



# Feature at a Glance

## Buyer Selection During Supplier Onboarding for PDF Invoicing NP-35598

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# Introducing:

## Buyer Selection During Supplier Onboarding for PDF Invoicing

### Feature Description

The current SAP 3<sup>rd</sup> party partner driven PDF invoicing on the SAP Business Network is being enhanced to have buyer specific onboarding going ahead.

This is inline with the new buyer enablement driven process for initiating PDF invoicing with the partner that also involves the buyer providing the partner with the invoice data to be extracted or in some cases even customized.

Existing suppliers who have already onboarded previously before this feature is made available, can continue using it to process production invoices.

If any new buyer or an existing buyer for this supplier, wants the partner to update the extracted invoice data, then the supplier has to use this new feature to onboard this buyer specifically.

### Key Benefits

Invoice data is as the buyer expects in their procurement system, so fewer errors.

Quicker reconciliation of invoice data and faster payments.

Audience:

Supplier

Enablement Model:

Automatically On

Applicable Solutions:

SAP Business Network



# Prerequisites, Restrictions, Cautions

## Prerequisites

- Buyer needs to provide the new PID (Project Initiation document) to the Partner
- Buyer should be subscribed to PDF invoicing and should have a trading relationship with the Supplier

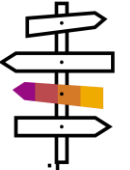
## Restrictions

- Suppliers who have already onboarded earlier before this feature is available, can continue with processing invoices for existing transacting buyers but if any of these buyers move to the new PID, then they will need to onboard the specific buyer before they can process invoices from them going ahead.

## Cautions

- None

# User Story



As a buyer on the SAP Business network, I need to receive invoices from my supplier in a fast and accurate manner that helps me reconcile and pay them faster too.

As part of this process :

- I provide the data set that my procurement system needs, to the partner so that they can set up the rules to extract the data from my suppliers invoices correctly.
- My supplier will use the new buyer onboarding feature to provide their sample PDF invoices to the partner along with my buyer organization information like ANID.
- The partner can setup the extraction based of the PID I provided earlier and the supplier's sample PDF invoices that they need to extract the data from.

# Feature Details



## Process Steps

- Supplier Administrator logs into their account and go to PDF invoices onboarding
- In the Upload sample documents step, a new page is shown where he can upload a set of sample documents using New upload
- The upload dialog has a drop down list of buyers that have not been onboarded that the supplier can select from and upload the samples for this selected buyer.
- SBN will send these samples along with the buyer ANID to the partner to setup the data extraction.
- Once setup, the upload response is sent back by the partner.
- A table that lists the buyers and the upload processing status is shown along with an action to download the sample documents that were uploaded earlier.
- If there was any error returned, it is shown along with a retry action so that the supplier can retry the upload again if the error is related to any of the sample files.
- Once successful, the supplier can start sending invoices to this buyer (Upload or Email)

## Additional details

- Supplier can onboard a buyer who are subscribed to PDF invoicing and having a trading relationship with this supplier
- The earlier limitation of 3 max retries for onboarding has been removed to simplify the onboarding and unwanted SRs to support to turn the re- onboarding ON in the Admin app.
- Retry of onboarding is possible only on failure and supplier has to re-upload all the files again.

## Migration

- For suppliers who have already onboarded earlier before this feature, a Default entry will be added to the table in the Upload sample documents page which indicates that this is the default onboarding that they can use for processing invoices for any of their existing buyers.
- If any of these existing buyers move to the new PID (updating their expected data set), then the supplier will need to onboard the specific buyer before they can process invoices from them going ahead.



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