

STOCKLINK MOBILE

CONTENTS

Overview	2
Stocklink Setup	2
Server / Device Configuration	2
Automatic Ordering Setup.....	3
Adding Manufacturer Barcodes	4
Printing Shelf Talker Labels	4
Unregistering Devices	4
Ordering	5
New Manual Ordering	5
Automatic Ordering.....	5
Editing your Order.....	6
Stocktake	7
Stock Transfer	8

OVERVIEW



The STOCKLINK app is a fully native Mobile App that will allow you to perform various stock functions.

The three major functions it will perform will be

- **Stock Ordering** (Supplier Agnostic for both New and Automatic Orders)
- **Stock Takes** (Full or Category or Bin Location)
- **Stock Transfers** (Store/Vehicle to Store/Vehicle).

The App will allow you to order ALL stock from ALL suppliers with great speed and accuracy by simply scanning barcodes or selecting from a list. Orders can either be generated from scratch as a new order or via automatic orders using minimum and maximum values. It will also allow you to do full or periodic category or bin based stock takes. Finally, it will allow you to very quickly and simply record all stock transfers between “Stores”. This could be from the Pharmacy or Warehouse to each Staff Vehicle, or for inter-branch transfers, and so on.

Item search by name and scanning using the inbuilt camera are available for all users. A CFL certified and supplied barcode scanner for faster and more accurate scanning can also be enabled.

Each clinic can download one app for free per branch. For additional users contact CFL for an application form.

STOCKLINK SETUP

Server / Device Configuration

1. To use outside the clinic (e.g. stock transfers between cars), check;
 - a. You have a static IP address. Contact your ISP to check / setup.
 - b. Port 8086 inbound is forwarded to the server in your router. (Your hardware technician will need to open this port. This port may already be open if you are using mobile billing, e-forms or have Smart Flow Sheet integration.)
 - c. Open port 8086 inbound on the server in your windows or software firewall. (Your hardware technician will need to open this port if you are not using our cloud service.)
2. In VETLINKPRO go to **Options | Setup | Misc | Internet Cont.**
3. In **Datasnap Detail** enter the external IP address for the Clinic and the port used for the Datasnap service.
 - a. Go to www.whatismyip.com
 - b. Your external/public IP address should be prominently displayed on this page.
 - c. The port will be 8086.
4. Contact the VetlinkPRO support desk for an API key.
5. Download Stocklink app from Apple or Android store.
6. Enter API key when prompted.

Note: If scanning barcodes with your device’s inbuilt camera does not work you may need to download and install a barcode scanner app. E.g. We have tested with the Barcode Scanner app by ZXing Team.

Automatic Ordering Setup

1. Open a product record in VetlinkPRO
2. Click button next to preferred supplier
3. Select your preferred Supplier.
 - a. If your preferred supplier is not created this can be done from [Creditors | Suppliers | New | Enter Supplier details | Save.](#)
4. Click **Stock** Tab
5. Set Min / Max values
 - a. Seasonal Min/Max values can be enabled/disabled from [Options | Setup | Product | Options tab | Advanced Ordering ...](#)

Note: To quickly pre-set Min/Max values the Search and Replace function can set these based on a previous month's sales. Contact the VetlinkPRO for help using Search and Replace.

The screenshot displays the 'Stock' tab for 'ACP 10mg per Tablet (Product# 2633)'. The 'Stock Details' table is visible, showing columns for 'Str Nm', 'Store Name', 'Min Stk', and 'Max Stk' for various stores. Red arrows point to the 'Min/Max Values' column, the 'Preferred Supplier' dropdown, the 'Print button', and the 'Actions Button'.

Str Nm	Store Name	Min Stk	Max Stk	Jan Min Stk	Jan Max Stk	Feb Min Stk	Feb Max Stk	Mar Min Stk
1	Takapuna	0.00000	500.00000	0.00000	500.00000	0.00000	500.00000	0.00000
2	Milford	0.05800		1.00000	1.00000	1.00000	1.00000	1.00000
3	S3	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
4	S4	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
8	S8	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
9	S9	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
10	S10	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
11	S11	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
12	S12	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
13	S13	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
15	S15	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
16	S16	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000
17	S17	0.00000		1.00000	1.00000	1.00000	1.00000	1.00000

Adding Manufacturer Barcodes

1. Open a product record in VetlinkPRO
2. Click **Actions** button at bottom of product window.
3. Select **Barcodes**
4. Scan manufacturer barcode using barcode scanner attached to VetlinkPRO.

Printing Shelf Talker Labels

1. Open a product record in VetlinkPRO
2. Click **Printer** button icon at bottom of product window.
3. Select **Shelf Talker Label**.

Note: Shelf talker labels can be printed and stuck to shelves so items can be quickly scanned when using the Stocklink App. The label size is 62*29 mm.



Unregistering Devices

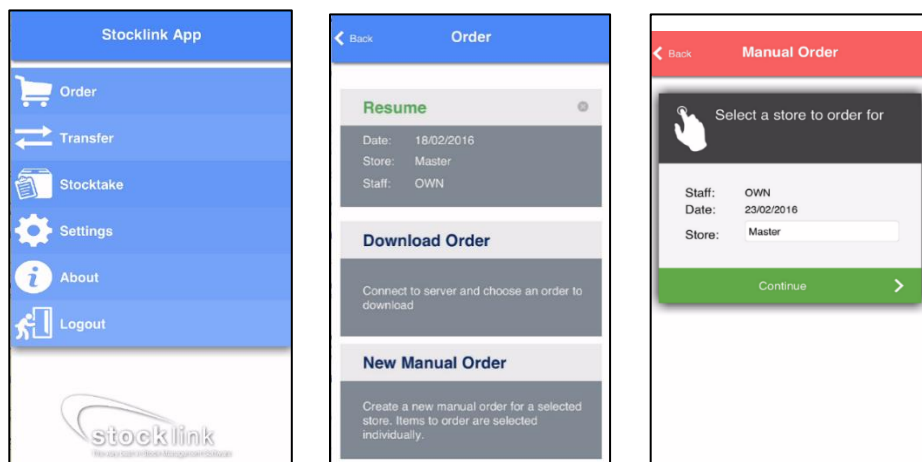
Each device where Stock is used is registered in the “cloud”. If you ever need to change devices or the device no longer needs Stocklink you should unregister it to avoid exceeding your license limit. To do this, from the App go to; **Settings | Maintenance | Unregister device**.

ORDERING

New Manual Ordering

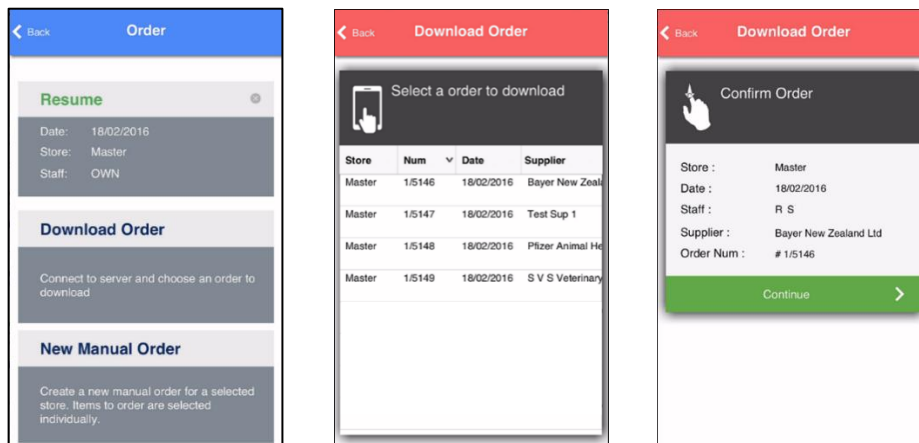
1. Log into the Stocklink App.
2. Tap **Order** and then **New Manual Order**.
3. Select **Store** to order from and click **Continue**.
4. The order form will open for you to edit your order. (See section on Editing your Order)

Note: When doing a **New Manual Order** you do not need to select a Supplier for the order. You can just scan / enter all items that need to be ordered and upon submitting the order back to VetlinkPRO orders will be created based on the preferred supplier set on each products record.



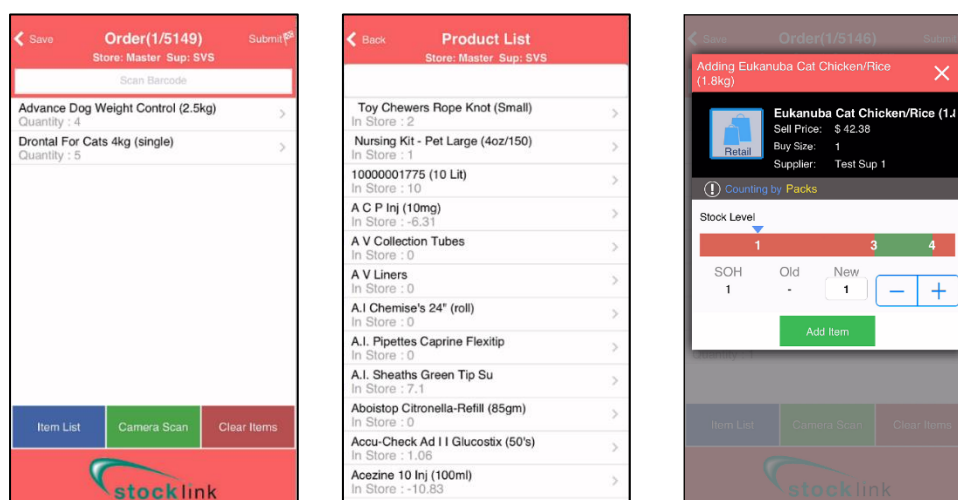
Automatic Ordering

1. Create the Automatic Order as per normal in VetlinkPRO
 - a. **Creditors | Order | Make Automatic Order | Make Automatic Order for Preferred / All Suppliers**
2. Log into the Stocklink App.
3. Tap **Order** and then **Download Order**.
4. Select an Order you wish to download.
5. Confirm it is correct order and click **Continue**.
6. The order form will open with items and quantities generated from your Automatic Order.
7. Edit your order as required (See section on Editing your Order)



Editing your Order

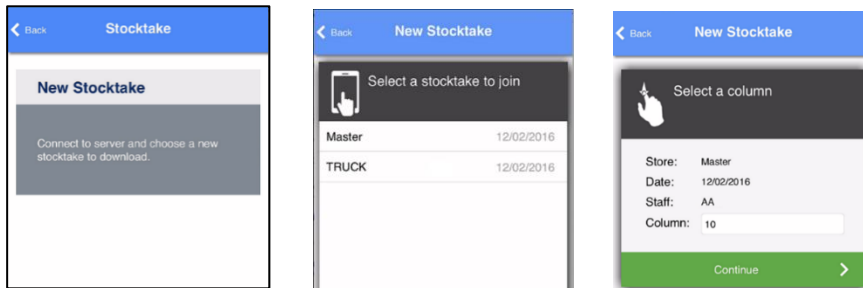
1. Open the order form from either **Download** or **New Manual Order**.
 - a. If you have downloaded an automatic order, items and quantities will be preloaded...
 - b. If you have started a new order the form will be blank.
2. Items can be looked up via four methods;
 - a. Bluetooth Barcode Scanner.
 - i. The Bluetooth scanner is only available in the pro version. When this is enabled the default search method is enabled to this method automatically. Just scan the item barcode with the scanner to find the item.
 - b. Camera Scan from the device.
 - i. If you do not have the Bluetooth scanner you can also use the inbuilt camera on your device by clicking the **Camera Scan** button.
 - c. Item List lookup
 - i. To look up an item by typing in the name click **Item List**. This will show a list of all items in alphabetical order. A search box is available above the item list to type in a name. At least three letters must be typed and the app will do a "containing" search. E.g. Searches for matching string anywhere within the product name.
 - d. Tap item already added / showing on your order.



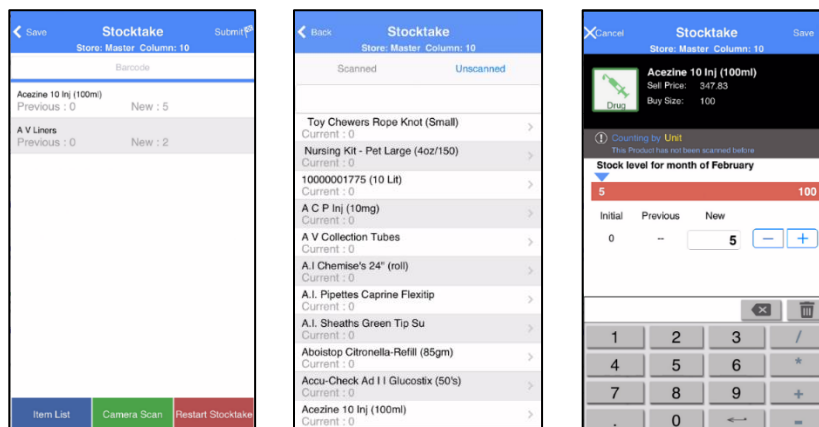
3. Once the item is selected the details will be shown.
4. A stock Level graphic will show your stock level post order in relation to your min and max settings.
 - a. Your min and max settings are shown as the green part of the bar graph
 - b. Your stock level post order (e.g. current SOH + order amount) is shown by the blue pointer. This will auto adjust as you change the order quantity.
5. Enter or adjust the quantity you wish to order by using the **+** and **-** buttons or typing in a value.
6. Select **Update Item**.
7. Repeat for other items as needed.
8. Click **Submit** to finish order and send back to VetlinkPRO
9. Finish Order on VetlinkPRO as normal.
 - a. **Creditors | Orders | Unfinished Orders | Finish and Print or Send via Ebiz.**

STOCKTAKE

1. **Generate** Stocktake sheet on VetlinkPRO as per Normal.
2. Log into the Stocklink App.
3. Tap **Stocktake** and then **New Stocktake**.
4. Select the Stocktake you wish to join.
5. Select a column to update stock on
 - a. Columns are used where multiple users are doing stocktake. Each user has their own column which are added together for the total stock on hand values.

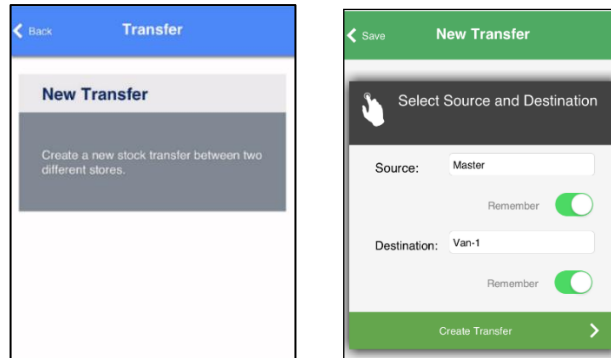


6. Items can be looked up via three methods;
 - a. Bluetooth Barcode Scanner.
 - i. The Bluetooth scanner is only available in the pro version. When this is enabled the default search method is enabled to this method automatically. Just scan the item barcode with the scanner to find the item.
 - b. Camera Scan from the device.
 - i. If you do not have the Bluetooth scanner you can also use the inbuilt camera on your device by clicking the **Camera Scan** button.
 - c. Item List lookup
 - i. To look up an item by typing in the name click **Item List**. The list is then further broken into **Scanned** and **Unscanned** items in alphabetical order. A search box is available above the item to type in a name to search by. At least three letters must be typed and the app will do a “containing” search. E.g. Searches for a matching string anywhere within the product name.
7. Enter / adjust the quantity to order by using the **+** and **-** buttons or typing in a value.
8. Select **Save** to adjust quantity.
9. Repeat for other items as needed.
10. Click **Submit** to finish stocktake and send back to VetlinkPRO.
11. Once all users have entered / uploaded counts **Post** the Stocktake in VetlinkPRO.



STOCK TRANSFER

1. Log into the Stocklink App.
2. Tap **Stock Transfer** and then **New Transfer**.
3. Select **Source** to transfer stock from and **Destination** to transfer stock to.
4. Tap **Create Transfer** to select items.



5. Items can be looked up via four methods;
 - a. Bluetooth Barcode Scanner.
 - i. The Bluetooth scanner is only available in the pro version. When this is enabled the default search method is enabled to this method automatically. Just scan the item barcode with the scanner to find the item.
 - b. Camera Scan from the device.
 - i. If you do not have the Bluetooth scanner you can also use the inbuilt camera on your device by clicking the **Camera Scan** button.
 - c. Item List lookup
 - i. To look up an item by typing in the name click **Item List**. This will show a list of all items in alphabetical order. A search box is available above the item to type in a name. At least three letters must be typed and the app will do a “containing” search. E.g. Searches for a matching string anywhere within the product name.
 - d. Tap item already added / showing on your stock transfer.
6. Once an item is selected enter the number of items you wish to transfer and click **Add Item**.
7. Repeat for other items as needed.
8. Click **Submit** to finish the stock transfer.

