

# Introduction to SAP Business Network

Forecast Collaboration  
May 2024

# Process Flow

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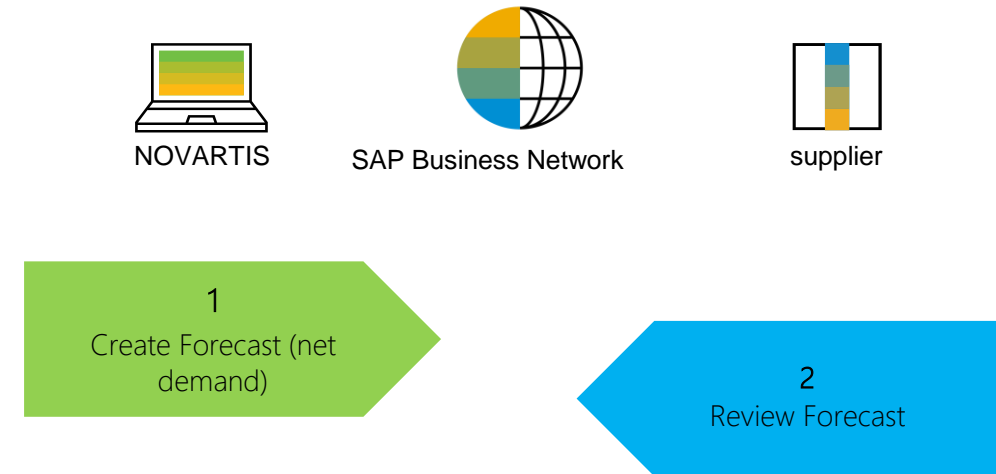
# Introduction to Forecast Collaboration

- The forecast collaboration feature enables NOVARTIS to share their forecast with their suppliers. This then allows the suppliers to schedule operations, purchase raw materials and plan capacity accordingly.
- The forecast collaboration feature provides the following to suppliers:
  - A simple table view of NOVARTIS forecast.
  - Daily, weekly, monthly, quarterly and yearly time-bucket views of forecast demand



# Forecast Collaboration Process Flow

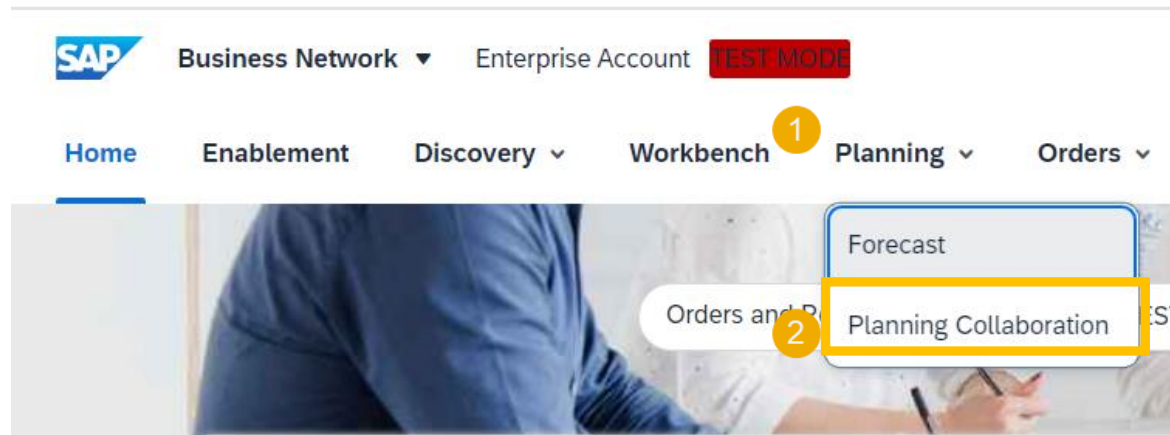
1. NOVARTIS transmits forecast data to SAP Business Network. The forecast data will be calculated from purchasing requisitions and planned orders.
2. The supplier logs on to SAP Business Network to view forecast demand data.



# View Forecast Data

## Search and Identify Forecast

1. Click on **Planning** tab.
2. From the dropdown list select **Planning Collaboration**.
3. Search filters allow to identify specific forecast. Enter search criteria into any of the filter fields as desired. Recommendation for search filter is to search with the Customer name.
4. Click **Search**.

A screenshot of the 'Search filters' form in SAP. The form is titled 'Search filters' with a dropdown arrow. It contains several input fields: 'Customer' (with 'Novartis - TEST' entered), 'Customer part no.', 'Supplier part no.', 'Customer location', 'Planner code', 'Part category', 'Customer view', 'Line of business', 'Product family', 'Product subfamily', 'Program code', 'Part type', and 'Part status'. The 'Part status' field has two radio buttons: 'Active' (selected) and 'Inactive'. A yellow circle '3' is positioned above the 'Customer' field. The entire form is enclosed in a yellow border.A screenshot of the 'Search' and 'Reset' buttons. The 'Search' button is blue with white text, and the 'Reset' button is white with a blue border and blue text. A yellow circle '4' is positioned above the 'Search' button.

# View Forecast Data

## Search Filters Description

| Field                | Description  |
|----------------------|--|
| Customer             | Customer identification.   |
| Customer Part Number | Customer's material number.  |
| Supplier Part Number | Vendor's material number.  |
| Customer Location    | Customer Plant.  |
| Planner Code         | Customer planner identification.   |
| Part Category        | Part Category as aligned with the customer.  |
| Customer View        | Buyers are allowed to create views, referred to as custom views, for planning processes and set conditions for their display |
| Line of Business     | Line of Business as aligned with the customer.   |
| Product Family       | Product Family as aligned with the customer.   |
| Product Sub-Family   | Product Sub-Family as aligned with the customer.   |
| Program Code         | Program Code of Business as aligned with the customer.   |
| Part Type            | Part Type as aligned with the customer.  |
| Part Status          | Specifies if the part is active or inactive.   |

# View Forecast Data






## Forecast Overview

1. Review the search results.
2. To view forecast details, click the View details icon on the right-hand side of the screen.
3. You can configure the view by clicking the configure button (Optional).

Recommended view to add supplier part no, description, customer location, part status & last customer update.

*Note: Please disregard the lead time information displayed in the forecast. This data is automatically pulled from the NOVARTIS S4 system master data and does not require your attention or action.*

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| Customer        | Customer part no.   | Supplier part no. | Description                     | Customer location      | Part status | Last customer update   |    |
|-----------------|---------------------|-------------------|---------------------------------|------------------------|-------------|------------------------|---|
| Novartis - TEST | 000000000000708299  |                   | GR:IC: TEGRETOL 100ml SURUP TR  | TR10 (Novartis Turkey) | Active      | 13 Jun 2024 4:18:40 AM |    |
| Novartis - TEST | 000000000000833445  |                   | DICLOFENAC SODIUM FINE/DS.042   | TR10 (Novartis Turkey) | Active      | 5 Jun 2024 4:14:43 AM  |    |
| Novartis - TEST | 000000000000749106  |                   | GLIVE FCT 400MG TRI (3X10) TR_2 | TR10 (Novartis Turkey) | Active      | 14 May 2024 2:37:13 AM |    |
| Novartis - TEST | 000000000000833779  | S2345             | VILDAGLIPTIN/DS 16              | TR10 (Novartis Turkey) | Active      | 26 Apr 2024 1:08:31 AM |  |
| Novartis - TEST | 000000000000100384  |                   | VOLTAREN 100 mg 5 SUP           | TR10 (Novartis Turkey) | Active      | 25 Apr 2024 4:13:24 AM |  |
| Novartis - TEST | 0000000000001815166 |                   | AQUARIUS PRIME BAP313061 ORANGE | TR10 (Novartis Turkey) | Active      | 25 Apr 2024 4:13:24 AM |  |

- ✓ Supplier part no.
- ✓ Description
- ✓ Customer location
- Lead time
- ✓ Part status
- ✓ Last customer update

# View Forecast Data

## Forecast Data

1. Supplier can view forecast details:
  - part details shared by the customer
  - forecasted quantities
2. Supplier can set the **View by** criteria(Monthly/Weekly etc.) and **Starting date** as desired.

< Forecast details - Net Demand

1

|                 |                   |                   |                                 |
|-----------------|-------------------|-------------------|---------------------------------|
| Buyer name      | Customer location | Part no.          | Part description                |
| Novartis - TEST | Novartis Turkey   | 00000000000749106 | GLIVE FCT 400MG TRI (3X10) TR_2 |

2

View by: Monthly  Starting from: 05/01/2024

Starting from: 1 May 2024

> Chart

[Stock on hand: 0 \(PC\)](#) | [Part details](#)

| Key figures    | 1 May 2024 | 1 Jun 2024 | 1 Jul 2024 | 1 Aug 2024 | 1 Sep 2024 | 1 Oct 2024 | 1 Nov 2024 | 1 Dec 2024 | 1 Jan 2025 | 1 Feb 2025 |
|----------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Order forecast | 100        |            |            |            |            |            | 0          |            |            |            |

Last customer updated 14 May 2024 2:37:13 AM

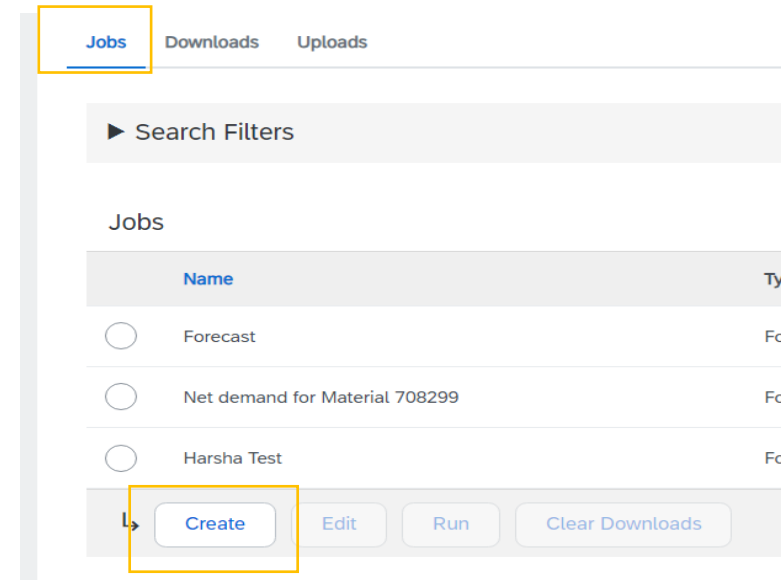
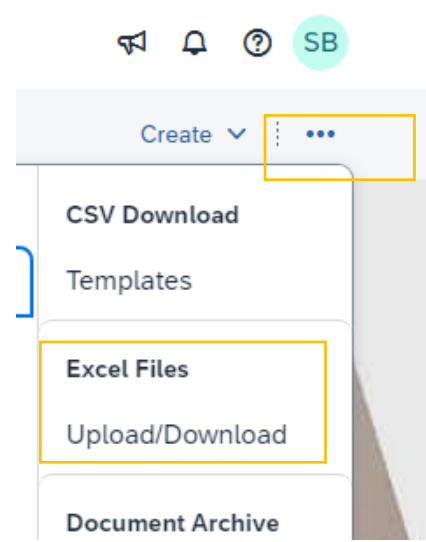
Lead time



# Download Forecast Data as Excel File

## Creating a job

1. Click on dots below the initials and select excel file upload/download.
2. In the tile for Jobs , Here we can create the job for forecast by clicking on the create button.
3. Add the unique name of the job and select type as forecast.
4. Fill the Job Search Criteria and click on save.



This screenshot shows the 'Create/Edit Job' form. The form has two tabs: '+ Name: Forecast' and '+ Type: Forecast'. The 'Job Search Criteria' section includes fields for Customer, Supplier part number, Buyer part number, Product family, Product sub-family, Location, and Customer view. There are also checkboxes for 'Download planning item attributes on all rows' and 'Only download planning records with positive or negative time series data'. The 'Time bucket' is set to 'Weekly', and the 'Start' and 'End' dates are 'Current' and 'After' respectively, with a duration of 52 weeks. The 'Report period' is 'From Current to (Current + 52 weeks) 17 Jun 2024 to 9 Jun 2025'. The 'Buyer last modified' and 'Supplier last modified' fields are also present. The 'Save' button is highlighted with a yellow box.

# Download Forecast Data as Excel File

## Downloading the job

1. If you have created a job (see previous page) and need to pull the forecast again you select the job you created and click Run. You will be transferred to Downloads tab.
2. Click Refresh status until the status changes from “Processing” to “Completed”.
3. Download the forecast file by clicking the download icon.
4. Save the Excel file on your computer.

Jobs

| Name                           | Type     | Created                 | Changed ↓               |
|--------------------------------|----------|-------------------------|-------------------------|
| Forecast                       | Forecast | 16 Jun 2024 10:33:10 PM | 16 Jun 2024 10:33:10 PM |
| Net demand for Material 708299 | Forecast | 3 May 2024 3:26:30 AM   | 3 May 2024 3:28:28 AM   |
| Harsha Test                    | Forecast | 24 Apr 2024 4:34:22 AM  | 25 Apr 2024 4:28:28 AM  |

Jobs Downloads Uploads

Search Filters

Create Edit Run Clear Downloads

Downloads

| Job Name                       | Type     | Last Run ↓              | Last Run By     | Status    | File |
|--------------------------------|----------|-------------------------|-----------------|-----------|------|
| Forecast                       | Forecast | 20 Jun 2024 11:32:03 PM | Shantanu Bhatia | Completed | ↓    |
| Forecast                       | Forecast | 16 Jun 2024 10:34:25 PM | Shantanu Bhatia | Completed | ↓    |
| Net demand for Material 708299 | Forecast | 3 May 2024 3:28:33 AM   | Shantanu Bhatia | Completed | ↓    |
| Net demand for Material 708299 | Forecast | 3 May 2024 3:26:37 AM   | Shantanu Bhatia | Completed | ↓    |
| Harsha Test                    | Forecast | 25 Apr 2024 4:28:33 AM  | Shantanu Bhatia | Completed | ↓    |
| Harsha Test                    | Forecast | 24 Apr 2024 4:47:41 AM  | Shantanu Bhatia | Completed | ↓    |
| Harsha Test                    | Forecast | 24 Apr 2024 4:34:32 AM  | Shantanu Bhatia | Completed | ↓    |

Jobs Downloads Uploads

Search Filters

Refresh Status

# Thank you

**Note\*** - For any technical queries related to onboarding and SBN please reach out to [contact.elink@novartis.com](mailto:contact.elink@novartis.com)

For specific queries related to the PO like prices, incoterms etc. please reach out to Novartis Business POC mentioned on the PO

# When to reach out to [contact.elink@novartis.com](mailto:contact.elink@novartis.com)?

- ✓ Purchase orders are missing in my Ariba Account
- ✓ Cannot locate invitation email from Novartis
- ✓ Error when submitting ASN(Advance Shipping notification) with pack item
- ✓ ASN status is failed/queued
- ✓ Need assistance with SCC training materials
  
- ✗ You are not satisfied with the content in the PO - please contact [PO creator](#)
- ✗ Increase PO value - please contact [PO creator](#)
- ✗ PO created for wrong entity - please contact [PO creator](#)
- ✗ Missing PO lines - please contact [PO creator](#)
- ✗ PO was canceled - please contact [PO creator](#)