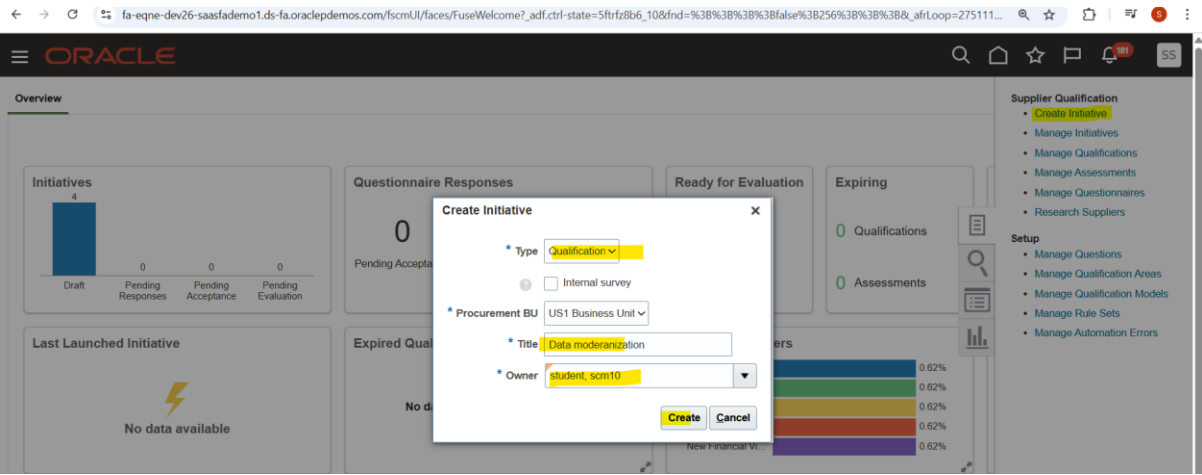
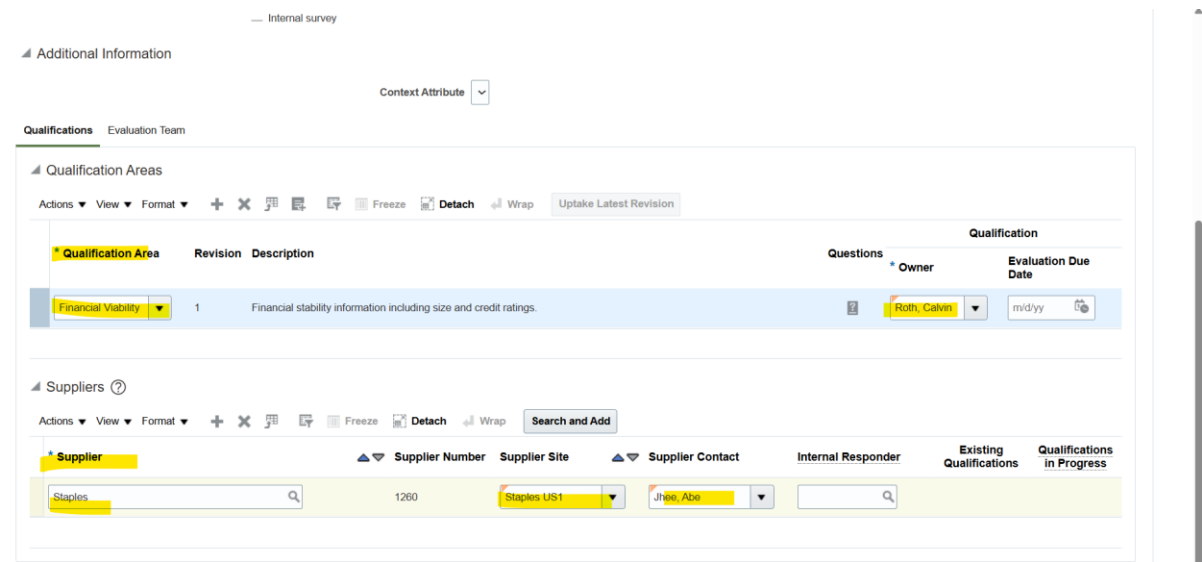


How to create Qualifications:

Step 1: Craete Initiatives



Click on Create



Add the qualification area and Supplier details.

ORACLE

Overview Edit Initiative: 10233 x

Edit Initiative 10233: Configuration ?

Overview Configuration Questionnaires Review

Validate Back Next Save Launch Cancel

Last Saved 3/11/25 12:11 PM

Suppliers

Actions View Format Freeze Detach Wrap

Supplier	Supplier Site	Send Questionnaire		Preview Responses
		Supplier Contact	Internal Responder	
Staples	Staples US1	✓	✓	Go

Staples: Qualifications

Actions View Format Freeze Detach Wrap

Qualification		Active Qualification					Qualifications In Progress	Preview Responses
Name		Area Revision	Qualification Outcome	Area Revision	Start Date	End Date		
Financial Viability		1						Go

Columns Hidden 3

Here we have 3 sections, Overview, Qualifications and Questionnaires.

← → ↺ fa-eqne-dev26-saasfadem01.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?_adf.ctrl-state=5frfz8b6_10&fnd=%3B%38%38%3Bfalse%3B256%38%38%3B&_afLoop=275111...

ORACLE

Overview Edit Initiative: 10233 x

Overview Configuration Questionnaires Review

Validate Back Next Save Launch Cancel

Last Saved 3/11/25 12:11 PM

☒ Automatically populate questionnaire responses ☐ Automatically accept questionnaire responses

Show Questionnaire Supplier Internal

Supplier Questionnaire

Title Data modernization

Due Date m/d/yyyy

First Reminder Days prior to due date

Second Reminder Days prior to due date

Past Due Reminder Days after due date

Questions

Section Name Financial Viability

Instructions

How many people are employed by your company?

a. Up to 100

b. 101 - 500

Introduction Please answer the following questions. Thanks you

Attachments None

Add Section Section 1. Financial Viability

← → ↺ fa-eqne-dev26-saasfadem01.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?_adf.ctrl-state=5frfz8b6_10&fnd=%3B%38%38%3Bfalse%3B256%38%38%3B&_afLoop=275111...

ORACLE

Overview Edit Initiative 10233: Overview x

Validate Back Next Save Launch Cancel

Last Saved 3/11/25 12:21 PM

Procurement BU US1 Business Unit

Type Qualification

Internal survey

Internal Note

Attachments None

Additional Information

Context Attribute

Qualifications Evaluation Team

Qualification Areas

Actions View Format Freeze Detach Wrap Uptake Latest Revision

Qualification Area	Revision	Description	Questions	Owner	Qualification Evaluation Due Date
Financial Viability	1	Financial stability information including size and credit ratings.		Roth, Calvin	m/d/yyyy

Suppliers

Actions View Format Freeze Detach Wrap Search and Add

Supplier	Supplier Number	Supplier Site	Supplier Contact	Internal Responder	Existing Qualifications	Qualifications in Progress
Staples	1260	Staples US1	Jhee, Abe	Student, sc0110		

2. Estimate your expected revenue for your current fiscal year.

Response Attachments: None

3. What is the final month of your company's fiscal year?

4. Is your business a public company?

a. Yes
Response Attachments: None

b. No
Response Attachments: None

Comments

4.b.1. Are you willing to provide a copy of an audited financial statement under NDA? (If NDA is already in place, please attach your financial statements. If an NDA is not in place, answer Yes, but do not attach any non-public information.)
If an NDA is required, we will contact you.

a. Yes
Response Attachments: None

b. No
Response Attachments: None

Comments

Section: 1. Financial Viability

Click on Save and Launch

Oracle Fusion Procurement - Review Initiative: 10233

Overview Configuration Questionnaires Review

Validate Back Next Save Launch Cancel

Last Saved: 3/11/25 12:23 PM

Title: Data modernization
Status: Draft
Procurement BU: US1 Business Unit
Type: Qualification
Internal survey

Description: Testing
Initiative Owner: fscm10 student

Warning: You're about to launch this initiative. Do you want to continue?
Yes No

Internal Note
Attachments: None

Context Attribute

Initiatives: 4 Draft, 0 Pending Responses, 0 Pending Acceptance, 0 Pending Evaluation

Expired Qualifications: No data to display

Qualified Suppliers:

Category	Count	Percentage
Compliance	8	62%
Hub Zone	8	62%
New Compliance	8	62%
New Environment	8	62%
New Financial VI...	8	62%

Automation Results (Last 30 Days): 0 Qualifications, 0 Assessments, 0 Initiatives

Automation Errors (Last 30 Days): 0

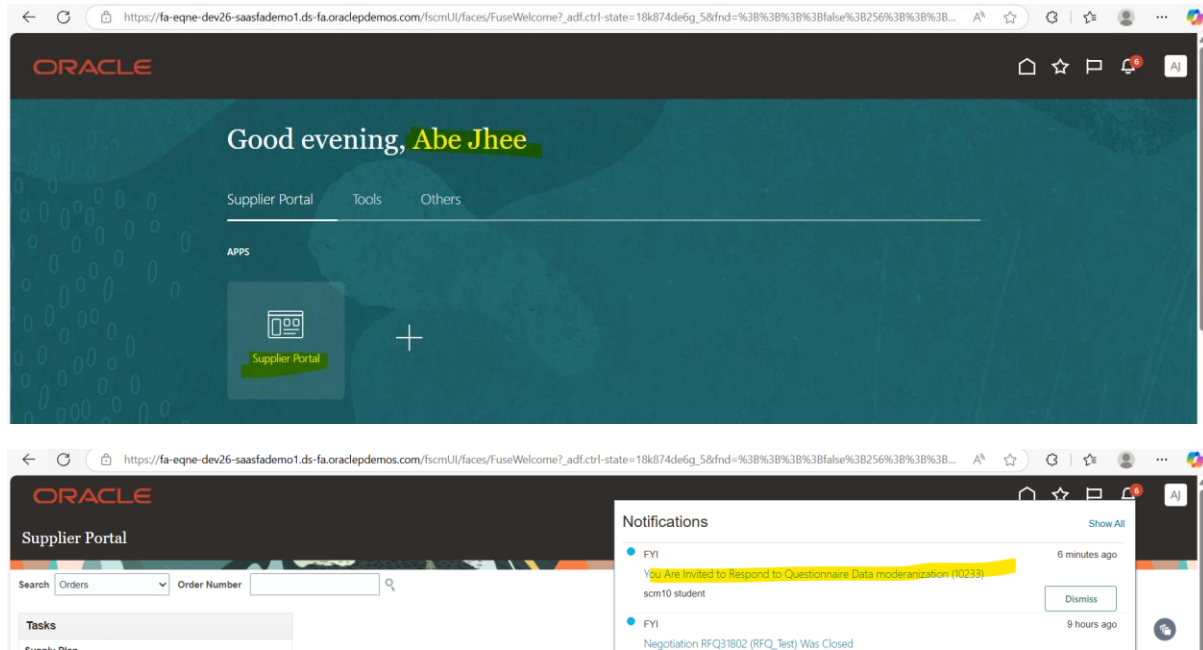
Confirmation: Initiative 10233 was launched. Questionnaires were sent to the following number of suppliers: 1, and internal responders: 1

Launched Initiative: No data available

Step 2: go to the supplier portal provide the responses.

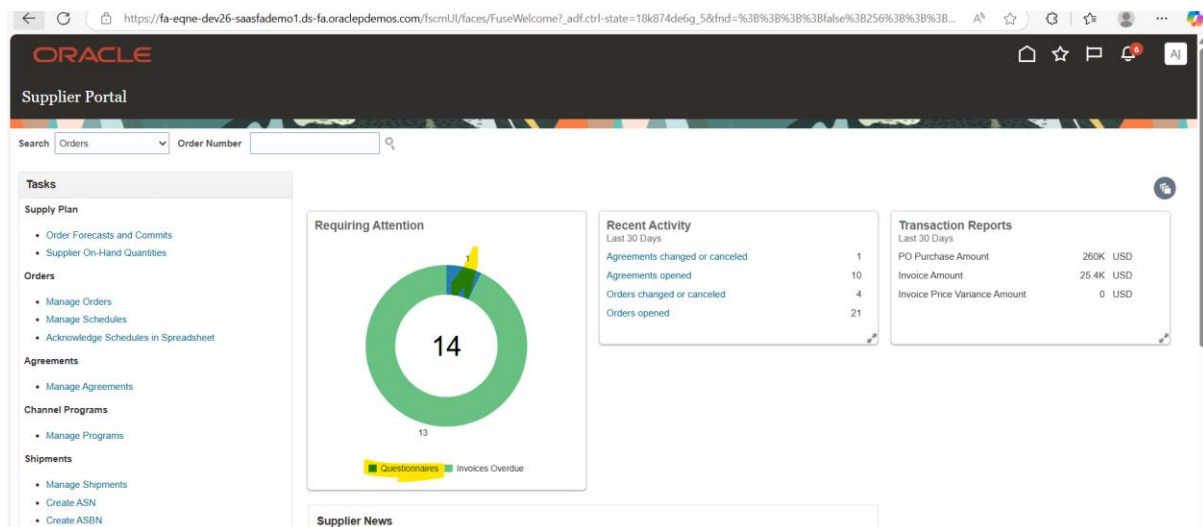
Staples supplier → contact: user name: ABE.JHEE password: welcome123

Login with supplier contact



The screenshot shows the Oracle Supplier Portal login page. The header includes the Oracle logo and navigation links for 'Supplier Portal', 'Tools', and 'Others'. A greeting 'Good evening, Abe Jhee' is displayed. Below the greeting, there is a 'Supplier Portal' button. A notification pop-up is visible on the right side, showing two notifications: 'FYI You Are Invited to Respond to Questionnaire Data modernization (10233)' and 'FYI Negotiation RFQ31802 (RFQ_Test) Was Closed'.

We will get the notification about the questionnaires.



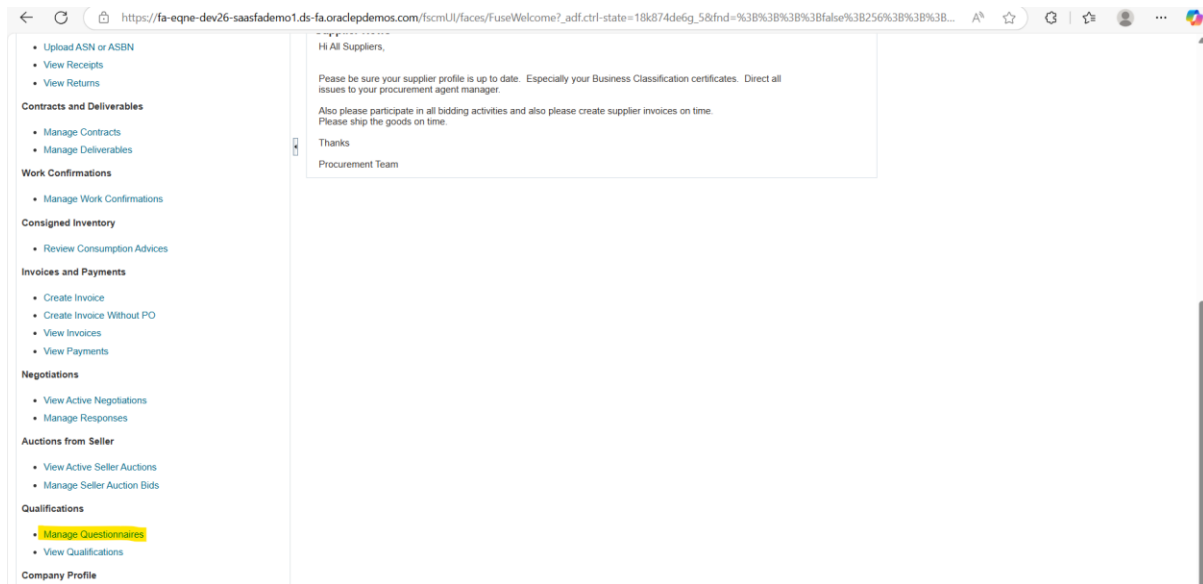
The screenshot shows the Oracle Supplier Portal dashboard. The dashboard includes a 'Requiring Attention' donut chart with a value of 14, a 'Recent Activity' table, and a 'Transaction Reports' table.

Recent Activity	
Last 30 Days	
Agreements changed or canceled	1
Agreements opened	10
Orders changed or canceled	4
Orders opened	21

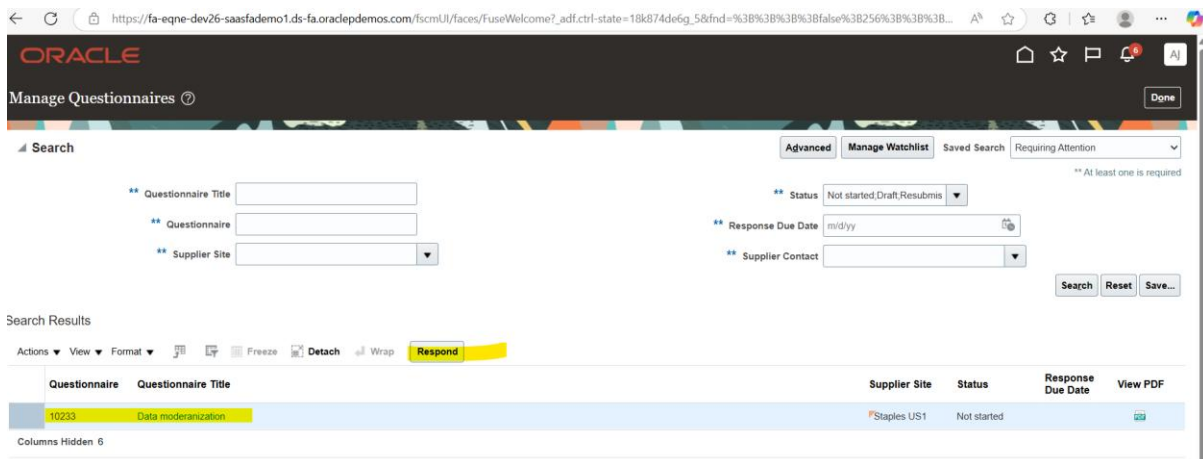
Transaction Reports	
Last 30 Days	
PO Purchase Amount	260K USD
Invoice Amount	25.4K USD
Invoice Price Variance Amount	0 USD

We need to respond to the questionnaires.

Click on Mange questionnaires



Click on manage questionnaires



Select the line and click on respond

Please answer the following questions. Thanks you.

Questions

Financial Viability

Progress Section 1. Financial Viability

1. How many people are employed by your company?

☐ a. Up to 100

☐ b. 101 - 500

☐ c. 501 - 1000

☐ d. 1001 - 5000

☐ e. 5001 - 20000

☒ f. 20001+

2. Estimate your expected revenue for your current fiscal year:

17,908,000,000

Response Attachments None

3. What is the final month of your company's fiscal year?

1. December

4. Is your business a public company?

☒ a. Yes

Response Attachments None

☐ b. No

Comments

I am ready to provide services to your organization

Answer the questions and submit it

ORACLE

Respond to Questionnaire: Data modernization

Save Save and Close Submit Cancel

Time Zone Coordinated Universal Time

Questionnaire

Title Data modernization Supplier Staples Status Draft

Procurement BU US1 Business Unit Supplier Site Staples US1 Due Date

Requested By scm10 student Responder Abe Jhee Attachments None

Introduction

Please answer the following questions, Thanks you

Questions

Financial Viability

Progress 100% Section 1. Financial Viability

1. How many people are employed by your company?

☐ a. Up to 100

☐ b. 101 - 500

☐ c. 501 - 1000

☐ d. 1001 - 5000

☐ e. 5001 - 20000

☒ f. 20001+

Submit it

ORACLE

Manage Questionnaires

Done

Search

Questionnaire Title

Questionnaire

Supplier Site

Confirmation

The response to the Data modernization questionnaire was submitted

OK

Advanced Manage Watchlist Saved Search Requiring Attention

Status Not started, Draft, Resubmit

Due Date m/d/yyyy

Supplier Contact

Search Reset Save...

Search Results

Actions View Format Freeze Detach Wrap Respond

Questionnaire	Questionnaire Title	Supplier Site	Status	Response Due Date	View PDF
10233	Data modernization	Staples US1	Not started		

Columns Hidden 6

The response was submitted

Go back to our homepage , notifications(bell icon)check whether the responses are received by the owner(roth , Calvin) or not

Login with roth, calvin

CALVIN.ROTH , Welcome123

ORACLE

Overview

Initiatives

4

Draft Pending Responses Pending Acceptance Pending Evaluation

Questionnaire Responses

0 Pending Acceptance 0 Overdue 0 Rejected

Ready for Evaluation

0 Qualifications 0 Assessments

Expired Qualifications

No data to display

Qualified Suppliers

Compliance 8.62% Hub Zone 8.62% New Compliance 8.62% New Environment 8.62% New Financial Viability 8.62%

Automation Results

Last 30 Days

0 Qualifications 0 Assessments 0 Initiatives

Notifications

Search

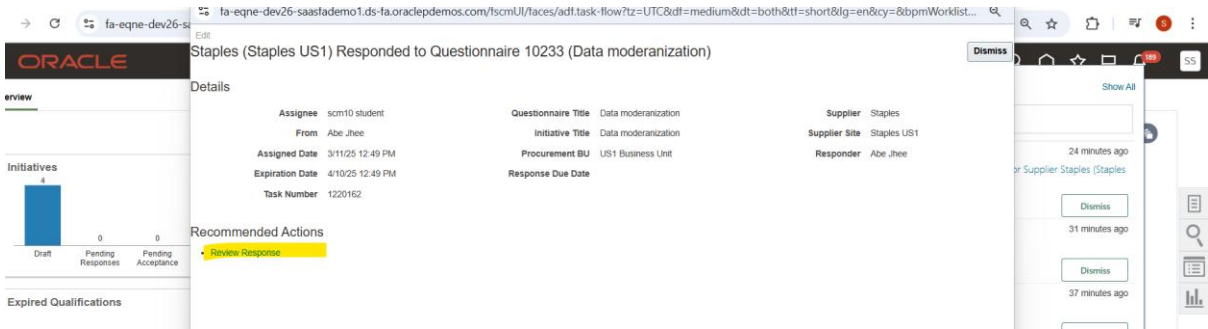
FYI Staples (Staples US1) Responded to Questionnaire 10233 (Data modernization) Abe Jhee 2 minutes ago Dismiss

FYI You Are Invited to Respond to Questionnaire Data modernization (10233) for Supplier Staples (Staples US1) scm10 student 23 minutes ago Dismiss

FYI Supplier Profile Change Request 137047 for kurnasupplier Was Approved 29 minutes ago Dismiss

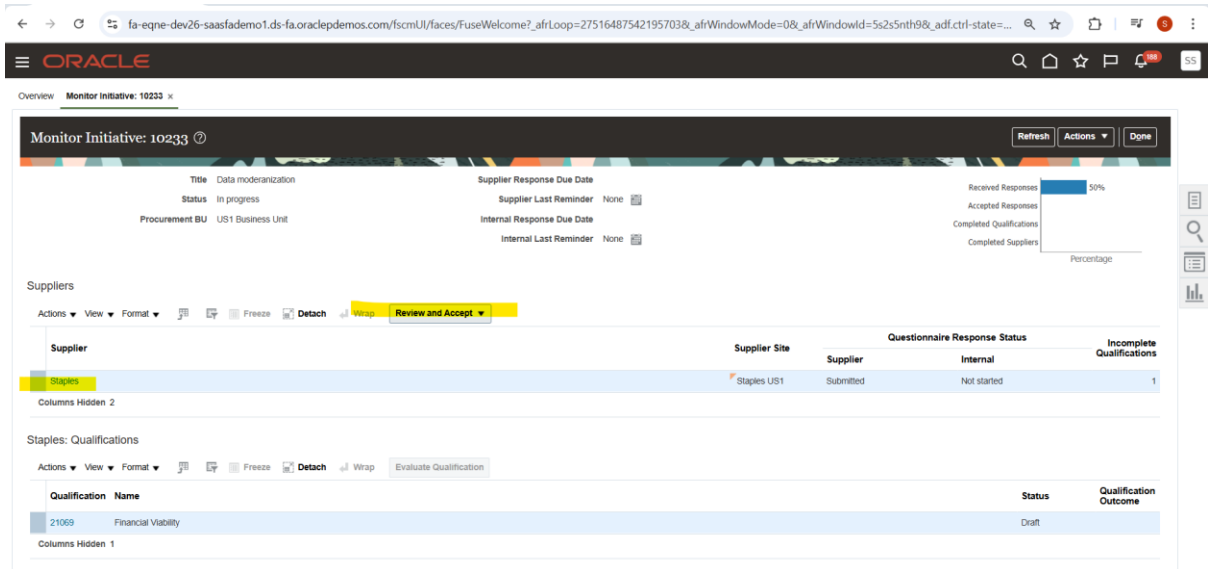
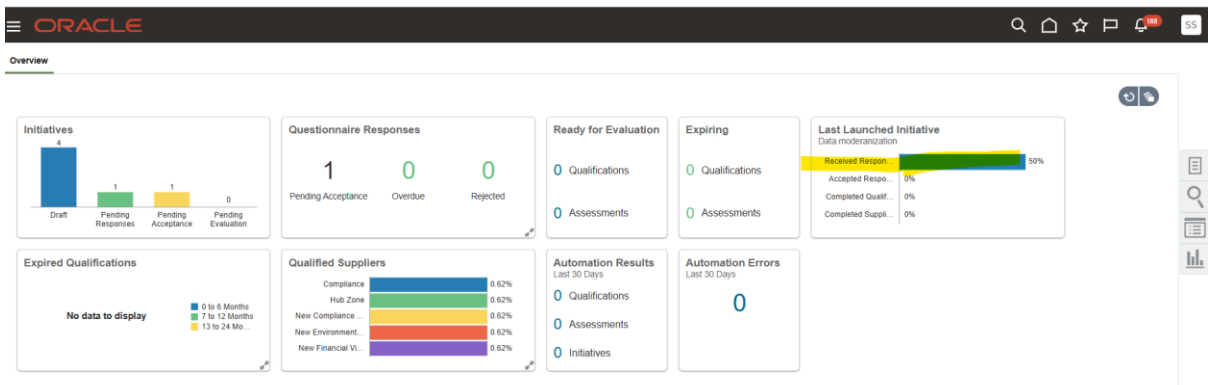
FYI Supplier Profile Change Request 136048 for anandsupplier Was Approved 36 minutes ago Dismiss

FYI Supplier Profile Change Request 137046 for Testnew_supplier Was Approved 43 minutes ago Dismiss



Click on Review Responses

(or) alternative



Select the suppliers and Click on Review and Accept

Oracle Fusion Procurement - Monitor Initiative: 10233

Monitor Initiative: 10233

Title: Data modernization
Status: In progress
Procurement BU: US1 Business Unit

Supplier Response Due Date: None
Supplier Last Reminder: None
Internal Response Due Date: None
Internal Last Reminder: None

Received Responses: 50%
Accepted Responses: 0%
Completed Qualifications: 0%
Completed Suppliers: 0%

Suppliers

Actions: View, Format, Freeze, Detach, Wrap, Review and Accept

Supplier	Supplier Site	Supplier	Questionnaire Response Status	Incomplete Qualifications
Staples	Staples US1	Submitted	Not started	1

Columns Hidden: 2

Oracle Fusion Procurement - Review Response: Staples (Data modernization)

Review Response: Staples (Data modernization)

Title: Data modernization
Procurement BU: US1 Business Unit
Questionnaire Type: Supplier

Supplier: Staples
Supplier Site: Staples US1
Responder: Abe Jhee

Status: Submitted
Due Date: 3/11/25 12:45 PM
Response Date: 3/11/25 12:45 PM
Attachments: None

Acceptance Note:

Responses

Actions: View, Format, Freeze, Detach, Wrap

Question	Response	Responder Comments	Acceptance Note	Response History
Financial Viability				
F1 Employee Count	f. 20001+			
F2 CFY Revenue	17,906,000,000			
F3 Last Month of FY	1. December			
F4 Public Company?	a. Yes	I am ready to provide services to your organization		

Columns Hidden: 3

If you want more details from the supplier you can return to responder. Click on the button.

Otherwise accept it.

Oracle Fusion Procurement - Review Response: Staples (Data modernization)

Review Response: Staples (Data modernization)

Title: Data modernization
Procurement BU: US1 Business Unit
Questionnaire Type: Supplier

Supplier: Staples
Supplier Site: Staples US1
Responder: Abe Jhee

Status: Submitted
Due Date: 3/11/25 12:45 PM
Response Date: 3/11/25 12:45 PM
Attachments: None

Acceptance Note:

Responses

Actions: View, Format, Freeze, Detach, Wrap

Question	Response	Responder Comments	Acceptance Note	Response History
Financial Viability				
F1 Employee Count	f. 20001+			
F2 CFY Revenue	17,906,000,000			
F3 Last Month of FY	1. December			
F4 Public Company?	a. Yes	I am ready to provide services to your organization		

Columns Hidden: 3

Click on accept.

Oracle Fusion Procurement - Monitor Initiative: 10233

Confirmation
The supplier profile change request for supplier Staples (Staples US1) has been submitted.

Internal Last Reminder: None

Suppliers

Supplier	Supplier Site	Questionnaire Response Status	Incomplete Qualifications
		Supplier	Internal
Staples	Staples US1	Pending change management	Not started

Columns Hidden: 2

Staples: Qualifications

Qualification	Name	Status	Qualification Outcome
21069	Financial Viability	Draft	

Columns Hidden: 1

Step 4:

Oracle Fusion Procurement - Setup: Procurement

Latest Export: Ready for error review 12/24 1:00 AM

Functional Areas

- Initial Users
- Enterprise Profile
- Legal Structures
- Financial Reporting Structures
- Organization Structures
- Workforce Structures
- Users and Security
- Purchasing Categories
- Suppliers
- Approval Management**
- Procurement Foundation
- Items
- Purchasing Foundation
- Procurement Transaction Account Rules
- Transaction Tax

Approval Management

Task	He Sc	Predecessor Tasks	Notes	Actions
Manage Supplier Negotiation Award Approvals	0	0		
Manage Purchasing Document Approvals	0	0		
Manage Internal Supplier Registration Approvals	0	0		
Manage Supplier Registration Approvals	0	0		
Manage Supplier Spend Authorization Approvals	0	0		
Manage Internal Supplier Profile Change Approvals	0	0		
Manage Supplier Profile Change Approvals	0	0		
Manage External Purchase Price Approvals	0	0		
Manage Task Configurations for Procurement	0	0		
Manage Work Confirmation Approvals	0	0		

We have to check the approvals, it is already enabled as auto approve.

← → ↻ fa-egne-dev26-saasfademo1.ds-fa.oraclep demos.com/fscm/UI/faces/FuseTaskListManagerTop?_afriLoop=27517129000630944&_adf.ctrl-state=19m4d0s05a_393

ORACLE Edit Approval Rules: Serial Approval Deploy Save Save and Close Cancel

Approval Task: Supplier Profile Change Approvals Routing Serial

Version: 11.13.24.10.0

Stage: Change Request First Stage Approvals

Participant: Serial Approval

Rules ?

Actions ▼ View ▼ Format + ✎ ✕ 📄 🔒 Freeze 🔗 Detach 🔄 Wrap 🚫 Disable

Rule	Priority	Conditions	Enabled
Empty Rule	Medium	Rule always applies	✔

Columns Hidden 1

Empty Rule: Details

Conditions
Rule always applies

Actions

➤ Action 1

Action Type: Automatic

Set Outcome To: Approved

Add Action

Goto Manage Initiatives

← → ↻ fa-egne-dev26-saasfademo1.ds-fa.oraclep demos.com/fscm/UI/faces/FuseWelcome?_afriLoop=275164875421957038&_afriWindowMode=0&_afriWindowId=5a2s5nth9&_adf.ctrl-state=...

ORACLE Overview

Supplier Qualification

- Create Initiative
- Manage Initiatives**
- Manage Qualifications
- Manage Assessments
- Manage Questionnaires
- Research Suppliers

Setup

- Manage Questions
- Manage Qualification Areas
- Manage Qualification Models
- Manage Rule Sets
- Manage Automation Errors

Initiatives

4 Draft, 1 Pending Responses, 1 Pending Acceptance, 0 Pending Evaluation

Questionnaire Responses

1 Pending Acceptance, 0 Overdue, 0 Rejected

Ready for Evaluation

0 Qualifications, 0 Assessments

Expiring

0 Qualifications, 0 Assessments

Last Launched Initiative

Data modernization

Received Respon... 9%, Accepted Respo... 9%, Completed Qualif... 9%, Completed Suppl... 9%

Expired Qualifications

No data to display

Qualified Suppliers

Category	Percentage
Compliance	0.62%
Hub Zone	0.62%
New Compliance ...	0.62%
New Environment ...	0.62%
New Financial VI...	0.62%

Automation Results

Last 30 Days

0 Qualifications, 0 Assessments, 0 Initiatives

Automation Errors

Last 30 Days

0

Manage Initiatives Done

Search

Procurement BU: ▼

** Initiative: ▼

** Title: ▼

** Owner: ▼

My Role: All ▼

** Status: Draft, In progress ▼

Supplier: ▼

Internal Survey: ▼

Search Reset Save...

Search Results

Actions ▼ View ▼ Format + ✎ ✕ 📄 🔒 Freeze 🔗 Detach 🔄 Wrap

Initiative	Title	Status	Internal Survey	Monitor	Launch Date	Response Due Date	Received Responses	Accepted Responses	Completed Suppliers
10253	Data modernization	In progress	No	📊	3/11/25	Supplier	50%	50%	0%
10232	Test	Draft	No	📊			0%	0%	0%
10231	Test	Draft	No	📊			0%	0%	0%
10230	supplier performance	Draft	Yes	📊			0%	0%	0%
10229	SAI TESTING PURPOSE	Draft	Yes	📊			0%	0%	0%

Click on monitor symbol

Monitor Initiative: 10233

Title: Data modernization
Status: In progress
Procurement BU: US1 Business Unit

Supplier Response Due Date: None
Supplier Last Reminder: None
Internal Response Due Date: None
Internal Last Reminder: None

Received Responses: 50%
Accepted Responses: 50%
Completed Qualifications: 0%
Completed Suppliers: 0%

Suppliers

Supplier	Supplier Site	Supplier	Internal	Incomplete Qualifications
Staples	Staples US1	Accepted	Not started	1

Staples: Qualifications

Qualification Name	Status	Qualification Outcome
21069 Financial Viability	Draft	

And also accepted with both supplier and internal evaluator

Login with calvin.roth

Monitor Initiative: 10234

Title: Test1
Status: In progress
Procurement BU: US1 Business Unit

Supplier Response Due Date: None
Supplier Last Reminder: None
Internal Response Due Date: None
Internal Last Reminder: None

Received Responses: 100%
Accepted Responses: 100%
Completed Qualifications: 0%
Completed Suppliers: 0%

Suppliers

Supplier	Supplier Site	Supplier	Internal	Incomplete Qualifications
Staples	Staples US1	Accepted	Accepted	1

Staples: Qualifications

Qualification Name	Status	Qualification Outcome
21070 Financial Viability	Ready for eval.	

We can able to see, it is ready to evaluate, select the line and click on Evaluate Qualifications.

Click on details

Evaluate Qualification: 21070 (Financial Viability): Overview

Supplier: Staples
 Supplier Site: Staples US1
 Supplier Contact: Jhee, Abe
 Procurement BU: US1 Business Unit
 * Qualification Owner: Roth, Calvin

Qualification Name: Financial Viability
 Qualification Area Revision: 1
 Status: Ready for evaluation
 Internal survey
 Evaluation Due Date: 3/12/25
 Previous Qualification Outcome:

Qualification Result
 Qualification Outcome: Excellent
 Comments: He is excellent

Qualification Start Date: 3/11/25 5:01 PM
 Qualification End Date: 3/11/25 5:02 PM
 Expiration Period: 0 Days
 Evaluation Date: m/d/yyyy
 Attachments: None

Controls
 Share with Supplier: ☒ Summary
☒ Supplier response
☐ Internal response
 Note to Supplier:

Automatic Requalification
☐ On expiration
☐ On new response

Additional Information

Enter the qualification start date, end date, qualification outcome, comments and Share with Supplier.

Monitor Initiative: 10234

Title: Test1
 Status: Completed
 Procurement BU: US1 Business Unit

Suppliers

Supplier	Supplier Site	Questionnaire Response Status	Incomplete Qualifications
Staples	Staples US1	Accepted	0

Qualifications has been finalized

Now Goto Manage Suppliers> search with the Suppliers> Goto Qualification tab, now you can able to see the All the qualifications to the suppliers.

Supplier: Staples

Assessments

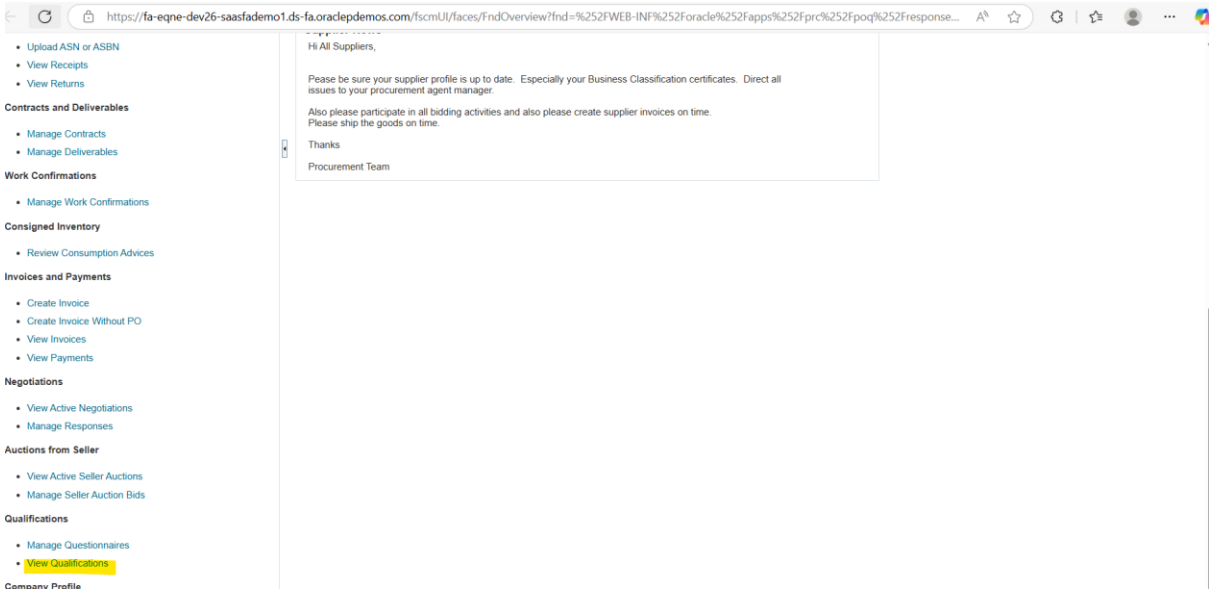
Procurement BU	Assessment Name	Supplier Site	Status	Assessment Outcome	Start Date	End Date
No data to display						

Qualifications

Procurement BU	Qualification Name	Supplier Site	Status	Internal Survey	Qualification Outcome	Start Date	End Date
US1 Business Unit	Financial Viability	Staples US1	Active	No	Excellent	3/11/25	3/11/25

Goto the Supplier portal for the supplier

Click on view qualifications



We can able to see all the qualifications.

