

How to connect your CSP account with Elekta (for existing Elekta suppliers only)

This manual describes how to link your CSP account with Elekta. Remember that you can only do this if you are already the Elekta supplier.

STEPS

Please note that if you have already received an invitation from Elekta to the CSP and created an account, this instruction will not be of use to you.

- 1. Log in to the Coupa Supplier Portal (CSP)
- 2. Go to Setup and then click on Connection Requests

Home	Profile	Orders	Service/Time Sheets	ASN	Invoices	Catalogs	Business Performance	Sourcir

3. If you use this feature for the first time, click on the Search button



4. In the search bar, enter "Elekta Ltd." and in the second field, click on "Elekta Ltd." (2)



5. In the **Customer Contact** field, enter <u>Coupa@elekta.com</u>. Check a checkbox to confirm CAPTCHA and you are an existing Elekta supplier. At the end, click on the **Request** button.

Search for a customer 🕧	^
Elekta Ltd.	י י
You are limited to 21 attempts. Can't find your customer? Contact Support	_
Customer Contact	
Coupa@elekta.com	
 I'm not a robot reCAPTCHA Privacy - Tems I confirm by sending this request that I am actively doing business with this customer and contact. I am not soliciting new business opportunities with this company. I consent to my email address being shared with this customer. 	
Cancel	Request