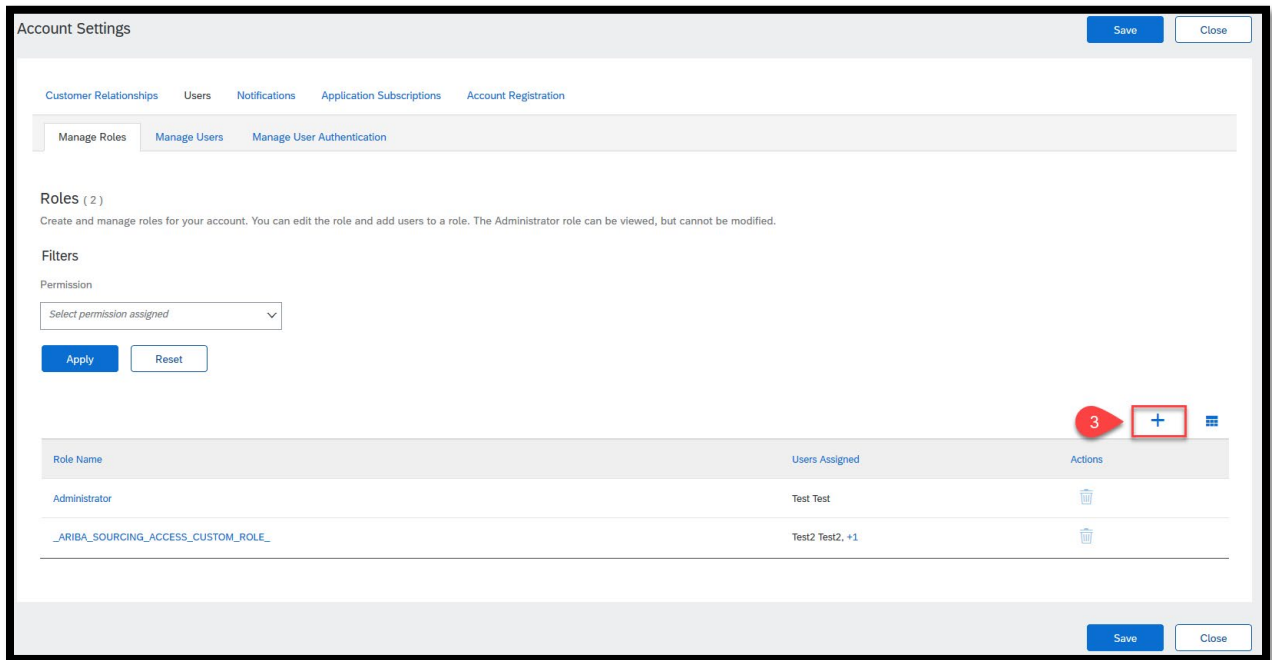
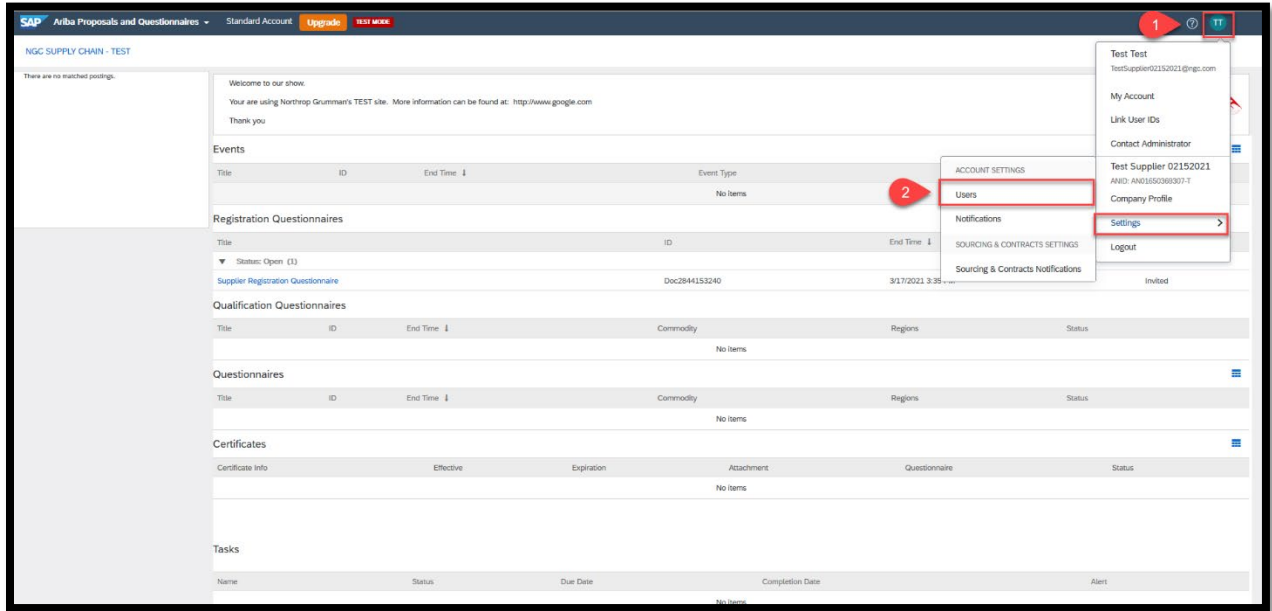


If multiple users are required to complete Northrop Grumman's Registration Questionnaire, following ALL the steps below.

Steps 1-5: create the role that has access to the Questionnaire



Create Role Save Cancel

* Indicates a required field

New Role Information

4

Description:

Permissions

Each role must have at least one permission.
Upgrade your Ariba Network, standard account to an enterprise account to enable all permissions.

Permission	Description
<input type="checkbox"/> Payment Profile	Configure your payment profile
<input type="checkbox"/> cXML Configuration	Configure account for cXML transactions
<input type="checkbox"/> Company Information	Review and update company profile information
<input type="checkbox"/> Transaction Configuration	Configure account for electronic transactions
<input type="checkbox"/> ID Registration Access	Register unique identifiers, like email domains
<input type="checkbox"/> Fulfillment Invitation Account Merge	Allows the assigned user to transfer a fulfillment related invitation into his existing Ariba Network Account.
<input type="checkbox"/> Create and manage postings on Ariba Discovery	Create postings on Ariba Discovery
<input checked="" type="checkbox"/> Respond to postings on Ariba Discovery	Respond to postings on Ariba Discovery
<input checked="" type="checkbox"/> Access Proposals and Contracts	View your organization's Ariba Sourcing events and Ariba Contract Management contracts, documents, and tasks. This permission grants access to the Proposals and Contracts properties. Individual users must be approved by Ariba Sourcing buyers before they can view or participate in events or contract tasks

5

Steps 6-10: create the new user and assign the role

Account Settings Save Close

Customer Relationships **Users** Notifications Application Subscriptions Account Registration

Manage Roles **Manage Users** 6 User Authentication

Users (2)

Enable assignment of orders to users with limited access to Ariba Network. ⓘ

Filter

Users (You can only search on one attribute at a time)

Username +

Apply Reset

7 + 📄 🗪

<input type="checkbox"/>	Username	Email Address	First Name	Last Name	Ariba Discovery Contact	Role Assigned	Authorization Profiles Assigned	Customer Assigned	Actions
<input type="checkbox"/>	test4@ariba.com	test4@ariba.com	Test4	Test4	No	Proposals and Contracts Access		All(0)	Actions ▾
<input type="checkbox"/>	test2@ariba.com	test2@ariba.com	Test2	Test2	No	Proposals and Contracts Access		All(0)	Actions ▾

↩ Add to Contact List Remove from Contact List

Save Close

Create User Done Cancel

Create a new user account and assign a role and if needed assign them to a business unit. Ariba will email a temporary password to the address provided for the new user account. The account information entered here will not be modifiable after you click Done. However, you can modify role assignments at any time.

New User Information

Username:* ⓘ

Email Address:*

First Name:*

Last Name:*

Do not allow the user to resend invoices to the buyer's account. ⓘ

This user is the Ariba Discovery Contact ⓘ

Limited access ⓘ

Office Phone: Country: Area: Number:

Role Assignment

Name	Description
<input type="checkbox"/> Proposals and Contracts Access	Access Proposals and Contracts
<input checked="" type="checkbox"/> Ariba Questionnaire Access	

Customer Assignment

Assign to Customer: All Customers Select Customers

By entering this personal data, you acknowledge that you have authority to allow transfer of this personal data to Ariba for processing in the Ariba systems (hosted in various data centers globally) in accordance with the [SAP Ariba Privacy Statement](#), the service agreement between your company and Ariba, and applicable law, and, if applicable, that any personal data from Russian citizens has been stored by your organization in a separate data repository residing within the Russian federation.

10 Done Cancel

Steps 11-13: add the user to the Response Team in the Registration Questionnaire

Ariba Sourcing

Go back to NGC Supply Chain - TEST Dashboard

Console Doc2844153240 - Supplier Registration Questionnaire

Event Messages

Event Details

Response History

Response Team 11

▼ Event Contents

All Content

1 General Supplier Int...

4 Supplier business cl...

5 Supplier Contact Int...

6 Management Controls

7 SUPPLIER QUALITYMIS...

8 Supplier Representat...

All Content

▼ 1 General Supplier Information

1.1 COMPANY HAS ACCESSED, READ, AND UNDERSTANDS NORTHROP GRUMMAN'S [SUPPLIER STANDARDS OF BUSINESS CONDUCT](#)

1.2 Supplier full legal name Unspecified ▼

1.3 Doing business as Test Supplier 02152021

1.4 Division

1.5 Corporate website

1.6 Contractual Address

[Show More](#)

Street:

Street 2:

Street 3:

Postal Code:

Country:

Response Team - Supplier Registration Questionnaire

Review the list of members from your organization who can participate in this event with you. You may add team members to this list as needed.

Name ↓	Email Address
Test Test	
Test3 Test3	
Test2 Test2	

Add

12

13

Add Team Members

<input checked="" type="checkbox"/>	Name ↑	Email Address
<input checked="" type="checkbox"/>	Test User	TestUser@ngc.com

OK

Cancel