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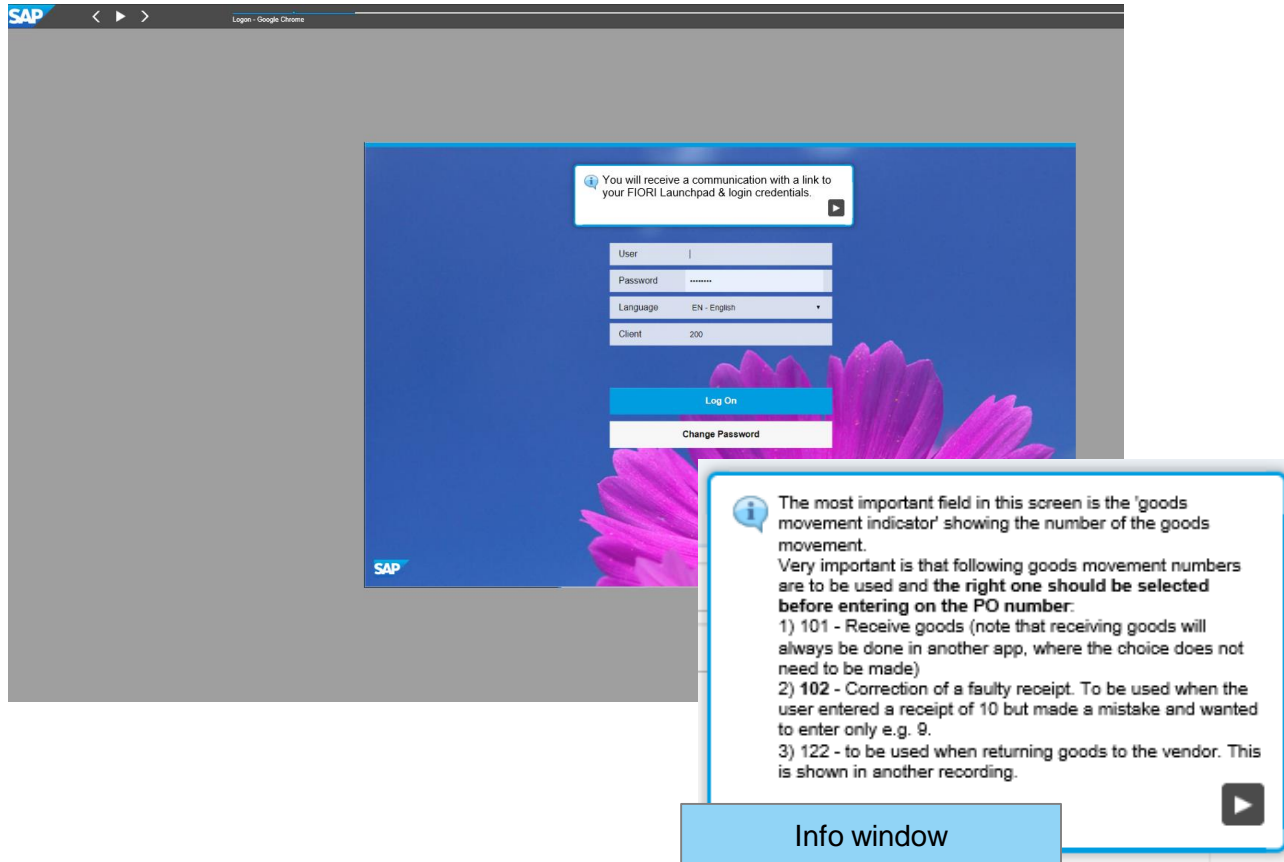
1. Introduction to SAP Enable Now (SEN) online courses

2. SEN for Learners

   2.1 How do I log in to SAP Enable Now?

   2.2 How do I access Learner View?

   2.3 How do I start my online courses?

   2.4 How do I pass my online tests?

   2.5 What if I fail my online tests?

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

You will receive a communication with a link to your FIORI Launchpad & login credentials.

User		
Password	....	
Language	EN - English	▼
Client	200	

Log On

Change Password

The most important field in this screen is the 'goods movement indicator' showing the number of the goods movement.
Very important is that following goods movement numbers are to be used and **the right one should be selected before entering on the PO number**:
1) 101 - Receive goods (note that receiving goods will always be done in another app, where the choice does not need to be made)
2) **102** - Correction of a faulty receipt. To be used when the user entered a receipt of 10 but made a mistake and wanted to enter only e.g. 9.
3) 122 - to be used when returning goods to the vendor. This is shown in another recording.

Info window

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.

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

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

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

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**.

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: kibracke@deloitte.com
Password : Sibelco1

Welcome https://secure-web.cisco.com/1z_PsCPMm9IraYWa2fkicCBn3jNqmUlP2YNbi_1aabiTl7wfZ6AU_9dHQ2C XTIkmTiWrNSATX4POEpqhfBcGNCFO2YPv4FHERcCSvtOUS1viBAE0R4fIoUW7JMlYvMm9 Uq3FSixCcPlLBM9ZJX3bo1KyzuJbMCKoXf1L2Pmu2pwxHQ9q4Q0-9Nq3vZJ8RL5hubnf9j9 5LRInzyriCJ9CDvjaQmrTBRw2kQA4qyf0sZ-P--8N6qC_Ovt8aSeiOjBX_WFl9lNVvXatMbu-sIYD5NS2JqMdyHKsNVkqz5k08J8C_7xfQPPnnMRsTViiNH45b5Tx4wCN6nFszi4VQOPcjIp

Login

Username AnnaDiaz

Password

Log in

Forgot password?

Change Password

Your password has expired. Change your password.

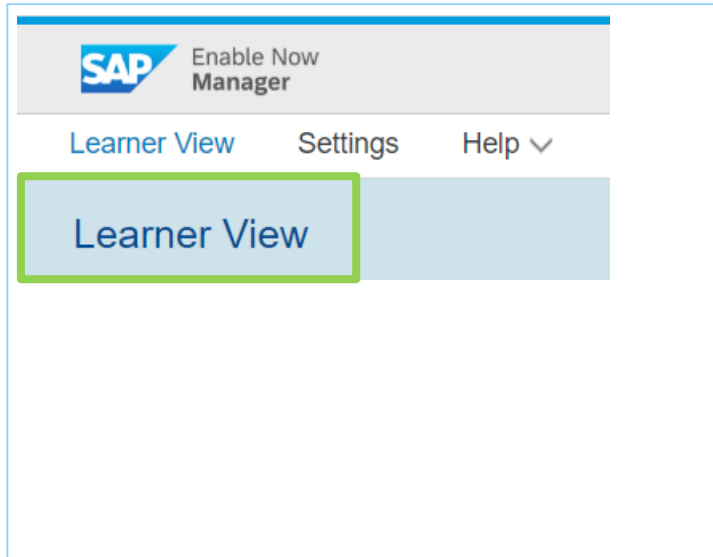The new password is the same as the current one.

Current*:

New*:

Repeat*:

OK   Cancel

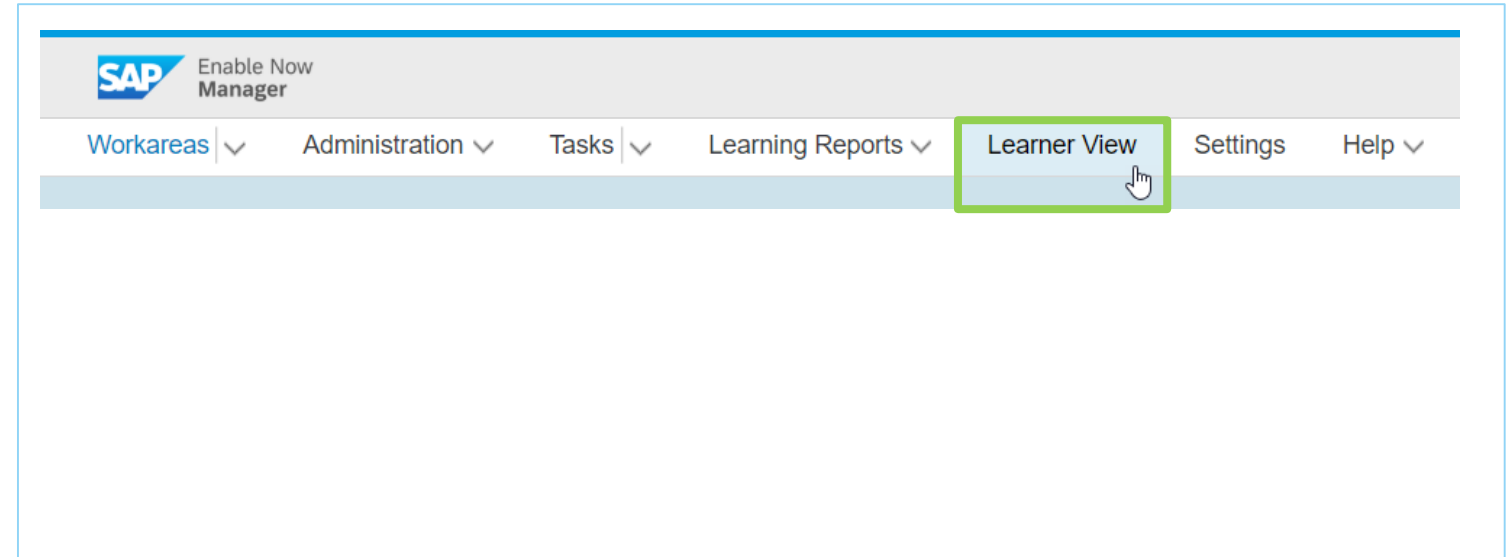## 2. SEN for End Users
2.2 How do I access Learner View?

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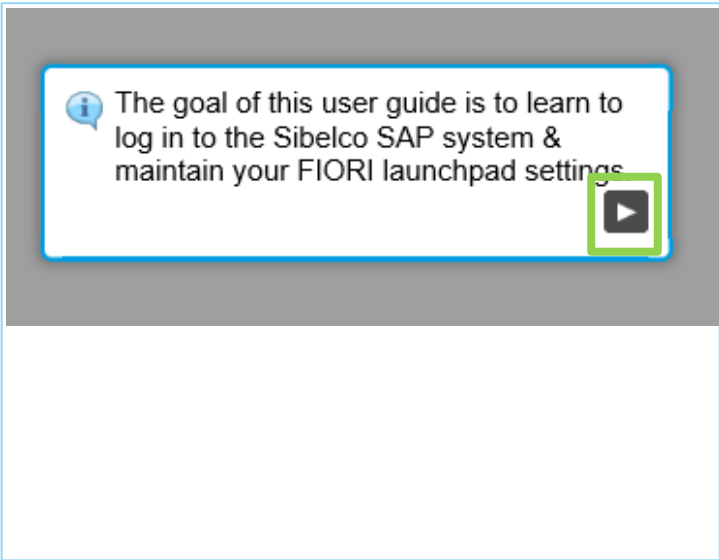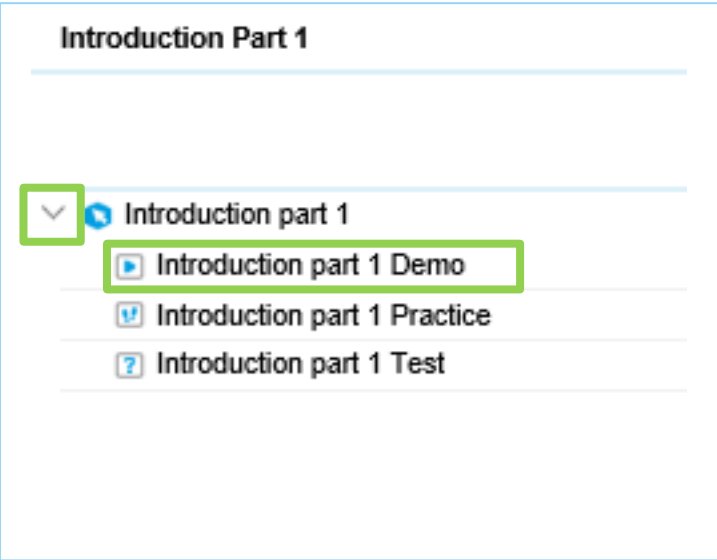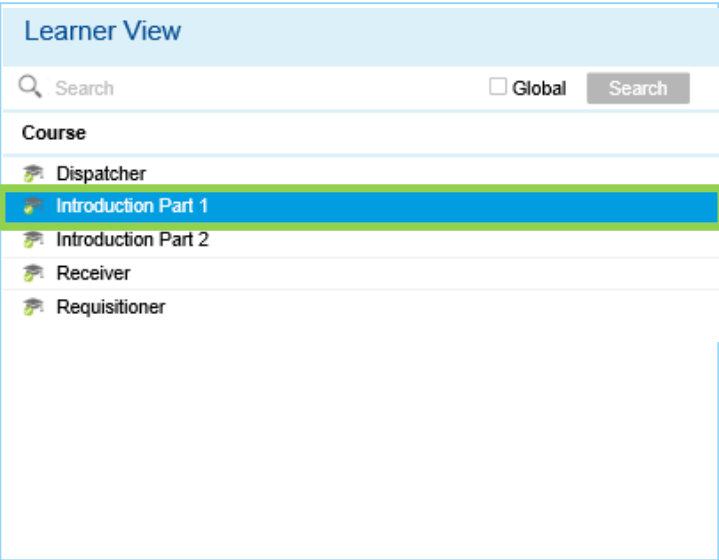   In the Workareas, you can access the recordings for editing, please review the QRC before doing this.

2.3 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.

2. SEN for End Users
2.4 Attention Point

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