



Feature at a Glance

Items to Confirm in New Supplier Workbench

Carla Ruiz, SAP Ariba
Target GA: May, 2021

CONFIDENTIAL

Feature at a Glance

Ease of implementation

Low touch / simple

Geographic relevance

Global

Introducing: Items to Confirm in New Supplier Workbench

Customer challenge

Confirming scheduled line items via the Ariba Network user interface allows for line and multi-schedule line item confirmations. Certain scenarios can become complex, yielding a challenging or less efficient experience to end users.

Meet that challenge with

SAP Ariba

The New Supplier Portal introduces an Items to Confirm tile within the overall tile framework capability. The new tile functionality places a significantly expanded set of confirmation actions directly into the hands of the supplier, providing for a more intuitive and efficient user experience.

Experience key benefits

Significantly increased capability for filtering and searching of items to confirm

Expanded flexibility in table column display and grouping configuration capabilities

Actions previously sitting behind menus now directly actionable in the confirmation table itself

New split action allows for intuitive capability to add (or remove) split lines as necessary, directly in the confirmation table

Solution area

SAP Ariba Commerce Automation
SAP Ariba Supply Chain Collaboration

Implementation information

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

Prerequisites and Restrictions

None

Feature at a Glance

Introducing: Items to Confirm in New Supplier Workbench

The screenshot displays the SAP Business Network Enterprise Account interface. The top navigation bar includes 'Home', 'Enablement', 'Opportunities', 'Workbench', 'Planning', 'Orders', 'Fulfillment', 'Quality', 'Invoices', and 'More'. A search bar is visible with filters for 'Orders and Releases', 'All customers', and 'Exact match'. The main dashboard features several tiles: 'Enablement Tasks' (1), 'Orders' (932, Last 365 days), 'New orders' (5, Last 31 days), 'Changed orders' (0, Last 31 days), 'Items to confirm' (38, Needed in next 365 days), and 'More' (13). The 'Items to confirm' tile is highlighted with a red circle.

[The New Supplier Portal and Workbench \(SA-9251\)](#) provides a configurable tile overview bar as one its main navigational concepts.

Items to Confirm is an underlying tile with rich functionality that suppliers may configure (not present by default). See <https://my.ariba.com/2019-new-supplier-experience.html> for more information on the New Supplier Portal.

Feature at a Glance

Introducing: Items to Confirm in New Supplier Workbench

Items to confirm (54)

▼ Edit filter

Customers: Select or type selections

Order numbers: Type selection

Customer locations: Type selection

Need by date: Next 90 days

Ship by date: None

Creation date: Last 31 days

Company codes: Select or type selections

Purchasing organizations: Select or type selections

Purchasing groups: Type selection

Ordering address IDs: Type selection

Part numbers: Select or type selections

Customer part numbers: Select or type selections

Product group: All

Planner codes: Type selection

Order type: All

Category: All

Stock transfer type: All

Ship from location: Select or type selections

Supplier batch ID: Select or type selections

Confirmation approval status: None

Confirmation status: Exclude confirmation not allowed, Exclude unconfirmed, Exclude partially confirmed, Exclude fully confirmed

Shipping status: Exclude fully shipped

Receiving status: Exclude fully received

Invoicing status: Exclude fully invoiced

External document type: Type selection

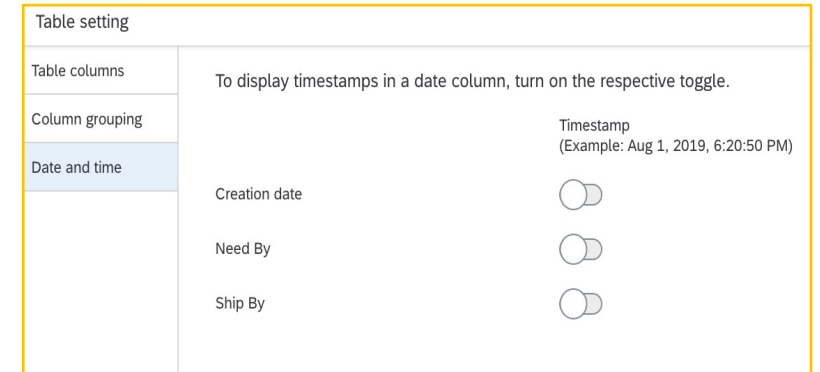
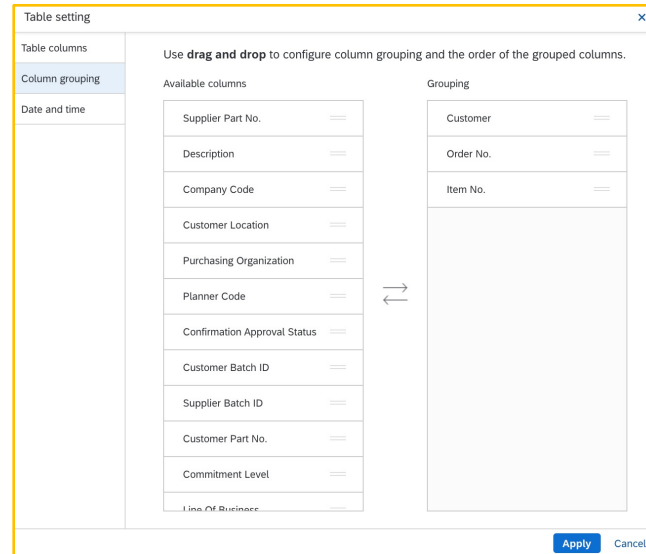
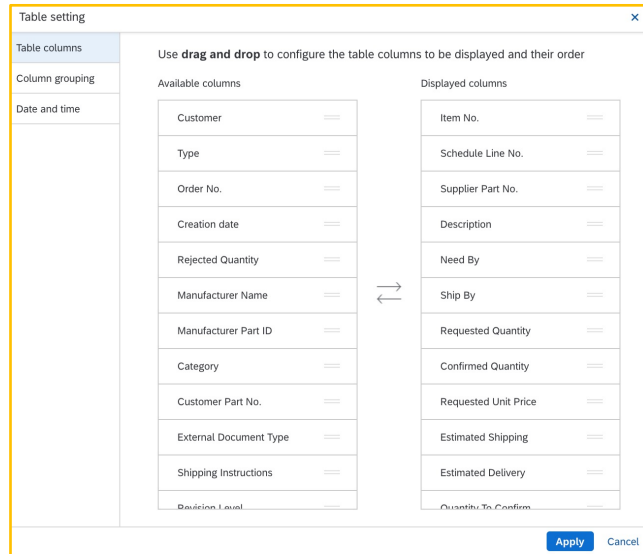
Apply Reset

1. Significantly increased capability for filtering and searching.
2. Added available fields for filtering, including applicable status-related fields.
3. Addition of new filters, examples include “Creation Date” and “External Document Type”.
4. Defaulting of certain status filters (e.g. “Confirmation Status” excludes Confirmation Not Allowed and Fully Confirmed) presents a more action-oriented default view, while also allowing flexibility to reveal hidden items for further review.

Feature at a Glance

Introducing: **Items to Confirm** in New Supplier Workbench

Expanded flexibility in table display configuration capabilities, including significantly increased field selection options for table column display and column grouping, plus configurable timestamp display for applicable fields.



Feature at a Glance

Introducing: Items to Confirm in New Supplier Workbench

The screenshot displays the 'Items to Confirm' interface in the SAP Supplier Workbench. It features a summary table at the top and a detailed view below. Numbered callouts highlight the following features:

- 1:** The summary table, which includes columns for Item No., Schedule Line No., Supplier Part No., Requested Quantity, Confirmed Quantity, Requested Unit Price, Estimated Shipping, Estimated Delivery, and Quantity To Confirm.
- 2:** Action menus for 'Confirm' and 'Reject' that are now directly accessible from the summary table rows.
- 3:** An 'Export to Excel' icon located in the top right corner of the summary table.
- 4:** An 'Edit' icon (pencil) in the 'Actions' column of the summary table, allowing for direct editing of the expanded fields.
- 5:** The 'Confirmation number' field, which is now fully editable.
- 6:** A dropdown menu for 'Rejection reason' with options such as 'Incorrect delivery date', 'Incorrect description', 'Incorrect price', 'Incorrect quantity', 'Incorrect stock/part number', 'Incorrect UOM', 'Unable to supply items', and 'Other'.

1. Items to Confirm now surfaces more actions directly in the summary table.
2. New actions include “Confirm Schedule Line” and “Reject Entire Order”.
3. A simple example is ability to export to Excel is now available directly and not an underlying menu option.
4. Editing of an expanded set of fields is available directly in the summary table whereas previously it sat behind the “Update Line Items” menu.
5. Confirmation Number previously was auto-generated, but is now fully editable.
6. Rejection Reason and Comment are now available and in an intuitive location.

Feature at a Glance

Introducing: Items to Confirm in New Supplier Workbench

1. New split action allows for intuitive capability to add (or remove) split lines as necessary, directly in the confirmation table. Previously this was a two-step process hidden behind several menus/screens.
2. Split icon indicates which lines are added via the split action.
3. Adjust dates and quantities as appropriate for your split rationale.

		Confirm	Reject									
Item No.	Schedule Line No.	Supplier Part No.	Requested Quantity	Confirmed Quantity	Requested Unit Price	Estimated Shipping	Estimated Delivery	Quantity To Confirm	Actions			
Customer: Buyer Test QA Order No.: PO.approval.04 Item No.: 3												
<input type="checkbox"/>	3	3	AX4518	51.00 PK	50.00 PK	\$100.00 USD	Apr 22, 2021	Apr 24, 2021	1 PK	...		
<input checked="" type="checkbox"/>	3	3	AX4518	51.00 PK	50.00 PK	\$100.00 USD	Apr 22, 2021	Apr 24, 2021		...		
<input type="checkbox"/>	3	2	AX4518	50.00 PK	50.00 PK	\$100.00 USD	Apr 20, 2021	Apr 22, 2021		...		
<input type="checkbox"/>	3	1	AX4518	50.00 PK	50.00 PK	\$100.00 USD	Apr 18, 2021	Apr 20, 2021		...		

Update line items

Split

Delete

Create quality notification

Follow us



www.sap.com/contactsap

© 2021 SAP SE or an SAP affiliate company. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company.

The information contained herein may be changed without prior notice. Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors. National product specifications may vary.

These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.

In particular, SAP SE or its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation, and SAP SE's or its affiliated companies' strategy and possible future developments, products, and/or platforms, directions, and functionality are all subject to change and may be changed by SAP SE or its affiliated companies at any time for any reason without notice. The information in this document is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, and they should not be relied upon in making purchasing decisions.

SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. All other product and service names mentioned are the trademarks of their respective companies.

See www.sap.com/copyright for additional trademark information and notices.

THE BEST RUN

