SAP Ariba Release Readiness

May 2018 Release
Customer Q&A

GENERAL QUESTIONS

Q: I am unable to access the Release Guides for the May 2018 Release, is something wrong?

A: An incorrect file was initially posted to Ariba Connect which resulted in errors when users attempted to view the May 2018 Release Guides. The files have been corrected and are now downloading/accessible as expected.

Q: Are the features noted in SAP Ariba Buying and Invoicing different from those offered via the Ariba Network (i.e. PO, OC, ASN, GR, Invoicing)?

A: SAP Ariba Buying and Invoicing is a buy-side application used to manage purchase orders and invoices on the buyer-side of business. The Ariba Network enables buyers and suppliers to collaborate on business transactions associated with related back-office systems (one of which may be SAP Ariba Buying and Invoicing or alternately an ERP system).

Q: Where does the Customer Q&A Session recording get stored?

A: The recordings of the sessions when available are published to the Release Readiness tile area on Ariba Connect.

STRATEGIC PROCUREMENT FEATURES

SUPPLIER MANAGEMENT – SUPPLIER CERTIFICATE MANAGEMENT

Q: Has the modular questionnaire feature been released? We have not seen modular questionnaire formally released in prior release notes.

A: The basic modular questionnaire feature which is required to support the certificate management feature is being released here in May 2018. The full modular questionnaire feature is planned to be released in a subsequent release.

Q: How would we know if we are in the "new architecture" of SIPM?

A: You may determine this based on the way a new supplier is created. If you see "Request Supplier" in the Create menu of the application, the new architecture is enabled. If you do not see that option in the Create menu, you can ask your account manager to enable the new architecture.

Q: Does certificate management actually run the information provided by suppliers against any databases?

A: Not at this time. Customers typically configure a review task for a subject matter expert to validate the certificate. An enhancement request to provide a validation API exists but has not been planned for development at this time.

Q: What is the new architecture for SIPM? We do not have SLP yet, so we were unsure if the new architecture of SIPM will affect us.

SIPM Classic architecture is not affected. The new architecture beneath SLP (or SIPM) requires enabling it in the realm along with migration of data for this feature to work.

Q: Is the certificate questionnaire separate from the Registration and Qualification questionnaire?

A: Yes, the certificate management is based on the new Modular Questionnaire which enables sending of supplier facing questionnaires outside of the registration/qualification questionnaires.

Q: Can certificate expiration automatically disqualify a supplier from a specific qualification, i.e. expiration of a safety certificate disqualifies a supplier from safety, but not from other qualifications?

A: Not yet. This item is being discussed as part of our roadmap desire to tie certificate status back into the overall supplier status.

Q: Is search available in SIPM?

A: "Search" for certificates is shown in the associated Feature at a Glance presentation for this feature. Certificate Type and Certificate Status are now search filters in the left-hand column of the search options screen.

Q: Does this certificate feature apply to W-9 and/or insurance certificates?
A: The intent of this feature is to manage and track certificates that have the ability to expire or require renewal. These certificates and their validity is usually used in the decision process of whether your organization will start or continue to execute business with the supplier.

Q: Supplier Risk also has a questionnaire to suppliers component. Is the intent that customers use either the modular questionnaire or supplier risk to gather responses from suppliers? Or is there a difference between the 2?
A: Both applications will utilize the underlying modular questionnaire feature as part of their configurations. The business processes that the applications enable are separate – supplier registration/qualification for SLP and risk questionnaires for Supplier Risk.

Q: Does SLP send a notification when the certificates are close to expiring? Ex: Notice period of 30 days
A: Yes, you may specify how many days prior to expiration a notification should be sent. Additionally, you have the ability to add more parties to the notification (primary supplier manager, project owners).

Q: Will there be an administrator's guide published on the basic functions of the modular questionnaire feature?
A: We are updating the documentation for Modular Questionnaire basic details and will post with the May 2018 release content as soon as possible.

SUPPLIER MANAGEMENT – TEMPLATE UPGRADE FOR SUPPLIER REGISTRATION

Q: Does the template upgrade require the use of the modular questionnaire?
A: Template upgrade is available for existing supplier registration questionnaires as is indicated in the Feature at a Glance documentation in the Release Readiness area of Ariba Connect. This is independent of modular questionnaire capability.

SUPPLIER MANAGEMENT – EXTERNAL APPROVAL API FOR SOURCING AND SUPPLIER MANAGEMENT

Q: Can you give a use case for the external approval API?
A: If a company has a central workflow system for approvals and wants to use that for supplier creation/registration/qualification approvals instead of having users login to Ariba and click "Approve." It is a rare scenario, but we have seen a number of large customers with an interest in this capability.

Q: Is the API different than the external approval feature under Supplier profile update synchronization that already exists in Supplier Management Admin?
Yes, this is different. The current supplier data API is limited to retrieve supplier data from your SAP Ariba SLP or SIPM system.

SUPPLIER MANAGEMENT – MANUAL ERP SYNCHRONIZATION GROUP FOR SUPPLIER MANAGEMENT

Q: Does this feature always give users in the group ERP Sync Option even if the automated parameter is enabled?
A: Automated sync triggers on state and treats all suppliers identically. With the manual sync, a button appears and this new group now allows you to limit certain people to manually trigger the sync. In this way, you manually determine from available suppliers which are synced to the ERP.

SOURCING AND CONTRACTS – LOT SUPPORT FOR CONTRACTS

Q: Is support for lots in contracts only for CLID features?
A: Yes, lots are a group of items and the group is stored in CLID. There is no other place within contracts for an item to exist.

OPERATIONAL PROCUREMENT FEATURES

GUIDED BUYING – FAVORITE ITEMS

Q: Can admins create favorite item lists for users or groups of users?
A: No, as this feature is set to work at the user level only at this time.

Q: Is there a way to share lists with other users?
A: Not at this time as the lists are specific to a particular user and unable to be shared.

Q: Is the favorite list displayed for each catalog (by viewing the catalog) or are all favorites listed for all catalogs?
A: The favorites list includes all of your favorites across all catalogs, reqs, forms, sourcing reqs. Users may

create new lists and group items in the lists if looking for a way to logically group favorite items of interest.

Q: Will the price be determined every time I add something from the favorite list to a cart?
A: The price will be determined as you add the item to the req.

Q: Can I approve a req in Guided Buying?
A: Yes, you may approve a req in Guided Buying.

CORE PROCUREMENT – ENHANCEMENTS TO RESENDING PURCHASE ORDERS

Q: Does the resending of purchase orders include light accounts?
A: Yes, the feature works for both light accounts as well as full supplier membership accounts.

Q: Where can I find documentation related to resending of purchase orders?
A: Details for this feature appear in the Release Guide for May located here starting on page 43.

Q: With this feature will users be able to resend a PO that failed the interface initially or is this only applicable to POs that were successfully transmitted during their initial creation?
A: As stated in the Release Guide located in Ariba Connect / Release Readiness, both scenarios are supported.

Q: Can access to this feature be limited to the Customer Administrator group or is it available to all users?
A: As stated in the Release Guide located in Ariba Connect / Release Readiness, this feature is controlled by a group named Resend Purchase Order. If a user is part of that group then they can resend.

Q: The release documentation states that the requester can resend the purchase order, can this be prohibited?
A: If the requester is NOT in the group named Resend Purchase Order then their ability to resend purchase orders will not be present.

Q: Does a Purchase Order need to be in 'Ordered' status for it to be resent?
A: Yes, the PO needs to be in ordered status as you cannot resend an order that has not been ordered.

Q: Can a PO be resent if it is in 'Received' or 'Receiving' status?
A: Yes, the PO may be resent if in the 'Received' or 'Receiving' status.

Q: For my company most of the commodities are auto-received so how do we use resend PO option?
A: If the PO is stuck in 'Ordering' status then you need to force the order to 'Ordered'.

Q: Are suppliers charged a fee when a PO is resent?
A: No, suppliers are not charged a fee if the initial PO is already present in the system or if they have a light account.

Q: If a supplier's profile has been updated since the initial PO was attempted to be sent, will a resend refer to the current profile settings or will it retain the same settings as the initial PO?
A: The resent PO will go to the most recent email address in the local vendor master, or a user-provided email address.

Q: Previously the resend PO was for purchasing agent/admin. Will this group lose the ability to resend POs?
A: No, those users will not lose current capabilities.

Q: If I can currently resend POs, will I need to do anything to insure I can still execute that task after the May release?
A: No, current users with the resend capability should retain that access.

INVOICING – RESEND FAILED PAYMENTS MANUALLY AND AUTOMATICALLY

Q: Can the interval time be configured for automatically re-sending payments?
A: Yes, the interval time is configurable.

TECHNOLOGY FEATURES

PROCUREMENT – FORMS UPDATE

Q: Is the Forms Builder restricted to use with Downstream processes only?
A: Yes, the feature is only available with the Purchasing and Invoicing applications.

Q: Is the new Forms Builder capability enabled automatically or do we have to request the feature?
A: Forms Builder is an optional feature for those using our Purchasing and/or Invoicing solutions. If you already use Forms Builder, the feature will automatically be available. If you do not already have access to Forms

Builder, you will have to request access and once enabled the features are available to you.

Q: Are these features available in D-Forms or C-Forms?
A: These features are only available with the new customs forms solution.

Q: Can we have a new vendor use a custom form related to Privacy/GDPR to answer and then direct them to download a Privacy Addendum?
A: As this feature is limited to the Ariba Downstream applications and not currently the Supplier Management solution, the use of forms will not apply.