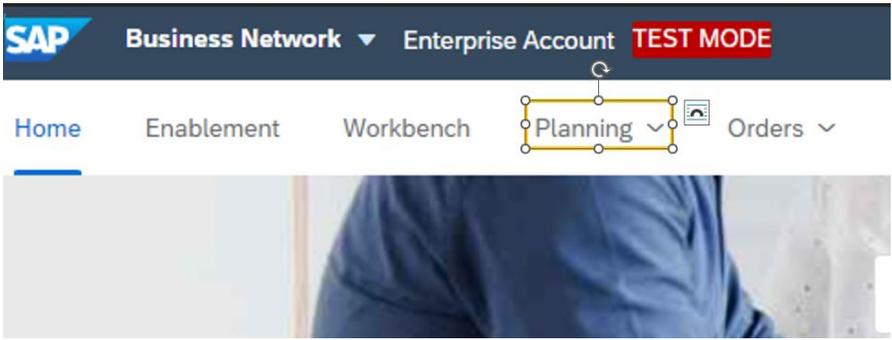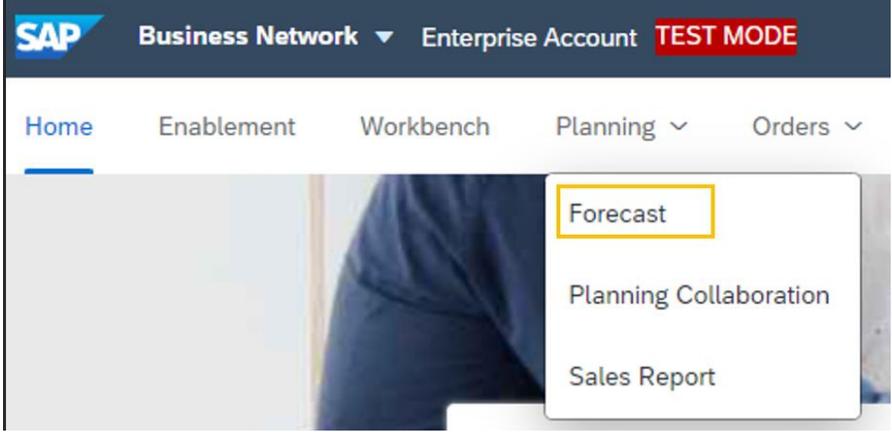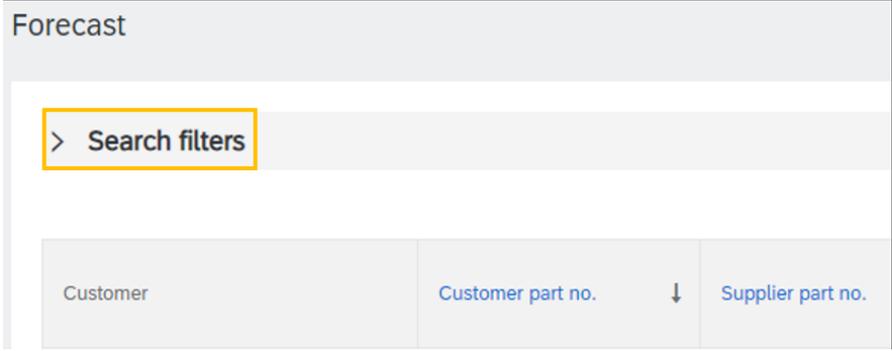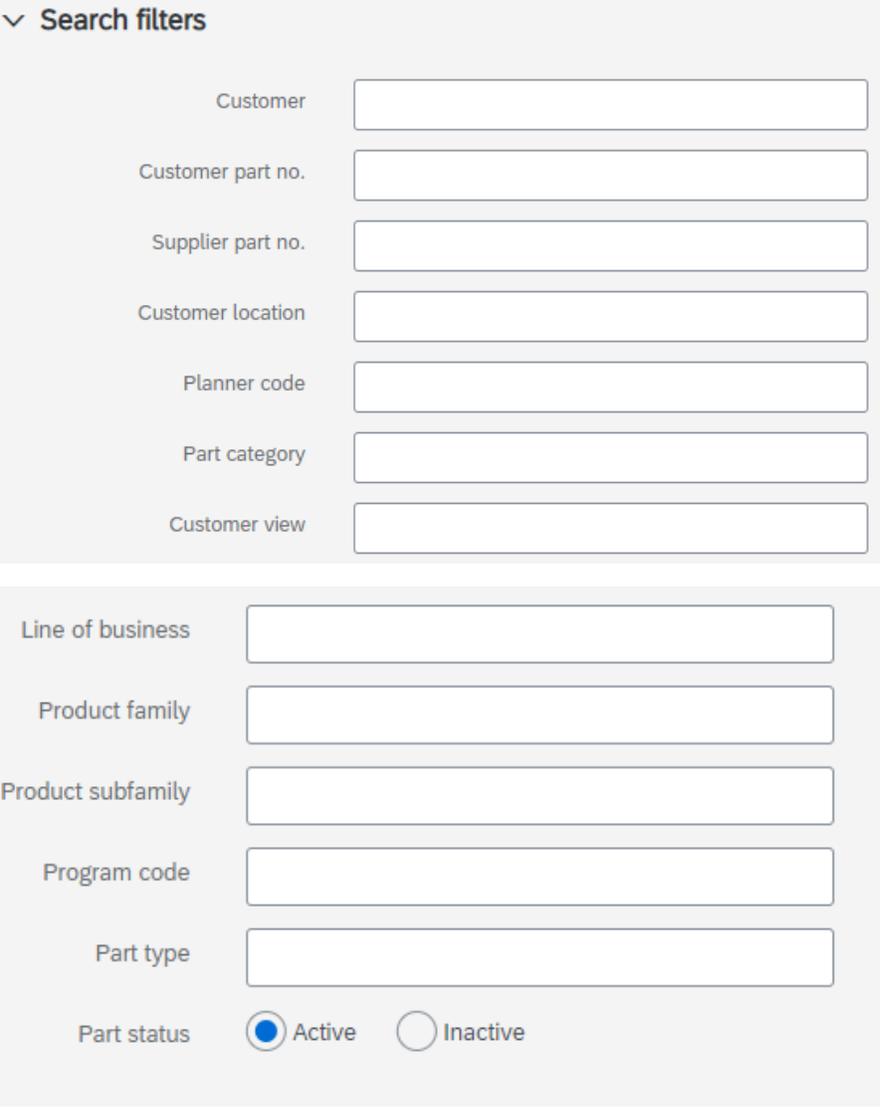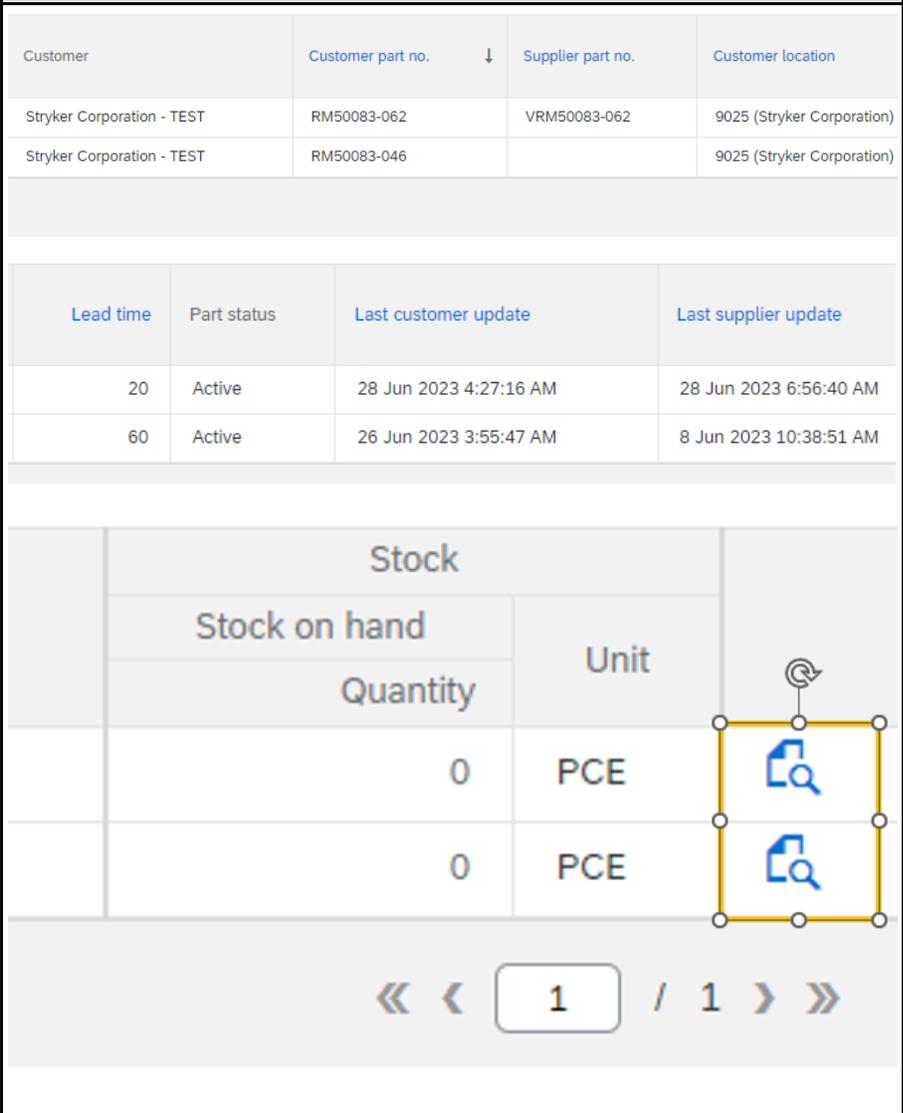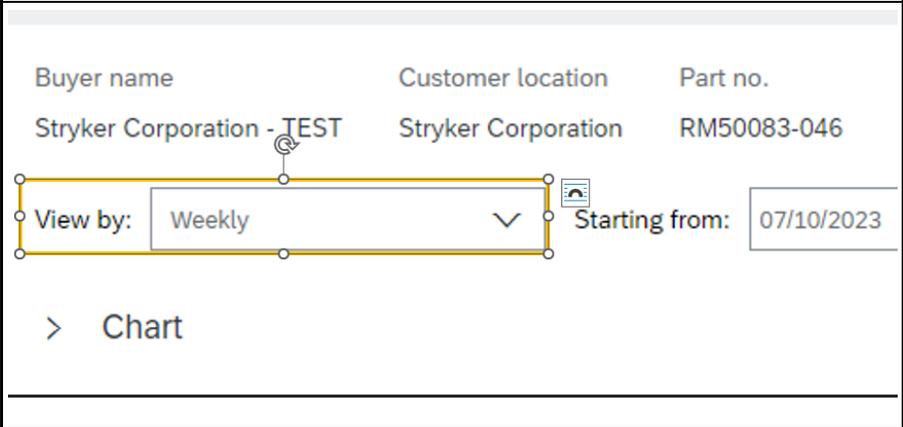# View/Commit to Forecast (Ariba)

Review and commit to Forecast

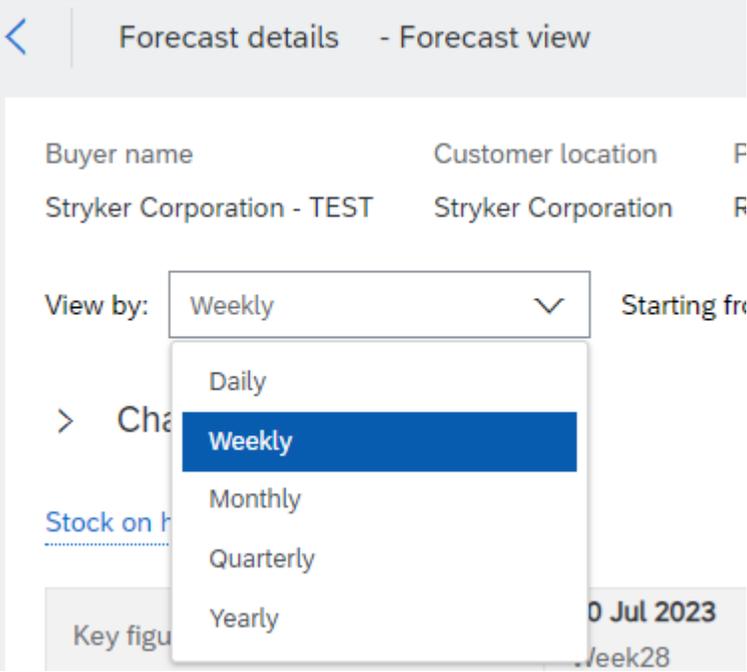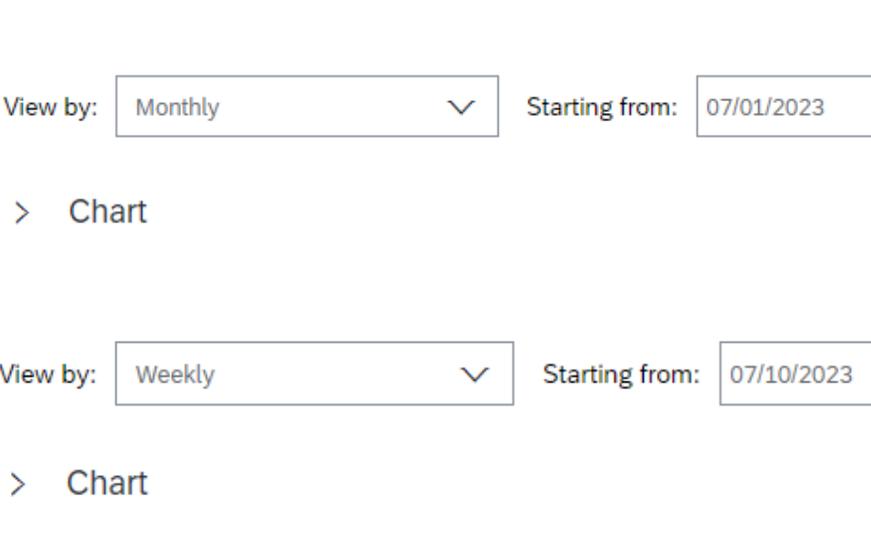In this job aid you will learn how to review a Forecast sent by Stryker and commit to it

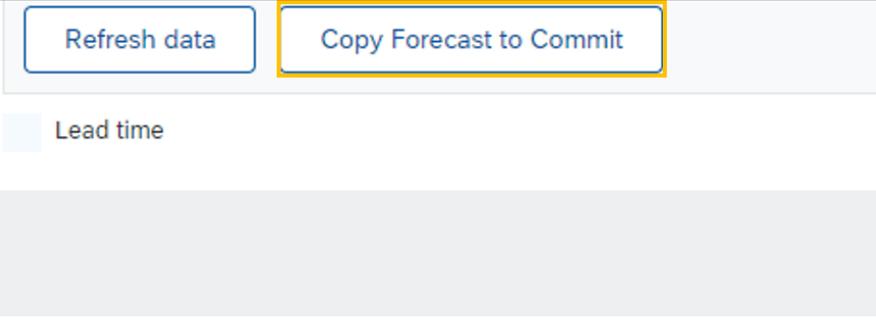| Process	Screenshot
Access **SAP ECC** from your computer. 1. Access **Ariba SCC** by entering your personal details **(User and Password)**. Please do **NOT** share these details with anyone.	**SAP Business Network** — Account sign in Username: tst-carlos.jimenez3@stryker.com Next Forgot username New to SAP Business Network? Learn more **SAP Business Network** — Account sign in tst-carlos.jimenez3@stryker.com Password: ••••••••• Sign in Forgot password New to SAP Business Network? Learn more

Process	Screenshot
2. On the above part, click on the **Planning section.**	
3. Click on **Forecast.**	
4. The following screen will appear. 5. If you need to search for specific information, click on the **arrow next to Search Filters.**	

stryker

Process	Screenshot
6. Select any of the **fields** where you would like to put information.	∨ **Search filters** Customer [ ] Customer part no. [ ] Supplier part no. [ ] Customer location [ ] Planner code [ ] Part category [ ] Customer view [ ] Line of business [ ] Product family [ ] Product subfamily [ ] Program code [ ] Part type [ ] Part status ⦿ Active ◯ Inactive
7. Once you have added the information, click on **Search**.	[Search] [Reset]

Process	Screenshot
8. The results will appear, click on the **search icon to proceed with that Forecast.**	
9. If you need to change the view, click on **View By.**	

stryker

Process	Screenshot
10. Select the **period** you would like to work with. • Daily • Weekly • Monthly • Quarterly • Yearly	Forecast details - Forecast view Buyer name Customer location Stryker Corporation - TEST Stryker Corporation View by: Weekly Starting fr Daily **Weekly** Monthly Quarterly Yearly 0 Jul 2023 Week28
11. If required, change the date on starting from. Depending on how you selected the period/timeframe in View By, it will either start today, the beginning of the week, the beginning of the month, etc.	View by: Monthly Starting from: 07/01/2023 > Chart View by: Weekly Starting from: 07/10/2023 > Chart

Process	Screenshot
12. If you would like to commit to the forecast in its entirety, click on **Copy Forecast to Commit.**	Refresh data Copy Forecast to Commit Lead time
13. If you would like to commit to the forecast but change values, click on **the pencil next to Forecast Commit.**	<table><tr><td>Key figures</td><td>10 Jul 2023 Week28</td><td>17 Jul 2023 Week29</td></tr><tr><td>Order forecast</td><td></td><td></td></tr><tr><td>Cumulative forecast</td><td>0</td><td>0</td></tr><tr><td>Forecast commit ✏</td><td>0</td><td>20</td></tr><tr><td>Cumulative forecast commit</td><td>0</td><td>20</td></tr><tr><td>Cumulative commit vs cumulative forecast</td><td>0</td><td>20</td></tr></table>
14. Once clicked, all fields will be available for you to edit. Click on each individual box and manually change them.	<table><tr><td>10 Jul 2023 Week28</td><td>17 Jul 2023 Week29</td><td>24 Jul 2023 Week30</td></tr><tr><td></td><td></td><td></td></tr><tr><td>0</td><td>0</td><td>0</td></tr><tr><td>0</td><td>20</td><td></td></tr></table> <table><tr><td>10 Jul 2023 Week28</td><td>17 Jul 2023 Week29</td><td>24 Jul 2023 Week30</td></tr><tr><td></td><td></td><td></td></tr><tr><td>0</td><td>0</td><td>0</td></tr><tr><td>30</td><td>20</td><td>15</td></tr></table>
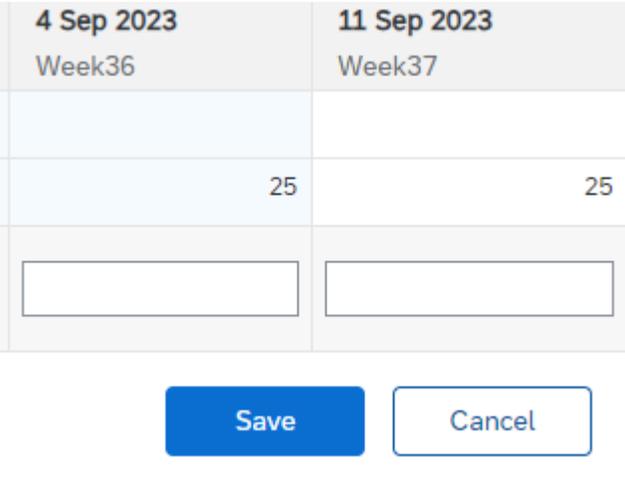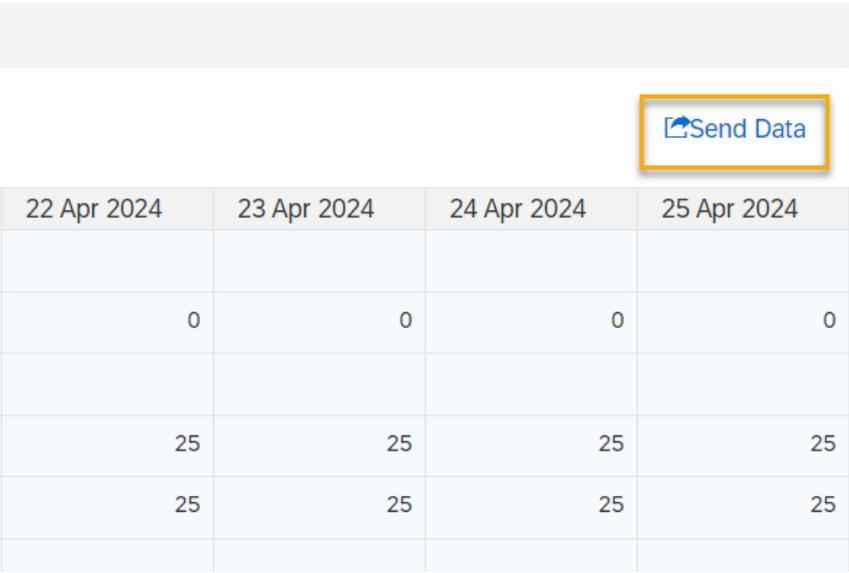
Process	Screenshot
15. After the modifications, click on **Save**. 16. You have successfully committed to a Forecast.	<table><tr><td>**4 Sep 2023** Week36</td><td>**11 Sep 2023** Week37</td></tr><tr><td></td><td></td></tr><tr><td>25</td><td>25</td></tr><tr><td>☐</td><td>☐</td></tr></table> Save Cancel
17. **IMPORTANT:** You **must** select "Send Data" in order for the forecast submit to be sent to Stryker.	⬀Send Data <table><tr><td>22 Apr 2024</td><td>23 Apr 2024</td><td>24 Apr 2024</td><td>25 Apr 2024</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>25</td><td>25</td><td>25</td><td>25</td></tr><tr><td>25</td><td>25</td><td>25</td><td>25</td></tr></table>