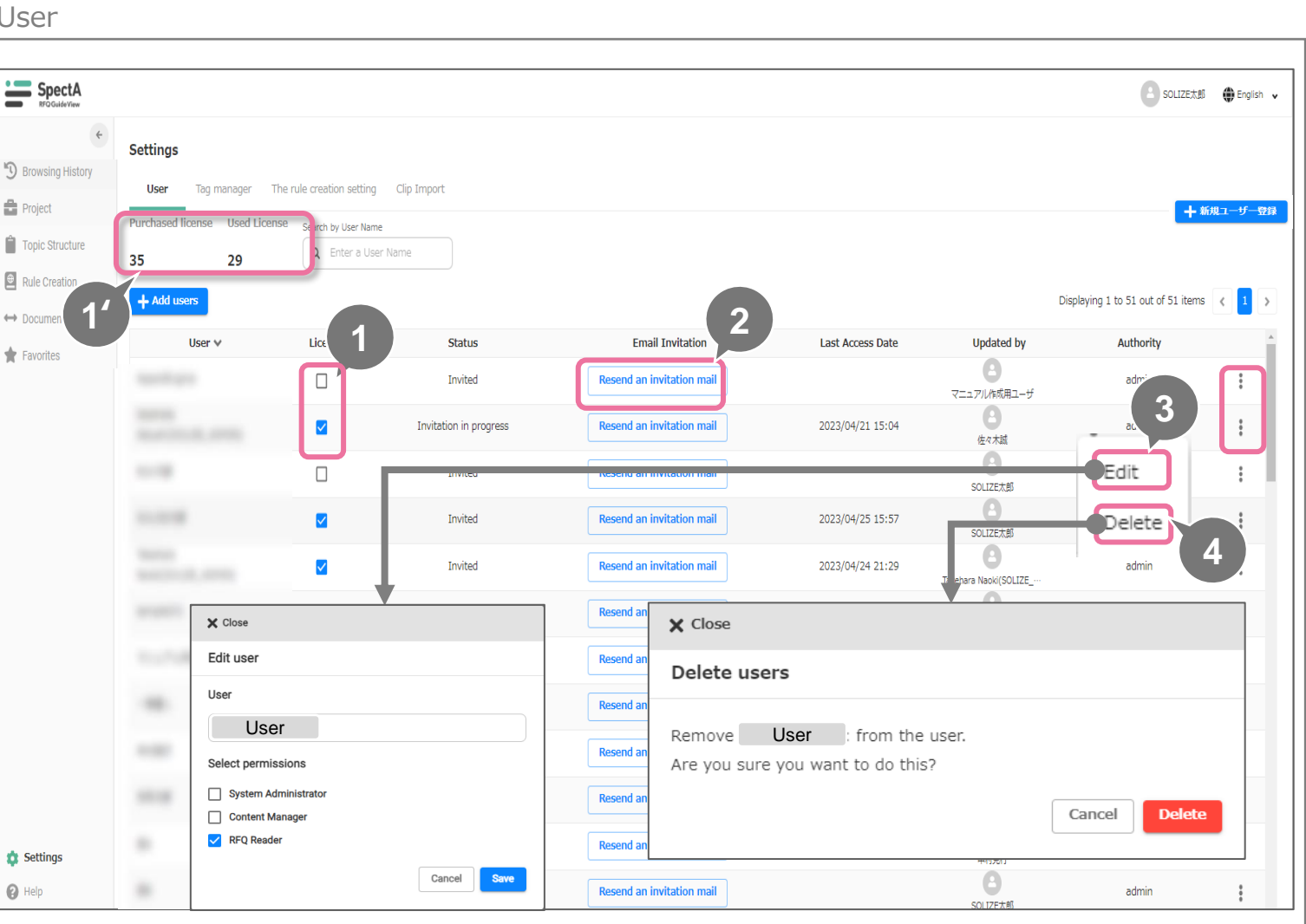An invitation e-mail will be sent to the registered User(s).

≪Check User Information≫
❼ Click "Export"
Export User information.

❽ Click "License Ownership Status"
Check the amount of license bought and their expiration dates.

User (Edit・Delete)
ユーザー編集・削除

Users can be added, deleted, licensed, and set privilege.
Invitation email can be sent again to registered Users.

User

Features & Step-by-Step Guide

❶ **Grant and take away license**
License can be granted or taken away by checking or removing the check mark in the checkbox.

❷ **Resend invitation mail**
An invitation e-mail can be sent again.

❸ **Edit**
Usernames and privileges can be changed.

❹ **Delete**
Users can be deleted.
Please be aware that once deleted, it cannot be undone.
*Deleted users will also be removed from Project members.
*SOLIZE users (marked with 🔒 in User Category) cannot be delete.

【Overview】 Check the status of added and analyzed Documents.
**   *Log can be exported as well.**

Add & Analysis Log

Display Settings Area

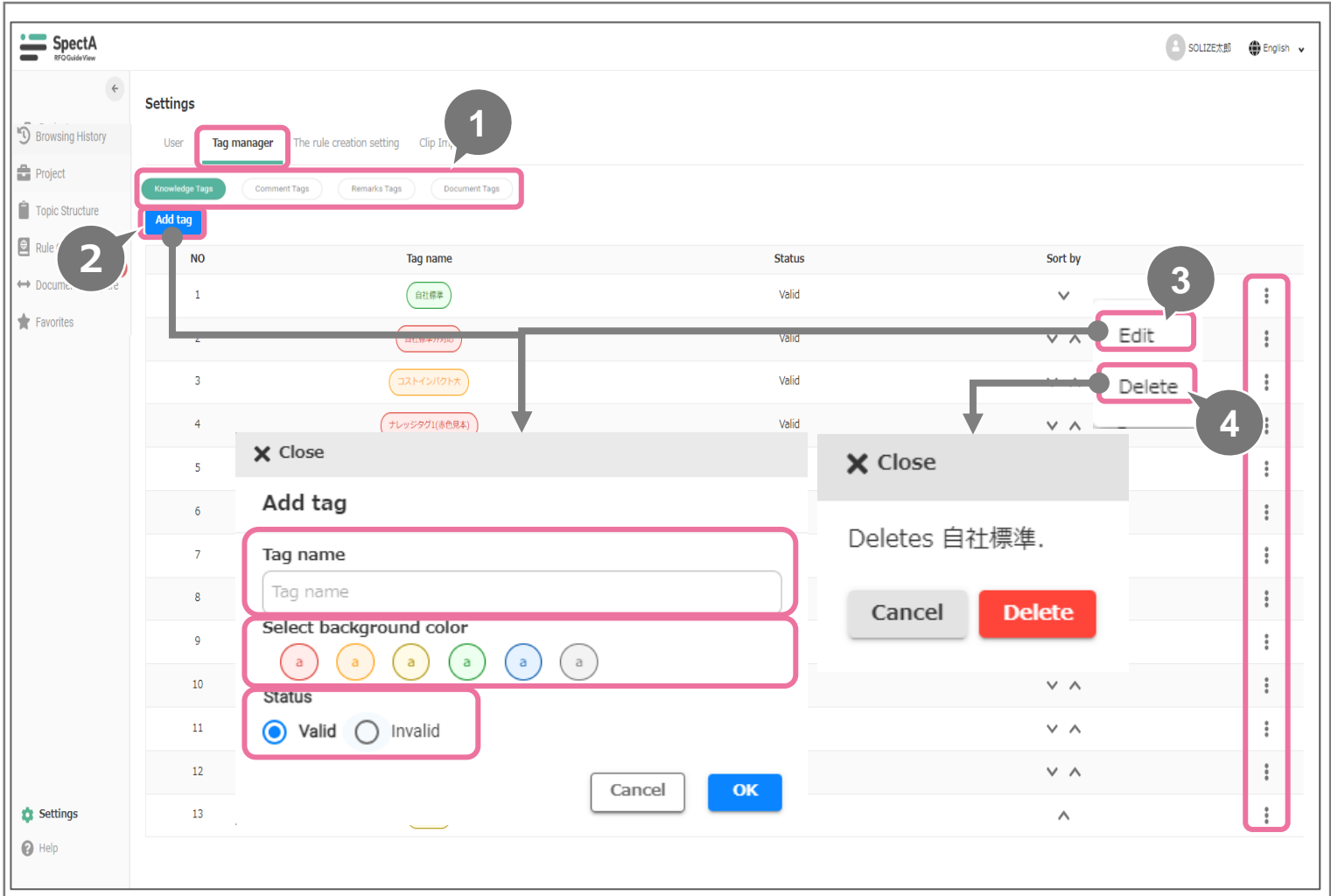**❶ Existing/Deleted**
Filtering by the status of the documents.
*Default is set to 'Existing'.

❷ Add/Analysis
Filter by the actions applied to the documents.

❸ Progress Status
Filter by document status. *Multiple can be set at once.

❹ Project
Filter by project. *Multiple can be set at once.

❺ Document
Filter by documents names. *Multiple can be set at once.

❻ Request Time From / To
Filter by specifying date and time.
*By default, the range is 0:00:00 to 23:59:59 (JST) of the current day.

❼ Updated by
Filter by the last person who has updated document.
*Multiple can be set at once.

❽ Display settings ▼
Select which rows to be display in the list.

❾ Export [Export]
Export the listed documents to an Excel format.
*Exports the displayed information at that moment

List Area

Show the status of added and analyzed documents based on the filtering criteria set in the display settings.

Tag manager
タグ管理

Set up Knowledge Tags, Comment Tags, Remarks Tags and Document Tags for efficient organization of Knowledge, Comments and Documents.

Tag manager

Features & Step-by-Step Guide
❶ Select tag type
Knowledge Tag   : Tag to classify knowledge
          ex: Past Trouble, Company Standard
Deviation Comment Tags   : Tag to categorize comments
              addressed to customers.
          ex: Cost, Non-standard
Remark Tag   : Tag to classify remarks
         ex: Confirm Item, Memo
Document Tag   : Tag to manage the status of the
              document
          ex: Reading in progress, reading completed

《Add tag》
❷ Add tag
Add new tags.
【Status】
When selecting tags, you can choose to show or hide them; Valid: show the tag, Invalid: hide the tag.

《Edit & Delete》
❸ Edit tag
Change tag name, background color and status.

❹ Delete tag
Delete tags if there not in use.

5.4 Settings / The rule creation setting　ルール構築設定

The rule creation setting
ルール構築設定

Set how words are should be recognized from the source text when creating Rules (for Japanese and English). *The setting will not affect the result of AI analysis before the change.*

The rule creation setting

Features & Step-by-Step Guide

❶ **Switch Languages**
  Select the language for which you would like to set.

❷ **Settings for Word Processing**
  *Set how words should be recognized from the source text when creating Rules.

❸ **Stop Words**
  Set words to be excluded from Rule creation.
  Upload the file in an Excel format.

❹ **Thesaurus**
  Register set of words that should be treated as synonyms so that when constructing Rules, they will be constructed in "OR conditions".
  Upload the file in an Excel format.

❺ **Select Part of Speech**
  Specify the parts of speech to be extracted to be included in the Rule.

❻ **Set Number of Words**
  Set the number of words to be extracted for the Rule.

❼ **Set Margin**
  Set the range of the influence of the word's value in terms of the number of characters when a word in the Rule is detected.

❽ **Section Titles**
  *Set section titles as source for creating Rule (to be implemented).

❾ **Prevent Noise Detection**
  *Set whether a word consist of 3 characters or less should have an exact match during AI analysis..
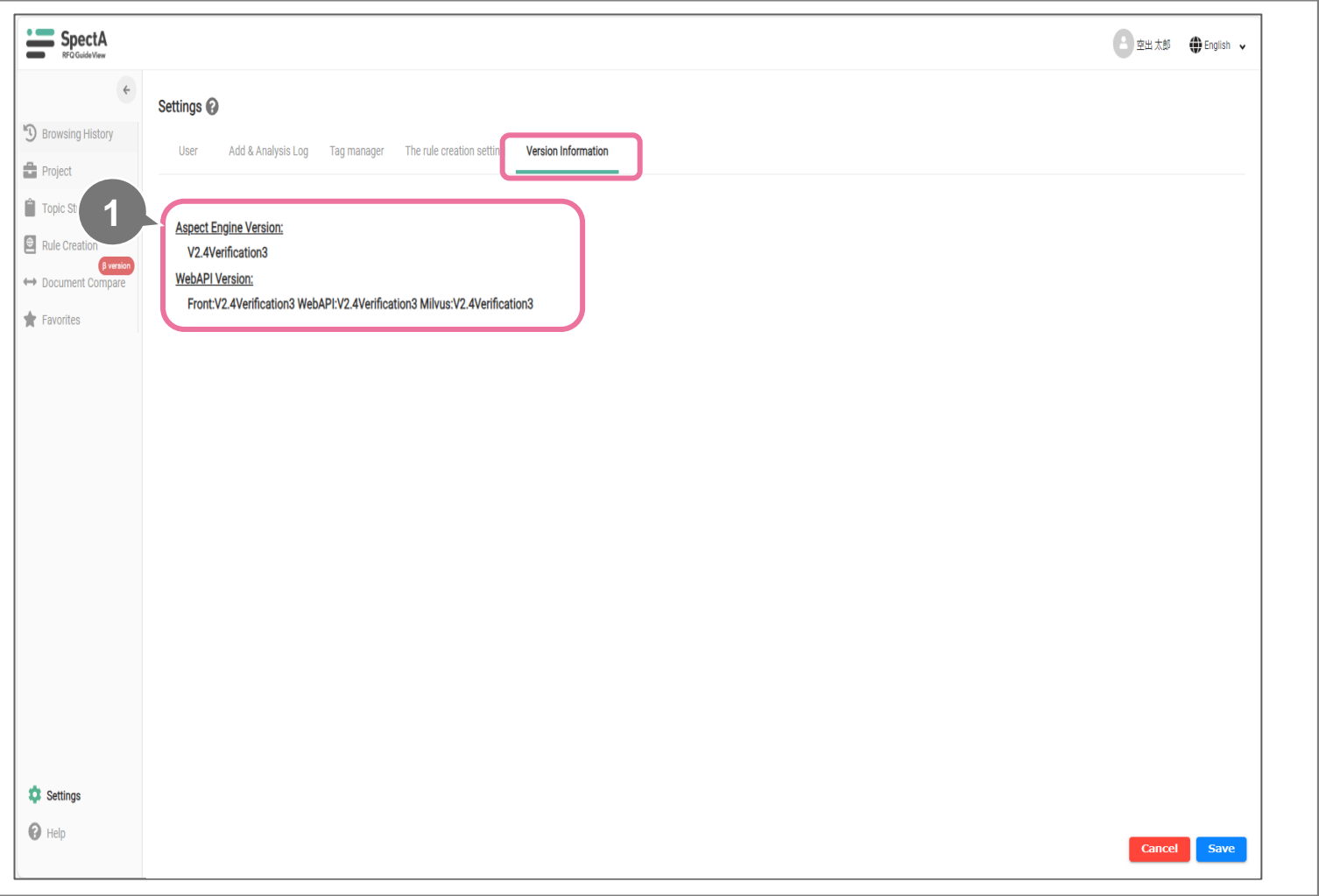
8

5.4 Settings / The rule creation setting ルール構築設定

ID	Settings	Explanation	Example of Processing Result	Selection Criteria	Default Setting Japanese	Default Setting English
1	Separate numbers and characters.	Insert a space between numbers and non-numbers.	10points → 10 points ISO11111 → ISO 11111	Recommended: (OFF) In case of deleting standards names such as "ISO11111"	(OFF)	(OFF)
2	Separate symbol characters.	Insert a space between symbols and non-symbols.	Thickness[] → Thickness [] 10㎝ → 10 ㎝	Recommended: ✓	✓	✓
3	Remove double-byte characters.	Replace full-width characters with a space.	Ｓ Ｐ Ｅ Ｃ → ×	Recommended: Japanese: (OFF), English: ✓	(OFF)	✓
4	Remove numbers.	Remove words that consist only of numbers.	1 → ×	Recommended: ✓	✓	✓
5	Remove text with numbers.	Remove words that include numbers.	10points → ×	Recommended: (OFF) In case of deleting standards names such as "ISO11111"	(OFF)	(OFF)
6	Remove one character (including double-byte characters).	Remove one-character words.	A book → book	Recommended: Japanese: (OFF) English: ✓ In case of deleting single full-width characters, for example units like ㍍[m] or ㌂[A]	(OFF)	✓
7	Remove one character (excluding double-byte characters).	Remove single-byte characters.	a book → book	Recommended: Japanese: ✓ English: (OFF) In case of deleting single-byte characters, for example (a), (b), etc. in Japanese	✓	(OFF)
8	Remove symbols.	Remove symbols.	$ →×	Recommended: ✓ In case of deleting symbols like units or []	✓	✓
9	Remove text with symbols.	Remove characters that contain symbols.	10$ → ×	Recommended: (OFF) In case of deleting words containing symbols like units or []	(OFF)	(OFF)
10	Stemming (porter)	Stem English words (Perform stemming). ※ By rule-based processing with Porter.	sses → ss (caresses → caress) ies → i (ponies → poni)	Recommended: (OFF) If there is no need to stem English words.	(OFF)	(OFF)
11	Change to headword (WordNet)	Stem English words (Perform stemming). ※ Convert to "headword" registered in WordNet.	valves→ valve	Recommended: Japanese: (OFF) English: ✓	(OFF)	✓
12	Change to singular form (inflection)	Stem English words (Perform stemming). ※ Process to singularize using 'inflection' library.	cats → cat	Recommended: (OFF)	(OFF)	(OFF)
13	Change to singular form (inflector)	Stem English words (Perform stemming). ※ Process to singularize using 'inflection' library.	cats → cat	Recommended: (OFF)	(OFF)	(OFF)
14	Change to lower case.	Convert to lowercase.	Book → book	Recommended: (OFF)	(OFF)	(OFF)
15	Change to lower case (excluding acronyms).	Convert everything except acronyms (≒abbreviations) to lowercase.	WHO → WHO(no change)、 Book → book	Recommended: ✓	✓	✓
16	Stem Japanese words	Stem words (remove the inflected part).	走ろう → 走 ※Only Japanese	Recommended: Japanese: ✓, English: (OFF)	✓	(OFF)
17	Disable weighting of duplicate words	Disable weighting of duplicate words.Do not consider word frequency (Turn IDF mode ON).	−	Recommended: (OFF) (As most documents are primarily natural language) In case of bullet points / tables (mainly short sentences): ✓	(OFF)	(OFF)
18	Adjust margin automatically	Automatically extend the margin when the text for rule construction is long.	−	Recommended: ✓	✓	✓
19	Detect words with different notation as same word	Absorb fluctuations in full-width/half-width/uppercase/lowercase characters.	（オイル ｵｲﾙ）（"pH" "ph"）	Recommended: ✓	✓	✓

5.5 Settings / Version Information バージョン情報

【Overview】View the current system version information of the product.
**　　　　 *Please share this information with SOLIZE when reporting any issues.**

Version Information

❶System Version Information

Shows the system version that is currently being used.

Contact Us At
お問い合わせ

✉ specta-support@solize.com

W e r e   y o u   a b l e   t o   f i n d   t h e   a n s w e r ?
回答が見つかりましたか？

😔 😐 😃