



SAP Ariba 

# SAP Ariba Quarterly Release Update – Q4 2021

## Operational Procurement

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Nov 25th, 2021

PUBLIC

# Agenda

- Background and Objectives
- CSP Introduction
- New Features Releases – Q4 2021
- Key Features Deep Dive

Release Link Q4 2021: <https://connectsupport.ariba.com/sites#item-view&/200548>

# Background & Objectives

- SAP Ariba releases a number of features on quarterly basis across the Ariba Solution Portfolio.
- In most cases, Ariba Customers are not able to keep track of these features 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 solution features 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.



**2111 (Q4 of Year 2021) Feature Releases**

#	Q4 2021 – Feature List	Description	Buying & Invoicing	Buying	Catalog	Invoice Mgt	Guided Buying	Feature Enablement
1	<b>Integrating goods receipt-based invoicing and return receipts with external systems [CP-17088]</b>	Buying organizations can use this feature to enable the integration of goods receipt-based invoicing and return receipts with external systems. The data import and export events related to purchase orders and receipts have been enhanced to support the integrations.	✓	✓				Automatically On
2	<b>Ability to change RFQs after publishing to suppliers [GB-15541]</b>	Guided buying users can now change information in self-service RFQs after they've been published to suppliers. For example, users can change descriptions or quantities of requested items, or the RFQ end date. Previously, only SAP Ariba Sourcing users could change published RFQs.					✓	Customer Configured
3	<b>Support for team RFQs [GB-9376]</b>	Team buying has been expanded to now include the request for quotes (RFQ) process. Guided buying teams can now collaborate to create RFQs and send them to suppliers					✓	Customer Configured
4	<b>User announcements in guided buying [GB-15132]</b>	You can now create announcements for guided buying users, which allows you to broadcast any business or technical news, such as upcoming maintenance, new suppliers, or changes to your procurement policies.					✓	Automatically On

#	Q4 2021 – Feature List	Description	Buying & Invoicing	Buying	Catalog	Invoice Mgt	Guided Buying	Feature Enablement
5	<b>Additional form widgets can now be marked for personal information [PFD-12488]</b>	Users who belong to the Custom Form Designer group can mark 5 additional form widgets as fields with personal information. This feature adds support for the following widgets: Amount, Datasource Chooser, Date and Time, Datatable, and Paragraphtext. If any of the fields in a form is marked for personal information, the data users enter in the corresponding form documents is encrypted to the highest industry standard.	✓	✓			✓	Automatically On
6	<b>File upload validations in custom forms [PFD-13135]</b>	This feature introduces file validation for files uploaded by members of the Custom Form Designer group when they design forms, and by end-users when they use the published forms. Validation includes virus scans and checks for malicious content, file type, and file size. Files that fail validation are indicated by error messages. Users can remove such files and continue with the upload.	✓	✓			✓	Automatically On
7	<b>Enhanced validation of approver lookup tables [PLAF-1606]</b>	Previously, approver lookup tables could be uploaded with invalid entries and empty files, because no error message appeared. Now, if an approver lookup table contains invalid information or an empty file, an error message appears and the upload cannot be completed.	✓	✓		✓		Automatically On
8	<b>Support for including compliance contract information in requisitions imported from SAP Fieldglass [SINV-9929]</b>	With this feature, information related to compliance contracts (that had been exported from the SAP Ariba solution previously) can be included in requisitions imported from SAP Fieldglass when the Services Requisitions from an External Application web services integration task is run.	✓	✓				Customer Configured

#	Q4 2021 – Feature List	Description	Buying & Invoicing	Buying	Catalog	Invoice Mgt	Guided Buying	Feature Enablement
9	<b>Enhanced requisition statuses in the 2NV and 3EN integration scenarios for SAP S/4HANA and SAP S/4HANA Cloud [GB-16314]</b>	In the Guided Buying Capability with SAP Ariba Buying (2NV) integration scenario and the Guided Buying for Central Procurement with SAP Ariba Buying (3EN) integration scenario, the status of a requisition that is displayed has been enhanced to reflect the most accurate status based on the status of the line items.	✓	✓				Customer Configured
10	<b>Support for line-level changes in requisitions sent to SAP S/4HANA or SAP S/4HANA Cloud in the 2NV and 3EN integration scenarios [GB-7322]</b>	In the Guided Buying Capability with SAP Ariba Buying (2NV) integration scenario and the Guided Buying for Central Procurement with SAP Ariba Buying (3EN) integration scenario, preparers, requesters, and approvers can edit submitted requisitions to add new line items or add line-level comments and attachments. After the final approver approves an edited requisition, the changes on the requisition are sent to SAP S/4HANA or SAP S/4HANA Cloud and the corresponding requisition is updated with the revised information.	✓	✓				Customer Configured
11	<b>Edit approval flow on invoices in guided buying before submitting [SINV-13931]</b>	With this enhancement, users can view and edit approval flows on invoices in guided buying before submitting. Previously, users couldn't edit approval flows on invoices in guided buying until after the invoice was submitted.	✓	✓		✓		Automatically On



**Key Features** **Deep Dive**





# Feature at a Glance

**Integrating goods receipt-based invoicing and return receipts with external systems**

# Feature at a Glance

Ease of implementation  Low touch / simple  
Geographic relevance  Global

## Introducing: Integrating goods receipt-based invoicing and return receipts with external systems

### Customer challenge

Certain import and export jobs currently do not support the full range of fields needed to fully leverage goods receipt-based invoicing and goods return receipt functionality.

### Meet that challenge with

#### SAP Ariba

Buying organizations can use this feature to enable the integration of goods receipt-based invoicing and return receipts with external systems.

The data import and export events related to purchase orders and receipts have been enhanced to support the integrations.

### Experience key benefits

Integration events formats have been updated for purchase orders and receipts.

Use flags in the export formats to identify orders and receipts that are valid for goods-receipt based invoicing. This allows ERP processes to flow naturally after receipts are integrated from SAP Ariba sites.

Additional information for ERP receipt number and ship notice ID support goods return receipt with additional information in the receipt integration from SAP Ariba with ERP.

### Solution area

SAP Ariba Buying  
SAP Ariba Buying and Invoicing

### Implementation information

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

### Prerequisites and Restrictions

#### Prerequisite:

- For SAP ERP, SAP Ariba Cloud Integration Gateway must be set up for the integration between the ERP and the SAP Ariba solution.
- This feature is an enhancement to the goods receipt-based invoice verification feature that must be enabled for your site. Your administrator must enable the Enable goods receipt-based invoice verification (*Application.Procure.EnableGRBasedInvoice*) parameter.
- For existing customers, a member of the **Integration Admin** group must review and accept the data definition changes.

#### Restriction:

- The capabilities of this feature are not supported for receipts that were exported or imported before the release of the feature.
- The capabilities of this feature are not supported for importing receipts in the file format.

# Feature at a Glance

## Introducing: Integrating goods receipt-based invoicing and return receipts with external systems

VRC200 - GRIV Status: **Approved**

These are the details of the request you selected. Depending on its status, you can edit, change, copy, cancel, or submit the request for approval. You may also print the details of the request. Review your request and take the desired action(s).

Print

Summary Approval Flow History

Order ID: 4500061008

Date: Wed, 18 Aug, 2021

Order Title: GRIV

Processing Status: **Processed**

Return Receipt:

Receipt Reference: VRC199

Ship Notice: RC200

External Receipt ID: 9000038070

My Labels: Apply Label

Additional detail on receipts that is now accounted for in receipt import/export schema.

Line Items - Received by Quantity

No.	Quantity	Full Description	Unit	Supplier Part Number	Prev. Accepted	Prev. Rejected	Accepted	Rejected	Total Received	Date Received
1	5	GR based -Yes	each							

Discount:  
Net Amount: €3,000.00 EUR  
Charges: €1.00 EUR  
Taxes: €150.00 EUR  
Amount: €3,151.00 EUR

Commodity Code: Paper Materials and Products

Item Category: Material

GRIV flag on PO line item that is now in the PO import/export schema.

Goods Receipt-based Invoice Verification: **Yes**



Material Group: 01 (Material group 1)  
Vendor: 000000683 (GR - Base R6 with partner)  
Contact: GR - Base R6 with partner  
Purch Org: 0001 (Einkaufsorg. 0001)  
Line Item Text:  
Number Accepted: 2  
Number Rejected: 0



# Feature at a Glance

**Ability to change RFQs after publishing to suppliers**

## Feature at a Glance

Ease of implementation  Low touch / simple  
Geographic relevance  Global

# Introducing: Ability to change RFQs after publishing to suppliers

## Customer challenge

When users start the RFQ request flow there is no option to save the form prior to submission, to duplicate the form, or to delete the form.

Users also cannot change information on the RFQ forms after submission from guided buying.

## Solution area

SAP Ariba Buying with guided buying capability  
SAP Ariba Buying and Invoicing with guided buying capability

## Meet that challenge with

### SAP Ariba

Guided buying users can now change information in self-service RFQs after they've been published to suppliers. For example, users can change descriptions or quantities of requested items, or the RFQ end date. Previously, only SAP Ariba Sourcing users could change published RFQs.

## Implementation information

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

Customer configured via the self service parameters:

*PARAM\_ENABLE\_EDIT\_RFQ*

*PARAM\_ENABLE\_ENHANCED\_RFQ\_INTEGRATION*

## Experience key benefits

Guided buying users can now save RFQs in composing state, change or cancel RFQs from the guided buying UI, and duplicate saved or submitted RFQs.

Additionally, administrators can now make mass edits to guided buying policies and select specific policies for export.

The supplier and touch policy has two new columns:

- **Award from GB:** Specifies whether RFQs will be awarded in guided buying or SAP Ariba Sourcing.
- **Sourcing Request:** Specifies whether the request is an RFQ or a sourcing request.

## Prerequisites and Restrictions

### Restrictions:

- Feature only works with new-style single or multi-line RFQ forms. It does not work with legacy single line RFQ forms.
- Changes can only be made to self service RFQs in guided buying.

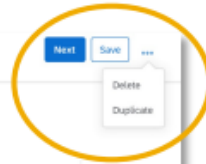
### Prerequisites:

- Customer administrator must ensure the following parameters are enabled in customer realm:
  - *PARAM\_ENABLE\_EDIT\_RFQ*
  - *PARAM\_ENABLE\_ENHANCED\_RFQ\_INTEGRATION*

# Feature at a Glance

## Introducing: Ability to change RFQs after publishing to suppliers

The screenshot shows the 'Composing' stage of an RFQ. The title is 'Bldg 3 Server installation' (RFQ 1234). The main content area contains a description of server installation and a list of related items. The form includes fields for 'Requester' (William Wallace), 'Estimated budget' (12,000 USD), 'Ship to' (SAP Bldg 3), 'Purpose' (for new employees), and 'Respond by' (Sep 23, 2020). A progress bar shows the total target price is \$10,000.00 USD, with \$2,999.99 USD under budget. The 'Server installation' section lists items like 'Data backup' and 'Peer to peer net'.



Users can now save draft RFQs in Composing status and resume editing later, which is useful for requests that require substantial research or user input.

Users can also Delete the form or Duplicate a form that has been saved or submitted. This allows users to initiate multiple similar RFQs with increased efficiency.

The screenshot shows the 'Request sent' status page for the same RFQ. It features a 'Process flow' diagram with steps: Request sent, Receive quotes, Award, and Requisition created. Below the flow, there is a summary of the request details, including the requester (William Wallace), ship to (Dept name), request by (20230219 PST), and budget (\$10,000.00). A 'Supplier participation' section shows a progress bar with 0/5 participated, 1/5 intend to participate, 1/5 declined, and 3/5 no response.



Users can When a RFQ document is saved or submitted, a user can cancel or change the RFQ from guided buying (only self service RFQs can be changed in GB).

# Feature at a Glance

## Introducing: Ability to change RFQs after publishing to suppliers

Note that all guided buying policies still apply when editing an RFQ in guided buying.

Depending on the changes you make, guided buying might use a different policy and workflow than it used for the original RFQ.

For example, increasing the RFQ total amount might change the scenario from self-service to low-touch, requiring a different workflow. If the scenario changes, when you submit the RFQ guided buying displays a message indicating that the workflow changed.

The screenshot displays the SAP Ariba interface for an RFQ titled "Bldg 3 Server installation\*". The page includes a "Request for quote / RFQ 12345" header and "Submit" and "Cancel edits" buttons. A prominent orange notification box states: "Workflow change: Based on the policies of your organization, the previous request will be canceled and replaced by the updated request. The procurement team will handle the updated request after you submit it. You'll be notified by email when you receive quotes. IT Asset Time Frame Policy: Je déteste faire du sport, cependant je vais à tout mes entraînements. J'en ai besoin parce que la vie Américaine m'a transformé. Aujourd'hui c'était ma première compétition." Below this, a summary row shows: Requester: William Wallace; Ship to: Dept name; Respond by: 10/23/2019 PST; Budget: \$10,000.00. The "Invite suppliers" section shows a list of 2 selected suppliers:

Supplier	Match	Status
S1109912 Horizon Document Management Inc.	95% Match	Preferred
S1109912 Horizon Document Management Inc.	76% Match	Qualified
S1109912 Horizon Document Management Inc.	95% Match	Preferred
S1109212 Vertical Document Management Inc.	90% Match	Qualified
S1109912 Horizon Document Management Inc.	82% Match	Qualified

The footer includes the SAP Ariba logo, user information for Sara Sullivan, and various legal links.



# Feature at a Glance

## Support for team RFQs in guided buying



# Feature at a Glance

Ease of implementation  Low touch / simple  
Geographic relevance  Global

## Introducing: Support for team RFQs in guided buying

### Customer challenge

The RFQ in our current solution can only be created and retrieved by the requester. This prevents multi-user teams from collaborating naturally and directly on the RFQ document in the guided buying user experience.

### Meet that challenge with SAP Ariba

Team buying and receiving has been expanded to include the request for quote (RFQ) process. Guided buying teams can now collaborate to create RFQs and send them to suppliers.

### Experience key benefits

End user can now enable team collaboration on RFQ forms in guided buying. Team creation and management processes have not changed.

Teams can edit RFQs when they are in **Composing** state. After awarding a team RFQ, the resulting requisition uses the same team as the RFQ.

Allow multiple users with different skill sets and responsibilities to collaborate and edit the RFQ document directly in guided buying. A more efficient and natural process for end users to complete RFQs that require input from multiple users.

### Solution area

SAP Ariba Buying with guided buying capability  
SAP Ariba Buying and Invoicing with guided buying capability

### Implementation information

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

Customer configured via the self service parameter:  
*PARAM\_ENABLE\_TEAM\_RFQ*

### Prerequisites and Restrictions

#### Restriction:

- Does not work with sourcing request RFQ form option
- Does not work with legacy single-line RFQ forms, only new-style single or multi-line RFQ forms

#### Prerequisite:

- The following parameters must be enabled for team RFQ to work:
  - *PARAM\_ENABLE\_TEAM\_RFQ*: A new parameter that enables team RFQs.
  - *PARAM\_TEAM\_BUYING*: Enables the team buying and receiving feature.
  - *PARAM\_ENABLE\_ENHANCED\_RFQ\_INTEGRATION*: Enables communication of RFQs and events through APIs instead of cXML.
  - *PARAM\_ENABLE\_EDIT\_RFQ*: Allows users to change RFQs after sending them to customers. Also displays the Save button.

# Feature at a Glance

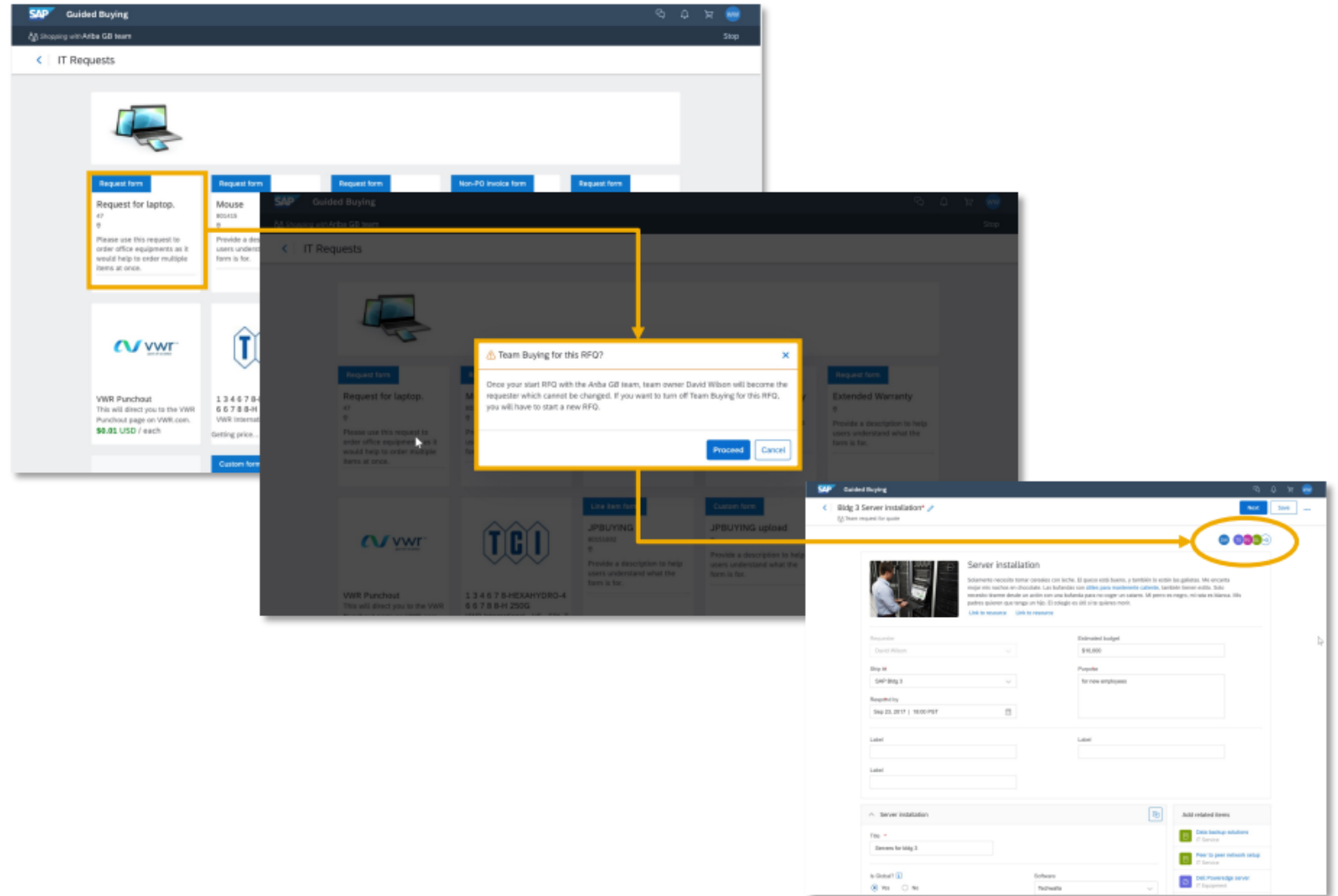
## Introducing: Support for team RFQs in guided buying

A user can select Buy with a Team from the quick menu and then choose a new-style RFQ form.

A window will display to inform the user that creating the RFQ for a team will make the Team Owner the requester of the document. User can decide to proceed or start over.

When the form opens the user will see the team in the upper right corner similar to team requisition and team receipt. The user must Save the document before the rest of the team members can access and edit it.

Note : Unlike team buying and receiving, users can't change the team after they create an RFQ. To change the team, they must delete the RFQ and create a new one.



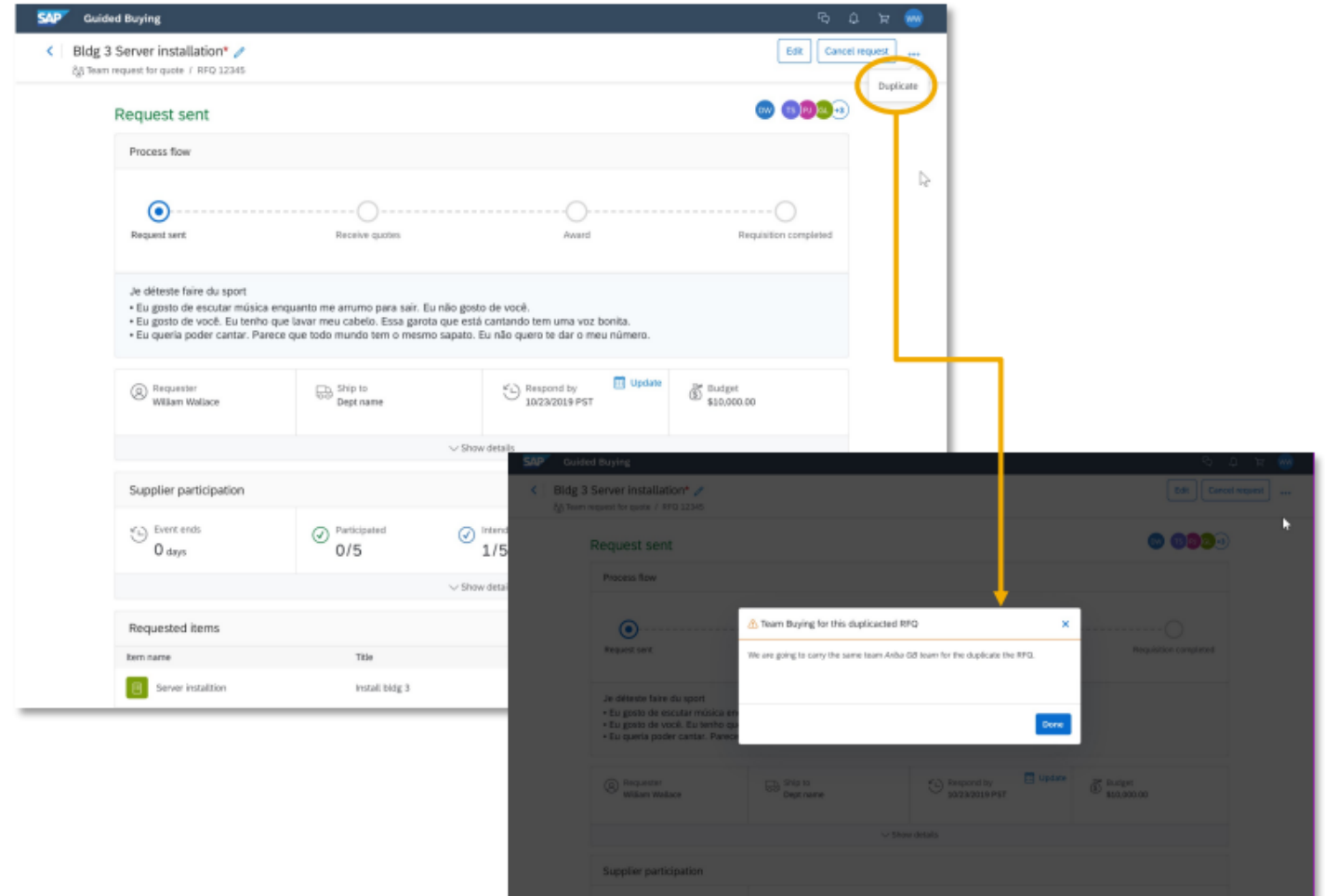
# Feature at a Glance

## Introducing: Support for team RFQs in guided buying

An RFQ can now be saved in Composing status. In this state team members can continue to work on the RFQ.

An RFQ that has been saved or submitted can also be copied using the Duplicate option accessed from the “...” other menu.

When duplicating a team RFQ, the team from the original RFQ is copied as well. An informational pop up will display to remind the user that the team is going to be copied along with the RFQ details.



# Feature at a Glance

## Introducing: Support for team RFQs in guided buying

After awarding the RFQ any contributor team member can create a requisition from the awarded RFQ.

Note that the team from the RFQ will be maintained on the requisition if team requisition is selected. Team data on the requisition cannot be edited in this scenario, unlike a standalone team requisition.

See that the team has transferred to the requisition. You also have the option to navigate back to the RFQ document from the Other (...) menu.

The image displays two screenshots of the SAP S/4HANA Guided Buying interface. The top screenshot shows the 'Award' page for a 'Bidg 3 Server installation' RFQ. It features a process flow diagram with steps: Request sent, Receive quotes, Award, and Requisition completed. Below this, there is a section for 'Supplier participation' showing 2 out of 5 suppliers participated. The 'Awarded quotes' section lists a quote from Horizon Document Management Inc. for a total price of \$13,390.00 USD. A yellow circle highlights the 'Create purchase requisition' dropdown menu, which includes options for 'For my team' and 'For myself'. The bottom screenshot shows the 'Requisition' page for the same item, with a total cost of 7,455.12 USD. A yellow circle highlights the 'Other (...)' menu, which includes options like 'Edit team buying settings', 'View RFQ 12345', and 'Delete'. The requisition details show the item 'Apple Power Mac G5 Workstation' and 'Herman Miller Mira chairs'.




# Feature at a Glance

## User announcements in guided buying

# Feature at a Glance

## Introducing: **User announcements in guided buying**

Ease of implementation

 Low touch / simple

Geographic relevance

 Global

### Customer challenge

Guided buying did not support a native announcements capability.

Some customers have implemented workarounds such as changing the header image or creating a temporary tile to simulate this functionality. These workarounds are cumbersome, unsupported, and hard to administer, while not providing the flexibility that the customers need.

### Meet that challenge with

#### **SAP Ariba**

There is now a dedicated announcements section in guided buying, just under the search bar/header image that supports multiple announcements in a carousel format.

Announcements are created, changed, and deleted using a simple UI wizard.

### Experience key benefits

Announcements in guided buying allows customer administrators to communicate changes and news such as procurement policy changes, system updates, new functionality, and more to their end-users using a standard format.

Announcements are presented in carousel fashion to allow for multiple concurrent messages, administered through a simple UI wizard to empower procurement teams to collaborate with their end users.

### Solution area

SAP Ariba Buying, with guided buying capability  
SAP Ariba Buying and Invoicing, with guided buying capability

### Implementation information

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

Note that if no announcements are created, end users will not see the announcements section in guided buying. If you choose not to use this functionality then no action is needed.

### Prerequisites and Restrictions

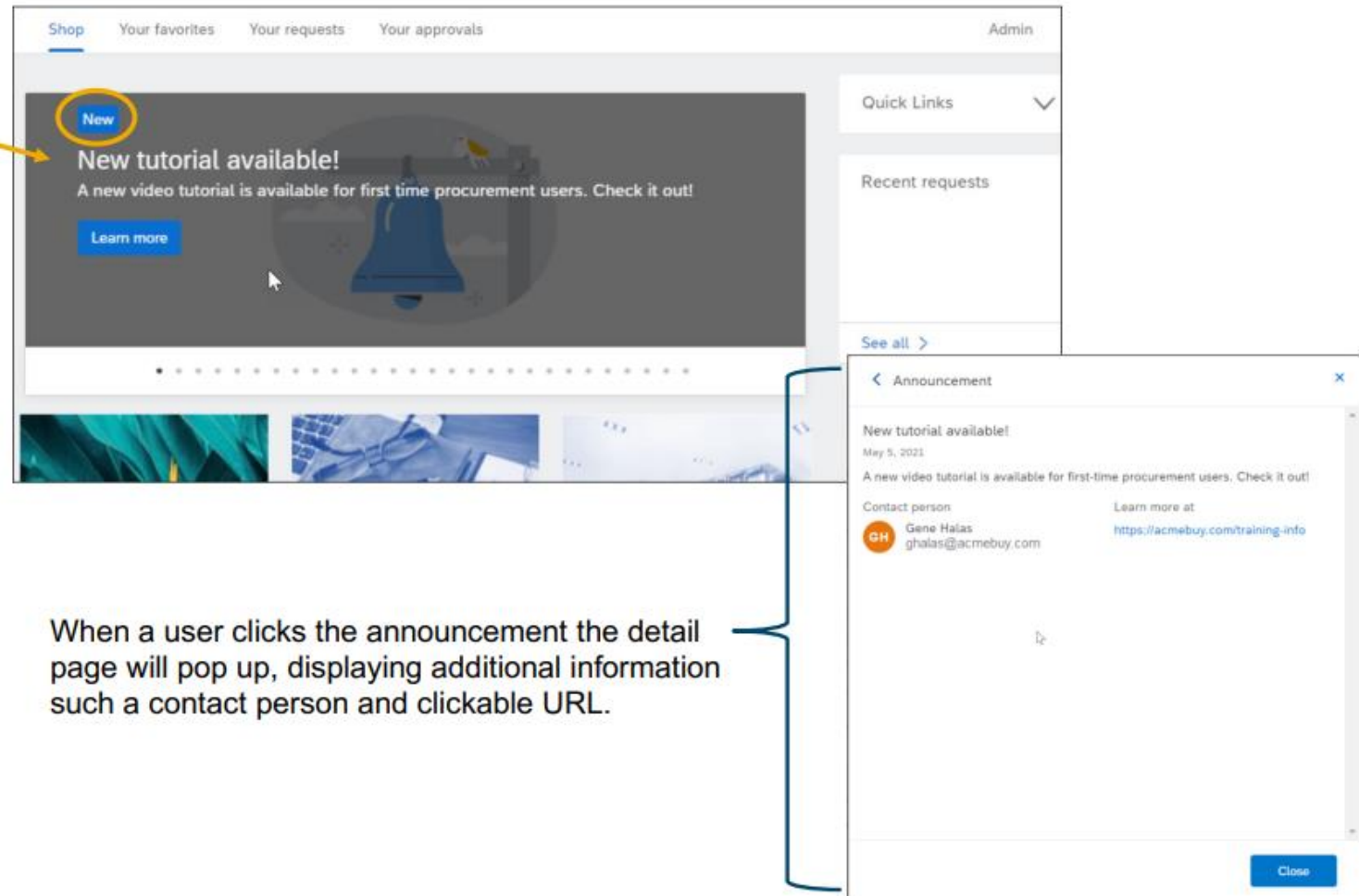
None

# Feature at a Glance

## Homepage update: **User announcements in guided buying**

When there is a new announcement a user will see the announcements section prominently displayed on the guided buying homepage tile section. Announcements that have not been read will have a "New" tag.

User can click the carousel to open the announcement detail.

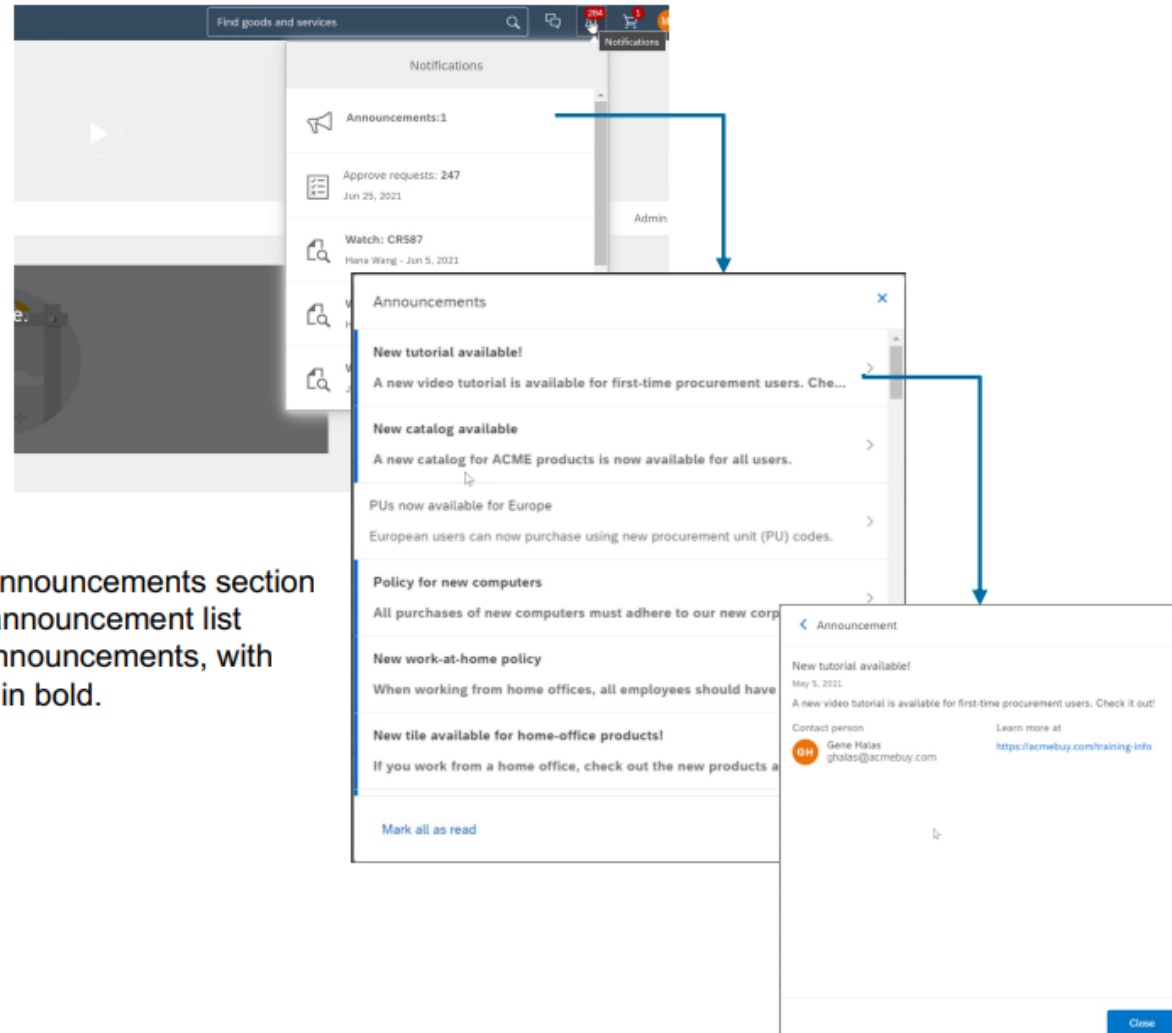


When a user clicks the announcement the detail page will pop up, displaying additional information such a contact person and clickable URL.

# Feature at a Glance

## Notification update: **User announcements in guided buying**

Announcements will also show up as notification in the “bell menu”. When a users clicks the bell icon they will see the announcements section with a count of new announcements.



Clicking the announcements section will open an announcement list showing all announcements, with unread items in bold.

When a user clicks the announcement the detail page will pop up, displaying additional information such a contact person and clickable URL.



# Feature at a Glance

## Admin: User announcements in guided buying

The image shows a composite of three screenshots from the SAP Guided Buying Admin interface. The leftmost screenshot is the main landing page, featuring a search bar and a 'Manage announcements' button. The middle screenshot is a 'Manage announcements' overview page with a list of active announcements and a '+ Create announcement' button. The rightmost screenshot is the 'Create announcement' modal form, which includes fields for title, message, link, and contact, along with options for visibility and display units.

Creating, editing, and deleting announcements is accomplished through a UI wizard (there is no file upload option) accessed in the same way as managing the rest of the UI tiles. *Admin -> Landing pages -> Manage using UI -> Manage announcements*

Clicking the “+” icon will open the announcement creation screen where an administrator can add the needed information for end users. You can save a draft or Publish from the creation screen. Clicking the “...” icon will open the edit options.

# Q&A