

Guide no. 3

How to generate client system credentials

(client ID & client secret)



Introduction

This guide is for end-user organisations that are connected to the Irish Medicines Verification System. The guide includes information on the following:

1. Role of an organisation's Super User
2. How and where to access your account in the IMVS
3. About client system credentials (client ID & client secret) and how to generate them
4. Client Roles
5. Removing pieces of equipment (Client equipment)

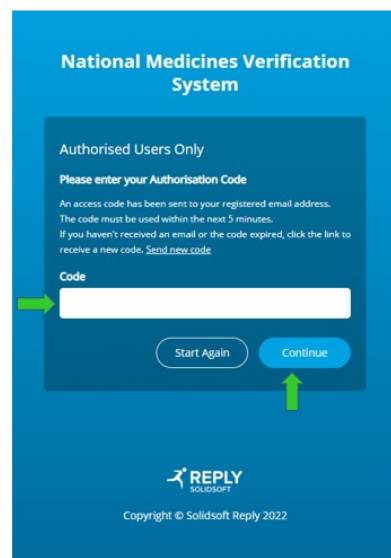
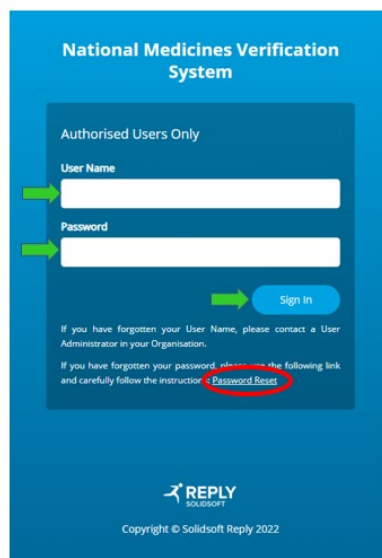
Role of the Super User

The Super User is the person within an End-User organisation who is authorised by the Authorised Representative (of the end-user organisation) to manage user roles and client system credentials for the organisation within the IMVS Portal.

How and where to access your IMVS account

To access your account in the IMVS follow the steps below (see flow of arrows in the image):

1. Log into the [NMVS portal](https://login-ie.nmvo.eu/). The link address is <https://login-ie.nmvo.eu/>
2. Type your username into the 'User Name' field (the username is the Super User email address for your organisation).
3. Type your password into the 'Password' field then click the 'Sign In' button.
4. You will be prompted to enter an 'Authorisation Code' (this 6-digit number will be sent to the Super User email address and will be valid for 5 minutes). A new code will be sent for each log in.
5. Type the 6-digit number into the 'Authorisation Code' field, then click 'Continue'.
6. If the password has expired, it can be reset using the 'password reset' link circled (red) in the image.

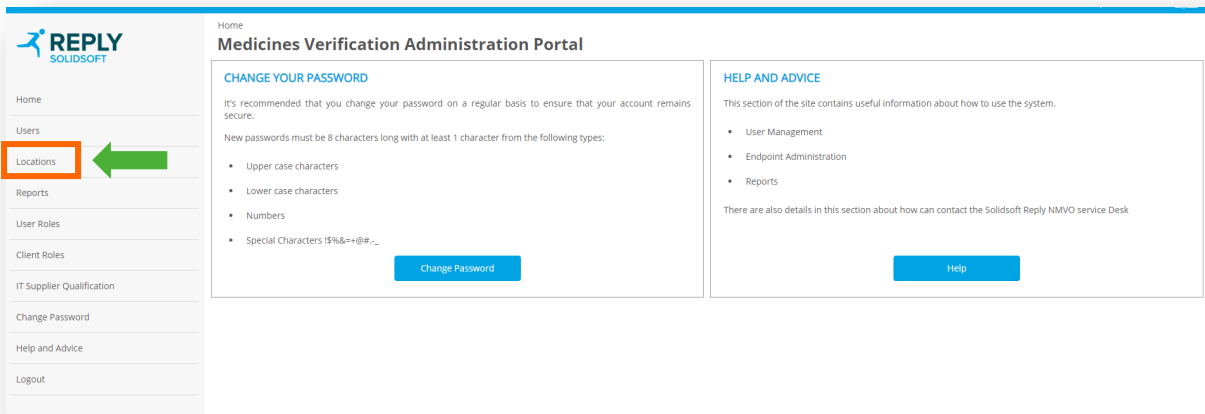


Client system credentials (client ID & client secret)

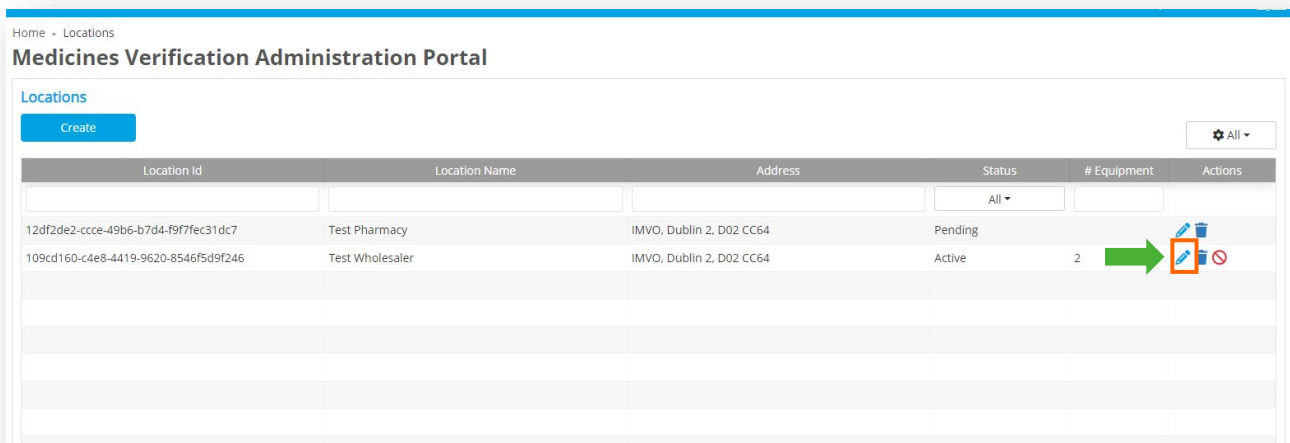
The client ID and client secret are two codes that are generated by your organisation's Super User when adding pieces of equipment to a specific location in the IMVS. The codes are then used by your FMD Software Provider to connect the equipment (your FMD software/system) to the IMVS.

Generating the codes and adding pieces of equipment

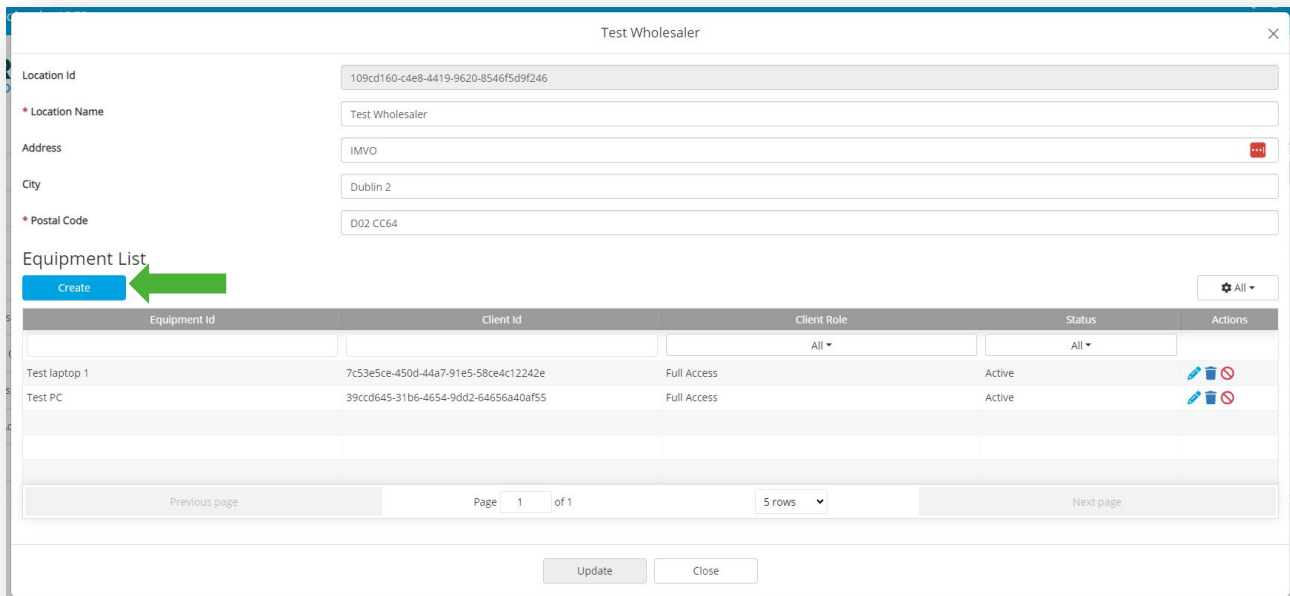
1. Once logged into your account the home screen below will be visible. On this screen click the **Locations** tab – see image below:



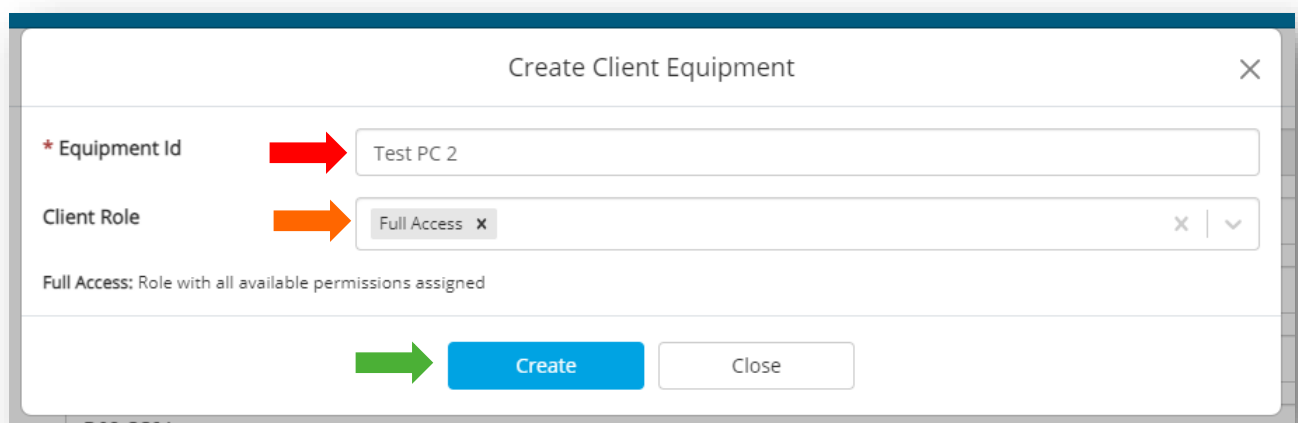
2. In the next window under the **Actions** column and beside the relevant location, click the **edit** icon – see image below:



3. In the next window click the **Create** button option – see image below:

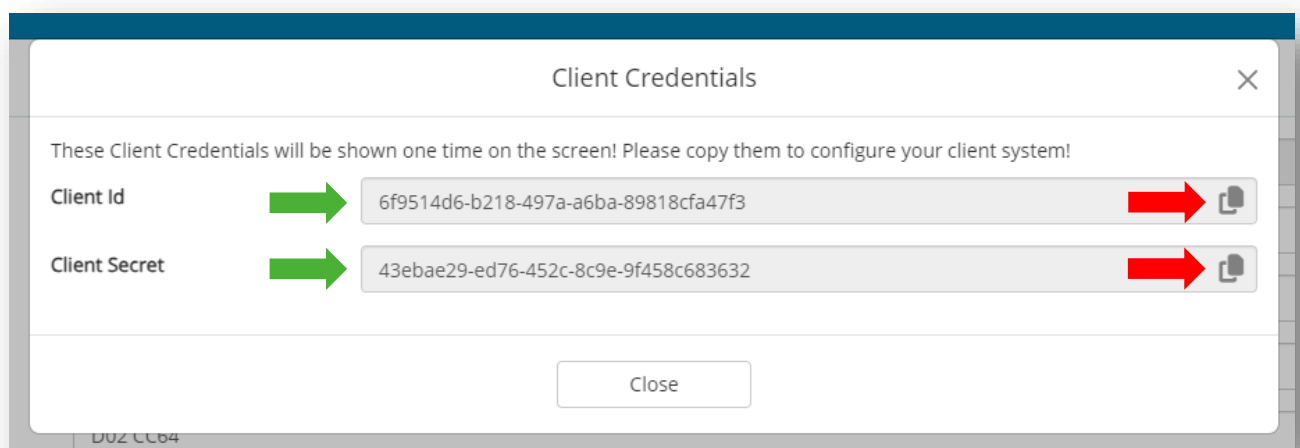


- In the **Create Client Equipment** pop up, name the piece of equipment in the Equipment Id field. This is the piece of equipment that your FMD scanner is connected to. In the example below, the equipment is called 'Test PC 2' (see red arrow).
- Assign the default client role 'Full Access' from the dropdown (see orange arrow). This means the piece of equipment has all available permissions assigned to it. A client role must be assigned to pieces of equipment for them to connect to the IMVS. Then click the **Create** button – see image below:



- When the **Create** button is clicked, the Client Credentials pop up will open displaying the client Id and client secret (see **green** arrows). These codes need to be copied and pasted elsewhere on your PC or laptop. To copy the codes, click the copy to clipboard icon in each field (see **red** arrows) – see image below: The codes can then be given to your FMD Software Provider to connect the equipment to the IMVS. If the Client Credentials window is closed before the codes have been copied, a new set will need to be generated.

Note: Client credentials are shown on the screen one time only. If the window is closed the client secret will no longer be available.

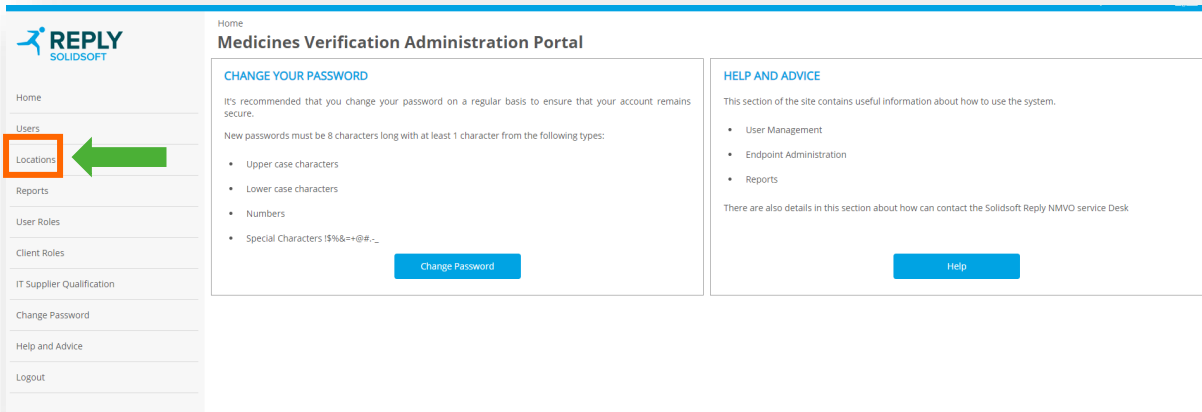


Client Roles

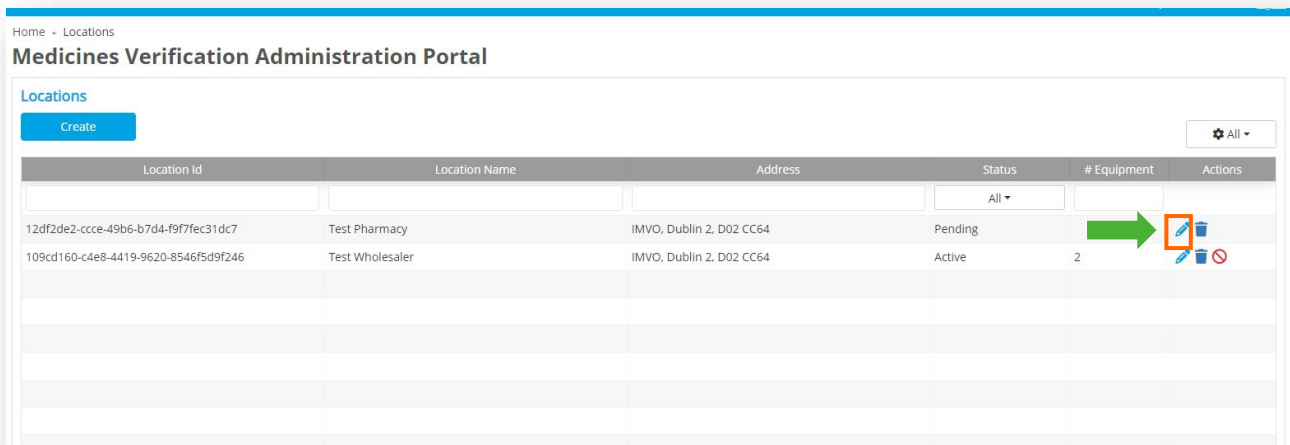
An organisation's Super User can restrict permissions on individual computers (pieces of equipment) by creating and assigning new Client Roles. If you would like more information about Client Roles and how to create them, please email us at info@imvo.ie.

Removing pieces of equipment

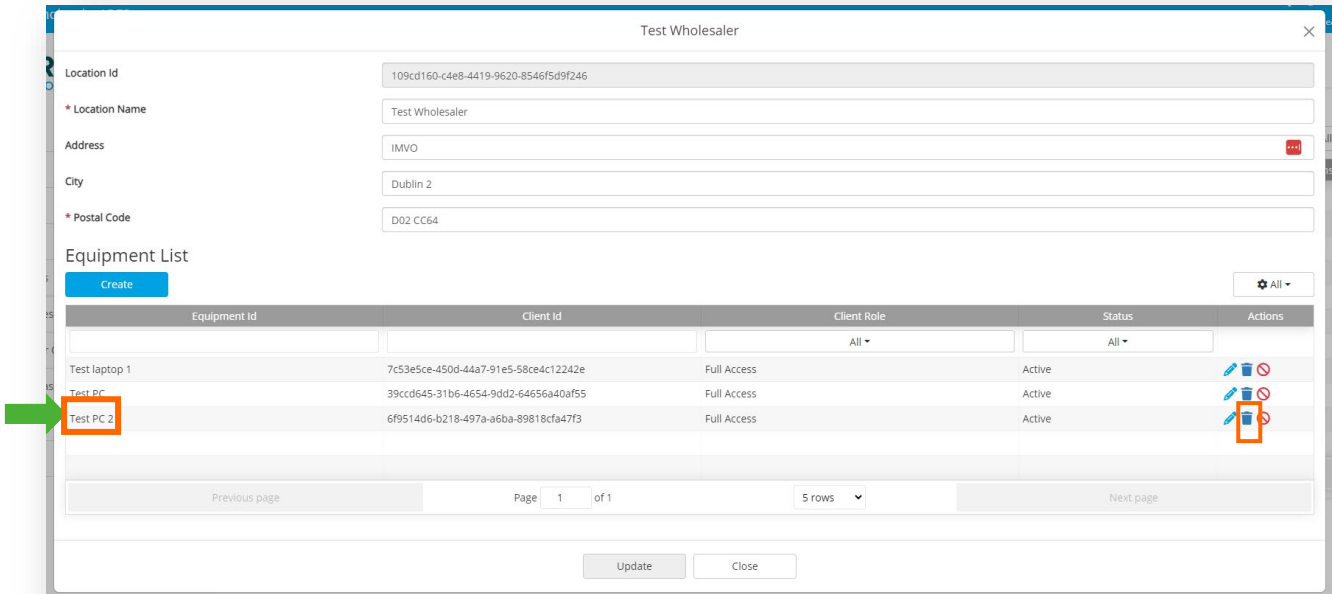
- Once logged into your account, the home screen below will be visible: In this window click the **Locations** tab – see image below:



2. In the next window under the **Actions** column and beside the relevant location, click the **edit** icon – see image below:



3. In the next window under the Equipment list and beside the relevant piece of equipment click the **delete (bin)** icon. In the example (image) below, Test PC 2 is being deleted – see image below:



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

