

SAP Ariba /

Configure PO Routing



1- Go to "Company Settings"

2- Click on "Electronic Order Routing"

APV MIDDLE EAST.-TEST NETWORK SETTINGS 2 ANID: AN01485001075-T Electronic Order Routing **Company Profile Electronic Invoice Routing** ACCOUNT SETTINGS Accelerated Payments **Customer Relationships** Remittances Users Network Notifications Notifications Audit Logs Application Subscriptions View All Account Registration View All

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3- Choose "Email" from the dropdown box next to "Catalog Order Routing"

4- Enter up to 5 emails addresses followed by a comma. These email addresses will receive a notification when orders are received within your AN Account.

5- Click on "Save"

Network Settings		Save Close
Electronic Order Routing	Electronic Invoice Routing Accelerated Payments	Settlement
* Indicates a required field		
Capabilities Preferences		
External System Integration		
Configure cXML (native) integration		
Configure Ariba 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		
New Orders		
Document Type	Routing Method	Options
Catalog Orders without Attachments	Email ~	 Email address: someone@company.com Attach cXML document in the email message ✓ Include document in the email message ✓ 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



Thank you.

