

Receiving Purchase Orders in SAP Ariba Buying and Invoicing

OEM: SAP • Duration: 1 Day (8 hrs) • Code: ARP401

COURSE MODULES & TOPICS

Unit 1: Defining receiving fundamentals

- Lesson 1: Defining receiving and the request to receive process flow
- Lesson 2: Differentiating receiving types
- Lesson 3: Identifying receiving users and their responsibilities
- Lesson 4: Manage user receipt notification settings

Unit 2: Submitting receipts

- Lesson 1: Submit manual receipts in SAP Ariba Procurement
- Lesson 2: Analyzing receipt data and history
- Lesson 3: Adjusting previously entered receipts

Unit 3: Analyzing receiving tolerances

- Lesson 1: Assessing effects of receiving tolerances

Unit 4: Processing receipts for returns and rejections

- Lesson 1: Submitting returns and rejections

Unit 5: Approving receipts

- Lesson 1: Approving receipts

Unit 6: Managing service PO receiving and service entry sheets

- Lesson 1: Differentiating service receiving from standard processes
- Lesson 2: Processing service entry sheets
- Lesson 3: Examining service entry sheet approvals and spend accumulation

Unit 7: Highlighting advanced optional features for receiving

- Lesson 1: Importing and exporting receipts
- Lesson 2: Evaluating optional receiving features