Users & Roles
SAP Business Network account

SAP Business Network Support Material

July 2023

Nemak
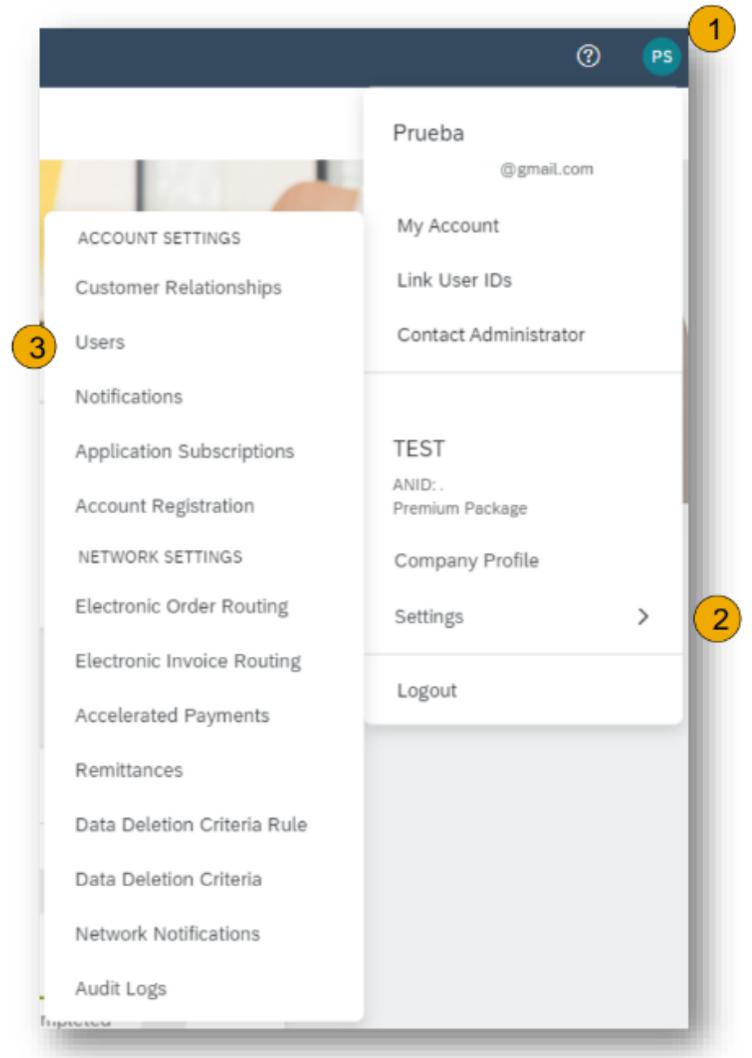*Innovative Lightweighting*

Users & Roles
SAP Business Network account

Configuration:

Step 1: Click on the initials in the top right hand corner.

Step 2: Click on Settings menu

Step 3: Configure your users: create new users and passwords and assign functions to those users
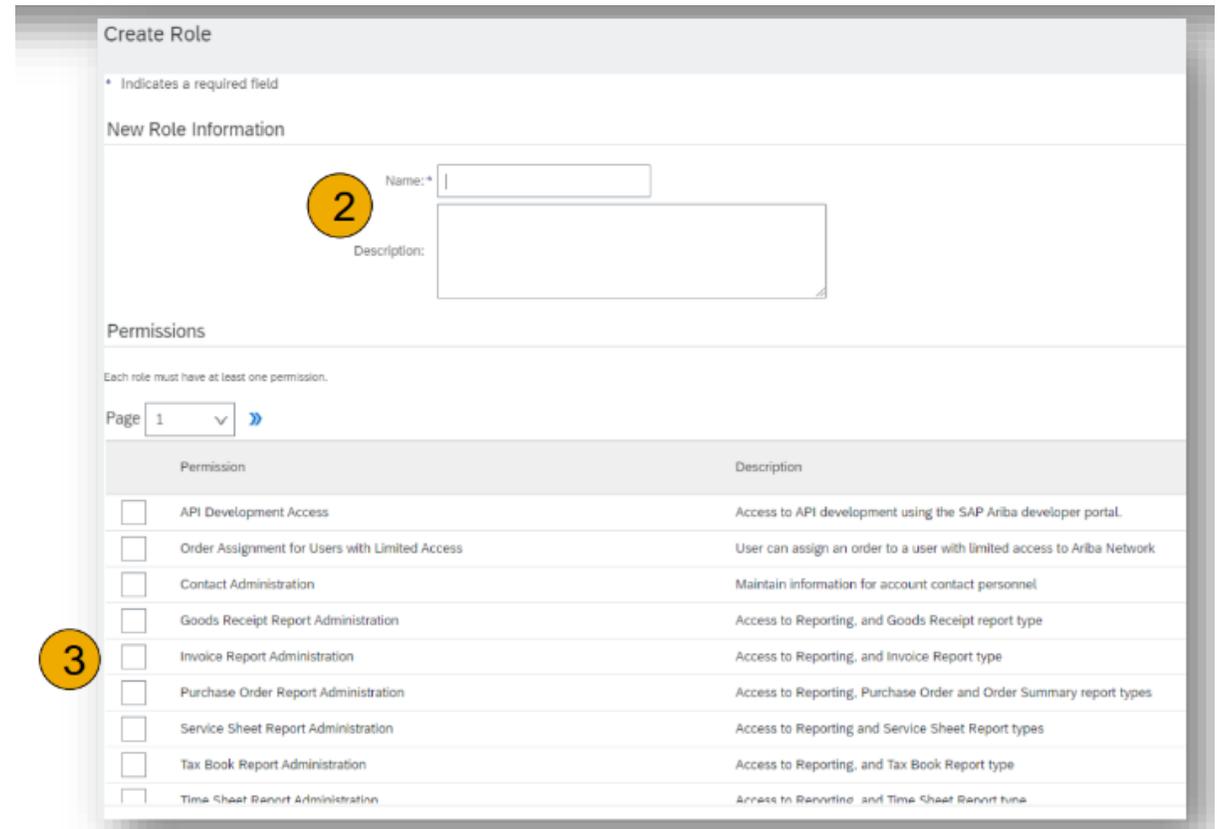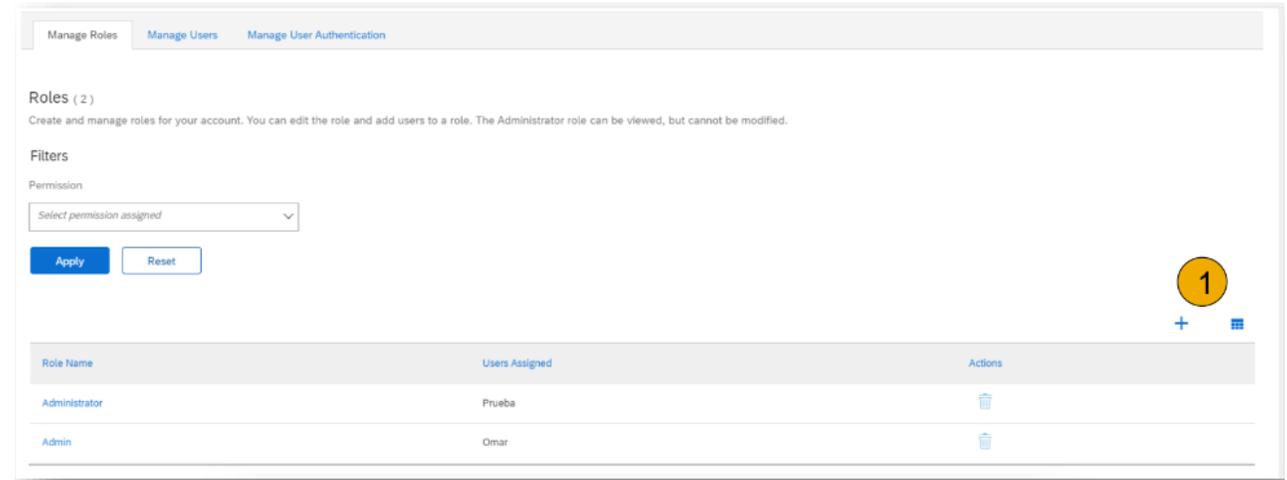
Users & Roles

Configuration:

Step 1: On the Manage Roles section,

click on the plus sign.

Step 2: Complete the name and a description of the function.

Step 3: Chose the permissions you will give access to this role.

Step 4: Save to finish the process.

Manage Roles | Manage Users | Manage User Authentication

Roles (2)
Create and manage roles for your account. You can edit the role and add users to a role. The Administrator role can be viewed, but cannot be modified.

Filters

Permission

Select permission assigned

Apply   Reset

Role Name	Users Assigned	Actions
Administrator	Prueba	🗑
Admin	Omar	🗑

Create Role

* Indicates a required field

New Role Information

Name: *

Description:

Permissions

Each role must have at least one permission.

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Permission	Description
API Development Access	Access to API development using the SAP Ariba developer portal.
Order Assignment for Users with Limited Access	User can assign an order to a user with limited access to Ariba Network
Contact Administration	Maintain information for account contact personnel
Goods Receipt Report Administration	Access to Reporting, and Goods Receipt report type
Invoice Report Administration	Access to Reporting, and Invoice Report type
Purchase Order Report Administration	Access to Reporting, Purchase Order and Order Summary report types
Service Sheet Report Administration	Access to Reporting and Service Sheet Report types
Tax Book Report Administration	Access to Reporting, and Tax Book Report type
Time Sheet Report Administration	Access to Reporting, and Time Sheet Report type

Users & Roles

Configuration:

Step 1: On the Manage Roles section, click on the plus sign.

Step 2: Complete the information requested

Step 3: Assign the roles you will be giving to the user

Step 4: Assign this user to view all customers or only selected ones.

Step 5: Save to finish the process.