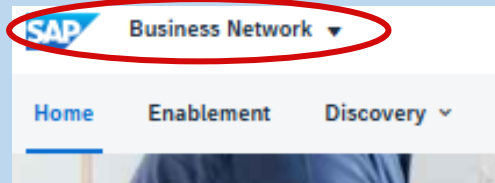


# SAP Business Network – The Company Profile Information

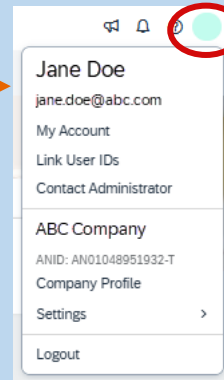


## Accessing the Company Profile

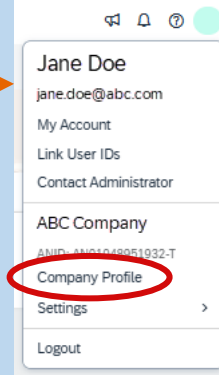
**Step 1:** Sign In to the SAP Business Network



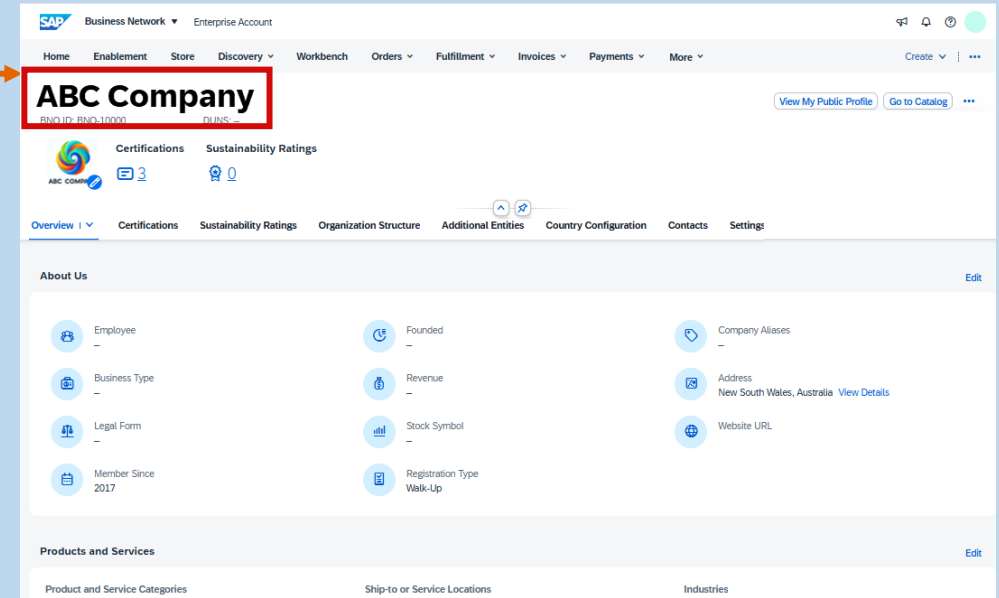
**Step 2:** Click on your initials



**Step 3:** Select Company Profile

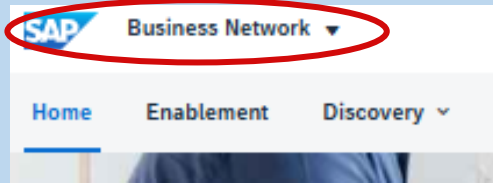


**Step 4:** The Company Profile Information is displayed - review, provide or update the information that provides potential Buyers with information

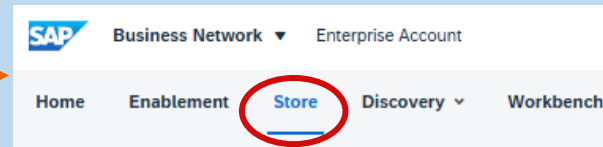


## Accessing the Store tab

**Step 1:** Sign In to the SAP Business Network



**Step 2:** Locate and click on Store



The Company Profile is used by Suppliers to add information so that Buyers can expand their ability to source products and Services

The Company Profile can be accessed via either the SAP Business Network Account or the SAP Ariba Proposals and Questionnaires account; they are one and the same, and all changes made via either account are the same

Only one Company profile can be added to an ANID; this means that the Company Profile in your transacting account is reflected in the SAP Ariba Proposals and Questionnaires account



Keeping your Company Profile updated provides Buyers searching for goods or services with other options to increase their Supplier Base

Supplier can further increase their visibility by paying for a **promote** subscription that moves verified Suppliers to the beginning of searches performed by Buyers – for more information on **promote**, click on the Store tab

**Reminder** – **promote** is a paid-for subscription and can be used with either a standard or enterprise SAP Business Network Account