

Checklist for Smart Power and Smart Buildings

Step-by-step required tasks for a successful transition (Canada)

- 1. Ensure all of your Emergency Lighting, Smart Power and Smart Buildings catalogue numbers roll up under one of the vendor numbers (newly created or original) prior to go-live date**
Who: All customers
Timing: Needs to be completed by SP/SB go-live date
Where: Customer's internal system
- 2. Complete user acceptance testing with ABB**
Note: If you already completed testing as part of the EML pilot phase, you will need to recode your Smart Power and Smart Buildings catalogue numbers to align with your EML EDI mapping that is already set up and tested
Who: EDI customers only
How: ABB EDI representative will contact the customer's EDI representative
- 3. Receive customer number from ABB**
Who: ABB to send (existing empower users continue to use same number)
Timing: Within 45 days of SP/SB go-live date
How: ABB empower customer numbers will be provided to the customer
- 4. Ship and debit claim testing (SPA claim-backs)**
Who: All customers with ship and debit quotes
Timing: 45 days before SP/SB go-live date
How: Download all new SAP quote numbers and end user codes. Download empower-required template followed by training and testing (EDI 844 and 849 testing).
- 5. Prepare your system with appropriate Product Line/Product Group fields based on new SAP terminology conversion of MPG/MG2**
Who: All customers
Timing: Within 45 days of SP/SB go-live date
How: See page 9 of Transition Guide for details and example
- 6. Receive pricing files from ABB and upload into customer internal system**
Who: All customers are responsible for downloading new pricing files from [ABB empower](#)
Timing: Within 45 days of SP/SB go-live date
How: Download new pricing files from ABB empower and upload files into your internal system
- 7. Submit any pending returns**
Who: All customers
Timing: Returns need to be addressed at least 30 days prior to the go-live date as there will be a freeze window during that time. Returns cannot be submitted during this window.
How: via TnB Access
- 8. Register for an ABB single sign-on (SSO)**
Who: All customers - regular users or those who need to download new pricing files
Timing: From 45 days prior to SP/SB go-live date until SP/SB go-live date
Where: [empower website](#) / [Customer registration for empower](#) / [Getting started with empower](#)
- 9. Log in to empower**
Who: TnB Access users only (others move to next step)
Timing: On SP/SB go-live date, or request access 45 days prior to SP/SB go-live date for those downloading new pricing files
Where: [empower website](#) / [Customer registration for empower](#) / [Getting started with empower](#)
- 10. Register for empower profile and request accounts**
Who: Non-TnB Access users
Timing: On SP/SB go-live date, or request access 45 days prior to SP/SB go-live date for those downloading new pricing files
Where: [empower website](#) / [Customer registration for empower](#) / [Getting started with empower](#)

LEGEND

Vendor number - Unique number assigned for ELIP by the customer to ABB Electrification Canada ULC once the customer has identified ABB as a vendor in their internal system.

Account number - Unique number assigned by ABB to each customer. This number is generated by ABB's SAP system and is the same number used in empower to identify a customer.

Customer number - Same number as the account number.