

Configure Notifications-(NS-34429)

GA: Aug 2025

Feature Overview

Configure Notifications-(NS-34429)

Feature Description

Buyers have the option to configure notification for themselves as well as for suppliers

In case of overdue task, the buyer can decide whether they would like to receive the notifications or not.

For suppliers as well for difference scenarios including TRR letters, Task overdue , buyer can configure notifications.

Key Benefits

- Flexibility in configuring notifications for different scenarios for buyers and suppliers.

Audience:

Buyer

Enablement Model:

Automatically On

Applicable Solutions:

SAP Business Network

Step 1: Login to service.ariba.com

Step2: Select "Supplier Enablement" , then select "Configure"

The screenshot shows the SAP Business Network homepage. The top navigation bar includes links for Home, Discovery, Workbench, Orders, Fulfillment, Invoices, Payments, Catalogs, Supplier Enablement, Reports, and Messages. A yellow banner at the top left contains a warning icon and the text "You may experience problems with site performance [Learn More](#)". Below this, a large image shows two people working at a desk. Overlaid on this image is a search bar with the text "Trading partners" and a dropdown menu with the text "By category, product". The main content area features a dashboard with four cards: "Orders" (0, Last 31 days), "Invoices" (0, Last 31 days), "Remittances" (\$0.0 USD, Last 31 days), and "Open postings" (1, Last 90 days). A "My widgets" section at the bottom includes buttons for "Customize" and "Test widgets", and a row of widget cards: "Shipment tracking", "Purchase orders", "Invoices", and "Suppliers enablement". The "Supplier Enablement" dropdown menu is open, showing options: "Manage Vendors", "Monitor", "Tasks", "Active Relationships", "Supplier Groups", "Configure" (highlighted), "Supplier Enablement Portal", and "Supplier Self Assessments".

SAP Business Network

Home Discovery Workbench Orders Fulfillment Invoices Payments Catalogs Supplier Enablement Reports Messages

You may experience problems with site performance [Learn More](#)

Trading partners By category, product

Overview Getting started

0 Orders Last 31 days

0 Invoices Last 31 days

\$0.0 USD Remittances Last 31 days

1 Open postings Last 90 days

My widgets Customize Test widgets

Shipment tracking Purchase orders View all Invoices View all Suppliers enablement

Supplier Enablement dropdown menu options:

- Manage Vendors
- Monitor
- Tasks
- Active Relationships
- Supplier Groups
- Configure
- Supplier Enablement Portal
- Supplier Self Assessments

Step 3: Choose the Notification Tab

Email TemplatesActivitiesNotification

Buyer NotificationEdit

Select the checkbox if you want to receive consolidated notifications when a supplier enablement buyer task is overdue or a supplier task is escalated. Enter up to three email addresses, using a comma to separate multiple email addresses. Ensure that... Show More

☒ Send notifications to you when supplier enablement tasks are overdue or escal...

Send to email:
nallareddy.keerthi.reddy@sap.com

Supplier Notification

For TRR letters, Quick Enablement, and AribaPay welcome letter.

Sender Name:
SAP Business Network

Reply To Email:
nallareddy.keerthi.reddy@sap.com

For all notifications to complete configuration tasks and overdue tasks.

Sender Name:
SAP Business Network

Reply To Email:
test@ariba.com

For all PO email types, Quick Enablement POs, and Interactive email-orders.

Sender Name:
SAP Business Network

Reply To Email:
nallareddy.keerthi.reddy@sap.com

Step 4: Click Edit to configure the notifications for buyers and suppliers

Buyer Notification

Save

Cancel

Select the checkbox if you want to receive consolidated notifications when a supplier enablement buyer task is overdue or a supplier task is escalated. Enter up to three email addresses, using a comma to separate multiple email addresses. Ensure that... [Show More](#)

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For all PO email types, Quick Enablement POs, and Interactive email-orders.

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Reply To Email:

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Thank you.

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