



# Feature at a Glance

**Display the document envelope status on signature tasks in SAP Ariba Contracts**

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CONFIDENTIAL

## Feature at a Glance

Ease of implementation

Low touch / simple

Geographic relevance

Global

# Introducing: Display the document envelope status on signature tasks in SAP Ariba Contracts

## Customer challenge

Upon sending a document from the contracts workspace for signatures via DocuSign, a user cannot view the intermittent status of the task across all the signatories within the Contract Workspace. The task status would be updated in the contract workspace only after all the signers have completed their tasks. To check the status intermittently during the signature task process, the user would have to login to DocuSign separately.

## Meet that challenge with SAP Ariba

This feature allows the sender of contract documents to view the document envelope status on signature tasks in the contract workspace itself without logging in to DocuSign.

## Experience key benefits

Improved experience and reduced end user effort in tracking signature tasks.

## Solution area

SAP Ariba Contracts  
SAP Ariba Strategic Sourcing Suite

## Implementation information

This feature is **automatically on** for all customers with the applicable solutions and is ready for immediate use.

## Prerequisites and Restrictions

1. Customers should be using DocuSign integration
2. Currently this feature is only applicable for DocuSign integration with SAP Ariba.

## Feature at a Glance

### Introducing: Display the document envelope status on signature tasks in SAP Ariba Contracts

#### SC-8134 - DocuSign Envelope Status in the CW

Contract Workspace (Procurement)

ID CW2968  
Tasks: Incomplete Tasks: 1

Overview Documents **Tasks** Team Message Board History

Show: (Any Status) Required/Optional (Any Owner)

SC-8134 - DocuSign Envelope Status in th...

Actions

Name	Document	Owner	Status	Due Date
 Signature for Main Agreement.docx *	Main Agreement	Arnold Davis	Signing	

\* Indicates required task

Task status can be viewed by navigating to the signature task under the Tasks tab in the contract workspace and hovering on / clicking on the 'Signing' option

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SC-8134 - Docusign Envelope Status in th...

Name	Document
Signature for Main Agreement.docx *	Main Agreement

Name	Email ID	Status	Reason
Isaac Robertson	devnull@devmail.ariba.com	created	
Max Olson	devnull@devmail.ariba.com	created	
Pete Thomas	devnull@devmail.ariba.com	created	

Arnold Davis Signing

\* Indicates required task

The signer names, email id and signing status are displayed within the task tab.

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Status	Description
<b>Created</b>	The recipient is in a draft state. This is only associated with draft envelopes (envelopes with a Created status).
<b>Sent</b>	The recipient has been sent an email notification that it is their turn to sign and envelope
<b>Delivered</b>	The recipient has viewed the document(s) in an envelope through the DocuSign signing web site. This is not an email delivery of the documents in an envelope.
<b>Signed</b>	The recipient has completed (signed) all required tags in an envelope. This is a temporary state during processing, after which the recipient is automatically moved to Completed.
<b>Declined</b>	The recipient declined to sign the document(s) in the envelope.
<b>Completed</b>	The recipient has completed their actions (signing or other required actions if not a signer) for an envelope.
<b>FaxPending</b>	The recipient has finished signing and the system is waiting a fax attachment by the recipient before completing their signing step.
<b>AutoResponded</b>	The recipient's email system auto-responded (bounced-back) to the email from DocuSign. This status is used in the web console to inform senders about the bounced-back email. This is only used if "Send-on-behalf-of" is turned off for the account.

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## Introducing: Display the document envelope status on signature tasks in SAP Ariba Contracts

### SC-8134 - Docusign Envelope Status in the CW

Contract Workspace (Procurement)

ID CW2968  
Tasks: Incomplete Tasks: 2

Overview Documents **Tasks** Team Message Board History

Show: (Any Status) Required/Optional (Any Owner)

SC-8134 - Docusign Envelope Status in th...

Name	Document	Name	Email ID	Status	Reason
Signature for Main Agreement.docx *	Main Agreement	Arnold Davis	devnull@devmail.ariba.com	completed	
Signature for Contract Addendum.docx *	Contract Addendum	Arnold Davis	devnull@devmail.ariba.com	completed	
		Pete Thomas	devnull@devmail.ariba.com	autoresponded	

\* Indicates required task