



# User Guide - mSupply Mobile

## Ordering and Receiving stock from suppliers

In mSupply Mobile, incoming stock is handled differently depending on whether it is coming from an:

- **Internal Supplier:** Another store in your mSupply system
- **External Supplier:** A supplier that is *not* a store in your mSupply system.

### Stock coming from an Internal supplier

Stock from an **Internal Supplier** is handled by:

1. Create a **Supplier Requisition** (internal order), either as a [General Order](#) or a [Program Order](#)



You can **ONLY** create Supplier Requisitions for **Internal Suppliers**. You can **NOT** create Supplier Requisitions for **External Suppliers**.

2. Process the resulting [Supplier Invoice](#) that will be created automatically.



An **Internal Supplier** can push stock to your store. In this case, there will be no **Supplier Requisition**. A [Supplier Invoice](#) will just appear in your store and the stock will hopefully follow soon after. The **Supplier Invoice** is processed in the same way, regardless of whether you created a **Supplier Requisition** or not.

### Stock coming from an External Supplier

Stock coming from an **External Supplier** will come without any warning in mSupply. You will not have created a **Supplier Requisition**, and there will be no **Supplier Invoice** waiting for you to process. The first opportunity for you to tell mSupply about the stock will normally be when it arrives at your store. When this happens, you will:

## 1. Create a new Supplier Invoice for a non-mSupply supplier



You can **ONLY** create Supplier Invoices for **External Suppliers**. You can **NOT** create Supplier Invoices for **Internal Suppliers**.

*Previous: [Customer Requisitions](#) | | Next: [Supplier Requisitions \(General Orders\)](#)*

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