



1. About mSupply

- 1.01. Introduction
- 1.02. Why mSupply?
- 1.03. Who uses mSupply?
- 1.04. Which combination of mSupply products best suits your organisation?
- 1.05. Terms, definitions and conventions used in this user guide

2. Setting Up mSupply: Technical Guide

- 2.01. Requirements
- 2.02. Installation
- 2.03. Starting mSupply for the first time
- 2.04. Client/Server FAQ

3. Tutorial

- 3.01. The tutorial like no other
- 3.02. Logging in
- 3.03. Opening the example data file
- 3.04. Navigator
- 3.05. Creating and viewing items
- 3.06. Customers and suppliers
- 3.07. Viewing Names in Google Maps
- 3.08. Enter incoming goods (supplier invoices)
- 3.09. Enter outgoing goods (customer invoices)
- 3.10. Entering quotations
- 3.11. Working with lists

4. Items

- 4.01. About items
- 4.02. Adding a new item
- 4.03. Item categories
- 4.04. Item master lists
- 4.05. Programs
- 4.06. Stock locations and location types
- 4.07. Building (manufacturing) items
- 4.08. Merging two items
- 4.09. Ad hoc items
- 4.10. Non-stock items
- 4.11. Managing drug interaction groups
- 4.12. Managing item access with Departments
- 4.13. Prices in mSupply
- 4.14. Repacking items
- 4.15. Show items with stock
- 4.16. Splitting a stock line
- 4.17. Stocktakes
- 4.18. Phased stocktakes
- 4.19. Inventory adjustments
- 4.20. Units
- 4.21. Forecasting
- 4.22. Pickfaces and Replenishments setup
- 4.23. Pickfaces and Replenishments

5. Customers and Suppliers

- 5.01. Names: using, adding and editing
- 5.02. Contacts
- 5.03. Merging two names
- 5.04. Name categories
- 5.05. Name tags
- 5.06. Suppliers: adding

6. Purchasing

- 6.01. Ordering stock from suppliers
- 6.02. Managing purchase orders
- 6.03. Purchase order categories
- 6.04. Ordering from one store to another (internal orders)
- 6.05. Multi-store Purchase Orders

7. Receiving Goods

- 7.01. Supplier invoices
- 7.02. Goods receipts
- 7.03. Editing pack sizes
- 7.04. Managing outstanding purchase order lines (pipeline stock)
- 7.05. Custom stock fields
- 7.06. Managing donors

8. Issuing Goods

- 8.01. Issuing goods to a customer (customer invoices)
- 8.02. Viewing customer invoices
- 8.03. Backorders
- 8.04. Electronic invoices
- 8.05. Transferring goods to another store
- 8.06. Box management
- 8.07. Stock control methods for your customers (requisitions)
- 8.08. Customer budgets

9. Returning Goods

10. Departmental Goods

- 10.01. Introduction
- 10.02. Why Departmental Goods?
- 10.03. Who uses Departmental Goods?
- 10.04. Which combination of Departmental Goods products best suits your organisation?
- 10.05. Terms, definitions and conventions used in this user guide
- 10.06. Setting up Departmental Goods
- 10.07. Starting Departmental Goods
- 10.08. Creating and viewing items
- 10.09. Customers and suppliers
- 10.10. Viewing Names in Google Maps
- 10.11. Enter incoming goods (supplier invoices)
- 10.12. Enter outgoing goods (customer invoices)
- 10.13. Entering quotations
- 10.14. Working with lists

- 3.12. Where to now? and viewing
 - 9.01. Return goods to a supplier
 - 9.02. Receiving goods back from a customer

es
to
Mo
ney
wor
ks

- 17. 21. Exporting to MYOB
- 17. 22. Exporting sites
- 17. 23. Exporting assets
- 17. 24. Exporting to the dashboard



28. Deleted Topics in Administ

- 20. 01. 20s
- 20s
- 0all
- 01s
- 60p

- [026. Get help with the installation](#)
- [027. Get help with the installation](#)
- [028. Get help with the installation](#)
- [029. Get help with the installation](#)
- [030. Get help with the installation](#)
- [031. Get help with the installation](#)
- [032. Get help with the installation](#)
- [033. Get help with the installation](#)
- [034. Get help with the installation](#)
- [035. Get help with the installation](#)
- [036. Get help with the installation](#)
- [037. Get help with the installation](#)
- [038. Get help with the installation](#)
- [039. Get help with the installation](#)
- [040. Get help with the installation](#)
- [041. Get help with the installation](#)
- [042. Get help with the installation](#)
- [043. Get help with the installation](#)
- [044. Get help with the installation](#)
- [045. Get help with the installation](#)
- [046. Get help with the installation](#)
- [047. Get help with the installation](#)
- [048. Get help with the installation](#)
- [049. Get help with the installation](#)
- [050. Get help with the installation](#)
- [051. Get help with the installation](#)
- [052. Get help with the installation](#)
- [053. Get help with the installation](#)
- [054. Get help with the installation](#)
- [055. Get help with the installation](#)
- [056. Get help with the installation](#)
- [057. Get help with the installation](#)
- [058. Get help with the installation](#)
- [059. Get help with the installation](#)
- [060. Get help with the installation](#)
- [061. Get help with the installation](#)
- [062. Get help with the installation](#)
- [063. Get help with the installation](#)
- [064. Get help with the installation](#)
- [065. Get help with the installation](#)
- [066. Get help with the installation](#)
- [067. Get help with the installation](#)
- [068. Get help with the installation](#)
- [069. Get help with the installation](#)
- [070. Get help with the installation](#)
- [071. Get help with the installation](#)
- [072. Get help with the installation](#)
- [073. Get help with the installation](#)
- [074. Get help with the installation](#)
- [075. Get help with the installation](#)
- [076. Get help with the installation](#)
- [077. Get help with the installation](#)
- [078. Get help with the installation](#)
- [079. Get help with the installation](#)
- [080. Get help with the installation](#)
- [081. Get help with the installation](#)
- [082. Get help with the installation](#)
- [083. Get help with the installation](#)
- [084. Get help with the installation](#)
- [085. Get help with the installation](#)
- [086. Get help with the installation](#)
- [087. Get help with the installation](#)
- [088. Get help with the installation](#)
- [089. Get help with the installation](#)
- [090. Get help with the installation](#)
- [091. Get help with the installation](#)
- [092. Get help with the installation](#)
- [093. Get help with the installation](#)
- [094. Get help with the installation](#)
- [095. Get help with the installation](#)
- [096. Get help with the installation](#)
- [097. Get help with the installation](#)
- [098. Get help with the installation](#)
- [099. Get help with the installation](#)
- [100. Get help with the installation](#)

- 20. Doc
with
little
register
stay
nag
em
- 27. Help**
ert
- 25.
- 28. Dab
Sup
pin
ter
had
the
app
bet
Up-
- 25. Dat
The
sys
tem
log
- 23. 00.
res
vop
tyo
Sup
esh
boti
We
- 25. 20r
tel
- 27. 02e
Hel
- 25> 200
Eitel
thS
dep
crip
tion
s



- 20. Stephen
Stephen
Aged
Questions
- 29. 01. Intr
- 28. 01.0 How Syn for nei seti the
- 25. 01.0 Syn che obi
- 21. 01.0. Site not
- 29. 01.0 Syn t- Site Wiz app (See previ ed)
- 20. 03. Syn y is Site Site ok
- 21. 01.0 Syn cep Site Site with g

- neg
ativ
e?
- 28.04. How to remove stock lines that have '0' available
- 28.05. What do I need to set up mSupply Mobile?
- 28.06. Why is my stock on hold?
- 28.07. How

- to
- correct
- wrong
- packing
- sizes
- 28.08. How to report by invoice category
- 28.09. Imprest work flow
- 28.10. Tips and tricks
- 28.11. Benefits of a multi-store system
- 28.

- 12. How to access Temp folder
- 28. 13. Fixing incorrect y received stock
- 28. 14. Navigating inactive windows or form
- 28. 15. Wastage Prediction due to expiry when

ord
erin
g
• 28.
16.
Mic
ros
oft
Prin
t To
PDF
Issu
e

A PDF version of the user guide can also be downloaded from the [mSupply site](#)

