



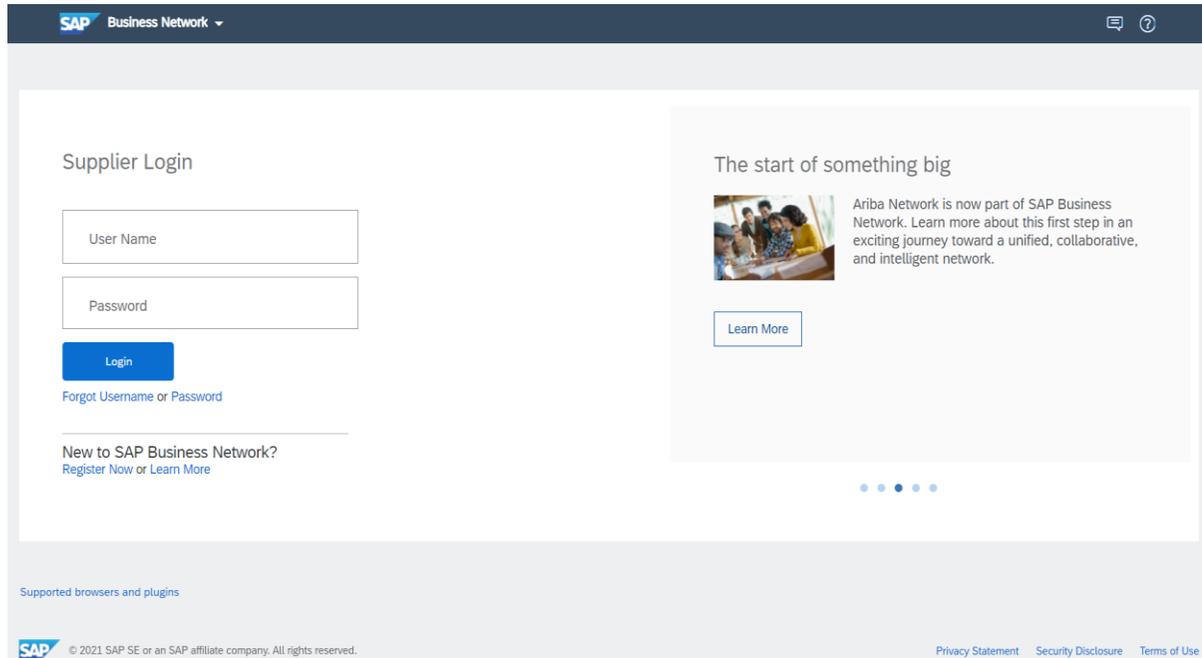
Supplier guidelines

SAP Ariba Support

Table of content



Browse to the SAP Ariba Network Portal

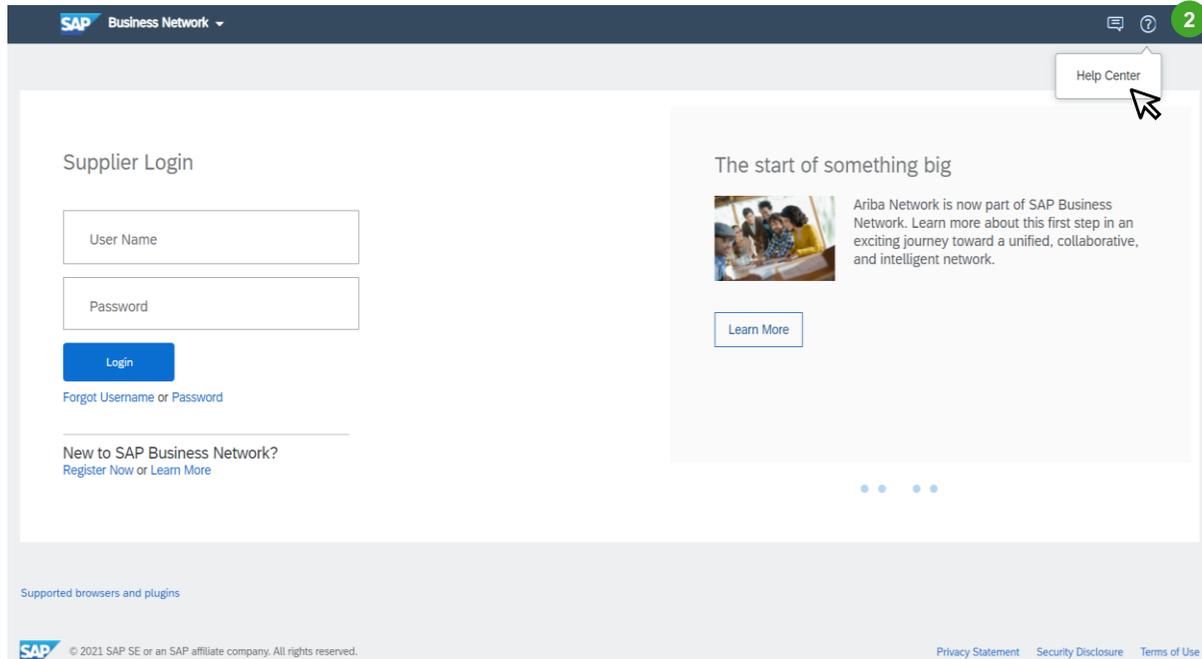


- 1 Browse to <http://supplier.ariba.com>.

Additional information

- i You do not have to login to get access to the SAP Ariba Help Center. If you have logged in, the functionalities of the SAP Ariba Help Center remain the same.

Navigate to the SAP Ariba Help Center



SAP Business Network

Supplier Login

User Name

Password

Login

[Forgot Username or Password](#)

New to SAP Business Network?
[Register Now](#) or [Learn More](#)

The start of something big

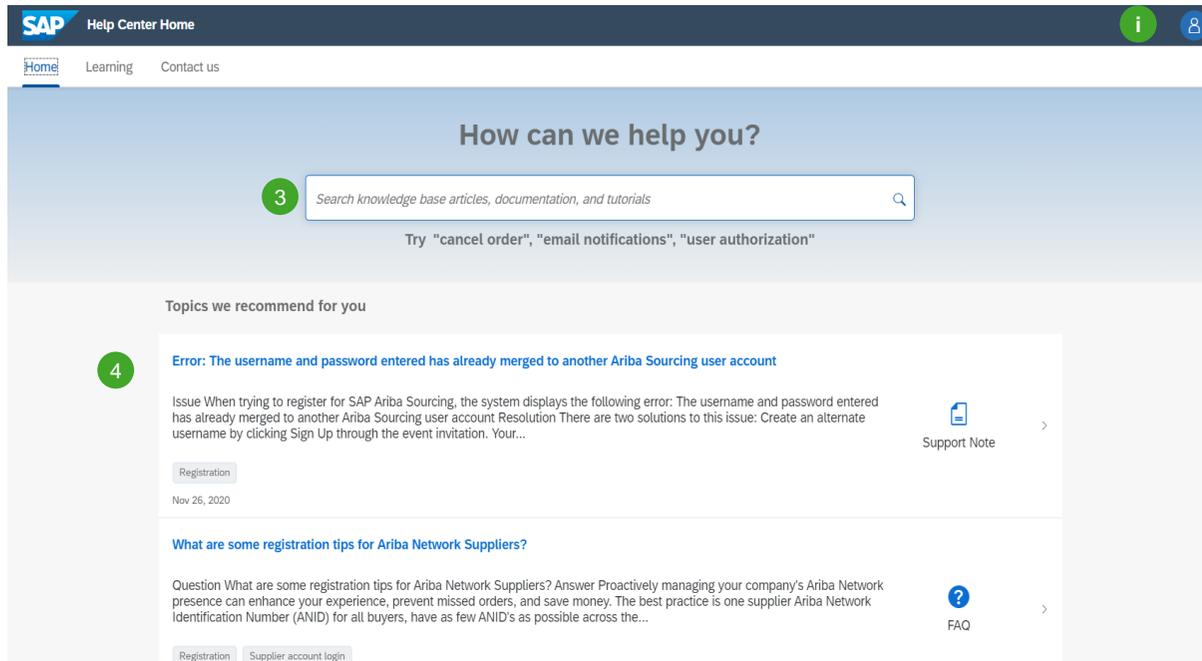
Ariba Network is now part of SAP Business Network. Learn more about this first step in an exciting journey toward a unified, collaborative, and intelligent network.

[Learn More](#)

Help Center

- 2 On the login page, go to **Help**, indicated by the icon "?" in the top right corner and click on **Help Center**.

Get SAP Ariba Support

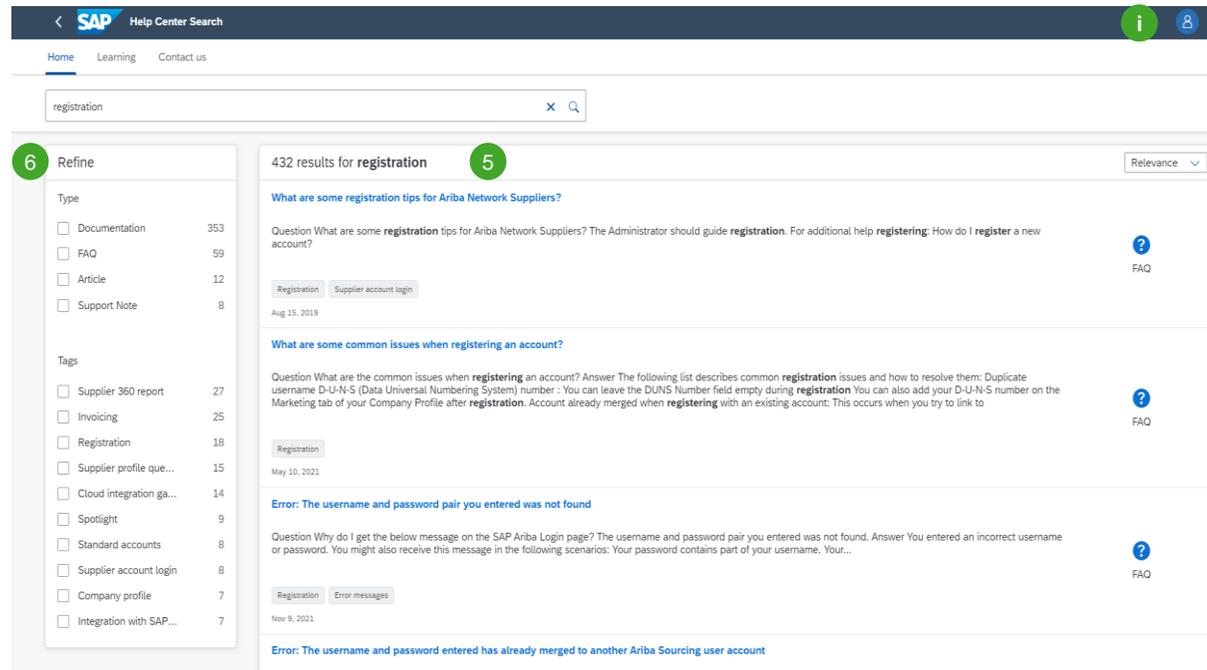


- 3 Search in the SAP Ariba FAQ database by entering specific keywords in the search bar. The content, based on your keywords, will appear on a new page.
- 4 Topics that may be interesting for you are recommended in the list below.

Additional information

- i You can change the language of the Help Center by clicking on the  icon. Go to Settings > Language. **Please note that the chosen language will impact the number of results shown!** We therefore highly recommend using English as the default language.

Get SAP Ariba Support



The screenshot shows the SAP Ariba Help Center search interface. At the top, there is a search bar with the text 'registration' and a search icon. Below the search bar, there are navigation links for 'Home', 'Learning', and 'Contact us'. On the left side, there is a 'Refine' panel with a 'Type' section containing checkboxes for 'Documentation' (353), 'FAQ' (59), 'Article' (12), and 'Support Note' (8). Below this is a 'Tags' section with checkboxes for 'Supplier 360 report' (27), 'Invoicing' (25), 'Registration' (18), 'Supplier profile que...' (15), 'Cloud integration ga...' (14), 'Spotlight' (9), 'Standard accounts' (8), 'Supplier account login' (8), 'Company profile' (7), and 'Integration with SAP...' (7). The main content area shows 432 results for 'registration'. The first result is titled 'What are some registration tips for Ariba Network Suppliers?' and includes a question, a 'Registration' tag, and a date of 'Aug 15, 2019'. The second result is titled 'What are some common issues when registering an account?' and includes a question, a 'Registration' tag, and a date of 'May 10, 2021'. The third result is an error message: 'Error: The username and password pair you entered was not found', with a date of 'Nov 9, 2021'. The fourth result is another error message: 'Error: The username and password entered has already merged to another Ariba Sourcing user account'.

- 5 The content, based on your keywords, will appear in the list below. Here you will find an overview of your search results.
- 6 You can refine your search results by using the filters in the left navigation pane.

Additional information

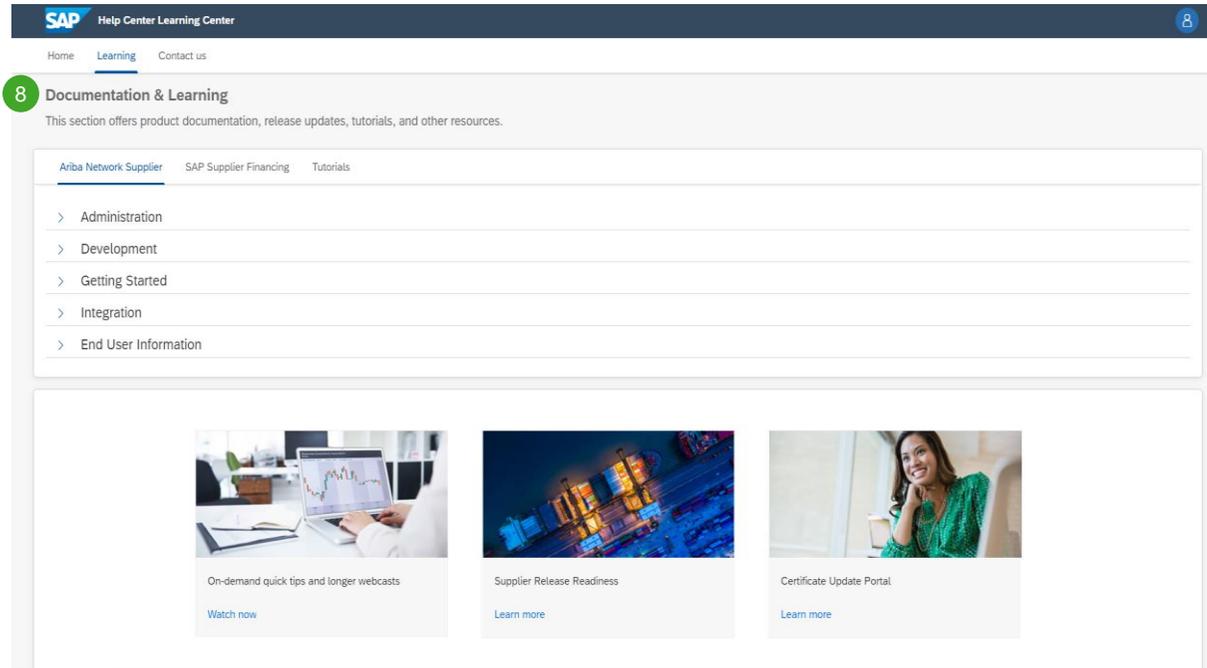
- i Based on your standard language, the number of search results may differ. You can change the language of the Help Center by clicking on the  icon. Go to Settings > Language.
- i If you do not find what you are looking in the database and you would like to request support from SAP, we kindly refer to the SAP Ariba Help Center Contact Documentation on the Supplier Zone.

SAP Ariba Learning Hub



- 7 Go to the tab header and click on **Learning** to find all kinds of supporting documentation provided by SAP Ariba.

SAP Ariba Learning Hub



The screenshot shows the SAP Ariba Learning Hub interface. At the top, there is a dark blue header with the SAP logo and the text "Help Center Learning Center". Below the header, there are navigation links for "Home", "Learning", and "Contact us". The main content area is titled "8 Documentation & Learning" and includes a sub-header "This section offers product documentation, release updates, tutorials, and other resources." Below this, there are three tabs: "Ariba Network Supplier", "SAP Supplier Financing", and "Tutorials". The "Ariba Network Supplier" tab is active, showing a list of categories: Administration, Development, Getting Started, Integration, and End User Information. At the bottom, there are three featured content cards: "On-demand quick tips and longer webcasts" with a "Watch now" link, "Supplier Release Readiness" with a "Learn more" link, and "Certificate Update Portal" with a "Learn more" link.

- 8 The **Learning** section offers:
- Product documentation
 - Release updates
 - Tutorials
 - Other resources

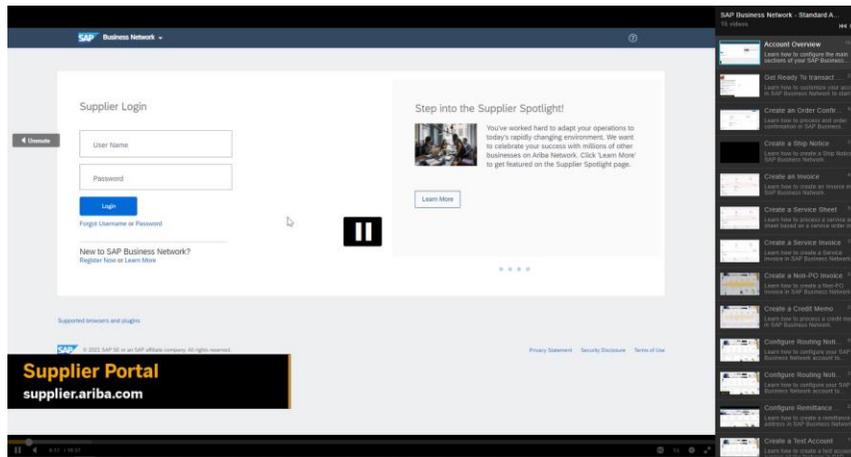
SAP Business Network Help Resources

Useful Links

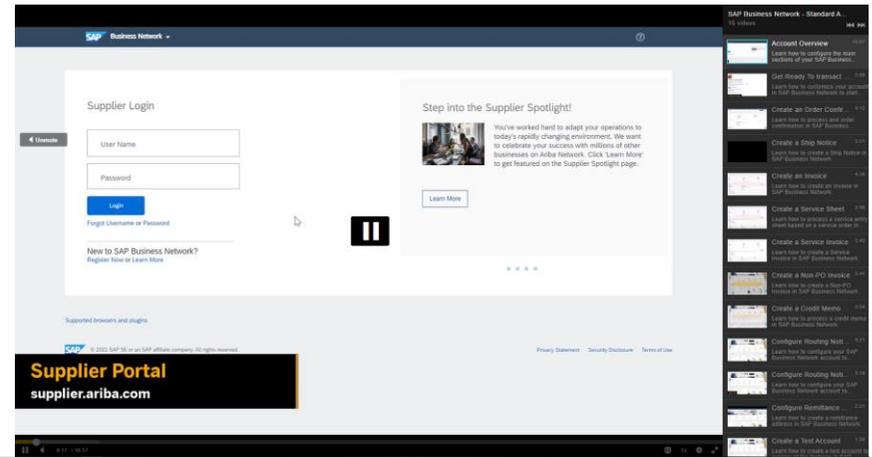
- 1 SAP Business Network Terms of Use - <http://service.ariba.com/Authenticator.aw/ad/termsCenter>
- 2 SAP Business Network Supplier Pricing page - <http://www.ariba.com/suppliers/ariba-network-fulfillment/pricing>
- 3 SAP Trust center - <https://www.sap.com/about/trust-center/cloud-service-status.html#sap-ariba>
- 4 General Data Protection Regulation (GDPR) <https://www.ariba.com/gdpr>
- 5 Discovery - <http://www.ariba.com/solutions/discovery-for-suppliers.cfm>
- 6 Legal Disclosure - <https://www.ariba.com/legal/impressum>

Looking for video material?

Please visit the below link to access the available video material on how to act on the SAP Business Network:



[Click here for English](#)



[Click here for French](#)

For additional information:

- Please consult our Umicore SAP Ariba supplier zone
- Reach out to your Umicore contact person
- Send an email to our Ariba support team
(ariba.supplier.support@umicore.com)

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materials for a better life