

stryker SAP Business Network Account Setup and Configuration User Guide

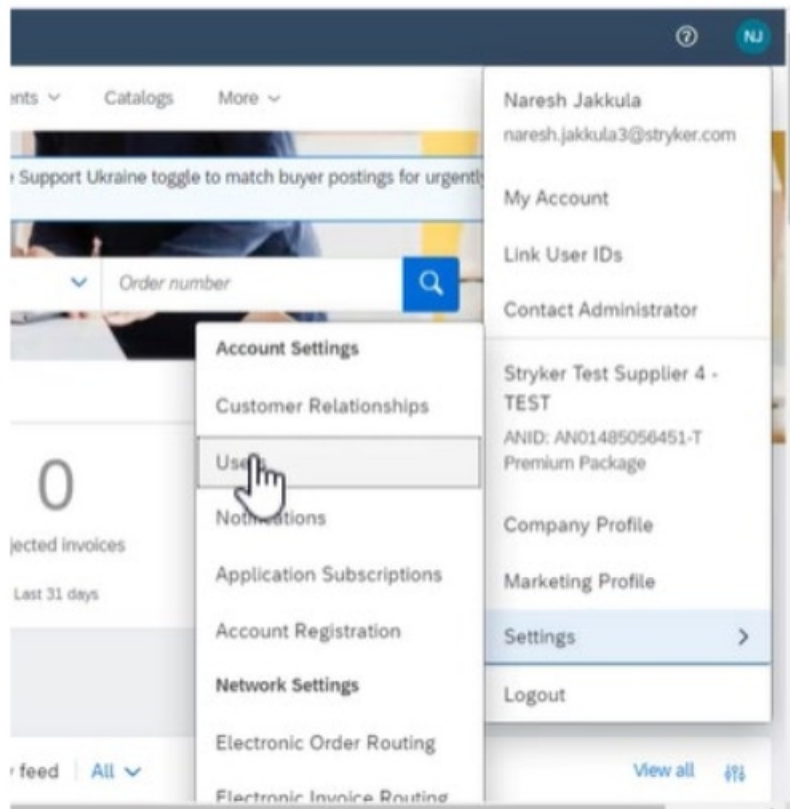
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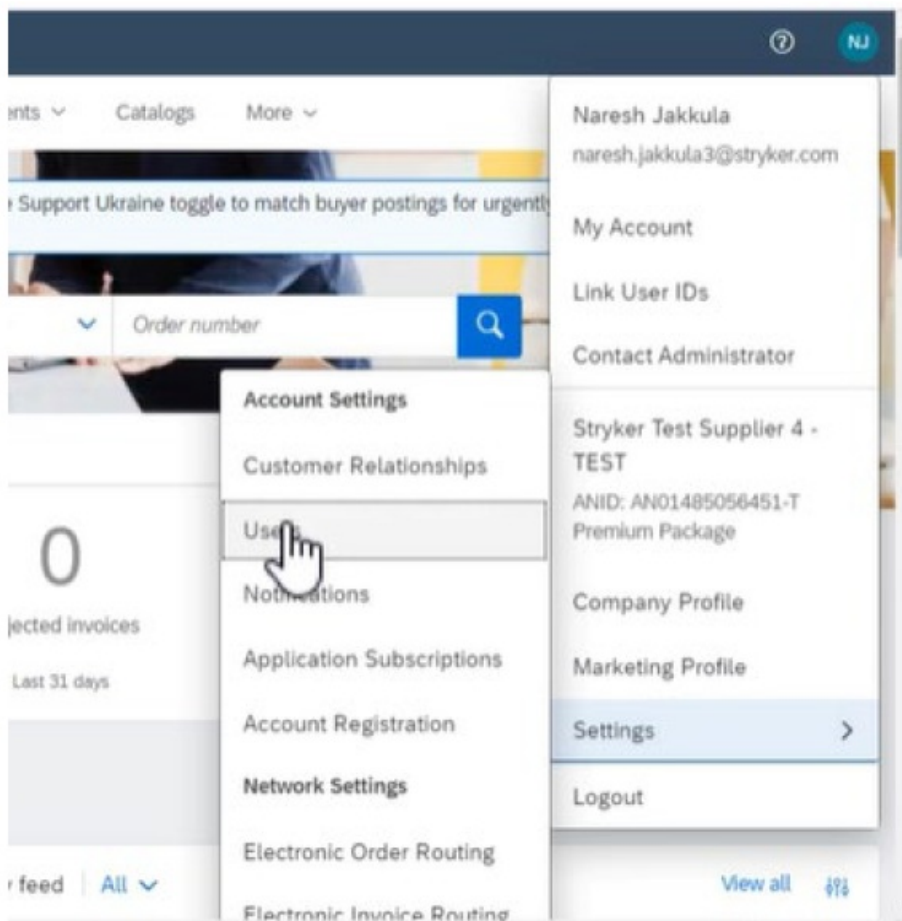
stryker SAP Business Network Account Setup and Configuration



Creating/Editing user roles in the SAP Business Network

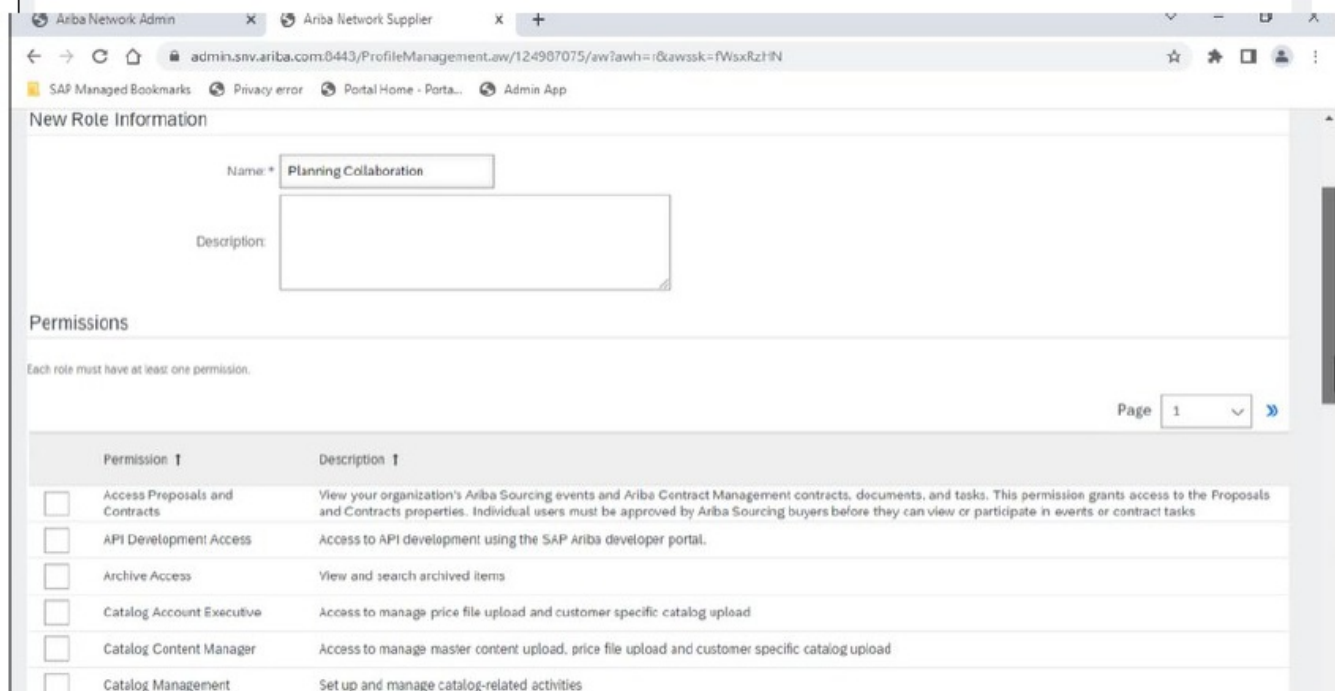
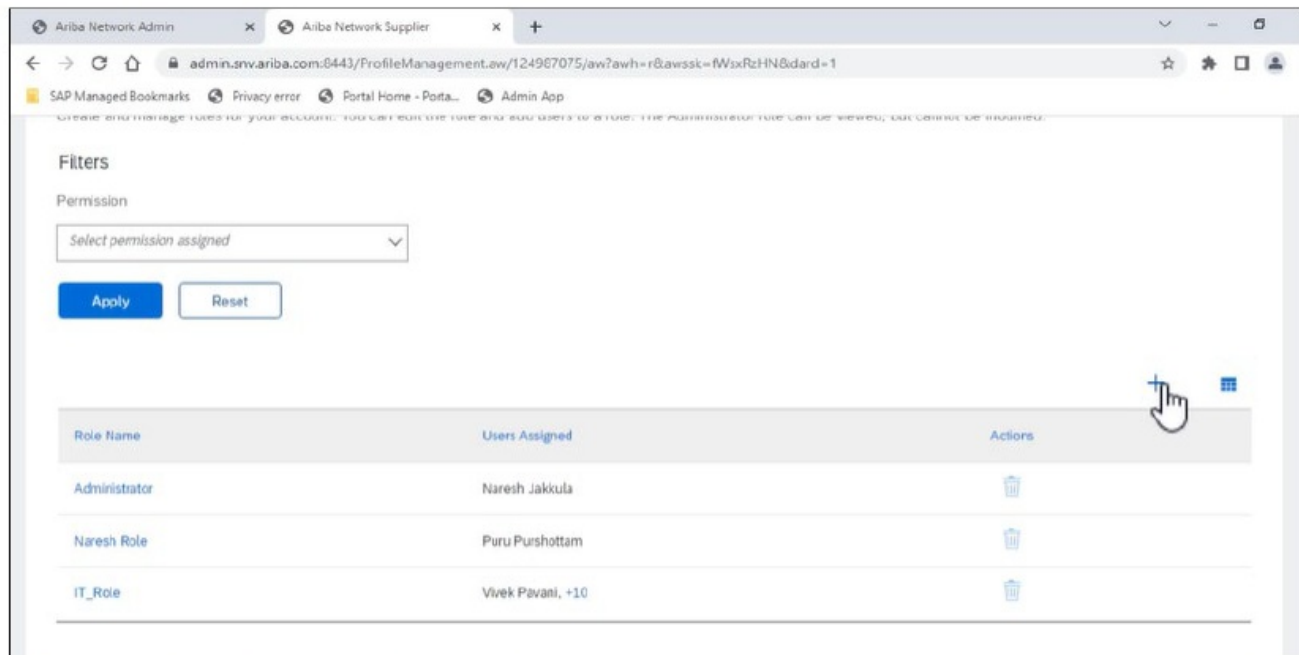
This job aid will go through the steps to create and edit user roles within your supplier SAP Business Network profile

Creating/Editing User Roles



- Click the Account Settings icon, and choose Settings Users.
- Perform one of the following actions in the Manage User Roles section.

Creating/Editing User Roles



- On the Manage Roles page, click the Create Role icon at the top right of the role results table to create a new role.
- Click Edit next to the role you want to update.

Note

If you modify a role that is already assigned to users, those users will notice the permission changes the next time they log in to Ariba. Because Ariba doesn't notify users when you change a role, we recommend telling users before you make changes.

Deleting Roles

Click Delete next to an existing role that is no longer applicable.

Remember

Before you can delete a role, you need to reassign associated users to a different role. You cannot delete roles that are currently assigned to users.

The screenshot shows the Ariba Network Admin interface. At the top, there are tabs for 'Ariba Network Admin' and 'Ariba Network Supplier'. The browser address bar shows 'admin.snv.ariba.com:8443/ProfileManagement.aw/124987075/aw?awh=r8&awssk=fWsxRzHN'. Below the browser, there are several checkboxes: 'Do not allow the user to resend invoices to the buyer's account', 'This user is the Ariba Discovery Contact', and 'Limited access'. There is also an 'Office Phone' section with a dropdown for 'Country' (USA 1) and input fields for 'Area' and 'Number'. The 'Role Assignment' section is highlighted, showing a table with columns 'Name' and 'Description'. The table lists five roles: 'Naresh Role', 'IT_Role' (Role for IT users), 'Planning Collaboration', 'PO Management', and 'Invoice Management'. The 'Planning Collaboration' and 'PO Management' roles are selected with checkboxes. Below the table, there is a 'Customer Assignment' section with a radio button for 'Assign to Customer: All Customers' and a radio button for 'Select Customers'.

- Enter a distinctive name for the role.
- (Optional) Enter a description to record your intentions for this role. Descriptions can be very useful later if you want to review or revise the structure of your roles.
- Choose one or more permissions for the role. (SEE BELOW)
- Each role must have at least one permission. Ariba does not display the administrator-specific permissions in the list.
- Click Save to create or update the role

Below is a list of User Roles

Forecast Management (To receive and commit to forecast)

- Customer Relationships
- Permission to download current transactions
- Planning Collaboration Visibility

PO Management (To create PO Confirmations, ASNs)

- Customer Relationships
- Goods Receipt Report Administration
- Inbox and Order Access
- Logistics Access
- Permission to download current transactions
- Invoice Report Administration
- Purchase Order Report Administration


Invoice Management (To create Invoices and credit memos)

- Customer Relationships
- Inbox and Order Access
- Invoice Generation
- Invoice Report Administration
- Goods Receipt Report Administration
- Outbox Access
- Permission to download current transactions
- Purchase Order Report Administration

Quality Notification Management (To create and view quality notifications)

- Customer Relationships
 - Permission to download current transactions
 - Quality Notification Access
 - Quality Notification Creation
-

Documents / Resources

	stryker SAP Business Network Account Setup and Configuration [pdf] User Guide SAP Business Network Account Setup and Configuration, Business Network Account Setup and Configuration, Network Account Setup and Configuration, Account Setup and Configuration, Configuration
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References

- [User Manual](#)

[Manuals+](#), [Privacy Policy](#)

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