

## Uploading and Publishing a Static Catalog on the SAP Business Network

- You are now on the Create a New Catalog Screen
- To create the Catalog, there is a 3-step Wizard:
  - ① **Details -** General information about the Catalog
  - Subscriptions Who you are publishing the Catalog to
  - 3 **Content -** Uploading the actual Catalog file

| Create a New Catalog  |  | Next Exit  |
|---|--|--|
| <ol> <li>Details</li> <li>Subscriptions</li> <li>Content</li> </ol> | Enter a catalog name<br>Catalog Name: *<br>PunchOut Level 1:<br>Created By:<br>Date Created:<br>Description: | and descriptive text. Customers can search using this information. Add commodity codes to your catalog. * indicates required fie |
|   | Commodities: (i)   | Characters left: 1000 The maximum number of characters allowed is 1000, including spaces. Description                            |
|   |  | No items           Ly         Delete         Add   |
|   |  | Next Exit  |