

# Ariba Supplier Network내 신규Catalog 업로드하는 법

Ariba Network log In: Username 과 Password 입력하세요.

**Ariba Network Log In** Login Home | Help

Username:   
 Password:

[Forgot Username?](#)    [Forgot Password?](#)

**Join Ariba Network !**  
 Register your company on Ariba Network , the leading supplier network with over \$100 billion USD in annual business across industries, products, and services.  
[Register as a New Supplier](#) >>

## >Home > Catalogs>Create Standard

1 Ariba 홈페이지에서, 메뉴바에서 **Catalogs** 탭을 클릭하세요..

ARIBA NETWORK Test Mode

Home | Inbox | Outbox | **Catalogs** | Administration | Reports

2 클릭 **Create Standard**

View/Edit | Test | Delete | **Create Standard** | Create Punchout Only | Refresh

3- catalog 이름은 반드시 **공급자명\_국가** (한국은KR)

Catalog Name:   
 Created By: Efua Djan-Sampson  
 Date Created: Wednesday 25 May 2011 4:05 PM GMT-04:00  
 Description:   
 Characters left: 1000  
 The maximum number of characters allowed is 1000, including spaces.

4- 간단한 내용 요약

5- 클릭 **Next**

6- 클릭 **Private**

**Private** - Only the selected customers that have a trading relationship with you can view and receive the catalog  
 **Public** - All customers can view the catalog. Customers that have a trading relationship with you can also receive the published catalog

Customers	Catalog Validation Rules	Validation Status for Version 1
<input type="checkbox"/> Customers ↑		
<input checked="" type="checkbox"/> Cummins Inc.	<a href="#">View</a>	Pending Validation

7- 클릭 **Cummins Inc.**

8- 클릭 **Next**

# Ariba Supplier Network내 신규Catalog 업로드하는 법

9. 귀사의 Catalog file을 업로드하기 위해 Browse클릭후, 로컬 PC에 저장되어 있는 업로드할 파일을 선택하세요.

10. Validate&Publish클릭

**Upload Your Catalog File**

Browse...

! After you click Validate and Publish, do not use your Web browser until your catalog is finished uploading. Large catalogs can take several minutes to upload.

Validate and Publish

Manage content for your catalogs. Download and edit these catalog files.

**Catalogs**

Manage catalogs for your customers using the catalog dashboard. Catalog files must be CIF, cXML, or Excel files (.cif, .xml, .xls or .zip). The Excel catalog template is available on

Customer Name	Catalog Name	Version	File Name	Type	Size	Visibility	Created By	Date Created	Status
Cummins Inc.	Cummins	1		CIF3.0	9 KB	Private	Efua Djan-Sampson	25 May 2011	Published

이제 귀사의 Catalog는 "Validating"으로 표시되며, refresh를 클릭하면, 에러가 표시되지 않으면 정상적인 Published의 상태로 표시됩니다.

**Catalogs**

Manage catalogs for your customers using the catalog dashboard. Catalog files must be CIF, cXML, or Excel files (.cif, .xml, .xls or .zip). The Excel catalog template is available on [Help@Ariba](mailto:Help@Ariba).

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Customer Name	Catalog Name	Version	File Name	Type	Size	Visibility	Created By	Date Created	Status	Date Status Received
Cummins Inc.	Cummins	1	270411.xls	CIF3.0	46 KB	Private	Efua Djan-Sampson	10 May 2011	1 Errors Found by Ariba Network	

5. 업데이트에 에러가 발생하면, Errors found by Ariba Network클릭하세요.

**Catalog Validation Errors**

Description	Field	Line Number in Your Catalog File	Customer
<a href="#">Classification code UNSPSC CC182 is not known.</a>	Classification Code	328	Cummins Inc.

Previous Next Exit

5. Description을 클릭하거나 or 에러가 발생한 the line item 을 클릭하세요.