

Catalog Project Flow

Prerequisites

Your customer will align with you on the catalog details: Catalog Type, Content Items, Prices, Commodity Codes, Business Processes, and Maintenance.

SAP will help you register and establish a Trading Relationship with your customer. Make sure you share your Catalog Contact person.

Start

SAP will provide you with the necessary training materials for you to review, if you are confident you may go ahead and start creating the file.

If you need help reach out to the SAP Catalog Specialist for training and support.

Upload the catalog to your Test account, correct any errors if found, and upload a new version. SAP Catalog Specialists can help with troubleshooting.

Your customer will be able to review and test the catalog, providing any feedback on changes. Upload a new version if changes are needed.

If the catalog is correct and working, you will be asked to configure and load the same catalog to the Production Account.

Upload the approved catalog to your Production Account.

Your customer will Activate the catalog for their business users to purchase from.

You will receive 2 weeks of hyper care from the SAP Catalog Specialist for support, after this the project is considered completed.

You will now need to ensure the catalog remains up to date, and should you face any functional errors you will need to contact support by creating a case.

Remember
Your catalog should be customer specific with agreed

TIP
Good catalogs are the key to reducing order errors. Make the contents of your catalogs concise, complete, and accurate to allow your customers to easily choose the most applicable products or services.