



SAP Ariba 

Feature at a Glance

Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

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PUBLIC

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Section 1. Buyer Summary

1.1 Feature at a Glance

Feature at a Glance

Ease of implementation



Low touch / simple

Geographic relevance



Global

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Customer challenge

The supplier onboarding process on Ariba Network may still create confusion for suppliers that are invited via a Trading Relationship Request (TRR) letter:

- User doesn't know who "Ariba" is, doesn't recognize Trading Relationship Request email as important from their customer to take action.
- User is not clear about using an existing account versus creating a new account.
- User is unable to find correct link to accept relationship due to email with multiple links.
- User cannot directly contact a buyer's onboarding team to answer buyer program specific questions.

This results in longer enablement cycles, lower percentage of registration, and increased supplier enablement effort and cost.

Solution area

Ariba Network, Buyers and Suppliers

Meet that challenge with SAP Ariba

The Improved Supplier Onboarding process provides the following key capabilities:

1. A new buyer-branded Trading Relationship Request letter, with customizable company and contact information,
2. A new smart onboarding landing page, automatically listing matched user accounts and/or matched existing vendor accounts
3. A new streamlined account creation page, with intelligent validation and enrichment
4. Name change of this new onboarding service from Ariba Network to SAP Business Network

Implementation information

This feature is automatically on for all customers with the applicable solutions but requires customer configuration. See details under Mandatory Changes and Guidance.

Configuration requires administrator role or a role with "Supplier Enablement Program" permissions. Detailed information in section "Buyer Account Configuration".

Experience key benefits

- Increase in number of completed registrations (e.g. within a three-week onboarding outreach window)
- Reduction of average registration cycle time
- Reduction of the overall onboarding effort (e.g. number of touches needed, number of supplier support tickets, number of escalations)

Prerequisites and Restrictions

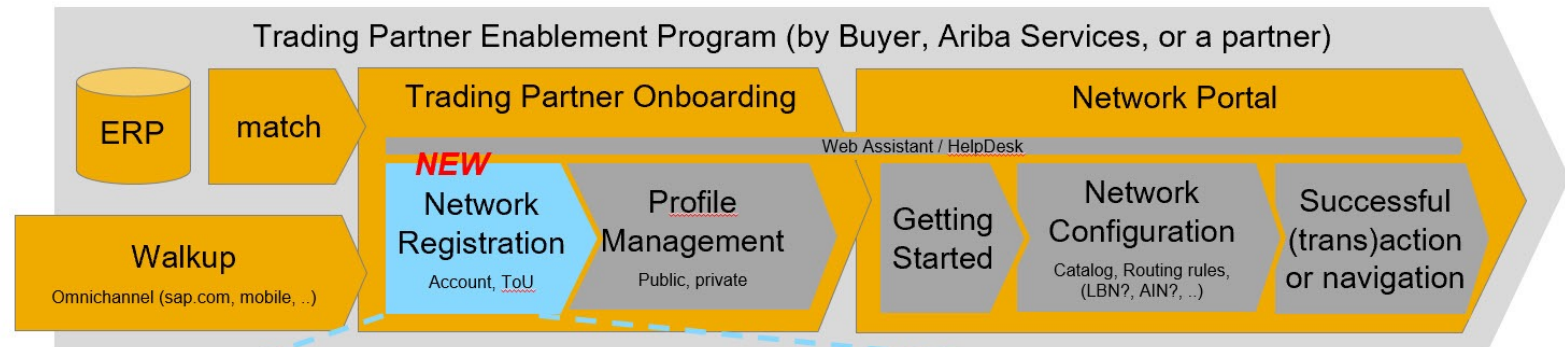
- Applies to Ariba Network TRR-invitations only; not to Sourcing, SLP, or Quick Enablement (Standard Account) invitations.
- Feature cannot be fully tested in the buyer's test account; only in the production account.
- Supplier Invitation API (NS-6978) does not support Address ID to configure "From" organization name/address on TRR at this time: part of backlog.

Feature at a Glance

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Feature Scope

This feature introduces an Improved Supplier Onboarding experience for suppliers invitation via the Trading Relationship Request letter. This new experience covers three pages: **1. A new buyer-branded Trading Relationship Request letter template** with customizable contact and company information per TRR letter, **2. A new smart onboarding landing page**, automatically listing matched user accounts and/or matched existing vendor accounts, and **3. A new streamlined account creation page**, pre-populated with the buyer's vendor information, and supported with numerous data entry validations. In addition, the supplier users will also see gradual introduction of **SAP Business Network** as solution name instead of Ariba Network, representing SAP's strategy of building a unified network.



Buyer branding supported along entire onboarding experience

1) New TRR template 2) New onboarding landing page 3) New account creation page

New supplier portal & workbench

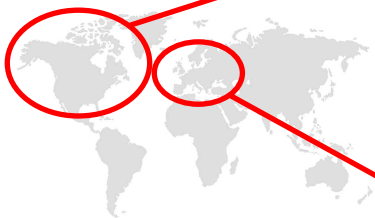
Feature at a Glance

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Supporting Regional Onboarding Programs

With the new buyer-branded Trading Relationship Request letter template, buyers can implement regional onboarding programs instead of “one size fits all” supplier communication. Buyers can customize a “company on invitation” (which is the SoldTo party for the supplier) with logo, and a “contact on invitation” including phone number and email address for each region. Buyers can then send customized TRR invitations from the regional trading partner that the supplier normally trades with.

Create regional onboarding programs



Customization for North America

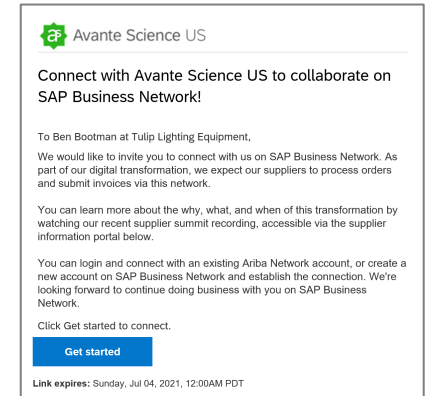
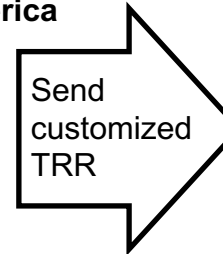
Company on invitation:
Avante Science US
Pittsburg, Pennsylvania USA

Logo:  Avante Science US

Contact on invitation:
North America Procurement Office
US-eConnect@AvanteScience.com

Wave 1 VUF: North America

Vendor 1, USA
Vendor 2, Canada
Vendor 3, USA
...



Network Company Profile

Avante Science Inc.*
1000 Ariba Way, Suite 100
Sunnyvale, CA 94085 USA

Logo:  Avante Science Inc.

Info@AvanteScience.com

*Avante Science Inc. and its logo are for illustrative purposes only; it is not an actual company or SAP customer.

Customization for Europe

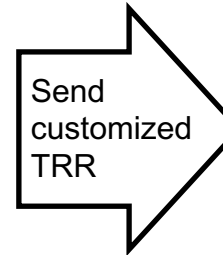
Company on invitation:
Avante Labs GmbH
Berlin, Germany

Logo:  Avante Labs GmbH

Contact on invitation:
Avante Europe Group Procurement
EU-eConnect@AvanteLabs.de

Wave 2 VUF: Europe

Vendor 9, Germany
Vendor 10, Spain
Vendor 11, France
...



Feature at a Glance

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

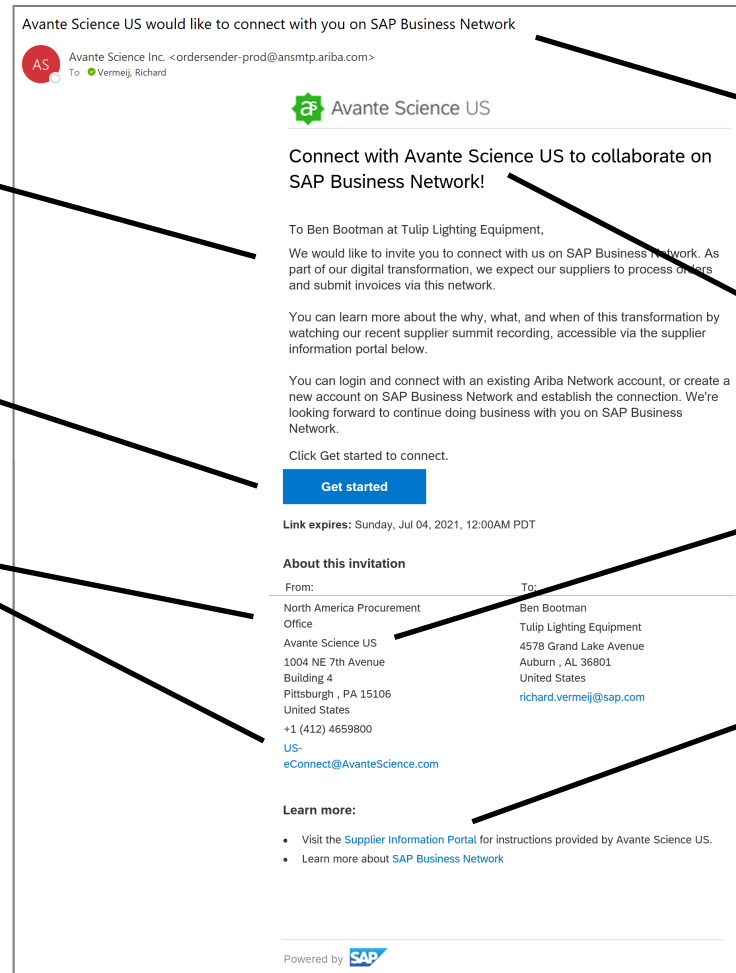
Detailed feature information – New Customizable TRR Letter

A new Trading Relationship Request (TRR) letter template supports customization of the buyer's header logo, the invitation body text, the Company on the invitation, and the Contact on the invitation.

TRR custom content
Buyer configured TRR body text,
multi-language supported

Get started
Clear call to action, button,
including expiration window

Contact on invitation
Contact Name + Phone + Email;
assigned from Contact list
Defaults to Company Profile contact
phone + email if unassigned



New SAP Business Network branding
SAP has launched SAP Business Network, which unifies Ariba Network with several other SAP networks, and provides a central onboarding service. Going forward, all trading partners register, connect, and collaborate on SAP Business Network.

Company on invitation
Company name + address + logo;
assigned from SoldTo address list
Defaults to Company Profile name and
address if unassigned

Visit the Supplier Information Portal
Clear positioning of Supplier Information Portal for introductions provided by the buyer, like a recording of the Supplier Summit.

Feature at a Glance

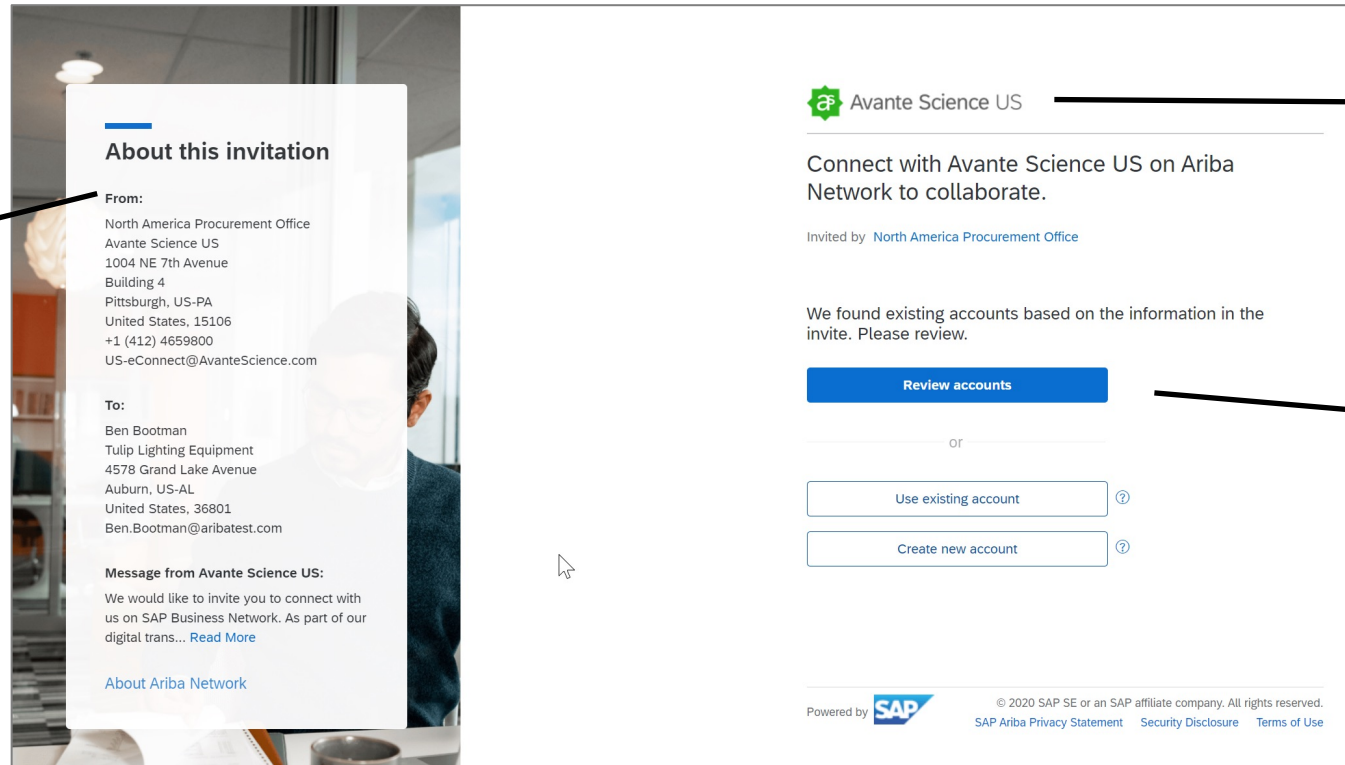
Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Smart Registration Landing Page (1/2)

Clicking “Get started” brings the supplier to a new smart buyer-branded onboarding landing page, which automatically identifies whether the user already has an account, whether the company already has an existing account, or allows the user to create a new supplier account.

Invitation card

Repeat display of the specific buyer team that is requesting the supplier to connect on SAP Business Network.



Buyer-branded registration landing page, maintaining consistency of the buying organization that is requesting the supplier to connect on SAP Business Network.

Account matching guides user to review existing user and/or supplier accounts to avoid unnecessary creation of duplicates.

Feature at a Glance

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Smart Registration Landing Page (2/2)

The matching algorithm identifies and ranks user account (dark blue) and company accounts (white) to use to connect to the buyer, avoiding creating a new (duplicate) account.

< Review matched accounts
Your company may already have an account. Please review the accounts in the table below.

Search Criteria [Edit](#)

Company Name: Tulip Specialty Chemicals
E-mail address: richard.vermeij@sap.com
Country: USA

Search results (20) ★ Means you are a user of this account **Bold font:** Matched values

Company name	Email domain matched	Country	State	DUNS number	Action
★ Tulip Holdings Inc.	Yes	United States	DE		Use this account
★ aribaqaalight	Yes	United States	CA		Use this account
★ Tulip Chairs	Yes	United States	TX		Use this account
★ Tulip Homegoods	Yes	United States	TX		Use this account
★ Tulip Elektroniks GmbH	Yes	Germany	Berlin		Use this account
★ Tulip Office Equipment	Yes	United States	CO		Use this account

Edit Search Criteria

Allows the user to modify select matching parameters to search for more specific supplier account(s)

Use this account

Lists supplier accounts the user has a valid user account in.

Contact Administrator

Indicates a matched supplier account for which the user does not have a user account, but can contact the account administrator to request a sub-user account.

United States CA

Contact administrator

Please provide the following information:

Your name *
Bob McGee

Your company name *
Tulip Specialty Chemicals

Your email *
richard.vermeij@sap.com

Your phone number
Enter your number

Your message *
Hello,
I recently attempted to create an account on Ariba Network. During the account creation process, SAP Ariba returned your account as a match.
Please contact me to determine if I should use this account.
Thank you.

I'm not a robot

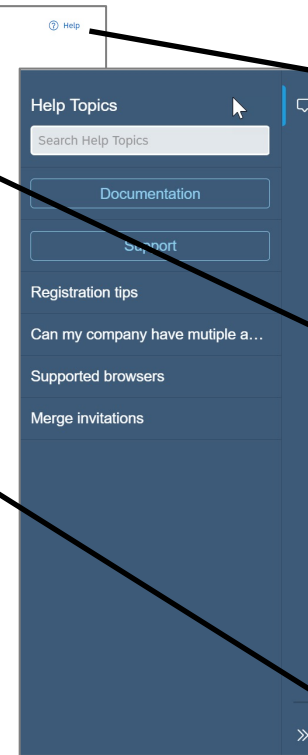
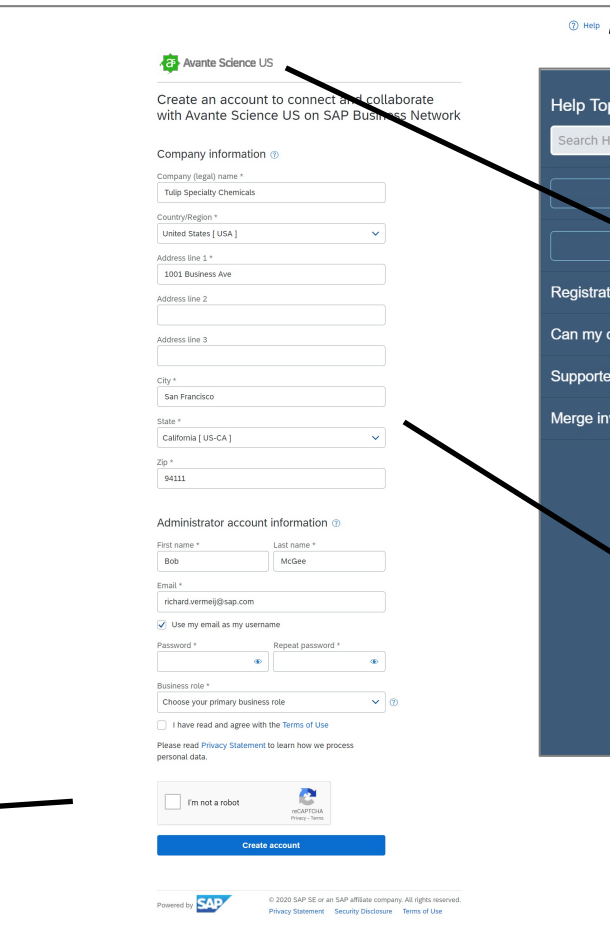
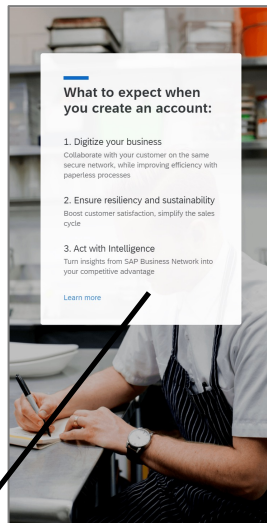
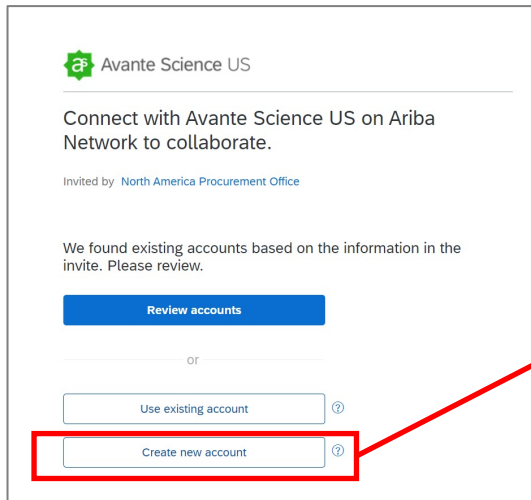
Send Cancel

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page

A user has the ability to initiate creation of a new account via the account creation page, which guides the user with data entry validation checks and Web Assistant.



Account creation card

Explains what to expect when creating a network account, so the user can anticipate additional steps to take after account creation

Captcha check

To improve security against bot attacks.

Embedded **Web Assistant** to help user through account creation with FAQ, guided tours, and other registration tips.

Buyer branded account creation page, maintaining consistency of the buying organization that the supplier will establish a trading relationship with by creating the network account.

Auto-populated account creation form, leveraging all available (buyer provided) information from the TRR invitation.

Feature at a Glance

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page: Data Entry Validation

The Network automatically applies data entry validation rules on the account creation page for company legal name, postal (or zip) code, user name, and password. Account creation form automatically detects non-Latin character entry, and expands the account creation form with additional fields to complete an international address version. Entered address data is automatically validated, and if available a cleansed address is recommended.

Company (legal) name *

1

- The Company Name must be at least three characters. Include your legal entity type like Inc. or Company or Group
- The Company Name cannot contain only numbers. For example 123. The Company Name name <123 Inc.> is fine

Company information ?

Company (legal) name *

绿能科技有限公司

Company (legal) name in Latin characters *

绿能科技有限公司 ?

Please enter the company (legal) name using Latin characters.

Email *

richard.vemeij@sap.com

Use my email as my username

Username *

richard.vermeij@yahoo.com

Username uses different domain, make sure it is right

City *

Palo Alto

State *

California

Zip code *

353533333

Please enter a valid zip code

Company information ?

Company (legal) name *

绿能科技有限公司

Company (legal) name in Latin characters *

Greenenergy Llc.

Country *

China [CHN]

City *

Shanghai

State *

Shanghai

Address 1 *

淮海路123号

Address 1 (Latin) *

Huaihai Road No. 123 ?

Enter Latin characters

Address recommendation

We noticed that your address is incomplete or invalid. Please review the recommendation below and click Confirm.

For Latin character:

You entered:
Huaihai Road No. 123
Shanghai,
China, 12345

We recommend:
Huaihai Road No. 123
Shanghai,
China, **23456**

For non-Latin character:

You entered:
淮海路123号
Shanghai,
China, 12345

We recommend:
淮海路123号
Shanghai,
China, **23456**

Confirm

Section 1. Buyer Summary

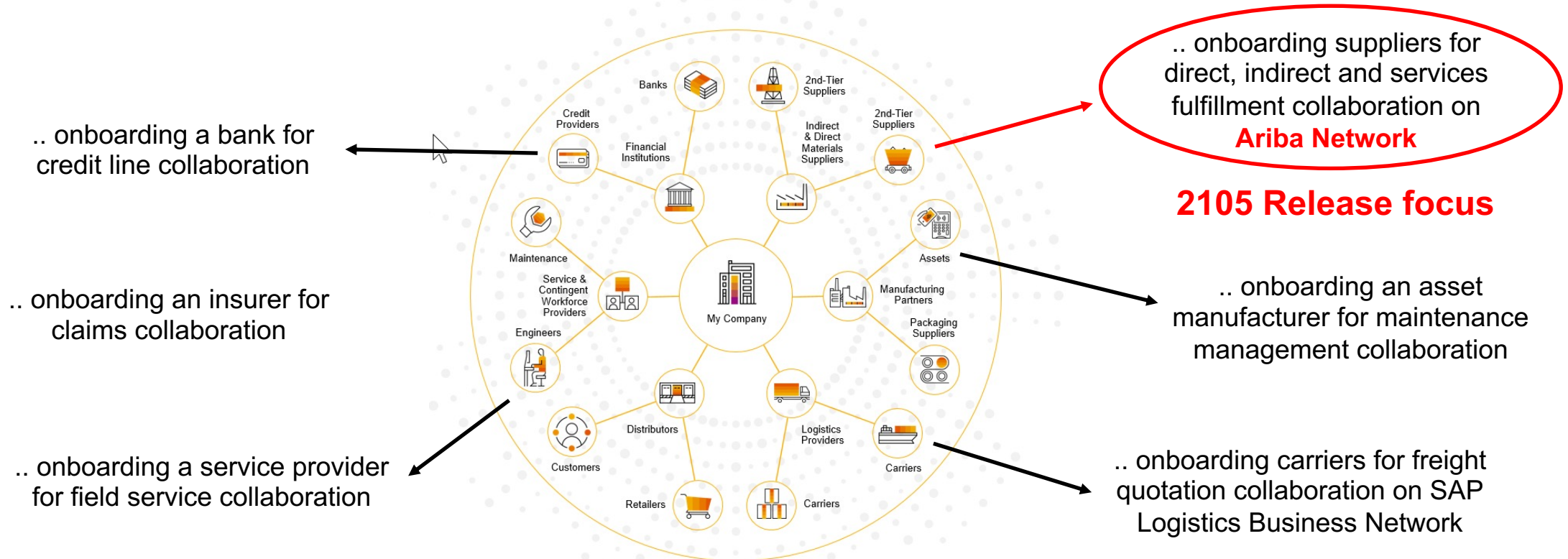
1.2 Name Change to SAP Business Network

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Ariba Network is part of SAP Business Network as of May 21st 2021

SAP's network strategy is to unify SAP-owned networks (Ariba Network, Logistics Business Network, Asset Intelligence Network, Fieldglass, ..) by providing common trading partner onboarding, directory, login page, and portal services, collaboration flows and analytics across all SAP networks under the **SAP Business Network** solution name. The 2105 release introduces the improved SAP Business Network onboarding service for TRR invitations for Ariba Network buyers to their suppliers.



Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Current Branding of TRR Onboarding

The current branding of supplier registration for a TRR is SAP Ariba / Ariba Network, from TRR invitation, to landing page, account creation page and supplier login page.



Trading Partner Onboarding

Login

Portal

Order, Invoice, ...

The screenshots illustrate the following steps in the onboarding process:

- Invitation:** An email from Avante Science Inc. regarding migration to the Ariba Network platform.
- Registration:** The 'Register' page on Ariba Network, showing fields for company information (Country, Address, City) and a 'Register' button. A sidebar lists benefits like 'Ariba Network standard account is Free' and 'Strengthen relationships'.
- Supplier Login:** The 'Supplier Login' page with fields for email (lilg.reh@technik_test@sap.com) and password, and a 'Login' button.
- Portal:** The SAP Ariba Supply Chain Collaboration portal dashboard, displaying metrics for 'Orders, Invoices and Payments' and a table of recent orders.
- Order/Invoice:** A detailed view of a purchase order (PO: 22023061) and service entry sheets.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Brand Changes to Onboarding Experience, Login and Portal

The 2105 release changes the solution brand name for the end-to-end supplier onboarding experience from “SAP Ariba Network” to “SAP Business Network”.



Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – FAQ

What is SAP Business Network?

SAP Business Network is a cloud-based collaboration offering that can help you transform disconnected supply chains into unified, collaborative, and intelligent networks that remove barriers and centralize data.

With a unified network, you can connect to all trading partners through a single directory, collaborate using shared data and workflows, and apply network-wide intelligence to guide decisions to adapt and improve your business.

<https://www.sap.com/products/business-network.html>

Is SAP Business Network a new or different network? Is it owned/run by a different team than Ariba?

No; SAP Business Network is the new solution name for the trading partner portal all Ariba Network suppliers are being transitioned to as part of SAP's unified network vision. The transaction network behind the portal remains branded with Ariba, and remains operated by Ariba Inc. (a wholly owner subsidiary of SAP SE based out of Germany).

What exactly is renamed to SAP Business Network and what stays Ariba Network?

Two supplier experiences are renamed as SAP Business Network: the TRR invitation-based onboarding for an enterprise account, and the supplier portal home page and workbench for all enterprise and standard accounts. All other network experiences remain branded with Ariba Network or Ariba Supply Chain Collaboration with the 2Q21 release.

Will the supplier login page change?

No, not in terms of how login to the network functions. Only the brand name on the login page changes from Ariba to SAP.

Do my network login credentials change?

No, all supplier users can continue to use their Ariba Network user credentials, or use "forgot password" to reset.

Will my ANID change?

No, the name change with the 2105 release will not change the supplier's network account ANID.

Do I need to sign a different/new ToU?

No, the new trading partner portal for SAP Business Network is released as a feature enhancement of Ariba Network, and therefore the existing Terms of Use (ToU) remains in force, and covers all usage of the new trading partner portal services.

Do my Data Privacy Policy rights change?

No, the new trading partner portal for SAP Business Network is released as a feature enhancement of Ariba Network, and therefore the existing DPP remains in force, and covers data processing and usage of the new trading partner portal services.

Does my Ariba Network supplier subscription change?

No, there is no change to the existing standard and enterprise (premium/bronze/silver/gold/platinum) packages. All fee schedules remain as before.

Updated 3/23/2021. For current version of the FAQ, please visit <https://go.ariba.com/faq-name-change>

Section 2.

2.1 Impact Assessment & Quick Setup Guide

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Impact Assessment

This feature is released as “automatically on” at GA, and results in several mandatory changes. While these changes do not break the onboarding flow itself, they do affect the supplier experience. In addition, the name change from “SAP Ariba Network” to “SAP Business Network” may add confusion to suppliers. Buyer are advised to review below pre-GA check list, or work with their Network Deployment / Enablement Leads to determine the right approach for their situation and objectives.

PRE-GA CHECK LIST

1. Determine if impacted: do you use TRR-based invitation? (i.e. enterprise acct invitations - not standard account invitations with quick-enablement)
2. If no, read Feature in Detail document SA-9521 “New Trading Partner Portal and Workbench” reg. solution naming changes.
3. If yes, read this Feature in Detail doc and decide: **Option #1 “Postpone”**, or **Option #2 “Adopt Now”**
4. If Option#1 “Postpone” then check Company Profile name, address, Main Email, logo as those will be displayed on Onboarding Landing Page + Account Creation Page. Communicate solution name change from Ariba Network to SAP Business Network and impact on login page.
5. If Option#2 “Adopt Now”, then prepare TRR content, pause TRR drop, config and test, cut-over. Train enablement/outreach/support teams. Communicate name change.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Option 1: Postpone (i.e. do nothing)

If the buyer decides to postpone activating and configuring the new TRR letter template, Inviter Company (SoldTo address), and Contact on invite, then the active TRR will continue to be used, and all previously sent (non-expired) TRR invitations, all newly sent TRR invitations, and all resent TRR invitations will direct the user to the new onboarding landing page instead of the classic network registration page, using the default behavior described on the Buyer Account Configuration section 7.



<input type="checkbox"/>	Vendor Name	Vendor ID ↓	System ID	Network ID	Inviter Company	Inviter Contact	Registration Method	e-Contact	Account Type	Activities	Status	Actions
<input checked="" type="checkbox"/>	Tulip Lighting Equipment	VDR_1012	Default	AN01672826369	Avante Science Inc.		Buyer Invited Registration	Email		●○○○○○○○○	Active	Actions▼

Action Requested: Accept Trading Relationship Request from Avante Science Inc.

AS Avante Science Inc. <ordersender-prod@ansmp.ariba.com>
To: Vermeij, Richard

Avante Science Inc.

To Tulip Lighting Equipment,

Message from Avante Science Inc.

Message from the Ariba Network
ACTION REQUIRED

→ Accept your customer invitation

Tip: Check Company Profile for (correct) name, address and Main Email, and logo, as this will be the default Company on invite, and be displayed on the TRR, onboarding and account creation page if no Company or Contact is assigned.
Note: the Company Profile administrators name will not be displayed as a contact.

From:
Avante Science Inc.
1000 Ariba Way
Suite 100
Sunnyvale, US-CA
United States, 94085
+1 (800) 9001000
info@avante.com

To:
Ben Bootman

Connect with Avante Science Inc. on SAP Business Network to collaborate.

We found existing accounts based on the information in the invite. Please review.

Review accounts

Network Company Profile

Avante Science Inc.
1000 Ariba Way, Suite 100
Sunnyvale, CA 94085 USA

Logo: Avante Science Inc.
Info@AvanteScience.com

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Option 2: Adopt Now (Quick Setup Guide)

If the buyer decides to adopt the improved supplier onboarding experience, then the new TRR letter needs to be activated, and in order not to use the default behavior for inviter company and inviter contact, the admin needs to customize a inviter contact and an inviter company (incl logo). In addition, we recommend to review the Supplier Information Portal content. Key steps outlined below.

1. Establish required role/permission
2. Activate the new TRR letter
3. Customize new TRR letter content
4. Customize Inviter Company
5. Customize Inviter Contact
6. Use new Vendor Upload File: Download template
7. *Optional:* review default behavior if no “Company on Invite” is assigned
8. Review / Enrich the Supplier Information Portal
9. Testing the TRR and Planning Cut-Over
10. *Optional:* review resending a TRR to a vendor; select Contact on invitation

Section 2

2.2 Buyer Account Configuration Guide

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 1. Establish required role/permissions

To activate and edit the new TRR template, and to create and assign contact on invitation and company on invitation (SoldTo address), the user role needs to be either an admin or have the “Supplier Enablement Program Administrator” permission.

Permissions

Each role must have at least one permission.

Show me all the available permissions

Permission	Description
<input type="checkbox"/> Contact Administration	Maintain information for account contact personnel
<input type="checkbox"/> Company Information	Review and update company profile information
<input type="checkbox"/> Outbox Access	View and search documents in Outbox and take actions based on your role
<input type="checkbox"/> Premium Membership and Services Management	Manage your premium service subscriptions
<input type="checkbox"/> Supplier Membership Report Administration	Access to Reporting, and Supplier Membership status report type
<input type="checkbox"/> User Administration	Manage user sub-accounts
<input checked="" type="checkbox"/> Supplier Enablement Program Administrator	Using this single permission, configure SE Automation, upload vendors, start supplier enablement, manage SE tasks, and access the Vendor Data Export reports
<input checked="" type="checkbox"/> Supplier Enablement Report Administration	Access to the Supplier Enablement Status and Supplier Enablement Task Status reports
<input checked="" type="checkbox"/> Supplier Enablement Task Management	Allows you to manage and monitor tasks for supplier enablement and edit vendor details(Vendor Name, Preferred Language, Email, Contact Information, Address, Vendor Comments, Enablement Status)

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations


Configuration information – 2. Activate the new TRR letter


In the buyer production account, under Supplier Enablement > Configure, activate the new “Trading Relationship Request Letter (SAP Business Network)” which replaces the currently active TRR letter (which is one of Letter Option 1, 2 or 3). Sending TRRs, and therefore testing TRRs flows, can only be done in the production account, not in the buyer test account. You are therefore advised to defer sending TRRs while configuring and testing the new template.

Activate new “Trading Relationship Request Letter”

Quotation Request	Quick Enablement	Collaboration Request	Actions
Quote Automation Letter	Enterprise Account	Invite	Actions
Trading Relationship Request for Quick Enabled Suppliers	Quick Enablement	Invite	Actions
Trading Relationship Request Letter (Option 3)	Enterprise Account	Invite	Actions
Alternate Supplier Invitation Letters (not in use)			
Letter Template Name ↑	Supplier Registration Type	Customized in Languages and Countries	
Trading Relationship Request for Quick Enabled Suppliers (Basic)	Quick Enablement		Actions
Trading Relationship Request Letter (Option 1)	Enterprise Account		Actions
Trading Relationship Request Letter (Option 2)	Enterprise Account		Actions
Trading Relationship Request Letter (SAP Business Network)	Enterprise Account	EN, NL, DE	Activate This Letter Create/Edit Custom Content Preview Template

Avante Science US would like to connect with you on SAP Business Network

 Avante Science Inc. <ordersender-prod@ansmtpr.ariba.com>
To: Vermeij, Richard

 Avante Science US

Connect with Avante Science US to collaborate on SAP Business Network!

To Ben Bootman at Tulip Lighting Equipment,
We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network.

You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below.

You can login and connect with an existing Ariba Network account, or create a new account on SAP Business Network and establish the connection. We're looking forward to continue doing business with you on SAP Business Network.

Click Get started to connect.

[Get started](#)

Link expires: Sunday, Jul 04, 2021, 12:00AM PDT

About this invitation

From:	To:
North America Procurement Office Avante Science US 1004 NE 7th Avenue Building 4 Pittsburgh, PA 15106 United States +1 (412) 4659800 US- eConnect@AvanteScience.com	Ben Bootman Tulip Lighting Equipment 4578 Grand Lake Avenue Auburn, AL 36801 United States richard.vermeij@sap.com

Learn more:

- Visit the [Supplier Information Portal](#) for instructions provided by Avante Science US.
- Learn more about [SAP Business Network](#)



Tip: Wait with activating TRR until TRR content, including localized versions, have been created, and approved by required teams (marketing, legal, business, ..).

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 3. Customize new TRR letter content

Once activated, click Create/Edit Custom Content (under “Actions” on right of the Letter) to open the editor. Enter custom content that will be displayed in the new TRR. To ensure consistency of font type and size between custom content and template, clear any existing content, add your customized content, select all your content, then select “Arial” and 12pts, and save.

The screenshot shows the 'Configure Custom Letter - Trading Relationship Request Letter' interface. A 'Customize Content' dialog box is open, displaying a rich text editor. The 'Font recommendation: Arial, 12pt size' is highlighted in a red box. The editor contains the following text: 'We, Avante Science Inc., would like to invite you to connect with us on Ariba Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via Ariba Network. Please register with an existing Ariba Network account, or create a new one. You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below. You can login and connect with an existing Ariba Network account, or create a new account, or create a new one.' The font dropdown menu is open, showing 'Arial' selected. The 'Save' button is visible at the bottom of the dialog.

The screenshot shows a customized TRR invitation email from Avante Science US. The email content is highlighted in a red box. The text reads: 'Avante Science US would like to connect with you on SAP Business Network. We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network. You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below. You can login and connect with an existing Ariba Network account, or create a new account on SAP Business Network and establish the connection. We're looking forward to continue doing business with you on SAP Business Network. Click Get started to connect. Get started. Link expires: Sunday, Jul 04, 2021, 12:00AM PDT. About this invitation. From: North America Procurement Office, Avante Science US, 1004 NE 7th Avenue, Building 4, Pittsburgh, PA 15106, United States, +1 (412) 4659800, US, eConnect@AvanteScience.com. To: Ben Bootman, Tulip Lighting Equipment, 4578 Grand Lake Avenue, Auburn, AL 36801, United States, richard.vermeij@sap.com. Learn more: Visit the Supplier Information Portal for instructions provided by Avante Science US. Learn more about SAP Business Network.'



Tip: Rich text editor supports hot links for email address and for URL. Always use “preview” to verify the font type/size is consistent across the customized text.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 3. Customize new TRR letter content: Sample content

As the new TRR template itself only contains the header sentence, salutation, instruction to Click Get started, the FROM/TO information, and a Learn More section with links to the Supplier Information Portal, and to SAP Business Network, the buyer needs to customize the TRR content to explain the onboarding expectations.

Example:

We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network.

You can learn more about the why, what, and when of this transformation by watching a recent supplier summit recording, accessible via Supplier Information Portal link below.

If you have questions or concerns about this invitation, or are not the correct contact for eCommerce, then you can contact us via the email address below.

Your next step is to login and connect with an existing (Ariba) network account, or create a new account on SAP Business Network to establish the connection.


We will start sending our suppliers purchase orders via the network following the cut-over date mentioned in the previously sent Project Notification Letter (copy in Supplier Information Portal). We recommend connecting and configuring your account soon.



Tip: Align the TRR content with your Project Notification Letter, and reference the Supplier Information Portal for easy access to your eCommerce instructions.

Avante Science US would like to connect with you on SAP Business Network

AS Avante Science Inc. <ordersender-prod@ansmtp.ariba.com>
To: Vermeij, Richard

 Avante Science US

Connect with Avante Science US to collaborate on SAP Business Network!

Customized Content

To Ben Bootman at Tulip Lighting Equipment,
We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network.

You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below.

You can login and connect with an existing Ariba Network account, or create a new account on SAP Business Network and establish the connection. We're looking forward to continue doing business with you on SAP Business Network.

Click Get started to connect.

[Get started](#)

Link expires: Sunday, Jul 04, 2021, 12:00AM PDT

About this invitation

From:	To:
North America Procurement Office Avante Science US 1004 NE 7th Avenue Building 4 Pittsburgh, PA 15106 United States +1 (412) 4659800 US- eConnect@AvanteScience.com	Ben Bootman Tulip Lighting Equipment 4578 Grand Lake Avenue Auburn, AL 36801 United States richard.vermeij@sap.com

Learn more:

- Visit the [Supplier Information Portal](#) for instructions provided by Avante Science US.
- Learn more about [SAP Business Network](#)

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 4. Customize Inviter Company

Under Administration > Configuration > Default Transaction Rules > Configure list of Customer (Sold To) Addresses with VAT IDs: create a new customer (Sold To) address. The (Address) Name and address will be used in the TRR email notification subject line, header and in the TRR as shown below.

The image shows a three-part process for configuring an inviter company for a Trading Relationship Request (TRR) invitation:

- Configuration Form (Left):** A 'VIEW/EDIT CUSTOMER (SOLD TO) ADDRESS' form. The 'Address Name' field is set to 'Avante Science US'. The 'Company Logo' field shows a preview of the 'Avante Science US' logo, which is circled in red. Red arrows point from this logo to the email header and subject line in the next screenshot.
- Email Invitation (Middle):** An email from 'Avante Science US' with the subject 'Avante Science US would like to connect with you on SAP Business Network'. The header and subject line both contain the 'Avante Science US' logo and name, circled in red. The body of the email includes an invitation to connect, contact information for Ben Bootman, and a 'Get started' button. The 'From' field lists the address details: 'Avante Science US, 1004 NE 7th Avenue, Building 4, Pittsburgh, PA 15106, United States', which is also circled in red. A red arrow points from the configuration form's 'Address 1' field to this address block.
- Invitation Summary (Right):** A summary screen showing the invitation details, including the 'Avante Science US' logo and name, circled in red. It includes a 'Review accounts' button and options to 'Use existing account' or 'Create new account'.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 4. Customize Inviter Company: SoldTo Address Considerations

Creation of a new “Sold To” address does not impact other transaction flows, but does make the new SoldTo address available to a supplier to select when creating an invoice based on certain conditions (see transaction rules below). Buyers can continue use these existing network rules to control Invoice address creation.

Address Name ↑	Logo	Address ID	VAT ID	City	State	Country/Region
<input type="radio"/> Avante Labs GmbH		Avante Labs GmbH		Berlin	Berlin	Germany
<input type="radio"/> Avante Science SARL		Avante Science SARL		Paris	Ile-de-France	France
<input checked="" type="radio"/> Avante Science US		Avante Science US		Pittsburgh	PA	United States

Ariba Network transaction rules for “Sold To” address usage

- During the Invoice creation process, the Customer address section will ~~render~~ **default to** the Default Sold To information and will also provide a selection capability for VAT Sold To address list ~~if the situation warrants it~~ **based on the following conditions:**
- Suppliers will not be able either to use the Default Sold to Address or select VAT Sold To addresses list configured by the Buyer customer if the Require invoice Sold To Name and Country to match PO Bill To Name and Country is enabled.
- Suppliers will be able to use the Buyer Invoice address list if the Copy Bill To address on purchase orders to Sold To address on invoices exist on its own and not invoked by the ‘Require invoice Sold To Name and Country to match PO Bill To Name and Country’ rule

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 5. Customize Inviter Contact

Under Supplier Enablement > Contacts: create a new Contact. Email is automatically validated to be unique within the list of contacts, as it's used as reference key in the VUF. Set the "Used for Contact on invitation" to Yes, which consents to making the email address publicly visible to a vendor when assigned on the TRR invitation*. Network supports up to 10 contacts.

Edit Contact Information

Edit contact information. To delete a contact personnel entry, click Close and then select the contact you want to delete in the Contact Personnel section.

* Indicates a required field

Basic Information

Name: *

Business Title:

Contact Information

Used for Contact on invite: Yes No

Each contact must have a unique email address or a phone number, or both.

Email:

Phone: Country: USA 1 Area: 412 Number: 4659800 Extension:

Fax: Country: USA 1 Area: Number: Extension:

Avante Science US would like to connect with you on SAP Business Network

AS Avante Science Inc. <ordersender-prod@ansmtp.ariba.com>
To: Vermeij, Richard

Avante Science US

Connect with Avante Science US to collaborate on SAP Business Network!

To Ben Bootman at Tulip Lighting Equipment, We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network.

You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below.

You can login and connect with an existing Ariba Network account, or create a new account on SAP Business Network and establish the connection. We're looking forward to continue doing business with you on SAP Business Network.

Click Get started to connect.

[Get started](#)

Link expires: Sunday, Jul 04, 2021, 12:00AM PDT

About this invitation

From: **North America Procurement Office**
www.avantescience.com
1004 NE 7th Avenue
Building 4
Pittsburgh, PA 15106
United States

To: Ben Bootman
Tulip Lighting Equipment
4578 Grand Lake Avenue
Auburn, AL 36801
United States
richard.vermeij@sap.com

+1 (412) 4659800
US-eConnect@AvanteScience.com

Learn more:

- Visit the [Supplier Information Portal](#) for instructions provided by Avante Science US.
- Learn more about [SAP Business Network](#)

Avante Science US

Connect with Avante Science US on SAP Business Network to collaborate.

Invited by: **North America Procurement Office**

We found existing accounts based on the information in the invite. Please review.

[Review accounts](#)

OR

Powered by SAP

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[Privacy Statement](#) [Security Disclosure](#) [Terms of Use](#)

Automatic validation
Email address uniqueness

Each contact must have a unique email address or a phone number, or both.

Email:

! Email needs to be unique. Another contact personnel is using the same email.

Country: Area: Number: Extension:

*This feature supports the solution to be used by the buyer in accordance with data privacy policies like GDPR in Europe.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 6. Use new Vendor Upload File: Download template

Under Supplier Enablement > Manage Vendors > Upload > Vendors; you can download the latest version of the Vendor Upload File, which includes two new columns: “Inviter Contact” and “Inviter Company”

The screenshot shows the 'Upload Vendors' interface. A red box highlights the 'Download latest template version' button. Below it, a preview of the CSV template is shown with columns AY and AZ highlighted in red. The table below shows the structure of the CSV file.

	AL	AM	AN	AO	AP	AQ	AR	AS	AT	AU	AV	AW	AX	AY	AZ
1															
2	Contact Las	Contact Ph	Contact Ph	Contact Ph	Contact Ph	Contact Ph	Remittance	Preferred L	Buying Org;	Legacy Ven	Quote Autc	Segment	Quote Gro	Inviter Contact	Inviter Company
3	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Required fc	Optional	Optional	Optional	Optional	Optional	Optional
4	String 256	2 or 3-lette	Only digits	Only digits	10 digits	String 256	String 4096	String 256	AN019999	String 256	String 256	String 256	String 256	String 256 (email	String 256
5	d vendors					Contact ph	See the Sup	English/Bra	Only requir	Formerly u:	Yes indicat	Vendor Se;	Quote Gro	This determines	This determines the
6															
7															
8															
9															

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 6. Use new Vendor Upload File: Parameter mapping

For “Inviter Contact”, add the email string of the contact to the vendor. And for “Inviter Company”, add the address ID of the SoldTo address to the vendor.

Each contact must have a unique email address

	AN	AO	AP	AQ	AR	AS	AT	AU	AV	AW	AX	AY	AZ
1													
2	Contact Ph	Contact Ph	Contact Ph	Contact Ph	Remittance	Preferred L	Buying Org	Legacy Ven	Quote Aut	Segment	Quote Gro	Inviter Contact	Inviter Company
3	Optional	Optional	Optional	Optional	Optional	Optional	Required	fc	Optional	Optional	Optional	Optional	Optional
4	Only digits	Only digits	10 digits	String 256	String 4096	String 256	AN010999	String 256	String 256	String 256	String 256	String 256 (email format)	String 256
5				Contact ph	See the Sup	English/Bra	Only requir	Formerly u	Yes indicat	Vendor Se	Quote Gro	This determines the inv	This determines the inv
6												US-eConnect@AvanteScience.com	Avante Science US
7													
8													
9													



Tip: Make sure for Inviter Contact the flag “Used for Contact on invitation” is set to yes, and for SoldTo address that the Address ID is unique, otherwise VUF upload will throw an error; see next section on error log messages.

Note that if these fields are empty, network defaults to Company Profile information; see section on default behavior.

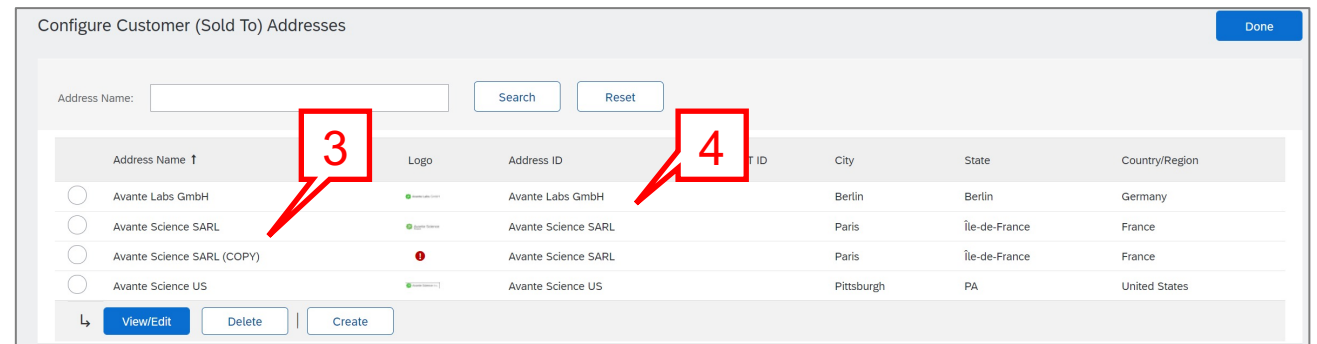
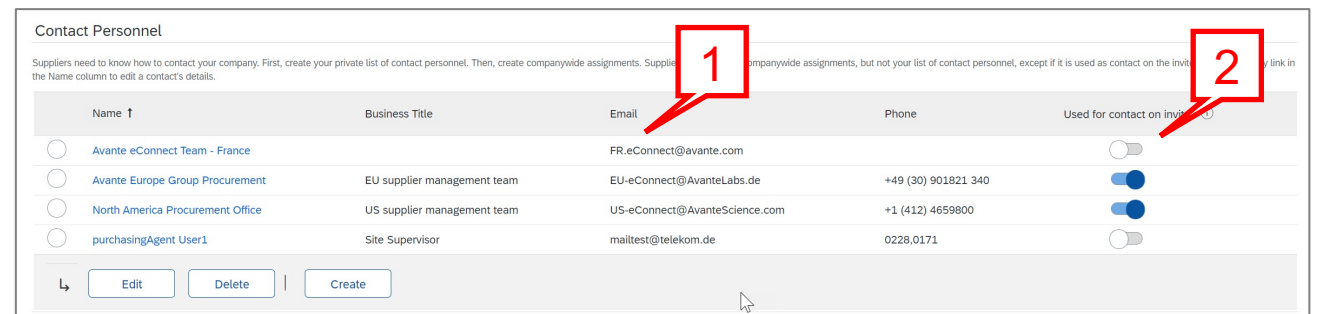
Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 6. Use new Vendor Upload File: Error Log messages

The VUF upload error messages can be traced back to 4 causes.

VUF Inviter Contact	VUF Inviter Company	Error Message	Cause / solution
FRA.eConnect@avante.com	Avante Science SARL	Contact FRA.eConnect@avante.com doesn't exist or is not enabled for supplier enablement	1; typo in email in VUF
FR.eConnect@avante.com	Avante Science SARL	Contact FR.eConnect@avante.com doesn't exist or is not enabled for supplier enablement	2; forgot to activate contact
FR.eConnect@avante.com	Avante Science SARL	Duplicate BuyerSoldTo entities exist with the address ID provided(Avante Science SARL).	3; change one of the Address IDs
FR.eConnect@avante.com	Avante Science SARL X	No BuyerSoldTo entity is found with the address ID provided(Avante Science SARL X).	4; typo in Address ID in VUF



Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 7. Default behavior if no “Inviter Company” is assigned

If a vendor does not have an assigned “Inviter Company” (via UI or VUF), then the network will automatically default to the Company Profile for the company name, address, contract phone number, and contact email address, and default to the Company Logo (or company name if no logo is uploaded).

The image shows a screenshot of the SAP Business Network configuration interface on the left and an email invitation on the right. Red arrows point from the configuration fields to the corresponding information in the email.

Configuration Interface (Left):

- Upload Company Logo:** Shows the Avante Science Inc. logo. The "Logo File" field is empty, with a "Choose File" button and "No file chosen" text.
- Company Profile:** Shows the Avante Science Inc. logo and name.
- Overview:**
 - Company Name: Avante Science Inc.
 - Networkid: AN01000191954
 - D-U-N-S® Number: Z22225574
 - Website: http://www.ariba.com/an
 - Public Profile: http://discovery.ariba.com/profile/AN01000191954 | Customize URL
 - Privacy Statement: Custom Privacy Statement
 - Custom Privacy Statement URL: https://service.ariba.com/Authenticator.aw/ad/confirmEmail?key=eYUJLw@NLPiWwXvS5m1... | Discovery | Update URL
- Address:**
 - Address 1: 1000 Ariba Way
 - Address 2: Suite 100
 - Address 3:
 - City: Sunnyvale
 - State: California [US-CA]
 - Zip: 94085
 - Country/Region: United States [USA]
- Company Contact Information:**
 - Main Email: info@avante.com
 - Main Phone: USA 1, Area 800, Number 9001000
 - Main Fax: USA 1, Area 800, Number 9001001

Invitation Email (Right):

Avante Science Inc. would like to connect with you on SAP Business Network

AS Avante Science Inc. <ordersender-prod@ansmtp.ariba.com>
To: Vermeij, Richard

Connect with Avante Science Inc. to collaborate on SAP Business Network!

To Ben Bootman at Tulip Lighting Equipment,
We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network.

You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below.

You can login and connect with an existing Ariba Network account, or create a new account on SAP Business Network and establish the connection. We're looking forward to continue doing business with you on SAP Business Network.

Click [Get started](#) to connect.

Get started

Link expires: Sunday, Jul 04, 2021, 12:00AM PDT

About this invitation

From: Avante Science Inc. 1000 Ariba Way Suite 100 Sunnyvale, CA 94085 United States +1 (800) 9001000 info@avante.com	To: Ben Bootman Tulip Lighting Equipment 4578 Grand Lake Avenue Auburn, AL 36801 United States richard.vermeij@sap.com
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Learn more:

- Visit the [Supplier Information Portal](#) for instructions provided by Avante Science Inc.
- Learn more about [SAP Business Network](#)

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 7. Default behavior if no “Inviter Contact” is assigned

If a vendor does not have an assigned “Inviter Contact” (via UI or VUF), then the network will not display a contact name, and automatically default to the Company Contract Information from the Company Profile.

Company Profile

Ariba Network has the following company information on file. You may use this section to update your company's account. Review your company profile and update as needed.
* indicates required field

Overview

Company Name: Avante Science Inc.

NetworkId: AN01000191954 ⓘ

D-U-N-S® Number: 222225574 ⓘ

Website: <http://www.ariba.com/an>

Public Profile: <http://discovery.ariba.com/profile/AN01000191954> | Customize URL

Privacy Statement: Custom Privacy Statement ▾

Custom Privacy Statement URL: <https://service.ariba.com/Authenticator.aw/ad/confirmEmail?key=eYJULv8NLPiVWwXl5lm1G9HNFW0pW&app=Ariba&app=Discovery> | Update URL

Address

Address 1: 1000 Ariba Way

Address 2: Suite 100

Address 3:

City: Sunnyvale

State: California [US-CA] ▾

Zip: 94085

Country/Region: United States [USA] ▾

Company Contact Information


Main Email: info@avante.com

Country: USA 1 ▾ Area: 800 Number: 9001000

Main Phone: Country: USA 1 ▾ Area: 800 Number: 9001001

Avante Science Inc. would like to connect with you on SAP Business Network

AS Avante Science Inc. <ordersender-prod@ansmtp.ariba.com>
To Vermeij, Richard

 Avante Science Inc.

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Click [Get started to connect.](#)

[Get started](#)

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From: Avante Science Inc. 1000 Ariba Way Suite 100 Sunnyvale, CA 94085 United States +1 (800) 9001000 info@avante.com	To: Ben Bootman Tulip Lighting Equipment 4578 Grand Lake Avenue Auburn, AL 36801 United States richard.vermeij@sap.com
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Learn more:

- Visit the [Supplier Information Portal](#) for instructions provided by Avante Science Inc..
- Learn more about [SAP Business Network](#)

If the Inviter Contact is not assigned, the TRR (and onboarding landing page) will not display contact info, but display the company contact information from the Company Profile

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 8. Review / Enrich the Supplier Information Portal

Under Supplier Enablement > Supplier Information Portal: customize the content in the portal, or upload onboarding instruction documents, as the TRR template includes a direct link to this Supplier Information Portal. Note: SIP is branded with the buyer's company name from the Company Profile; not "Inviter Company".

Supplier Information Portal

Allow supplier test accounts to view my Supplier Information Portal. ⓘ

Create/Edit [View](#)

Create a page for your suppliers to view information about your company's specific electronic trading process and requirements. Create English content first. Then you can create content specific to other languages and countries. You must create English content first.

Buyer Electronic Trading Process and Requirements

Last Modified: 9 Nov 2020 Modified By: richard vermeij

Choose Language: English (EN) Choose Country: (no value)

AVANTE SCIENCE - SUPPLIER INFORMATION PORTAL

UPDATE (11/9/20): New direct materials compliance policy available for suppliers.

Reference Documents

This section provides ways for you to facilitate collaboration by sharing documents.

Upload File

Document Type: Other

Upload Reference Name: *

Choose a File: * [Choose File](#) No file chosen

The maximum file size you can upload is 10 MB.

Upload

Reference Files

Name	Document
1	

SAP Ariba Network

Supplier Information Portal of Avante Science Inc.

Portal Content **Reference Documents**

Welcome to Avante Science Inc. Information Portal

AVANTE SCIENCE - SUPPLIER INFORMATION PORTAL

UPDATE (11/9/20): New direct materials compliance policy available for suppliers.

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Avante Science Inc. would like to connect with you on SAP Business Network

AS Avante Science Inc. <ordersender-prod@ansmp.ariba.com>
To Vermeij, Richard

Avante Science Inc.

Connect with Avante Science Inc. to collaborate on SAP Business Network!

To Ben Bootman at Tulip Lighting Equipment,
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Click Get started to connect.

Get started

Link expires: Sunday, Jul 04, 2021, 12:00AM PDT

About this invitation

From: Avante Science Inc. 1000 Ariba Way Suite 100 Sunnyvale, CA 94085 United States +1 (800) 9001000 info@avante.com	To: Ben Bootman Tulip Lighting Equipment 4578 Grand Lake Avenue Auburn, AL 36801 United States richard.vermeij@sap.com
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Learn more:

Visit the [Supplier Information Portal](#) for instructions provided by Avante Science Inc.

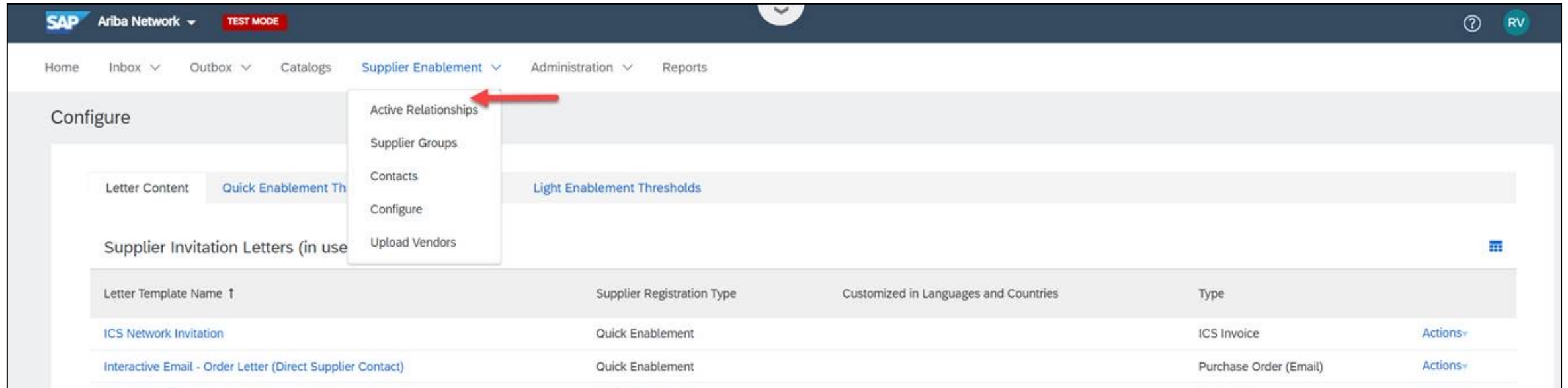
- Learn more about [SAP Business Network](#)

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 9. Testing the TRR and Planning Cut-Over

The new TRR, contacts and SoldTo (w logo) can be configured in a buyer's test account. However, the actual flow can not be tested b/c a test account doesn't support "Manage Vendors" in order to start the enablement. Instead, you are advised to test in production account just before cut-over by creating a test supplier with your own email, send TRR, and delete vendor.



The screenshot shows the SAP Ariba Network interface in 'TEST MODE'. The navigation bar includes 'Home', 'Inbox', 'Outbox', 'Catalogs', 'Supplier Enablement', 'Administration', and 'Reports'. The 'Supplier Enablement' dropdown menu is open, showing options: 'Active Relationships', 'Supplier Groups', 'Contacts', 'Configure', and 'Upload Vendors'. A red arrow points to 'Active Relationships'. Below the menu, there are tabs for 'Letter Content' and 'Quick Enablement Th'. A table titled 'Supplier Invitation Letters (in use)' is visible, with columns for 'Letter Template Name', 'Supplier Registration Type', 'Customized in Languages and Countries', and 'Type'. Two rows are shown: 'ICS Network Invitation' and 'Interactive Email - Order Letter (Direct Supplier Contact)'. The 'Interactive Email' row has 'Quick Enablement' for registration type and 'Purchase Order (Email)' for type.



Tip: Contacts can be added in production without impact on operations. New SoldTo addresses will show on SoldTo list for PO flip, but not change the default SoldTo. Once the TRR customer configured content is defined (and approved), set and communicate a "TRR blackout" window, activate and configure the template, and test in production.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 10. Resending a TRR to a vendor; select Inviter Company

As a buyer, you can resend a TRR to a vendor once enablement for that vendor has started. All TRR configurable fields are editable before you resend, so you can change the target recipient, Inviter Company, and the Inviter Contact. Note: The TRR expiration date resets to 90 days once re-sent.

The screenshot displays the configuration interface for resending a TRR. It is divided into three main sections:

- Invitation Letter Routing Information:** Includes a 'Routing Type' dropdown set to 'Email', an 'Email Address' field with 'richard.vermeij@sap.com', and an 'Inviter Company' dropdown. A red box highlights the dropdown menu, which lists 'Avante Science Inc. - USA' (selected), 'Avante Science SARL - FRA', 'Avante Labs GmbH - DEU', and 'Avante Science US - USA'. A red arrow points from this dropdown to the 'Company Profile' section.
- Inviter Contact:** A dropdown menu shows 'North America Procurement Office [US-eConnect@AvanteScience.com]' with a tooltip that reads: 'North America Procurement Office', 'US supplier management team', and 'US-eConnect@AvanteScience.com'.
- Company Profile:** Shows details for 'Avante Science Inc.', including Network ID, D-U-N-S® Number, Website, Public Profile, Privacy Statement, and Custom Privacy Statement URL. Below this is the 'Address' section with fields for Address 1, 2, 3, City, State, Zip, and Country/Region.
- Configure Customer (Sold To) Addresses:** A table listing address entries with columns for Address Name, Logo, Address ID, VAT ID, City, State, and Country/Region. A red arrow points from the 'Avante Science US - USA' entry in the routing dropdown to the first entry in this table.

SoldTo address list
Shows list of Address IDs with the ISO country code. The first entry is the Company Profile name (used as default when not assigned)

Address Name ↑	Logo	Address ID	VAT ID	City	State	Country/Region
<input type="radio"/> Avante Labs GmbH		Avante Labs GmbH		Berlin	Berlin	Germany
<input type="radio"/> Avante Science SARL		Avante Science SARL		Paris	Île-de-France	France
<input type="radio"/> Avante Science US		Avante Science US		Pittsburgh	PA	United States

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Configuration information – 10. Resending a TRR to a vendor; select Inviter Contact

As a buyer, you can resend a TRR to a vendor once enablement for that vendor has started. All TRR configurable fields are editable before you resend, so you can change the target recipient, as well as the Inviter Company and the Inviter Contact. Note: The TRR expiration date resets to 90 days once re-sent.

The screenshot displays the configuration interface for resending a TRR. It is divided into three main sections:

- Invitation Letter Routing Information:** Includes a dropdown for Routing Type (set to 'Email'), an Email Address field (richard.vermeij@sap.com), an Inviter Company dropdown (Avante Science Inc. - USA), and an Inviter Contact dropdown. A 'Send Now' button is present.
- Company Profile:** Shows details for Avante Sciences Group Inc., including network ID, D-U-N-S# number, website, and address (1000 Arriba Way, Suite 100, Sunnyvale, CA 94085, USA).
- Contact Personnel:** A table listing contact options for the inviter.

A red box highlights the 'Inviter Contact' dropdown menu, which is open to show a list of contacts. A red arrow points from this list to the 'Main Email' field in the Company Profile section, indicating that the selected contact's email will be used.

Name	Business Title	Email	Phone	Used for contact on invite
Avante eConnect Team - France	Consultant	FR.eConnect@avante.com		<input checked="" type="checkbox"/>
Avante Europe Group Procurement	EU supplier management team	EU-eConnect@AvanteLabs.de	+49 (30) 901821 340	<input checked="" type="checkbox"/>
North America Procurement Office	US supplier management team	US-eConnect@AvanteScience.com	+1 (412) 4659800	<input checked="" type="checkbox"/>
purchasingAgent User1	Site Supervisor	mailtest@telekom.de	0228,0171	<input type="checkbox"/>

Contact list
Shows list of contacts for which the toggle “Used for contact on invitation” is set. Select “Choose from contact list” to default to Company Profile main email.

Section 3. Supplier Experience

3.1 Trading Relationship Request Invite & Registration

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – TRR Invitation: Forwarding and Expiration

A TRR can be forwarded by the recipient to any other person. A TRR expires 90 days after it has been created and sent to the first time to its recipient. If a buyer re-sends a TRR to a vendor/supplier, the expiration date remains 90 days from first creation, and it not re-set based on the re-submission date. If a recipient clicks Get started on an expired TRR, the onboarding landing page will show the expiration message, which includes access to Help.

Avante Science US would like to connect with you on SAP Business Network

AS Avante Science Inc. <ordersender-prod@ansmp.ariba.com>
To: Vermeij, Richard

Avante Science US

Connect with Avante Science US to collaborate on SAP Business Network!

To Ben Bootman at Tulip Lighting Equipment,
We would like to invite you to connect with us on SAP Business Network. As part of our digital transformation, we expect our suppliers to process orders and submit invoices via this network.

You can learn more about the why, what, and when of this transformation by watching our recent supplier summit recording, accessible via the supplier information portal below.

You can login and connect with an existing Ariba Network account, or create a new account on SAP Business Network and establish the connection. We're looking forward to continue doing business with you on SAP Business Network.

Click Get started to connect.

Get started

Link expires: Sunday, Jul 04, 2021, 12:00AM PDT

About this invitation

From:	To:
North America Procurement Office Avante Science US 1004 NE 7th Avenue Building 4 Pittsburgh, PA 15106 United States +1 (412) 4659800 US- eConnect@AvanteScience.com	Ben Bootman Tulip Lighting Equipment 4578 Grand Lake Avenue Auburn, AL 36801 United States richard.vermeij@sap.com

Learn more:

- Visit the [Supplier Information Portal](#) for instructions provided by Avante Science US.
- Learn more about [SAP Business Network](#)

Invitation has expired

Help

Help Topics

Search Help Topics

Documentation

Support

Registration tips

Can my company have multiple a...

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Onboarding Landing Page

Clicking the “Get started” button will open the users default browser and display the Ariba Network smart landing page. The “Get Started” This page is again buyer branded. The information panel on the left displays the FROM/TO information, creating consistency with the TRR letter. Based on the Network’s matching logic results, the user is provided with up to three options: review accounts, use an existing account, and/or create a new account.

The screenshot shows a web interface for an Ariba Network invitation. On the left, a white sidebar titled "About this invitation" contains the following information:

- From:** North America Procurement Office, Avante Science US, 1004 NE 7th Avenue, Building 4, Pittsburgh, US-PA, United States, 15106, +1 (412) 4659800, US-eConnect@AvanteScience.com
- To:** Ben Bootman, Tulip Lighting Equipment, 4578 Grand Lake Avenue, Auburn, US-AL, United States, 36801, Ben.Bootman@aribatest.com
- Message from Avante Science US:** We would like to invite you to connect with us on SAP Business Network. As part of our digital trans... [Read More](#)
- [About Ariba Network](#)

The main content area on the right features the Avante Science US logo and the text: "Connect with Avante Science US on Ariba Network to collaborate." Below this, it states "Invited by North America Procurement Office" and "We found existing accounts based on the information in the invite. Please review." There are three primary buttons: a blue "Review accounts" button, a white "Use existing account" button with a help icon, and a white "Create new account" button with a help icon. The footer includes the SAP logo, copyright information "© 2020 SAP SE or an SAP affiliate company. All rights reserved.", and links for "SAP Ariba Privacy Statement", "Security Disclosure", and "Terms of Use".

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Onboarding Landing Page: Help

User can find help via Tooltips (mouse-over) and the Web Assistant. The Web Assistant also provides access to documentation (help.sap.com) and the Ariba Support Help Center. Help Center provides knowledge articles, learning, and guided assistance, which includes knowledge articles and help desk call-back.

The image displays two screenshots from the SAP Ariba Help Center. The left screenshot shows a 'Registration tips' tooltip with the following content:

- What are some registration tips for Ariba Network Suppliers?**
- Proactively managing your company's Ariba Network presence can enhance your experience, prevent missed orders, and save money.
- The best practice is one supplier Ariba Network Identification Number (ANID) for all buyers, have as few ANID's as possible across the Ariba Network.
- Improves account visibility
- Enables efficient account administration
- Reduces account fees (if any), as compared to multiple active accounts
- Know your company's Ariba Network strategy:
 - How many Ariba Network accounts does your company have?
 - Is there a business reason not to use existing accounts?
 - Who is the current Ariba Network account administrator?
 - The Administrator should guide registration.
- Registration through an email**
- If you received an email invitation from a buying organization, click the link in the email message. When Ariba Network shows the landing page, do one of the following...

The right screenshot shows the 'SAP Ariba Help Center' interface. The 'Support' tab is highlighted in the navigation bar. A search bar contains the text 'I need help with registration' and an 'Update' button. Below the search bar, search results for 'registration' are displayed, including error messages and FAQs. A 'Service Alert' section is also visible, along with a 'Contact SAP Ariba Customer Support' section. At the bottom, a red box highlights the 'Get help by phone' option, which includes an estimated wait time of 179 minutes.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Onboarding Landing Page: DUNS Match

If the buyer has provided a vendor DUNS number (via the Vendor Upload File), and an account in the network is matched based on that DUNS number, then the onboarding landing page will display that matched account with the option to contact the administrator in order to request a sub-user account in the supplier account.

The image shows two screenshots of a web interface. The left screenshot is the onboarding landing page for Avante Science Inc. It features the company logo and name, a heading 'Connect with Avante Science Inc. on Ariba Network to collaborate', and the text 'Invited by Sam Smith'. Below this, it states 'An account exists using the same DUNS number:' followed by the company name 'Aryzta', its DUNS number '123456789', and location 'San Francisco, California, USA'. A blue button labeled 'Contact administrator' is highlighted with a red box. Below the button are links for 'Not your account? Search', 'Use another existing account', and 'Create new account'. The right screenshot is the 'Contact Administrator' form. It contains fields for 'Your name *' (filled with 'John Doe'), 'Your company name *' (filled with 'Aryzta'), 'Your email *' (filled with 'john.doe@aryzta.com'), and 'Your phone number' (with a placeholder 'Enter your number'). A text area for 'Your message *' contains a pre-filled message: 'Hello, I recently attempted to create an account on Ariba Network. During the account creation process, SAP Ariba returned your account as a match. Please contact me to determine if I should use this account. Thank you.' At the bottom right of the form are 'Send' and 'Cancel' buttons. A red arrow points from the 'Contact administrator' button in the left screenshot to the 'Contact Administrator' form in the right screenshot.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Review matched accounts: use this account

The network shows a “use this account” option if the user has an active user account in the matched trading partner account, or “contact administrator” if the user does not have an active user account in the matched trading partner account.

Review matched accounts

Your company may already have an account. Please review the accounts in the table below.

Search Criteria Edit

Company name	Email domain matched	Country	State	DUNS number	Action
Tulip Holdings Inc.	Yes	United States	DE	NA	Use this account
aribaBright	Yes	United States	CA	NA	Use this account
Tulip Homegoods	Yes	United States	TX	NA	Use this account
Tulip Chairs	Yes	United States	TX	NA	Use this account
Tulip Elektronk GröH	Yes	Germany	Berlin	NA	Use this account
Tulip Mobile	Yes	United States	CA	NA	Use this account
Tulip Electronics	Yes	China	Beijing SH	NA	Use this account
Ariba Test Supplier 1	Yes	United States	CA	NA	Use this account
BuyPivels, LLC	Yes	United States	AL	121301112	Use this account
Callidus Software, Inc.	Yes	United States	CA	088173026	Contact administrator
Meyers Printing Companies (Inc)	Yes	United States	MN	006257026	Contact administrator
CPH Card Group	Yes	United States	CO	107978756	Contact administrator
SuccessFactors Inc	Yes	United States	VA	933638209	Contact administrator
QUALITY SAUSAGE	Yes	United States	TX	NA	Contact administrator
WASTE MANAGEMENT	Yes	United States	OR	NA	Contact administrator
LOB APB Suppliers	Yes	United States	PA	NA	Contact administrator
Petro's Bread Distribution, INC.	Yes	United States	PA	NA	Contact administrator
Farming & Agriculture, Inc.	Yes	United States	PA	NA	Contact administrator
GA Test Seller 1263 Testing 1264	Yes	United States	AL	NA	Contact administrator
Conduct	Yes	United States	TX	194190609	Contact administrator

Avante Science Inc.

Sign in to connect with Avante Science Inc.

Please login to the account: Tulip Holdings Inc.

Username
tulipholdings_test@ariba.com

Forgot username?

Password

Forgot password?

Connect

When existing account is an Enterprise account

When existing account is a standard account

Sign in to connect with Avante Science Inc

An enterprise account is required to sign in from here. Please log in to Ariba Network and upgrade your standard account to an enterprise account.

Please login to the account: Tulip Holdings Inc.

Username
tulipholdings_test@ariba.com

Forgot username?

Password

Forgot password?

This reCAPTCHA is for testing purposes only. Please report to the site admin if you are seeing this.

I'm not a robot

reCAPTCHA
Privacy - Terms

Connect

A TRR invitation establishes a new enterprise account, or requires an existing enterprise account. A standard account will need to be upgraded to accept the TRR.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Review matched accounts: edit search criteria

If the user believes there is an existing user or vendor account that is not displayed in top-20 matches, then the user can edit the search criteria and search manually. Note that Ariba Network may invoke a reCAPTCHA challenge to prevent robotic process automation (RPA) based searches.

The screenshot displays the 'Review matched accounts' interface. At the top, there is a navigation link and a title. Below the title, a message states: 'Your company may already have an account. Please review the accounts in the table below.' A red box highlights the 'Search Criteria' and 'Edit' links. Below this, a table shows search criteria for 'Tulip Office Equipment' with an email address 'richard.vermeij@sap.com' and country 'USA'.

The main section is titled 'Review matched accounts' and includes a message: 'Your company may already have an account. Please review the accounts in the table below.' Below this is the 'Edit match criteria' section with input fields for 'Company name' (Tulip Office Equipment), 'Corporate email / domain' (richard.vermeij@sap.com), 'Country' (United States [USA]), and 'Tax / VAT ID' (Please select country first). There are also fields for 'DUNS Number' and 'GLN' (Enter Global Location Number). A 'Search' button is highlighted in blue, along with 'Clear' and 'Cancel' buttons.

Below the search criteria is a reCAPTCHA challenge with the text 'Click the box to continue:' and a checkbox labeled 'I'm not a robot'. A red box highlights the reCAPTCHA challenge area.

At the bottom, there is a table of search results. The first result is 'Tulip Holdings Inc.' with a star icon, indicating it is a user of this account. The table columns are 'Company name', 'Email domain matched', 'Country', 'DUNS number', and 'Action'. The 'Action' column contains a 'Use this account' button.

Company name	Email domain matched	Country	DUNS number	Action	
★ Tulip Holdings Inc.	Yes	United States	DE	NA	Use this account

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Onboarding Landing Page: Use existing account

By using an existing account to login, the user automatically accepts the customer's trading relationship request for that account.

Avante Science Inc.

Connect with Avante Science Inc. on Ariba Network to collaborate.

We found existing accounts based on the information in the invite. Please review.

[Review accounts](#)

or

[Use existing account](#) ⓘ

[Create new account](#) ⓘ

By using an existing account to login, you accept your customer's business relationship request.

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Avante Science Inc.

Sign in to connect with Avante Science Inc.

Please login to the account: [Tulip Holdings Inc.](#)

Username
tulipholdings_test@ariba.com
[Forgot username?](#)

Password
..... [Show/Hide](#)
[Forgot password?](#)

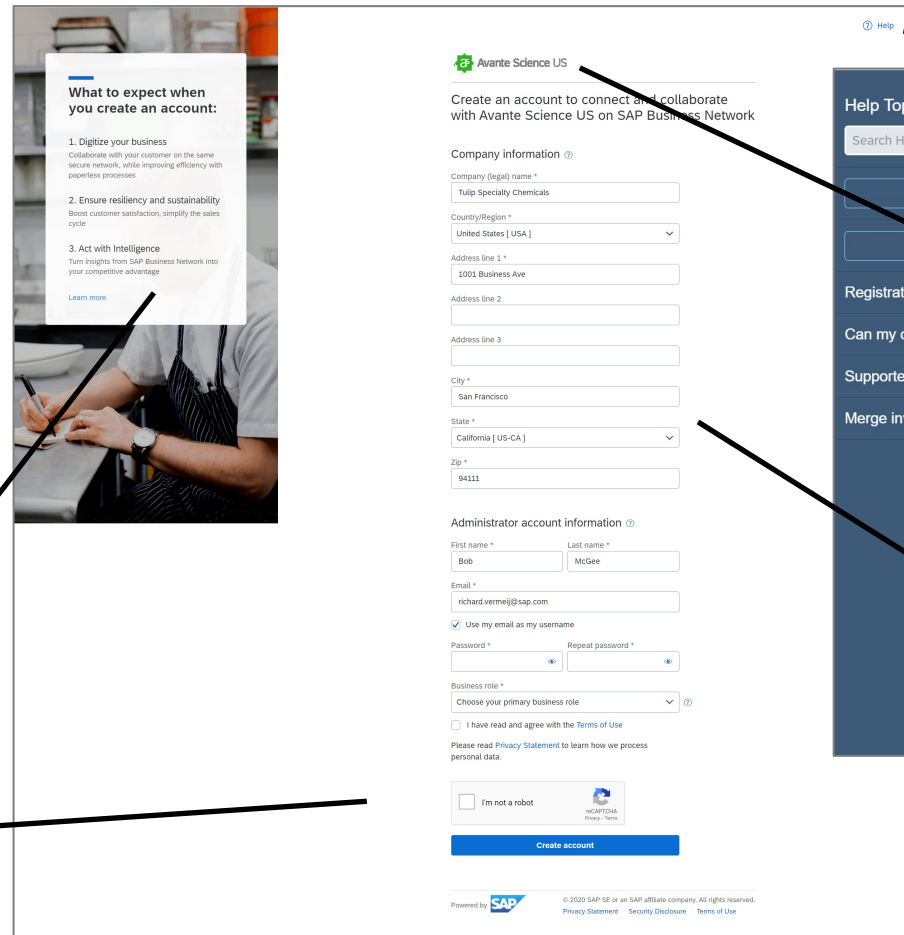
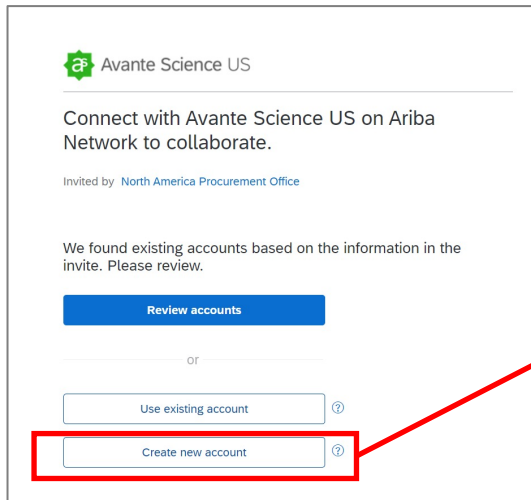
[Connect](#)

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page

A user has the ability to initiate creation of a new account via the account creation page, which guides the user with data entry validation checks and Web Assistant.



Account creation card

Explains what to expect when creating a network account, so the user can anticipate additional steps to take after account creation

Captcha check

To improve security against bot attacks.

Embedded **Web Assistant** to help user through account creation with FAQ, guided tours, and other registration tips.

Buyer branded account creation page, maintaining consistency of the buying organization that the supplier will establish a trading relationship with by creating the network account.

Auto-populated account creation form, leveraging all available (buyer provided) information from the TRR invitation.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page: Data Entry Validation (1)

The network automatically applies data entry validation rules on the account creation page for company name plausibility.

Company (legal) name *

1

- The Company Name must be at least three characters. Include your legal entity type like Inc. or Company or Group
- The Company Name cannot contain only numbers. For example 123. The Company Name name <123 Inc.> is fine

Company (legal) name *

aaaa

The value you entered contains content that is not allowed or could be offensive.

Company (legal) name *

test

The value you entered contains content that is not allowed or could be offensive.

Company (legal) name *

consultant

The value you entered contains content that is not allowed or could be offensive.

Company (legal) name *

idiot

The value you entered contains content that is not allowed or could be offensive.

Company Name Validation

Network validation rules will disallow any name entry with:

- less than 3 chars
- only numeric chars
- any name starting with *
- any name contains “
- 4 time the same character
- restricted words (e.g. vulgar words)

Company (legal) name *

DIRECTION INFORMATIQUE

Warning! Please enter a correct legal name.

Company (legal) name *

SAP PROJECT

Warning! Please enter a correct legal name.

Company (legal) name *

ACCOUNTING DEPT.

Warning! Please enter a correct legal name.

Company Name Validation
Network validation rules will flag name entry of certain common words with a warning message, but allow user to continue creating account

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page: Data Entry Validation (2)

The network automatically applies data entry validation rules on the account creation page for company address plausibility.

Address line 1 *

1

- The Address cannot be just one character
- The Address cannot contain only numbers

Address line 2

a

The Address cannot be just one character

Address line 3

abc"

The Address cannot contain a double quotation mark

City *

*abc

The City cannot start with *

State *

Alabama [US-AL]

Zip *

564

Please enter a valid US zip code (e.g. 99999 or 99999-9999 or 999999999)

Address Validation

Network will automatically apply basic validation on Street and City for all countries:

- Min length validation
- The Address cannot start with *
- The Address cannot contain a double quotation mark
- Postal Code validation

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page: Data Entry Validation (3)

Account creation form automatically detects non-Latin character entry, and expands the account creation form with additional fields to complete an international address version. Entered address data is automatically validated, and if available a cleansed address is recommended.

Company information [?](#)

Company (legal) name *

Company (legal) name in Latin characters *

 [?](#)

Please enter the company (legal) name using Latin characters.

International Company Name
Required if non-Latin characters are entered in Company (legal) name

International Address
Required if non-Latin characters are entered in Address 1

Company information [?](#)

Company (legal) name *

Company (legal) name in Latin characters *

 [?](#)

Country *

 [?](#)

City *

State * Postal code *

Address 1 *

Address 1 in Latin characters *

 [?](#)

Enter Latin characters

Company information [?](#)

Company (legal) name *

Company (legal) name in Latin characters *

 [?](#)

Country *

City *

State * Postal code *

Address 1 *

Address 1 (Latin) *

 [?](#)

Enter Latin characters

Address recommendation

We noticed that your address is incomplete or invalid. Please review the recommendation below and click Confirm.

For Latin character:

You entered: Huaihai Road No. 123 Shanghai, China, 12345	We recommend: ? Huaihai Road No. 123 Shanghai, China, 23456
--	--

For non-Latin character:

You entered: 淮海路123号 Shanghai, China, 12345	We recommend: ? 淮海路123号 Shanghai, China, 23456
---	---

[Confirm](#)

Automatic address Validation
Recommends normalized address based on user input.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Network Account Creation Page: Data Entry Validation (4)

The network automatically applies data entry validation rules for user name and password. Strong password is enforced. Account creation page session times out after 30 minutes, which requires the user to restart from the TRR. Account creation requires reCAPTCHA against bot attacks.

Email *

Use my email as my username

Username *

Username uses different domain, make sure it is right

Use my email as my username

Username *

Password *

Business role *

Required field

- Must be between 8 and 32 characters
- Lowercase, uppercase, numbers, and special characters allowed. Must contain at least one of each
- ✓ Cannot contain the username
- Repetitive characters and numbers in sequence are discouraged
- ✓ Only ASCII characters are allowed (numbers 0-9, lower and upper case characters a - z, and some special characters)

I have read and agree with the [Terms of Use](#)

You must accept Terms of Use
Please read [Privacy Statement](#) to learn how we process personal data.

I'm not a robot

reCAPTCHA
Privacy - Terms

You must check reCAPTCHA

Create account

Captcha check
To improve security against bot attacks.

Administrator account information

First name * Last name *

Richard Vermeij

Email *

Your session is about to time out in: 29 sec

Click Continue if you need more time.

Continue Exit

wer3847wkjDSSD% wer3847wkjDSSD%

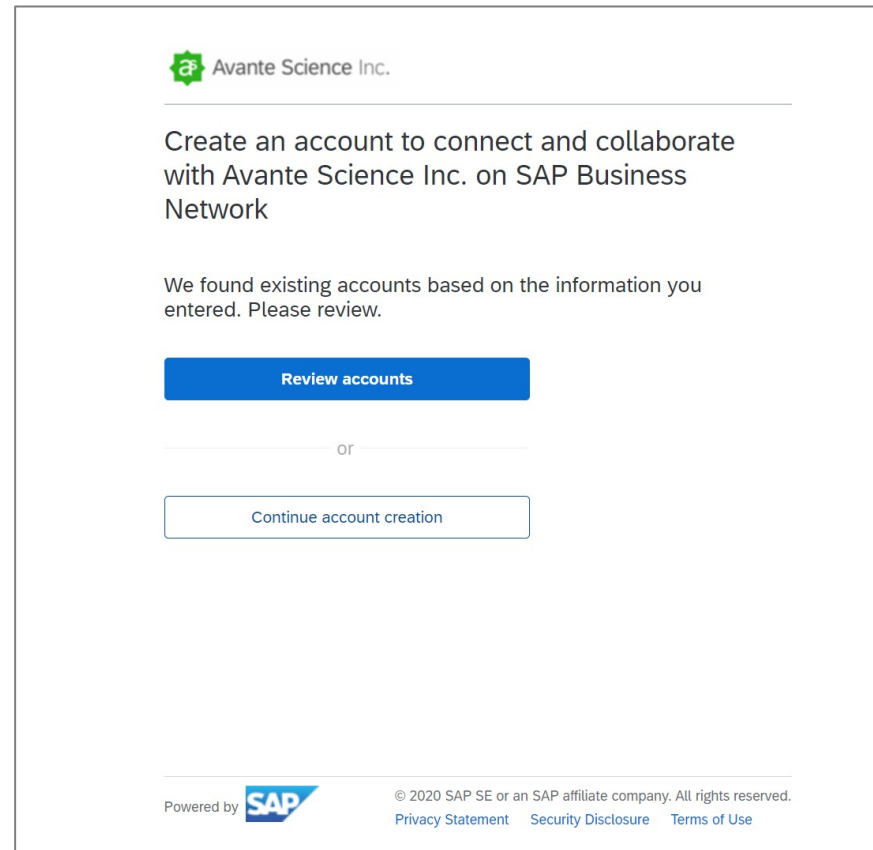
Session Termination
Network alerts the user before the account creation page session is about to time out (30 minutes).

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – New Account Creation: Post Creation Automatic Matching

When a supplier creates a new account, the network will automatically re-run the matching and request the user to review existing matched accounts, or skip this review and continue account creation (which could result in a duplicate account on the network).

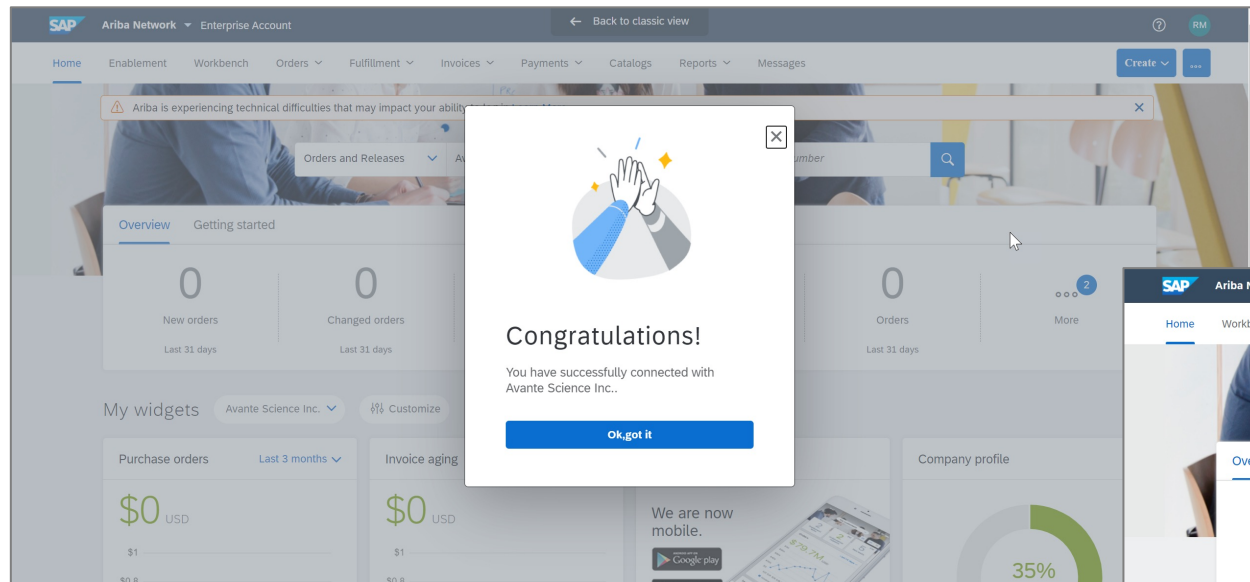


Feature in Detail

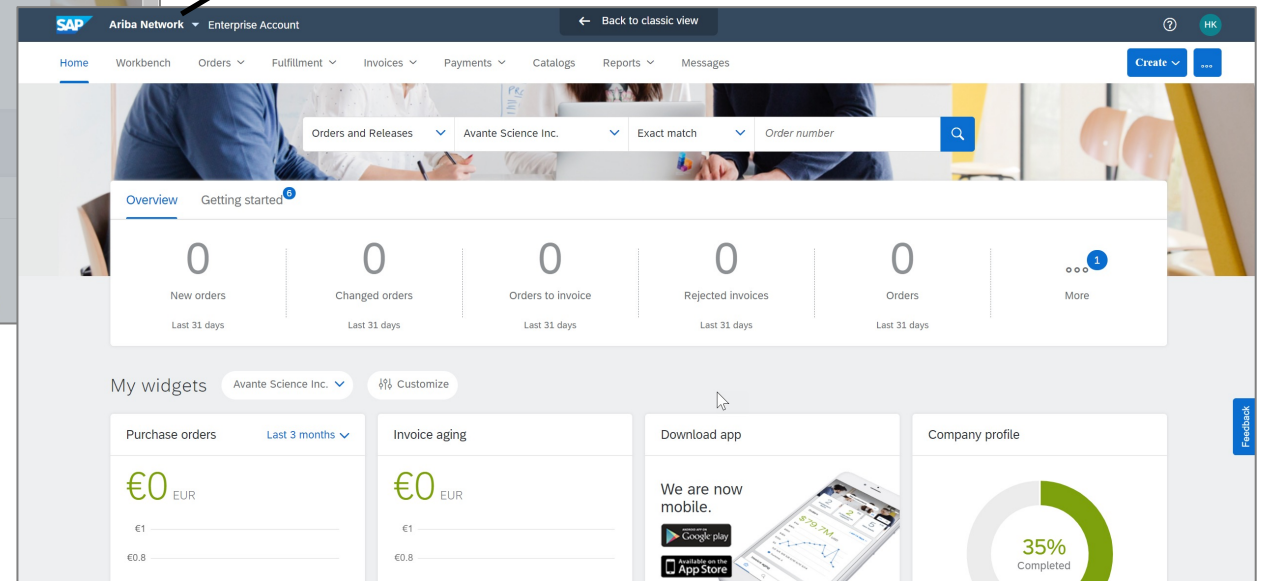
Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Post Onboarding Experience: Trading Partner Portal Home Page

Once onboarding is completed, the user is directed to the supplier portal home page. The supplier portal home page unifies access to Ariba Network transaction documents, as well as .



SAP Business Network branding
The home page and workbench of the new trading partner portal is branded with SAP Business Network instead of Ariba Network (or Ariba Supply Chain Collaboration)




Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Post Onboarding Experience: Checking trading relationship status

Finally, the supplier user can check the trading relationship status with the buyer who sent the TRR via Account Setting > Customer Relationships > Current Relationships.

The screenshot displays the SAP Ariba Network interface. On the left, the 'Account Settings' page is open, showing the 'Current Relationships' tab. A table lists current customers, with 'Avante Science Inc.' highlighted in red. A red box around the 'Supplier Information Portal' column for this entry has a red arrow pointing to a larger inset window on the right. This inset window shows the 'Supplier Information Portal of Avante Science Inc.', which includes a 'Reference Documents' tab and a 'Welcome to Avante Science Inc. Information Portal' message. A black arrow points from the 'Supplier Information Portal' column in the table to the inset window.

Customer	Network ID	Relationship Type	Approved Date	Supplier Information Portal	Routing Type	Actions
<input type="checkbox"/> Avante Science Inc.	AN01000191954	Trading	19 Oct 2020		Default	Actions

Supplier Information Portal
Ongoing access to the supplier information portal with buyer's specific information.

Feature in Detail

Introducing: Improved Supplier Onboarding Experience for Trading Relationship Request Invitations

Detailed feature information – Post Onboarding Experience: Welcome Email

After successful account creation, the networks sends a Welcome Email with next steps, and a Login button which opens a browser window with supplier.ariba.com login page.

--- Ariba Internal Testing ---Welcome to SAP Business Network



Ariba Commerce Cloud <ordersender-LOCAL@ariba.com>
To: Maddipoti, Lohitha Devi

Today at 2:44 PM

SAP Business Network



Get Started

Please proceed with setting up your account:

- 1 Complete your company profile**
Potential customers can search for and review profiles to discover business opportunities
- 2 Create user accounts**
Create accounts for employees who require access
- 3 Set your user preferences**
Configure your order and invoice routing settings
- 4 Set up catalogs**
Create and maintain on-line catalogs promoting your products and services



If you do not want to receive future notifications, update the email address for your account or discuss this with your company's SAP Business Network account administrator.

Offices | Privacy Statement | Data Policy | Customer Support

Section 3. Supplier Experience

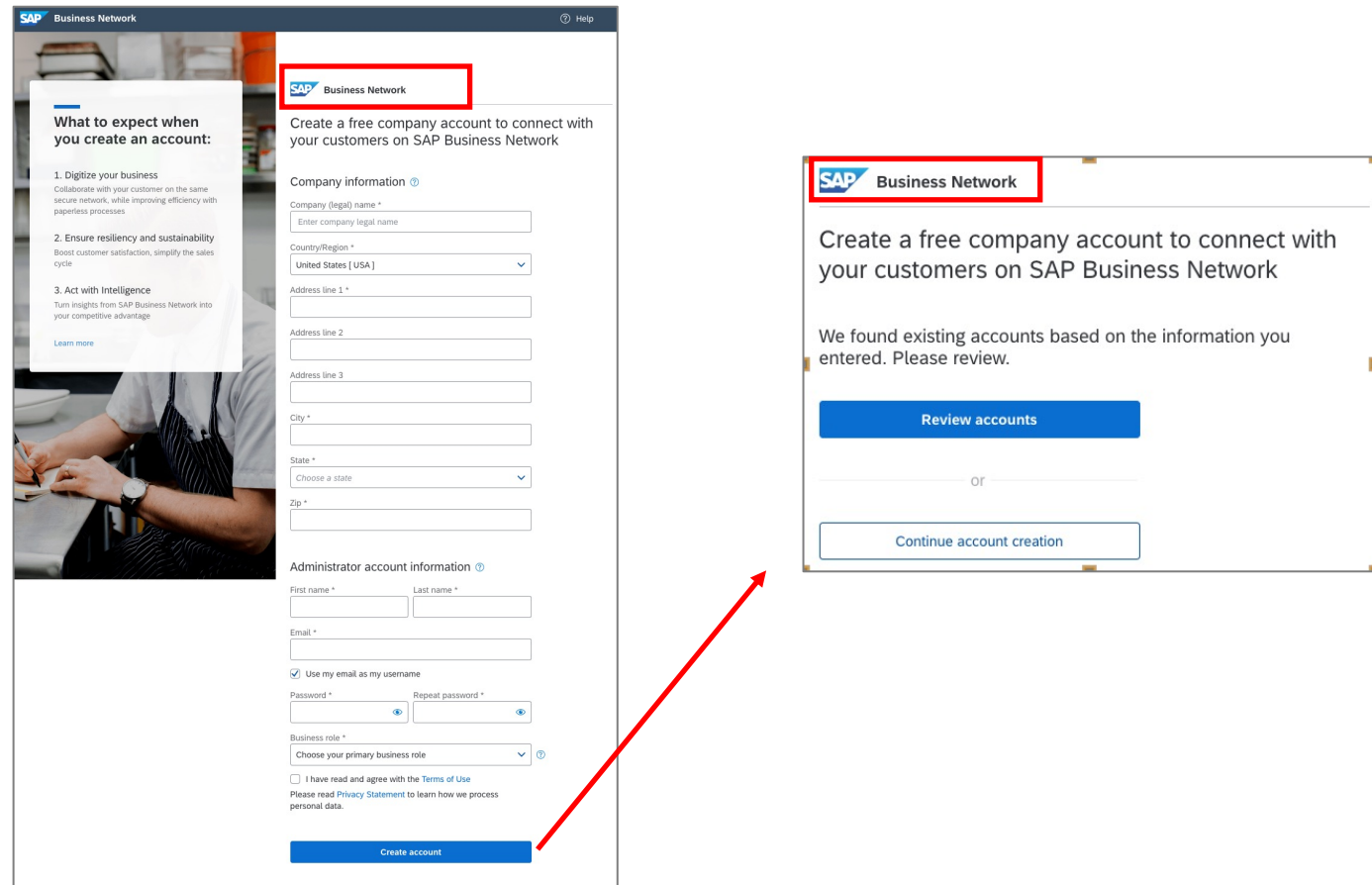
3.2 Walk-up Registration

Feature in Detail

Introducing: Improved Supplier walkup registration process

Detailed feature information – Walkup registration

Suppliers can also register without a buyer invite / TRR via the walkup registration process. Instead of Buyer branding, there will be SAP branding on registration form and supporting check pages. All registration functionality (like review matched accounts, contact admin, date entry validations) are the same as TRR invite-based onboarding. Note that a walkup registration does not establish a trading relationship with any buyer.



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THE BEST RUN

