ASN Account Configuration for Electronic Invoicing

Account Configuration for Invoicing

Configure Account Information

✔ **Basic Profile** ℹ
Enter basic information about your company.

[Edit Configuration]

Enhanced Profile ℹ
Enter enhanced information about your company.

[Configure]

Optional Configurations

✔ **Email Notifications**
Here you can view and update email addresses for all your account notifications on one convenient page.

[Edit Configuration]

Electronic Order Routing
Enable online ordering with your customers. Here you can choose routing options for electronic documents such as purchase orders, time cards, and order responses. You can also enter additional information about your catalog and order processes and policies.

[Configure]

Electronic Invoice Routing
Enable online billing with your customers. Here you can choose routing options for electronic invoices and enter additional information about your company's invoice process and policy.

[Configure]

Settlement
Enable online payment for your account. Here you can specify options for PCard, credit card, and Ariba Processing Plus transactions. You can also enter additional information about your settlement process and policy.

[Configure]

[Done]

Suppliers Have Multiple Connectivity Options

CONNECTION OPTION	DESCRIPTION
Web Portal	▸ Easy to use portal requiring only an Internet connection
EDI (VAN)	▸ Interface with Ariba through your VAN
EDI (AS2)	▸ Interface with Ariba using EDI over the Internet
cXML	▸ Direct connection with automatic validation for high-volume suppliers

Electronic Invoice Routing

Save Cancel

Configure routing options for electronic invoices.

indicates required field

Capabilities & Preferences ↓   Notifications ↓   Invoice Archival ↓   Extended Profile Settings and Information ↓

Capabilities & Preferences

Sending Method

Document	Method	Options
Invoices	Online ▾	Return to this site to create invoices
	Online	
	cXML	
	EDI	

top ▲

Notifications

Type	Trigger to initiate Notification	Email Addresses (one required)
Invoice Failure	☑ Notify me when invoices are undeliverable or rejected	* lknight@ariba.com
Invoice Status Change	☐ Notify me when invoice statuses change	* lknight@ariba.com

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Invoice Archival

◉ Every Two Weeks
◯ Every Month

Start ℹ

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