

C_ ARP2P: SAP Ariba Procurement

Configure procure-to-pay in SAP Ariba Buying and Invoicing and prepare for the C_ ARP2P exam.

DURATION

4 days · 32 hours

LEVEL

Intermediate

CURRICULUM

13 modules · 10 labs

DELIVERY

Live online, Onsite,
Corporate

Course overview

SAP Ariba is a widely used cloud procurement suite, and Buying and Invoicing is the solution that runs day-to-day procure-to-pay for many large Indian and global companies. Consultants who understand both the configuration and the buyer–supplier process are well placed in procurement transformation projects. This four-day course explains the solution from end to end.

Day one covers the architecture of SAP Ariba solutions, deployment options, site configuration, parameters and the master data that drives buying: users, groups, commodity codes, accounting data and suppliers.

Day two moves into catalogues and requisitioning: catalogue formats, punchout and content management, guided buying concepts, requisitions, and approval rules built with the approval flow editor. You will trace how a requisition becomes a purchase order.

Day three covers ordering, receiving and invoicing: purchase order transmission, change orders, receipts and tolerances, invoice entry, invoice exceptions and reconciliation. It also introduces the Ariba Network, supplier enablement and how suppliers transact. Day four explains integration with SAP S/4HANA, reporting and analytics, and closes with an exam readiness session.

This course is aligned to the SAP Certified Associate exam for SAP Ariba Procurement (base code C_ ARP2P). Ace Skills is not an SAP partner and does not use official SAP courseware. Because SAP release-suffixes its exam codes, confirm the current code on SAP Learning before booking.

Highlights

- 32 hours of live, trainer-led sessions
- End-to-end procure-to-pay walkthroughs
- Catalogues, approvals and purchase orders
- Receiving, invoicing and Ariba Network enablement
- Integration with SAP S/4HANA explained
- Practice questions with review

What's included

- Process walkthroughs of a full procure-to-pay cycle
- Approval rule design exercises
- Catalogue and punchout scenarios
- Invoice exception and reconciliation case studies
- S/4HANA integration scenarios explained step by step
- Course completion certificate from Ace Skills Consulting
- Post-training doubt support

Who this course is for

Who should attend

- SAP MM and procurement consultants
- Procurement and purchasing professionals
- Accounts payable and P2P process owners
- SAP Ariba support and implementation team members
- Graduates targeting SAP procurement roles

Prerequisites

- Understanding of the procure-to-pay business process
- Familiarity with purchasing documents such as requisitions and purchase orders
- SAP MM knowledge is helpful but not required

Detailed curriculum — 4 days, 32 hours, 13 modules, 10 hands-on labs

Day 1 Architecture, Site Configuration and Master Data

8 hours

1.1 SAP Ariba solution landscape

- SAP Ariba solutions and where Buying and Invoicing fits
- Buying, Buying and Invoicing and guided buying
- Roles of buyer, supplier and administrator
- Cloud architecture and realms
- Implementation approach overview

1.2 Site configuration

- Site parameters and self-service configuration
- Purchasing units
- Testing and production realms
- Users, groups and permissions
- Configuration workbooks overview

LAB Walk through site configuration settings for a buying site · 45 min

1.3 Master data

- Commodity codes and classification
- Supplier master data
- Master data import and file formats
- Accounting data and cost assignment
- Address, currency and unit-of-measure data

LAB Prepare master data files for a new site · 45 min

Day 2 Catalogues, Requisitions and Approvals

8 hours

2.1 Catalogues and content

- Catalogue formats and CIF files
- Catalogue approval and versioning
- Catalogue views and search
- Punchout catalogues
- Non-catalogue and free-text items

LAB Load and approve a catalogue · 40 min

2.2 Requisitioning

- Creating requisitions
- Account assignment and splits
- Change and cancellation
- Guided buying user experience overview
- Requisition statuses

LAB Create catalogue and non-catalogue requisitions · 40 min

2.3 Approval processes

- Approval flow concepts
- Approvers, groups and escalations
- Troubleshooting approvals
- Approval rules and conditions
- Watchers and notifications

LAB Design a value-based approval rule · 50 min

Day 3 Ordering, Receiving, Invoicing and the Ariba Network

8 hours

3.1 Purchase orders

- From requisition to purchase order
- Change orders
- Order confirmations and ship notices
- Order routing and transmission
- Blanket and contract-based ordering overview

LAB Trace a requisition into a transmitted purchase order · 35 min

3.2 Receiving and invoicing

- Receipts and receiving tolerances
- Invoice exceptions and resolution
- Payment overview
- Invoice channels and entry
- Invoice reconciliation

LAB Resolve an invoice exception during reconciliation · 50 min

3.3 Ariba Network and supplier enablement

- Ariba Network concepts
- Enablement waves and onboarding
- Supplier support overview
- Supplier accounts and relationships
- Supplier transaction methods

LAB Follow a supplier through onboarding and order confirmation · 35 min

Day 4 Integration, Reporting and Exam Readiness

8 hours

4.1 Integration with SAP S/4HANA

- Integration options and the cloud integration gateway
- Transactional document exchange
- Hybrid procurement scenarios
- Master data replication
- Integration monitoring and errors

LAB Map a document flow between Ariba and S/4HANA · 40 min

4.2 Reporting and analytics

- Operational reporting
- Custom report building
- Prepackaged reports
- Spend visibility overview

LAB Build a report on open requisitions and invoices · 35 min

4.3 Administration and support

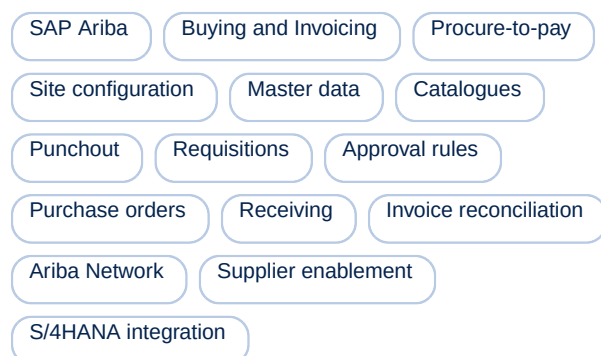
- Change management in the realm
- Common support issues
- Release cycles and feature enablement
- Good practices for P2P rollouts

4.4 Exam readiness

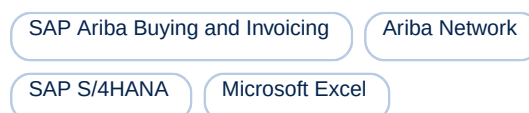
- Exam topic review
- Practice questions with review
- Question styles

Skills and tools

Skills you will build



Tools used in class



Certification exam

This course is aligned to the exam below and prepares you for it. The exam itself is booked and taken with the vendor.

Exam SAP Certified Associate – SAP Ariba Procurement

Exam code C_ARP2P

Official page <https://learning.sap.com/certifications>

Exam skill areas covered

Exam details are pending verification. Confirm the current exam code, format and fee on the official vendor page before booking.

Frequently asked questions

Which exam code should I book?

SAP release-suffixes the base code C_ARP2P and updates it periodically. Confirm the current code and its topic list on SAP Learning before booking.

Will I get hands-on access to SAP Ariba?

SAP Ariba sites are licensed per customer, so access varies by batch. Where a live realm is not available, labs use detailed walkthroughs, configuration files and recorded system demonstrations.

Is this an official SAP course?

No. It is an independent Ace Skills course aligned to the C_ARP2P exam topics.

Do I need SAP MM experience?

It helps, especially for the integration day, but the course explains the procurement concepts it relies on.

Book a batch or talk to an advisor

Course page: aceskillsconsulting.com/course/c-arp2p-sap-ariba-procurement · Email: info@aceskillsconsulting.com

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