



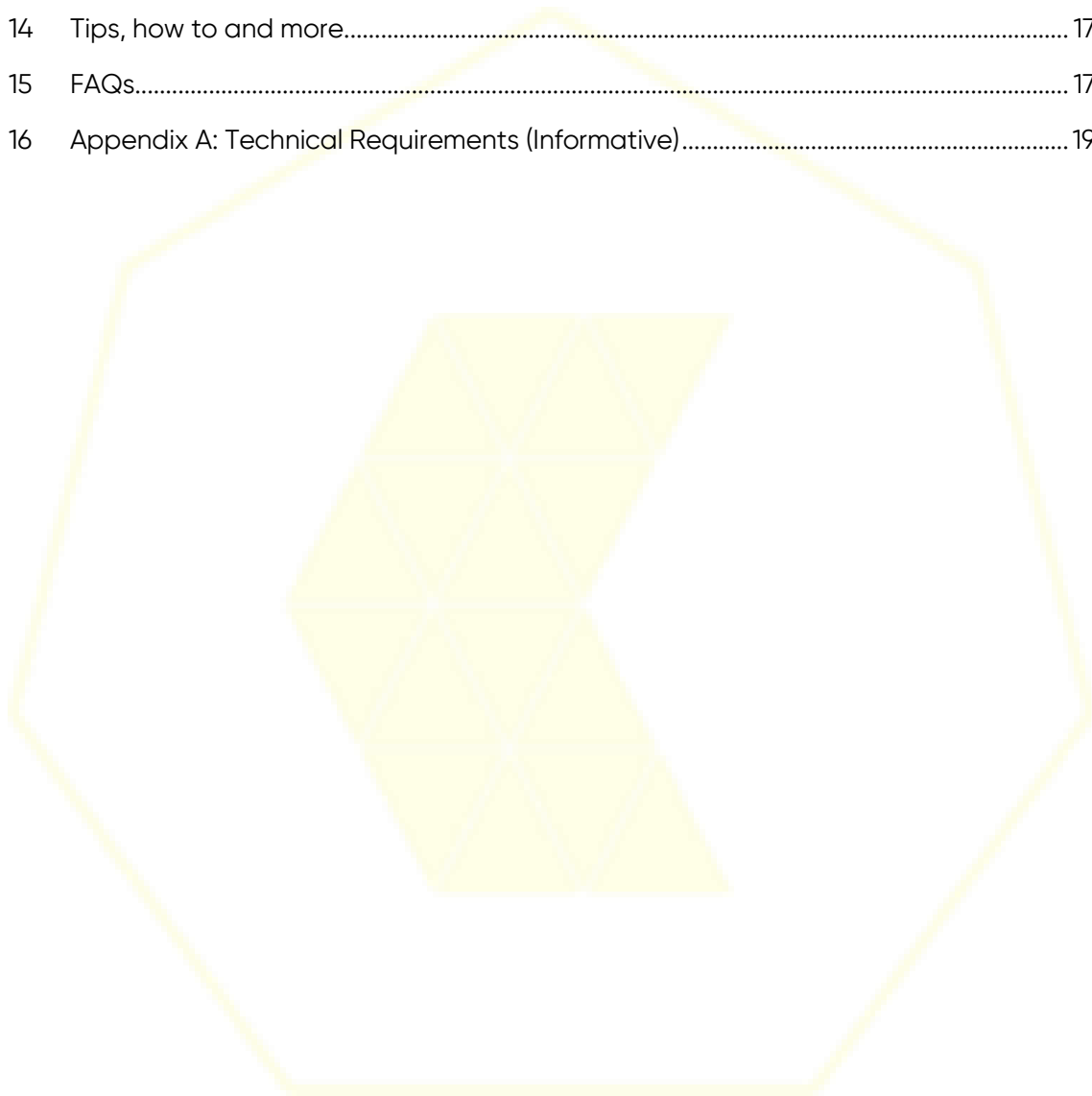
SafeSuite: User Manual



V 0.12.0, SEPT. 2026

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1 Introduction

Welcome to SafeSuite, your requirements management platform. This manual is intended to guide you through the essential features of version **0.12.0**, helping you efficiently manage your system engineering documents and projects.

2 Getting Started

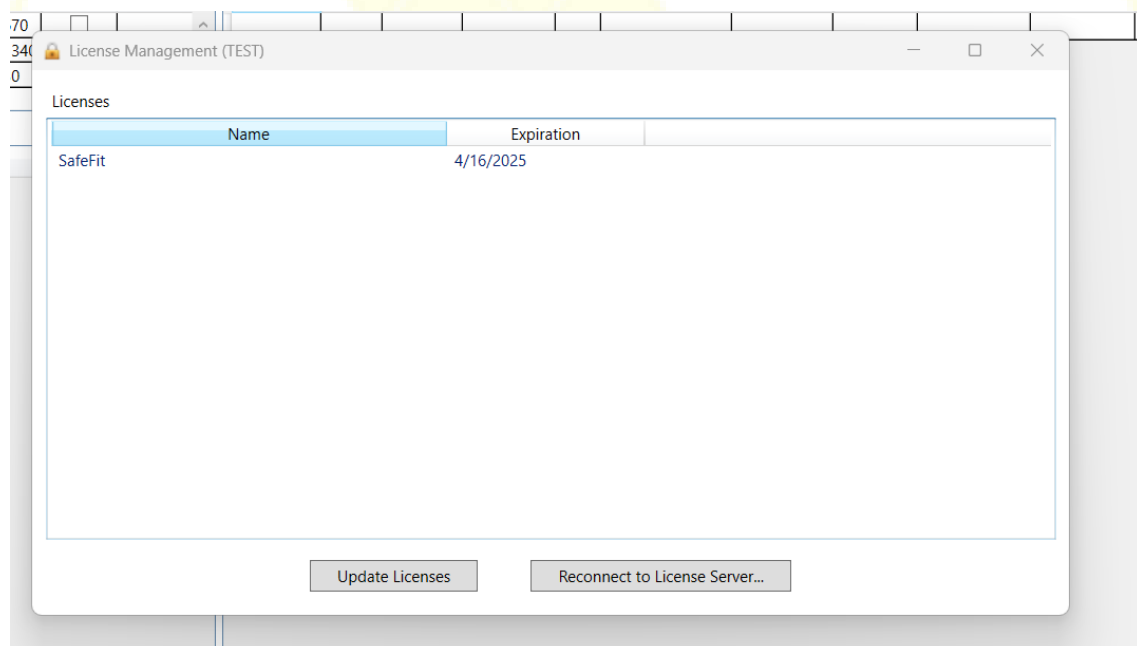
Before you begin, ensure you meet the system requirements (see Appendix A) and that the software is correctly installed. Once installed, SafeSuite presents a clean, intuitive interface to help you manage your requirements documentation effectively.

2.1 Licensing

You cannot use the SAFESUITE tool without a registered license. "No license" still possible for demo purposes but severely limits the application's usability.

Greyed-out menu items indicate restricted features based on your license.

Your license status can be checked within the "Help > License Management" dialog. The dialog allows you to update your license, in case this is the first time you enter the application, or to reconnect to the license server in case the connection has been disabled. For supervisor licenses, the available licenses for the company will also appear, but remember the license assignment should be done through the CLMS website.

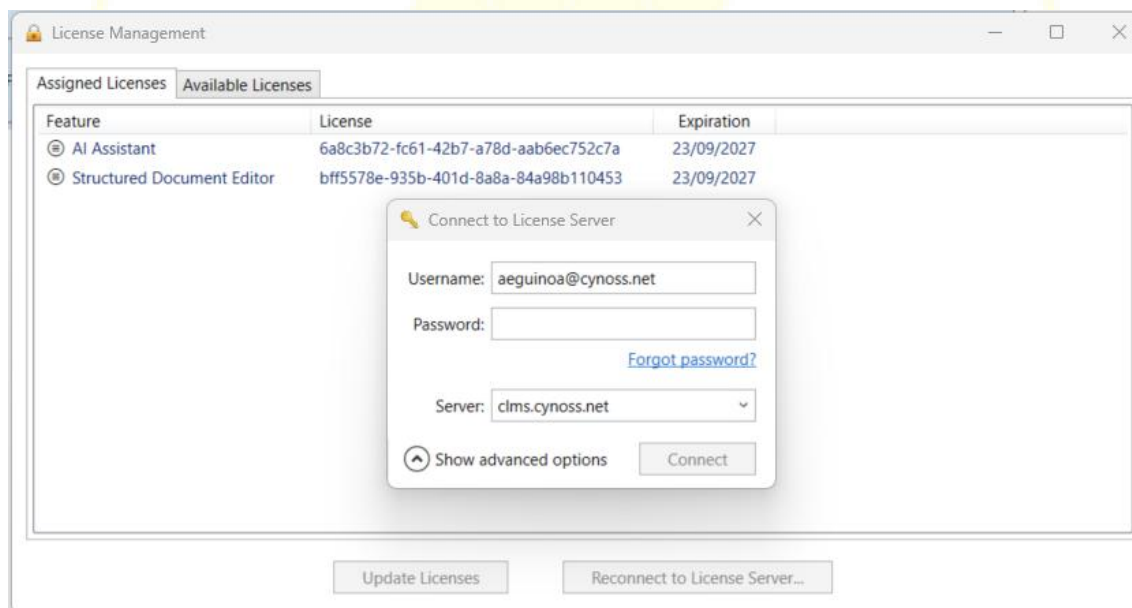


In normal operation mode the application would reach the server by itself and thus your active license should appear on the dialog box.

NOTICE: Remember in any case that you will be requested to activate your license through email after your purchase.

2.2 License Activation Process (Node Lock)

1. Obtain your invitation email by purchase or contacting safesuite@cynoss.net
2. Log in to the License Manager through your browser.
3. Authenticate and activate.
4. Install and launch SafeSuite and connect to the server so your node data can be stored by the system.



5. Wait for your license to be assigned by the supervisor.

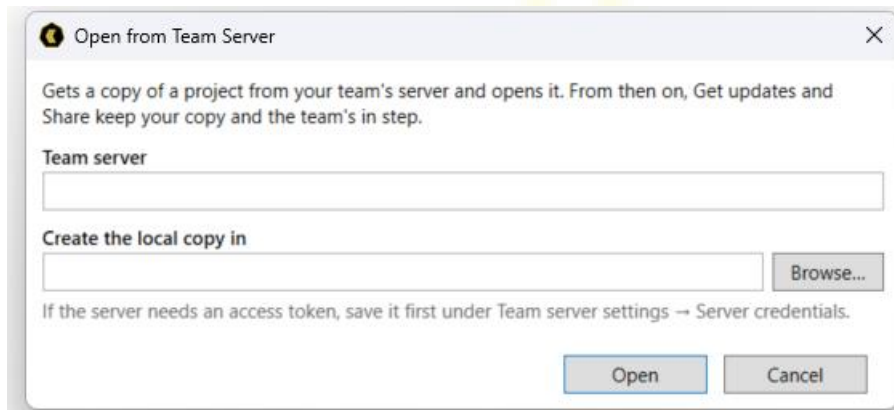
Now you are ready to use your SafeSuite.

NOTICE: SafeSuite licensing system uses the port https 7072 for monitoring purposes. Please be sure this is available for the application. We beg you to carefully read the EULA documentation for further details.

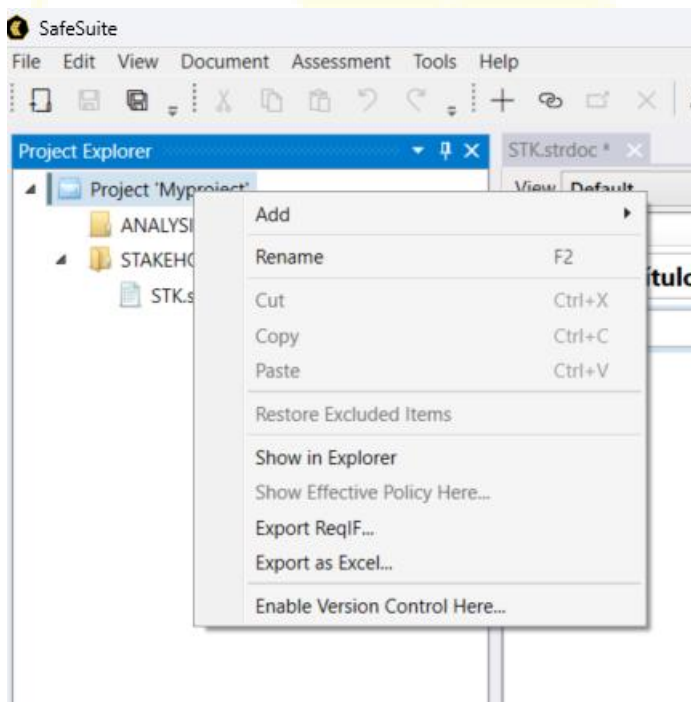
2.3 Setting Up your job environment

SafeSuite is fitted to share data between a team. For this purpose, it integrates a GIT API. By means of this API we can define Versions, Baselines and activity logs.

If you want to use a corporate GIT server, go to File / Open from Remote Server to define your corporate GIT data.



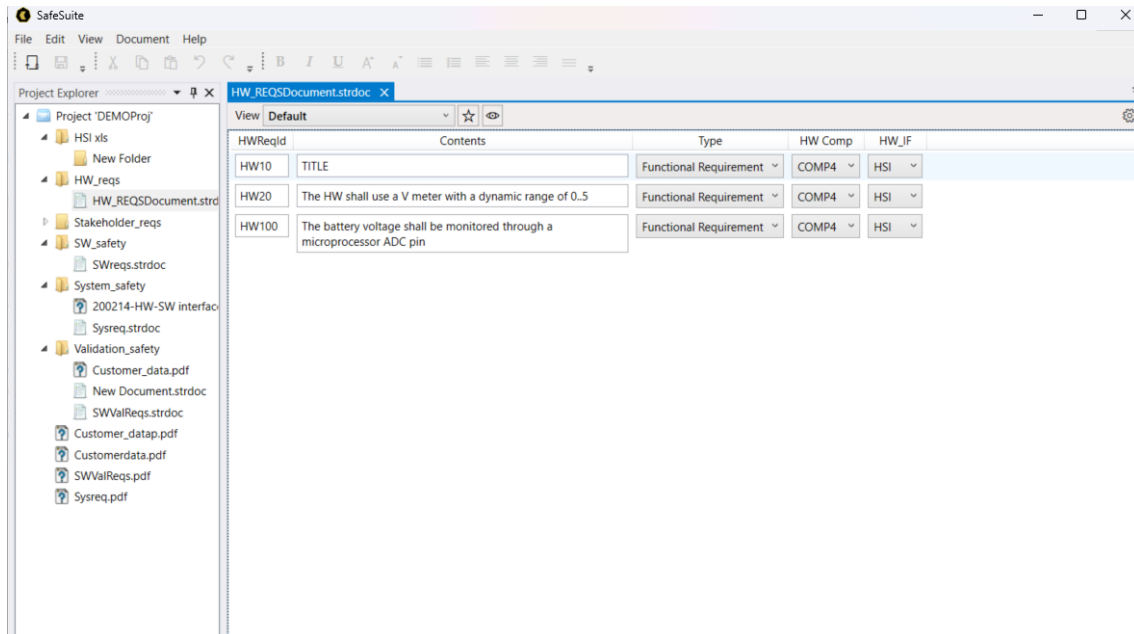
If you want to set up a local GIT directory, right-click the Project name in the explorer and select "Enable Version Control Here". You'd be able to work with baselines and versions in your local machine.



NOTICE: You cannot define neither baselines nor other version control tricks without a local or remote GIT server.

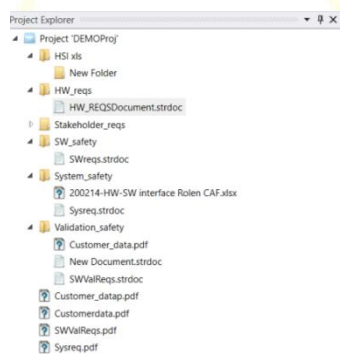
3 Main Interface Overview

SafeSuite main view is organized into key functional areas:



3.1 Project Explorer:

The Project Explorer allows users to browse, create, and manage the hierarchy of project



documents and folders. You can navigate through the files in your directory.

Inside the project explorer, create folders according to your necessities and sort inside the files you need. *.strdoc format are the requirement manager proprietary documents.

3.2 Work Area:

The Work Area displays document content as structured tables. You can reorder columns freely and save the layout using the 'Save View'. (star icon). The size of every column is adapted by a normal drag of the column top.

HW_REQSDocumentLstrdoc * X					
View <Custom User View> ☆ 👁					
HWReqId	Contents	Type	HW Comp	HW_IF	
HW10	TITLE	Functional Requirement ▾	COMP4 ▾	HSI ▾	
HW100	The battery voltage shall be monitored through a microprocessor ADC pin	Functional Requirement ▾	COMP4 ▾	HSI ▾	

4 Menu Bar

SafeSuite includes seven main menu categories:

4.1 File

Encompasses the windows traditional commands as New/Open/Close Project, Save/Print Document, Exit. Open from Team Server fetches a copy of a project shared by your team into a new folder and opens it, and, once the ReqIF interoperability option is enabled, Import ReqIF and Export ReqIF live here as well.

Notice some actions may be unavailable depending on your license status.

4.2 Edit

Functions Cut, Copy, Paste, Undo and Redo.

4.3 View

Toggle visibility of the Project, Error List, Vulnerabilities, TODO, Traceability and Versions panes by setting a tick.

4.4 Document

Access to Configuration, review and Export options. Configuration is reachable also in the work Area (gear icon) as it is used for configuring your worksheet. The same menu lets you send a document for review, approve it or reopen it for editing, and compare or merge two documents.

Export saves your specification as a PDF book

4.5 Assessment

Gathers the analysis functions of the suite: safety assessment, cybersecurity and CRA reporting, SBOM import and export, baselines and seals of the project, the activity log and the team server settings. SBOM import accepts CycloneDX in JSON or XML; double-

clicking an SBOM file in the Project Explorer imports it as a structured document, or opens the document already imported from it.

4.6 Tools

Hosts the AI settings dialog, covering the assistant provider, the editor's autocomplete, the assistant skills and the experimental features. With the Jira integration option enabled it also hosts the Jira settings, the refresh of the Jira statuses and the import of issues.

4.7 Help

Manage licenses and view version info. Go to "Licensing" for further information.

This manual is intended to cover the release v 0.11.0.

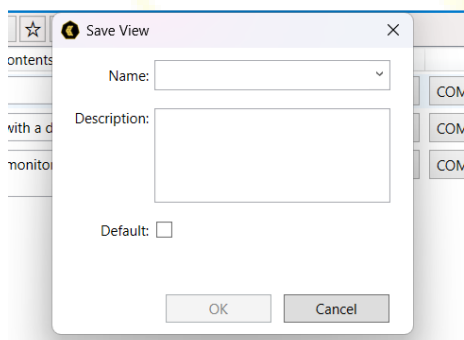
5 Working with Structured Documents

The Structured Document is an exchange format aimed to define a document. The organization of the document allows to define not only text – based requirements, but also analysis formats as FRACAS template, HAZOP, HARA and other models of risk assessment. The custom attributes allow the user to define or modify any given template.

Opening a structured document activates a document-specific toolbar:

5.1 Save View (star icon):

Save column layout. You can use this option to manage your private and public views. Notice that as soon as you perform the minor change in your worksheet, the view will be set to <Custom user View> and the changes will not be stored until you save them again.

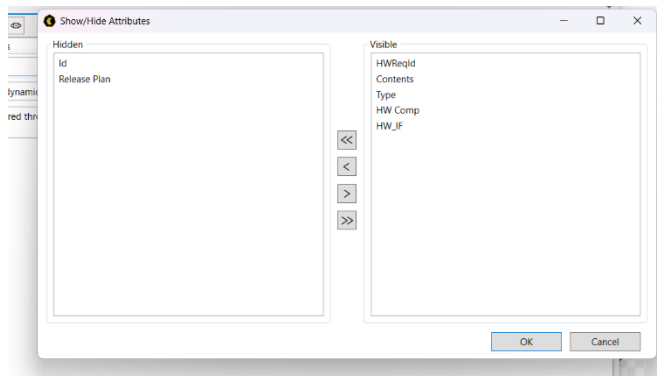


You can set the new view as "Default", in this case the project will detect this view as a default one when the file is open.

Views are independent from the document, e.g. do not expect the view created for document A to be available for document B.

5.2 Hide & Show Attributes (eye icon):

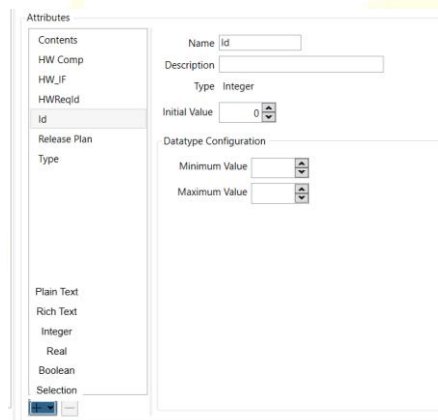
Toggles column visibility. Use the arrows to move from "Hidden" to "Visible" and vice versa the columns as you wish. Notice double arrow moves all the columns.



You can also hide a specific attribute by right clicking the top of the column (where the designator is).

5.3 Configuration (gear icon): Defining Custom Attributes

In Configuration, you can define new attributes by using the button '+' and select types such as Plain Text, Rich Text, Integer, Real, Boolean, Date/Time, Selection, and Computed.

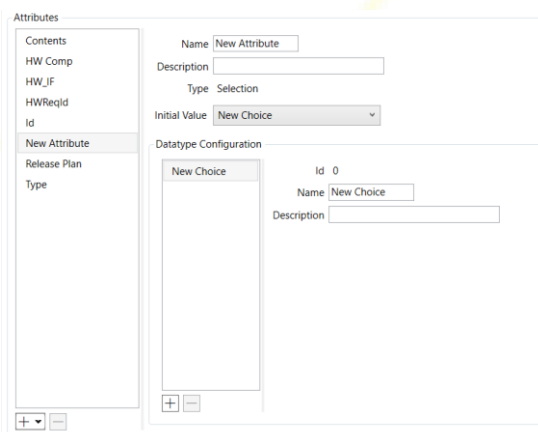


Each type includes metadata like Name, Description, Default Values, and Limits. The Description is shown as a tooltip when you hover the column header in the Work Area, so it is worth spending a couple of words on it.

For example, a Selection attribute (multiple choice box) can be described by a name, a description, possible values and initial values. Use the new (+) sign to add datatype configuration.

Once saved, the newly defined attributes appear as new columns in the Work Area. Do not hesitate to sort out the attributes according to your needs.

A Computed attribute deserves a special mention. Its value is calculated from other attributes of the same row: write the expression with the referenced names in



brackets, for example [Limit] - [Measured], and the result appears as a read only column that updates by itself.

A Date/Time attribute stores a moment in time. Its cell offers a calendar for the date and a small box for the time; values are kept in universal time and shown in your local time, and an empty cell simply means that no date has been set, which is never reported as a problem.

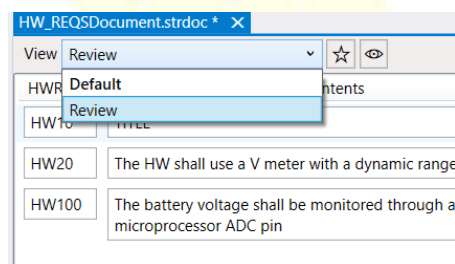
You can also change the type of an attribute that already contains data. The application converts the stored values to the new type and warns you beforehand whenever the conversion would lose or alter information, so you can cancel the operation with no harm done.

Two further options, the removal of attributes and the automatic generation of IDs, are delivered as experimental features and can be enabled in Tools, AI settings, under the Experimental tab. An attribute can only be removed while its column holds no data, which protects the content created by other users, and the automatic ID option lets a plain text attribute follow a pattern such as REQ-{{###}} so new rows are numbered for you.

The same Experimental tab switches on the hierarchical levels, the ReqIF interoperability and the Jira integration, each described in its own chapter of this manual.

5.4 View: Select your active view.

Switch between saved views. Do not confuse with the Main Menu "Views" entrance which manages the error list visibility.



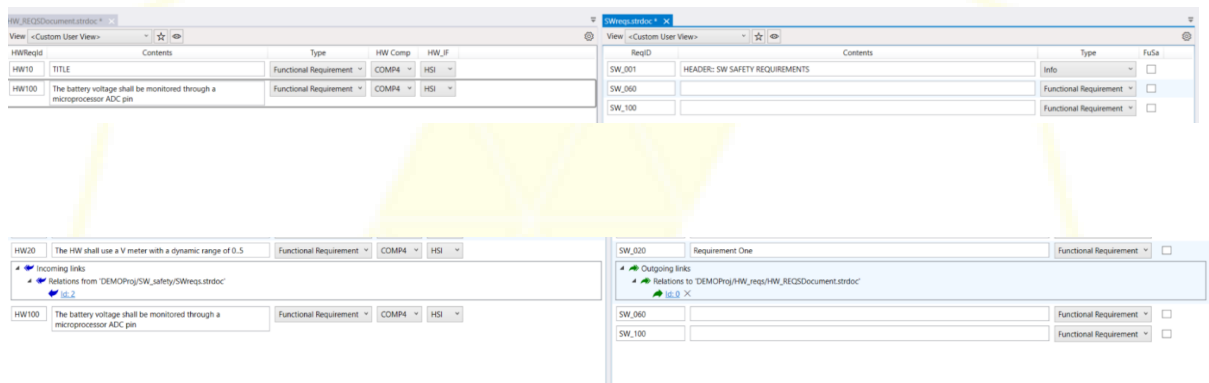
NOTICE: Do not forget to save your view after modifying a template. Otherwise, you will not find it after a Software restart. Views are not automatically stored.

5.5 Hyperlinks in Rich Text

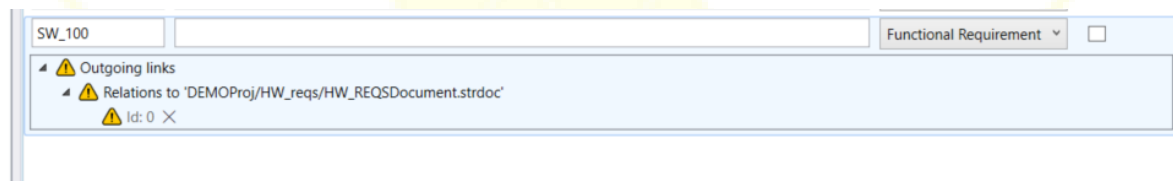
Rich Text cells admit hyperlinks. Right click inside the cell editor and choose Insert Hyperlink, or use the corresponding toolbar button, to point either to a web address or to another document of the project. The Edit Hyperlink and Remove Hyperlink entries of the same menu modify an existing link, and a link to a project document opens it directly in the Work Area when clicked.

6 Traceability Between Requirements

To link two requirements, open both documents and drag Requirement A onto Requirement B. A traceability link is created, useful for compliance and validation. Try to maintain the right separation between documents to have a successful trace. Once done, input / output information will link the requirements.



You can always delete a link between two requirements. Notice that, in case you delete one of the related requirements, the system will allow you but you will get information about the missing link.



Once your links are in place, the Traceability pane summarizes them for the whole project. Open it through View, Traceability: for every pair of related documents you will see how many requirements are covered and how many are not, in both directions, together with a filter to concentrate on the pairs with gaps.

From the same pane you can produce deliverables. The Generate document button creates the traceability matrix as a regular structured document, whose Coverage and Gaps columns are computed and stay up to date, and the Export to Excel button saves the complete matrix as a workbook. Both deliverables identify every traced document by

its file path in the project, so documents that share a name in different folders cannot be confused.

Obviously, you can link a requirements document to another template document which does not generate requirements. For instance, a risk assessment template will generate links to derived requirements.

Although this process can be extremely easy, please check out our video tutorial to guarantee the process.

Video Tutorial: <https://www.youtube.com/watch?v=1DP-BIZKU7c>

7 Exporting Documents

To export:

1. Open a document.
2. Go to Document > Export.

A standard “save” menu will appear. Choose the destination and the document is rendered as a PDF book. The export respects the current View configuration. Check out our online help at

Video Tutorial: <https://www.youtube.com/watch?v=MIYR1kNAfkU>

8 Version control

SafeSuite keeps the history of your project with git working underneath, without asking you to learn it. Record keeping is local first: once it is enabled for a project, every revision is recorded on your computer and no server is needed. The traffic light of the status bar reads Team server followed by the state of your records, and its popup gives access to the related actions.

8.1 Versions and baselines

The Versions pane, under the View menu, lists the history of the project and of every document, with the file history of the selected document one click away. Baselines are managed from the Assessment menu, under Attestation and signing: Create baseline seals the whole project or a folder and signs it, Compare project with baseline shows

what changed since, Verify all seals checks every baseline against the current files, Export evidence pack gathers the sealed material for an assessor, and the Activity log narrates who did what. A seal that reports changes is not a failure but the tool doing its job: it tells you the documents moved on after the baseline was taken.

8.2 Team server

To work with colleagues, open Team server settings from the traffic light popup or the Assessment menu. You can connect the project to an existing git server by its URL, such as GitHub, GitLab, Azure DevOps or a shared network folder, or let SafeSuite create a brand new team server in a shared folder and publish the project history there; colleagues join by choosing Open from Team Server in the File menu and entering the same address. Access tokens are stored encrypted on your computer. From then on, Get updates brings the changes of the team and Share publishes yours.

8.3 Resolving conflicts

When two people changed the same document, Get updates opens a decision list. Structured documents are reconciled field by field: for every conflicting value you keep yours or take theirs, and the rest merges on its own. Other files, the project file or an analysis artefact for instance, are settled with a keep mine or take theirs choice, or handed to the merge tool installed on your computer, such as TortoiseGitMerge, KDiff3 or Visual Studio Code. A merge can always be completed, and Cancel merge restores everything as it was.

9 Jira Integration

SafeSuite connects to Jira Cloud as an experimental feature: enable Jira integration in Tools, AI settings, under the Experimental tab. The integration links requirements to issues, keeps their status in sight, creates issues from requirements and imports issues into documents. Every write towards Jira is explicit and confirmed; nothing is synchronized behind your back.

9.1 Binding the project

Open Tools, Jira settings. The site URL and the project key are stored in the project and shared with the team; your Atlassian email and an API token, created at id.atlassian.com under Security, stay on your computer, encrypted. Test connection greets you by name when everything is in order. The same dialog holds the Assistant access setting described below.

9.2 Linking rows to issues

Hover a row of a structured document and small icons appear at its right edge, also available in the row context menu under Jira. Link to Issue accepts an issue key such as PTO-142, the bare number 142, or the full address of the issue; the row pulls the status and

the assignee at once. Two columns appear, Jira Status and Jira Assignee, both dropdowns mirroring the site: the statuses seen on the issues and the assignable users of the project, plus No one. Rows that are not linked show these cells empty. Open in Jira takes you to the issue in the browser, Unlink removes the link, and Tools, Refresh Jira statuses updates every linked row of the project. Picking an assignee in the dropdown changes it in Jira after a confirmation; the status follows the Jira workflow and is read only.

9.3 Creating and importing issues

Create issue, from the same icons, turns a requirement into a Jira issue: the identifier and the text become the summary and the description, the issue receives a link back to the document, and the row is linked to it immediately. Tools, Import issues from Jira opens a wizard where a query, either one of the presets for the bound project or your own JQL, becomes a structured document with one linked row per issue: key, summary, the description as rich text, type, status, assignee, priority, labels, reporter and dates. Preview asks Jira how many issues match before anything is created, and importing again into the same document refreshes its rows in place while keeping those whose issue no longer matches.

9.4 The assistant and Jira

The AI assistant can work with Jira through a set of deterministic tools, within the scope you grant in the Jira settings: Off, Read only, or Read and propose. With read access it searches issues, reads one issue and lists the rows linked to issues; with the proposing access it can also link or unlink rows, create issues from rows, assign issues, import a query and refresh the statuses, but each of these actions is only proposed as a card that you approve or discard, so nothing reaches Jira or the project until you say so. Searches are limited in size and scoped to the bound project, and your API token never leaves your computer.

10 AI Assistant

SafeSuite ships with an integrated assistant, available through the AI Assistant button of the main toolbar. It works with your own account of the model provider: enter the provider, the model and the key in Tools, AI settings, the first time you use it.

You can chat about the open project, ask for summaries or reviews, and attach files to the conversation. Attach a specification draft and the assistant proposes ready to add structured documents; attach tabular data, a CSV file for instance, and it prepares a document whose columns become properly typed attributes, one item per line of the table. Every result is presented as a card for you to approve or discard, so nothing reaches the project without your consent.

The same settings dialog tunes the rest of the experience. The Skills tab stores the instructions the assistant follows for recurrent tasks, ready to be edited or extended, and the Autocomplete tab activates inline suggestions while you type in the structured document editor. The conversation also keeps you informed of its cost: every reply shows the tokens it consumed and their price at the provider's list rates, the status bar accumulates the session total, and a small estimate next to it anticipates the size of the next message before you send it. Attached files remain visible to the assistant for the whole conversation, so follow-up questions about a document do not require attaching it again.

The assistant also knows the application itself. Ask how something is done and it answers from the real feature set; ask to be shown and it highlights the menu entry for you, or opens the dialog or pane directly, always within a whitelist of harmless actions: saving, deleting, sharing and the assessment functions are described, never operated. It can repair a broken document when handed over from Check & Repair, and it can work with your Jira issues within the access you grant, as the Jira chapter explains.

Long conversations and large attachments are trimmed to what the selected model can accept, oldest turns first, so a request never fails for being too long; the reply tells you when that happened.

11 ReqIF Interchange

ReqIF is the standard the industry uses to exchange requirements between tools. SafeSuite reads and writes ReqIF 1.2 as an experimental feature: enable ReqIF interoperability in Tools, AI settings, under the Experimental tab, and two entries appear in the File menu.

Import ReqIF reads a .reqif or .reqifz file and turns every specification it contains into a structured document of the project: columns arrive with their proper types, enumerations become selections, formatted text is kept, chapters map onto the hierarchical levels, and the links between requirements become regular item links, ready for the traceability matrix. A report lists every decision the importer took and anything the format could not carry.

Export ReqIF performs the inverse trip: all the structured documents of the project travel into a single exchange file. Identifiers are stable, and documents that were imported from ReqIF keep their original ones, so a partner tool receives an update of the file it once sent rather than a stranger.

A single document can also be exported on its own: right click it in the Project Explorer and choose Export ReqIF. Links between documents travel as ReqIF relation groups, and the pictures inside rich text are exchanged when the file is saved in the .reqifz form. Every

import and export ends with an operation log that lists each mapping decision and anything that could not be carried over.

12 Quick Start Guide

Get up and running with SafeSuite in just a few steps:

1. Launch SafeSuite and go to File → New Project.
2. Add a Structured Document and open it.
3. Click Configuration, press '+', and define attributes.
4. Populate the document with requirement entries.
5. Customize the view and save it using 'Save View'.
6. Drag and drop between documents to create traceability.
7. Export your document using Document → Export.

Video Help: <https://www.youtube.com/@CynosSoftware>

13 Checking and Repairing Documents

A structured document that has been edited by hand, merged by a version control tool or damaged in transit may refuse to open. Instead of a bare error, SafeSuite offers a repair tool: right click the document in the Project Explorer and choose Check & Repair, or simply double click the broken document or its entry in the Error List.

The tool diagnoses the file at the XML level and lists every problem it finds: malformed XML and stray characters, a wrong text encoding or declaration, duplicated identifiers, columns and types whose names differ only in case or spacing, values in a format the type does not accept, selections out of range, broken links between items and documents, and content the format does not know, which the application would silently drop on the next save. A health banner summarizes the state, and each problem comes with the fix that will be applied.

Tick the fixes you want and press Repair. A backup of the file is taken before anything is changed, and earlier backups can be restored from the same dialog. Broken links are rehashed whenever the target still exists in the project; when it does not, they are removed. For the cases a rule cannot cover, the Edit XML mode shows the raw file with

line numbers and the problem lines marked, and the Ask AI assistant button opens the chat with the file attached and the diagnosis already written: the assistant then proposes atomic edits that you approve or discard one by one, and every approved edit can be undone.

14 Tips, how to and more

There is a dedicated series of videos prepared to ease your job on our YouTube channel accessible through our Web Page www.cynoss.net

Nevertheless, do not hesitate to reach us at support@cynoss.net if you have any query. Remember that technical webinars are periodically scheduled by our technical team. We encourage you to log in to our user's community to stay connected with the development team.

Explore additional tutorials, walkthroughs, and updates on our channel.

15 FAQs

check www.cynoss.net

What does "node-locked" mean?

Your license is tied to a computer. So far SafeSuite licenses operate this way.

Can I transfer a license to another machine?

You can do it under request maximum 4 times

Is SafeSuite only an on-premised software?

A cloud version is on our roadmap. So far enjoy the full version at popular prices.

Is there a free trial available?

Sure! Just ask us by clicking on the "Free Trial" button on the web page

Is there a usage limitation in the EULA?

You should have downloaded the document in the same package.

Do you offer academic or startup discounts?

We offer students fee. Willing to hear from you... just contact us.

What's the difference between Supervisor, user and consultant licenses?

A Supervisor license is required to manage all the users in a company. User is the full

license whereas Consultant licenses are intended for Management e.g. people not involved in writing technical data.

Is there a roadmap and a specific improvements plan?

Sure it is. As you get your membership to our community you can access to the roadmap and vote for improvements for the coming releases. We do expect for you to get information about any bug or doubt you have

Is technical support included in the license fee?

We have a complete set of documentation, including videos and shorts in YouTube. Nevertheless, if you miss something just contact support@cynoss.net. Specific training and hot line support do have a price.

How can I define a Baseline?

From release 0.11.0 baselines are part of the application. Create a signed baseline from the Assessment menu, under Attestation and signing, verify all the seals at any time, and follow the history of your documents in the Versions pane. Subversion or equivalent tools remain a fine complement for the rest of your workspace.

Can I import my excel requirements?

From release 0.11.0 the AI Assistant covers this need. Save your sheet as CSV, attach it to the chat and you will receive a typed structured document ready to approve. Requirements coming from DOORS, Polarion or similar tools travel through the ReqIF import instead. A direct Excel wizard remains on the roadmap.

How your AI model works?

From release 0.11.0 the assistant is included. It connects to the provider you configure in Tools, AI settings, and helps with document generation, tabular imports, summaries and coherence checks. Nothing it prepares is written into the project without your approval.

16 Appendix A: Technical Requirements (Informative)

Executable Size: Approx. 120 MB total

Runtime Environment: .NET 8.0 or later

Operating System: Windows 10/11 (64-bit)

Minimum RAM: recommended minimum 8 GB

Disk Space: 500 MB

Internet Connection: Required for activation and updates. Free availability of port 7072 is compulsory.

