SAP Business Network for Supply Chain

Scheduling Agreement Release

Supplier Training Guide

Date: 1st FEB 2024

Public

ABB

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Agenda

Scheduling Agreement Release

- Introduction
- Scheduling Agreement Release Process Workflow
- Scheduling Agreement Release Documents
- Different Modes of Integration/ Automation

Scheduling Agreement Release Portal User Interaction

- Overall Considerations
- Scheduling Agreements
- Order Confirmation*
- Advanced Ship Notice
- Goods Receipt
- Invoicing

Appendix

Scheduling Agreement Releases

In this Chapter You Will Learn About …

… Scheduling Agreement Documents

… Scheduling Agreement Collaboration Process

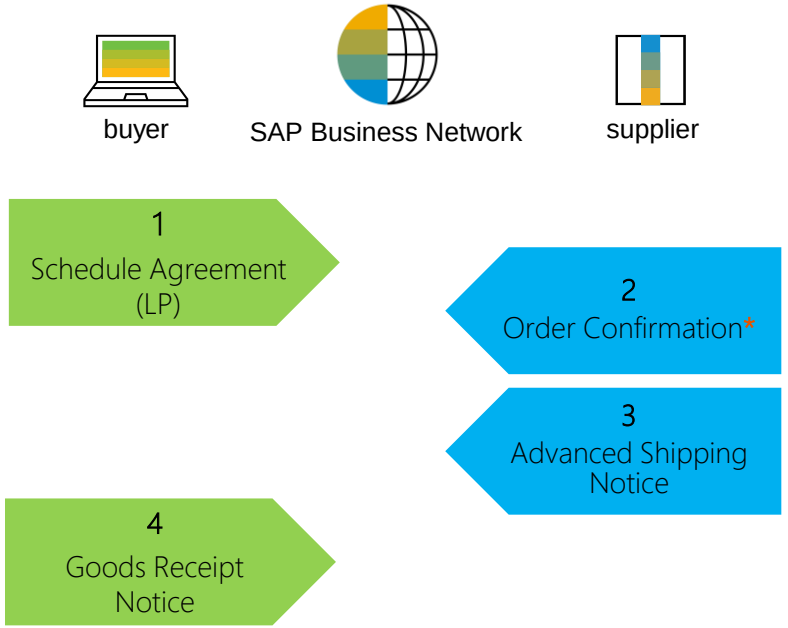
… Different Modes of Integration

Introduction

- Scheduling Agreement is a form of outline purchase agreement under which materials are procured on predetermined dates within a certain period of time. There are two forms of Scheduling Agreements as listed below:
  - **Scheduling Agreement** is a purchasing document that contains schedule lines stating quantities and dates for specific shipments of a material.
  - **Scheduling Agreement Release** is a release of schedule lines within the scheduling agreement.
- Use Cases:
  - Pricing & terms are agreed upon for the time period (horizon).
  - Quantity should cover the horizon needs.
  - Smaller quantities requested on “scheduled” basis.
  - Delivery is on an “ASAP” basis (short term or immediately).
  - Mid-to-long term requirements also communicated in the trade-off or forecast horizon.
- Benefits:
  - Improved visibility into availability of supply.
  - Greater transparency for suppliers into longer term and near-term demands of their customers.
  - Flexible invoicing options, including self-billing and supplier-generated invoicing (increased billing accuracy).

Scheduling Agreement Release Process Workflow

1. Buyer/Planner performs a planning run (MRP). Buyer shares the Scheduling Agreement with schedule lines with the supplier through the SAP Business Network.
2. Supplier confirms the Scheduling Agreement & Firm schedule lines *
3. Supplier ships the goods ordered.
4. Buyer receives the goods ordered.
5. Buyer shares the Goods receipt message.



* This feature is ABB configured. Confirmation would be allowed only if ABB Buyer needs that (Only Firm schedule lines will be allowed to confirm)

Scheduling Agreement Release Documents

Document	Description
Scheduling Agreement	Defines the actual agreement of quantities and dates for the shipments desired for a period of time
Scheduling lines	Defines quantities and dates for the shipments desired for a period of time
Order Confirmation*	Confirms scheduling agreement or scheduling agreement releases for firm schedule lines.
Advanced Ship Notice	Provides details for shipment of specific quantities of materials/goods
Goods Receipt	ABB confirmation of final product receipt.

Different Modes of Integration/ Automation

SAP Business Network allows to work / to integrate in different modes with the system

- **Portal:** The Supplier works online through its Web Browser.
- **Full System Integration:** Suppliers electronically integrate their system(s) to the Network.

Scheduling Agreement Release Portal User Interaction

In this Chapter You Will Learn About …

… the parts of Scheduling Agreements

… how to manage scheduling agreements and schedule lines

… how to submit Order Confirmation * and Advanced Shipment Notices against Scheduling Agreements

Scheduling Agreement Release Portal User Interaction

Scheduling Agreement

- Search and Identify
- Header Level
- Line Level
- Scheduling Agreement Release Versions

Order Confirmation*

- Order Confirmation Options
- Confirm or Reject Entire Order
- Update Line Items

Advanced Ship Notice (ASN)

- Create ASN
- Submit ASN
- Cancel ASN

Goods Receipt

- View Goods Receipt

Scheduling Agreement

Search and Identify

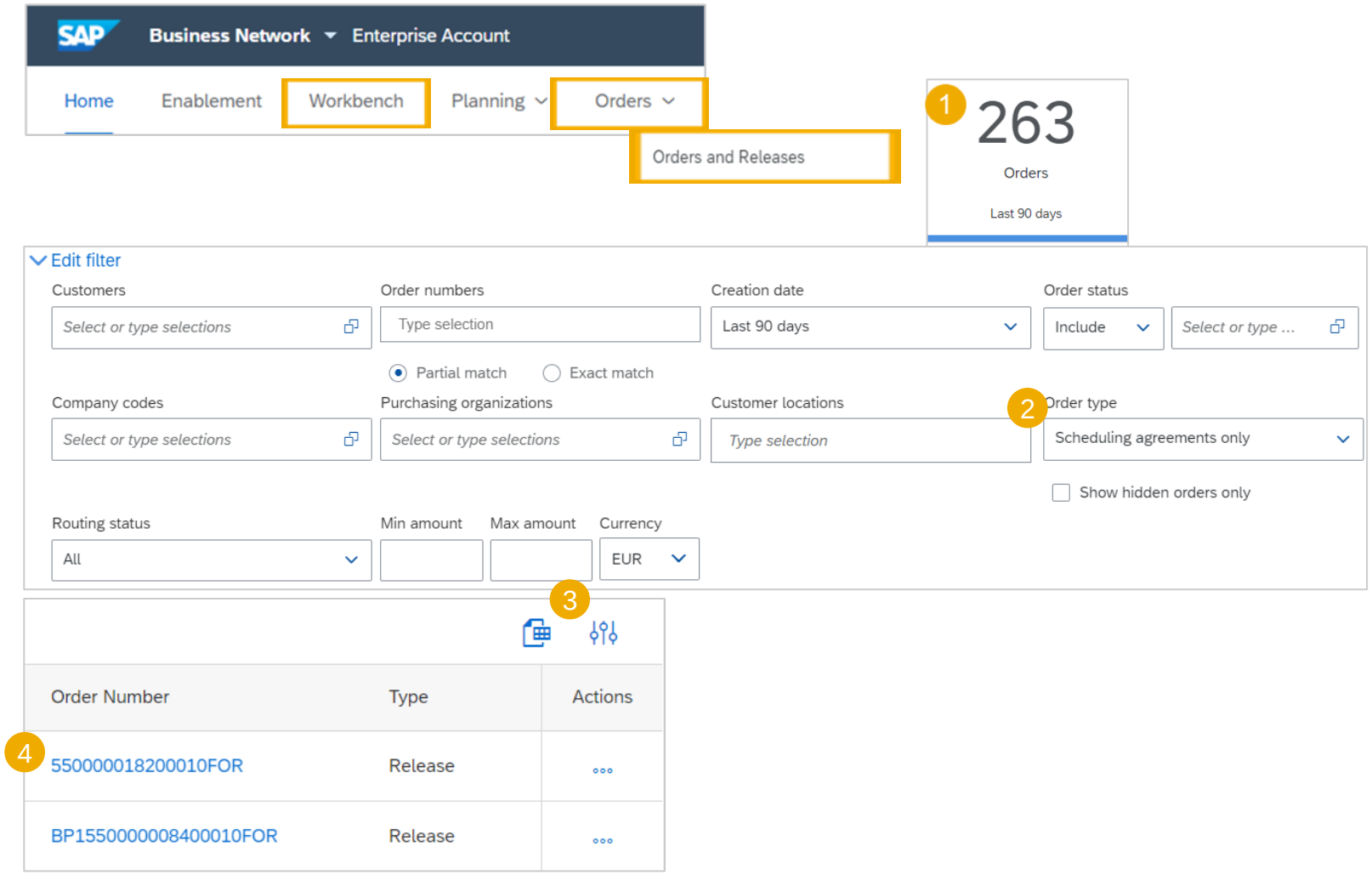
From the **Workbench**

OR

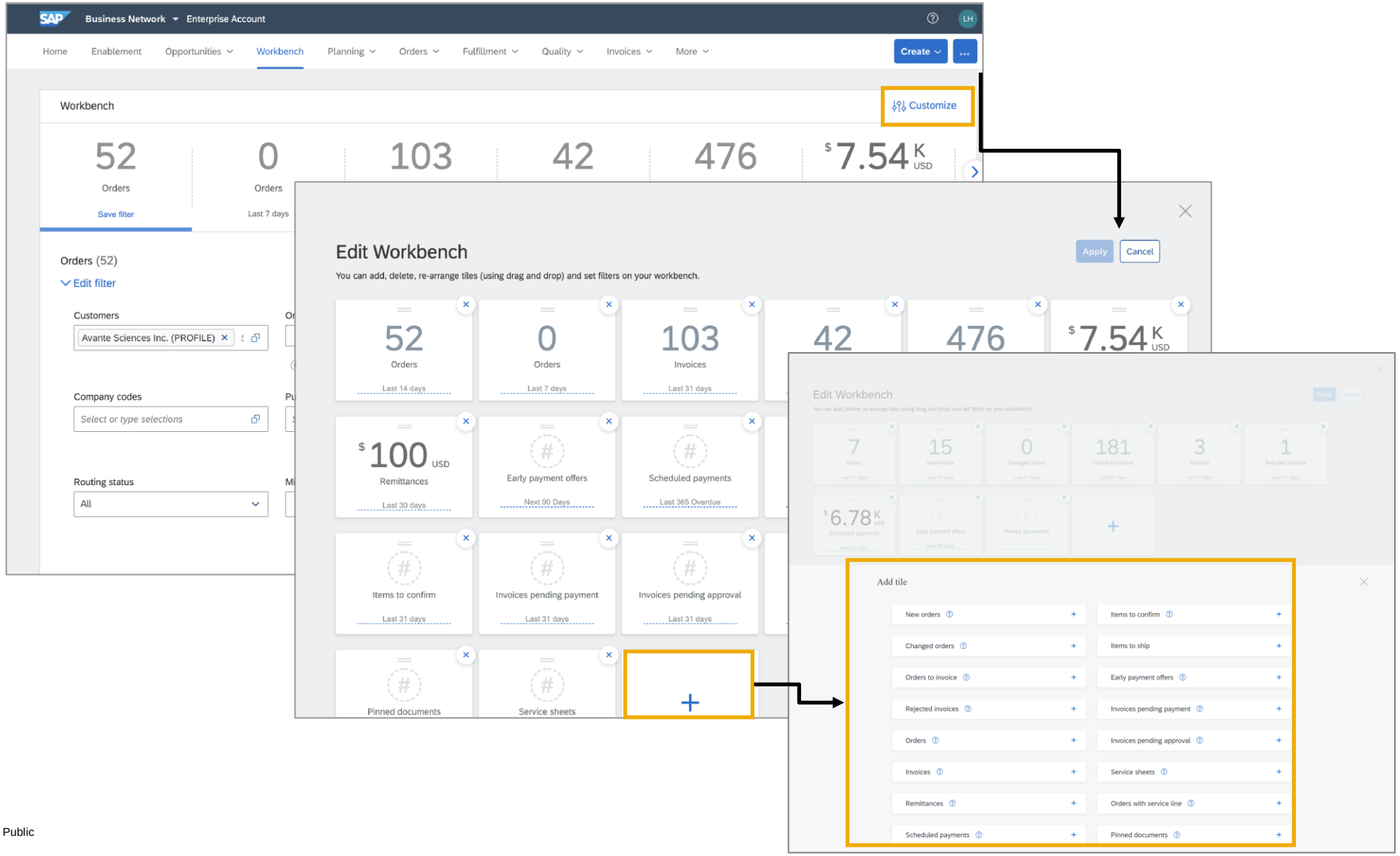
From the **Orders>Orders and Releases** screen:

1. Select the **Orders** tile.
2. Use filters to identify the right item. Set order type as **Scheduling agreements only**.
3. Search results will appear. You can configure the view by clicking the settings icon.
4. To view the scheduling agreement, click on its number.

Note: For more info on how to manage your workbench and create specific tiles please refer to **the next slide.**



Workbench



Customize Workbench

The customize icon on the workbench will bring up the edit workbench page. On this page, you can add, remove and reorder your tiles.

To add a tile, click on the “+” icon. This will bring up a list of available tiles. Click on the “+” sign again to add the tile. The workbench can support a maximum of 25 tiles.

To remove a tile, click on the “x” icon on the top right of the tile.

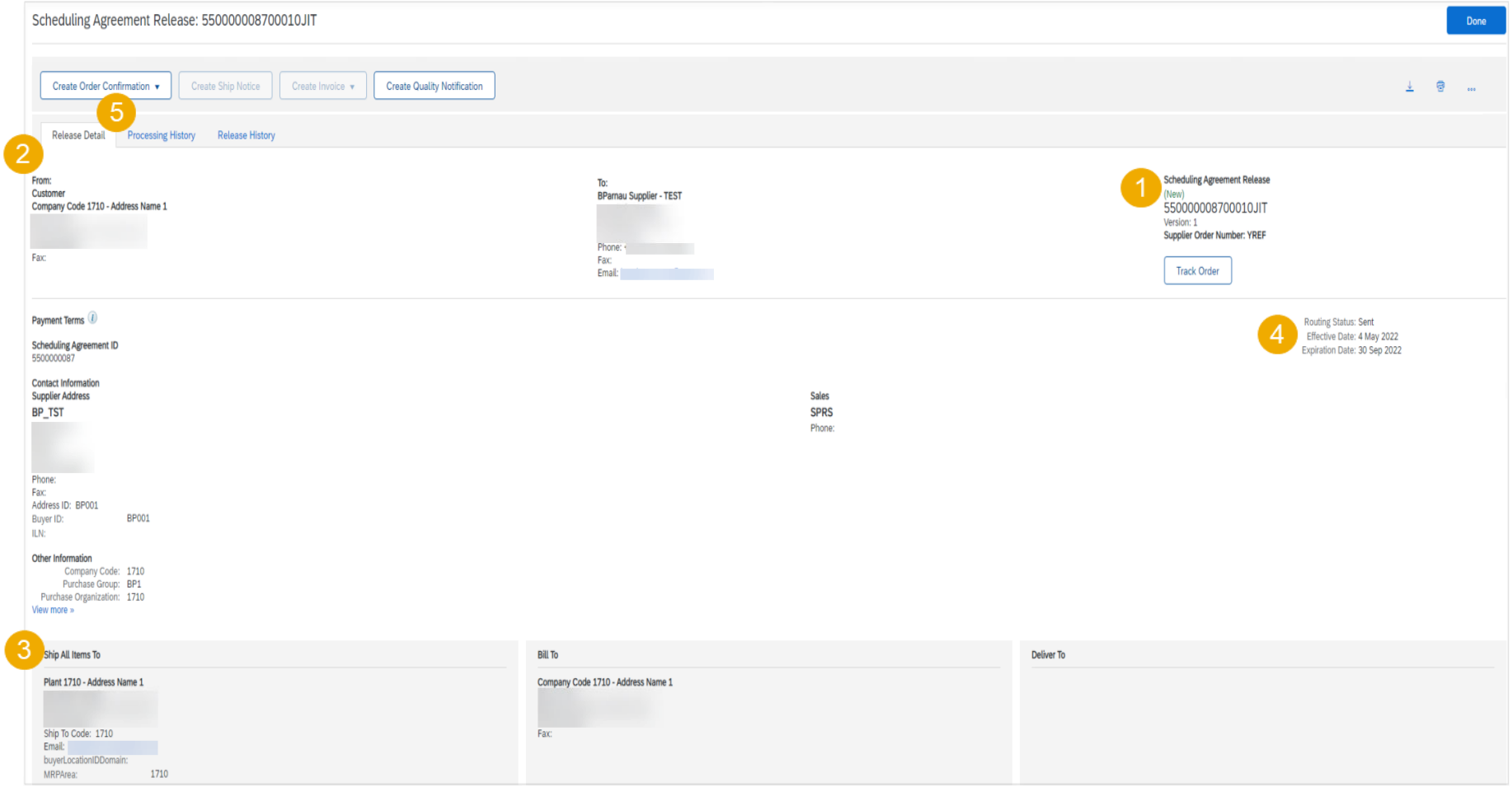
To reorder your tiles, drag on the two horizontal lines on the top of each tile and drop to the desired position. The ordering of your tiles is how it will appear on your homepage.

Scheduling Agreement

Header Level

View the header level information:

1. Document Type, status, number and version.
2. From Information (Buyer)/ To Information (Supplier)
3. Ship to/Bill To Information
4. Routing Status
5. Processing and release history is available in the appropriate tabs.



Scheduling Agreement

Line Level

1. The Line Item section includes detailed Commitment Information, including Release Information and Commitment Level
2. Schedule Lines (Delivery Schedules) for Line Items contain date and quantity for each schedule line
3. Commitment Levels of schedule lines indicate one of three zones.

1

Line Item

Line #	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Unit Price	Subtotal	Previous Received Qty (Unit)	Cumulative Received Qty (Unit)	Cumulative Shipped Qty (Unit)
10		DICE-DP-0700	Material			3.0 (EA)	10.00 EUR	30.00 EUR		0.0 (EA)	0 (EA)

Description: 30A Speed Controller

Release Information

End of Firm Zone: 28 Apr 2019 6:00 AM EDT

End of Tradeoff Zone: 28 Feb 2019 5:00 AM EST

Release Type: JIT

Release Number: 1

2

Schedule Lines

3

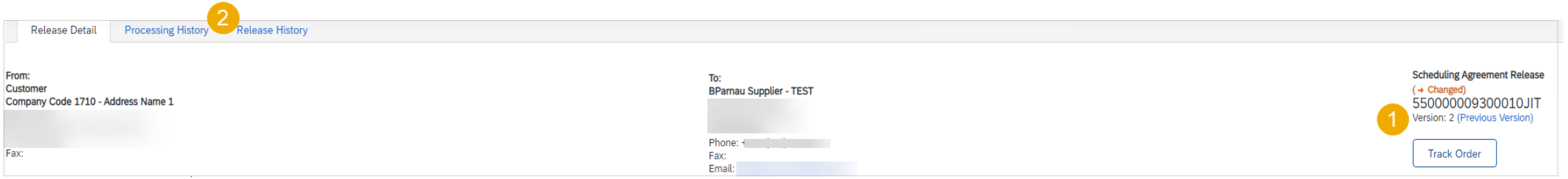
Schedule Line #	Shipment Status	Delivery Date	Ship Date	Quantity (Unit)	Cumulative Scheduled Qty (Unit)	Received Qty (Unit)	Commitment Level
1		5 Mar 2019 5:00 AM EST		3.0 (EA)	3.0 (EA)		Firm
2		5 Mar 2019 5:00 AM EST		4.0 (EA)	7.0 (EA)		Tradeoff
3		5 Mar 2019 5:00 AM EST		4.0 (EA)	11.0 (EA)		Forecast

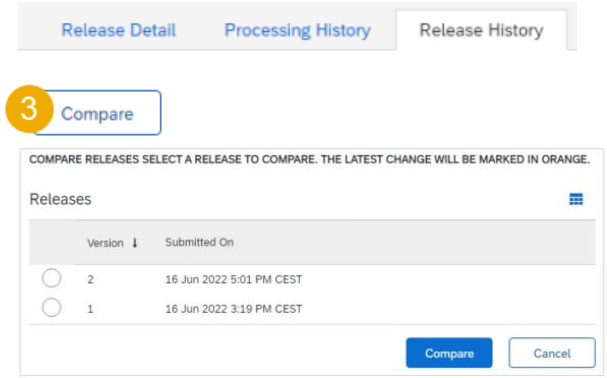
Scheduling Agreement

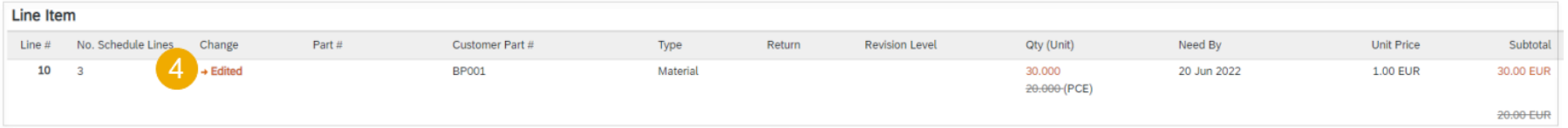
Scheduling Agreement Release Versions

Note that with Scheduling Agreement Releases there are different versions depending on if the customer sends a change Release to the SAP Business Network.

1. Older Versions are viewable by clicking the **Previous Version** hyperlink
2. In order to view the changes on the Release, go to the **Release History**
3. Click on **Compare** and select the version you want to compare
4. The edits will be highlighted in orange.



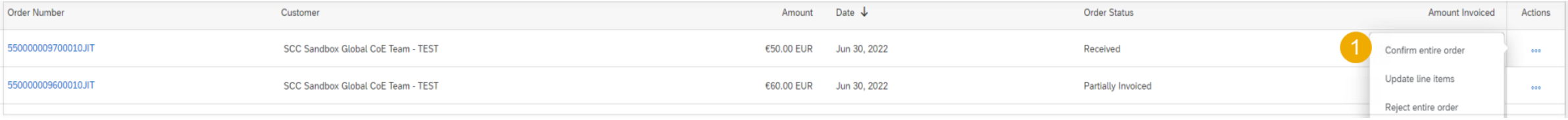


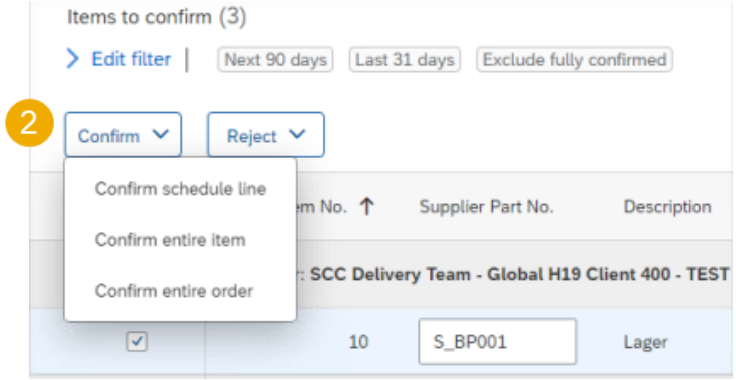


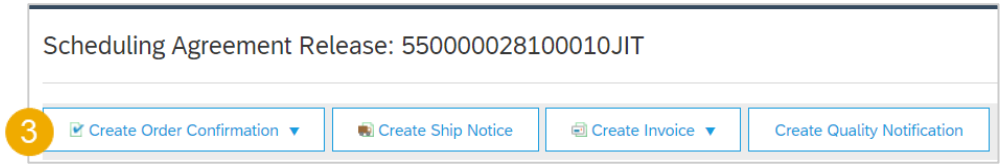
Order Confirmation
Options

Supplier can confirm scheduling agreement or scheduling agreement release from the following screens:

1. Workbench > Orders tile
2. Workbench > Items to Confirm tile
3. SA/ SAR screen.







Order Confirmation

Confirm or Reject Entire Order

Suppliers **can** confirm entire scheduling agreement and scheduling agreement release for **firm** schedule lines

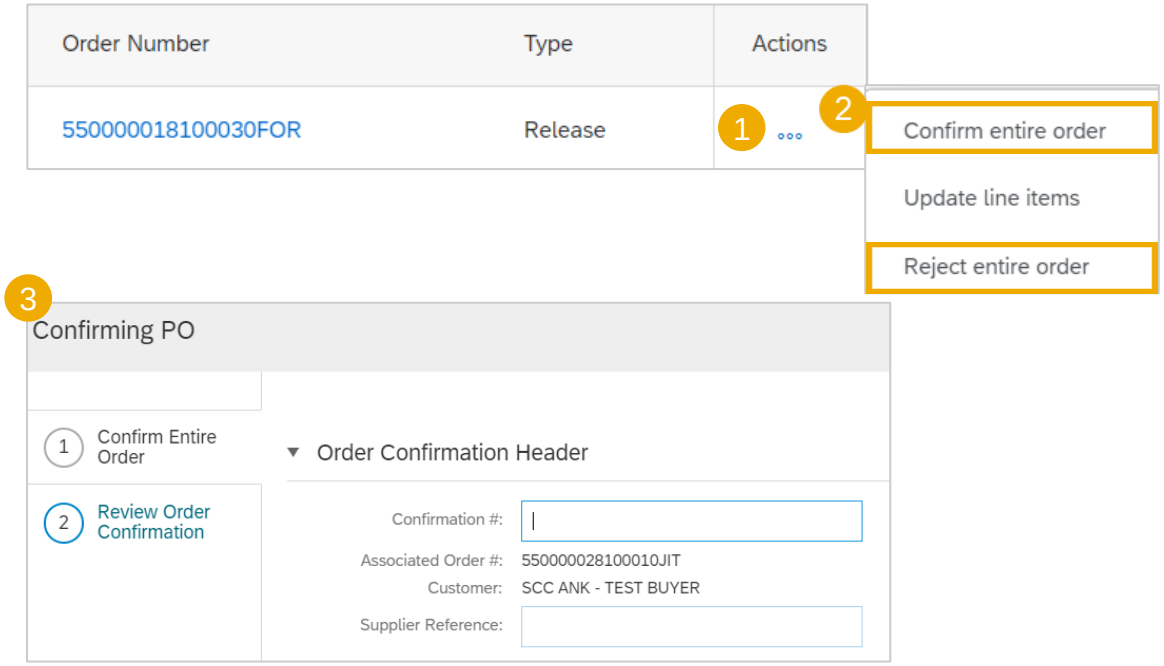
From the **Workbench > Orders** tile screen:

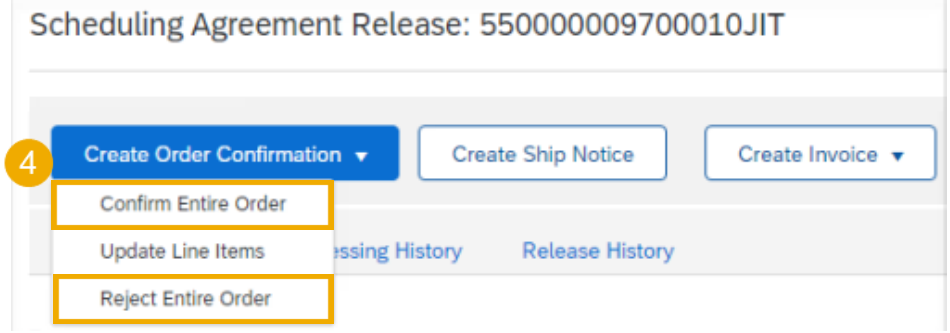
1. Identify the right item and click ••• under Actions.
2. Choose an action from the dropdown.
3. New window will appear. Fulfill all mandatory fields and submit

OR

From the **SA** screen:

4. Click **Create Order Confirmation** and choose an action from the dropdown.





Note:

- Supplier **cannot** confirm entire scheduling agreement or scheduling agreement release if it contains schedule lines with other than firm commitment level (e.g. tradeoff, forecast). Error message will appear. In this case supplier is able to confirm firm schedule lines via **Update Line Items** action.

Order Confirmation

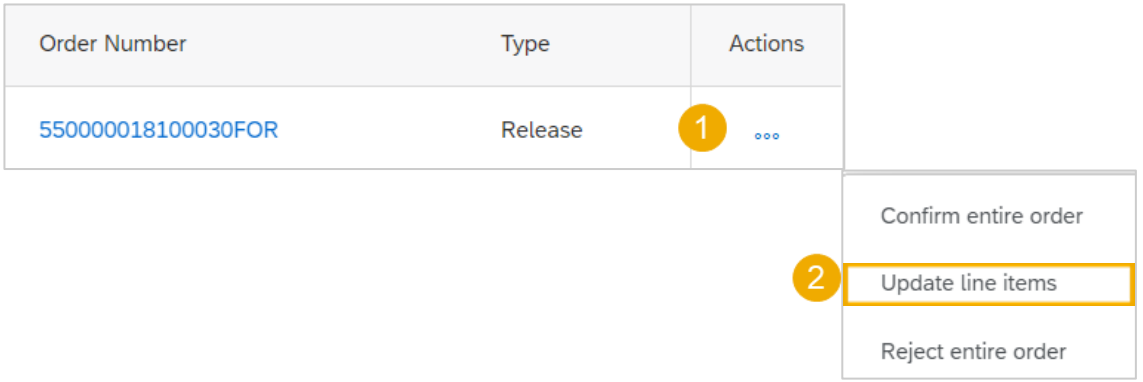
Update Line Items

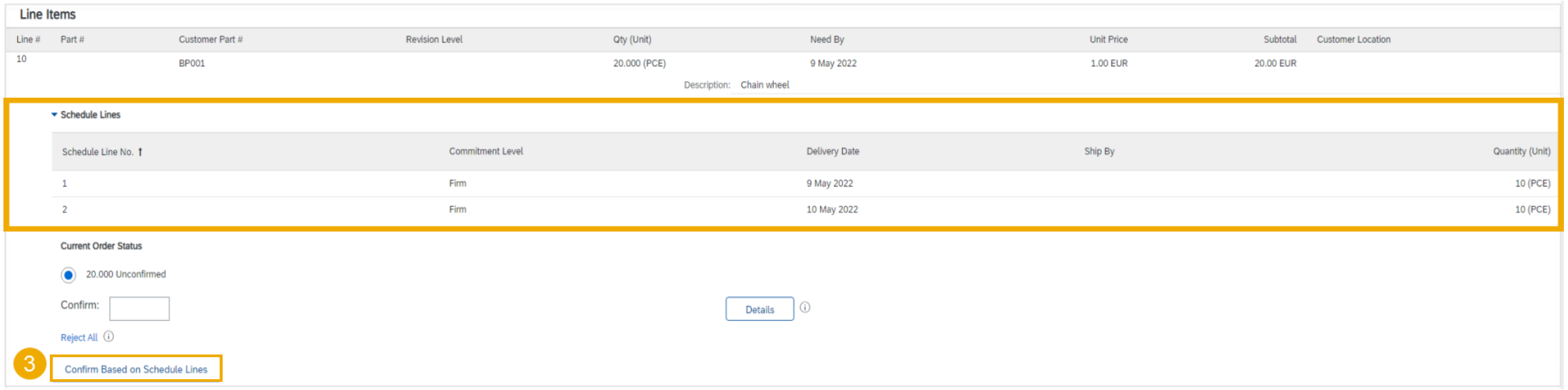
From the **Workbench>Orders** tile screen

OR

From the **Orders>Orders and Releases>Orders** tile screen:

1. Identify the right item and click ••• under Actions.
2. Choose **Update Line Items** from the dropdown.
3. New window will appear. Fulfill all mandatory fields and click **Confirm Based on Schedule Lines**.

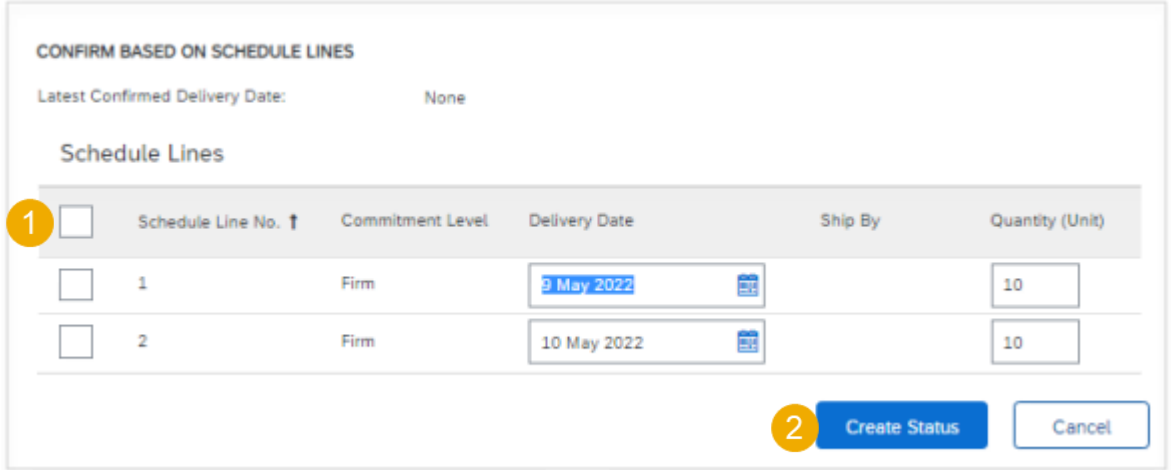


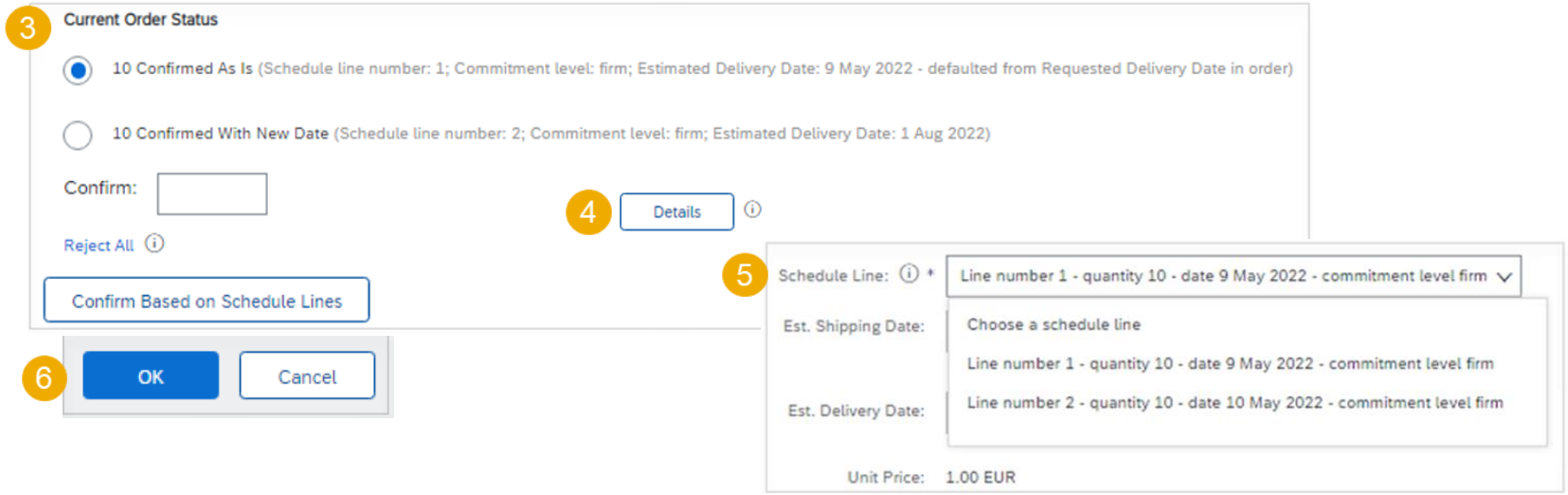


Order Confirmation

Update Line Items

1. Select the scheduled line and update delivery date and quantity. Note, that only firm schedule lines are displayed on confirmation page.
2. Once done, click **Create status**.
3. Confirmation status is created.
4. Click **Details** to add additional information.
5. You can choose a referenced schedule line from the dropdown.
6. Once done, click **OK** and proceed with order confirmation submission.





Advanced Ship Notice

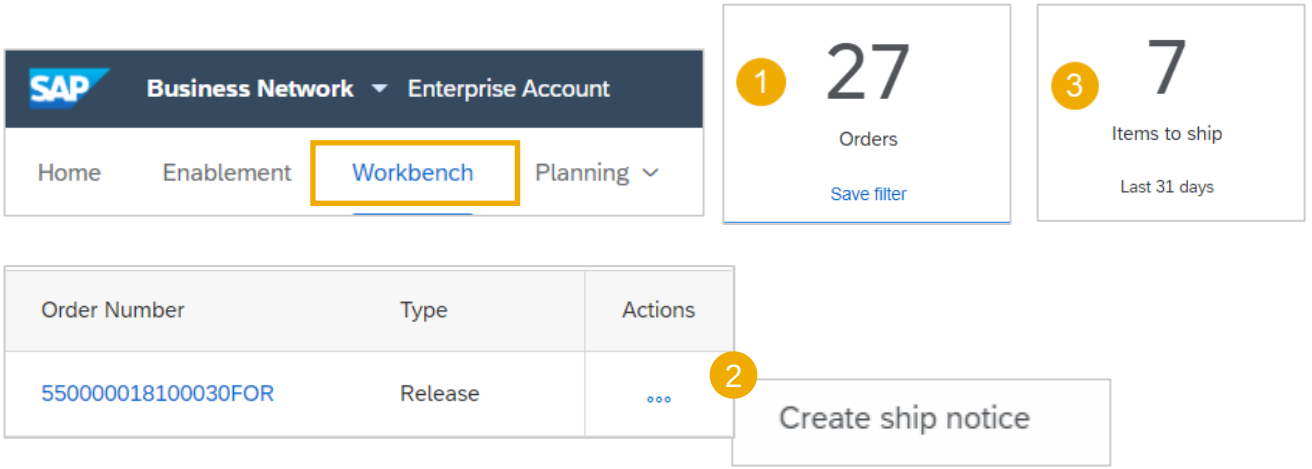
Create ASN (From the Workbench)

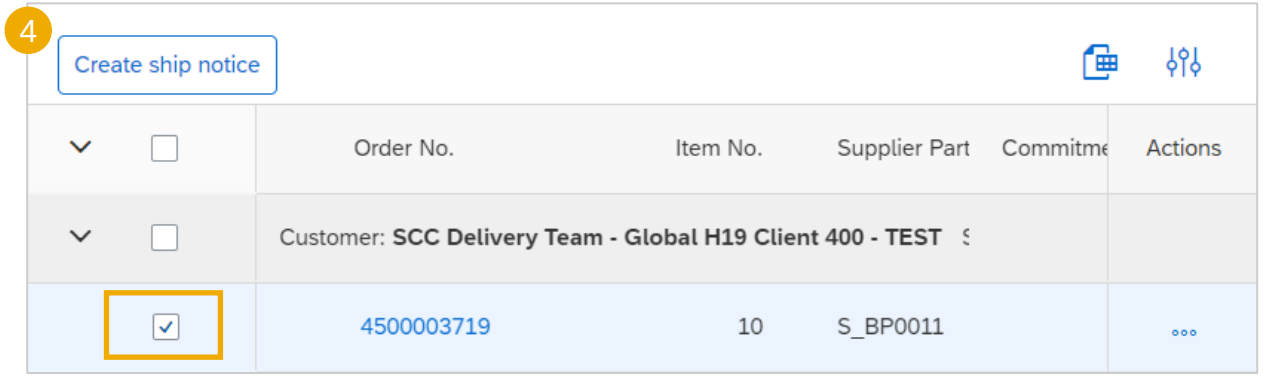
From the **Workbench** tab:

1. Select **Orders** tile.
2. Identify the right document and click ••• under Actions and select **Create ship notice**.

OR

3. Use **Items to Ship** tile.
4. Identify the right items using filters. Select them and **Create Ship Notice**.





Note:

- You can create ASN per multiple scheduling lines. For more information refer to the **PO Collaboration Guide/ ASN Management** or to **Help Center** documentation.
- For more info on how to manage your workbench and create specific tiles please refer to **SCC General Functionality Guide.**

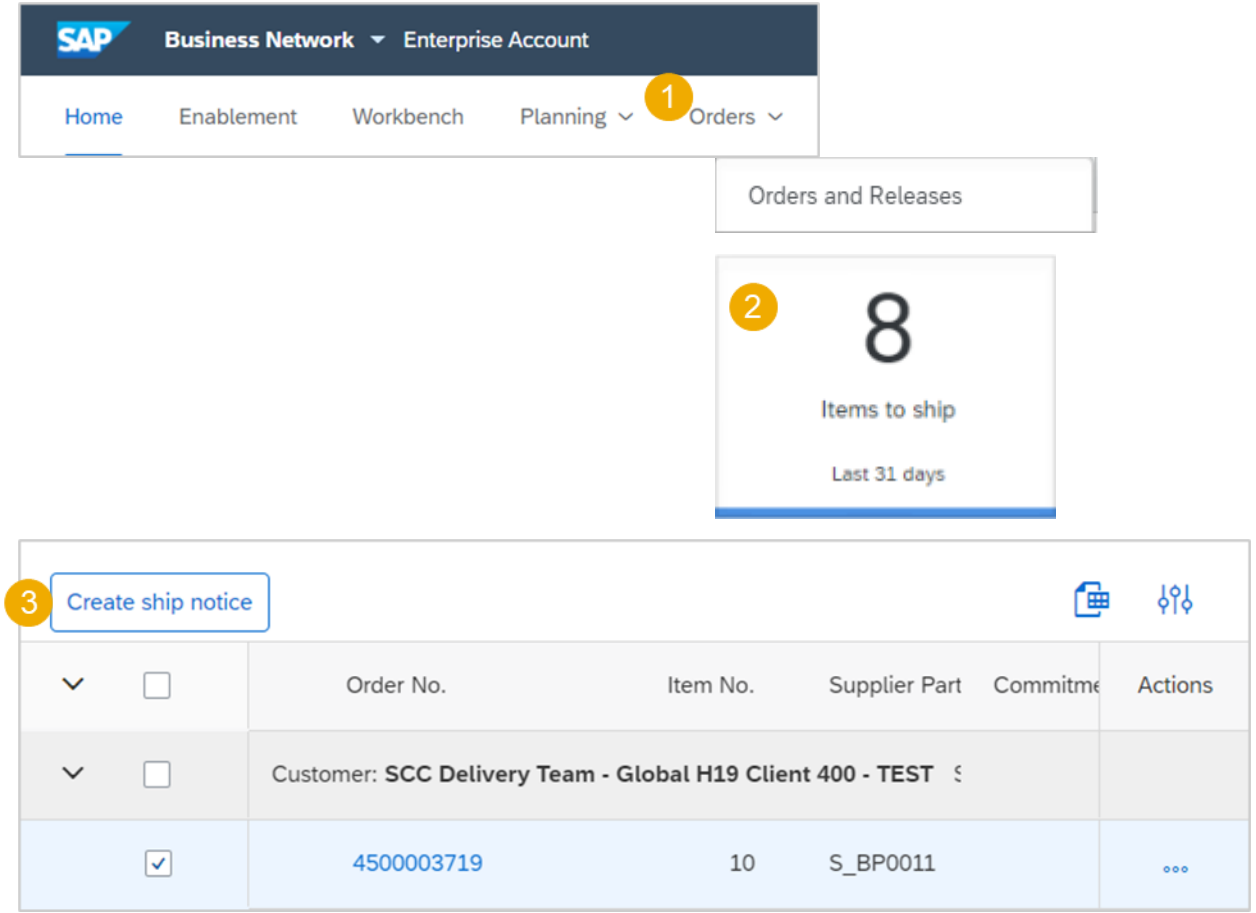
Advanced Ship Notice

Create ASN (From the Orders Tab)

1. Go to the **Orders** tab and from the dropdown select **Orders and Releases.**
2. Select the **Items to Ship** tile
3. Select the desired items to ship and click **Create Ship Notice**.

Note:

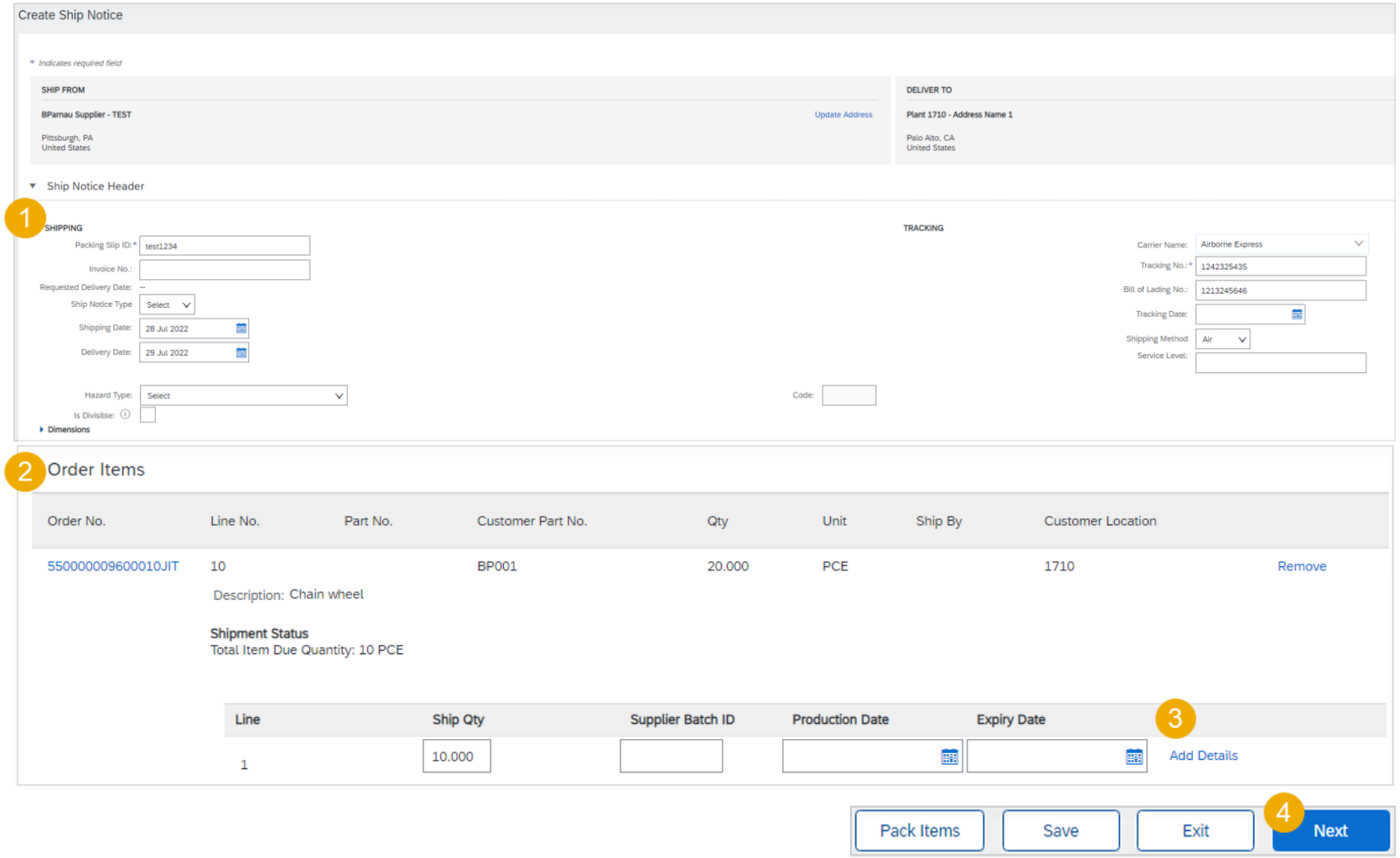
- You can create ASN per multiple scheduling lines. For more information refer to the PO Collaboration Guide/ ASN Management or to Help Center documentation.



Advanced Ship Notice

Create ASN

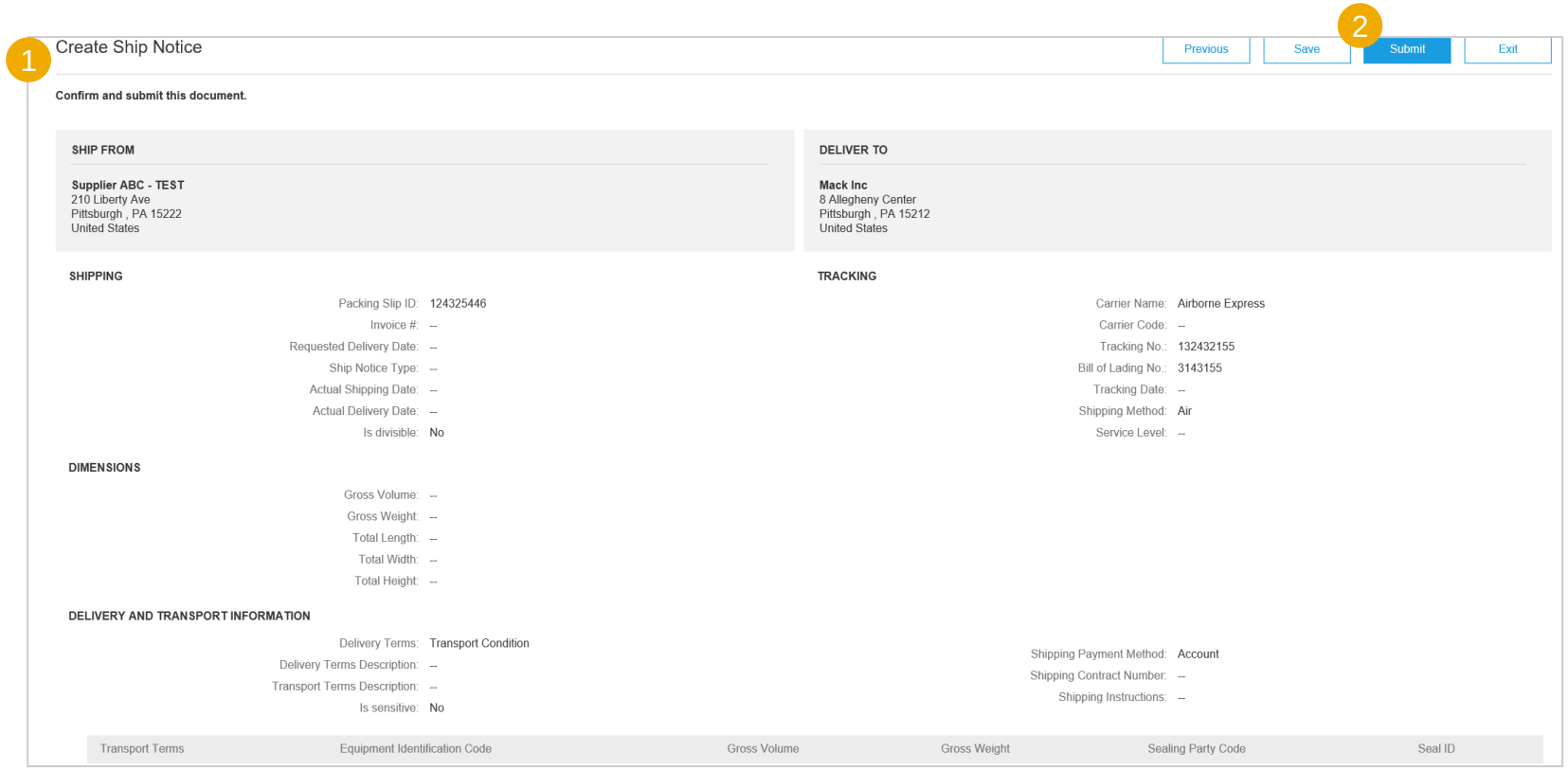
1. Fulfill all mandatory fields and fields required by your customer.
2. Review and edit if needed order items details.
3. Click **Add Details** to add additional information, such as serial numbers, etc.
4. Once done, click **Next**.



Advanced Ship Notice

Submit ASN

1. Review all information entered.
2. Click **Submit** to send Advanced Ship Notice to the Customer.



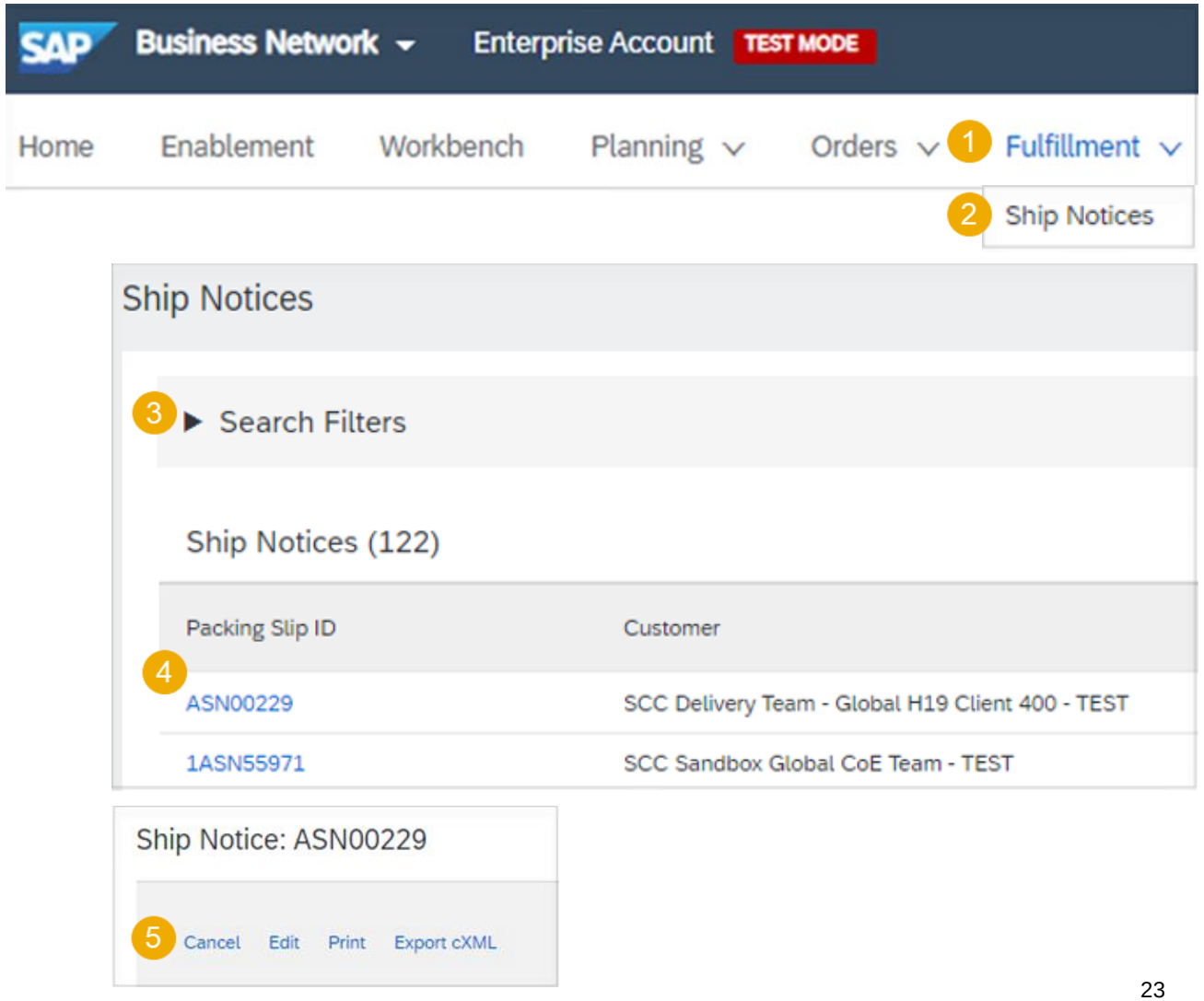
Advanced Ship Notice
Cancel ASN

Cancellation / Edit rule: a shipping notice can be cancelled edited until the Goods Receipt is posted by ABB

1. Go to **Fulfillment** tab
2. Select from the dropdown list **Ship Notices**.
3. Use search filters to identify the right item.
4. Open shipping notice that you would like to cancel by clicking on **Packing Slip ID** number.
5. Click **Cancel/Edit**.

Edit the ship Notice and submit it again.

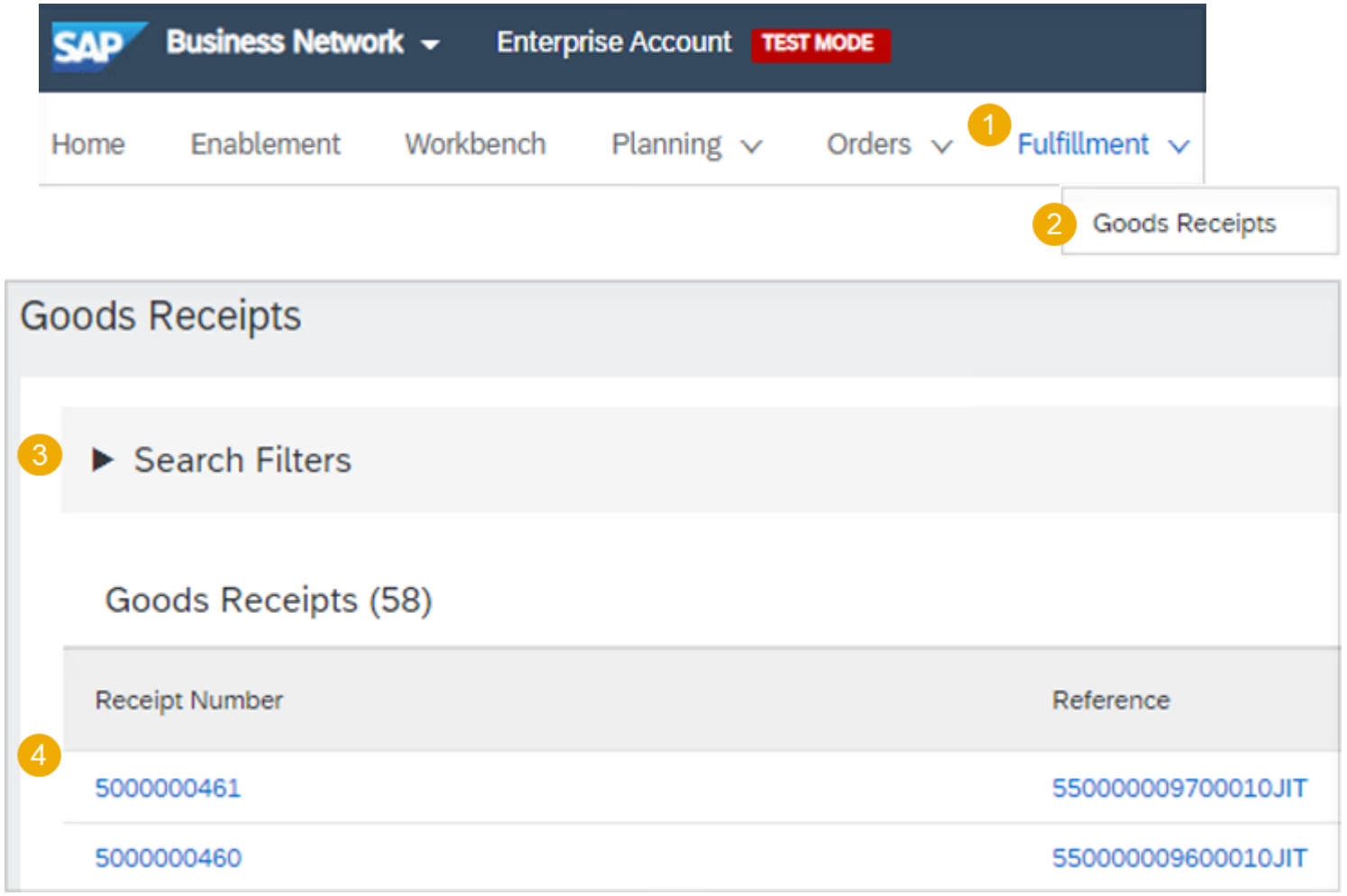
After ASN cancellation, the items will be visible again in Items to Ship tab and a new shipping notice can be created.



Goods Receipt

View Goods Receipt

1. Click on **Fulfillment** tab.
2. Select from the drop down list **Goods Receipts**.
3. Use search filters to ease the navigation.
4. Review search results. Click receipt number to view receipt details.



Appendix

Routing Statuses

Routing Status	Definition
Queued	Initial state. SAP Business Network received the order but no further action was taken.
Sent	SAP Business Network sent the order to your account.
Acknowledged	You received the order.
Failed	SAP Business Network experienced a problem routing the order to your preferred order routing method. For example, your back end order fulfillment system could have experienced a problem that prevented SAP Business Network from successfully routing the order. You can resend orders that have a Failed routing status.

Order Statuses

Order Status	Definition
New	Initial state. You have not updated the order status.
Changed	Your customer canceled or replaced the order by a sending a subsequent (changed) order.
Confirmed	You agreed to ship all line items.
Partially Confirmed **Partially Shipped** **Partially Serviced** **Partially Invoiced** **Partially Rejected**	The order is in progress. If you update part of a purchase order, SAP Business Network reports the partial status for the entire purchase order. For example, if you partially confirmed an order and then you partially ship either the previously confirmed order line or a different order line, the purchase order status is set to Partially Shipped. You can still continue to confirm order line items regardless of the shipping status until you have confirmed all order lines. For service orders, you can continue to create service sheets for unplanned service lines up to their hidden maximum amounts (which may be larger than their subtotals) or planned service lines up to their subtotals. The service order status is set to Partially Serviced until all of the service lines are serviced.
Cancelled	PO is either deleted or blocked
Shipped	Final state. You shipped the entire order.
Invoiced	The order is fully invoiced. The Amount Invoiced column shows how much money you have invoiced or charged against the purchase order. For older purchase orders, SAP Business Network displays Yes to indicating that you have submitted invoices.
Received Partially Received **Returned**	Statuses for receipts that are sent by the buyer from their ERP system. The purchase order status is updated based on this information. On the Order Detail page, each line item detail section displays the quantity of goods received or returned for that line item based on the information in the receipts.
Failed	SAP Business Network experienced a problem routing the order to your account. You can resend failed orders.

SAP Ariba

Thank you.

ABB

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