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Manual generation of invoices and line-item credit memos based on reversal receipts

This Ariba Network feature is applicable to:

- all buyer users
- all supplier users

Ariba Network now allows suppliers to create invoices and credit memos directly from reversal receipts. A reversal receipt corrects either the quantity of items received or returned from a previous receipt. Previously, suppliers were not able to create invoices or credit memos directly from reversal receipts, which could result in an imbalance between invoices and receipts. Now, suppliers can always keep their invoices balanced with receipts, and the correct document reference is always included in the invoice or credit memo.

Reversal receipts have negative quantities to reduce or nullify quantities from earlier receipts. For example, the following cXML excerpt shows a `ReceiptItem` from a Returned Reversal receipt:

```
<ReceiptItem quantity="-3.0" receiptLineNumber="1" type="returned">
```

The following cXML example shows a `ReceiptItem` from a Received Reversal receipt:

```
<ReceiptItem quantity="-3.0" receiptLineNumber="1" type="received">
```

Buyers in the United States, Australia, and South Africa can enable a country-based invoice rule to have Ariba Network automatically generate invoices from receipts, including reversal receipts.

Enabling this feature

This feature is enabled for all buyers and suppliers.

Prerequisites

To invoice for received quantities only, buyers must enable the following invoice rules:

- **Require suppliers to include only received quantities on invoices**
- **Require references to receipts on invoices**

For information about invoice rules related to receipts, see the Ariba Network *Guide to invoicing*.

[Workflow process for creating invoices and credit memos for receipt reversals \[page 4\]](#)

[Changes in existing functionality \[page 6\]](#)

[Supplier user tasks \[page 6\]](#)

Workflow process for creating invoices and credit memos for receipt reversals

Workflow process for creating an invoice for a returned reversal receipt

The following describes the workflow for creating an invoice for a returned reversal receipt:

1. Buyer sends an order to a supplier requesting certain items.
2. Supplier delivers the goods to the buyer's warehouse.
3. Buyer sends a receipt to acknowledge receipt of the items.
4. Supplier sends an invoice based on the receipt.
5. Buyer returns some of items, and sends a returned receipt to the supplier.
6. Supplier sends a line-item credit memo for the returned items.
7. Buyer sends a returned reversal receipt to the supplier, undoing the return of some items.
8. Supplier sends a new invoice based on the returned reversal receipt.

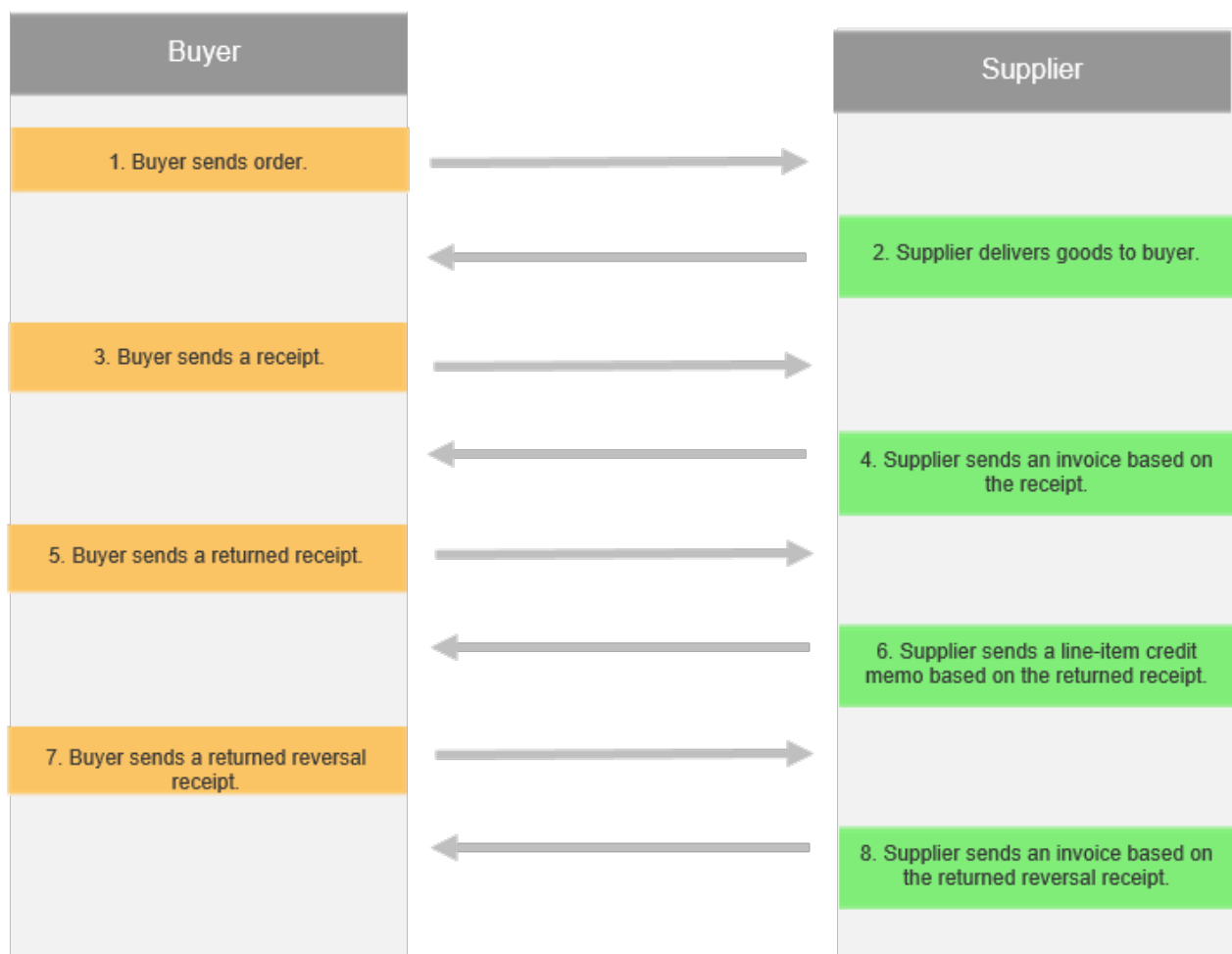


Figure 1: Workflow process for creating an invoice based on a returned reversal receipt

Workflow process for creating a line-item credit memo for a received reversal receipt

The following describes the workflow for creating a line-item credit memo for a received reversal receipt:

1. Buyer sends an order to a supplier requesting certain items.
2. Supplier delivers the goods to the buyer's warehouse.
3. Buyer sends a receipt to acknowledge receipt of the items.
4. Supplier sends an invoice based on the receipt.
5. Buyer sends a received reversal receipt to the supplier, undoing receipt of some items.
6. Supplier sends a new line-item credit memo based on the received reversal receipt.

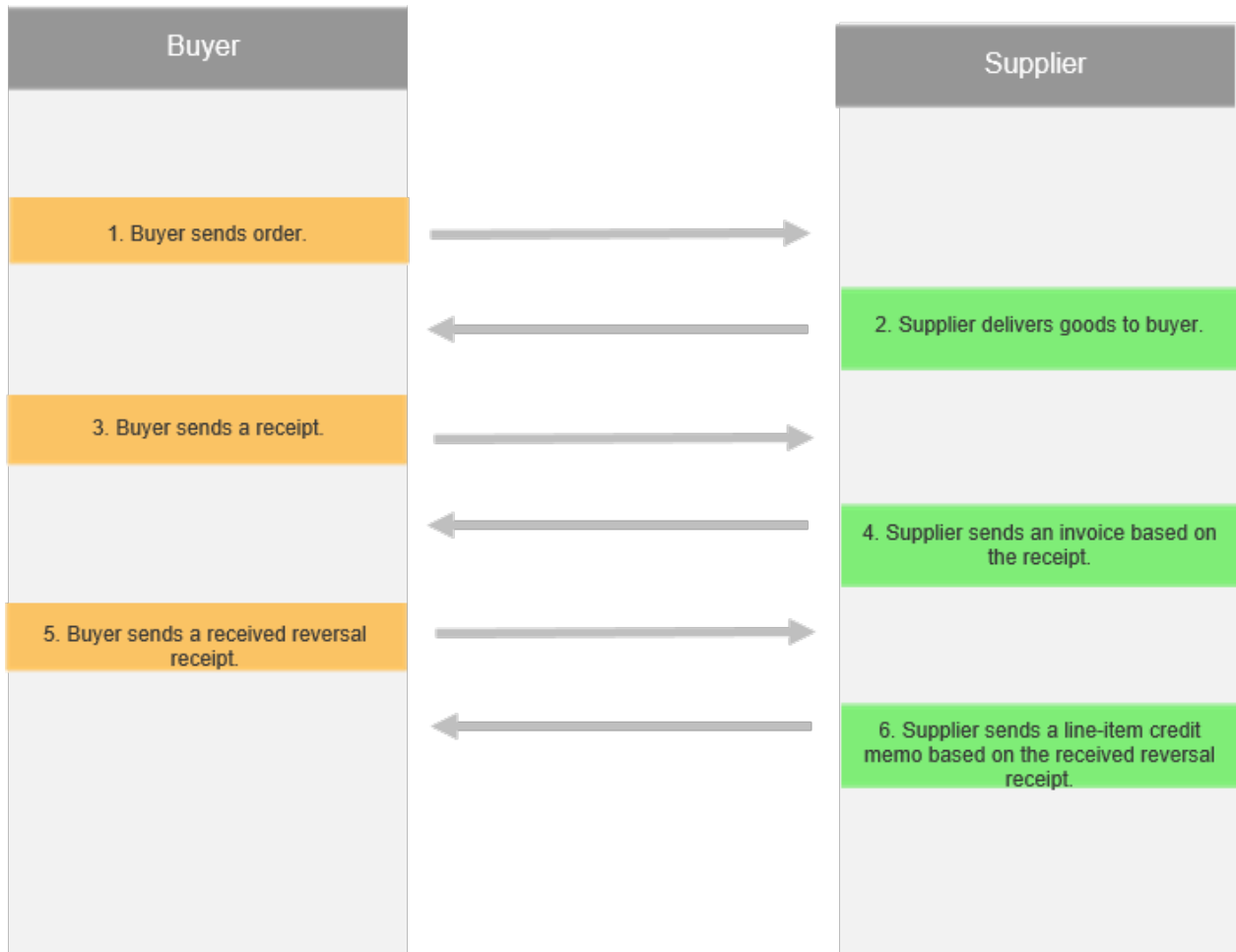


Figure 2: Workflow process for creating a line-item credit memo based on a received reversal receipt

Changes in existing functionality

Supplier user interface changes

Select Receipts To Be Invoiced page

Suppliers can create invoices and credit memos directly from reversal receipts, which are used to correct quantities for previous receipts. Reversal receipts have negative quantities. Previously, suppliers couldn't flip reversal receipts into invoices and credit memos.

Create Invoice page and Create Line-Item Credit Memo page

Previously, only receipts with positive received items were referenced on invoices. Now, reversal receipts, which have negative quantities, can be referenced on invoices and credit memos.

Supplier user tasks

How to create an invoice or credit memo based on a receipt reversal

Prerequisites

The following buyer invoice rules are enabled:

- **Require suppliers to include only received quantities on invoices**
- **Require references to receipts on invoices**
- **Allow suppliers to send line-item credit memo**
- **Allow suppliers to send invoices to this account**

Context

A receipt reversal occurs when a receipt corrects quantities from a previous receipt, either for received items or returned items. It has negative quantities, thereby reversing positive quantities from the earlier receipt. You can create an invoice or a line-item credit memo for a reversal receipt the same way you create one for receipts with positive quantities.

Procedure

1. Click the **Inbox** tab, and open a purchase order.
2. Do one of the following:
 - To create an invoice for a Returned Reversal receipt, click ► **Create Invoice** ► **Standard Invoice** ►.
 - To create a line-item credit memo for a Received Reversal receipt, click ► **Create Invoice** ► **Line-Item Credit Memo** ►.
3. If the Select Receipts To Be Invoiced wizard is displayed, select receipts to include in the invoice or credit memo, and then click **Next**. Otherwise, complete the first page of the **Create Invoice** wizard or **Create Line-Item Credit Memo** wizard, and then click **Next**.
4. Complete the wizard, and click **Submit**.
The invoice or credit memo includes includes a reference to a receipt for each line item.

Enhancements for invoice autogeneration from receipts for ERS (self-billing) and consignment orders

This Ariba Network feature is applicable to:

- all buyer users
- all supplier users
- Ariba Invoice Automation

This feature enhances the behavior of invoice autogeneration from receipts by preventing invoicing for ERS (self-billing) and consignment orders. Buyers can send the ERS indicator at the header level or line item level of the order. If the ERS indicator appears at the header level, an invoice can't be autogenerated from a receipt for the order. If an ERS or consignment indicator appears at the line item level, an invoice can be autogenerated only for items that do not have the indicator.

i Note

Ariba Network also checks whether an order has a temporary price indicator at the header level. If so, an invoice can't be autogenerated from a receipt for the order.

Enabling this feature

This feature is enabled for all buyers and suppliers and is ready for immediate use.

Prerequisites

Before a supplier can automatically create invoices from receipts for a buyer, the supplier and the buyer must meet these requirements:

- The buyer must be in the United States, Australia, or South Africa.
- The buyer must enable the following rule on the **Default Transaction Rules** page: **Require suppliers to include only received quantities on invoices.**
This default transaction rule can be enabled for a group of suppliers rather than for all suppliers. If the rule is not enabled, automatic invoice creation from receipts doesn't work.
- The buyer must enable the following country-based invoice rule: **Enable automatic invoice creation from receipts.**
- The supplier must confirm automatic invoice creation for the buyer.

[Changes to existing functionality \[page 9\]](#)

Changes to existing functionality

If a buyer has enabled autogeneration of invoices from receipts, Ariba Network does NOT generate an invoice in the following scenarios:

Scenario	cXML example
The receipt is for an order that has an ERS indicator at the header level.	<pre><OrderRequestHeader ... > <ControlKeys> <InvoiceInstruction value="isERS"/> </ControlKeys> </OrderRequestHeader></pre>
The receipt is for an item that has an ERS indicator at the item level on the order.	<pre><ItemOut ... > <ControlKeys> <InvoiceInstruction value="isERS"/> </ControlKeys> </ItemOut></pre>
The receipt is for an item that has a consignment indicator at the item level of the order.	<pre><ItemOut itemCategory="consignment" lineNumber="10" quantity="30.000" requestedDeliveryDate="2017-12-08T12:00:00+02:00"> </ItemOut></pre>
The receipt is for an order for which the buyer doesn't allow invoicing.	<pre><OrderRequestHeader ... > <Extrinsic name="Ariba.invoicingAllowed">No</ Extrinsic> </OrderRequestHeader></pre>
The receipt is for an order with a temporary price indicator at the header level.	<pre><OrderRequestHeader ... > <ControlKeys> <InvoiceInstruction value="notAllowed"> <TemporaryPrice value="yes"/> </InvoiceInstruction> </ControlKeys> </OrderRequestHeader></pre>

Enabling tolerances for shipped quantities in an invoice

This Ariba Network feature is applicable to:

- all buyer users
- all supplier users

Suppliers can generate advance ship notices containing quantities which may be estimates of how much they can deliver. When suppliers ship the items, they may supply more or less than the quantities specified in the ship notice, and generate invoices according to the actual quantities shipped. When the **Require suppliers to include only shipped quantities on invoices** rule is enabled, and there is a mismatch between the quantities shipped and the quantities invoiced, suppliers cannot modify the quantities shipped in the generated invoice. In some cases, suppliers may not want to cancel the ship notice and resend it with the correct shipped quantity because it is a tedious process.

Now, with this feature, buyers can specify the tolerance limits applicable for shipped quantities in the invoice. This allows suppliers to generate invoices from ship notices where the quantity shipped value in the invoice can differ from the quantities specified in the ship notice within the specified tolerance limits. Buyers can set both the upper and lower tolerance limits within which the suppliers are allowed to modify the shipped quantities in the generated invoice. When the **Require suppliers to include only shipped quantities on invoices** rule is enabled, by default, the upper and lower tolerance limits are not set to any value. Buyers can specify either one of the tolerance limits or both the upper and lower limits.

Buyers can choose to set the tolerance levels for shipped quantities in the generated invoice at the line-item level for the corresponding ship notice. To set the tolerance levels, buyers can enable the **Require references to ship notices on invoices** subrule and then specify the tolerance limits in the **Apply line-item shipped quantity tolerances to invoices** sub-rule. Buyers can also enable this rule for supplier groups.

Example

The buyer generates a purchase order for 100 units. Buyer sets the upper tolerance limit to 5% and the lower tolerance level to 10% for the shipped quantities in an invoice. Now, the upper tolerance level is 105 units and the lower tolerance level is 90 units. Supplier can generate an invoice for the corresponding purchase order with the shipped quantity value ranging from 90 to 105 units.

Example

The buyer generates a purchase order for 100 units and sets the upper tolerance limit to 10% and the lower tolerance level to 10% for the shipped quantities in an invoice. Now, the supplier generates two ship notices. The supplier specifies 30 units in the first ship notice and 70 units in the second ship notice. When an invoice is generated against ship notice 1, the supplier can enter a value ranging from a maximum of 33 units to a minimum of 27 units in the invoice. When an invoice is generated against ship notice 2, the supplier can enter a value ranging from a maximum of 77 units to a minimum of 63 units in the invoice.

Enabling this feature

This feature is enabled for all buyers and suppliers.

Changes to existing functionality

Buyer administrator interface changes

On the **Default Transaction Rules** page, in the **General Invoice Rules** section, the following new rule is added:

- **Apply line-item shipped quantity tolerances to invoices**

This rule has the following fields:

- **Upper tolerance limit**
- **Lower tolerance limit**

i Note

Ariba Network displays this rule only if the **Require suppliers to include only shipped quantities on invoices** rule is enabled.

Buyer administrator tasks

How to enable invoice tolerances when creating an invoice from an advance ship notice

Context

You can enable invoice tolerances so that suppliers can change the quantities shipped value while creating an invoice from a ship notice.

Procedure

1. Click ► **Administration** ► **Configuration** ►.
2. Click **Default Transaction Rules**.

The **Default transaction rules** page appears.

3. Scroll down to the **General Invoice Rules** section.
4. Select the **Require suppliers to include only shipped quantities on invoices** rule.

Ariba Network displays the **Apply line-item shipped quantity tolerances to invoices** rule.

5. To apply tolerances at a line-item level corresponding to the quantities specified in the ship notices, select the **Require references to ship notices on invoices** rule.
6. In the **Apply line-item shipped quantity tolerances to invoices** rule, specify the upper and lower tolerance limits for invoicing at the line-item level.
7. Click **Save**.

Quote automation enhancements

This Ariba Network feature is applicable to:

- **Quote automation buyer users**
- **Quote automation supplier users**

The following quote automation enhancements are available:

Quote automation enhancements for supplier users

The following quote automation enhancements are available:

- **Showing buyer sub-user information on the Request for Quote (RFQ) posting**
On the RFQ posting details page, suppliers can view the details of the buyers so that they can contact them to seek clarifications.
- **Showing closed postings**
By default, SAP Ariba Discovery does not include the list of closed RFQ postings on the **Leads** page. However, suppliers can choose to view the list of closed RFQ postings on the **Invitations**, **Watchlist**, and **Responses** tabs.
- **Labeling of RFQ postings that suppliers are not interested in bidding for**
If a supplier user indicates lack of interest in bidding for RFQ postings, on the **Leads** page, SAP Ariba Discovery marks those RFQ postings with a **Not Interested** label.
- **Sorting of RFQ postings on the SAP Ariba Discovery dashboard**
SAP Ariba Discovery sorts the RFQ listings on the SAP Ariba Discovery dashboard in the following ways:
 - On the **Wins** tab, SAP Ariba Discovery sorts the RFQ postings based on descending award date. The RFQs which were recently awarded are shown first.
 - On the **Responses** tab, SAP Ariba Discovery sorts the RFQ postings based on descending response date. The RFQs which were recently responded to are shown first.
 - On the **Invitations**, **Matches**, and **Watchlist** tabs, SAP Ariba Discovery sorts the RFQ postings based ascending start date of the RFQs.
- **RFQ posting closure notification emails**
Quote automation sends notification emails to invited suppliers when an RFQ is:
 - terminated
 - closedTo receive these notifications, suppliers must have their email notification setting enabled.
- **Increased frequency of bidding invitation digest email**
For approved suppliers, SAP Ariba Discovery sends the RFQ bidding invitation digest email every four hours if the duration of the RFQ posting is less than three days.

Quote automation enhancements for buyer users

- **Showing buyer's contact information on the Request for Quote (RFQ) posting**
On the RFQ posting details page, buyers can now view the details of the buyer subusers who created the RFQs. With this feature, buyers can indicate their contact information with suppliers who may want to seek clarifications. Only direct invitations and approved matches suppliers can view the contact details of the buyer.

Note

In the QuoteRequestHeader section of the QuoteRequest cXML document, ensure to specify quoteRequestCreator in the Role attribute of the Contact cXML tag.

Sample Code

```
<Contact role="quoteRequestCreator">
  <Name xml:lang="en">Buyer Name</Name>
  <PostalAddress>
    <Street>Street name</Street>
    <City>City name</City>
    <State>State name</State>
    <PostalCode>Postal code</PostalCode>
    <Country isoCountryCode="IN">India</Country>
  </PostalAddress>
  <Email>xyz@abc.com</Email>
  <Phone>
    <TelephoneNumber>
      <CountryCode isoCountryCode="IN">001</CountryCode>
      <AreaOrCityCode>80</AreaOrCityCode>
      <Number>12345678</Number>
    </TelephoneNumber>
  </Phone>
</Contact>
```

- **Showing the logged-in buyer's RFQs**

Buyers can view only those RFQ postings that they have created. In large business organizations, if there are many RFQs generated within a business unit, buyers can use this feature to see their RFQs.

Note

The ERP system administrator must map the buyer's Ariba Network username using AribaNetworkUserId domain and Identity cXML tag in the From section of the cXML QuoteRequest document's header.

Sample Code

```
<From><Credential
  domain="AribaNetworkUserId"><Identity>Buyername@ariba.com</
Identity></Credential>
  <!-- <Credential domain="SystemID"><Identity>ERP</Identity></Credential>
  <Credential domain="VendorID"><Identity>VENDOR</Identity></
Credential> -->
</From>
  <To>
    <Credential
      domain="AribaNetworkUserId"><Identity>Buyername@ariba.com</
Identity></Credential>
    <!-- <Credential domain="SystemID"><Identity>ERP</Identity></Credential>
    <Credential domain="VendorID"><Identity>VENDOR</Identity></
Credential> -->
  </To>
  <Sender>
    <Credential domain="AribaNetworkUserId">
      <Identity>Buyername@ariba.com</Identity>
      <SharedSecret>XYZASDF</SharedSecret>
    </Credential>
```

- **Showing supplier company name in the email notifications**

All notifications to suppliers now include the supplier company name.

- **Showing RFQ details in the buyer's browser locale timezone**

Quote automation now displays the details of RFQs in the timezone of the buyer's browser locale. Previously, SAP Ariba Discovery displayed the details of RFQs in the buyer organization's profile timezone.

- **Previewing the list of invited suppliers**

Buyers can now preview the list of invited suppliers before the invitations to bid are sent. If required, buyers can directly remove suppliers from the preview list before sending the invitations.

Buyers can also search for suppliers using the vendor ID and invite them for bidding. However, quote automation searches for vendor ID only for those suppliers whose vendor IDs have been uploaded by buyers.

Quote automation does not perform the vendor ID search on public suppliers. On the **Invite Suppliers** page, the **Search as Vendor ID** checkbox is enabled only when the **Show my suppliers only** checkbox is enabled.

On the **Invite Suppliers** page, buyers can search for suppliers within their quote groups. If a public supplier is in a relationship with the buyer and associated with a quote group, then quote automation displays the quote groups. If the **Show my suppliers only** checkbox is not checked, public suppliers in quote groups will be displayed.

- **Showing bid details in the supplier's currency**

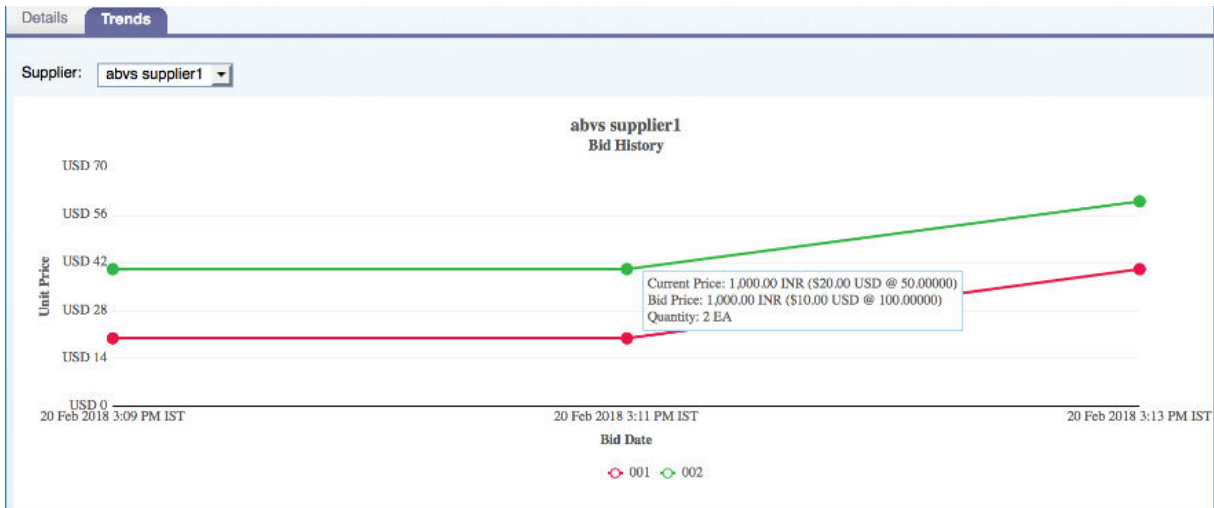
By default, quote automation displays the supplier bid details in the event currency. However, when buyers generate a purchase order, the supplier's currency is used in it. Buyers have to recalculate or convert the displayed currency on the bid details page to understand the amount that they are paying. With this feature, buyers can also view the supplier bid details in the supplier's currency so that they can take a decision about the competitiveness of the bid.

- **Showing supplier's bidding price trend on an RFQ**

In a fast-changing business environment, suppliers can make a large number of bids on an RFQ event. In this scenario, it is not easy for buyers to visualize the price trend of supplier bids. With this feature, buyers can now view a supplier's bidding price trend for each line item and the currency exchange rate during the time of each bid. For each supplier, buyers can use the trend charts to see if the suppliers are reducing the prices or if the business environment is conducive for the suppliers to reduce the prices in which case buyers can decide to extend the duration of the event. From the graph, buyers can also understand if the supplier bid matches the values specified in the purchase order.

For each line-item, quote automation charts a price trend graph. The horizontal X axis on the graph shows the bid date timeline and the vertical Y axis shows the unit price of the line-item. Each point on the trend line shows the following details of a bid:

- Current price according to the current currency exchange rate
- Bid price and the currency exchange rate at which it was calculated
- Quantity of the line item



- **Splitting an award on the Compare Supplier Bids page**

Buyers can compare bids on the **Compare Supplier Bids** page and now directly split the award on this page. On this page, buyers can compare the supplier bid for each line item using any money-based field like unit price, taxes, and shipping charges. With this feature, if there are a large number of bids, buyers can compare any money-related field like unit price for each line item and award to different suppliers who have bid.

Example

20 suppliers have bid on an RFQ containing 15 line items. Among the bidding suppliers, supplier A has bid with the lowest unit price, supplier B has bid with the lowest tax, and supplier C has bid with the lowest freight charges. In this scenario, a buyer can choose to split the award between Supplier A, Supplier B, and Supplier C. The buyer can use this feature to find the supplier who has quoted the least unit price for each line item and award part of the business. Similarly, for each line item, the buyer can find the supplier who has quoted the least freight charges and award part of the business.

Enabling this feature

These features are enabled for all buyers and suppliers entitled for quote automation.

Changes to existing functionality

Supplier user interface changes

- On the **Leads** page, SAP Ariba Discovery displays a new **Not Interested** label for RFQs for which the supplier has marked as not interested.
- On the **Invitations**, **Watchlist**, and **Responses** tabs, SAP Ariba Discovery displays a new **Show closed postings** checkbox.

Buyer user interface changes

- On the RFQ posting details page, when you hover the mouse pointer over the RFQ name, quote automation shows a new **Event Contact Information** window which displays the contact details specified by the buyer.
- On the **Postings** tab, quote automation now displays a new **Show my events only** checkbox.
- On the **Bids** tab, when you view the response of a supplier, the **View Supplier Bid Information** window now displays a new **View in supplier currency** checkbox.
- On the RFQ posting details page, quote automation shows a new **Trends** tab where you can select a supplier who has bid on the RFQ to view the trend of the supplier's bids for each line item.
- On the **Compare Supplier Bids** page, quote automation displays the following new dropdown lists:
 - **Sort For**
Quote automation sorts the values using the selected line item.
 - **Sort By**
Quote automation sorts the values using the selected currency field.
- On the **Compare Supplier Bids** page, quote automation displays a new **Split Award** button. When you click **Split Award**, quote automation refreshes the page where you can enter different quantities for each line item. To return to the page where you can award to a single supplier, click the new **Award to single supplier** button.
- On the **Invite Suppliers** page, quote automation displays the following new buttons:
 - **Add to invitation list**
 - **Clear Selections**
 - **Preview Selection**
- When you click the **Preview Selection** button, quote automation displays a new **Preview Invitation List** window where you can see the list of suppliers invited. You can also remove the selected suppliers in the **Preview Invitation List** window.
- On the **Invite Suppliers** page, quote automation displays a new **Search as Vendor ID** checkbox.
- On the **Invite Suppliers** page, quote automation now displays the **Quote Groups** section to which you belong in the **Refine Match Criteria** panel.

Supplier tasks

How to view closed RFQ postings

Context

Suppliers can view RFQ postings that are closed. SAP Ariba Discovery displays the **Show closed postings** checkbox only on the **Invitations**, **Watchlist**, and **Responses** tabs.

Procedure

1. Log on to SAP Ariba Discovery and click **Leads**.

SAP Ariba Discovery displays the dashboard.

2. Click **Invitations** tab.
3. Select **Show closed postings** checkbox.

SAP Ariba Discovery includes the closed postings in the list of RFQ postings displayed.

Buyer tasks

How to view my RFQ postings

Context

Buyers can choose to view only those RFQ postings that they have created.

Procedure

1. In SAP Ariba Discovery, click the **Postings** tab.
2. Select **Show my events only** checkbox.

SAP Ariba Discovery displays the list of RFQ postings that you have created.

How to view the bid details in the supplier's bid currency

Context

Buyers can view the bid details in the supplier's bid currency.

Procedure

1. In SAP Ariba Discovery, click **Postings** tab.
2. Click the title of the posting for which you want to view the supplier bids.
3. Click **Bids** tab.
4. Click **View** for the supplier whose bid you want to view.

SAP Ariba Discovery displays the **View Supplier Bid Information** window.

5. Select **View in supplier currency** checkbox.

SAP Ariba Discovery displays the supplier bid values in the supplier's bid currency.

How to view a supplier bid trend on an RFQ

Context

Buyers can view the trend of supplier bids on an RFQ posting.

Procedure

1. In SAP Ariba Discovery, click **Postings** tab.
2. Click the title of the RFQ posting for which you want to view the trend of supplier bids.
3. On the RFQ posting details page, click **Trends** tab.

SAP Ariba Discovery displays the **Trends** tab.

4. From the **Supplier** dropdown list, select the supplier whose bidding trend you want to view.

SAP Ariba Discovery displays a chart showing the trend of supplier bids.

Previewing the list of invited suppliers

Context

Buyers can preview the list of invited suppliers and make changes to the list.

Procedure

1. In SAP Ariba Discovery, click the **Postings** tab.
2. Click the title of the posting for which you want to invite suppliers.
3. Click **Bids** tab.

The **Bids** tab appears.

4. From the **Invite More Suppliers** dropdown list, click **Invite Suppliers**.

SAP Ariba Discovery displays the **Invite Suppliers** window.

5. To search for suppliers using vendor ID, select the **Search as Vendor ID** checkbox.
6. Select the suppliers whom you want to invite for bidding.
7. Click **Add to invitation list**.

SAP Ariba Discovery adds the selected suppliers and displays the confirmation message **The selected suppliers are added to the invitation list**.

8. Click **Preview Selection**.

SAP Ariba Discovery displays the **Preview Invitation List** window.

9. To remove a supplier from the preview invitation list, click **Remove** from the list.
10. Click **Done**.

SAP Ariba Discovery displays the **Invite Suppliers** window.

11. Click **Invite**.

How to split award on the Compare Supplier Bids page

Context

Buyers can split the award of business on the **Compare Supplier Bids** page.

Procedure

1. In SAP Ariba Discovery, click the **Postings** tab.
2. Click the title of the posting for which you want to compare bids and split the award.
3. Click **Bids** tab.

The **Bids** tab appears.

4. Select the bids which you want to compare.
5. Click **Compare**.

The **Compare Supplier Bids** page appears.

6. Click **Split Award**.

SAP Ariba Discovery refreshes the **Compare Supplier Bids** page.

7. From the **Sort For** dropdown list, select the line item for which you want to sort. SAP Ariba Discovery also includes custom money fields in the **Sort For** dropdown list.

8. From the **Sort By** dropdown list, select the money field which you want to sort.

The selected money field row in the selected line item is highlighted in green color.

9. Enter the required quantity in the **Quantity** field of the supplier to whom you want to award business.

10. If required, repeat Steps 7 to 9 for any other line items.

11. If you want to award to a single supplier, click **Award to single supplier**.

12. Click **Award**.

Multiple order confirmation control at line-item level

This Ariba Network feature is applicable to:

- All buyer users
- All supplier users

Changes to existing functionality made by the multiple order confirmation control at line-item level feature

With the multiple order confirmation control at line-item level feature, buyers can ensure that sellers cannot perform line-item level order confirmations more than one time.

User interface changes

The **Allow suppliers to confirm or reject the order multiple times** rule is replaced by **Allow suppliers to confirm the order multiple times**, which has the following options:

- **Yes**
- **No, only a single time**
The supplier can confirm the order only once, for the entire order. The supplier cannot confirm the order at the line-item level.
- **No, only a single time** plus suboption **Only confirm once at line-item level**
The supplier can confirm the order only once, either for the entire order or at the line-item level.

Enabling this feature

This feature is enabled for all buyers. For information about how to configure this feature, see the administrator topics.

Suppliers can use this feature for transactions with customers who have enabled it.

Limitations

The option **No, only a single time** plus suboption **Only confirm once at line-item level** does not apply in one case. If the rule **Retain confirmation status for unchanged line items on change orders** is also enabled, and a supplier

receives a new version of an order and the order status is not **Confirmed**, **Backordered**, or **Rejected**, the supplier can create a new order confirmation. In that new order confirmation, the supplier can change previously confirmed items that kept their confirmation status.

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