SAP Ariba

Feature at a Glance

Transaction document reports

Franz Uhr, SAP Ariba
Target GA: Sept, 2018

CONFIDENTIAL

SAP Run Simple

Ease of implementation Low touch / simple
Geographic relevance Global

Feature at a Glance

Introducing: Transaction document reports

Customer challenge

Customers may experience issues with their documents, particularly technical issues. While they can get visibility on individual document level, a consolidated view of all documents is needed to allow customers to address those issues in an efficient way.

Meet that challenge with SAP Ariba

Buyer Administrators in Ariba Network need visibility to all the documents that they can download and report on particularly for any technical Issues. This feature provides an option for buyers to download a list of documents based on user defined search criteria that will provide document status and additional details related to the document.

Experience key benefits

The feature provides visibility to all documents a buyer administrator needs to be concerned about in an easily accessible, consolidated report.

Solution area

SAP Ariba Supply Chain Collaboration

Implementation information

This feature is “on” by default for customers of SAP Ariba Supply Chain Collaboration for Buyers but requires configuration.
This feature is applicable to All SAP Ariba Supply Chain Collaboration buyer administrator users.

Prerequisites and Limitations

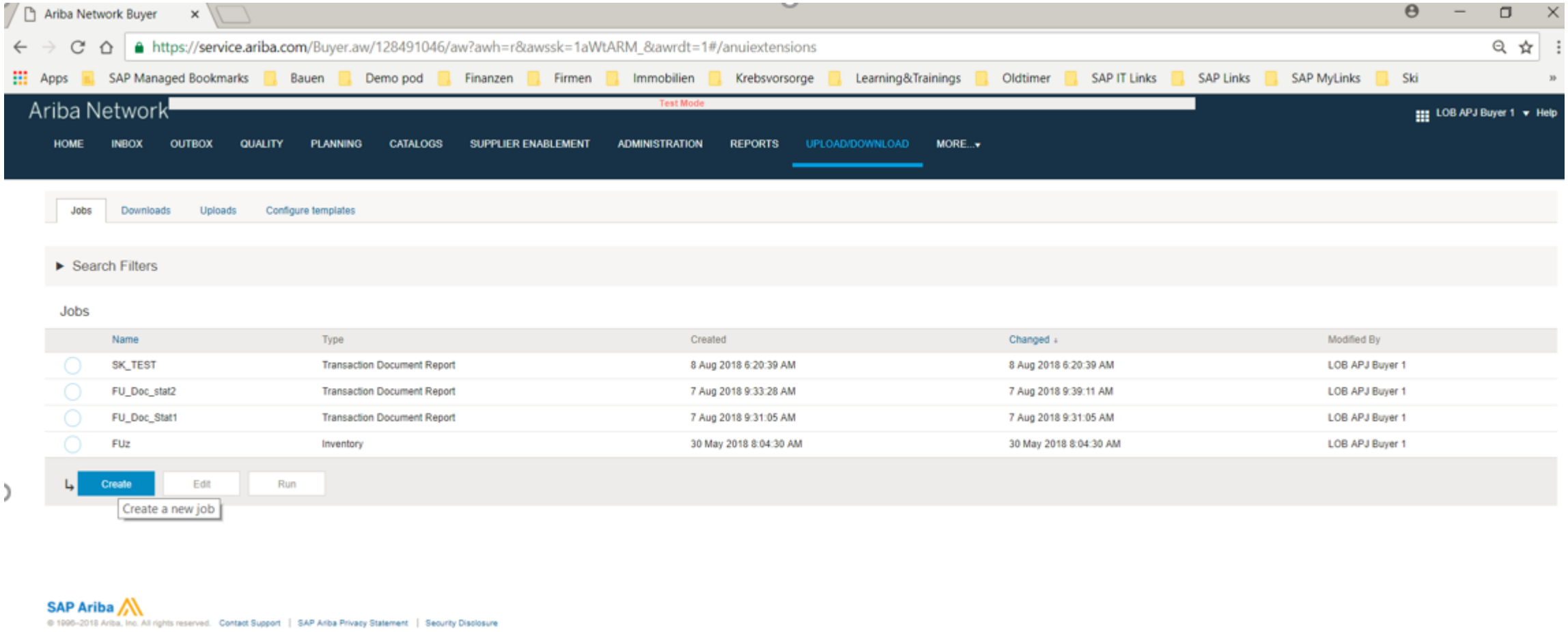
This feature requires that the buyer system has been entitled for SAP Ariba Supply Chain Collaboration, and that a buyer administrator has enabled the supplier for SAP Ariba Supply Chain Collaboration.
Alternate cXML document routing is enabled and configured for the Buyer.
Suppliers you want to include in the report need to have alternate cXML document routing enabled for the buyer-supplier relationship (needs to be enabled by SAP Ariba Customer Support).

© 2018 SAP SE or an SAP affiliate company. All rights reserved. CONFIDENTIAL

Feature at a Glance

Introducing: **Transaction document reports**

In the menue under **Upload/Download > Jobs** click **Create** button.



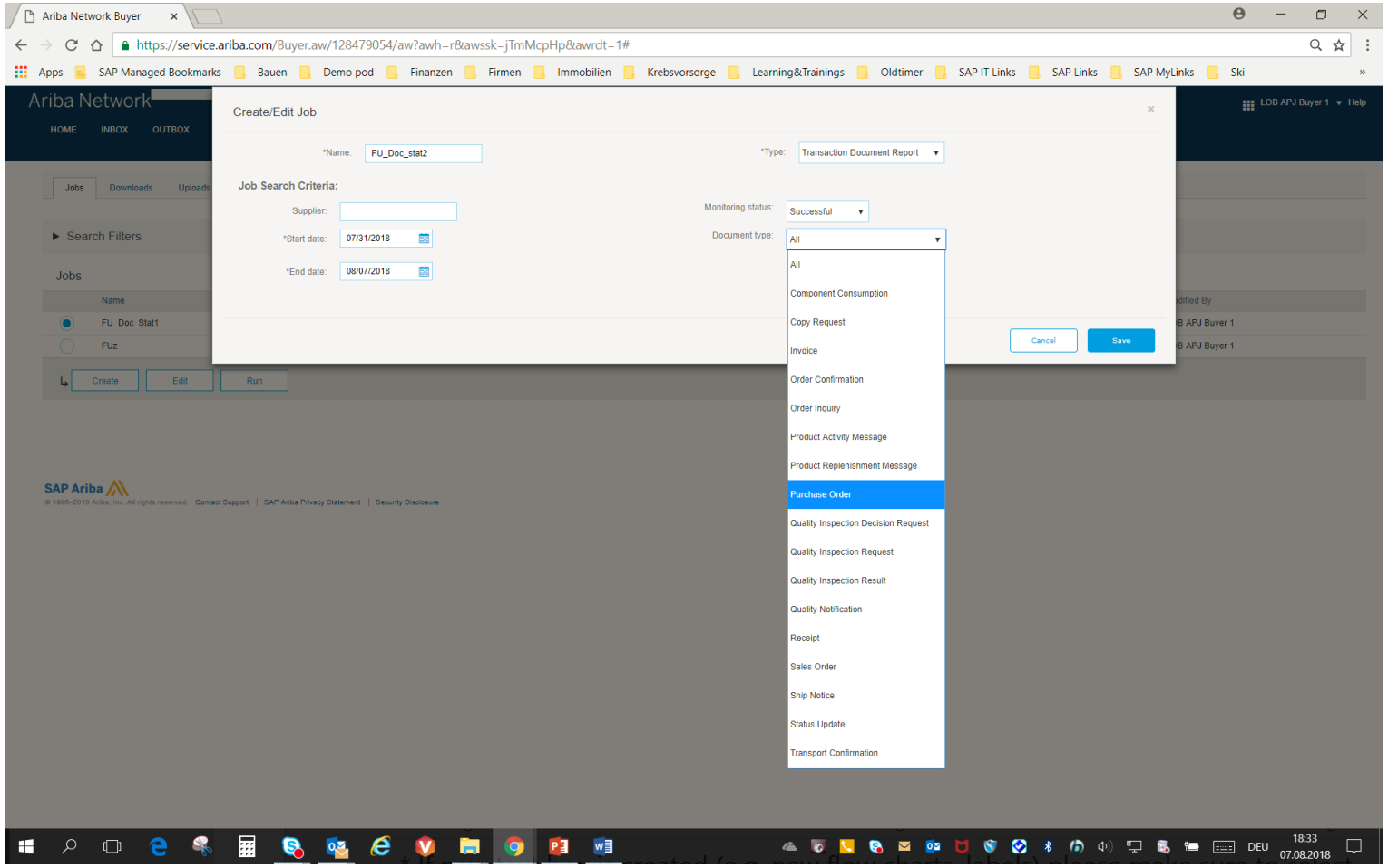
© 2018 SAP SE or an SAP affiliate company. All rights reserved. CONFIDENTIAL

Feature at a Glance

Introducing: **Transaction document reports**

In the pop-up you have to specify a Job **Name** and select a **Type**. **Transaction Document Report** choice is added to the Type search filter.
When the Transaction Document Report type is chosen, the following search criteria are displayed:

- Supplier
- Document Type
- Start Date
- End Date
- Document Status

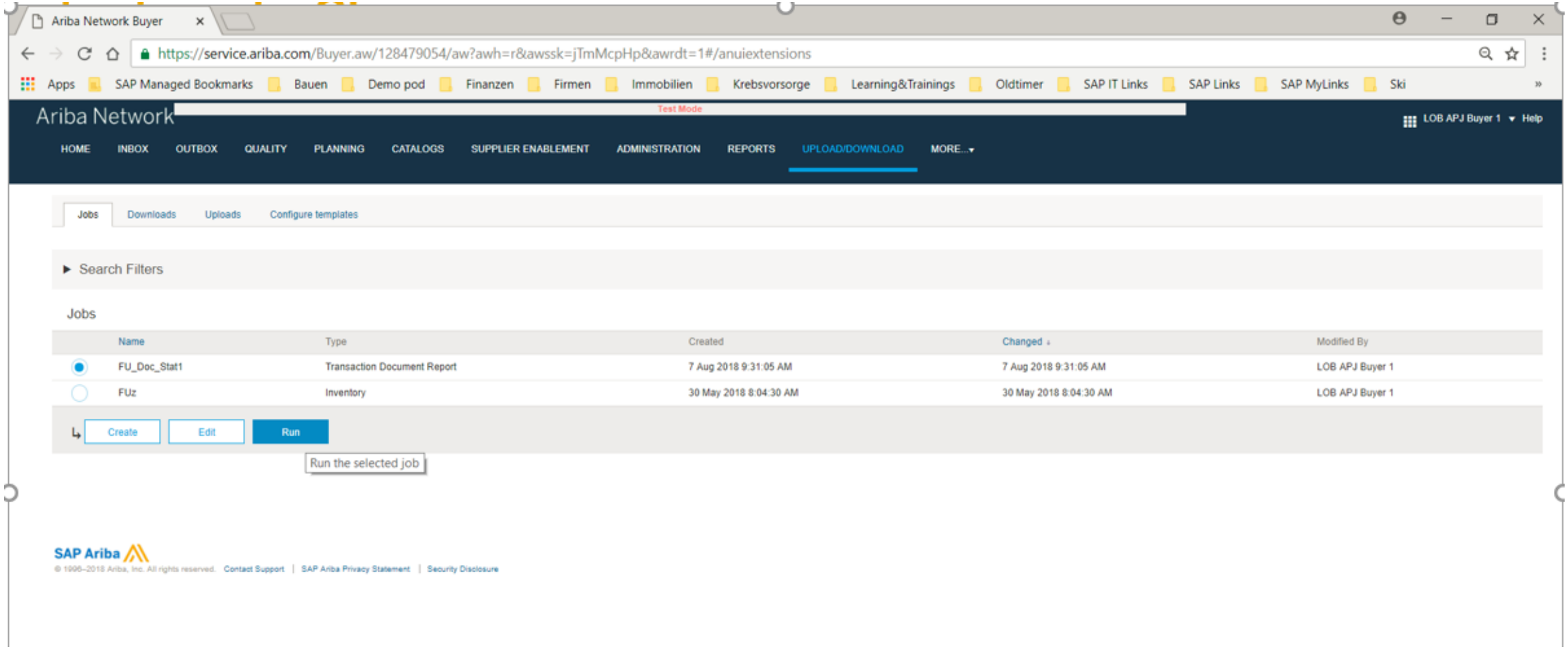


© 2018 SAP SE or an SAP affiliate company. All rights reserved. CONFIDENTIAL

Feature at a Glance

Introducing: **Transaction document reports**

Click **Run**.The Downloads page opens and adds a row for the job. When processing completes, a download icon appears at the end of the row.

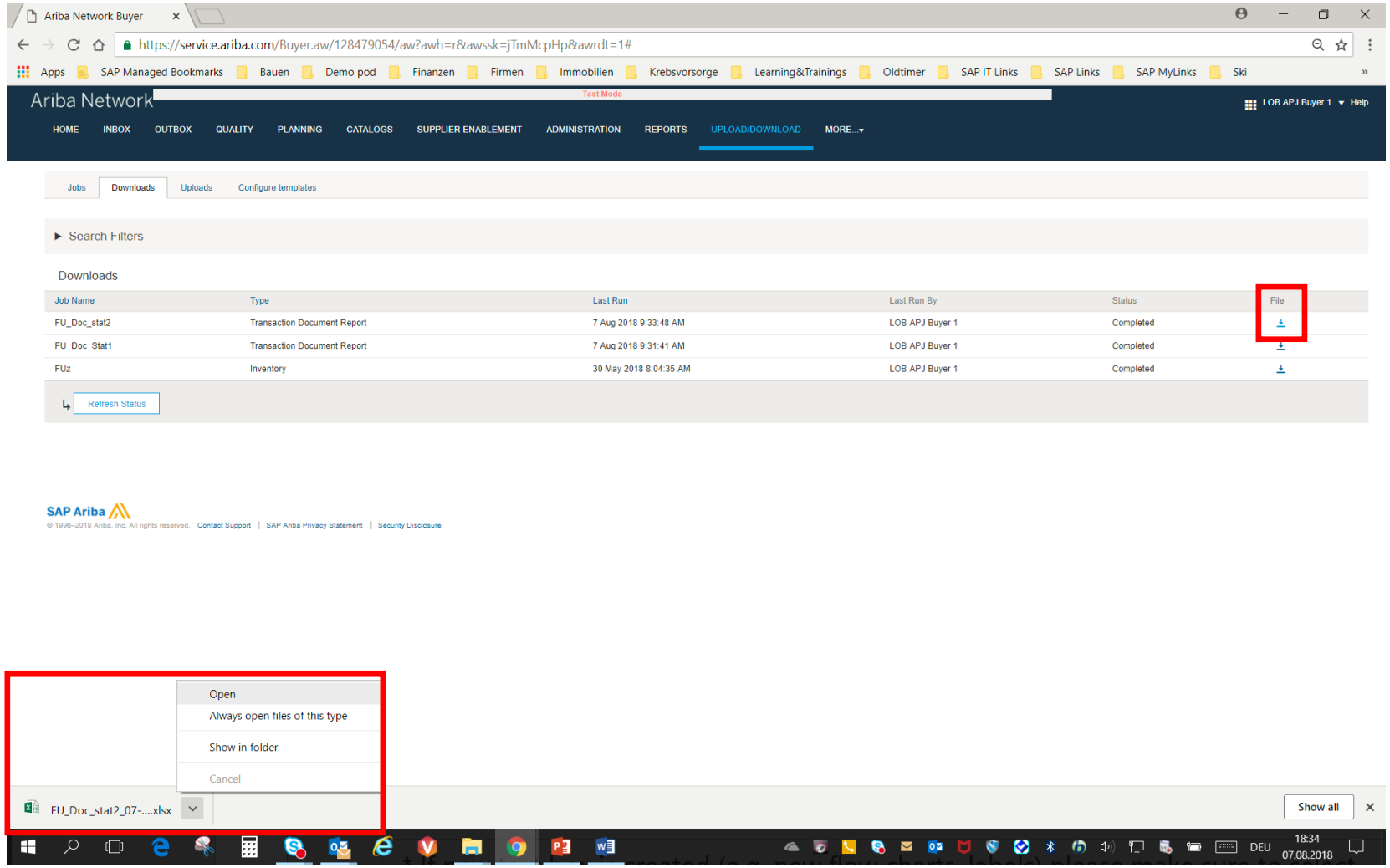


© 2018 SAP SE or an SAP affiliate company. All rights reserved. CONFIDENTIAL

Feature at a Glance

Introducing: **Transaction document reports**

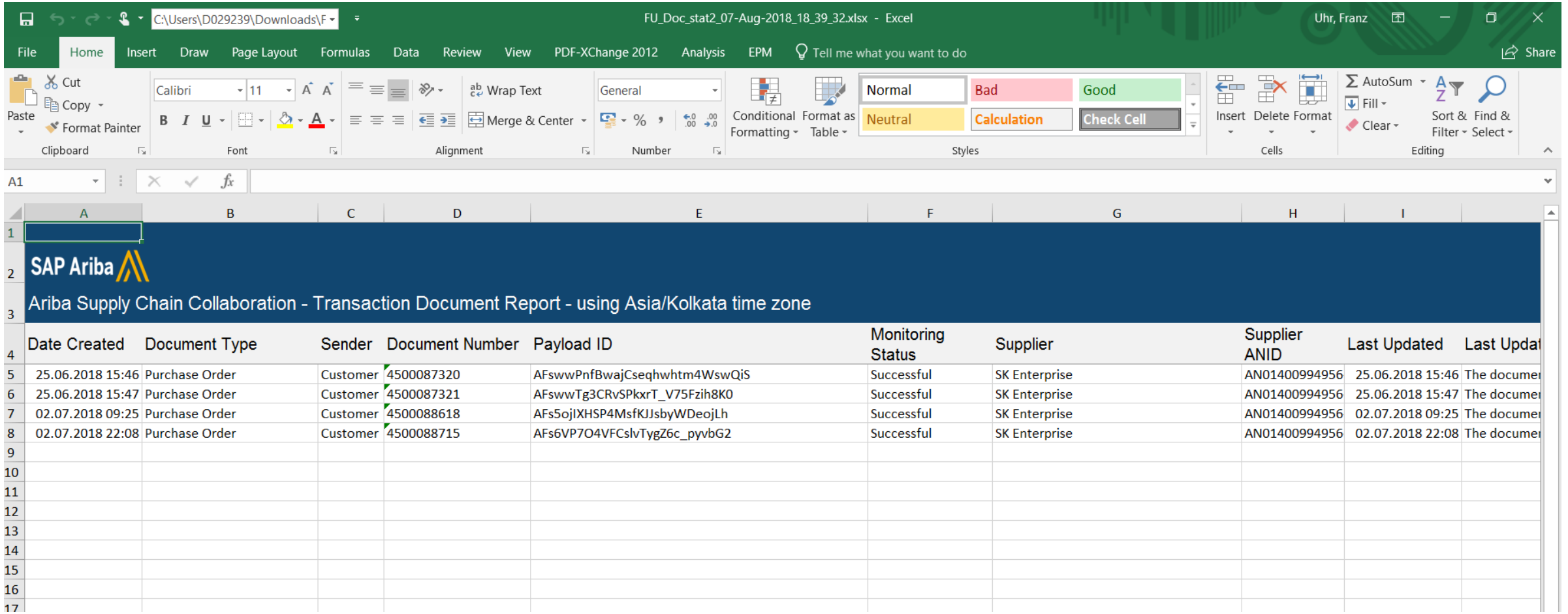
Click the download icon to download the Excel file.
Open the downloaded Excel file to view the results.



Feature at a Glance

Introducing: **Transaction document reports**

See following example with Purchase Orders in the specified range.



Date Created	Document Type	Sender	Document Number	Payload ID	Monitoring Status	Supplier	Supplier ANID	Last Updated	Last Updat
25.06.2018 15:46	Purchase Order	Customer	4500087320	AFswwPnfBwajCseqhwhtm4WswQiS	Successful	SK Enterprise	AN01400994956	25.06.2018 15:46	The documer
25.06.2018 15:47	Purchase Order	Customer	4500087321	AFswwTg3CRvSPkxrT_V75Fzih8K0	Successful	SK Enterprise	AN01400994956	25.06.2018 15:47	The documer
02.07.2018 09:25	Purchase Order	Customer	4500088618	AFs5ojIXHSP4MsfKJJsbyWDeojLh	Successful	SK Enterprise	AN01400994956	02.07.2018 09:25	The documer
02.07.2018 22:08	Purchase Order	Customer	4500088715	AFs6VP7O4VFCslvTygZ6c_pyvbG2	Successful	SK Enterprise	AN01400994956	02.07.2018 22:08	The documer

© 2018 SAP SE or an SAP affiliate company. All rights reserved. CONFIDENTIAL