Feature at a Glance
Creating a copy of a Service Entry Sheet

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Feature at a Glance

Introducing: **Creating a copy of a Service Entry Sheet**

Customer challenge

In some business scenarios, suppliers are required to regularly create multiple service entry sheets for the same purchase order. Most of the new service entry sheets created may contain identical information.

Meet that challenge with

SAP Ariba

With this feature, suppliers can edit and submit a new service entry sheet from a copy of a previous document.

Suppliers can use the Copy button on the service entry sheet to create a copy of it. Ariba Network automatically links the copied service entry sheet to the purchase order and populates it with data from the original service entry sheet. Suppliers can make the required changes to the new service entry sheet.

Experience key benefits

Using the copy functionality, suppliers can create service entry sheets without having to reenter a lot of information and make the required changes.

Solution area

Operational Procurement / Ariba Network / Supplier

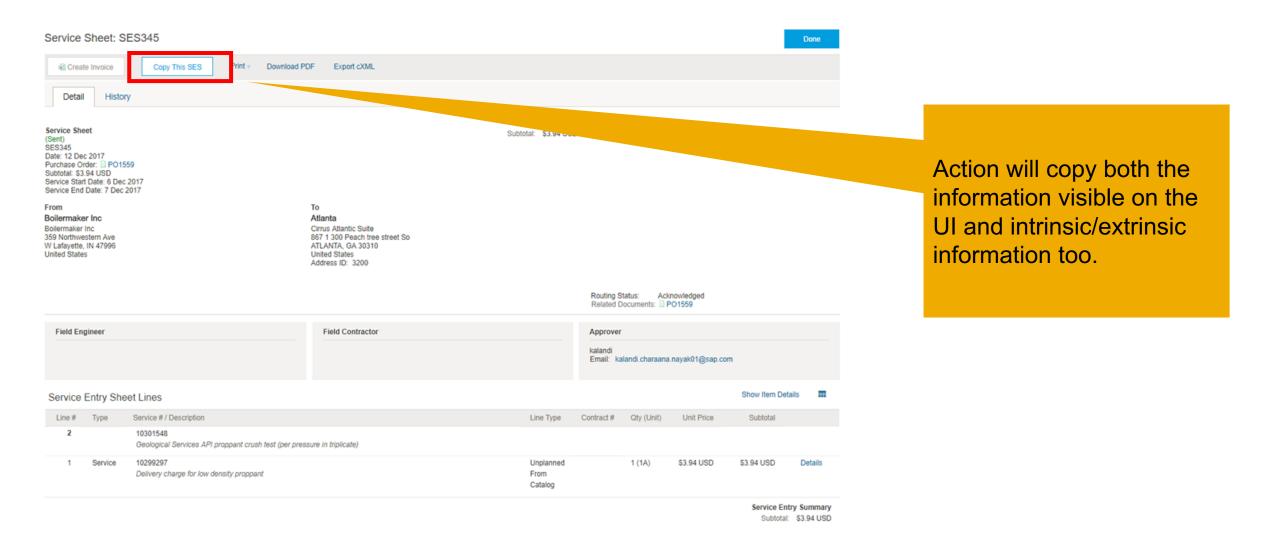## Implementation information

This feature is "on" by default

Prerequisites and Limitations

None

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Action will copy both the information visible on the UI and intrinsic/extrinsic information too.

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The user can edit the new SES before submitting.

A new SES# must be defined.