15.05. Dashboard set up (prior to mSupply v4.0)



The following instructions are for setting up dashboards for mSupply versions prior to v4.0.

For mSupply v4.0 and later please refer to the Dashboard set up chapter of this user guide.

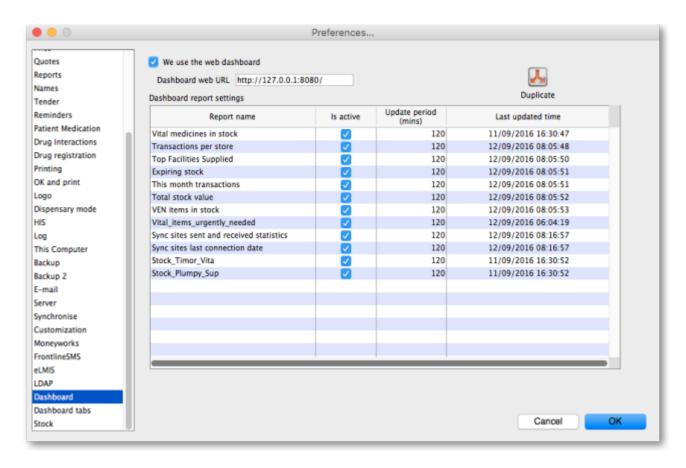


Before the settings in this section will work you must make sure your webserver is currently running.

If a webserver is not yet set up for your organisation a request can be put through to mSupply Support.

Before you set the dashboard up you must:

- know what ports are already in use on the server
- have an appropriate SSL Certificate set up (Sustainable Solutions can help with this if needed)

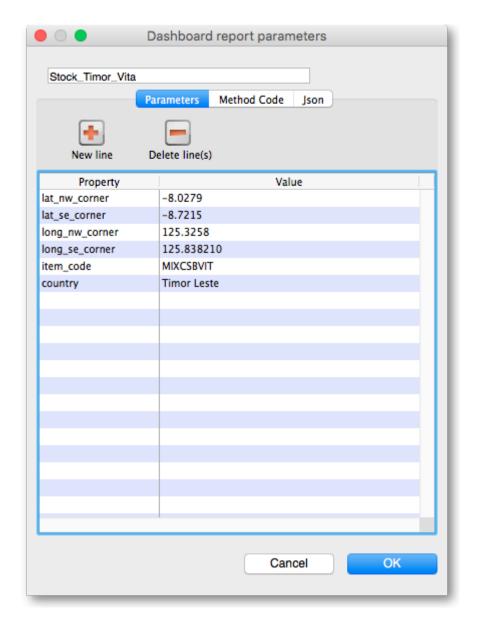


To setup the dashboard:

- 1. Check the "We use the web dashboard" checkbox.
- 2. In the Dashboard web URL field enter the base URL to reach the dashboard on e.g. http://dashboard.msupply.org:2048/ (i.e. everything up to 'dashboard' in the URL you browse to - don't forget the trailing slash (/) otherwise it won't work!)
 - 1. if you are running from localhost, use your IP rather than http://localhost both here and in the browser
 - 2. the URL users type in to the address bar of their browser to access the dashboard will be this URL with Dashboard on the end
- 3. Tick the reports in the **Is active** column to select them for display on your dashboard.
- 4. You can choose how often these reports are updated by clicking in the **Update Period (mins)** column and entering a number of minutes.
- 5. Setup which reports appear on which tabs refer Dashboard tabs.
- 6. Setup which dashboard reports each user can access refer The dashboard.

Editing dashboard reports

Double-click a report in the list shown above and the following window will open:



If there are any properties shown in the list, these can be edited to change what is displayed.

To edit a property or value, click once to select the row, and then click again in the appropriate cell to edit it.

To add or delete a row use the **New line** and **Delete line(s)** buttons at the top of the window.

In the example shown in the screenshot above (a map report), the coordinates of two of the map corners and the item code of the item whose stocks will be shown on the map have been entered. Note that if you add extra properties to the default reports they'll be ignored.

See the section below for details of the various dashboard reports available and the settings that can be edited.

What the dashboards show and what can be edited

There are several built-in dashboard reports that everyone can use. Here's what they show and what properties can be edited to change what they show:

Report name	Property	Value		
VEN items in stock : Shows stock on hand of each items that belongs to the VEN (Vital, Essential, Necessary) category.(<i>Method: dashboard_rep_item_ven</i>) Report format : Table				
	store_code	store code if empty then default store is chosen		
	ven_category	V,E,N or E,N or Vetc will filter the VEN items. If blank all visible items for the store are chosen		
	Total stock value : A single figure in your default currency, showing the total value of the stock you have in the store you are viewing the dashboard for. (<i>Method: dashboard rep total stock value</i>)			
	None	e None		
This month's transactions : Shows a bar chart of the number of purchase orders, goods receipts, supplier and customer invoices created this month. (<i>Method: dashboard rep month transacs</i>)				
	None	None		
Expiring stock : Shows the cumulative and monthly number of all items expiring within the year, split into columns by month of expiry. (<i>Method: dashboard rep_expiring stock</i>)				
	None	None		
Top facilities supplied : The 10 customers in your store to which you have sent the greatest value of stock in the past 90 days. Shows the value of stock for each customer. (<i>Method:</i> dashboard rep top facilities)				
	None	None		
Transactions per store : Shows a table of all transactions per store within the past 7 and 30 days (Method: dashboard_rep_month_transacs)				
	store_tag	A comma-separated list of tags - or omit this parameter if you want to show stock for all stores.		
Vital items in stock : Shows a bar graph of the percentage of medicines of the chosen category in stock at each facility. (<i>Method: dashboard_store_stock_percent</i>)				
	ven_category	v or e or n if you want to include items that are Vital or Essential or Necessary		
	user_field_4	TRUE if you want to include items with this field		

Last update: 2020)/()8/(03 23:54	
-------------------	---------	----------	--

Report name	Property	Value	
		TRUE if you want to include items with this field	
	as fold 7	checked	
	user_field_/	Note that the labels for fields 4 and 7 may be different, as they are set up in the mSupply	
		preferences (misc tab)	
	critical_stock	TRUE if you want to include items with this field checked, false for all items	
	store_tags	entering healthcentre will only include stores with the "healthcentre" tag	
	ind : Shows a map of the area	a specified, with an "X" if the facility is out of stock of	
the item, or a dot dashboard_map_s	representing the amount of s tock_on_hand)	stock on hand. (<i>Method:</i>	
	T T T T T T T T T T T T T T T T T T T	the latitude of the North-West corner of the map	
	long_nw_corner	the longitude of the North-East corner of the map	
	lat_se_corner	the latitude of the South-East corner of the map	
	long_se_corner	the longitude of the North-East corner of the map	
	item_code	the item code of the item to display	
	country	compulsory parameter	
	store tags	A comma-separated list of tags - or omit this parameter if you want to show stock for all stores	
	onnection date : Shows the ethod: dashboard_report_las	last connection date and current mSupply version of t sync_date)	
<u> </u>		None	
	and received statistics: Sh day. (Method: dashboard re	nows number of records sent and received by each syc	
	-	None	
Stock for catego	ory_1_stores_by_item_list:	I	
<u> </u>		None	
Trends in critica		stock on hand using parameters to filter store and/or	
items. Will show th	items. Will show the current percentage, and percentages from the last day of each month for the prior six months. (Method: dashboard rep in stock trends)		
	store_id	the ID of the store you're interested in, or no value for all stores	
	critical_stock	TRUE if you want to include items with this field checked, false for all items	
	Output: use the type "time_	series_chart"	
	Transactions Shows how ronth (Method: dashboard rep	many transactions of each type the chose store has month transacs)	
		the name of the store which you are interested in, or no value if you want all stores	
		ed by the facility within the last 30 days. (Method:	
_		include stores with this tag	
		include items on this master list	
	-	30 (currently only 30 days is supported)	
	in each store: Shows a tab	le of items in rows and stores in columns, with the h cell. (Method: dashboard rep stk StoreCols Itm)	

https://docs.msupply.org.nz/

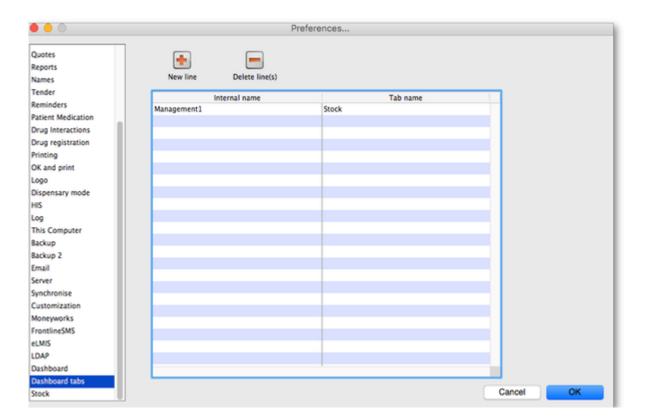
Printed on 2025/11/28 23:10

Report name	Property	Value		
	store_code	store code attached to the store. multiple stores can be specified by adding more parameters that begin with store_code (e.g. store_code2). The item_code parameter must be specified if using store_code		
	item_code	items whose code matches this code (append "@" for a "starts with" search)		
	master_list	selected master list of items. Category1_description must be specified if using a master_list		
	Category1_description	Items with this category1		
Unfinalised Stock Transfers : Table of unfinalised stock transfers (between mSupply stores) for each facility. (<i>Method: dashboardReportUnfinalisedStock</i>)				
	_ 5	(optional) A comma-separated list of tags - or omit this parameter if you want to show transfers for all stores.		
	days_older_than	(optional) show only transactions that are older than this value (days).		

If you can't make a dashboard report that does what you want then please speak to us, it's usually a fairly simple matter for us to create one for you.

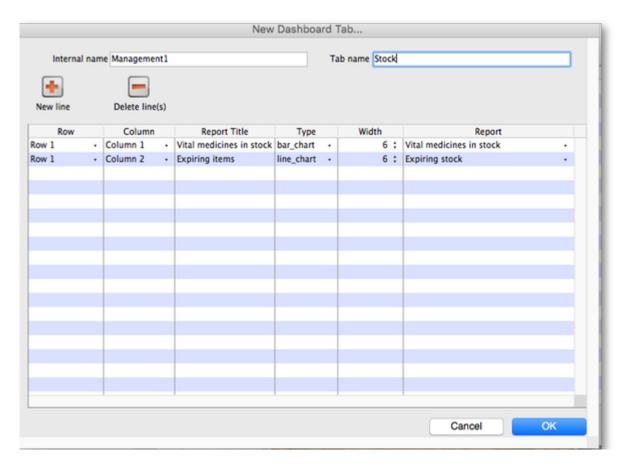
Dashboard tabs

You set up Dashboard tabs which will display on your dashboard. Dashboard tabs are "containers" for one or more dashboard reports. To edit them go to *File > Preferences* and click on the *Dashboard tabs* tab on the left hand side:



To add a tab click the Add button. To edit a tab, double-click it. You will be shown a window for

editing a dashboard tab:



Now you add reports that will show on this tab.

Understanding rows and columns

Take this example dashboard tab:

https://docs.msupply.org.nz/ Printed on 2025/11/28 23:10



- The tabs themselves occupy their own space on the left of the window- they aren't considered when laying out the dashboard
- The first row has two reports- each report takes up half the row. So for the first report:
 - Row 1, Col 1, width 6 ("12" means it takes up the full width of the cell it is in- "4" would mean it would take up 1/3 of the width)
- For the report at the top right:
 - ∘ Row 1, Col 2, width 6
- For the map
 - Row 2, Col 1, width 12
- The next two reports are on the same row, but are divided into 5/12 and 7/12 of the width of the window, so we put them in the same cell but change the width settings:
 - Row 3, Col 1, width 5
 - ∘ Row 3, Col 1, width 7

To add a report to a dashboard tab

Click **New Line** to add a new report to the tab. Then edit the values in each column

- Row: The row it will be in
- **Column:** The column within the row- set to "1" if you don't have multiple reports on this row.
- **Report tite:** The title that will show in the Orange heading bar for the report. Note that the same report can display different information depending on the parameters you set for that report- hence the need for the ability to customise report names
- Type: You'll need to know the appropriate type for the report you're displaying. The options are
 - o bar chart
 - ∘ table
 - pie_chart
 - o time series
 - o map
 - line_chart
- Width: The fraction of the cell width in "twelfths" that this report will take up ("6" will make it

take up half the cell width)

• **Report:** Choose the report name from the drop-down list of available reports

Add a dashboard tab to a user's dashboard

This is the final step in setting up dashboards: once the tabs have been setup you have to choose which users will see which tabs. You do this in individual users' settings. See managing users for instructions on how to do this.



Some of these dashboard reports can be used for mSupply Mobile. Users do *not* need to be set up to have access to mSupply Mobile dashboards. The mSupply Mobile store will see the dashboard reports provided that on the mSupply central server:

- The mobile: Uses dashboard module store preference is turned on for the store
- The report has been configured for display on mSupply Mobile stores

Previous: 16.04. Printing preferences | | Next: 16.06. Entering a new logo

From:

https://docs.msupply.org.nz/ - mSupply documentation wiki

Permanent link:

https://docs.msupply.org.nz/preferences:dashboard?rev=1596498845

Last update: 2020/08/03 23:54

