

NMVS portal 'How to...' Guides

Guide No. 3 - How to generate Client System Credentials (client ID & client Secret) – adding and removing equipment

- The client ID and client secret are two codes that are generated by your organisation's super user or your FMD software provider when logged in to your NMVS account.
- The codes are used by your FMD software provider to connect your FMD system to the IMVS.

Note 1: In some cases, your FMD software provider will generate the codes on your behalf, when they have taken remote access when you are logged into your account.

Note 2: In other cases, your FMD software provider will ask that you provide these codes. See Guide no. 3 steps 1 - 5.

Generating the codes and adding pieces of equipment

1. Once you are logged into your account the home screen below will be visible: In this window click the Locations tabs on the left-hand side:

ome sers rcations rganisation Settings nange Password elp and Advice opgout	CHANGE YOUR PASSWORD It's recommended that you change your password on a regular basis to ensure that your accout remains secure. New passwords must be 8 characters long with at least 1 character from the following types: Upper case characters Upper case characters Upper case characters Upper case characters Security 2007 - 2007	HELP AND ADVICE This section of the site contains useful information about how to use the system. User Management Endpoint Administration Reports There are also details in this section about how can contact the Solidsoft Reply NMVO service Desk
-2000 -2000	Change Password	Help

2. In the next window, under the Actions column and beside the relevant location, click the Pencil icon:

	Home > Locations Medicines Verification	Administration Portal	
Home	Locations		
Users			Search
Locations	Location Name	Address	Actions
Organisation Settings	IMVO	7 Clanwilliam Terrace, Dublin 2, D02 CC64	🚬 🗹 🕯
Change Password	Pharmacy name	Pharmacy full address, City/County, Eircode	/1
Help and Advice	Add Location		
Logout			

3. In the next window click the Add Client Equipment button option:

me	Location Detail				
ers	Location Id	be79e68f-d831-453d-9	76c-0beff14343ee		Update
ocations	* Location Name	Pharmacy name			Cancel
Organisation Settings	Address	Pharmacy full address			Delete Location
hange Password	City	City/County			
Help and Advice	City	city/county			
ogout	Postal Code	Eircode			
	Client Equipment				
	Equipment Id		Client Id	Status	Actions
	No client equipments for	ınd.			

4. In the Create Client Equipment pop up, you will need to name the piece of equipment for example **Laptop**. Then click the Create option – see below:

ocation Detail			
ocation Id	ation Id c3ac0b5f-df05-46bd-8121-0f9cd561afc9		Update
Location Name	ion Name IMVO Pharmacy 1		Cancel
Address	Create Client Equipment ×		Delete Location
City	Location : IMVO Pharmacy 1		
* Postal Code	* Equipment Id Laptop		
Client Equipmen			
Equipment Id	Create	Status	s Actions
Dispensary PC	2db294e2-9c31-4381-aa77-3daedf21c475	Active	1 0
iPad	c0b06a3a-3811-4323-be4f-bde9b5c133a4	Active	意の
laptop	1f4e6b26-8fb4-4125-9a4c-2b53a82fb178	Active	首⊘
Ac	dd Client Equipment		

 When you click the Create option, a pop-up window will open displaying the client Id and client secret. If you click off this page, the pop-up screen will disappear. If this happens you will need to generate a new set of credentials by completing steps 1 – 4 above.

Location Detail							
Location Id		c3ac0b5f-df05	-46bd-8121-0f9cd561afc9			Update	
Location Name						Cancel	
Address	Client Cre	edentials		×		Delete Location	
City		t Credentials will our client system	be shown one time on the screen! Pl !	lease copy them to			
* Postal Code	Client Id		4f2a2675-4e81-4ee4-88ed-0133	a9a529ba			
Client Equipmen	Client Secre	et	dcb2cad8-0b3b-4671-89b7-d204	1f31992d8			
Equipment Id					Status	Actions	
Dispensary PC				Close	Active	■⊘	
iPad	_	CUDUbasa-38	11-4323-0641-006905013384		Active	≣⊘	
Laptop		4f2a2675-4e8	81-4ee4-88ed-0133a9a529ba		Active	盦⊘	
Ade	l Client Equip	ment					

Removing pieces of equipment

1. Once you are logged into your NMVS account the home screen below will be visible: In this window click the Locations tabs on the left-hand side:

SOLIDSOFT	Medicines Verification Administration Portal	
lome	CHANGE YOUR PASSWORD	HELP AND ADVICE
isers ocations irganisation Settings hange Password ielp and Advice	It's recommended that you change your password on a regular basis to ensure that your accout remains secure. New passwords must be 8 characters long with at least 1 character from the following types: Upper case characters Lower case characters Numbers	This section of the site contains useful information about how to use the system. User Management Endpoint Administration Reports There are also details in this section about how can contact the Solidsoft Reply NMVO service Desk
ogout	Special Characters I\$%&=+@# Change Password	Help

2. In the next window, under the Actions column and beside the relevant location, click the Pencil icon:

	Home > Locations Medicines Verificatio	on Administration Portal	- 1
Home	Locations		
Users			Search
Locations	Location Name	Address	Actions
Organisation Settings	IMVO	7 Clanwilliam Terrace, Dublin 2, D02 CC64	
Change Password	Pharmacy name	Pharmacy full address, City/County, Eircode	/=
Help and Advice	Add Location		-
Logout			

3. In the next window, and beside the relevant piece of equipment click the Bin icon. In the example (image) below the iPad is being deleted:

Location Detail			
Location Id	c3ac0b5f-df05-46bd-8121-0f9cd561afc9		Update
* Location Name	IMVO Pharmacy 1	A	Cancel
Address	Address 7 Clanwilliam Terrace,		Delete Location
City	Dublin 2		
* Postal Code	D02 CC64		
Client Equipment			
Equipment Id	Client Id	Status	Actions
Dispensary PC	2db294e2-9c31-4381-aa77-3daedf21c475	Active	≣ ⊘
iPad	c0b06a3a-3811-4323-be4f-bde9b5c133a4	Active	1 0
Laptop	4f2a2675-4e81-4ee4-88ed-0133a9a529ba	Active	≣ ⊘
	ent Equipment		

4. The Delete Client Equipment pop-up will open, click the Delete button option – see below:

			Wholesaler.IQE2@imvo.ie
	Delete Client Equipment ×	Not Wi	nolesaler.IQE2@imvo.ie? Please <u>log</u>
ledicines	Do you want to delete the client equipment with Equipment ld iPad ?		
Location Detail			
Location Id	Delete		Update
* Location Name	IMVO Pharmacy 1		Cancel
Address	7 Clanwilliam Terrace,		Delete Location
City	Dublin 2		
* Postal Code	D02 CC64		
Client Equipmer	t		
Equipment Id	Client Id	Status	Actions
Dispensary PC	2db294e2-9c31-4381-aa77-3daedf21c475	Active	意の
iPad	c0b06a3a-3811-4323-be4f-bde9b5c133a4	Active	意の
Laptop	4f2a2675-4e81-4ee4-88ed-0133a9a529ba	Active	a Ø
A	ld Client Equipment		