

Subscribing Gatekeeper sites

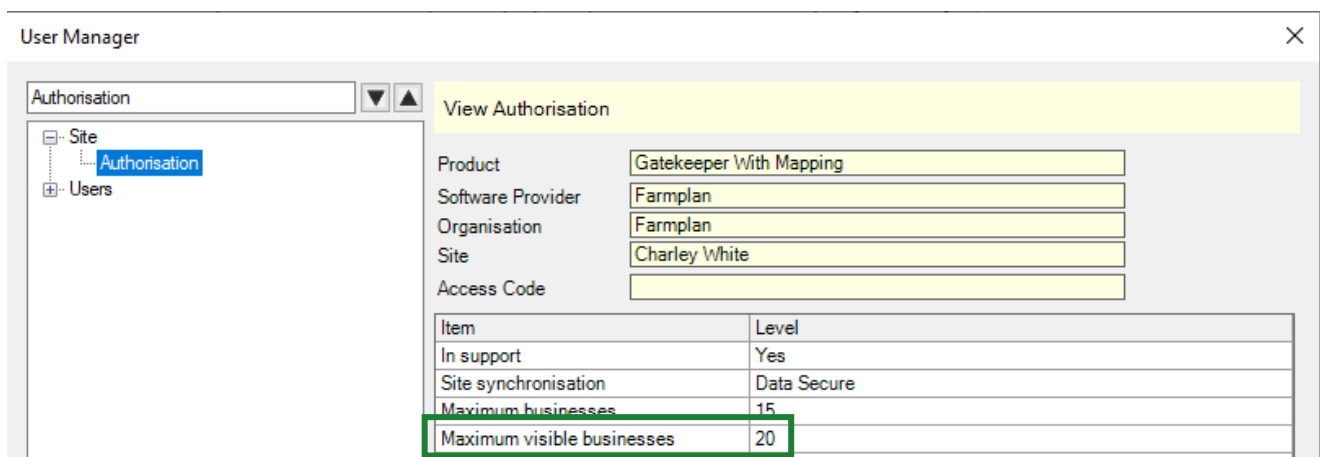
About subscribing

Subscribing is a process which allows two separate Gatekeeper sites inside the same organisation to share a business (and any associated contract businesses).

Whichever site created the business is the 'Business owning site', and can share that business to another site (the 'Subscribed site'). Either site can add to the business data, and they keep each other up to date through synchronising. It is essential to understand how data is updated between sites if you are subscribing for the first time.

Business allowances

Each Gatekeeper site has an allowed number of active businesses (businesses created by that site) and visible businesses (active businesses plus subscribed businesses). Before subscribing a business to a site, check that the site in question still has enough business allowance by going to *Tools > User Manager* and selecting the site 'Authorisation' details:



The screenshot shows the 'User Manager' window with a tree view on the left containing 'Site', 'Authorisation', and 'Users'. The 'View Authorisation' panel on the right displays the following details:

- Product: Gatekeeper With Mapping
- Software Provider: Farmplan
- Organisation: Farmplan
- Site: Charley White
- Access Code: (empty)

Item	Level
In support	Yes
Site synchronisation	Data Secure
Maximum businesses	15
Maximum visible businesses	20

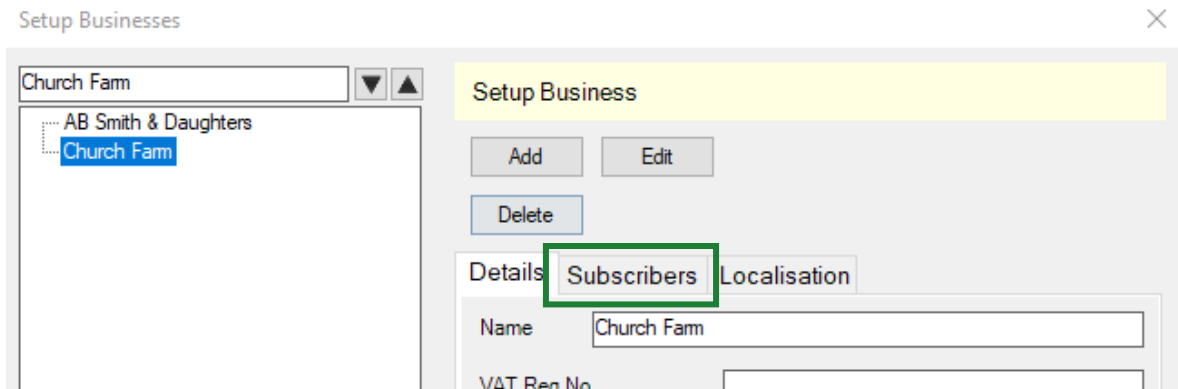
If the number of businesses on this site equals the maximum visible businesses, contact the Support team before subscribing another business to this site.

To subscribe a business to another site

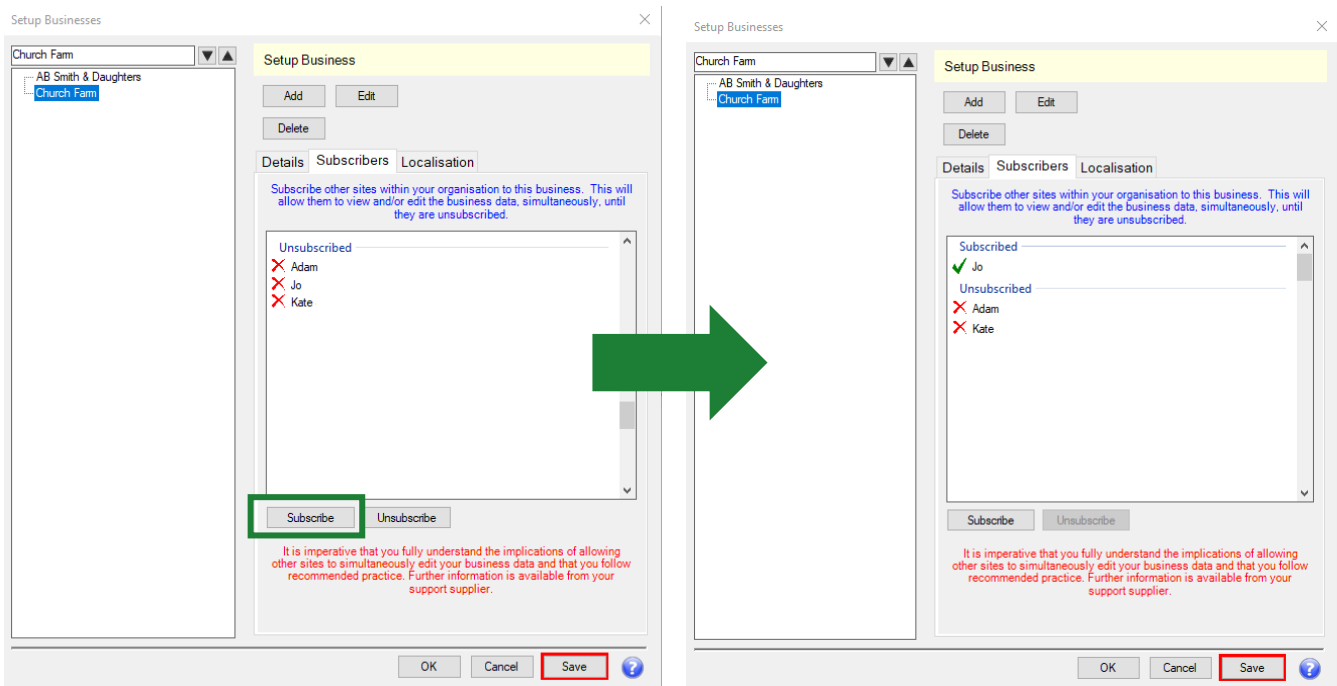
Reminder: businesses can only be subscribed between sites when they belong to the same organisation. For information on sharing data with another Gatekeeper user who is not part of the same organisation, please refer to support resources on [publishing data between sites](#), or contact the support team.

To subscribe a business:

1. From the main Gatekeeper screen, go to *Setup > Businesses*
2. Select the business you wish to subscribe from the list on the left hand side
3. Select the 'Subscribers' tab



4. Select the site that you want to subscribe to this business
5. Click 'Subscribe'


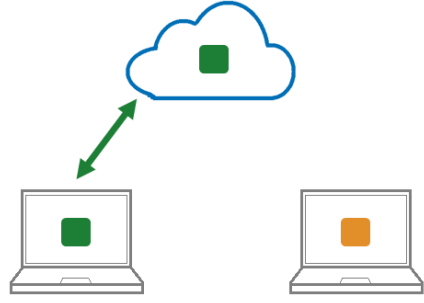
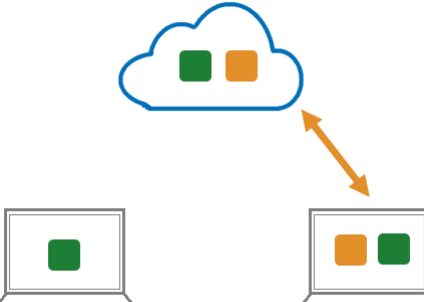
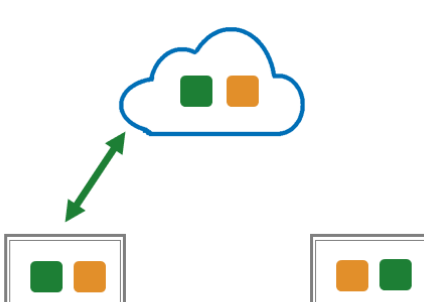


6. Click 'OK' to save and close
7. Synchronise your Gatekeeper
8. Synchronise the subscribed Gatekeeper site.

Sharing data when a business is subscribed

When two sites share a subscribed site, the business data is shared between them by the process of synchronisation.

As a reminder, the process of synchronisation shares data between sites via the Gatekeeper servers (the 'cloud'). Each time a site synchronises, it uploads any changes it has made to the data to the cloud, and also downloads any changes made to the data which is on the cloud. When you are sharing data between two sites, the logistics of this become more important to understand: the diagram below shows an example of this

	Action	Diagram	Effect
Step 0	Both sites contain data		Neither site can see the changes made on the other site.
Step 1	Site 1 syncs changes		Site 1's changes are uploaded to the cloud. They cannot yet be seen by site 2.
Step 2	Site 2 syncs changes		Site 2's changes are uploaded to the cloud, and it pulls down site 1's changes. Site 2 changes cannot yet be seen on site 1.
Step 3	Site 1 syncs again		Each site can see the changes made on the other site.

To unsubscribe a business from another site

To remove a site's access from a business, the business owning site should:

1. Ensure both sites have synchronised
2. From the main Gatekeeper screen, go to *Setup > Businesses*
3. Select the business you wish to un-subscribe from the list on the left hand side
4. Select the 'Subscribers' tab
5. Select the site you wish to unsubscribe
6. Click 'Unsubscribe'
7. Click 'OK' to save and close
8. Synchronise both Gatekeeper sites