### Ariba Business Network Advanced Ship Notice (Direct Vendors)

March 2023

## **Smith**<br/> **Apple**<br/> **Smith**





## You will receive the PO notification e-mail and will be able to view the PO details after you log in to your Ariba account.

Smith & Nephew, Inc - TEST sent a new Purchase Order 0045137875 D Index ×	•	
Ariba Network <ordersender-prod@ansmtp.ariba.com> Unsubscribe @ 22:41 (1 minute ago)</ordersender-prod@ansmtp.ariba.com>	4	:
You can reply to this message. Ariba Network or other Ariba cloud services will send your reply to the appropriate message recipient(s) and link it to its corresponding document. SAP A your contact information (email and name) according to the policy at <a href="https://service.ariba.com/w/collab-platform/common/tou/en/MessagingPolicy.html">https://service.ariba.com/w/collab-platform/common/tou/en/MessagingPolicy.html</a> . By replying to this message, you' accepting the terms in the policy.		ores
SAP Ariba 📉		
Smith & Nephew, Inc - TEST sent a new order		
If more than one email address is associated with your organization for PO delivery, then the copy of this purchase order would be sent to them as well. Your customer sends their orders through Ariba Network. You'll get a FREE Ariba Network standard account to proces		
you can use it and log_in_now.		
Home Enablement Workbench	Or	rders ~
Process order Workbench		

**Note:** You can also access your POs directly from you Ariba account (under Workbench – Orders).

AP Business Network 👻	Standard Account	NODE				0
ome Enablement Wo	rkbench Orders ~ Fulfillment ~	Invoices ~ Payments ~	Catalogs Reports ~	Messages	Cre	eate 🛩 👌 🔹
Workbench					ېړې Cus	stomize
2	1	2	2	0	9 new tiles available.	
New orders Last 31 days	Items to confirm Last 31 days	Orders Last 31 days	Orders to invoice Last 31 days	Invoices Last 31 days	Pinned documents	
New orders (2)  Edit filter   Save filter	Last 31 days) [New]				e	ja 689
2011/02/01/2012/02/04/04/04/04/04/04/04/04/04/04/04/04/04/	Last 31 days (New)	Amount	Date ↓	Order Status	Amount Invoiced	و مراجع م Actions
> Edit filter   Save filter		Amount \$1,000.00 USD	Date ↓ Mar 8, 2022	Order Status New		
> Edit filter   Save filter	Customer					Actions

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## Once you are in your PO you will be able to create an Advanced Ship Notice (ASN) as per below view:

SAP Business Network - Enterprise Account	← Back to classic view
Purchase Order: 4110100669	
Create Order Confirmation 🔻 Create Ship Notice	Create Invoice 🔻
Order Detail Order History	
From: WCMC NY Medical College 575 Lexington Ave 9th Floor New York, NY 10022	To:Purchase OrderABC Supplier Inc.(Confirmed)123 Main Street4110100669New York, NY 10001Amount: \$30.00 USUnited StatesVersion: 1

**Note:** If the "Create Ship Notice" button is greyed out it means the ship notice has already been created and it can be viewed when clicking on the Related Documents section on the PO screen.

FIGHE. *1 (040) BO24111	Email: Lskonieczny@sap.com		Track Order
Payment Terms 1 1% 0 NET 1		1	Routing Status: Asknowledged Related Documents: ID11182021
Comments Comment Type: Terms and Conditions			4110100669OC



#### In the Ship Notice view fill in all mandatory details accordingly and click Next.

Create Ship Notice			Save	Exit Next
* Indicates required field				
SHIP FROM		DELIVER TO		
ABC Supplier Inc.	Update Address	WEILL MED COLL		Update Address
New York, NY United States		NEW YORK, NY United Stat		
<ul> <li>Ship Notice Header</li> </ul>				
SHIPPING		TRACKING		
Packing Slip ID:*		Carrier Name:		~
Invoice No.:	7	Service Level:		
Requested Delivery Date:				
Ship Notice Type Select 🗸				
Shipping Date:*				



#### On the next screen review the information you entered and Submit the Ship Notice.

SAP Business Network - Enterprise	Account TEST MODE	← Back to classic view
Create Ship Notice		Previous Save Submit Exit
Confirm and submit this document.		
SHIP FROM		DELIVER TO
ABC Supplier Inc. 123 Main Street New York, NY 10001 United States		WEILL MED COLL 413 East 69th Street Belfer Research Building NEW YORK, NY 10021 United States
Ship Notice Header		
SHIPPING		TRACKING
Packing Slip ID:	ID11182021	Tracking information not provided.
Invoice No.:	**	
Requested Delivery Date:		
Ship Notice Type:		
Actual Shipping Date:	15 Apr 2022	

Once submitted, we will automatically receive the notification and the purchase order will be updated accordingly.

### Support



Visit our page <u>www.smith-nephew.com/en/suppliers</u> to view our supplier facing information and if you need to contact us go <u>HERE</u>.

For more information and instructions about Ariba Business Network and Supplier account functionality please check below:

- Smith+Nephew Standard Account Supplier Training (on demand) <u>CLICK HERE</u>
- Ariba Supplier Learning site <u>CLICK HERE</u>
- Ariba Network Standard Account video guides <u>CLICK HERE</u>
- How to contact Ariba Support Team <u>TUTORIAL</u> / <u>PAGE</u>
- Ariba Help Portal for Suppliers <u>CLICK HERE</u>
- New Ariba Supplier Portal workbench <u>CLICK HERE</u>

# **Smith**Aephew