

Ariba Business Network Registration and Onboarding

March 2023



Smith+Nephew

You will receive the S+N invitation for registration and onboarding - please follow the steps highlighted below:


Register as a supplier with Smith & Nephew,

Hello!

Smith & Nephew requires you to self-register for an Ariba account in order to start transacting through our systems. SAP Ariba is the official Smith & Nephew Procurement tool for order processing and e-invoicing.

It's free to set up a Standard Account and use it for receiving orders and sending e-invoices. NOTE: S+N does not require you to upgrade to Enterprise Account (which is chargeable). More information about Ariba Network Accounts - [here](#).

If TEST_SUPPLIER_SN_03 already has an account with Ariba Network, log in with your existing username and password, if not – create a new account. You can find a step-by-step guide [here](#).



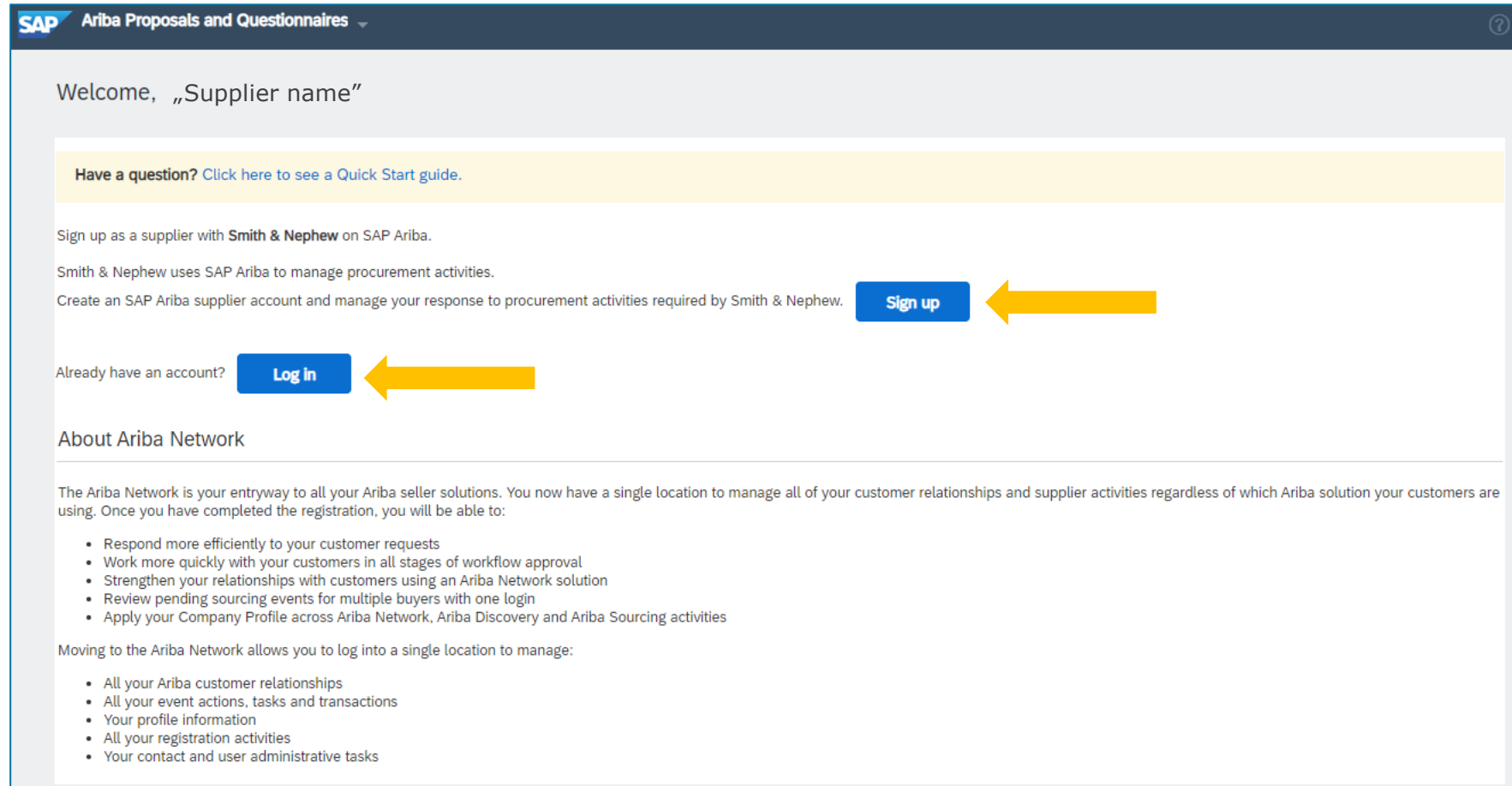
[Click Here](#) to complete the S+N supplier registration process and questionnaire.

This registration link is not to be shared or forwarded to any recipient outside of your organization.

Smith and Nephew Supplier Support
<https://www.smith-nephew.com/en/suppliers>

Note: Please make sure to check the spam/junk folder in your mailbox. If you do not complete the S+N onboarding process, you will receive automated reminders.

Once you click on the link from the e-mail you will be taken to the page below.



SAP Ariba Proposals and Questionnaires

Welcome, „Supplier name“

Have a question? [Click here to see a Quick Start guide.](#)

Sign up as a supplier with **Smith & Nephew** on SAP Ariba.

Smith & Nephew uses SAP Ariba to manage procurement activities.

Create an SAP Ariba supplier account and manage your response to procurement activities required by Smith & Nephew. [Sign up](#)

Already have an account? [Log in](#)

About Ariba Network

The Ariba Network is your entryway to all your Ariba seller solutions. You now have a single location to manage all of your customer relationships and supplier activities regardless of which Ariba solution your customers are using. Once you have completed the registration, you will be able to:

- Respond more efficiently to your customer requests
- Work more quickly with your customers in all stages of workflow approval
- Strengthen your relationships with customers using an Ariba Network solution
- Review pending sourcing events for multiple buyers with one login
- Apply your Company Profile across Ariba Network, Ariba Discovery and Ariba Sourcing activities

Moving to the Ariba Network allows you to log into a single location to manage:

- All your Ariba customer relationships
- All your event actions, tasks and transactions
- Your profile information
- All your registration activities
- Your contact and user administrative tasks

- **If you don't have Ariba account, click on Sign Up and follow to the next slide.**
- **If you already have an account, please Log in with your existing account credentials*.**

*Once logged in you will be taken automatically to the S+N Supplier registration questionnaire (slide 5).

To register a new account fill in your company details and click **Create Account** and continue.

Create account

First, create an SAP Ariba supplier account, then complete questionnaires required by Smith & Nephew, Inc - DEV.

Company information

* Indicates a required field

Company Name:*

Country/Region:*

Address:*

City:*

State:*

Zip:*

Create account and continue



Product and Service Categories:

Categories:

Ship-to or Service Locations:*

Global

Tax ID: Enter your nine-digit Company Tax ID number.

DUNS Number: Enter the nine-digit number issued by Dun & Bradstreet. By default, DUNS number is appended with "-T" in test account.

I have read and agree to the [Terms of Use](#)

I have read and agree to the [SAP Ariba Privacy Statement](#)

Create account and continue

Before registering, you might be notified about potential existing accounts to review (or skip this step). If you are confident that there is no match for existing accounts (that you have access to), you can click **Back** and **Continue Account Creation** to finish your registration.

Potential existing accounts

We have noticed that there may already be an Ariba Network account registered by your company. Please review before you create a new account.

Review duplicate Account

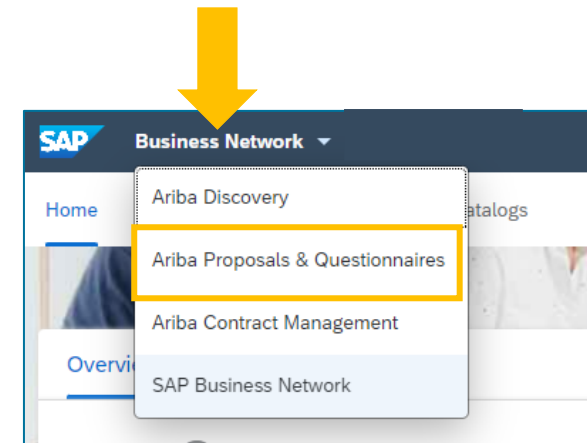
We noticed that your company may already register an Ariba Network account, please review the match results below, then:

- You can log in the account you are associated with
- Or, you can view the profile and **contact the account administrator** from there
- Or, if there is no match, you can **Continue Account Creation** and we will progress your registration
- Or, you can [Go back to previous page](#)

Match Based On

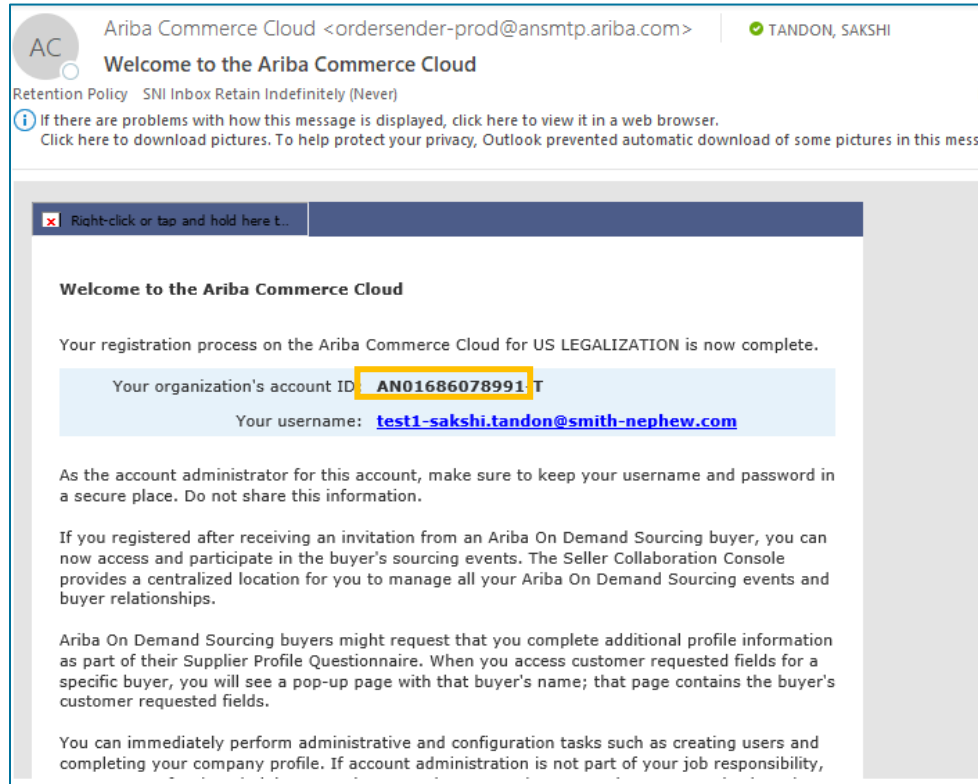
COMPANY NAME	E-MAIL ADDRESS	DUNS NO.	TAX ID	ADDRESS
US LEGALIZATION	sakshi.tandon@smith-nephew.com			1615 BAY HEAD ROADANNE ARUNDEL ANNAPOLIS AL, United States 35004

Once logged in you will be taken to the S+N Supplier registration questionnaire. Fill in all the mandatory fields and Submit Entire Response.

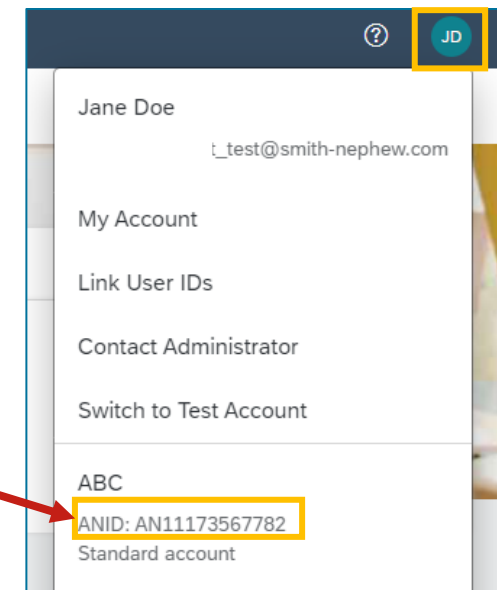


Note: if you want to go back to a previously saved draft of the questionnaire click on the Business Network button at the top left corner of the homepage and go to Ariba Proposals & Questionnaires.

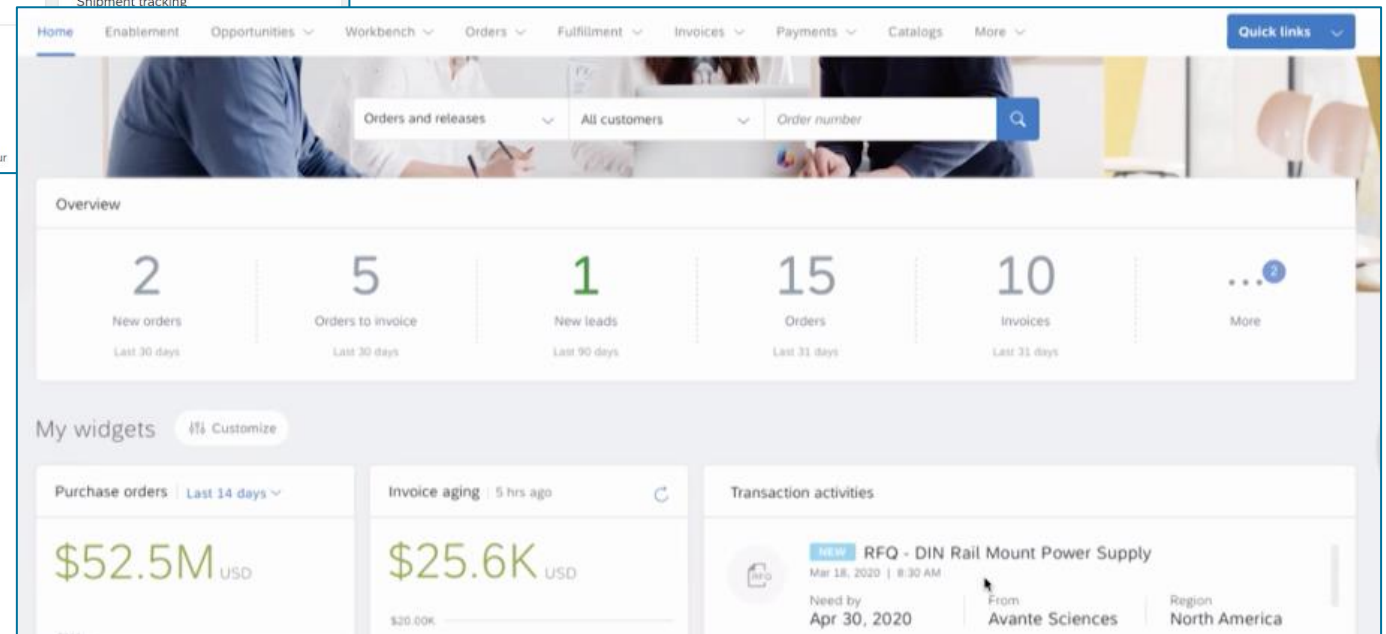
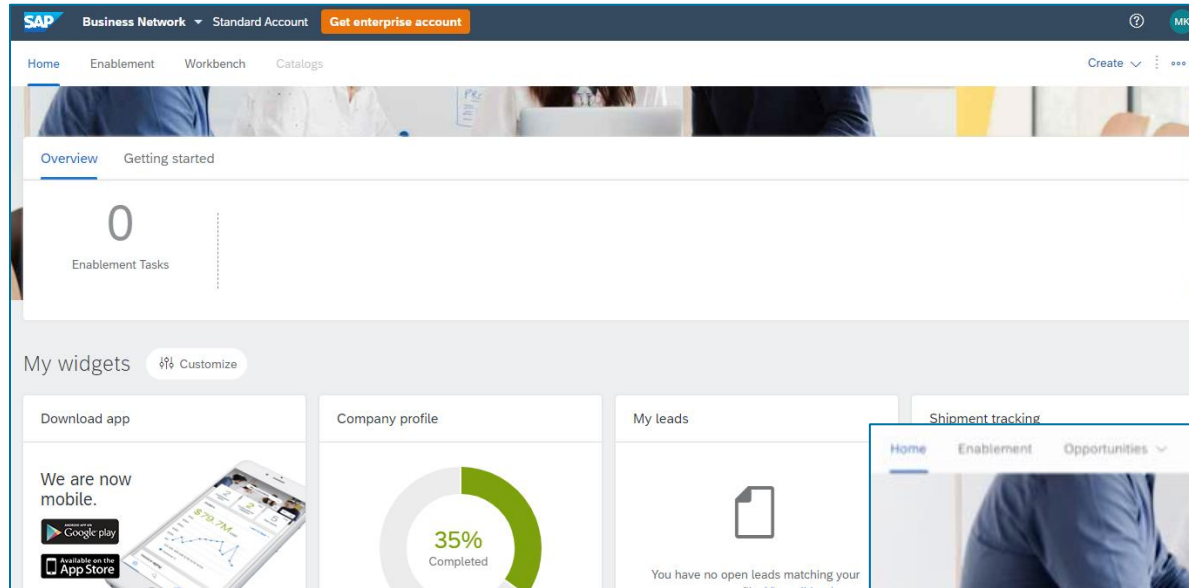
Upon successful registration, you will receive a confirmation email with your Business Network account ID number (ANID).



Note: Your ANID number can always be found by logging into your account and clicking on your credentials in the right top corner on the homepage.



Once Registered/Logged in Supplier Ariba Business Network home page, it would look like in below examples.



Note: You can customize the dashboard view by clicking on Workbench and adding specific tiles (recommended: orders tile)

Visit our page www.smith-nephew.com/en/suppliers to view our supplier facing information and if you need to contact us go [HERE](#).

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

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

The background features three large, overlapping organic shapes. A bright yellow shape is in the top-left corner. A large, light red shape dominates the center and bottom-left. A darker red shape is in the top-right corner. The text 'Smith+Nephew' is positioned in the lower-left area of the light red shape.

Smith+Nephew