



Best Buy Supplier Summit

No dial-in required – Audio is available through your computer speakers or headphones.

Public



Agenda

Speaker Introductions

- Best Buy
- SAP Enablement Team

Best Buy Initiative

- Project Overview

Describe Impact & Benefits

- Next Steps

Q&A



Speaker Introductions



- **Leah Shreckengost**
Network Deployment Lead, SAP
- **Jaime Link**
Procurement Operations, Best Buy





Best Buy

Initiative Overview





Goals – Why is this change occurring?

- Best Buy is making the Transition to SAP Source to Pay Platform for all Good Not For Resale (GNFR) purchases
- The new Best in Class technology supports our Goal of Streamlining the Procurement and Accounts Payable processes, by:
 - Enabling more Touchless Transactions with supplier's transactions with suppliers
 - Creating efficiencies for both parties via a more robust collaboration and purchasing capability

Scope – Who will this transition apply to?

- This transition impacts all GNFR suppliers conducting business transactions with Best Buy.
- Goods for Resale (GFR) suppliers are not impacted.

Compliance – Will this change be required?

- Best Buy is committed to the success of this initiative
- Suppliers will be expected to comply with this process to ensure a successful working relationship

Project Timeline

Notification to BestBuy suppliers of move to SAP

July 27th
Internal Communication & FAQ

Q4 2022-Q2 2023 Supplier Onboarding

Supplier Onboarding consists of moving current GNFR suppliers to the SAP platform in preparation for transacting

Catalog integration for those suppliers that will have hosted or integrated catalogs with Best Buy

Catalog Integration Q1 2023

Target completion Q2 of 2023

Start transacting Purchase Orders and Invoicing by Q2 of 2023





Best Buy Resource Information

Best Buy Partner Portal: <https://partners.bestbuy.com/>

Best Buy Partner Portal/SAP: <https://partners.bestbuy.com/applications/sap-ariba-user-guide-overview>

Best Buy Supplier Enablement Team: BBYProcurement@bestbuy.com

Why A Business Network?

Buyer Participants



Global Enterprises



Midmarket Companies



Individual Buyers



Supplier Participants



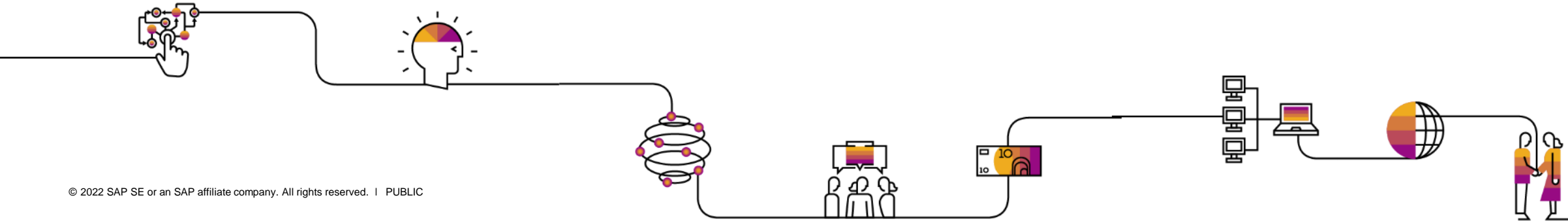
Direct Materials



Indirect Materials



Services



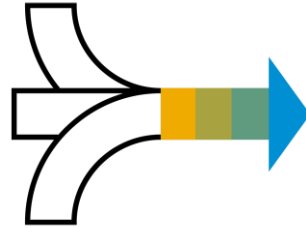
Why The SAP Business Network?



World's Largest Trading Community over \$3 trillion

Experienced Leaders

- 2000 Global buyers can find your products and services
- Best in class expertise, experience, and advice for B2B eCommerce and Integration



Single Point for Business Collaboration

One Account

- Manage leads, proposals, contracts, orders, and various electronic documents
- Collaborate with multiple customers

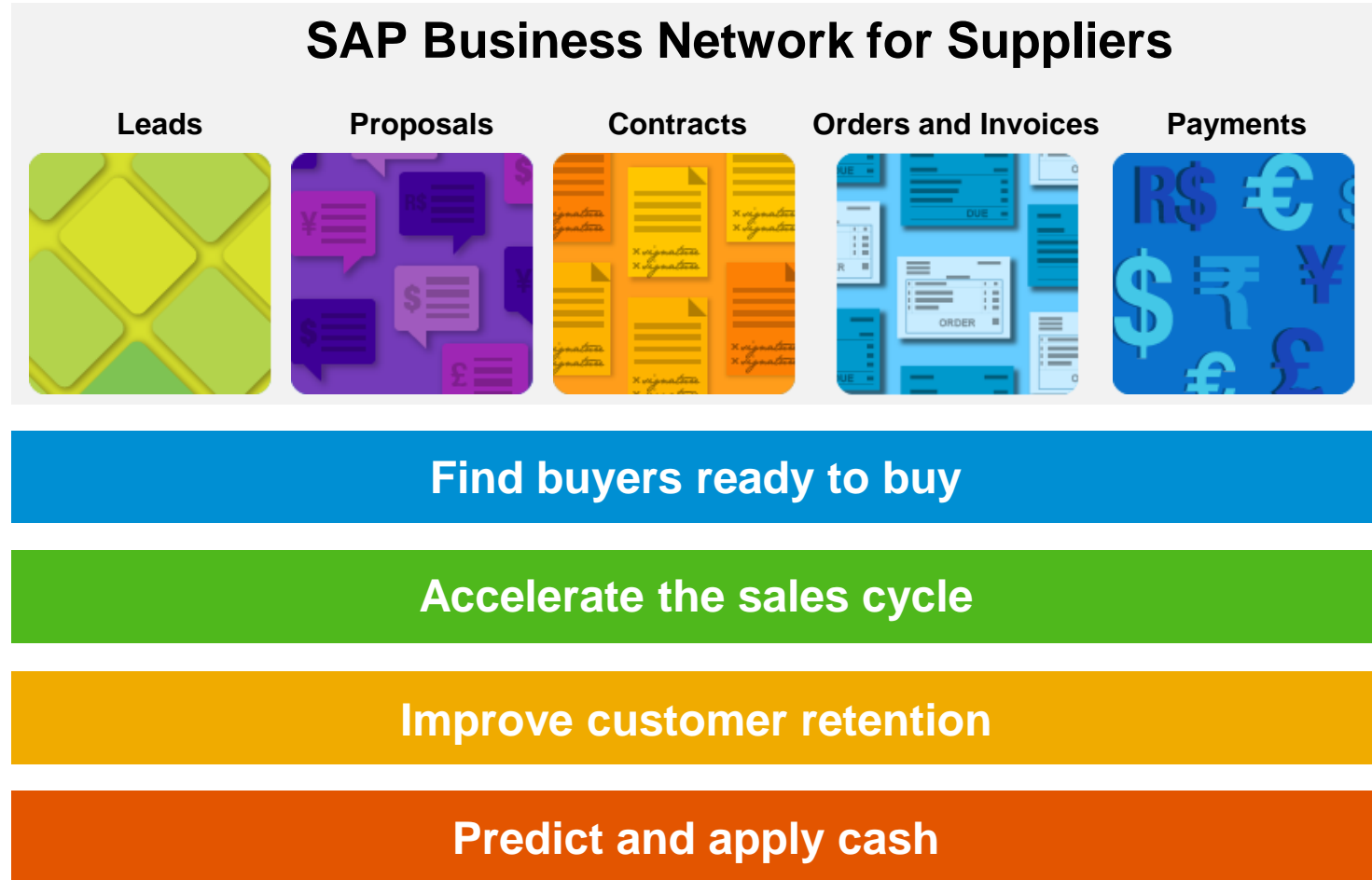


Works With How You Do Business

Flexibility

- Access a wide range of transaction options
- Use many browsers, formats, languages, and currencies

SAP Business Network Supplier Solutions



SAP Business Network Helps You...



60% average reduction in operating costs

Lower costs

- Reduce time and paper usage
- Eliminate postage costs
- Reduce costs associated with resources used to generate/ rework the invoices



30% growth in existing accounts
35% growth in new business

Increase your revenue

- Become searchable customers using the AN worldwide
- Establish new customer relationships via Discovery
- Publish your Catalogs in front of thousand customers



15% increase in customer retention

Satisfy your customer

- Support your customer's strategic business plan
- Become a preferred supplier
- Simplify the communication process

80% efficiency & transform business operations



Stay organized

- Consolidate Network relationships under one account
- Enjoy a simple way to store POs and invoices electronically
- Get better visibility into customers' spend and payments
- View document status in real time

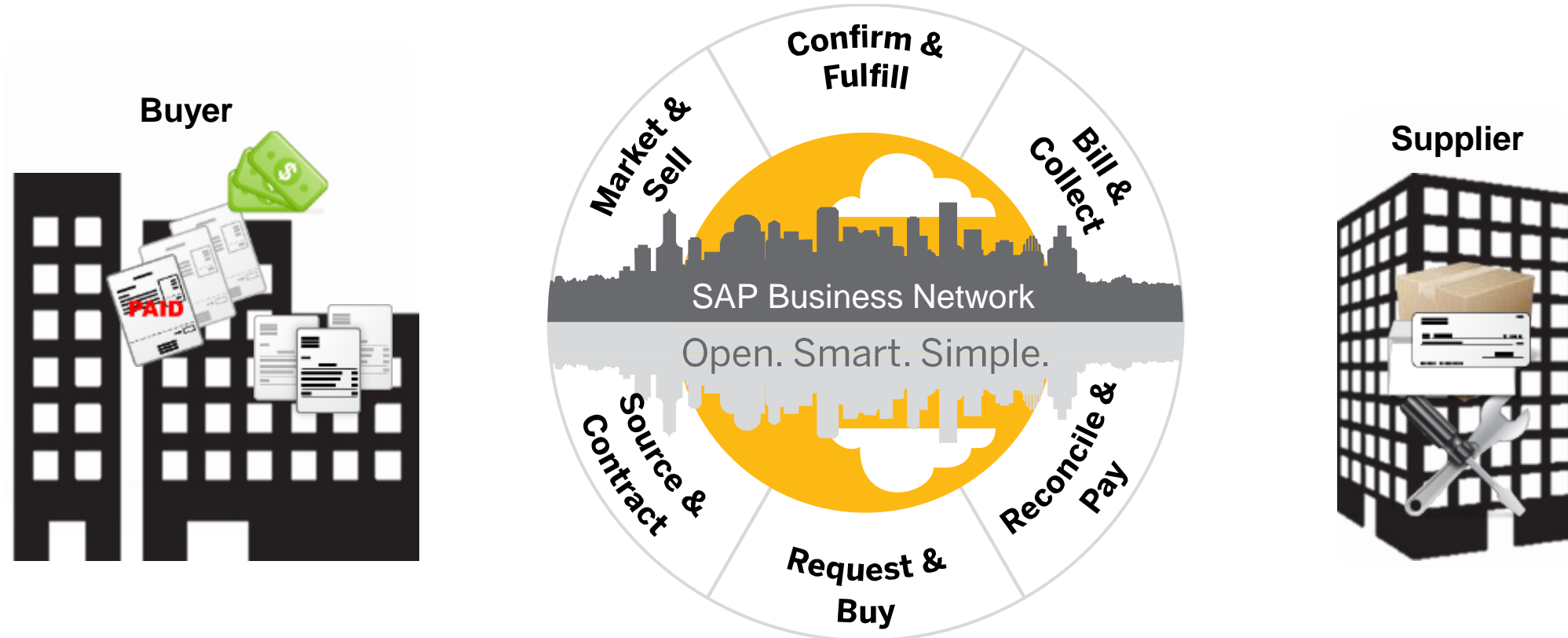
62% decrease in late payments



Receive faster payments

- Help your documents reach the correct contact in the approval flow
- No need to confirm the orders via email/phone
- Feel confident all order information is complete and accurate
- Prevent errors through system checks

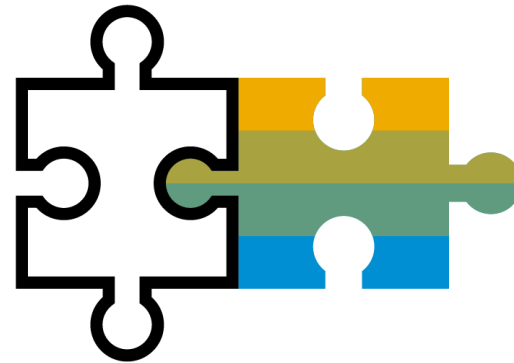
Standard Procure-to-Pay Cycle



Integration

What Is It?

Direct connection between your ERP and SAP Business Network via a fully automated process.



For Whom?

Suppliers with:

- A high volume of documents per month
- Technical capability in cXML/EDI
- IT or eCommerce resources

cXML	Most commonly used; SAP Business Network's native format; direct connection with automatic validation
EDI ANSI X.12 EDIFACT D96A EANCOM D01B	Interface with SAP Business Network through VAN or AS2
OAGIS v9.2	Connection types: AS2 / HTTPS / RNIF
PIDX v1.61	Connection type: RNIF
SAP Business One	Adapter for sellers using SAP Business One
SAP SD Add-On	Free seller add-on for SAP sellers using the Sales and Distribution Module
CSV	Manual upload of CSV file (customer-specific template)

PDF Invoices

Direct Upload From Supplier Account

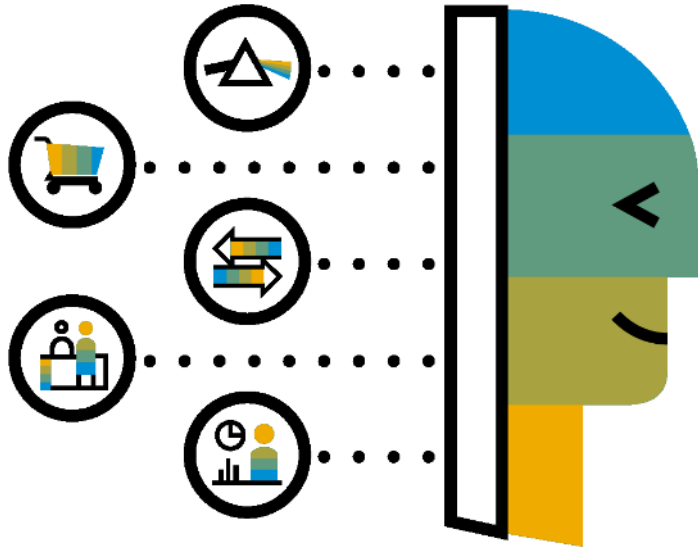


- Buyer Enables PDF Invoice
- Supplier Uploads Representative Sample Invoices Into SAP Business Network

- Provider Completes Supplier Invoicing Mapping
- Supplier Sets Processing Preferences On SAP Business Network

- Upload Invoices On SAP Business Network
- Or Send Invoices Via Email

Catalogs on SAP Business Network



Catalog Benefits

- Improve purchase order accuracy
- Accelerate responsiveness to customers
- Encourage compliance to procurement processes
- Enhance cash flow
- Provides a simple, consumer-like buying experience for users

Catalog Options



CIF (file based catalog)



PunchOut Levels 1 & 2 (users shop at your store and return items to their Business Network shopping cart, based on requirements)

If your customer determines they would like to enable catalogs with you, a Catalog Enablement Expert from SAP will reach out to you with further details/instructions.

SAP Business Network Discovery



Receive qualified leads

A quick 5 minute registration will activate qualified leads sent right to your inbox

Save time

Get in front of buyers when they are actively looking for new suppliers

Sell effectively

Take advantage of the SAP Business Network community to get in front of buyers you're not already working with

Win new business

Tap into \$5 billion of new opportunities posted annually

Increase interactivity

Communicate with buyers and prospects in real time

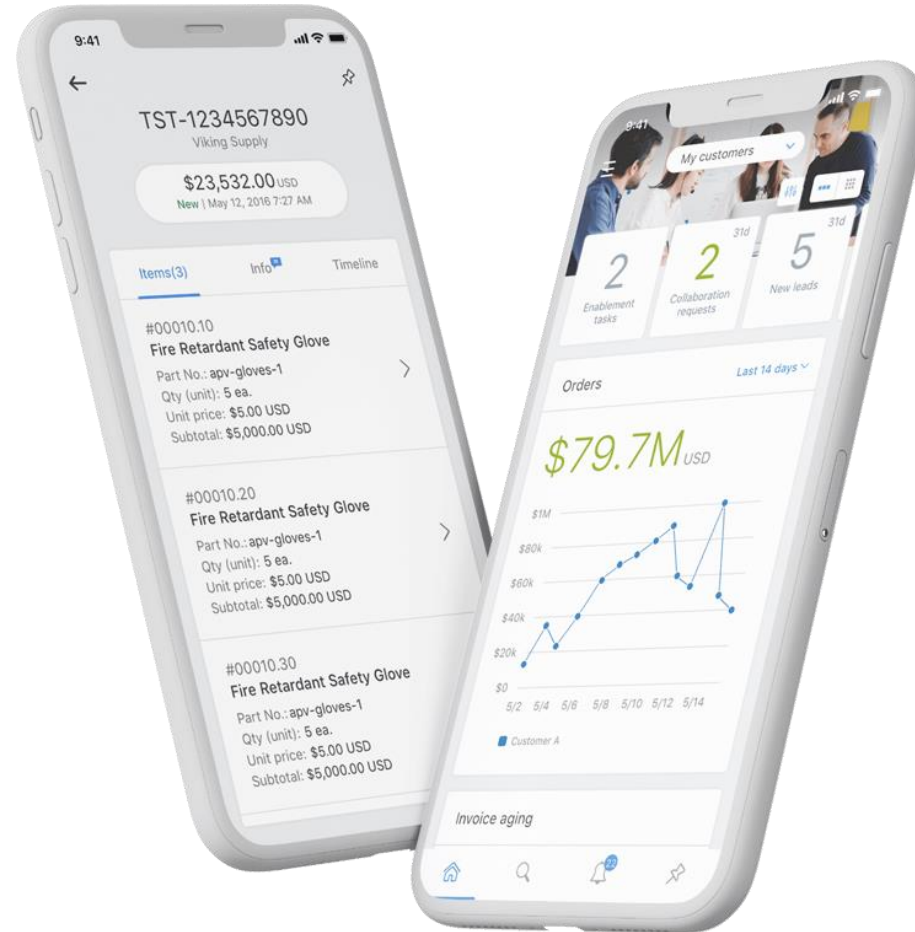
SAP Business Network Supplier Mobile App

Business Insights

- PO trending
- Documents aging
- Documents by customer

Work on-the-go

- Manage your POs
- Pin important documents for later



Real-time Alerts

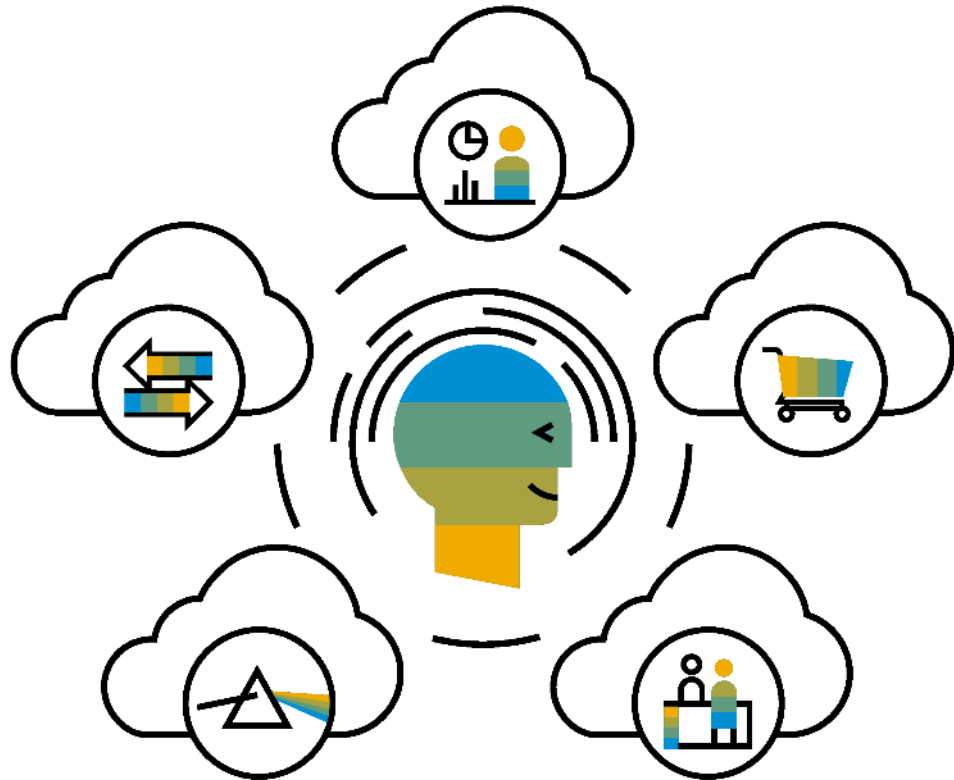
- View network activity
- Receive push alerts for business critical events

Monitor Key Activity

- View document information
- Search for documents using HANA



SAP Business Network Fee Schedule Basics



FREE for all suppliers to join and begin transacting

Two components of the supplier fee schedule:
Transaction Fees + Subscription Fees

Chargeable documents: Purchase Orders, Invoices,
Service Entry Sheets, and Service Entry Sheet Responses

Subscription Levels



Premium

- Unlimited portal access
- Electronic catalogs
- Supply Chain Collaboration
- Customer support
- Long-Term Invoice Archiving
- Reporting

Bronze

- Premium, plus:
- Business Network achievement badges
 - Free Discovery RFI/RFQ response

Silver

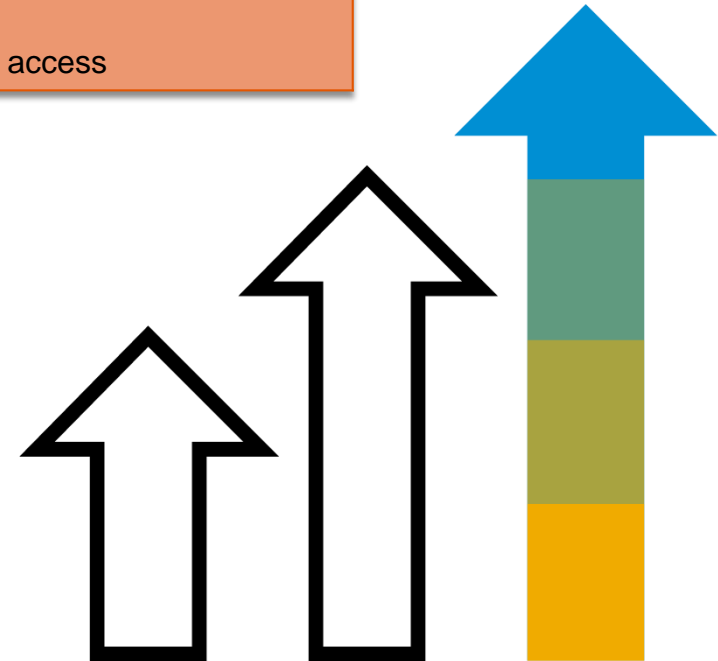
- Bronze, plus:
- Express integration support
 - cXML and EDI Integration
 - Supplier technical support
 - Two free Discovery responses

Gold

- Silver, plus:
- Unlimited responses to sales opportunities
 - Priority support access

Platinum

- Gold, plus:
- SAP Business Network LIVE pass
 - Extended integration support



Read more about subscription levels, calculate your fees & check out other currencies on our website
<https://www.ariba.com/ariba-network/ariba-network-for-suppliers>

Supplier Fee Schedule

Transaction Fees

Billed Quarterly

Per-relationship fee cap: \$20,000/year

Without Service Entry Sheets

0.155% of transaction volume

With Service Entry Sheets

0.35% of transaction volume



Fee Threshold

Both \$50,000 and 5 Documents

Suppliers who do not cross the Fee Threshold will not be charged fees

Subscription Fees

Billed Annually

Annual Document Count Across <u>All</u> Customer Relationships	Subscription	Annual Fees
Up to 4 documents	Premium	Free
5 to 24 documents	*Bronze	\$50
25 to 99 documents or EDI/cXML usage	Silver	\$750
100 to 499 documents	Gold	\$2,250
500 and more documents	Platinum	\$5,500

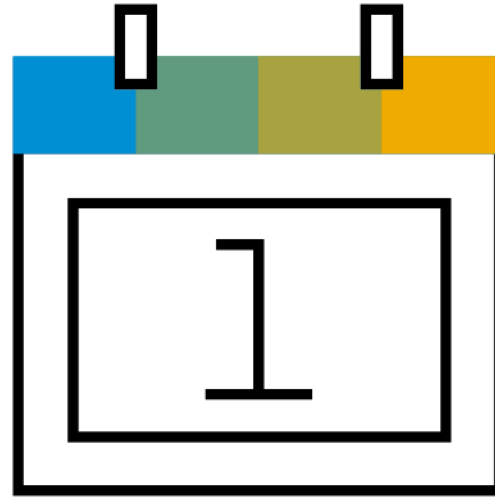
***Chargeable suppliers transacting less than \$250,000 in annual financial volume will be assigned to the Bronze level regardless of annual document count**

SAP Business Network Payables



Control Cash Flow

- Access accelerated payments and on demand cash flow
- Improve your Days Sales Outstanding (DSO)
- Control when you will be paid



Predict Payment Arrival

- Gain visibility into invoice approval
- Track and trace payment status
- Predict when payments will be received



Apply Cash

- Apply your cash faster and more efficiently with remittance advice
- Enhance your receivables reporting

SAP Business Network Help Center

The screenshot shows the SAP Business Network Enterprise Account dashboard. At the top, there is a navigation bar with 'Home', 'Enablement', 'Workbench', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', 'Reports', and 'Messages'. A 'Create' button and a user profile icon 'ES' are also visible. Below the navigation bar, there are filters for 'Orders and Releases', 'All customers', 'Exact match', and 'Order number'. The main dashboard area features four key metrics: 18 Enablement Tasks, 271 New orders, 13 Changed orders, and 300 Orders to invoice, all for the last 90 days. Below these are 'My widgets' including 'Purchase orders' (€569K), 'Invoice aging' (€467K), and 'Application gateway' (Cepsa Support Center). A 'Help Topics' sidebar is overlaid on the right, containing a search bar, 'Documentation', 'Support' (highlighted), and a list of help topics such as 'What is SAP Business Netwo...', 'Introducing the new SAP BUSINES...', 'Introducing the new help center', 'Finding orders, invoices, and ...', 'Adding payment tiles (2:48)', 'Discovering new insights', 'Common browser issues', 'How do I create an invoice?', 'My leads widget', 'Download app widget', and 'Company profile widget'. A 'Feedback' button is at the bottom of the sidebar.

The screenshot shows the SAP Help Center Home page. The navigation bar includes 'Home', 'Learning', and 'Contact us'. The main heading is 'How can we help you?'. Below this is a search bar with the placeholder text 'Search knowledge base articles, documentation, and tutorials' and a search icon. A tip suggests trying 'upgrade account', 'configure account', or 'process an order'. The page features a 'News highlight' section with a 'Welcome to SAP Ariba Help Center 2.0' message. Below that is a 'Topics we recommend for you' section with two featured articles: 'How do I complete my Customer Requested Profile?' (dated Feb 12 2021) and 'Why can't I find an event?' (dated Mar 25 2021). Each article includes a brief description and a 'FAQ' link.

Supplier Information Portal

The image displays the SAP Business Network interface for an Enterprise Account. The main dashboard shows key metrics: 18 Enablement Tasks, 271 New orders (Last 90 days), 13 Changed orders (Last 90 days), and 300 Orders to invoice (Last 90 days). A sidebar menu highlights 'Customer Relationships' and 'Settings'. The 'Account Settings' page is open, showing options for relationship requests and a table of current customers.

Account Settings

Customer Relationships | Users | Notifications | Account Hierarchy | Application Subscriptions | Account Registration | API management

Current Relationships | Potential Relationships

I prefer to receive relationship requests as follows:

Automatically accept all relationship requests Manually review all relationship requests

Current (1) | Pending (0) | Rejected (0)

Current Customers

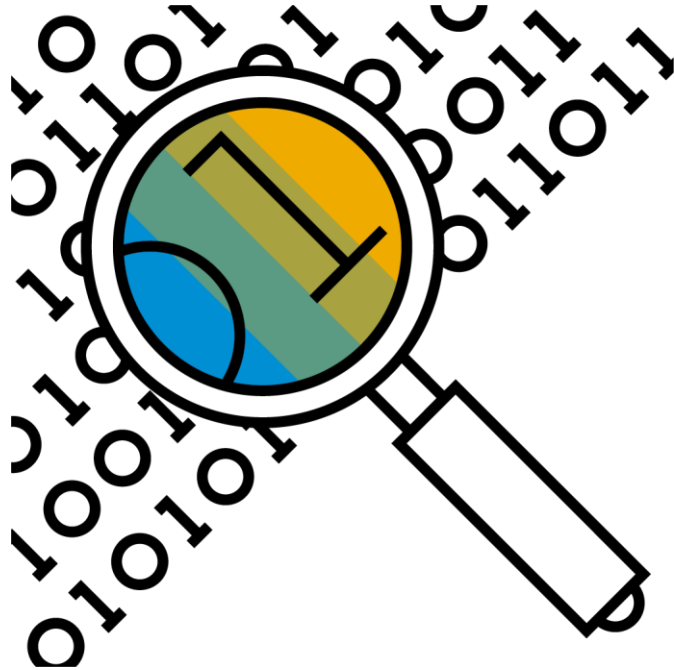
Filter

View customer relationships across all linked child accounts

Customers

<input type="checkbox"/>	Customer	Network ID	Relationship Type	Approved Date	Supplier Information Portal	Routing Type	Actions
<input type="checkbox"/>	Test Buyer	AN01009994047	Trading	5 May 2021	<input type="button" value="🔗"/>	Default	Actions ▾

Support Resources



Enablement Help Desk

- ❑ TRR acceptance & account creation
 - ❑ Account configuration assistance
 - ❑ Assistance creating first document
-

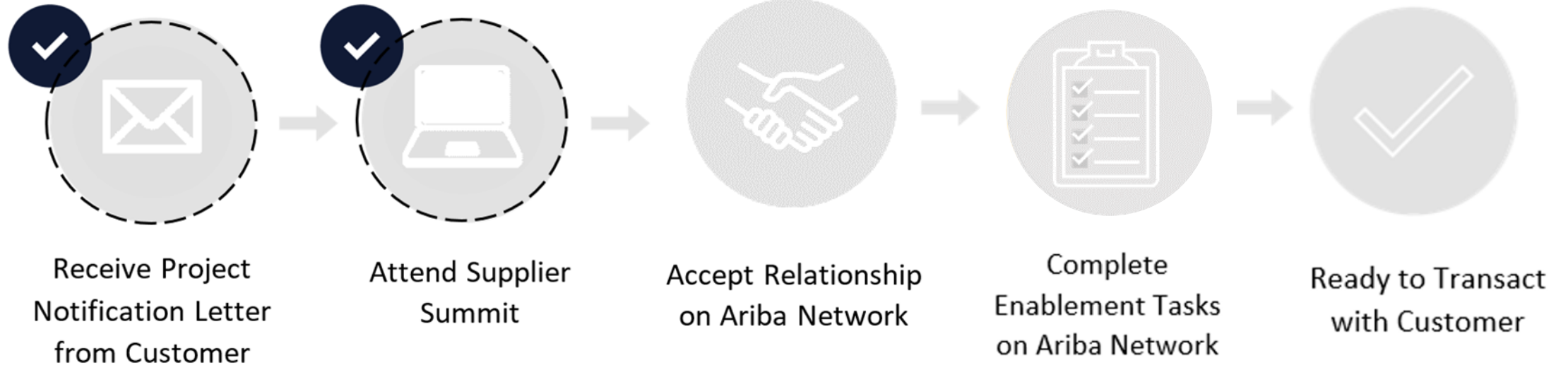
Online Support

- ❑ **Supplier Information Portal**
 - ❑ Tailored for your customers program
 - ❑ Includes functional guides, technical specifications, and support resources
 - ❑ **Help Center**
 - ❑ Conduct keyword searches in to find detailed documentation
 - ❑ Accessible in your account at any time
 - ❑ **SAP Business Network Supplier Training**
 - ❑ How to configure and use your Network Account – [Click here](#)
-

Customer Support

- ❑ User and admin role changes and password resets
- ❑ [Contact customer support](#)

Next Steps



Accept Trading Relationship Request

ordersender-prod@ansmtp.ariba.com

Connect with your customer to collaborate on SAP Business Network!

To Our Valued Supplier,
As part of our digital transformation, we have migrated to the Ariba® Network Platform for electronic transaction processing as announced in our recent letter to you. Real time data and improved visibility across the Procurement and Invoice cycle are some of the great benefits to this change.

To enhance and maintain our growing business relationship, Our company requests that you transact with us via Business Network and therefore accept this Trading Relationship Request. All you require, to begin using Ariba, is an internet browser.

Not sure if you already hold an account with Ariba Network? Please click "Get started" below and Ariba will check their system and present any existing accounts. From here, please select or create a new account.

Click Get started to connect.

[Get started](#)



Benefits of a business relationship on Ariba Network

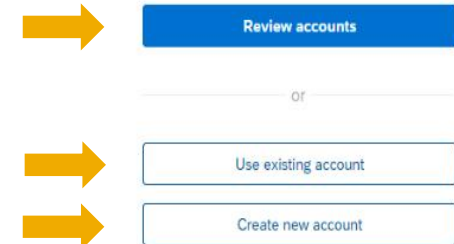
- 1. Digitize your business**
Collaborate with your customer on the same secure network, while improving efficiency with paperless processes
- 2. Ensure resiliency and sustainability**
Boost customer satisfaction, simplify the sales cycle
- 3. Act with Intelligence**
Turn insights from Ariba Network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

[Learn more](#)

[About this invitation](#)

Connect with your customer on SAP Business Network to collaborate.

We found existing accounts based on the information in the invite. Please review.



[Review accounts](#)

or

ⓘ

ⓘ

ⓘ Potential existing accounts

We have noticed that there may already be an Ariba Network account registered by your company. Please review before you create a new account.

[Review accounts](#)

Supplier Portal Workbench

SAP Business Network Enterprise Account

Home Enablement Opportunities **Workbench** Orders Fulfillment Invoices Payments Catalogs Reports More Create

Orders and Releases All customers Exact match Order number

Overview Getting started

3 Changed orders 28 Orders to invoice 8 Rejected invoices

My widgets All customers Customize

Purchase orders Last 3 months \$793 USD

Invoice aging \$209 USD

SAP Business Network Enterprise Account

Home Enablement Opportunities **Workbench** Orders Fulfillment Invoices Payments Catalogs Reports Messages Create

Workbench Customize

3 Changed orders 28 Orders to invoice 8 Rejected invoices 19 New orders 30 Orders 11 Invoices 0 Items to complete

Changed orders (3) Edit filter Save filter Last 90 days Changed

Order Number	Customer	Amount	Date ↓	Order Status	Amount Invoiced	Actions
PO31	Ariba Inc - Excellence Programs	\$300.00 USD	Mar 5, 2021	Changed		...
PO51	Ariba Inc - Excellence Programs	\$50.00 USD	Mar 5, 2021	Changed		...
PO55	Ariba Inc - Excellence Programs	\$50.00 USD	Mar 5, 2021	Changed		...

Account Configuration

1.

The screenshot displays the SAP Business Network Enterprise Account interface. At the top, the SAP logo and 'Business Network Enterprise Account' are visible. A navigation bar includes links for Home, Enablement, Opportunities, Workbench, Orders, Fulfillment, Invoices, Payments, Catalogs, Reports, and Messages. A search bar is present with filters for 'Orders and Releases', 'All customers', and 'Exact match', and a search term 'Order number'. Below this, there are four key metrics: 3 Changed orders, 28 Orders to invoice, 8 Rejected invoices, and 19 New orders. The 'My widgets' section includes 'Purchase orders' (Last 3 months) showing a line graph with a value of \$793 USD, 'Invoice aging' showing a bar chart with a value of \$209 USD, and 'Company profile' showing a 100% Completed status. A user profile dropdown menu is open on the right, listing 'XP Supplier Admin' (XP_Supplier@ariba.com) and 'My Account' options. A settings menu is also open, listing 'ACCOUNT SETTINGS' (Customer Relationships, Users, Notifications, Account Hierarchy, Application Subscriptions, Account Registration) and 'NETWORK SETTINGS' (Electronic Order Routing, Electronic Invoice Routing, Accelerated Payments). The 'Settings' option is highlighted with a yellow box and a '2.' label. The 'Electronic Invoice Routing' option is also highlighted with a yellow box and a '3.' label. A 'Feedback' button is visible on the right side.

2.

3.

Electronic Order Routing

SAP Ariba Network Enterprise Account

Network Settings

Electronic Order Routing | Electronic Invoice Routing | Accelerated Payments | Settlement | Data Deletion Criteria

* Indicates a required field

External System Integration

- Configure cXML (native) integration
- Configure Cloud Integration Gateway (non-native integration)

Non-Catalog Orders with Part Numbers

Process non-catalog orders as catalog orders if part numbers are entered manually

Status Update Request Notifications

Do not send status updates for inbound documents in pending queue

New Orders

Document Type	Routing Method	Options
Catalog Orders without Attachments	Email	Email address: <input type="text"/> <input type="checkbox"/> Attach cXML document in the email message <input checked="" type="checkbox"/> Include document in the email message <input type="checkbox"/> Leave attachments online and do not include them with email message. This applies to all orders with attachments that have the routing method "Same as new catalog orders without attachments". <input checked="" type="checkbox"/> Attach PDF document in the email message Current Routing method for new orders: Email ▲ Attachments will be included in the order.
Catalog Orders with Attachments	EDI	without attachments
Non-Catalog Orders without Attachments	cXML Pending Queue	without attachments
	Fax	without attachments

Current Routing method for new orders: Email

Electronic Invoice Routing

SAP Ariba Network Enterprise Account

Network Settings

1. **Electronic Invoice Routing**

4. **Save** **Close**

Electronic Order Routing **Electronic Invoice Routing** Accelerated Payments Settlement Data Deletion Criteria

General Tax Invoicing and Archiving PDF Invoices

Capabilities & Preferences

Sending Method

Document Type	Routing Method	Options
Invoices	Online	Return to this site to create invoices
Customer Invoices	Online	Save in my online inbox

Notifications

Type	Send notifications when...	To email addresses (one required)
Invoice Failure	<input checked="" type="checkbox"/> Send a notification when invoices are undeliverable or rejected.	
Invoice Status Change	<input checked="" type="checkbox"/> Send a notification when invoice statuses change.	
Invoice Created Automatically	<input checked="" type="checkbox"/> Send a notification when an invoice is created automatically on behalf of your company.	

Extended Profile Settings and Information

Do you provide invoices to customers through Ariba Network?

Yes

No

3. **To email addresses (one required)**

Timeline & Contacts



Business Related Questions:

BBYProcurement@bestbuy.com

Supplier Information Portal:

[Best Buy Supplier Information Portal](#)

Thank you.

