

SAP Ariba Procurement: Managing and Maintaining Catalogs

OEM: SAP • Code: AR540



COURSE DESCRIPTION

This course teaches the skills required to load and update Ariba catalogs. Using a combination of lectures, demonstrations, and hands-on lab exercises, students learn about catalog, search functionality, catalog kits, and catalog administration. Students gain experience working with the tools required to administer catalogs including loading and validating catalogs, catalog subscriptions, customizing the catalog hierarchy, troubleshooting problems, and running scheduled tasks.

AUDIENCE PROFILE

- Application Consultant
- System Administrator
- System Architect
- Technology Consultant
- Trainer
- User

PREREQUISITES

Essential

- none

Recommended

- AR500 SAP Ariba Procurement: Overview
- ARP400 Creating Requisitions in SAP Ariba Buying and Invoicing
- ARP401 Receiving Purchase Orders in SAP Ariba Buying and Invoicing
- ARP402 Managing Purchase Orders in SAP Ariba Buying and Invoicing

COURSE OBJECTIVES

By the end of this course, participants will be able to:

- Search catalogs
- Differentiate catalog item types

- Prepare content files in their formats (CIF and cXML)
- Purchase from PunchOut catalogs
- Evaluate Catalog hierarchy
- Perform catalog imports
- Identify and resolve validation errors
- Utilize the tools in the Catalog Manager workspace

COURSE OUTLINE

Module 1

- Introduction
- Using Catalogs
- Loading Catalogs
- Validation and Errors
- Catalog Hierarchy
- Catalog Views
- Content Management System
- BMEcat and CIF Fields
- Dynamic Filtering of Catalogs