



# Honeywell Supplier Portal Training

Public

**Honeywell**

THE BEST RUN **SAP**

# Agenda

- SAP Business Network
- Honeywell Specifications
- Account Configuration
  - System Demonstration
- Support

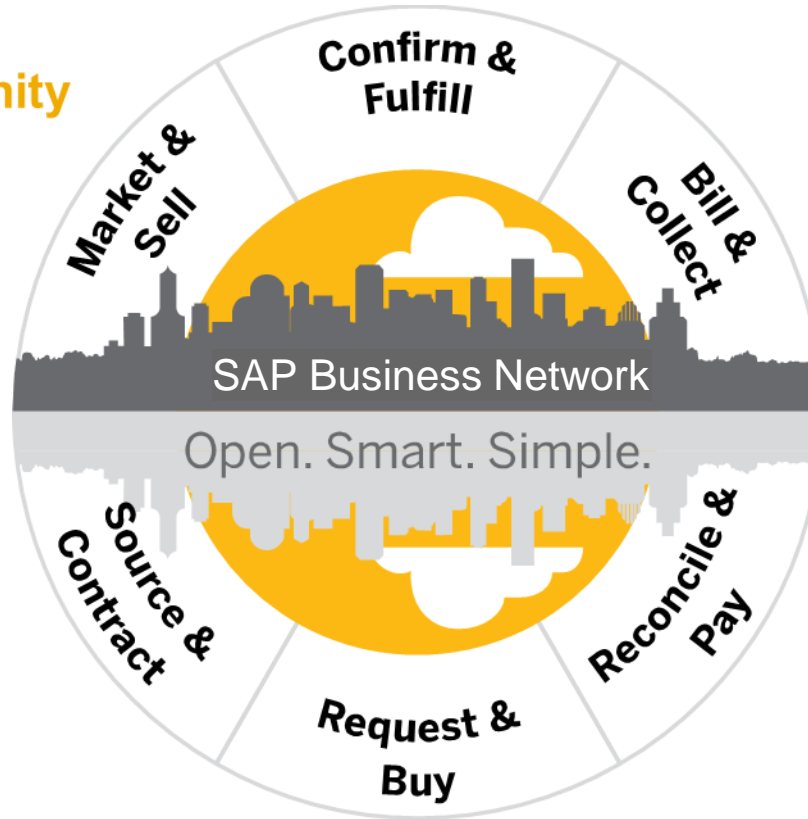


# Why The SAP Business Network?

**World's largest trading community  
of over \$1 trillion**

**Single point for  
business collaboration**

**Works with how you do  
business**



**Get expertise, experience,  
and advice**

**Manage leads, proposals,  
contracts, orders,  
invoices, and payments**

**Use many browsers, formats,  
languages, and currencies**

**Honeywell has selected SAP Business Network to help streamline their  
procurement and accounts payable processes. As a preferred Supplier, you  
have been invited to join SAP Business Network and start transacting electronically with them**

# Review Honeywell Specifications

## Supported Documents

### **Indirect Purchase Orders (PO)**

### **Purchase Order Confirmations (OCs)**

Applied Against Entire PO or Line Items

### **Line Item Credit Invoices/Credit Memos**

### **Good Receipts Notices**

### **Invoices**

- **Partial Invoices**
- **Consolidated Invoices**  
(B2B suppliers only) for invoicing multiple POs on one invoice

## Not Supported Documents

### **Advanced Shipment Notices (ASNs)**

Applied when Line Items Ship

### **Service Entry Sheets (SESSs)**

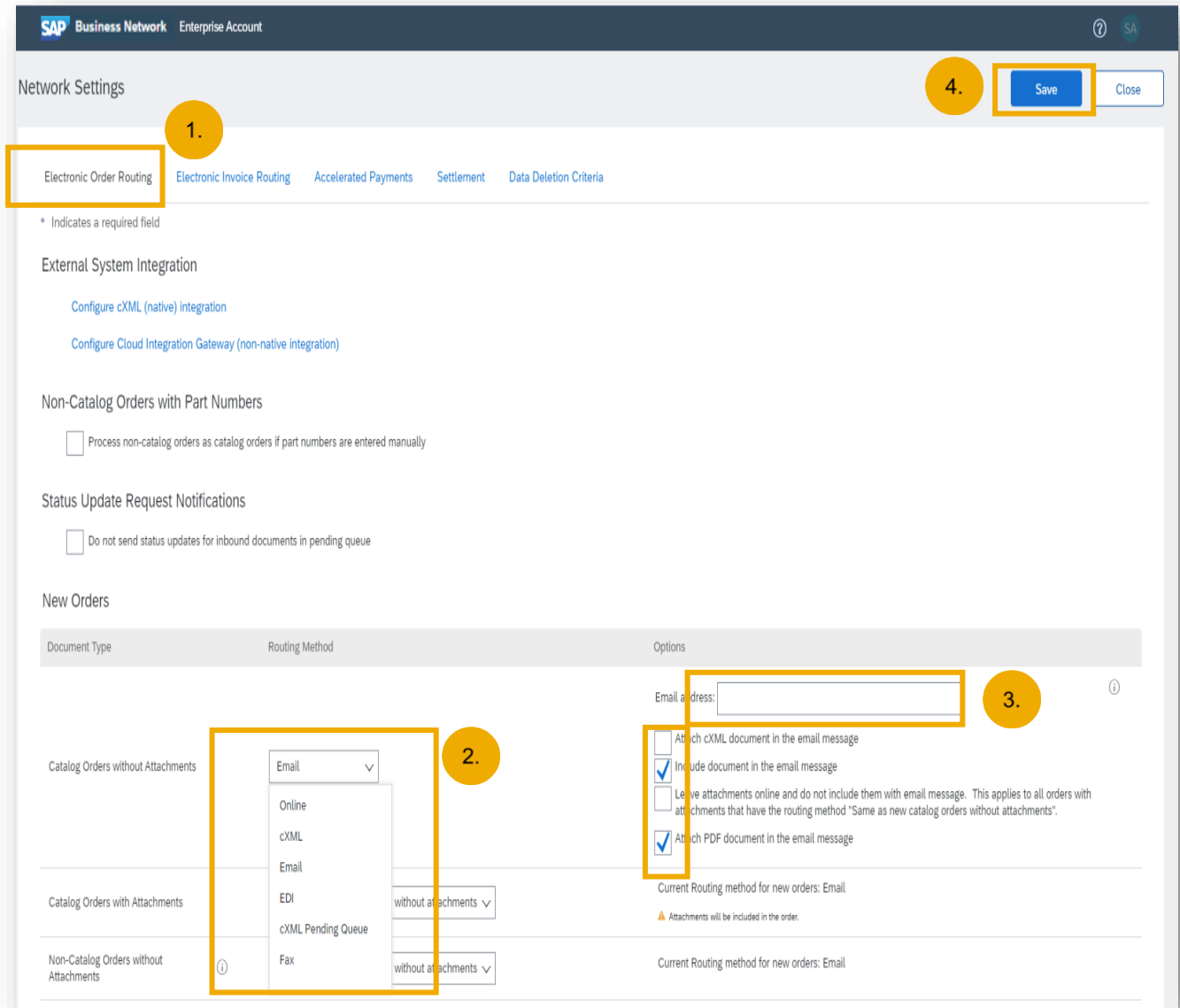
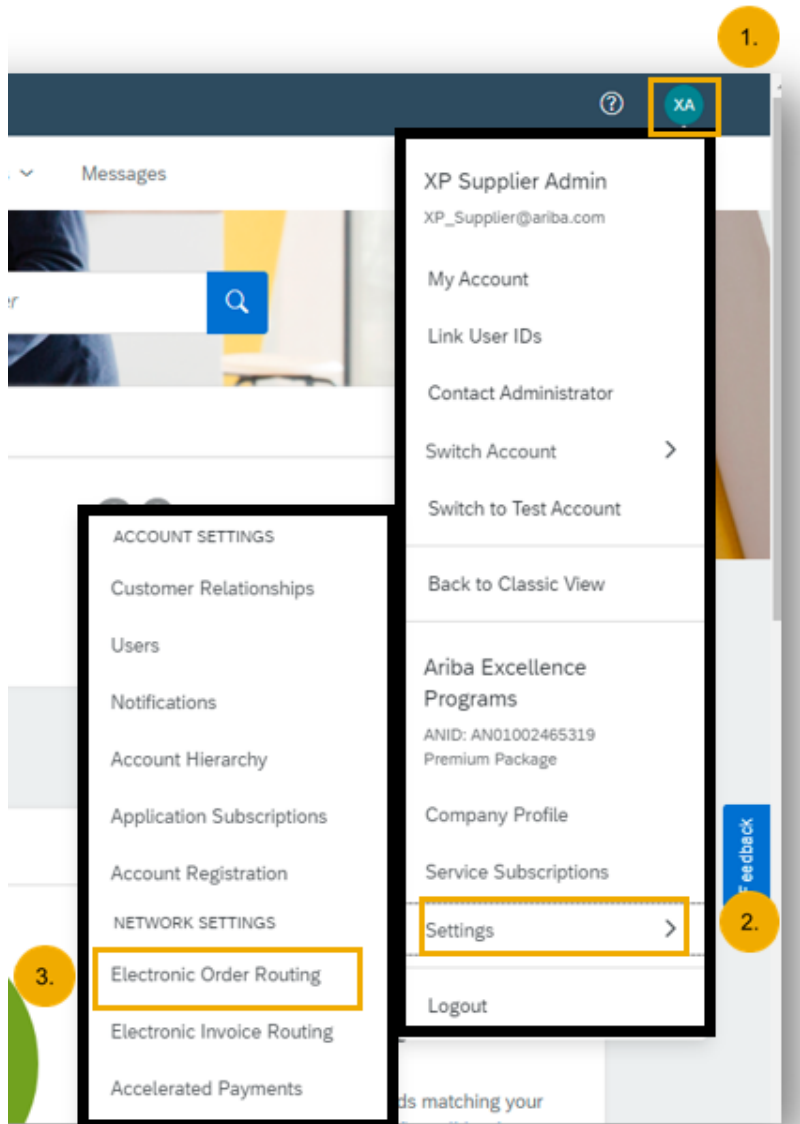
### **Header Level Credit Memos (CMs)**

### **Remittance Advices**

### **Invoices**

- **Non-PO Invoices**
- **Contract Invoices**
- **P-Card (Purchasing Card) Invoices**
- **Summary or Consolidated Invoices (Portal Suppliers)**

# Electronic Order Routing



# Electronic Invoice Routing

SAP Business Network Enterprise Account

Network Settings

SaveClose

Electronic Order RoutingElectronic Invoice RoutingAccelerated PaymentsSettlementData Deletion Criteria

GeneralTax Invoicing and ArchivingPDF Invoices

Capabilities & Preferences

Sending Method

Document Type	Routing Method	Options
Invoices	Online	Return to this site to create invoices
Customer Invoices	Online	Save in my online inbox

Notifications

Type	Send notifications when...	To email addresses (one required)
Invoice Failure	<input checked="" type="checkbox"/> Send a notification when invoices are undeliverable or rejected.	
Invoice Status Change	<input checked="" type="checkbox"/> Send a notification when invoice statuses change.	
Invoice Created Automatically	<input checked="" type="checkbox"/> Send a notification when an invoice is created automatically on behalf of your company.	

Extended Profile Settings and Information

Do you provide invoices to customers through Ariba Network?

☐ Yes☐ No

Electronic Order RoutingElectronic Invoice RoutingAccelerated Payments

GeneralTax Invoicing and Archiving

Capabilities & Preferences

Sending Method

Document Type	Routing Method
Invoices	Online
Customer Invoices	Online cXML EDI

Tax Classification:

Taxation Type:

Tax Id:

State Tax Id:

Regional Tax Id:

Vat Id:

☐ VAT Registered

VAT Registration Document: <No document>

Upload...



# SAP Business Network Demonstration

## Account Overview And Configurations

- Logging In/Home Page Tour
- Company Settings Walk Through
- Help Center Tour

## Honeywell Transactional Process

- Purchase Order
- Order Confirmation
- Invoice



# SAP Business Network Help Center

The image shows the SAP Business Network interface. The main dashboard displays key metrics: 18 Enablement Tasks, 271 New orders (Last 90 days), 13 Changed orders (Last 90 days), and 300 Orders to invoice (Last 90 days). Below these are widgets for Purchase orders (€569K EUR), Invoice aging (€467K EUR), and Application gateway (Cepsa Support Center).

A 'Help Topics' sidebar is open, showing a search bar and a list of topics. The 'Support' topic is highlighted. The 'Help Center Home' window is also visible, showing a search bar and a list of topics. The 'Contact us' link is highlighted in the top navigation bar.

**Help Topics**

- Search Help Topics
- Documentation
- Support**
- What is SAP Business Netwo...
- Introducing the new SAP BUSINES...
- Introducing the new help center
- Finding orders, invoices, and ...
- Adding payment tiles (2:48)
- Discovering new insights
- Common browser issues
- How do I create an invoice?
- My leads widget
- Download app widget
- Company profile widget

**Help Center Home**

- Home
- Learning
- Contact us**

How can we help you?

Search knowledge base articles, documentation, and tutorials

Try "upgrade account", "configure account", "process an order"

News highlight

Welcome to SAP Ariba Help Center 2.0

Topics we recommend for you

**How do I complete my Customer Requested Profile?**

Question How do I complete my Customer Requested Profile ? Answer To locate and complete the questionnaire created by your customer: In the upper-right corner of the application, click your initials > Company Profile . Click the Customer Requested tab. Choose your customer from the Sourcing Customer List by clicking...

Company account settings Company profile Proposals Edit basic company profile Standard accounts Review company profile

Feb 12 2021

**Why can't I find an event?**

Question Why can't I find an event? Where is my event? Answer There are a number of reasons you may not be seeing a sourcing event your company was invited to. Below are various scenarios that may apply: Did you receive an event invitation in your email inbox? Buyers invite...

Company profile Event participation Account navigation Sourcing event for suppliers Proposals Standard accounts

Mar 25 2021

**How do I configure my Ariba Network account for transaction data deletion, as a supplier?**

Question How do I opt-in for transaction data deletion and configure a data retention period in Ariba Network (supplier)? Answer



# Supplier Information Portal

The image shows the SAP Business Network Enterprise Account interface. The left sidebar contains a navigation menu with the following items: Scientific, My Account, Link User IDs, Contact Administrator, Switch Account, Switch to Test Account, ACCOUNT SETTINGS (highlighted), Customer Relationships (highlighted), Users, Notifications, Account Hierarchy, Application Subscriptions, Account Registration, NETWORK SETTINGS, Electronic Order Routing, Electronic Invoice Routing, Accelerated Payments, Remittances, Data Deletion Criteria, Network Notifications, and Audit Logs. The main content area displays the Account Settings page, which includes tabs for Customer Relationships, Users, Notifications, Account Hierarchy, Application Subscriptions, Account Registration, and API management. The Account Hierarchy tab is selected, showing the Current Relationships section with a filter for 'Automatically accept all relationship requests'. Below this, the Current Customers section is visible, showing a table of customers with columns for Customer, Network ID, Relationship Type, Approved Date, Supplier Information Portal, Routing Type, and Actions. The table contains one entry for 'Test Buyer' with Network ID 'AN01009994047' and Relationship Type 'Trading'. The 'Supplier Information Portal' column for this entry is highlighted with an orange box.

**ACCOUNT SETTINGS**

- Customer Relationships
- Users
- Notifications
- Account Hierarchy
- Application Subscriptions
- Account Registration
- NETWORK SETTINGS
- Electronic Order Routing
- Electronic Invoice Routing
- Accelerated Payments
- Remittances
- Data Deletion Criteria
- Network Notifications
- Audit Logs

**Account Settings**

Customer Relationships | Users | Notifications | Account Hierarchy | Application Subscriptions | Account Registration | API management

Current Relationships | Potential Relationships

I prefer to receive relationship requests as follows:

☒ Automatically accept all relationship requests ☐ Manually review all relationship requests

Update

Current (1) | Pending (0) | Rejected (0)

**Current Customers**

Filter

☐ View customer relationships across all linked child accounts

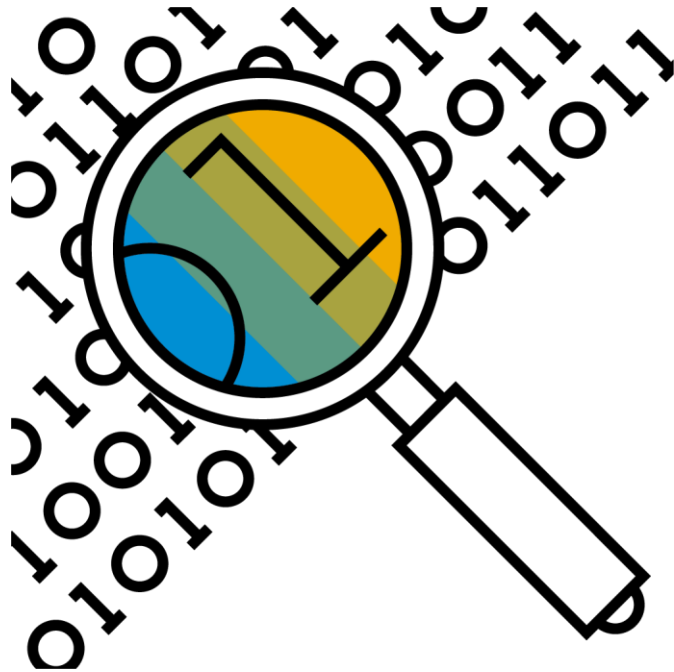
Customers

Enter customer name or Network ID

Apply Reset

<input type="checkbox"/>	Customer	Network ID	Relationship Type	Approved Date	Supplier Information Portal	Routing Type	Actions
<input type="checkbox"/>	Test Buyer	AN01009994047	Trading	5 May 2021		Default	Actions

# Support Resources



## Enablement Help Desk

- ❑ TRR acceptance & account creation
  - ❑ Account configuration assistance
  - ❑ Assistance creating first document
- 

## Online Support

- ❑ **Supplier Information Portal**
    - ❑ Tailored for your customers program
    - ❑ Includes functional guides, technical specifications, and support resources
  - ❑ **Help Center**
    - ❑ Conduct keyword searches in to find detailed documentation
    - ❑ Accessible in your account at any time
  - ❑ **SAP Business Network Supplier Training**
    - ❑ How to configure and use your Ariba Account – [Click here](#)
- 

## Customer Support

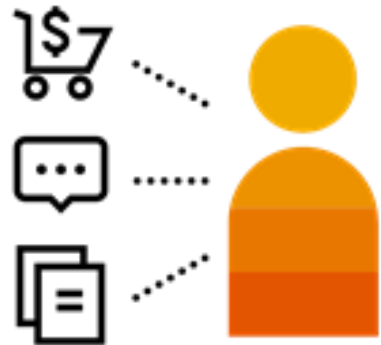
- ❑ User and admin role changes and password resets
- ❑ [Contact customer support](#)

# Useful Links

- **SAP Business Network Hot Issues and FAQs** - <https://connect.ariba.com/anfaq.htm>
- **SAP Cloud Statistics and Network Notifications**– <http://trust.ariba.com>
  - Detailed information and latest notifications about product issues and planned downtime - if any - during a given day
- **SAP Discovery** - <https://www.ariba.com/ariba-network/ariba-network-for-suppliers/selling-on-ariba-network/sap-ariba-discovery>
- **SAP Business Network Overview** - <https://www.ariba.com/ariba-network/ariba-network-for-suppliers/fulfillment-on-ariba-network>

# Questions?

## Contact Information



**Business Related Questions:**

[SCCPortalHelp@honeywell.com](mailto:SCCPortalHelp@honeywell.com)



**SAP Business Network Questions:**

[Contact SAP](#)

# Thank you.

**Honeywell**

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