



Title: - Deutsche Bank Group – How to upgrade to Enterprise account

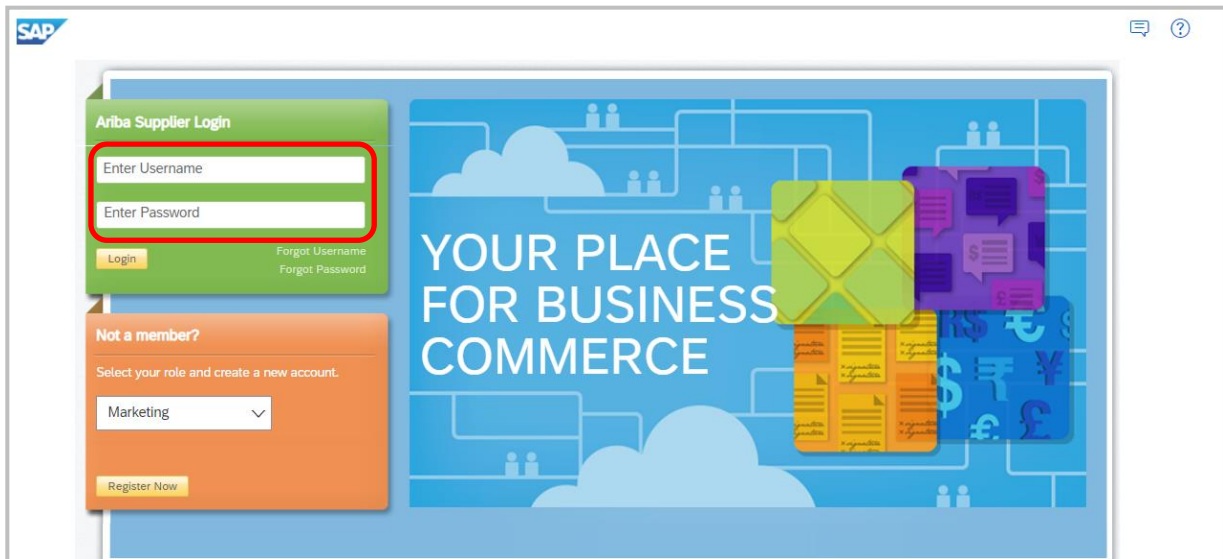
Only the SAP Business Network account administrator can upgrade the account from a Standard account to an Enterprise account.

- Go to the SAP Business Network supplier portal using the following link – supplier.ariba.com and enter your username and password here. You can find the username in the e-mail sent to you by SAP Business Network during registration.
- Enter your username and click **Next**.
In the next page, enter your **password** and click **Sign In**.

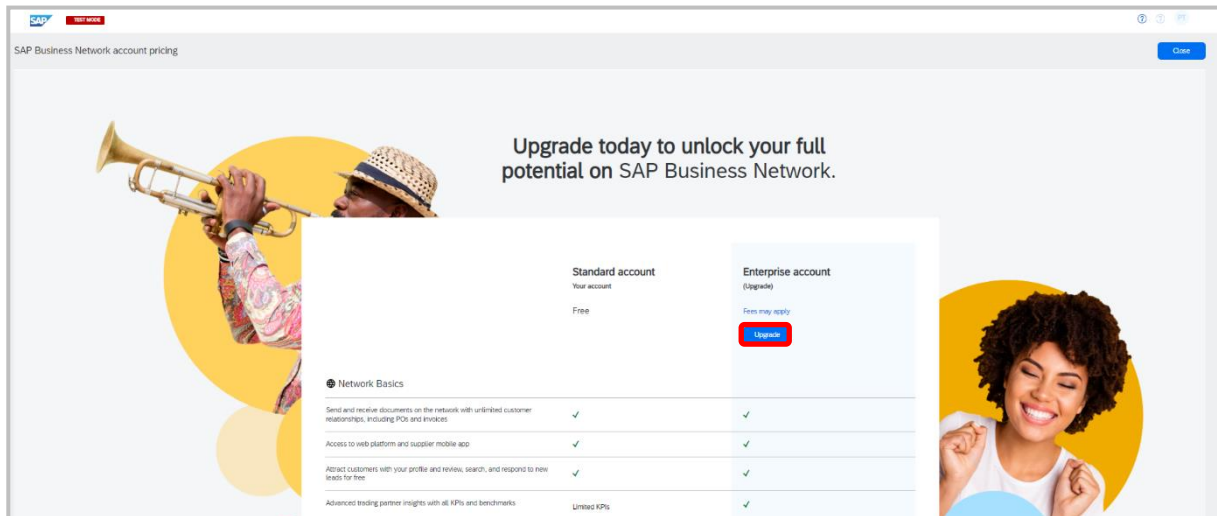
The screenshot shows the 'Supplier sign-in' page on the SAP Business Network portal. It features a 'Username' input field and a blue 'Next' button. Below the input field is a 'Forgot username' link. At the bottom left, there is a section for 'New to SAP Business Network?' with links for 'Register Now' and 'Learn more'. On the right side, there is a promotional banner for the 'supplier community' with a 'Learn More' button.

- From the home screen, click on **Get enterprise account** on the top of your screen.

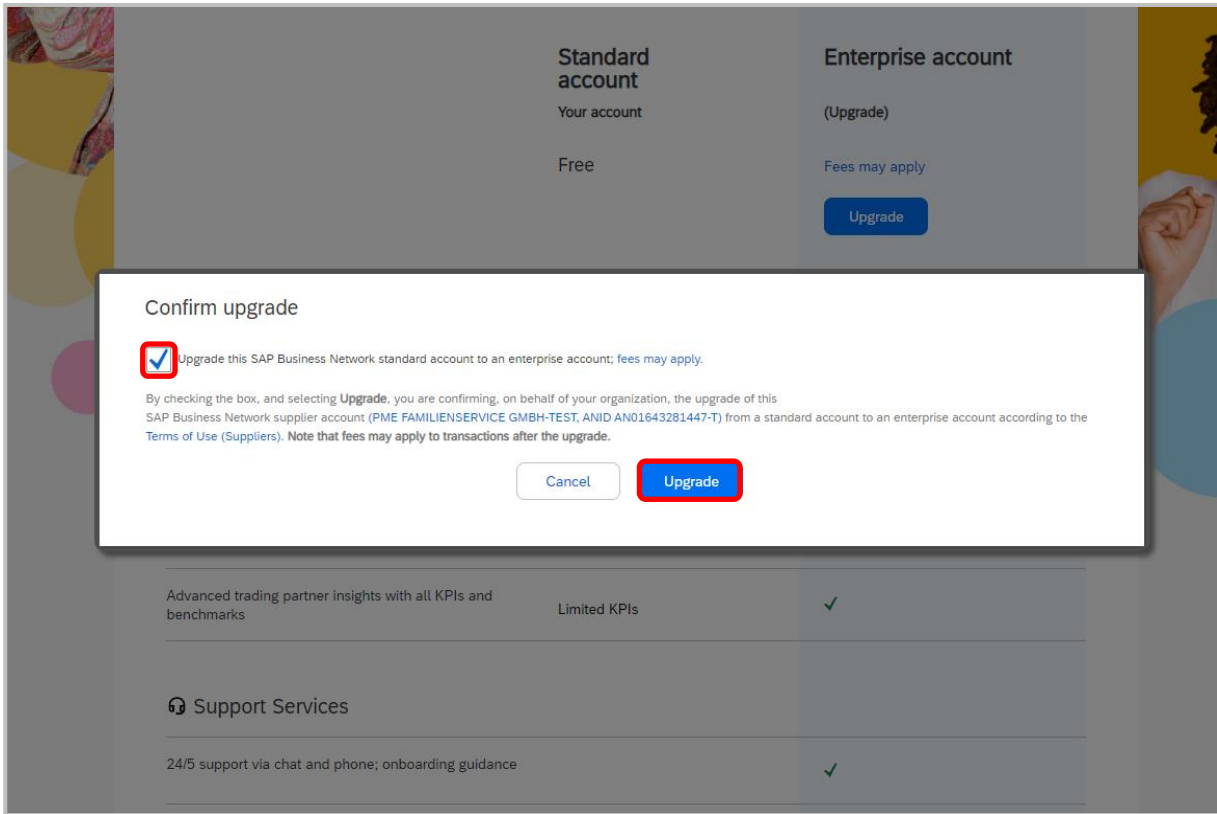
The screenshot displays the SAP Business Network home screen for a 'Standard Account'. A red arrow points to the 'Get enterprise account' button in the top navigation bar. The navigation bar includes links for Home, Enablement, Discovery, Workbench, Orders, Fulfillment, Invoices, Payments, Catalogs, and More. Below the navigation bar is a search bar with filters for 'Leads', 'In Location', and 'By Product'. The main content area shows a dashboard with several key metrics: 0 New orders, 0 Orders, 0 Orders to invoice, 2 Rejected invoices, and 4 Invoices, all for the last 31 days. There is also a 'More' button with a notification badge showing '5'.



You will be required to login again by entering your **Username** and **Password** to access your Profile Management and proceed accordingly with the required updates.



- On the next screen, click on **Upgrade**.



- You will be prompted with a confirmation message. Please check the check box to upgrade and click on the **Upgrade** option.

This will upgrade your account type from Standard to Enterprise.

