



SAP Ariba 

Ariba Network

Order Confirmation - Price Deviation

CONFIDENTIAL

Baker Hughes 

THE BEST RUN 

Notification Set-Up

1. Please go to your initials at the top right hand corner (Account Settings)
2. Click on Settings
3. Click on Network Notifications
4. Go to Approval and check – “Send a notification when order confirmation approval status changes.”
5. You’ll enter a valid email address
 - You can have up to 3 separated by a comma (,) or semi-colon (;)
6. Please ensure you hit save.

The screenshot shows the SAP Account Settings interface. At the top right, there is a user profile icon with initials 'FS' and a red circle with the number '1'. A navigation menu on the left lists various settings categories: ACCOUNT SETTINGS (Customer Relationships, Users, Notifications, Application Subscriptions, Account Registration), NETWORK SETTINGS (Electronic Order Routing, Electronic Invoice Routing, Accelerated Payments, Remittances, Data Deletion Criteria, Network Notifications, Audit Logs), and a red circle with the number '3' is placed over 'Network Notifications'. A dropdown menu is open for 'Network Notifications', showing options like 'Settings' (with a red circle '2') and 'Logout'. Below the menu are 'Search' and 'Reset' buttons. At the bottom, there is a table with columns 'Amount Invented', 'Revision', and 'Actions'. A red circle with the number '5' is placed over the table area. Below the table, there is a 'Save' button (with a red circle '6') and a 'Close' button.

Approval

4



Send a notification when order confirmation approval status changes.

5

*

6

Save

Close

Price Deviation

- When changes have been made to the unit price, you will have to wait on the buyer approval for the change order before you can submit an ASN and create your Invoice.
 - Take Away: If you see a yellow triangle with a yellow exclamation mark, you'll know the order confirmation needs to be approved by Baker Hughes before you submit an ASN or invoice against the purchase order.
 - As you can see the **Create Ship Notice** and **Create Invoice** is greyed out.
- To view more information on your line item click on 'Show Item Details' and you will see the Buyer confirmation approval status.

Order confirmations for one or more line items require buyer approval. **1**

Line Items Show Item Details

Line #	No. Schedule Lines	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Need By	Unit Price	Subtotal	Customer Location
10	1	Not Available	0162213	Material		C	10.000 (C62)	28 Jul 2021	\$190.00 USD	\$1,900.00 USD	Details

- The order confirmation for this item needs buyer approval.

62213 - Lever encoding device Bondscanner MUT

Order submitted on: Monday 12 Jul 2021 12:49 PM GMT-04:00
 Received by Ariba Network on: Monday 12 Jul 2021 8:51 AM GMT-04:00
 This Purchase Order was sent by Baker Hughes--Test AN01015927430-T and delivered by Ariba Network.

Sub-total: \$1,900.00 USD

Purchase Order: 1010236737

[Create Order Confirmation](#)
[Create Ship Notice](#)
[Create Invoice](#)
[Create Quality Notification](#)

Line Items **2** Hide Item Details

Line #	No. Schedule Lines	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Need By	Unit Price	Subtotal	Customer Location
10	1	Not Available	0162213	Material		C	10.000 (C62)	28 Jul 2021	\$190.00 USD	\$1,900.00 USD	Summary

Description: 0162213 - Lever encoding device Bondscanner MUT

Status

10 Confirmed With Changes (Comments: unit price has changed; Estimated Shipment Date: 21 Jul 2021; Estimated Delivery Date: 28 Jul 2021 - defaulted from Requested Delivery Date in order; Confirmed Unit Price: \$191.00 USD)

Buyer confirmation approval status | Approved awaiting change order

Comments: Approved with comments

Price Deviation- Continued

- When changes have been made to the unit price and the buyer approves the change, a change order will be issued to you.
 - As you can see the **Create Ship Notice** button and the **Create Invoice** button are available.
- To view more information on your line item click on 'Show Item Details' and you will see the Buyer confirmation approval status.
 - When a change order is issued, you either can create your next document which would be the ASN or invoice.
 - Take Away: Any edits that was done to your order, will be highlighted in orange or have an orange arrow next to edit.

1 Line Items Show Item Details

Line #	No. Schedule Lines	Change	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Need By	Unit Price	Subtotal	Customer Location
10	1	→ Edited	Not Available	0162213	Material		C	10.300 10.000 (PCE) ⓘ (662) ⓘ	28 Jul 2021 28 Jul 2021	\$191.00 USD	\$1,967.30 USD	
Description: Lever encoding device Bondscanner MUT 0162213 - Lever encoding device Bondscanner MUT												
Order submitted on: Monday 12 Jul 2021 3:00 PM GMT-04:00 Received by Ariba Network on: Thursday 15 Jul 2021 11:58 AM GMT-04:00 This Purchase Order was sent by Baker Hughes--Test AN01015927430-T and delivered by Ariba Network.												
											Sub-total: -\$ 1,900.00 USD	Sub-total: \$1,967.30 USD

Purchase Order: 1010236737

Create Order Confirmation ▼
Create Ship Notice
Create Invoice ▼
Create Quality Notification

2 Line Items Hide Item Details

Line #	No. Schedule Lines	Change	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Need By	Unit Price	Subtotal	Customer Location
10	1	→ Edited	Not Available	0162213	Material		C	10.300 10.000 (PCE) ⓘ (662) ⓘ	28 Jul 2021 28 Jul 2021	\$191.00 USD	\$1,967.30 USD	
Description: Lever encoding device Bondscanner MUT 0162213 - Lever encoding device Bondscanner MUT												
Status												
0.3 Unconfirmed												
10 Confirmed With Comments (Comments: unit price has changed; Estimated Shipment Date: 21 Jul 2021; Estimated Delivery Date: 28 Jul 2021 - defaulted from Requested Delivery Date in order)												
Buyer confirmation approval status Approved												

Types of Support Available

Supplier Information Portal
(Location of Training Guide/s and
Video/s)

On the Home screen:

1. Click on Company Settings
2. Click on Customer Relationships
3. Click on Supplier Information Portal

Supplier Support Post Go-Live

From supplier.ariba.com:

1. Learning Center
 - Training documentation
 - User Community
2. Support Center
 - Get help by email (Choose from the drop down list of problem type – Supply Chain Collaboration), live chat, or request a phone call
 - Attend a live webinar
3. [Ariba Support Team](https://support.ariba.com/AUC_Support_Tab/Contact_Support/) - https://support.ariba.com/AUC_Support_Tab/Contact_Support/

When to Contact

- Technical Questions - Passwords, User Role/Admin Changes, Network Errors, Integration Questions, etc.
- How Do I? - Navigating the site, locating old POs, etc.

Supplier Support During
Deployment/Go-Live

Supplier.Enablement@BakerHughes.com

When to Contact

- Business process related questions
- Supply Chain Collaboration program questions

[Baker Hughes Supplier Enablement Inquiry](https://connectsupport.ariba.com/sites/Company?ANID=AN01015927430NAM&h=DsWeGyK6QU0WEcdOvZ2pWA#Enablement-Inquiry)

<https://connectsupport.ariba.com/sites/Company?ANID=AN01015927430NAM&h=DsWeGyK6QU0WEcdOvZ2pWA#Enablement-Inquiry>

When to Contact

- Ariba Network registration
- Configuration support
- Supplier enablement tasks
- TRR questions
- General enablement questions