

Configuring your Supplier account for Punchout – PunchOut Authentication

- Next, select an **Authentication** option and method. The Preferred method is **Shared Secret**.
 - **Default Authentication:** This Account Level authentication is used for all cXML transactional documents and is maintained in another section of your Supplier Account.
 - **Customized Authentication:** This shared secret is used purely for PunchOut catalog connectivity. These credentials will be sent to your PunchOut site to authenticate requests from **ALL** Buyers.
- If using the customized option, type in your Shared Secret, and confirm it.
- Click “Save” once complete

Create PunchOut Configuration

URL Setup

Name: *
Default URL

PunchOut URL: *
https://www.supplierpunchoutrequesturl.com

PunchOut allows customers to browse and purchase products directly on your website. Enter your website's URL for receiving PunchOutSetupRequest documents. This is required even if you've specified a Profile URL on the cXML Setup page.

Server name indication:
☐ ⓘ

Visibility and Authentication

Visibility:
☒ Default - The URL is applicable for all your customers
☐ Private - Choose the customer who will be directed to the PunchOut URL

Authentication:
☐ Default Authentication
☒ Customized Authentication

Select an authentication method:
Shared Secret

Shared Secret: *
[Text Field]

Confirm Shared Secret: *
[Text Field]

Save Cancel