An ePro to eMarket SciQuest Sandwich

Session #26696
March 25, 2009

Anaheim, California
Presented by:

- David Best
- Senior ERP Analyst
- Seven Years with ERP
- Past Associate Director of Purchasing
- 42 Year Seminole
Co-Presenter

- Amar Tekriwal
- EPR Analyst IV
- 7 Years as a PeopleSoft Developer
Overview

Florida State University partnered with SciQuest Inc. during 2008 to implement an electronic marketplace that provides users with access to shop among online catalogs and place orders seamlessly using PeopleSoft requisitions, workflow approval, commitment control, and EDX dispatch.
Agenda

The 16 week core project ran concurrently with fiscal year end close and PO rollover, yet was completed successfully and within budget by:

- Controlling the scope of the project;
- Using in-house resources; and
- Leveraging SciQuest’s software and project management expertise.
Florida State University

......a public university with an emphasis on research, education and public service.

- Located in Tallahassee, the capital city of Florida
- Over 39,000 students
- Over 14,000 employees
- Annual Operating Budget: $1.1B
FSU and Oracle

- Big Bang go live with PeopleSoft Financials version 8.4 on July 1, 2004 and HR on December 17, 2004.
- Currently on FIN version 8.9, MP5.
- Upgrade to FIN version 9.0, MP5 and conversion from DB2 to an Oracle Database...Go Live on April 6, 2009.
FSU and SciQuest

- Product Research
- Consortium ITN
- Product Licenses
  - *Spend Director, Total of 50 Catalogs*
    - Four Content Packs (10 ea) for hosted and/or Punch-out Catalogs
    - One Science Catalog Pack (10 ea)
    - One Chemical Structure Search Tool
    - One E & I Catalog license
  - *Order Manager*
<table>
<thead>
<tr>
<th>Project Plan Milestones</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Session</td>
<td>May 14, 2008</td>
</tr>
<tr>
<td>Kickoff</td>
<td>June 5 - 6</td>
</tr>
<tr>
<td>Design Session 1</td>
<td>June 19</td>
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<tr>
<td>Design Session 2</td>
<td>July 19</td>
</tr>
<tr>
<td>Solution Validation</td>
<td>August 5 - 12</td>
</tr>
<tr>
<td>Migration to QA</td>
<td>August 12</td>
</tr>
<tr>
<td>User Acceptance Testing</td>
<td>August 19 – September 5</td>
</tr>
<tr>
<td>Site Cleanout</td>
<td>September 5</td>
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<tr>
<td>Migration to Production</td>
<td>September 8</td>
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<tr>
<td>Transition to Support</td>
<td>October 6</td>
</tr>
<tr>
<td>Campus-wide Rollout</td>
<td>January 23, 2009</td>
</tr>
</tbody>
</table>
## Supplier Selection and Enablement

### SciQuest Supplier Master List

<table>
<thead>
<tr>
<th>Supplier</th>
<th>The Science Catalog</th>
<th>Premium Hosted Catalogs</th>
<th>Punch Out Enabled</th>
<th>cXML PO Enabled</th>
<th>cXML Invoice Enabled</th>
<th>Provide HigherEd</th>
<th>List Price</th>
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<tbody>
<tr>
<td>5105156</td>
<td>379</td>
<td>403</td>
<td>133</td>
<td>116</td>
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<td>21st Century Biochemicals, Inc.</td>
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<td>510692</td>
<td>A GOFF TRANSPORTATION</td>
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<td>2625 A&amp;D Weighing</td>
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<tr>
<td>1296 A. Daigger &amp; Co.</td>
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<td>7163 Aalborg Instruments &amp; Controls Inc.</td>
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<td>40634 AbCam Ltd.</td>
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<tr>
<td>12452271</td>
<td>ABCR GmbH &amp; Co. (US - Science Catalog)</td>
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<tr>
<td>5104829</td>
<td>ABCR GmbH &amp; Co. KG</td>
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<tr>
<td>123810 AbC Serotec</td>
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<td>123944</td>
<td>Abgine (Advanced Biotechnologies Ltd.)</td>
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<tr>
<td>4223 ABgene, Inc. / Formerly March Bio Products</td>
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<td>4087011</td>
<td>Abgent Inc</td>
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<td>1369 Absolute Standards Inc.</td>
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<tr>
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<tr>
<td>3345 Accurate Chemical and Scientific</td>
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<tr>
<td>19308 Accurate Surgical &amp; Scientific Instruments Corp. / ASSI</td>
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<tr>
<td>9295 Aco Glass Inc.</td>
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<tr>
<td>4681 Acros Maybridge - Fisher Scientific</td>
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<tr>
<td>124447</td>
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<td>13925</td>
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<td>5104848</td>
<td>Advanced Audio Visual</td>
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</tr>
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<td>12481673</td>
<td>Advanced Bioscience Laboratories, Inc.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3778 Advanced ChemTech / Crescaxis</td>
<td></td>
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</tr>
</tbody>
</table>

**Total Suppliers:** 379
FSU Supplier Recommendations

- **Top 34 Candidates Identified**
  - Spend, Catalog Type, Supplier Capabilities

- **Strategic Sourcing and Contracts**
  - FSU Contracts
  - Piggyback Contracts
  - Documentation and Price/Product Validation
    - Original Catalog Load
    - Update Tool from SciQuest

- **Ongoing Selection and Enablement**
Project Teams and Tools

Steering Committee Members
Chair: Paul Strouts
Marie Doodtles
Ralph Alvarez
Olivia Pogue
Angela Gaskins
Tom Jacobson
Scott Taam
Michael Williams
Michael Barrett

SciQuest Team
- Project Startup/Advisory: Robin Dunaway
- Functional Lead: Courtney Frankhouser
- Technical Lead: Andy Higgins

FSU Team
- Mancie Doodtles: Subject Matter Expertise
- Dawn Snyder: Subject Matter Expertise
- Andrea McPherson: Functional Support
- Randy McCauliand: Application Support
- Chuck Stubbie: Application Development
- Chuck Kemery: Training
- Chuck Kemery: Audit Services
- Chuck Kemery: Sponsored Research
- Nancy Milburn
- Mike Amester
- David Best
- Mancie Feldman
- Riley Kimney
- Maria Whitaker
- Michael V. Williams
- Lauren Lathem
- Amer Tekawi
- Lisa Lobbins
- Vamsi Mulangi
- Judy Hefren
BaseCamp

Primary means of communication
Provided by SciQuest
For all Project Participants

- Issue Tracking
- Document Posting
- Contact Info and Participation
SharePoint

Adopted for Project Management within the ERP Department

In-House Technical Development Issue Tracking

ERP Project Archive and Document Repository
Integration Overview

- Direct Connect and PV Dispatch
  - Implementation Standards
  - EDX Dispatch to Order Manager
- Integration Broker
  - Technological Backbone of Direct Connect
  - Facilitates Synchronous Messaging
    - Message Structure
    - Message Format
    - Transport Disparities
Integration Overview
Continued

- webMethods
  - Third party software
  - Integrates business processes through real-time, controlled, and secure connections
  - Hub architecture
  - Reformat/map data for SciQuest
LDAP Integration for User Authentication

- **Standard Steps**
  - *User logs into SciQuest via application login page.*
  - *Enters username and password*
  - *If authentication is LDAP or if user does not exist, a request is sent to the customers LDAP server.*
  - *If successful, user is redirected to Selectsite*
LDAP Integration for User Authentication

- FSU Steps
  - User Logs into OMNI and punches out to SciQuest
  - Automatically Create Users upon first login and successful LDAP authentication
  - Automatically Approve Users
  - Session and Inactivity Timeouts
  - User Information
Punch-in and Cart Return
How It Looks Online

- Shopper Signs in to OMNI and Punches Out to SciQuest
- Shops from among hosted or punchout catalogs
- Saves and assigns a cart
- Requester Punches Out and Returns Cart to OMNI Requisition
How It Looks Online

FSU OMNI user signs in to portal home page, from which he can punch out to the e-Market as a shopper without entering OMNI Financials.
How It Looks Online

- Welcome Jimmy Payne
- Organization Message
- Welcome to
- Review
- History
- Draft Cart
- My Resources
- Recent Enhancements

- Showcase Catalogs
- History by cart and/or PO
- Hosted and Punchout Catalogs
- Many search and compare options.

- Purchasing Showcase
- Featured Suppliers
- Purchase Science
- Hosted

- All Category Search
- Categories

- Enter search terms: e.g., supplier name, catalog no., product name, CAS#, etc.
- Select to search for items that have all keywords entered (more...)
- Include similar terms
- Search

- Browse by: Supplier | Category | Chemicals
- Lab Supplies
- Office/Computer
- DELL

- Select Draft Cart or Add Item to Cart
How It Looks Online

Carts are names and described.

Assigns cart to requester using Dept ID for search.

Lots of details and more available.
How It Looks Online

To add items requester clicks link to E-Market.
How It Looks Online

Requester is automatically assigned role at SelectSite and clicks to view draft carts assigned to her.
How It Looks Online

Requester selects cart and clicks to return the cart to OMNI
How It Looks Online

OMNI Financials
Online Management of Networked Information
SQNAFI
FLORIDA STATE UNIVERSITY

Create Requisition

1. Define Requisition
2. Add Items and Services
3. Review and Submit

Business Unit: FSU001
Florida State University
Requestor: LANG, ANGELENA

Requisition Summary
Description | Qty | UOM | Price
--- | --- | --- | ---
OfficeMax - Under the Desk... | 1 | EA | 112.49
Rubbermaid - Standard Wastebas | 1 | EA | 7.37
Glad - Drawstring ForceFlex Ki | 1 | BOX | 21.20
Total Lines: 3
Total Amount (USD): 141.05

Requisition Lines

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Vendor Name</th>
<th>Quantity</th>
<th>UOM</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>OfficeMax - Under the Desk Sh</td>
<td>OFFICEMAX</td>
<td>1.0000</td>
<td>Each</td>
<td>112.49</td>
</tr>
<tr>
<td>2</td>
<td>Rubbermaid - Standard Wastebas</td>
<td>OFFICEMAX</td>
<td>1.0000</td>
<td>Each</td>
<td>7.37</td>
</tr>
<tr>
<td>3</td>
<td>Glad - Drawstring ForceFlex K</td>
<td>OFFICEMAX</td>
<td>1.0000</td>
<td>Box</td>
<td>21.20</td>
</tr>
</tbody>
</table>

Justification/Comments

All of the line details are returned with the cart to the PS requisition.

All requester does is Save and Submit.
Punch-in and Cart Return

- **Givens**
  - cXML 1.2 standard (Ariba’s standard format for exchanging XML documents)
  - UNSPSC used as commodity code for PunchOutOrderMessage

- PunchoutSetup Request
- PunchoutSetup Response
- Cart return
Punch-in and Cart Return

Sample of elements contained in a Punchout Cart Return Message

<table>
<thead>
<tr>
<th>XML Field Name</th>
<th>Spend Director Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>BuyerCookie</td>
<td>Unique session id established by PeopleSoft in the PunchOut Setup Request.</td>
</tr>
<tr>
<td>PunchOutOrderMessageHeader/OrderTotal/Money</td>
<td>The total value of the line items included in this shopping cart.</td>
</tr>
<tr>
<td>PunchOutOrderDetails/Item/items/ItemID</td>
<td>The returned value indicates the quantity of item indicated by the ItemID details.</td>
</tr>
<tr>
<td>Item/ItemID/SupplierPartID</td>
<td>Value from supplier to identify item.</td>
</tr>
<tr>
<td>Item/ItemID/SupplierExtID</td>
<td>This field should be passed back for edits in subsequent request messages.</td>
</tr>
<tr>
<td>Item/ItemDetails/UnitPrice</td>
<td>The price of a single unit of the item.</td>
</tr>
<tr>
<td>Item/ItemDetails/Description</td>
<td>The description of the item.</td>
</tr>
<tr>
<td>Item/ItemDetails/UnitOfMeasure</td>
<td>The unit of measure of the single unit item.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/UNSPSCClass</td>
<td>The UNSPSC as defined in the hosted catalog system.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/SPSCClass</td>
<td>The same as UNSPSC as above.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/ControlledProductFlag</td>
<td>This product flag for Controlled items.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/GreenProductFlag</td>
<td>This product flag for Green items.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/HazardousProductFlag</td>
<td>This product flag for Hazardous items.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/RadioactiveProductFlag</td>
<td>This product flag for Radioactive items.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/RadioactiveMinorProductFlag</td>
<td>This product flag for Radioactive Minor items.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/SelectAgentProductFlag</td>
<td>This product flag for Select Agent items.</td>
</tr>
<tr>
<td>Item/ItemDetails/UNSPSCClassification/ToxicProductFlag</td>
<td>This product flag for Toxic items.</td>
</tr>
<tr>
<td>Item/ItemDetails/ManufacturerPartID</td>
<td>The part id from the hosted category as given to SciQuest.</td>
</tr>
<tr>
<td>Item/ItemDetails/Manufacturer/Name</td>
<td>The manufacturer name from the hosted category as given to SciQuest.</td>
</tr>
<tr>
<td>Item/ItemDetails/SupplierDUNS</td>
<td>Supplier DUNS as defined in the SciQuest hosted category or provided by Florida State University for that specific supplier.</td>
</tr>
<tr>
<td>Extrinsic Name = CartID</td>
<td>This field is the internal SciQuest cart id and will need to be passed back in the PO Import.</td>
</tr>
<tr>
<td>Extrinsic Name = CartID</td>
<td>This field is the internal SciQuest cart id. It will need to be passed back in the PO Import. This field eliminates the need to pass back additional information about the item ordered in the PO Import and will create a link between the...</td>
</tr>
</tbody>
</table>
Punch-in and Cart Return

2.6.3 Sample PunchoutOrderMessage

```
<xml version="1.0" encoding="UTF-8">
  <Header version="1.0" xmlns="http://xml.dita.org/last/"/>
  <IssuerMessageDocument version="1.0" xmlns="urn:isbn:978-3-642-24595-5">
    <IssuerMessageVersionId>1234567890</IssuerMessageVersionId>
    <IssuerMessageDocumentId>1234567890</IssuerMessageDocumentId>
    <IssuerMessageDocumentStatus>INITIATED</IssuerMessageDocumentStatus>
  </IssuerMessageDocument>
</xml>
```
PO Dispatch Via EDX

- Online Single PO Dispatch from Core PO or ePro
- Batch Publishing via PV_DISPATCHER
- Monitor EDX Dispatch in ePro and Integration Broker
- Research Sent POs in SciQuest Order Manager
Buyer can dispatch POs via EDX from the eProcurement Online Dispatcher. However, this will publish the PO but not create a process that will be listed in Process Monitor.
PO Dispatch Via EDX

EDX Dispatch from Core PO launches the PV_DISPATCH process for all eligible POs to the PO vendor.
PO Dispatch Via EDX

Run control for scheduled App Engine Process

Use PV_DISPATCH for regular batch processing
PO Dispatch Via EDX

Criteria to limit searches

Monitor Dispatch in the Message Log.
Published indicates success-full EDX
When a EDX dispatch runs to error status check the message details in Integration Broker.
PO Dispatch Via EDX

View original or transformed PO order message.
PO Dispatch Via EDX

View online or cut and paste to research for errors
SciQuest Order Manager receives EDX POs and sends them to the Catalog suppliers based upon the suppliers profile, preference and capability.
PO Dispatch Via EDX

SciQuest Order Manager Provides a wealth of information on each order.
PO Dispatch Via EDX

PO identified by PO_ID

Email alerts are sent immediately when an EDX dispatch encounters an error.
Direct Connect Setup

- One Time by IT-Technical and IT-App Support
- One Time by Functional
- Linked Supplier Setup
Direct Connect Setup

Technical Team configures gateways.

2) Activate the Service Operation (One Time Setup)
   Go to Main Menu > PeopleTools > Integration Broker > Service Operations
   Open PV_DC_CONNECT_REQST

One time setups
Direct Connect Setup

**FUNCTIONAL STEPS:**

1. Create Direct Connect Type (One-Time)
   - Go to Main Menu > eProcurement > Administer Procurement > Maintain Supplier Integration > Direct Connect Methods

   **Direct Connect Methods**
   - Direct Connect Method: PUNCHOUT_SCQS
   - Root Package ID: FSU_PV_EXTERNAL_APP_SUPP
   - Application Class Path: DirectConnectSciQuest
   - Description: SciQuest EXTRANSCIC method

<table>
<thead>
<tr>
<th>Property Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 ALLOW_EDIT</td>
<td>If vendor allows editing of items via PunchOut</td>
</tr>
<tr>
<td>2 ALLOW_SHIPPING_EDIT</td>
<td>If vendor allows shipping info. while editing</td>
</tr>
<tr>
<td>3 ALLOW_VIEW</td>
<td>If vendor allows viewing of item descriptions</td>
</tr>
<tr>
<td>4 CATEGORY_ID</td>
<td>Default Category ID for this vendor</td>
</tr>
<tr>
<td>5 FROM_DOMAIN</td>
<td>Header. From Credential.domain</td>
</tr>
<tr>
<td>6 FROM_IDENTITY</td>
<td>Header. From Credential.Identity</td>
</tr>
<tr>
<td>7 KEYWORDS</td>
<td>Search Keywords</td>
</tr>
<tr>
<td>8 LOAD_PORTAL</td>
<td>Load Portal upon return from vendor's site (Y/N)</td>
</tr>
<tr>
<td>9 SENDER_DOMAIN</td>
<td>Header. Sender.Credential.domain</td>
</tr>
<tr>
<td>10 SENDER_IDENTITY</td>
<td>Header. Sender.Credential.Identity</td>
</tr>
<tr>
<td>11 SHARED_SECRET</td>
<td>Header. Sender.Credential.SharedSecret</td>
</tr>
<tr>
<td>12 TO_DOMAIN</td>
<td>Header. To Credential.domain</td>
</tr>
<tr>
<td>13 TO_IDENTITY</td>
<td>Header. To Credential.Identity</td>
</tr>
</tbody>
</table>

2. Create EDX Dispatch Type (One-Time)
   - Go to Main Menu > eProcurement > Administer Procurement > Maintain Supplier Integration > EDX PO dispatch Types

**One time functional task**

**Access via ePro Administer Procurement**
Direct Connect Setup

3) Create the Linked Supplier Information. (For Every new vendor)

Go to Main Menu > eProcurement > Administer Procurement > Maintain Supplier Integration > Linked Suppliers

Enter Linked Supplier information.
Choose Linked Supplier Type of ‘Direct Connect Supplier’.
Choose the Vendor of your choice.

NOTE: The Direct Connect Node is only required for SciQuest vendor. For all other vendors please leave that field blank.

Linked Suppliers

Type: Direct Connect Supplier
SetID: SHARE

Vendor ID: 00000182942
Location: 001

EDX PO Dispatch Type: CXML
PO Dispatch Node: FSU_PO_DISPATCH
Direct Connect Method: PUNCHOUT_SI
Direct Connect Node: FSU_PO_PUNCHOUT

Return to Administer Procurement
Direct Connect Setup

Load and then enter property values.

<table>
<thead>
<tr>
<th>Property Name</th>
<th>Property Value</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALLOW_EDIT</td>
<td>Y</td>
<td>Y if vendor allows editing of</td>
</tr>
<tr>
<td>ALLOW_SHIPPING_EDIT</td>
<td>Y</td>
<td>Y if vendor allow shipping info.</td>
</tr>
<tr>
<td>ALLOW_VIEW</td>
<td>Y</td>
<td>Y if vendor allows viewing of item.</td>
</tr>
<tr>
<td>CATEGORY_ID</td>
<td>00001</td>
<td>Default Category ID for this vendor.</td>
</tr>
<tr>
<td>FROM_DOMAIN</td>
<td>Florida State University</td>
<td>Header From. Credential.domain</td>
</tr>
<tr>
<td>FROM_IDENTITY</td>
<td>SciQuest</td>
<td>Header From. Credential.Identity</td>
</tr>
<tr>
<td>KEYWORDS</td>
<td></td>
<td>Search keywords</td>
</tr>
<tr>
<td>LOAD_PORTAL</td>
<td>N</td>
<td>Load Portal upon return from</td>
</tr>
<tr>
<td>SENDER_DOMAIN</td>
<td></td>
<td>Header.Sender.Credential.domain</td>
</tr>
<tr>
<td>SENDER_IDENTITY</td>
<td>3XXXX0289</td>
<td>Header.Sender.Credential.Identity</td>
</tr>
<tr>
<td>SHARED_SECRET</td>
<td></td>
<td>Header.Sender.Credential.Shared</td>
</tr>
<tr>
<td>TO_DOMAIN</td>
<td>7XXXX0Ph</td>
<td>Header To. Credential.domain</td>
</tr>
<tr>
<td>TO_IDENTITY</td>
<td></td>
<td>Header To. Credential.Identity</td>
</tr>
</tbody>
</table>

Click Supplier Properties tab.
Click the Load Direct Connect Properties button.
Enter the setup data for this vendor.
New Roles for OMNI Users

- Window Shopper (view only)
- Shopper
  - Shop
  - Assign Carts
    - Three Digit Departments
- Requester
  - Shop
  - Assign Carts
  - Return Carts to OMNI Requisition
Other Issue Areas of the Project

- Name, Logo, Colors
- Category Codes
- UOM
- PO Acknowledgements
- Ship To Addresses
## Ship To Addresses

<table>
<thead>
<tr>
<th>Supplier Enablement Functional Spec.</th>
<th>A</th>
<th>J</th>
<th>K</th>
<th>L</th>
<th>M</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Max 0000020501 (101_251)</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Perkin Elmer (0000005111)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Qiagen (0000003392) 201_151</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Sigma (201_151)</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Does the vendor ship to the address on the PO or do they use an internal shipping code from their own system?**

- Internal Code uses ShipTo Code
- Goods will be shipped to the internal shipping code and address configured. ShipTo code from cXML is used to map to internal maintained code and shipment is done to address configured for that code at PerkinElmer.
- Address on cXML PO.

**DeliverTo lines**

- a. What is the character limit for ShipTo code? 1, 26 character max
- b. What is the maximum number of DeliverTo lines that the vendor can support? 1, 40 character max

**Street lines**

- a. What is the maximum number of Street lines that the vendor can support? 2, 26 character max per line
- b. What is the maximum character limit for each of these lines? 2, 35 characters

Reduce Ship To Addresses to lowest common denominator!
Ship To Addresses

This address will fail EDX dispatch because it has three address line and over 30 Char in Address 1.

Code scheme is S, Bldg, Rm #, Alpha Char
Ship To Addresses

- Changed over 800 Delivery Locations to conform with lowest common denominator among supplier Ship To requirements:
  - Limit of two address lines
  - Limit of thirty characters per address line
  - Manual task that required research
  - Implemented address line conventions
Late customization to add Attention field value from requisition header defaults to the POPO005 and FSUPOPO5 SQR processes.

- Header and body of PO
- PO line spacing tight when used with line comments
- Random Names on Core PO requisitions
Go Live and Rollout

- SciQuest Environments
  - User Integration Testing (UIT)
  - Production Environment
- Live Order Cleanout and Crossover
- Pilot Rollout to Selected Departments
  - Temporary Role, Security and Permissions
  - Live Order Testing with Suppliers
- University-Wide Rollout
Three Month Review

- Lessons Learned
  - Become tighter and more consistent in contract negotiations
  - Need a greater portfolio of suppliers
  - Need to reduce Blanket POs

- Usage
  - 600 Requester enabled
  - Volume of orders and total spend rising sharply
Three Month Review

Total Spent By Month

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>$16,001.09</td>
</tr>
<tr>
<td>October</td>
<td>$87,067.82</td>
</tr>
<tr>
<td>November</td>
<td>$38,687.82</td>
</tr>
<tr>
<td>December</td>
<td>$40,837.84</td>
</tr>
<tr>
<td>January</td>
<td>$68,456.62</td>
</tr>
<tr>
<td>February</td>
<td>$279,032.04</td>
</tr>
<tr>
<td>Total Spent: $981,112.28</td>
<td></td>
</tr>
</tbody>
</table>

Total PO Count By Month

<table>
<thead>
<tr>
<th>Month</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>45</td>
</tr>
<tr>
<td>October</td>
<td>115</td>
</tr>
<tr>
<td>November</td>
<td>80</td>
</tr>
<tr>
<td>December</td>
<td>100</td>
</tr>
<tr>
<td>January</td>
<td>150</td>
</tr>
<tr>
<td>February</td>
<td>225</td>
</tr>
<tr>
<td>Total PO Count: 824</td>
<td></td>
</tr>
</tbody>
</table>


Three Month Review

- **Best Features**
  - Shopper like ease of finding items and saving carts
  - Requesters like not having to keystroke enter line items

- **Worst Features**
  - Approvers must approve more requisitions
  - Ship To address changes
  - Buyers save time in sourcing
Three Month Review

- **ROI**
  - *Provost wants to see cost per transaction over time to evaluate success*
  - *Need to work on spend matrixes for accurate evaluation*
    - % of addressable spend in eMarket vs. Peoplesoft
    - Number of suppliers enabled
    - Time spent from req to check
    - Elimination of errors in orders
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