Splunk Supplier Support using Ariba:

The following information is designed to support suppliers completing a questionnaire in ariba or engaging with Splunk through the Ariba Network. Questionnaires may be used for both existing and prospective Splunk suppliers.

If you receive an email to complete a questionnaire from Splunk, it is important to complete the questionnaire because additional downstream processes are dependent upon your response.

Note: if you've never created an Ariba Network account, please click HERE and then click 'Register Now' to create a new Ariba Network account.

Questionnaire Tips for Suppliers:

- 1. If you receive an email from Ariba asking you to complete a Splunk questionnaire, click the link in the email to be directed to Ariba to start the process.
 - Note: Check your email spam folders if you cannot find the ariba email in question.
- 2. After clicking the email link, you will be asked to either sign into Ariba (if your company already has an Ariba Network account) or create an account.
- 3. If you have issues logging into Ariba as a supplier or technical issues, <u>complete this</u>

 <u>Ariba form</u> and someone from Ariba will follow up with you.
 - Note: If many other employees at your supplier company use Ariba and have Ariba accounts, you may need to ask your system administrator at your supplier company to assist you with access permission.
- 4. If you are able to log in to the Ariba Network but have other technical questions within Ariba software, you may click the question mark in the upper right corner of your ariba account, then click support to submit a case.
- 5. Additional Ariba tips for suppliers are on our Supplier Information Portal HERE.
- 6. Supplier FAQs are also located on Splunk's Supplier Central Site.

Contacting Ariba by phone for RFPs with 60 minutes or less remaining:

If you need help from Ariba and the Splunk RFP event has less than 60 minutes remaining, please <u>watch this video</u> on communicating with Ariba over the phone.

Additional supplier tips can be found at https://support.ariba.com/help