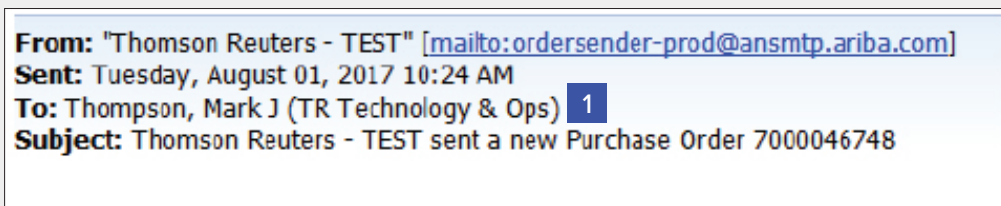
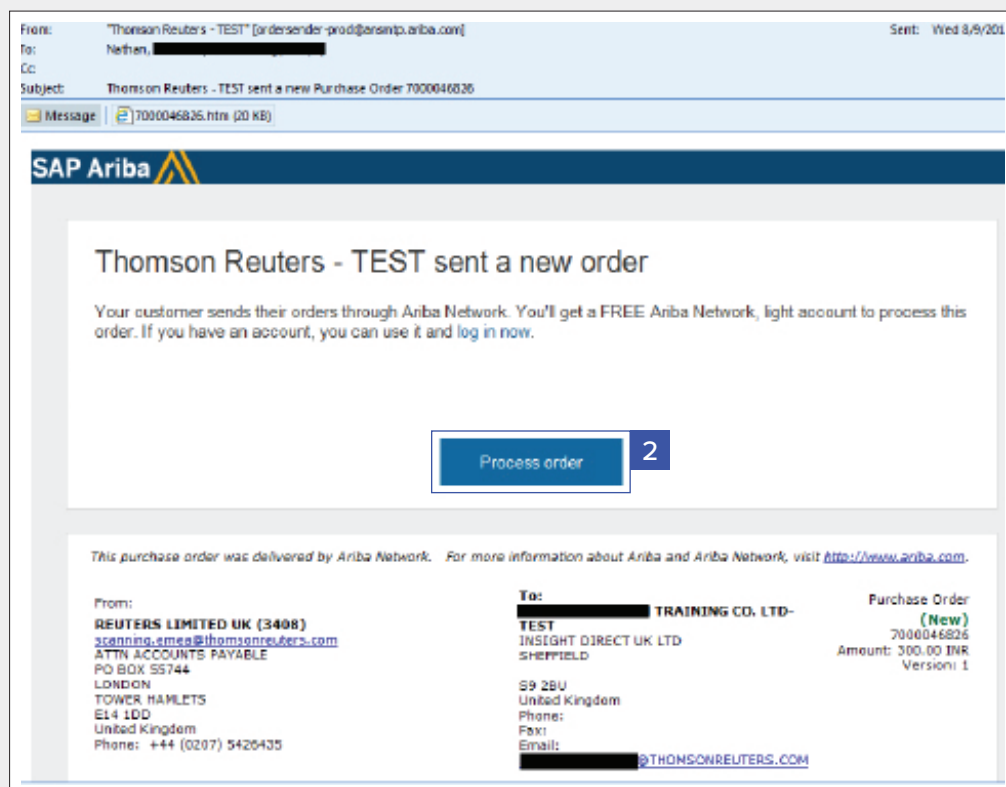


Ariba Konto Light: Jak się zarejestrować

- 1 Znajdź i otwórz powiadomienie o zamówieniu zakupu (ZZ) w wiadomości e-mail.

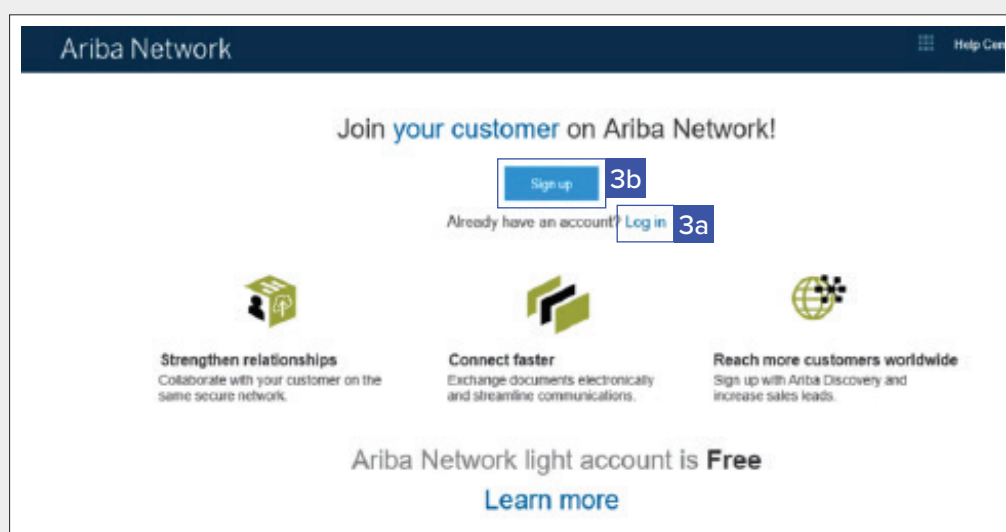


- 2 Kliknij przycisk **Przetwórz zamówienie** znajdujący się w treści wiadomości.



- 3 System poprosi o zrobienie jednej z poniższych rzeczy:

- a Jeżeli **posiadasz już konto** w sieci Ariba z innym klientem, kliknij przycisk **Zaloguj się**, aby przetworzyć żądanie, po czym system przekieruje Cię do Strony zamówień zakupu, aby przetworzyć fakturę
- b Jeżeli nie posiadasz konta, kliknij przycisk **Zarejestruj się**, aby rozpocząć rejestrację



- 4 Po kliknięciu przycisku **Zarejestruj się**, przejrzyj ogólne informacje:

Informacje o przedsiębiorstwie

- Nazwa przedsiębiorstwa
- Kraj
- Adres/miejscowość/ stan/kod pocztowy

Ariba Network

Register Register Cancel

Company information **4**

* Indicates a required field

Company Name* BOBIS BOOKS LTD-TEST

Country* United Kingdom [GBR]

Address* 123 LOWER ROAD OFF MAIN STREET

Line 2

Line 3

Line 4

City* MARLOW

State

Postal Code* ML53 5TT

If your company has more than one office, enter the main office address. You can enter more addresses such as your shipping address, billing address or other addresses later in your company profile.

Ariba Network light account is Free

Already have an account? Login

Strengthen relationships
Collaborate with your customer on the same secure network.

Connect faster
Exchange documents electronically

- 5 Uzupełnij szczegółowe informacje we wskazanych częściach:

Informacje dotyczące konta użytkownika

- Imię i nazwisko
- Adres e-mail
- Nazwa użytkownika (musi być podana w formacie adresu e-mail)
- Hasło
- Preferowany język
- Adres e-mail, na który wysyłane będą zamówienia (*Jeden adres e-mail lub lista dystrybucyjna, na które muszą być przesłane powiadomienia o nowych zamówieniach zakupu*)

Ariba Network

Register Register Cancel

User account information **5**

* Indicates a required field

Name* john smith

Email* johnsmith@bb.com

Use my email as my username

Username* johns@bb.com

Must be in email format (e.g. john@news.com)

Must contain a minimum 8 characters including letters and numbers.

Password* *****

The language used when Ariba sends you configurable notifications. This is different than your web browser's...

Language: English

Email orders to* johnsmith@bb.com

Customers may send you orders through Ariba Network. To send orders to multiple contacts in your communications.

Reach more customers worldwide
Sign up with Ariba Discovery and increase sales leads.
[Learn more](#)

After registration download the SAP Ariba Supplier app from the Apple App Store or Google Play to your mobile device and manage customer orders on the go.

- 6 Kliknij strzałkę znajdującą się obok pola **Opowiedz nam o swojej działalności**, jeżeli chcesz podać dodatkowe informacje swoim aktualnym i wszystkim potencjalnym klientom. (*Opcjonalne*)

Ariba Network

Register Register Cancel

Tell us more about your business **6**

Ariba will make your company profile, which includes the basic company information, available for new business opportunities to other companies. If you want to hide your company profile, you can do so anytime by editing the profile visibility settings on the Company Profile page after you have finished your registration.

By clicking the Register button, you expressly acknowledge and give consent to Ariba for your data entered into this system to be transferred outside the European Union, Russian Federation or other jurisdiction where you are located to Ariba and the computer systems on which the Ariba services are hosted (located in various data centers globally), in accordance with the Ariba Privacy Statement, the Terms of Use, and applicable law.

- 7 Zaznacz pole wyboru na dole strony, aby wyrazić zgodę na **Warunki korzystania** oraz **Oświadczenie dotyczące zachowania prywatności Ariba**

Ariba Network

Register Register Cancel

Ariba will make your company profile, which includes the basic company information, available for new business opportunities to other companies. If you want to hide your company profile, you can do so anytime by editing the profile visibility settings on the Company Profile page after you have finished your registration.

By clicking the Register button, you expressly acknowledge and give consent to Ariba for your data entered into this system to be transferred outside the European Union, Russian Federation or other jurisdiction where you are located to Ariba and the computer systems on which the Ariba services are hosted (located in various data centers globally), in accordance with the Ariba Privacy Statement, the Terms of Use, and applicable law.

You have the right to access and modify your personal data from within the application, by contacting the Ariba administrator within your organization or Ariba, Inc. This consent shall be in effect from the moment it has been granted and may be revoked by prior written notice to Ariba. If you are a Russian citizen residing within the Russian Federation, You also expressly confirm that any of your personal data entered or modified in the system has previously been captured by your organization in a separate data repository residing in the Russian Federation.

I have read and agree to the Terms of Use and the Ariba Privacy Statement

- 8 Kliknij przycisk Zarejestruj.

Ariba Network

Register 8 Register Cancel

Company information

Company Name* BOES BOOKS LTD-TEST

Country* United Kingdom [GBR]

* indicates a required field

If your company has more than one office, enter the

Ariba Network light account is Free

Already have an account? Login

- 9 Po aktywacji swojego konta system przekieruje Cię do Portalu Konta Light Ariba.

Ariba Network

Upgrade from light account Learn More

Company Settings Nancy Davis Create

HOME INBOX OUTBOX CATALOGS REPORTS

CSV Documents

Orders, Invoices and Payments

0 New Purchase Orders

0 Orders to Confirm

0 Orders to Ship

0 Orders that Need Attention

1 Invoices Pending Payment

Order Number	Customer	Status	Amount	Date	Amount Invoiced	Action
You do not have any Orders and Releases.						

Now we're mobile. Check it out! App Store Google Play

Tasks: Update Profile Information

SAP Ariba Nancy Green (nancygreen@ariba.com) last visited 8 Sep 2017 8:45:04 AM | SUMATHI NATHAN TRAINING CO. LTD-TEST | ARI-05862814-T Data Policy Security Overview Terms of Use © 1998-2017 Ariba, Inc. All rights reserved.

- 10 Aby Wylogować się z Portalu Konta Light, przejdź do **Nazwy Użytkownika** > kliknij strzałkę, aby otworzyć rozwijaną listę > kliknij przycisk **Wyloguj się**

Ariba Network

Upgrade from light account Learn More

Company Settings sumathi nathan Help Center

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Orders, Invoices and Payments

Logout

My Account

My Community Profile

Switch To

sumathi nathan bn@ariba.com

