# 12.01. Configuring the Supplier Hub

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

This can be done through the Preferences window. Navigate to the Supplier Hub tab:

n the <b>URL</b> field, enter 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. 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 *Supplier Hub* tab on the left hand side:

•••	Preferences
Quotes	
Reports	
Names	mSupply Link Settings
Tender	
Reminders	URL
Patient Medication	
Drug Interactions	
Registration	
Printing	
OK and print	
Logo	
Dispensary mode	
HIS	
Backup	
Backup 2	
Email	
Server	
Customization	
Moneyworks	
FrontlineSMS	
eLMIS	
LDAP	
DHI52	
NHLMIS	
NHLMIS 2	
Stock	
Custom fields	
Barcode scanning	
Options	
mSupply Link	
Alternate Server	
Assets	Cancel OK

• • •		Ed	lit customer/supplier			
General Invoices Backorders	Test store mSupply Link Registration			Store:	Central Contraceptiv 0	i
Quotes Notes Contacts Group Purchase Orders Item List Requisitions Store Visibility Photo Custom data Log mSupphy Link		Site Name Password		Register	<b>)</b>	
Tags						
				OK & Next	Cancel	ж

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 supplier hub. 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 Supplier hub 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 Supplier Hub (contact Sustainable Solutions if you are not sure):

• • •			Edit customer/supplier		
General Invoices Backorders	External Customer Hub Registration			Store: Genera	•
Quotes Notes Contacts Croup Purchase Orders Item List Requisitions Store Photo Custom data Log Supplier Hub		Site Name	external_customer	Register	
				OK & Next Ca	ncel OK

#### Setting up Catalogues

If you are a supplier site, you can define which goods a supplier hub site can order from you via catalogues. All master lists that you assign to a customer will be added to their Supplier Hub Catalogue for your site. They will only be able to order these items from your site.

Master lists can be added through the editing window for the customer.

• • •				Ed	dit cust	omer/su	pplier				
General Invoices Backorders Quotes	External Customer								5	tore: General Default Order Days	•
Notes Contacts Group Purchase Orders Item List	Add master list	Copy	y from D ter list	Delete list				Add item	Delete Item(s)	Save Sort order	
Requisitions Store Photo Custom data Log Supplier Hub	List name Reproductive Health	Master list	Imprest	Stock Takes	Web	Price		Item code		Item name	
	Style Sort by Group		Output to Printer Excel		Gener		) In	ig method iprest ocktakes	OK & Next	Cancel	OK

On the customer side, this will show up as a new masterlist for the supplier called *Supplier Hub Catalog*. This is created by the supplier hub and does not need to be edited.

• • •				Ed	dit cust	omer/su	pplier				
General Invoices	External Supplier								St	General	•
Backorders Quotes Notes	Item lists attached to th	is name						ltems		Default Order Days	0
Contacts Group Purchase Orders	Add master Delete li	st						Add item	Delete Item(s)	Save Sort order	
Item List Requisitions Store	List name	Master list	Imprest	Stock Takes	Web	Price	1	ltem code		Item name	
Photo Custom data	Supplier Hub Catalog										
Log Supplier Hub											
	Style		Output to				Orderin	g method			
	Sort by Group		Printer Excel		Gener	,		prest ocktakes			
									OK & Next	Cancel	ОК
									UTL OL THEORY	Cancel	UK

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