

SAP Ariba 

SAP SCC Forecast Collaboration Supplier Training Guide

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Forecast Collaboration

This document will provide information about ...

Forecast Collaboration

- Introduction
- Forecast Collaboration Workflow Diagram

Forecast Portal User Interaction

- Overall Considerations
- View forecast data
- Commit to given forecast quantities
- Edit forecast quantities before committing
- Excel upload for forecast commit

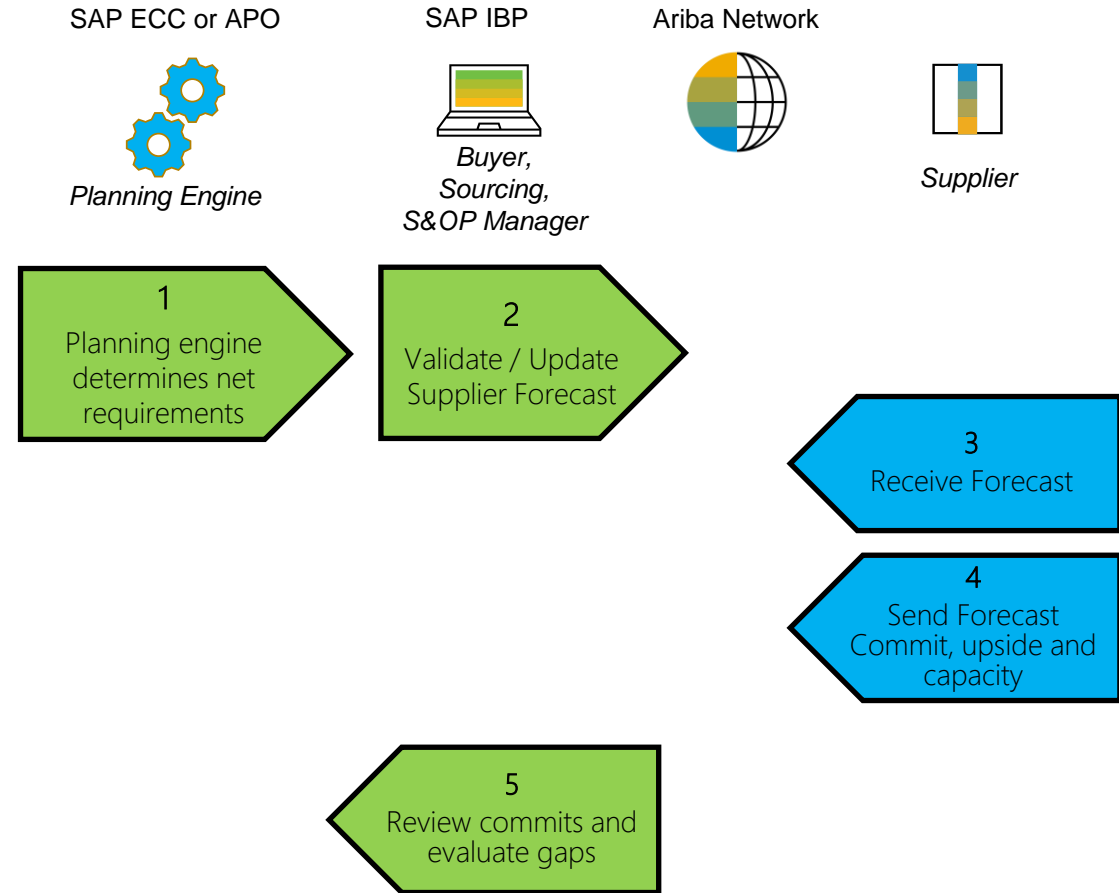
Introduction to Forecast Collaboration with Illumina

- The forecast collaboration feature enables a standardized way for Illumina to share forecast with suppliers via SAP Ariba network
- Automated and consistent sharing of Forecast via SAP Ariba network allows the suppliers to schedule operations, purchase raw materials and plan capacity accordingly.
- Additionally, the feature enables Suppliers to make non-binding commitments against the forecast, on hand inventory and details about potential upside and capacity.
- The Illumina Supply Chain team can then use those commitments for their evaluation of impacts to constraint-based planning and ultimately provide an Available-to-Promise confirmation back to their end-customer.
- The forecast collaboration feature provides the following to suppliers:
 - A simple table view of buyer forecast demand.
 - The ability to commit to forecast quantities based on supplier capacity and inventory.
 - Daily, weekly, monthly, quarterly and yearly time-bucket views of forecast demand.

Forecast Collaboration Workflow Diagram

Forecast With Commitment

1. Net requirements (a.k.a Purchase Requisitions) are generated by the planning engine which will be interfaced into SAP IBP to be reviewed by the planning teams
2. Supplier Forecast data is reviewed, updated and confirmed prior to sending to Ariba
3. The supplier logs on to Ariba Network to view forecast demand data or download the forecast demand data to an Excel file.
4. The supplier can edit the quantities to show supply commitments or proposed changes.
5. Illumina receives forecast commit.



Different modes of Automation

Ariba allows supplier to work in different modes with the system:

- **Portal:** The Supplier works online through its Web Browser.
- **Excel:** The Supplier can utilize Excel options to upload data.

Overall Considerations

- **[Scope]** Supplier Forecast will be sent for all products driven by Illumina MRP
- **[Horizon]** The forecast Horizon will encompass 24 months.
 - In some situations, more time periods may be shared during quarterly or annual processes
- **[Frequency]** Supplier Forecast will be sent out on the first Friday of every fiscal month, and commits are expected back by the following Friday.
 - Ad Hoc supply forecast updates may be sent as and when required
- **[Date Buckets]** Supplier commits are expected to be sent back in weekly buckets and will persist if previously updated
 - These commits are non-binding are used for planning purposes only
- **[Key Figures]** The following key figures highly desired to be sent back as part of the commit updates. See slide 11 for more details
 - Inventory on hand available for Illumina
 - Supplier Total Product Capacity
 - Supplier Upside Forecast
- **[Filtering]** Supplier Forecasts can be filtered based on Customer, Customer Location, Customer part no. or additional attributes communicated by Illumina

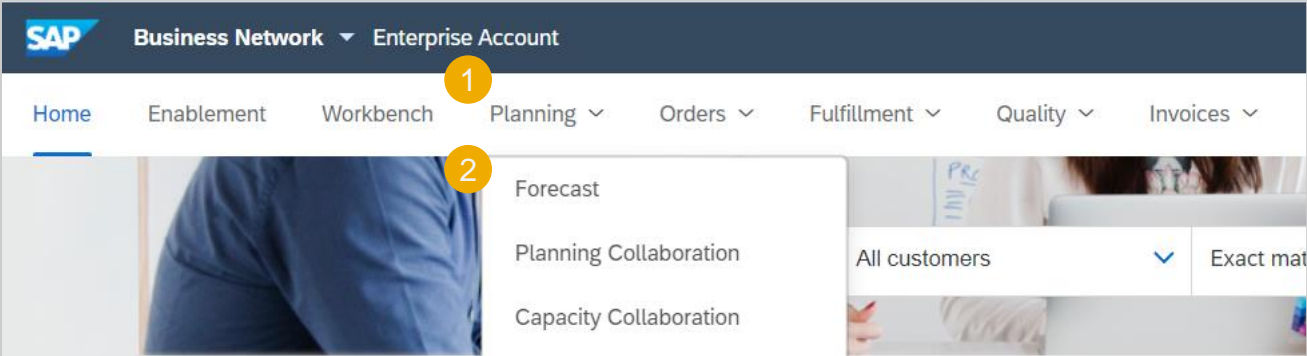
Forecast Portal Interaction



View Forecast Data

Search and Identify Forecast

- 1. Click on **Planning** tab.
- 2. From the dropdown list select **Forecast**.
- 3. Search filters allow to identify specific forecast. Enter search criteria into any of the filter fields as desired.
- 4. Click **Search**.



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Search filters

Customer	ILLUMINA, INC - TEST ACCOUNT ONLY	Line of business	
Customer part no.		Product family	
Supplier part no.		Product subfamily	
Customer location		Program code	
Planner code		Part type	
Part category		Part status	<input checked="" type="radio"/> Active <input type="radio"/> Inactive
Customer view			

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Search Reset

View Forecast Data in Ariba


Search Filters Description

Field	Description
Customer	Customer identification.
Customer Part Number	Customer's material number.
Description	Customer's material description
Customer Location	Customer Plant.
Planner Code	Customer planner identification.
Program Code	Program Code of Business as aligned with the customer.
Part Type	Part Type as aligned with the customer (A = Significant Material, B = Medium Significance, C = Low Significance)
Part Status	Specifies if the part is active or inactive.

View Forecast Data

Forecast Overview

1. Review the search results.
2. You can configure the view by clicking the configure button.
3. To view forecast details click the icon on the right hand side of you screen.

« < 1 / 1 > » 										
Customer	Customer part no.	Description	Customer location	Part status	Last customer update	Last supplier update	Planner Code	External program code	Part type	Part category
ILLUMINA, INC - TEST ACCOUNT ONLY	20023793	Insert, 1x60mL+5x15mL+5x5mL+10 micro	3300 (Illumina GB San Diego MFG)	Active	15 Jun 2022 11:23:07 AM			C		
« < 1 / 1 > »										

Supplier part no.

✓ Description

✓ Customer location

Lead time

✓ Part status

✓ Last customer update

View Forecast Data

Forecast Data

- Supplier can view forecast details:
 - part details shared by the customer
 - forecasted quantities
- Supplier can set the **View by** time bucket criteria and **Starting date** as desired.

1

Forecast details - Forecast view

Buyer name
ILLUMINA, INC - TEST ACCOUNT ONL
Y

Customer location
Illumina GB San Diego MFG

Part no.
20023793

Part description
Insert, 1x60mL+5x15mL+5x5mL+10 micro

2

View by: Monthly

Starting from: 06/01/2022

> Chart

Stock on hand: 0

Part details

Key figures	1 Jun 2022	1 Jul 2022	1 Aug 2022	1 Sep 2022	1 Oct 2022	1 Nov 2022	1 Dec 2022
Order forecast				292	360	400	430
Cumulative forecast	0	0	0	292	652	1,052	1,482
Forecast commit							
Previous forecast				330	360	400	430
Forecast deviation	0	0	0	-292	-360	-400	-430
Forecast change	0	0	0	-38	0	0	0
Previous forecast commit							
Supplier Total Production Capacity							
Supplier Upside Forecast							

Refresh data

View Forecast Data

Key Figures Description

Key Figures	Description	Data Source
Order forecast	Customer shared demand	Buyer standard
Cumulative forecast	Customer previous + current demand	Buyer calculated
Forecast commit	Quantity committed to the customer	Supplier standard
Previous forecast	Historic demand	Buyer standard
Forecast deviation	Forecast commit – Order forecast	Network calculated
Forecast change	Order forecast – Previous forecast	Network calculated
Previous forecast commit	Historic commit	Supplier standard
Supplier Upside Forecast	Supplier quantity that can be supported without ramp up time	Supplier standard
Supplier Total Product Production Capacity	Supplier quantity that can be supported with ramp up time	Supplier standard

Commit to Given Forecast Quantities

From the Forecast details screen:

1. Review forecasted quantities and click **Send data**.
2. Confirmation notice will appear.
3. Suppliers can commit quantities using the **Weekly** view by time-series
4. When the supplier saves data using a different time series granularity than the previous one used, a popup warning appears.

The screenshot shows the 'Forecast details' screen for 'BP SCC Buyer - TEST' with 'Part no. 2937' and 'Customer Location Czech Rep BP 1'. The 'View by' is set to 'Daily' and 'Starting from' is '10/15/2020'. A 'Send Data' button is highlighted with a red box and a red circle with the number 1. Below the chart, a table shows forecast data for dates from 15 Oct 2020 to 24 Oct 2020. The 'Forecast commit' row is highlighted with a red box and a red circle with the number 4. A confirmation popup (2) with a green checkmark and the text 'Your data for the next 365 days has been sent to the customer.' is shown. A warning popup (5) with the text 'You are saving commit in a time bucket that is different from the time bucket in which commit was saved last time. This might lead to overwriting of previously committed data. Do you want to proceed?' is also shown.

Key figures	15 Oct 2020	16 Oct 2020	17 Oct 2020	18 Oct 2020	19 Oct 2020	20 Oct 2020	21 Oct 2020	22 Oct 2020	23 Oct 2020	24 Oct 2020
Order forecast										
Cumulative forecast	0	0	0	0	0	0	0	0	0	0
Forecast commit										

Edit Forecast Quantities Before Committing

Stock on Hand Update

Supplier is able to edit and send a snapshot of their inventories divided per categories as aligned with the customer.

From the Forecast details screen:

1. Click **Stock on hand**.
2. Click **Edit** to update the quantities.
3. Once done, click **Save** or **Save and Send**. In the latter case updated quantities will be sent to the customer.
4. Stock quantities will be recalculated.

1

Stock on hand: 36 (EA) | [Part details](#)

Key figures	21 Nov 2019	22 Nov 2019	23 Nov 2019
Order forecast			3
Cumulative forecast	0	0	3
Forecast commit			0
Cumulative forecast commit	0	0	0

Stock on hand 36 (EA)

Category	Buyer own	Supplier own
Unrestricted		1
Quality		2
Blocked		3
Special stock		
Stock in transit		4
Subcontracting		5
Consignment		
Unrestricted		6
Blocked		7
Quality		8

2 Edit

Stock on hand 36 (EA)

Category	Buyer own	Supplier own
Unrestricted		<input type="text" value="1"/>
Quality		<input type="text" value="2"/>
Blocked		<input type="text" value="3"/>
Special stock		
Stock in transit		<input type="text" value="4"/>
Subcontracting		<input type="text" value="5"/>
Consignment		
Unrestricted		<input type="text" value="6"/>
Blocked		<input type="text" value="7"/>
Quality		<input type="text" value="8"/>

3

Cancel Save Save and Send

4

Stock on hand: 30 (EA) | [Part details](#)

Forecast Quantities Update

Supplier is able to edit and send updated key figures quantities or copy forecast to commit.


From the Forecast details screen:

1. Click the pencil icon next to key figure you desire to update.

Forecast commit			4								2
<div>Cancel Save</div>											

2. Update the quantities as needed. Click **Save**.
3. Click **Refresh data** to update the quantities.
4. Click **Send data** on the right hand side of your screen.
5. Confirmation notice will appear.

3. Refresh data and copy forecast to commit

Stock on hand: 36 (EA)		Part details	4	Send data
Key figures	21 Nov 2019	22 Nov 2019	23 Nov 2019	
Order forecast			3	
Cumulative forecast	0	0	3	
Forecast commit 			2	
Cumulative forecast commit	0	0	2	

A screenshot of a confirmation dialog box. On the left, there is a yellow circle with the number '5'. Next to it is a green circle containing a white checkmark. To the right of the checkmark, the text reads: "Your data for the next 365 days has been sent to the customer." At the bottom right of the dialog, there is a blue button with the text "Ok".

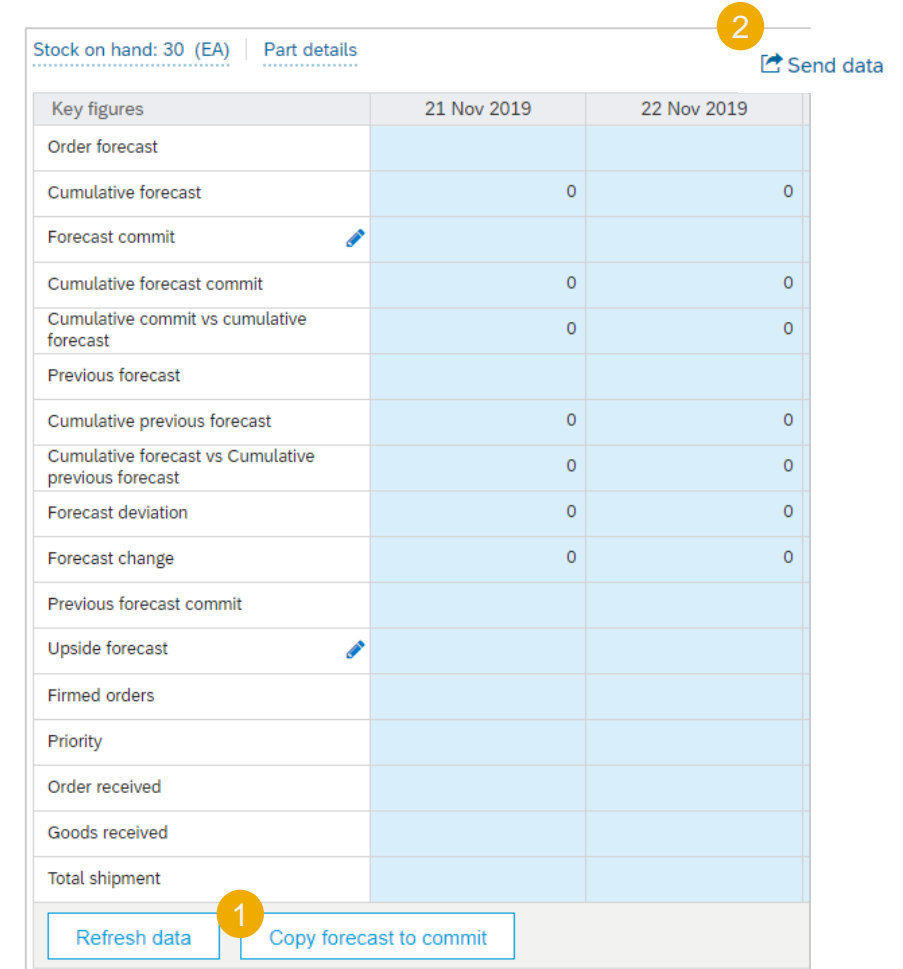
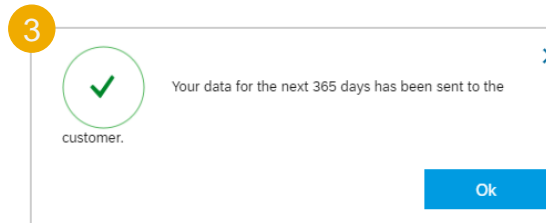
Edit Forecast Quantities Before Committing

Copy Forecast to Commit

Supplier is able to copy quantities from order forecast key figure to forecast commit key figure.

From the Forecast details screen:

1. Click **Copy forecast to commit**. Forecast quantities will get updated.
2. Click **Send data** on the right hand side of your screen.
3. Confirmation notice will appear.




The screenshot shows the "Forecast details" screen. At the top, it says "Stock on hand: 30 (EA) | Part details". On the right, there is a "Send data" link with a yellow circle "2" next to it. The main part of the screen is a table with columns for "Key figures", "21 Nov 2019", and "22 Nov 2019". The table contains various forecast and commitment figures. At the bottom, there are two buttons: "Refresh data" and "Copy forecast to commit", with a yellow circle "1" next to the latter.

Key figures	21 Nov 2019	22 Nov 2019
Order forecast		
Cumulative forecast	0	0
Forecast commit		
Cumulative forecast commit	0	0
Cumulative commit vs cumulative forecast	0	0
Previous forecast		
Cumulative previous forecast	0	0
Cumulative forecast vs Cumulative previous forecast	0	0
Forecast deviation	0	0
Forecast change	0	0
Previous forecast commit		
Upside forecast		
Firmed orders		
Priority		
Order received		
Goods received		
Total shipment		

Excel Upload for Forecast Commit

Create a Job

From the Home page:

1. Click  button and select **Upload/Download** from the drop down.
2. In the Jobs sub-tab click **Create** in the bottom of the screen to create a new Job. A new window will appear.
3. Set job type as **Forecast**.
4. Minimum required is to fulfill all mandatory fields:
 - Job name
 - Customer name
 - Time period
5. Click **Save**.

Note:

- When you check the box **Prepopulate Commit time series quantities with Forecast quantities** and download the Forecast job, the Order forecast quantities are automatically copied to the Forecast commit in the downloaded Forecast Excel file.

SAP Business Network Enterprise Account

Home Enablement Workbench Planning Orders Fulfillment More Create

Excel Files

1 Upload/Download

2 Create

3 Type: Forecast

4 Customer: BP SCC Buyer - TEST

5 Time period: Weekly

Job Search Criteria

Name: *

Customer: *

Supplier part number:

Buyer part number:

Product family:

Product sub-family:

Location:

Customer view : All Views

Manufacturing Approval:

Material Approval:

Capacity Buffer:

Minimum Order Quantity:

Corporate Group:

Type of Contract:

Capacity group:

Lead time for capacity increase in weeks:

Packing unit:

test 1 test 2:

Download planning item attributes on all rows

Prepopulate Commit time series quantities with Forecast quantities

Program code:

Planner code:

Part category:

Part type:

Manufacturing type:

Line of business:

Time period: *

Years to download: 1

Buyer last modified:

Supplier last modified:

Cancel Save

Excel Upload for Forecast Commit

Download a Job

1. Select the job you created and click **Run**. You will be transferred to Downloads sub-tab.
2. Click **Refresh** status to update job status to Completed.
3. Download a job by clicking the icon.
4. Save Excel file on your computer. Update the quantities you desire within the file.

Note:

- If a buyer sets a commit freeze horizon, a **Forecast** job downloaded by a supplier from the **Upload/Download** tab applies the freeze to any time-series view the download uses: **Daily, Weekly, Monthly, Quarterly** and **Yearly**.
- When the buyer sets the preferred time series granularity to a value other than **All**, suppliers can edit and commit Excel files **only in the preferred time series granularity selected by the buyer**.

The screenshot displays the SAP Ariba Forecast Commit interface. At the top, there's a header bar with 'ForecastExcel' and 'Forecast'. Below this, a navigation bar contains buttons: 'Create', 'Edit', 'Run' (highlighted with a yellow circle 1), and 'Clear Downloads'. The main content area has tabs for 'Jobs', 'Downloads' (highlighted with a yellow circle 2), and 'Uploads'. Under the 'Downloads' tab, there's a 'Search Filters' section and a table of downloads. The table has columns: Job Name, Type, Last Run, Last Run By, Status, and File. A row is shown for 'ForecastExcel' with status 'Completed'. A yellow circle 3 highlights the download icon in the 'File' column. Below the table, there's a 'Refresh Status' button (highlighted with a yellow circle 4).

Job Name	Type	Last Run	Last Run By	Status	File
ForecastExcel	Forecast	20 Nov 2019 8:19:03 AM	Volha Smalianchuk	Completed	

Below the table, there's a 'Refresh Status' button.

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SAP Ariba

Ariba Supply Chain Collaboration - Forecast

Customer ANID	Customer Name	Customer part no.	Supplier part no.	Description	Plant ID	Location	Lead Time	Last updated	Line of business	Product family	Product subfamily
AN01000000000	BP SCC Buyer - TEST	2918		BP TST 2918	8540	Czech Rep 0		1 May 202:			

Excel Upload for Forecast Commit

Upload a Job

1. To upload updated Excel file go to **Uploads** sub-tab.
2. Click **Upload**. New window will appear.
3. Enter a job name and set the type as **Forecast**.
4. Browse the file from your computer.
5. Click **Upload**.
6. Status indicates whether upload was successful:
 - **Failed** – upload failed due to errors. Download Log file, fix the errors and reupload.
 - **Completed with errors** – the lines without errors were submitted. Download Log file, fix the lines with errors and reupload.
 - **Completed** – the file has been successfully submitted.

Jobs Downloads **Uploads**

Upload Refresh Status

Upload File

* Name : * Type : Forecast

File : No file chosen

[Download templates](#)

Upload Cancel

Uploads

Name	Type	Last Uploaded	Last Uploaded By	Status	File	Log
				Failed	Download	Download
				Failed	Download	Download
				Completed With Errors	Download	Download
				Failed	Download	Download
				Completed	Download	Download

Thank you.

Contact information:

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