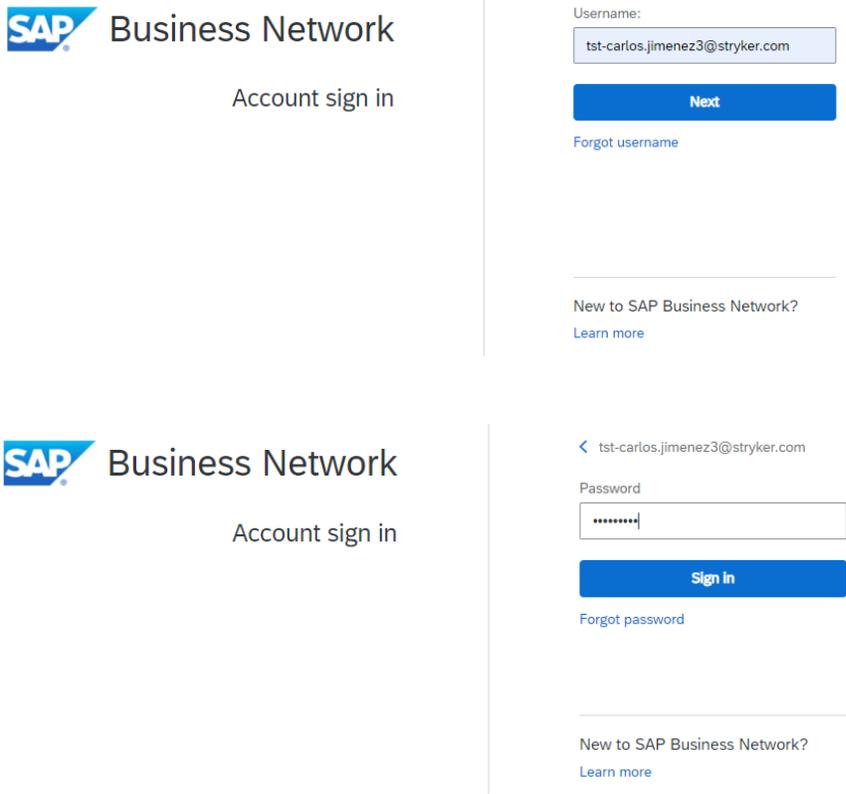
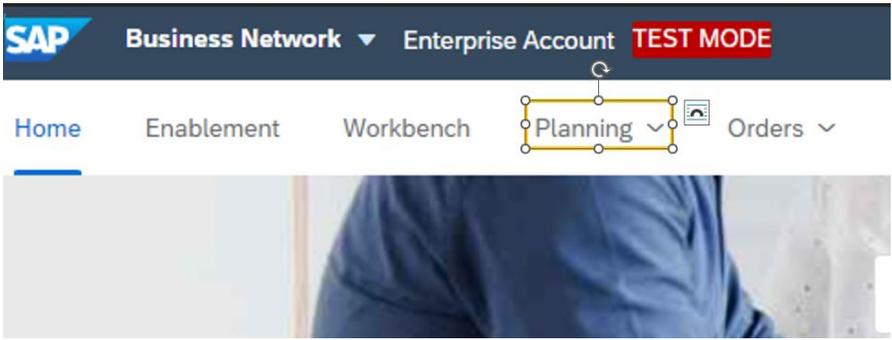
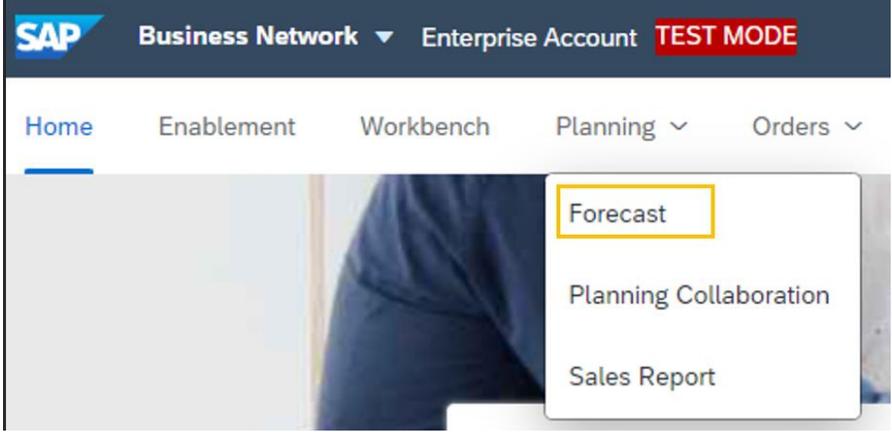
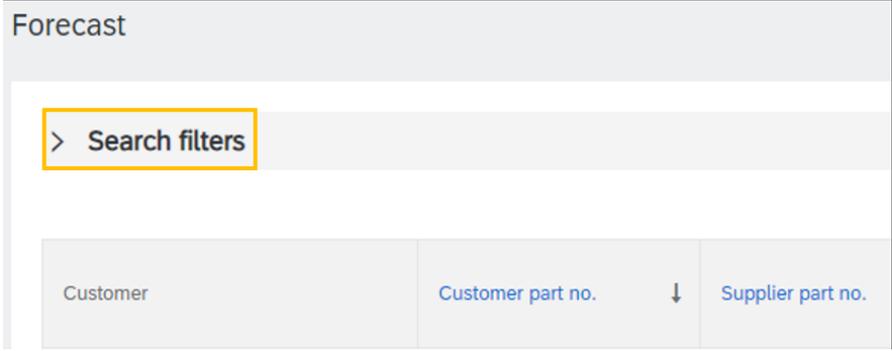


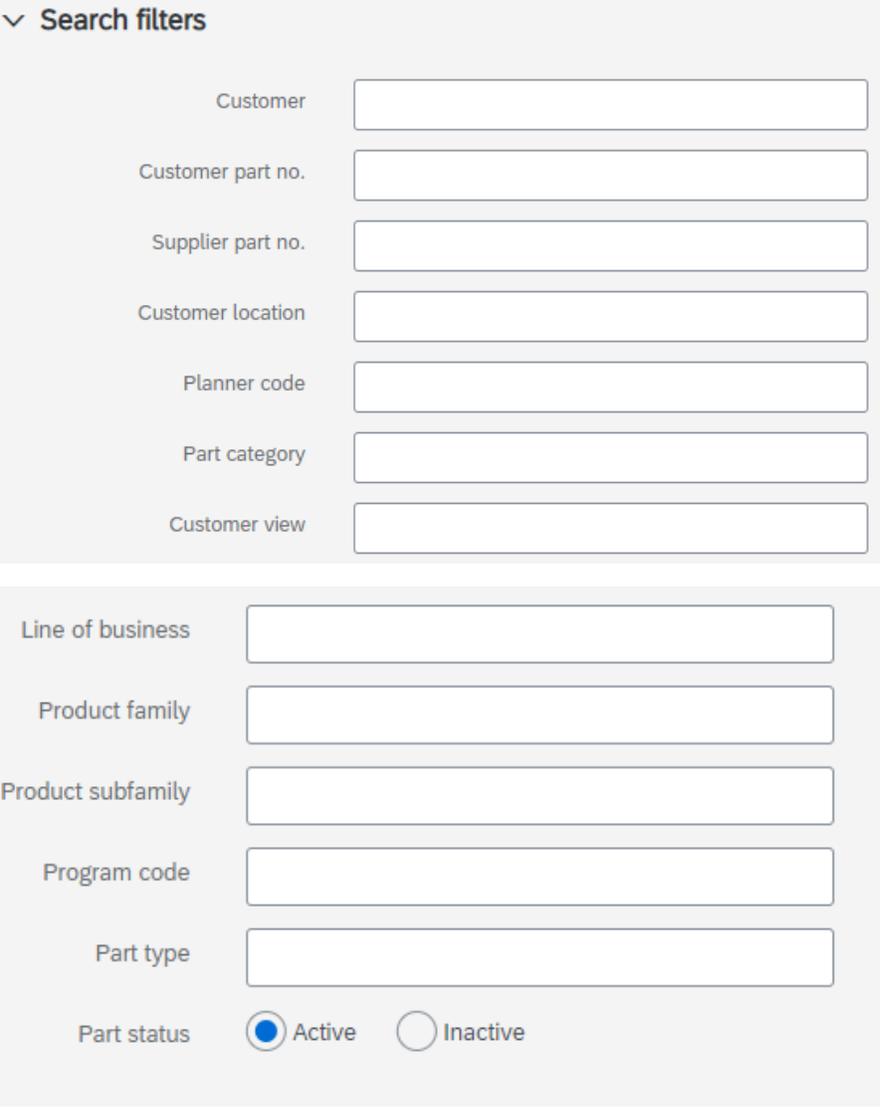
# View/Commit to Forecast (Ariba)

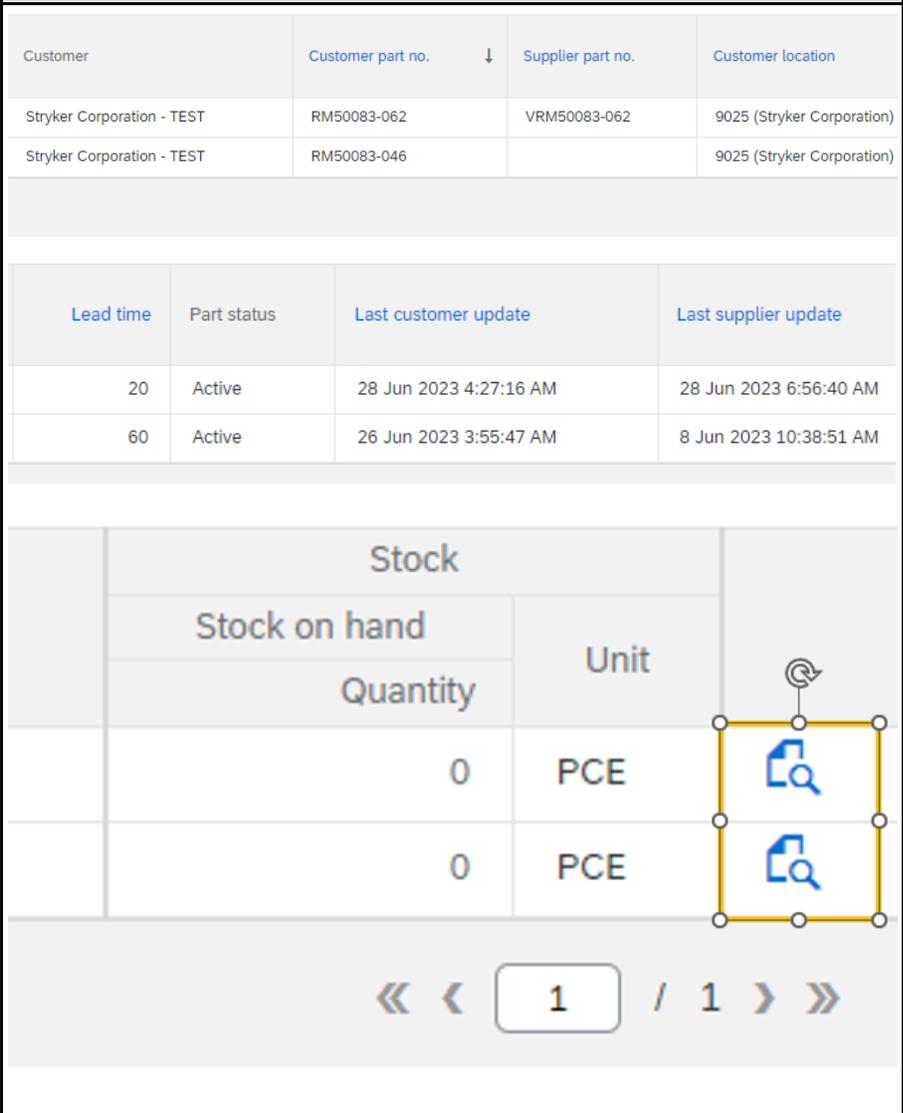
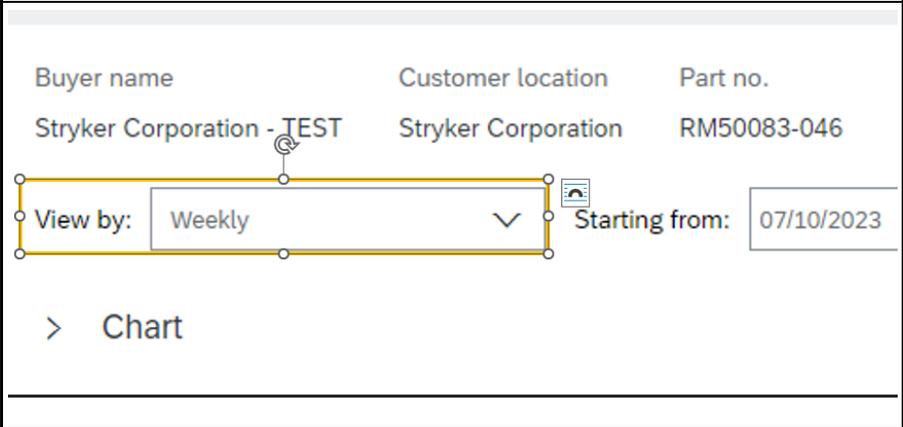
## Review and commit to Forecast

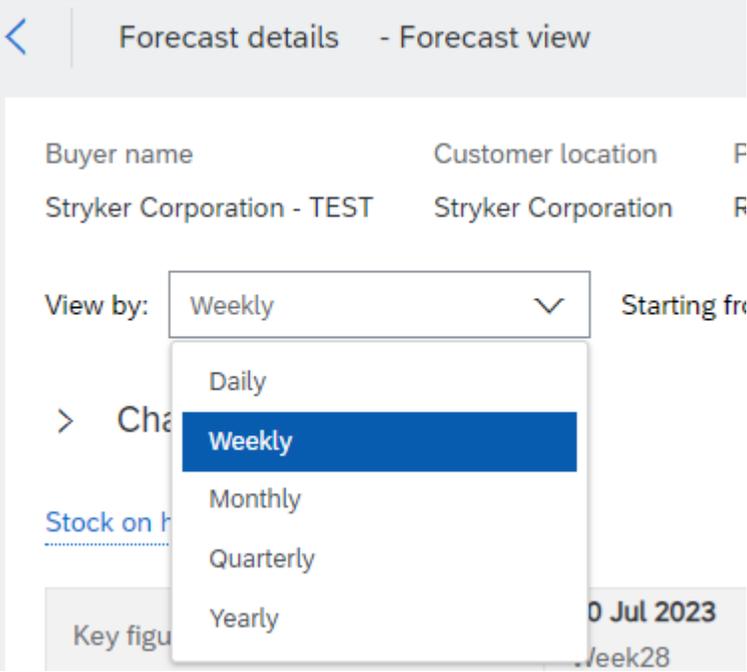
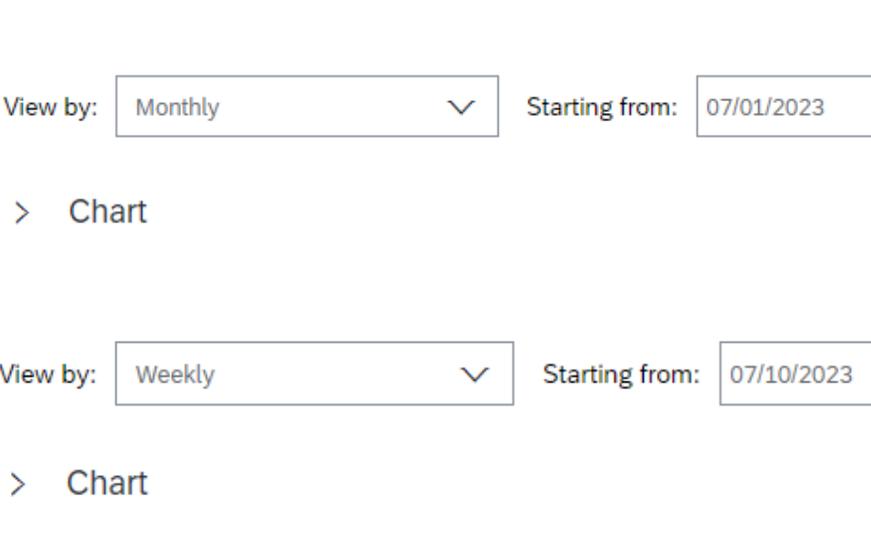
In this job aid you will learn how to review a Forecast sent by Stryker and commit to it

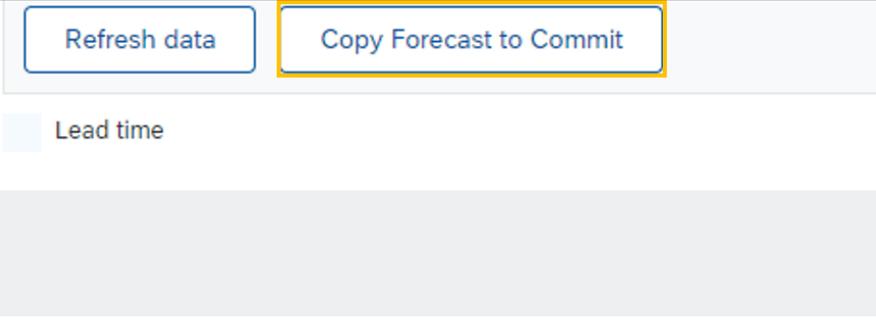
Process	Screenshot
<p data-bbox="196 1041 516 1104">Access <b>SAP ECC</b> from your computer.</p> <p data-bbox="196 1192 578 1323">1. Access <b>Ariba SCC</b> by entering your personal details (<b>User and Password</b>). Please do <b>NOT</b> share these details with anyone.</p>	 <p>The screenshot displays the SAP Business Network account sign-in interface. It is divided into two sections. The top section shows the 'Username' field with the email address 'tst-carlos.jimenez3@stryker.com' entered, a blue 'Next' button, and a link for 'Forgot username'. The bottom section shows the 'Password' field with masked characters, a blue 'Sign in' button, and a link for 'Forgot password'. Both sections include the SAP Business Network logo and the text 'Account sign in'. A link for 'New to SAP Business Network? Learn more' is also present in both sections.</p>

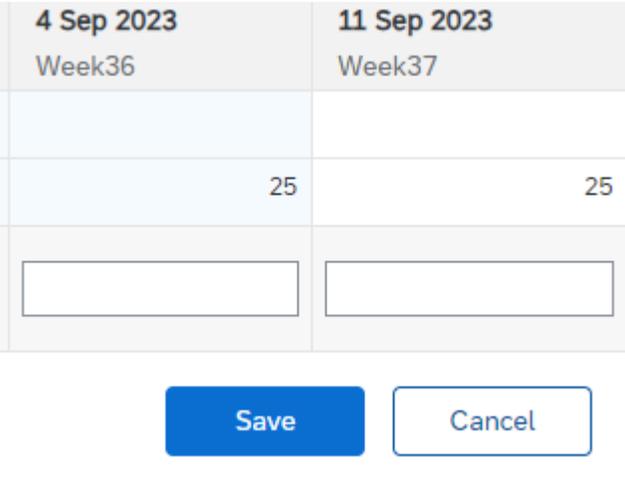
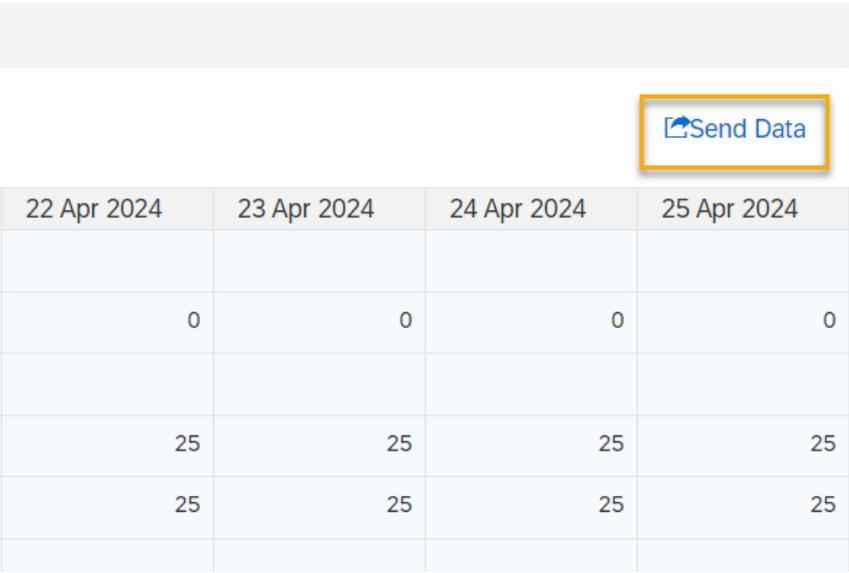
Process	Screenshot
<p>2. On the above part, click on the <b>Planning section.</b></p>	 <p>The screenshot shows the SAP Business Network navigation bar. The 'Planning' menu item is highlighted with a yellow box. The header includes 'SAP Business Network', 'Enterprise Account', and 'TEST MODE'. Other menu items include 'Home', 'Enablement', 'Workbench', and 'Orders'.</p>
<p>3. Click on <b>Forecast.</b></p>	 <p>The screenshot shows the 'Planning' dropdown menu. The 'Forecast' option is highlighted with a yellow box. Other options in the menu are 'Planning Collaboration' and 'Sales Report'. The navigation bar above remains the same.</p>
<p>4. The following screen will appear.</p> <p>5. If you need to search for specific information, click on the <b>arrow next to Search Filters.</b></p>	 <p>The screenshot shows the 'Forecast' screen. A 'Search filters' button with a right-pointing arrow is highlighted with a yellow box. Below it, there are input fields for 'Customer', 'Customer part no.', and 'Supplier part no.'.</p>

Process	Screenshot
<p>6. Select any of the <b>fields</b> where you would like to put information.</p>	 <p>The screenshot shows a search filters interface with the following fields:</p> <ul style="list-style-type: none"> <li>Customer: <input type="text"/></li> <li>Customer part no.: <input type="text"/></li> <li>Supplier part no.: <input type="text"/></li> <li>Customer location: <input type="text"/></li> <li>Planner code: <input type="text"/></li> <li>Part category: <input type="text"/></li> <li>Customer view: <input type="text"/></li> <li>Line of business: <input type="text"/></li> <li>Product family: <input type="text"/></li> <li>Product subfamily: <input type="text"/></li> <li>Program code: <input type="text"/></li> <li>Part type: <input type="text"/></li> <li>Part status: <input checked="" type="radio"/> Active <input type="radio"/> Inactive</li> </ul>
<p>7. Once you have added the information, click on <b>Search</b>.</p>	 <p>The screenshot shows two buttons: a blue "Search" button and a white "Reset" button with a blue border.</p>

Process	Screenshot
<p>8. The results will appear, click on the <b>search icon</b> to proceed with that Forecast.</p>	 <p>The screenshot shows a software interface with the following elements:</p> <ul style="list-style-type: none"> <li>A table with columns: Customer, Customer part no., Supplier part no., Customer location.</li> <li>A second table with columns: Lead time, Part status, Last customer update, Last supplier update.</li> <li>A 'Stock' section with columns: Stock on hand, Unit, and a search icon. The search icon is highlighted with a yellow box.</li> <li>Navigation controls at the bottom: « &lt; 1 / 1 &gt; »</li> </ul>
<p>9. If you need to change the view, click on <b>View By</b>.</p>	 <p>The screenshot shows a software interface with the following elements:</p> <ul style="list-style-type: none"> <li>Fields for Buyer name, Customer location, and Part no.</li> <li>A 'View by' dropdown menu set to 'Weekly' with a search icon above it. This dropdown is highlighted with a yellow box.</li> <li>A 'Starting from' date field set to '07/10/2023'.</li> <li>A '&gt; Chart' button below the date field.</li> </ul>

Process	Screenshot
<p>10. Select the <b>period</b> you would like to work with.</p> <ul style="list-style-type: none"> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> <li>• Quarterly</li> <li>• Yearly</li> </ul>	 <p>Forecast details - Forecast view</p> <p>Buyer name: Stryker Corporation - TEST    Customer location: Stryker Corporation</p> <p>View by: Weekly (selected)    Starting from: 0 Jul 2023</p> <p>Chart</p> <p>Stock on hand</p> <p>Key figure</p>
<p>11. If required, change the date on starting from. Depending on how you selected the period/timeframe in View By, it will either start today, the beginning of the week, the beginning of the month, etc.</p>	 <p>View by: Monthly    Starting from: 07/01/2023</p> <p>Chart</p> <p>View by: Weekly    Starting from: 07/10/2023</p> <p>Chart</p>

Process	Screenshot																		
<p>12. If you would like to commit to the forecast in its entirety, click on <b>Copy Forecast to Commit</b>.</p>																			
<p>13. If you would like to commit to the forecast but change values, click on <b>the pencil next to Forecast Commit</b>.</p>	<table border="1" data-bbox="609 682 1485 1039"> <thead> <tr> <th>Key figures</th> <th>10 Jul 2023 Week28</th> <th>17 Jul 2023 Week29</th> </tr> </thead> <tbody> <tr> <td>Order forecast</td> <td></td> <td></td> </tr> <tr> <td>Cumulative forecast</td> <td></td> <td>0</td> </tr> <tr> <td>Forecast commit</td> <td></td> <td>0</td> </tr> <tr> <td>Cumulative forecast commit</td> <td></td> <td>0</td> </tr> <tr> <td>Cumulative commit vs cumulative forecast</td> <td></td> <td>0</td> </tr> </tbody> </table>	Key figures	10 Jul 2023 Week28	17 Jul 2023 Week29	Order forecast			Cumulative forecast		0	Forecast commit		0	Cumulative forecast commit		0	Cumulative commit vs cumulative forecast		0
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Cumulative forecast		0																	
Forecast commit		0																	
Cumulative forecast commit		0																	
Cumulative commit vs cumulative forecast		0																	
<p>14. Once clicked, all fields will be available for you to edit. Click on each individual box and manually change them.</p>	<table border="1" data-bbox="609 1081 1485 1816"> <thead> <tr> <th>10 Jul 2023 Week28</th> <th>17 Jul 2023 Week29</th> <th>24 Jul 2023 Week30</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td><input type="text" value="0"/></td> <td><input type="text" value="20"/></td> <td><input type="text"/></td> </tr> </tbody> </table> <table border="1" data-bbox="609 1459 1485 1795"> <thead> <tr> <th>10 Jul 2023 Week28</th> <th>17 Jul 2023 Week29</th> <th>24 Jul 2023 Week30</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td><input type="text" value="30"/></td> <td><input type="text" value="20"/></td> <td><input type="text" value="14"/></td> </tr> </tbody> </table>	10 Jul 2023 Week28	17 Jul 2023 Week29	24 Jul 2023 Week30	0	0	0	<input type="text" value="0"/>	<input type="text" value="20"/>	<input type="text"/>	10 Jul 2023 Week28	17 Jul 2023 Week29	24 Jul 2023 Week30	0	0	0	<input type="text" value="30"/>	<input type="text" value="20"/>	<input type="text" value="14"/>
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Process	Screenshot																									
<p>15. After the modifications, click on <b>Save</b>.</p> <p>16. You have successfully committed to a Forecast.</p>																										
<p>17. <b>IMPORTANT:</b> You <b>must</b> select "Send Data" in order for the forecast submit to be sent to Stryker.</p>	 <table border="1" data-bbox="602 1094 1451 1478"> <thead> <tr> <th></th> <th>22 Apr 2024</th> <th>23 Apr 2024</th> <th>24 Apr 2024</th> <th>25 Apr 2024</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td></td> <td>25</td> <td>25</td> <td>25</td> <td>25</td> </tr> <tr> <td></td> <td>25</td> <td>25</td> <td>25</td> <td>25</td> </tr> </tbody> </table>		22 Apr 2024	23 Apr 2024	24 Apr 2024	25 Apr 2024							0	0	0	0		25	25	25	25		25	25	25	25
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