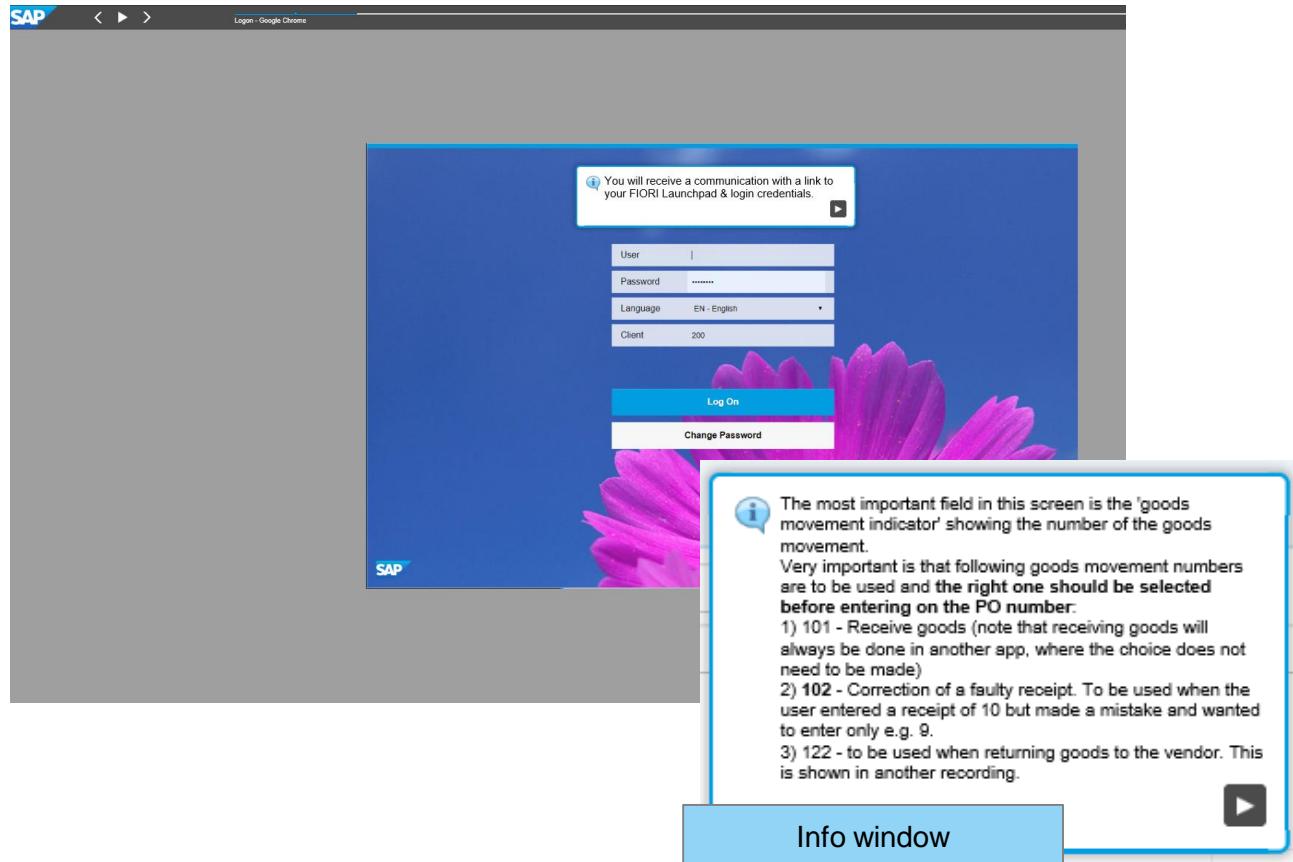


Content

1. Introduction to SAP Enable Now (SEN) online courses
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1. Introduction to SAP Enable Now online courses

All End Users follow online SAP Enable Now courses for their future SAP roles*.



WATCH – In **Demo mode** you watch and learn.
Keep an eye on the info windows.

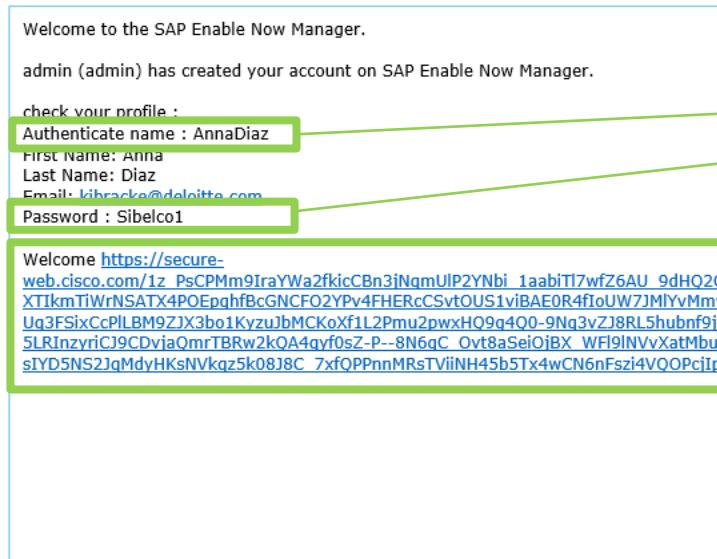


DO – In **Practice mode** you follow the guidelines on where to click and what to do in the system. For some courses, you also get quiz questions.

2. SEN for End Users

2.1 How do I log in to SAP Enable Now?

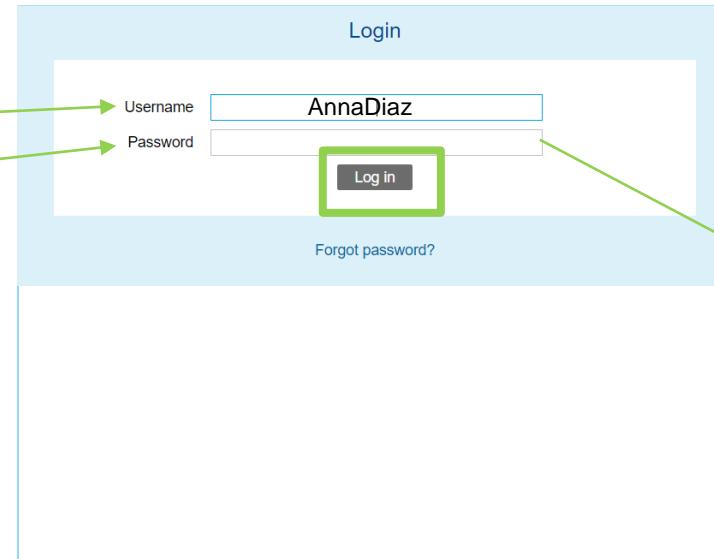
1. You receive an email with your Authenticate Name (AnnaDiaz) and (temporary) Password (Sibelco1). Click on the **welcome link**.



Welcome to the SAP Enable Now Manager.
admin (admin) has created your account on SAP Enable Now Manager.
check your profile :
Authenticate name : AnnaDiaz
First Name: Anna
Last Name: Diaz
Email: kbracke@deloitte.com
Password : Sibelco1

Welcome https://secure-web.cisco.com/1z_PsCPMm9IraYWa2fkicCBn3jNqmUIP2YNb1_1aabITl7wfZ6AU_9dHQ2CXTIkmtWrNSATX4POEpqfbCgNCFO2YPv4FHERCSvtOUS1vbAEOR4fIoUW7JMIyMm9Uq3FSixCcPILBM9ZJX3bo1KyzujbMCKoXf1L2Pmu2pxwHO9q400-9Nq3vZJ8RLShubnf9iSLRInzyriC9CDviaQmrTBRw2kOA4qv0sZ-P--8N6qC_Ovt8aSeiOjBX_WFI9INVXatMbussIYD5NS2jqMdyHKsNVkqz5k08j8C_7xfQPPnnMRsTViiNH45b5Tx4wCN6nFszi4VQOPciIp

2. Fill in your Username (AnnaDiaz) and Password and click on **Log in**.



Login

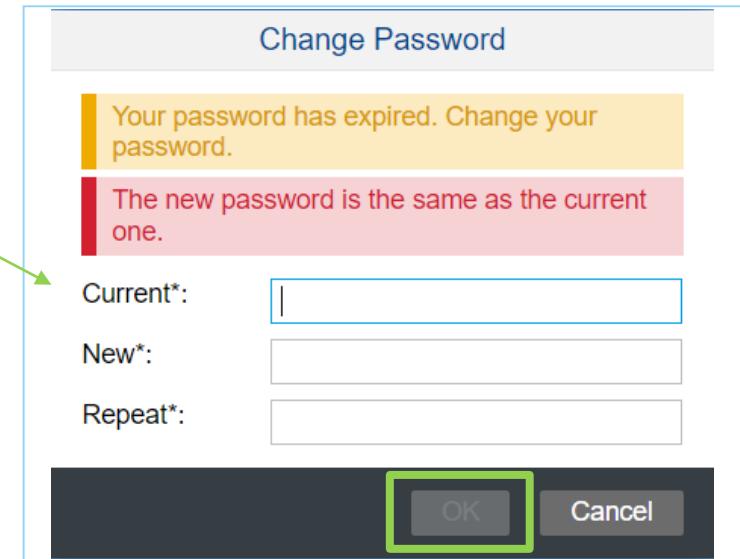
Username: **AnnaDiaz**

Password:

Log in

Forgot password?

3. A Change Password window appears. Fill in Sibelco1 in the **Current** field, and choose a new password in the **New** and **Repeat** fields. Click on **OK**.



Change Password

Your password has expired. Change your password.

The new password is the same as the current one.

Current*:

New*:

Repeat*:

OK **Cancel**

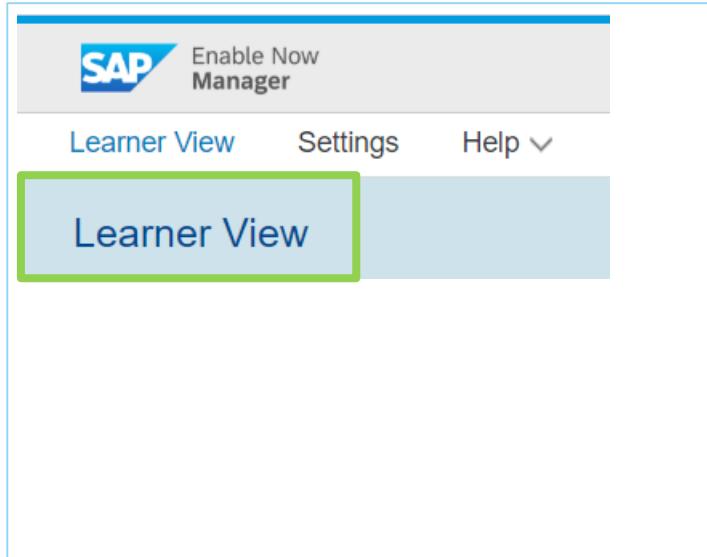


Tip: Open SAP Enable Now in your Internet Explorer browser.

2. SEN for End Users

2.2 How do I access Learner View?

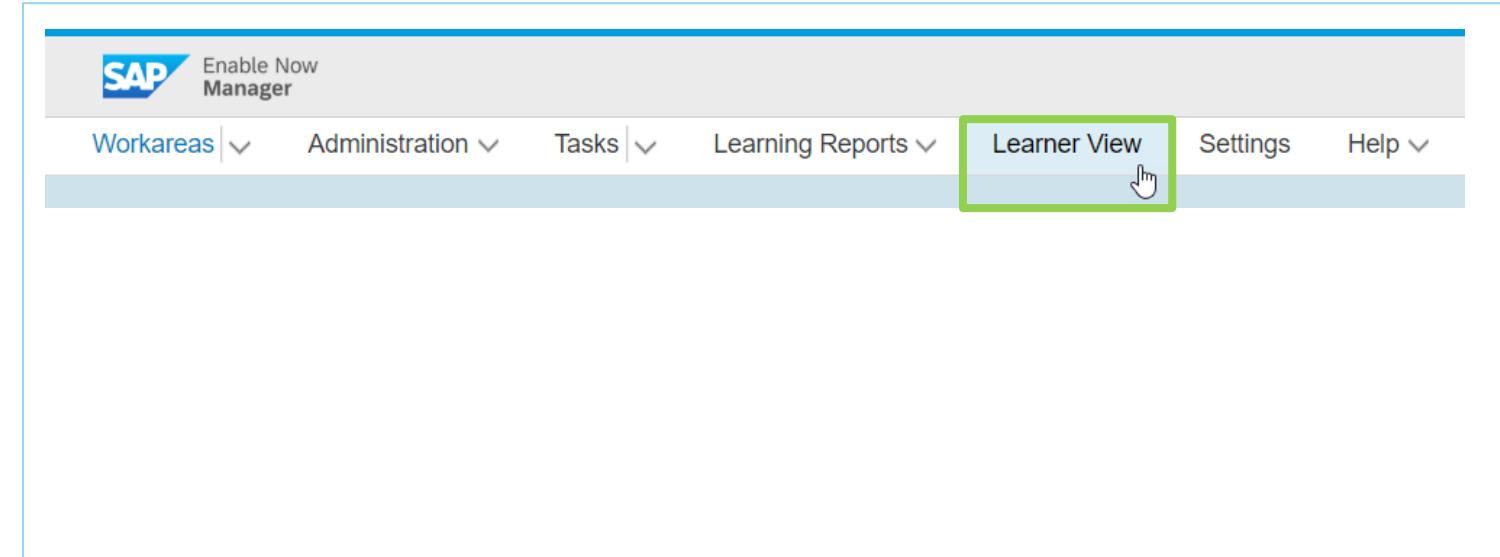
1. If you see 'Learner View' on top of your screen, you can proceed to the next slide to start your online courses. **If not, follow the next step.**



2. In case you see the below screen, please click on 'Learner View' to start your online courses.

!IMPORTANT!

In the Workareas, you can access the recordings for editing, please review the QRC before doing this.



2. SEN for End Users

2.3 How do I start my online courses?

1. Click on the Course you want to start. For instance, **Introduction Part 1**.
2. Click on the **drop-down arrow** next to your course. Double-click on the Demo mode to start your course.
3. Click on the **Play** icon to start watching your Demo course.

The Learner View interface shows a sidebar with categories: Course, Dispatcher, and Requisitioner. Under Course, there are several items: Introduction Part 1 (highlighted with a green border), Introduction Part 2, Receiver, and Requisitioner. At the top, there is a search bar with a magnifying glass icon, a global search checkbox, and a 'Search' button.

The 'Introduction Part 1' course details page shows a dropdown arrow icon next to the course name. Below it are four options: 'Introduction part 1' (with a blue play icon), 'Introduction part 1 Demo' (highlighted with a green border), 'Introduction part 1 Practice', and 'Introduction part 1 Test'.

A video player interface with a grey header bar. Inside, there is an info icon followed by the text: 'The goal of this user guide is to learn to log in to the Sibelco SAP system & maintain your Fiori launchpad settings'. A large green-bordered play button is visible on the right side.



Tip: Always start with Demo mode before you try your Practice mode

2. SEN for End Users

2.4 Attention Point



Tip: You can always consult your Demo recording as a refresh.

1. Click on the Course you want to start. For instance, **Procurement Requisitioner**

2. Click on the **arrow** when needed to see all available content

The screenshot shows the SAP Fiori Launchpad interface. On the left, a list of courses is displayed, with 'Procurement Requisitioner' highlighted by a green bar at the bottom. On the right, the 'Procurement Requisitioner' course page is shown, featuring a tree view of content items. The first item, 'Requisitioner', has a green square icon with a white arrow pointing down to its details. The details pane lists various sub-topics such as 'Create PR from catalog', 'Create PR for non-stock without catalog', etc. The top right of the page includes 'Show Status', 'QR Code', and 'Start...' buttons.

Course
Procurement Approver
Customer Representative
E-learning SAP
PP All
Introduction part 1: Log in to SAP Fiori
Introduction part 2: Browsing in SAP Fiori
PP Inventory Manager
Operations Maintenance Planner & Scheduler - English
Maintenance Planner & Scheduler
Maintenance Technician
Operations Maintenance technician - English
Procurement PUR Operational Buyer
PO blocking - workflow price difference
PO blocking - workflow quantity difference
Procurement Receiver
Procurement Requisitioner
Transactional Buyer

Procurement Requisitioner

- Requisitioner
 - Create PR from catalog
 - Create PR for non-stock without catalog
 - Create PR for limit order
 - Create PR for stock item
 - Create PR for CAPEX
 - What to do when PR gets rejected
 - Invoice received without goods receipt
 - Report on PRs
 - How to retrieve PRs from MRP
 - How to retrieve a PR for back to back order
 - Create PR for a limit order

Show Status QR Code Start...