



Feature at a Glance

Catalog approval workflow enhancements

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CONFIDENTIAL

Feature at a Glance

Introducing: Catalog approval workflow enhancements

Ease of implementation



Low touch / simple

Geographic relevance



Global

Customer challenge

Catalog approvals lack flexibility in terms of managing and routing the catalog contents to the right approvers.

When approving a catalog, all the items in the catalog have to be approved together. There is no way for an approver to approve a subset of the items in a catalog.

Meet that challenge with

SAP Ariba

With this feature, different approvers can approve different sets of items in a catalog.

Catalog Managers can define catalog content approval rules based on lookup files, to group the items in the catalog into separate sets, and assign an individual user (or a group) to each set as an approver.

Experience key benefits

Catalog items can be segregated into different catalog approval requests based on classification codes, which would help assign catalog items to the correct users or groups for approval.

Solution area

SAP Ariba Catalogs
SAP Ariba Buying
SAP Ariba Buying and Invoicing

Implementation information

This feature is “on” by default. No action is required to utilize this feature.

Prerequisites and Limitations

Available only in sites enabled for managing catalogs using CMS.

New Approval Rule and Approval Definition Lookup

The screenshot shows the SAP Ariba Administration console with the 'Content Rules' page selected. The left sidebar contains navigation options like 'Supplier Manager', 'Commodity Code Manager', and 'Catalog Manager'. The main area displays a summary of rule counts: 3 All, 3 Validation, 0 Enrichment, 0 Cleansing, and 0 Approval. Below this is a table of existing rules:

State	Name	Type	Category	Last Modified	Action
Off	validationrule1	Validation	Error	16 October 2017 4:16 PM	Action
Off	d_test1	Validation	Error	14 November 2017 12:04 PM	Action
Off	testValRule	Validation	Error	06 September 2017 12:15 PM	Action

At the bottom, there are buttons for 'New Rule', 'Import', and 'Export'. A dropdown menu for 'New Rule' is open, showing options: Validation Rule, Enrichment Rule, Cleansing Rule, and Approval Rule.

The screenshot shows the SAP Ariba Administration console with the 'Lookup Files' page selected. The left sidebar is the same as in the previous screenshot. The main area displays a summary of rule counts: 1 All, 1 Active, 0 Failed, and 0 Parsing. Below this is a table of existing lookup files:

Lookup Name	Fields	Status	Last Modified	Action	
<input type="checkbox"/>	GT_Look up	ManufacturerPartId, ShortName	Active	11 September 2017 4:27 PM	Action

At the bottom, there are buttons for 'Delete', 'Refresh', and 'New Lookup File'. A dropdown menu for 'New Lookup File' is open, showing options: Standard Lookup and Approval Definition.

Create an Approval Rule using Approval Definition Lookup to assign approvers to a group of Catalog Items

New Approval Rule Creation UI

Site Manager
Data Import/Export
Audit Log

▶ **Integration Manager**

▶ **Master Data Manager**

▶ **Customization Manager**

▶ **User Manager**

▶ **Email Notification Manager**

▶ **Supplier Manager**

▶ **Dashboard Manager**

▶ **Commodity Code Manager**

▶ **Catalog Manager**

▼ **Catalog Content Manager**
Content Documents
Content Rules
Catalog Content Reports
Lookup Files

New Approval Rule: TestApprovalRule

Name: Active:

Supplier: All selected [Edit](#) [Select All](#)

Description:

Approval Definition:

Formula: (Add)

Manual cleansing of items

SAP Ariba

AW Options ... Commits: 5 ADL Queries: 14 ADL Queries: 14 FULL PAGE REFRESH

SDU14 - Catalog update request from [Unspecified] Status: Sent

Catalog1 ver 3

These are the details of the SDU you have selected. You can export the report and deny individual items before importing it back here. Then approve or deny the entire SDU here.


 Export Report, Deny items by populating the Denied Status column and Import Report back. Approve remaining items by clicking on Approve button

Comparison Summary

432	56	5	33	140	24
New	Modified	Modified Price	Unmodified	Deleted	Denied

Supplier #	Part #	New Price	Old Price	Price Change	Denied?
213123412	456635	\$56.00 USD	\$45.00 USD	Yes	No
123123421	745345	\$34.00 USD	\$23.00 USD	No	No
343243221	786464	\$78.50 USD	\$76.50 USD	No	No
324523431	897577	\$35.25 USD	\$89.25 USD	No	Yes
342332431	789565	\$56.00 USD	\$55.00 USD	Yes	Yes

Одпатрија Врњава

Approval Override option for Catalog Manager

The screenshot shows the SAP Catalog Manager Administration interface. The top navigation bar includes 'HOME', 'CONTRACTS', 'INVOICING', and 'ADMINISTRATION' (which is active). On the right, there are options for 'Simple | Advanced', 'Recent', and 'Manage'. The left sidebar lists various management tools, with 'Catalog Content Manager' expanded to show 'Content Documents', 'Content Rules', 'Catalog Content Reports', and 'Lookup Files'. The main content area is titled 'Approval History' and shows details for 'TestCM7 v1'. A table lists two entries: one approved by 'cnoll' and one pending by 'adavis'. An 'Action' dropdown menu is open for the pending entry, showing 'Approve' and 'Deny' options. A 'Cancel' button is also visible.

Canonical Realm: p2pTePsoft

HOME CONTRACTS INVOICING **ADMINISTRATION** Simple | Advanced Recent Manage

▼ Site Manager
Data Import/Export
Audit Log

► Integration Manager

► Master Data Manager

► Customization Manager

► User Manager

► Email Notification Manager

► Supplier Manager

► Dashboard Manager

► Commodity Code Manager

► Catalog Manager

▼ Catalog Content Manager
Content Documents
Content Rules
Catalog Content Reports
Lookup Files

Approval History

TestCM7 v1

SDU	Items	Approver	Status	Submitted On	
123456	3	cnoll	Approved	30 January 2018 10:12 PM	
123456	2	adavis	Pending	30 January 2018 10:12 PM	Action ▼

Cancel

- Approve
- Deny