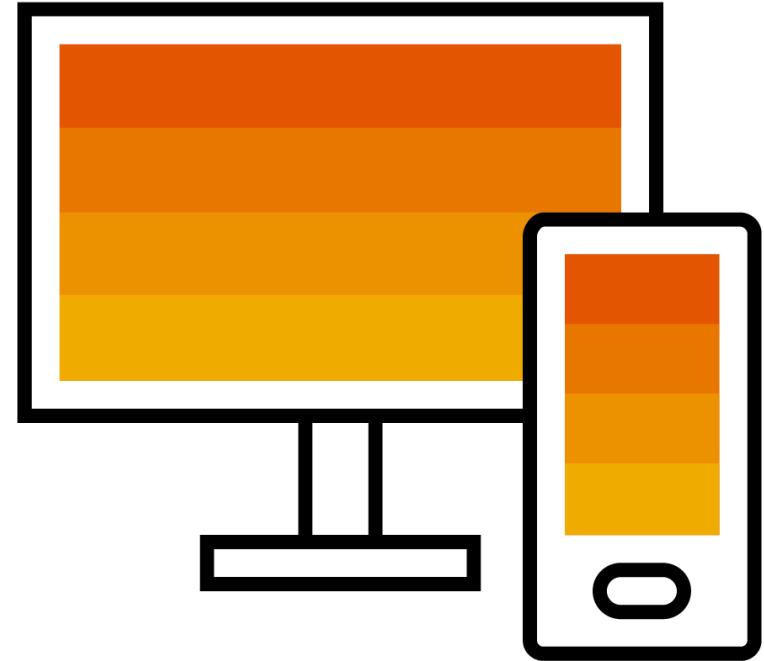


# FUJIFILM Business Innovation Co. Ltd.

## Standard Account Supplier Training



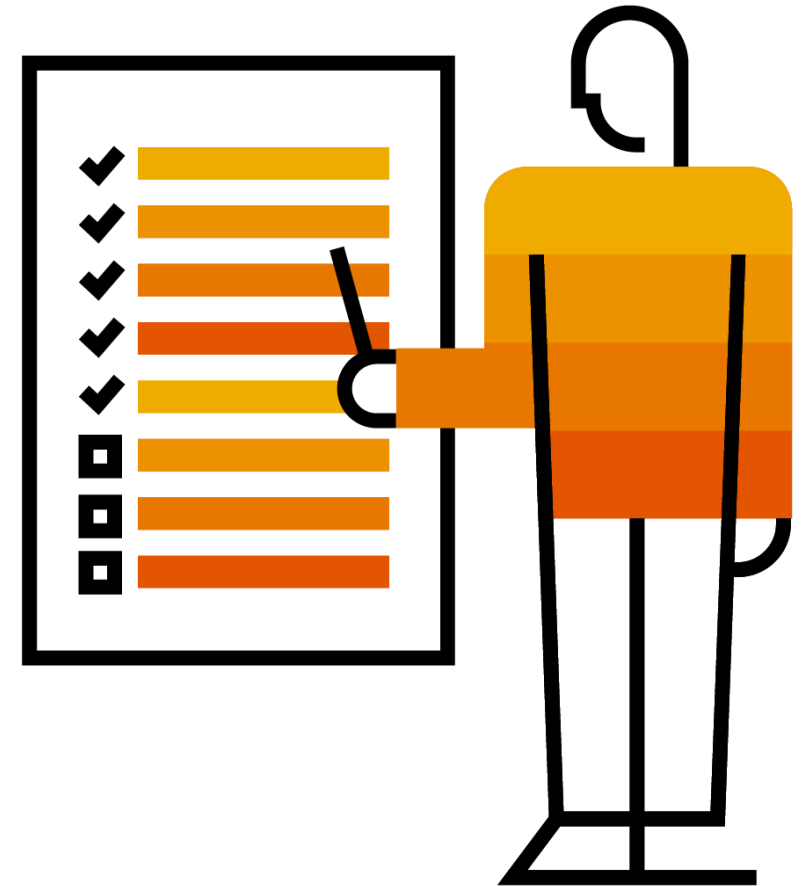
Public

**FUJIFILM**

THE BEST RUN 

# Agenda

- ❑ Speaker Introductions
- ❑ FUJIFILM Business Innovation Co. Ltd. Initiative Overview
- ❑ Describe SAP Business Network, Standard Account
- ❑ Enterprise Account & Optional Upgrade
- ❑ Account Configuration & Transacting Specifications
  - ❑ How to Register
  - ❑ Review FUJIFILM Business Innovation Co. Ltd. Specifications
  - ❑ System Demonstration
- ❑ Support & Questions



# Speaker Introductions



- **Akishi Takahashi**  
General Manager – Non-Production Procurement,  
FUJIFILM Business Innovation Co. Japan
- **Ken Chua**  
Head of Regional Procurement,  
FUJIFILM Business Innovation Asia Pacific
- **Tatsuhiko Yonemura**  
Network Deployment Lead, SAP
- **Yumiko Sasahara**  
Network Deployment Lead, SAP
- **Mona Joan Vardhan**  
Senior Supplier Education Specialist, SAP

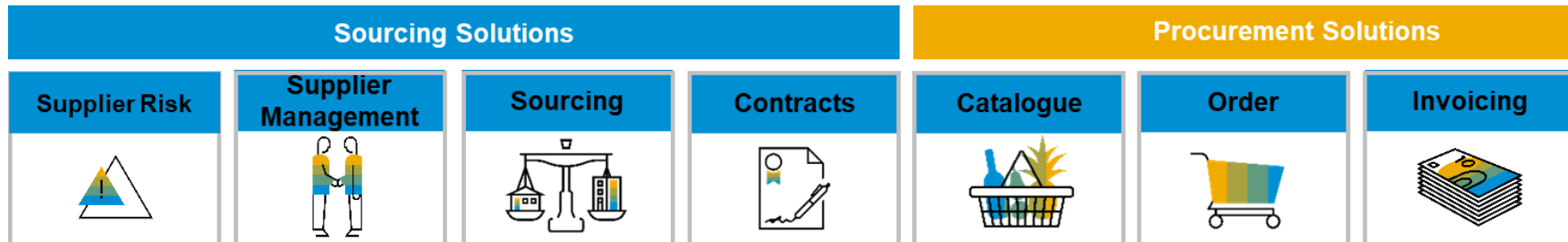




# Fujifilm & SAP Ariba

**FUJIFILM**

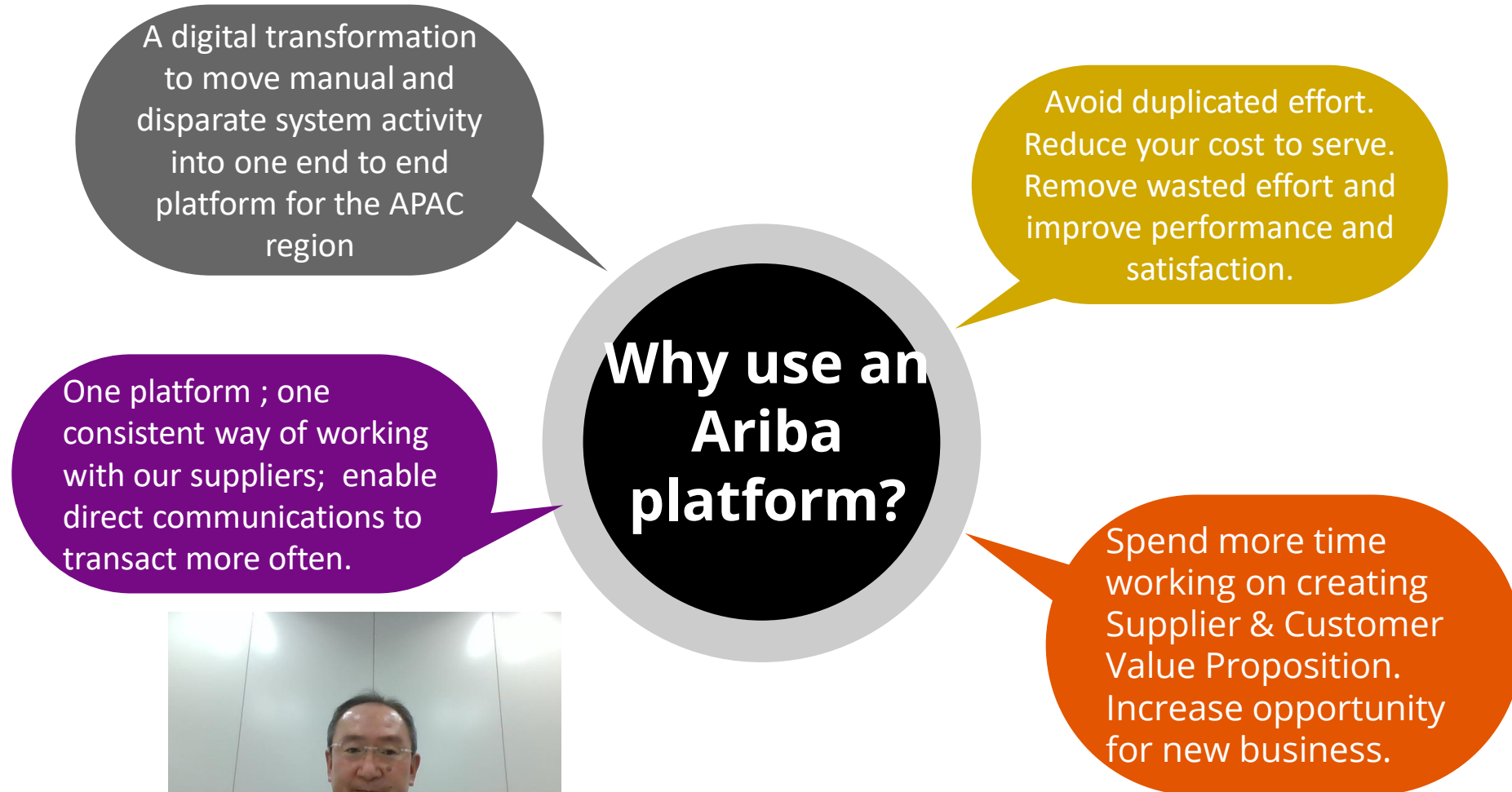
**SAP Ariba** 



# One Regional Platform



# Why Ariba – Our Objective



Procurement Re-imagined : Fujifilm Business Innovation – Moving to Ariba

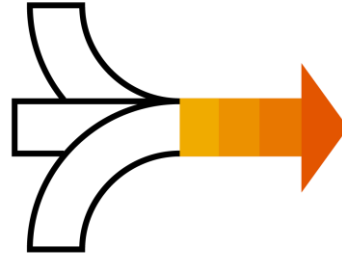
# Why SAP Business Network?



**World's Largest Trading  
Community over \$3 trillion**

## ***Experienced Leaders***

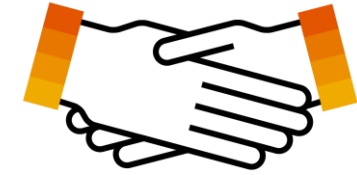
- 2000 Global buyers can find your products and services
- Best in class expertise, experience, and advice for B2B eCommerce and Integration



**Single Point for  
Business Collaboration**

## ***One Account***

- Manage leads, proposals, contracts, orders, and various electronic documents
- Collaborate with multiple customers



**Works With How  
You Do Business**

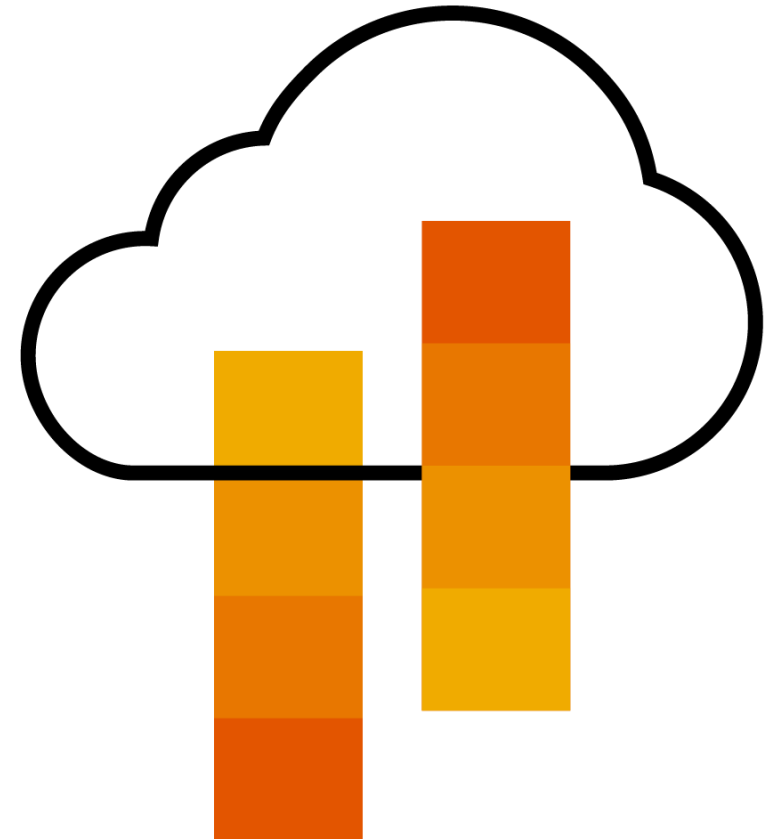
## ***Flexibility***

- Access a wide range of transaction options
- Use many browsers, formats, languages, and currencies



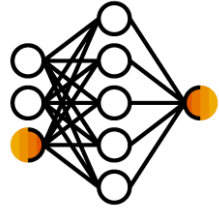
# What is an SAP Business Network, Standard Account?

- ❑ Basic Account that gives you access to SAP Business Network
- ❑ Receive interactive email purchase orders
- ❑ Send electronic documents through the SAP Business Network
- ❑ **No fees**
- ❑ Intended for low volume suppliers



# What You Get With Your Free Standard Account

## SAP Business Network Discovery



- ❑ Receive High Quality Matched Sales Leads
- ❑ Attract Potential Customers
- ❑ Get Invited to Sourcing Events

## Collaboration & Document Exchange



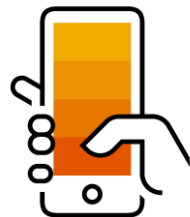
- ❑ Free Access To SAP Business Network's Contract Management Module
- ❑ Respond To Emailed Orders And Check Document Status
- ❑ Catalog Set Up/Access (self-service)

## Usage



- ❑ No Transaction Document Limitations
- ❑ Unlimited SAP Business Network Relationships
- ❑ Online Support Via The Help Center

## SAP Business Network Supplier Mobile App



- ❑ Work On-The-Go
- ❑ Receive Real-Time Alerts
- ❑ Monitor Key Activities

# What You Get With An Enterprise Account

## Document Exchange



- ❑ Use CSV Uploads To Manage Large Document Counts
- ❑ Full Access To Workbench

## Integration & Electronic Catalogs



- ❑ Integrate Your Back-End System With SAP Business Network Through cXML, EDI or CSV
- ❑ Create/Publish Electronic Catalogs To Enhance PO Accuracy
- ❑ Link Your Current E-Shop To Your SAP Business Network Account

## Legal Archiving & Reporting



- ❑ Access Long-Term Archiving  
(Regional Restrictions May Apply)
- ❑ Track Transactions & Sales Activities With Full Access Reporting

## Support

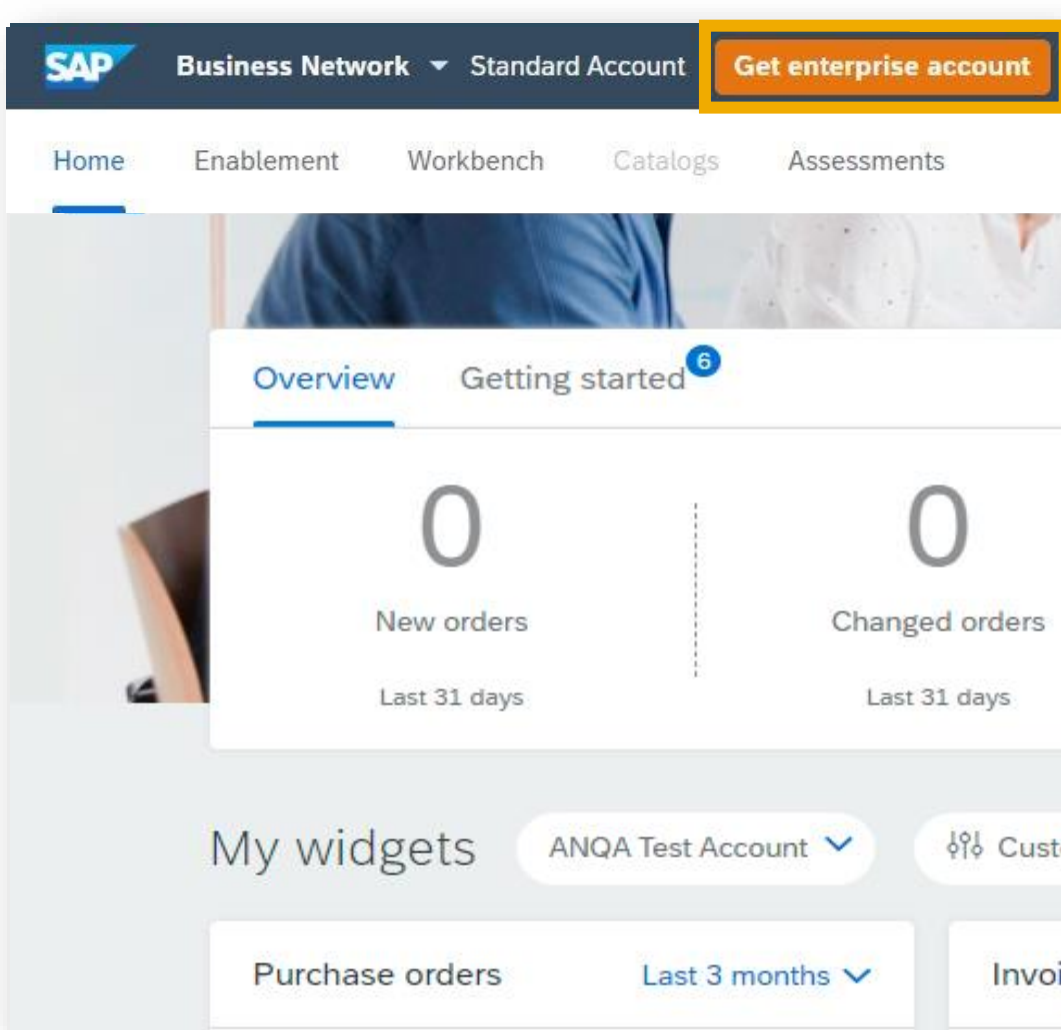


- ❑ Access The Entire Documentation Database
- ❑ Contact Customer Support By Phone, Chat, Or Web Form

# Standard Account Vs. Enterprise Account On SAP Business Network

Features	Standard Account	Enterprise Account
Access	Email notifications/workbench	Online dashboard/workbench
Company Profile	✓	✓
Purchase Order, Order confirmation (full & partial), Ship Notice, Service Entry Sheet, (Non-PO) Invoice, Credit Memo	✓	✓
Electronic Catalogs	✓ Self-service only	✓
Document status	Email notifications/workbench	Workbench with easy access from any browser
Legal Archive	Email notification and online download	<ul style="list-style-type: none"> <li>• Long-term archiving for global compliance (Regional restrictions apply)</li> <li>• Capability to mass download invoices for local archiving</li> </ul>
Support	Online Help Center	<ul style="list-style-type: none"> <li>• Support via phone, chat, or email</li> <li>• Direct access to enablement experts for onboarding assistance</li> <li>• Technical support for configuration and integration assistance</li> <li>• Online educational training courses</li> </ul>
Integration	✗	✓
Reporting	✗	✓
Multiple customer relationships	✓	✓
Multi users	✓	✓
Mobile App	✓	✓
Discovery	✓ Fees may apply to respond to leads. <a href="#">Click here</a> for more information.	✓ Fees may apply to respond to leads. <a href="#">Click here</a> for more information.
Fees	FREE	Fees may apply, <a href="#">See complete details</a> .

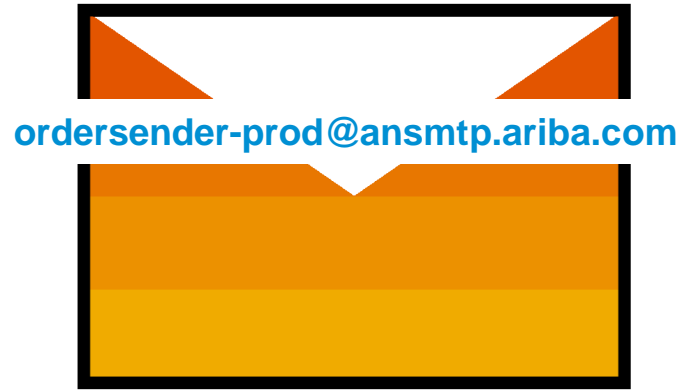
# How To Upgrade from Standard Account To Enterprise Account



Upgrade to realize the full value of SAP Business Network

	STANDARD ACCOUNT Your current account	ENTERPRISE ACCOUNT <a href="#">Upgrade</a>
<b>FULFILLMENT</b>		
<b>Orders and invoices</b>	<ul style="list-style-type: none"> <li>✓ Respond to emailed orders using features that your customer requests, like order confirmations, ship notices and invoices</li> <li>✓ Check invoice status and create non-PO invoices, if supported by your customer</li> </ul>	<ul style="list-style-type: none"> <li>✓ Skip the emails. Get and manage orders and invoices all on Ariba Network.</li> <li>✓ Use CSV uploads to manage large documents.</li> </ul>
<b>Catalogs</b>	<ul style="list-style-type: none"> <li>✓ Publish catalogs that detail your products and services *</li> </ul>	<ul style="list-style-type: none"> <li>✓ Publish catalogs that detail your products and services</li> </ul>
<b>Integration</b>		<ul style="list-style-type: none"> <li>✓ Integrate with your backend systems through CXML or EDI</li> </ul>
<b>Legal Archive</b>		<ul style="list-style-type: none"> <li>✓ Access to long-term invoice archiving (regional restrictions apply)</li> </ul>
<b>Reporting</b>		<ul style="list-style-type: none"> <li>✓ Get reports to track transactions and sales activities</li> </ul>
<b>Support</b>	Help Center	<ul style="list-style-type: none"> <li>✓ Help Center, phone, chat, and web form</li> </ul>
<b>Fees</b>	Free	<a href="#">Based on usage</a>
<small>*Standard account users will self-enable catalogs. Help center content and documentation is available for self-service.</small>		
<b>SELLING</b>	By the way, you can use these with any account.	
<b>Ariba Discovery</b>	<ul style="list-style-type: none"> <li>✓ Join our business matchmaking service to get high quality sales leads. <a href="#">Fees may apply</a></li> </ul>	
<b>Sourcing, Contract Management</b>	<ul style="list-style-type: none"> <li>✓ Attract potential customers with your profile and get invited to auctions and other events.</li> </ul>	
<a href="#">Learn more</a> about all the features of Ariba Network.		

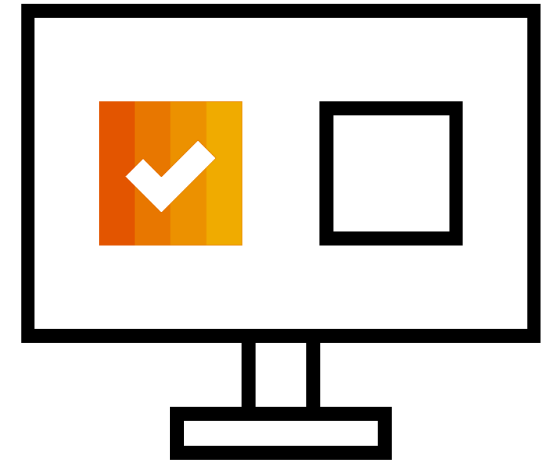
# Register For A Standard Account



Receive Interactive Email PO



Click The Process Order Button



Sign Up Or Login


# Register For A Standard Account

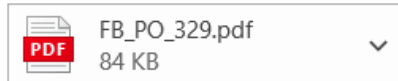
## Receive Interactive Email Order From Customer

ordersender-prod@ansmtp.ariba.com

Fujifilm Business Innovation - TEST sent a new Purchase Order FB-PO-329

"Fujifilm Business Innovation - TEST" <ordersender-prod@ansmtp.ariba.com>

 If there are problems with how this message is displayed, click here to view it in a web browser.



# FUJIFILM

A new purchase order from Fujifilm Business Innovation - TEST is waiting for your response on SAP Business Network.

Hello SUPPLIER 01 - TEST,

Fujifilm Business Innovation - TEST have sent you a purchase order on SAP Business Network.

To access the purchase order, please click on process order to view the detailed information

Test for registered suppliers

Click Process order to log in

[Process order](#)

Reply to this email to send your customer a message.

**Purchase order details**

## IMPORTANT:

Before you click the **"Process Order"** button for the first time:

1. Align internally
2. Designate / Know administrator

## **To get started:**

Click the **Process order** button in the PO notification (interactive email)

# Register For A Standard Account

## Review Accounts, Connect or Sign Up

The screenshot shows the SAP Business Network registration interface. On the left, a white overlay box titled "Benefits of a business relationship on SAP Business Network" lists three points: 1. Digitalize your business, 2. Ensure resiliency and sustainability, and 3. Act with Intelligence. Below this are links for "Learn more" and "About this invitation". The main content area features a "Help" icon, a profile picture placeholder, and the text "Connect with Test Buyer on SAP Business Network to collaborate." Below this, it states "We found existing accounts based on the information in the invite. Please review." Three callout boxes are present: 'A' points to a blue "Review accounts" button; 'B' points to a "Use existing account" button with a help icon; 'C' points to a "Create new account" button with a help icon. The footer includes the SAP logo, copyright information for 2021, and links for Privacy Statement, Security Disclosure, and Terms of Use.

- A. Click **Review accounts** if you want to check for an existing account for your company
- B. Use your existing Standard or Enterprise account by clicking on **Use existing account**
- C. Select the **Create new account** option to create a new Standard account



# Register For A Standard Account

## Configure Account, Accept Terms of Use, And Register

**What to expect when you create an account:**

- 1. Digitalize your business**  
Collaborate with your customer on the same secure network, while improving efficiency with paperless processes
- 2. Ensure resiliency and sustainability**  
Boost customer satisfaction, simplify the sales cycle
- 3. Act with Intelligence**  
Turn insights from SAP Business Network into your competitive advantage

Learn more

Create a free company account to connect with your customers on SAP Business Network

**1** Company information ⓘ

Company (legal) name \*  
Test supplier

Country/Region \*  
Spain [ ESP ]

Address line 1 \*  
Plaza Catalunya

Address line 2  
[ ]

Postal code \*  
08003

City \*  
Barcelona

State \*  
Choose a state

**2** Administrator account information ⓘ

First name \* [ ] Last name \* [ ]

Email \* [ ]

Use my email as my username

**3** Password \* [ ]

I have read and agree with the [Terms of Use](#).

I hereby agree that SAP Business Network will make parts of my (company) information accessible to other users and the public based on my role within the SAP Business Network and the applicable profile visibility settings. Please see the [Privacy Statement](#) to learn how we process personal data.

Business role \*  
Choose your primary

**Create account**

1. Review your **Company Information**
2. Enter your **Administrator Account Information**
3. Accept **Terms of Use** and **Privacy Statement** click on **Create account**

# Process The First PO

## Supplier Portal Workbench

The screenshot displays the SAP Business Network Workbench interface. The top navigation bar includes 'Home', 'Enablement', 'Workbench', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', 'Reports', and 'Messages'. A search bar is located below the navigation. The main content area features a 'Workbench' dashboard with several key metrics: 3 Changed orders, 28 Orders to invoice, 8 Rejected invoices, 19 New orders, 30 Orders, 11 Invoices, and 0 Items to correct. Below the dashboard, there is a section for 'Changed orders (3)' with a table listing the following data:

Order Number	Customer	Amount	Date	Order Status	Amount Invoiced	Actions
PO31	Ariba Inc - Excellence Programs	\$300.00 USD	Mar 5, 2021	Changed		...
PO51	Ariba Inc - Excellence Programs	\$50.00 USD	Mar 5, 2021	Changed		...

Access all your received and sent documents in your SAP Business Network **Workbench**.

# Process The First PO

## Transact With Your Customer

Depending on the scope of your customer you may see more document options or some of the buttons may be greyed out.

Create Order Confirmation ▾ Create Ship Notice Create Invoice ▾

Order Detail Order History

From: Customer  
Energie  
Address ID: PO3

To:

Comments  
Header level comments like Terms and Conditions etc.

Contact Information  
Requisitioner Address  
Requisitioner user name  
New Street  
London  
L12345  
United Kingdom  
Email: requisitioner@test.com  
Address ID: 10000199

Supplier Address  
Supplier Company  
New Street  
London  
LN155PP  
United Kingdom  
Address ID: SUP00

Help Topics

Search Help Topics

Documentation

Support

What's New (2:54)

What is SAP Business Network?

Introducing the new SAP Busin...

Orders and invoices (2:59)

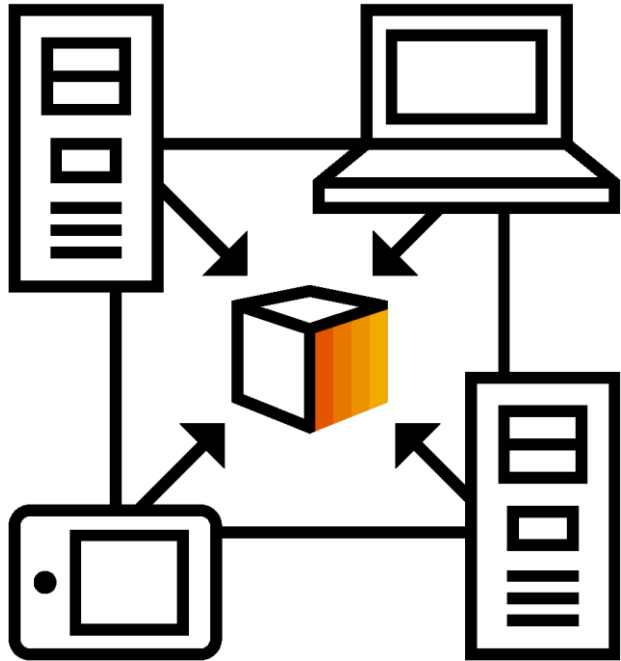
Common browser issues

How do I create an invoice?

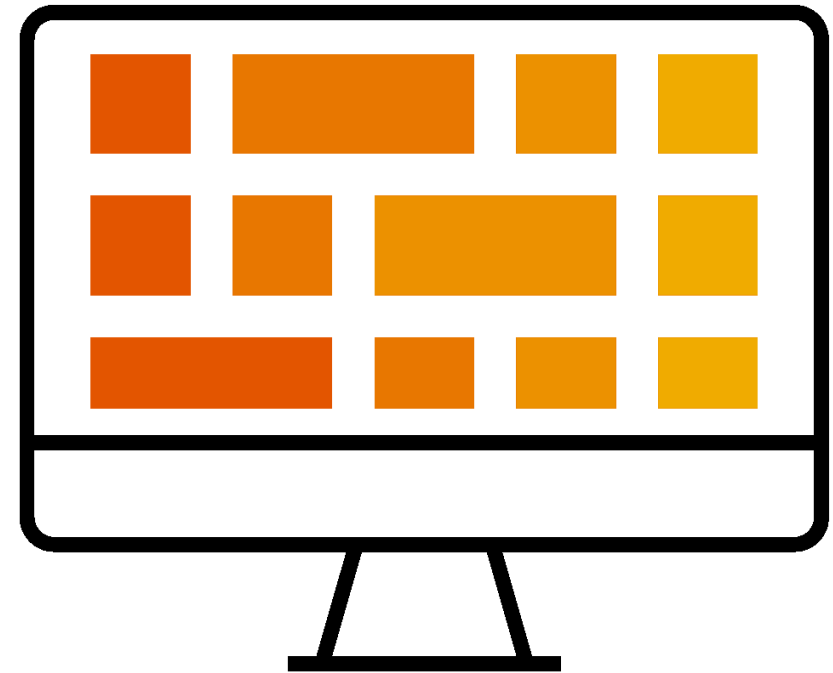
Click on the **buttons at the top of the purchase order** to get started.

If you need assistance, please refer to the articles in the **Help Center** (right-hand side).

## Already Have An Enterprise Account?



**Manage Two Separate Accounts**



**Add Standard Account Relationship  
To Enterprise Account**

**(May Incur Fees!)**

**System Demo**



# Support Options

## Help Center

- SAP Business Network guides, articles and step-by-step instructions

## SAP Business Network Support Pages

- [Standard Account specific documentation](#)
- [SAP Business Network Supplier Training](#)

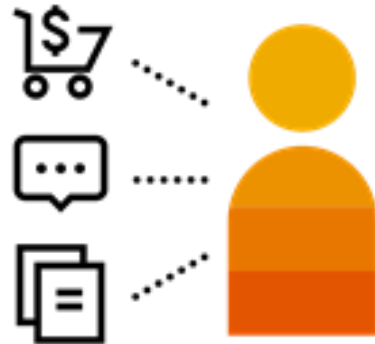
## Your Customer

- [dgi-fbap-regional.procurement@fujifilm.com](mailto:dgi-fbap-regional.procurement@fujifilm.com)
- Supplier Information Portal
- <https://support.ariba.com/item/view/204496>
- FUJIFILM Business Innovation Co. Ltd. functional guides, technical specifications, and support resources



# Questions?

**Please Submit Your Questions Via the Q&A Widget**



**Business Related Questions:**

**[dgi-fbap-regional.procurement@fujifilm.com](mailto:dgi-fbap-regional.procurement@fujifilm.com)**

# Thank you.

**FUJIFILM**

**THE BEST RUN** 