

## **GUIDE POUR L'INSCRIPTION**

**Espace Fournisseurs** 

**RHI Magnesita - SAP Ariba** 



### INVITATION DU FOURNISSEUR Par e-mail



- Vous recevez un e-mail vous invitant à vous inscrire comme fournisseur de RHI Magnesita
- Cliquez sur « Cliquer ici » afin de créer un compte

Register as a supplier with RHI Magnesita - TEST

Hello!

Kim-Sarah Roling has invited you to register to become a supplier with RHI Magnesita - TEST. Start by creating an account with Ariba Network. It's free.

RHI Magnesita - TEST uses Ariba Network to manage its sourcing and procurement activities and to collaborate with suppliers. If KR 2406 1 already has an account with Ariba Network, sign in with your username and password.

Click Here to create account now

### **ARIBA NETWORK**



- La page suivante s'ouvre et vous présente le réseau Ariba
  Network
  - Inscrivez-vous pour créer un compte Ariba Network
  - Connectez-vous si vous possédez déjà un compte Ariba Network



## ARIBA NETWORK



- Remplissez tous les champs obligatoires (signalés par un \*)
  - Informations sur la société
  - Informations sur le compte de l'utilisateur
  - Détails sur votre activité
- Avant de créer un compte : Acceptez les conditions d'utilisation et la politique de confidentialité

Company information				
١		* Indicates a required fiel	d	
Company Name:*	KR 2406 1			
Country:*	Germany [DEU]	If your company has more than one office, enter the main office address. You can enter		
Address:*	Hauptstrasse	more addresses such as your shipping address, billing address or other addresses		
	Line 2	later in your company profile.		
Postal Code:*	12345			

### **ARIBA NETWORK**





- Ariba Network effectue un contrôle des doublons avant la création de votre compte
  - Consultez les résultats de la recherche pour voir s'il y a des doublons potentiels
  - Cliquez sur « Poursuivre la création du compte » s'il n'y a pas de doublon et que vous souhaitez continuer

#### **Review duplicate Account**

We noticed that your company may already register an Ariba Network account, please review the match results below, then:

- · You can log in the account you are associated with
- Or, you can view the profile and contact the account administrator from there
- Or, if there is no match, you can Continue Account Creation and we will progress your registration
- Or, you can Go back to previous page

## QUESTIONNAIRE POUR L'INSCRIPTION DU FOURNISSEUR



- Une fois votre compte Ariba Network créé, vous êtes redirigé vers le questionnaire d'inscription soumis aux fournisseurs
- Remplissez tous les champs obligatoires (signalés par un \*)
- Pour envoyer le questionnaire, cliquez sur « Soumettre toutes les réponses » en bas de la page

Ariba Sourcir	ng		:	Company Settings 🔻 Kir	m KR 2406 1 🔻
Go back to RHI Magnesita - TEST	Dashboard			Desktop File Sync	
Console	Doc440848784 - Supplier registration questionnaire			D Time remaining 29 days 2	23:15:19
Event Messages Event Details Response History	All Content				<b></b> ×
Response Team	Name †				
	▼ 1 Supplier Information				^
Event Contents	1.1 Please enter your company's name with legal form	* KR 2406 1			
All Content	1.2 Company Name (extended)				
1 Supplier Information		*Show More			
		Street: Hauptstrasse	House Number: 5	0	
2 Commercial Information		Street 2:	0		

Submit Entire Response	Save draft	Compose Message	Excel Import

### **INSCRIPTION RÉUSSIE À ARIBA NETWORK**



 Une fois que vous êtes correctement inscrit à Ariba Network, vous recevrez un email de bienvenue sur Ariba Commerce Cloud

 Le statut actuel du questionnaire d'inscription apparaît sur votre compte Ariba Network

W	elcome to the Ariba Commerce Cloud
Yc	our registration process on the Ariba Commerce Cloud for KR 2406 1 is now complete.
	Your organization's account ID: AN01533842594-T
	Your username: test-kr2406 1@ap-solut.com
As a	the account administrator for this account, make sure to keep your username and password in secure place. Do not share this information.
If nc pr bu	you registered after receiving an invitation from an Ariba On Demand Sourcing buyer, you can w access and participate in the buyer's sourcing events. The Seller Collaboration Console ovides a centralized location for you to manage all your Ariba On Demand Sourcing events and ayer relationships.

Registration Questionnaires			
Title	ID	End Time 👃	Status
▼ Status: Completed (1)			
Supplier registration questionnaire	Doc440848784	6/24/2020 11:20 AM	Pending Approval

## **INSCRIPTION RÉUSSIE À RHIM**



 Vous recevez un e-mail dès que RHIM a approuvé votre inscription

 Le statut *inscrit* apparaît sur votre compte Ariba Network

RHI Magnesita - TEST	
Hello Kim KR 2406 1,	
Congratulations! Your supplier registration was approv	ed.
Log in to the supplier portal to see if you need to comp with RHI Magnesita - TEST.	lete any tasks or qualifications before you can start doing business
Click Here	
Sincerely, RHI Magnesita - TEST	

Registration Questionnaires			
Title	ID	End Time ↓	Status
▼ Status: Open (1)			
Supplier registration questionnaire	Doc440848784	6/24/2021 11:51 AM	Registered

# QUESTIONNAIRES DE QUALIFICATION DU FOURNISSEUR



- Une fois votre inscription validée, vous recevrez des questionnaires de qualification
- Vous recevrez un message par e-mail
- Veuillez consulter les sections Questionnaires de qualification et Questionnaires
- Remplissez tous les champs obligatoires (signalés par un \*) des questionnaires
- Pour envoyer le questionnaire, cliquez sur « Soumettre toutes les réponses » en bas de la page

Registration Questionnaires		
Title		ID
▼ Status: Open (1)		
Supplier registration questionnaire		Doc432347472
Qualification Questionnaires		
Title	ID	End Time 4
▼ Status: Open (1)		
Supplier qualification questionnaire	Doc432427305	7/10/2020 2:13 PM
Questionríjaires		
Title	ID	End Time 1
♥ Status: Open (1)		
Certificates for Raw Materials in Brazil	Doc432367071	6/10/2020 2:36 PM

I Content	
ame f	
4.4 Do you have your own laboratory and a quality control system in place?	* Unspecified v
▼ 5 General	
5.1 Number of years in business	
5.2 Number of locations	
▼ 6 Company Key facts and figures	
▼ 6.1 Headcount	
6.1.1 Most recent year	
▼ 6.2 Plants and facilities	
6.2.1 Most recent year	
▼ 6.3 Gross Revenue (in EUR)	
6.3.1 Most recent year	

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Submit Entire Decoonce	Save draft	Compose Message	Excel Im



#### Get in touch

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