

# Guide to System Settings

System Settings in OPS-COM provide administrators with comprehensive control over the core functionalities and behaviors of their application, primarily impacting the administrative side. This centralized configuration area allows for fine-tuning various components, from general system parameters and security protocols to specific module functionalities like parking, violations, and payments, ensuring the system operates according to organizational needs.

1. Click **System Configuration**, then **System Settings** to access this area.
2. Explore the menus. Hovering over any menu item will explain with a tooltip what this setting controls.
3. Settings in **Blue** are read-only to Admins. Only a Tomahawk User can enable/disable this. For help with this contact [support@ops-com.com](mailto:support@ops-com.com).

Only Users that have the permission to **Manage System Configuration**, will see the System Settings. If they have that permission, they can edit any system setting available.

## Best Practices & Considerations

- **Review All Settings:** System settings are granular and cover many aspects of OPS-COM. Regularly review all components to ensure configurations align with your organization's current policies and operational needs.
- **Security Settings First:** Prioritize the configuration of **Security** component settings (e.g., password expiry, strength requirements, admin lockouts) to maintain a robust security posture for your admin accounts.
- **Email Configuration:** Ensure that all relevant email addresses (Default Notification Email, From Email, Appeal Notification Email, Automated Notification Email) are correctly set up to ensure timely system communications and alerts.
- **Time Zone Accuracy:** Correctly setting your **Time zone** and **Time offset** is critical for accurate timestamping of all system events, permits, and violations.
- **Impact of Toggles:** Be mindful that many settings are simple on/off toggles. Understand the full impact of enabling or disabling a module (e.g., "Enable Violations Module") or a specific feature before making changes.
- **Team Collaboration:** For settings that require OPS-COM Team access to change, communicate your needs clearly to support staff. For other settings, collaborate with your internal teams (IT, finance, enforcement) to ensure changes meet everyone's requirements.

- **Testing Changes:** For significant changes, especially those impacting user-side visibility or core workflows, consider testing in a [Preview Space](#), before applying to your live production system.
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Revision #12

Created 15 May 2024 08:13:44

Updated 25 June 2025 14:10:43 by Shannon Jones