

User Manual Ariba Network Account Creation



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ARIBA NETWORK ACCOUNT CREATION

Prior to start using Ariba: The supplier must create an account on supplier.ariba.com

The image displays two screenshots from the SAP Business Network website. The left screenshot shows the 'Supplier Login' page with fields for 'User Name' and 'Password', a 'Login' button, and a link for 'Forgot Username or Password'. Below the login fields, there is a section for 'New to SAP Business Network?' with a red-bordered box around the 'Register Now' link. A blue arrow points from this box to the right screenshot. The right screenshot shows the 'Create a free company account' page, which includes a 'Company information' section with fields for 'Company (legal) name', 'Country/Region' (set to 'United States [USA]'), 'Address line 1', 'Address line 2', 'Address line 3', 'City', 'State' (set to 'Choose a state'), and 'Zip'.

Supplier Login

User Name

Password

Login

[Forgot Username or Password](#)

New to SAP Business Network?
[Register Now](#) or [Learn More](#)

What to expect when you create an account:

- 1. Digitalize your business**
Collaborate with your customer on the same secure network, while improving efficiency with paperless processes
- 2. Ensure resiliency and sustainability**
Boost customer satisfaction, simplify the sales cycle
- 3. Act with intelligence**
Turn insights from SAP Business Network into your competitive advantage

[Learn more](#)

Company information

Company (legal) name *

Country/Region *

United States [USA]

Address line 1 *

Address line 2

Address line 3

City *

State *

Choose a state

Zip *

ARIBA NETWORK ACCOUNT CREATION

Once the account is created, the supplier will share the Ariba Network ID (ANID) information and the user with which they created their account to Ecopetrol in the following form: [Click here](#) . It will be shared also through relacionamiento.proveedores@ecopetrol.com.co

Ariba Commerce Cloud <ordersender-prod@ansmtp.ariba.com> jue, 19
para mi ▾

🌐 inglés ▾ > español ▾ [Traducir mensaje](#)



Welcome to Ariba Network Standard Account

Thank you for registering for an Ariba Network standard account. Here are some info to get you started

Your Account Information

Company name	ANALISTA BRASIL COMERCIO DE ARTIGOS PARA LABORATORIO LTDA
Administrator email	marthazavalavaron@gmail.com
Ariba Network ID	AN01043959753
Username	ANALISTABRASIL@gmail.com

Signing in

To sign in to your account, go to [Ariba.com](https://ariba.com).

REGISTRATION AS AN ECP PROVIDER IN ARIBA

This will ensure that Ecopetrol can correctly send the invitation to fill out the Registration Questionnaire to the Ariba Network account previously created (and shared with Ecopetrol) by the supplier. Without this the supplier will not be able to enter Ariba.

The image shows an email invitation and the corresponding SAP Ariba registration portal. The email, from 'aribasystem', invites the recipient to register as an Ecopetrol provider. A blue arrow points from the 'Haga clic aquí' link in the email to the 'Iniciar sesión' button on the SAP Ariba portal. The portal page is titled 'SAP Ariba Proposals and Questionnaires' and includes a 'Suscribirse' button and a list of benefits for using Ariba Network.

Invitación: Regístrese para hacerse proveedor de Ecopetrol - TEST

aribasystem <s4system-prod3+ecopetrol-T.Doc492155907@ansmtp.ariba.com>
To: prov ext acalvete 2008
sábado 20/08/2022 2:22 p. m.

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Regístrese como proveedor con Ecopetrol - TEST

Hola
aribasystem le ha invitado a registrarse para convertirse en proveedor con Ecopetrol - TEST. E

Ecopetrol - TEST usa Ariba Network para gestionar sus actividades de sourcing y compra y par nombre de usuario y contraseña.

[Haga clic aquí](#) para crear una cuenta ahora

SAP Ariba Proposals and Questionnaires

Bienvenido, prov ext acalvete 2008

¿Tiene alguna pregunta? Haga clic aquí para ver la guía Inicio rápido.

Inicie sesión como proveedor con **Ecopetrol - TEST** en SAP Ariba.
Ecopetrol - TEST utiliza SAP Ariba para gestionar actividades de compra.
Cree una cuenta de proveedor de SAP Ariba y gestione su respuesta a las actividades de compra requeridas por Ecopetrol - TEST. **Suscribirse**

¿Tiene ya una cuenta? **Iniciar sesión**

Acerca de Ariba Network

Ariba Network es su puerta de entrada a todas las soluciones de vendedor de Ariba. Ahora tiene un lugar único desde el que puede gestionar todas sus relaciones de cliente y actividades de proveedor sin que importe cuál de las soluciones de Ariba este utilizando su cliente. Una vez que haya completado el registro usted podrá:

- Responder de forma más eficiente a las solicitudes de sus clientes
- Trabajar más rápidamente con sus clientes en todas las etapas de aprobación del flujo de trabajo
- Fortalecer las relaciones con sus clientes utilizando una solución de Ariba Network
- Previsar eventos de sourcing pendientes para varios compradores dentro de una única sesión.
- Aplicar su perfil de empresa en las actividades de Ariba Network, Ariba Discovery y Ariba Sourcing

Realizar el cambio a Ariba Network le permitirá iniciar una sesión única desde la que puede gestionar:

- Todas sus relaciones de cliente de Ariba
- Todas sus acciones, tareas y transacciones de un evento
- Su información de perfil
- Todas sus actividades de registro
- Sus tareas administrativas de usuario y contactos

IN SUMMARY

BEFORE TO START USING ARIBA:

- The supplier must create a standard account in Ariba Network by accessing to supplier.ariba.com
- Once the account is created, or if you already have a standard Ariba account with another customer and wish to use it for your business relationship with Ecopetrol on this platform, you must share your account information (Ariba Network ID, user and/or email with which you created your account): [Click here](#)

AFTER CREATING THE ACCOUNT:

- The supplier will receive an invitation to start interacting with Ecopetrol on Ariba through the Ariba Network account you shared with us.
- Once you enter the platform, you must fill out the registration form, which will allow you to link the update of your information with that of Ecopetrol.

SOME VALUABLE INPUTS:

- Recommendations for the creation of an Ariba Network account: [Click here](#)
- Memory of Ariba socialization (Account creation, registration as a supplier and participation in election methods): [Clic here](#)

DISCLAIMER

This material was prepared by Ecopetrol for educational purposes.

The data used as an example is fictitious.

If you have any comments, please write to relacionamiento.proveedores@ecopetrol.com.co

