

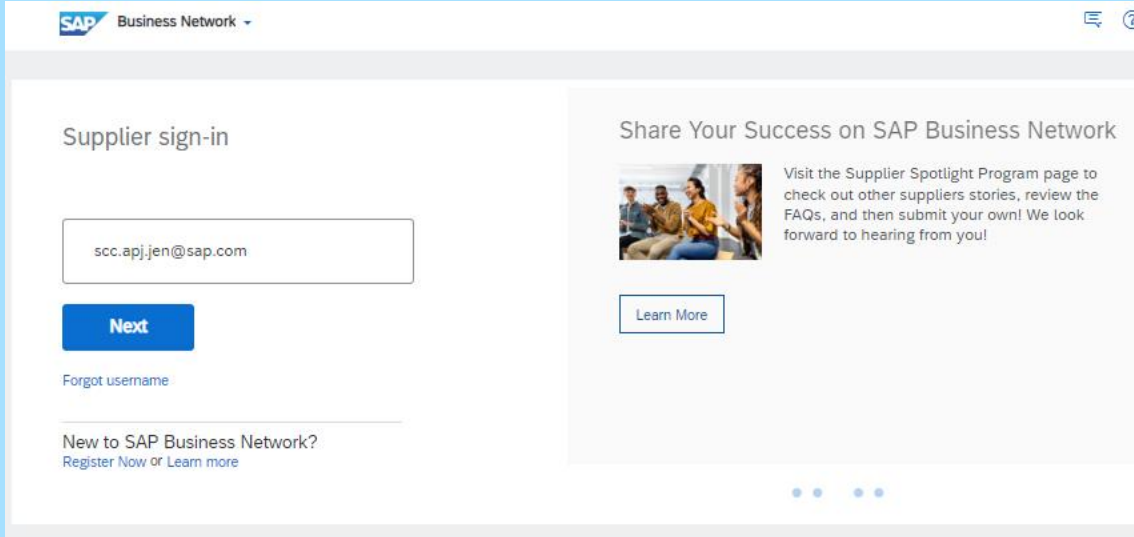


Anonymous 5-question Survey QR code or [Click Me](#)

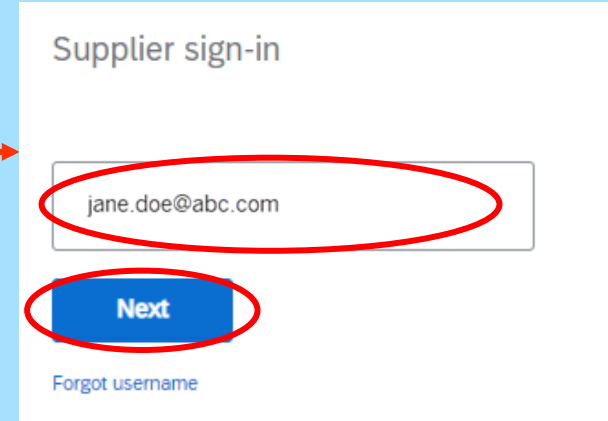
SAP Business Network – Login Using Generic or other Credentials



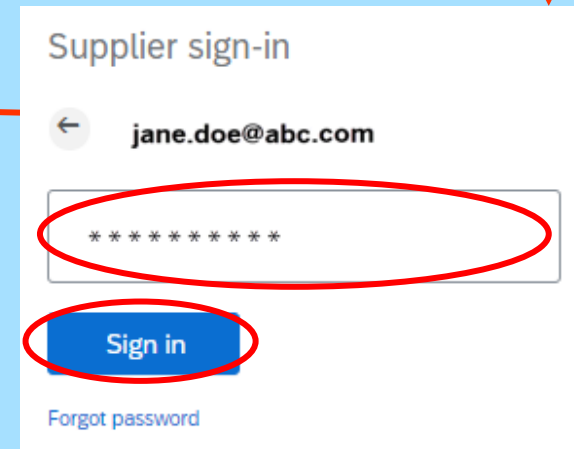
Step 1: Using a Browser open the SAP Business Network Supplier Login
<https://service.ariba.com>



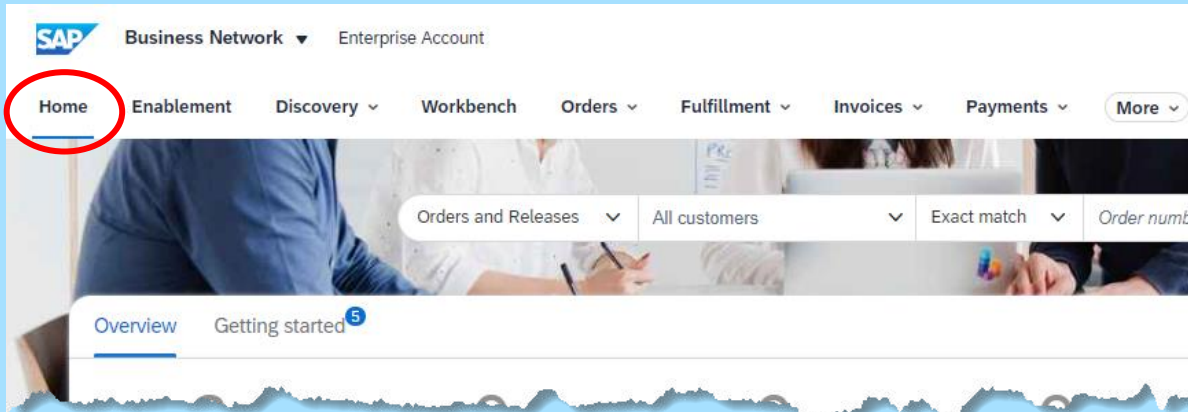
Step 2: Enter the **Username** you have been provided or other credentials, click **Next**



Step 3: Enter the **Password**, click on **Sign In**



The Home Page Screen is displayed



There is only one System Administrator in a business

Generic logins provide teams with a single login however, logins should be kept secure as it provides access to business information

Some businesses use a “generic” Username, which can be problematic, particularly when someone changes the Password as all users will need to be advised of the password



When using a “generic” account note that making changes to the Home Page Widgets or the Workbench

Usernames and passwords provide information to the SAP Business Network and may also be used for accessing Sourcing - “Proposals & Questionnaires”

Some Businesses may add Multi-Factor Authentication to logins providing extra security

For more information about the Home Page Widgets – [CLICK ME](#)