2025/06/27 22:50

You will have two icons on your desktop - double-click the **mSupply** icon.

If you are opening mSupply $\ensuremath{\mathbb{B}}$ for the first time, the program should automatically open the example data file.

The full path to the data file is displayed, along with other useful information by choosing **Menu** >**Help**>**About mSupply**:

Le About mSupply						
mSupply versi	on	O				
You are using version 3.50 Release number 0 Release date 17/05/20	016 t14:18	Authorisation Version available for download Unknown Release number Unknown Date Unknown				
Path to data file : C:\mSupply350\Database\mSuppl	y.4DD	Click to check online				
Path to log file : Log file not used						
Path to structure file : C:\mSupply350\mSupply.exe						
Records	Surtainable	Solutions retains the sights to this software				
0 records in abbreviation	 Commercial u 	use or modification of this software only allowed with				
3 records in account	authorization	n of Sustainable Solutions (NZ) Ltd.				
0 records in Admitted_from	Copyright	Copyright Sustainable Solutions (NZ) Ltd.				
0 records in asset						
D records in asset_condition						
0 records in asset_location						
0 records in asset_status						
0 records in backorder						
0 records in bill of material	Structure up	odate : 160517t1423 OK				

If you have already been using mSupply® and have another data file open, but would like to open the example data file for use with this tutorial, then you can use the mSupply® menu **File > Open data file...** to open the example data file. In Windows, by default the example data folder is stored inside **c:/mSupply/database**/; navigate to the location and open the data file.

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Last update: 2019/10/21 tutorial:opening_example_datafile https://docs.msupply.org.nz/tutorial:opening_example_datafile?rev=1571684823

Organise 👻 New folder					1			0
^	Name	Date modified	Туре	Size				
This PC	Logs	23/03/2015 9:37 a	File folder					
Admin (theoffice	Preferences	5/03/2015 12:12 a	File folder					
admin@cityside.	Resources	18/02/2015 11:05 a	File folder					
Cityside (theoffic	mSupply.4DD	23/03/2015 9:37 a	4DD File	4,801 KE	3			
Currang@sussol.net	mSupply1.4DD	19/03/2015 11:29 a	4DD File	3,009 KE	3			
P Curators (theorn)	mSupply2.4DD	19/03/2015 1:39 p	4DD File	3,009 KE	3			
Documents								
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E Pictures								
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📥 Local Disk (C:)								
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File <u>n</u> ar	ne			~	4D Data File (*.4	dd;*.data)	,	~
	-				Open	G	incel	Ē.
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16	1	In the former of						
It you have c	hosen a different	location from the	one sua	dested by	' the ins	caller	'. th	e

A password entry window is presented as mSupply $\$ opens up a data file. The message panel informs the user that the example data base is in use.

b	Log-in – 🗆 🗙					
Search users						
1. Click on your name in the list user 1 (pass= user1)	2. Enter your password					
user3	3. Choose store if available General					
	4. Choose login mode if available Store ▼					
	5. Check any messages					
	Warning: example data file loaded. Log in, then use File > Open data file if you want to connect to a different data file. This data file is C:\mSupply\Database\mSupply.4DD					
	6. Click the OK button to proceed					
~	Quit OK					

The "User 1" (pass= "user1") entry should be highlighted, but if it is not, it should be selected.

Enter "user1" (without the quotes) at **2.Enter your password**.

The **Choose store** drop-down list will display **General**, and the **Choose login mode** ... dropdown list will display **Store** - these should not be changed. Click the **OK** button. After you have logged on, the Navigator screen appears:

Previous: 3.02. Logging in || Next: 3.04. Navigator

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