



SAP Ariba 

Feature at a Glance

Creating reports for messages

Jaideep Tungare, SAP Ariba
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Feature at a Glance

Introducing: **Creating reports for messages**

Ease of implementation



Low touch / simple

Geographic relevance



Global

Customer challenge

With the current messaging functionality for buyers and suppliers to communicate with each other on the Ariba Network, it is important to have reporting capability on top of the existing conversations.

This would help companies understand the broader context and pattern of communication. Such useful information can further help streamline the collaboration process between the trading partners.

Meet that challenge with **SAP Ariba**

With this feature, buyer and supplier users can now generate reports for conversations and create messaging related report templates. Any buyer or supplier user having access to reports functionality can create a report template and generate reports. All generated messaging reports shall contain the following information:

- Date of initiation of the conversation
- Subject of the conversation
- Message content
- Context of message (PO, Invoice or Broadcast)
- Document reference no
- Ariba Network ID (AN ID) of Creator of the message

Experience key benefits

These reports may be used to simplify tasks such as searching for a specific message or extracting all messages that were communicated for a specific document.

These reports also help users analyze patterns in business communication such as which purchase order is resulting in more communication between the participants.

Solution area

Ariba Network

Implementation information

This feature is **automatically on** for all buyers and suppliers with the applicable solutions and is ready for immediate use.

Prerequisites and Restrictions

Users trying to generate messaging reports must have access to the reports functionality on Ariba Network

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The screenshot shows the 'Report' creation page in the SAP Ariba Network. The page has a dark blue header with the SAP logo and 'Ariba Network' text. Below the header, there's a 'Report' title and two buttons: 'Next' and 'Exit'. A sidebar on the left contains two steps: '1 Report Description' and '2 Criteria'. The main content area has a heading: 'Enter a title and description for this report. Check the Time Zone and Language settings. You can set the Time Zone and Language for each report. Then, select the Report Type.' Below this, there are input fields for 'Title:*' (containing 'Messaging Report'), 'Description:', 'Time zone:' (set to 'America/Los_Angeles'), 'Language:' (set to 'English'), and 'Report Type:*' (set to 'Select'). A dropdown menu is open for 'Report Type:*', listing various report types: 'Select', 'Early Payment Detail', 'Failed Dynamic Discounting Credit Memo Creation', 'Failed Invoice', 'Failed Order', 'Invoice', 'Messaging Report' (highlighted with a red box), 'Open Order Report', 'Order Summary', 'Payment Transactions', 'Order', 'Remittance Advice Details', 'SCF Trade Details Reports', 'Tax Book', and 'Time Sheet'. At the bottom of the page, there's a footer with 'THE BEST RUN SAP' logo, a user ID 'jU-Mt4DYVWJ35c9477e810114609511', a timestamp 'last visited 26 Jun 2019 11:34:48 PM', and links for 'SAP Ariba Privacy Statement', 'Security Disclosure', and 'Terms of Use'. A copyright notice '© 1996–2019 Ariba, Inc. All rights reserved.' is also present.