

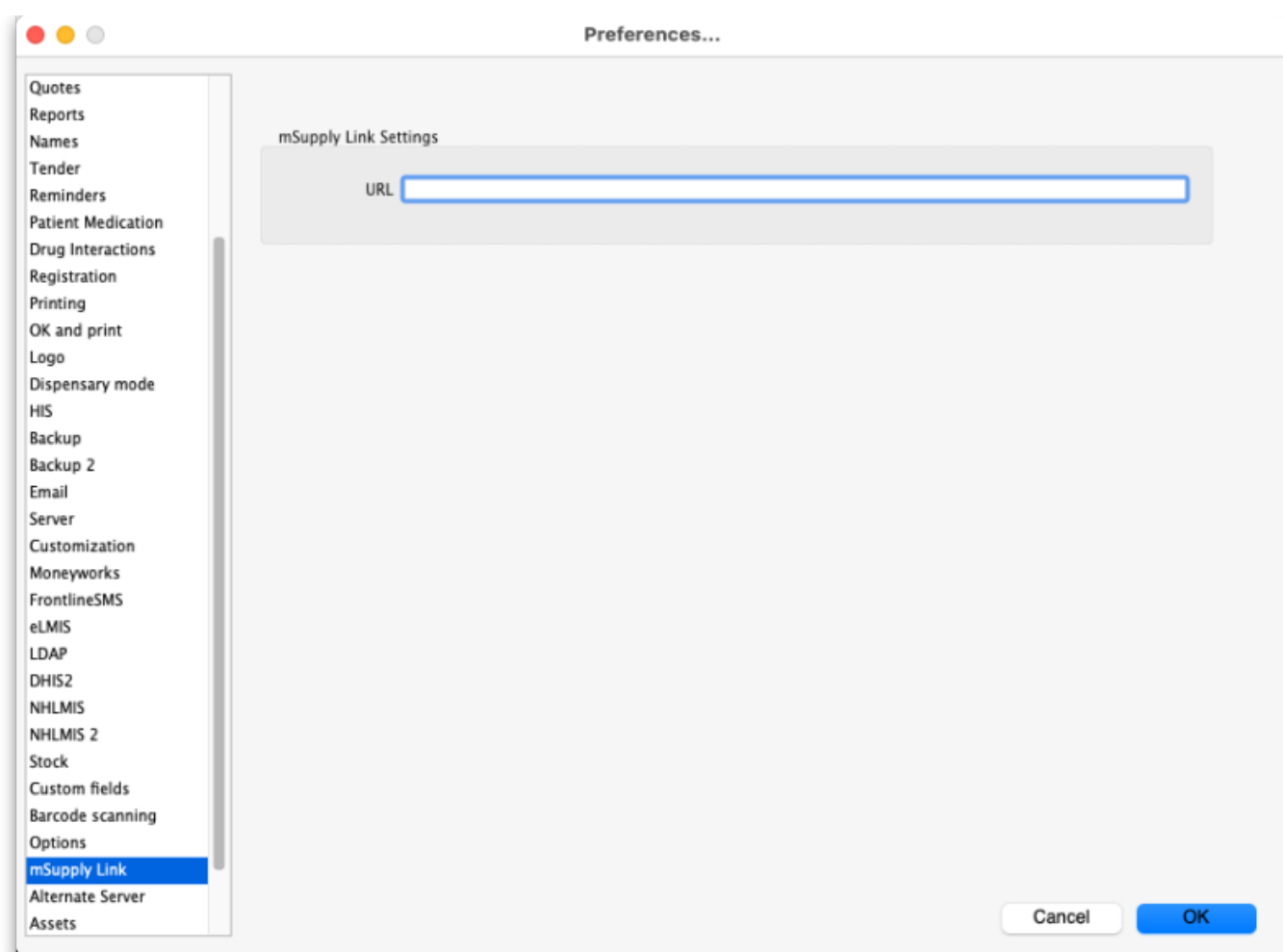
# 12.01. Configuring the Supplier Hub

The Supplier Hub is an intermediary service for requesting, sending and receiving stock between discrete mSupply instances.

## Server Settings

To use the Supplier Hub, you first need to define the supplier hub 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 'Supplier Hub' tab and enter in the supplier hub url that you are using. Click OK to save these details.



## Store Settings

To use the supplier hub, you must register at least one store on your own mSupply instance as a Supplier Hub site. Search for the store that you would like to register (either through Suppliers or Customers on the mSupply navigator). Click on the 'Supplier Hub' tab and enter in the details of your store and password - this will be given to you by Sustainable Solutions staff.

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 Visibility, Photo, Custom data, Log, mSupply Link (highlighted in blue), and Tags. The main content area is titled "Test store" and contains a section for "mSupply Link Registration". This section has two input fields: "Site Name" and "Password". Below these fields is a "Register" button. In the top right corner of the main area, there is a "Store:" dropdown menu showing "Central Contraceptiv..." and an information icon. At the bottom right of the window are three buttons: "OK & Next", "Cancel", and "OK".

To interact with facilities on other mSupply instances, you must first have them set up as a customer or supplier on your instance, and then register them as a Supplier Hub site. This is done through the same window as above. Only the site name needs to be entered here. This must be the same site name as the one stored on the Supplier Hub (contact Sustainable Solutions if you are not sure).

The screenshot shows a software window titled "Edit customer/supplier". On the left is a sidebar menu with options: 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 area is titled "External Customer" and "Hub Registration". It contains a "Site Name" label and a text input field with the value "external\_customer". There is a "Store:" dropdown menu set to "General" and an information icon. A "Register" button is located below the input field. At the bottom right are three buttons: "OK & Next", "Cancel", and "OK".

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

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Last update: **2020/04/24 14:33**

