

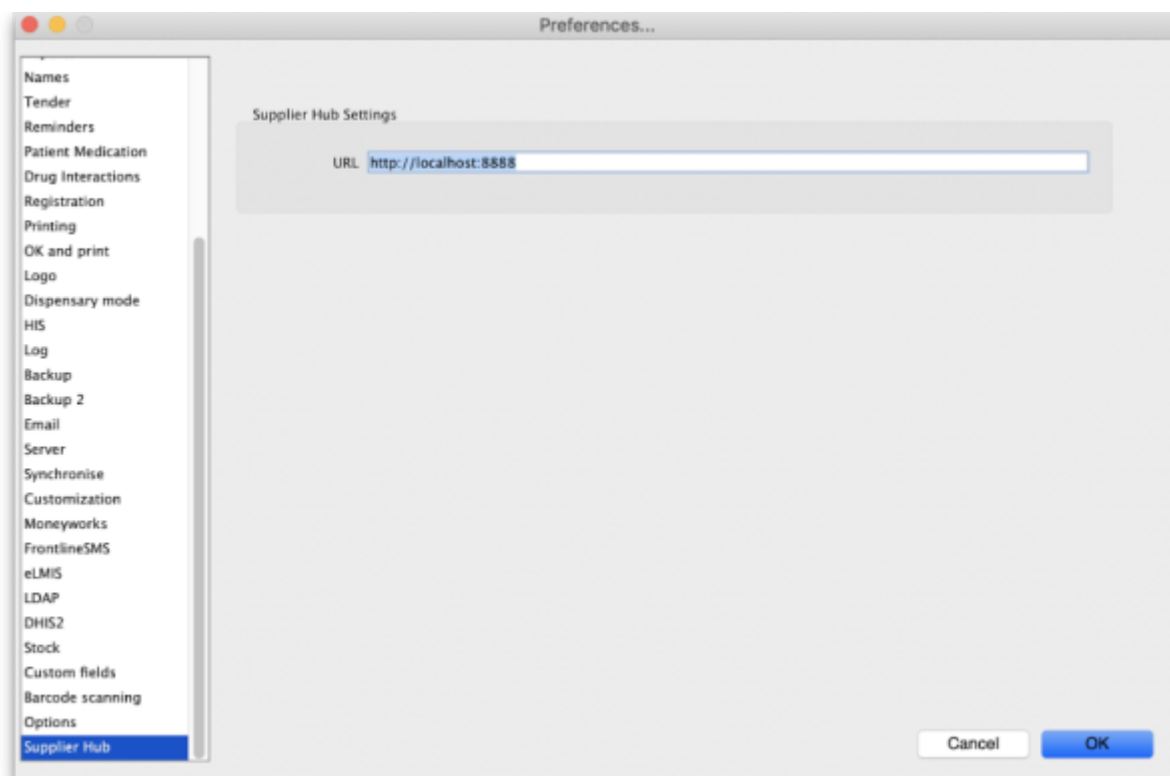
# 12.01. Configuring the mSupply Link

The mSupply Link is an intermediary service for requesting, sending and receiving stock between separate mSupply instances.

## Server Settings

To use the mSupply Link, you first need to define the mSupply Link URL - this is the URL to which the mSupply instances will be connecting. If you don't know what this should be, contact us at [support@msupply.foundation](mailto:support@msupply.foundation).

This can be done through the Preferences window. Navigate to the *mSupply Link* tab:



In the **URL** field, enter the mSupply Link url that you are using. Click OK to save these details.

## Store Settings

To use the mSupply Link, you must register at least one store on your own mSupply instance as a mSupply Link site. To do this, choose *Customer > Show customers* in the menus and find the store. Open the details window for the store by double-clicking on it. Click on the *mSupply Link* tab on the left hand side:

The screenshot shows a web application window titled "Edit customer/supplier". On the left is a sidebar menu with the following items: General, Invoices, Backorders, Quotes, Notes, Contacts, Group, Purchase Orders, Item List, Requisitions, Store, Photo, Custom data, Log, and Supplier Hub (which is highlighted). The main content area is titled "Dispensary Store" and includes a "Store:" dropdown menu set to "General" and an information icon. Below this is a "Hub Registration" section. A message box states: "This site has been registered with the supplier hub. Registering with new details will require you to contact Sustainable Solutions." Below the message are two input fields: "Site Name" with the value "Dispensary" and "Password" with masked characters "\*\*\*". A "Register" button is positioned below the password field. At the bottom of the window are three buttons: "OK & Next", "Cancel", and "OK".

In the **Site name** and **Password** fields, enter the name and password that will have been supplied to you by Sustainable Solutions.

Finally, click on the **Register** button to register the site with the mSupply Link. A message will be displayed as shown in the above screenshot if the registration is successful.

To interact with facilities on other mSupply installations, they must also be set up as a customer or supplier on your instance, and registered with the mSupply Link using the same process described above. However, this time only the site name needs to be entered: this must be the same site name as the one stored on the mSupply Link (contact Sustainable Solutions if you are not sure):

The screenshot shows a software window titled "Edit customer/supplier". On the left is a vertical sidebar menu with the following items: General, Invoices, Backorders, Quotes, Notes, Contacts, Group, Purchase Orders, Item List, Requisitions, Store, Photo, Custom data, Log, and Supplier Hub. The "Supplier Hub" item is currently selected. The main area of the window is titled "External Customer" and contains a "Hub Registration" section. Within this section, there is a label "Site Name" followed by a text input field containing the text "external\_customer". To the right of the input field is a "Register" button. At the bottom of the window are three buttons: "OK & Next", "Cancel", and "OK".

## Setting up Catalogues

If you are a supplier site, you can define which goods a mSupply Link site can order from you via catalogues. All master lists that you assign to a customer will be added to their mSupply Link Catalogue for your site. They will only be able to order the items on those lists from you.

For details on how to assign master lists to customers, please see the [4.04. Item master lists](#) page.

When you have done this, on the customer's site they will see a new master list for the supplier called *mSupply Link Catalog*. This is created by the mSupply Link, contains all the items on the master lists assigned to the customer by the supplier and does not need to be edited:

General

Invoices

Backorders

Quotes

Notes

Contacts

Group

Purchase Orders

**Item List**

Requisitions

Store

Photo

Custom data

Log

Supplier Hub

External Supplier

Store: General

Default Order Days 0

Item lists attached to this name

Add master list

Delete list

List name	Master list	Imprest	Stock Takes	Web	Price
Supplier Hub Catalog	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Items

Add item

Delete Item(s)

Save Sort order

Item code	Item name

Style

Sort by Group

Output to

☒ Printer

☐ Excel

Generate

Ordering method

☐ Imprest

☒ Stocktakes

OK & Next

Cancel

OK

Previous: [12. Supplier Hub](#) | | Next: [12.02. Ordering Process with mSupply Link](#)

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