
Development of a System for Monitoring and Preventing Shortages of Medicines in Croatia (PPNL)

Registering a new user

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1 INTRODUCTION

This document describes the basic instructions for registering with the System for Monitoring and Preventing Medicine Shortages in Croatia (hereinafter: PPNL). The PPNL system was developed to monitor medicine stocks, distribution, supply plans, and shortages at the national level, while simultaneously protecting the confidentiality of certain business data.

The system enables the identification and reporting of the availability of medicines on the market, as well as potential shortages, thereby increasing the safety and sustainability of the healthcare system.

This document also provides instructions for registering a new user and instructions for submitting a request to create a new organization.

2 REGISTRATION

To use the production environment of the system, it is mandatory to submit the document "Proof on Behalf of the Organization" (Figure 1). The test and pre-production environments allow use without submitting such proof.

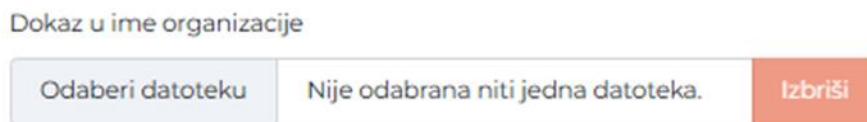


Figure 1 Proof on Behalf of the Organization

Proof on Behalf of the Organization:

A signed document issued on behalf of the organization confirming the authorization of the person to represent the specified organization.

Multiple user accounts:

If required, a user may create multiple user accounts using the same OIB, but with different email addresses. Different roles within the system may be assigned to each account (e.g. wholesaler and marketing authorization holder).

The following section describes the steps for user registration and for submitting a request to create a new organization.

2.1 NEW USER REGISTRATION

Instructions:

No.	Instructions	Input	Expectations
1	Open the system login screen.	Click the ' Log in ' button in the top right-hand corner.	Opened PPNL login page (Figure 2, Figure 3).
2	Opening screen for sending request to create a new user account.	Click the ' Send a request to create a new user account ' button below the login form.	Opened page for sending a request to create a new user account (Figure 4).
3	Fill out the form for sending a request to create a new user account.	Enter the necessary data for registering a new user (in this example, these are ' Email ', ' Name ', ' Surname ', ' OIB ', ' User role ', ' Organization ', ' Proof on Behalf of the Organization ', ' Password ' and ' Confirm password ').	Completed form for sending a request to create a new user account (Figure 5).
4	New user registration	Click the ' Submit request ' button on the form screen to submit a request to create a new user account.	The PPNL login page opens with a message about successfully sending a request to create a new user account. (Figure 6).

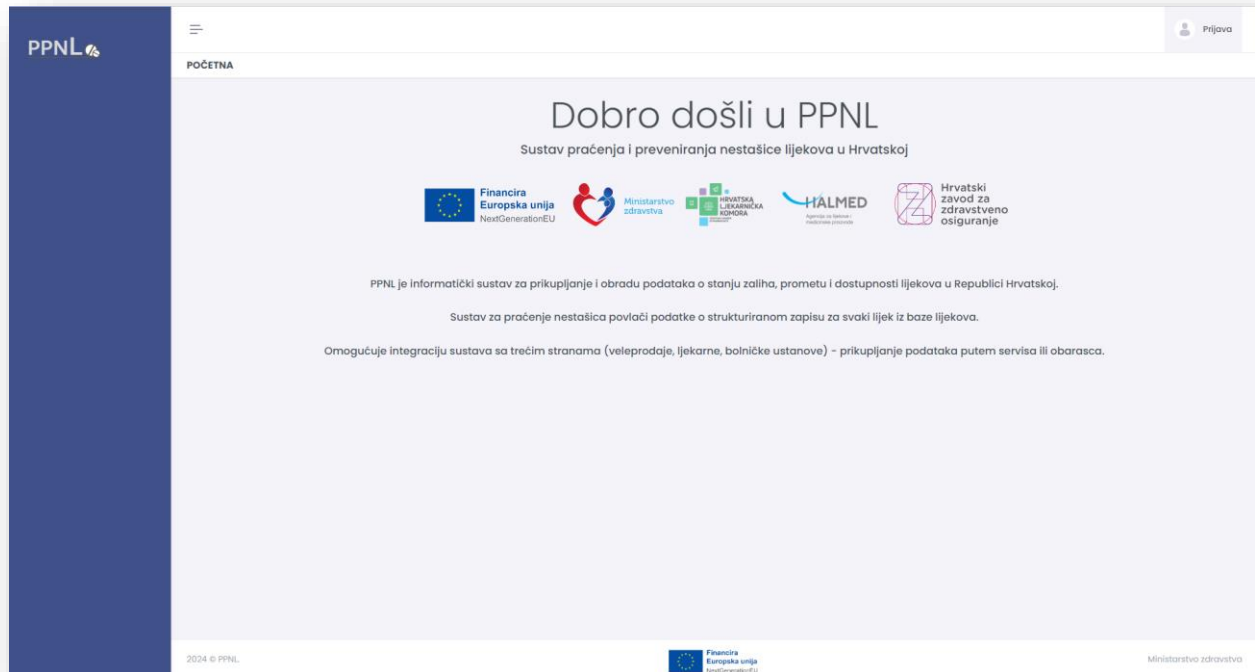


Figure 2. Starting screen of the PPNL system

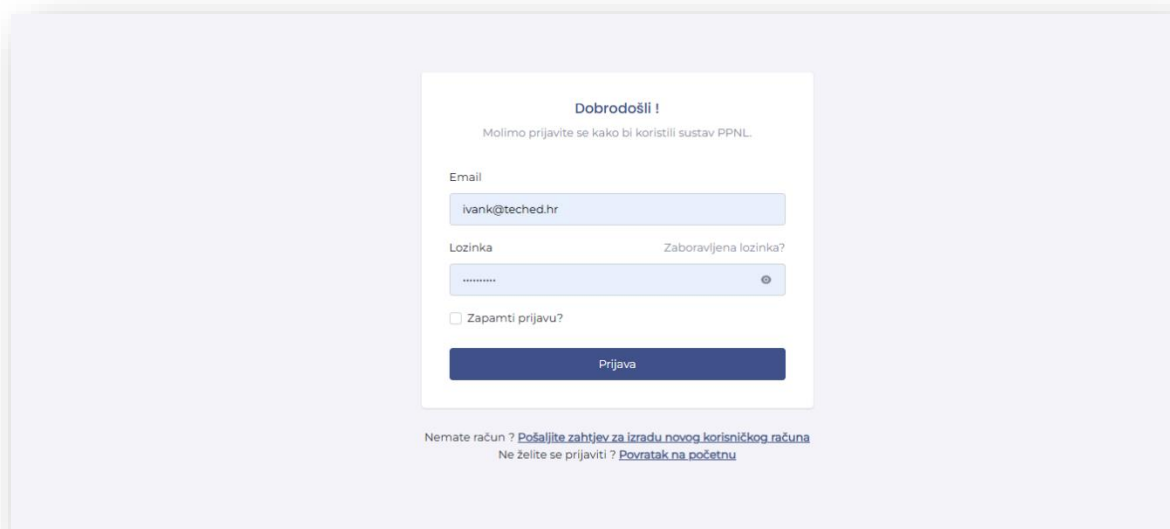


Figure 3. PPNL login form

Dobrodošli !

Pošaljite zahtjev za izradu novog korisničkog računa

Molimo pošaljite zahtjev za izradu novog korisničkog računa kako bi koristili sustav PPNL.

Email

Ime

Prezime

OIB

Korisnička uloga

Organizacija

Nema Vaše organizacije? [Dodaj novu organizaciju](#)

Dokaz u ime organizacije

<input type="button" value="Odaberi datoteku"/>	<input type="text" value="Nije odabrana niti jedna datoteka."/>	<input type="button" value="Izbriši"/>
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Lozinka

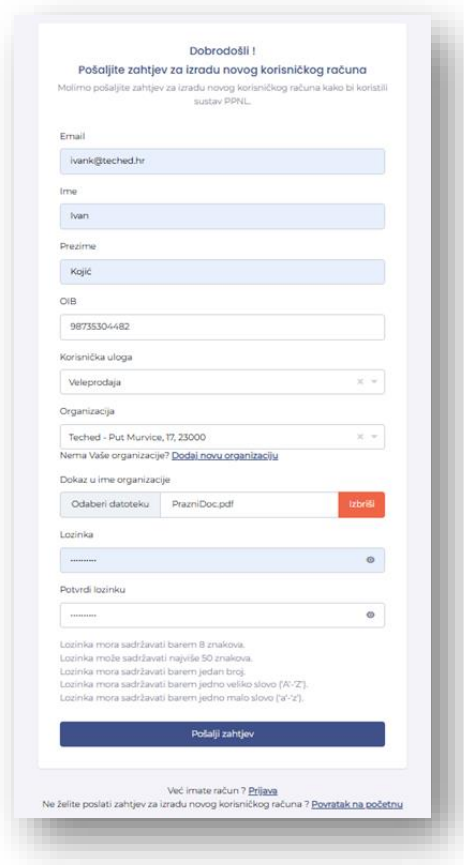
Potvrdi lozinku

Lozinka mora sadržavati barem 8 znakova.
Lozinka može sadržavati najviše 50 znakova.
Lozinka mora sadržavati barem jedan broj.
Lozinka mora sadržavati barem jedno veliko slovo [A-Z].
Lozinka mora sadržavati barem jedno malo slovo [a-z].

Već imate račun ? [Prijave](#)

Ne želite poslati zahtjev za izradu novog korisničkog računa ? [Povratak na početnu](#)

Figure 4. Screen with the form for registering a new user



Dobrodošli !
Pošaljite zahtjev za izradu novog korisničkog računa

Molimo pošaljite zahtjev za izradu novog korisničkog računa kako bi koristili sustav PPNL.

Email
ivan@teched.hr

Ime
Ivan

Prezime
Kojic

OIB
98735304482

Korisnička uloga
Veleprodaja

Organizacija
Teched - Put Murvice, 17, 23000

Nema Vaše organizacije? [Dodaj novu organizaciju](#)

Dokaz u ime organizacije
Odaberi datoteku PrazniDoc.pdf [Izbriši](#)

Lozinka

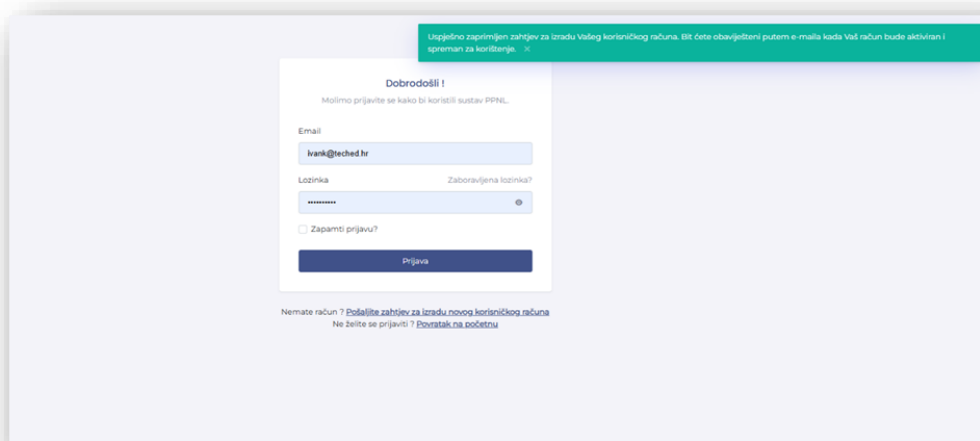
Potvrdi lozinku

Lozinka mora sadržavati barem 8 znakova.
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[Pošalji zahtjev](#)

Već imate račun? [Prijavi](#)
Ne želite poslati zahtjev za izradu novog korisničkog računa? [Povratak na početnu](#)

Figure 5. Screen with filled-in form for registering a new user



Uspješno zaprimljen zahtjev za izradu Vašeg korisničkog računa. Bit ćete obaviješteni putem e-maila kada Vaš račun bude aktivan i spreman za korištenje.

Dobrodošli !
Molimo prijavite se kako bi koristili sustav PPNL.

Email
ivan@teched.hr

Lozinka Zaboravljena lozinka?

Zapamti prijavu?

[Prijava](#)

Nemate račun? [Pošaljite zahtjev za izradu novog korisničkog računa](#)
Ne želite se prijaviti? [Povratak na početnu](#)

Figure 6. Screen with the login form after a successful request to create a new user account

2.2 REQUEST FOR CREATING NEW ORGANIZATION

Instructions:

Br.	Instructions	Input	Expectations
1	Opening the system login screen.	Click the "Login" button in the upper right corner.	Opened PPNL login page (Figure 2, Figure 3).
2	Opening the screen for submitting a request to create a new user account.	Click the "Submit a request to create a new user account" button below the login form.	The page for submitting a request to create a new user account is opened (Figure 9).
3	Completing the form for submitting a request to create a new organization.	Click the "Add new organization" button below the organization selection field.	The page for submitting a request to create a new organization is opened (Figure 10).
4	Completing the form for submitting a request to create a new organization.	Enter the required data for registering a new user (in this example: "Organization name" , "Organization type" , "Street" , "House number" , "CEZIH code" , "Parent organization CEZIH code" , "Description" , "City" , "County" , "Country" , "Postal code" , and "Proof of organization existence from the register").	The form for submitting a request to create a new organization is completed (Figure 11).
5	Submitting a request to create a new organization.	Click the "Submit request" button on the form screen for submitting a request to create a new organization.	The page with the new user registration form is opened, displaying a message confirming successful submission of the request to create a new organization (Figure 12).



Figure 2 Starting screen of the PPNL system

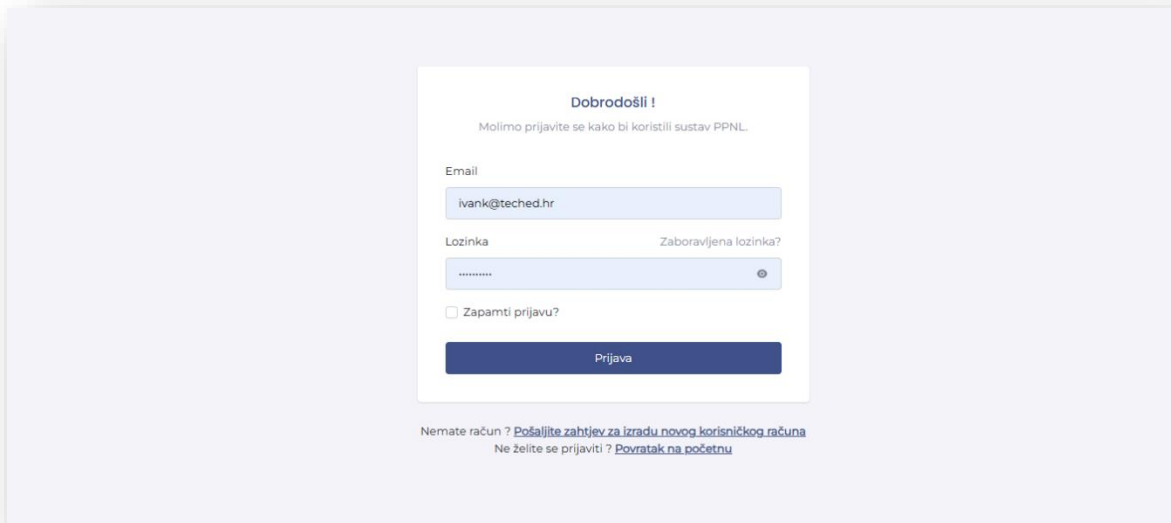


Figure 3 PPNL login form

Dobrodošli !
Pošaljite zahtjev za izradu novog korisničkog računa
Molimo pošaljite zahtjev za izradu novog korisničkog računa kako bi koristili sustav PPNL.

Email

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OIB

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Organizacija

Nema Vaše organizacije? [Dodaj novu organizaciju](#)

Dokaz u ime organizacije
 Nije odabrana niti jedna datoteka.

Lozinka

Potvrdi lozinku

Lozinka mora sadržavati barem 8 znakova.
Lozinka može sadržavati najviše 50 znakova.
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Već imate račun ? [Prijava](#)
Ne želite poslati zahtjev za izradu novog korisničkog računa ? [Povratak na početnu](#)

Figure 4 Screen with the form for registering a new user

Dobrodošli !
Pošaljite zahtjev za izradu nove organizacije

Ime organizacije Vrsta organizacije

Ulica Kućni broj

Čestit. štifa Čestit. štifa nadležne organizacije

Opis

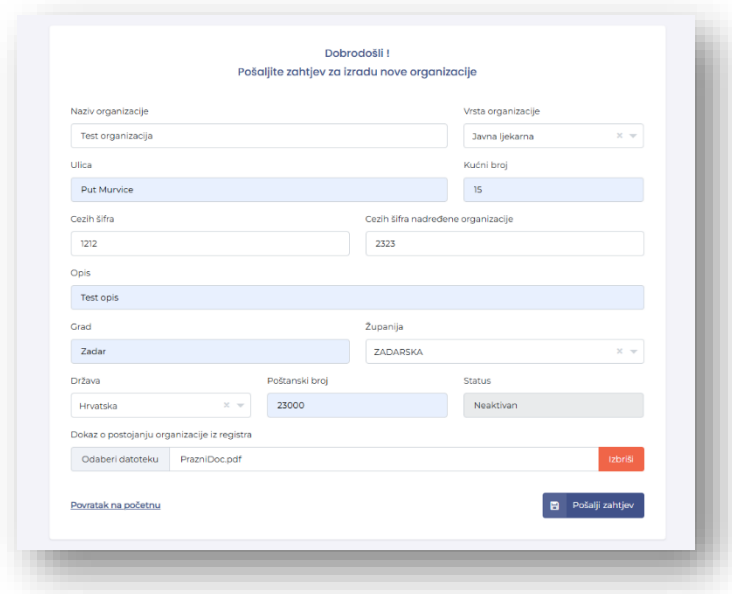
Grad Županija

Država Poštanski broj Status

Dokaz o postojanju organizacije iz registra
 Nije odabrana niti jedna datoteka.

[Povratak na početnu](#)

Figure 5 Screen with form for submitting a request to create a new organization



The screenshot shows a web form titled "Dobrodošli ! Pošaljite zahtjev za izradu nove organizacije". The form contains several input fields and dropdown menus, all filled with test data. The fields are: "Naziv organizacije" (Test organizacija), "Vrsta organizacije" (Javna ijekarna), "Ulica" (Put Murvice), "Kućni broj" (15), "Cezih šifra" (1212), "Cezih šifra nadređene organizacije" (2323), "Opis" (Test opis), "Grad" (Zadar), "Županija" (ZADARSKA), "Država" (Hrvatska), "Poštanski broj" (23000), and "Status" (Neaktivan). There are also two buttons: "Odaberi datoteku" and "Izbrši", and a "Pošalji zahtjev" button at the bottom right.

Figure 6 Screen with the completed form for submitting a request to create a new organization



Figure 7 Screen with confirming message for successful receipt of the request to create a new organization on the new user registration