



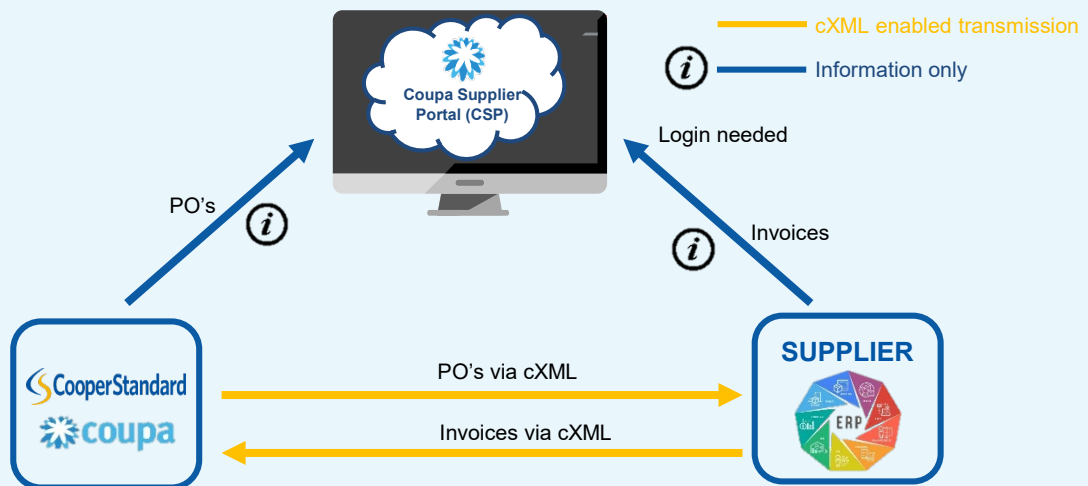
## **PURCHASE ORDER AND INVOICE OPTIONS**

*[CoupaSuppliersHelpdesk@cooperstandard.com](mailto:CoupaSuppliersHelpdesk@cooperstandard.com)*

# Integration via cXML

## When to choose integration via cXML:

The direct integration with Coupa is suitable for companies with a high transaction volume with Cooper Standard. The integration allows you to automatically handle PO and related invoices in your ERP system. If you have the technical capabilities to support cXML format, this option would be the optimal for both Cooper Standard and you.



## How cXML integration works:

Coupa facilitates a close integration between Cooper Standard and your ERP system, through cXML format. It allows you to receive Purchase Orders (POs) and send Invoices automatically from your system.

When Cooper Standard creates a PO, Coupa will send that PO via a cXML message to your ERP system where it is directly captured in your ERP system. It allows you to capture all the information required for sending back the invoice through a cXML message to Cooper Standard. It prevents any manual intervention and ensures a compliant invoice.

If needed, you can monitor all POs and invoices in the Coupa Supplier Portal, where you also maintain your company information. Since enabling the integration requires some technical capabilities it is advised that you talk to your IT department or Accounts Payable to know if this is a possible solution for you.

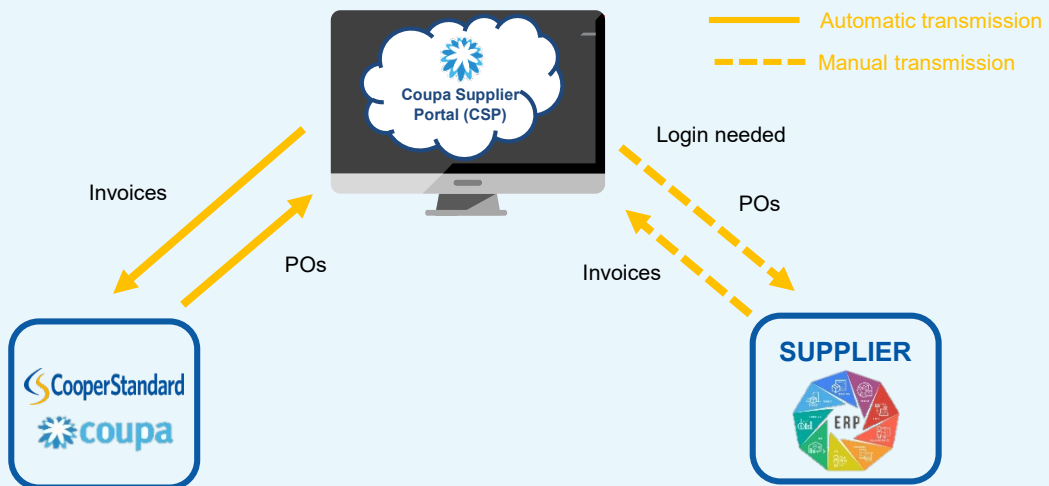
# Coupa Supplier Portal (CSP)

## When to choose Coupa Supplier Portal:

As the CSP is a web-based portal that is very easy to use, this option is best suited for suppliers with a high transaction volume with Cooper Standard where direct integration is not a possibility.

In addition, for suppliers with a medium to large volume of POs or invoices the CSP can be very beneficial in maintaining an overview of all transactions with Cooper Standard.

If you are already CSP enabled you can send Cooper Standard an e-mail through your CSP account and you will be enabled in time for Go-Live.



## How Coupa Supplier Portal works:

The CSP is a free online portal for suppliers where all POs and invoices, you are receiving and sending from customer using Coupa, are captured. All Purchase Orders (POs) sent from Cooper Standard are automatically sent to your account on the portal. You will receive notification on e-mail for any activity happening on your CSP account.

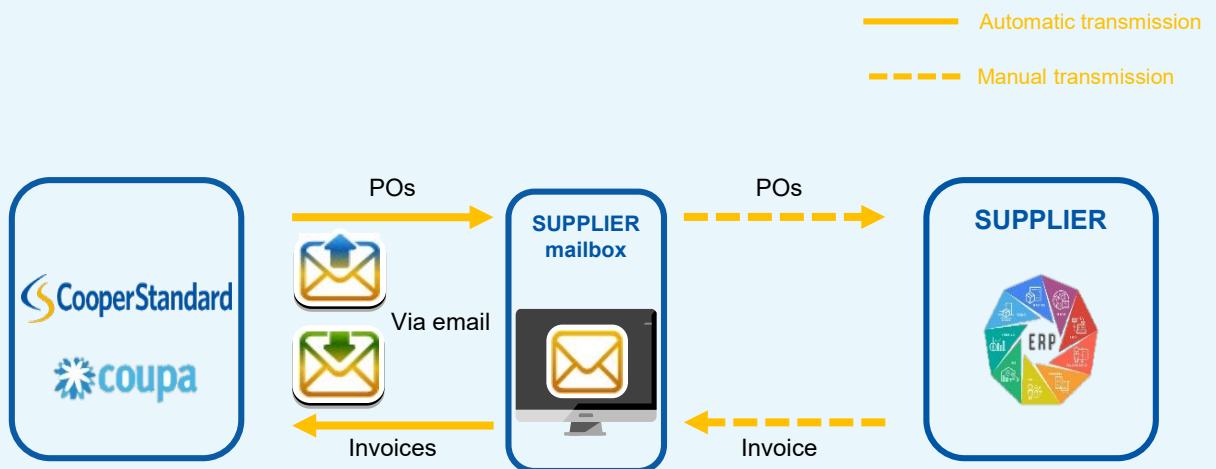
Cooper Standard will invite you to the portal and all you have to do is register and set a password. Multiple people from your company can gain access to the portal. Once registered you are able to view all received orders and invoices sent through Coupa. Invoices can be created based on the PO itself (also called a 'PO flip'), or based on a contract.

An additional benefit of the CSP includes the easier management of your company information towards Cooper Standard.

# Supplier Actionable Notification (SAN)

## When to choose SAN:

SAN is recommended for suppliers with a low transaction volume with Cooper Standard, and where there is no need for having access to an overview of Purchase Orders (PO) and Invoices. You are able to manage all POs and Invoices through your designated mailbox



## How SAN works:

A SAN is an e-mail automatically generated by Coupa for a PO sent by Cooper Standard. It contains all relevant information you will need to fulfil the PO, and will include an electronic copy of the PO. You will receive the PO in the mailbox by your choosing.

Through the email you will have the possibility to flip the PO directly into a compliant invoice. You can add any relevant information to the invoice and send it back to Cooper Standard in a secure and compliant way. You can receive status updates regarding the invoice through e-mail if wanted.