# Question 1

Suppliers and Users

What steps should you take to allow a supplier to log in to your SAP Ariba Contracts solution to review and edit a contract document?

## Options:

**A-** Create a Contract Workspace (Internal) subproject and set the supplier as Project Owner

**B-** Add the external user for a registered supplier account to a negotiation task

**C-** Create a Signature Task and include a note to the supplier instructing them to redline the document

**D-** Create an internal user account for the supplier and perform a password reset

## Answer:

B

# Question 2

Search and Reporting

How can an administrator review and manage the list of reports that have been set to run on a regular basis?

## Options:

**A-** By exporting the list using the Export Scheduled Report task

**B-** By viewing the Scheduled Reports panel on the Reporting dashboard

**C-** By using the Scheduled Reports page of the Reporting Manager in the Administration portal

**D-** By viewing Prepackaged Reports, clicking Search, and filtering for 'Scheduled = Yes'

## Answer:

C

# Question 3

**Question Type:** **MultipleChoice**

Contract Requests and Contract Workspaces

Who has the ability to edit the Overview information in a Contract Workspace?

## Options:

**A-** Contract Owner and team members with the Active Team Member role

**B-** Contract Owner and team members with the Observer Team Member role

**C-** Contract Owner Only

**D-** Contract Owner and team members with the Project Owner role

## Answer:

D

# Question 4

**Question Type:** **MultipleChoice**

Deployment Methodology

Which of the following contract name formats would be acceptable within the zip file that is used to import legacy contracts?

**A-** Waste Management Services DD/MM/YYYY-DD/MM/YYYY

**B-** Waste Management Services (DDMMYYYY-DDMMYYYY)

**C-** Waste Management Services - Jerry's Cleaners

**D-** Waste_Management_Services_DDMMYYYY-DDMMYYYY

**Answer:**

D

# Question 5

**Question Type: MultipleChoice**

SAP Ariba Contracts Configuration

Which options are available when using a signature task with DocuSign?

Note: There are 2 correct answers to this question

**Options:**

**A-** Signers can decline the documents

**B-** Adding a new clause in DocuSign

**C-** Adding additional signers

**D-** View and accept redlines

## Answer:

A, C

# Question 6

**Question Type: MultipleChoice**

Contract Authoring

You are creating a standard clause in the Clause Library which will be used in multiple assembled documents

## Options:

**A-** Alternate clause

**B-** Preferred clause

**C-** Fallback clause

**D-** Empty clause

## Answer:

B

# Question 7

**Question Type: MultipleChoice**

Best Practices

What is SAP Ariba's recommendation for choosing a username when creating an account for an Enterprise user?

## Options:

**A-** Choose a username that matches the user's email address

**B-** User first initial and full last name

**C-** Use first name dot (.) last name

**D-** Choose a username that matches the corportate network ID

## Answer:

D

# Question 8

**Question Type: MultipleChoice**

SAP Ariba Contracts Configuration

Which tabs are available in a Team Member Rules file?

Note: There are 2 correct answers to this question

## Options:

**A-** Users

**B-** Team

**C-** Team Member Rules

**D-** Field names

# Question 9

**Question Type: MultipleChoice**

Deployment Methodology

Which of the following custom field types are supported?

Note: There are 2 correct answers to this question

**Options:**

**A-** Flex master data single select

**B-** Filtered data list

**C-** Multiline text

**D-** Text multiple select with hierarchical data

## Answer:

C, D