

EXISTING SHOPPERS DEMO FOR SAP Ariba TRANSITION

SEPTEMBER 2021

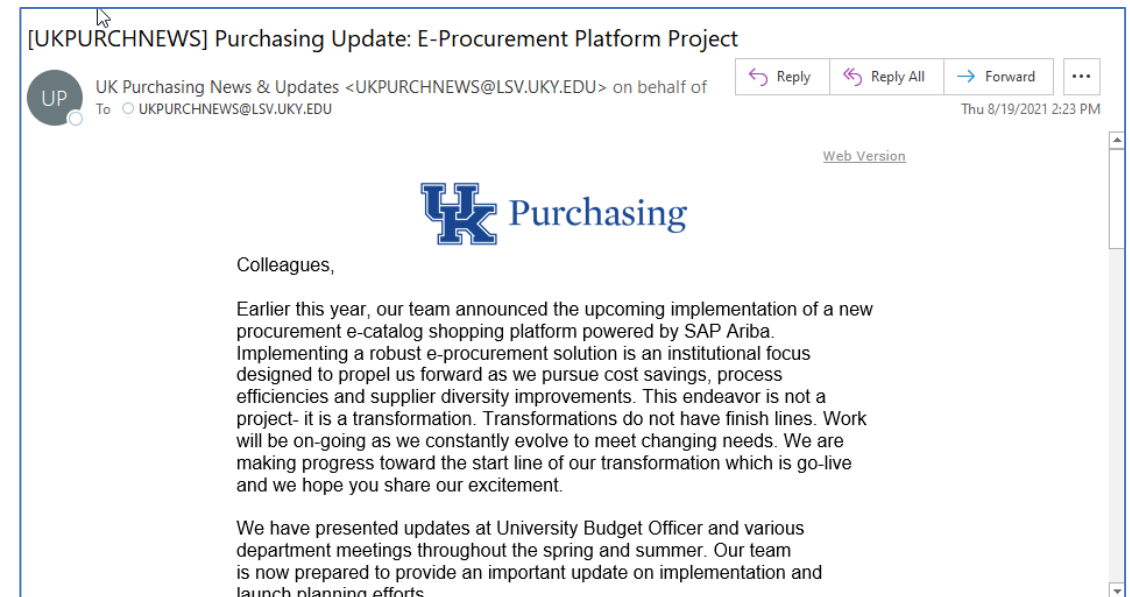
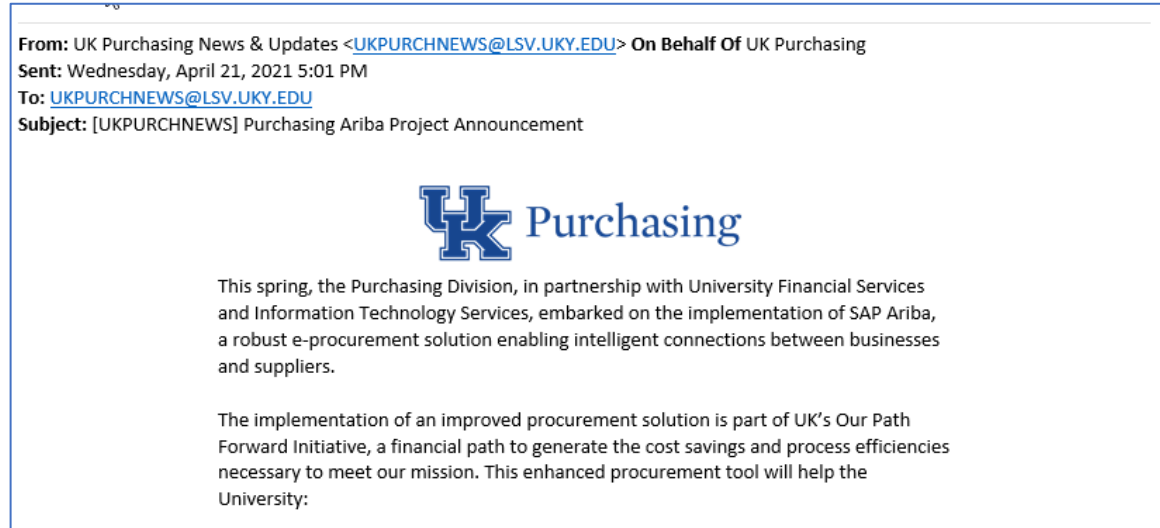


ARIBA BRIEF OVERVIEW AND REFRESHER

- New e-catalog shopping functionality
- Not a replacement system to SRM, but adds additional shopping functionality
- Extends all e-catalog shopping onto a single platform; Shoppers will access a single catalog from Add Item menu – UK Ariba Network
- Will have all e-catalog suppliers and products in a single space to shop, perform searches, compare prices, build multiple supplier orders within a single cart
- Generally contains current e-catalogs and products, plus e-catalogs from additional suppliers; other suppliers will be added on a regular basis over time

COMMUNICATIONS AND ACTIVITIES TO DATE

- April 2021 – Campus-wide communications of move for SRM Shoppers to SAP Ariba Network
- Early summer – Continued communications for campus news, Purchasing listserv, website + University Budget/Business Officers
- Mid-summer – Estimated go-live date and progress updates communicated via same campus media; additional info distributed via University Budget/Business Officers



PRIMARY TRAINING IN MYUK FOR EXISTING SHOPPERS

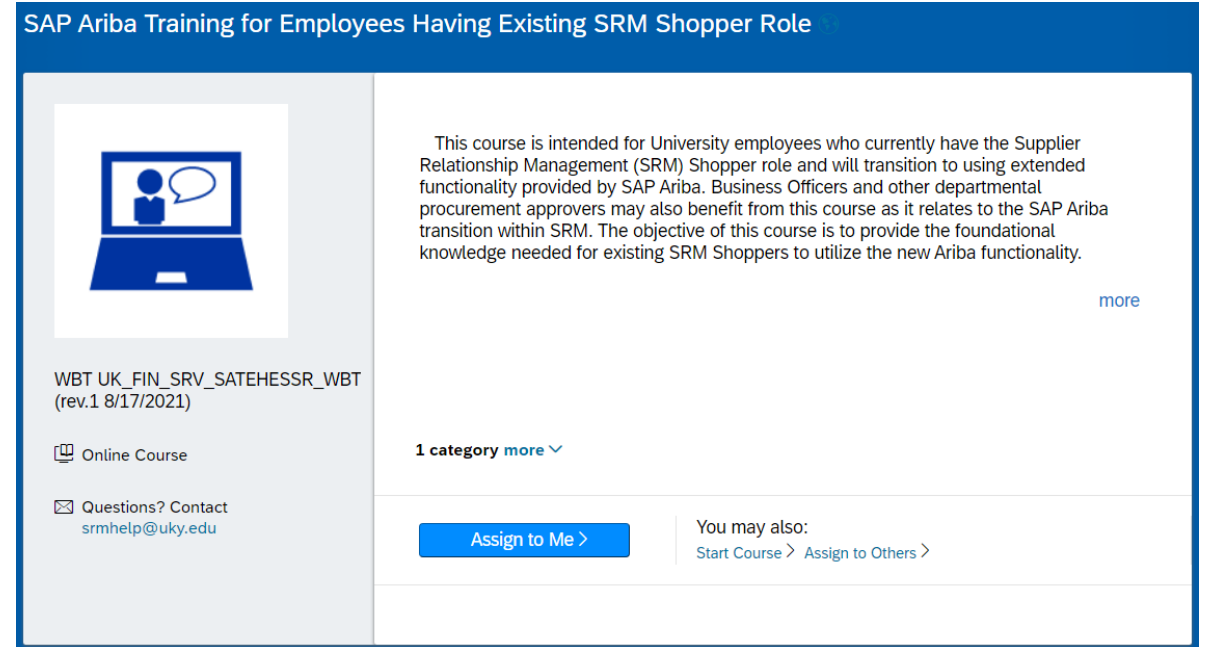
Shoppers have available course in myUK as their primary training tool

Released August 20; communicated via campus and Purchasing listservs

Can self-enroll, complete via desktop as best fits your schedule

Approx. 30 minutes, no quiz

Course is optional, but recommended



The screenshot shows a course page for "SAP Ariba Training for Employees Having Existing SRM Shopper Role". The page has a blue header with the course title. Below the header is a white area with a blue icon of a person at a laptop. To the right of the icon is a text description: "This course is intended for University employees who currently have the Supplier Relationship Management (SRM) Shopper role and will transition to using extended functionality provided by SAP Ariba. Business Officers and other departmental procurement approvers may also benefit from this course as it relates to the SAP Ariba transition within SRM. The objective of this course is to provide the foundational knowledge needed for existing SRM Shoppers to utilize the new Ariba functionality." Below the description is a "more" link. Underneath the description is a blue button labeled "Assign to Me >". To the right of the button is a section titled "You may also:" with links for "Start Course >" and "Assign to Others >". On the left side of the page, there is a sidebar with the course ID "WBT UK_FIN_SRV_SATEHESSR_WBT (rev.1 8/17/2021)", a "Online Course" icon, and a "Questions? Contact srmhelp@uky.edu" link.

Title: *SAP Ariba Training for Employees Having Existing SRM Shopper Role*

myUK / Employee Self-Service / Learning – Locate by name or number, Book (Assign to Me), and Complete

SUPPLEMENTARY TRAINING FOR EXISTING SHOPPERS

Today's Plan:

- Review Available Support Resources
- Walk-through demo for existing Shoppers
- Opportunity for Questions and Answers

The screenshot displays a procurement catalog interface for the University of Kentucky. The interface includes a search bar at the top right, a left-hand navigation menu, and three main content sections: 'Recently Viewed Items', 'Recently Viewed Suppliers', and 'Favorites'. Each section displays product or supplier cards with images, names, and prices.

Shop By Category:

- Books, Forms and Printed Media >
- Computers and IT equipment >
- Machinery and Tools >
- Maintenance, Repair and Operations >
- Miscellaneous >
- Office Products >
- Promotional Items >
- Raw Materials >
- Services >

Shop By:

- Supplier >
- Purchasing Organization >

Recently Viewed Items:

- 15FT UNIV AC POWER REPLACEMENT IEC320 C13 TO NEMA (MoreDirect Inc) - \$6.51 USD / Each
- Dell Test Punchout (Dell Marketing LP)
- Anixter Supplier PunchOut Catalog (Anixter Inc)
- B&H Level 1 Punchout (B&H Photo Video Inc)

Recently Viewed Suppliers:

- MoreDirect Inc (Components for Infor..., Computer Accessories, Computers and IT equ..., View All)
- Dell Marketing LP (Computers, Computers and IT equ..., Hardware and Periphe..., View All)
- Anixter Inc (Computers and IT equ..., Telecom Equipment, Telephones and Acces..., View All)
- B&H Photo Video Inc (Computers and IT equ..., Photographic or Film..., Printing, Photograph..., View All)

Favorites:

- Test Level 1 for Univ of Kentucky
- Dell Test Punchout
- Office Depot Punchout Link
- Buffer AP1 (200/250),KG - \$90.20 USD / Each

CATALOG SUPPLIERS AVAILABLE AT GO-LIVE

Existing SRM Catalogs > Ariba	New/Additional Catalogs
Office Depot	Fastenal
Dell	B & H Photo
CDW-G	Sigma-Aldrich
MoreDirect	Qiagen
VWR	Bio-Rad
Fisher Scientific	Lowes
Life Technologies	Medline
Grainger	Anixter (IT only)
Office Resources Inc (Steelcase)	

Move of existing e-catalogs: all products, pricing, etc. will be moved from current SRM catalogs to SAP Ariba Network Shopping

AMAZON TO FOLLOW POST GO-LIVE

Amazon is included in the myUK existing Shopper course content, but is planned for onboarding in a secondary phase of go-live

The screenshot displays the Amazon Business Prime product page for the Panasonic LUMIX G7KS 4K Mirrorless Camera. The page features a large image of the camera on the left, with a vertical strip of smaller images and a video player below it. The main product title is "Panasonic LUMIX G7KS 4K Mirrorless Camera, 16 Megapixel Digital Camera, 14-42 mm Lens Kit, DMC-G7KS". The price is listed as \$799.99, with a Prime logo and "FREE Returns" next to it. The page also shows a "Buy now, pay later with 30-day terms" option and a "Only 3 left in stock - order soon" warning. The right sidebar contains purchase options, including a quantity selector (set to 1), an "Add to Cart" button, and a "Secure transaction" badge. The bottom of the page includes a "About this item" section with a bullet point: "Superb DSLM image quality without the bulk and weight of traditional DSLRs".

business prime Electronics Enter keyword or product number Wholesale made easy. Shop now.

Punchout Group: Ariba Production Punchout

Deliver to Final Lexington 40506 Departments Add People Buy Again Help PPE for Work Quantity Discounts Gift Cards Workplace Essentials Savings Hub Today's Deals EN Hello, Craig Account for University of ... Lists Business Prime

Camera & Photo Deals Best Sellers DSLR Cameras Mirrorless Cameras Lenses Point-and-Shoots Sports & Action Cameras Camcorders Photography Drones Security Cameras Accessories

Subscribe & Save Up to 15% off auto-deliveries Shop now

Back to results

6 VIDEOS

Roll over image to zoom in

Panasonic LUMIX G7KS 4K Mirrorless Camera, 16 Megapixel Digital Camera, 14-42 mm Lens Kit, DMC-G7KS

Visit the Panasonic Store

★★★★★ 1,146 ratings | 556 answered questions

Price: \$799.99 ✓prime & FREE Returns

Buy now, pay later with 30-day terms. Select Pay by Invoice at checkout.

May be available at a lower price from other sellers, potentially without free Prime shipping.

Style: 14-42mm

14-140mm 14-42mm

Color: Silver

Configuration: Camera Only

Camera Only w/ Battery Pack

Model Name Panasonic Lumix G7
Brand Panasonic
Form Factor SLR-style mirrorless
Special Feature Image-stabilization
Color Silver

About this item

- Superb DSLM image quality without the bulk and weight of traditional DSLRs

Buy new: \$799.99

✓prime & FREE Returns

FREE Delivery by Friday, Sep 10 for Prime members

Details

Deliver to Ariba - Lexington 40506

Only 3 left in stock - order soon.

Qty: 1

Buying in bulk?

Add to Cart

Secure transaction

Ships from and sold by Amazon.com.

Support: Free Amazon product support included

Add a Protection Plan:

4-Year Protection for \$111.35

Add an Accessory:

Rescue Monthly Whole Home Data and Image Recovery .. \$4.99

Add a gift receipt for easy returns

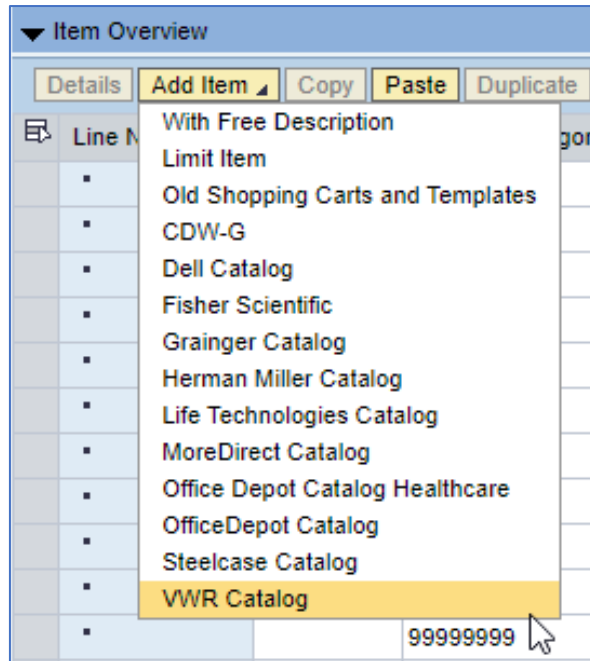
WHAT TO EXPECT AT GO-LIVE

- Go-Live, originally scheduled for September 13, is now re-scheduled for Monday, September 27
- No changes to Shopper tab, dashboard, how to start or complete a Shopping Cart or any larger parameters around accounting assignments, approvals, goods confirmations, etc.
- No changes to Free Text Shopping Carts; should experience reduction as some e-catalog suppliers have quote-to-cart tools on their e-catalogs
- Key change is the e-Catalog Shopping and Check-out User Experience (UX)
- No changes to existing completed and approved carts or established POs already in progress; they will complete as normal

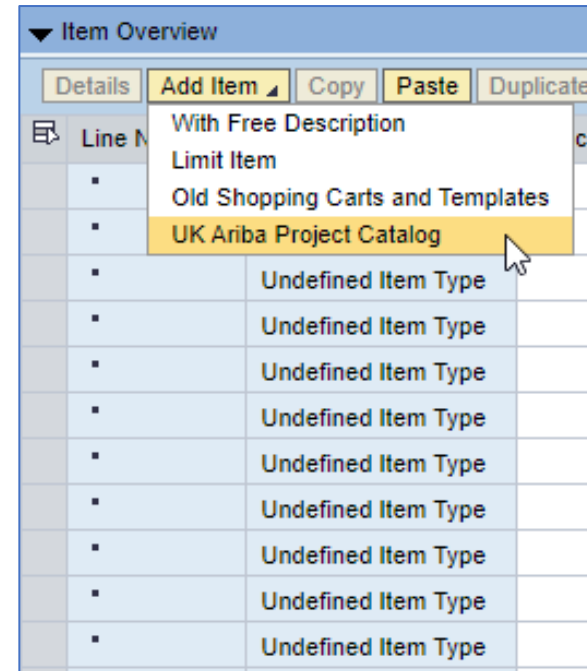
GO LIVE AND WHAT TO EXPECT

- Existing Shoppers will need to take no action; Ariba Network will appear as the only available catalog in the Add Item menu on the go-live date:

Current



Go-Live



MISCELLANEOUS ITEMS TO KNOW

- Finish any Shopping Carts from current SRM e-catalogs that are SAVED in your dashboard or in an approval workflow prior to the new go-live date or will need re-ordered after the go-live date in Ariba
- Note for future Ariba e-catalog Shopping Carts: For split accounting, refrain from “split by quantity”; use only “split by percentage” when completing Shopping Carts from the Ariba platform

SUPPORT RESOURCES

- Help guide and quick reference guides are maintained on the Purchasing website
- Communications to be provided via website and listserv as additional suppliers are added, etc.
- Retake Shopper training, if desired, any time through myUK Learning as refresher; Training Request Plan is not required to retake a course

REVAMPED LEARNING PAGE – PURCHASING WEBSITE

Procurement Learning at the University

The Purchasing Division provides learning and training resource support materials for all areas and departments at the University. Within our Quick Reference Guides (QRCs) and other support materials below, our hope is that departmental staff and faculty will be able to easily locate and utilize the procurement help resources needed to carry out procurement transactions in an efficient manner. If you do not see the resource to fulfill your question or need, you may contact us at srmhelp@uky.edu for questions of a technical nature or UKPurchasing@uky.edu for inquiries more general.

SAP Ariba Shopping Using SRM (Supplier Relationship Management)

Resource Number	Learning Resource Name	Learning Resource Description
A-01	SAP Ariba E-catalog Shopping for Existing Shoppers	This desktop reference reflects content of the same course found within myUK Learning. It is designed to assist departmental employees who hold the SRM Shopper role with their transition to using the SAP Ariba Network shopping platform.
A-02	SAP Ariba E-Catalog Shopping for New Shoppers	This resource reflects content found in myUK for employees new to the SRM Shopper role. This is a desktop reference that can be used after new Shoppers have received the role and tab within myUK.

Visit <https://purchasing.uky.edu/> - Navigate to Learning and Training Resources

SUPPORT RESOURCES

- Use SRMHelp@uky.edu for technical assistance with any SRM Shopping Cart or Ariba Network need or inquiry
 - Include message or screenshot
 - Put SRM Shopping Cart on SAVED status if possible and provide cart number
- Shoppers can also email for information to subscribe to the Purchasing listserv

DEMO – SHOPPING EXPERIENCE USING SAP ARIBA



QUESTIONS AND ANSWERS

