SAP Ariba

Feature at a Glance
Scoring and Score Banding in Modular Supplier Management Questionnaires

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THE BEST RUN **SAP**

Feature at a Glance

Introducing: Scoring and Score Banding in Modular Supplier Management Questionnaires

Customer challenge

SLP introduces a feature previously available in our legacy SIPM solution – scoring. In the updated context of SLP the modular questionnaire needed scoring capabilities to support decision making and evaluation activities.

Meet that challenge with
SAP Ariba

This feature introduces scoring and scoring bands for modular supplier management questionnaires. Scoring applies a uniform, template-driven standard of judgment to the answers in each questionnaire. Each score falls within a scoring band, or grouping of scores. Score banding provides approvers and stakeholders with clear guidelines for interpreting those answers.

Experience key benefits

Quickly evaluate compliance by looking at the scores and associated banding label and color.

Apply one band category across the questionnaire or if needed apply different sets of band categories across the questionnaire.

Solution area

SAP Ariba Supplier Lifecycle and Performance (SLP), SAP Ariba Supplier Information and Performance Management (SIPM) new architecture

Implementation information

This feature is automatically on for all customers with the applicable solutions but requires **customer configuration** (in the applicable Modular Questionnaires).

Prerequisites and Restrictions

Feature only available with Modular Supplier Management Questionnaires

Scoring not supported in Repeatable Sections

Feature at a Glance

Introducing: **Scoring and Score Banding in Modular Supplier Management Questionnaires**

Detailed feature information

- Scoring is defined in the Modular Questionnaire Template, where template creators define pre-grades, importance, and weights for questions in their questionnaire(s)

- When the questionnaire response is submitted SLP calculates the score for each answer, rolling the scores up into any applicable section scores, and then into an overall questionnaire score

- Each score or groupings of scores fall within a scoring band. Next to each score a colored dot indicator provides a visual representation of the band into which the score falls. A mouse-over of the colored dot indicator will display the band name and score range

- Scoring applies a uniform, template-driven standard of judgment to the answers in each questionnaire, and score banding provides approvers and stakeholders with clear guidelines for interpreting those answers

- Both the scoring itself and the scoring bands are configurable, allowing administrators to define different types of scoring bands for different questionnaires, or for different sections within the same questionnaire

- The bands are applied to the Total Score, Sections, and Sub-Sections

NOTE: Scoring and scoring bands are only available in modular supplier management questionnaires. They are not available in any other type of supplier management questionnaires.

Configuration
Step 1: **Specify Evaluation Type for Questionnaires**

In Site Manager > Data Import / Export find the Questionnaire Type task and export the file using the Export tab. In the resulting csv file specify the EvaluationType for the Questionnaires that need to be scored.

Configuration

Step 1 Cont'd: **Specify Evaluation Type for Questionnaires**

Evaluation Type is a newly added column to Questionnaire csv. By specifying the Evaluation Type the system can identify the questionnaires that will use scoring.

- The file header contains Unique Name, Name, Evaluation Type and Description.
- Unique Name and Name (as before) are mandatory.
- Supported values for Evaluation Type: Graded, NonGraded, null, or blank.
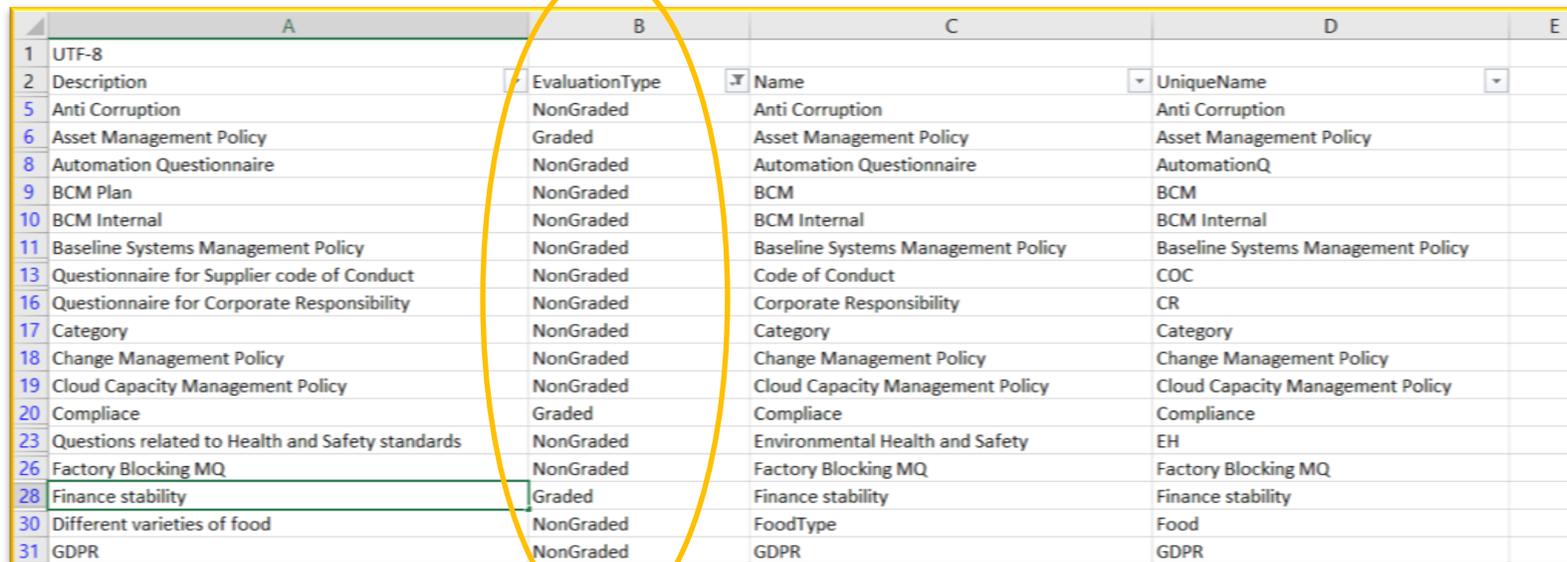
	A	B	C	D	E
1	UTF-8				
2	Description	EvaluationType	Name	UniqueName	
5	Anti Corruption	NonGraded	Anti Corruption	Anti Corruption	
6	Asset Management Policy	Graded	Asset Management Policy	Asset Management Policy	
8	Automation Questionnaire	NonGraded	Automation Questionnaire	AutomationQ	
9	BCM Plan	NonGraded	BCM	BCM	
10	BCM Internal	NonGraded	BCM Internal	BCM Internal	
11	Baseline Systems Management Policy	NonGraded	Baseline Systems Management Policy	Baseline Systems Management Policy	
13	Questionnaire for Supplier code of Conduct	NonGraded	Code of Conduct	COC	
16	Questionnaire for Corporate Responsibility	NonGraded	Corporate Responsibility	CR	
17	Category	NonGraded	Category	Category	
18	Change Management Policy	NonGraded	Change Management Policy	Change Management Policy	
19	Cloud Capacity Management Policy	NonGraded	Cloud Capacity Management Policy	Cloud Capacity Management Policy	
20	Compliace	Graded	Compliace	Compliance	
23	Questions related to Health and Safety standards	NonGraded	Environmental Health and Safety	EH	
26	Factory Blocking MQ	NonGraded	Factory Blocking MQ	Factory Blocking MQ	
28	Finance stability	Graded	Finance stability	Finance stability	
30	Different varieties of food	NonGraded	FoodType	Food	
31	GDPR	NonGraded	GDPR	GDPR	

Configuration

Step 2: **Define Scoring Band Categories**

- Define all scoring band categories to be used in the Modular Questionnaires
- In Site Manager > Data Import / Export find the Export Scoring Band Categories task
- Name and UniqueName are mandatory. Name is the Scoring Band display name.

Configuration

Step 3: Define Scoring Bands

- In Site Manager > Data Import / Export > Export Scoring Bands
- For each Band Category define the scoring bands (labels and colors). BandCategory.UniqueName, Color, Name (display name), and Unique.Name are all mandatory

Configuration

Step 4: Define Modular Questionnaire Template with Scoring

- As a Template Creator go to Administration > Templates and edit or create a Modular Questionnaire Template
- In Overview > Edit Properties, select the Questionnaire Type
- If the Questionnaire Type is Graded, then select the Band Category to be used

Step 1: Edit Properties

Actions ▾ Suggested step

Template

View Details ｜roject

View History ｜hases

Edit Properties ｜lders

Publish ｜ocume

Revert ｜odo" t

Export Template ｜onditio

Display ｜y cond

｜Exit to

Compact View

9. **Publish** the
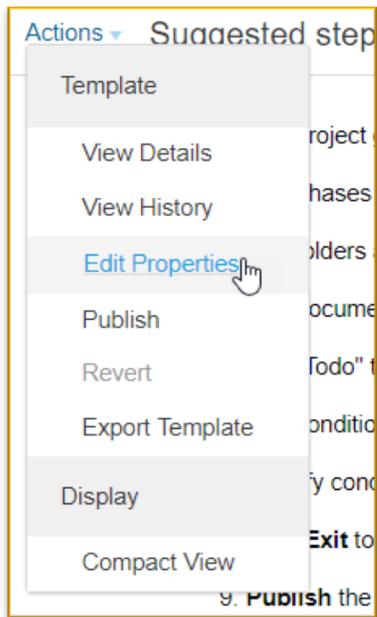
Step 2: Select Questionnaire Type

Questionnaire Type: * (no value) ⌄

Type of Questionnaire Evaluation:

AC Questionnaire

Audit

Commodity: Finance stability

Regions: Factory Blocking

Departments: Compliace

🔍 Search more

Applicable to direct Material: *
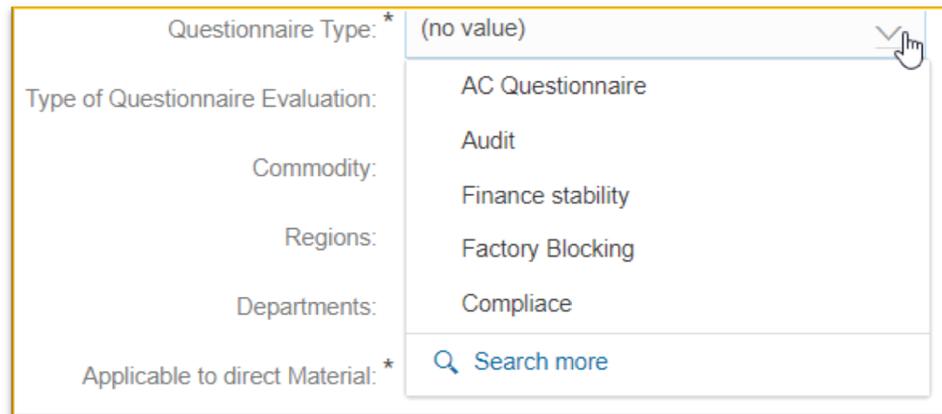
Step 3: Select Band Category to be used

Questionnaire Type: * Compliace ⌄

Type of Questionnaire Evaluation: Graded

Band Category: * (no value) ⌄

Band Score Range: * Certificates

Code of Conduct

Enable Section Level Band: * Audit

Commodity: Compliance

Legal

Regions: 🔍 Search more

Departments:
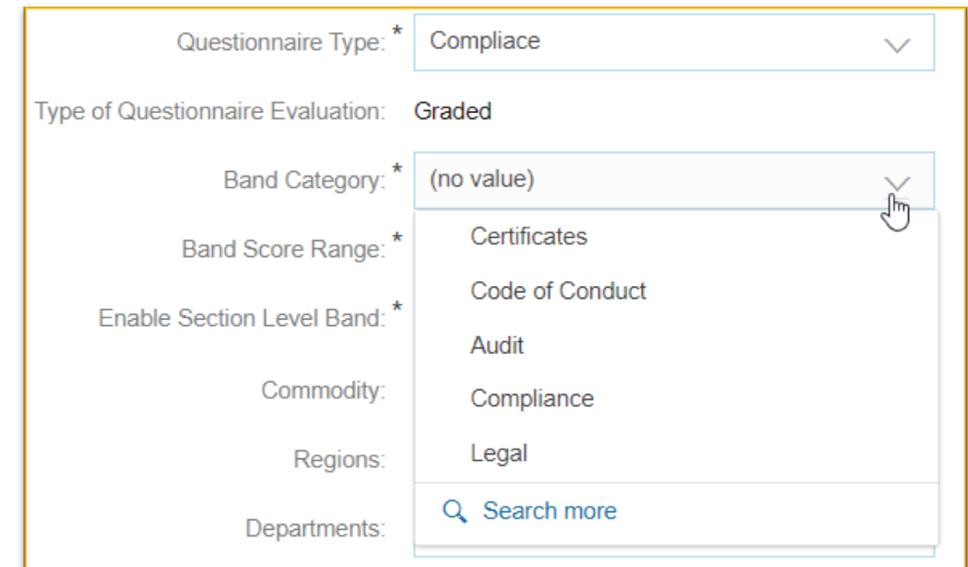
Configuration

Step 4 Cont'd: **Define Modular Questionnaire Template with Scoring**

For your selected Band Category, define the numeric Scoring Ranges for each band

Step 4: Define Score Range : From and To values for Band Category

"Score To" value is "not inclusive"

Questionnaire Type: * Compliace

Type of Questionnaire Evaluation: Graded

Band Category: * Compliance

Band Score Range: *

Band	Score From	Score To
Failed	0.00	0.00
Passed	0.00	0.00
Poor	0.00	0.00
Satisfactory	0.00	0.00

Enable Section Level Band: * ○ Yes ● No

Band Score Range: *

Band	Score From	Score To
Failed	0.00	55.00
Passed	80.00	100.00
Poor	55.00	70.00
Satisfactory	70.00	80.00

Configuration

Step 4 Cont'd: Define Modular Questionnaire Template with Scoring

Step 5: Enable Section Level Band (Optional)

- Set the parameter "Enable Section Level Band"

- When this value is set to No, the bandings defined in the Overview will be applied to the Overall Total Score and Section Level Scores

- When this value is set to Yes, you must define bandings for each of the Sections in the Questionnaire (the Overview is used for the Total Score only)

Configuration

Step 4 Cont'd: **Define Modular Questionnaire Template with Scoring**
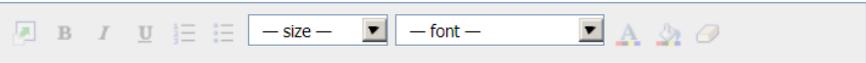
- If the "Enable Section Level Band" parameter is set to Yes, you must define bandings for each of the Sections in the Questionnaire

- The banding defined in Overview is used for the Total Score only

Configuration

Step 5: **Questionnaire Rules**

- Select "Yes" on Enable Scoring on Participant Responses
- Choose Scoring Type: Percent Based Scoring

Configuration

Step 6: **Define Questionnaire Scoring**

1. Select Scoring in the Display chooser

2. Define Pre-Grading

3. For Questions

4. For Section Weights

5. For Question Importance

Usage
Reviewing and Approving Modular Questionnaires with Scoring

- Bandings are applied to Total Score, Section and Sub-Section Scores