

SAP Business Network Supplier Account Types

PUBLIC

Account Types

A **Standard Account** is a free account that typically gets activated from the first transaction. It allows you to transact with one or several customers based on interactive emails (e.g. Purchase Orders). You cannot run reports or integrate to your ERP system.

This account type is ideal for suppliers with a limited amount of transactions per year.

An **Enterprise Account** is a full-feature account that is created prior to the first transactions by means of a Trading Relationship Request from your Buyer.

On top of the basic features, it allows you to run reports, publish electronic catalogs with a support from the SAP Business Network onboarding team and set up an integration (interface between your ERP and your SAP Business Network Account). In case of any questions, you can get support via chat, phone or email.

This account type might be subjected to [fees](#) depending on the volumes transacted.

Standard



Free



All basic fulfillment transactions

SLP, Sourcing, SAP Business Network Discovery



Online help center

Enterprise



Reporting



Help desk and support



Integration (cXML, EDI)

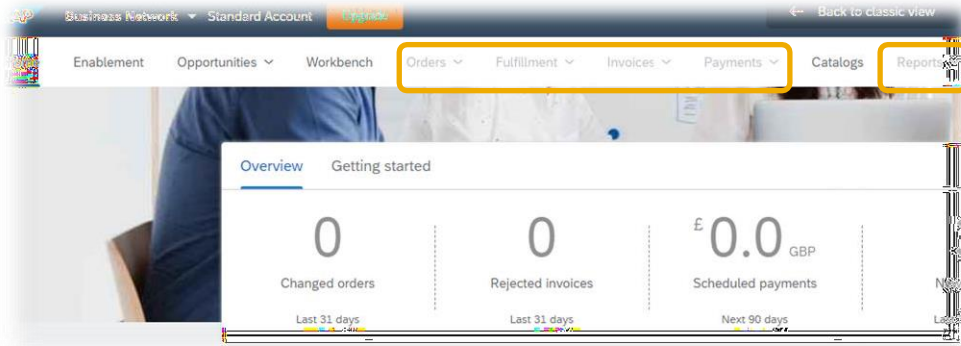


Supplier Chain Collaboration



AribaPay ACH, Supply Chain Finance, Long Term Archive

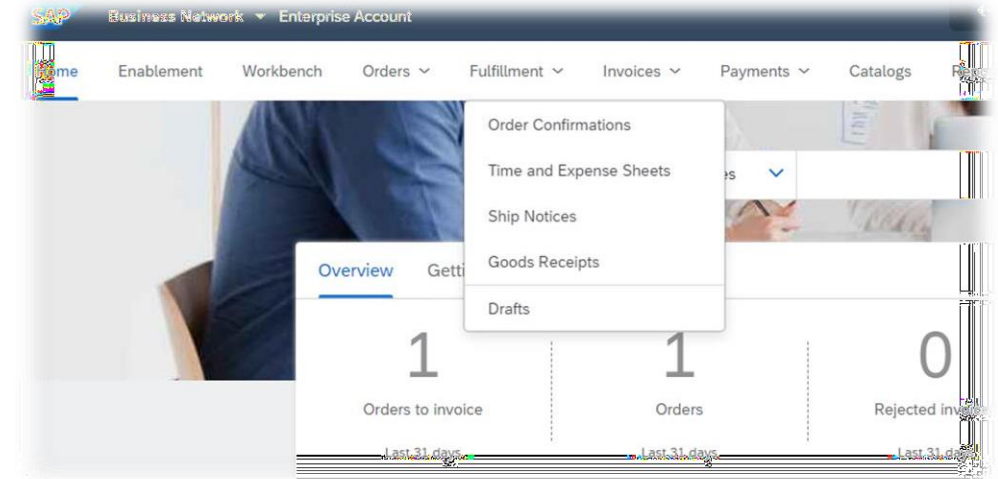
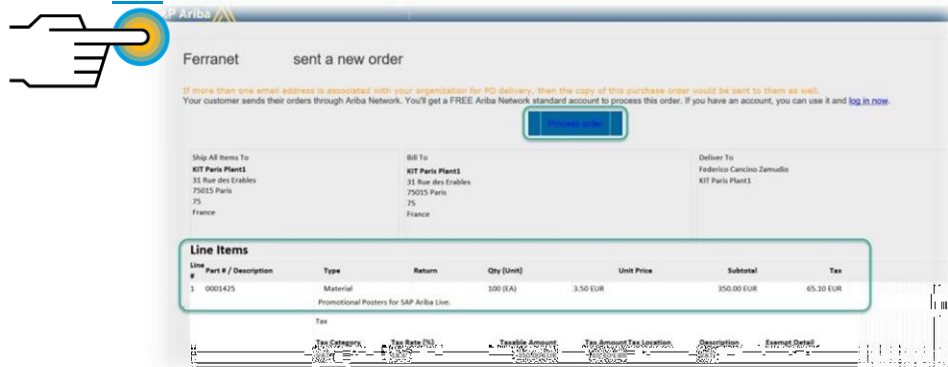
Account Overview



A **Standard Account** provides an option to manage documents through the online Workbench, while some of the advanced features are unavailable.

The account creation is triggered by Buyer customers when submitting the first document for the supplier sent through an Interactive Email. This email serves also as the invitation to SAP Business Network Network, including a “Process Order” button and PO line level information.

Click [here](#) for a Standard Account overview video



An **Enterprise Account** allows to receive and manage orders and invoices in one easy-to-use online dashboard. It also provides an access to additional features such as reporting or long-term invoice archiving.

The account is created when Buyer customers send a specific invitation to their suppliers known as “Trading Relationship Request”. This invitation can be customized including different regional contact details and is available in multiple languages.

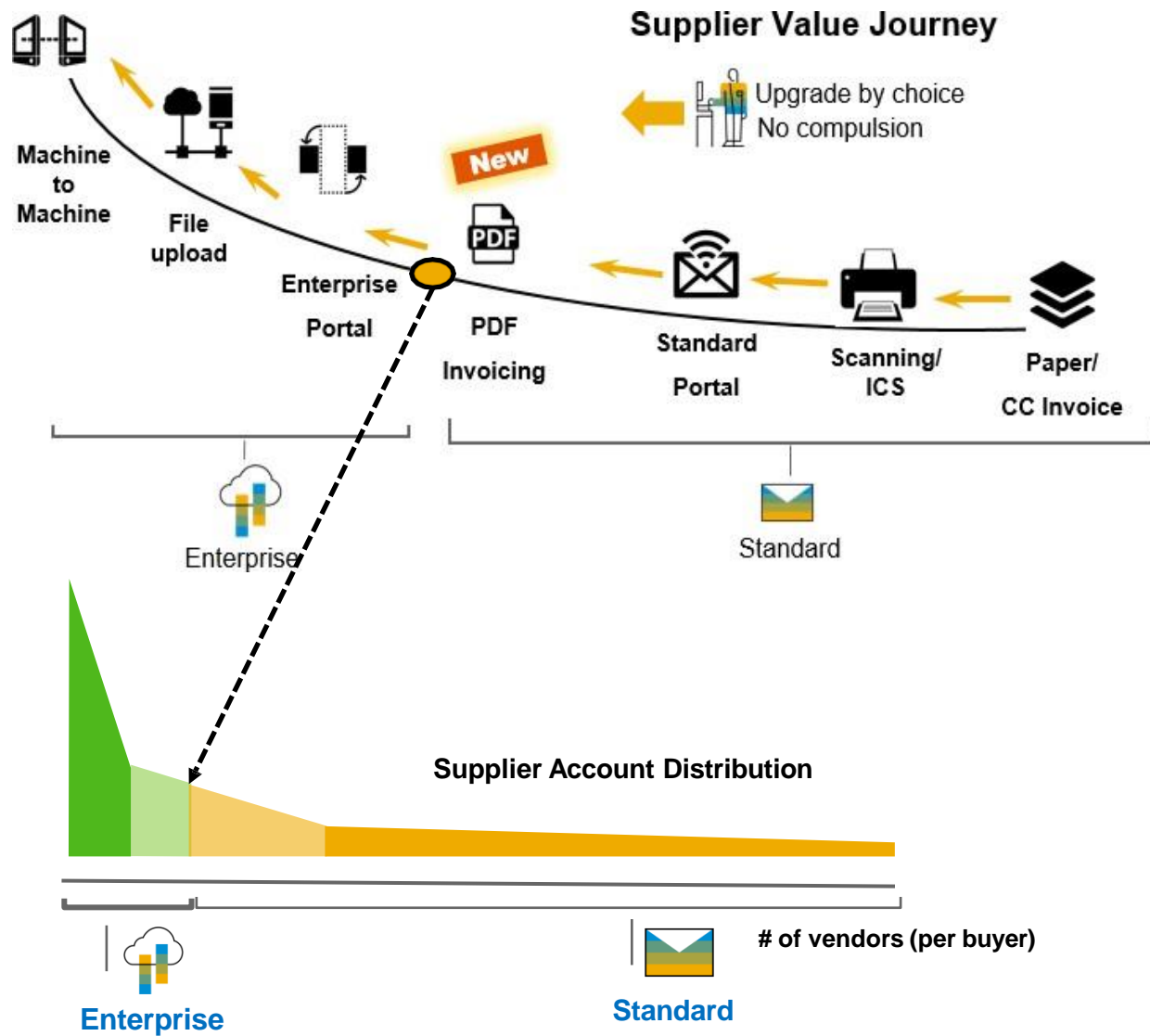
Click [here](#) for an Enterprise Account overview



Supplier Accounts

Types, value and lifecycle

Click [here](#) for a side-by-side comparison



Standard Account: Latest improvements

Workbench

8 Pinned documents

5 New orders
Last 31 days

2 Rejected invoices
Last 31 days

5 Orders to invoice
Last 31 days

0 Changed orders
Last 31 days

New orders (5)

> Edit filter | Save filter | Last 31 days | New

Order Number	Customer	Amount	Date ↓
AT037941	IBD Inc	\$3,704.40 USD	Mar 30, 2021
AT03741	IBD Inc	\$3,704.40 USD	Mar 30, 2021
AT03241	IBD Inc	\$3,704.40 USD	Mar 30, 2021
AT03291	IBD Inc	\$3,704.40 USD	Mar 29, 2021
TestKafka_PO_Prodmar13	IBD Inc	\$624.00 USD	Mar 13, 2021

Within the Workbench, **Order & Invoice** related tiles now allow navigation to the document details page in order to perform document related actions, such as to create an invoice.

Purchase Order: PO_1626125295037

Create Order Confirmation | Create Ship Notice | Create Invoice

Order Detail | Order History

From: [Address]

To: Jenkins, [Address]

Standard Account: Latest Improvements

The screenshot shows the SAP Business Network Standard Account interface. The top navigation bar includes 'SAP Business Network', 'Standard Account', and an 'Upgrade' button. Below the navigation bar, there are several menu items: Home, Enablement, Opportunities, Workbench (highlighted), Planning, Orders, Fulfillment, Quality, Invoices, and Payments. The main content area is titled 'Workbench' and features five large tiles with metrics: 8 Pinned documents, 5 New orders (Last 31 days), 2 Rejected invoices (Last 31 days), 5 Orders to invoice (Last 31 days), and 0 Changed orders (Last 31 days). Below these tiles, there is a section for 'New orders (5)' with filter options: 'Edit filter', 'Save filter', 'Last 31 days', and 'New'. A table of new orders is displayed below, with columns for Order Number, Customer, Amount, Date, and Order Status. The table contains five rows of data, all with 'New' status.

Order Number	Customer	Amount	Date ↓	Order Status
AT037941	IBD Inc	\$3,704.40 USD	Mar 30, 2021	New
AT03741	IBD Inc	\$3,704.40 USD	Mar 30, 2021	New
AT03241	IBD Inc	\$3,704.40 USD	Mar 30, 2021	New
AT03291	IBD Inc	\$3,704.40 USD	Mar 29, 2021	New
TestKafka_PO_Prodmar13	IBD Inc	\$624.00 USD	Mar 13, 2021	New

At the moment, the only allowed option under **Actions** from these workbench tiles continues to be “Resend Email”.

However, in a future phase, supplier experience will be further improved by allowing to perform document-related actions from the tile itself, such as **Confirm, Update, Reject or Create**.

A close-up view of the 'Actions' menu for a new order tile. The menu is open, showing a list of actions: 'Confirm entire order', 'Update line items', 'Reject entire order', 'Create ship notice', 'Create service sheet', 'Standard invoice', and 'Hide'. Each action is followed by a three-dot menu icon. The menu is highlighted with a yellow border, and a yellow arrow points from the text above to the menu.

Side-by-side comparison

Standard 

Enterprise 

	Standard	Enterprise
Document management	Email notifications / Workbench	Online dashboard / Workbench
Documents types	All	All
Document status updates	Yes	Yes
Legal Archive	Email notification and online download	<ul style="list-style-type: none"> • Long-term invoice archiving for global compliance (Regional restrictions apply) • Capability to mass download invoices for local archiving
Support	Online Help Center	<ul style="list-style-type: none"> • Support via phone, chat, or email • Direct access to enablement experts for onboarding assistance • Technical support for configuration and integration assistance • Online educational training courses
Electronic Catalogs	Yes (self-service)	Yes
Integration	No	Yes
Reporting	No	Yes
Multiple customer relationships	Yes	Yes
Multiple users per account	Yes	Yes
Access to Mobile App	Yes	Yes
Access to Ariba Discovery	Yes	Yes
Fees	No	Fees may apply

Appendix

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