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**SAP ARIBA**

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## **SAP Ariba – Course Syllabus**

### **1. SAP ARIBA ADMINISTRATION**

- Administration Overview
- Master and Transactional Data - part 1
- Master and Transactional Data - part 2
- User Manager
- Supplier-Customer Manager
- Customization and P2P Manager
- Project Manager
- Approval Rules
- Dashboard Templates
- Template Basics
- Advanced Template Functionality

### **2. SAP ARIBA CONTRACT MANAGEMENT**

- Contracts Introduction
- Workspaces
- Working on Contracts
- Approving and Executing
- Managing Amendments
- Search-Delete and Contract Requests
- Main Agreements
- Clause Library



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With this SAP Ariba Contract Management course by Uplatz, you'll learn how to manage contracts in SAP Ariba. Get step-by-step instructions for implementing SAP Ariba Contracts. Understand the contract strategies for indirect procurement; then learn to create, consume, and amend contracts. Some of the key highlights are:

- Discover how SAP Ariba Contracts handles indirect procurement
- Create and manage contracts, including electronic signatures
- Set up SAP Ariba Contracts, from creating templates to defining timelines

## **3. SAP ARIBA PROCUREMENT**

- Procurement Introduction
- Requisition Lifecycle
- Accounting and Approval
- Collaborative Reqs and Demand Aggregation
- Catalog Introduction
- Loading Catalogs
- Receiving
- Invoicing
- Contract Compliance Intro
- Release and No-release Contracts
- New Features for SAP Ariba Buying and Invoicing - part 1
- New Features for SAP Ariba Buying and Invoicing - part 2

## **4. SAP ARIBA SOURCING**

- Introduction
- Templates and Projects
- Creating Events
- Working with Excel
- Scoring and Grading
- Awarding and Optimization
- Contracts and Sourcing Requests
- Creating Auctions