

SAP Ariba

# SAP Ariba Quarterly Release Update – Q3 2021 Operational Procurement

Sandeep Nayak September 8<sup>th</sup> 2021

**PUBLIC** 



# **Agenda**

- Background and Objectives
- New Features Releases Q3 2021
- Key Features Deep Dive

Release Link Q3 2021: <a href="https://connectsupport.ariba.com/sites#item-view&/182345">https://connectsupport.ariba.com/sites#item-view&/182345</a>

# **Background & Objectives**

- SAP Ariba releases a number of innovations on quarterly basis across the Ariba Solution Portfolio.
- In most cases, Ariba Customers are not able to keep track of these releases or understand which of these new innovations might be useful for addressing their current pain points.
- The objective of this session is to provide a brief synopsis of the Ariba innovations on a quarterly basis to help Ariba Customers keep up to date with the new features & functionalities released by SAP Ariba.
- In this session we will provide a summary of these features at a high level and deep dive into few key features only. If there is any specific feature that you are interested in deep diving, please reach out to respective CEE for the same.



2108 (Q3 of Year 2021) Feature Releases

#	Q2 2021 – Feature List	Description	Buying & Invoicing	Buying	Catalog	Invoice Mgt	Guided Buying	Feature Enablement
1	Ability to import distribution lists and assign them as email notification recipients [PL-31270]	Sending an email notification to every member of a group can cause undesirable email server traffic. This feature allows you to import external-facing email distribution lists and assign them as email notification recipients instead of assigning groups. When you assign a DL, a single email notification is sent to the DL address, rather than potentially hundreds of emails being sent to group members.	<b>√</b>	✓	<b>√</b>			Automatically On
2	Prevent changes to attachments in approved requisitions [GB-12292]	You can configure guided buying to prevent the addition or deletion of attachments in requisitions that have been approved. Your organization might consider attachments to be an integral part of a requisition, in which case they shouldn't change after approval					✓	Customer Configured
3	Support for receiving goods in service POs [GB-15656]	Organizations that buy goods and services in the same order can now receive the goods items directly in guided buying. Previously, guided buying didn't list the goods items in these mixed orders, so users couldn't receive them.	✓	✓			✓	Automatically On
4	Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass [SINV-10557]	This feature enables you to request estimates for a service from one or more suppliers before you select a supplier to purchase the service from. You send request for estimate (RFE) forms (based on statement of work (SOW) bid templates) to suppliers in SAP Fieldglass from guided buying. You then review their responses, collaborate with them, and select a winner in SAP Fieldglass.					✓	Customer Configured

5	Ariba Mobile app - End of Life [BMA-2803]	Ariba Mobile app will be replaced by the SAP Ariba Procurement app. The legacy mobile app will be removed from the App store and Google Play store on August 20, 2021	✓	✓		Customer configuration
6	Improved validation for imported cXML invoices [SINV-13111]	Previously, external cXML invoices imported into SAP Ariba Buying and Invoicing or SAP Ariba Invoice Management that contained errors were being submitted, but they couldn't be approved until the errors were resolved. When the approver denied the invoice, the preparer/requester was unable to resolve the errors, or add any comments or attachments. This created more work for the approver and invoices were often stuck in the approval process or had to be recreated. Now, cXML invoices can't move forward in the approval flow until the errors are resolved, and if an invoice is denied, the preparer/requester can resolve the errors, add comments or attachments, and submit it again.	<b>√</b>	<b>√</b>	<b>√</b>	Automatically On
7	Preventing changes to payment terms for existing line items in requisition amendments [CP-16800]	Buyer organizations can use this feature to prevent users from changing the payment terms for existing line items when they are creating amendments to requisitions.	✓	✓		Customer Configured

Description

Q2 2021 – Feature List

Buying & Invoicing

Buying

Invoice

Mgt

Catalog

Guided

Buying

Feature

**Enablement** 



**Key Features Deep Dive** 





Ability to import distribution lists and assign them as email notification recipients

# Import distribution lists and assign them as email notification recipients

#### **Description**

This feature allows the customer administrator to import a set of external-facing distribution lists and individual user email addresses and assign them as email notification recipients instead of assigning groups. When you assign DLs and/or individual user email addresses, a smaller number of emails are sent, rather than potentially hundreds of emails being sent to group members. This means a much more targeted list of recipients, including only those who wish to be notified, and it reduces email server load.

Customers who do not wish to create a distribution list for this purpose may prefer to specify the email addresses of individual users instead. You can specify any combination of DL and user email addresses.

#### **Prerequisite**

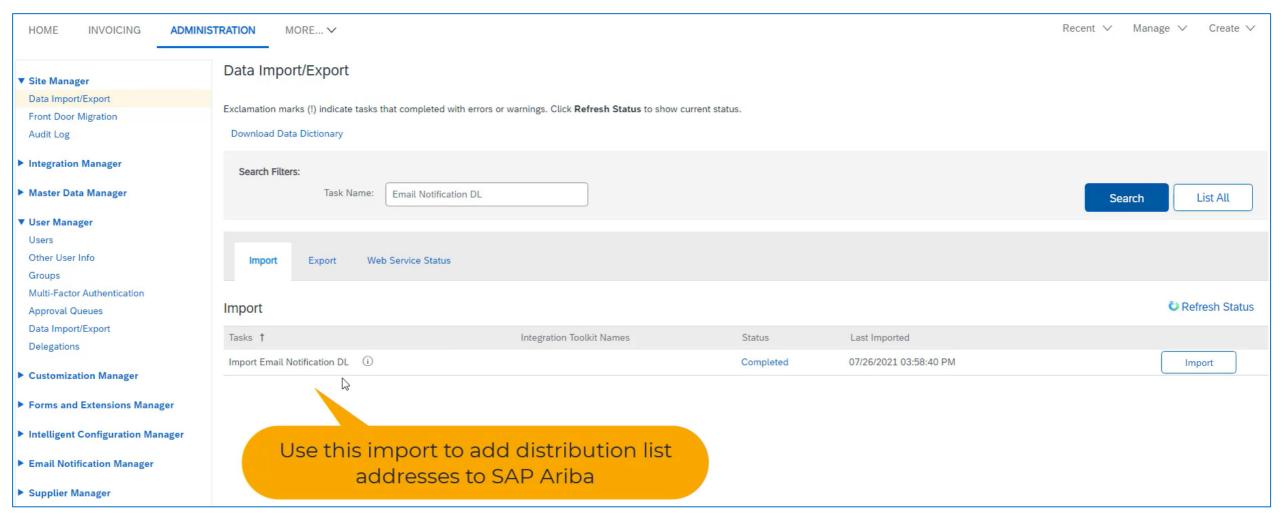
Before an email address can be designated as a notification recipient, it must be imported using Data Import/Export. See <u>Data import task for importing distribution lists and individual user email addresses</u>. Distribution lists must be constructed by the customer and must be public facing. To prevent abuse, the best practice may be to create a list of permitted email domains that can send email to any public-facing DL address.

#### **Restrictions**

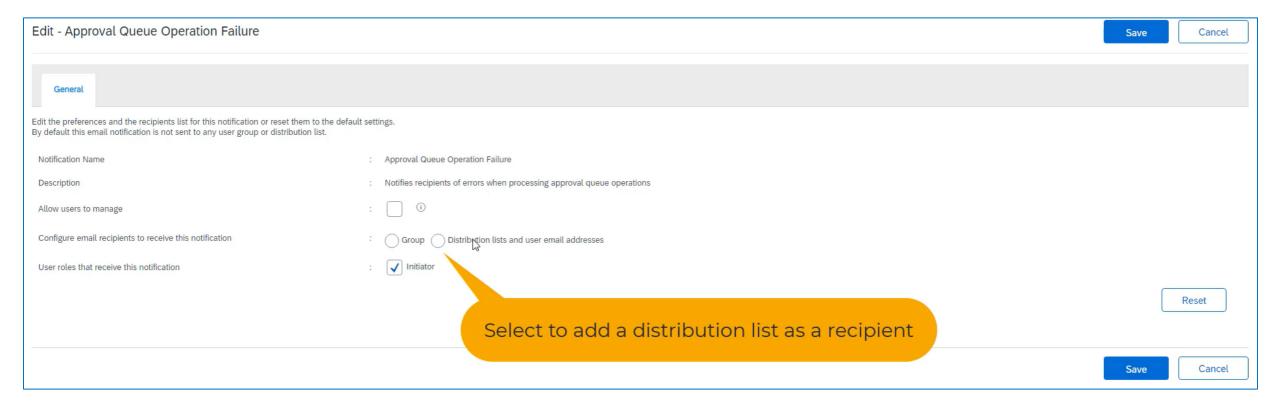
This feature does not include the ability to create new distribution lists within SAP Ariba, only to import a list of externally-created DL addresses and individual user email addresses and assign those as notification recipients.

Because distribution lists are maintained by the customer, users who wish to opt out of receiving an email notification using **Allow** users to manage might also need to contact the DL maintainer in the customer organization.

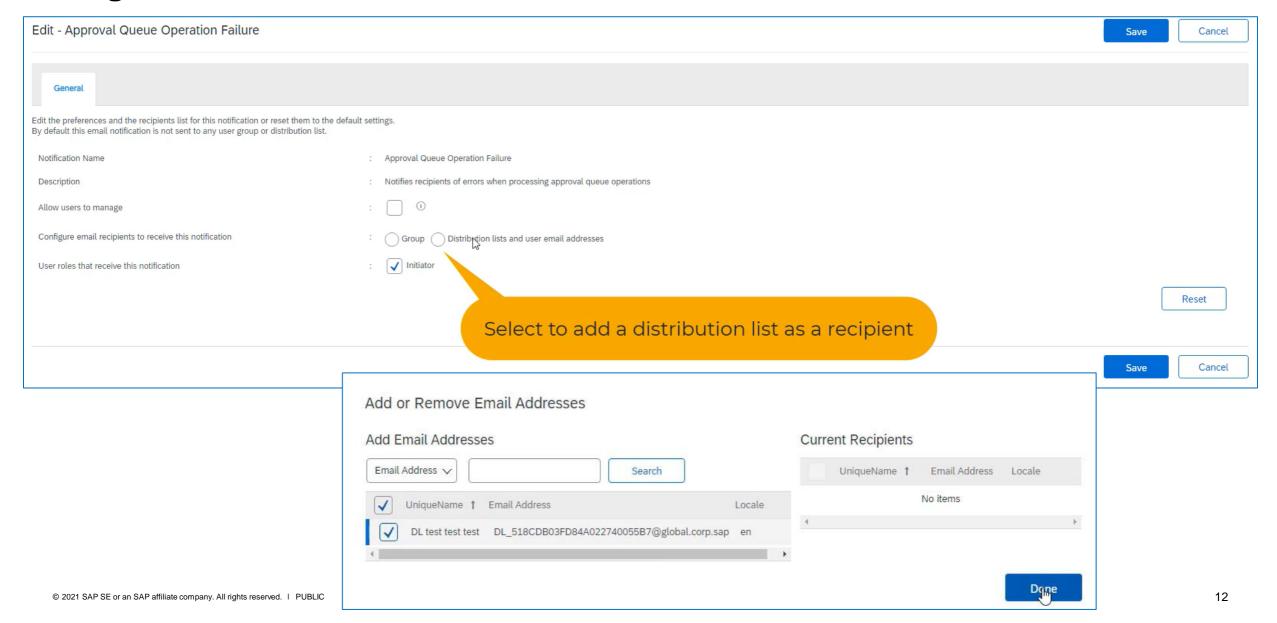
# **Import Email Notification DL**



# **Configure Email Notification DL**



# **Configure Email Notification DL**







Prevent changes to attachments in approved requisitions

# Introducing: Prevent changes to attachments in approved requisitions

#### Customer challenge

Customers may need to prevent users from adding or deleting attachments on requisitions that are fully approved and in subsequent statuses (ordered, receiving, etc).

In certain regulated industries, such as Medical Device or Pharmaceuticals manufacturing, the removal of attachments from an approved requisition is considered alteration of the purchasing record.

The alteration of a purchasing record results in an audit finding and is in violation of regulations, including FDA regulations.

#### Solution area

SAP Ariba Buying (and Invoicing) with guided guying capability

#### SAP Ariba

Now you can configure a parameter in guided buying to prevent the addition or deletion of attachments in requisitions that have been approved.

With this new parameter enabled, users cannot modify header-level or line-level attachments after requisitions are approved. Guided buying removes controls for attachment uploading and deletion when requisitions reach Approved state and for all later states (Ordering, Ordered, Receiving, and Received). If there are no attachments, guided buying removes the entire attachment section.

# Meet that challenge with

#### **Experience key benefits**

This new parameter gives administrators control over whether or not users can modify attachments to approved requisitions.

Customers can now systematically enforce company policy on changes to attachments or be confident that they are compliant with regulations that may effect their industry in this regard.

# Implementation information

This feature is automatically on for all customers with the applicable solutions but requires customer configuration.

You must enable the parameter in guided buying:

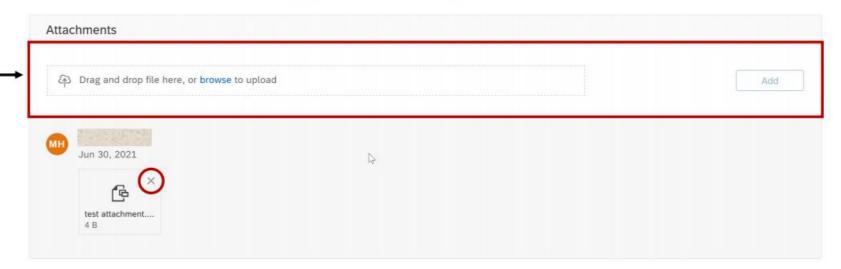
DISABLE\_APPROVED\_REQUISITION\_ATTACHMENT MODIFICATION

### Prerequisites and Restrictions

None

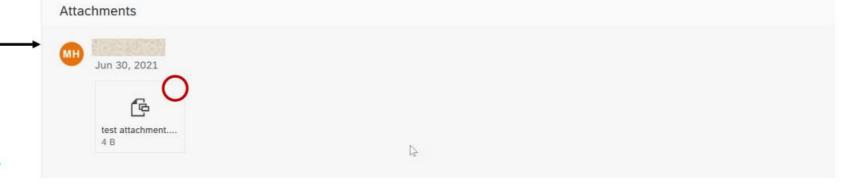
# Introducing: Prevent changes to attachments in approved requisitions

Parameter DISABLED: The options to add (red box) and remove (red circle) are available on an approved requisition. The adjustments do not require re-approval.



Parameter ENABLED: The options to add and remove attachments to the approved requisition are not available.

\*Note that when this parameter is enabled and there were no attachments on the requisition prior to approval, the attachments section on the requisition will be completely hidden.







# Feature at a Glance Support for receiving goods in service POs

# Introducing: Support for receiving goods in service POs

# **Customer challenge**

Previously, customers that allowed mixed purchase orders (goods and services in the same order) couldn't receive the goods items in guided buying.

In this case users would have to use the legacy UI to receive the goods for these orders.

# Meet that challenge with

#### **SAP** Ariba

Guided buying now shows the goods items on mixed orders (both goods and services), and end users can act on those items to receive directly in the guided buying screen.

#### **Experience key benefits**

Improve the end user experience and ease of use by receiving the goods portion of a mixed order directly in guided buying.

This will save time, limit confusion, and reduce retraining on multiple user experiences for receiving.

#### Solution area

SAP Ariba Buying (and Invoicing) with guided guying capability

### Implementation information

This feature is automatically on for all customers.

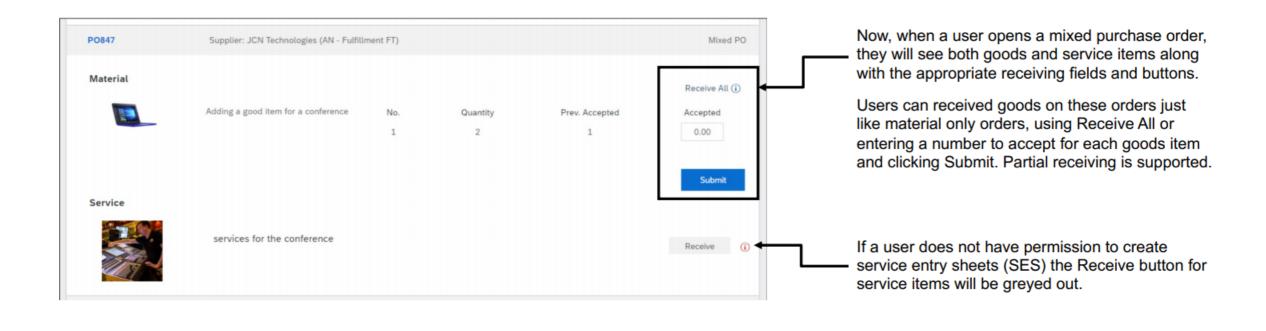
Implementation of this feature will not lead to service disruption for current users, but customer administrators are encouraged to communicate this new functionality to their end users to avoid any confusion. See screen shot on next slide for example of what this feature will look like once turned on.

# **Prerequisites and Restrictions**

Parameter SET\_ADVANCED\_RECEIVE\_TAB must be set to false, so users can receive directly in guided buying.

Parameter ENABLE\_RECEIVING\_MANAGER must be set to false, so users can receive on their own behalf.

# Introducing: Support for receiving goods in service POs



© 2021 SAP SE or an SAP affiliate company. All rights reserved. I PUBLIC

\*Note that if a user does have permission to create service entry sheets the user will be able to click the Receive button for service items and will be taken to SAP

Procurement solutions to create a SES.





# Feature at a Glance Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

# Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

# **Customer challenge**

Customers often need an accurate quote for services or materials when a request is complex or details are unknown, but quotes should be based on pricing in the contract. Examples include hourly rates of an expert service technician or need to detail project scope before a precise quote can be offered

When materials or services have not been previously contracted, there can be a lack of sufficient information to make an informed buying decision.

# Meet that challenge with

#### **SAP** Ariba

This feature enables customers to request estimates for a scope of service from one or more suppliers before selecting a supplier to purchase the service from.

Customers may send requests for estimates (RFEs) to suppliers in SAP Fieldglass, from guided buying, and review their responses, collaborate with them, and select a winner in SAP Fieldglass.

# **Experience key benefits**

Estimates are useful for Buyers to get an accurate quote for services or materials when the request is complex or details are unknown.

Buyers can use this information internally to garner approvals or to make decisions.

#### Solution area

SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Fieldglass

# Implementation information

This feature is automatically on for all customers with the applicable solutions but requires **customer configuration**.

# **Prerequisites and Restrictions**

Ensure that your SAP Ariba solution and SAP Fieldglass are integrated and are configured for corporate authentication with single sign-on (SSO).

Ensure that the master data in your SAP Ariba solution and SAP Fieldglass is synchronized using the master data service.

# Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

#### **Cross-Product Process Flow**

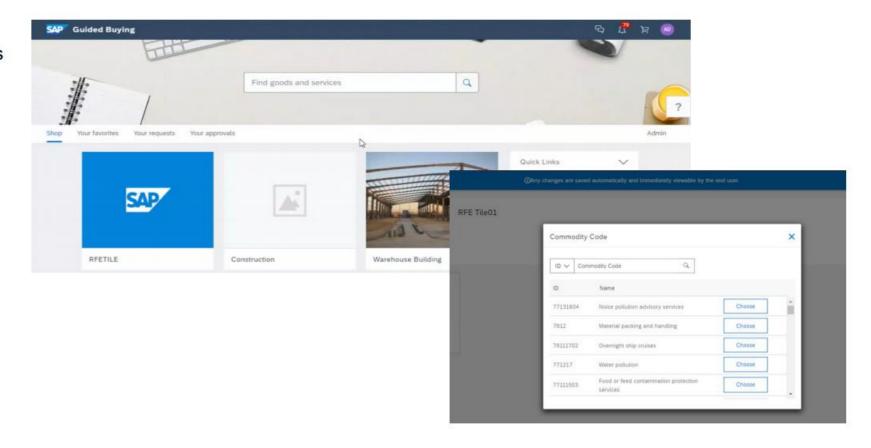
Starting with the creation of the purchase order for services, launching from the option displayed below, the process flow provides an illustration of the integrations enabled by this new cross-solution capability. The integration provides connectivity between SAP Ariba guided buying capability and SAP Fieldglass, automating the flow of data between the solutions.



# Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

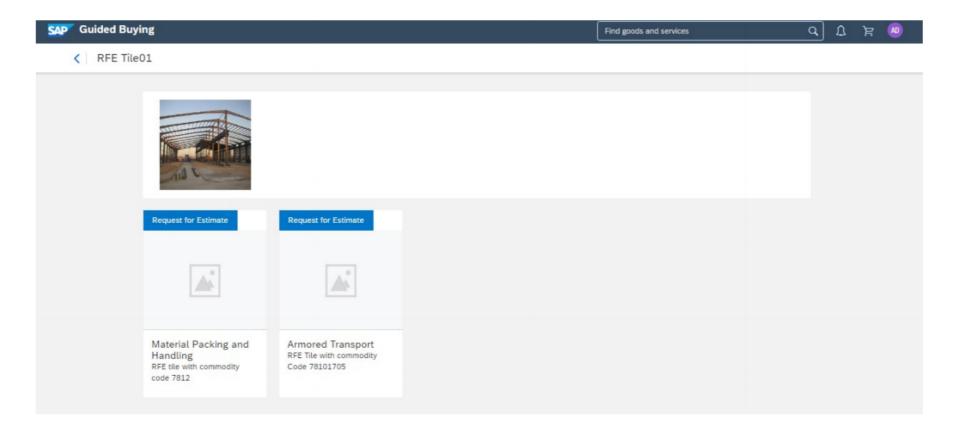
# An administrator creates request for estimate (RFE) tiles on one or more landing pages

Users are directed to corresponding statement of work (SOW) bid templates in SAP Fieldglass based on the mapped commodity codes.



Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

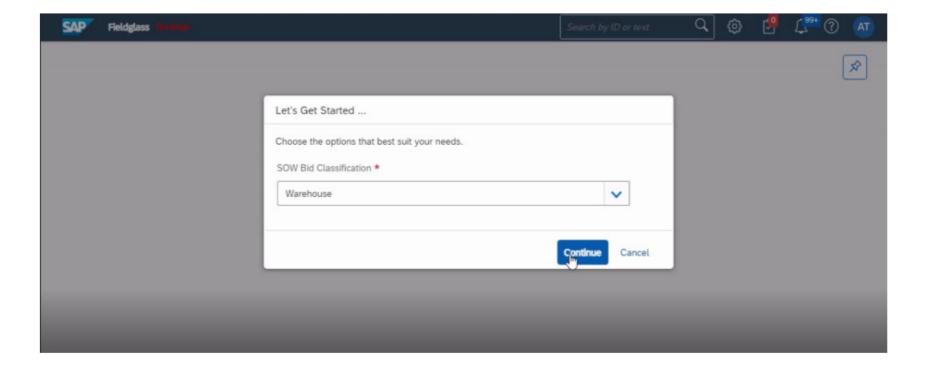
Requester clicks on the required RFE tile to request estimates for a service from one or more suppliers



Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

# The user is redirected to SAP Fieldglass where a corresponding SOW bid is created

Once the requester submits the RFE it is sent to SAP Fieldglass for next steps with commodity code and requestor name.



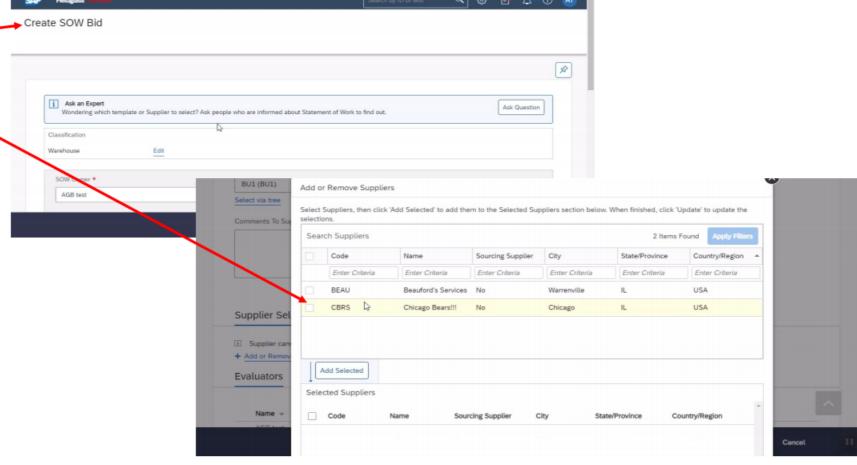
Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

The user fills in the required details, selects one or more suppliers, and submits the SOW bid for

approval.

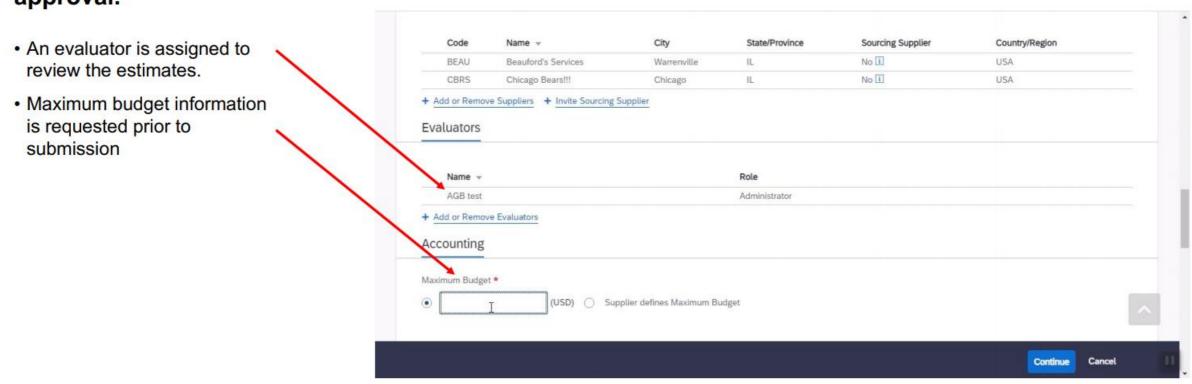


 Suppliers are selected for inclusion and added to RFE



Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

The user fills in the required details, selects one or more suppliers and submits the SOW bid for approval.



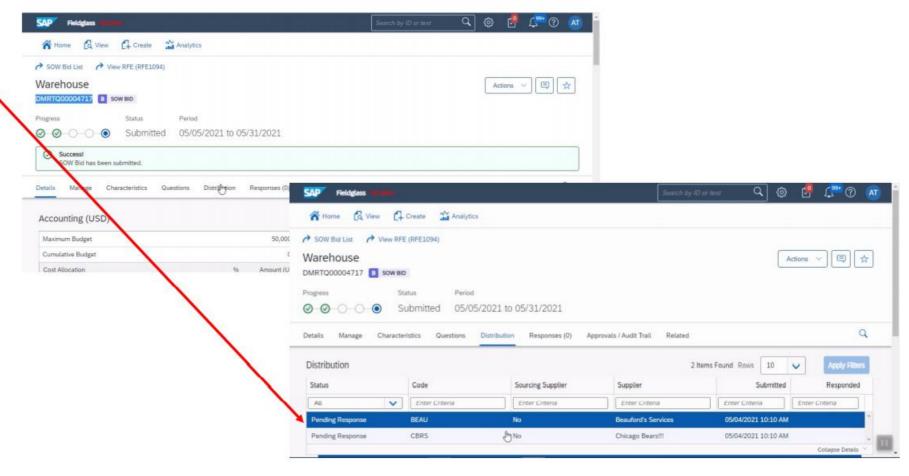
Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

The user fills in the required details, selects one or more suppliers and submits the SOW bid for

approval.

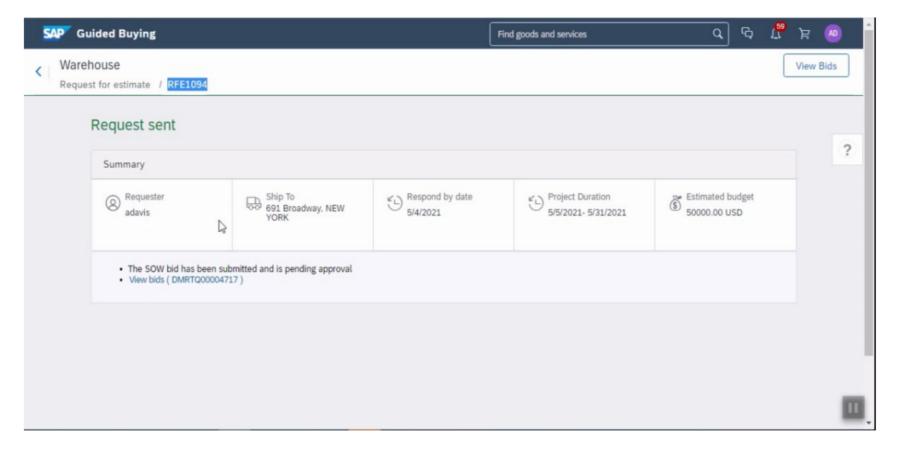
· SOW is submitted for approval

 Suppliers are now part of the RFE distribution and listed as Pending Response



Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

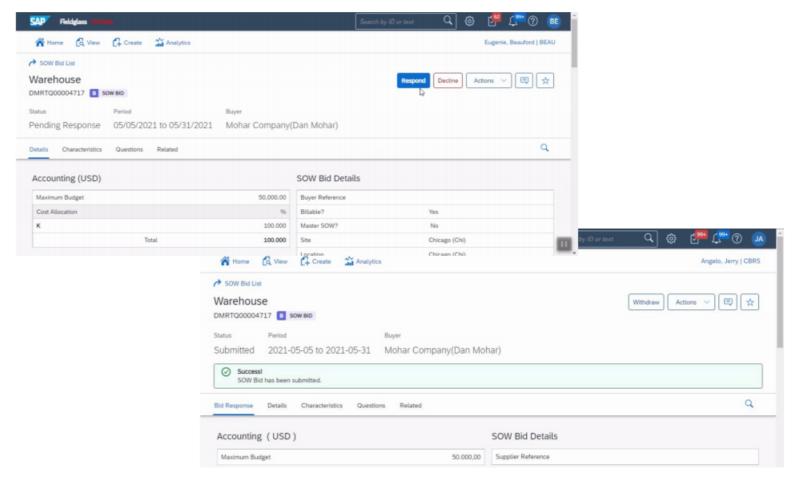
The status of RFE from SAP Fieldglass is shown in guided buying.



# Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

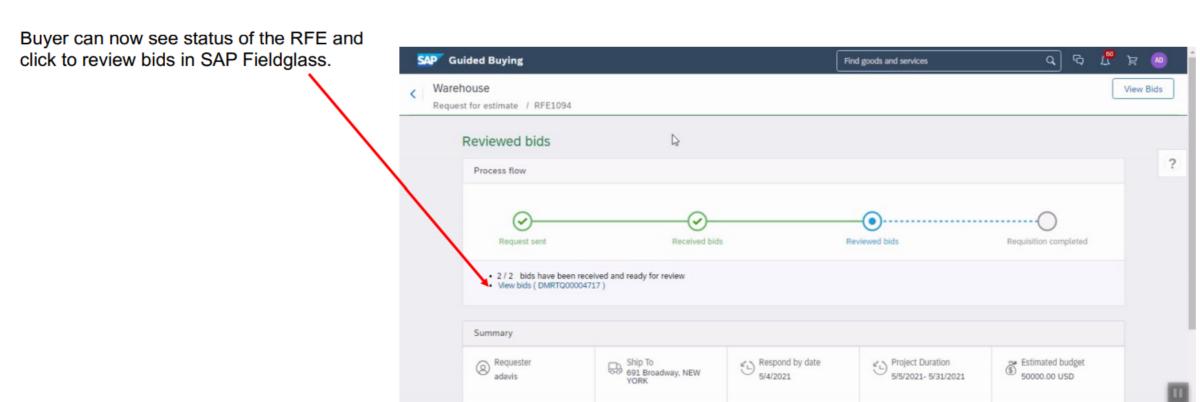
# Suppliers in SAP Fieldglass review and respond to the SOW bids

Suppliers can now log into SAP Fieldglass and respond to the SOW with an estimate.



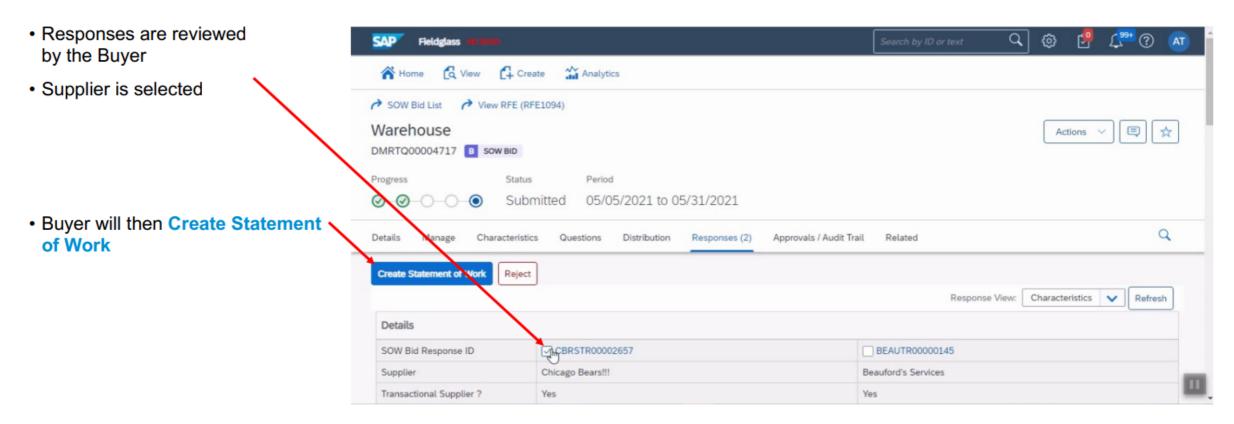
Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

The Buyer tracks the status and progress of the RFE in SAP Ariba Guided Buying and navigates to SAP Fieldglass to review the supplier responses



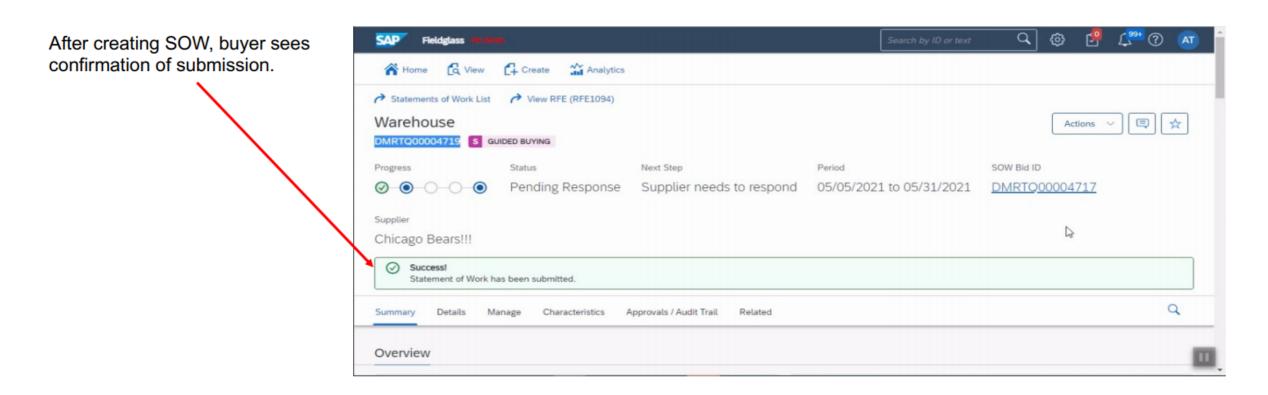
Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

The Buyer tracks the status and progress of the RFE in SAP Ariba Guided Buying and navigates to SAP Fieldglass to review the supplier responses



Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

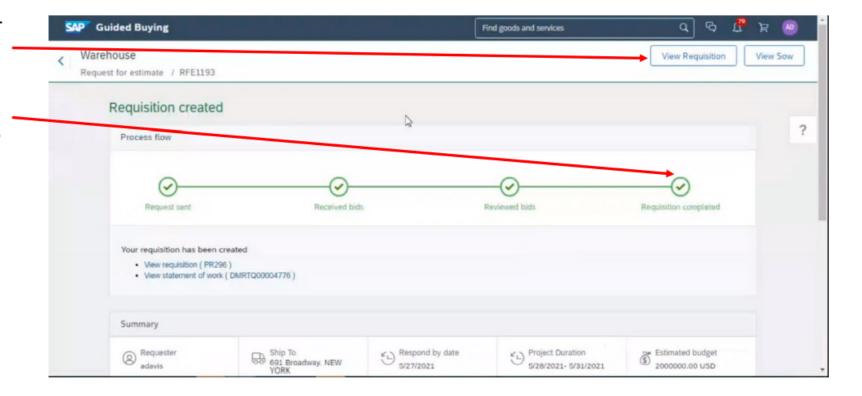
The Buyer selected a suitable response and generates a statement of work



# Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

# The Buyer reviews the created purchase requisition and submits it for approval

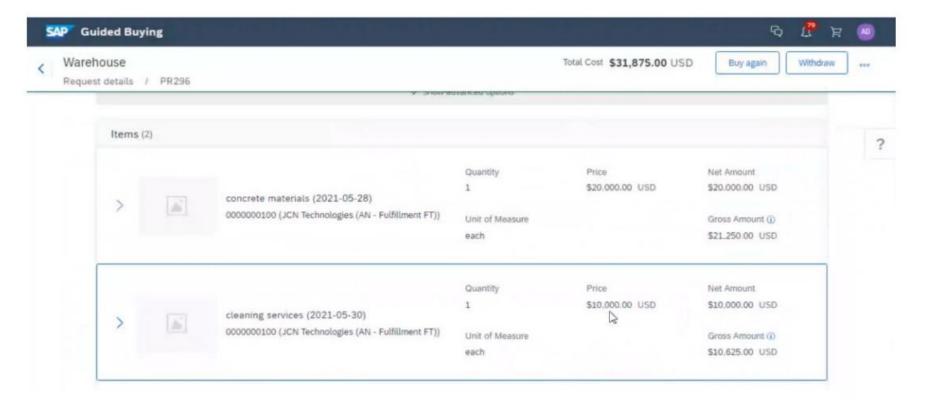
- Back in Guided Buying, the Buyer is able to view the requisition that was created.
- The Buyer is able to see visual confirmation that the requisition is completed



# Introducing: Support for sending request for estimates (RFEs) to suppliers in SAP Fieldglass

# Purchase requisition is created with line items

Line items are shown in the purchase requisition in Guided Buying



# SAP Ariba

# Q&A

