Ariba Business Network Order Confirmation (Direct Vendors)

March 2023



Smith
 Nephew



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 https://service.ariba.com/w/collab-platform/common/tou/en/MessagingPolicy.html . 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) Cite of the second sec | 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 الم |
| > Edit filter Save filter | | Amount \$1,000.00 USD | Date ↓ Mar 8, 2022 | Order Status New | | |
| > Edit filter Save filter | Customer | | | | | Actions |

2



Once you are in your PO you will be able to create Order Confirmation (OC) as per below view:

| Business Network - Standard Account Upgrade TEST MODE | ← Back to classic view | Ô LK |
|--|---|--|
| Purchase Order: 0045137875 | | Done |
| Create Order Confirmation Create Ship Notice Create Invoice | • | ⊥ @ |
| Order Detail Order History | | |
| ⇒{ smith&nephew | | |
| From: Customer Arthrocare Costa Rica, SRL 652 Street 2 / Coyol Free Trade Zone & B-B 32.1 / 20113 Alajuela Costa Rica Phone: Fax: | To: Cushman & Wakefield Costa Rica Ltda 3102777775-TEST Piaza Tempo, Modulo B 4to Nivel 1000 San Jose Costa Rica Phone: +506 (4031) 1040 Fax: Email: Iovkesh.kapur@gmail.com | Purchase Order (New) 0045137875 Amount: \$1,000.00 USD Version: 1 Track Order |
| Payment Terms 0.000% 60 Within 60 days Due net Contact Information Supplier Address SNN ADVANCE SURGICAL DIVISION 130 FORBES BLVD MANSFIELD , MA 02048-1145 United States Email: lovkesh.kapur@gmail.com Phone: + () 508-2613600 Fax: | | Routing Status: Sent External Document Type: NB- MRP PO (NB) |
| Address ID: 0000015093 Buyer ID: 0000015093 Other Information | | 曱 Messages |
| 9°C | - 👝 🦳 🖉 💼 💿 🖓 🚽 📰 🗒 | へ 👝 念 (か) 🗊 10:46 PM 👩 |

Note: If the "Create Order Confirmation" 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.

| PHONE. *1 (040) 3024111 | Email: Lskonieczny@sap.com | | Track Order |
|--|----------------------------|---|-------------------------------|
| Payment Terms ① 1% 0 NET 1 | | A | Related Documents: ID11182021 |
| Comments Comment Type: Terms and Conditions | | | 41101006690C |



In the Order Confirmation view fill in all mandatory details accordingly and click Next.

| | | | | | MAX Company Settings + | Help Center » |
|--------------------------------|---|--|--------|---------------------|------------------------|----------------------------|
| Confirming PO | | | | | | Exit |
| Confirm Entire Order | Order Confirmation Header | | | | | * Indicates required field |
| 2 Review Order Confirmation | Associated Purchase Order #: | UTR_4323 PO2274 Cirrus Medio Suite | | | | |
| | SHIPPING AND TAX INFORMATION Est. Shipping Date: Est. Delivery Date: Comments: | 4 Oct 2018 | Þ | Est. Shipping Cost: | | |
| | Attachments Name Choose File No file chosen The total size of all attachments cannot | Size (byles) Add Attachment | Noitem | Content Type | | |



On the next screen review the information you entered and click Submit.

| Ariba Network | κ. | | Test Mode | | Company Settings 🔻 | |
|--|------------------|---|---|-------------------------|----------------------------------|------------|
| Confirming PO | | | | Previo | ous | Exit |
| Confirm Entire Order Review Order Confirmation | Supplier Referen | n #: UTR_4323 | | | | |
| | Line Items | | | | | |
| | Line # Pa | art # / Description | Qty (Unit) | Unit Price | | Subtotal |
| | 1 MF | FG-IT-0001 | 2 (EA) | 290.00 EUR | | 580.00 EUR |
| | | ple iPhone 16GB. iPhone 6 isn't simply bigger — it's better amlessly meets the new Retina HD display. It's one continu | in every way. Larger, yet dramatically thinner. More powerful, but remain View more » | arkably power efficient | ent. With a smooth metal surface | ce that |
| | CL | urrent Order Status: | | | | |
| | 2 | 2 Confirmed With New Date (Estimated Shipment Date: 4 0 | Oct 2018 ; Estimated Delivery Date: 10 Oct 2018) | | | |
| | | | | | | |
| | | | | Previo | Submit | Exit |

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>

