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. <u>NOTE:</u> S+N does not require you to upgrade to Enterprise Account (which is chargeable). More information about Ariba Network Accounts - <u>here</u>.

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 <u>here</u>.

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 form the e-mail you will be taken to the page below.

riba Proposals and Questionnaires 🚽	0
come, "Supplier name"	
ve a question? Click here to see a Quick Start guide.	
up as a supplier with Smith & Nephew on SAP Ariba.	
& Nephew uses SAP Ariba to manage procurement activities.	
e an SAP Ariba supplier account and manage your response to procurement activities required by Smith & Nephew. Sign up	
dy have an account? Log in ut Ariba Network	
viba 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. 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	are
ng 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.

				Enter Product and Service Categories	Add	-or- Browse
Ap 🗸 Ariba Proposals and Questionnaires 👻		0	Categories:	Fisheries operations X		
Create account	Create account and continue	Cancel	Ship-to or Service Locations:	Enter Ship-to or Service Location	Add	-or- Browse
First, create an SAP Ariba supplier account, then complete questionnaires required by S	mith &			Global ×		
Nephew, Inc - DEV.			Tax ID:	Optional	Enter your ni Company Tax ID ni	
Company information	* Indicates a required field	scroll	DUNS Number:	Optional	Enter the nin issued by Dun & Bi default, DUNS nun appended with "-T" (i)	iber is
Company Name:* US LEGALIZATION Country/Region:* United States [USA]	If your company has more than one office, enter the main office address. You can enter more addresses such as your shipping addresses such as your shipping addresses later in your company profile.		want to hide your company profile, y your registration. By clicking the Create account and of transferred outside the European Un Ariba services are hosted (located in You have the right to access and mon Ariba, Inc. This consent shall be in H citizen residing within the Russian Fé		Profile page after you h data entered into this s the computer system i, the Terms of Use, and ininistrator within your of modified in the system	we finished ystem to be on which the applicable law. grganization or are a flussian

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.

	SAP Ariba Proposals and Questionnaires
Potential existing accounts have noticed that there may already be an Ariba Network account registered by your company. ase review before you create a new account. Review accounts Skip review	Review duplicate Account We noticed that your company may alre • You can log in the account you are as • Or, you can view the profile and conta • Or, if there is no match, you can conta • Or, you can Go back to previous page
	Match Based On
	COMPANY NAME E-MAIL ADD
	US LEGALIZATION sakshi.tan

-							
eview duplic	ate 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 LEGALIZATIO	N 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.

back to Smith & Nephew, Inc -	PARENT Dashbuaru		Desktop Fi	te sync	
Console	Doc3929723190 - Supplier reg	sistration questionnaire		emaining days 20:48:36	
vent Messages vent Details response History	All Content			 ×	
esponse Team	Name 1				
	▼ 1 Declaration Less	-		A	
· Event Contents	I declare that I am authorised to submit th	e following information on behalf of the organisation. Plea	ase state your full name and position to confirm.		
All Content	1.1 Full Name (First Name and Last Name)	*			
1 Declaration	1.2 Position / Job Title	*			
2 General Information	▼ 2 General Information				
3 Code of Conduct	2.1 Supplier Full Legal Name	* Enablement Ariba			
and	2.2 Business Name / Doing business as (if (i) different from above)				
4 Supply and Transacti	2.3 Company Registration #	*			
5 Labour Standards	2.4 Please attach your Company Registration Certificate / Business Licence	*Attach a file			
6 Diversity	Certificate	*Show More		.	
7 Certifications	 (*) indicates a required 	field		•	
9. Conflict Mine	Submit Entire Response Save	draft Compose Message	Excel Import		

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.





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





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

Business Network - Standard Acc	ount Get enterprise account		0	мк				
Home Enablement Workbench C	atalogs		Create 🗸 🕴 •					
	2 mil							
Overview Getting started								
O Enablement Tasks								
My widgets 🙌 Customize								
Download app	Company profile	My leads	Shipment tracking					Concernance
We are now mobile.	35% Completed	You have no open leads matching your	Home Enablement Opportunities ~	Workbench Ord	All customers	 Payments Order number 	Catalogs More C	Quick links 🗸
			2 New orders Last 30 days	5 rders to involce Last 20 days	L New leads Lass 90 days	15 Orders Last 31 days	10 Invoices Less 32 days	Ø
Note: You o	an customize	the	My widgets #16 Customize					
	view by clicking		Purchase orders Last 14 days ~	Invoice aging	5 hrs ago 🛛 🖒	Transaction activities		
Workbench	and adding sp mended: orde	ecific	\$52.5M uso	\$25.0	5K _{usp}	Mar 18, 2020 Need by Apr 30, 20	From	Region

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-Nephew