



2102 Release

Feature Overview and Q&A – SAP Ariba Procurement

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Agenda

Logistics

General Release Information

Key Feature Discussions

- Procure to pay features (core procurement, guided buying, catalog/spot buy, invoicing)

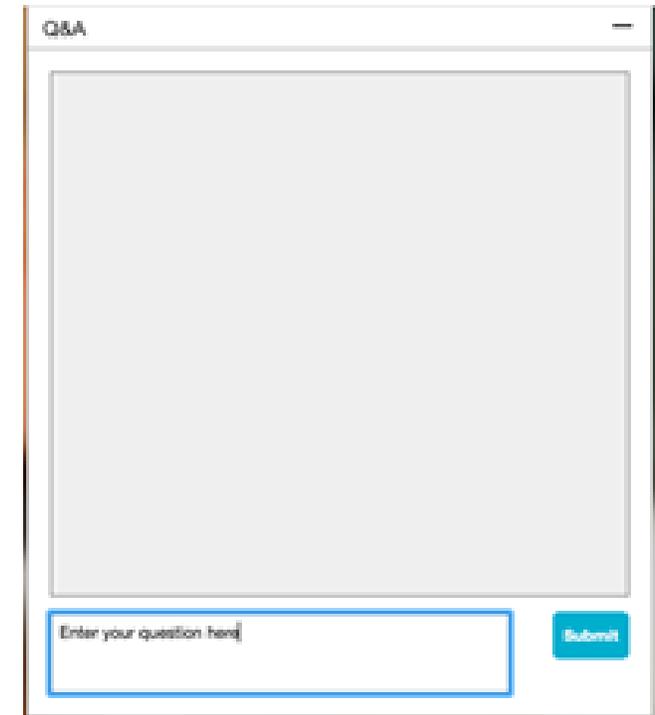
Reminders

Logistics

To Ask a Question, please use the ON24 Q & A Panel

- If not already visible, click the Q&A button at the bottom of the screen.
- Type your question in the “Enter your question here” area.
- Click Submit.

The Presenter and/or Panelists will attempt to answer your question online or via the audio feed as close to the time the question is asked as possible.



Logistics

At the end of the session, provide Survey feedback

- If not already visible, click the Survey button at the bottom of the screen.
- Answer the 3 questions posed.
- Click Submit.

Your feedback is used to continually improve our customer engagement activities for our quarterly product releases.

Thank you for taking the time to share your thoughts with our team!



The screenshot shows a dark navigation bar at the top of a webinar interface. From left to right, it contains icons for a question mark, a stylized 'A' logo, a document icon, a 'Q&A' button, and a blue 'SURVEY' button with a white checkmark. The 'SURVEY' button is highlighted with a yellow rectangular box.



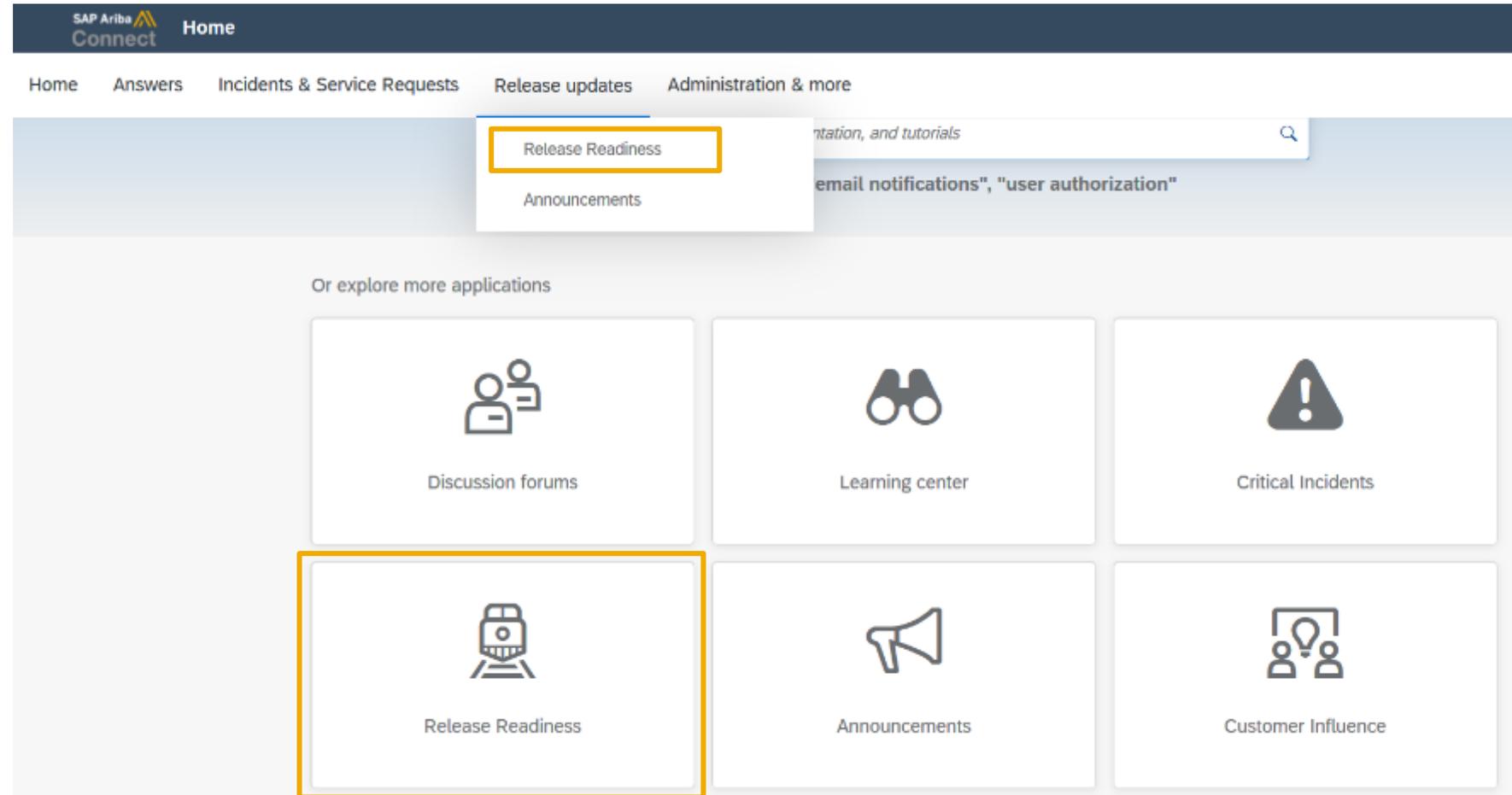
The screenshot shows the 'Event Survey' form. It has a title bar 'Survey' with a close button. The main heading is 'Event Survey'. Below it is a paragraph: 'Your feedback on this webinar is greatly appreciated. We review every response in order to make continuous improvements to these presentations.' There are three questions:

1. How strongly would you recommend this webinar to your peers?
2. Are you willing to be contacted to provide survey feedback on release readiness content?
3. Provide any comments you have regarding this session or the release materials:

At the bottom right of the form is a blue 'Submit' button.

General Information **Session Materials**

- SAP Ariba Connect user interface
- Multiple routes for launching the Release Readiness page
- Access to product announcements also available



General Information **Session Materials**

Recordings and presentations will be posted on the Release Readiness tab/tile in SAP Ariba Connect. See the Release Feature List and What's New links on the left side of the page for detailed information. Note naming convention update and visit the Previous Releases Archive and Roadmap tiles at bottom right of page.

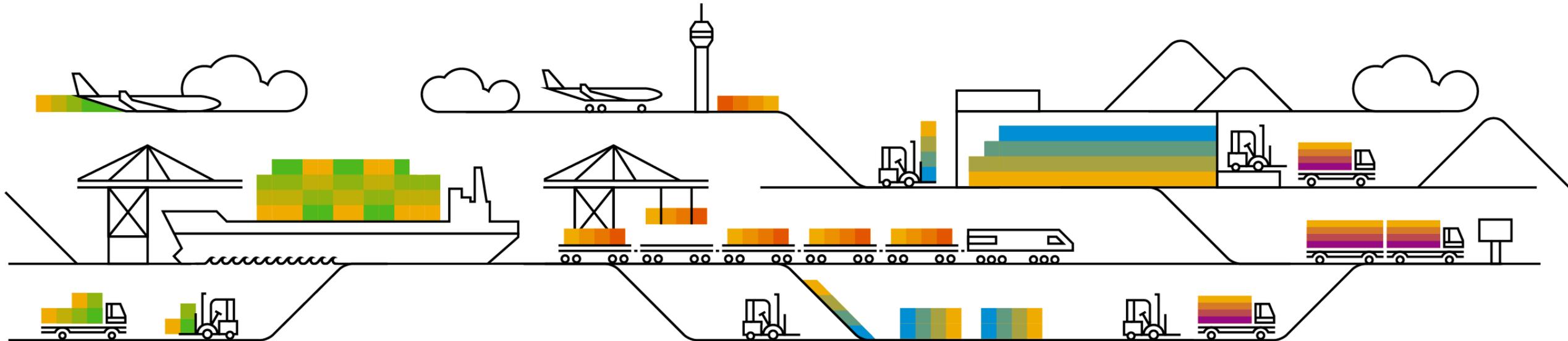
The screenshot shows the SAP Ariba Connect interface for the Release Readiness section. The top navigation bar includes 'Home', 'Answers', 'Incidents & Service Requests', 'Release information', and 'Administration & more'. The main content area is titled 'Release Readiness' and contains several key sections:

- Release Feature Content:** This section is divided into four quadrants:
 - Release Information:** Details of innovation included in the 2102 release. Includes links for [Feature List: 2102 Release](#), [Release Highlights](#), and [What's New guide](#).
 - Feature Overview Webcasts:** Use the multi-registration to attend multiple sessions. Includes a link for [Register: 2102 Sessions](#).
 - Looking for features from previous releases?:** Includes a link for [Feature Archive](#).
 - Looking for webcasts from previous releases?:** Includes a link for [Webcasts archive](#).
- Features Becoming Mandatory:** A section with a dropdown arrow and a sub-section titled 'Features Becoming Mandatory' explaining that certain features will now be mandatory for all customers.
- What should you do before features are Automatically On in your Production site?:** A section with a hand icon pointing to a target, advising users to review feature Knowledge Transfer (KT) material and explore features in their Test site.
- Features that will become Automatically On with the SAP Ariba 2102 Release:** A section containing two highlighted items:
 - New supplier 360 profile [SM-14322]**
 - Enhancements to the internal supplier request [SM-15774]**
- Features that will become Automatically On with the SAP Ariba 2108 Release:** A section containing two highlighted items:
 - Support for questions based on additional types of master data [SM-3049]**
 - Syntax validation for supplier bank account information [SM-9656]**
- Release Calendar:** A table listing activities and their dates:

Activity	Date*
cXML 1.2.049 Pre-Release	01/29/2021
SAP Ariba 2102 Release	02/19/2021
March Service Pack	03/19/2021
April Service Pack	04/16/2021
cXML 1.2.050 Pre-Release	04/30/2021
SAP Ariba 2105 Release	05/21/2021

*Disclaimer: The release dates above reflect current SAP Ariba planning. A notice confirming the [quarterly release](#) dates will be sent 3-weeks prior to each release. A notice confirming the [monthly deployment](#) dates will be sent 2-weeks prior to each deployment. SAP Ariba may change the schedule at any time without notice and assumes no responsibility for errors or omissions. Last updated: Jan 28, 2021
- Additional Readiness Resources:** A section titled '2102 Release Feature Updates' stating that any changes/updates to the 2102 release will be communicated here.
- Additional Readiness Resources (Bottom Right):** A section with links to:
 - cXML version 1.2.049 - Pre-Release:** [Learn More](#)
 - Previous Release Archive:** [Learn More](#)
 - Road Map:** [Learn More](#)
 - Intelligent Configuration Manager:** [Learn More](#)

General Planned Features



Planned Features

General items

Security

1. Multi-factor authentication for user login to SAP Ariba solutions [SI-860] (highlight feature)

Feature at a Glance

Ease of implementation  High-Touch
Geographic relevance  Global

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Customer challenge

Currently, SAP Ariba applications do not support multi-factor authentication, which makes the basic login potentially vulnerable.

Meet that challenge with SAP Ariba

Support **Multi-factor Authentication (MFA)** for basic logins.

Experience key benefits

- Secure access to the SAP Ariba applications
- Mitigate the risk of a nefarious entity gaining access to the SAP Ariba applications using compromised user account credentials

Solution area

- SAP Ariba Buying
- SAP Ariba Strategic Sourcing

Implementation information

This feature is automatically on for all customers with the applicable solutions but requires **customer configuration**.

Prerequisites and Limitations

When Multi-factor Authentication is enabled for an organization, enabled users should install SAP authenticator apps from the App Store or Google Play Store to generate Time-based One-time Passcode (TOTP)

Feature at a Glance

Introducing: **Multi-factor authentication for user login to SAP Ariba solutions**

Detailed feature information – Brief description

Once MFA feature is enabled:

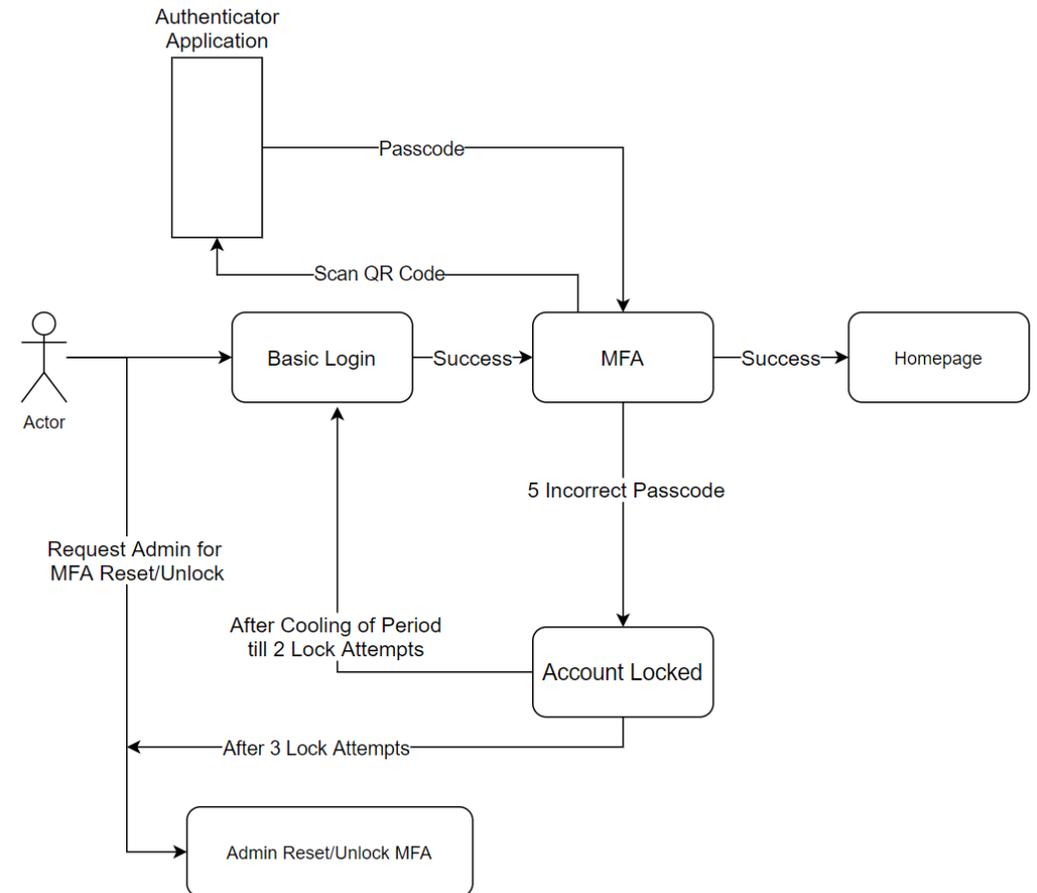
- Customer admins can maintain MFA configurations and enable MFA for the Users
- Users set up MFAs by installing SAP authenticator app from the App Store or Google Play Store
- Next time users login, along with Username/Password, they will be required to enter MFA token to gain access to applications

Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – User login: Process Flow

- Persona: User (Application Users)
- Login Flow:
 1. **Input** the User ID and password
 2. **Install** SAP Authenticator app from the App Store or Google Play Store
 3. **Scan** the QR Code to get the passcode
 4. **Enter** the passcode into the MFA login screen within the period to expiration
 5. **Login** successfully, If the generated passcode has been input within the period to expiration
 6. **Attempt** to login again, if login failed – by default
 - **To be locked** with first 5 unsuccessful attempts for 120mins
 - **To be locked** with second 5 unsuccessful attempts for 2*120mins
 - **To be locked** with third 5 unsuccessful attempts
 - **Get unlocked or Reset** MFA by sending request to Admin



Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – Configure MFA Settings in Realm Level

The Admin navigates to **Administration** → **Customization Manager** section

The admins can configure the necessary MFA settings in the realm:

- Time allowed to skip multi-factor authentication setup (Default Value 5 Days)
- Number of invalid multi-factor authentication attempts allowed (Default Value: 5 attempts)
- Retry period for locked out users (Default Value: 120 mins)
- Enable the Remember me option (Default Value: No)
- Remember Device duration (Default Value: 5 Days) Applicable only if Remember me option is set to Yes.

The screenshot shows the SAP Ariba Administration console interface. The top navigation bar includes 'SAP Ariba', 'Go To Dashboard', 'Return to Service Manager', 'Acting as: Customer Support Admin', 'Customize', 'Help', and 'Super User'. The main navigation menu has 'HOME', 'SOURCING', 'ADMINISTRATION', and 'MORE...'. The 'ADMINISTRATION' section is active, showing 'Parameters' with 'Save' and 'Cancel' buttons. Below the search field, there is a table of MFA parameters.

Parameter	Value	Default Value	Reset	Details
Application.MultiFactorAuthentication.MFALockoutPeriodInMinutes	120	120	Reset	Details
Application.MultiFactorAuthentication.MFARememberMe	<input type="radio"/> Yes <input checked="" type="radio"/> No	No	Reset	Details
Application.MultiFactorAuthentication.MaxMFALoginAttempts	5	5	Reset	Details
Application.MultiFactorAuthentication.NoOfDaysDevicesRemembered	5	5	Reset	Details
Application.MultiFactorAuthentication.SkipAllowedForDays	5	5	Reset	Details

Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – MFA at User Level

The Admin navigates to **User Manager** → **Multi Factor Authentication** → **User Authentication**

The admins have the following operations for Users:

- **Search** specific user with MFA status and Setup status
- **Enable** MFA for users who are not enabled
- **Disable** MFA for users who are already enabled
- **Reset** MFA for enabled users
- **Unlock** the user if locked due to entry of invalid passcode token entries
- **Send Email Reminder** to enabled users who have not setup MFA

The screenshot displays the 'User Authentication' section of the SAP Ariba interface. It features a search filter box with the following fields: 'User ID', 'Name', 'Enabled for login' (radio buttons for Yes, No, and selected 'Either'), 'Setup Completed' (radio buttons for Yes, No, and selected 'Either'), and 'Active' (radio buttons for selected 'Yes', No, and Either). Below the search filters is a table with columns: User ID, Name, Enabled for login, Setup Completed, Last Email Reminder, Due Date, Setup Completed Date, Deferrals, Reminders, and Last F... The table lists several users, including Alexander Wang, Andy Sun, amanning, adonovan, bbuchanan, and bdaniel. At the bottom of the interface, there is a row of action buttons: 'Enable for Login', 'Disable for Login', 'Reset', 'Unlock', and 'Send Email Reminder'.

User ID	Name	Enabled for login	Setup Completed	Last Email Reminder	Due Date	Setup Completed Date	Deferrals	Reminders	Last F...
<input type="checkbox"/>	Alexander Wang	No	No				0	0	
<input type="checkbox"/>	Andy Sun	Yes	No		Tue, 27 Oct 2020		0	0	
<input type="checkbox"/>	amanning								
<input type="checkbox"/>	adonovan								
<input type="checkbox"/>	bbuchanan								
<input type="checkbox"/>	bdaniel								

Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – MFA at Group Level

The Admin navigates to **User Manager** → **Multi Factor Authentication** → **Group Authentication**

The admins have the following operations for Groups:

- **Enable at group level** to enable MFA for all the users who are part of the group
- **Disable at group level** to disable MFA for all the users who are part of the group
- **Send Email Reminder** to the users in the group who have not setup MFA
- **Search** for specific group

<input type="checkbox"/>	Group Name	Defined By	Description	Enabled for login	Actions
<input type="checkbox"/>	A/P - Expenses	AribaManaged		Yes	Enable for login Disable for login
<input type="checkbox"/>	A/P - Supplier Payment	AribaManaged		No	
<input type="checkbox"/>	A/P - Tax	AribaManaged		No	
<input type="checkbox"/>	Accounts Payable	AribaManaged		Yes	
<input type="checkbox"/>	Accounts Receivable	AribaManaged		No	
<input type="checkbox"/>	Analysis Administrator	SYSTEM	Members of this group can perform administrative a...	No	
<input type="checkbox"/>		SYSTEM	Members of this group can run public reports and o...	No	

Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – User: MFA Setup

Multi-Factor Authentication

Set up multi-factor authentication

Your organization's Administrator requires you to set up multi-factor authentication by Mon, 31 Aug 2020.

Follow these steps to set up multi-factor authentication:

STEP1

SCAN QR CODE USE SECURE KEY

 OR 

On your mobile device, download and install an authenticator application. SAP Ariba recommends using the SAP Authenticator available on App Store on iOS or Play Store on Android.

Open the authenticator application and scan the QR code shown here, or manually enter the secure key. The authenticator application displays a time-based verification code.

STEP2

ENTER 6 DIGIT VERIFICATION CODE



If a user has completed MFA setup, the user will be redirected to MFA Authentication page after log in

Multi-Factor Authentication

Enter the verification code generated by the authenticator application on your mobile device

ENTER 6 DIGIT VERIFICATION CODE

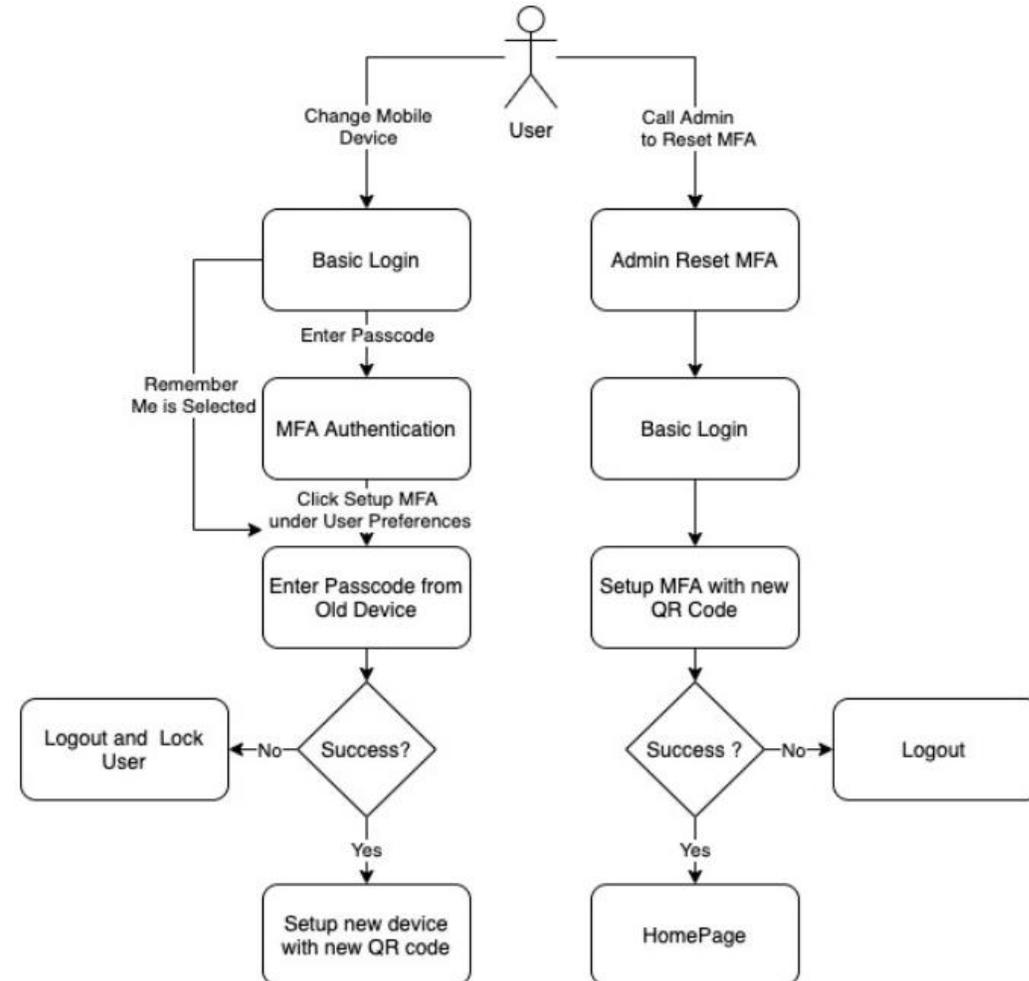
Remember Me

Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – User: MFA Reset

- Persona: User (Application Users)
- MFA Reset Flow:
 - **When User is locked:**
 - a. **Call** Admin to unlock or reset MFA
 - b. **If Unlocked**, enter credentials and passcode.
 - c. **If Reset**, setup MFA with new QR Code
 - **When User changes mobile device:**
 - a. **User Preference** → MFA
 - b. **Enter** passcode from the old device
 - c. **Setup** on new device with new QR code



Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – UI Mock-ups for Emails

Users in a realm / tenant will be sent an email when:

- the Admin **enables** MFA for Users
- the Admin **disables** MFA for Users
- the Admin **resets** MFA for Users
- the Admin **unlocks** MFA for Users
- the Admin **reminds** Users to setup MFA
- the User is **locked** out for invalid passcode entries

SAMPLE EMAIL

Multi-factor authentication has been enabled for your SAP Ariba account

 Shastry, Rajesh
To: Shastry, Rajesh

Dear Rajesh,

Your administrator has enabled multi-factor authentication.

Multi-factor authentication is an additional layer of security to prevent unauthorized access to your SAP Ariba account and protect the data.

This does not affect your log in into SAP Ariba application. Once you successfully log in with your credentials, you will be shown instructions to set up multi-factor authentication.

The due date to set up multi-factor authentication is Tue, 27 Oct 2020. It is highly recommended that you set up this feature immediately.

If you ignore or forget to set up multi-factor authentication within the next 5 days, you will not be able to login to the application after that without completing the multi-factor authentication set up process.

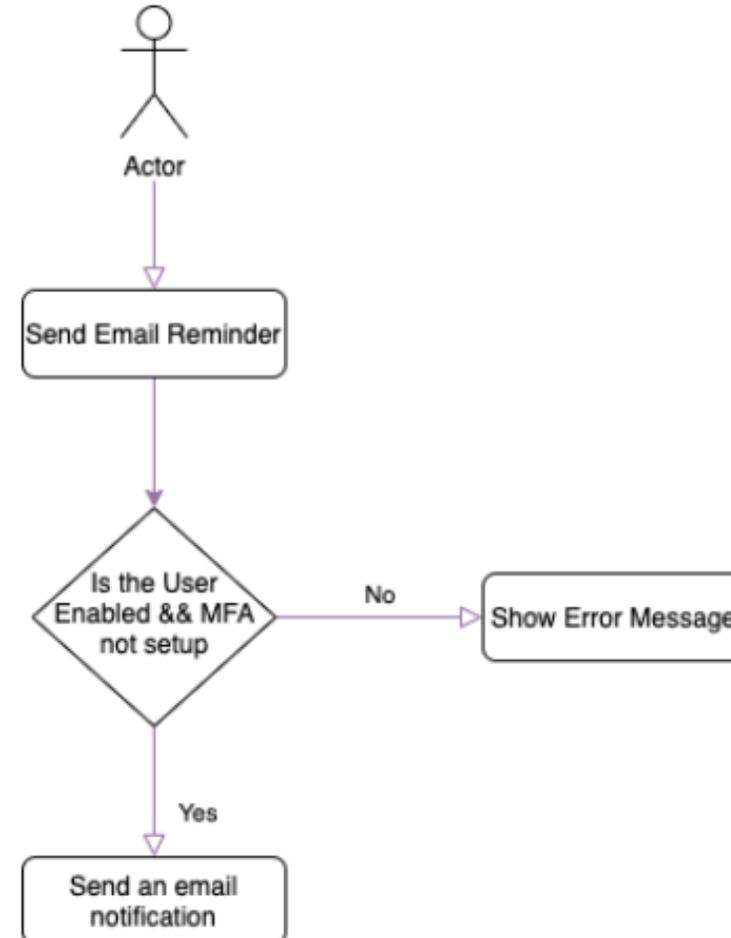
This is an auto-generated e-mail; do not reply to it.

For any questions, please contact your company administrator.

Best Regards

SAP Ariba, Inc. Administrator

Admin : Email Reminder Notification



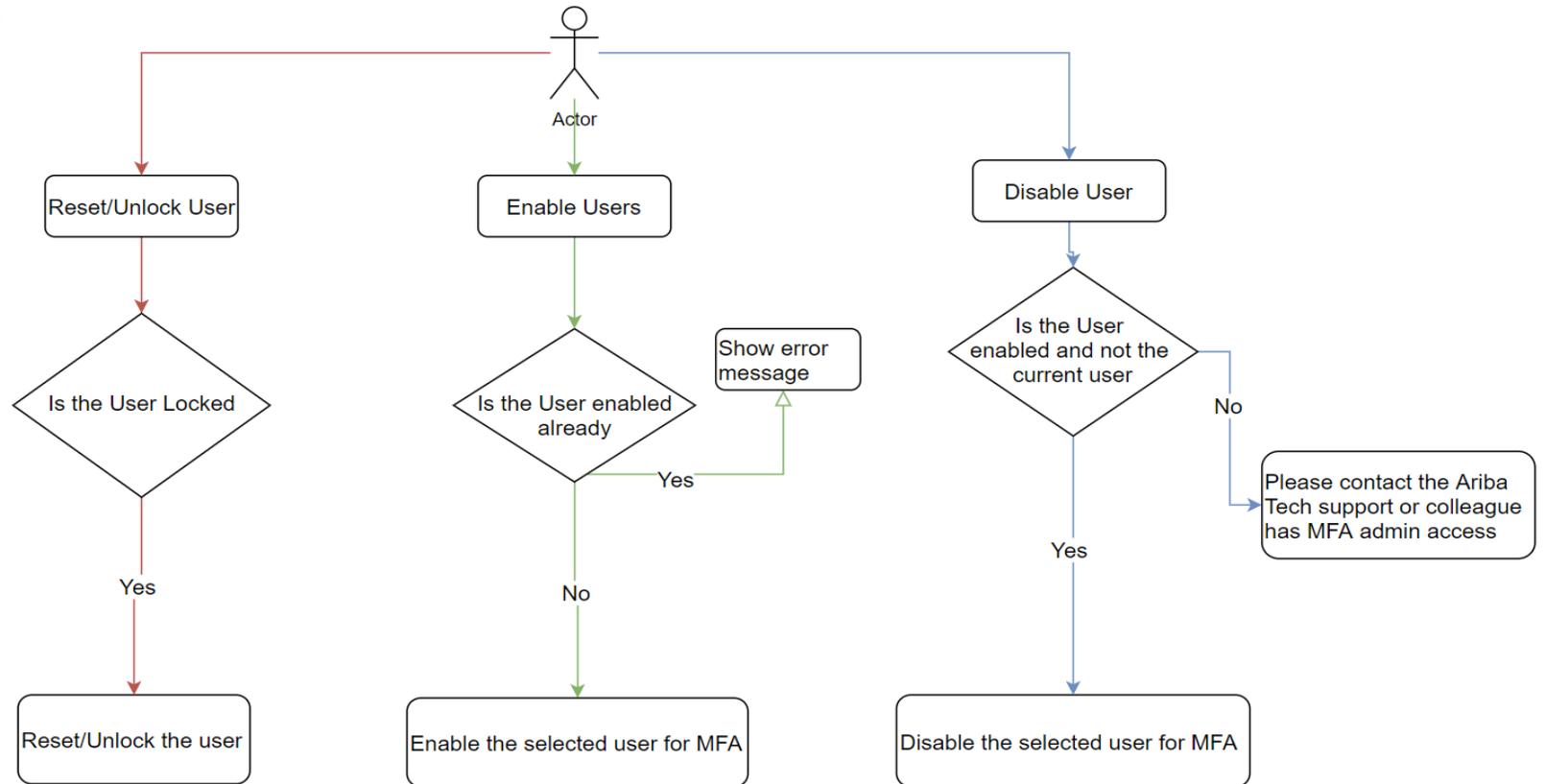
Feature at a Glance

Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – Admin : MFA Process Flow

- Persona: Admin (Customer administrators)
- MFA Management Flow:

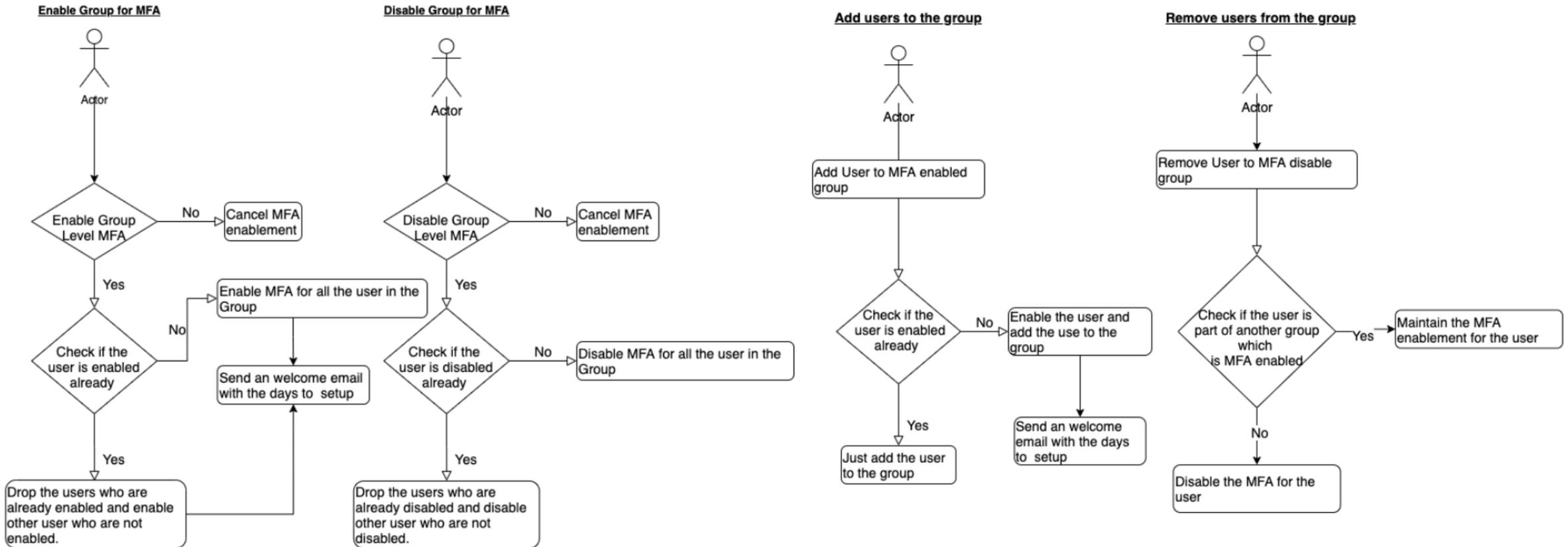
- Enable
- Disable
- Reset
- Unlock



Feature at a Glance

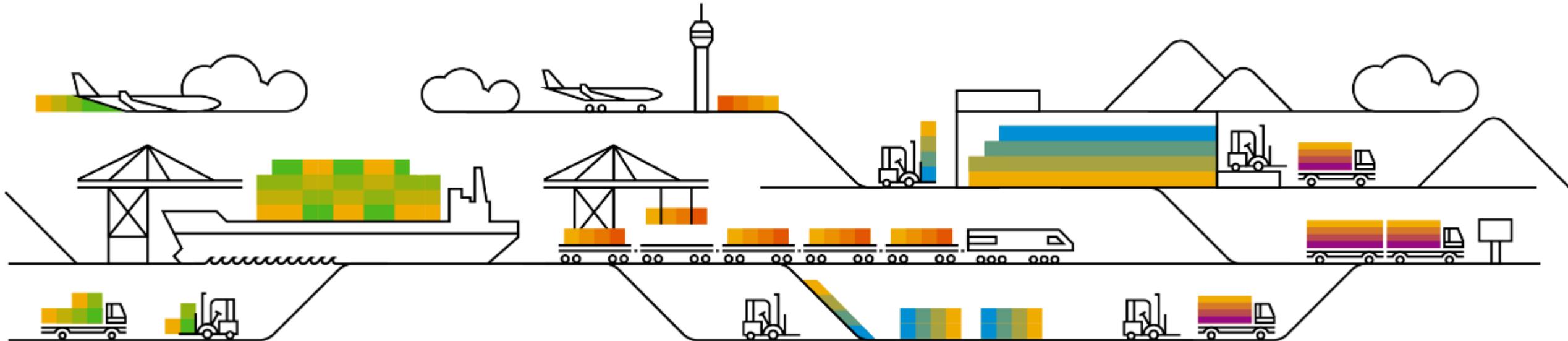
Introducing: Multi-factor authentication for user login to SAP Ariba solutions

Detailed feature information – Admin: Group Level Enable/Disable



Procure

Planned Features



Planned Features

Procure to Pay

Buyer Mobile Application

1. **Support for displaying dForms in SAP Ariba Procurement mobile app** [BMA-1806]
2. SAP Ariba Procurement mobile app compliant with Chinese Cybersecurity Law (CCL) [BMA-2088]
3. Disable SAP Ariba mobile app activation [BMA-2328]

Guided Buying

1. Support for externally managed forms [GB-8776] (highlight feature)
2. Continued improvements to accessibility for purchasing [GB-6635] (see [What's New Guide](#))
3. Support for limit items in guided buying requests sent to SAP S/4HANA Cloud [GB-11318]

General Procurement

1. Tracking the status of sub-tasks in procurement operations desk [PD-2002] (see [What's New Guide](#))
2. Support for ending collaboration on requisitions with invoiced or received lines [OPCCC-1076] (see [What's New Guide](#))

Feature at a Glance

Ease of implementation  Low touch / simple
Geographic relevance  Global

Introducing: Support for displaying dForms in the SAP Ariba Procurement mobile app

Customer challenge

A recent enhancement to the SAP Ariba Procurement App allowed for Strategic Sourcing Suite tasks to be approved in the App. However, that update did not allow for visibility into tasks related to dForms. Many customers use tasks attached to dForms and use mobile app for task approvals. Since dForms data is not visible in the task, users do not have the information needed to approve or act on the task in the mobile app. Users have to login to web version to complete these tasks.

Meet that challenge with SAP Ariba

With this new feature, the dForm attached to a task is shown as a PDF document link in the document section of the mobile app task view. Users can view the dForm PDF, zoom to view the details as needed, and close the PDF view from the Document Section. Users are then able to come back to the previous Task Details page to Approve/Deny the task.

Experience key benefits

Customers can Approve/Deny tasks created on dForms in the new mobile app.

Solution area

SAP Ariba Procurement Mobile App
SAP Ariba Strategic Sourcing Suite
SAP Ariba Sourcing
SAP Ariba Contracts

Implementation information

Automatically on for all Strategic Sourcing customers.

Prerequisites and Restrictions

SAP Ariba Procurement Mobile App version 2.1.0 or above.

The dForm is available in view only mode as a PDF.

Feature at a Glance

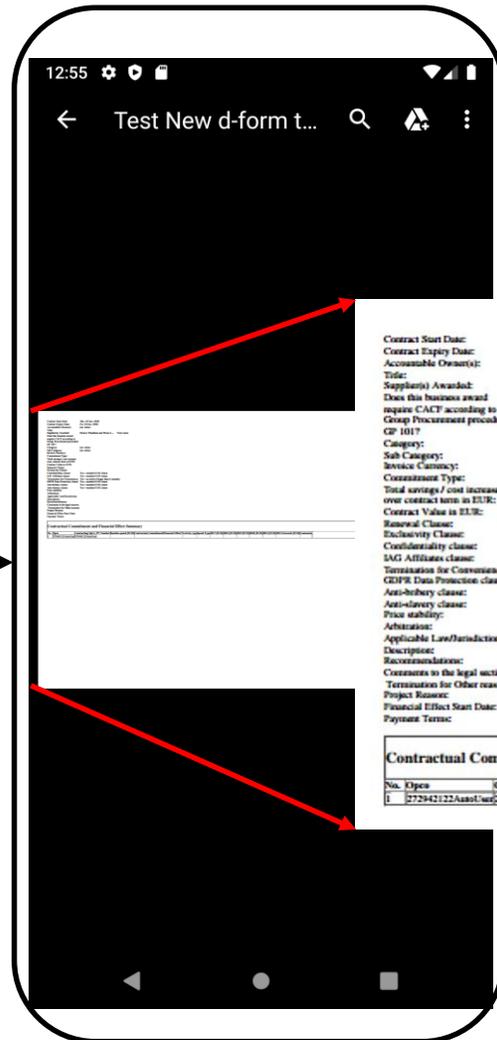
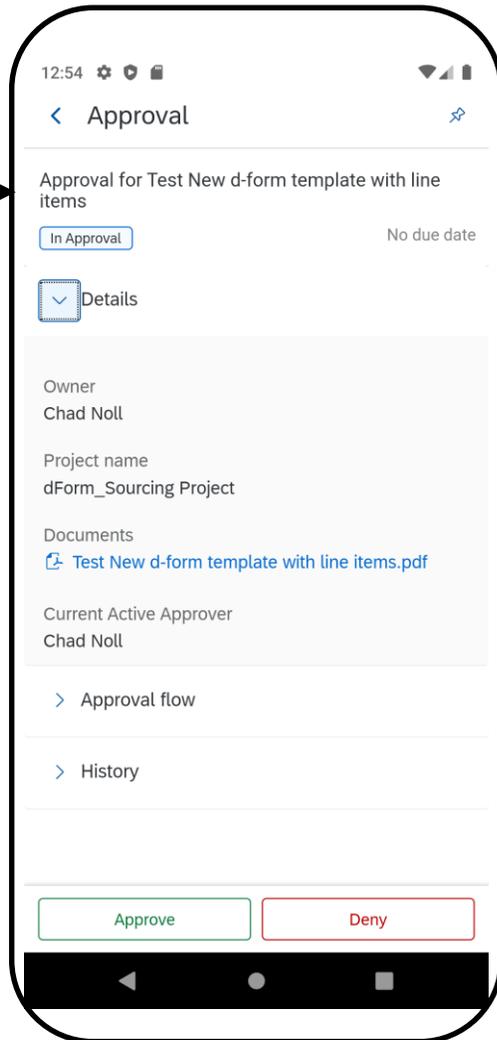
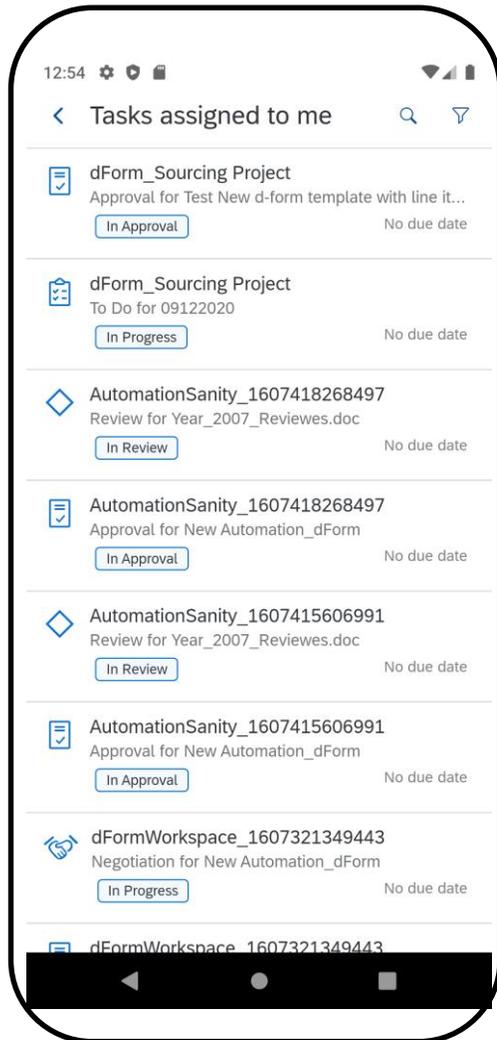
Introducing: **Support for displaying dForms in the SAP Ariba Procurement mobile app**

Detailed feature information

- The dForm is shown as a PDF document link in the Document section of the task in the new mobile app.
- Users can view the dForm PDF, zoom to view the details as needed, and close the PDF view from the Document Section. Users are then able to come back to the previous Task Details page to Approve/Deny the task.

Feature at a Glance

Introducing: **Support for displaying dForms in the SAP Ariba Procurement mobile app**



PDF has a closer view in landscape mode and can be zoomed in or out.

Planned Features

Procure to Pay

Buyer Mobile Application

1. Support for displaying dForms in SAP Ariba Procurement mobile app [BMA-1806]
2. **SAP Ariba Procurement mobile app compliant with Chinese Cybersecurity Law (CCL)** [BMA-2088]
3. Disable SAP Ariba mobile app activation [BMA-2328]

Guided Buying

1. Support for externally managed forms [GB-8776] (highlight feature)
2. Continued improvements to accessibility for purchasing [GB-6635] (see What's New Guide)
3. Support for limit items in guided buying requests sent to SAP S/4HANA Cloud [GB-11318]

General Procurement

1. Tracking the status of sub-tasks in procurement operations desk [PD-2002] (see What's New Guide)
2. Support for ending collaboration on requisitions with invoiced or received lines [OPCCC-1076] (see What's New Guide)

Feature at a Glance

Ease of implementation  Low Touch
Geographic relevance  China

Introducing: SAP Ariba Procurement mobile app compliant with CCL

Customer challenge

Customers in China can not use the new SAP Ariba Procurement mobile app because the app is currently not compliant with certain regulations covered under China Cyber Security Law (CCL).

Meet that challenge with SAP Ariba

This feature makes the app compliant with CCL by introducing the required Privacy Statement and Opt In measures.

Experience key benefits

The CCSL compliant app will be updated on Apple Stores and will be newly published on Android store (Tencent and others). Customers using iOS or Android will be able to download the app from the respective app stores with this release and use all current app functionality.

Solution area

- SAP Ariba Procurement Mobile App
- SAP Ariba Buying
- SAP Ariba Buying and Invoicing
- SAP Ariba Strategic Sourcing Suite
- SAP Ariba Sourcing
- SAP Ariba Contracts

Implementation information

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

Prerequisites and Restrictions

Mobile device running a supported version of iOS or Android operating system.

Requires SAP Ariba Procurement Mobile App version 2.1.0 or higher.

Feature at a Glance

Introducing: **SAP Ariba Procurement mobile app compliant with CCL**

Detailed feature information

Per Chinese regulation, customers using the app hosted in the China Data Center need to comply with China Cyber Security Law (CCL). This requires following:

- New privacy statement specific to mobile app users complying with CCL regulations.
- Users explicit consent to accept the privacy document (opt in).

Users that provide consent can log into the app and use all the app capabilities.

Planned Features

Procure to Pay

Buyer Mobile Application

1. Support for displaying dForms in SAP Ariba Procurement mobile app [BMA-1806]
2. SAP Ariba Procurement mobile app compliant with Chinese Cybersecurity Law (CCL) [BMA-2088]
3. **Disable SAP Ariba mobile app activation** [BMA-2328]

Guided Buying

1. Support for externally managed forms [GB-8776] (highlight feature)
2. Continued improvements to accessibility for purchasing [GB-6635] (see What's New Guide)
3. Support for limit items in guided buying requests sent to SAP S/4HANA Cloud [GB-11318]

General Procurement

1. Tracking the status of sub-tasks in procurement operations desk [PD-2002] (see What's New Guide)
2. Support for ending collaboration on requisitions with invoiced or received lines [OPCCC-1076] (see What's New Guide)

Feature at a Glance

Ease of implementation  Low touch / simple
Geographic relevance  Global

Introducing: **Disable SAP Ariba Mobile app activation**

Customer challenge

Many customers would like to disable activation of the old Ariba Mobile app before rolling out the new SAP Ariba Procurement app. At present, there is no way to do so.

Meet that challenge with **SAP Ariba**

A new self-service parameter is available which will disable activation of the old SAP Ariba Mobile app for all users in the effected realm.

Experience key benefits

Customers can restrict their users from activating the old SAP Ariba Mobile app The old app is in maintenance only mode and planned for deprecation in the future.

Solution area

SAP Ariba Buying
SAP Ariba Buying and Invoicing
SAP Ariba Sourcing
SAP Ariba Contracts

Implementation information

Customer administrators can activate this new parameter for the specific realms in which SAP Ariba Mobile app activation should be disabled. Once the parameter is activated, users in that realm will no longer see the option to enable the old SAP Ariba Mobile app in the Activate Mobile Device page.

Prerequisites and Restrictions

The new parameter only turns off new activations of the old mobile app. It does not deactivate the existing activations performed before the parameter was turned on.

Feature at a Glance

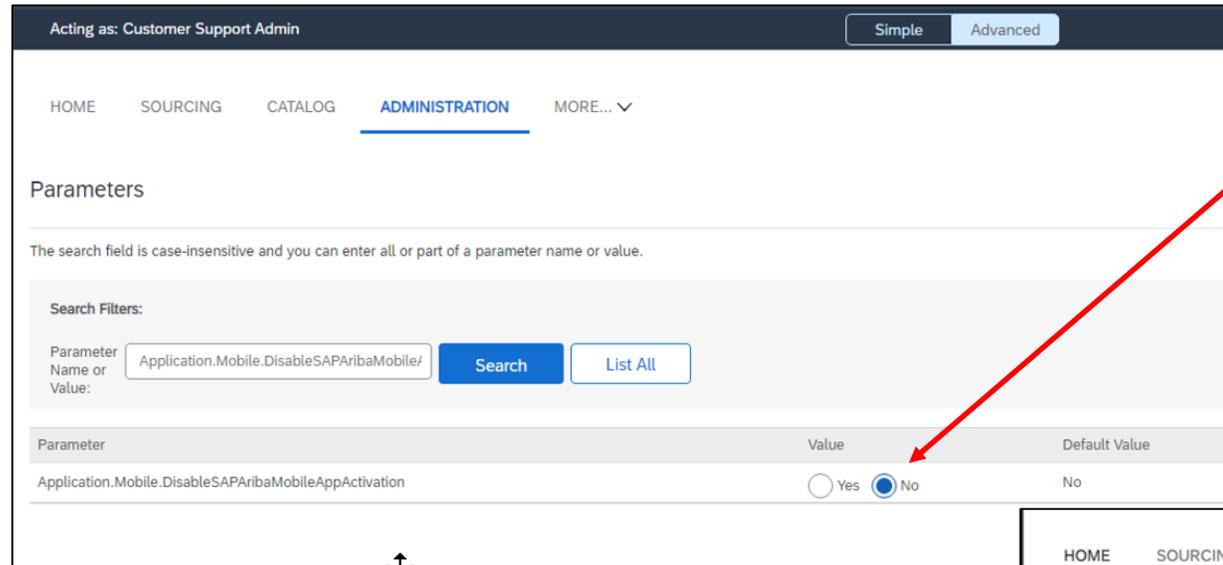
Introducing: **Disable SAP Ariba Mobile app activation**

Detailed feature information

- Customer Administrators are able to turn on a new self-service parameter that will remove the option to activate the old SAP Ariba Mobile app and the activation code input field from the Ariba web application mobile device activation page.
- The new parameter is called *Application.Mobile.DisableSAPAribaMobileAppActivation*.
- Default value for this parameter is Off (No).
- Customer Administrators are able to turn the parameter off again after turning it on. The option to activate the old SAP Ariba Mobile app and the Activation Code input field will reappear.
- Once the parameter is turned on the mobile device activation page will not show any reference to the old SAP Ariba Mobile app.

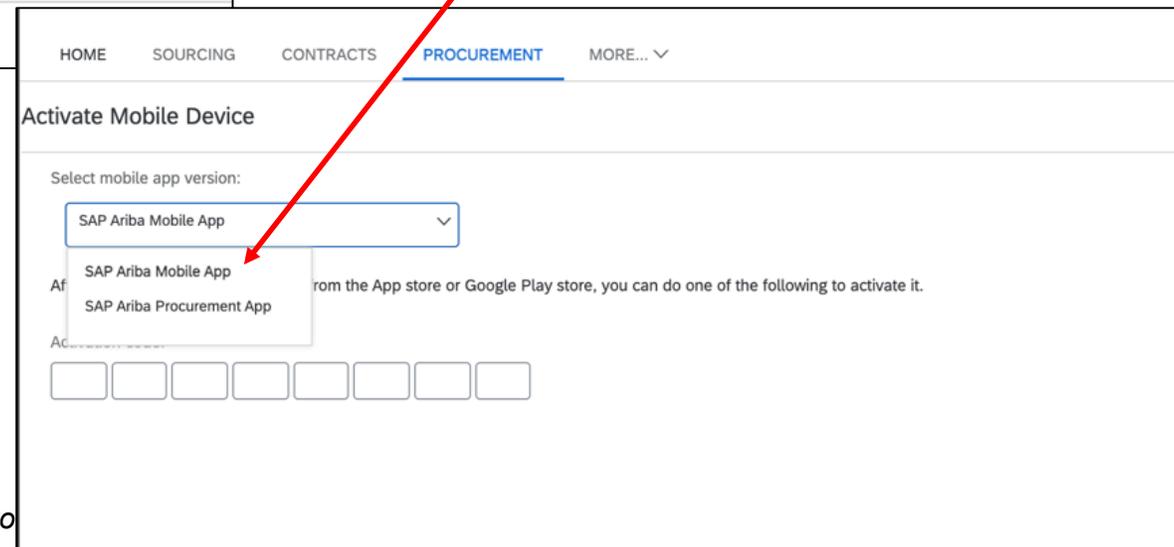
Feature at a Glance

Introducing: **Disable SAP Ariba Mobile app activation**



BEFORE

Parameter is turned off (No). The old mobile app (SAP Ariba Mobile App) still shows on the Activate Mobile Device page.



Feature at a Glance

Introducing: **Disable SAP Ariba Mobile app activation**

Acting as: Customer Support Admin

Simple Advanced

HOME SOURCING CATALOG **ADMINISTRATION** MORE... ▾

Parameters

The search field is case-insensitive and you can enter all or part of a parameter name or value.

Search Filters:

Parameter Name or Value:

Parameter	Value	Default Value
Application.Mobile.DisableSAPAribaMobileAppActivation	<input checked="" type="radio"/> Yes <input type="radio"/> No	No

AFTER

Parameter is turned on (Yes). The old mobile app (SAP Ariba Mobile App) does not appear on the Activate Mobile Device page.

HOME SOURCING CONTRACTS **PROCUREMENT** MORE... ▾

Activate Mobile Device

Select mobile app version:

▾

After installing the **SAP Ariba Procurement App** from the App store or Google Play store, you can do one of the following to activate it.

Option 1

Enter account information

Enter this information into the mobile app.

SAP Ariba site ID:
cirrusatlanticsuite

Site Location:
US

Planned Features

Procure to Pay

Buyer Mobile Application

1. Support for displaying dForms in SAP Ariba Procurement mobile app [BMA-1806]
2. SAP Ariba Procurement mobile app compliant with Chinese Cybersecurity Law (CCL) [BMA-2088]
3. Disable SAP Ariba mobile app activation [BMA-2328]

Guided Buying

1. **Support for externally managed forms** [GB-8776] (highlight feature)
2. Continued improvements to accessibility for purchasing [GB-6635] (see [What's New Guide](#))
3. Support for limit items in guided buying requests sent to SAP S/4HANA Cloud [GB-11318]

General Procurement

1. Tracking the status of sub-tasks in procurement operations desk [PD-2002] (see [What's New Guide](#))
2. Support for ending collaboration on requisitions with invoiced or received lines [OPCCC-1076] (see [What's New Guide](#))

Feature at a Glance

Ease of implementation  Low touch / simple
Geographic relevance  Global

Introducing: Guided buying support for externally managed forms

Customer challenge

Customers today cannot fully connect data between guided buying and an external system. Currently only simple URL links are available. This requires end users to complete processes connected to the buying experience in multiple different systems.

Meet that challenge with SAP Ariba

Guided buying now allows users to fill out and submit a new type of Functional Form that is then managed by an external system. A new API handles the communication between guided buying and external systems.

Experience key benefits

Capture information residing in guided buying forms and send it via APIs to external systems.

External systems will be able to update the form in guided buying with external status and external reference or ID.

This capability allows guided buying to become a repository of business-specific forms used by your organization, and facilitates buying-connected experiences to be completed by end users without leaving the guided buying experience.

Solution area

SAP Ariba APIs
SAP Ariba Developer Portal
SAP Ariba Buying and Invoicing
SAP Ariba Buying

Implementation information

Customers will register/configure an outbound and inbound API for Externally Managed APIs.

Customers will need to enable the following self-service parameters in Intelligent Configuration Manager:

PARAM_ENABLE_FDS
PARAM_ENABLE_EXTERNALLY_MANAGED
EXTERNALLY_MANAGED_OSG_RULE_NAME

Prerequisites and Restrictions

Create an outbound API for you external system.

Modify your external system to consume Ariba form data through the outbound API and communicate with Ariba using the inbound API.

Create custom externally managed forms in guided buying.

Feature at a Glance

Introducing: **Guided buying support for externally managed forms**

Configuration Process for Externally Managed Forms

The following are high level process steps to configure Externally Managed Forms (see SAP Help for detailed documentation):

- Customers will need to create and register the outbound API they want to use to consume the data from externally managed forms. There is single registered outbound API, so customers should make sure that the API they register can handle multiple types of outbound form types if that is the customer design.
- The external system will use the Custom Forms API to retrieve Form detail fields. Configure this external system to consume data from the Custom Forms API if not previously completed.
- Configure the guided buying Functional Documents API in the SAP Ariba Developer Portal, and configure your external system to send the correct file format to this API.
- Set the parameter `Application.OpenAPI.ClientIds` to `guidedbuy-2lo-client` in the ICM.
- Enable several parameters in Intelligent Configuration Manager activate Externally Managed Forms capability:
 - `PARAM_ENABLE_FDS`
 - `PARAM_ENABLE_EXTERNALLY_MANAGED`
 - `EXTERNALLY_MANAGED_OSG_RULE_NAME`
- Design Externally Managed Forms in guided buying. Use the forms builder in Admin Use the forms builder in **Admin>Manage externally managed forms**, not the regular guided buying forms builder (**Admin>Manage forms**), so that these forms are available outside of the guided buying application.
- Map processes, defined any field localizations, and set up needed process policies.
- Create tiles for the Externally Managed Forms so that end users can access them.

Feature at a Glance

Introducing: **Guided buying support for externally managed forms**

Customers will register their outbound API in the SAP Ariba Developer Portal.

The registered API is where SAP Ariba will deliver Externally Managed Form data when the outbound call is triggered.

Please note that only a single API can be registered for Externally Managed Forms. Ensure that the designated external system can consume all of the external form types your company would like to use.

See documentation for registering a customer API in the SAP Ariba Developer portal here:

[Managing your own APIs on the developer portal - SAP Help Portal](#)

The image displays two screenshots of the SAP Ariba Developer Portal. The top screenshot shows the 'My Applications' page with a 'Get Started!' heading and a red circle around the 'Add New API' button. The bottom screenshot shows the 'Publish API' form for an API named 'InitialTestOutboundAPI'. The form includes fields for API name, target URL, description, whitelisted tenants, tags, header parameters, and URL query parameters. A red circle highlights the '+' button in the top right corner of the form. A 'Create new tenant' modal is also visible in the bottom right corner, with fields for Name, AN-ID, Product, and Realm type.

Feature at a Glance

Introducing: **Guided buying support for externally managed forms**

Customers will configure the inbound guided buying Functional Documents API in the SAP Ariba Developer Portal.

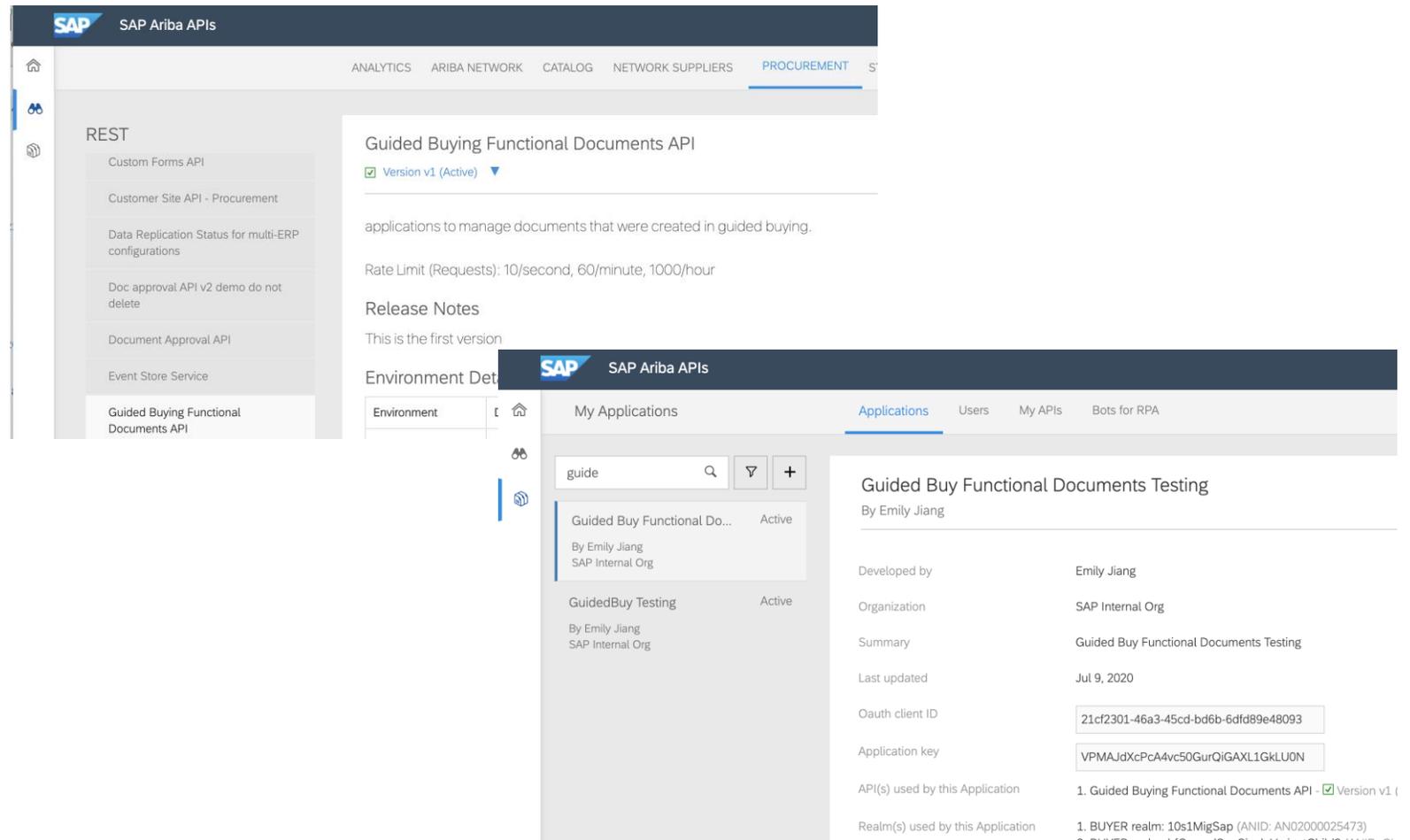
Inbound form data will be sent to this API, your external system will need to be configured to sent the correct file format.

See documentation for managing API via the SAP Ariba Developer portal here:

[Developer portal guide for administrators - SAP Help Portal](#)

Link to the SAP Ariba Developer Portal:

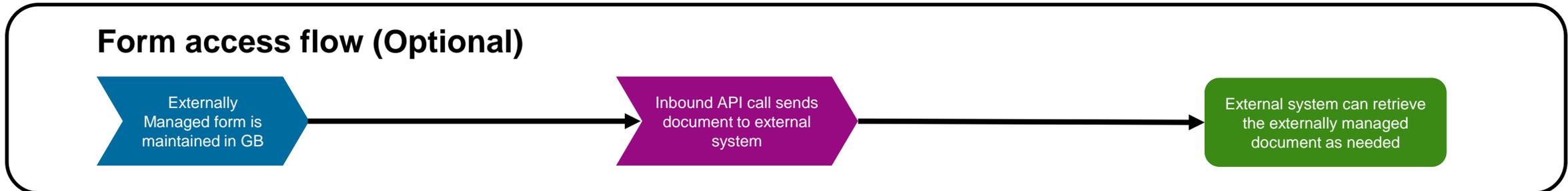
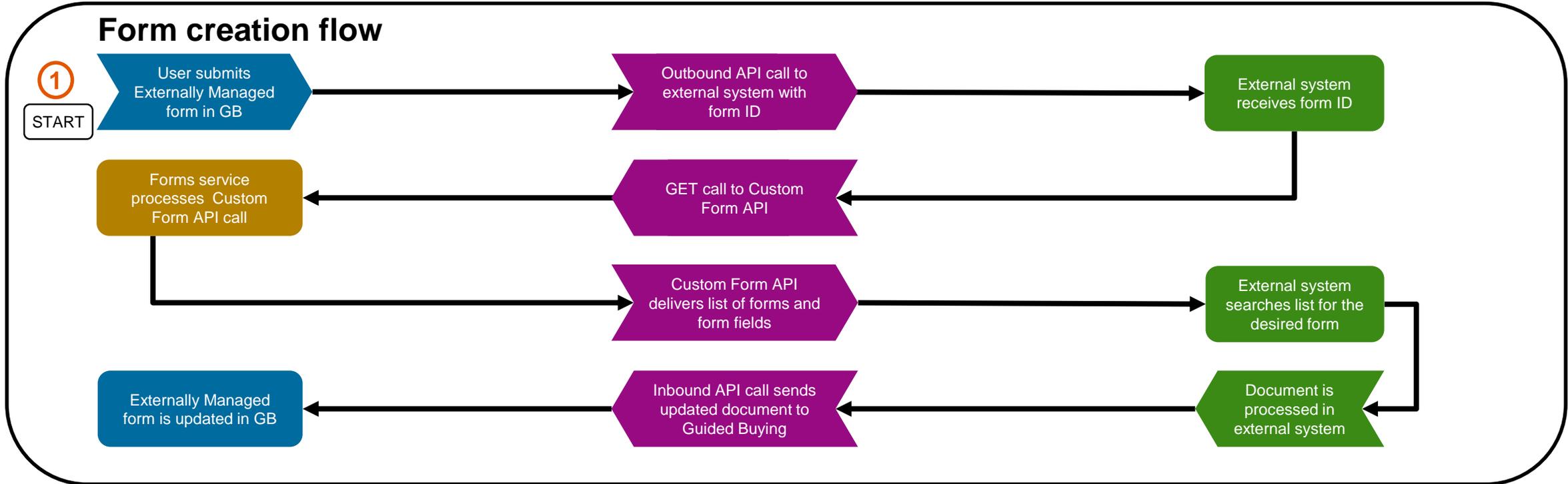
[SAP Ariba APIs Portal](#)



Feature at a Glance

Introducing: Guided buying support for externally managed forms

- Guided Buying
- Forms
- API integration
- External System



Feature at a Glance

Introducing: **Guided buying support for externally managed forms**

Functional Process for Externally Managed Forms

The following are high level process steps to use Externally Managed Forms (see SAP Help for detailed documentation):

- End user opens a tile associated with an Externally Managed Form, completes the form, and clicks the **Submit** button.
- An outbound API call sends standard guided buying data to your external system. This data contains an ID that you can use to retrieve custom fields values.
- The external system uses the Custom Forms API to retrieve the values of custom fields via the Custom Forms API GET operation.
- The external system processes the form data.
- An inbound API call is made to the guided buying Functional Form API by the external system, delivering updated form data to guided buying.
- The form in guided buying is updated with the data from the external system.
- The external system can access the guided buying form as needed by using the inbound API with a GET operation.

Feature at a Glance

Introducing: **Guided buying support for externally managed forms**

When an end user completes an Externally Managed Form and clicks Submit, an outbound call is initiated and the form data is delivered to the customer's registered API.

When a User clicks Submit this will initiate processing in the external system

The screenshot displays the SAP Guided Buying interface. At the top, there is a dark blue header with the SAP logo, the text 'Guided Buying', and a search bar containing 'Find goods and services'. To the right of the search bar are icons for a shopping cart with a '267' notification, a user profile icon labeled 'MH', and a 'Submit' button highlighted with a red box and a red arrow pointing to it. Below the header, the main content area shows a form titled 'Maintenance request form' with a sub-header 'Please provide a title *'. The form includes a photo of a worker in a blue uniform, a description 'Use this form anytime you need to create and send a maintenance request to our maintenance ticketing system', and a help icon. The form fields are: 'Requester name *' (dropdown menu with 'Mark Harris'), 'Category' (801415 - Market research), 'Request start date *' (01/04/2021), and 'Request end date *' (01/08/2021). Below these are radio buttons for 'Type of request': 'Facilities maintenance' (selected), 'Fleet maintenance', 'Electrical maintenance', and 'Mechanical maintenance'. At the bottom, there is a text input field labeled 'Describe your request'.

Planned Features

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1. Support for externally managed forms [GB-8776] (highlight feature)
2. **Continued improvements to accessibility for purchasing** [GB-6635] (see What's New Guide)
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General Procurement

1. Tracking the status of sub-tasks in procurement operations desk [PD-2002] (see What's New Guide)
2. Support for ending collaboration on requisitions with invoiced or received lines [OPCCC-1076] (see What's New Guide)

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Feature at a Glance

Ease of implementation  Low touch / simple
Geographic relevance  Global

Introducing: Support for limit items in guided buying requests sent to SAP S/4HANA Cloud

Customer challenge

Currently guided buying does not support the equivalent of SAP S/4HANA Cloud item category E, Enhanced Limit Items.

Meet that challenge with SAP Ariba

In the guided buying Capability with SAP Ariba Buying integration scenario, buyers can now add limit items in guided buying requests for goods and lean services that correspond to item category E in SAP S/4HANA Cloud. Limit items do not require goods receipts or service sheets. Limit items are bounded by validity periods to define the effective dates of the item and predefined amount limits to control spend.

Limit items created in guided buying will be integrated to SAP S/4HANA Cloud where a purchase requisition is automatically created (for 2NV integration scenario only).

Experience key benefits

Create limit orders in guided buying for goods and lean services that map to item category E in SAP S/4HANA Cloud.

Define catalog or non-catalog items that do not require receipts or service sheets. These items are instead bound by a validity period and amount-based limits.

This capability supports buying scenarios for frequent, low value purchases where individual POs are not beneficial; such as minor maintenance services.

Solution area

SAP Ariba Buying
SAP Ariba Buying and Invoicing
SAP S/4HANA Cloud

Implementation information

Customer must enable the following parameters in guided buying:

ENABLE_LIMIT_ITEM_FOR_S4HANA,
ENABLE_LEAN_SERVICE.

Your administrator must configure the commodity code mapping policy.

Prerequisites and Restrictions

Guided buying functionality must be configured. This functionality is only available in guided buying.

Requires the guided buying capability with SAP Ariba Buying (2NV) integration scenario to SAP S/4HANA.

Feature at a Glance

Introducing: Support for limit items in guided buying requests sent to SAP S/4HANA Cloud

SAP Guided Buying

Ad hoc request

Goods Services

Service name *
Office cleaning

Category *
Office Suppliers

Description *
We need some cleaning service for the office.

This is a limit item ⓘ

Quantity *
- [] +

Unit of measure *
[]

Unit price *
[] USD

Suppliers
Select a category to view company recommended suppliers

View all suppliers

Once configured, selecting a category defined as a limit item causes a check box labeled “This is a Limit Item” to appear. Note that since the box is not checked, the line item requires a Quantity and Unit Price.

When the box is checked, the item details change to reflect the bounds of a limit item: Start Date, End Date, Expected Value, Overall Limit.

SAP Guided Buying

Ad hoc request

Goods Services

Service name *
Office cleaning

Category *
Office Suppliers

Description *
We need some cleaning service for the office.

This is a limit item ⓘ

Start date *
12/01/2020

End date *
12/01/2020

Expected value *
100.00 USD

Overall limit *
150.00 USD

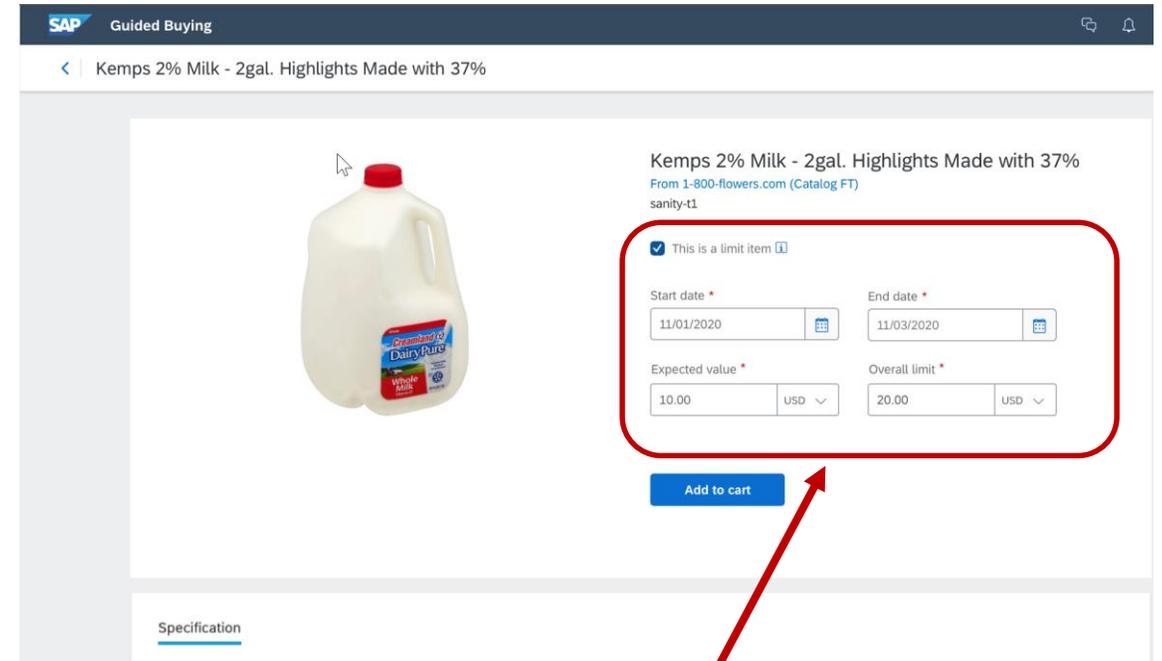
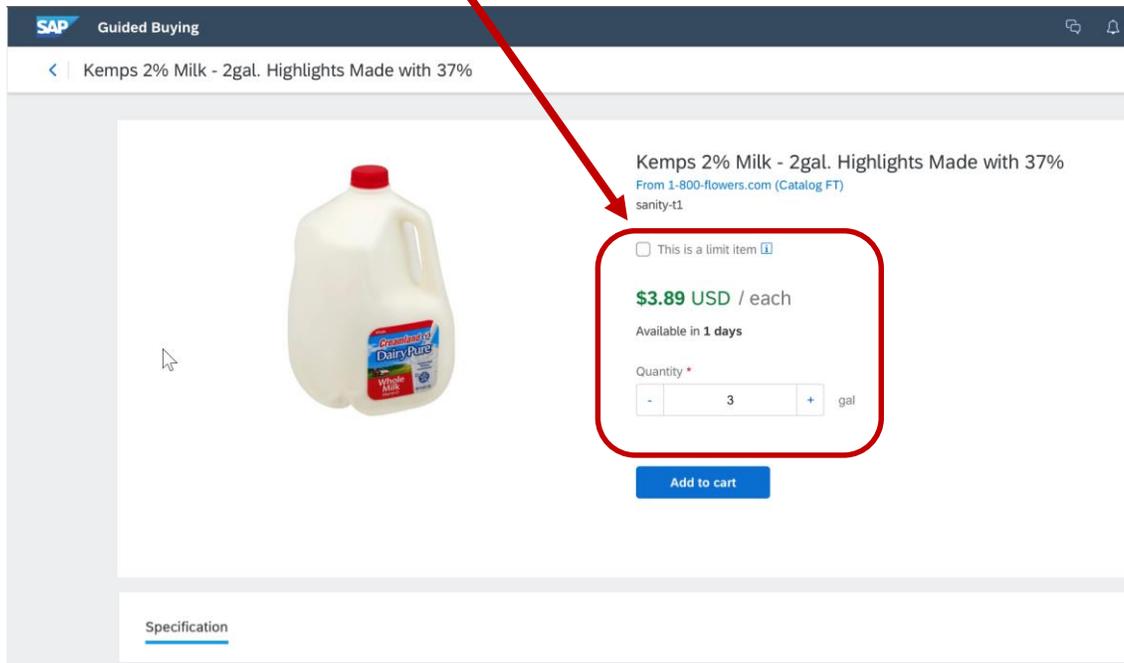
Suppliers
Select a category to view company recommended suppliers

View all suppliers

Feature at a Glance

Introducing: Support for limit items in guided buying requests sent to SAP S/4HANA Cloud

The catalog item page has also been updated with the checkbox “This is a limit item” to support this buying scenario. When the box is not checked the catalog item requires a quantity value.



When the box is checked, the item details change to reflect the bounds of a limit item: Start Date, End Date, Expected Value, Overall Limit.

Feature at a Glance

Introducing: Support for limit items in guided buying requests sent to SAP S/4HANA Cloud

Ship to Manage locations	Charge to Manage details	Total cost	1086.44 USD
Catherine Jones 5090 Kearny Mesa Rd, New York, NY 10001	Cost center (0000002300)	Net amount	1013.00 USD
		Sales/Use tax amount	73.44 USD
Show advanced options			

Items					
	Dell 14" HD Laptop i5-1035G4 ... Stratus IT	Quantity: <input type="text" value="1"/> Ea	Price: 871.00 USD	Net Amount: \$871.00 USD	...
				Gross Amount i	\$934.15 USD

Purchase Requisitions can contain both Limit Items and standard material items.

Note that both Materials and Lean Services can be designated as Limit Items.

	Kemps 2% Milk - 2gal. High... (no value)	Start date * 11/01/2020	Expected value * 10.00 USD	Net Amount \$10.00 USD	...
		End date * 11/03/2020	Overall limit * 20.00 USD	Gross Amount i	\$10.73 USD
	Office cleaning (no value)	Start date * 12/01/2020	Expected value * 100.00 USD	Net Amount \$100.00 USD	...
		End date * 12/03/2020	Overall limit * 150.00 USD	Gross Amount i	\$107.25 USD

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Reminder

Please remember to provide Survey feedback

- If not already visible, click the Survey button at the bottom of the screen.
- Answer the 3 questions posed.
- Click Submit.

Your feedback is used to continually improve our customer engagement activities for our quarterly product releases.

Thank you for taking the time to share your thoughts with our team!

Survey

Event Survey

Your feedback on this webinar is greatly appreciated. We review every response in order to make continuous improvements to these presentations.

1. How strongly would you recommend this webinar to your peers?

Select a Choice

2. Are you willing to be contacted to provide survey feedback on release readiness content?

Select a Choice

3. Provide any comments you have regarding this session or the release materials:

Submit

General Information **Session Materials**

Recordings and presentations will be posted on the Release Readiness tab/tile in SAP Ariba Connect. See the Release Feature List and What's New links on the left side of the page for detailed information. Note naming convention update and visit the Previous Releases Archive and Roadmap tiles at bottom right of page.

Release Readiness Have a question?

Home Answers Incidents & Service Requests Release information Administration & more

Release Feature Content

Release Information
Details of innovation included in the 2102 release.

[Feature List: 2102 Release](#)
[Release Highlights](#)
[What's New guide](#)

Feature Overview Webcasts
Use the multi-registration to attend multiple sessions.

[Register: 2102 Sessions](#)

Looking for features from previous releases? [Feature Archive](#)

Looking for webcasts from previous releases? [Webcasts archive](#)

Features Becoming Mandatory

Features Becoming Mandatory

These features were made available in a previous SAP Ariba Releases. At the time of their release they were optional, meaning they required contact with SAP Ariba to enable. These features will now become mandatory and will be Automatically On for all customers, in both production and test sites, with the release indicated.

What should you do before features are Automatically On in your Production site?

- ♥ Review feature Knowledge Transfer (KT) material and the Release Guide.
- ♥ Explore these features in your Test site to verify compatibility with your customizations.

Features that will become Automatically On with the SAP Ariba 2102 Release

New supplier 360 profile [SM-14322]

Enhancements to the internal supplier request [SM-15774]

[Resources Page](#)

Features that will become Automatically On with the SAP Ariba 2108 Release

Support for questions based on additional types of master data [SM-3049]

[KT Presentation](#) [What's New Guide](#)

Syntax validation for supplier bank account information [SM-9656]

[KT Presentation](#) [What's New Guide](#)

Release Calendar

Activity	Date*
cXML 1.2.049 Pre-Release	01/29/2021
SAP Ariba 2102 Release	02/19/2021
March Service Pack	03/19/2021
April Service Pack	04/16/2021
cXML 1.2.050 Pre-Release	04/30/2021
SAP Ariba 2105 Release	05/21/2021

[2021 Release Calendar](#) [view](#)

*Disclaimer: The release dates above reflect current SAP Ariba planning. A notice confirming the [quarterly release](#) dates will be sent 3-weeks prior to each release. A notice confirming the [monthly deployment](#) dates will be sent 2-weeks prior to each deployment. SAP Ariba may change the schedule at any time without notice and assumes no responsibility for errors or omissions.
Last updated: Jan 28, 2021

Additional Readiness Resources

2102 Release Feature Updates

Any changes/updates to the 2102 release, when available, will be communicated here.

cXML version 1.2.049 - Pre-Release
With the 2102 release, Ariba Network will use a new cXML DTD, version 1.2.049. A pre-release version and supporting documentation are provided using the link. [Learn More](#)

Previous Release Archive
Learn about the features delivered in previous SAP Ariba releases. [Learn More](#)

Road Map
SAP Road Maps support the journey to SAP's future product portfolio and the Intelligent Enterprise. [Learn More](#)

Intelligent Configuration Manager
Easily manage site configuration options of SAP Ariba solutions in one centralized location. [Learn More](#)

Thank you.

Contact information:

Rob Jones

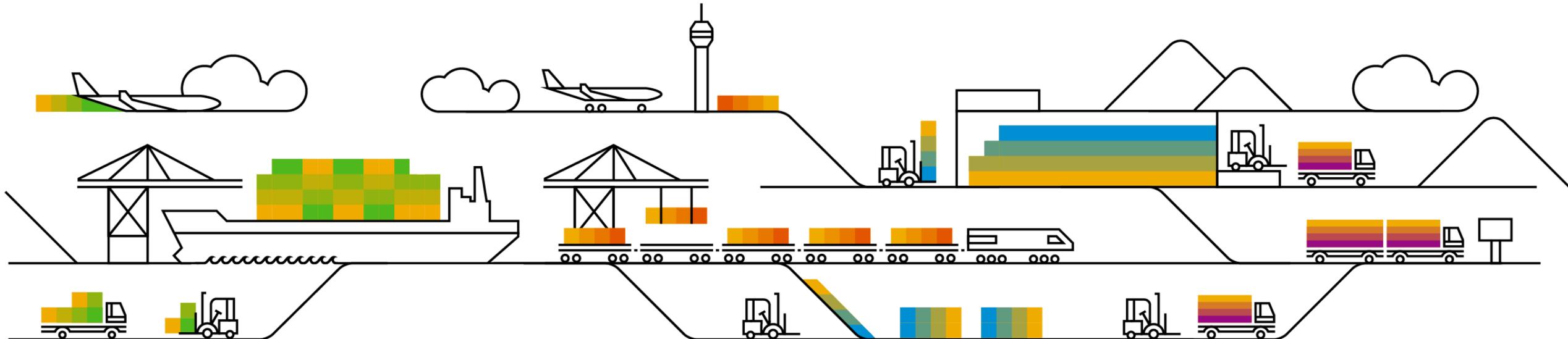
Sr. Director, Roadmaps and Releases

SAP Procurement Product Strategy

Washington, DC, USA

rob.jones@sap.com

Appendix: Additional information of possible interest



Communications Notice Recipients

Release Notifications are sent to all Designated Support Contacts by default and any other users that subscribe.

Best Practice:

- Encourage relevant team members to subscribe by clicking their name in the top right corner and select Subscriptions
- Create a distribution list for others that need to know and add as an additional email

The screenshot shows the SAP Ariba Connect interface. At the top, there is a search bar and a user profile for Rick Cox. A dropdown menu is open, showing options: User Profile, Change Password, Subscriptions (highlighted with a red box), Designated Support Contacts, Entitlements, Environments, Contact Us, Turn On Background, Help, and Log Out. Below the menu, there are three sections for subscription management:

- Downtime/Security Notifications:** Includes a 'Subscribe' button and a note: "Notifications regarding scheduled/unscheduled downtime and security information/bulletins. Note: Internal users will not receive this regardless of their subscription options. You may request access to the 'DL AR Notification' distribution list [here](#)."
- Product Release Information:** Includes a 'Subscribe' button and a note: "Notifications regarding new product releases, new features, and service pack availability. Note: Internal users will not receive this regardless of their subscription options. You may request access to the 'DL AR Notification' distribution list [here](#)."
- Discussion Forums:** Includes a section for "Discussion Forums and Subscriptions" with a list of forums and their subscription status (e.g., Sourcing and Supplier Enablement, Procurement and Invoicing, Ariba Network, Cloud Integration).

DSC view with ability to add additional email

This screenshot shows the subscription options for Downtime/Security Notifications and Product Release Information. Each section has a 'Subscribe' button, an 'Unsubscribe' button, and an 'Additional Email' field with a dropdown arrow. The 'Additional Email' field is currently empty and labeled '<Optional Additional Email>'. The text 'Notifications regard' is partially visible on the right side of the image.

Historical release information **Archive page**

Prior release materials grouped by product/solution area for quick reference.

Listed in chronological order of most recent to oldest update from top to bottom of page.



This page includes links to information on features delivered in previous SAP Ariba releases.

Release Guides for past applications releases can be accessed [here](#).

Release Guides for past Ariba Network releases can be accessed [here](#).

Strategic Procurement



- Sourcing [2019](#) [2018](#) [2017](#)
- Direct Materials Sourcing [2019](#) [2018](#) [2017](#)
- Contracts [2019](#) [2018](#) [2017](#)
- Supplier Management & Risk [2019](#) [2018](#) [2017](#)
- Spend Analytics [2018](#) [2017](#)

Operational Procurement



- Buying & Invoicing [2019](#) [2018](#) [2017](#)
- Guided Buying [2019](#) [2018](#) [2017](#)
- Catalog & Spot Buy [2019](#) [2018](#) [2017](#)

SAP Ariba Customer Readiness Resources 2018 Releases:

sourcing, contracts, & spend analysis

This page includes a list of features delivered in the 2018 calendar year for SAP Ariba Sourcing, Contracts, and Spend Analysis customers. Detailed information on all features can be found in the release guides and other documentation located on SAP Ariba Connect. Supplemental knowledge transfer materials are available for some features. Click the play or PDF icons to access the materials.

For additional information on the monthly release model see the About Release Readiness link on the Release Readiness tile of SP Ariba Connect.

April

Update Material Master items in CLID from sourcing award

With this solution users should be able to update line items into a CLID from a Sourcing Award.

Mandatory



SAP Ariba Contracts
SAP Ariba Sourcing

Append or update line items in contracts from a sourcing award without manual amendment of the contract workspace
This feature will ensure that line items from a sourcing award can be updated or amended in to a contract without manually changing the status of the workspace.

Mandatory



SAP Ariba Contracts
SAP Ariba Sourcing

With this solution, all contracts - draft, draft amendment and published contracts will be listed from the sourcing award. When a user selects a published contract, application will create Price Update Amendments automatically, update the contract line items document by adding or updating line items, then close the amendment.

Control the deletion of line items from a Contracts Line Item Document (CLID)

This feature provides users the option to disable line items in the CLID thus preventing further edits while retaining the line item on the User Interface(UI) for future reference.

Mandatory



SAP Ariba Contracts

March

Read-Only Terms in Line Items

With this feature, customers can make terms of line items in sourcing and contracts as read-only.

Note: Though listed on this page and in the release guide, this feature was not made available with the March 2018 release. It is planned to be available with a later release.

Mandatory



SAP Ariba Sourcing
SAP Ariba Contracts