Set-Up Instructions | PUBLIC
SAP S/4HANA Cloud Public Edition
2025-06-16

Setting Up *Automation of Source-to-Pay with SAP Business Network* (42K)

THE BEST RUN

Content

1 Purpose

→ Tip

We recommend setting up this integration scenario using the Cloud Integration Automation Service (CIAS). CIAS provides a guided workflow that features:

- Customer-specific system information (for example, target URLs)
- Reusable configuration settings between tasks
- Automated execution capabilities

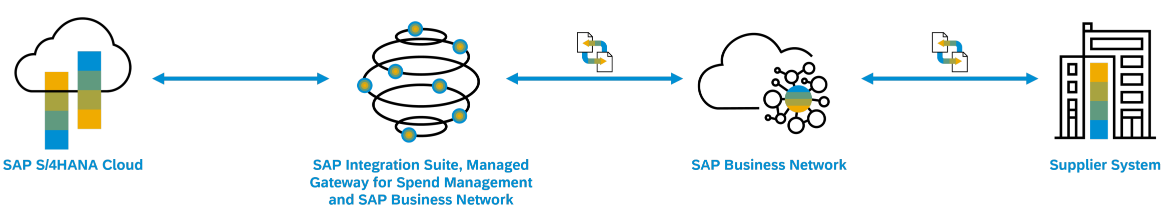
With the included project management tool and complementary support information, CIAS helps reduce the time you need for manual tasks. For more information, see the product page on the SAP Help Portal.

Navigate directly to the Maintenance Planner to start the guided CIAS workflow.

Integrating SAP S/4HANA Cloud Public Edition with SAP Business Network through SAP Integration Suite, managed gateway for spend management and SAP Business Network supports the exchange of documents related to standard procurement processes, such as request for quotations, purchase orders, advance ship notices, goods receipts, invoices, invoice status updates, and payment advices.

ⓘ Note

The settings described in this document only cover the integration of the buyer system (SAP S/4HANA Cloud Public Edition) with SAP Business Network. The integration of the supplier system with SAP Business Network is described in our scope item *Automation of Order-to-Invoice with SAP Business Network (4A1)*.



2 How to Use This Guide

In this guide, you find a dedicated section on the prerequisites and restrictions of this integration scenario as well as a section on monitoring and troubleshooting. Additionally, this guide contains key chapters describing settings related to the following activities:

If you're setting up this integration scenario for the first time, you need to perform all of the following activities.

- **Communication Setup**
  For all activities required to configure basic data and set up the technical communication between all systems involved in this integration scenario.
  The activities described here only have to be performed once during the setup or the first activation of the integration scenario (green field case).
  If the integration scenario was already set up in the past, is still up and running in your landscape, and you've the requirement to change some settings (brown field case), then you don't need to perform the activities described in this section again.
  Ideally, a user with a strong technical background in all involved systems performs the tasks described in this section.
- **Business Process Configuration**
  Encompasses all required business activities that are to be performed in all involved systems to set up this integration scenario.
  The activities described here need to be performed only once during the setup or the first activation of the integration scenario (green field case).
  If the integration scenario was already set up in the past, is still up and running in your landscape, and you've the requirement to change some settings (brown field case), then you don't need to perform the activities described in this section again.
  Ideally, a business expert with knowledge of the process implemented in this integration scenario as well as expertise on SAP S/4HANA Cloud Public Edition and SAP Business Network systems performs the tasks described in this section.
- **Supplier Setup**
  Contains all application activities required to activate or enable a supplier.
  The tasks described in this section can be performed several times irrespective if you're setting up the scenario for the first time or not.
  Each time that you want to enable a new supplier you need to perform all or some activities depending on your business requirements.
  Ideally, a business user well versed with SAP S/4HANA Cloud Public Edition and SAP Business Network systems performs the tasks described in this section.

3 Prerequisites and Restrictions

3.1 Prerequisites

3.1.1 General Prerequisites

The following prerequisites need to be met, before you start to configure and run the integration scenario described in this document:

- It's mandatory that the scope items *Procurement of Services* (22Z) and *Automation of Source-to-Pay with SAP Business Network* (42K) are active.
  Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options to check the status:
  - **Manage Your Solution:**
    In the SAP S/4HANA Cloud Public Edition system, in the SAP Fiori launchpad, open the *Manage Your Solution* app and go to *View Solution Scope*.
  - **SAP Central Business Configuration:**
    In the *Scope and Organizational Structure* phase, go to the *Activities* tab. Search for *Define Scope* and choose *Open*.

  If the scope item isn't active, request the activation through the BCP-Ticket Component: `XX-S4C-OPR-SRV`.
- If you want to use item hierarchies, there are some configuration steps that need to be covered. For more information, refer to Item Hierarchies.
- You must also have access to SAP Business Network and an SAP Business Network ID (ANID), for example `AN01031837479`. The ANID is an identification of your SAP Business Network account. You also need the user ID and password to log on to your SAP Business Network account. For more information, refer to Configuration for Commerce Automation [page 53].
- If you don't have access to SAP Business Network, have your Designated Support Contact log a service request. An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).
- Enable SAP Integration Suite, managed gateway for spend management and SAP Business Network in your SAP Business Network buyer account. For more information, refer to Enable SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network [page 11]. The SAP Integration Suite, managed gateway for spend management and SAP Business Network is a solution built on the cloud integration capability of SAP Integration Suite. It allows you to easily integrate SAP ERP and the SAP S/4HANA backend system with your trading partners and SAP Ariba solutions.

3.1.2 Prerequisites for Commerce Automation

The following prerequisites need to be met, before you start to configure and run the *Automation of Source-to-Pay with SAP Business Network* integration scenario described in this document:

- Enable the *Enhanced order confirmation integration capabilities* entitlement.
  To enable this feature, have your Designated Support Contact (DSC) log a Service Request (SR). An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).
- Ensure that the suppliers exist in SAP S/4HANA Cloud Public Edition to use quick enablement of suppliers based on the purchase order sent from SAP S/4HANA Cloud Public Edition to SAP Business Network.
- We recommend you to activate the new feature *B2B API OrderRequestOut SoldTo Party Mapping Enhancement from Procurement*. For more information, see OrderRequest_Out - Party.
- Ensure that a valid e-mail address is specified for each supplier that you want to quick-enable.
- Configure your SAP Business Network account to send and receive transaction documents for lean services. Ensure that you've the necessary rules to send order confirmations, ship notices, and invoices from SAP Business Network and receive purchase orders from the SAP S/4HANA Cloud Public Edition system. For more information, refer to Default Transaction Rules [page 55].
- Set up your SAP Business Network buyer account for SAP Integration Suite, managed gateway for spend management and SAP Business Network. For more information, refer to Enable SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network [page 11].
- Establish an active trading relationship with your suppliers. For more information, refer to Enable Supplier [page 138].
- Enable the required roles and permissions to send and receive transaction documents. You must have the Inbox Access, Outbox Access, and Invoice Generation user permissions in order to create and manage service invoices. For more information, refer to the SAP Business Network Buyer Administration Guide on SAP Help Portal, and review the sections SAP Business Network Users and Roles, and SAP Business Network Permissions.
  To use SAP Integration Suite, managed gateway for spend management and SAP Business Network, you need a user role and at least one of the following permissions:
  - *Ariba Cloud Integration Gateway Configuration*: Allows you to create, modify, and maintain projects on the SAP Integration Suite, managed gateway for spend management and SAP Business Network.
  - *Ariba Cloud Integration Gateway Access*: Allows you to view and search for projects available on the SAP Integration Suite, managed gateway for spend management and SAP Business Network.
- If your SAP S/4HANA Cloud Public Edition uses unique IDs for suppliers, assign a unique ID for your suppliers in your buyer account on SAP Business Network. For more information, refer to Configure Unique Supplier IDs [page 139].

3.1.2.1 Prerequisites for Lean Services

You need to meet the following prerequisites to create and send service purchase orders with service line items for lean services to SAP Business Network:

SAP S/4HANA Cloud Public Edition

- Configure your SAP S/4HANA Cloud Public Edition system as described in Communication Setup [page 11], Business Process Configuration [page 45], and Supplier Setup [page 108].
- Create a purchase order with service items and enter the following data:

Field Entry	Value	Comment
Item Category	• `<empty>` (planned lean service) • `E` (enhanced limit items)	Note The *Item Category* is only visible, if the *Create Purchase Order - Advanced* (`ME21N`) app is used. If you are using the *Manage Purchase Orders* (`F0842A`) app to create a purchase order, then the *Product Type Group* is not available for lean service.
Product Type Group	`Service (2)`	

- Ensure that you enter the following when you create service purchase orders on the SAP S/4HANA Cloud Public Edition system:
  - Service start date and service end date at line item level.
  - Add one or more account assignments.
  - Enter the quantity, amount, and net price at line item level.

SAP Business Network

- Ensure that you have the necessary rules to create service sheets and service invoices on SAP Business Network. For more information, refer to the following sections:
  - Define Service Sheet Rules [page 79]
  - Define Order Confirmation Rules for Service Purchase Orders [page 86]
  - Define Invoice Rules for Service Line Items [page 87]
- When suppliers create a service sheet, suppliers must use either of the following line item types:
  - Lean Service
  - Limit Service
- Configure the document number preferences to avoid data validation errors. For more information, refer to Configure Document Number Preferences [page 90].

- When you create a service sheet or invoice, ensure that the service start date and service end date are in the same range as the performance dates and delivery period defined in the service purchase order.
- Ensure that the quantity specified in the service sheet must not exceed the tolerance for the quantity in the service purchase order.

3.1.3 Prerequisites for Quote Automation

Before you send or receive transaction documents from your SAP S/4HANA Cloud Public Edition system to SAP Integration Suite, managed gateway for spend management and SAP Business Network, ensure to meet the following prerequisites.

Prerequisites for SAP Business Network

- Enable *Quote Automation* for your SAP Business Network account. To enable, have your Designated Support Contact log a service request. An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).
- Your buyer on SAP Business Network must not be an *Ariba Marketplace Vendor* buyer account.
- Enable the required roles and permissions to send and receive transaction documents. For more information, see the SAP Business Network Buyer Administration Guide on the SAP Help Portal, and review the sections SAP Business Network Users and Roles, and SAP Business Network Permissions.
- Upload Vendors on SAP Business Network [page 94]
  - Optionally, establish an active trading relationship with your suppliers. For more information, see Enable Supplier [page 138].
  - If your SAP S/4HANA Cloud Public Edition uses unique IDs for suppliers, assign a unique ID for your suppliers in your buyer account on SAP Business Network. For more information, see Configure Unique Supplier IDs [page 139].
- Complete the following Quote Automation configurations first, before you receive the request for quotations (RFQ) from your SAP S/4HANA Cloud Public Edition system:
  - Configure the Document Routing for the Requests for Quotation [page 95]
  - Configure the Category Matching Rules [page 96]
  - Configure the Posting Configuration [page 97]
    - Create a New Posting Template [page 98]
      Ensure that you create a new template for quote automation in the *Posting Configuration* tab. When you create a new template, ensure that you edit the *Shipping Cost* attribute to set the *Supplier can edit* field to **`No`**. You can also make a copy of the existing standard default template and edit the values.
    - In the *Posting Configuration* template, set the value *Specify the bid information to send to ERP* to **`Lead Bids`**.
  - Upload Commodity Codes and Sales Territories for Vendors [page 104]
    - Upload the Commodity Mapping File [page 103]
  - Maintain the Exchange Rates for Different Currencies [page 104]
- Configure your SAP Business Network for endpoint integration. You require the endpoint configuration to route the request for quotation and quote documents to the SAP Business Network. To enable, have your Designated

Support Contact log a service request. An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).

- After your SAP Business Network account has been configured for end points, specify the end points for the document. For more information, see Configure the End Points to Route Documents [page 105].

- Set up your SAP Business Network buyer account for SAP Integration Suite, managed gateway for spend management and SAP Business Network. For more information, refr to Enable SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network [page 11].
- Ensure that you specify the business units in your buyer account on SAP Business Network. Maintain the *Legal Unit* and *Organizational Unit* for each buyer. For more information, see Create and Assign Business Units for Buyers [page 106].

Prerequisites for SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

- Ensure that the *QuoteMessageOrder* document type is available in the *Cross References* tab on SAP Integration Suite, managed gateway for spend management and SAP Business Network. For example, the document type for purchase order must be set to **NB**.

Prerequisites for SAP S/4HANA Cloud Public Edition

- Ensure that you have at least one supplier (bidder) in the request for quotation that you send from your SAP S/4HANA Cloud Public Edition system.

3.2 Restrictions

There're restrictions that apply to the *Automation of Source-to-Pay with SAP Business Network* integration scenario. For more information, refer to SAP Note 3202464.

4 Communication Setup

Setting up the connection between SAP S/4HANA Cloud Public Edition, SAP Integration Suite, managed gateway for spend management and SAP Business Network, and SAP Business Network requires some basic configuration activities in all involved systems as described in the following chapters.

4.1 Preconditions

In order to configure the integration of SAP S/4HANA Cloud Public Edition with SAP Business Network, you require the following business roles in the SAP S/4HANA Cloud Public Edition:

- Administrator (`SAP_BR_ADMINISTRATOR`)
- Configuration Expert - Business Network Integration (`SAP_BR_CONF_EXPERT_BUS_NET_INT`)

4.2 Configuration in SAP Business Network

4.2.1 Enable SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

Use

This procedure describes how to enable SAP Integration Suite, managed gateway for spend management and SAP Business Network on SAP Business Network to send and receive transaction documents between SAP Business Network and SAP S/4HANA Cloud Public Edition through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Prerequisite

You must have a buyer account on SAP Business Network. To create a buyer account on SAP Business Network, have your Designated Support Contact log a service request. An SAP Ariba Support representative will follow up to complete the request. For more information about contacting your Designated Support Contact, refer to How can I see who is my company's Designated Support Contact (DSC).

You have to be a member of the *Integration Admin* group or the *Customer Administrator* group.

Procedure

1. Log on to your SAP Business Network buyer account on https://buyer.ariba.com.
2. Choose *Account Settings* > *Manage Profile*.
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the following checkboxes:

   > Note
   >
   > This step is a one-time activity.

   - *Enable the SAP Integration Suite, managed gateway for spend management and SAP Business Network capability*
   - *I have read and agree to the Terms of Use and the Ariba Privacy Statement.*
5. Choose *Save*.
   The link *Log in to Managed Gateway for Spend&Network* is displayed to access the SAP Integration Suite, managed gateway for spend management and SAP Business Network using single sign-on.
6. Choose *Close*.
   SAP Ariba sends you an email to set up and activate the user name (P user) and password for SAP Integration Suite, managed gateway for spend management and SAP Business Network. Click the link in the email to activate and set up your account for SAP Integration Suite, managed gateway for spend management and SAP Business Network.

   > Note
   >
   > If you forget your password or want to reset your password, perform the following steps:
   > - Go to SAP Integration Suite, managed gateway for spend management and SAP Business Network from your SAP Business Network buyer account. To change the password for the P user name, choose *My Configurations* > *Authorization* > *Change Password*.
   > - You can also go to https://aribaoperations.accounts.ondemand.com, and choose *Forgot password*.

4.3 Configuration in SAP S/4HANA Cloud Public Edition

4.3.1 Define Business System Type

Use

This procedure describes how to assign the business system as sent by your business partner to the external system type defined in your system.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
        The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
     6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Define Business System Type* configuration step.
        The *Change View "Business System": Overview* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
     4. In the *Configuration Activities* section, select the *Define Business System Type* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
2. Choose *New Entries* and enter the following data:

   Example

Business System	Type of External System
`AN01031837479`	**`A Ariba`**

3. Choose ▶ *Save* ▶ *Exit* ◀.

4.3.2 Create Communication User

Purpose

This procedure describes how to create an inbound communication user. The inbound communication user is used by SAP Integration Suite, managed gateway for spend management and SAP Business Network to connect to SAP S/4HANA Cloud Public Edition.

> ⓘ Note
>
> You can either create a new user or you can use an existing one. If you're using an existing one, you can skip the following procedure.

Procedure

1. Log on to SAP Fiori launchpad of your SAP S/4HANA Cloud Public Edition system as a Configuration Expert - Business Network Integration.
2. Open the *Maintain Communication Users* `(F1338)` app.
3. To create a new communication user, choose *New*.
4. On the *Create Communication User* screen, enter a user name (**`42K_INBOUND`**, for example), and a description in the respective fields.
5. In the *Certificate* section, choose *Upload*.
6. In the *Upload Certificates* dialog box, choose *Browse* and select the SAP Integration Suite, managed gateway for spend management and SAP Business Network public client certificate that you've downloaded in chapter Download SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network Public Client Certificate [page 43].
7. Choose *Upload* > *Create* .

4.3.3 Create Communication System

Purpose

This procedure describes how a communication system is used to define the host name of the SAP Ariba system and how to assign users for the inbound (from SAP Ariba to SAP S/4HANA Cloud Public Edition) and outbound communication (from SAP S/4HANA Cloud Public Edition to SAP Ariba).

Procedure

1. Log on to your SAP S/4HANA Cloud Public Edition system as a Configuration Expert - Business Network Integration.
2. Open the *Communication Systems* `(F1762)` app.
3. To create a new communication system, choose *New*.
   The *New Communication System* dialog box is displayed.
4. In the *New Communication System* dialog box, enter the following data according to your business requirements:

   Example

Field Name	Entry Value
System ID	**`CIGARIBA`**
System Name	**`CIGARIBA`**

   Choose *Create*.
5. On the *Communication System* screen, navigate to the *General* tab. Enter the following data:

Field Name	Entry Value	Description
Host Name	**European Union (EU) Data Center** • QA environment: `test-integration.eu.managedgateway.cloud.sap` • Productive environment: `integration.eu.managedgateway.cloud.sap` **North America (NA) Data Center** • QA environment: `test-integration.us.managedgateway.cloud.sap` • Productive environment: `integration.us.managedgateway.cloud.sap` **China (CN) Data Center** • QA environment: `test-integration.managedgateway.sapcloud.cn` • Productive environment: `integration.managedgateway.sapcloud.cn` **Kingdom of Saudi Arabia (KSA) Data Center** • QA environment: `test-integration.ksa.managedgateway.cloud.sap` • Productive environment: `integration.ksa.managedgateway.cloud.sap` **United Arab Emirates (UAE) Data Center** • QA environment: `test-integration.uae.managedgateway.cloud.sap` • Productive environment: `integration.uae.managedgateway.cloud.sap`	Enter the host name of the remote system for outgoing API service calls.

Field Name	Entry Value	Description
Logical System	**`<Logical System>`**	Define an alternative ID for the communication system that is used as logical system ID for the IDoc communication. **Note** This isn't required for this scenario.
Business System	**`<Business System ID>`** **Example** • QA environment: **`AN02007083456-T`** • Productive environment: **`AN02007083456`**	Define an alternative ID for the communication system that identifies the communication system in your scenario. Add the SAP Business Network ID (ANID) of your buyer account in this field: • QA environment: **`<ANID>-T`** • Productive environment: **`<ANID>`**
Is Hub System	**`true`**	Select the checkbox. **Note** If the *Is Hub System* checkbox is selected, all messages are sent to this communication system. You don't need to assign a business partner in this case. If you want to assign many business partners to a communication system, select the checkbox.

6. On the *User for Inbound Communication* tab, choose *Add* (+).
   The *New Inbound Communication User* dialog box is displayed.
7. In the *New Inbound Communication User* dialog box, enter the following data:
   - *User Name*: Enter the communication user you created in Create Communication User [page 14].

     > → Tip
     >
     > You can use the *Value Help* (+) to search for a specific user name.

   - *Authentication Method*: From the dropdown list, choose *SSL Client Certificate*.

     > Note
     >
     > User and password authentication can also be used for inbound and outbound communication. But for security reasons, we recommended choosing certificate-based authentication in a productive environment.

> However, for quote automation and guided buying you have to use user and password as authentication method.

Choose *OK*.

8. On the *User for Outbound Communication* tab, choose *Add* (+).
   The *New Outbound User* dialog box is displayed.
9. In the *New Outbound User* dialog box, enter the following data:
   - *Authentication Method*: From the dropdown list, choose *SSL Client Certificate*.

     > ⓘ Note
     >
     > User and password authentication can also be used for inbound and outbound communication. But for security reasons, we recommended choosing certificate-based authentication in a productive environment.

   - *Client Certificate*: Choose the *Value Help* (⧉). In the *Select Customer Client Certificate* dialog box, choose *Client Default Certificate*.

   Choose *Create*.
10. On the *Business Partners* tab, choose *Add* (+).
    The *Add Business Partner* dialog box is displayed.
11. In the *Add Business Partner* dialog box, choose a business partner, for example, **`10300085`**. Choose *Select*.
12. Choose *Save*.

4.3.4 Communication Arrangements

This procedure describes how to create and edit communication arrangements that your company has set up with a communication partner.

The system provides communication scenarios for inbound and outbound communication that you can use to create communication arrangements. Inbound communication defines how business documents are received from a communication partner, whereas outbound communication defines how business documents are sent to a communication partner. The communication scenario determines the authorizations, inbound and outbound services, and the supported authentications methods that are required for the communication.

For business documents that are relevant in the 42K integration scenario, communication arrangements need to be set up as described in the following subchapters:

Business Document	Reference
Request for Quotation	Set Up Ariba Sourcing Integration (SAP_COM_0450) [page 19]
Purchase to Payment	Set Up Buyer Integration via SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network (SAP_COM_0508) [page 22]
Service Entry Sheet	Set Up Service Entry Sheet Process Integration (SAP_COM_0237) [page 25]

Business Document	Reference
Discount Management	Set Up Accounts Payable Discount Management Integration (SAP_COM_0590) [page 28]
Supplier Invoice	Set Up Invoice Process Integration (SAP_COM_0240) [page 31]

4.3.4.1 Set Up Ariba Sourcing Integration (SAP_COM_0450)

Purpose

This procedure describes how to set up the communication arrangement for Ariba Sourcing integration (`SAP_COM_0450`).

This communication arrangement is used for the *Request for Quotation* business document.

Procedure

1. Log on to your SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Communication Arrangements* (`F1763`) app.
3. To create a new communication arrangement, choose *New*.
4. In the *New Communication Arrangement* dialog box, enter the following data:

Field Name	Entry Value
Scenario	**`SAP_COM_0450`** (Procurement - Ariba Sourcing Integration) → Tip You can use the *Value Help* (+) to search for a specific scenario.
Arrangement Name	**`<Arrangement Name>`**

5. Choose *Create*.

6. On the *Communication Arrangements* screen, in the *Common Data* section, enter the following data according to your business requirements:

Example

Field Name	Entry Value	Description
Communication System	**<CIGARIBA>**	Select the communication system that you've created in Create Communication System [page 14]. After you selected the communication system, the value is also updated for the inbound communication, the inbound services, and the outbound communication.

7. On the *Communication Arrangements* screen, in the *Additional Properties* section, enter the following data according to your business requirements:

Example

Field Name	Entry Value	Description
RFQ Document Type	**RSI**	

8. On the *Communication Arrangements* screen, in the *Outbound Services* section, enter the following data for the *Request for Quotation - Send* outbound service:

Field Name	Entry Value	Description
Service Status	**active**	Select the checkbox.
Port	**443**	
Path	**/cxf/receiveS4SOAP**	

9. Verify that the following data matches the data displayed in your system:

Field Name	Value
Service URL	The system generates the following values for the *Service URL* section, enter field (<host name> <port> <path>): **European Union (EU) Data Center** • QA environment: `https://test-integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **North America (NA) Data Center** • QA environment: `https://test-integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **China (CN) Data Center** • QA environment: `https://test-integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` **Kingdom of Saudi Arabia (KSA) Data Center** • QA environment: `https://test-integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **United Arab Emirates (UAE) Data Center** • QA environment: `https://test-integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP`

10. Choose *Save*.
    The communication arrangement is now active and all required configurations are generated.

4.3.4.2 Set Up Buyer Integration via SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network (SAP_COM_0508)

Purpose

This procedure describes how to set up the communication arrangement for SAP Business Network buyer integration through SAP Integration Suite, managed gateway for spend management and SAP Business Network `(SAP_COM_0508)`.

This communication arrangement is used for the *Purchase to Payment* business document.

Procedure

1. Log on to your SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Communication Arrangements* `(F1763)` app.
3. To create a new communication arrangement, choose *New*.
4. In the *New Communication Arrangement* dialog box, enter the following data:

Field Name	Entry Value
Scenario	**`SAP_COM_0508`** (SAP Business Network - Buyer Integration via CIG Integration) → Tip You can use the *Value Help* (+
Arrangement Name	**`<Arrangement Name>) to search for a specific scenario.`**

5. Choose *Create*.

6. On the *Communication Arrangements* screen, in the *Common Data*) to search for a section, enter the following data according to your business requirements:

> Example
>
> | Field Name | Entry Value | Description |
> | --- | --- | --- |
> | *Communication System* | **`<CIGARIBA>`** | Select the communication system that you've created in Create Communication System [page 14].

After you selected the communication system, the value is also updated for the inbound communication, the inbound services, and the outbound communication. |

7. On the *Communication Arrangements* screen, in the *Outbound Services* section, enter the following data for the *Purchase Order - Send, Update, Cancel*, *Supplier Invoice - Send Status Update Notification (Outbound)*, *Payment Advice Send*, *Payment Advice Send Cancellation*, *Supplier Confirmation - Status Update Notification (Outbound)*, and *Material Document - Receive Notification* outbound services:

Field Name	Entry Value	Description
Service Status	**`active`**	Select the checkbox.
Port	**`443`**	
Path	**`/cxf/receiveS4SOAP`**	

8. Verify that the following data matches the data displayed in your system:

Field Name	Value
Service URL	The system generates the following values for the *Service URL* field (<host name> <port> <path>): **European Union (EU) Data Center** • QA environment: `https://test-integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **North America (NA) Data Center** • QA environment: `https://test-integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **China (CN) Data Center** • QA environment: `https://test-integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` **Kingdom of Saudi Arabia (KSA) Data Center** • QA environment: `https://test-integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **United Arab Emirates (UAE) Data Center** • QA environment: `https://test-integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP`

9. Choose *Save*.
   The communication arrangement is now active and all required configurations are generated.

4.3.4.3 Set Up Service Entry Sheet Process Integration (SAP_COM_0237)

Purpose

This procedure describes how to set up the communication arrangement for service entry sheet process integration (`SAP_COM_0237`).

This communication arrangement is used for the *Service Entry Sheet* business document.

Procedure

1. Log on to your SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Communication Arrangements* (`F1763`) app.
3. To create a new communication arrangement, choose *New*.
4. In the *New Communication Arrangement* dialog box, enter the following data:

Field Name	Entry Value
Scenario	**`SAP_COM_0237`** (Service Entry Sheet Process Integration) → Tip You can use the *Value Help* (+) to search for a specific scenario.
Arrangement Name	**`<Arrangement Name>`**

5. Choose *Create*.

6. On the *Communication Arrangements* screen, in the *Common Data* section, enter the following data according to your business requirements:

> **Example**
>
> | Field Name | Entry Value | Description |
> | --- | --- | --- |
> | *Communication System* | **<CIGARIBA>** | Select the communication system that you've created in Create Communication System [page 14].

After you selected the communication system, the value is also updated for the inbound communication, the inbound services, and the outbound communication. |

7. On the *Communication Arrangements* screen, in the *Outbound Services* section, enter the following data for the *Service Entry Sheet Send Status Update Notification (Lean Services)* outbound service:

Field Name	Entry Value	Description
Service Status	`active`	Select the checkbox.
Port	`443`	
Path	`/cxf/receiveS4SOAP`	

8. Verify that the following data matches the data displayed in your system:

Field Name	Value
Service URL	The system generates the following values for the *Service URL* field (<host name> <port> <path>): **European Union (EU) Data Center** • QA environment: `https://test-integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **North America (NA) Data Center** • QA environment: `https://test-integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **China (CN) Data Center** • QA environment: `https://test-integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` **Kingdom of Saudi Arabia (KSA) Data Center** • QA environment: `https://test-integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **United Arab Emirates (UAE) Data Center** • QA environment: `https://test-integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP`

9. Choose *Save*.
   The communication arrangement is now active and all required configurations are generated.

4.3.4.4 Set Up Accounts Payable Discount Management Integration (SAP_COM_0590)

Purpose

This procedure describes how to set up the communication arrangement for accounts payable discount management integration (`SAP_COM_0590`).

This communication arrangement is used for the *Discount Management* business document.

Procedure

1. Log on to your SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Communication Arrangements* (`F1763`) app.
3. To create a new communication arrangement, choose *New*.
4. In the *New Communication Arrangement* dialog box, enter the following data:

Field Name	Entry Value
Scenario	**`SAP_COM_0590`** (Finance - Accounts Payable Discount Management Integration) → Tip You can use the *Value Help* (+) to search for a specific scenario.
Arrangement Name	**`<Arrangement Name>`**

5. Choose *Create*.

6. On the *Communication Arrangements* screen, in the *Common Data* section, enter the following data according to your business requirements:

   Example

Field Name	Entry Value	Description
Communication System	**`<CIGARIBA>`**	Select the communication system that you've created in Create Communication System [page 14]. After you selected the communication system, the value is also updated for the inbound communication, the inbound services, and the outbound communication.

7. On the *Communication Arrangements* screen, in the *Outbound Services* section, enter the following data for the *Journal Entry - Send Discount Information* outbound service:

Field Name	Entry Value	Description
Service Status	**`active`**	Select the checkbox.
Port	**`443`**	
Path	**`/cxf/receiveS4SOAP`**	

8. Verify that the following data matches the data displayed in your system:

Field Name	Value
Service URL	The system generates the following values for the *Service URL* field (<host name> <port> <path>): **European Union (EU) Data Center** • QA environment: `https://test-integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **North America (NA) Data Center** • QA environment: `https://test-integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **China (CN) Data Center** • QA environment: `https://test-integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` **Kingdom of Saudi Arabia (KSA) Data Center** • QA environment: `https://test-integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **United Arab Emirates (UAE) Data Center** • QA environment: `https://test-integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP`

9. Choose *Save*.
   The communication arrangement is now active and all required configurations are generated.

4.3.4.5 Set Up Invoice Process Integration (SAP_COM_0240)

Purpose

This procedure describes how to set up the communication arrangement for invoice process integration (SAP_COM_0240).

This communication arrangement is used for the *Supplier Invoice* business document.

Procedure

1. Log on to your SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Communication Arrangements* (F1763) app.
3. To create a new communication arrangement, choose *New*.
4. In the *New Communication Arrangement* dialog box, enter the following data:

Field Name	Entry Value
Scenario	**SAP_COM_0240** (Invoice Process Integration) → Tip You can use the *Value Help* (+) to search for a specific scenario.
Arrangement Name	**<Arrangement Name>**

5. Choose *Create*.
6. On the *Communication Arrangements* screen, in the *Common Data* section, enter the following data according to your business requirements:

Example

Field Name	Entry Value	Description
Communication System	**<CIGARIBA>**	Select the communication system that you've created in Create Communication System [page 14]. After you selected the communication system, the value is also updated for the inbound communication, the inbound services, and the outbound communication.

7. On the *Communication Arrangements* screen, in the *Outbound Services* section, enter the following data for the *Supplier Invoice - Send Status Update Notification (Outbound)* and *Supplier Invoice - Send Collaboration Message (A2A, Outbound)* outbound services:

Field Name	Entry Value	Description
Service Status	**`active`**	Select the checkbox.
Port	**`443`**	
Path	**`/cxf/receiveS4SOAP`**	

8. Verify that the following data matches the data displayed in your system:

Field Name	Value
Service URL	The system generates the following values for the *Service URL* field (<host name> <port> <path>): **European Union (EU) Data Center** • QA environment: `https://test-integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.eu.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **North America (NA) Data Center** • QA environment: `https://test-integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.us.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **China (CN) Data Center** • QA environment: `https://test-integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.managedgateway.sapcloud.cn:443/cxf/receiveS4SOAP` **Kingdom of Saudi Arabia (KSA) Data Center** • QA environment: `https://test-integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.ksa.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` **United Arab Emirates (UAE) Data Center** • QA environment: `https://test-integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP` • Productive environment: `https://integration.uae.managedgateway.cloud.sap:443/cxf/receiveS4SOAP`

9. Choose *Save*.
   The communication arrangement is now active and all required configurations are generated.

4.3.5 Download and Edit SAP S/4HANA Cloud Public Edition Default Client Certificate

Purpose

This procedure describes how to download and edit the SAP S/4HANA Cloud Public Edition default client certificate that is required to connect SAP Integration Suite, managed gateway for spend management and SAP Business Network with SAP S/4HANA Cloud Public Edition.

Procedure

1. Log on to the SAP Fiori launchpad of your SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Maintain Client Certificates* (`F5350`) app.
3. In the *Client Certificates* table, identify the *Client Default* certificate.
4. In the *Actions* column, choose *Export Certificate* ( ).
   In the *Export Certificate* dialog box, select the *Base-64-encoded X.509 certificate (.crt)* export format and choose *Export*.
5. Save the certificate to your local storage.
6. Open the locally saved certificate.
7. In the *Certificate* dialog box, select the *Details* tab.
8. Search for the *Subject Alternative Name* field, select it, and choose *Copy to File...*.
9. In the *Certificate Export Wizard* dialog box, choose *Next*.
10. Select the *Base-64-encoded X.509 (.cer)* export format and choose *Next*.
11. Enter a file name and choose *Next* > *Finish*.
12. Close the *Certificate* dialog box.
13. Open the newly saved file with a text file editor, for example, Notepad++.
14. Insert the following text at the beginning of the certificate: `-----BEGIN CERTIFICATE-----`
15. Insert the following text at the end of the certificate: `-----END CERTIFICATE-----`
16. Save the file.

4.4 Configuration in SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

4.4.1 Set Up the Basic Data

Use

This procedure describes how to set up the basic data for the SAP S/4HANA Cloud Public Edition system. SAP Integration Suite, managed gateway for spend management and SAP Business Network asks you to set up the basic data for the SAP S/4HANA Cloud Public Edition system only the first time you log on to SAP Integration Suite, managed gateway for spend management and SAP Business Network. After you set up the project, you can view the basic data for your organization from the main menu.

Procedure

1. *Log on* to your SAP Business Network buyer account on buyer.ariba.com.
2. Choose *Account Settings* > *Manage Profile*.
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the *Log in to Managed Gateway for Spend&Network* link.
   The *Managed Gateway for Spend&Network* screen is displayed.
5. Select the user icon or photo and choose *Basic Data*.
   The *Trading Partner System Information* table that lists your company's system information is displayed.
6. At the top of the *Trading Partner System Information* table, choose *Add*. Enter the following data according to your business requirements:

Field	Value
ERP Name	Select *S4HANACLOUD*.
ERP Version	Select *CLOUD*.
System ID	Enter the system ID of your SAP S/4HANA Cloud Public Edition system. Ensure that the value you enter here matches the logical system ID value that is displayed in the setup of a communication arrangement. To display the system ID, log on to SAP Fiori launchpad of your SAP S/4HANA Cloud Public Edition system, open the *Communication Arrangements* (`F1763`) app, and select a communication arrangement you've created. In the *Common Data* section, the system ID is displayed in the *Own System* field.

Field	Value
Time Zone	Choose the time zone of your SAP S/4HANA Cloud Public Edition system from the dropdown list.

7. Choose *Save* > *Finish*.

4.4.2 Create and Deploy a Project

4.4.2.1 Set Up the Basic Project Information

Use

This procedure describes how to set up the basic project information that includes connection and mapping information of a SAP S/4HANA Cloud Public Edition system. You have to configure a project for each SAP S/4HANA Cloud Public Edition system that you want to connect to SAP Business Network.

> Note
>
> This procedure is a one-time activity.

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. Choose *Account Settings* > *Manage Profile*.
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the *Log in to Managed Gateway for Spend&Network* link.
   The *Managed Gateway for Spend&Network* screen is displayed.
5. Choose *Create a New Integration Project*.
6. In the *Project Name* field, enter a name for the project, for example, **S4CIG**.
7. In the *Product* field, select *SAP Business Network* from the dropdown list.
8. Choose *Next*.
9. To continue with the next steps, refer to chapter Set Up the Connections [page 37].

4.4.2.2 Set Up the Connections

Use

This procedure describes how to set up the connections for your SAP S/4HANA Cloud Public Edition system and SAP Business Network. We recommend that you test the connections after you set up a new project.

Prerequisites

You've created a project as described in Set Up the Basic Project Information [page 36].

Procedure

1. To add a new connection, go to the *Connection Details* section and choose *Add new Connection*.
2. In the *Please Provide Your Connection Details* section, enter the following data according to your business requirements:

Field	Value	Comment
Transport Type	**S4HANA**	This value is displayed based on what you've entered in the basic information.
Environment	**<Environment>**	Select the environment for the connection. The options available are: • Production • Test • Test/Production Use this option if you plan to change the test system to the production system.
Name	**<Name>**	Enter a name for the connection. Ensure that you don't include spaces or special characters in the name.
System ID	**<System ID>**	Enter the logical system of the SAP S/4HANA Cloud Public Edition system. If you've already entered the system ID while setting up the basic data, the same value is displayed here.

3. In the *Inbound to Trading Partner* section, enter the following data according to your business requirements:

Field	Value	Comment
Domain Name	`<Domain Name>`	Enter the host URL for the SAP S/4HANA Cloud Public Edition system. Ensure that you maintain the same host URL that is available for the SAP S/4HANA Cloud Public Edition system on the *Communication Arrangement* screen.
Client ID	`<Client ID>`	Enter the client/mandant of the SAP S/4HANA Cloud Public Edition system.
Authentication Type	`Basic`	
User Name	`<User Name>`	This user is the communication user you want to use to access the services in your SAP S/4HANA Cloud Public Edition system.
Password	`<Password>`	Enter the password of the communication user.

4. In the *Outbound from Trading Partner* section, choose one of the following options according to your business requirements:
   - **Connection through SAP Cloud Integration**

Field	Value	Description
Authentication Type	`Basic`	

Field	Value	Description
User Name	**`<User Name>`**	Enter the P user name that SAP Ariba sets for you. Ensure that the P user name matches the P user name you specified on the *Communication System* screen in your SAP S/4HANA Cloud Public Edition system. You receive an e-mail from SAP Cloud Identity Services registration with the P user ID. **Note** You can reset the password you've got from SAP Cloud Identity Services at https://aribaoperations.accounts.ondemand.com. Ensure that you use the same e-mail ID that was used for creating the original account.

- **Direct Connection**

Field	Value	Description
Authentication Type	**`Certificate`**	

Field	Value	Description
Authentication Certificate		To upload the client certificate, complete the following procedure: 1. In the *Authentication Certificate* field, choose the *Value Help* (⧉). 2. In the *Certificate Choose* dialog box, choose *Add* (+). 3. Open the SAP S/4HANA Cloud Public Edition default client certificate that you've downloaded and edited in Download and Edit SAP S/4HANA Cloud Public Edition Default Client Certificate [page 34]. 4. Select the file content and copy it. 5. In the *Certificate Chooser* dialog box, paste the copied file content in the *Certificate* field. 6. To verify and upload the certificate, choose *Accept* (✓). 7. Choose *OK*.

5. Choose *Save*.
   The new connection you've created for your project is now displayed in the *Connection Details* section.
   You can reuse connections in other projects as well. To do so, go to the section, select a connection, and choose *Assign to Project* (↓).
6. Choose *Next*.

Validate the connection details that you've specified to ensure that the documents flow between SAP S/4HANA Cloud Public Edition system, SAP Integration Suite, managed gateway for spend management and SAP Business Network, and your SAP Business Network system successfully.

Go to the *Cross References* step to ensure that the `QuoteMessageOrder` document type is available. For example, the document type for purchase order must be set to *NB*.

4.4.2.3 Review the Project Settings

Use

This procedure describes how to review the details of your created project and how to make changes as required.

Prerequisites

You've created a project (chapter Set Up the Basic Project Information [page 36]) and set up the connections (chapter Set Up the Connections [page 37]).

Procedure

1. Log on to your SAP Business Network buyer account.
2. Choose *Account Settings* > *Manage Profile*.
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the *Log in to Managed Gateway for Spend&Network* link.
   The *Managed Gateway for Spend&Network* screen is displayed.
5. Go to the *My Projects* section. In the *Action* column of the project you created, choose *Select* > *Edit*.
6. Choose *Next* until the *Configuration Confirmation* screen is displayed.
7. Review the information on the *Connection Details* tab.
8. To make changes, choose *Edit*. After you've made the changes, choose *Save and Close*.
   The *Connection Details* tab is displayed.
9. Choose *Confirm*.

4.4.2.4 Test a Project

Use

This procedure describes how to test and validate the settings of your project before you deploy your integration project to the production environment.

Prerequisites

You've created a project (chapter Set Up the Basic Project Information [page 36]), set up the connections (chapter Set Up the Connections [page 37]), and reviewed the project settings (chapter Review the Project Settings [page 40]).

Procedure

We recommend you to test your transactions manually. After the transactions have been run successfully, the *Go Live* button is displayed.

4.4.2.5 Deploy a Project

Use

This procedure describes how to publish and deploy a project to production.

Prerequisites

You've created a project (chapter Set Up the Basic Project Information [page 36]), set up the connections (chapter Set Up the Connections [page 37]), reviewed the project settings (chapter Review the Project Settings [page 40]), and tested the project (chapter Test a Project [page 41]).

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. Choose *Account Settings* > *Manage Profile* .
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the *Log in to Managed Gateway for Spend&Network* link.
   The *Managed Gateway for Spend&Network* screen is displayed.
5. Go to the *My Projects* section. In the *Action* column of the project you created, choose *Select* > *Edit* .
6. Go to the *Test* step.
   The *Project Self-Test Results* screen is displayed.

   > Note
   >
   > In the *Pass/Fail* column, a checkbox indicates that the project has passed the self-test.
7. Choose *Skip Buyer Test*.
   The *Go Live* button is displayed.
8. In the *Mark Project Active On* section, specify the time and date to schedule the deployment to production.
9. Choose *Go Live*.
   The project is deployed.

4.4.3 Custom Mappings Management

Buyers can use the mapping tool to create, edit, delete, and test their custom mappings. Buyers can access the mapping tool on SAP Integration Suite, managed gateway for spend management and SAP Business Network, from the *Mappings* tab on the *My Configurations* screen. For an overview of the mapping tool, refer to Working with the mapping tool in the SAP Integration Suite, managed gateway for spend management and SAP Business Network overview guide.

> ⓘ Note
>
> Before you begin adding custom mappings, ensure that you confirm your integration projects and they're in the *Testing* state.

You can perform the following tasks on your custom mappings using the mapping tool:

- Create custom mappings.
- Edit custom mappings.
- Deploy custom mappings.
- Manage versions of custom mappings.
- Test custom mappings
- Delete custom mappings.
- Manage custom mappings with custom fields.

For more information about how to perform the mentioned tasks, refer to Managing Custom Mappings in the SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network Configuration Guide.

4.4.4 Download SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network Public Client Certificate

Use

This procedure describes how to download the public client certificate that is required to connect SAP Integration Suite, managed gateway for spend management and SAP Business Network with SAP S/4HANA Cloud Public Edition. This certificate is used to configure the SAP S/4HANA Cloud Public Edition communication user that is created in chapter Create Communication User [page 14].

Procedure

1. Log on to your SAP Business Network buyer account on buyer.ariba.com.
2. Choose *Account Settings* > *Manage Profile*.
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the *Log in to Managed Gateway for Spend&Network* link.
   The *Managed Gateway for Spend&Network* screen is displayed.

5. Go to the *Resources* tab.
6. Choose *CIG Certificates* > *Load Balance certificates* > *Prod*.
7. To download the certificate, select *acig.ariba.com*.
8. Save the certificate to your local storage.

5 Business Process Configuration

This section describes all required business activities that have to be performed in all involved systems to set up the integration scenario.

SAP Business Network supports multiple roles, permissions, and rules to transact with your suppliers. However, the configuration that we describe in this document focuses on what is required to support integration and flow of documents from your SAP S/4HANA Cloud Public Edition system to SAP Business Network through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

5.1 Preconditions

To configure the business process for this scenario, you require an SAP Business Network buyer account and the following business roles in SAP S/4HANA Cloud Public Edition:

- Administrator `(SAP_BR_ADMINISTRATOR)`
- Configuration Expert - Business Network Integration `(SAP_BR_CONF_EXPERT_BUS_NET_INT)`
- Configuration Expert - Business Process Configuration `(SAP_BR_BPC_EXPERT)`

5.2 Configuration in SAP S/4HANA Cloud Public Edition

5.2.1 Define Mapping for Outbound Texts for SAP Business Network Integration for Buyers (SOAP)

Use

This procedure describes how to define the text type mapping for outbound messages that you send to an external supplier system.

A buyer system might send long texts that are relevant for the external supplier using the SOAP service interface. For example, a purchase order message sent from the buyer system can contain texts that need to be stored with the corresponding sales order in the external supplier system.

For the integration with the external supplier system, you can define the mapping between the text IDs in the buyer's SAP S/4HANA Cloud Public Edition system and the outbound SOAP service text types.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
        The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
     6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Define Mapping for Outbound Texts for Integration with Suppliers* configuration step.
        The *Change View "EDI Text Outbound Mapping for Buyer": Overview* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
     4. In the *Configuration Activities* section, select the *Define Mapping for Outbound Texts for Integration with Suppliers* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
2. Choose *New Entries* and enter the following data:

   > Note
   >
   > SAP Ariba only supports the XML text type *SalesNote* at the header level that buyers send in the purchase orders from their SAP S/4HANA Cloud Public Edition system.

   > Example
   >
   > | XML Message Type | Text Object | Text ID | Text Prio | XML Text Type |
   > |---|---|---|---|---|
   > | **`OrderRequest`** | **`Header`** | **`F01`** | **`1`** | **`SalesNote`** |
   > | **`OrderRequest`** | **`Header`** | **`F05`** | **`1`** | **`PickPackInstructions`** |

XML Message Type	Text Object	Text ID	Text Prio	XML Text Type
`OrderRequest`	`Header`	F06	1	`ShippingInstructions`
`OrderRequest`	`Item`	`F01`	`1`	`PickPackInstructions`
`OrderRequest`	`Item`	`F02`	`1`	`MaterialText`
`OrderRequest`	`Item`	`F03`	`2`	`MaterialText`
`OrderRequest`	`Item`	`F04`	`1`	`ShippingInstructions`

3. Choose *Save* > *Exit*.

5.2.2 Set Up Confirmation Control for Tolerance Limits

Use

This procedure describes how a buyer can set the tolerance limits for both delivery date and price for the respective confirmation control key.

Context

A confirmation control key assigned to a purchase order at line item level specifies information, for example, confirmation sequence and tolerance limits that are expected by the buyer. If a buyer defines the tolerance limit for a confirmation key, it's transmitted to the supplier. The defined tolerance limit helps the supplier to check and to post supplier confirmations within the tolerance limit.

> Note
>
> Be aware that the *Enforce Control Keys for All Suppliers* entitlement has to be enabled by SAP Business Network. By default, control keys are only applied to suppliers enabled for SAP Ariba Supply Chain Collaboration.
>
> Enable the entitlement for all suppliers to be able to use the tolerance feature.

The tolerance is checked during processing of incoming order acknowledgments in the SAP S/4HANA Cloud Public Edition system for both the confirmed delivery dates and the confirmed price received through EDI confirmation. If the tolerance is exceeded, an error status is set by the processing program.

The delivery date tolerance specifies values in days. *Too Early Date* and *Too Late Date* were defined to accept a confirmed delivery date.

The price tolerance specifies values in percentage. *Price Over run* and *Price short fall* were defined to accept a confirmed price.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution**
     1. Log on to your SAP S/4HANA Cloud Public Edition system as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* (`F1241`) app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Operational Procurement`**

        A search results list is displayed.
     5. From the search results list, select the *Confirmations* configuration item.
        The *Configure Your Solution - Confirmations* screen is displayed.
     6. On the *Configure Your Solution - Confirmations* screen, in the *Configuration Steps* section, select the *Set Up Confirmation Control* step and choose *Configure*.
        The *Change View "Confirmation control keys": Overview* screen is displayed.
   - **SAP Central Business Configuration**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, go to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *Confirmations* configuration activities.
     4. In the *Configuration Activities* section, select the *Set Up Confirmation Control* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to your SAP S/4HANA Cloud Public Edition system as a Configuration Expert - Business Process Configuration.
2. In the *Confirmation control keys* table, select the entry with the following values:
   - *Confirmation Control Key*: *0001*
   - *Description*: *Confirmations*
3. In the *Dialog Structure* section, double-click on *Confirmation sequence*.
4. Depending on whether you want to define a tolerance limit for an order confirmation or an inbound delivery, select the respective entry with the following values in the *Confirmation sequence* table:
   - *Sequence Number*: *1* (for order confirmation)
   - *Sequence Number*: *2* (for inbound delivery)
5. To define a delivery date tolerance, enter the required number of days in the *Tol2Early* (Too Early Date) column and the *Tol2Late* (Too Late Date) column.

   > Example
   > - *Tol2Early*: **`5`**

- *Tol2Late*: **5**

6. To define a price tolerance, select the checkbox in the *Price* column and enter the corresponding price tolerance in percentage in the *PrOverr.%* (Price Overrun) column and the *Pr.Shfl.%* column (Price Shortfall).

> Example
>
> - *PrOverr.%*: **2**
> - *Pr.Shfl.%*: **2**

7. Choose *Save* > *Exit*.

5.2.3 Define External Tax Categories

Use

This procedure describes how to define tax categories for external solutions, such as SAP Business Network.

Context

The external tax categories are used in Map Tax Conditions Between SAP S/4HANA Cloud Public Edition and External Supplier Solutions [page 115]. By default the following external tax categories are shipped with the content of this scope item:

External Tax Category Code	External Tax Category Description	Additional Description
sales	**Sales Tax**	
vat	**Value Added Tax**	

To define additional tax categories, please proceed as described in the following procedure.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* (`F1241`) app.
        The *Manage Your Solution* screen is displayed.

3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
   The *Configure Your Solution: Realize Phase* screen is displayed.
4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
   - *Application Area*: **`Sourcing and Procurement`**
   - *Sub Application Area*: **`Integration`**

   A search result list is displayed.
5. From the search result list, select the *Integration with Suppliers* configuration item.
6. On the *Configure Your Solution - Integration with Suppliers* screen, in the *Configuration Steps* section, choose *Configure* for the *Define External Tax Categories* configuration step.
   The *Change View "Define External Tax Categories"* screen is displayed.

- **SAP Central Business Configuration:**
  1. Log on to the project experience in SAP Central Business Configuration.
  2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
  3. Set the relevant search filters, to find the *Integration with Suppliers* configuration activities.
  4. In the *Configuration Activities* section, select the *Define External Tax Categories* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries* and enter your own data according to your business requirements.
3. Choose *Save* > *Exit*.

5.2.4 Custom Attachments in Purchase Order Outputs (Optional)

> Note
>
> To work with custom attachments, ensure that your business user is assigned to the business catalog `SAP_PLM_BC_DIR_CUSTOM_PC`.
>
> For more information, refer to Configuring the Business Catalog for Custom Document Types.
>
> If you need support or experience issues, please report an incident under component `PLM-WUI-OBJ-DMS`.

5.2.4.1 Assign Document Types for Output (Optional)

Purpose

In this procedure, you can assign the custom document types for the purchase order output.

Prerequisites

The document types already exist in the system. For more information about how to create document types in your system, refer to scope item *Manage Documents* (22P), chapter *Configure Document Types (Optional)*.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* (`F1241`) app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Application Platform and Infrastructure`**
        - *Sub Application Area*: **`Output Management`**

        A search result list is displayed.
     5. From the search result list, select the *Output Control* configuration item.
        The *Configure Your Solution - Output Control* screen is displayed.
     6. On the *Configure Your Solution - Output Control* screen, in the *Configuration Steps* section, choose *Configure* for the *Assign Document Types for Output* configuration step.
        The *Change View "Assign Document Types for Output": Overview* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *Output Control* configuration activities.
     4. In the *Configuration Activities* section, select the *Assign Document Types for Output* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system.
        Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
2. Choose *New Entries* and enter the following data according to your business requirements:

   > Example

Application Object Type	Output Type	Doc Type
`PURCHASE_ORDER`	**`PURCHASE_ORDER`**	**`<Custom Document Type>`**

3. Choose *Save* > *Exit*.

5.2.4.2 Define Output Settings for Document Types (Optional)

Purpose

In this procedure, you can define the purchase order output settings for document types.

Prerequisites

You've completed the configuration described in Assign Document Types for Output (Optional) [page 50].

The document types already exist in the system. For more information about how to create document types in your system, refer to scope item *Manage Documents* (22P), chapter *Configure Document Types (Optional)*.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* (`F1241`) app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Application Platform and Infrastructure`**
        - *Sub Application Area*: **`Output Management`**

        A search result list is displayed.
     5. From the search result list, select the *Output Control* configuration item.
        The *Configure Your Solution - Output Control* screen is displayed.
     6. On the *Configure Your Solution - Output Control* screen, in the *Configuration Steps* section, choose *Configure* for the *Define Output Settings for Document Types* configuration step.
        The *Change View "Define Output Settings for Document Types": Overview* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *Output Control* configuration activities.
     4. In the *Configuration Activities* section, select the *Define Output Settings for Document Types* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public

Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries* and enter the following data according to your business requirements:

> Example
>
> | Application Object Type | Output Type | Doc Type | Channel | Relevant | Merge |
> | --- | --- | --- | --- | --- | --- |
> | `PURCHASE_ORDER` | `PURCHASE_ORDER` | `<Custom Document Type>` | `EDI` | Select the checkbox. | Select the checkbox. |

3. Choose *Save* > *Exit*.

5.3 Configuration in SAP Business Network

5.3.1 Configuration for Commerce Automation

Configure your buyer account on SAP Business Network to send and receive transaction documents from SAP Integration Suite, managed gateway for spend management and SAP Business Network.

As an administrator of the SAP Business Network buyer account, you set up roles, permission, and rules for the buyer account and your suppliers.

5.3.1.1 Prerequisites for Commerce Automation

The following prerequisites need to be met, before you start to configure and run the *Automation of Source-to-Pay with SAP Business Network* integration scenario described in this document:

- Enable the *Enhanced order confirmation integration capabilities* entitlement.

To enable this feature, have your Designated Support Contact (DSC) log a Service Request (SR). An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).

- Ensure that the suppliers exist in SAP S/4HANA Cloud Public Edition to use quick enablement of suppliers based on the purchase order sent from SAP S/4HANA Cloud Public Edition to SAP Business Network.
- We recommend you to activate the new feature *B2B API OrderRequestOut SoldTo Party Mapping Enhancement from Procurement*. For more information, see OrderRequest_Out - Party.
- Ensure that a valid e-mail address is specified for each supplier that you want to quick-enable.
- Configure your SAP Business Network account to send and receive transaction documents for lean services. Ensure that you've the necessary rules to send order confirmations, ship notices, and invoices from SAP Business Network and receive purchase orders from the SAP S/4HANA Cloud Public Edition system. For more information, refer to Default Transaction Rules [page 55].
- Set up your SAP Business Network buyer account for SAP Integration Suite, managed gateway for spend management and SAP Business Network. For more information, refer to Enable SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network [page 11].
- Establish an active trading relationship with your suppliers. For more information, refer to Enable Supplier [page 138].
- Enable the required roles and permissions to send and receive transaction documents. You must have the Inbox Access, Outbox Access, and Invoice Generation user permissions in order to create and manage service invoices. For more information, refer to the SAP Business Network Buyer Administration Guide on SAP Help Portal, and review the sections SAP Business Network Users and Roles, and SAP Business Network Permissions.
  To use SAP Integration Suite, managed gateway for spend management and SAP Business Network, you need a user role and at least one of the following permissions:
  - *Ariba Cloud Integration Gateway Configuration*: Allows you to create, modify, and maintain projects on the SAP Integration Suite, managed gateway for spend management and SAP Business Network.
  - *Ariba Cloud Integration Gateway Access*: Allows you to view and search for projects available on the SAP Integration Suite, managed gateway for spend management and SAP Business Network.
- If your SAP S/4HANA Cloud Public Edition uses unique IDs for suppliers, assign a unique ID for your suppliers in your buyer account on SAP Business Network. For more information, refer to Configure Unique Supplier IDs [page 139].

5.3.1.2 Restrictions for Commerce Automation

There're restrictions that apply to the *Automation of Source-to-Pay with SAP Business Network* integration scenario. For more information, refer to SAP Note 3202464.

5.3.1.3 Default Transaction Rules

Use

The following chapters cover the default transaction rules that are grouped based on the document transactions, for example *Purchase Order Rules*. These transaction rules are used to adjust SAP Business Network settings with SAP S/4HANA Cloud Public Edition settings.

In the SAP Business Network buyer account, some of the transaction rules are activated by default. Transaction rules that are referred to as *Optional* are user-specific values that depend on your business requirements. Hence, these transaction rules don't impact the standard Purchase-to-Pay integration scenario with SAP Business Network.

Transaction rules that aren't covered in this document apply to features that aren't relevant for this scenario. You don't need to create additional transaction rules for this scenario in your SAP Business Network buyer account.

> Note
>
> To send transaction documents between buyers and suppliers, buyers need to establish a trading relationship with suppliers on SAP Business Network.

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. Choose *Administration* > *Configuration*.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
   On the *Default Transaction Rules* screen, the available settings are grouped based on the document transactions, for example, *Purchase Order Rules*). The following subchapters correspond with these groups.

5.3.1.3.1 Define Purchase Order Rules

Use

This procedure describes how to define transaction rules for the purchase order document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Purchase Order Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Override the following default Purchase Order rules.	Activate	
Allow change orders for fully shipped orders.	Optional	
Allow change orders for partially shipped orders.	Optional	
Retain confirmation status for unchanged line items on change orders.	Activate	
Enable ship notice tracking on change orders.	Activate	
Allow change orders in invoice aggregation.	Optional	
Allow cancel orders for fully shipped orders.	Optional	
Allow cancel orders for partially shipped orders.	Optional	
Override supplier's routing method for orders that match buyer's conditions.	Do not activate.	
Mark purchase order as received when the receipt displays close for receiving.	Do not activate.	

5.3.1.3.2 Define Attachment Rules

Use

This procedure describes how to define file extension rules for the file attachments.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Attachment File Extensions Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow all attachment file extensions.	Optional	This rule is selected by default.
Allow these file extensions only.	Do not activate.	
Do not allow these file extensions.	Do not activate.	

> ⚠ Caution
>
> Executable file extensions are automatically disallowed.

5.3.1.3.3 Define Order Confirmation and Ship Notice Rules

Use

This procedure describes how to define transaction rules for the order confirmation and ship notice document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, go to the *Order Confirmation and Ship Notice Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to send order confirmations for material orders.	Activate	
Allow suppliers to confirm an order multiple times.	Optional	
Allow suppliers to send order confirmations for material orders at the line-item level.	Activate	
Allow suppliers to send order confirmations for service orders.	Activate **Note** Do not activate this rule if you are sending items having the item category with a blank value and the Product Type Group as Service (2) in purchase orders for Lean Services.	
Allow suppliers to send order confirmations for service orders at the line-item level.	Activate **Note** Do not activate this rule if you are sending items having the item category with a blank value and the Product Type Group as Service (2) in purchase orders for Lean Services.	
Allow suppliers to confirm or reject an entire purchase order multiple times.	Optional	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Send suppliers an automatic reminder of unconfirmed orders after a specified number of days.	Optional	
Require suppliers to fully confirm line items before fulfillment.	Do not activate.	
Require suppliers to create an order confirmation before creating a ship notice.	Optional	
Allow suppliers to reject quantity for material orders at line item level in order confirmation.	Optional	
Allow suppliers to edit components in order confirmations.	Do not activate.	
Allow third party suppliers to send multi-tier ship notices to this account.	Do not activate.	
Allow suppliers to cancel ship notices that they create.	Do not activate.	
Allow suppliers to edit existing ship notices.	Optional	
Require suppliers to close a quality notification for an item before they can create a ship notice for the complaint quantity.	Do not activate.	
Allow suppliers to send ship notices only after receiving acceptance of inspection results.	Do not activate.	
Allow suppliers to send ship notices to this account.	Activate	
Require delivery dates for order confirmations and ship notices.	Activate	
Require an estimated shipping date on order confirmations.	Do not activate.	
Require an actual or estimated shipping date on ship notices.	Do not activate.	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require ship notice type on ship notices.	Do not activate.	
Allow suppliers to add delivery and transport information to ship notices.	Optional	
Allow suppliers to send non-PO ship notices through cXML.	Optional	
Allow zero-quantity line items in ship notices sent through cXML.	Optional	
Allow multiple orders and scheduling agreement releases in ship notices.	Optional	
Require suppliers to provide a unique asset serial number for each purchase order line item in a ship notice.	Optional	
Do not allow multiple delivery dates in ship notice creation.	Do not activate.	
Require the total count of shipment serial numbers not to exceed the total quantity shipped for line items in a ship notice.	Optional	
Require suppliers to provide asset serial numbers for the total shipped quantity of line items in a ship notice.	Optional	
Require the Packing Slip ID to be unique on ship notices.	Activate	
Allow suppliers to create invoice number automatically from Packing Slip ID when creating a ship notice.	Do not activate.	
Require suppliers to provide a Global Individual Asset ID for line items on ship notices that conforms to the Serial Shipping Container Code (SSCC) format.	Do not activate.	
Require suppliers to provide a unique Global Individual Asset ID for line items on ship notices.	Do not activate.	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Do not allow multiple Ship To addresses on a ship notice.	Do not activate.	
Do not allow suppliers to reject entire purchase orders.	Optional	
Do not allow suppliers to change line item description on order confirmations.	Optional	
Allow suppliers to increase item quantities on order confirmations.	Optional	
Apply line item quantity tolerance to order confirmations.	Do not activate.	
Apply line item unit price tolerance to order confirmations.	Do not activate.	
Allow suppliers to change the currency for unit price on order confirmations.	Do not activate.	
Apply line item subtotal amount tolerance to order confirmations.	Optional	
Apply line item delivery date tolerance to order confirmations.	Optional	
Allow suppliers to increase item quantities on ship notices.	Optional	
Apply line item quantity tolerance to ship notices.	Optional	
Allow suppliers to confirm or reject an entire purchase order multiple times.	Optional	
Allow suppliers to send order confirmations for material orders at the line-item level.	Activate	
Require suppliers to enter a comment at the order confirmation line item level when there are any changes.	Do not activate.	
Allow suppliers to change advanced pricing details on order confirmations at the line-item level.	Activate	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require suppliers to provide a reason when they reject an order.	Optional	
Require suppliers to provide a reason when they reject an order at the line-item level.	Optional	
Allow suppliers to enter the estimated shipping date on order confirmations at the line-item level.	Activate	
Allow suppliers to enter comments on order confirmations at the line-item level for confirmed or backordered items.	Activate	
Allow suppliers to change the supplier part ID on order confirmations at the line-item level.	Activate	
Allow suppliers to edit estimated shipping dates, delivery dates, and quantities.	Do not activate.	
Allow check for estimated shipping or delivery dates in the past when order confirmations are submitted.	Optional	
Require that if suppliers confirm orders with item sets, they do so at the child-line level.	Activate	
Allow suppliers to create a component receipt for multiple multi-tier ship notices.	Do not activate.	
Require that if suppliers confirm service orders, they do so at the child line level.	Optional	This rule is only displayed if the entitlement with the same name is enabled for the customer by the administrator.
Allow suppliers to include attachments with order confirmations.	Activate	
Allow suppliers to include attachments with ship notices.	Activate	

5.3.1.3.4 Invoice Rules

5.3.1.3.4.1 Define General Invoice Rules

Use

This procedure describes how to define transaction rules for the invoice document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *General Invoice Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to send invoices to this account.	Activate	
Ignore country-based invoice rules.	Activate	ⓘ Note If you want to send an invoice that is certified for Japan, do not activate this rule.
Allow suppliers to send invoices with service information.	Optional	
Require line-item credit memo to reference another invoice.	Optional	
Allow suppliers to send invoice attachments.	Do not activate.	A limit of 10 MB per attachment exists. ⓘ Note The activation of this rule requires an activation of the next rule.

SAP Business Network Transaction Rule	Rule Setting	Remarks
Your procurement application can download invoice attachments (MIME multipart messages).	Optional	This option is only visible if the previous one is activated.
Require suppliers to send invoice attachments.	Do not activate.	
Require suppliers to send credit memo attachments.	Do not activate.	
Allow suppliers to send non-PO invoices.	Activate	
Allow suppliers to create invoices against consignment movements.	Do not activate.	
Allow suppliers to send invoices with a contract reference.	Do not activate.	
Require suppliers to create an order confirmation for the PO before creating an invoice.	Optional	
Require suppliers to create invoice with line item quantity greater than zero.	Activate	
Require suppliers to create invoice with line item price greater than zero.	Activate	
Require suppliers to create a ship notice for the PO before creating an invoice.	Optional	
Allow suppliers to send invoices if a PCard or credit card was included in the order.	Do not activate.	
Allow suppliers to send header level credit memos and debit memos.	Do not activate.	
Allow suppliers to send line-item credit memo (quantity).	Activate	
Allow suppliers to send line-item credit memo (price).	Activate	
Allow suppliers to send line-item debit memo.	Do not activate.	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to create debit memos where the line-item price can be zero.	Do not activate.	
Allow suppliers to create credit memos where the line-item quantity is zero.	Do not activate.	
Require suppliers to provide a reason for each credit memo.	Do not activate.	
Allow suppliers to cancel invoices they create.	Do not activate.	
Allow suppliers to reuse invoice numbers.	Do not activate.	
Allow suppliers to enter advanced pricing details at line item level.	Do not activate.	
Allow suppliers to change advanced pricing details at the line-item level.	Do not activate.	
Allow the bill-to address to be mapped to the corresponding system ID for non-PO invoices sent through cXML, CVS, or EDI.	Do not activate.	
Allow case-insensitive invoice matching.	Activate	
Require suppliers to include only shipped quantities on invoices.	Activate	**Note** The activation of this rule is required for the activation of the next rule.
Require references to ship notices on invoices.	Activate	**Note** This rule becomes active only if the *Require suppliers to include only shipped quantities on invoices.* rule is activated. Activate this rule to enable support for ship notice-based invoices.

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require suppliers to include only received quantities on invoices.	Optional	**Note** The activation of this rule is required for the activation of the next rule.
Require references to receipts on invoices.	Optional	**Note** This rule becomes active only if *Require suppliers to include only received quantities on invoices.* is activated. Activate this rule to enable support for receipt-based invoices.
Allow suppliers to add allowances and charges to invoices.	Optional	
Require suppliers to provide negative tax on allowances on invoices.	Do not activate.	
Configure list of allowances and charges.	Do not activate.	
Allow SAP Business Network to send failed invoices to buyer system.	Do not activate.	
Allow suppliers to create multiple invoices for an amount-based service item.	Optional	
Allow suppliers to create invoices directly from service POs without a service sheet.	Optional	
Require suppliers to specify a delivery note date for each material item on an invoice.	Do not activate.	
Require suppliers to provide start and end dates on an invoice.	Optional	
Auto-generate service sheets from service invoices.	Optional	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to edit service invoice dates and retain them when using auto-generated service sheets.	Optional	
Ignore return items when creating an invoice.	Do not activate.	
Allow the Customer Tax Representative to be displayed in GUI, cXML, and PDF.	Do not activate.	

5.3.1.3.4.2 Define PO Invoice Field Rules

Use

This procedure describes how to define transaction rules for the PO invoice document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *PO Invoice Field Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to change the currency for unit price.	Do not activate.	
Allow suppliers to change the unit price.	Optional	
Allow suppliers to change the unit of measure.	Do not activate.	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to increase item quantities.	Optional	
Allow suppliers to increase line item subtotals.	Optional	
Allow suppliers to change part numbers.	Do not activate.	
Allow suppliers to change auxiliary part ID.	Do not activate.	
Allow suppliers to add line items to PO invoices.	Do not activate.	
Require invoice sold-to name and country to match PO bill-to name and country (or sold-to information if available).	Do not activate.	
Copy tax from purchase order to invoice.	Do not activate.	Applies to SAP Ariba Document Automation customers only.
Make line item tax on invoice view-only.	Do not activate.	Applies to SAP Ariba Document Automation customers only.

5.3.1.3.4.3 Define PO and Non-PO Invoice Field Rules

Use

This procedure describes how to define transaction rules for the PO and Non-PO invoice document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *PO and Non-PO Invoice Field Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require suppliers to provide line item descriptions.	Do not activate.	
Require suppliers to choose from your list of valid tax values.	Optional	
Allow suppliers to create a tax rate and type for invoices and credit memos.	Optional	
Allow net amounts to exceed subtotals.	Do not activate.	
Allow invoices to be back-dated for specified number of days.	Do not activate.	
Allow shipping tax entered at header level.	Do not activate.	
Require suppliers to provide their tax ID on invoices.	Do not activate.	
Allow suppliers to add shipping and special handling costs and tax details as separate invoice lines.	Optional	
Require suppliers to enter taxes at line item level.	Optional	
Require suppliers to provide order information.	Activate	
Allow suppliers to enter discounts at the header level.	Optional	
Include allowances and charges in the unit price.	Do not activate.	
Allow invoices to be future-dated the specified number of days.	Do not activate.	
Require suppliers to provide the legal form of their business on invoices.	Do not activate.	
Require suppliers to provide their commercial identifier on invoices.	Do not activate.	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require suppliers to provide their supplier company capital amount and currency on invoices.	Do not activate.	

5.3.1.3.4.4 Define Invoice Address Rules

Use

This procedure describes how to define transaction rules for the invoice address document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Invoice Address Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Default	Remarks
Require a bill-to address on invoices.	Activate		
Require a sold-to address on invoices.	Do not activate.		
Require a from address on invoices.	Do not activate.		
Require a remit-to address on invoices.	Do not activate.		
Require ship-from and ship-to addresses on invoices.	Do not activate.		

SAP Business Network Transaction Rule	Rule Setting	Default	Remarks
Enforce strict address validation for required address fields.	Do not activate.		

5.3.1.3.4.5 Define Blanket Purchase Order Invoice Rules

Use

This procedure describes how to define transaction rules for the blanket purchase order invoice document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Blanket Purchase Order Invoice Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Default	Remarks
Enable BPO-specific invoice rules.	Do not activate.		

5.3.1.3.4.6 Define Invoice Payment Rules

Use

This procedure describes how to define transaction rules for the invoice payment document type.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Invoice Payment Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to change payment net term as shown on purchase orders.	Do not activate.	
Allow suppliers to change payment discount terms as shown on purchase orders.	Do not activate.	
Allow suppliers to omit payment terms in PO invoices.	Optional	
Require suppliers to provide penalty information or terms on invoices.	Do not activate.	
Require suppliers to provide discount information or terms on invoices.	Do not activate.	
Require suppliers to provide net term information on the invoice.	Do not activate.	
Require suppliers to include bank account details on invoices.	Do not activate.	
Require suppliers to include bank account details on invoices.	Do not activate.	
Require suppliers to include IBAN on invoices. **Note** This transaction rule only applies in the EU.	Do not activate.	

5.3.1.3.4.7 Define VAT Rules

Use

This procedure describes how to define VAT transaction rules.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *VAT Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require customer's VAT or Tax ID.	Do not activate.	
Require supplier's VAT or Tax ID.	Do not activate.	
Require suppliers to enter taxes at line item level.	Optional	Note If this rule is enabled, the supplier must include tax information at the line-item level.
Require suppliers to provide tax information in invoice.	Optional	Note If this rule is enabled, the supplier must include tax information at the header level.
Require supply date when VAT is chosen as tax category.	Do not activate.	
Require tax amounts in local currency.	Do not activate.	
Require subtotal and amount due in local currency.	Do not activate.	
Require explanation for zero rate VAT.	Do not activate.	

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require detailed tax information in tax summaries.	Do not activate.	
Show your company's default VAT ID.	Do not activate.	
Display text boxes for buyer and supplier VAT IDs in invoice headers.	Do not activate.	
Require your company's VAT ID only for intra-EU trade.	Do not activate.	
Require VAT details only for domestic trade.	Do not activate.	
Require VAT details only for domestic and intra-EU trade.	Do not activate.	
Display invoice totals as subtotal, tax amount, and amount due.	Do not activate.	
Allow suppliers to submit self-signed invoices.	Do not activate.	
Determine local currency based on supplier country.	Do not activate.	

5.3.1.3.4.8 Define Online Invoice Form Rules

Use

This procedure describes how to define transaction rules for online invoice forms.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.

4. In the *Default Transaction Rules* section, navigate to the *Online Invoice Form Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Default	Remarks
Allow suppliers to use remittance addresses without remittance IDs.	Activate		
Allow suppliers to change ship-to information as shown on purchase orders.	Do not activate.		
Allow suppliers to change bill-to information as shown on purchase orders.	Optional		
Default bill-to address	Optional		
Default sold-to address	Do not activate.		
Configure list of customer (sold-to) addresses with VAT IDs.	Do not activate.		
Copy bill-to address on purchase orders to sold-to address on invoices.	Do not activate.		

5.3.1.3.4.9 Define Invoice Archival

Use

This procedure describes how to define transaction rules for the invoice archival.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.

4. In the *Default Transaction Rules* section, navigate to the *Invoice Archival* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Specify how often you want SAP Business Network to archive your invoices, for example *Twice Daily*, *Daily*, or *Weekly*. Based on the option you have selected, SAP Business Network automatically waits for a 30-day period to collect all the corresponding invoice details before it can start archiving your invoices. If you do not want SAP Business Network to wait for a 30-day period, then additionally select the *Archive Immediately* checkbox.	Do not activate.	

5.3.1.3.4.10 Define Long-Term Document Archiving

Use

This procedure describes how to define transaction rules for long-term document archiving.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Long-Term Document Archiving* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Enable long-term invoice archiving. To view the list of countries supported for long-term archiving, choose *View Countries*.	Do not activate.	

5.3.1.3.5 Define D-U-N-S Number Rule

Use

This procedure describes how to define transaction rules for D-U-N-S numbers.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *D-U-N-S Number Rule* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Default	Remarks
Do not require suppliers to enter their D-U-N-S number.	Activate		D-U-N-S number is not validated.

5.3.1.4 Configuration for Lean Services

Context

Buyers using SAP S/4HANA Cloud Public Edition can send items having the item category with a blank value and the *Product Type Group as Service (2)* in purchase orders for lean services. The service sheets can contain only service line items.

Suppliers can create service sheets or invoices against the purchase order containing lean service items.

> ⓘ Note
>
> Buyers using SAP S/4HANA Cloud Public Edition, integrated with SAP Ariba Guided Buying, can create service requisitions for lean services and send them to the SAP S/4HANA Cloud Public Edition system. When the service requisition is approved, a service purchase order is created in the SAP S/4HANA Cloud Public Edition system. Buyers can send the service purchase order to SAP Business Network. For more information about SAP S/4HANA Cloud Public Edition integration with Guided Buying Capability with SAP Ariba Buying, refer to scope item 42K.

5.3.1.4.1 Prerequisites for Lean Services

You need to meet the following prerequisites to create and send service purchase orders with service line items for lean services to SAP Business Network:

SAP S/4HANA Cloud Public Edition

- Configure your SAP S/4HANA Cloud Public Edition system as described in Communication Setup [page 11], Business Process Configuration [page 45], and Supplier Setup [page 108].
- Create a purchase order with service items and enter the following data:

Field Entry	Value	Comment
Item Category	• **`<empty>`** (planned lean service) • **`E`** (enhanced limit items)	ⓘ Note The *Item Category* is only visible, if the *Create Purchase Order - Advanced* (`ME21N`) app is used. If you are using the *Manage Purchase Orders* (`F0842A`) app to create a purchase order, then the *Product Type Group* is not available for lean service.
Product Type Group	**`Service (2)`**	

- Ensure that you enter the following when you create service purchase orders on the SAP S/4HANA Cloud Public Edition system:
  - Service start date and service end date at line item level.
  - Add one or more account assignments.
  - Enter the quantity, amount, and net price at line item level.

SAP Business Network

- Ensure that you have the necessary rules to create service sheets and service invoices on SAP Business Network. For more information, refer to the following sections:
  - Define Service Sheet Rules [page 79]
  - Define Order Confirmation Rules for Service Purchase Orders [page 86]
  - Define Invoice Rules for Service Line Items [page 87]
- When suppliers create a service sheet, suppliers must use either of the following line item types:
  - Lean Service
  - Limit Service
- Configure the document number preferences to avoid data validation errors. For more information, refer to Configure Document Number Preferences [page 90].
- When you create a service sheet or invoice, ensure that the service start date and service end date are in the same range as the performance dates and delivery period defined in the service purchase order.
- Ensure that the quantity specified in the service sheet must not exceed the tolerance for the quantity in the service purchase order.

5.3.1.4.2 Restrictions for Lean Services

There're restrictions that apply to the *Automation of Source-to-Pay with SAP Business Network* integration scenario. For more information, refer to SAP Note 3202464.

5.3.1.4.3 Define Service Sheet Rules

Use

This procedure describes how to define transaction rules for service sheets. These rules are available if your SAP Business Network buyer account is enabled for lean services or invoicing service line items against service purchase orders.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Service Sheet Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require suppliers to create an order confirmation before creating a service sheet.	Suppliers must partially or fully confirm an order before creating any service sheets from it. **Note** If you do not allow suppliers to send order confirmations for service orders, this rule is automatically disabled .	Optional
Require suppliers to provide start and end dates on service sheets. You have the following options: • At line level • At header	When you select the *At line level* option, suppliers must include both start and end dates for service sheet line items. The rule applies only to service items, not material items. When you select the *At header* option, suppliers must include both start and end dates at the service sheet header. When either option is checked, the *Do not allow service sheets for services that are still in progress* subrule is available. Both the options apply when suppliers create service sheets manually, or when the service sheets are automatically generated when an invoice is created against a purchase order.	Activate
Require suppliers to provide approver information on service sheets.	Suppliers must provide the email address of the person at the company responsible for approving the service sheet when creating a service sheet. This helps to confirm that the work was completed according to the service sheet description.	Do not activate.

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to send service sheet attachments. You have the following options: • Your procurement application can download service sheet attachments (MIME multipart messages). • Send URLs to view service sheet attachments on SAP Business Network. • Require suppliers to send service sheet attachments.	Suppliers can add attachments to service sheets. Service sheets only support attachments at the header level. You have the following options: • Activate. Allows your procurement application to download header-level service sheet attachments if you allow suppliers to add them. The additional setting, *Send URLs to view attachments on SAP Business Network*, is also unchecked by default. • Do not activate. **Note** Suppliers must add at least one attachment to each service sheet. If you activate this rule, the buyer also activates the *Allow Suppliers to send service sheet attachments* rule. Suppliers cannot add attachments to service sheets uploaded as CSV files. If you activate this rule for suppliers who upload service sheets as CSV files, their upload fails, and they must log on to SAP Business Network to edit and resubmit the failed service sheets with attachments.	Do not activate.
Allow suppliers to add ad-hoc line items to service sheets.	Suppliers can add items to service sheets that were not included in the original order.	Do not activate.
Allow suppliers to change units of measure on service sheets.	Suppliers can change units of measure on service sheets. If you activate this rule, the *Allow suppliers to increase item quantities on service sheets* rule is automatically activated too. You cannot set an exception tolerance when this rule is checked.	Optional

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to increase item quantities on service sheets.	Suppliers can increase item quantities on service sheets without restriction. You cannot set an exception tolerance when this rule is activated.	Optional
Allow suppliers to change unit prices on service sheets.	Suppliers can change the unit prices on service sheets without restriction. You cannot set an exception tolerance when this rule is activated. If you deactivate this rule, suppliers can only change unit prices on service sheets within the tolerance level you specify. To set unit price tolerance, select *Check Price Tolerance*.	Optional
Allow suppliers to change subtotal amounts on service sheets.	Suppliers can change the subtotal amounts on service sheets without restrictions. You cannot set exception and absolute amount tolerances when this rule is activated. If you deactivate this rule, suppliers can only change subtotal amounts on service sheets up to either the exception tolerance or the absolute amount tolerance, whichever computed amount is smaller. For example, if the subtotal is $100 and you set an exception tolerance of 15% and an absolute amount tolerance of $100, the supplier can increase the subtotal up to $115. However, if the subtotal is $1000, the supplier can only increase the subtotal to $100, since 15% of $1000 is $150 and exceeds the absolute amount tolerance. The default exception tolerance is 0%; there is no default absolute amount tolerance.	Optional

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to include taxes, freight, special handling, discounts, allowances, and charges, on automatically generated service sheets.	Suppliers can include other charges such as taxes, freight, special handling, discounts, allowances, and charges on automatically generated service sheets, if your procurement application supports them. These charges also appear on the related invoice. If your procurement application does not support the processing of additional charges on a service sheet, you should deactivate this rule. If the rule is deactivated, additional charges are excluded from automatically generated service sheets.	Do not activate.
Allow suppliers to create multiple service sheets for an amount-based service item.	Suppliers can create multiple service sheets for an amount-based service item. If you activate this rule, suppliers can create multiple service sheets on amount-based lines on a service purchase order. If this rule is deactivated, suppliers can create only one service sheet for amount-based lines on a service purchase order. If a supplier attempts to create multiple service sheets against an amount-based service line purchase order when the rule is deactivated, an error message is displayed.	Optional
Allow suppliers to enter advanced pricing details at the line-item level on service sheets.	Suppliers can enter values for the price unit quantity, price unit, unit conversion, and pricing description for a line item on a service sheet. To use advanced pricing details, your suppliers must upload a catalog containing items with the advanced pricing details.	Optional
Allow suppliers to change advanced pricing details at the line-item level on service sheets.	Suppliers can change the values for the price unit quantity, price unit, unit conversion, and pricing description for a line item on a service sheet.	Optional

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to include multiple parent PO lines per service sheet.	Suppliers can include multiple parent line items from the purchase order per service sheet. If you activate this rule, suppliers will not be prompted to select an outline item when they create a service sheet or an invoice for the order. Instead, all parent PO lines are automatically added to the service sheet and the invoice. If the rule is deactivated, suppliers can include only one parent PO line per service sheet.	Activate
Allow suppliers to reuse service sheet numbers. You have the following ptions: • Canceled • Rejected • Failed in External System • Failed	Suppliers can reuse a service sheet number if the service sheet has been rejected or failed. Select all of the previously mentioned options. If you deactivate this rule, suppliers cannot reuse service sheet numbers. If a service sheet is rejected or failed, they must use a new number when they resubmit it.	Activate
Do not allow creation of service entry sheet for expired purchase orders.	Suppliers can create service sheets for purchase orders that have expired.	Do not activate.
Do not allow suppliers to manually create service entry sheets for service orders.	If this rule is activated, suppliers cannot create service sheets for service orders. The *Create Service Sheets* button is disabled in the supplier user interface. If this rule is deactivated, suppliers can create service sheets for service orders. The *Create Service Sheets* button is available for suppliers on SAP Business Network.	Optional
Allow suppliers to cancel service sheets that they create.	Suppliers can cancel the service sheets they create.	Activate
Allow suppliers to create correction service sheets.	Allow suppliers to create a correction service sheet for those service sheets that are invoiced.	Do not activate.

SAP Business Network Transaction Rule	Rule Setting	Remarks
Require suppliers to provide account assignment information.	Buyers can specify *U (Unknown)* as the value for the account assignment category for service line items on purchase orders. Buyers can enable this rule to ensure that suppliers submit service sheets only after they replace the *U (Unknown)* value with the appropriate account assignment category values. Before a supplier submits a service sheet, they must ensure that they collaborate with the buyer to ensure that the cXML document sent to SAP Business Network contains the correct account assignment information.	Do not activate.
Require suppliers to create service entry sheets where the line item quantity is not zero.	Suppliers cannot create a service sheet where the line item quantity is zero.	Optional
Do not allow part number to exceed specified characters for ad-hoc line items.	You can prevent suppliers from specifying part numbers (for ad-hoc line items in service sheets) that exceed the configured number of characters. The maximum allowed number is 99.	Do not activate.
Require suppliers to provide description for ad hoc line items.	Suppliers must provide part descriptions for ad-hoc line items.	Do not activate.
Require suppliers to provide line item quantity for ad-hoc line items.	Suppliers must provide line item quantities for ad-hoc line items in service sheets.	Do not activate.
Do not allow service sheets for services that are still in progress.	Suppliers must include either the current date or a date in the past as the service end date when submitting service sheets for service items. Therefore, when this rule is activated, suppliers cannot submit service sheets for service items that are not completed. This rule applies to both manually created service sheets and those generated automatically when an invoice is created against an order.	Do not activate.

5. Choose *Save*.

5.3.1.4.4 Define Order Confirmation Rules for Service Purchase Orders

Use

This procedure describes how to define order confirmation rules for service purchase orders.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Order Confirmation and Ship Notice Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to send order confirmations for service orders.	When this rule is activated, suppliers can send order confirmations for service orders to you. To restrict suppliers from sending you order confirmations for service orders, deactivate the rule. You can also specify this rule for your supplier groups.	Optional

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to send order confirmations for service orders at the line-item level.	When this rule is activated, SAP Business Network allows suppliers to send order confirmations for service orders at the line-item level or at the header level. If you do not activate this rule, suppliers can only confirm or reject the entire order. **Note** Since SAP Business Network does not match between accumulated service sheets and partial order confirmations for an order, SAP Ariba recommends that you deactivate this rule for suppliers who fulfill service orders so that they must confirm or reject the entire order and then create service sheets to accumulate against it.	Optional Default setting: Yes

5. Choose *Save*.

5.3.1.4.5 Define Invoice Rules for Service Line Items

Use

This procedure describes how to define order confirmation rules for service purchase orders. These rules are available, if your SAP Business Network buyer account is enabled for lean services or invoicing service line items against service purchase orders.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Default Transaction Rules*.
4. In the *Default Transaction Rules* section, navigate to the *Invoice Rules* section and apply the following settings:

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to send invoices to this account rule.	Activate this rule to receive invoices from suppliers on SAP Business Network.	Activate
Allow suppliers to send invoices with service information.	Suppliers can send invoices with service line items (with `InvoiceDetailServiceItem` elements). On the *Generate Invoice* screen for suppliers, a new section is displayed that enables them to enter detailed service-related information. This rule does not apply to invoices based on service sheets, which suppliers can submit for any purchase orders with service lines that require service sheets.	Activate
Auto-generate service sheets from service invoices.	If this rule is activated, SAP Business Network automatically generates service sheets from service invoices. This rule allows suppliers to skip the manual service sheet creation process, generating service sheets automatically instead. When this rule is activated, suppliers can create service invoices for each service line, and the service sheets are generated automatically and sent to the customer for approval. This rule is only available, if the *Allow suppliers to create invoices directly from service POs without a service sheet* rule is not activated. When buyers allow suppliers to create service invoices without service sheets, suppliers cannot submit manual or automatically generated service sheets through the SAP Business Network. If you deactivate this rule, the *Allow suppliers to edit service invoice dates and retain them when using auto-generated service sheets* rule is not available.	Do not activate.

SAP Business Network Transaction Rule	Rule Setting	Remarks
Allow suppliers to edit service invoice dates and retain them when using auto-generated service sheets.	When this rule is activated, suppliers enter invoice dates in invoices and SAP Business Network retains them for use in automatically generated service sheets. If this rule is deactivated, SAP Business Network uses the date the service sheet is approved by the buyer, which is later than what suppliers expect. Enabling this rule produces the payment timeline that suppliers expect. This rule works with the rules for invoice back dating and future dating. SAP Business Network evaluates the back dating and future dating rules during invoice creation, not when the service sheet is approved, and the invoice is released. This rule is only available, if the *Auto-generate service sheets from service invoices* rule is activated. If this rule is activated, suppliers can edit service invoice dates and the SAP Business Network retains those dates instead of replacing them with the approval dates of automatically generated service sheets.	Do not activate.
Allow suppliers to create invoices directly from service POs without a service sheet.	This rule is for buyers who manage their service sheets outside of the SAP Business Network. If this rule is activated, suppliers cannot create service sheets for service orders. When this rule is deactivated, the *Auto-generate service sheets from service invoices* rule is available to configure. **Note** This rule is only available, if SAP Ariba has enabled the entitlement to allow suppliers to create invoices directly from service purchase orders for the buyer account.	Do not activate.

5. Choose *Save*.

5.3.1.4.6 Configure Document Number Preferences

Use

This procedure describes how to configure the preferences for the document number in service sheets and invoices.

For more information, see Document number preferences for invoices and service sheets in the SAP Business Network buyer administration guide.

Context

SAP Business Network allows buyer administrators to configure the document numbering of invoice and service sheets for all or specific suppliers using the following rules:

- Include a prefix, which is limited to three characters.
- Include a suffix, which is limited to three characters.
- Specify the maximum length of an invoice and service sheet number.
- Whether to implement the rule for all suppliers or specific suppliers or specific supplier groups.
- Whether an invoice or service sheet number can include digits (numbers).
- Whether an invoice or service sheet number can include upper case letters.
- Whether an invoice or service sheet number can include lower case letters.
- Whether an invoice or service sheet number can include special characters. SAP Business Network supports only the following special characters in document numbers: `, ~, !, @, #, $, %, ^, &, *, (,), -, _, =, +, \, |, ', ", ;, :, /, and ?. However, we recommend that you use these special characters only if necessary.
- Currently, SAP Business Network supports only the English alphabet to be used in the document number.

> **Restriction**
>
> Suppliers can't view the preferences set by the buyer administrators. However, if the supplier enters a document number outside the scope of the buyer's configuration, specific error messages are displayed.

> **Note**
>
> If a buyer has a customization project that customized the invoice number and service sheet number fields, the options specified on the *Document Number Preferences* screen override those settings.

Procedure

Configure Service Sheet Document Number Preference

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.

3. On the *Configuration* screen, choose *Document Number Preferences*.
   The *Configure Document Number Preferences* screen is displayed.
4. On the *Configure Document Number Preferences* screen, navigate to the *Service Sheet* section and apply the following settings:

Rule	Description
Remove suffix for auto-generated Service Sheet.	To remove the suffix appended to the service sheet number for auto-generated service sheets, activate this rule. If the rule is deactivated, SAP Business Network auto-generates the service sheet document number.
Maximum number of characters	Set the maximum number of characters (up to 16) for service sheet numbers. ⓘ Note Buyers that enable auto-generation of service sheets should apply the same maximum number of characters to service sheet and invoice numbers to avoid problems.

5. Choose *Save*.

Configure Invoice Document Number Preference

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Document Number Preferences*.
   The *Configure Document Number Preferences* screen is displayed.
4. On the *Configure Document Number Preferences* screen, navigate to the *Invoice* section and apply the following settings:

Rule	Description
Maximum number of characters	Set the maximum number of characters (up to 16) for invoice numbers. ⓘ Note Buyers that enable auto-generation of service sheets should apply the same maximum number of characters to service sheet and invoice numbers to avoid problems.

5. Choose *Save*.

5.3.2 Configuration for Quote Automation

Buyers integrated with SAP Business Network, SAP Business Network Discovery, and SAP Integration Suite, managed gateway for spend management and SAP Business Network can send a request for quotation (RFQ) from their SAP S/4HANA Cloud Public Edition system to SAP Business Network. The RFQ event is created and published on SAP Business Network Discovery.

Buyers must configure their SAP Business Network buyer account to receive the RFQ from their SAP S/4HANA Cloud Public Edition system through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

5.3.2.1 Prerequisites for Quote Automation

Before you send or receive transaction documents from your SAP S/4HANA Cloud Public Edition system to SAP Integration Suite, managed gateway for spend management and SAP Business Network, ensure to meet the following prerequisites.

Prerequisites for SAP Business Network

- Enable *Quote Automation* for your SAP Business Network account. To enable, have your Designated Support Contact log a service request. An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).
- Your buyer on SAP Business Network must not be an *Ariba Marketplace Vendor* buyer account.
- Enable the required roles and permissions to send and receive transaction documents. For more information, see the SAP Business Network Buyer Administration Guide on the SAP Help Portal, and review the sections SAP Business Network Users and Roles, and SAP Business Network Permissions.
- Upload Vendors on SAP Business Network [page 94]
  - Optionally, establish an active trading relationship with your suppliers. For more information, see Enable Supplier [page 138].
  - If your SAP S/4HANA Cloud Public Edition uses unique IDs for suppliers, assign a unique ID for your suppliers in your buyer account on SAP Business Network. For more information, see Configure Unique Supplier IDs [page 139].
- Complete the following Quote Automation configurations first, before you receive the request for quotations (RFQ) from your SAP S/4HANA Cloud Public Edition system:
  - Configure the Document Routing for the Requests for Quotation [page 95]
  - Configure the Category Matching Rules [page 96]
  - Configure the Posting Configuration [page 97]
    - Create a New Posting Template [page 98]
      Ensure that you create a new template for quote automation in the *Posting Configuration* tab. When you create a new template, ensure that you edit the *Shipping Cost* attribute to set the *Supplier can edit* field to **`No`**. You can also make a copy of the existing standard default template and edit the values.
    - In the *Posting Configuration* template, set the value *Specify the bid information to send to ERP* to **`Lead Bids`**.
  - Upload Commodity Codes and Sales Territories for Vendors [page 104]
    - Upload the Commodity Mapping File [page 103]
  - Maintain the Exchange Rates for Different Currencies [page 104]

- Configure your SAP Business Network for endpoint integration. You require the endpoint configuration to route the request for quotation and quote documents to the SAP Business Network. To enable, have your Designated Support Contact log a service request. An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).
  - After your SAP Business Network account has been configured for end points, specify the end points for the document. For more information, see Configure the End Points to Route Documents [page 105].
- Set up your SAP Business Network buyer account for SAP Integration Suite, managed gateway for spend management and SAP Business Network. For more information, refr to Enable SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network [page 11].
- Ensure that you specify the business units in your buyer account on SAP Business Network. Maintain the *Legal Unit* and *Organizational Unit* for each buyer. For more information, see Create and Assign Business Units for Buyers [page 106].

Prerequisites for SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

- Ensure that the *QuoteMessageOrder* document type is available in the *Cross References* tab on SAP Integration Suite, managed gateway for spend management and SAP Business Network. For example, the document type for purchase order must be set to **NB**.

Prerequisites for SAP S/4HANA Cloud Public Edition

- Ensure that you have at least one supplier (bidder) in the request for quotation that you send from your SAP S/4HANA Cloud Public Edition system.

5.3.2.2 Restrictions for Quote Automation

There're restrictions that apply to the *Automation of Source-to-Pay with SAP Business Network* integration scenario. For more information, refer to SAP Note 3202464.

5.3.2.3 Enable Your SAP Business Network Buyer Account for Quote Automation

Use

This procedure describes how to configure the rules for Quote Automation, after SAP Ariba Support enables your account for Quote Automation.

> ⓘ Note
>
> This feature is disabled by default.

Prerequisites

To enable your SAP Business Network buyer account for Quote Automation, have your Designated Support Contact (DSC) log a Service Request (SR). An SAP Ariba Support representative will follow up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   You can now configure the quote automation settings for your SAP Business Network buyer account.

5.3.2.4 Upload Vendors on SAP Business Network

Use

This procedure describes how to upload multiple vendors on SAP Business Network using the default template available on SAP Business Network. The vendors you upload to SAP Business Network are considered *Approved vendors.*.

If you set the *Quote Automation* column to *Yes* in the vendor CSV template and the supplier enablement process has started, SAP Business Network sends the quote automation invitation notification to the supplier. When the supplier registers on SAP Business Network, a trading relationship is established with the buyer and supplier.

If you set the value in the *Quote Automation* column to *No*, SAP Business Network sends the supplier the trading relationship invitation letter to register on SAP Business Network.

After the vendors accept the invitation (trading relationship request) and register on SAP Business Network, the vendors are registered suppliers.

Procedure

1. *Log on* to your SAP Business Network buyer account.

2. Choose *Supplier Enablement*.
   The *Manage Vendors* screen is displayed.
3. On the *Manage Vendors* screen, choose *Upload* > *Vendors*.
4. Perform one of the following steps:
   - To upload multiple vendors, you first need to download the the vendor CSV file template available on SAP Business Network.
   - Enter the details for the vendors and save the file. Ensure that you enter the necessary information in the required fields.
5. Enter the name of the vendor CSV file you are uploading in the *Name* field.
6. Choose *Browse* and select the vendor CSV file.
7. Choose *Upload*.
   SAP Business Network validates the uploaded vendor CSV file. The newly uploaded file is displayed in the *Upload Details* table. To view the updated status, you can choose *Refresh Status*.
   When SAP Business Network fails to upload the vendors successfully, in the *Status* column the *Errors Found* status is displayed. To view errors, select the file name in the *Name* column. Fix the errors and upload the edited vendor CSV file.

5.3.2.5 Configure the Document Routing for the Requests for Quotation

Use

This procedure describes how to configure the routing method for the Requests for Quotation (RFQ) documents that you send from your SAP S/4HANA system to SAP Business Network Discovery and SAP Business Network. Configure the routing method in your SAP Business Network buyer account.

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   The *Quote Automation Rules* tab is displayed.
4. On the *Quote Automation Rules* tab, navigate to the *Configure Quote Request Flow* section. In the *Quote Request Routed Via* field, select *SAP Business Network* from the dropdown list.
5. Choose *Save* > *Done*.
   The *Configuration* screen is displayed.

5.3.2.6 Configure the Category Matching Rules

Use

This procedure describes how to configure the rules how SAP Business Network must identify and match suppliers for each product or category. SAP Business Network uses the rules you define while matching suppliers or vendors for the RFQ postings. You specify if SAP Business Network must identify and match suppliers or vendors available in your approved vendor database or match all suppliers registered on SAP Business Network to participate in the bidding for the RFQ posting.

> ⓘ Note
>
> If you do not configure a matching rule, SAP Business Network applies the *My Approved Vendors Only* default rule for all product and service categories.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   The *Quote Automation Rules* tab is displayed.
4. Navigate to the *Configure Category Matching Rules* section. In the *Default Rule* field, select one of the following options:
   - *All Suppliers*: To allow all your approved vendors and all registered SAP Business Network suppliers to participate in the bidding process for all the categories.
   - *My Approved Vendors Only*: To allow only your vendors in your approved vendor database to participate in the category.

   > ⓘ Note
   >
   > The default rule is used for categories for which you do not configure a rule.
5. To create a rule, enter product and service categories in the *Product or Service Category* text box or choose *Browse*. To add product or service categories for which you want to create a rule, choose *Add*.
6. Choose *Create Rule*.
   SAP Business Network adds the rule for the product or service category.
7. For the added category, select the required matching supplier type from the *Matched Suppliers* field.
8. Choose *Save* > *Done*.

5.3.2.7 Configure the Posting Configuration

Use

SAP Business Network allows you to create a template for the quote automation posting. This procedure describes how to configure the templates for your suppliers and mark the fields that suppliers can edit or enter a response when responding to an RFQ event.

As a buyer administrator, you can make the standard posting configuration template that SAP Business Network provides as the default template and mark it as active.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   The *Quote Automation Rules* tab is displayed.
4. Navigate to the *Posting Configuration* tab.
   The *Posting Configuration* tab with the standard posting configuration templates and other available posting configurations are displayed.
5. On the *Posting Configuration* tab, perform one of the following steps:
   - To create a new posting template, choose *Create*. For more information, refer to Create a New Posting Template [page 98]. Enter a name for the template and specify the rules and template fields. Proceed with step 6.
   - To make a copy of the existing standard template, choose *Standard (default template)*. Then click *Copy* and edit the rules and existing options for the template fields. Proceed with step 6.
   - To edit the existing template, choose *Standard (default template)* to view details of the standard default template and configuration for the posting.
6. To mark the standard posting configuration that SAP Business Network provides as the default template, select the *Use as the default template* checkbox.

   > Note
   >
   > There can only be one default template.

7. To activate the default template, select the *Active* checkbox.
8. Specify the required fields and rules for the template.
9. Choose *Update* > *Done*.

5.3.2.7.1 Create a New Posting Template

Use

This procedure describes how to create a new template for the posting. You must be an administrator for your buyer account on SAP Business Network. Create a copy of the standard posting that SAP Business Network provides you or create a new posting template.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   The *Quote Automation Rules* tab is displayed.
4. Navigate to the *Posting Configuration* tab.
   The *Posting Configuration* tab with the standard posting configuration templates and other available posting configurations are displayed.
5. Choose *Create*.
   All the fields of the *Standard* configuration template that you use to modify and create your own posting configuration are displayed.
6. In the *Name* field, enter a name for the posting template.
7. In the *Comments* field, enter the description.
8. If you want to make this posting configuration as the default posting configuration, select the *Use as the default template* checkbox.
9. To edit a field, choose *Edit*.

   > Note
   >
   > You cannot edit or remove some required fields like *Price* and *Quantity*. The *Remove* and *Edit* actions are grayed out for these mandatory fields.

   The *Edit Template Fields* screen is displayed.
10. On the *Edit Template Fields* screen, enter the following data:

    > Example

Field	Value	Description
Labels	`<Name of the Field>`	
Type	`Number`	Choose the required type of input you want the supplier to enter. For example, you can select number, money, date, list, tax, or text.

Field	Value	Description
Buyer's initial value	`<Buyer's initial value >`	ⓘ Note Based on the value choosen for the *Use Buyer's initial value as* field, the supplier cannot specify a value that is higher or lower than the *Buyer's initial value*.
Use Buyer's initial value as	`Maximum`	You can choose between *Maximum* or *Minimum*.
Response Required	`Yes`	If you want the supplier to respond, you can either select *Yes* or *No*.
Supplier Can Edit	`Yes`	If you want to allow the supplier to edit the field and specify a different value, select *Yes*. If not, select *No*. ⓘ Note For the *Shipping Cost* field, select *No*.

Choose *Update*.

11. To add a new field, choose *Add New Field*.
    The *Edit Template Fields* screen is displayed.
12. On the *Edit Template Fields* screen, enter the following data:

Example

Field	Value	Description
Labels	`<Name of the Field>`	
Type	`Number`	Choose the required type of input you want the supplier to enter. For example, you can select number, money, date, list, tax, or text.
Buyer's initial value	`<Buyer's initial value >`	ⓘ Note Based on the value choosen for the *Use Buyer's initial value as* field, the supplier cannot specify a value that is higher or lower than the *Buyer's initial value*.

Field	Value	Description
Use Buyer's initial value as	`Maximum`	You can choose between *Maximum* or *Minimum*. ⓘ Note If you chose *Date* for the *Type* field, you can choose between *Earliest* or *Latest* for the *Buyer's initial value* field.
Response Required	`Yes`	If you want the supplier to respond, you can either select *Yes* or *No*.
Supplier Can Edit	`Yes`	If you want to allow the supplier to edit the field and specify a different value, select *Yes*. If not, select *No*. ⓘ Note For the *Shipping Cost* field, select *No*.

Choose *Update*.

13. In the *Rules* section, select the checkboxes for the following rules according to your business requirements:
    - Enable preview period before bidding opens
    - Enable participants place bids during preview period
    - Bid on all line items
    - Enable owner seeing responses before event closes
    - Enable Auto Award
    - Allow Supplier to add more taxes
    - Allow Supplier to include taxes in price
14. From the *Specify the bid information to send to ERP* dropdown list, choose *Lead Bids*.
15. Choose *Save* > *Done*
    The *Configuration* screen is displayed.

5.3.2.8 Configure Commodity Codes and Sales Territories

Commodity codes enable procurement applications to display products and services in a hierarchy that is easily understood by users. Each catalog item is tagged with a commodity code to indicate the category of the item. SAP Business Network recommends the United Nations Standard Products and Services Code (UNSPSC) system as the product classification domain.

SAP Ariba uses the United Nations Standard Products and Services Code (UNSPSC) classification domain for identifying commodities for material items, service items, or their related material or service groups. SAP Business

Network matches suppliers in your vendor master and RFQ postings based on the commodity codes and sales territories.

SAP Business Network maps the commodity codes available on your SAP S/4HANA Cloud Public Edition to the standard UNSPSC commodity codes required by SAP Business Network. If you maintain commodities for materials and services in a code set other than UNSPSC in SAP S/4HANA Cloud Public Edition, SAP Ariba recommends that you use the file containing the UNSPSC codes that SAP Business Network supports. For more information about the file containing the UNSPSC codes from SAP Business Network, see UNSPC codes - Catalog standards: UNSPSC classification system (Version 9.0501).

Use the template available on SAP Business Network and map the values on your SAP S/4HANA Cloud Public Edition to the UNSPSC commodity codes required by SAP Business Network. For more information, see Upload the Commodity Mapping File [page 103].

Commodity codes and sales territories can be uploaded for vendors as well. For more information, see Upload Commodity Codes and Sales Territories for Vendors [page 104].

> ⓘ Note
>
> Some points to keep in mind while maintaining the commodity codes:
>
> - Ensure that you maintain the correct UNSPSC codes. SAP Business Network provides the file containing the valid UNSPSC codes. Use the UNSPSC codes available in the CSV file while maintaining the values in the CSV template file.
>   For more information about the file containing the UNSPSC codes from SAP Business Network, see UNSPC codes - Catalog standards: UNSPSC classification system (Version 9.0501).
> - SAP Ariba recommends that you use Level 4 codes. Maintaining Level 4 UNSPSC codes ensures that SAP Business Network processes the commodity codes correctly without any errors.

CSV Template for Commodity Codes

SAP Business Network provides a CSV template to map the commodity codes and classification domains. The CSV template contains the following fields:

Field	Description
Domain	The category for the commodity on the SAP S/4HANA Cloud Public Edition system associated to the *Unique Name*. Ensure that you maintain the same name available in SAP S/4HANA Cloud Public Edition in the SAP Business Network template. This value is case-sensitive. ⓘ Note This is a mandatory field.

Field	Description
Unique Name	The code used for the commodity on the SAP S/4HANA Cloud Public Edition system. Ensure that you maintain the same name in the SAP Business Network template that is available in the SAP S/4HANA Cloud Public Edition system. This value is case-sensitive. **Note** This is a mandatory field.
Name	The unique name or description of the commodity used on the SAP S/4HANA Cloud Public Edition system.
UNSPSC Code	The code for the commodity as per the UNSPSC classification system. Ensure that you select the code from the list that SAP Ariba provides. **Note** This is a mandatory field. If you have commodity codes in the SAP S/4HANA Cloud Public Edition system that does not exist in the UNSPSC codes list that SAP Business Network provides, ensure that you enter a valid UNSPSC code containing six to eight digits for the commodity. Ensure that you maintain Level 4 UNSPSC codes.
UNSPSC Description	The description for the commodity as per the UNSPSC standards. **Note** This is an optional field. If you have maintained the description for the commodity in the RFQ, the description of the RFQ document is displayed.

The following table provides an example on how to use the CSV template:

Example

Field	Value
Domain	`MaterialGroup`
Unique Name	`YBFA07`
Name	`Motor Vehicles`
UNSPSC Code	`25101503`

Field	Value
UNSPSC Description	`Automobiles or cars`

5.3.2.8.1 Upload the Commodity Mapping File

Use

This procedure describes how to upload commodity codes for the buyer's SAP Business Network account using the CSV template file. You can also download the active commodity mapping file, make changes, and upload the mapping file.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   The *Quote Automation Rules* tab is displayed.
4. Navigate to the *Commodity Mapping* tab.
5. On the *Commodity Mapping* tab, perform one of the following steps:
   - To create a new commodity mapping file using the CSV template that SAP Business Network provides, click the *Download template* link.
   - To view the commodity mapping files that are available on SAP Business Network, choose *Download Active Mappings*.
     You can edit an existing commodity mapping file and save the changes.
6. Choose *Browse* and select the saved CSV commodity mapping file.
7. Choose *Upload*.
   SAP Business Network uploads the CSV file containing the commodity codes and displays the newly uploaded file.
8. To delete the commodity mapping file, choose *Delete Mappings*.
9. Choose *Done*. When the file upload is a success, in the *Status* column the *Done* status is displayed. If the file has errors, in the *Status* column the *Error* status is displayed. Fix the errors and upload the modified commodity code CSV file again.

5.3.2.8.2 Upload Commodity Codes and Sales Territories for Vendors

Use

Upload the commodity codes and sales territories for your vendors. You can map the custom commodity, currency, and unit of measurement values available in your SAP S/4HANA Cloud Public Edition system to values in SAP Business Network. The commodity code map translates custom commodity codes from one domain to another domain. For example, UNSPSC. SAP Business Network maps the vendors based on the commodity and sales territories.

SAP Business Network matches suppliers in your vendor master and RFQ postings based on commodity and sales territories.

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Supplier Enablement*.
   The *Manage Vendors* screen is displayed.
3. Choose *Upload* > *Supplier Commodity Codes and Sales Territories*.
   The *Upload Supplier Commodity Codes and Sales Territories* screen is displayed.
4. To download the template for the supplier commodity codes and sales territories, choose *Download Template*.
5. Enter the details for the commodity codes and sales territories and save the file.
6. Upload the CSV file containing the supplier commodity codes and sales territories for your suppliers.

   > Note
   >
   > SAP Business Network recommends that the maximum upload file size does not exceed 10 MB. In some cases, your browser times out while uploading large files. You can use a zip utility to compress the CSV File before you upload. Ensure that your zipped files have a .ZIP file extension.

7. Choose *Done*.

5.3.2.9 Maintain the Exchange Rates for Different Currencies

Use

This procedure describes how to maintain the exchange rates that you require for different currencies. You can map different currencies and maintain the exchange rate for them. The currency exchange rate that you maintain here overrides the currency conversion that SAP Business Network supports. Your suppliers can view the exchange ranges that you specify while bidding for an RFQ posting.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Quote Automation*.
   The *Quote Automation Rules* tab is displayed.
4. Navigate to the *Currency Mapping* tab.
5. To add an exchange rate for a currency, choose *Add Mapping*.
   The *Add Currency Mapping* dialog box is displayed.
6. On the *Add Currency Mapping* dialog box, enter the following data according to your business requirements:
   - Select the source currency from the dropdown list.
   - Select the target currency from the dropdown list.
   - Enter the exchange rate for the currency.

   Choose *OK*.
7. Optionally, you can edit an existing exchange rate for a currency. Select the currency and choose *Edit*.
8. Optionally, you can remove an existing currency. Select the currency and choose *Remove*.
9. Choose *Done*.

5.3.2.10 Configure the End Points to Route Documents

Use

This procedure describes how a buyer administrator can create and configure end points in SAP Business Network to manage the flow of the request for quotation and quote documents from the SAP S/4HANA Cloud Public Edition system to SAP Business Network. An end point is an identifier to route documents between the destination systems.

SAP Ariba configures an end point for you when you enable SAP Integration Suite, managed gateway for spend management and SAP Business Network in your SAP Business Network buyer account. If you do not have any additional end points, SAP Business Network automatically assigns the end point for SAP Integration Suite, managed gateway for spend management and SAP Business Network as the default end point. If you have more than one end point, specify the end point for the request for quotation and quote document. Ensure that you configure the end point to route the documents to SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Prerequisites

To use end points, configure your SAP Business Network buyer account for end point integration. To configure, please have your Designated Support Contact log a service request. An SAP Ariba Support representative will follow up to complete the request. For more information about contacting your Designated Support Contact, see How can I see who is my company's Designated Support Contact (DSC).

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Business Application IDs and End Points (cXML and OData Setup)*.
   The *Configure Business Applications IDs* screen is displayed. The *List of System IDs* table lists the system IDs assigned to your business application.

   > ⓘ Note
   >
   > To manage the data displayed in the *List of System IDs* table, select the *Table options* menu.
4. Optionally, you can create a new end point. Perform the following steps:
   - Choose *Create*.
     A system message is displayed asking you if you want to copy your organization's existing cXML configuration data.
   - Choose *Yes* to use the existing information. Choose *No* to create a new end point. Enter the required information.
   - Choose *Save*
     You can view the end point you created.
5. Optionally, you can set an end point as the default. Select the end point, and then choose *Set as Default*.
   SAP Business Network uses the default end point to route the documents that do not have a specific end point.
6. Choose *Configure Document Routing*.
7. Choose the end point for the request for quotation and quote document type. Select the end point to route the documents to SAP Integration Suite, managed gateway for spend management and SAP Business Network.

   > ⓘ Note
   >
   > SAP Business Network configures the end point you create as the default routing for the transaction documents. Review the end point routing for the transaction documents and change it based on your business requirements.
8. To save your changes, choose *OK*.

5.3.2.11 Create and Assign Business Units for Buyers

Use

This procedure describes how to create and assign business units for buyers on SAP Business Network. A business unit is a mapping to the purchase division or company division. You can group buyer users based on the purchasing divisions or company divisions. You assign business units to allow only certain buyer users to view the RFQ postings. All buyers cannot view the RFQ postings that are grouped by the business unit.

Ensure that the name of the business unit that you create on SAP Business Network must match the name of the business unit ID you specify in the request for quotation.

You can deactivate or activate business units on SAP Business Network. After you deactivate a business unit, the business unit is displayed. All users mapped to the business unit cannot view the request for quotation mapped to the deactivated business unit.

As a buyer administrator, you can view all the requests for quotation associated with the deactivated business unit. To activate a business unit, search for it on the *Create Business Unit* screen and then reactivate it.

Procedure

1. *Log on* to your SAP Business Network buyer account.
2. On the *Administration* tab, choose *Configuration*.
   The *Configuration* screen is displayed.
3. On the *Configuration* screen, choose *Manage Business Units*.
   The *Manage Business Units* screen is displayed.
4. Choose *Create Business Unit*.
   The *Create Business Unit* screen is displayed.
5. On the *Create Business Unit* screen, enter the following data according to your business requirements:
   - *Business Unit ID*: **`<Business Unit ID>`**
     Optionally, you can check if the business unit already exists or has been deactivated, choose *Check Availability*. SAP Business Network stores all the business units that you have deactivated. If the business unit ID you enter already exists, the following options are displayed:
     - *Reactivate Business Unit with its users*: Choose this option to reactivate the business unit with the existing buyer users.
     - *Reactivate Business Unit with my current selection*: Choose this option to reactivate the business unit for the buyer users that you have selected.
   - *Description*: **`<Description>`**
   - *Users*: Select the buyer users that you want to associate with the business unit ID.
6. Choose *OK*.

6 Supplier Setup

6.1 Preconditions

To configure the business process for this scenario, you require an SAP Business Network buyer account and the following business roles in SAP S/4HANA Cloud Public Edition:

- Administrator (`SAP_BR_ADMINISTRATOR`)
- Configuration Expert - Business Process Configuration (`SAP_BR_BPC_EXPERT`)

6.2 Configuration in SAP S/4HANA Cloud Public Edition

6.2.1 Configure Program Parameters

Use

This procedure describes how to specify the required program parameter configuration IDs. Each ID contains the relevant program parameters for posting a supplier invoice transferred by a SOAP service.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* (`F1241`) app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:

        - *Application Area*: **Sourcing and Procurement**
        - *Sub Application Area*: **Integration**

        A search result list is displayed.
    5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
       The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
    6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Configure Program Parameters* configuration step.
       The *Change View "SOAP: Program Parameter Configuration": Overview* screen is displayed.
- **SAP Central Business Configuration:**
    1. Log on to the project experience in SAP Central Business Configuration.
    2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
    3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
    4. In the *Configuration Activities* section, select the *Configure Program Parameters* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries* and enter the following data:

> Example

Program Parameters	Value
Program Parameter Configuration ID	**Default**
Invoice Doc. Type	**RE**
Credit Memo Doc Type	**RE**
Processing	**Unclarified Error: Park Invoice**
Check Material Number	Deselect the checkbox.
Check Unit of Measure	Select the checkbox.
Check Negative Variances	Deselect the checkbox.
Enable Attachment Transfer	Select the checkbox.

3. Choose *Save* > *Exit*.

6.2.2 Configure Settings for Parking of Supplier Invoices (Optional)

Use

This procedure describes how to define whether you always want to park supplier invoices that you receive from a supplier registered on SAP Business Network.

> ⓘ Note
>
> Per default, this rule is deactivated. To activate this rule, complete the following procedure.
>
> With the 2402 release, the *Automation of Source-to-Pay with SAP Business Network (42K)* scope item now provides business add-ins (BAdI) that customers can implement to park the invoice in SAP S/4HANA Cloud Public Edition. For more information, refer to SAP Note 3404079.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
        The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
     6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Settings for Parking of Supplier Invoices* configuration step.
        The *"Settings for Parking of Supplier Invoices": Change* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.

4. In the *Configuration Activities* section, select the *Settings for Parking of Supplier Invoices* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
2. Choose *New Entries* and enter the following data:

> **Note**
>
> Users can choose to always park all incoming invoices from SAP Ariba before they're posted. If the checkbox in the *Park Invc* column isn't selected, invoices are directly posted.
>
> If ERS invoicing is used, select the checkbox in the *ERS* column.

3. Choose *Save* > *Exit*.

6.2.3 Assign Program Parameters

Use

This procedure describes how to assign the program parameters configuration ID to the corresponding invoicing party for posting a supplier invoice transferred by a SOAP service.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
        The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
     6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Assign Program Parameters* configuration step.
        The *Change View "SOAP: Program Parameter Mapping": Overview* screen is displayed.

- **SAP Central Business Configuration:**
  1. Log on to the project experience in SAP Central Business Configuration.
  2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
  3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
  4. In the *Configuration Activities* section, select the *Assign Program Parameters* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries* and enter the following data according to your business requirements:

> Note
>
> If you have many suppliers and you don't want to enter each of them, leave the *Invoicing Party* field empty. The rules are then applied to all of your suppliers (using wildcards).

> → Tip
>
> You can use the *Value Help* ( ), to search and select the correct data for the *Invoicing Party* field, and the *Program Parameter Configuration ID* field.

> Example
>
> | Invoicing Party | Program Parameter Configuration ID |
> | --- | --- |
> | `10300085` | `Default` |

3. Choose *Save* > *Exit*.

6.2.4 Assign Company Codes

Use

This procedure describes how to assign the company code to transfer supplier invoice data with a SOAP service.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Open the *Manage Your Solution* (`F1241`) app.
   The *Manage Your Solution* screen is displayed.
3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
   The *Configure Your Solution: Realize Phase* screen is displayed.
4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
   - *Application Area*: **`Sourcing and Procurement`**
   - *Sub Application Area*: **`Integration`**

   A search result list is displayed.
5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
   The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Assign Company Code* configuration step.
   The *Change View "SOAP: Maintenance of Company Code": Overview* screen is displayed.

- **SAP Central Business Configuration:**
  1. Log on to the project experience in SAP Central Business Configuration.
  2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
  3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
  4. In the *Configuration Activities* section, select the *Assign Company Code* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries* and enter the following data according to your business requirements:

> → Tip
>
> You can use the *Value Help* (◻), to search and select the correct data for the *Invoicing Party* field, and the *Company Code* field.

> Example
>
> | Invoicing Party | Company Code Name | Company Code |
> |---|---|---|
> | **`10300085`** | **`1010`** | **`1010`** |

3. Choose *Save* › *Exit*.

6.2.5 Assign Tax Codes for the Transfer of Supplier Invoices

Use

This procedure describes how to assign tax codes and tax types as sent by your invoicing party to tax codes defined in the system. Tax rates and tax types are transferred by a SOAP service that is used to transfer supplier invoice data.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
        The *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen is displayed.
     6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Assign Tax Codes for the Transfer of Supplier Invoices* configuration step.
        The *Change View "SOAP: Maintenance of Tax Codes": Overview* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
     4. In the *Configuration Activities* section, select the *Assign Tax Codes for the Transfer of Supplier Invoices* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to the SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries* and enter the following data according to your business requirements:

> Note
>
> If you've many suppliers and you don't want to enter each of them, leave the *Invoicing Party* field empty. The rules are then applied to all of your suppliers (using wildcards).

> → Tip
>
> You can use the *Value Help* ( ), to search and select the correct data for the *Invoicing Party* field, and the *Tax Code* field.

> Example

Invoicing Party	Tax Type	Tax Rate	Country Key	Tax Code
`10300085`	`VAT`	`0`	`DE`	`V0`
`10300085`	`VAT`	`7`	`DE`	`V2`
`10300085`	`VAT`	`19`	`DE`	`V1`

3. Choose *Save* > *Exit*.

6.2.6 Map Tax Conditions Between SAP S/4HANA Cloud Public Edition and External Supplier Solutions

Use

This procedure describes how to map tax conditions between SAP S/4HANA Cloud Public Edition and external supplier solutions, such as SAP Business Network. The data of this configuration step is carried in the payload of SOAP APIs relevant for purchase orders. This way the external solutions can identify the tax conditions of the SAP S/4HANA Cloud Public Edition system.

Prerequisites

You've defined external tax categories. For more information, refer to Define External Tax Categories [page 49].

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *Integration with Suppliers* configuration item.
     6. On the *Configure Your Solution - Integration with Suppliers* screen, in the *Configuration Steps* section, choose *Configure* for the *Define Mapping for SAP Tax Conditions to External Tax Categories* configuration step.
        The *Change View "Define Mapping for SAP Tax Conditions to External Tax Categories"* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *Integration with Suppliers* configuration activities.
     4. In the *Configuration Activities* section, select the *Define Mapping for SAP Tax Conditions to External Tax Categories* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
2. Choose *New Entries*. Enter the following data according to your business requirements:

Supplier	Country Code	Tax Condition Type	Tax Condition Description	External Tax Category	External Tax Description
	`US`	**`AP1`**	**`A/P Sales Tax 1 Inv`**	**`sales`**	**`Sales Tax`**
	`DE`	**`MWVS`**	**`Input tax`**	**`Vat`**	**`Value Added Tax`**

3. Choose ▶ *Save* ▶ *Exit* ◀.

6.2.7 Map Tax Codes (SAP S/4HANA Cloud Public Edition) to Tax Categories (SAP Business Network) for CC Invoices

Use

To transfer taxes specified in CC invoices from SAP S/4HANA Cloud Public Edition to SAP Business Network, you must map the tax codes defined in SAP S/4HANA Cloud Public Edition to the tax categories used on SAP Business Network. We recommend that you do this for all countries/regions where you've suppliers to whom you send CC invoices. If necessary, you can create a specific mapping for each supplier.

This procedure describes how this mapping can be done in SAP S/4HANA Cloud Public Edition. As an important prerequisite the tax categories must have been configured in your SAP Business Network buyer account.

Procedure

1. Depending on your configuration environment for SAP S/4HANA Cloud Public Edition, choose one of the following options:
   - **Configure Your Solution:**
     1. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.
     2. Open the *Manage Your Solution* `(F1241)` app.
        The *Manage Your Solution* screen is displayed.
     3. On the *Manage Your Solution* screen, choose *Configure Your Solution*.
        The *Configure Your Solution: Realize Phase* screen is displayed.
     4. On the *Configure Your Solution: Realize Phase* screen, set the following search filters:
        - *Application Area*: **`Sourcing and Procurement`**
        - *Sub Application Area*: **`Integration`**

        A search result list is displayed.
     5. From the search result list, select the *SAP Business Network Integration for Buyers (SOAP)* configuration item.
     6. On the *Configure Your Solution - SAP Business Network Integration for Buyers (SOAP)* screen, in the *Configuration Steps* section, choose *Configure* for the *Settings for Tax Code to Tax Category for CC Invoices* configuration step.
        The *Change View "Settings for Tax Code to Tax Category for CC Invoices"* screen is displayed.
   - **SAP Central Business Configuration:**
     1. Log on to the project experience in SAP Central Business Configuration.
     2. In the *Product-Specific Configuration* phase, navigate to the *Configuration Activities* tab.
     3. Set the relevant search filters, to find the *SAP Business Network Integration for Buyers (SOAP)* configuration activities.
     4. In the *Configuration Activities* section, select the *Settings for Tax Code to Tax Category for CC Invoices* configuration activity. Choose *Go to Activity* to navigate directly to the SAP S/4HANA Cloud Public Edition system. Log on to SAP Fiori launchpad as a Configuration Expert - Business Process Configuration.

2. Choose *New Entries*.

> Example
>
> Your company has plants in the U.S. and in Germany. In the U.S., you purchase from supplier ABC Inc. In Germany, you purchase from supplier XYZ. You send CC invoices to both suppliers on the business network.
>
> - In the U.S., the tax code `I0` is relevant. The corresponding tax category is `sales`.
> - In Germany, the tax code `V1` is relevant. The corresponding tax category is `vat`.
>
> To reflect this, you need to enter the following data:

Supplier	Tax Code	Country	Tax Category in cXML
ABC Inc.	**I0**	**US**	**sales**
XYZ	**V1**	**DE**	**vat**

3. Choose *Save* › *Exit*.

6.2.8 Output Parameter Determination

To generate outputs for certain business documents, decision tables containing business rules, or table entries are used for each determination step. Within each decision table, the entries are processed from top to bottom. Therefore, the table entries should start with the most specific records, followed by more general ones.

If you create table entries with, for example, an empty *Supplier ID* field, and an empty *Company Code ID* field, the table entry applies to all receivers and all company codes (wildcard). If a more specific entry with a supplier ID or a company code ID exists, it would overrule the more generic entry without the supplier ID or the company code ID.

If you're maintaining entries without a supplier ID and a company code ID, make sure that you put them at the end of the table.

To avoid applying all rules that fulfill certain conditions, you can mark a record in the receiver or the channel determination step as exclusive. If this indicator is set, the determination stops at this record. None of the following rules will be applied. This way, you can influence the exact number of matches that you want to process by carefully choosing the rule that you mark as exclusive.

> Note
>
> During the description of this procedure, we provide values or value examples to be maintained in some columns. Please be aware that we only mention columns for which data or values maintenance are relevant.

For more information about the *Output Parameter Determination* app, see Output Parameter Determination on SAP Help Portal.

For business documents that are relevant in the 42K integration scenario, output parameter determinations need to be set up as described in the following subchapters:

Business Document	Reference
Requests for Quotation	Set Up Output Parameter Determination for Request for Quotation [page 119]
Purchase Orders	Set Up Output Parameter Determination for Purchase Order [page 122]
Supplier Invoices	Set Up Output Parameter Determination for Supplier Invoice and ERS Invoice [page 124]
Goods Movement	Set Up Output Parameter Determination for Goods Movement [page 127]
Payment Advice	Set Up Output Parameter Determination for Payment Advice [page 130]
Payment Advice Cancellation	Set Up Output Parameter Determination for Payment Advice Cancellation [page 133]
Discount Data	Set Up Output Parameter Determination for Discount Data [page 135]

6.2.8.1 Set Up Output Parameter Determination for Request for Quotation

Purpose

This procedure describes how to set up the output parameter determination for the *Request for Quotation* business document.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* `(APOC_WD_BRF_DEC_TAB_MAINTAIN)` app.
   The *Output Parameter Determination* screen is displayed.
3. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Request for Quotation*.
   - *Determination Step*: From the dropdown list, select *Output Type*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.

4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+). A new row is automatically inserted with the next higher row number in the *#* column.
5. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Doc Category | RFQ Document Type | Is Blockchain | Output Type | Dispatch Time |
> |---|---|---|---|---|
> | `=R (RFQ)` | `=RSI (Ext. Price Request)` | `=- (false)` | `=EXTERNAL_REQUEST (External Request)` | `1 (Immediately)` |

6. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
   The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
   The system message `Objects saved and activated` is displayed.
7. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Request for Quotation*.
   - *Determination Step*: From the dropdown list, select *Receiver*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
8. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+). A new row is automatically inserted with the next higher row number in the *#* column.
9. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Role | Exclusive Indicator |
> |---|---|---|
> | `=EXTERNAL_REQUEST (External Request)` | `AS` | `- (false)` |

10. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The system message `Objects saved and activated` is displayed.
11. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Request for Quotation*.
    - *Determination Step*: From the dropdown list, select *Channel*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.

12. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
13. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    → Tip

    You can use the value help (⧉), to select the correct data.

    Example

Output Type	Role	Channel
`=EXTERNAL_REQUEST (External Request)`	`AS`	`EDI (EDI)`

14. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The system message `Objects saved and activated` is displayed.
15. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Request for Quotation*.
    - *Determination Step*: From the dropdown list, select *Output Relevance*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
16. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
17. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    → Tip

    You can use the value help (⧉), to select the correct data.

    Example

Output Type	Relevance Indicator
`=EXTERNAL_REQUEST (External Request)`	`X (true)`

18. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The system message `Objects saved and activated` is displayed.

6.2.8.2 Set Up Output Parameter Determination for Purchase Order

Purpose

This procedure describes how to set up the output parameter determination for the *Purchase Order* business document.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* (`APOC_WD_BRF_DEC_TAB_MAINTAIN`) app.
   The *Output Parameter Determination* screen is displayed.
3. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Purchase Order*.
   - *Determination Step*: From the dropdown list, select *Output Type*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
5. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

   → Tip

   You can use the value help (⧉), to select the correct data.

   Example

Output Type	Dispatch Time
`PURCHASE_ORDER (Purchase Order)`	**`1 (Immediately)`**

6. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
   The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
   The system message `Objects saved and activated` is displayed.
7. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Purchase Order*.
   - *Determination Step*: From the dropdown list, select *Receiver*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
8. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.

9. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Role | Exclusive Indicator |
> | --- | --- | --- |
> | `=PURCHASE_ORDER (Purchase Order)` | `LF` | `- (false)` |

10. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
11. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Purchase Order*.
    - *Determination Step*: From the dropdown list, select *Channel*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
12. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
13. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Role | Recipient | Channel |
> | --- | --- | --- | --- |
> | `=PURCHASE_ORDER (Purchase Order)` | `LF` | `0010300085` | `EDI(EDI)` |

14. For each supplier, to whom you would like to send a purchase order, repeat step 13 and maintain the corresponding supplier number in the *Recipient* column accordingly.
15. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
16. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Purchase Order*.
    - *Determination Step*: From the dropdown list, select *Output Relevance*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.

17. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
A new row is automatically inserted with the next higher row number in the *#* column.
18. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Relevance Indicator |
> | --- | --- |
> | `=PURCHASE_ORDER (Purchase Order)` | `X (true)` |

19. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
The system message `Objects saved and activated` is displayed.

6.2.8.3 Set Up Output Parameter Determination for Supplier Invoice and ERS Invoice

Purpose

This procedure describes how to set up the output parameter determination for the *Supplier Invoice* and *ERS Invoice* business documents.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* (`APOC_WD_BRF_DEC_TAB_MAINTAIN`) app.
The *Output Parameter Determination* screen is displayed.
3. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Supplier Invoice*.
    - *Determination Step*: From the dropdown list, select *Output Type*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
A new row is automatically inserted with the next higher row number in the *#* column.

5. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Dispatch Time |
> |---|---|
> | `INVOICE_STATUS_UPDATE (Invoice Status Update Request for SAP Business Network)` | `1 (Immediately)` |
> | `COLLABORATION_NOTIFICATION_A2A (Collaboration Notification A2A)` | `1 (Immediately)` |

6. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
   The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
   The system message `Objects saved and activated` is displayed.
7. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Supplier Invoice*.
   - *Determination Step*: From the dropdown list, select *Receiver*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
8. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
9. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Role | Exclusive Indicator |
> |---|---|---|
> | `INVOICE_STATUS_UPDATE (Invoice Status Update Request for SAP Business Network)` | `RS` | `- (false)` |
> | `COLLABORATION_NOTIFICATION_A2A (Collaboration Notification A2A)` | `RS` | `- (false)` |

10. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
11. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Supplier Invoice*.
    - *Determination Step*: From the dropdown list, select *Channel*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
12. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
13. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    > → Tip
    >
    > You can use the value help (⧉), to select the correct data.

    > Example
    >
    > | Output Type | Role | Channel | Exclusive Indicator |
    > |---|---|---|---|
    > | **INVOICE_STATUS_UPDATE (Invoice Status Update Request for SAP Business Network)** | **RS** | **EDI (EDI)** | **- (false)** |
    > | **COLLABORATION_NOTIFICATION_A2A (Collaboration Notification A2A)** | **RS** | **EDI (EDI)** | **- (false)** |

14. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
15. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Supplier Invoice*.
    - *Determination Step*: From the dropdown list, select *Output Relevance*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
16. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
17. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    > → Tip
    >
    > You can use the value help (⧉), to select the correct data.

Example

Output Type	Relevance Indicator
`INVOICE_STATUS_UPDATE (Invoice Status Update Request for SAP Business Network)`	`X (true)`
`COLLABORATION_NOTIFICATION_A2A (Collaboration Notification A2A)`	`X (true)`

18. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.

6.2.8.4 Set Up Output Parameter Determination for Goods Movement

Purpose

This procedure describes how to set up the output parameter determination for the *Goods Movement* business document.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* `(APOC_WD_BRF_DEC_TAB_MAINTAIN)` app.
   The *Output Parameter Determination* screen is displayed.
3. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Goods Movement*.
   - *Determination Step*: From the dropdown list, select *Output Type*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Table Settings* to add a new column in the decision table.
   The *Table Settings* dialog box is displayed.
5. In the *Table Settings* dialog box, go to the *Condition Columns* section. Choose *Insert Column* > *From Context Data Objects*.
   The *Context Query* dialog box is displayed.

6. In the *Context Query* dialog box, select the *Product Type Group* object from the search results list. Choose *OK* twice.
7. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
8. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | GR Message | Trans./ Ev.Type | Print Item | Company Code | Supplier | Movement Type | Product Service Group | Output Type | Dispatch Time |
> |---|---|---|---|---|---|---|---|---|
> | `" "` | `WE (Goods receipt for Purchase order)` | `" "` | `1010` | `10300085` | `101 (GR Goods Receipt); 102 (GR for PO reversal); 122 (RE return to vendor); 123 (RE rtrn vendor rev.)`
 ⓘ Note
 Only these movement types are supported. | `1 (Material)` | `MMIM_MATDOC_GDSMVMT_ESOA (Goods Movement ESOA)` | `1 (Immediately)` |

9. For each supplier, to whom you would like to send a goods receipts, repeat step 5 and maintain the corresponding supplier number in the *Supplier* column accordingly.

10. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
11. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Goods Movement*.
    - *Determination Step*: From the dropdown list, select *Receiver*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
12. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
13. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    > → Tip
    >
    > You can use the value help (⧉), to select the correct data.

    > Example
    >
    > | Output Type | Role | Exclusive Indicator |
    > | --- | --- | --- |
    > | `MMIM_MATDOC_GDSMVMT_ESOA (Goods Movement ESOA)` | `LF` | `(false)` |

14. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
15. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Goods Movement*.
    - *Determination Step*: From the dropdown list, select *Channel*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
16. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
17. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    > → Tip
    >
    > You can use the value help (⧉), to select the correct data.

    > Example
    >
    > | Output Type | Role | Channel | Exclusive Indicator |
    > | --- | --- | --- | --- |
    > | `MMIM_MATDOC_GDSMVMT_ESOA` | | `EDI (EDI)` | `- (false)` |

18. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
19. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Goods Movement*.
    - *Determination Step*: From the dropdown list, select *Output Relevance*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
20. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
21. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    → Tip

    You can use the value help (⧉), to select the correct data.

    Example

Output Type	Relevance Indicator
`MMIM_MATDOC_GDSMVMT_ESOA (Goods Movement ESOA)`	**`X (true)`**

22. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.

6.2.8.5 Set Up Output Parameter Determination for Payment Advice

Purpose

This procedure describes how to set up the output parameter determination for the *Payment Advice* business document.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* `(APOC_WD_BRF_DEC_TAB_MAINTAIN)` app.
   The *Output Parameter Determination* screen is displayed.

3. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Payment Advice*.
   - *Determination Step*: From the dropdown list, select *Output Type*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
5. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

   → Tip

   You can use the value help (⧉), to select the correct data.

   Example

Output Type	Dispatch Time
PAYM_ADV_EDI	**1 (Immediately)**

6. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
   The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
   The system message `Objects saved and activated` is displayed.
7. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Payment Advice*.
   - *Determination Step*: From the dropdown list, select *Receiver*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
8. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
9. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

   → Tip

   You can use the value help (⧉), to select the correct data.

   Example

Output Type	Role	Exclusive Indicator	Supplier
PAYM_ADV_EDI	**H**	**- (false)**	**0010300085**

10. For each supplier, to whom you would like to send a payment advice, repeat step 9 and maintain the corresponding supplier number in the *Supplier* column, and the role **H** (stands for supplier role) in the *Role* column accordingly.
11. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.

12. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Payment Advice*.
    - *Determination Step*: From the dropdown list, select *Channel*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
13. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
14. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    → Tip

    You can use the value help (⧉), to select the correct data.

    Example

Output Type	Role	Channel	Exclusive Indicator
`PAYM_ADV_EDI`	`H`	`EDI`	`- (false)`

15. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
16. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Payment Advice*.
    - *Determination Step*: From the dropdown list, select *Output Relevance*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
17. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
18. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

    → Tip

    You can use the value help (⧉), to select the correct data.

    Example

Output Type	Relevance Indicator
`PAYM_ADV_EDI (Payment Advice)`	`X (true)`

19. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.

6.2.8.6 Set Up Output Parameter Determination for Payment Advice Cancellation

Purpose

This procedure describes how to set up the output parameter determination for the *Payment Advice Cancellation* business document.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* (`APOC_WD_BRF_DEC_TAB_MAINTAIN`) app.
   The *Output Parameter Determination* screen is displayed.
3. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
   - *Determination Step*: From the dropdown list, select *Output Type*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
5. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

   → Tip

   You can use the value help (⧉), to select the correct data.

   Example

Account Type	Debit/Credit Code	Output Type	Dispatch Time
`K (Supplier)`	**`S (Debit)`**	**`PAYM_ADV_CANCELLATION`**	**`1 (Immediately)`**

6. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
   The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
   The system message `Objects saved and activated` is displayed.
7. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
   - *Determination Step*: From the dropdown list, select *Receiver*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.

8. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+). A new row is automatically inserted with the next higher row number in the *#* column.
9. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

→ Tip

You can use the value help (⧉), to select the correct data.

Example

Output Type	Company Code	Supplier	Role	Exclusive Indicator
PAYM_ADV_CANCELLATION	**1010**	**10300085**	**H**	**- (false)**

10. For each supplier, to whom you would like to send a payment advice cancellation, repeat step 9 and maintain the corresponding supplier number in the *Supplier* column, and the role **H** (stands for supplier role) in the *Role* column accordingly.
11. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
The system message `Objects saved and activated` is displayed.
12. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
    - *Determination Step*: From the dropdown list, select *Channel*.

    After a short processing time, all details are displayed in the *Maintain Business Rules* section.
13. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+). A new row is automatically inserted with the next higher row number in the *#* column.
14. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

→ Tip

You can use the value help (⧉), to select the correct data.

Example

Output Type	Company Code	Supplier	Role	Channel	Exclusive Indicator
PAYM_ADV_CANCELLATION	**1010**	**10300085**	**H/**	**EDI**	**- (false)**

15. For each supplier, to whom you would like to send a payment advice, repeat step 14 and maintain the corresponding supplier number in the *Supplier* column, and the role **H** (stands for supplier role) in the *Role* column accordingly.
16. In the *Select Business Rules* section, enter the following data:

- *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
- *Determination Step*: From the dropdown list, select *Output Relevance*.

After a short processing time, all details are displayed in the *Maintain Business Rules* section.

17. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
    A new row is automatically inserted with the next higher row number in the *#* column.
18. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Relevance Indicator |
> |---|---|
> | `PAYM_ADV_CANCELLATION` | `X (true)` |

19. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.

6.2.8.7 Set Up Output Parameter Determination for Discount Data

Purpose

This procedure describes how to set up the output parameter determination for the *Discount DataDiscount Data* business document.

Procedure

1. Log on to the SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as an Administrator.
2. Open the *Output Parameter Determination* (`APOC_WD_BRF_DEC_TAB_MAINTAIN`) app.
   The *Output Parameter Determination* screen is displayed.
3. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
   - *Determination Step*: From the dropdown list, select *Output Type*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.

4. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
5. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Account Type | Debit/Credit Code | Output Type | Dispatch Time |
> | --- | --- | --- | --- |
> | `K (Supplier)` | `H (Credit)` | `FI_DISCOUNT_DATA (Payment Terms)` | `1 (Immediately)` |

6. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
   The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
   The system message `Objects saved and activated` is displayed.
7. In the *Select Business Rules* section, enter the following data:
   - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
   - *Determination Step*: From the dropdown list, select *Receiver*.

   After a short processing time, all details are displayed in the *Maintain Business Rules* section.
8. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
   A new row is automatically inserted with the next higher row number in the *#* column.
9. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

> → Tip
>
> You can use the value help (⧉), to select the correct data.

> Example
>
> | Output Type | Company Code | Supplier | Role | Exclusive Indicator |
> | --- | --- | --- | --- | --- |
> | `FI_DISCOUNT_DATA` | `1010` | `0010300085` | `H` | `- (false)` |

10. For each supplier, to whom you would like to send discount data, repeat step 9 and maintain the corresponding supplier number in the *Supplier* column, and the role **H** (stands for supplier role) in the *Role* column accordingly.
11. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
    The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
    The system message `Objects saved and activated` is displayed.
12. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.

- *Determination Step*: From the dropdown list, select *Channel*.

After a short processing time, all details are displayed in the *Maintain Business Rules* section.

13. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
A new row is automatically inserted with the next higher row number in the *#* column.
14. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

→ Tip

You can use the value help (⧉), to select the correct data.

Example

Output Type	Company Code	Supplier	Role	Channel	Exclusive Indicator
FI_DISCOUNT_DATA	**1010**	**0010300085**	**H**	**EDI**	**- (false)**

15. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
The system message `Objects saved and activated` is displayed.
16. In the *Select Business Rules* section, enter the following data:
    - *Show Rules for*: From the dropdown list, select *Accounting Document Item*.
    - *Determination Step*: From the dropdown list, select *Output Relevance*.

After a short processing time, all details are displayed in the *Maintain Business Rules* section.

17. In the *Maintain Business Rules* section, choose *Edit*. In the *Table Contents* section, choose *Insert New Row* (+).
A new row is automatically inserted with the next higher row number in the *#* column.
18. In the newly inserted row, for each column, use the dropdown list (⌄), and choose *Direct Value Input* to enter the following data:

→ Tip

You can use the value help (⧉), to select the correct data.

Example

Output Type	Relevance Indicator
FI_DISCOUNT_DATA	**X (true)**

19. In the *Maintain Business Rules* section, choose *Activate (Ctrl + A)*.
The *Confirm Activation* pop-up window is displayed. To confirm the activation of the output type, choose *Yes*.
The system message `Objects saved and activated` is displayed.

6.3 Configuration in SAP Business Network

6.3.1 Enable Supplier

Use

This procedure describes how you as a buyer enable the suppliers on SAP Business Network to send and receive transaction documents from suppliers. To enable the suppliers, you establish a trading relationship with the suppliers. You can establish a trading relationship with suppliers that are registered on SAP Business Network. Search for suppliers from your buyer account on SAP Business Network and request a trading relationship with the supplier.

Procedure

1. Log on to your SAP Business Network buyer account.
2. Select the *Supplier Enablement* tab and choose *Active Relationships*.
   The names of all your current suppliers that have an active trading relationship with you're displayed.
3. To view suppliers in other categories, choose *Supplier Selector* and select a category.
   The suppliers that are available for the selected category are displayed. You can view your invited and current suppliers, suppliers that haven't yet established a trading relationship, or have declined your trading relationship request.
4. To search for other suppliers on SAP Business Network, choose *Search for Suppliers*.
5. Enter the criteria to search for suppliers and then choose *Search*.
   A list of suppliers is displayed.
6. Perform one of the following actions:
   - To add the suppliers to the selected suppliers category, choose *Actions* > *Add to Selected Suppliers*.
     The suppliers that are part of the *Selected Suppliers* are displayed.
   - To view the supplier profile, select the supplier. Choose *Actions* and then choose one of the following options:
     - *Download Basic Profile*
     - *Download Extended Profile*
   - To request a trading relationship with the supplier, choose *Request Relationship*. You must review and verify the supplier profile before requesting a trading relationship.
     SAP Business Network establishes a trading relationship with the supplier and adds the supplier to the list of *Current Suppliers*.
     SAP Business Network sends you an email when your supplier has accepted the trading relationship.

6.3.1.1 Configure Unique Supplier IDs

Use

Supplier master records in the SAP S/4HANA Cloud Public Edition system use IDs for identification. In case of several SAP S/4HANA Cloud Public Edition systems, a supplier on SAP Business Network might have system-specific IDs.

This procedure describes how to link a supplier on SAP Business Network (identified with the ANID) to the supplier ID maintained for the business partner in the communication system on the SAP S/4HANA Cloud Public Edition customer systems. You configure the IDs to map multiple supplier IDs from your SAP S/4HANA Cloud Public Edition system to the ANID of the supplier on SAP Business Network.

Procedure

1. Log on to your SAP Business Network buyer account.
2. On the *Supplier Enablement* tab, choose *Active Relationships*.
   The names of all your suppliers are displayed.
3. Select the supplier that requires the unique supplier ID configurations, and choose *More Actions* > *Edit*.
   The *Edit Preferences for Supplier* screen is displayed.
4. In the *Unique Supplier ID Configuration* section, choose *Add*.
   The *Add Supplier Unique Key* dialog box is displayed.
5. In the *Add Supplier Unique Key* dialog box, enter the supplier ID information. Perform one of the following actions:
   - If you use multiple SAP S/4HANA Cloud Public Edition systems, enter the *Vendor ID*. Ensure that you enter the same ID that is available for the business partner in the communication system on the SAP S/4HANA Cloud Public Edition system.
     - Choose *Save*.
     - To add more unique supplier IDs for your SAP S/4HANA Cloud Public Edition systems, choose *Add* and save the changes.
     - To assign default supplier IDs, go to the *Default Supplier Identifier* section, and select an ID for which you want to set at default supplier ID from the dropdown.
     - Choose *Set As Default*.
   - If you use a single SAP S/4HANA Cloud Public Edition system, enter the *Vendor ID*. Ensure that you enter the same ID that is available for the business partner in the communication system on the SAP S/4HANA Cloud Public Edition system.
6. Choose *Save*.

6.3.1.1.1 Prerequisites and Restrictions for Unique Supplier IDs

Prerequisites

- This feature on SAP Business Network is available only if your account is enabled to allow multiple private IDs per supplier. To enable this feature, have your Designated Support Contact log a service request. An SAP Ariba Support representative follows up to complete the request. For more information about contacting your Designated Support Contact, refer to How can I see who is my company's Designated Support Contact (DSC).
- You must specify a unique supplier ID for each supplier relationship.
- Don't append `-T` to supplier ID values for test accounts. You can use the same value in both test and production accounts because test environments can't communicate with production environments.

Restrictions

- Once you enter a supplier ID for a supplier, you can edit, but not delete it. You can delete unique supplier IDs only when the supplier declines a relationship request.
- On the *Edit Preferences for Supplier* screen, the *Application System ID* column in the *Unique Supplier ID Configuration* section is displayed only if your organization has configured system IDs.
- SAP Business Network doesn't map these supplier ID values for documents exchanged between SAP Business Network and suppliers. Suppliers must identify themselves with *Network Id*, *DUNS number*, or a login name in order to exchange documents.
- If you try to assign a supplier ID that is already in use, the system message `This Vendor ID is already assigned to ANID0000xxxx.` is displayed. The system message is displayed, because the supplier ID is already assigned to a supplier in another trading relationship.
- When a supplier ID can't be assigned for a particular trading relationship, you can edit the supplier ID (or delete it if the supplier has declined your relationship request).

6.3.1.2 Set Up Quick Enablement of Suppliers Through Purchase Orders, Requests for Quotation, or ERS Invoices

Use

Quick enablement allows you to create new SAP Business Network accounts on behalf of suppliers. Your organization can configure your SAP Business Network account to allow for quick enablement of suppliers. Quick enablement refers to sending a document, such as a purchase order, a request for quotation (RFQ), a central request for quotation (cRFQ), or an ERS invoice through SAP Business Network to create a placeholder account for an unregistered supplier. The supplier can then register to take ownership of the account.

This procedure describes how to invite supplier through purchase orders.

Prerequisites

The following prerequisites need to be met before setting up the quick enablement of suppliers:

- You've enabled the *Allow Quick Enablement* transaction rule.

  > **Note**
  >
  > This is only relevant for the quick enablement of suppliers through purchase orders.

  To do so, proceed as follows:
  1. Access SAP Business Network as a Buyer on https://buyer.ariba.com.
  2. Choose *Administration* > *Configuration* > *Default Transaction Rules*. In the *Quick Enablement Rules* section, select the *Allow Quick Enablement* checkbox.
     Choose *Save*.
- Ensure that the suppliers exist in SAP S/4HANA Cloud Public Edition to use quick enablement of suppliers based on a purchase order or a request for quotation (RFQ) that are sent from SAP S/4HANA Cloud Public Edition to SAP Business Network.
- If a purchase order doesn't include the routing information, SAP Business Network considers that purchase order as incomplete and rejects it. For example, if no e-mail address is added in SAP S/4HANA Cloud Public Edition for a supplier that isn't yet registered, buyers need to update the e-mail address of the vendor and reprocess the purchase order or the request for quotation.

Restrictions

The following restrictions apply to the quick enablement of suppliers:

- E-mail is the only communication method supported to invite suppliers for quick enablement.
- Quick enablement flow doesn't work for accounts in the test environment (ANID-T). It's only supported for accounts in the productive environment (ANID).

Procedure

Depending on your business requirements, go to the respective subsection to set up the quick enablement of suppliers either through a purchase order, or through a request for quotation:

Set Up Quick Enablement of Supplier through Purchase Orders

1. Send a purchase order to a supplier with whom you don't have a relationship yet.
   A private account for this supplier is created in SAP Business Network. The supplier receives an e-mail invitation from SAP Business Network.
2. To start the registration process, the supplier clicks the link in the invitation e-mail.

3. If the supplier is already registered, they can accept the invitation and combine their new relationship request with their existing account.
4. Once registered, the supplier gets immediate access to the account.

Set Up Quick Enablement of Supplier through Request for Quotation (RFQ)

1. Send a request for quotation to a supplier on SAP Business Network Discovery through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

   > Note
   >
   > The cRFQ link is sent in an e-mail. Hence, it's required that the supplier’s e-mail address and name are sent as part of the quote request.

   A private account for this supplier is created in SAP Business Network. The supplier receives an e-mail invitation from SAP Business Network.
2. To start the registration process, the supplier clicks the link in the invitation e-mail.
3. If the supplier is already registered, they can accept the invitation and combine their new relationship request with their existing account.
4. Once registered, the supplier gets immediate access to the account.

Set Up Quick Enablement of Supplier through ERS Invoices

1. Send an ERS invoice to a supplier with whom you don't have a relationship yet.
   A private account for this supplier is created in SAP Business Network. The supplier receives an e-mail invitation from SAP Business Network.
2. To start the registration process, the supplier clicks the link in the invitation e-mail.
3. If the supplier is already registered, they can accept the invitation and combine their new relationship request with their existing account.
4. Once registered, the supplier gets immediate access to the account.

7 Monitoring and Troubleshooting

7.1 Configure Message Monitoring in SAP S/4HANA Cloud Public Edition

Purpose

This procedure describes how to assign your business users to the recipients that were defined for the communication scenarios. Once the business users are assigned, they can use the *Message Dashboard* - *SAP Application Interface Framework* `(AIFX/WDA_MSG_MONITOR)` app to monitor the interfaces and data messages they're responsible for.

Procedure

1. Log on to SAP Fiori launchpad in the SAP S/4HANA Cloud Public Edition system as a Configuration Expert - Business Network Integration.
2. Open the *Assign Recipients to Users* `(F2949)` app.
3. To assign recipients to a user, choose one of the following options:
    - In the *Users assigned to recipients* section, select a user.
    - In the *Users assigned to recipients* section, choose *Add* (+).
      In the *Add User* dialog box, enter a name or a user ID. Choose *Add*.
4. In the *Recipients for User* section, choose *Assign*.
   The *Assign Recipients* dialog box is displayed.
5. In the *Assign Recipients* dialog box, enter the following data for the respective output message types:

   > ⓘ Note
   >
   > Before you enter any data, consider the description of the different fields of the *Assign Recipients* dialog box in the following table.

Field	Description
Namespace	The message monitoring namespace groups all recipients, interfaces, data messages, and other monitoring objects for one specific communication scenario, for example, SAP Ariba integration.

Field	Description
Recipient Name	The recipient assignment of a user defines which interfaces and their data messages the user is able to monitor in the *Message Dashboard* - *SAP Application Interface Framework* app. Using recipients, you can make sure that the data messages, their status, and related log messages reach the right persons in your organization, and only the right persons.
Message Type	Defines the types of log messages that are displayed along with the data messages of this recipient in the user's *Message Dashboard* - *SAP Application Interface Framework* app.
Overview	Defines if the data messages related to this recipient are displayed on the Interface Monitor screen of the user's *Message Dashboard* - *SAP Application Interface Framework* app. → Tip We recommend that you always have *Overview* selected unless you want to hide data messages from a user.
Technical User	In addition to the data messages that have log messages concerning their business content, technical users can see data messages in the *Message Dashboard* - *SAP Application Interface Framework* app that had a technical error or are still in process.

Output Message Type	Namespace	Recipient Name	Message Type	Overview	Technical User
Purchase Order	**`/MMEDI`** (Procurement EDI scenario)	**`EDI_MM_CONF_RECIPIENT`** **`EDI_MM_INVC_RECIPIENT`** **`EDI_MM_ORDER_RECIPIENT`**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.
Order Confirmation	**`/MMEDI`** (Procurement EDI scenario)	**`EDI_MM_CONF_RECIPIENT`** **`EDI_MM_INVC_RECIPIENT`** **`EDI_MM_ORDER_RECIPIENT`**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.

Output Message Type	Namespace	Recipient Name	Message Type	Overview	Technical User
Invoice	**/MMEDI** (Procurement EDI scenario)	**EDI_MM_CONF_RECIPIENT** **EDI_MM_INVC_RECIPIENT** **EDI_MM_ORDER_RECIPIENT**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.
Advanced Shipping Notification	**/LEEDI** (LE Shipping EDI Integration)	**EDI_DELIN_RECIPIENT**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.
Goods Receipt	**/MMIM** (Materials Management-Inventory Management)	**MMIM_SOAP_MONITOR**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.
Payment Remittance	**/FIEDI** (FIN: EDI Integration)	**EDI_FIN_ADVC_RECIPIENT** **EDI_FIN_ADV_RECIPIENT**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.
Service Entry Sheet	**/MMPUR** (Materials Management - Purchasing)	**MMPUR_SESREQUESTIN** **MMPUR_SESSTSUOUT**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.
Supplier Quotation	**/MMPUR** (Materials Management - Purchasing)	**MMPUR_QTN_S4_IN**	For example, choose *Application Error or Technical Error* from the dropdown list.	Select the checkbox.	Select the checkbox.

6. Choose *Assign*.
7. To monitor the interfaces and data messages, open the *Message Dashboard - SAP Application Interface Framework* app.

7.2 Monitor Messages (Optional)

Use

This procedure describes how to use the transaction tracker monitoring tool to check the status of transactions in SAP Integration Suite, managed gateway for spend management and SAP Business Network. View the related information for the transactions that have passed or failed. If required, reprocess failed transactions. You can also download the transactions as a zip file.

Procedure

1. Log on to your SAP Business Network buyer account on buyer.ariba.com.
2. Choose *Account Settings* > *Manage Profile*.
3. On the *Configuration* screen, choose *SAP Integration Suite, managed gateway for spend management and SAP Business Network Setup*.
4. On the *Configure SAP Integration Suite, managed gateway for spend management and SAP Business Network* screen, select the *Log in to Managed Gateway for Spend&Network* link.
   The *Managed Gateway for Spend&Network* screen is displayed.
5. Go to the *Transaction Tracker* tab and select the *Test/Production* environment. Choose *Search*.
   A search results list with all success and failed messages is displayed.

   > Note
   >
   > To filter the search results list and display the messages that are relevant to you, use the search criteria, for example, *Document Status*, *Document Type*, *Sender*, or *Receiver*.

6. Optionally, you have the following options to download the transactions that were found based on your search criteria:
   - To download all the transactions that are listed in the search results list, choose *Results Export*.
   - To only download certain elements (for example, source, target, or attachments) of a specific transaction, choose *Download*.

8 Appendix

8.1 Ticket Component

You can raise an SAP Support ticket when you encounter issues while configuring the SAP S/4HANA Cloud Public Edition or SAP Ariba systems. Use one of the following application components to categorize the issue when raising an SAP Support ticket:

Component	Description
`MM-PUR-PO-ES`	SAP S/4HANA Cloud Public Edition API Used for issues related to purchase orders in SAP S/4HANA Cloud Public Edition.
`MM-PUR-CNF-ES`	SAP S/4HANA Cloud Public Edition API Used for issues related to order and supplier confirmations in SAP S/4HANA Cloud Public Edition.
`MM-IV-GF-ES`	SAP S/4HANA Cloud Public Edition API Used for issues related to invoices in SAP S/4HANA Cloud Public Edition.
`MM-PUR-GF-EDI`	SAP S/4HANA Cloud Public Edition API Used for issues related to IDOC-based EDI communication for purchase orders or order confirmations in SAP S/4HANA Cloud Public Edition.
`BNS-ARI-CI-S4-MM`	Ariba Integration for SAP S/4HANA Cloud Public Edition through SAP Integration Suite, managed gateway for spend management and SAP Business Network Used for issues with mapping in SAP Integration Suite, managed gateway for spend management and SAP Business Network.
`BNS-ARI-S4-CA`	Ariba Commerce Automation Integration with SAP S/4HANA Cloud Public Edition Used for issues with purchase orders, order confirmations, and invoices in SAP Business Network.
`CA-GTF-INT-ARI`	Used for issues related to scope item content.

Component	Description
`FI-AP-AP-M`	Used for issues with payment advice, proposal, and cancellation.
`MM-IM-GF`	Used for issues related to goods receipts in SAP S/4HANA Cloud Public Edition.
`MM-PUR-SVC-SES`	Used for issues related to service entry sheets in SAP S/4HANA Cloud Public Edition.
`LE-SHP-GF-ES`	Used for issues related to inbound deliveries in SAP S/4HANA Cloud Public Edition.
`LE-SHP-API`	Used if the generation of the output document for an outbound delivery failed.

8.2 Single Sign-On for SAP Business Network Using Identity Authentication Service

Single Sign-On (SSO) allows users to access their SAP Business Network account without requiring a separate username and password. Buyer users can sign in to their SAP Business Network buyer accounts using SSO authentication with SAML 2.0 through the Identity Authentication service.

Identity Authentication service provides secure authentication and single sign-on access for users in the cloud. For more information, refer to Signing in to SAP Business Network using Identity Authentication Service.

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