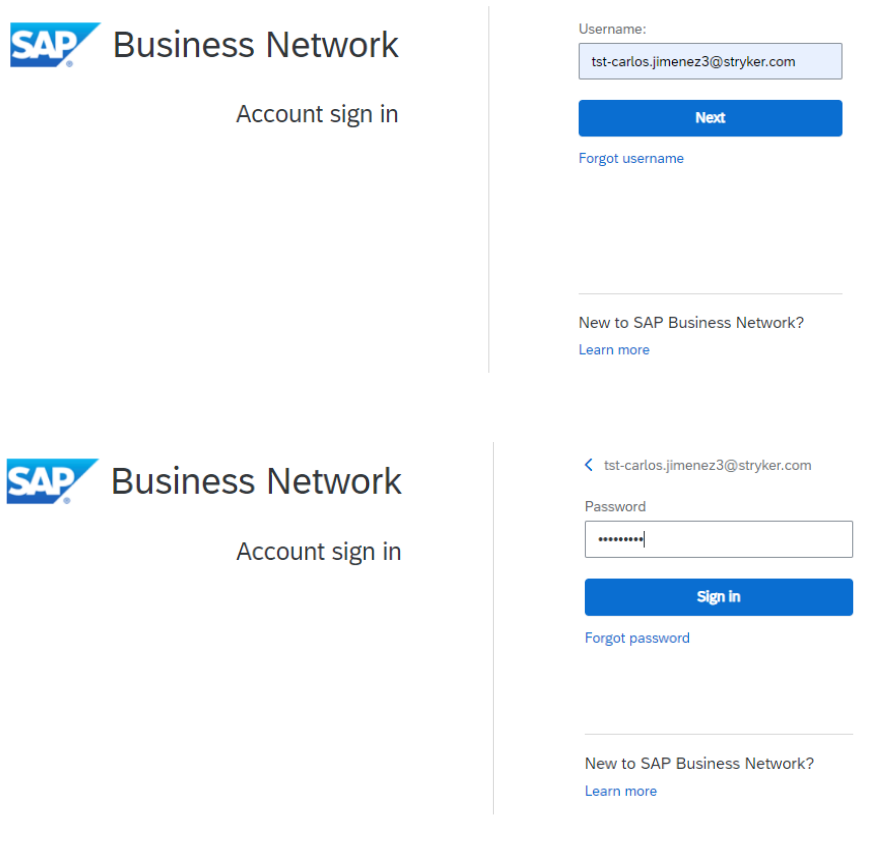
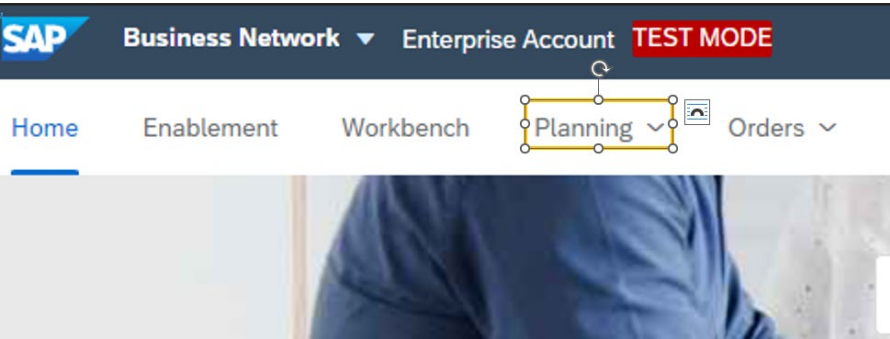
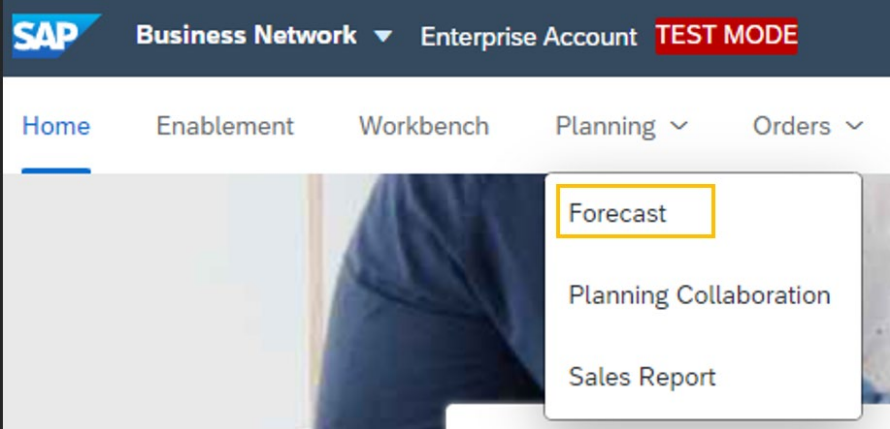
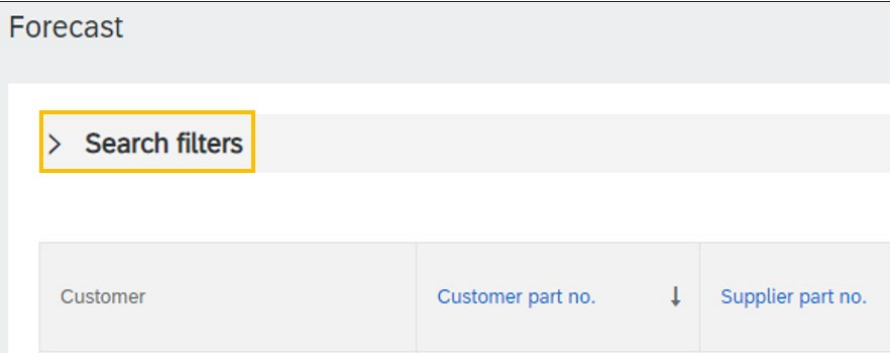


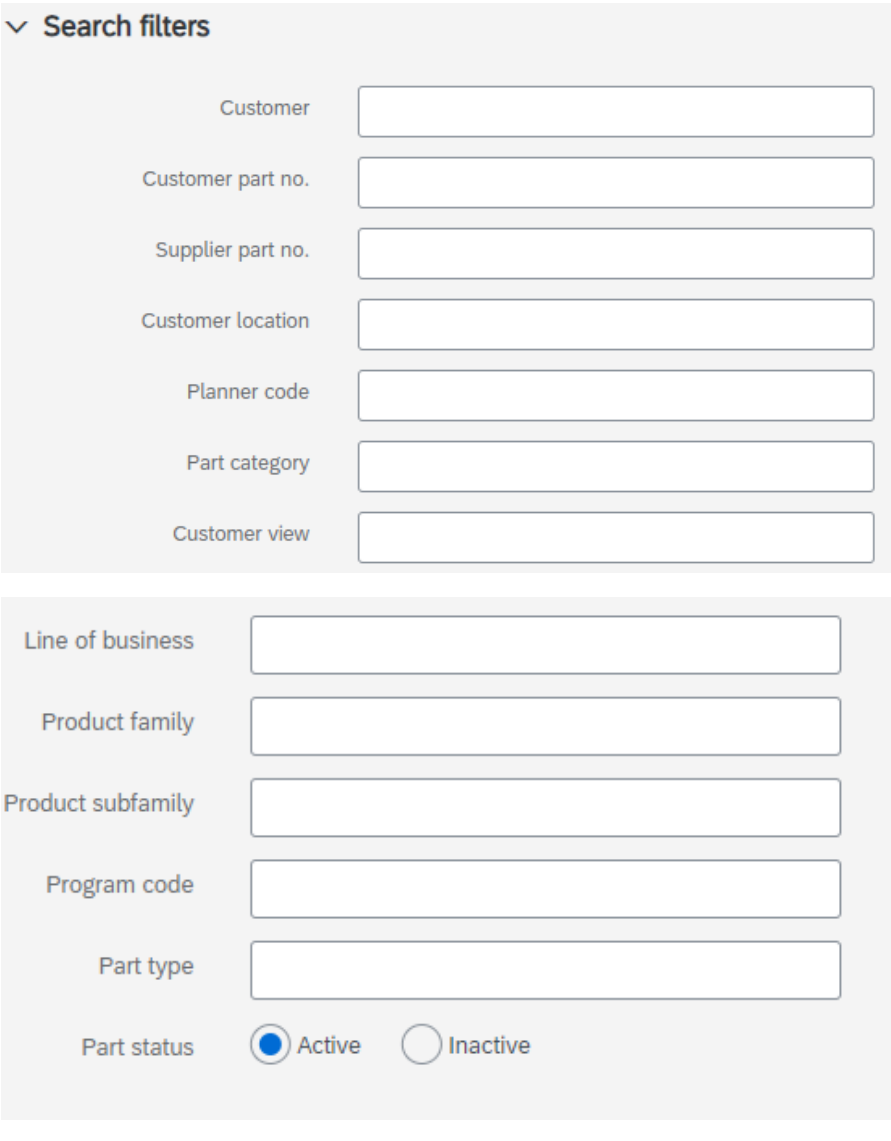

# View/Commit to Forecast (Ariba)

## Review and commit to Forecast

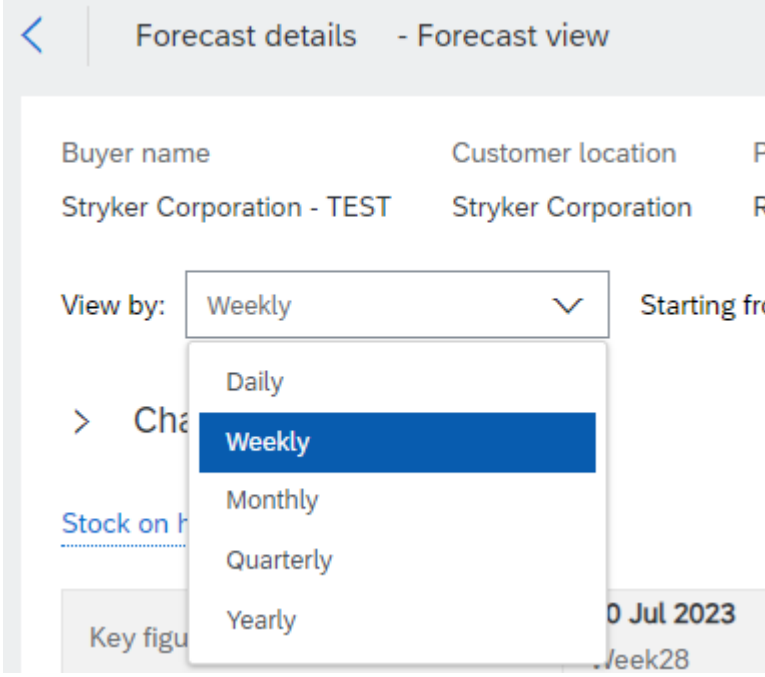
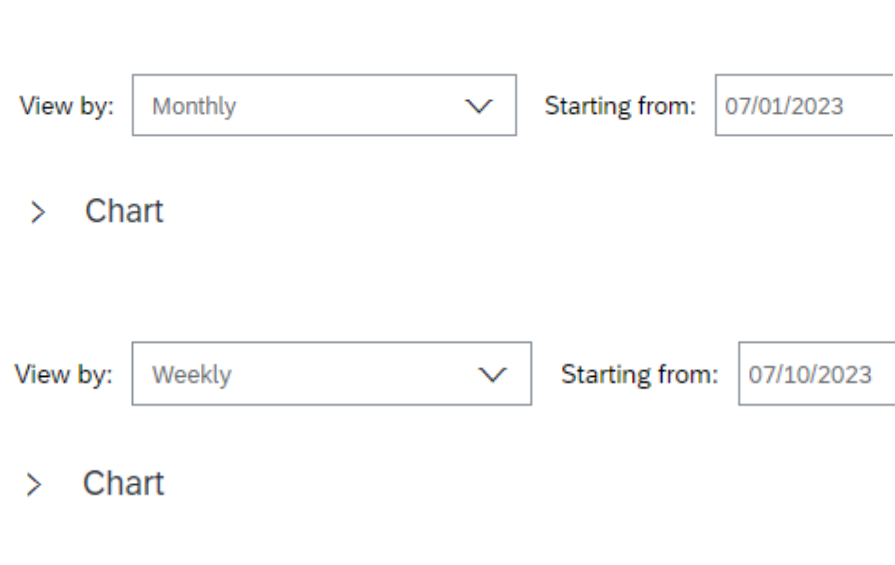
In this job aid you will learn how to review a Forecast sent by Stryker and commit to it

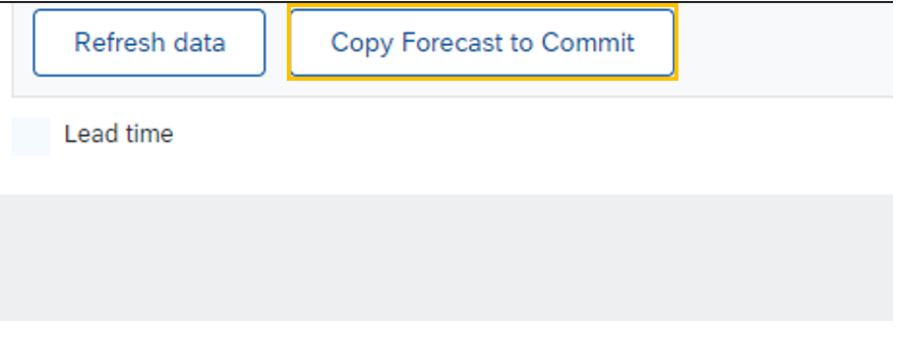
Process	Screenshot
<p>Access <b>SAP ECC</b> from your computer.</p> <p>1. Access <b>Ariba SCC</b> by entering your personal details (<b>User and Password</b>). Please do <b>NOT</b> share these details with anyone.</p>	 <p>The screenshot displays two stages of the SAP Business Network account sign-in process. Both screens feature the SAP Business Network logo and the text 'Account sign in'. The top screen shows the 'Username' field populated with 'tst-carlos.jimenez3@stryker.com' and a blue 'Next' button. Below the button is a link for 'Forgot username'. The bottom screen shows the 'Password' field with masked characters and a blue 'Sign in' button. Below the button is a link for 'Forgot password'. Both screens include a link for 'New to SAP Business Network? Learn more'.</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 navigation items include 'Home', 'Enablement', 'Workbench', and 'Orders'.</p>
<p>3. Click on <b>Forecast.</b></p>	 <p>The screenshot shows the 'Planning' dropdown menu open. The 'Forecast' option is highlighted with a yellow box. Other options in the menu are 'Planning Collaboration' and 'Sales Report'. The background shows the same navigation bar as the previous screenshot.</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.', with a downward arrow between the last two.</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 interface with two sections. The top section, titled 'Search filters', is expanded and contains seven input fields: Customer, Customer part no., Supplier part no., Customer location, Planner code, Part category, and Customer view. The bottom section contains six input fields: Line of business, Product family, Product subfamily, Program code, and Part type. Below these is a 'Part status' section with two radio buttons: 'Active' (which is selected) and 'Inactive'.</p>
<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, both set against a light gray background.</p>

Process	Screenshot																																		
<p>8. The results will appear, click on the <b>search icon to proceed with that Forecast.</b></p>	<table border="1"> <thead> <tr> <th>Customer</th> <th>Customer part no.</th> <th>Supplier part no.</th> <th>Customer location</th> </tr> </thead> <tbody> <tr> <td>Stryker Corporation - TEST</td> <td>RM50083-062</td> <td>VRM50083-062</td> <td>9025 (Stryker Corporation)</td> </tr> <tr> <td>Stryker Corporation - TEST</td> <td>RM50083-046</td> <td></td> <td>9025 (Stryker Corporation)</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Lead time</th> <th>Part status</th> <th>Last customer update</th> <th>Last supplier update</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>Active</td> <td>28 Jun 2023 4:27:16 AM</td> <td>28 Jun 2023 6:56:40 AM</td> </tr> <tr> <td>60</td> <td>Active</td> <td>26 Jun 2023 3:55:47 AM</td> <td>8 Jun 2023 10:38:51 AM</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="2">Stock</th> </tr> <tr> <th>Stock on hand</th> <th>Unit</th> </tr> <tr> <th>Quantity</th> <th></th> </tr> </thead> <tbody> <tr> <td>0</td> <td>PCE</td> </tr> <tr> <td>0</td> <td>PCE</td> </tr> </tbody> </table>	Customer	Customer part no.	Supplier part no.	Customer location	Stryker Corporation - TEST	RM50083-062	VRM50083-062	9025 (Stryker Corporation)	Stryker Corporation - TEST	RM50083-046		9025 (Stryker Corporation)	Lead time	Part status	Last customer update	Last supplier update	20	Active	28 Jun 2023 4:27:16 AM	28 Jun 2023 6:56:40 AM	60	Active	26 Jun 2023 3:55:47 AM	8 Jun 2023 10:38:51 AM	Stock		Stock on hand	Unit	Quantity		0	PCE	0	PCE
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<p>9. If you need to change the view, click on <b>View By.</b></p>	<table border="1"> <thead> <tr> <th>Buyer name</th> <th>Customer location</th> <th>Part no.</th> </tr> </thead> <tbody> <tr> <td>Stryker Corporation - TEST</td> <td>Stryker Corporation</td> <td>RM50083-046</td> </tr> </tbody> </table> <p>View by: <span>Weekly</span> <span>Starting from: 07/10/2023</span></p> <p>&gt; Chart</p>	Buyer name	Customer location	Part no.	Stryker Corporation - TEST	Stryker Corporation	RM50083-046																												
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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>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>	

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="592 682 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>20</td> </tr> <tr> <td>Cumulative forecast commit</td> <td></td> <td>20</td> </tr> <tr> <td>Cumulative commit vs cumulative forecast</td> <td></td> <td>20</td> </tr> </tbody> </table>	Key figures	10 Jul 2023 Week28	17 Jul 2023 Week29	Order forecast			Cumulative forecast		0	Forecast commit		20	Cumulative forecast commit		20	Cumulative commit vs cumulative forecast		20						
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<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="592 1079 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></td> <td></td> <td></td> </tr> <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="592 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></td> <td></td> <td></td> </tr> <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="15"/></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="15"/>
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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>	<table border="1"><thead><tr><th data-bbox="591 388 904 478">4 Sep 2023 Week36</th><th data-bbox="907 388 1221 478">11 Sep 2023 Week37</th></tr></thead><tbody><tr><td data-bbox="591 483 904 546"></td><td data-bbox="907 483 1221 546"></td></tr><tr><td data-bbox="591 550 904 613">25</td><td data-bbox="907 550 1221 613">25</td></tr><tr><td data-bbox="591 617 904 737"><input type="text"/></td><td data-bbox="907 617 1221 737"><input type="text"/></td></tr></tbody></table> <p data-bbox="760 772 959 842"><b>Save</b></p> <p data-bbox="987 772 1187 842">Cancel</p>		4 Sep 2023 Week36	11 Sep 2023 Week37			25	25	<input type="text"/>	<input type="text"/>
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