Adjust your Ariba Profile to the correct currency for you
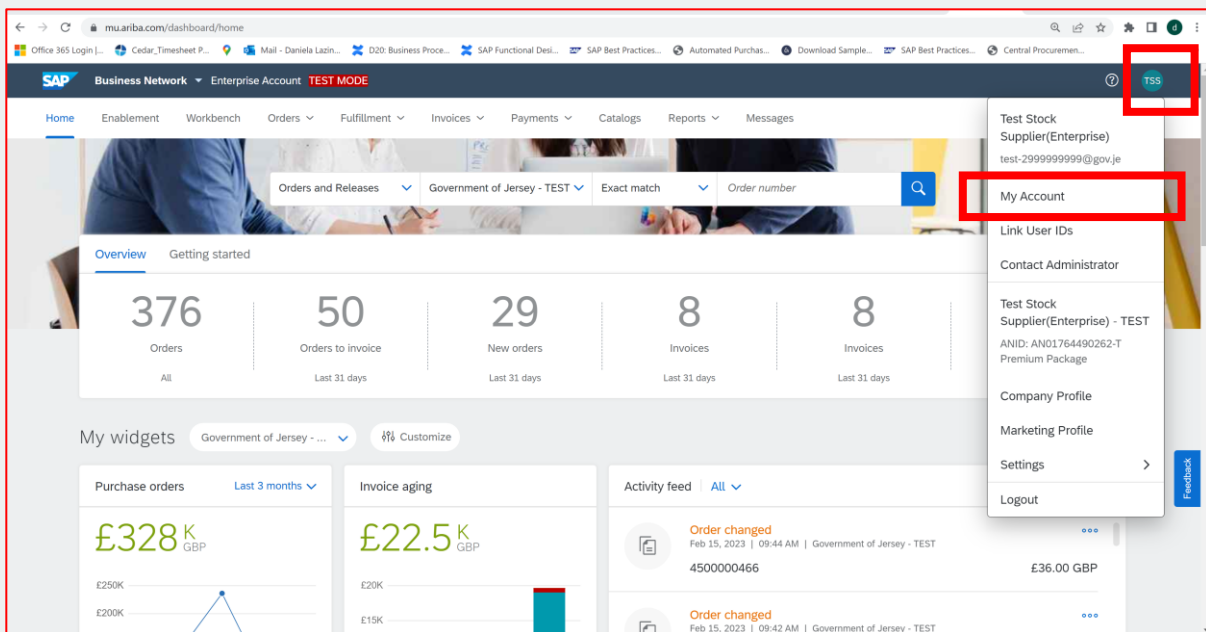
Guidance

Instruction

When the user (supplier) logs in for the first time in Ariba Network, the currency in the system defaults to JEP (Jersey Pound). The user will need to change the currency from JEP (Jersey Pound) to GBP (Great British Pound), otherwise, discrepancies in currency transactions will be encountered resulting in errors between Ariba Network and Connect Ariba Guide Buying.

How to change the currency in Ariba Network?
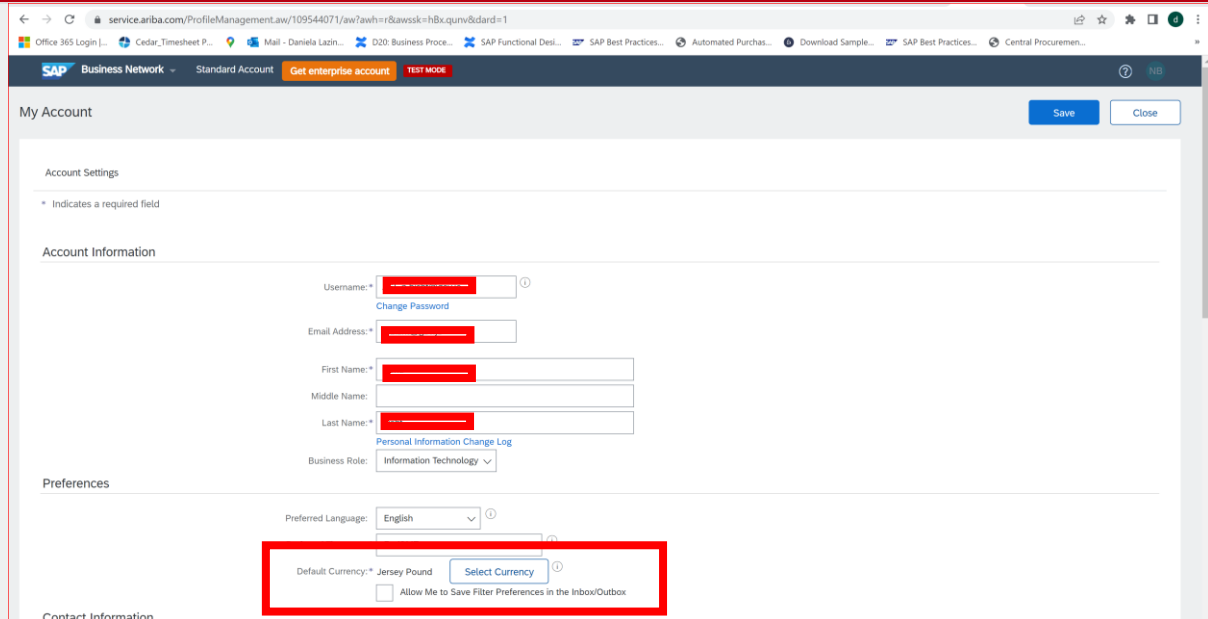Select your initials from the top right corner and SELECT <My Account> option.

The user is presented with <My Account> page. As you can see here the <Defaulted currency> is Jersey Pound.

Click on the <Select Currency> button
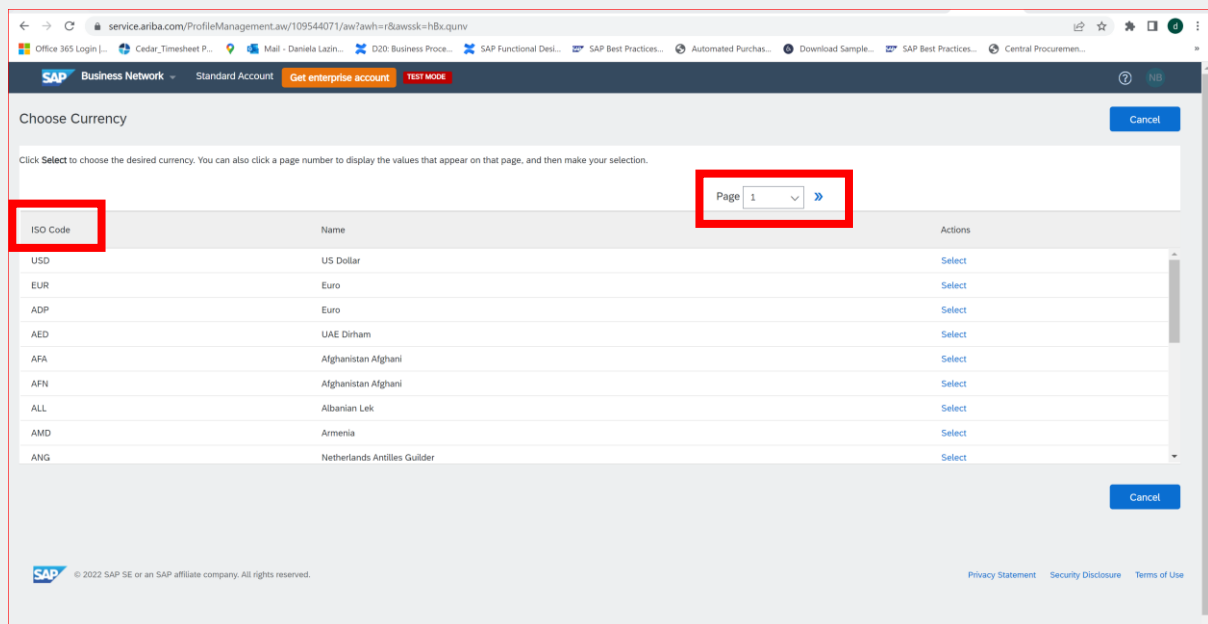
Instruction

The user (supplier) will be presented with the <Choose Currency> page.

Select the pagination arrow until you locate GBP under the <ISO> column then choose <Select> from the <Actions> column.