

INTERNAL

**SAP Ariba Supplier Integration Solution Blueprint**

|  |
| --- |
| Powertrain Engineering Sweden AB |

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# VERSION HISTORY

This log is updated each time an update is made to this guide. The log identifies the version number, the date the version was completed, the author of the changes, and a brief description of the changes.

| Version | Date | Description |
| --- | --- | --- |
| DRAFT | 15-Feb-2023 | Draft Version of the document |
| V1 | 21-Feb-2023 | Buyer provided sign off on the documentation |

# DOCUMENT PURPOSE and UsEs

This document defines the scope of the project and documents various business and technical aspects that relate to supplier integration.

The aim is to identify all possible integration requirements from both parties to facilitate a smooth and swift implementation.

Any exceptions and areas of concern are analyzed and documented prior to the beginning of the design phase.

Assumptions:

There will be a single primary point of contact with each Trading Partner for Project Management activities.

It is assumed that assigned resources have the required skillset, appropriate system accesses, and availability to fulfil all responsibilities:

* Knowledge of business operations with customer
* Experienced Developers

The success rate of the project highly depends on proper and timely identification of all business/transaction scenarios to be covered during testing. It is imperative for suppliers to work with their Buyer and SAP Ariba integration resources to proactively identify any such cases and make sure they are documented and validated through testing.

This document referred to as ***Supplier Integration Solution Blueprint*** should be used in conjunction with transaction format mapping specifications referred to as***Transactions Samples****,* accessible through your Buyer’s ***Supplier Information Portal****.*

**Supplier Information Portal** is available through your trading relationship with the Buyer. To access the portal:

* Sign-in to your supplier account (<https://service.ariba.com/>)
* Navigate to *Account* ***Settings/Customer Relationships***
* Under **Current Relationships,** search your Buyer in your relationship list
* Click on the icon under ***Supplier Information Portal*** for selected Buyer

# Business overview

The purpose of undertaking this initiative is to increase efficiency and effectiveness of the organization with targeted business benefits such as:

* Simpler and more efficient E2E process experience
* Reduced data maintenance & improved data quality
* Enhanced user catalog experience
* Catalog and supplier enablement services
* Improved insight from shared real time data
* Functional gaps closure, process automation
* Improved enforcement of legal compliance
* Step-change in vendor self-service
* Step change in “touchless” payment
* Tail end management in user self-service
* Integrated contingent and industrial workforce management

# Technical Landscape

| Description Environment Infrastructure | Buyer Specific Details |
| --- | --- |
| ERP | SAP S/4 HANA/SPS 00 |
| Middleware | Cloud Integration Gateway  Cloud Connector |
| Solutions Purchased | SAP Ariba Commerce Automation |
| UoM Classification | UNECE UOM |
| Commodity Codes | UNSPSC V12.2 |

# project scope

The following tables outline the requirements unique to this buyer procurement environment, as detailed in the Excel Transactions Samples Requirements. Not all required elements outlined in the DTD are represented below, as this is meant to only highlight information that is important to your Buyer.

| Description Documents in Scope Summary | Mandatory | Optional | Out of Scope |
| --- | --- | --- | --- |
| Purchase Order | X |  |  |
| Change Order | X |  |  |
| Order Confirmation |  |  | X |
| Advance Ship Notification |  |  | X |
| Receipt Notification |  |  | X |
| Service Entry Sheet |  |  | X |
| Service Entry Sheet Response |  |  | X |
| Invoice | X |  |  |
| Remittance Advice |  |  | X |

| Description Business IDs | Company Name | ANID | DUNS | DUNS\_4 |
| --- | --- | --- | --- | --- |
| Buyer | Powertrain Engineering Sweden AB | AN11086160591 |  |  |
| Supplier |  |  |  |  |

| Description Business Units | Location  (City/State) | Business/Vendor ID | In Scope  (Y/N) | Unique Requirements |
| --- | --- | --- | --- | --- |
|  | Sweden |  | Yes |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Orders

| Description Type | Buyer Supported  (Y/N) | Supplier Supported/Format  (No or online, email, cXML, D96A, X12, CSV, PIDX, etc.) |
| --- | --- | --- |
| Catalog | Yes |  |
| Non-Catalog/Free Text | Yes |  |
| P-Card | No |  |
| Blanket Order – with release | No |  |
| Blanket Order – without release | No |  |
| Service PO (Service structure/without parent - child lines) | No |  |
| Service PO (Service structure/with parent - child lines) | No |  |
| Service PO (Material structure) | No |  |
| Change Order - catalog | Yes |  |
| Change Order – non-catalog | Yes |  |
| Change Order – P-Card | No |  |
| Cancel Order | Yes |  |
| Exception or Urgent/Machine down Order | No |  |
| Consignment Order | No |  |
| Work Order | No |  |
| Capital Equipment Order | No |  |

| Description Attributes | | Buyer Comments | Supplier Comments |
| --- | --- | --- | --- |
| General | Split Orders | * POs will not be split. If there are multiple ship to addresses in one PR, these will show up in the same PO. |  |
| Order Numbering | * Purchase orders start with number 45 |  |
| Attachments | * Attachments are supported for all PO types |  |
| Header | Bill To | * Bill to has to be returned on invoices * Bill to address ID should be copied from POs to sold to addresses on invoices. |  |
| Ship To | * Ship to address information can be on header for POs * Ship to has to be captured on invoices from PO * Suppliers are not allowed to change Ship to information from the one in the POs. |  |
| Private End User | * Not relevant for PO processing |  |
| Purchasing Agent | * Not relevant for PO processing |  |
| Payment Terms | * Payment terms should be captured on invoices. |  |
| Need By Date | * Requested delivery date will be part of the POs * Requested delivery date is not necessary to be provided in invoices |  |
| Comments | * Comments do not contain additional instructions. |  |
| Extrinsic | * Refer vendors to Transactions Samples file for list of PO extrinsic fields and descriptions. |  |
| Control Keys | * Control keys are sent on line level |  |
| Line Item | Order Item Numbering | * Lines are numbered 00010,00020,00030 etc. |  |
| Supplier Part ID | * Supplier part for catalogue POs will be specified – ex: AAFFT\_03 * Supplier part for non-catalogue POs will show up as EN |  |
| Unit Price | * [Precision Rounding on Invoices](https://support.ariba.com/Item/view/196374) * 3 decimals are supported for all currencies * Standard rounding will be applied |  |
| Advanced Pricing/Price Basis Quantity | * [Advanced Pricing/Price Basis Quantity (PBQ)](https://support.ariba.com/Item/view/196374) * Price Basis quantity is supported * UoM conversion or price basis quantity * Conversion factor higher than 1 can be supported |  |
| Unit of Measure | * UNUOM |  |
| Ship To | * Ship to address information can be on line level as well * Ship to has to be captured on invoices from PO * Suppliers are not allowed to change Ship to information from the one in the POs. |  |
| Extrinsic Values | * List values that supplier is required to capture and return on OC/INV |  |
| Control Keys | * <OCInstruction value="notAllowed"> * <ASNInstruction value="notAllowed"> * <InvoiceInstruction verificationType="goodsReceipt"   value="isNotERS"/> |  |

| Description Order Processing Specifics | Buyer Comments | Supplier Comments |
| --- | --- | --- |
| How are change/cancel orders handled? Change order types: OC based; customer initiated etc. | Change/cancel orders are handled as per standard process |  |
| Describe any process requiring manual validation/further contact with customer/supplier to complete processing. |  |  |
| Will there be specific orders/special items requiring exception in processing?  Are there any other exceptions/specific processing instructions for this buyer? |  |  |
| Does the supplier have any comments on the reviewed buyer order management process? | To be discussed with each supplier individiually |  |
| Is buyer order management process in conflict with supplier order processing practices/automation capabilities? | To be discussed with each supplier individiually |  |
| Discuss process discrepancies between what the supplier supports and what the buyer is requesting. | To be discussed with each supplier individiually |  |

## Invoice

| Description Type | Buyer Supported  (Required/Optional/Out of Scope) | Supplier Supported/Format  (No or online, email, cXML, D96A, X12, CSV, PIDX, etc.) |
| --- | --- | --- |
| Catalog | Required |  |
| Non-Catalog | Required |  |
| Contract | Out of scope |  |
| Blanket | Out of scope |  |
| Non-PO | Required |  |
| Service | Out of scope |  |
| Service as Material | Out of scope |  |
| Credit – Header Level | Required |  |
| Credit – Line Level | Required |  |
| Debit – Header Level | Out of scope |  |
| Debit – Line Level | Out of scope |  |
| Invoice Rejection | Required |  |
| Invoice Status Update | Required |  |

| Description Attributes | | | Buyer Supported  (Required/  Optional/  Out of Scope) | Buyer Comments | Supplier Comments |
| --- | --- | --- | --- | --- | --- |
| General | Attachments | | Out of scope | * Suppliers are not allowed to send attachments in invoices |  |
| Precision Rounding | | Out of scope | * Precision rounding is not required, standard rounding applied |  |
| Advanced Pricing Detail | | Out of scope | * Suppliers are not allowed to enter advanced pricing details on line level |  |
| Amounts | | * **Subtotal amount** = Unit Price x Quantity (No tax) * **Taxable amount** = Subtotal amount * **Gross amount** = Subtotal + Tax * **Net amount** = Gross amount - discount\* * **Due amount** = Gross amount - adjustments (if any) * \*No discount => Net amount = Gross amount | |  |
| Address IDs | | * Please **discuss** with project parties if a list of addresses/IDs is required for processing. | |  |
| Satellite Requirements | | Out of scope | * Are there any Buyer specific processes for invoicing not controlled through AN transaction validation rules? |  |
| Supplier Invoice Processing | Real Time | Required |  |  |
| Batched | Out of scope |  |  |
| Scheduled Run Nightly | Out of scope |  |  |
| Monthly | Out of scope |  |  |
| Next Day | Out of scope |  |  |
| Validation prior to sending to AN | Out of scope |  |  |
| Header | Invoice Number | | Required | * Max length of numbers is 16 characters |  |
| Invoice Date | | Required | * Invoice date can be before the order date |  |
| Bill To | | Required | * Bill to address is required on invoices * Copy bill to address on POs to sold to address on invoices |  |
| Remit To | | Out of scope | * Remit to address not required on invoices |  |
| Sold To | | Optional | * It is not required that the sold to name and country match the PO bill to name and country (or sold to information if available) |  |
| From | | Required | * From address is required on invoices |  |
| Ship From | | Required | * Ship from address is required on invoices. |  |
| Ship To | | Required | * Ship to address is required on invoices |  |
| Strict Validation | Name | Out of scope |  |  |
| Street | Out of scope |  |  |
| City | Out of scope |  |  |
| State | Out of scope |  |  |
| Postal Code | Out of scope |  |  |
| Country | Out of scope |  |  |
| Bank Account Details | | Out of scope | * Bank account details are not required on invoices |  |
| Payment Net Terms | | Required | * Payment terms should not be omitted on PO invoices |  |
| Buyer VAT ID | | Required | * Buyer’s VAT ID not required |  |
| Supplier VAT ID | | Required | * Supplier’s VAT ID not required |  |
| Registration ID | | Out of scope |  |  |
| Line Item | Invoice Line | | Required |  |  |
| Quantity | | Required | * Suppliers are not required to create invoices with line item quantity greater than zero * Credit memos can be created where the line item quantity is zero |  |
| Unit Price | | Required | * [Precision Rounding on Invoices](https://support.ariba.com/Item/view/196374) * 3 decimals are accepted for all currencies * Precision rounding is not required * Suppliers are not allowed to change the currency for unit price * Suppliers are not allowed to change the unit price |  |
| Unit Of Measure | | Required | * Unit of measure cannot be changed |  |
| Order Line Number reference | | Required | * Lines on all invoices are 00010,00020,00030 etc |  |
| Advanced Pricing/Price Basis Quantity | | Optional | * [Advanced Pricing/Price Basis Quantity (PBQ)](https://support.ariba.com/Item/view/196374) * Suppliers can enter advance pricing details at line item level * Advance pricing details can be changed at line item level |  |
| Supplier Part Id | | Required |  |  |
| Supplier Auxiliary Part ID | | Out of scope |  |  |
| Buyer Part Id | | Optional |  |  |
| Item Description | | Required | * Suppliers are allowed to change line item descriptions when creating invoices * Suppliers are not required to provide line item descriptions |  |
| Tax | Alternate Currency | Required | * “alternateCurrency” may be required if: * Buyer has specific rules in place requiring alternate currency * Buyer and Supplier reside in different countries * PO and Invoice have different currencies * Ship To country code does not match invoice currency |  |
| Category | Required |  |  |
| Percentage Rate | Required |  |  |
| Supply Date (tax point date) | Optional | * Supply date is not required when VAT is chosen |  |
| Tax Amount | Required | * All currencies are accepted for tax amount |  |
| Taxable Amount | Required |  |  |
| Tax Description | Required |  |  |
| Tax Location | Out of scope |  |  |
| Allowance & Charges | | Out of scope | * Allowances and charges cannot be added to invoices by suppliers |  |
| Shipping & Handling | | Optional | * Suppliers can add shipping and special handlings costs and tax details as separate invoice lines |  |
| Net Amount | | Required | * Net amounts can exceed the subtotal amounts |  |
| Amount without tax | | Out of scope |  |  |
| Subtotal Amount | | Required | * “alternateCurrency” and “alternateAmount” may be required if Buyer has flagged this in the business rules * If buyer has SAP ERP the Subtotal Amount is required |  |
| Summary | Tax | Alternate Currency | Required | * “alternateCurrency” may be required if: * Buyer has specific rules in place requiring alternate currency * Buyer and Supplier reside in different countries * PO and Invoice have different currencies * Ship To country code does not match invoice currency * Summary tax is required on all invoices even if the amount is zero (0.00) |  |
| Category | Required |  |  |
| Percentage Rate | Required |  |  |
| Supply Date (tax point date) | Out of scope |  |  |
| Tax Amount | Required |  |  |
| Taxable Amount | Required |  |  |
| Tax Description | Required |  |  |
| Tax Location | Out of scope |  |  |
| Special Handling Amount | | Out of scope |  |  |
| Shipping Amount | | Required |  |  |
| Net Amount | | Required |  |  |
| Gross Amount | | Required |  |  |
| Invoice Detail Discount | | Out of scope |  |  |
| Due Amount | | Required | * “alternateCurrency” and “alternateAmount” may be required if Buyer has flagged this in the business rules |  |

# Cutover

| Description Specifics | Buyer Cutover Process | Supplier Comments |
| --- | --- | --- |
| Legacy Orders | * Open orders can be invoiced outside of SAP business network * After go live date, old transaction system will be shut down and migrated to SBN * Legacy orders will not be sent via SBN * Standard cutover process will be followed   \* Please note that legacy POs cannot be integrated, hence automatically routed to supplier’s ERP.  Please consider in case of mass uploads as part of your cutover strategy and discuss alternative options with your SSIA/SSI. |  |
| General | * Does the supplier need to manually make changes to open orders? * Will the buyer provide a list of cutover documents? * Identify any risks associated with cutover |  |

# Error handling

| Description Specifics | Buyer Comments | Supplier Comments |
| --- | --- | --- |
| Failed or Rejected Document Transmissions | [supplierorder@aurobay.com](mailto:supplierorder@aurobay.com) (Vendor management team)  [madhavi.kesari@aurobay.com](mailto:madhavi.kesari@aurobay.com) (AMS Team)  [arun.dharmarajan@aurobay.com](mailto:arun.dharmarajan@aurobay.com) (Project Team will support till Hyper care 2weeks post Golive) | * Who gets notified? * Are there any expectations as to how failed/rejected transactions are to be handled? |
| Failed Order Validation (wrong part number, price, UOM, etc.) |  | * Who gets notified? * How is this corrected? * Does the supplier system automatically make substitutions? * What is the turn-around time to address failed orders? |
| General |  | * Is there any schema or data validation done on the invoice before it is sent to the AN? * What is the process if an invoice fails against a business rule in the AN? * What is the process if duplicate invoice numbers are not allowed when an invoice has failed or been rejected? |

# Testing

| Description Specifics | In Scope (Y/N) | Phase (Pilot / Post) | Buyer Comments | Supplier Comments |
| --- | --- | --- | --- | --- |
| Test Central plan | No | Post | The assigned Supplier Integration Specialist will work one-on-one with suppliers through connectivity and testing. |  |
| Test Plan | Yes | Pilot & Post | Provided as part of the integration kit. |  |

# Project Tracking

## Project Teams

| Roles & Responsibilities | Contact Name & E-mail |
| --- | --- |
| **Buyer** | |
| **Project Lead (Operational Lead)**   * Main contact for project coordination * Provide commitment to project timeline * Understand buyer's transaction validation rules * Participate in status meetings |  |
| **Buyer Technical (Developer)**   * Provide technical details for integration to backend systems * Perform data mapping * Assist in troubleshooting document failures * Coordinate go live with functional resource |  |
| **Testing Contact**   * Define & Validate catalogue content with buyer * Analyze incoming Orders * Generate Test Invoice * Assist in other testing activities, coordinate go-live * Download & validate applicable test transaction * load & process through ERP |  |
| **Supplier** | |
| **Project Lead (Supplier Enablement lead)**   * Main contact for project coordination * Enforce compliance of project timelines |  |
| **Technical (Developer)**   * Support of cXML/EDI Identified Supplier testing * Provide connection parameters to ERP systems * Assist in troubleshooting document errors from the   application/ERP |  |
| **Testing Contact**   * Define & Validate catalogue content with Supplier * Generate Test Orders * Reconcile and approve invoices * Assist in other testing activities, coordinate go-live Download & validate applicable test transactions, load & process through ERP |  |
| **SAP** | |
| **Integration Specialist**  **(IS)**   * Manage end-to-end supplier integration * Troubleshoot failed/rejected documents * Ensure timely completion of project milestones * Escalate issues to appropriate person/team |  |
| **Catalog Specialist**  **(CS)**   * Support Setup and testing of Catalogue with buyer and supplier * Troubleshoot failed/rejected catalogues * Ensure timely completion of project milestones * Escalate issues to appropriate person/team |  |
| **Network Deployment/Enablement Lead**  **(NDL/NEL)**   * Consolidates all supplier’s enablement status for reporting to the Buyer |  |
|  |  |

## Project Schedule

| Description  Phase | Start Date | End Date | Contingency Plan  (If target date is missed) |
| --- | --- | --- | --- |
| Plan |  |  |  |
| Design |  |  |  |
| Build |  |  |  |
| Test |  |  |  |
| Deploy |  |  |  |
| Go Live |  |  |  |

## Sign Off

| Description  Name | Buyer or Supplier? | Date | Signature |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Risks

| Description Specifics | | Buyer Mitigation Response | Supplier Mitigation Response |
| --- | --- | --- | --- |
| Competing Priorities | * Are other integration/capital projects running at the same time? |  |  |
| * Can this project start now or in the future? |  |  |
| * Is the PO Flip option a possibility in the interim, if the integration project cannot be completed in time? |  |  |
| System Maintenance Schedule | * Upgrades? |  |  |
| * System refresh? |  |  |
| Resource Constraints | * Vacations? |  |  |
| * Holidays? |  |  |
| * Knowledge? |  |  |
| Processes | * Updates/changes to code must be scheduled? |  |  |
| * Go live at certain points of the month? |  |  |
| 3rd Party Dependencies | * Are changes scheduled or added as needed? |  |  |
| * How are error notifications/failures communicated for inbound/outbound transactions? |  |  |
| * Is there a dedicated resource to support the project? |  |  |
| * Will they attend standing calls? |  |  |

# supplemental documentation

This document contains Buyer specific information regarding transaction requirements. Information in this document does **NOT** cover the complete technical aspects of integrating with the Ariba Network.

Below are several sections for supplemental documentation to be used with this document for cXML, EDI

D96A / X12 or PIDX transaction formats. Only refer to the section that pertains to the format your organization will be sending or receiving.

## SAP Help Portal

SAP maintains a complete and rich documentation library with Administration and How-To guides.

Here at [**SAP Help Porta**l](https://help.sap.com/viewer/index), you can find the information you need to administer and provision our products.

All guides within our Help Library are downloadable and accessible by entering the document you are looking for in the search bar of SAP Help Portal.

Below are some helpful shortcuts to guidelines you might benefit from:

[cXML Solutions Guide](https://help.sap.com/products/ARIBA_NETWORK/11ee0faf55c74bf49379485c2ca588a9/dd97df0ea699431d96dfd47ea0a553a0.html?locale=en-US)

[cXML User’s Guide](http://cxml.org/downloads.html)

## cXML Supplemental Documentation

New cXML supplier to Ariba Network must:

1. Support a DTD (document type definition) validation tool internally and download the document type definitions (DTD’s) for all supported transactions.
2. Support **HTTPS** protocol. Ariba supports **HTTPS (not HTTP)** only for cXML transactions.
3. Review the **cXML Solutions Guide** and **cXML User’s Guides**.

cXML Document Type Definitions (DTD’s)

* <http://cxml.org> Download [InvoiceDetail.zip](http://xml.cxml.org/current/InvoiceDetail.zip) for the InvoiceDetailRequest.dtd.
* <http://cxml.org> Download cXML.DTD for the OrderRequest
* <http://cxml.org> Download Fulfill.dtd for ConfirmationRequest/ShipNoticeRequest

## EDI Supplemental Documentation via SAP Ariba Cloud Integration Gateway

EDI D96A/X12 Supplemental Documentation

## PIDX Supplemental Documentation via SAP Ariba Cloud Integration Gateway

PIDX Supplemental Documentation

# sap ariba customer support for suppliers

## Post Go Live Support

**Supplier Integrators** provide two weeks support of Post Go Live starting with the first transaction in **Production**. After the two-week period, a **Service Request** should be created for any assistance.

## How to utilize Help Center and request Customer Support

At **SAP Ariba**, our goal is to empower Suppliers with the information and tools they need to seamlessly navigate through **Ariba Solutions**. You can find the answers you need about Ariba products in the **SAP Ariba Help Center**. You can also contact **SAP Ariba Support** directly through the **Help Center**, when necessary.

## Access the Help Center

[**Sign into your accoun**t](https://service.ariba.com/) and look to the right-hand side of your screen  to view the **Help Center panel**. If the panel collapses and you cannot see any articles, click  icon to expand.

## Using SAP Ariba Help Center

The Help Center is the first place to start if you have questions about any **Ariba Solution**. You can search for answers to functional and navigational questions in our **FAQ**s and **Tutorials**.

Please watch this short[**Ariba Help Center - AN and Strategic Procurement Supplier Tutorial**](https://sapvideoa35699dc5.hana.ondemand.com/?entry_id=1_j6gwv8ex) on how to navigate **SAP Ariba Help Center, search for answers and open a Support Request**.

## Customer Support Resources

If you do not find your answer after searching, you can request **Direct Support** via **Email, Chat, or Phone.** (Depending on the type of account you have).

