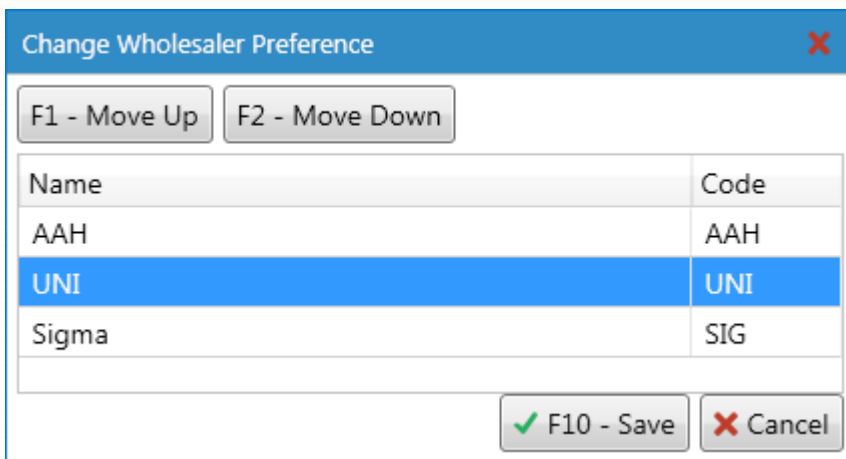


## Setting the Wholesaler Preference Order

Wholesaler preferences allow you to set the default wholesaler (where you order most of your items from) by moving the selected wholesaler to the top of the Wholesaler Preference list. Additionally, the system will use the top wholesaler to order items from after a dispensing event has taken place where no restrictions are set. The overall order of wholesalers in the preference list will determine the order of the tabs in the Ordering Manager.

1. From the Wholesalers Manager, press **[F3 – Set Preference]**.
2. The Change Wholesaler Preference window displays.



Name	Code
AAH	AAH
UNI	UNI
Sigma	SIG

3. Highlight a wholesaler in the grid and press **[F1 – Move Up]** and **[F2 – Move Down]** to change its order in the list.
4. Press **[F10 – Save]**.
5. The Wholesalers Manager displays. Notice the selected order now reflects in the grid as well.

## Revision History

Version Number	Date	Revision Details	Author(s)
1.0	10 December 2019		Joanne Hibbert-Gorst

### Contact us

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