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NVPS

Offline Setup and App Installation - Guide

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Introduction

This user guide is your manual to lead you through every aspect of setting up the offline functionalities* on the National Veterinary Prescription System (NVPS) APP.

This is the user guide for setting up an account, offline functionalities and bookmarking the NVPS for standard usage of the application.

Any queries please email NVPS@agriculture.gov.ie

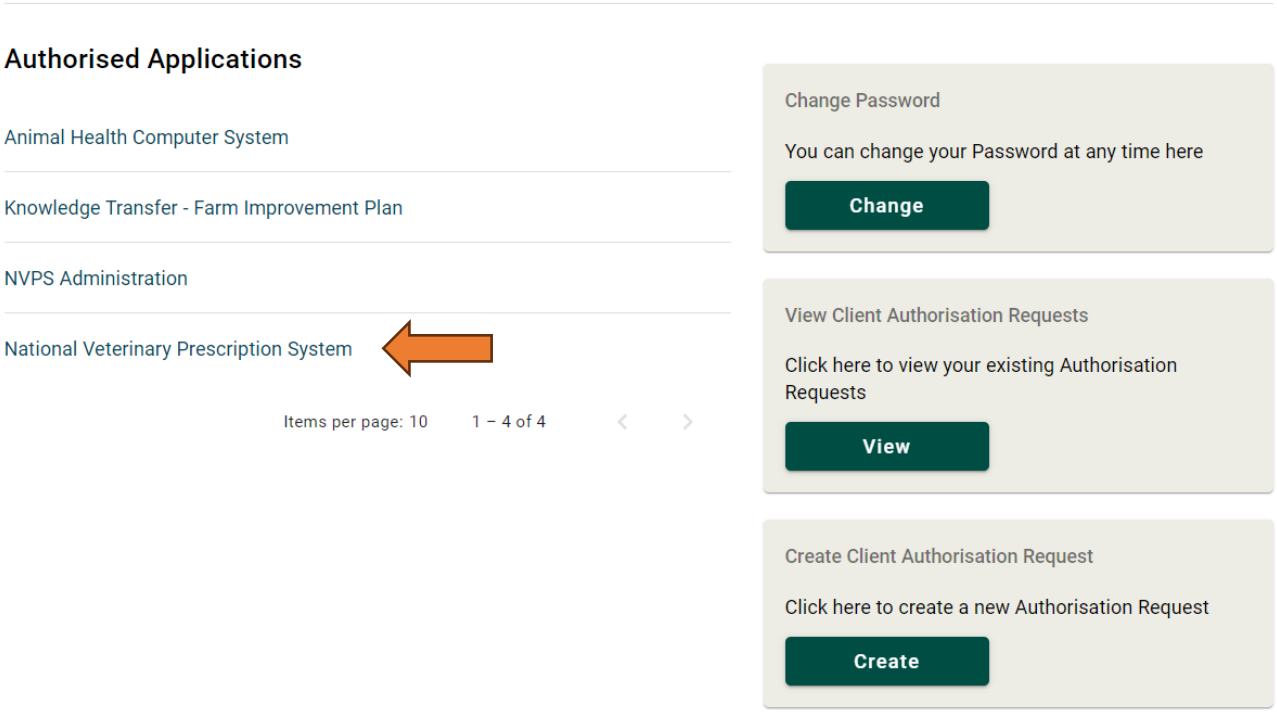
**Offline use of the NVPS is only available to Veterinarians.*

NVPS Log in

To enter the NVPS, go to the link

http://agfood.ie/partner

To access NVPS, the user needs to click on the **National Veterinary Prescription System** tab.

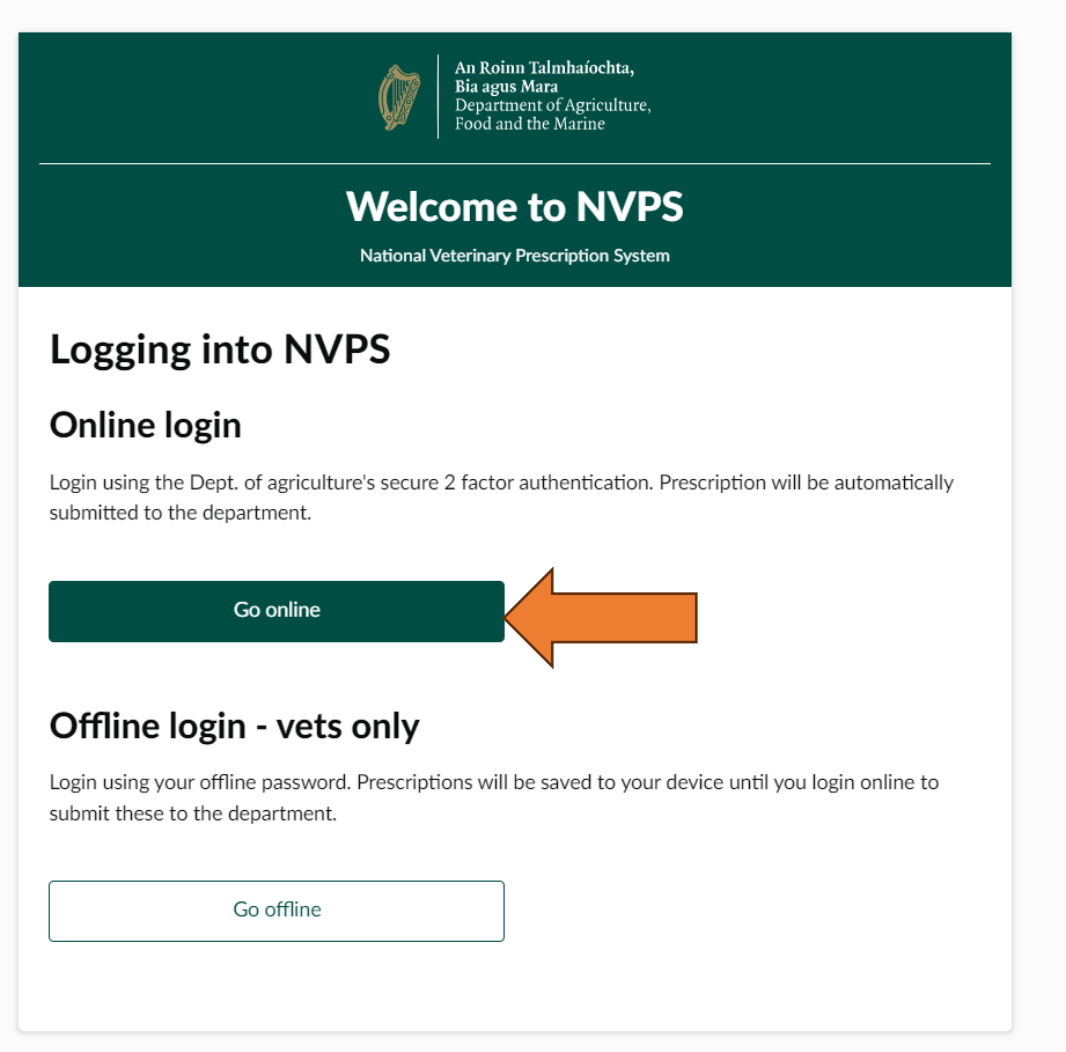


Setting up an offline account

After landing on the NVPS Login screen, the user will be prompted with a choice.

Before Offline login can be used the user has to set up their app in online mode in order to have everything working correctly.

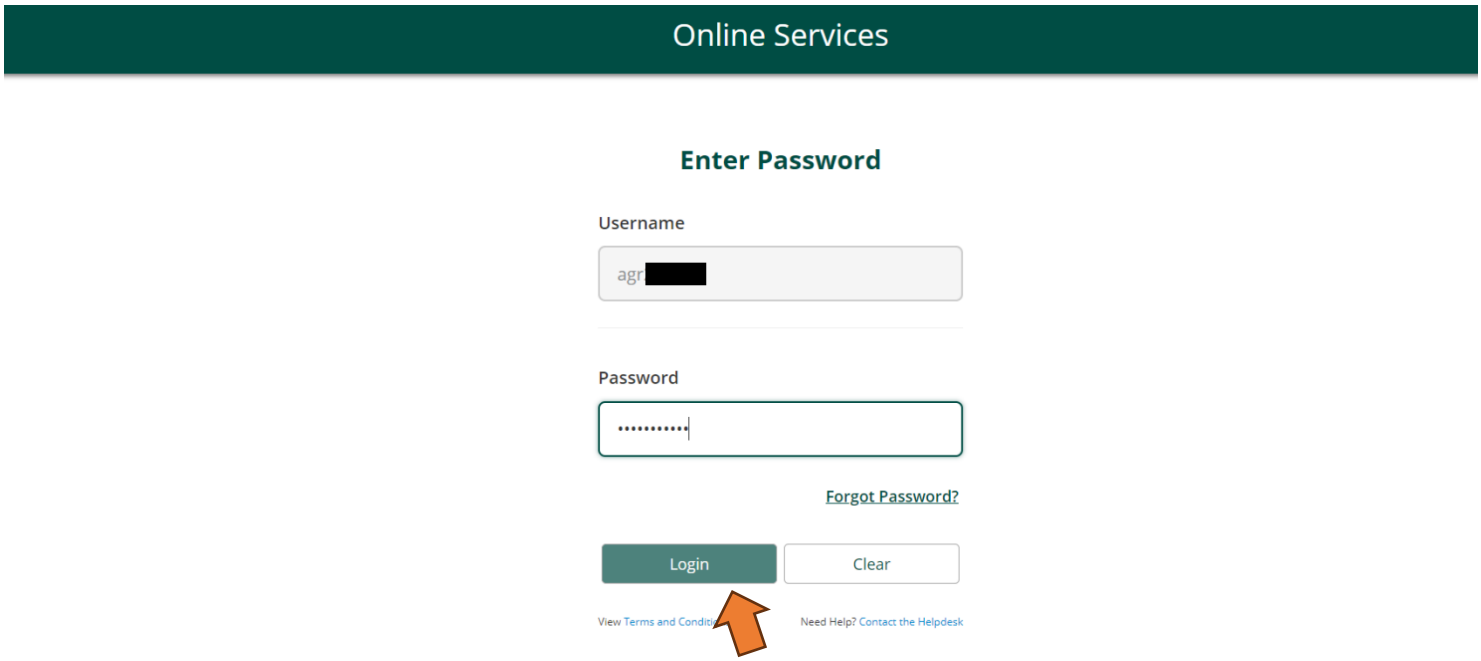
Select Go online



The user will be prompted to enter their username and password. The username is AGR plus the AGR number. (Ex: agr1234).

Next, they will be asked to enter their password.

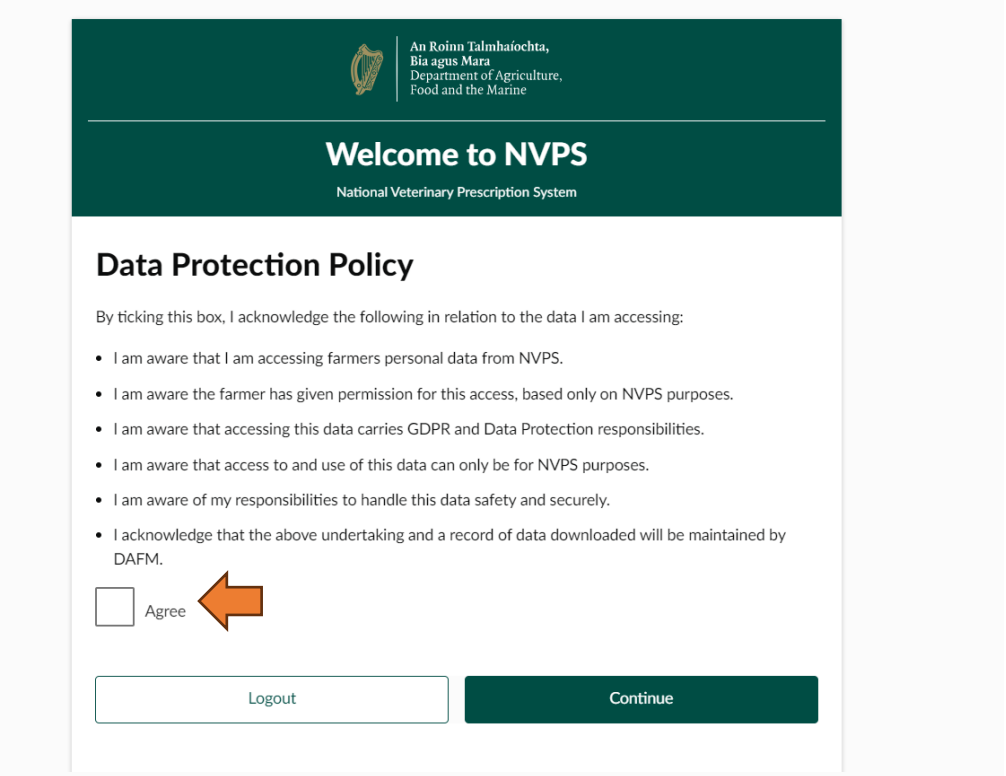
As part of the logging process into the NVPS, you will be prompted to enter a code generated in the Microsoft Authenticator Application. This is called two factor authentication (2FA). If you have not used the Microsoft Authenticator Application, please follow this link Microsoft Authenticator Application Setup, to follow the step-by-step video guide on how to set it up.

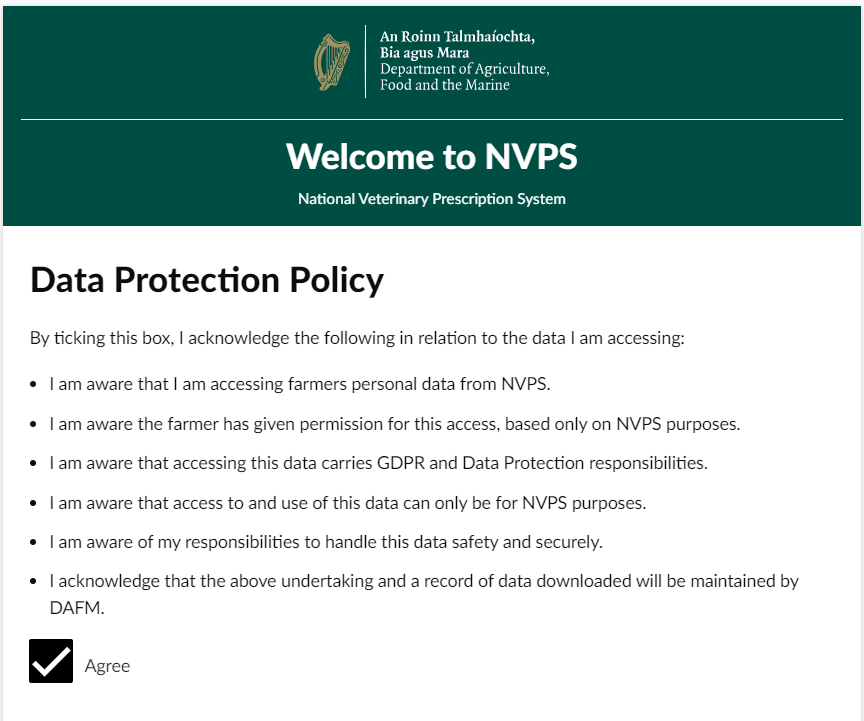


Next the user has to accept the Data protection policy to enable offline services. **This is necessary to use the app in Offline mode**

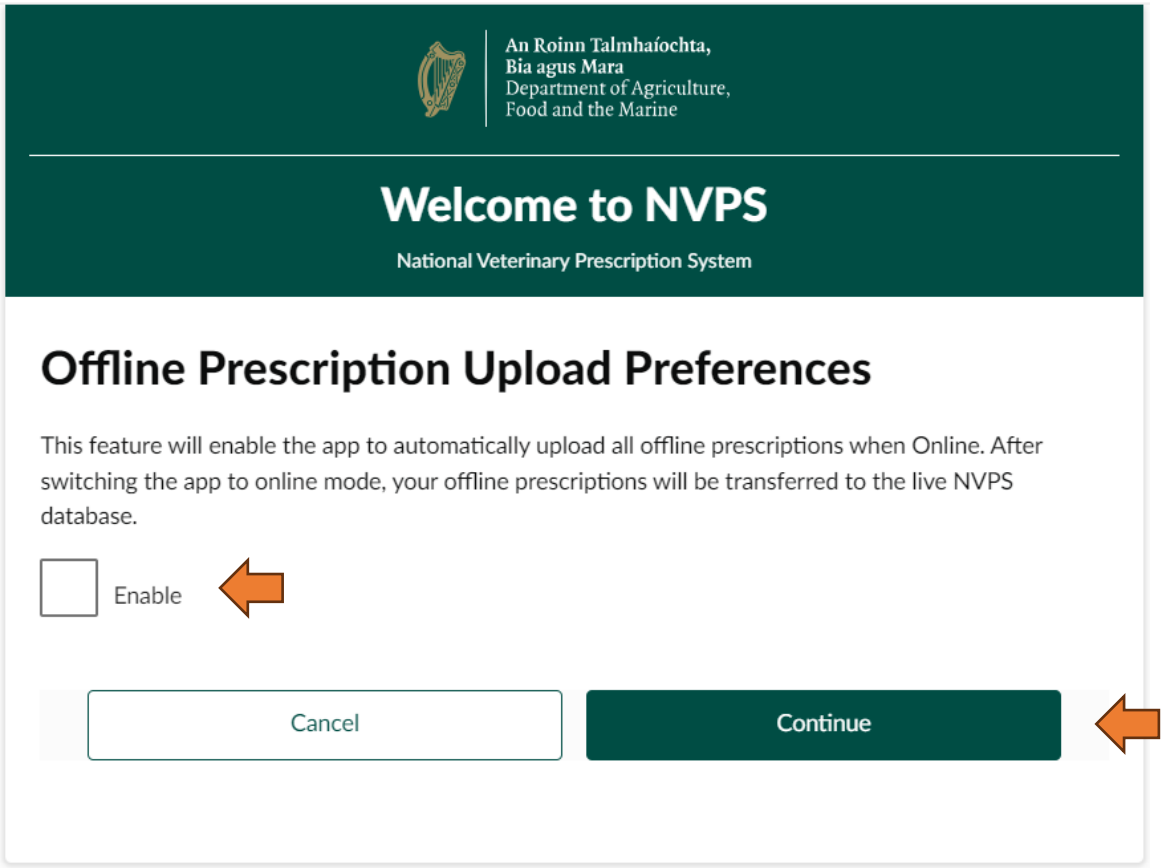
Afterwards, the user will be asked for an offline pin setting. This offline pin has to be 6 numbers and cannot be sequential.

This pin will be used as a password during offline login afterwards.



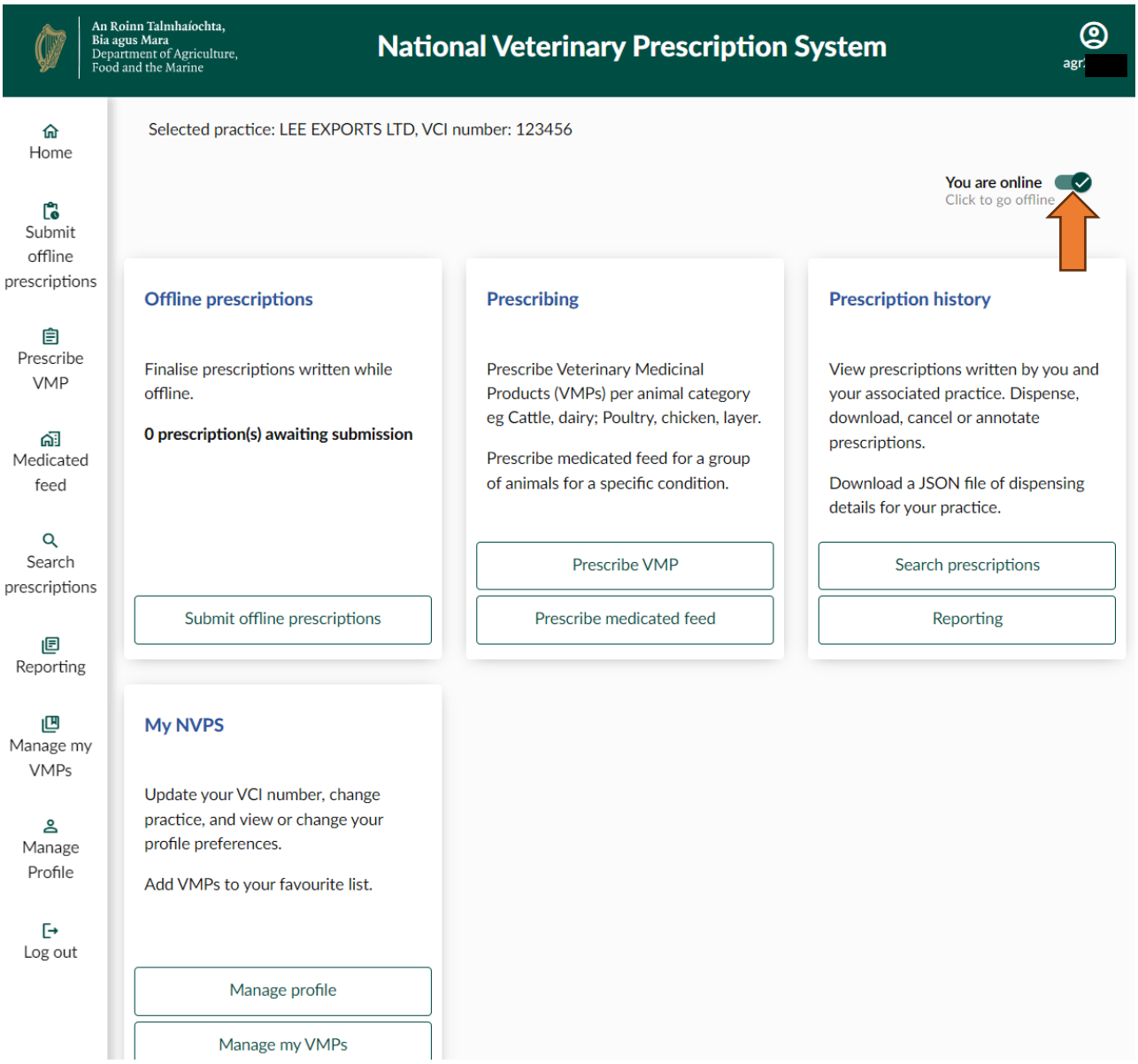


Last is the auto upload feature. This permits the app to automatically upload the prescription the user may do during offline as soon as they go into online mode again

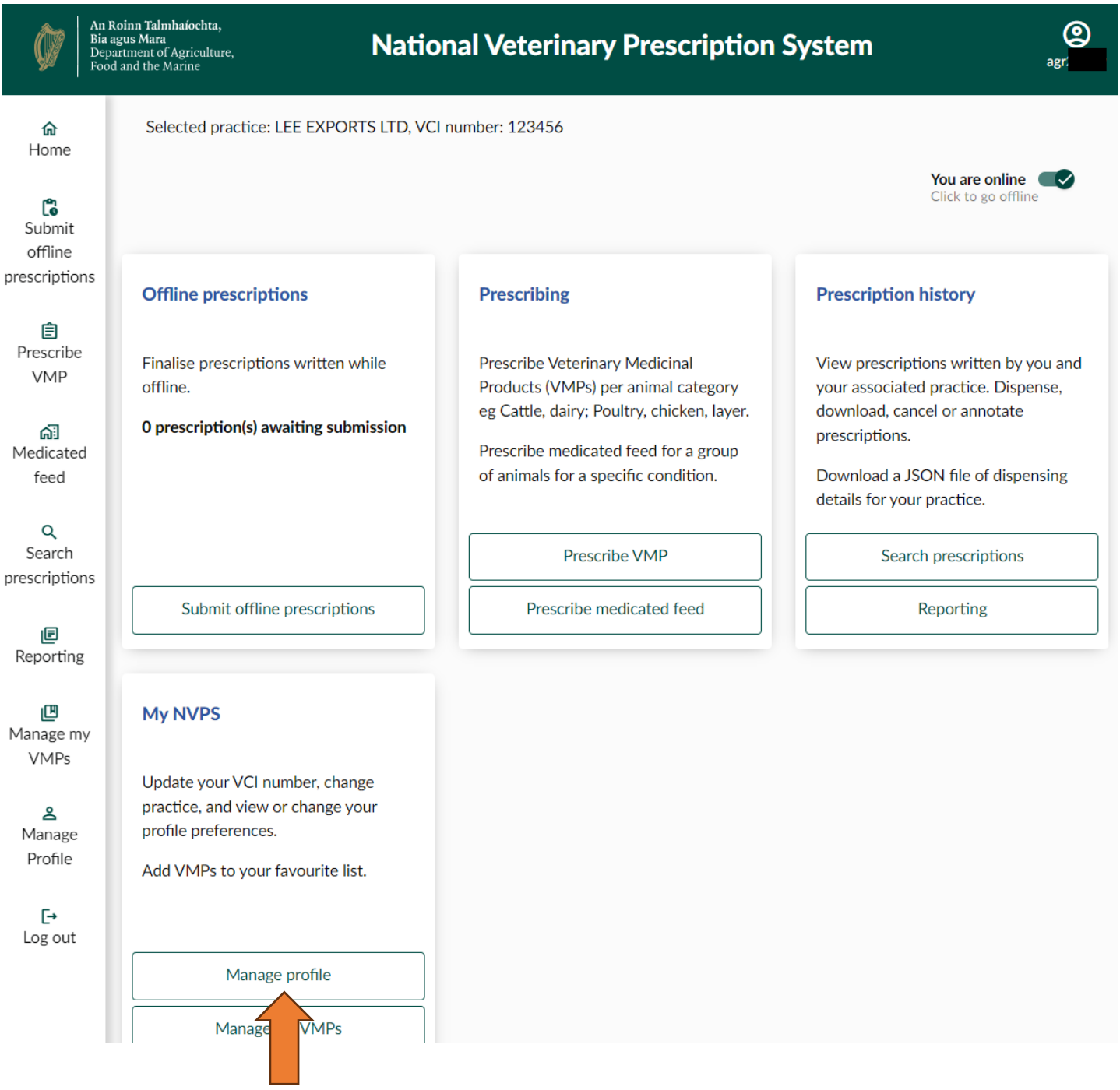


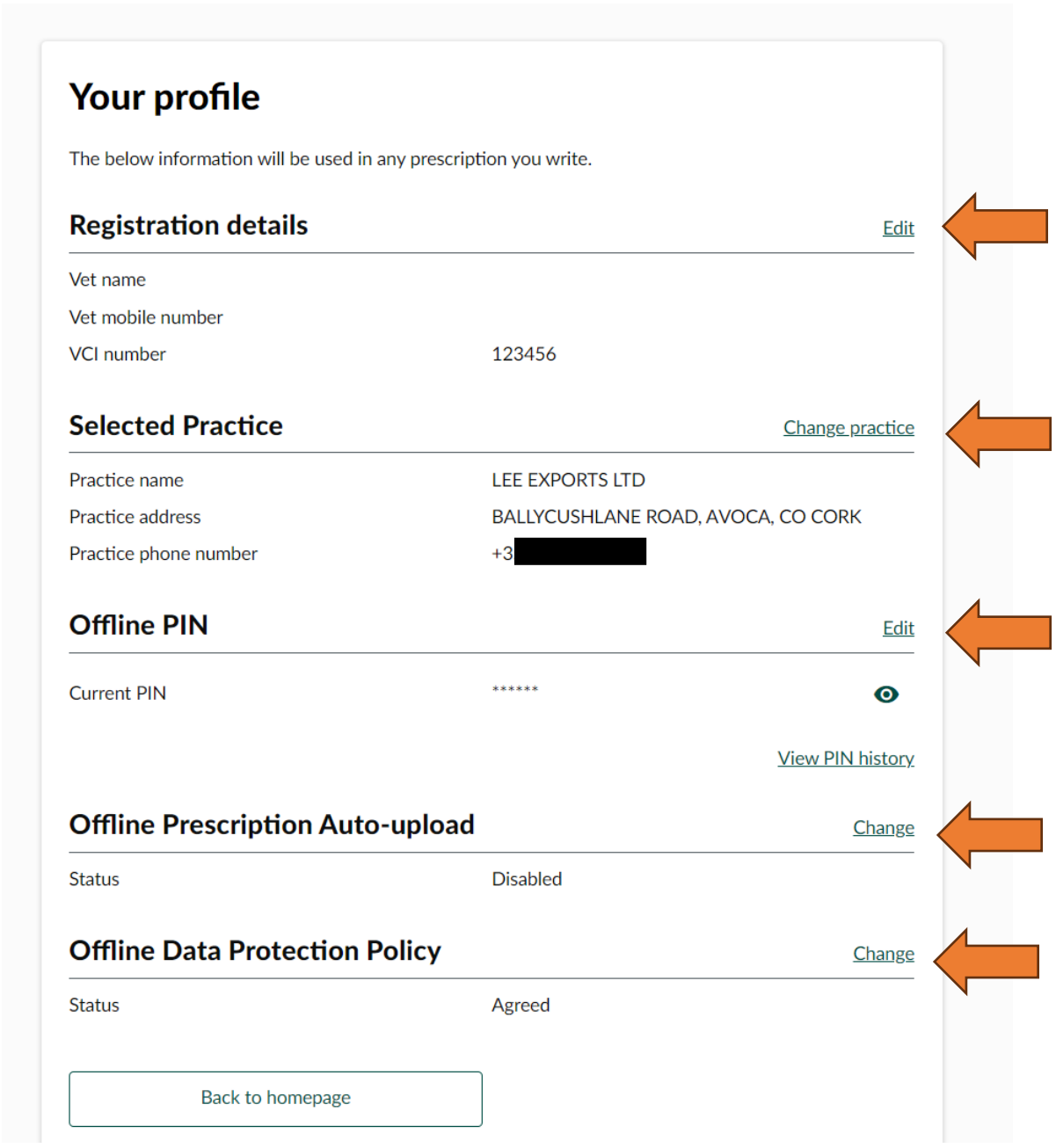
The user may be prompted to enter your VCI and/or select their practice if they have multiple available ones, after that the set up for offline has been finished and the user is ready to use the application.

Offline mode will be entered if you lose the connection or if you click on the offline mode slider.



In case of needing to change any of the settings the user can do so in Manage profile





Your profile

The below information will be used in any prescription you write.

Registration details

Edit

Vet name

Vet mobile number

VCI number 123456

Selected Practice

Change practice

Practice name LEE EXPORTS LTD

Practice address BALLYCUSHLANE ROAD, AVOCA, CO CORK

Practice phone number +3[redacted]

Offline PIN

Edit

Current PIN ******

View PIN history

Offline Prescription Auto-upload

Change

Status Disabled

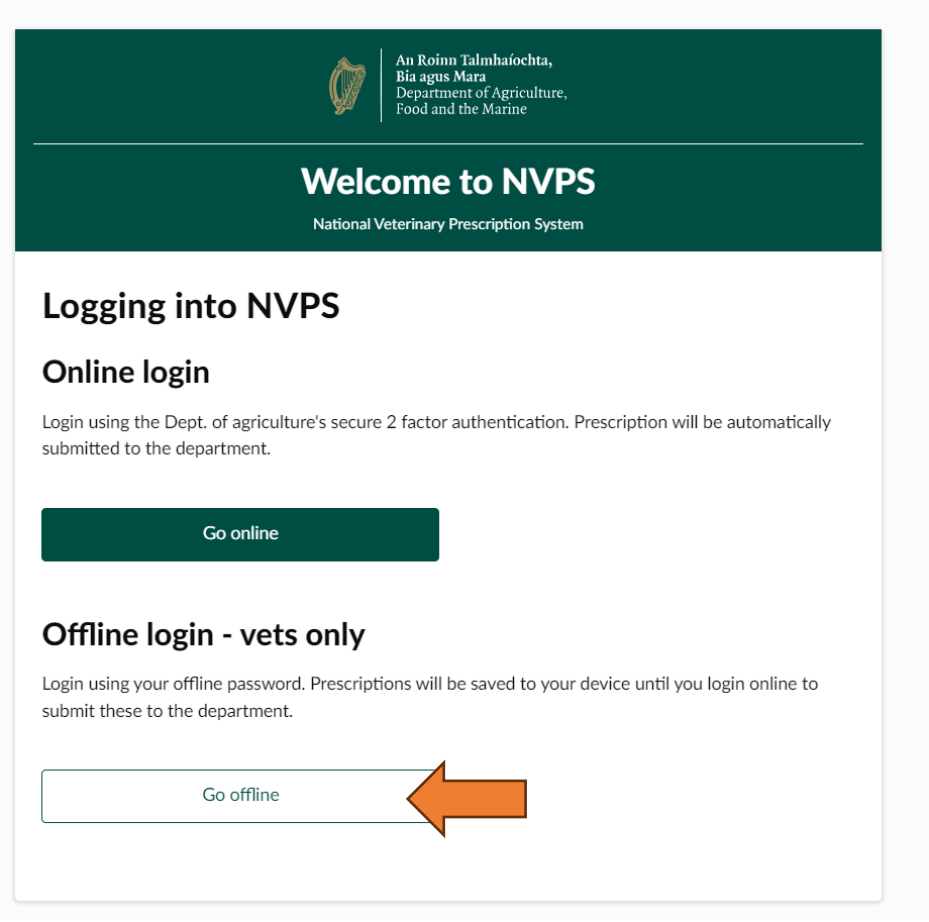
Offline Data Protection Policy

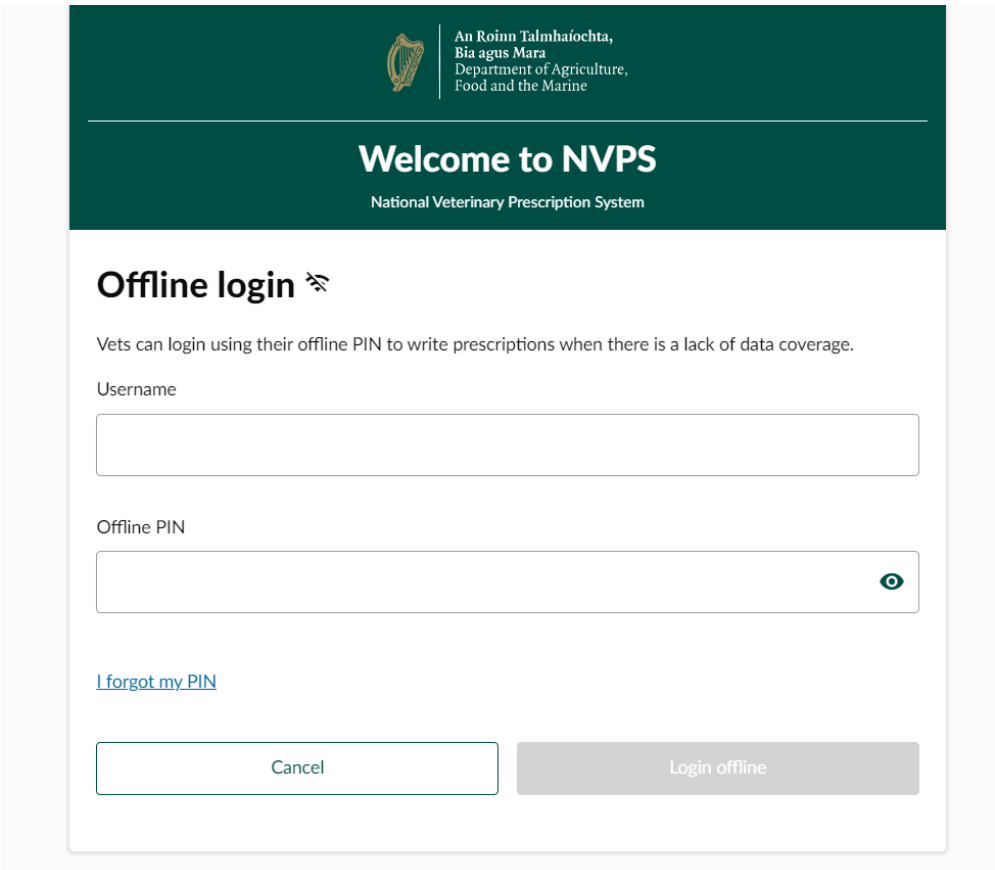
Change

Status Agreed

Back to homepage

After this has been set the user should be able to click on the “Go offline” and login using their user and the offline PIN they just set.





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Setting up access for Offline - Bookmarks

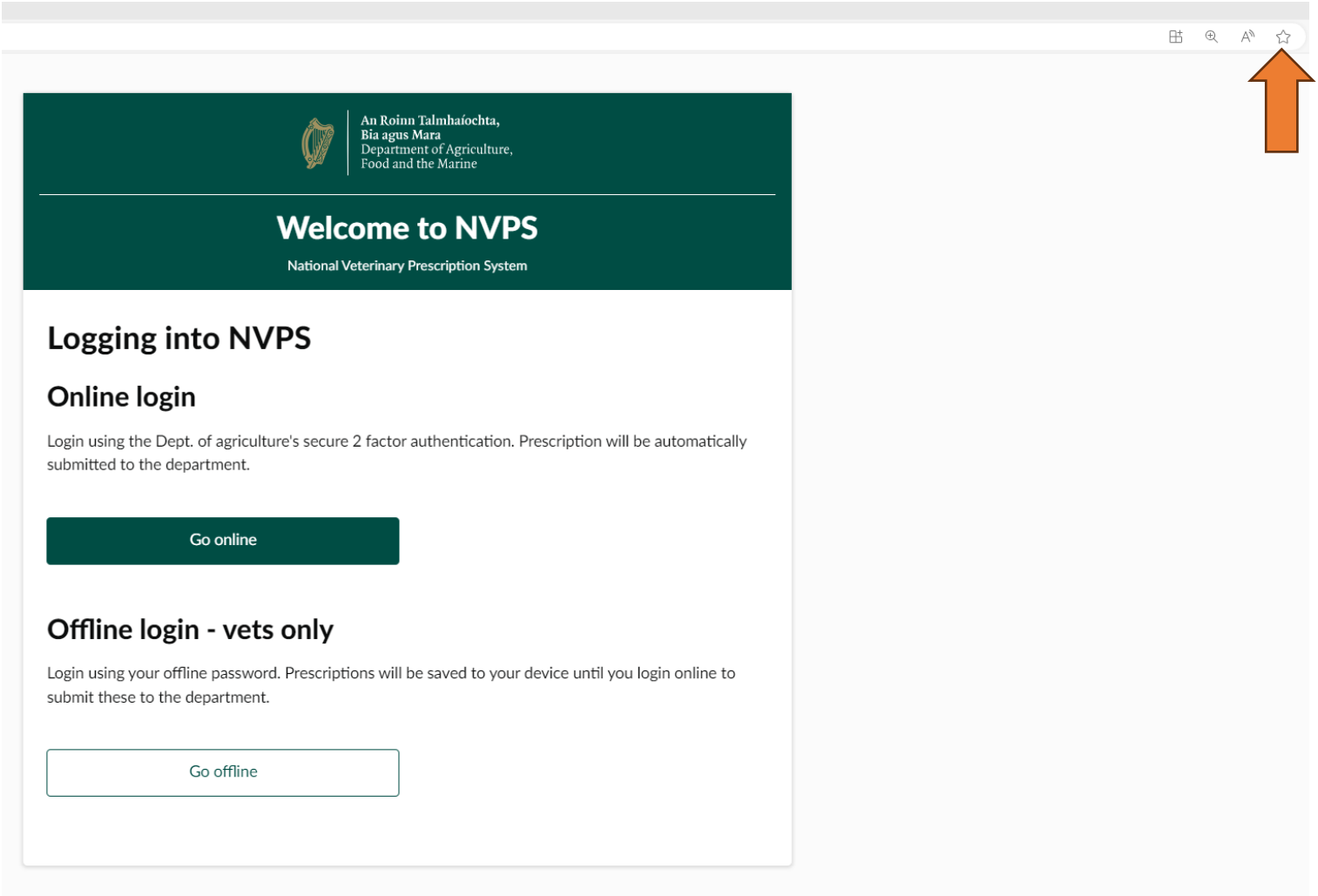
To access the application in offline mode you will need to bookmark it or create a short cut in whichever browser you have log in and set up your account with.

Is important that you use the same browser and device anytime you want to use offline functionalities as the information will be stored inside of the specified browser.

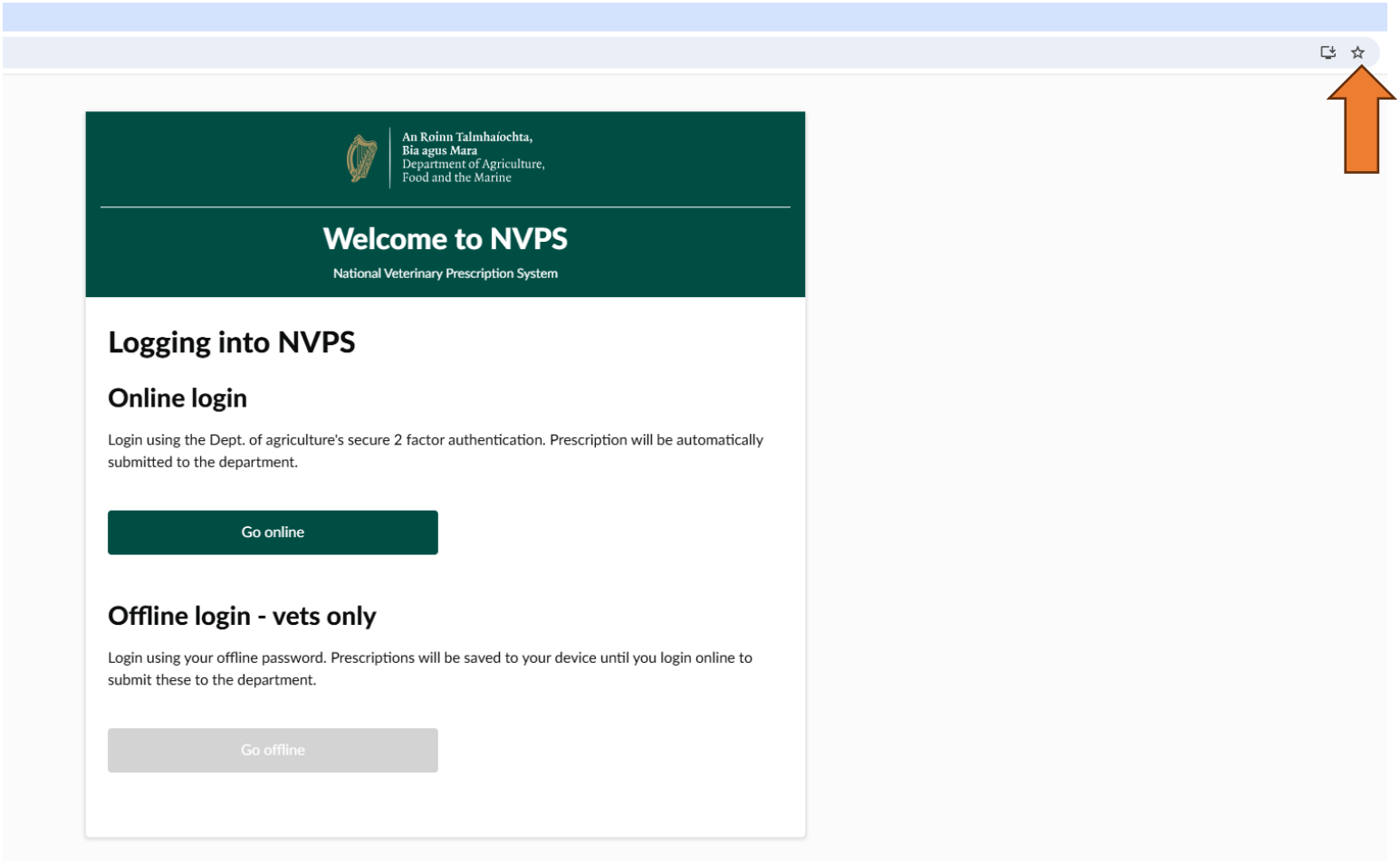
To bookmark the page and be able to access it later you may click on the star or bookmark function.

We have given examples of the most used internet browsers below, if you have a different browser make sure to search how to bookmark a website in that browser.

Microsoft Edge:



Google Chrome PC:



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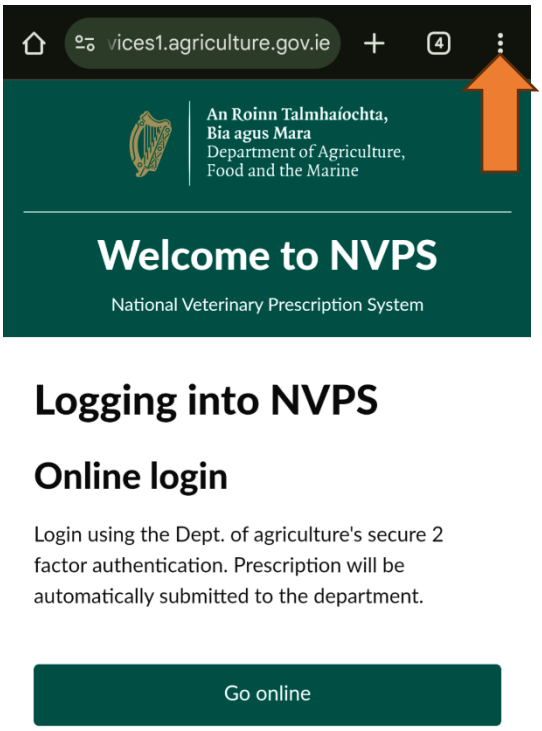
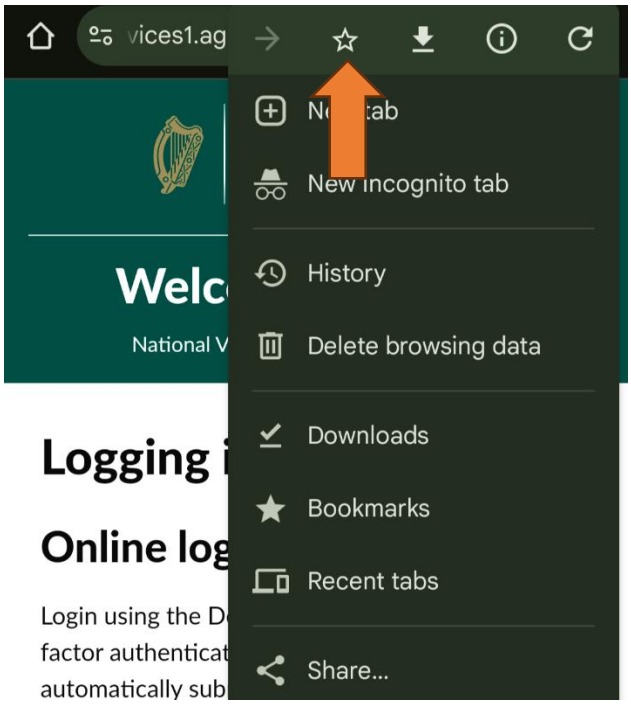
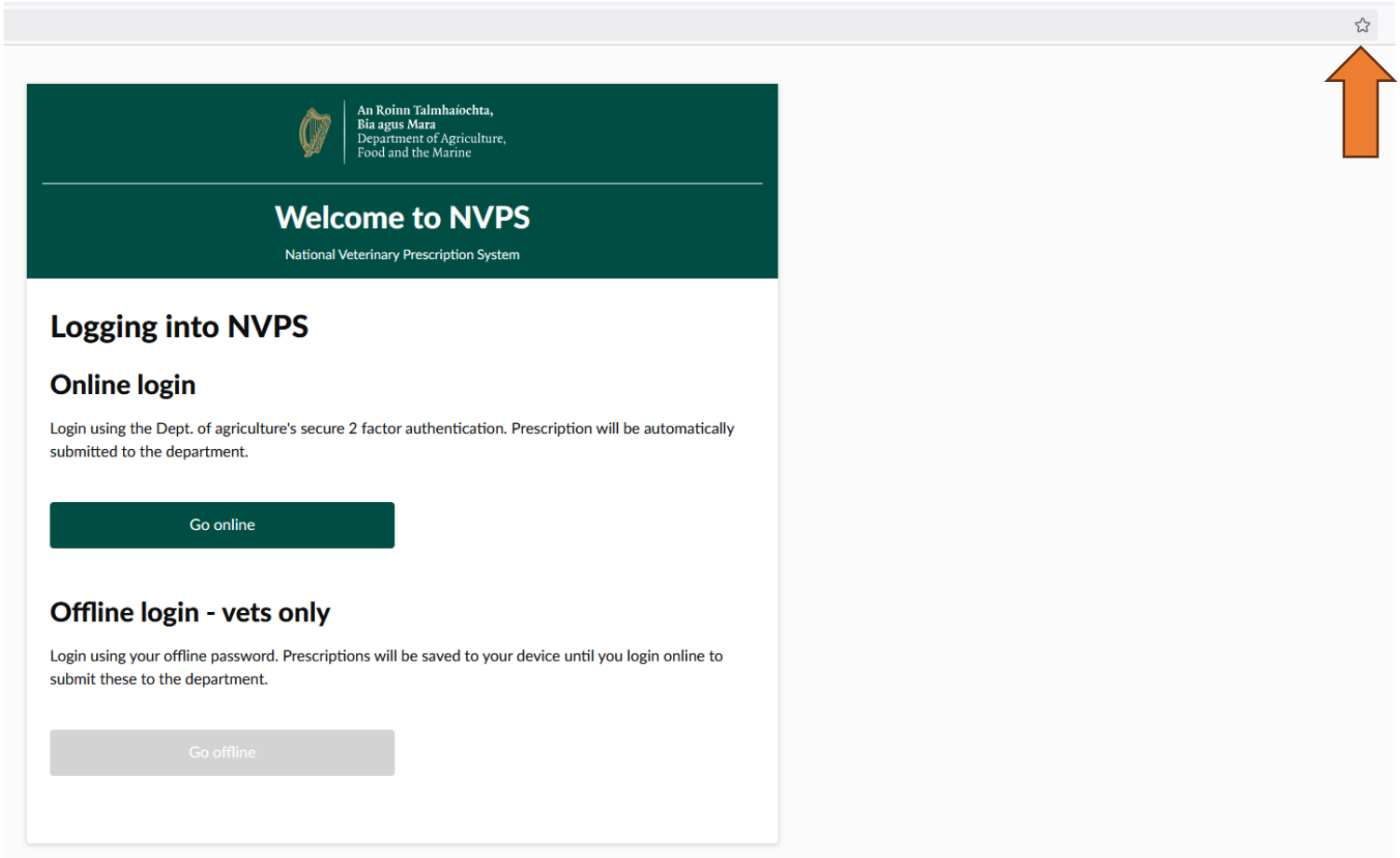
Google Chrome Smartphone:

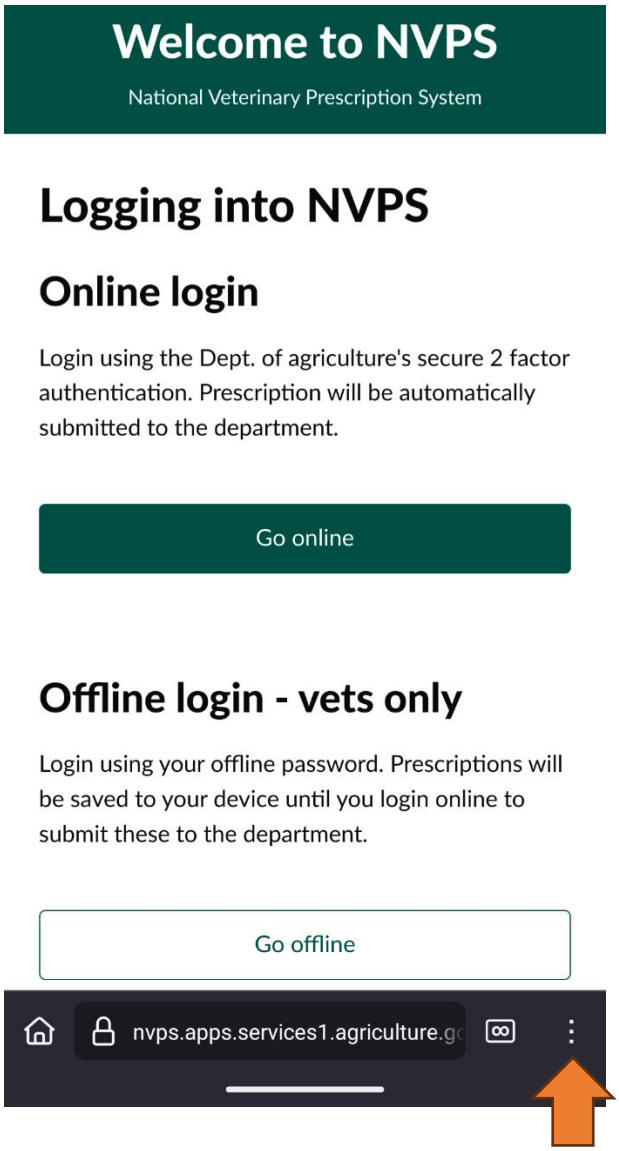


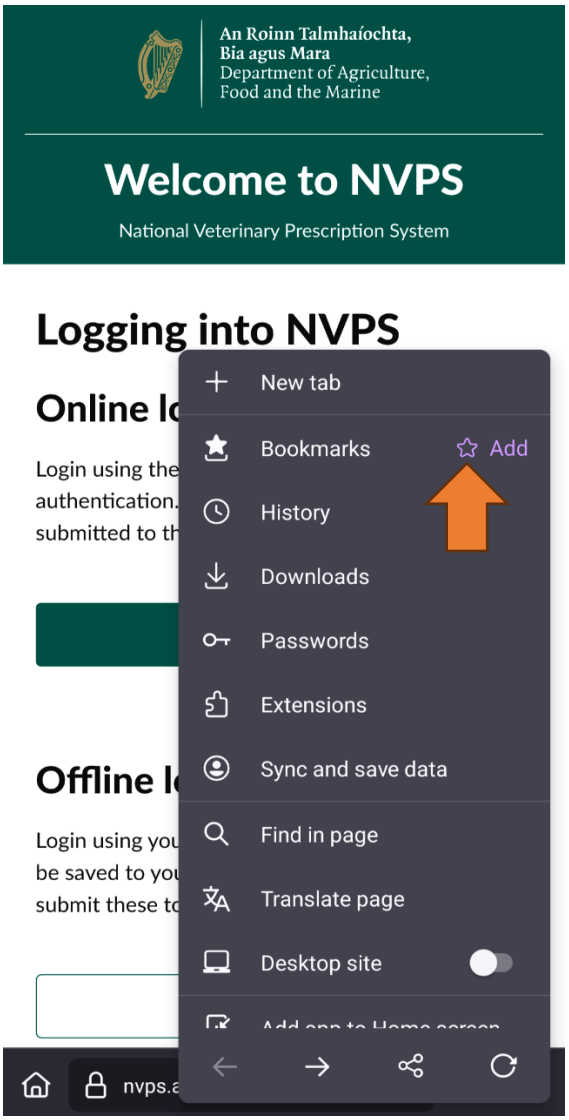


Mozilla Firefox PC:



Mozilla Firefox Android

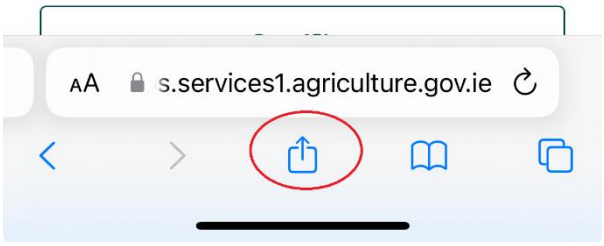




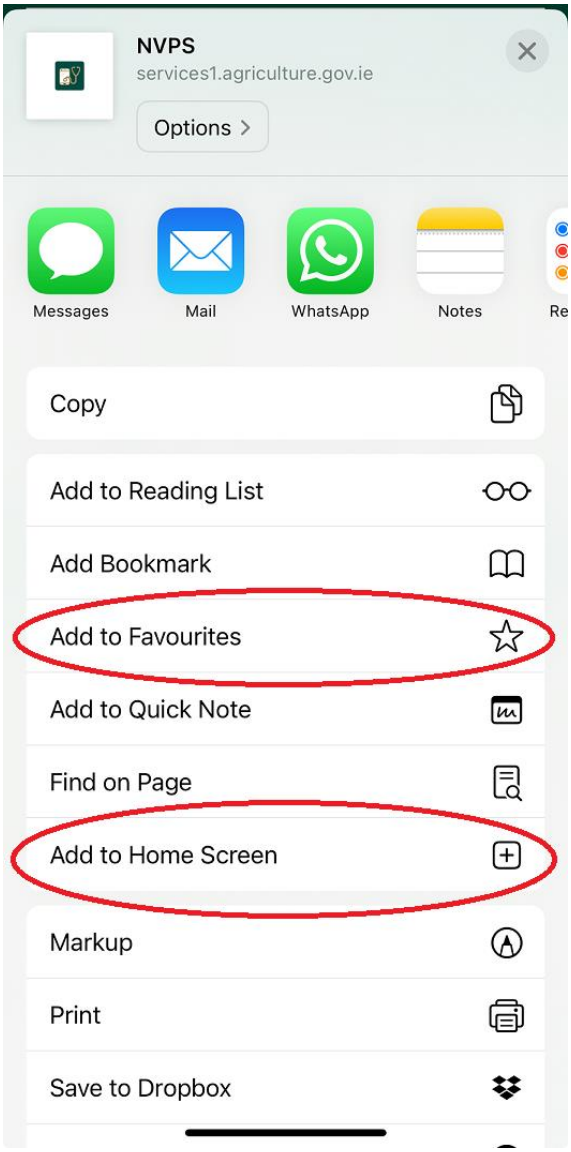
Setting up access for Offline – Home Screen App

For iPhone:

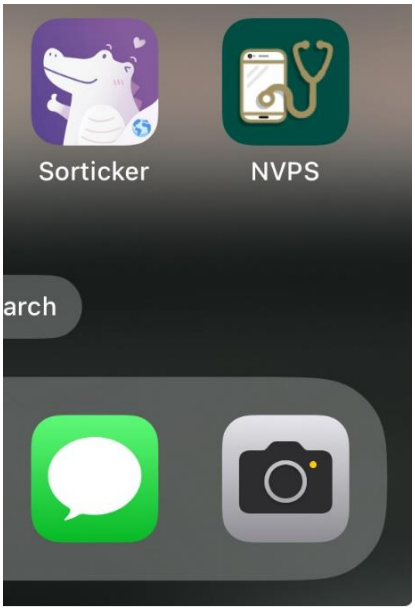
From the NVPS login page the user may click on the share button.



After doing so the user may choose to add to home screen. They may also use the share button to add to favourites which will bookmark the application.



This will show the app in the home Screen.



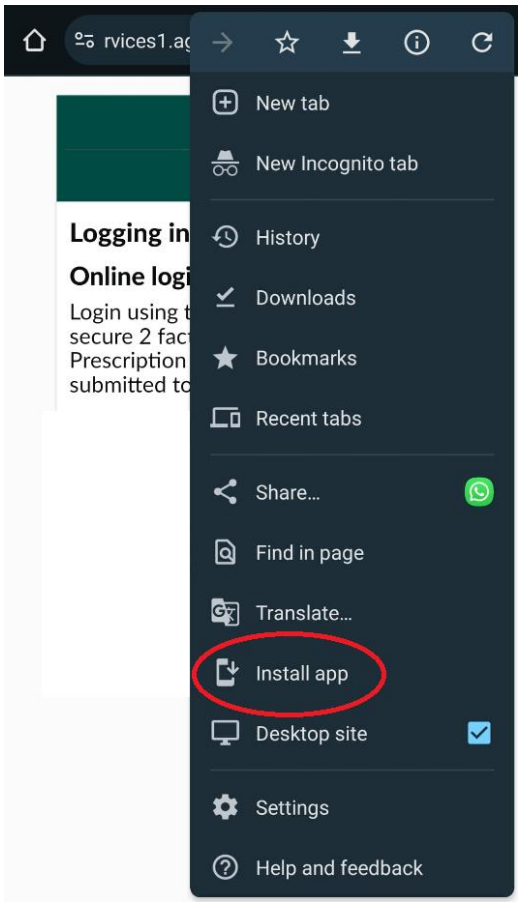
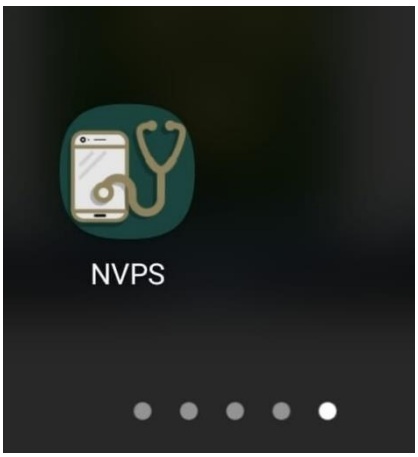
For Android phones:

From the NVPS login screen.

The user can Click on the 3 dots on the top right of their screen

Then click on Install App

It **can also be called "add to home Screen"**



The app should now be an icon on the user home screen