Concur Release Notes **TripLink**	
Month	**Audience**
January 2015 Initial post: Thursday, January 15, 4:30 PM PT	Concur Clients

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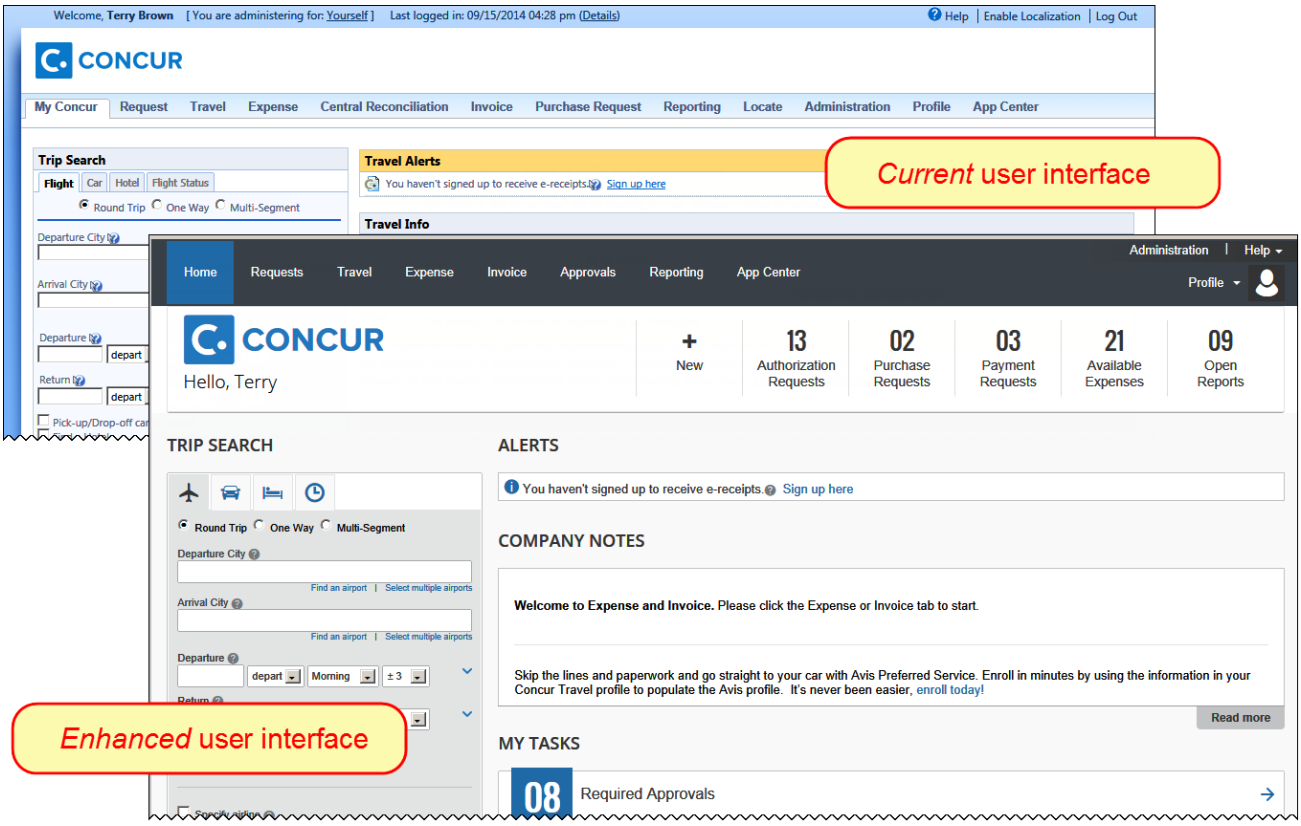
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Two User Interfaces – Enhanced UI

Concur is in the process of transitioning from the *current* user interface to the *enhanced* user interface.



The enhanced UI brings some long-awaited usability enhancements – some are significant (perhaps involving navigation changes) while others are minor (involving only look-and-feel).

This Guide – Sample Screens and Menu Navigation

For screen samples, this guide may show the *current* UI, the *enhanced* UI, or both. Over time, all screen samples will appear only in the *enhanced* UI.

In those cases where the menu navigation is different, both sets of steps are shown. Example:

1. In the *current* UI, click **Profile** > **Other Settings** (left menu).
   – or –
   In the *enhanced* UI, click **Profile** > **Profile Settings** > **Other Settings** (left menu).

Transition Guides

Two guides are available to help clients understand the enhancements. The "highlights" guide (about 13 pages) is designed for end users and describes the most significant changes that affect them. The "comprehensive" guide (about 70 pages) is designed for admins. It describes:

- The steps required ***before*** transitioning to the enhanced UI
- The preview period for the admin, for selected users, for selected groups, and for the entire company
- All of the enhancements – both significant and minor

Professional Edition:
http://www.concurtraining.com/customers/tech_pubs/GW/_TransGuidesProf.htm

Standard Edition:
http://www.concurtraining.com/customers/tech_pubs/GW/_TransGuidesStd.htm

Release Notes

Supported Configurations

Monthly Browser Certifications

Monthly browser certifications, both current and planned, are available with the other Concur monthly release notes.

Refer to *Additional Release Notes and Technical Documentation* in this document for information about accessing the other release notes and the monthly browser certifications.

Additional Release Notes and Technical Documentation

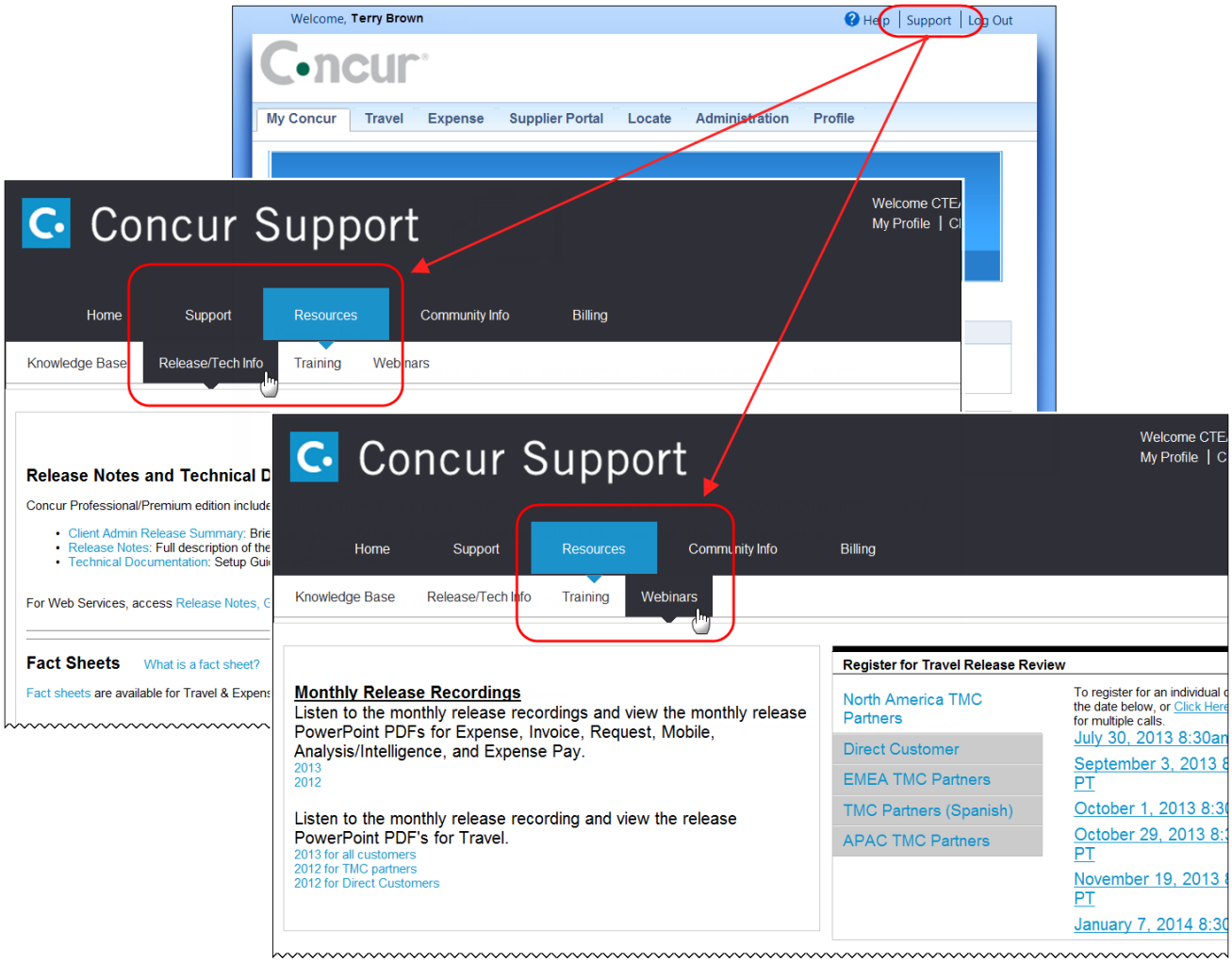
Professional Edition

Concur Support Portal

Access release notes, webinars, and other technical documentation on the Concur Support Portal.

If you have the proper permissions, the **Support** menu is available to you in Concur. Click **Support** and then – in the Concur Support portal – click **Resources**.

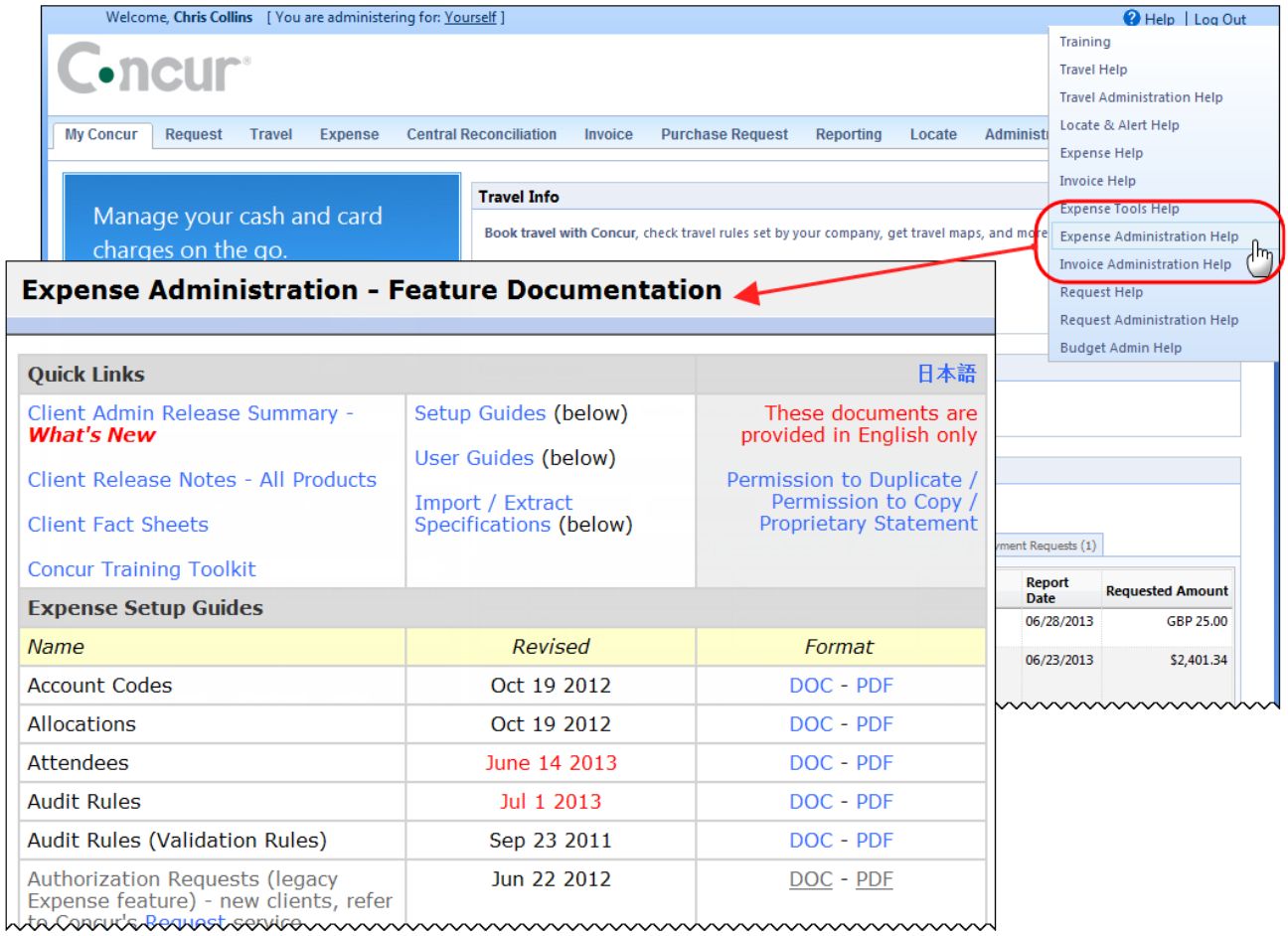
- Click **Release/Tech Info** for release notes, technical documents, etc.
- Click **Webinars** for recorded and live webinars.



NOTE: If you use a user interface layout ***other than*** Blue Sky (set on the travel configuration page), be aware that you have to click **Help** in order to access the **Support** link.

Online Help – Admins

Users with an admin role can access release notes, technical documents, and other resources using online help in Concur.



Standard Edition

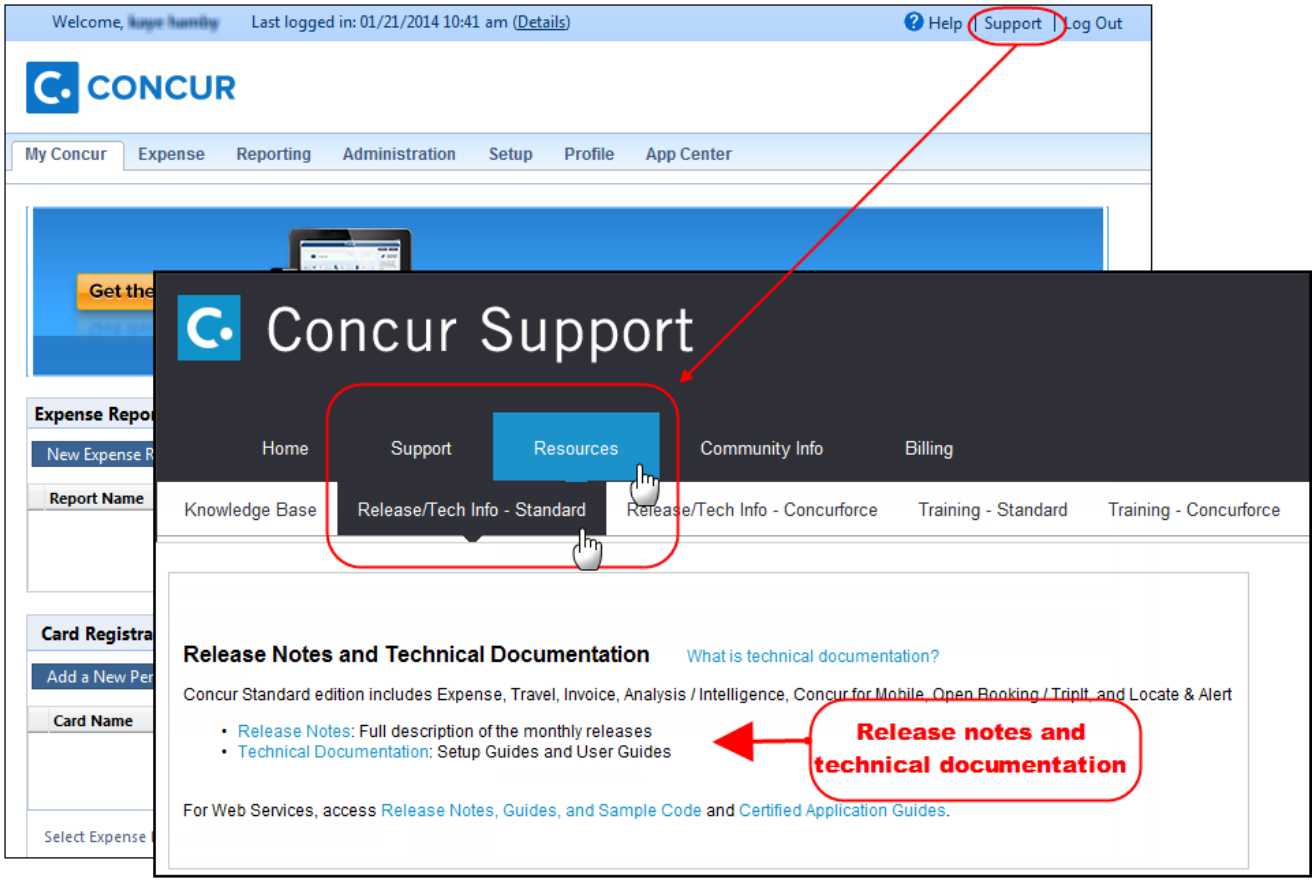
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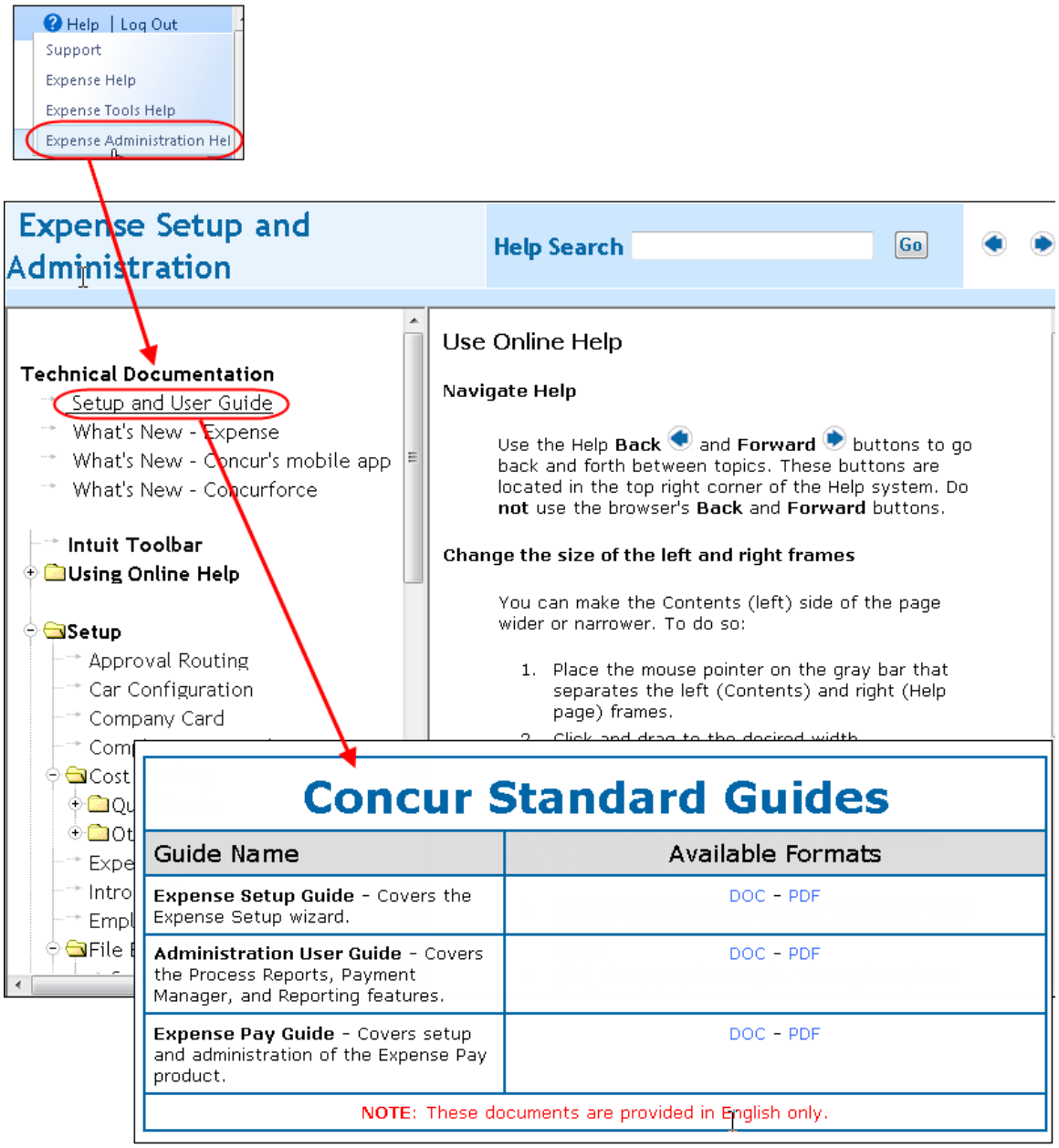
Click **Support**, and then, in the Concur Support Portal, click **Resources**.

Click **Release/Tech Info - Standard** for release notes, technical documents etc.



Online Help – Admins

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February 2015 Initial post: Thursday, February 5, 12:30 PM PT	Concur Clients FINAL

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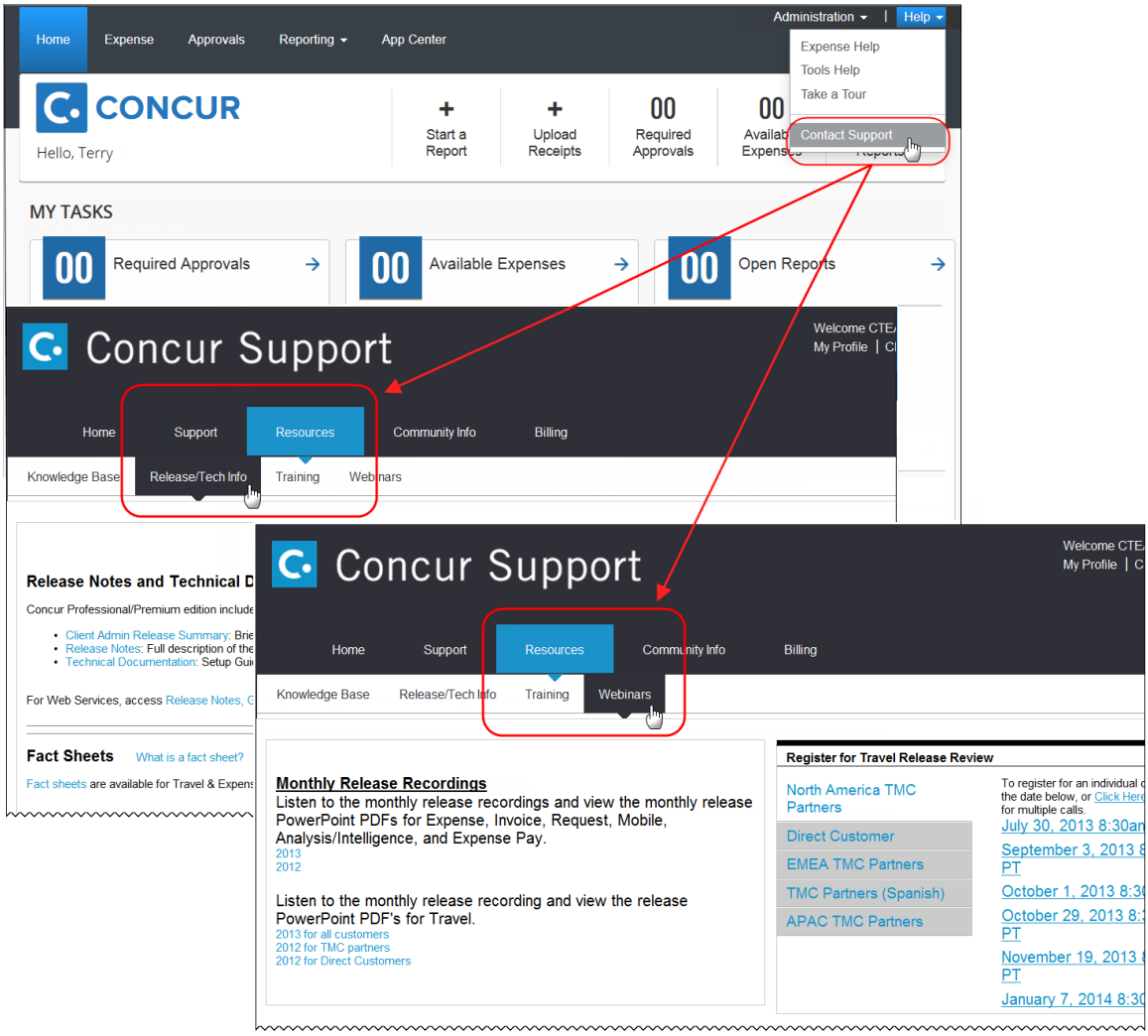
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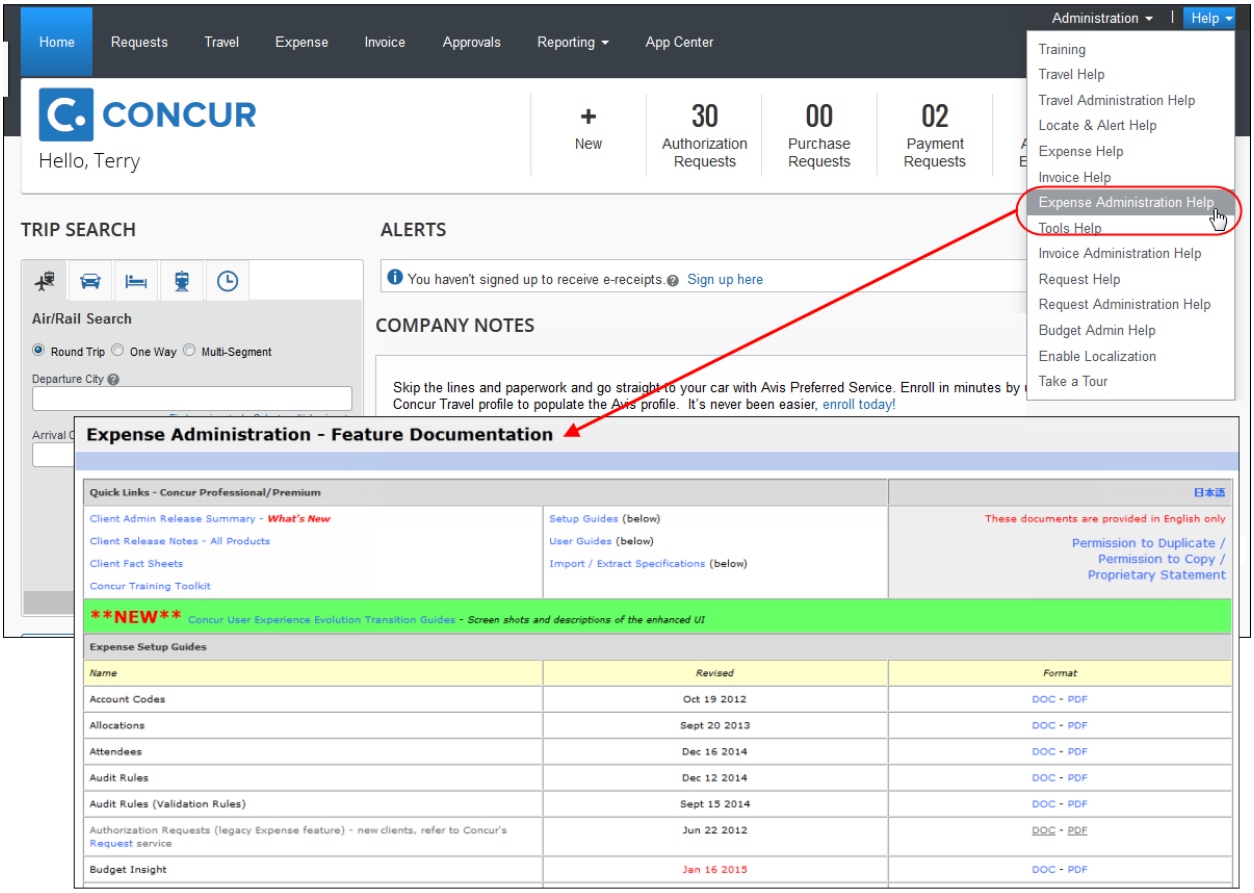
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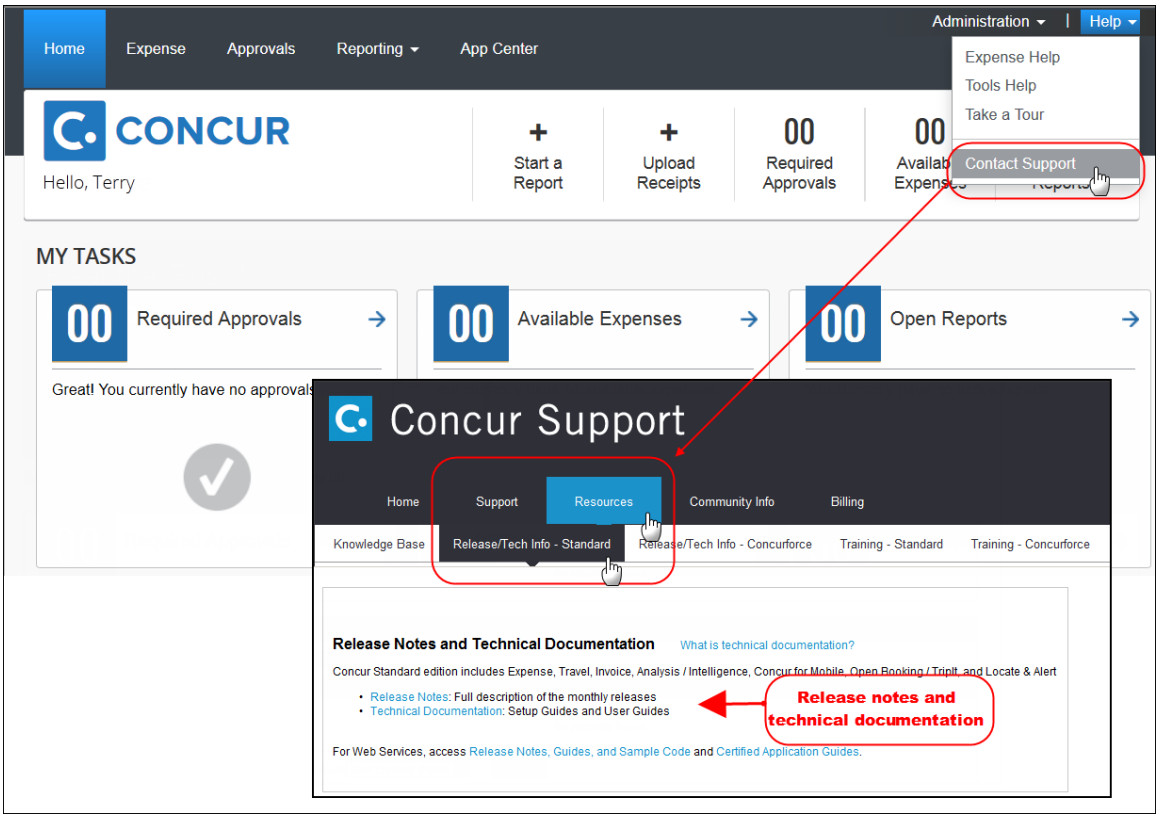
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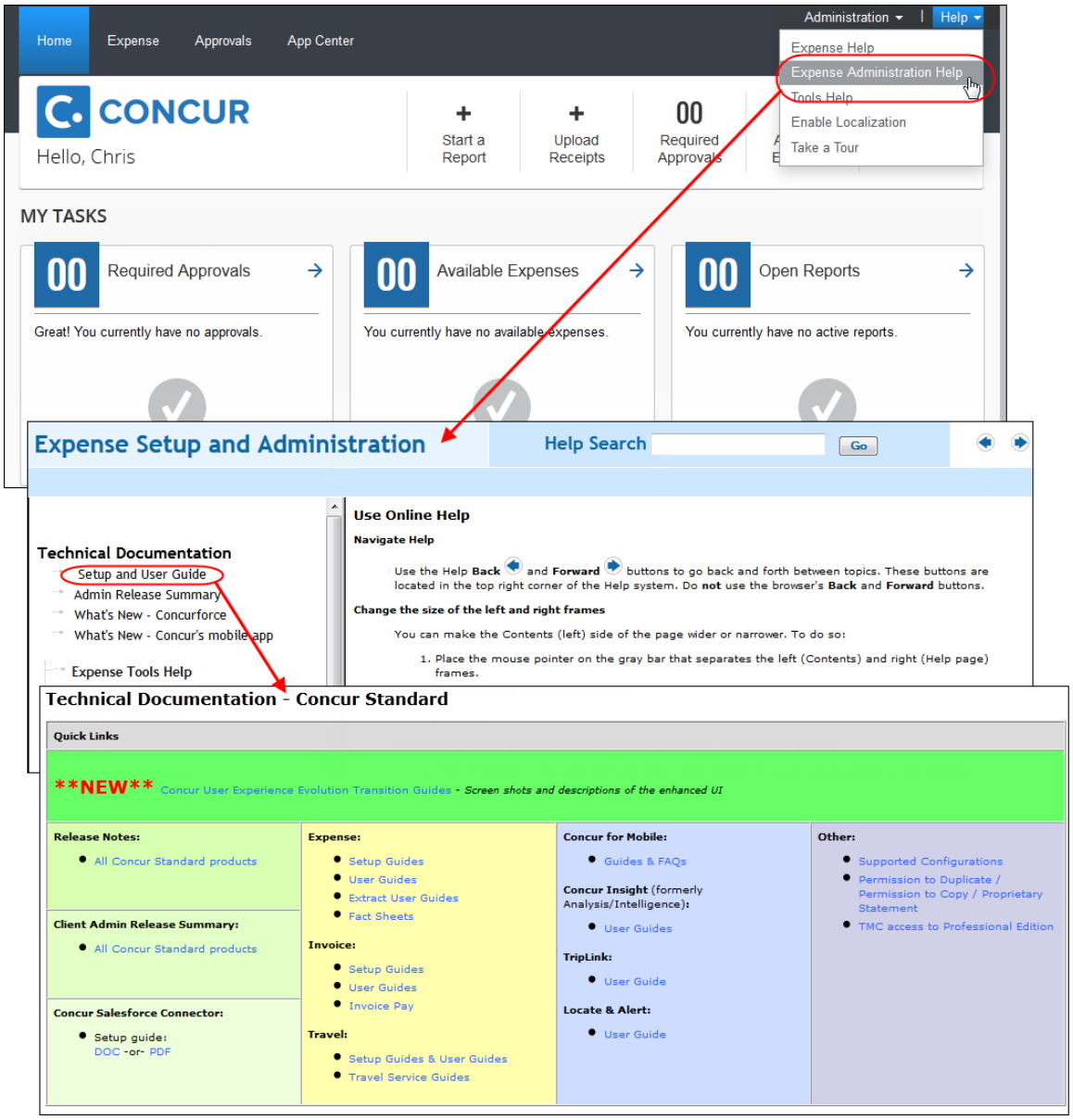
Click **Help** > **Support**, and then, in the Concur Support Portal, click **Resources**.

Click **Release/Tech Info - Standard** for release notes, technical documents etc.


Home
Expense
Approvals
Reporting
App Center
Administration
Help
Expense Help
Tools Help
Take a Tour
Contact Support
CONCUR
Hello, Terry
Start a Report
Upload Receipts
Required Approvals
MY TASKS
Required Approvals
Available Expenses
Open Reports
Great! You currently have no approvals
Concur Support
Home
Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

Online Help – Admins

Users with an admin role can access release notes, technical documents, and other resources using online help in Concur.



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Release Notes

TripLink

New TripIt Configuration Page

Overview

Concur has enhanced TripLink with a new administrative page, **TripIt Configuration**. This page allows an admin user to activate TripIt Pro and to set their TripIt account to be the TripIt for Teams owner for their company. This page appears for clients with the following user permissions:

Professional Edition:

- Company Admin or Travel Admin
- TripLink Policy Admin

Standard Edition:

- Can Administer or Travel and Expense Administrator or Travel Only Administrator
- TripLink Policy Admin

The admin must also connect their TripIt Pro account to Concur. Admins without a connected TripIt Pro account will not be able to modify any settings on the **TripIt Configuration** page.

BUSINESS PURPOSE / CLIENT BENEFIT

This enhancement allows admins to manage their TripIt for Teams ownership within Concur.

Configuration/Feature Activation

In order to access the **TripIt Configuration** page, the following must be done:

1. The company must have the TripLink module enabled (Concur assigned)
2. The company must have the following module property enabled:
    - TripIt Pro (Concur assigned)
3. The user must have the following permissions:

Professional Edition:

- Company Admin or Travel Admin
- TripLink Policy Admin

Standard Edition:

- Can Administer or Travel and Expense Administrator or Travel Only Administrator
- TripLink Policy Admin

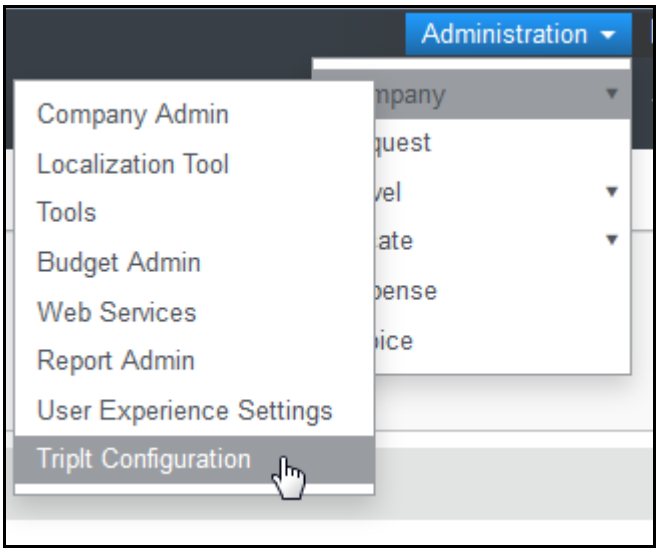
PROFESSIONAL EDITION CONFIGURATION

To assign the permissions:

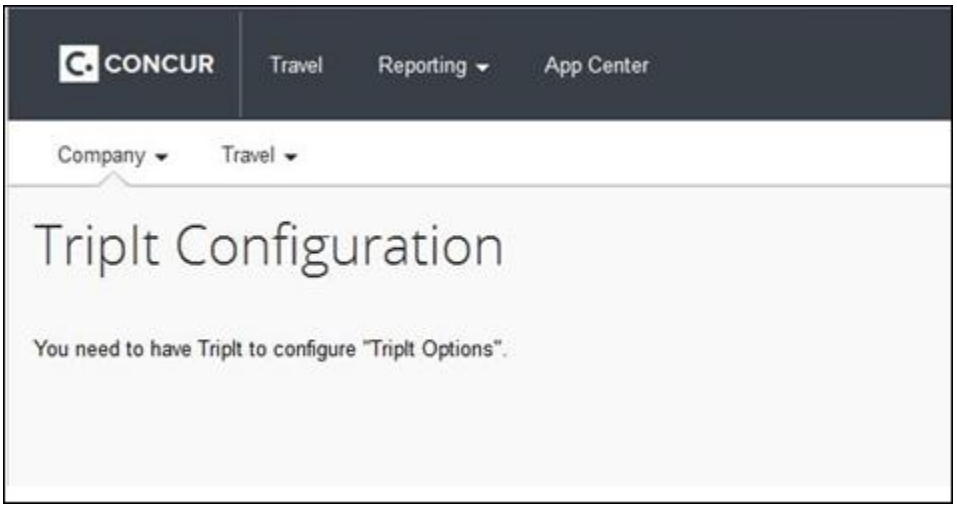
1. Click **Administration** > **Company** > **Company Admin**.
2. In the **User Administration** section of the left menu, click **User Permissions**.
3. Assign the permissions noted above to the desired user(s).

To set the TripIt for Teams owner:

1. Click **Administration** > **Company** > **TripIt Configuration**.

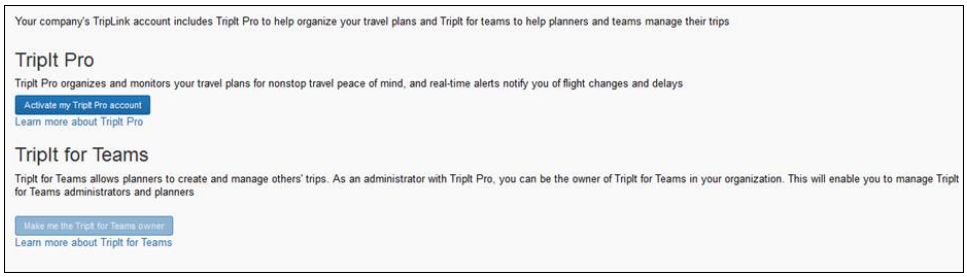


2. If the admin does not have a TripIt account connected to Concur, they will receive an error message:

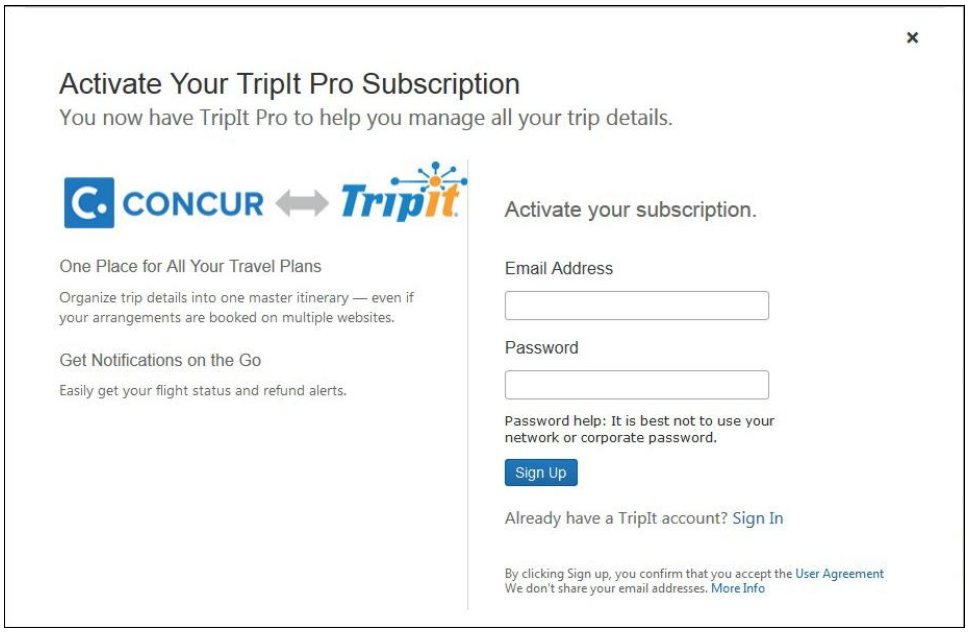


3. If the admin has connected their TripIt account to Concur but has not activated their TripIt Pro account:

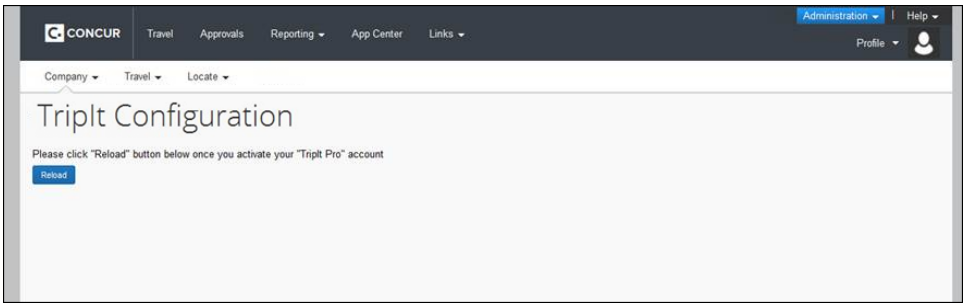
    - Admin is prompted to activate TripIt Pro by clicking **Activate my TripIt Pro account**. This must be done before they can use the **Make me the TripIt for Teams owner** button.



- If the admin clicks **Activate my TripIt Pro account**, they will see the following pop-up:

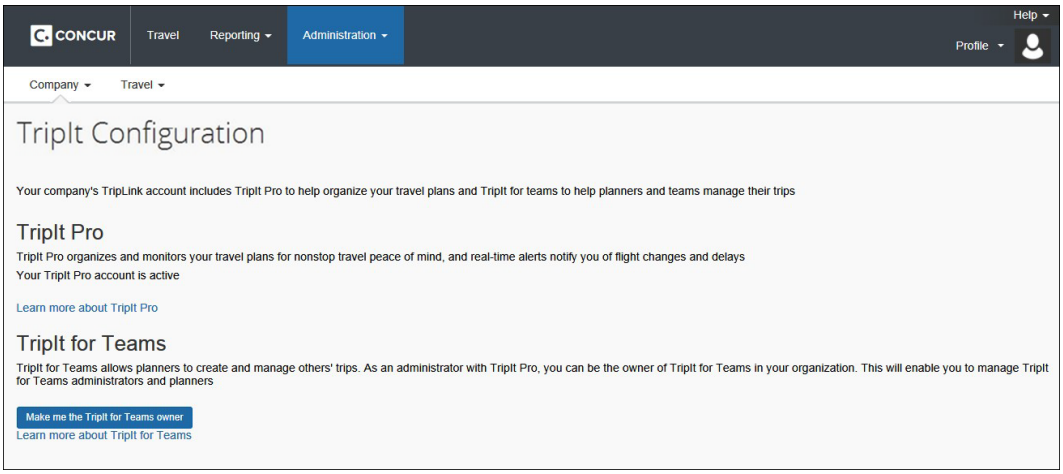


- Once completed, the pop-up will go away and the user will see the following screen:



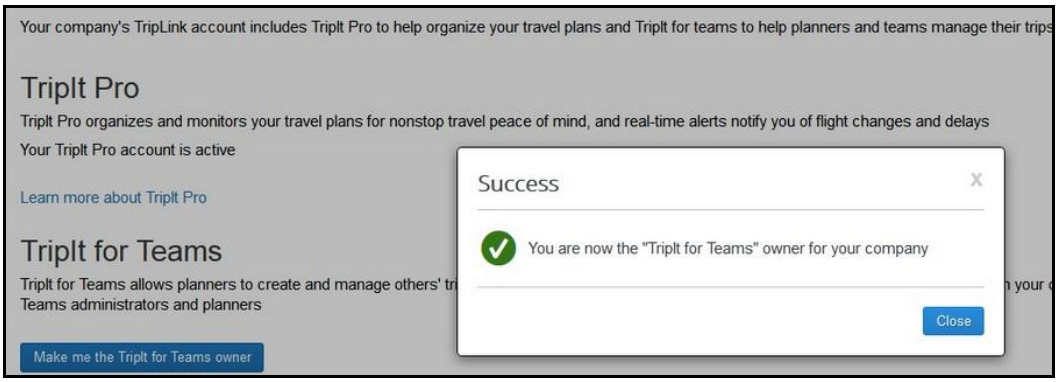
- They click **Reload** and will then see the full screen (described below).

4. If the admin has activated TripIt Pro, they can view the full page details:



5. The admin can click **Make me the TripIt for Teams owner** to set their TripIt account to be the owner of TripIt for Teams for their company. They will receive a success or failure message.

6. If successful, the user sees: You are now the "TripIt for Teams" owner for your company.



7. If unsuccessful, the user sees one of the following error messages:

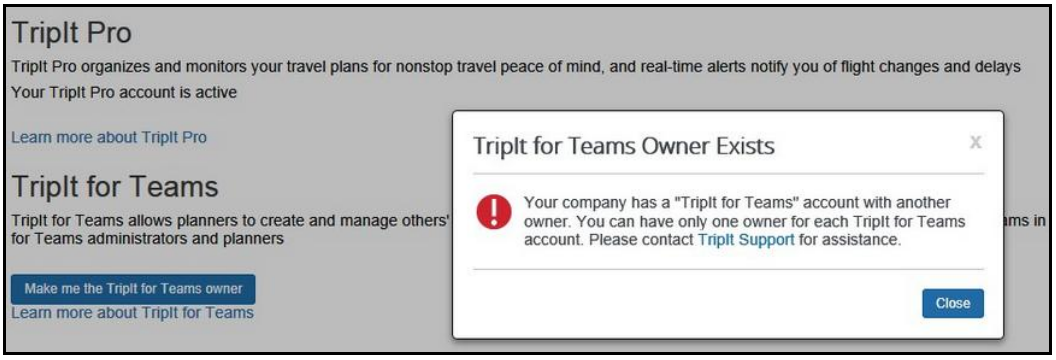
- We see you currently own a TripIt for Teams account for your company. We are working to move your billing package to your Concur subscription. This typically takes a week to complete. Don't worry; you will not see any changes to your current experience.

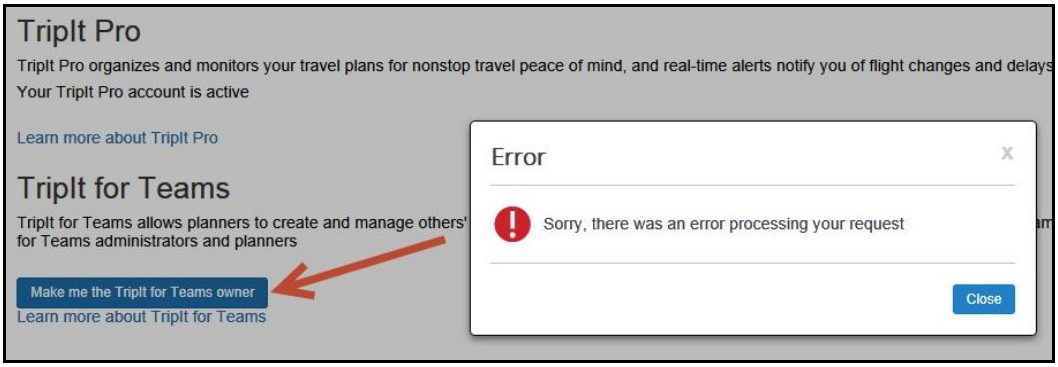
- You are the owner of a TripIt for Teams account for another company. You can have only one TripIt for Teams account at a time. Please contact TripIt Support for assistance.

- You are a TripIt for Teams planner for another company. You can have only one TripIt for Teams account at a time. Please contact TripIt Support for assistance.

- Your company has a TripIt for Teams account with another owner. You can have only one owner for each TripIt for Teams account. Please contact TripIt Support for assistance and reference the TripIt for Teams account owner, <email address>.

- There is an issue linking your account. Please contact TripIt Support for assistance (error code xxx).





STANDARD EDITION CONFIGURATION

To assign the permissions:

1. Click **Administration** > **Setup** > **(Expense or Travel)** > **Users**.

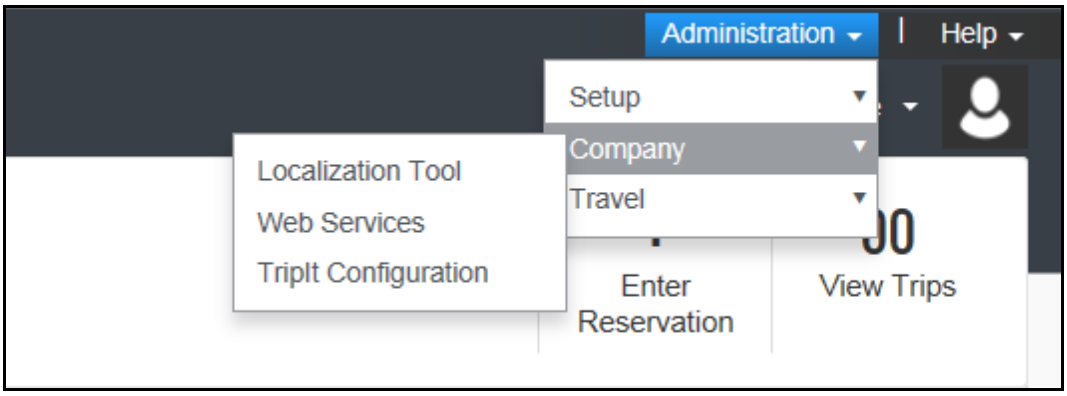
2. Select the desired user and click **Create/Edit User**.

3. Select the check boxes for the permissions noted above.

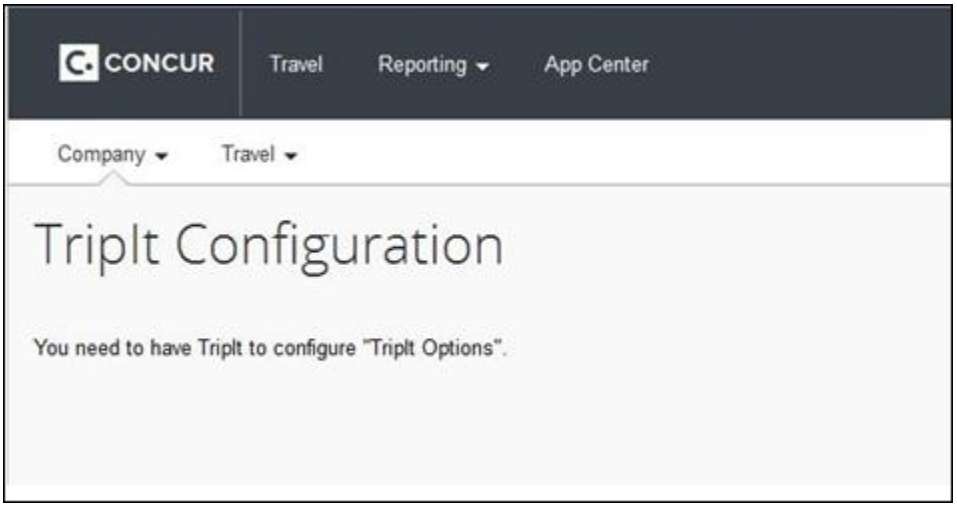
4. Click **Save**.

To set the TripIt for Teams owner:

1. Click **Administration** > **Company** > **TripIt Configuration**.

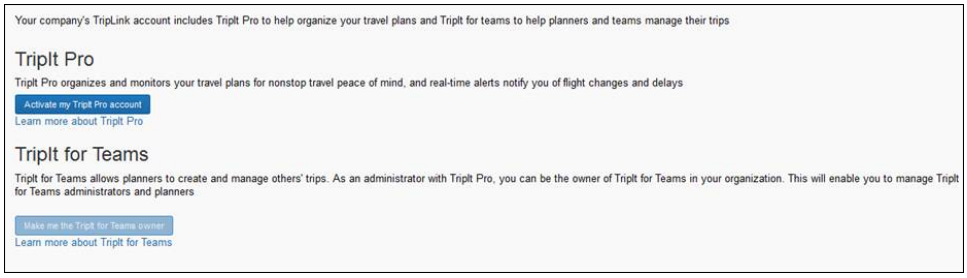


2. If the admin does not have a TripIt account connected to Concur, they will receive an error message:

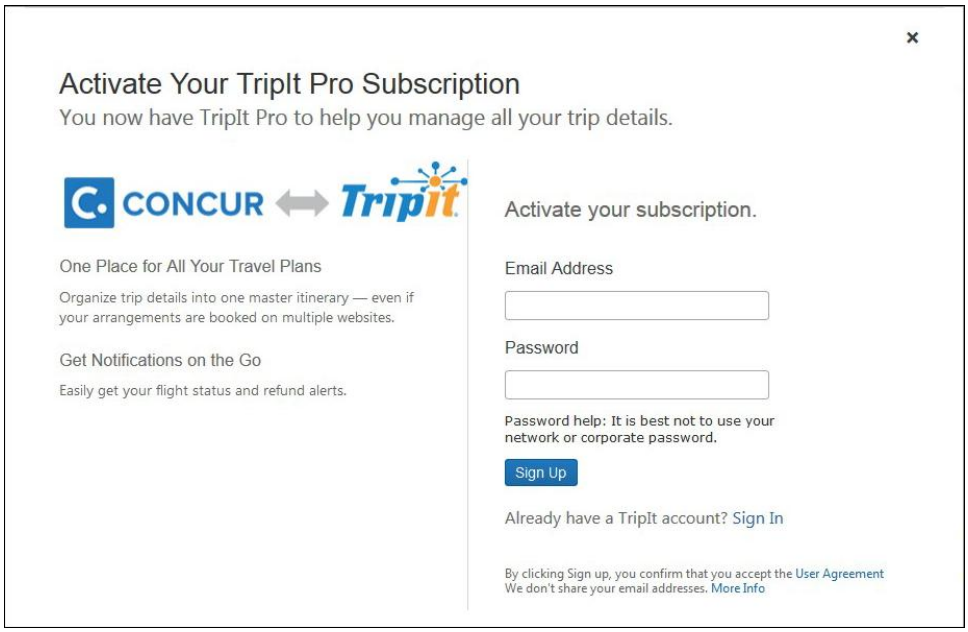


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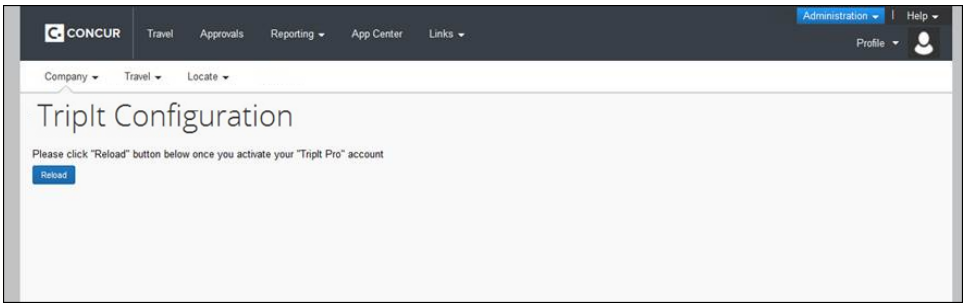
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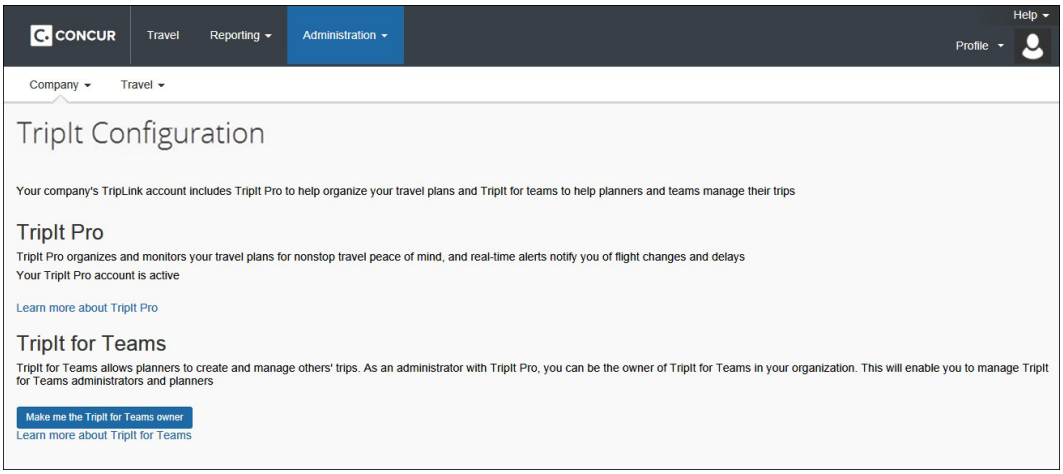


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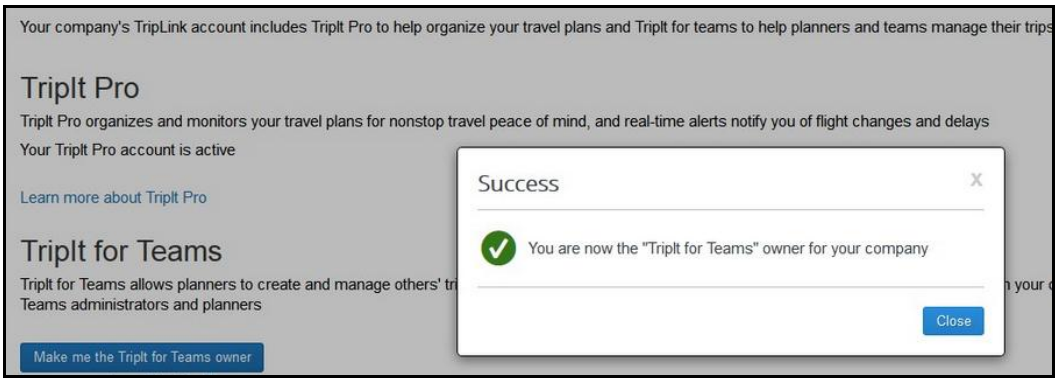
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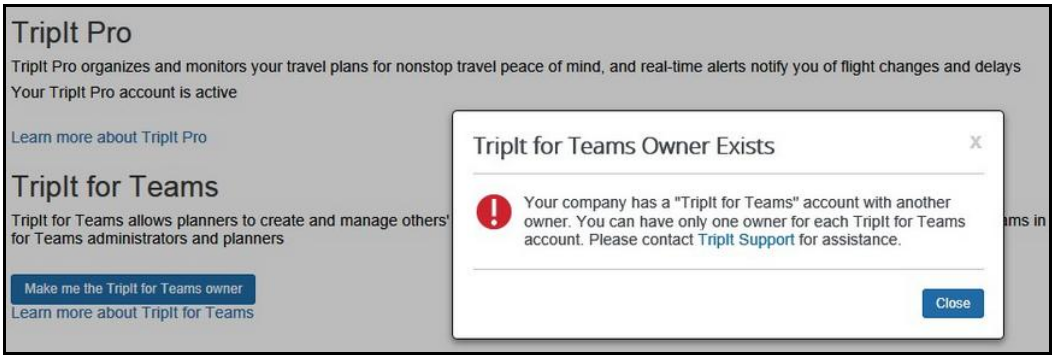
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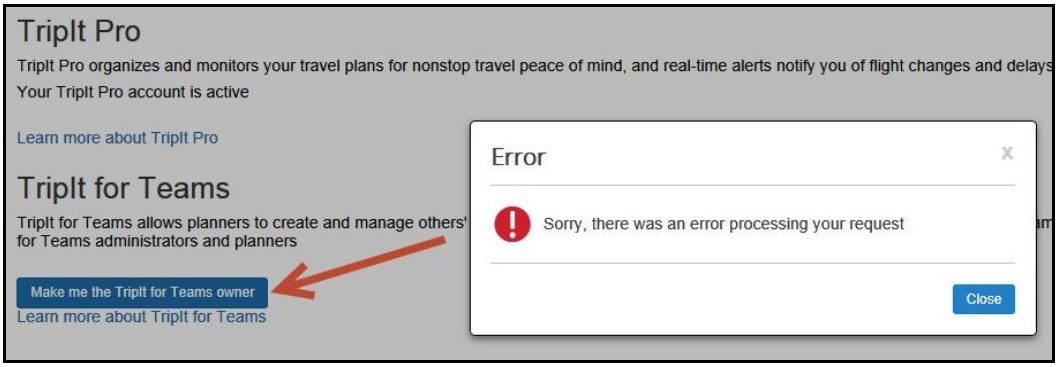
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TripIt: Booking Source Information Enhanced

Overview

Concur has enhanced the booking source information that it sends to TripIt to include the travel agency information. This information is used to direct users to the appropriate contact when they experience a trip disruption.

BUSINESS PURPOSE / CLIENT BENEFIT

This enhancement gives users the right information about who to contact to modify their reservations.

Configuration/Feature Activation

This feature is automatically on for all clients; no additional configuration or activation is required.

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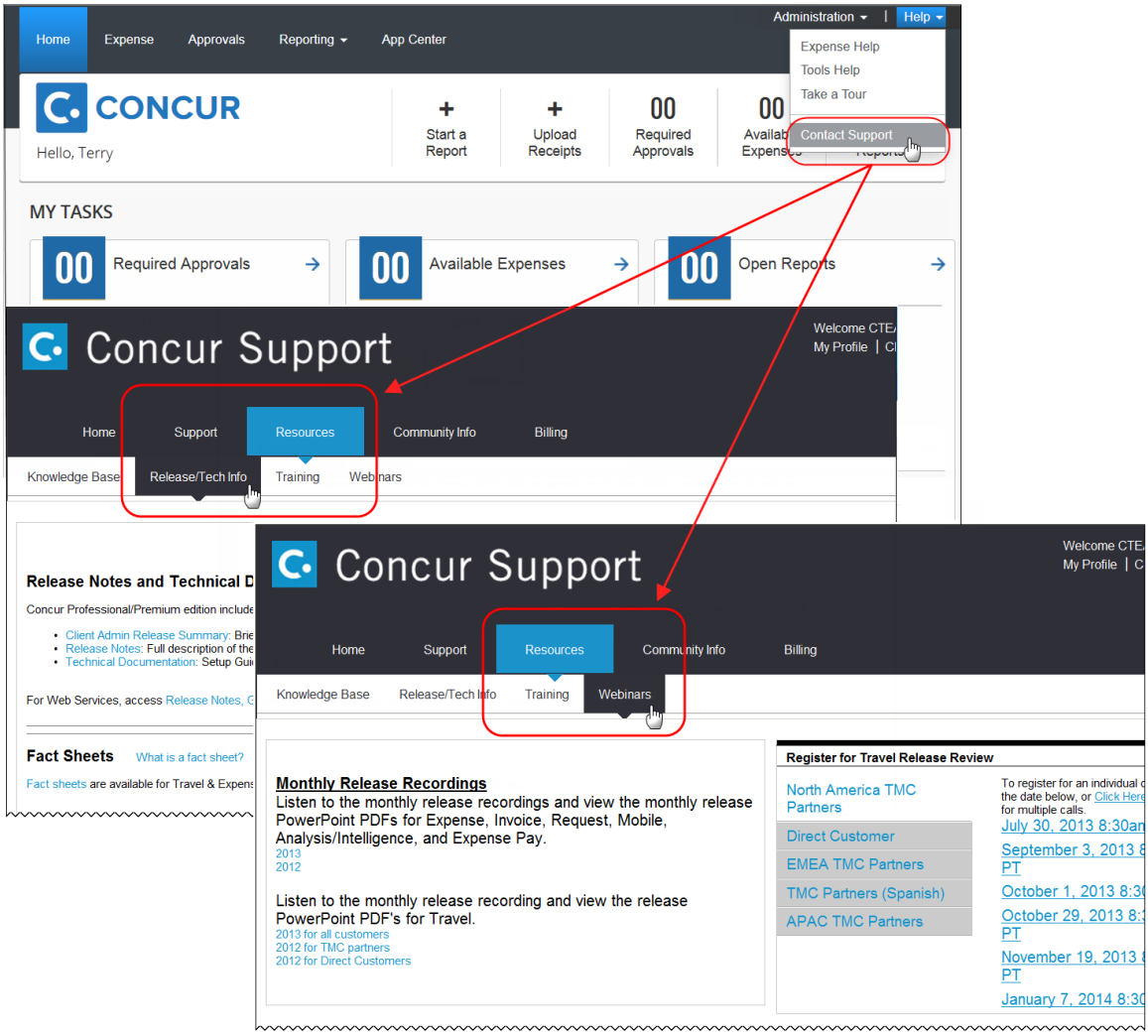
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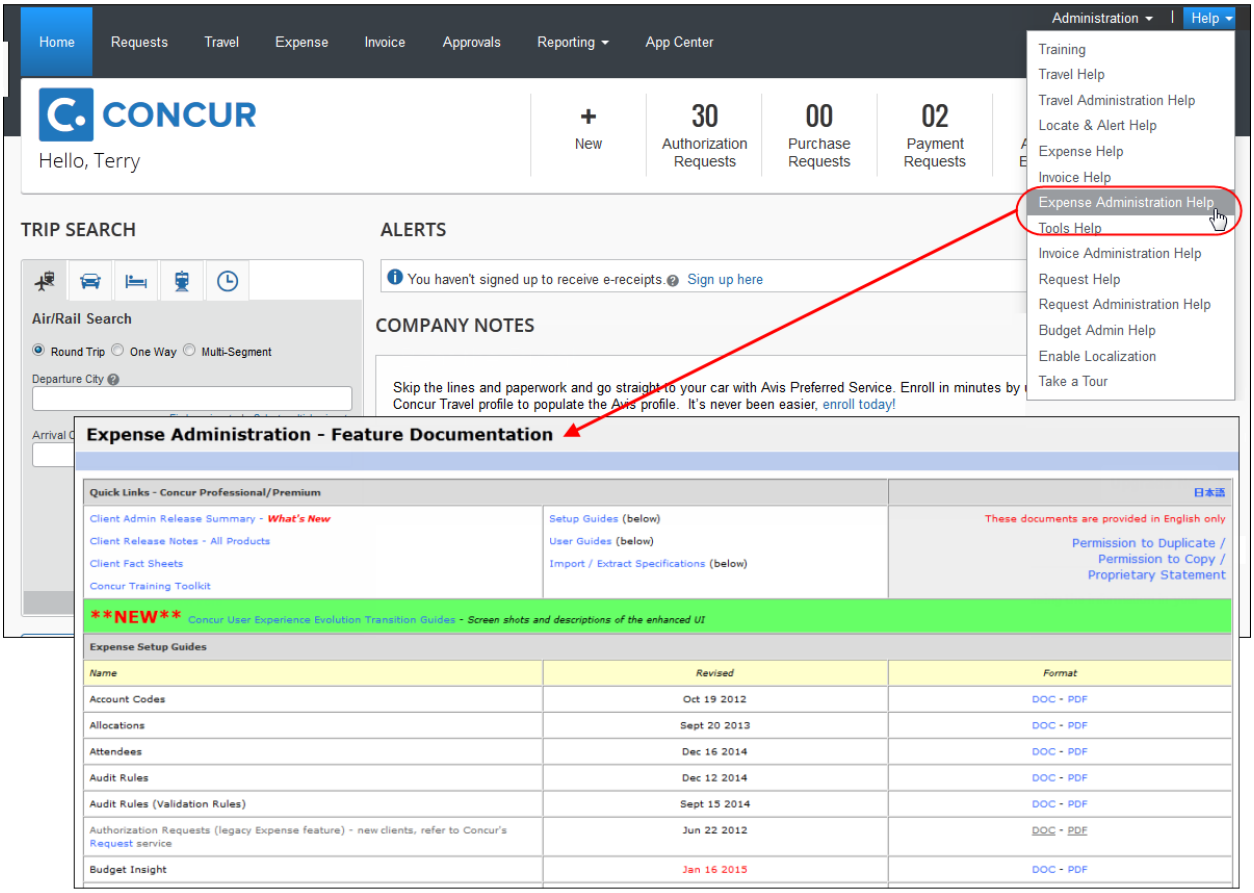
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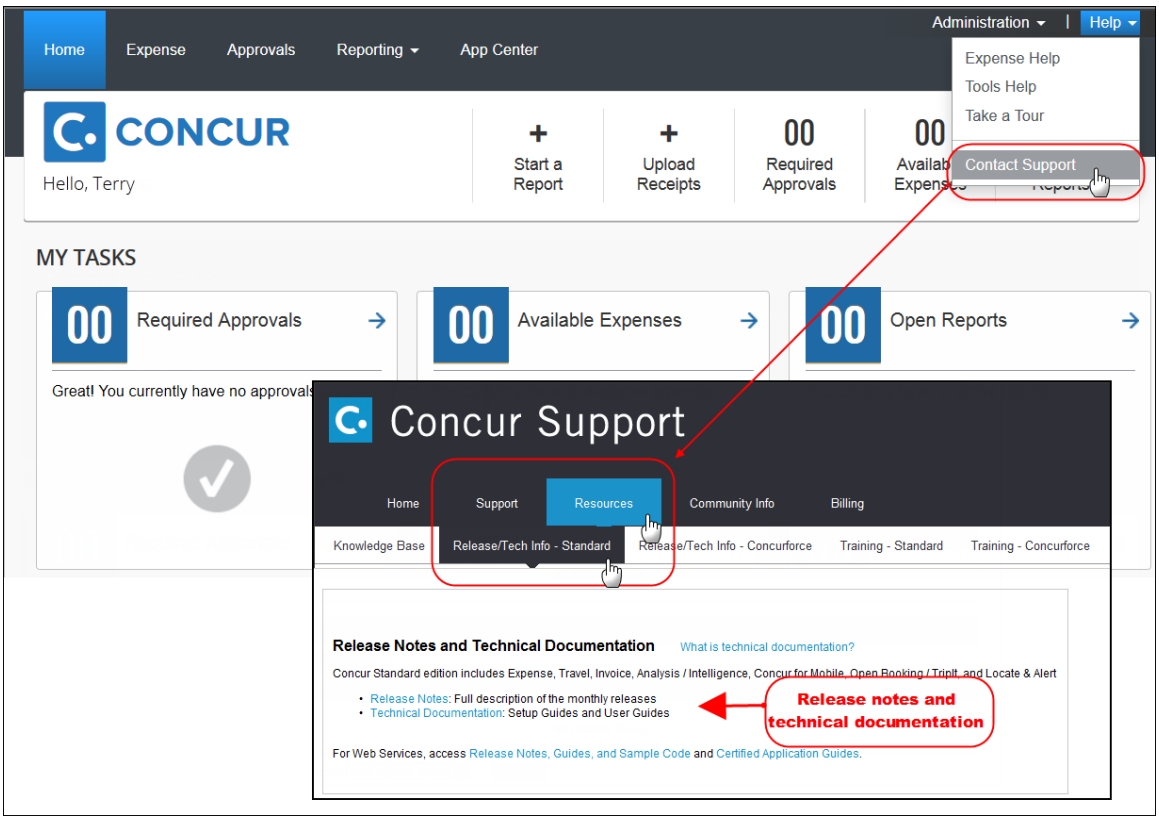
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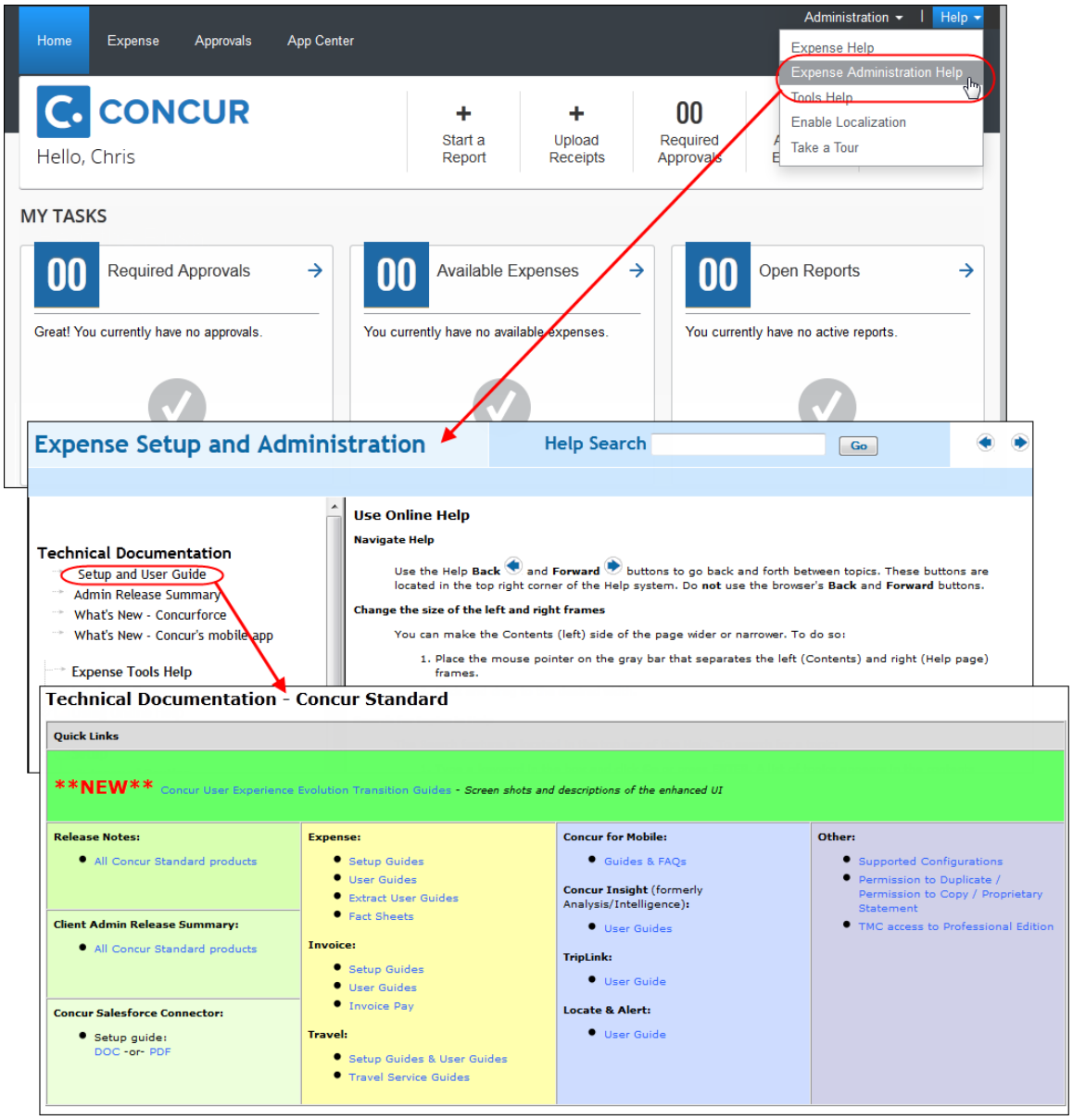
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Tools Help
Take a Tour
Contact Support
CONCUR
Hello, Terry
Start a Report
Upload Receipts
Required Approvals
MY TASKS
Required Approvals
Available Expenses
Open Reports
Great! You currently have no approvals
Concur Support
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Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

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Release Notes

TripLink

TripLink: New Deployment Toolkit

Overview

Concur has released an updated deployment toolkit designed to enable travelers to maximize their use of TripLink features and with resources for Admins to effectively deploy and message their travelers. The toolkit is located here:

http://www.concurtraining.com/pr/triplink/

BUSINESS PURPOSE / CLIENT BENEFIT

This enhancement provides training and tools for TripLink.

Configuration/Feature Activation

This feature is automatically on for all clients; no additional configuration or activation is required.

Supported Configurations

Monthly Browser Certifications

Monthly browser certifications, both current and planned, are available with the other Concur monthly release notes.

Refer to *Additional Release Notes and Technical Documentation* in this document for information about accessing the other release notes and the monthly browser certifications.

Additional Release Notes and Technical Documentation

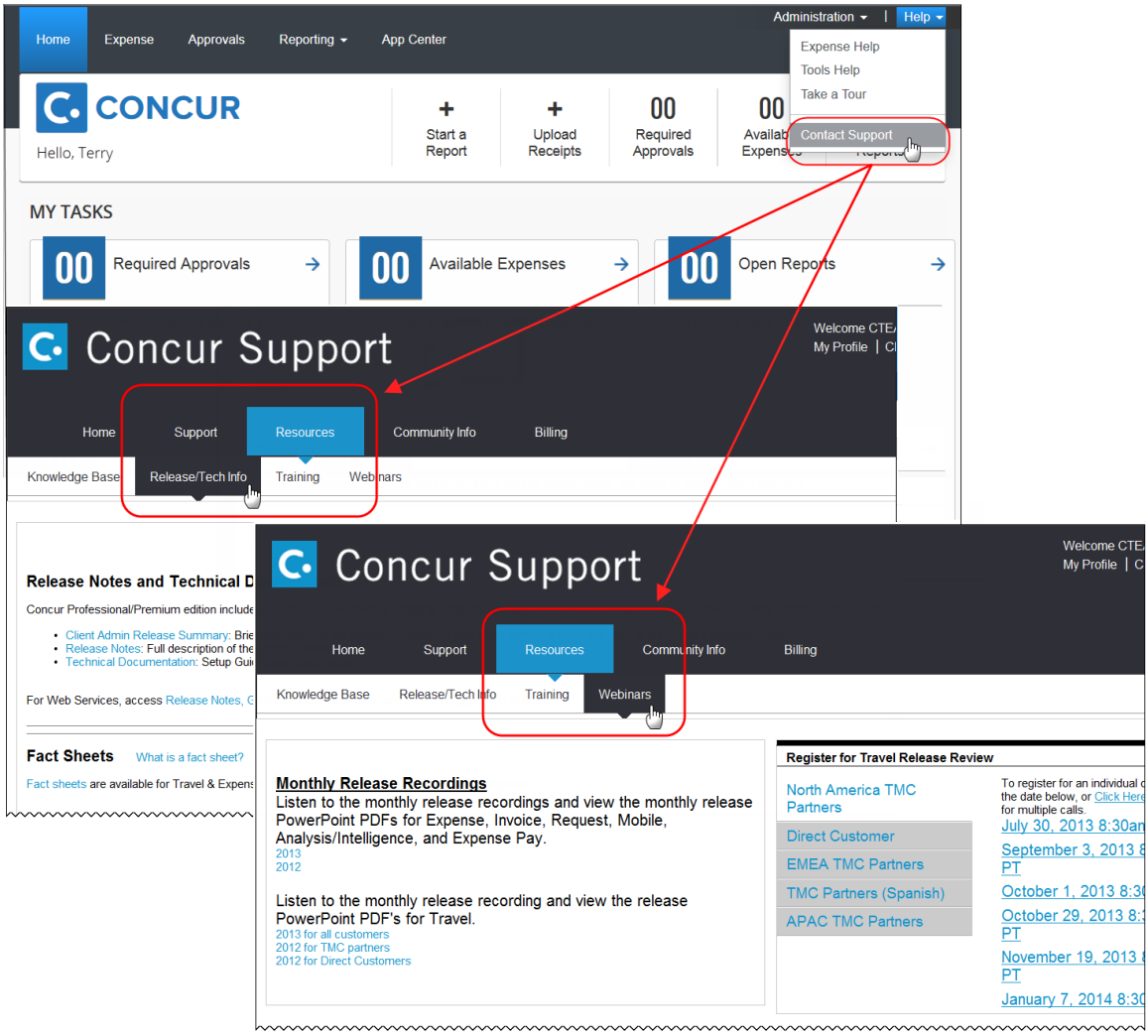
Professional Edition

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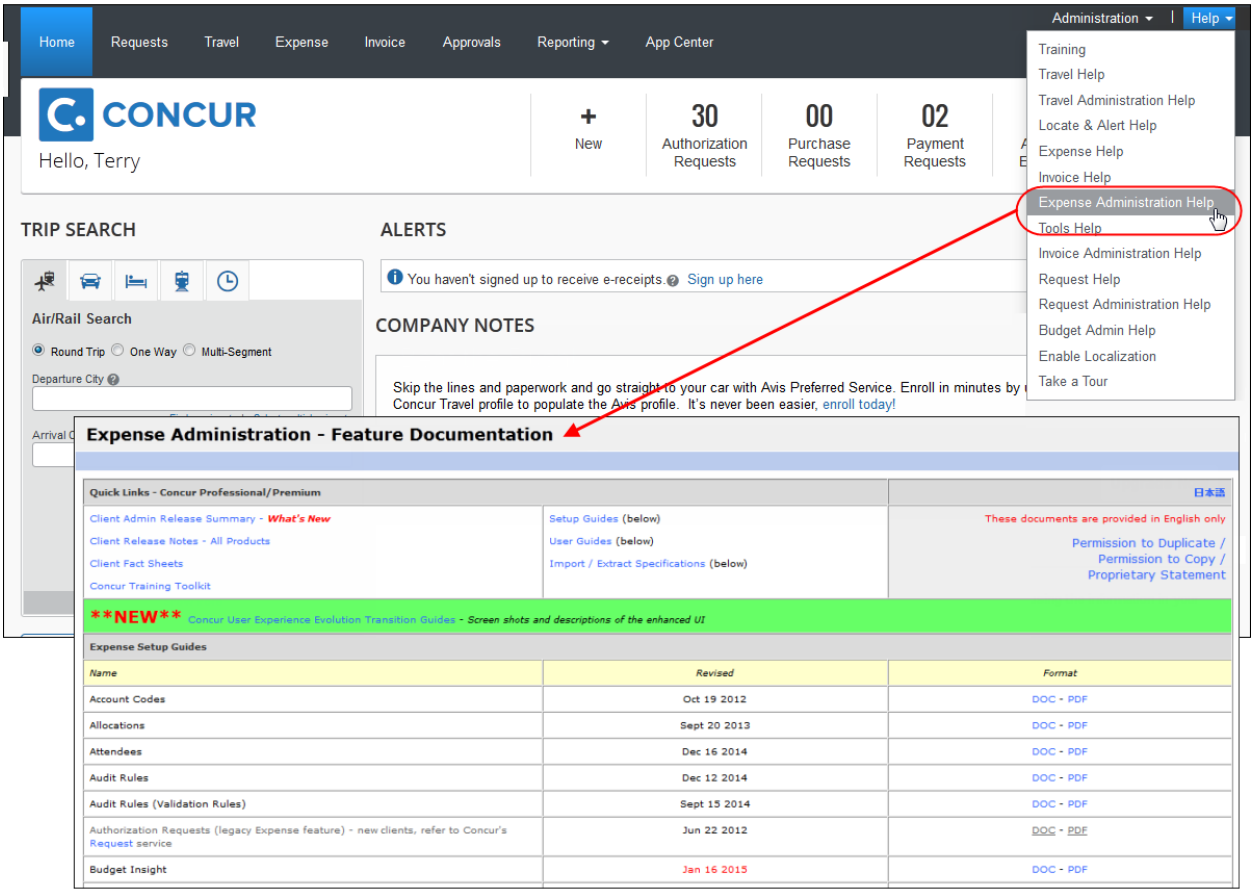
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Standard Edition

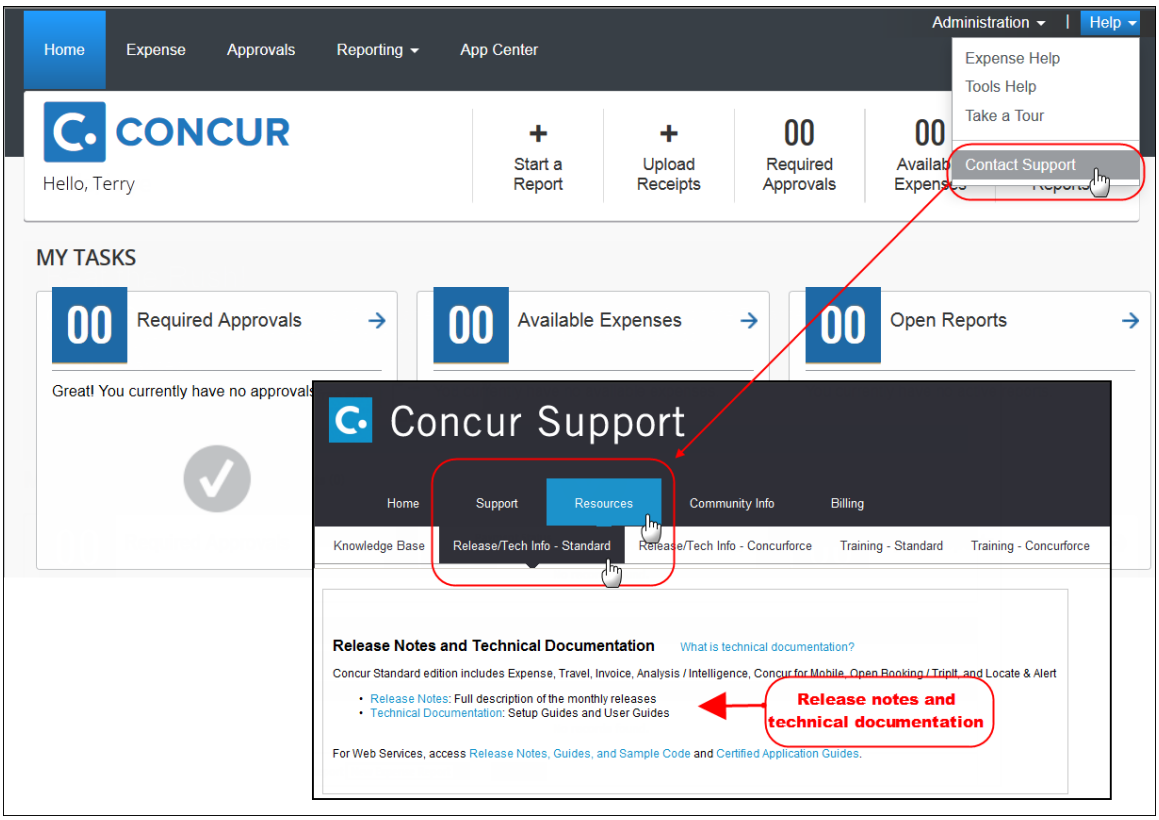
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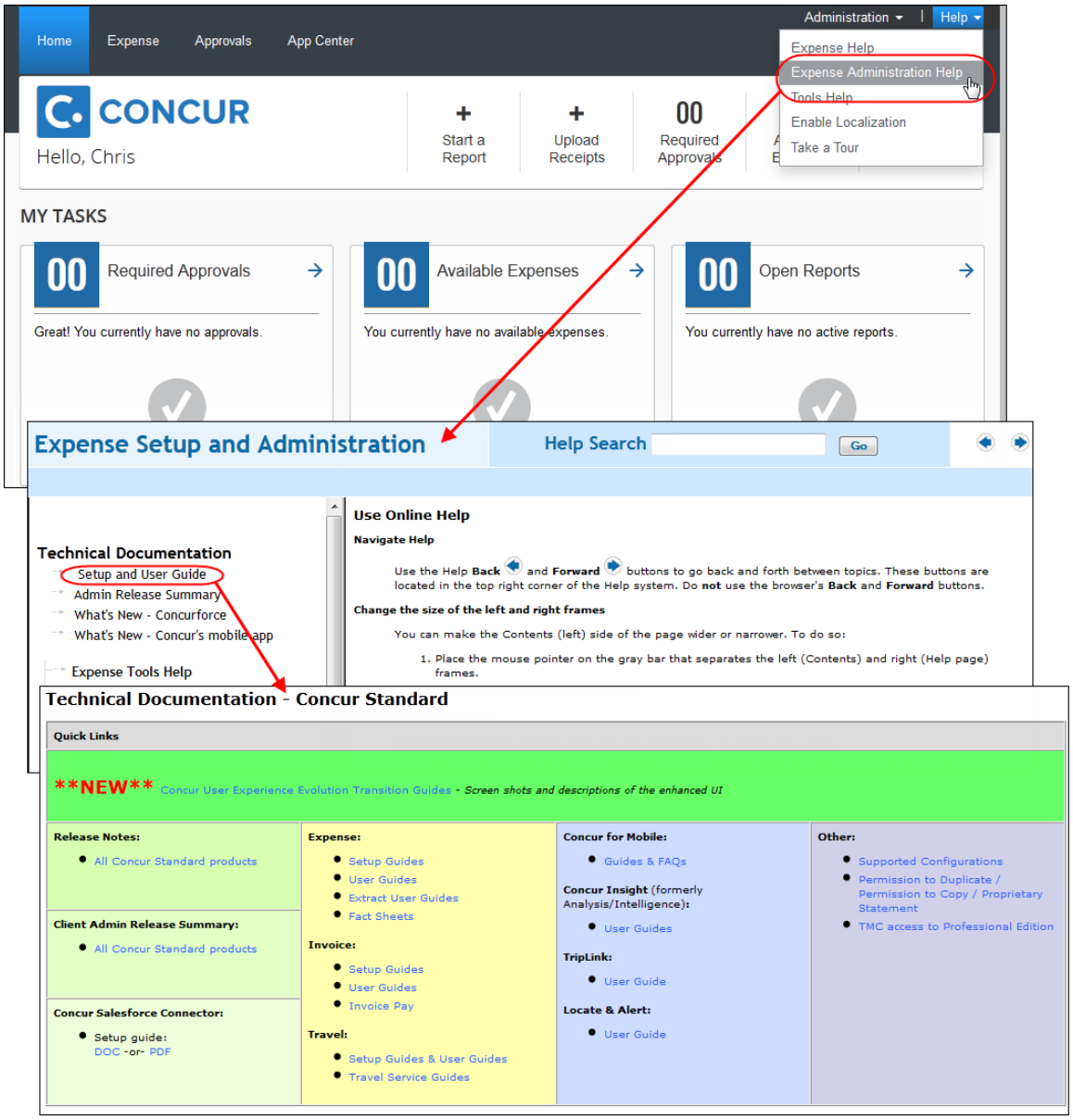
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Concur Release Notes **TripLink**	
Month	**Audience**
May 2015 Initial post: Thursday, May 14, 2:30 PM PT	Concur Clients FINAL

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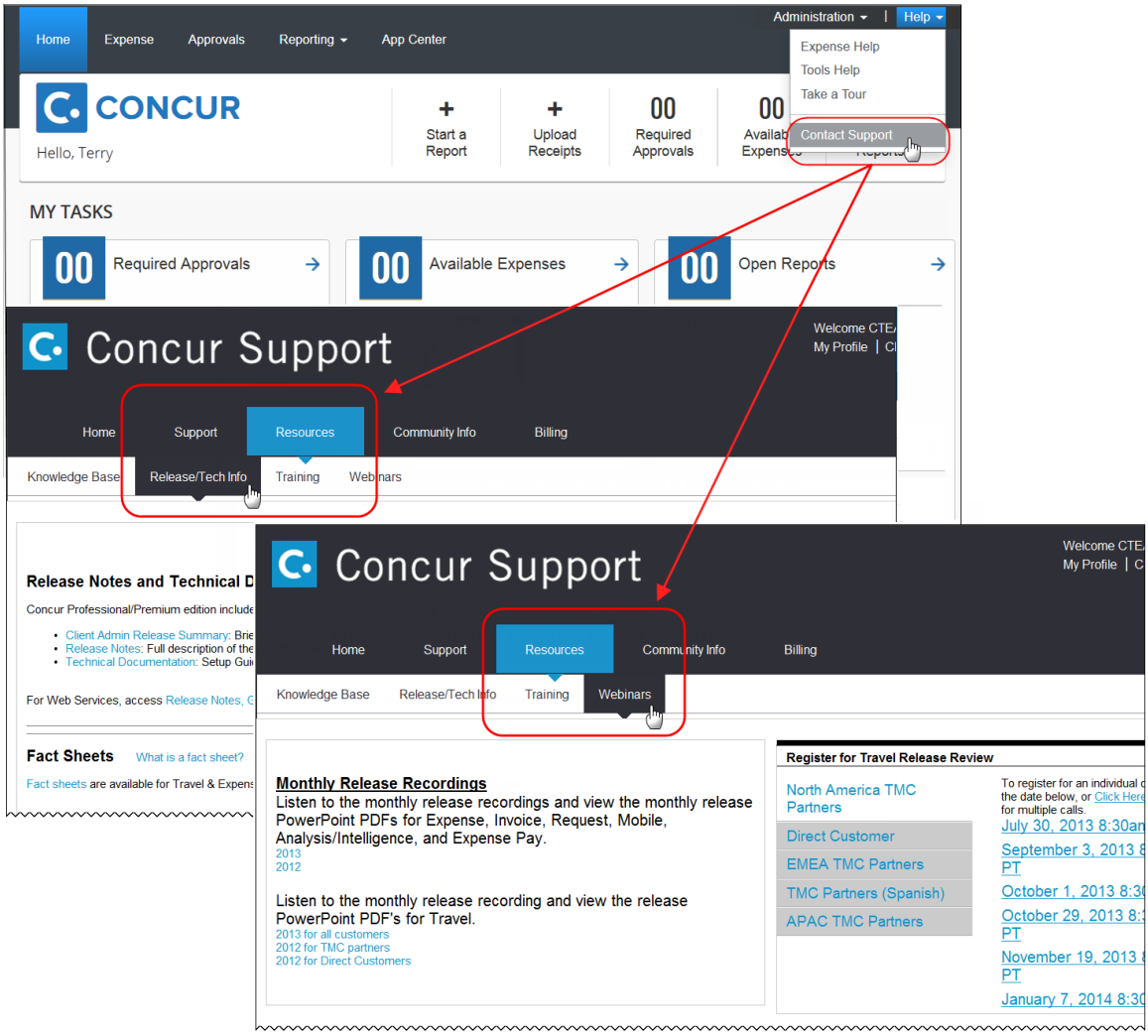
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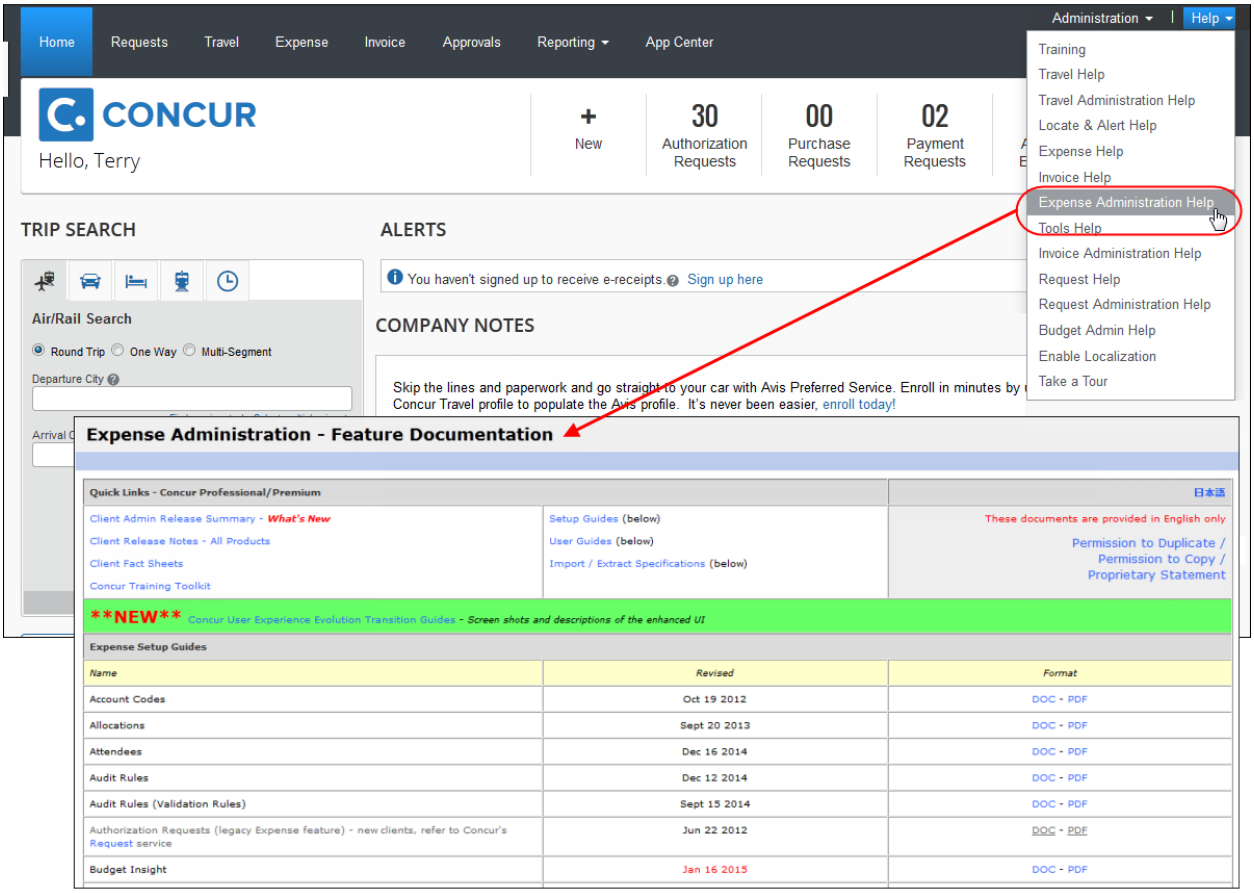
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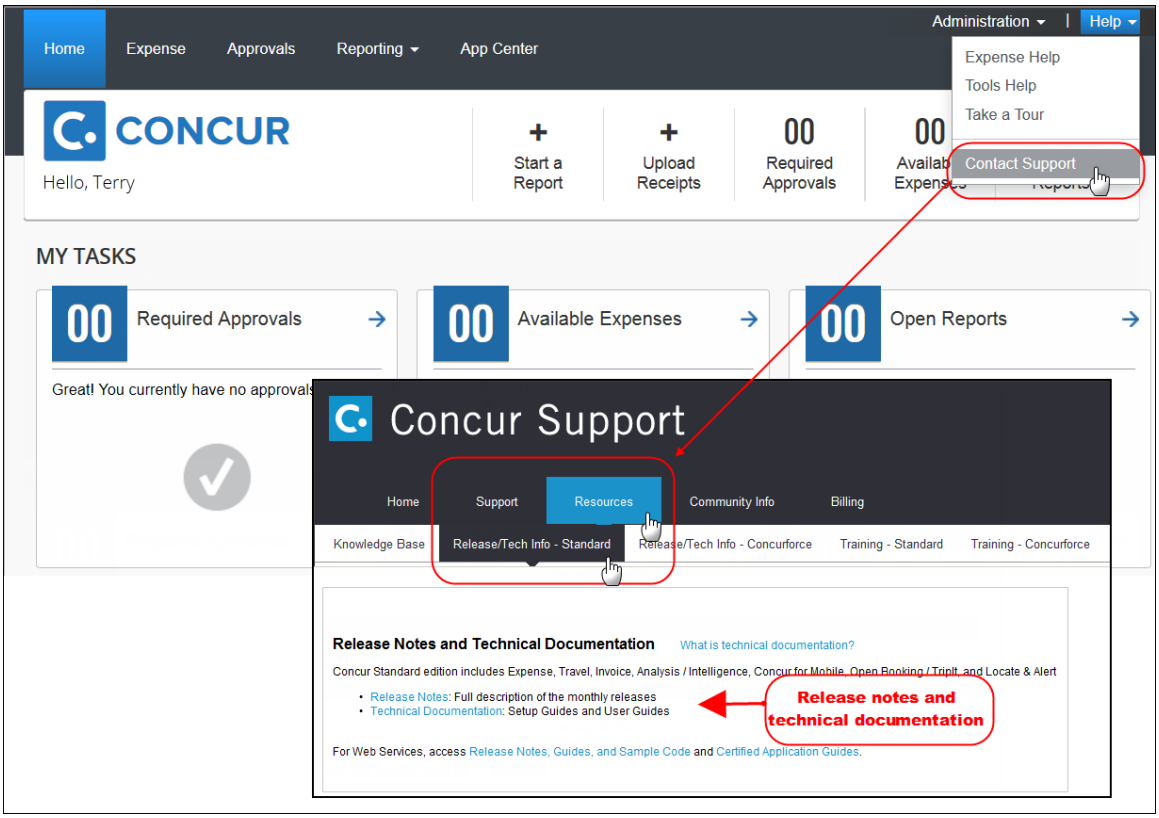
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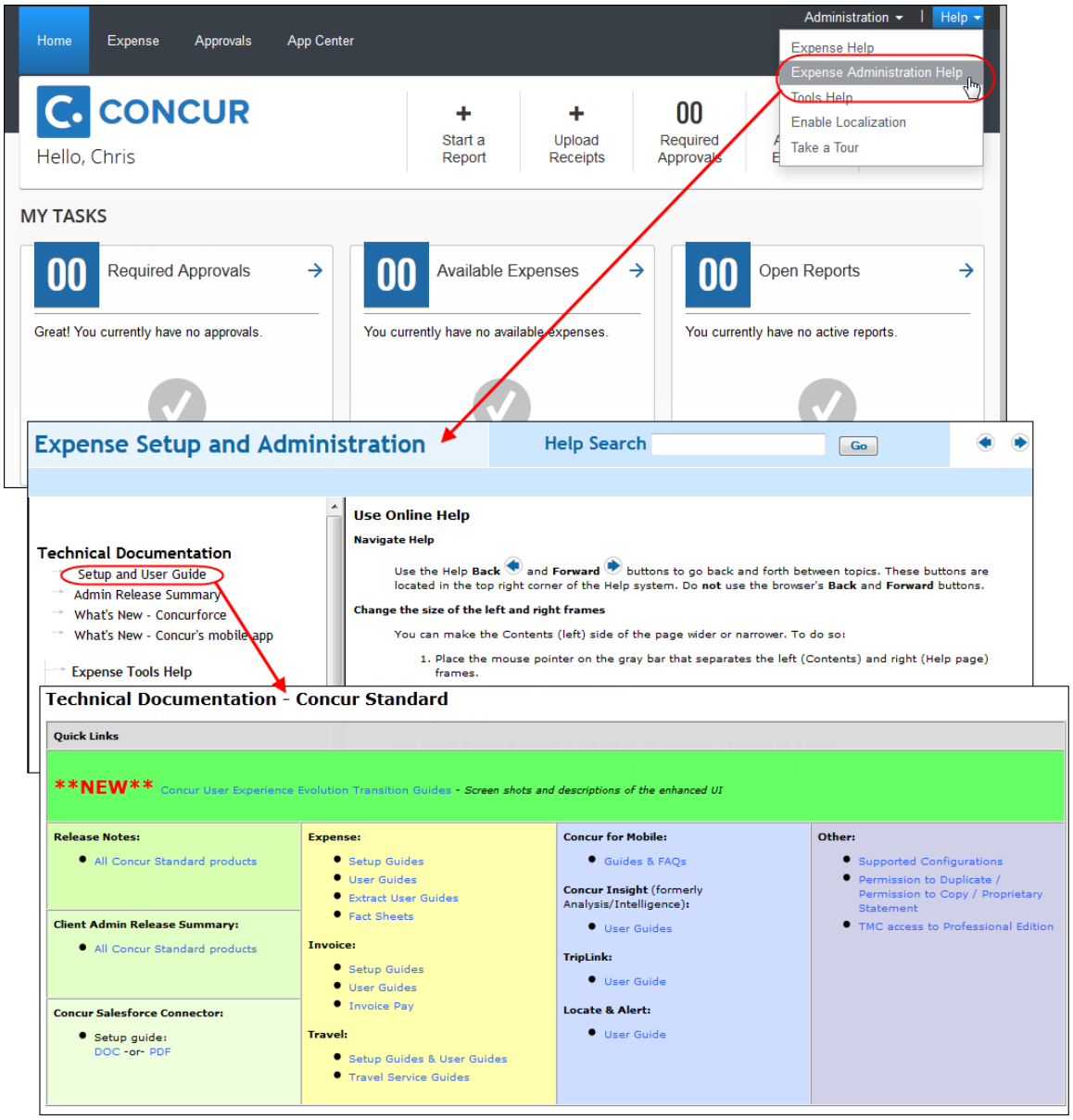
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Concur Release Notes **TripLink**	
Month	**Audience**
June 2015 Update #1: Friday, June 19, 11:00 AM PT	Concur Clients FINAL

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BACKGROUND

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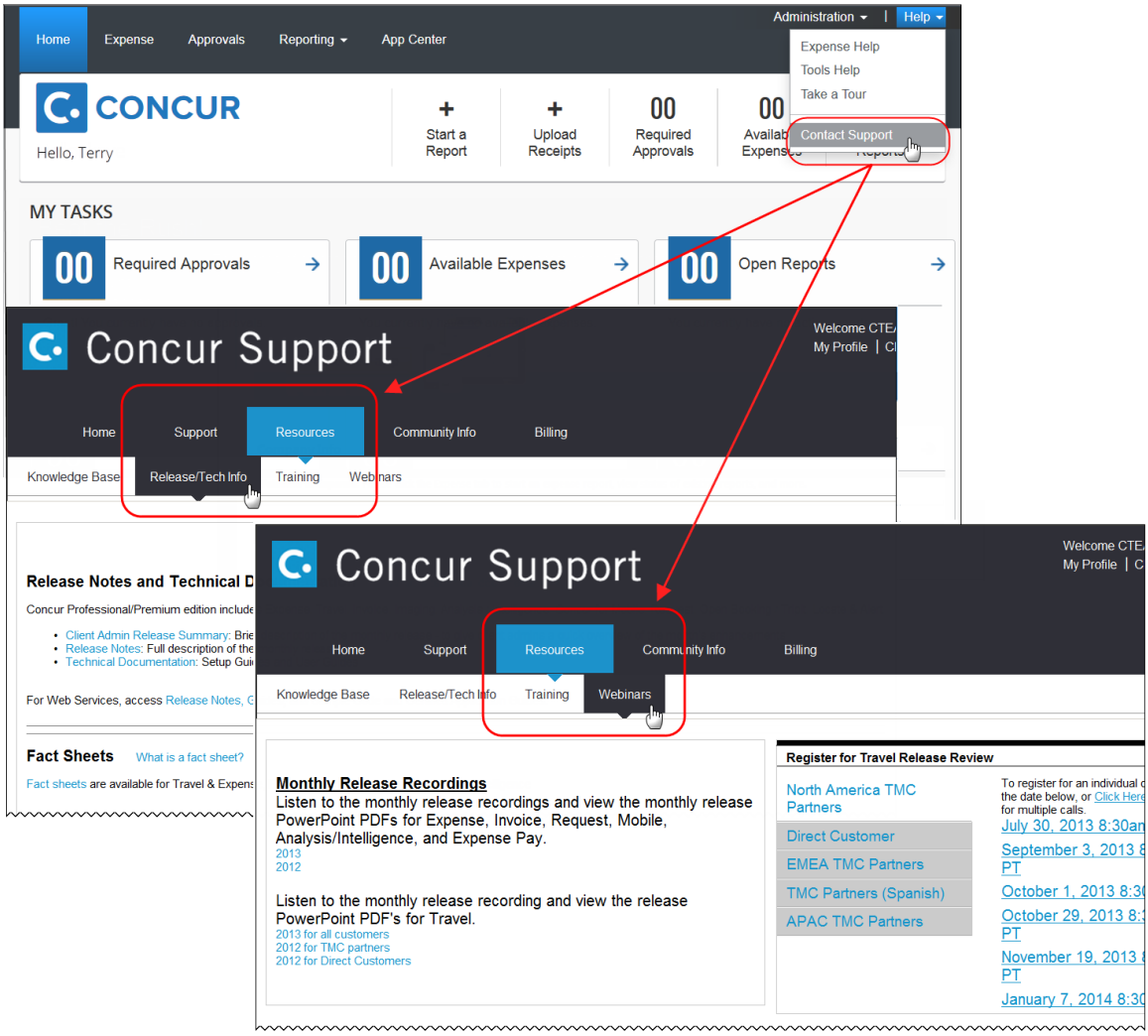
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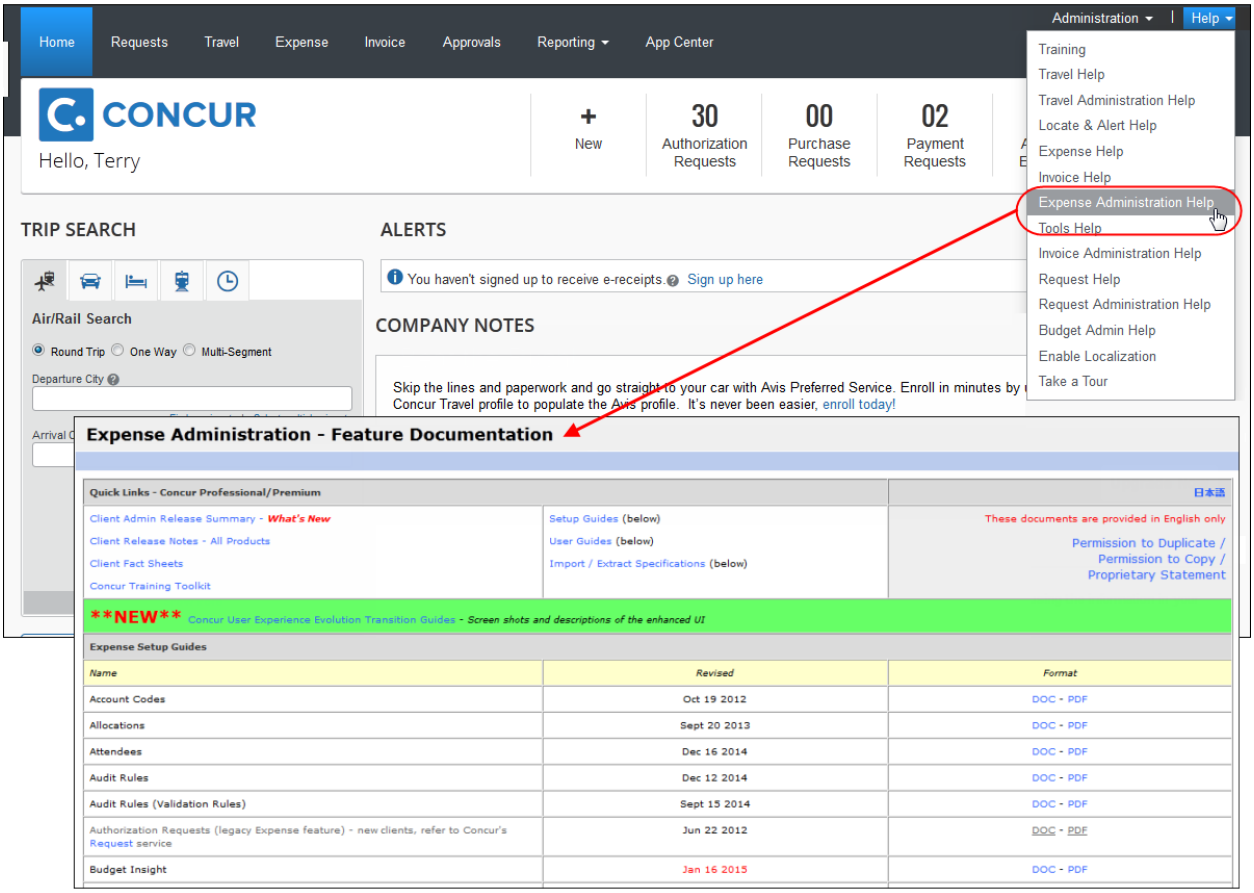
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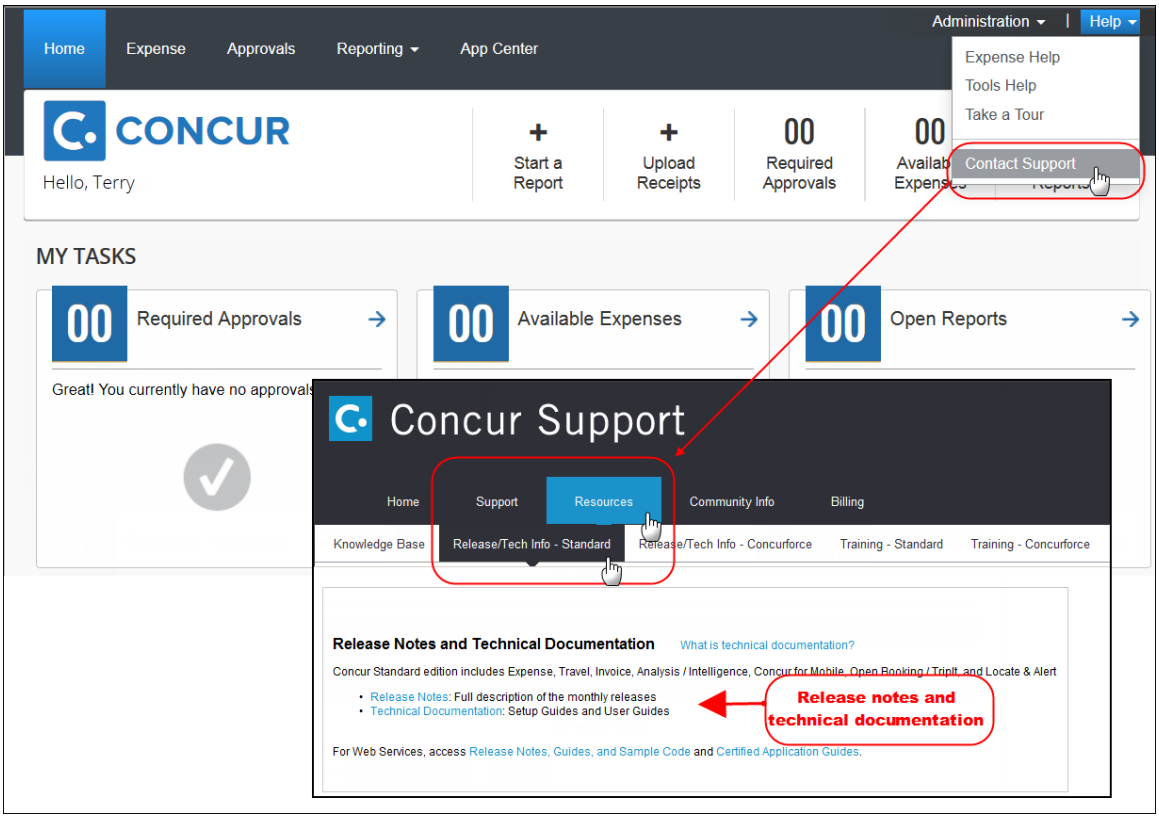
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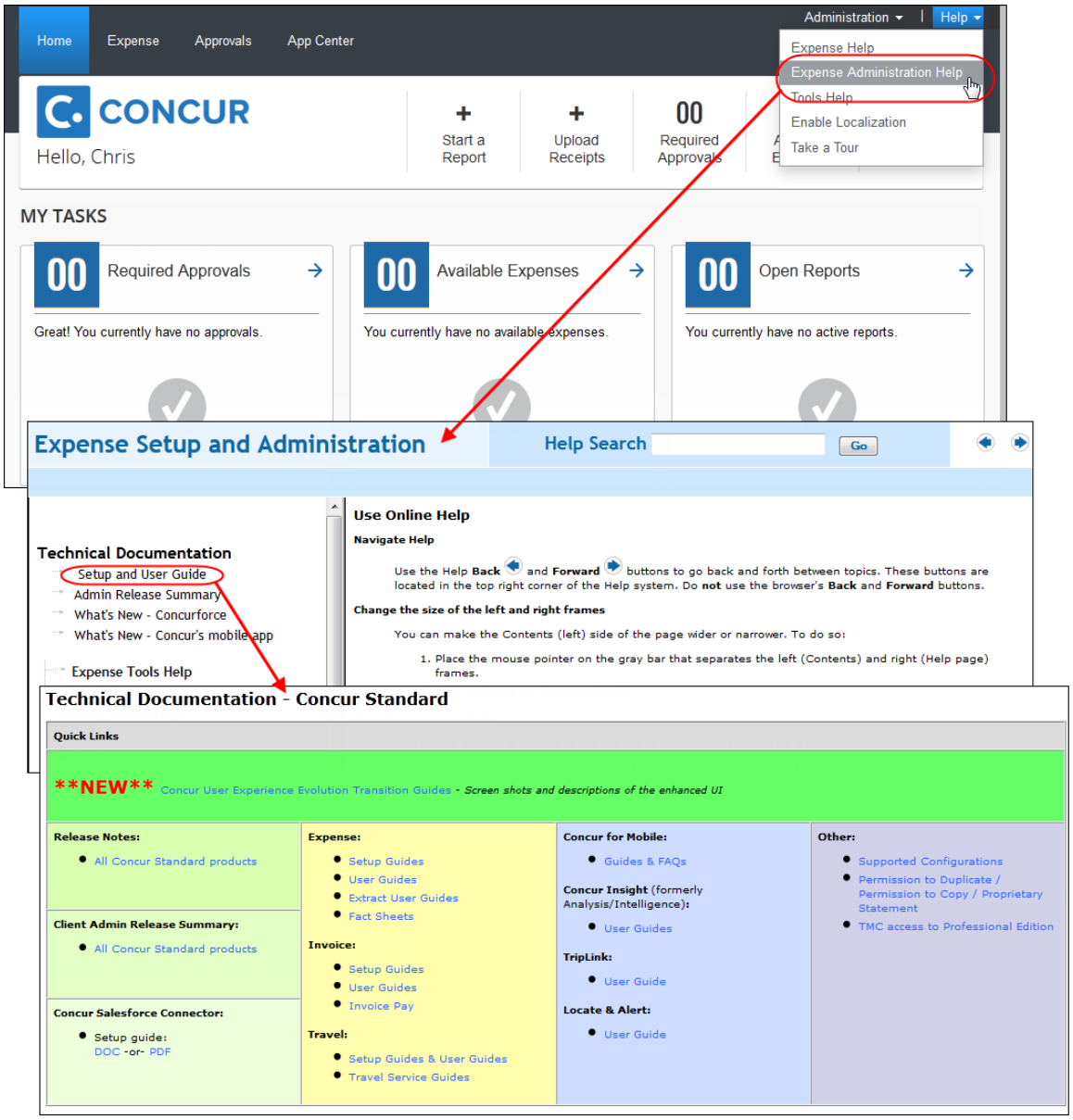
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Concur Release Notes **TripLink**	
Month	**Audience**
July 2015 Update #1: Monday, July 20, 11:30 AM PT	Concur Clients FINAL

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Release Notes

TripLink

TripLink App for HotelTonight Is Now Available

Overview

Concur has released a new TripLink application for HotelTonight customers. This application allows users to connect their Concur account with HotelTonight. After connecting their accounts, the users can make reservations on HotelTonight mobile app, and HotelTonight will post the bookings made on their site to the user's Concur account. Also, the traveler will benefit from HotelTonight E-Receipts.

BUSINESS PURPOSE / CLIENT BENEFIT

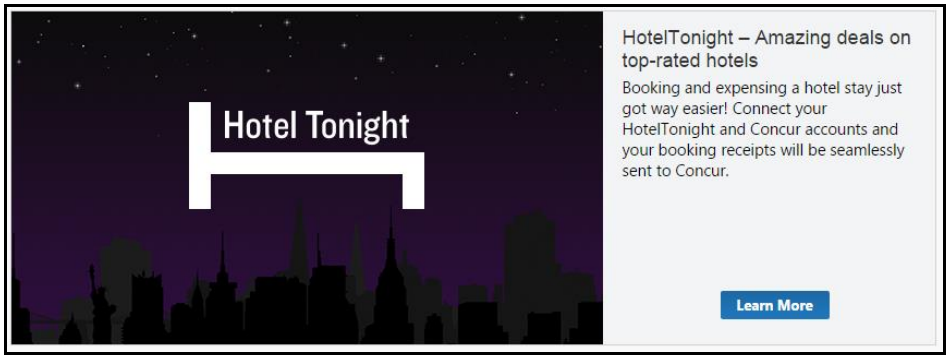
This application allows users to book directly on the HotelTonight mobile app, and automatically brings bookings into Concur without a need to email to plans@tripit.com or plans@concur.com providing immediate visibility into traveler spend and monitoring for policy rules, if applicable. The integration also delivers further traveler flexibility through the delivery of an E-Receipt for each booking.

What the User Sees

Public Listing: https://www.concur.com/en-us/app-center/listing/nBxJZFr5ZSGLNLs$pPcCZEYIpQlg/HotelTonight

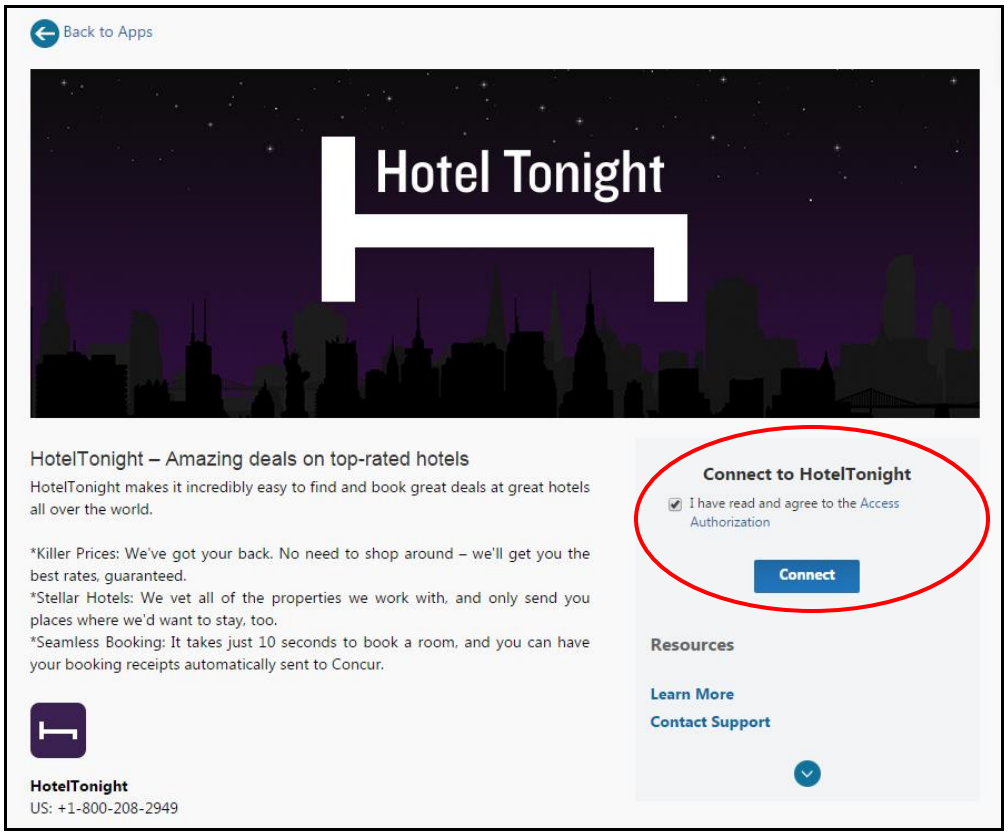
In-Product Listing: https://www.concursolutions.com/?hpo=20&cte=nBxJZFr5ZSGLNLs$pPcCZEYIpQlg

The user sees the HotelTonight application on the Apps for Me **App Center** page.

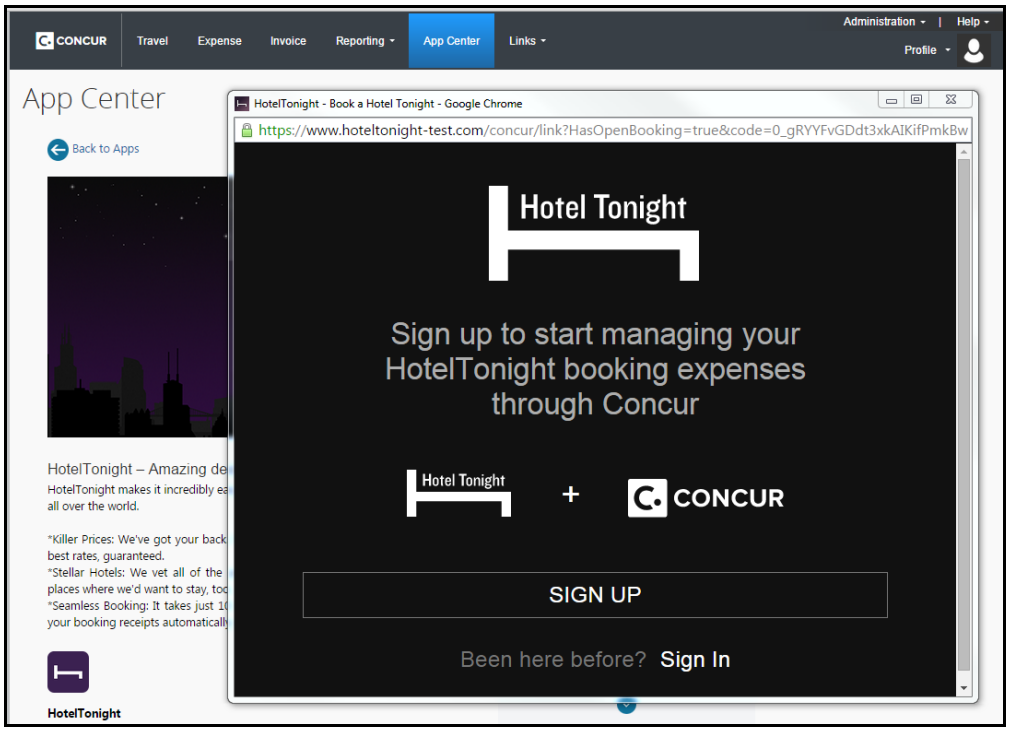


The user clicks **Learn More** to view the application details.

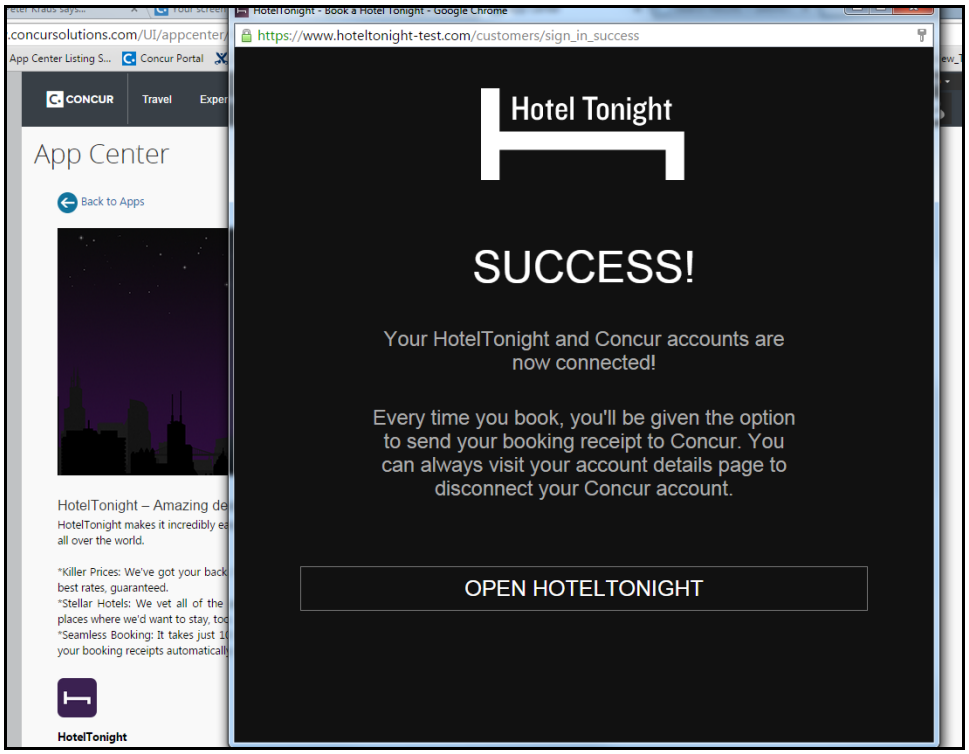
The user accepts the, "Access Authorization," and then clicks **Connect** to link their Concur account with HotelTonight.



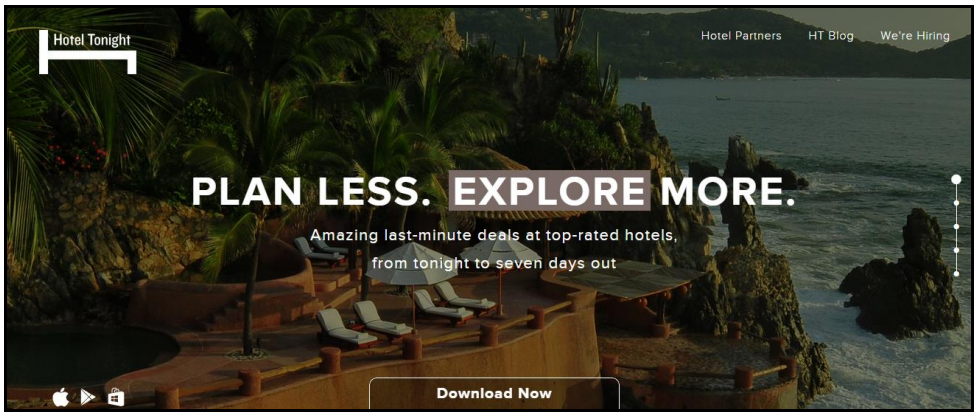
The user gets the sign-in or sign-up prompt to establish the connection between HotelTonight and Concur:



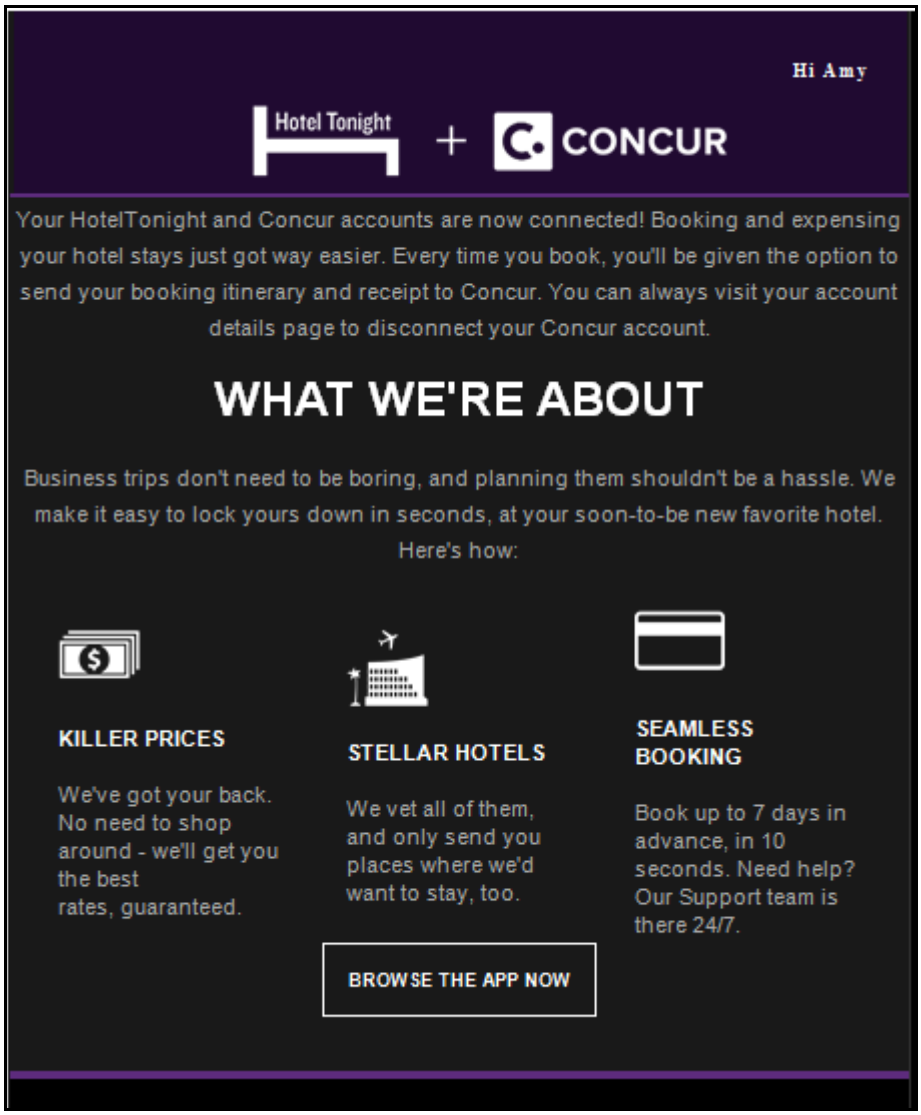
The user gets the following pop-up to show that they are **Connected**:



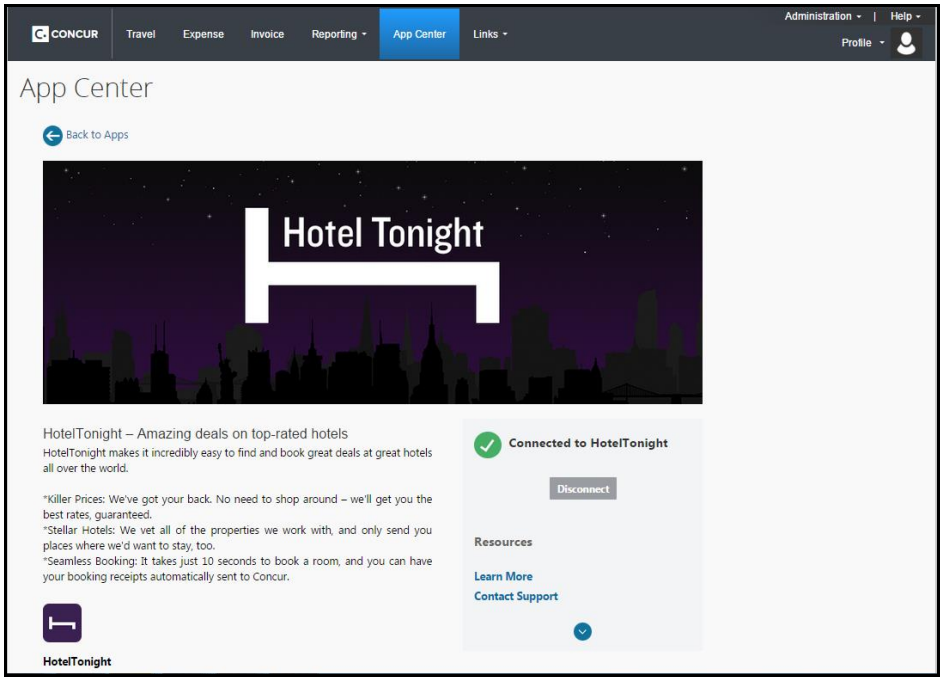
When the user clicks, **Open Hotel Tonight**, they are taken to a landing page, www.hoteltonight.com, that directs the user to download the app:



The user will also receive a confirmation email:



When the user closes the Airbnb pop-up, they are returned to the Airbnb App Center listing, where they now show as **Connected**.



Configuration / Feature Activation

This application is available to all TripLink clients.

Supported Configurations

Microsoft IE v.8 and v.9 Browser Support Ends February 12, 2016

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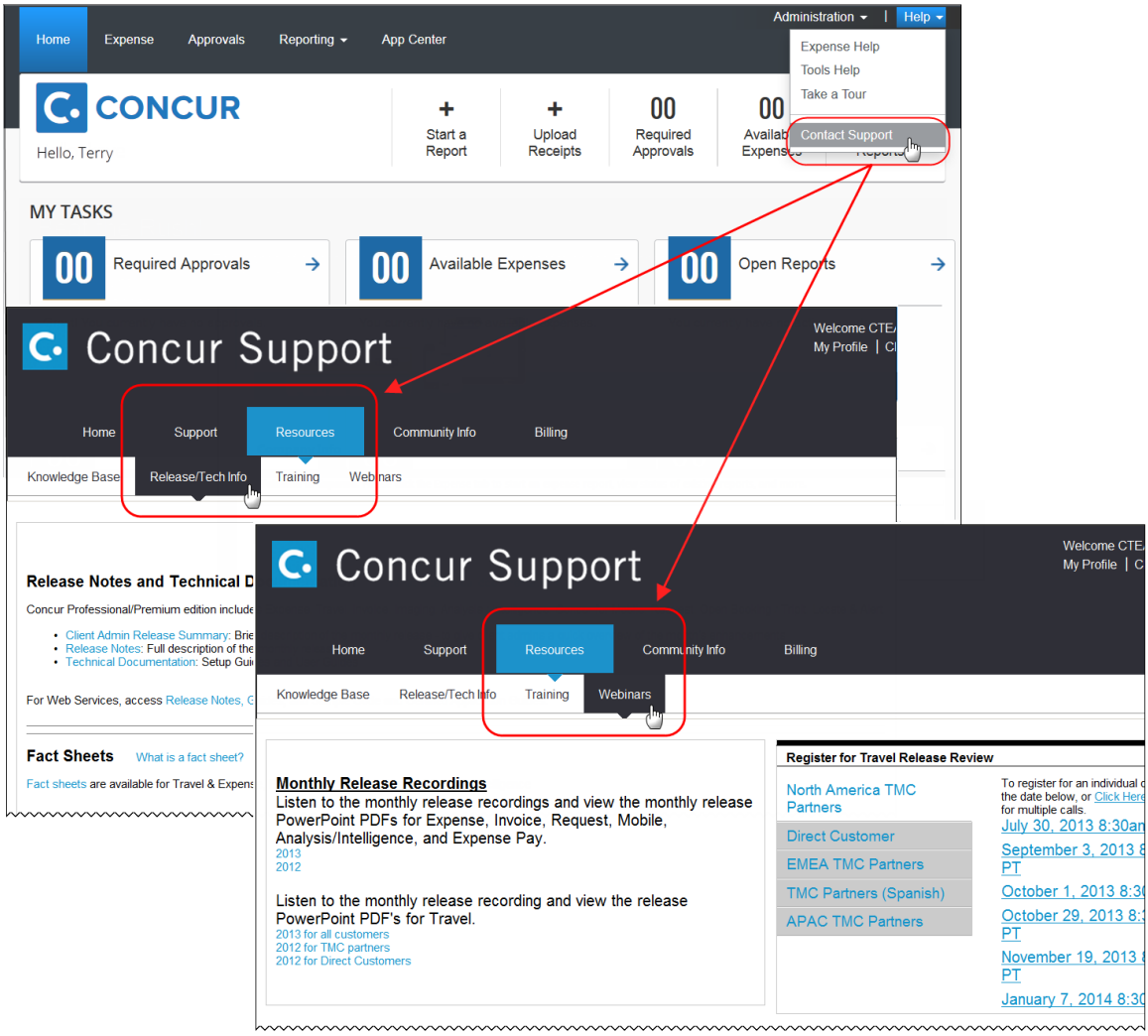
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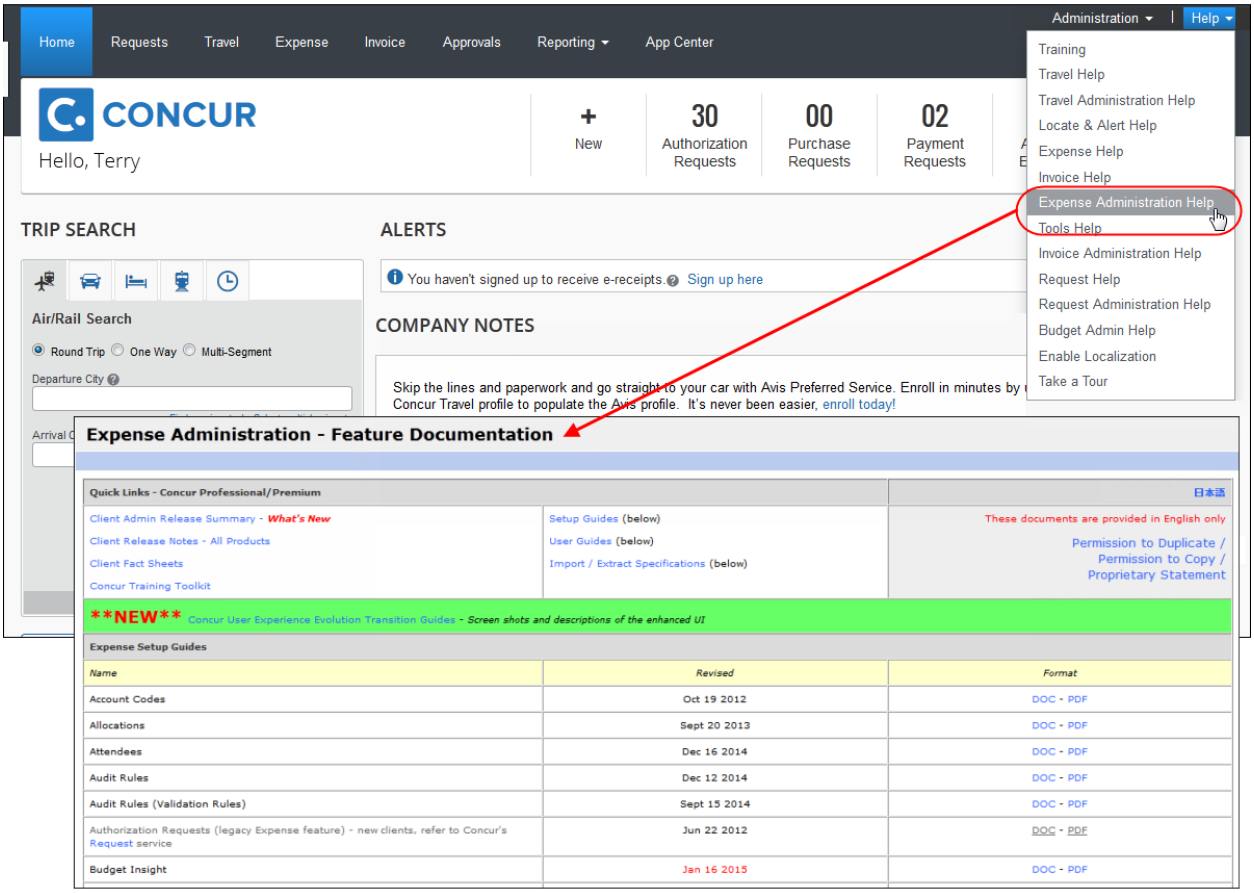
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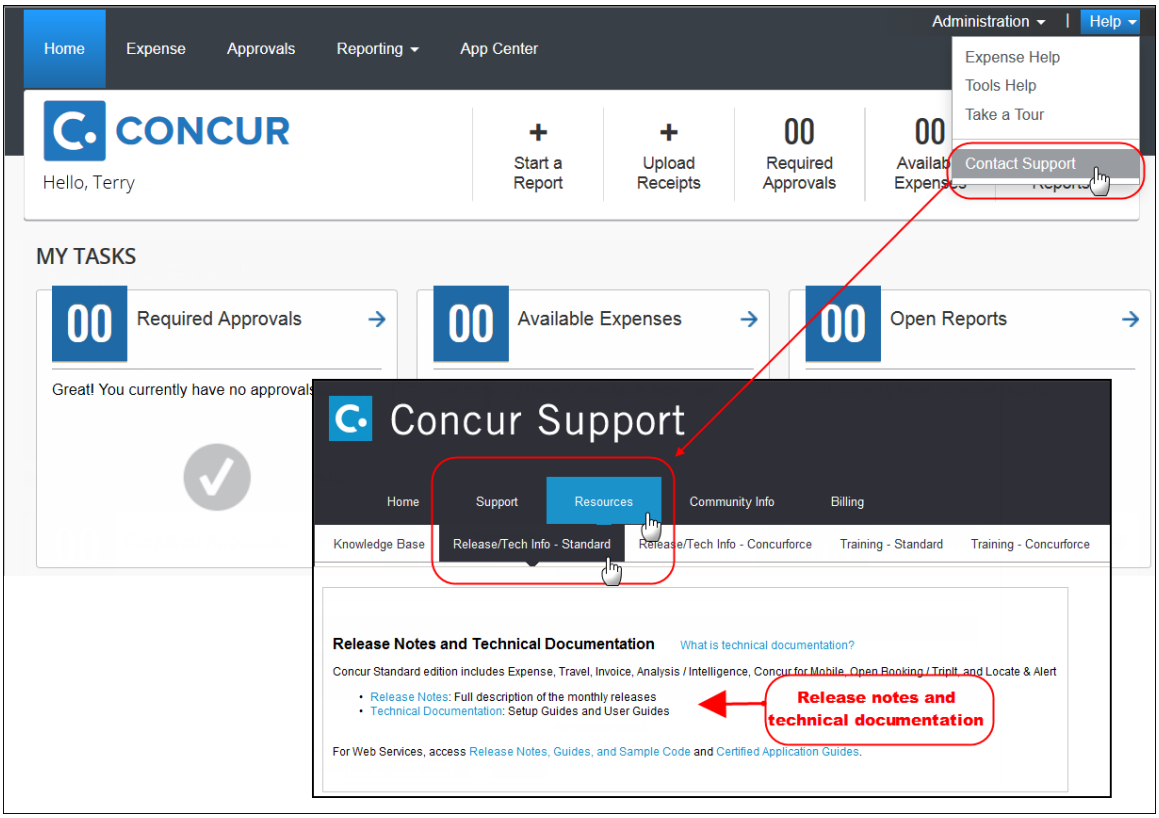
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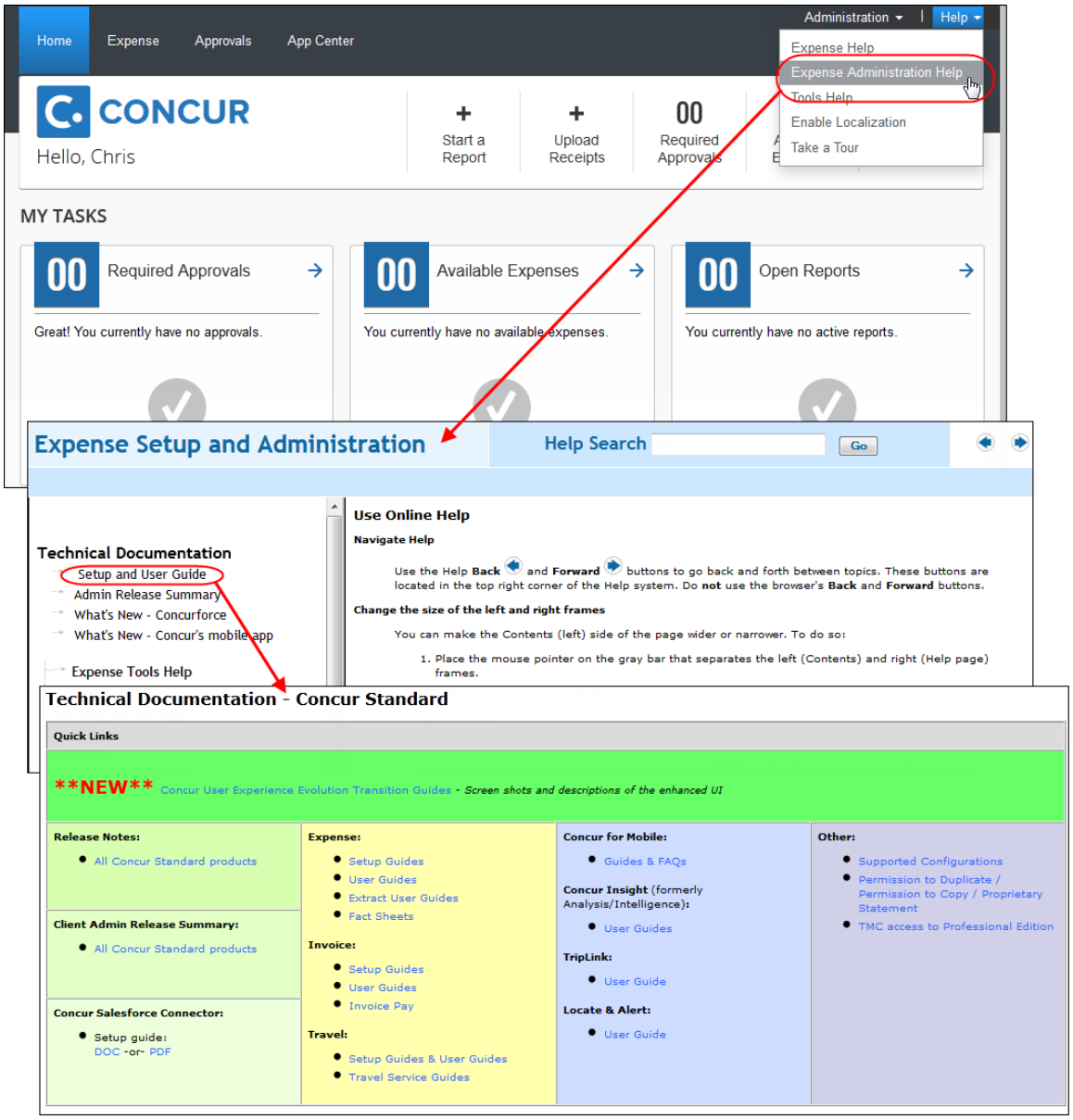
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Concur Release Notes **TripLink**	
Month	**Audience**
August 2015 Update #1: Thursday, August 20, 1:30 PM PT	Concur Clients FINAL

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Release Notes

TripLink

Improved Connection Flow to TripLink Partners Now Available

Overview

Concur has released a new Triplink app in the Concur App Center that allows users to connect to multiple suppliers at once. TripLink's new connection flow app enables end users to quickly link their Concur account with TripLink suppliers that are available today, and with those that are coming in the future, through a one-time enrollment.

The list of TripLink partners participating in this new connection flow is:

Available at Launch

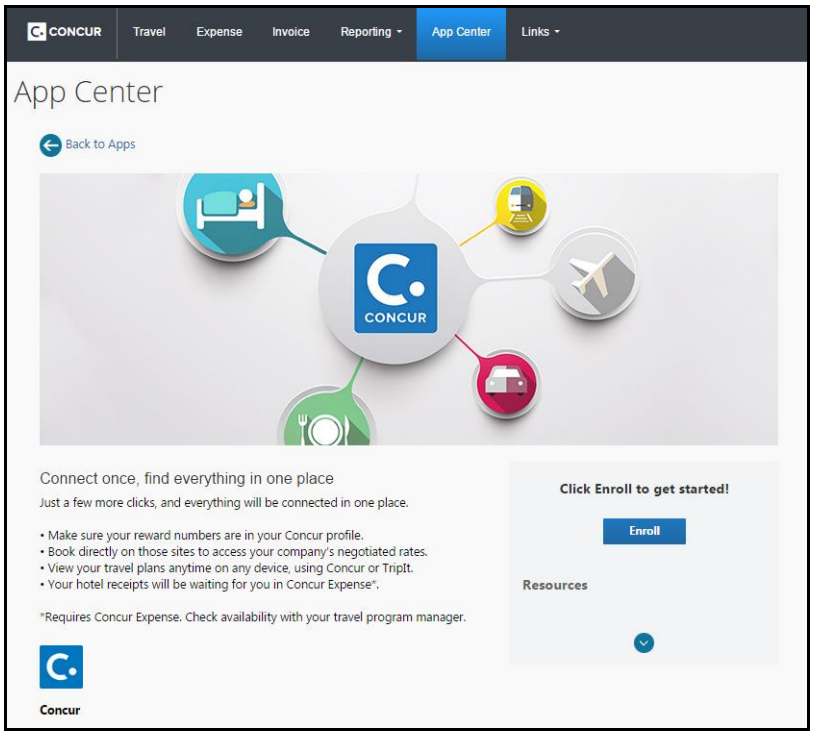
- Starwood Preferred Guest
- IHG Rewards Club

Coming Soon

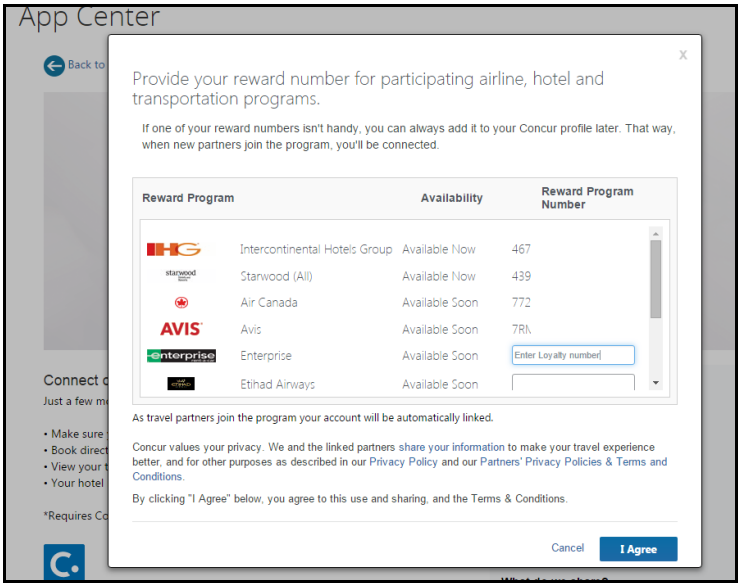
- Avis Preferred
- Marriott Rewards
- United MileagePlus
- Omni Select Guest
- Aeroplan (Air Canada)
- Sixt Car Rental
- National & Enterprise Emerald Club
- Etihad Guest

Process for Traveler Enrollment

The end user enrolls in the improved connection flow from the Concur App Center listing **Connect once, find everything in one place**



The user clicks **Enroll** and is presented with a dialog to complete the enrollment. The user's existing loyalty numbers are pre-populated in the box, and the user can enter new loyalty numbers, which will then be saved in their Concur travel profile.



The user clicks **I Agree** once they have finished entering their loyalty numbers.

After enrollment, users with a loyalty number populated are connected to that supplier by matching their loyalty number and Concur profile information (such as name and email address) with what the supplier has in their system. Users matched by the suppliers will have their Concur accounts and their supplier accounts linked.

Enrollment Confirmation

The connection status for each partner will be reflected in that partner's listing in the Concur App Center (typically within 30 minutes). The user will also receive an email confirming the status of connections within 24 hours, sample below. The user will also receive this email when new partners go live in the program and the user has that partner's loyalty number loaded in their profile.

DEAR AMY,

Thank you for connecting your Concur profile to your reward programs! Make sure you keep your reward program numbers updated so when new partners join the program, you'll be connected.

Now you will be able to:

- Book directly on participating sites and get your company's negotiated rates.
- Track your travel plans anytime on any device, using Concur or TripIt.
- View receipts from those reservations that will be waiting for you in Concur Expense.

Check below to see the status of your connections:

Connection Status	Supplier (logo)	Loyalty #
✓	IHG	134543
✗	SPG	23432

If you were not connected successfully (✗) we recommend you compare your Concur profile with your reward program account. Please confirm that your first name, last name, reward number and the email in Concur and on your rewards account all match.

If you are unable to login to your reward account, you may need to contact the partner directly to reactivate your account with them. We will attempt to reconnect your account in 48 hours.

Safe travels,
The Concur team

If you would like to disconnect your Concur account from a reward program, please visit the Concur App Center , find that reward partner, and click Disconnect.

AIRBNB AND HOTEL TONIGHT TRIPLINK PARTNER APPS

These TripLink partner apps will continue to be connected via the App Center through the existing process for App Center partners. Concur will release improved ways to connect to these partners in the future.

Configuration/Feature Activation

This feature is automatically on for all TripLink clients whose travelers have the **Concur TripLink User** role enabled.

TripIt for Teams: New Admin Functionality

Overview

TripIt will be releasing new functionality for TripIt for Teams in the August timeframe. Please review the TripIt announcement below for details:

As a TripIt for Teams owner, you'll want to know about enhancements coming to your service over the next few months.

We've planned the first update on **Tuesday, August 4, 2015**, after which you'll see the following changes:

- Planners and admins will be consolidated into a single role: admin. The new admin role will have privileges of both a planner and an admin. All current planners and admins will be migrated to this new role.
- Admins will be able to view only groups they created or of which they are a member. In some cases, admins may lose access to groups they were previously able to view. To retain access to a group an admin didn't create, they need to add themselves to that group. Owners will still have access to all groups.
- We created new admin and group management pages, along with new navigation links, for quick access.

We're excited to unveil these changes, which we developed based on feedback from our Teams customers. For more details, read our new admin guide. And stay tuned for more improvements soon!

Configuration/Feature Activation

The TripIt for Teams update will be applied automatically. The TripIt for Teams update will be applied automatically. TripIt for Teams admins can access their teams at https://www.tripit.com/teams.

The TripIt Pro deployment toolkit, including TripIt for Teams guides, is located here:

http://www.concurtraining.com/pr/triplink/

Concur's Platform: New Form of Payment API Option

Overview

Concur offers a Form of Payment API, which passes travel profile FOP data from Concur to third parties. With this release, we now support corporate ghost cards to be passed to 3rd party vendors, such as TripLink vendors.

In order to support this, Concur added a new permission to Corporate Ghost Card setup, called **Allow Form of Payment API access.** This is defaulted to off (unchecked) for all existing and new cards. When TripLink vendors are enabled and the customer has determined to allow passing ghost card information to that vendor, Concur will check to see if this setting is enabled. If so, card information will be passed to the vendor.

📖 For more information on the Profile and Form Of Payment APIs, refer to the *Concur Developer Portal* at: https://developer.concur.com/

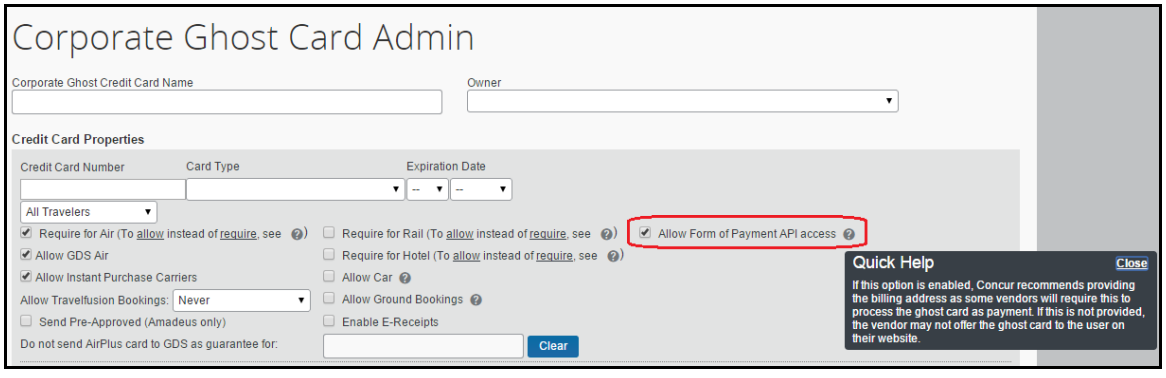
NOTE: United Airlines is the only TripLink partner using the ghost card information at release.

USER/CUSTOMER BENEFIT

Customers that enable TripLink will be able to decide whether their users should be able to access their corporate ghost card for corporate bookings on the TripLink vendor's website.

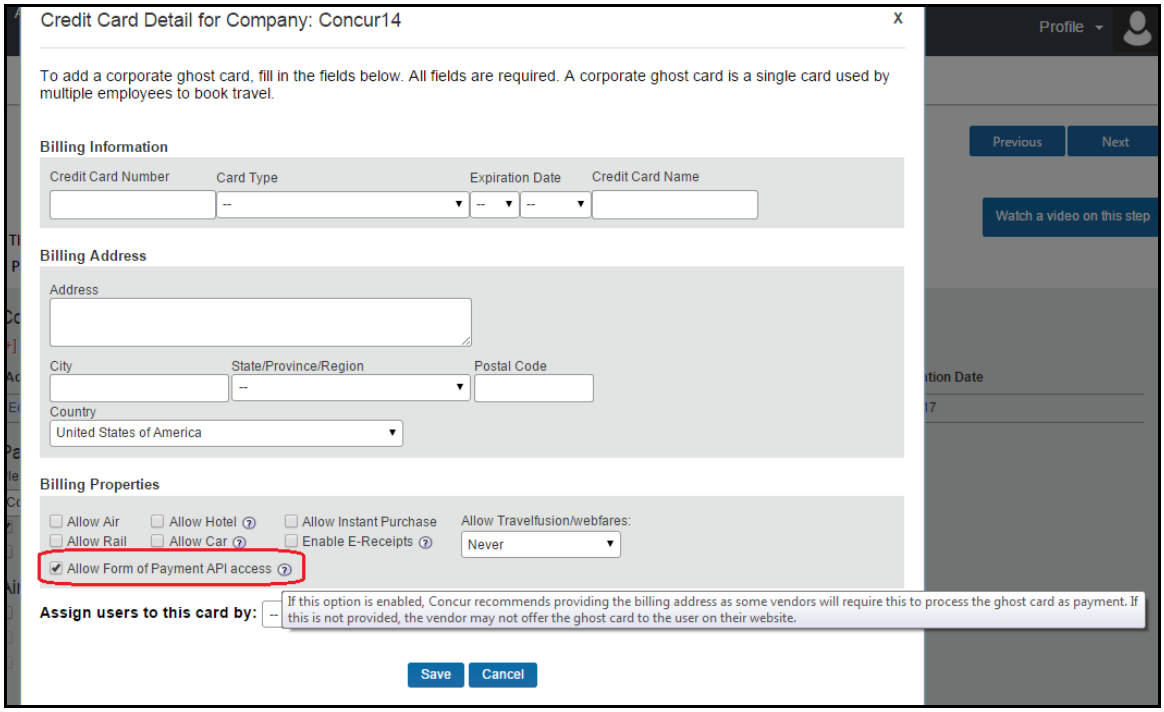
Configuration for Professional Travel

Administrators will navigate to **Administration** > **Company** > **Company Admin**. Select Corporate Ghost Cards from the left menu and choose to add or edit an existing card. There is a new Billing Property called **Allow Form of Payment API access**.



Configuration for Standard Travel

Administrators will navigate to **Administration** > **Setup** > **Travel**. Click on the Form of Payment step and choose to add or edit an existing card. There is a new Billing Property called **Allow Form of Payment API access**.



Supported Configurations

Microsoft IE v.8 and v.9 Browser Support Ends February 12, 2016

Overview

Support for Microsoft Internet Explorer (IE) versions 8 and 9 browsers under Concur products will end February 12, 2016. Clients using either IE v.8 or IE v.9 are *strongly* advised to update to the latest IE browser version (v.11.0) before that date, or to install and work with another supported browser.

BACKGROUND

Microsoft is ending support on January 12, 2016 for IE 8 and IE 9 in accordance with their Product Lifecycle program (view at https://support.microsoft.com/en-us/gp/microsoft-internet-explorer). Concur will continue support for one month beyond that date (February 12, 2016) to ensure clients can complete transition to a newer supported browser in a timely manner.

For more information about supported browsers under Concur products, refer to *Client Browsers* in the *Concur: Supported Configurations* document.

Quarterly Highlights – Video

Highlights Video Available

Watch a video highlighting some of the improvements made each quarter.

2015	Includes information about:
Second quarter	• New direct connect partners for Concur Travel • Cash Advance workflow improvements • Delegate settings now available in Concur Invoice • New TripLink partners accessible through the Concur App
First quarter	• Microsoft Retires Internet Explorer 8 • How to Import Outlook Attendees into Expense Automatically • Sponsored Guest Users (Professional Edition only) • New Active Reports in Concur Business Intelligence • Enhancements to Concur Messaging • A New TripIt Pro/TripLink Toolkit

Additional Release Notes and Technical Documentation

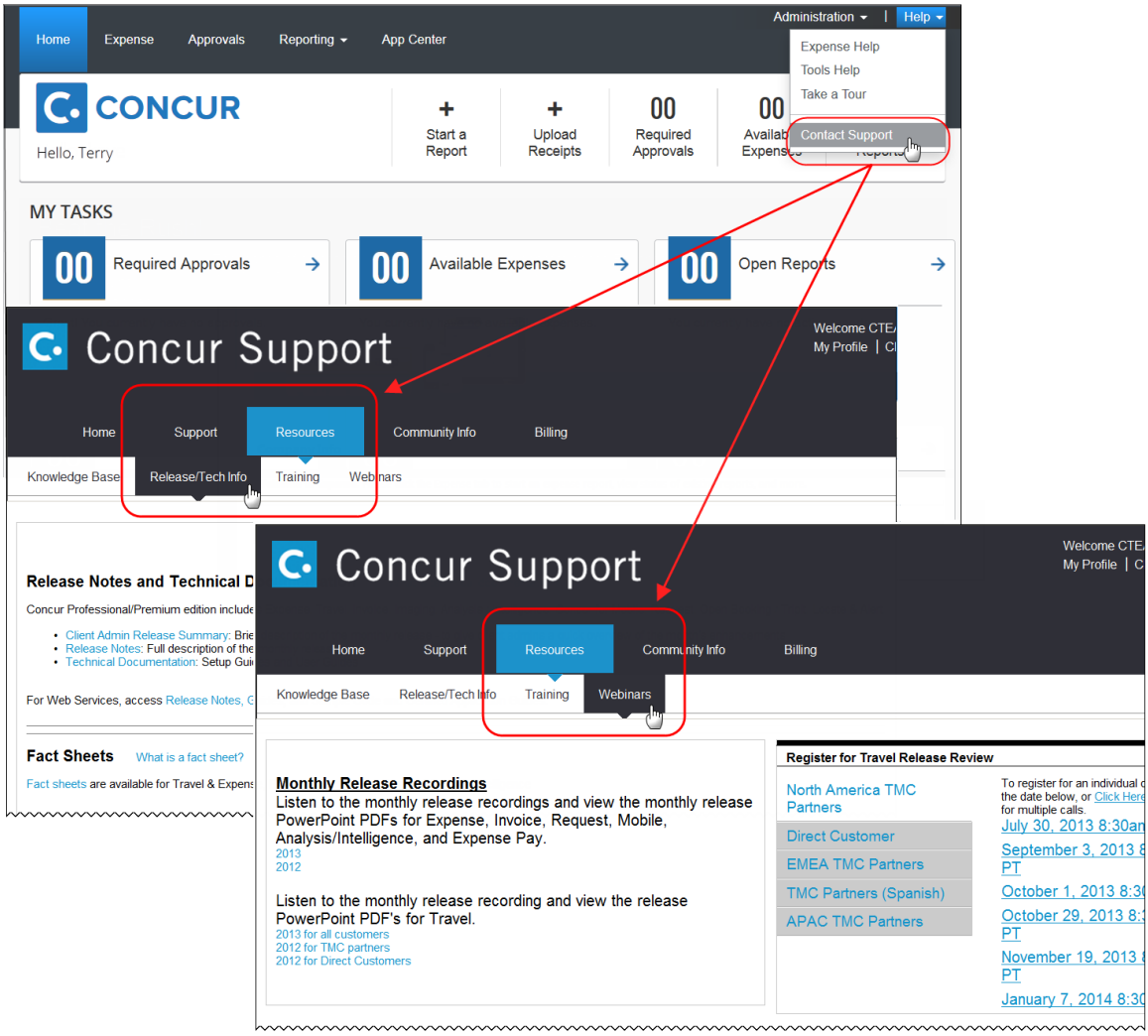
Professional Edition

Concur Support Portal

Access release notes, webinars, and other technical documentation on the Concur Support Portal.

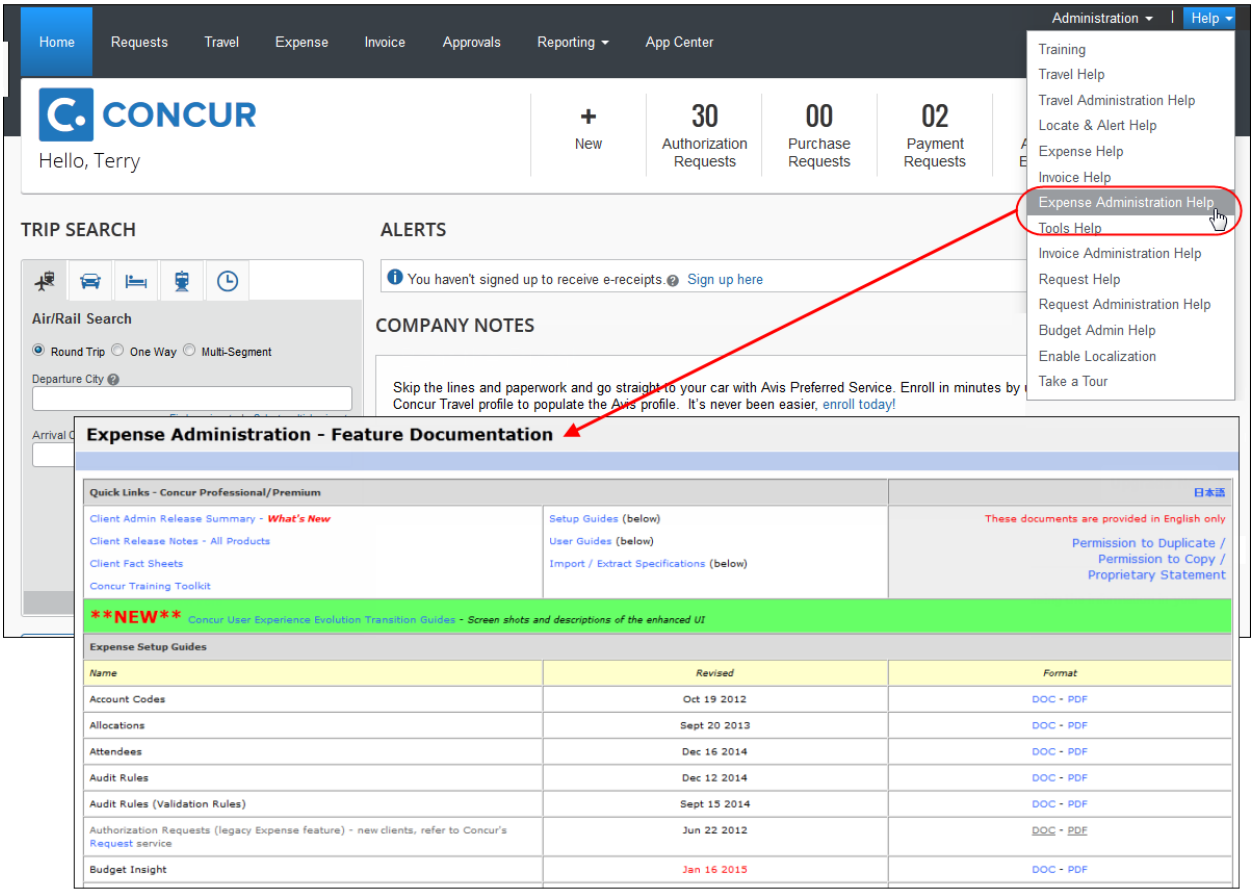
If you have the proper permissions, the **Contact Support** menu option is available to you in Concur. Click **Help** > **Support** and then – in the Concur Support portal – click **Resources**.

- Click **Release/Tech Info** for release notes, technical documents, etc.
- Click **Webinars** for recorded and live webinars.



Online Help – Admins

Users with an admin role can access release notes, technical documents, and other resources using online help in Concur.



Standard Edition

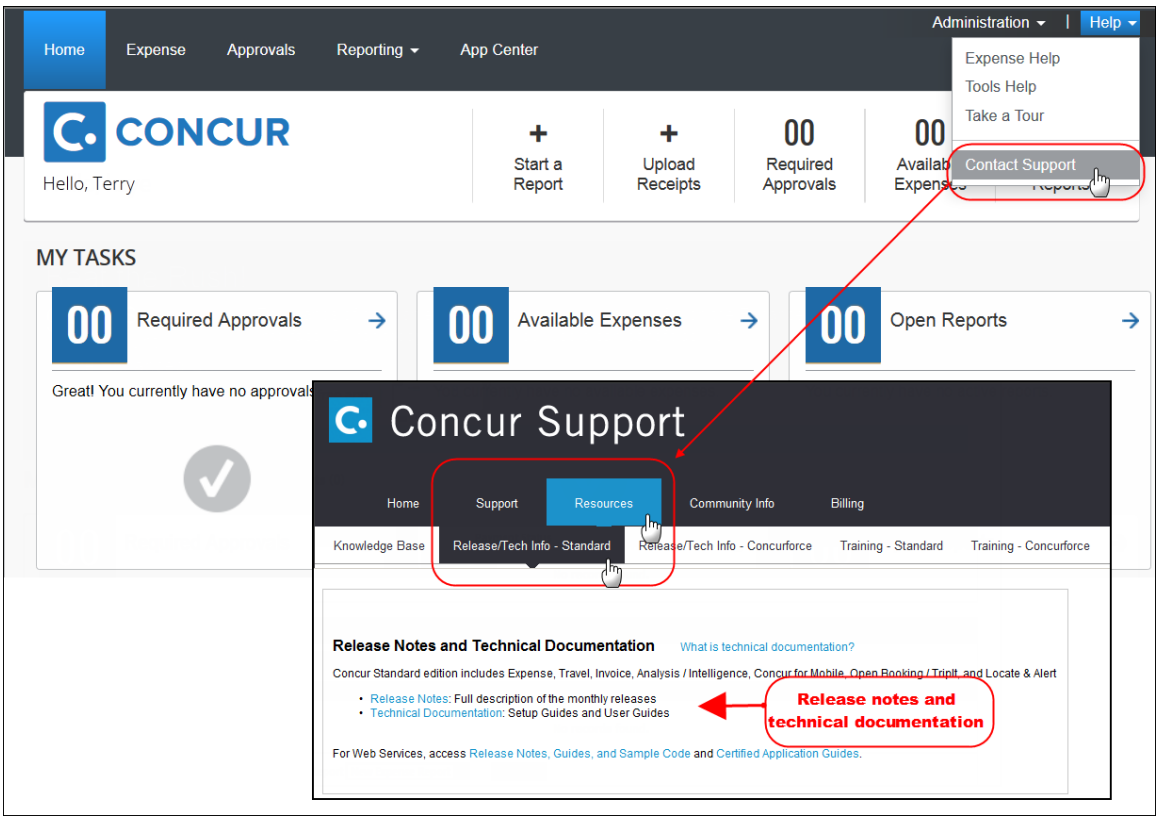
Concur Support Portal

You can access release notes and other technical documentation on the Concur Support Portal.

If you have the proper permissions, the **Contact Support** menu option is available to you in Concur.

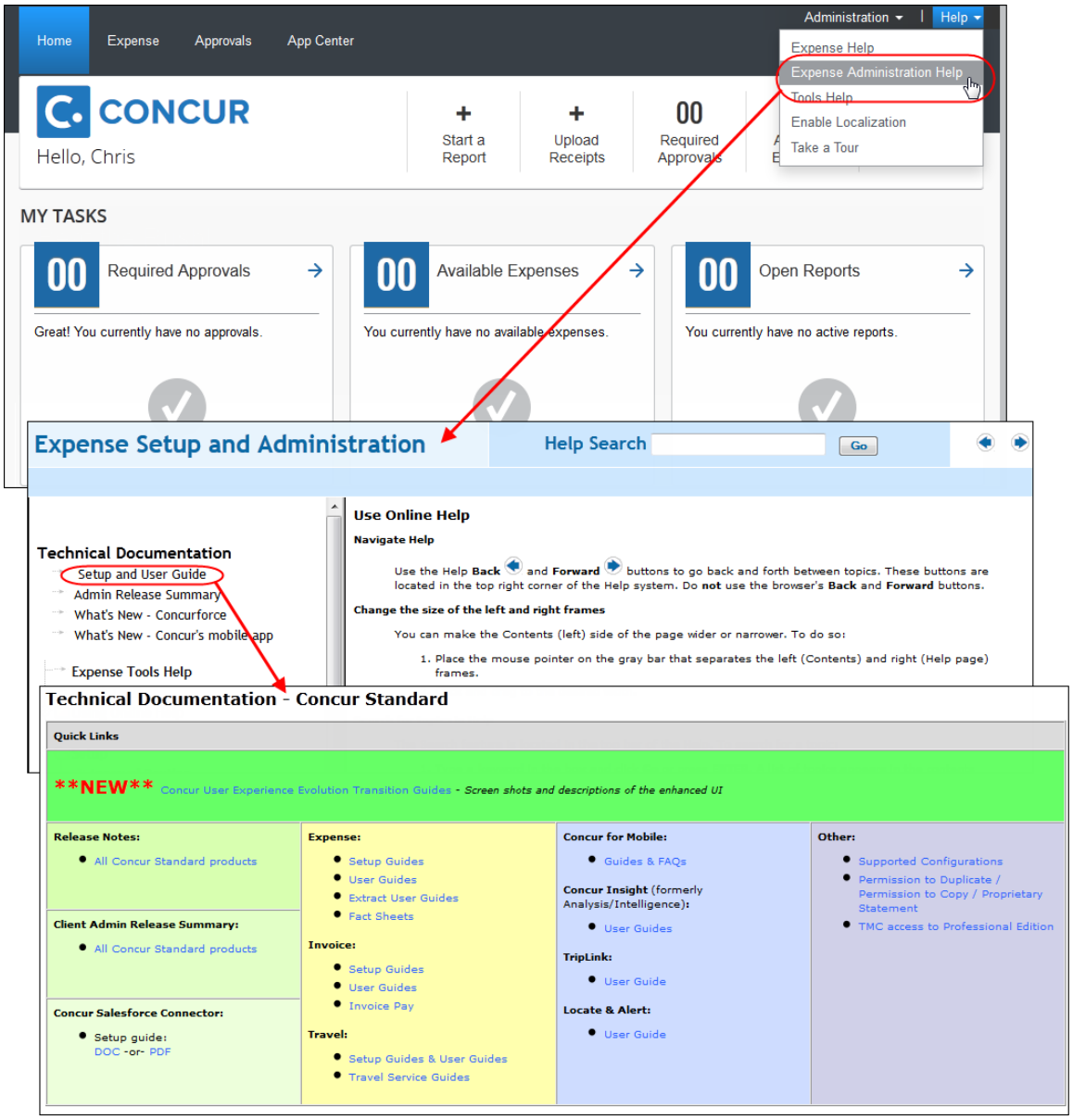
Click **Help** > **Support**, and then, in the Concur Support Portal, click **Resources**.

Click **Release/Tech Info - Standard** for release notes, technical documents etc.


Home
Expense
Approvals
Reporting
App Center
Administration
Help
Expense Help
Tools Help
Take a Tour
Contact Support
CONCUR
Hello, Terry
Start a Report
Upload Receipts
Required Approvals
MY TASKS
Required Approvals
Available Expenses
Open Reports
Great! You currently have no approvals
Concur Support
Home
Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

Online Help – Admins

Users with an admin role can access release notes, technical documents, and other resources using online help in Concur.



Concur Release Notes **TripLink**	
Month	**Audience**
September 2015 Update #1: Friday, September 25, 4:00 PM PT	Concur Clients FINAL

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Release Notes

TripLink

TripLink Supplier E-Receipts Can Match With Trip Segments

Overview

Concur has enhanced the Smart Expense Matching to allow e-receipts from TripLink suppliers to be automatically matched to trip segments. The matched e-receipts/segments appear in the **Available Expenses** area of Concur. If the automatic matching does not combine the trip segment and e-receipt, the user can manually match them in the **Available Expenses** area.

BUSINESS PURPOSE/CLIENT BENEFIT

This enhancement makes the expense report process easier for users with TripLink.

Configuration/Feature Activation

The feature is automatically on; there are no additional configuration or activation steps.

Improved TripLink Supplier Connection Flow Branded "My Travel Network"

Overview

The new connection flow for TripLink suppliers, announced in the August release notes, has been branded to "My Travel Network". My Travel Network allows users to easily connect their loyalty accounts to TripLink Supplier partners via a one-time enrollment process and is available via the Concur App Center.

TripLink App for Omni Is Now Available

Overview

Concur has released a new TripLink application for Omni customers. This application allows users to connect their Concur account with Omni Select Guest. After connecting their accounts, the users can make reservations on OmniHotels.com, and Omni will post the bookings made on their site to the user's Concur account. Also, the traveler will benefit from Omni e-receipts.

BUSINESS PURPOSE / CLIENT BENEFIT

This application allows users to book directly on the Omni website, and automatically brings bookings into Concur without a need to email to plans@tripit.com or plans@concur.com providing immediate visibility into traveler spend and monitoring for policy rules, if applicable.

When a company has negotiated rates with Omni Hotels and the client Administrator has loaded a TripLink discount code, the traveler who is linked will also receive their specific Omni negotiated rates when booking on OmniHotels.com.

Finally, the integration also delivers further traveler flexibility through the delivery of an e-receipt for all bookings a traveler makes that have their Omni Hotel loyalty number attached.

What the User Sees in Concur

There are two ways a user can create their connection:

1. Users who enroll in "My Travel Network" and have an Omni Select Guest loyalty number in their Concur travel profile will automatically be connected.

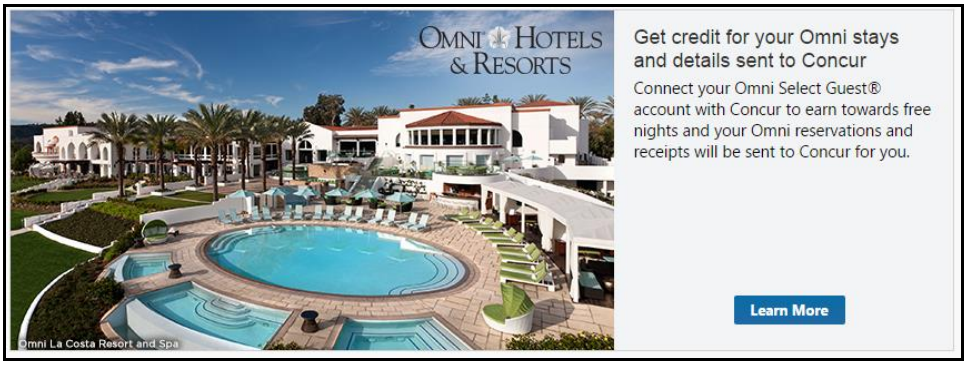
   Users can enroll in "My Travel Network" by visiting the Concur App Center or by going directly to: https://www.concursolutions.com/UI/appcenter/listingdetails/nDhWQqkZH0RNLXWQy6OJClE$pN

2. Users who do not yet belong to Omni Select Guest or who wish to add a connection to Omni hotels only can also visit the Omni Hotels App Center listing:

   In-Product Listing: https://www.concursolutions.com/UI/appcenter/listingdetails/nBx1XqBOMHEZGGd0p5sbZm4sJ1A

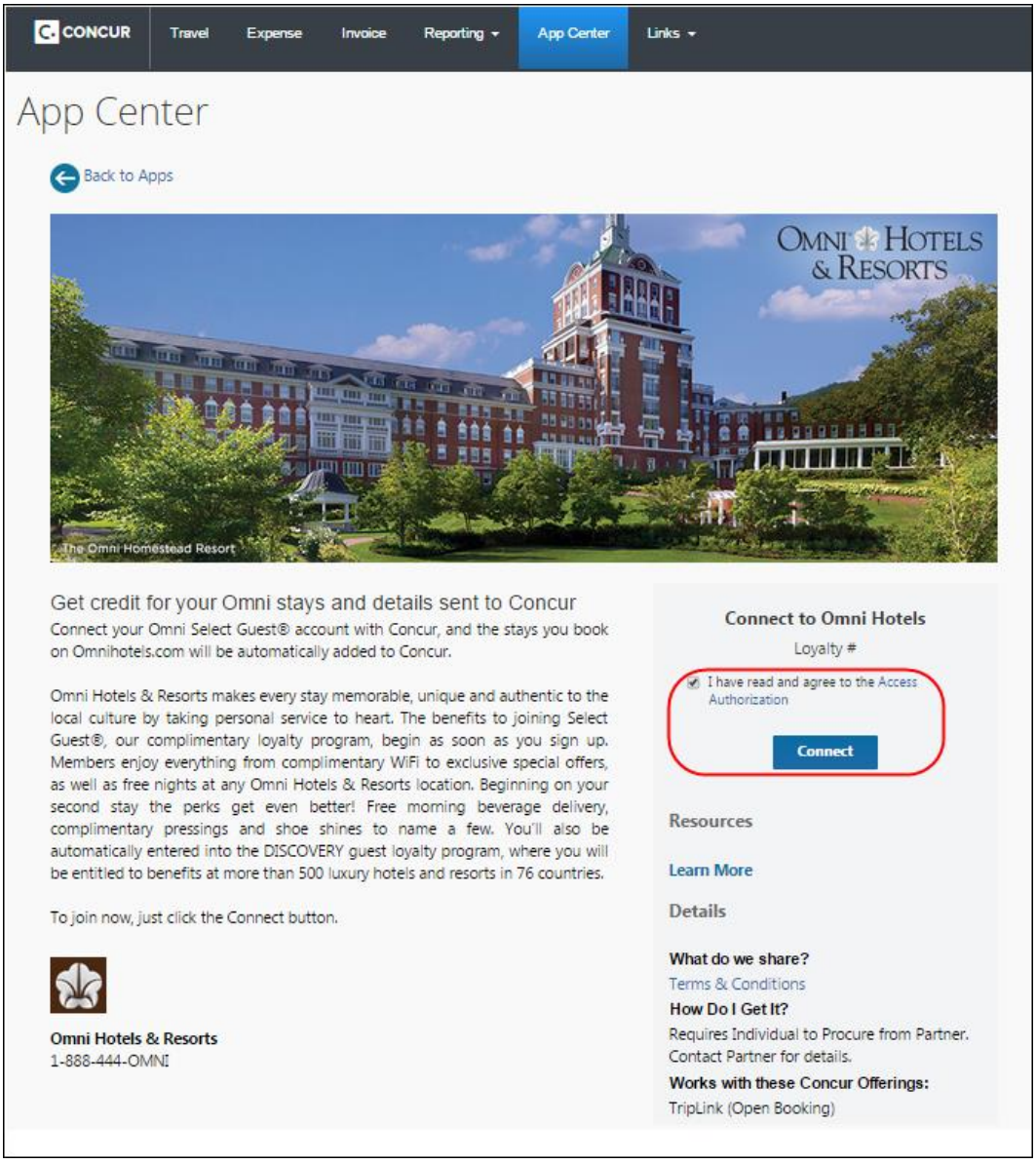
   Public App Center Listing: https://www.concur.com/en-us/app-center/listing/nBx1XqBOMHEZGGd0p5sbZm4sJ1A/Omni-Hotels-&-Resorts

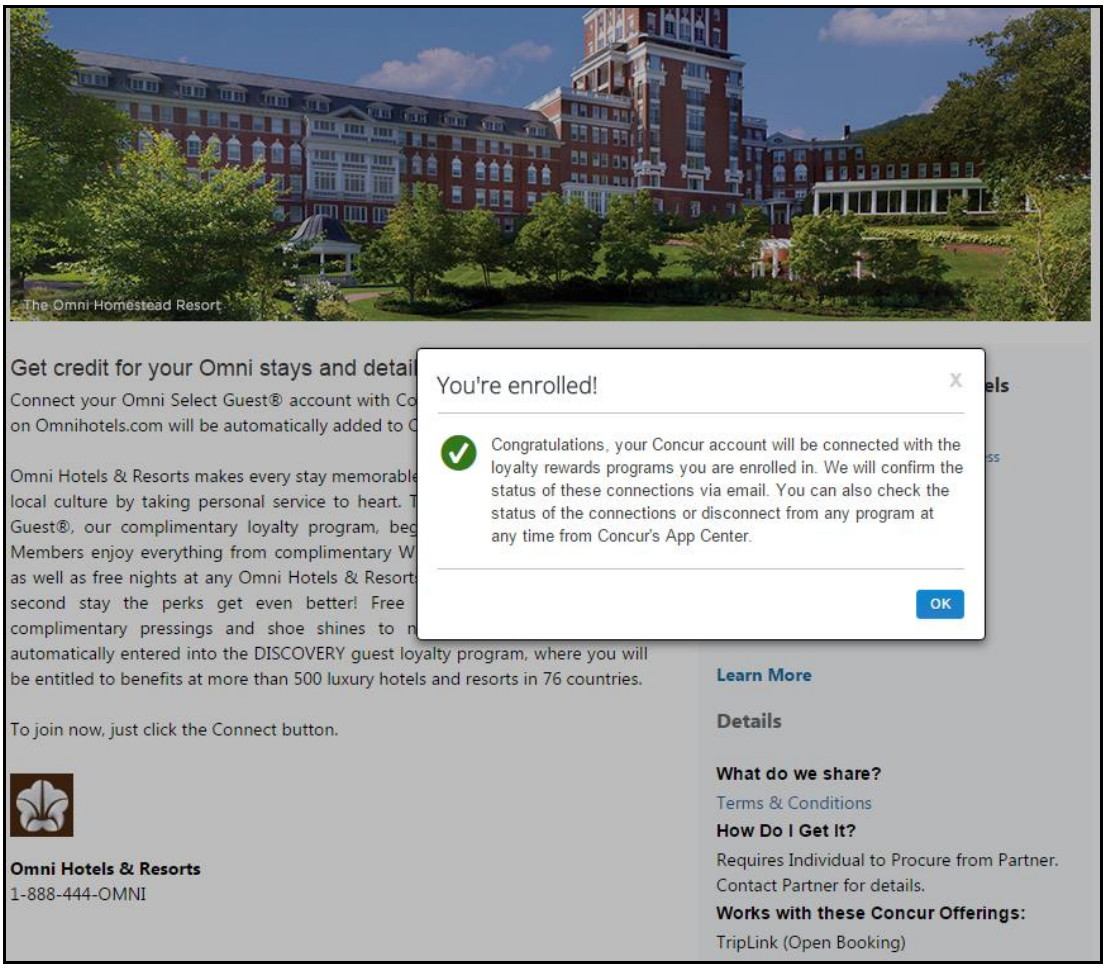
   The user sees the Omni application on the Apps for Me **App Center** page.



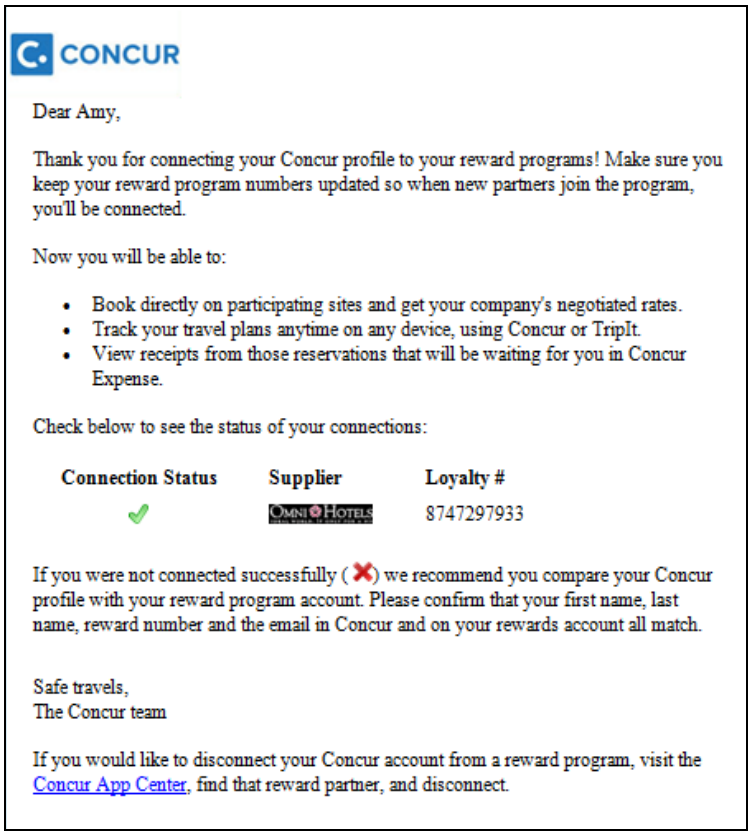
The user clicks **Learn More** to view the application details.

The user accepts the Access Authorization, then clicks **Connect** to link their Concur account with Omni Select Guest.




The Omni Homestead Resort
Get credit for your Omni stays and detai
Connect your Omni Select Guest® account with Co
on Omnihotels.com will be automatically added to
Omni Hotels & Resorts makes every stay memorable
local culture by taking personal service to heart. T
Guest®, our complimentary loyalty program, beg
Members enjoy everything from complimentary W
as well as free nights at any Omni Hotels & Resort
second stay the perks get even better! Free
complimentary pressings and shoe shines to n
automatically entered into the DISCOVERY guest loyalty program, where you will
be entitled to benefits at more than 500 luxury hotels and resorts in 76 countries.
To join now, just click the Connect button.
Omni Hotels & Resorts
1-888-444-OMNI
You're enrolled!
Congratulations, your Concur account will be connected with the loyalty rewards programs you are enrolled in. We will confirm the status of these connections via email. You can also check the status of the connections or disconnect from any program at any time from Concur's App Center.
OK
els
Learn More
Details
What do we share?
Terms & Conditions
How Do I Get It?
Requires Individual to Procure from Partner. Contact Partner for details.
Works with these Concur Offerings:
TripLink (Open Booking)

Regardless of the connection method that is used (My Travel Network or directly through the Omni listing), the user will receive an email to say that their connection was successful.



CONCUR

Dear Amy,

Thank you for connecting your Concur profile to your reward programs! Make sure you keep your reward program numbers updated so when new partners join the program, you'll be connected.

Now you will be able to:

- Book directly on participating sites and get your company's negotiated rates.
- Track your travel plans anytime on any device, using Concur or TripIt.
- View receipts from those reservations that will be waiting for you in Concur Expense.

Check below to see the status of your connections:

Connection Status	Supplier	Loyalty #
✓	OMNI HOTELS	8747297933

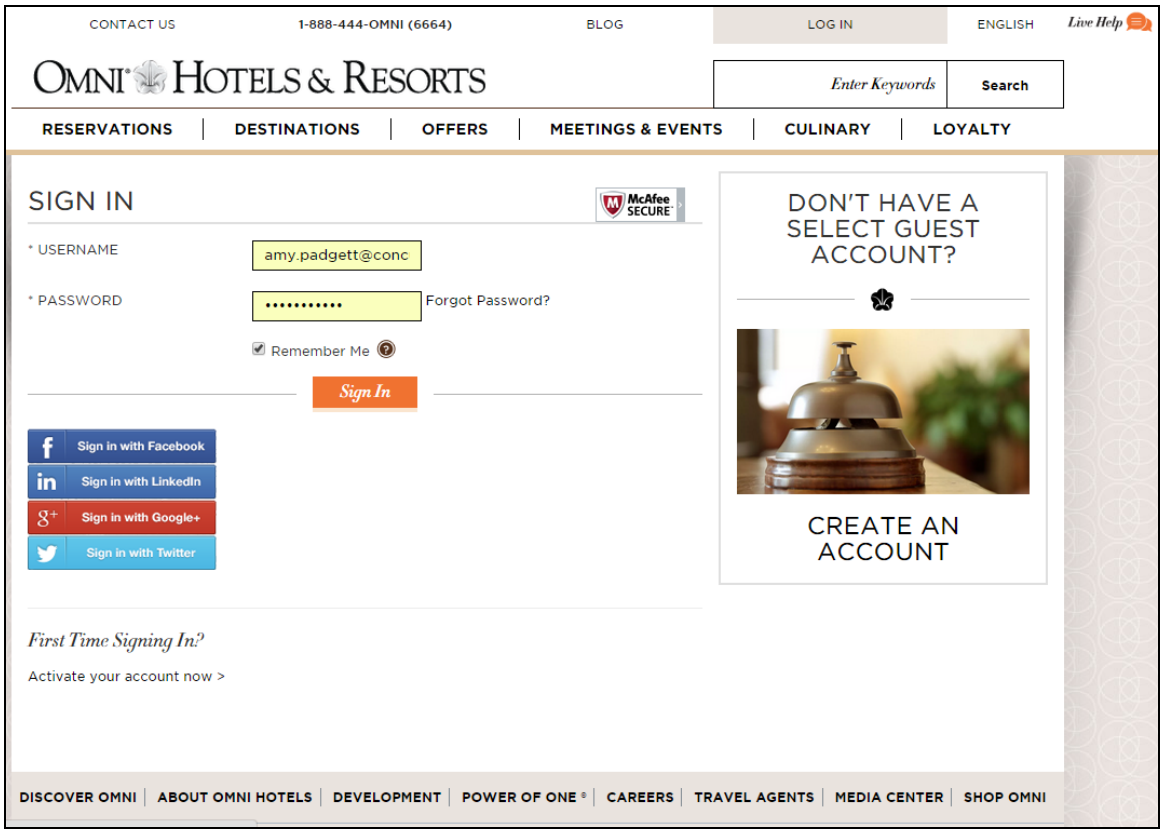
If you were not connected successfully (✗) we recommend you compare your Concur profile with your reward program account. Please confirm that your first name, last name, reward number and the email in Concur and on your rewards account all match.

Safe travels,
The Concur team

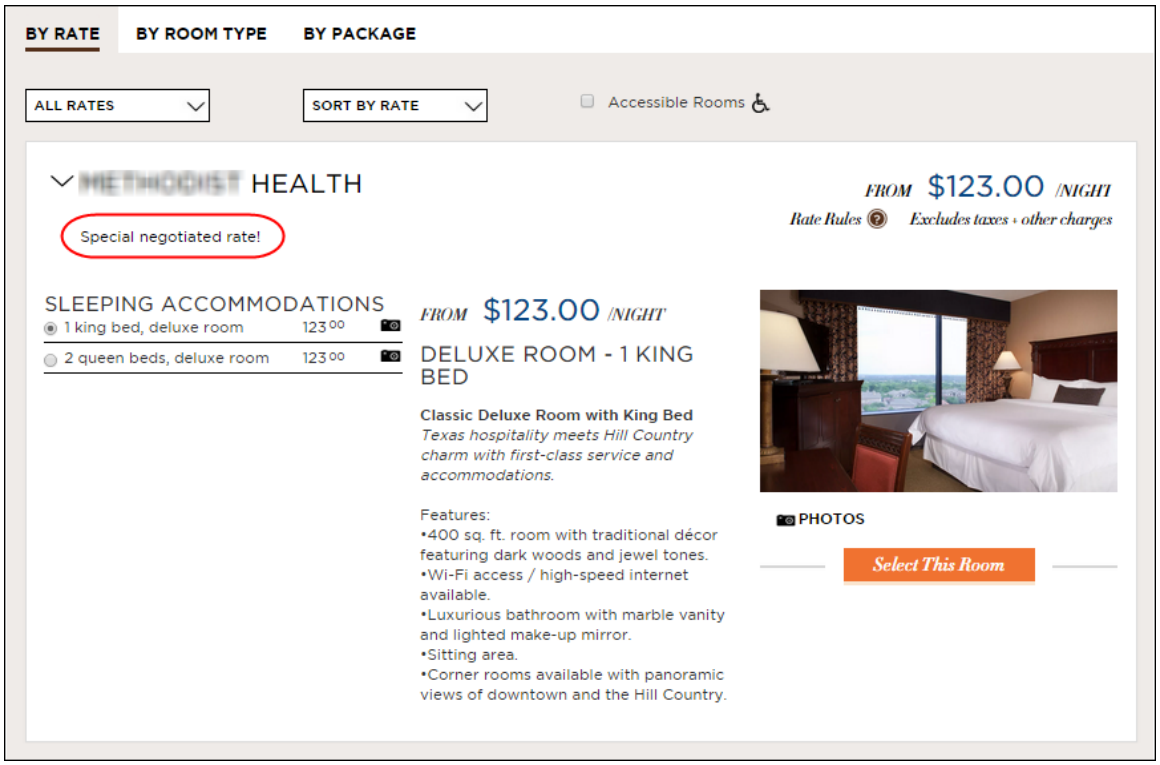
If you would like to disconnect your Concur account from a reward program, visit the Concur App Center, find that reward partner, and disconnect.

What the User Sees on OmniHotels.com

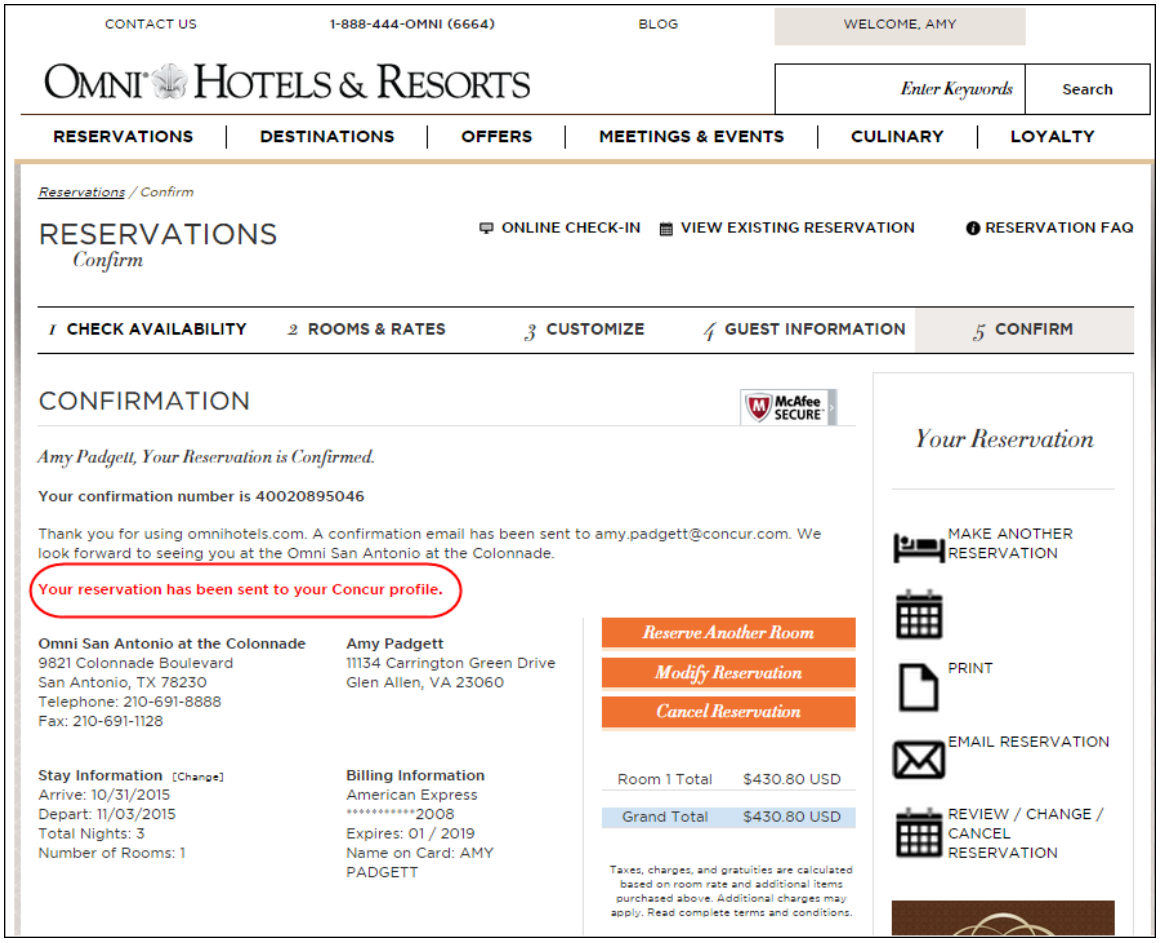
When the user signs into omnihotels.com with their Select Guest number, they will be identified as an employee of their company, which makes their company's negotiated rates available to them. It also ensures that their itinerary will automatically be sent back to Concur.

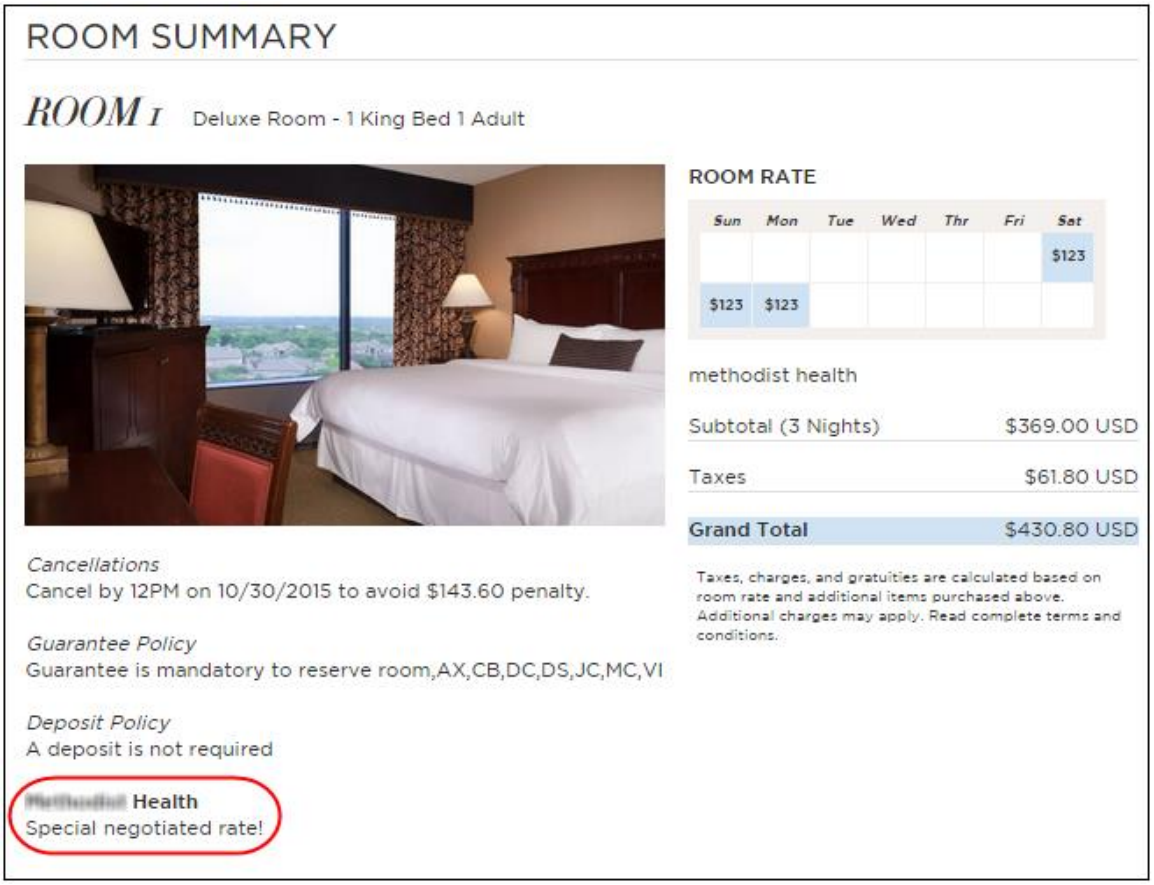


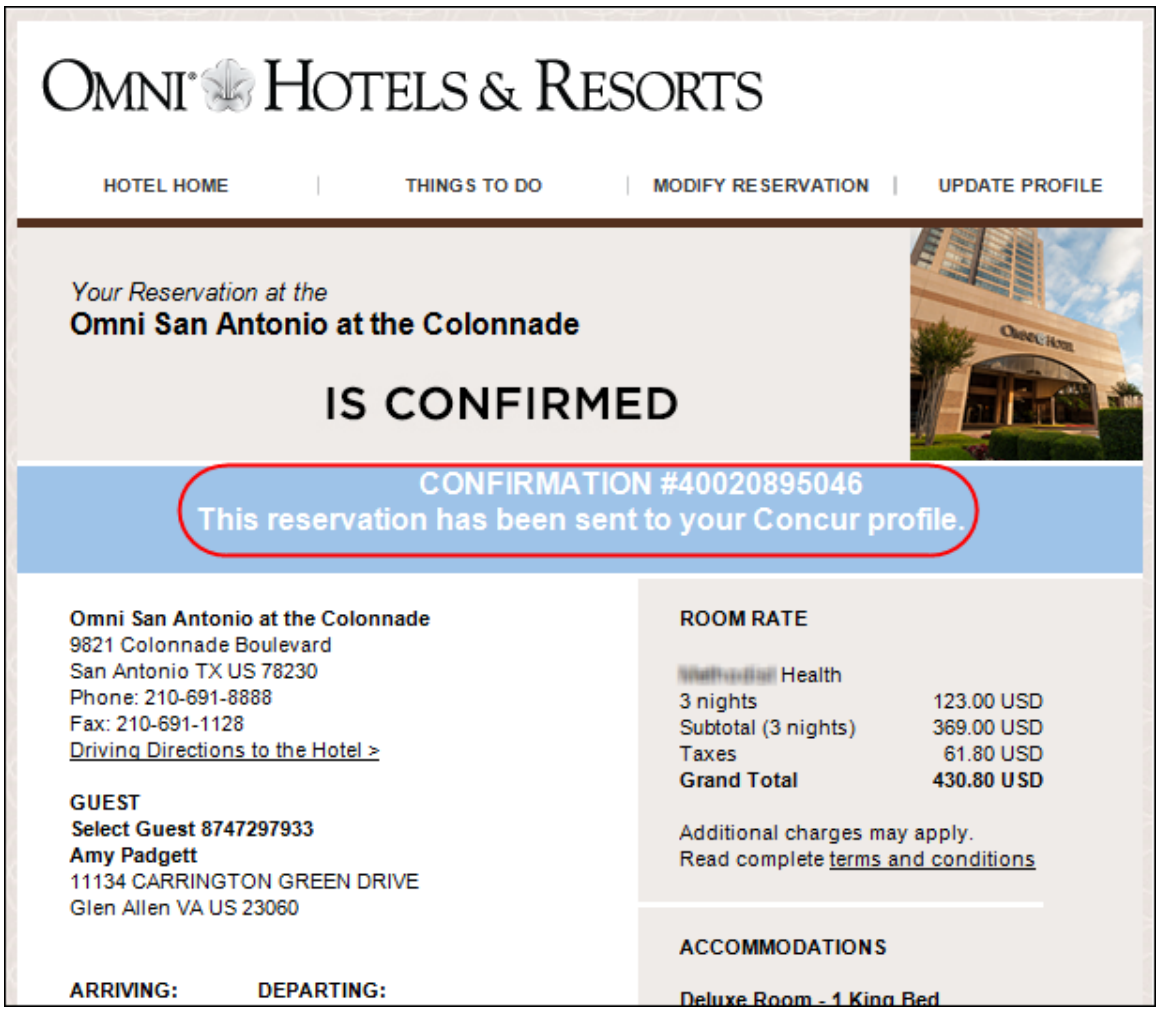
The company's negotiated rate is displayed:

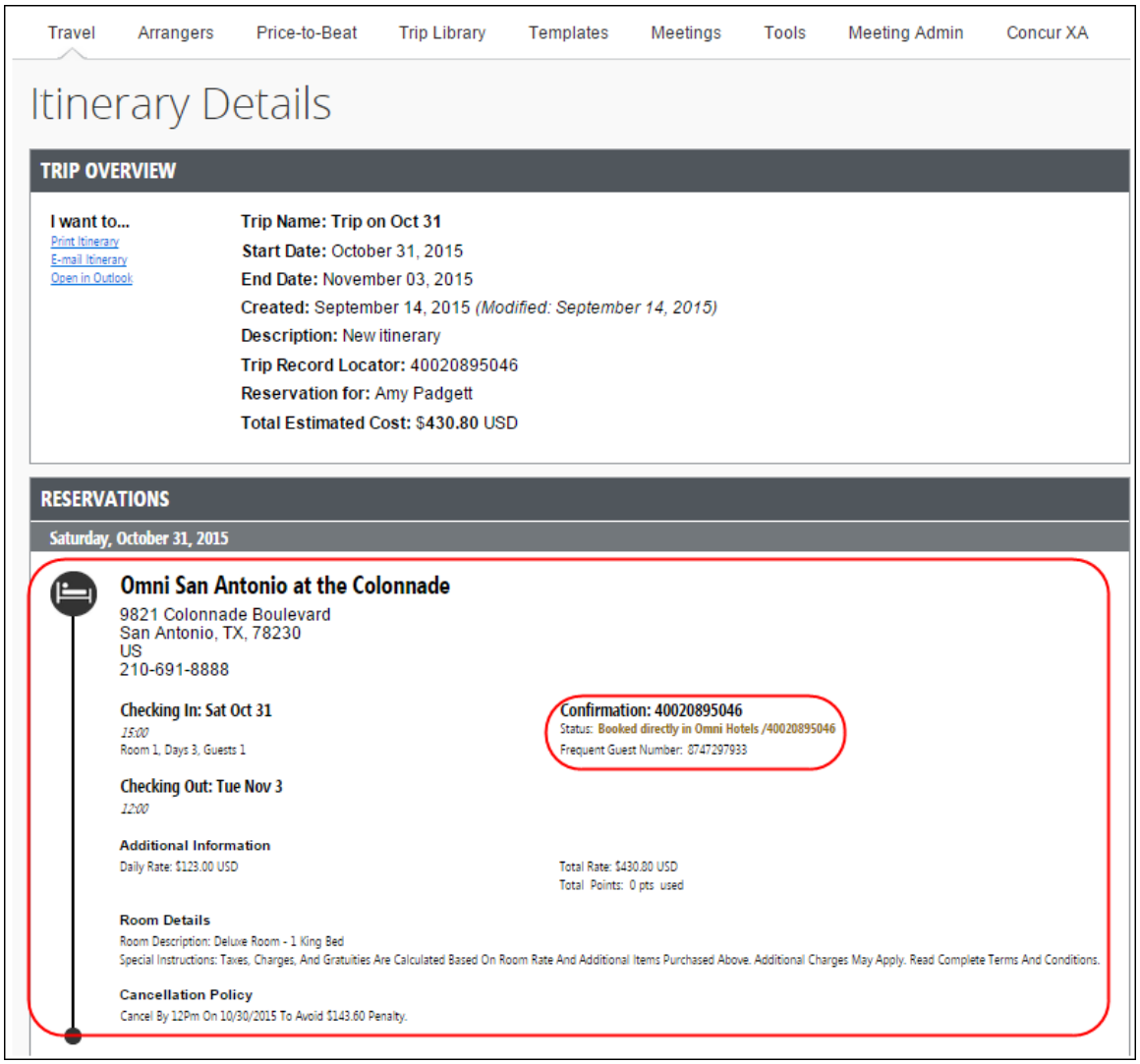


Throughout the booking experience, it is evident to the traveler that their booking will be sent to Concur. As a result of automatically being sent to Concur, the booking will be available in Concur, Concur Mobile, and TripIt Pro. Additionally, Omni will send an e-receipt at the conclusion of the trip.


CONTACT US
1-888-444-OMNI (6664)
BLOG
WELCOME, AMY
OMNI HOTELS & RESORTS
Enter Keywords
Search
RESERVATIONS
DESTINATIONS
OFFERS
MEETINGS & EVENTS
CULINARY
LOYALTY
Reservations / Confirm
RESERVATIONS
Confirm
ONLINE CHECK-IN
VIEW EXISTING RESERVATION
RESERVATION FAQ
1 CHECK AVAILABILITY
2 ROOMS & RATES
3 CUSTOMIZE
4 GUEST INFORMATION
5 CONFIRM
CONFIRMATION
McAfee SECURE
Amy Padgett, Your Reservation is Confirmed.
Your confirmation number is 40020895046
Thank you for using omnihotels.com. A confirmation email has been sent to amy.padgett@concur.com. We look forward to seeing you at the Omni San Antonio at the Colonnade.
Your reservation has been sent to your Concur profile.
Omni San Antonio at the Colonnade
9821 Colonnade Boulevard
San Antonio, TX 78230
Telephone: 210-691-8888
Fax: 210-691-1128
Amy Padgett
11134 Carrington Green Drive
Glen Allen, VA 23060
Stay Information [Change]
Arrive: 10/31/2015
Depart: 11/03/2015
Total Nights: 3
Number of Rooms: 1
Billing Information
American Express
**********2008
Expires: 01 / 2019
Name on Card: AMY PADGETT
Reserve Another Room
Modify Reservation
Cancel Reservation
Room 1 Total $430.80 USD
Grand Total $430.80 USD
Taxes, charges, and gratuities are calculated based on room rate and additional items purchased above. Additional charges may apply. Read complete terms and conditions.
Your Reservation
MAKE ANOTHER RESERVATION
PRINT
EMAIL RESERVATION
REVIEW / CHANGE / CANCEL RESERVATION


ROOM SUMMARY
ROOM 1
Deluxe Room - 1 King Bed 1 Adult
ROOM RATE
Sun Mon Tue Wed Thr Fri Sat
$123
$123 $123
methodist health
Subtotal (3 Nights) $369.00 USD
Taxes $61.80 USD
Grand Total $430.80 USD
Taxes, charges, and gratuities are calculated based on room rate and additional items purchased above. Additional charges may apply. Read complete terms and conditions.
Cancellations
Cancel by 12PM on 10/30/2015 to avoid $143.60 penalty.
Guarantee Policy
Guarantee is mandatory to reserve room,AX,CB,DC,DS,JC,MC,VI
Deposit Policy
A deposit is not required
Health
Special negotiated rate!


OMNI HOTELS & RESORTS
HOTEL HOME
THINGS TO DO
MODIFY RESERVATION
UPDATE PROFILE
Your Reservation at the
Omni San Antonio at the Colonnade
IS CONFIRMED
CONFIRMATION #40020895046
This reservation has been sent to your Concur profile.
Omni San Antonio at the Colonnade
9821 Colonnade Boulevard
San Antonio TX US 78230
Phone: 210-691-8888
Fax: 210-691-1128
Driving Directions to the Hotel >
GUEST
Select Guest 8747297933
Amy Padgett
11134 CARRINGTON GREEN DRIVE
Glen Allen VA US 23060
ARRIVING:
DEPARTING:
ROOM RATE
Health
3 nights 123.00 USD
Subtotal (3 nights) 369.00 USD
Taxes 61.80 USD
Grand Total 430.80 USD
Additional charges may apply.
Read complete terms and conditions
ACCOMMODATIONS
Deluxe Room - 1 King Bed



If the trip is cancelled on OmniHotels.com, the cancellation will be sent to Concur, and Concur will remove the booking from Concursolutions.com, Concur Mobile, and TripIt Pro.

Configuration / Feature Activation

This application is available to all TripLink clients. If applicable, clients should configure their TripLink Discount Code to ensure their travelers have access to their Omni negotiated rates.

📖 For more information, refer to the *TripLink User Guide*.

TripLink Report Updates in Analysis/Intelligence

Overview

Concur has updated the TripLink folder and reports in Analysis/Intelligence.

For more information, refer to the Analysis/Intelligence release notes for September 2015.

Coming Soon: Avis TripLink Supplier App

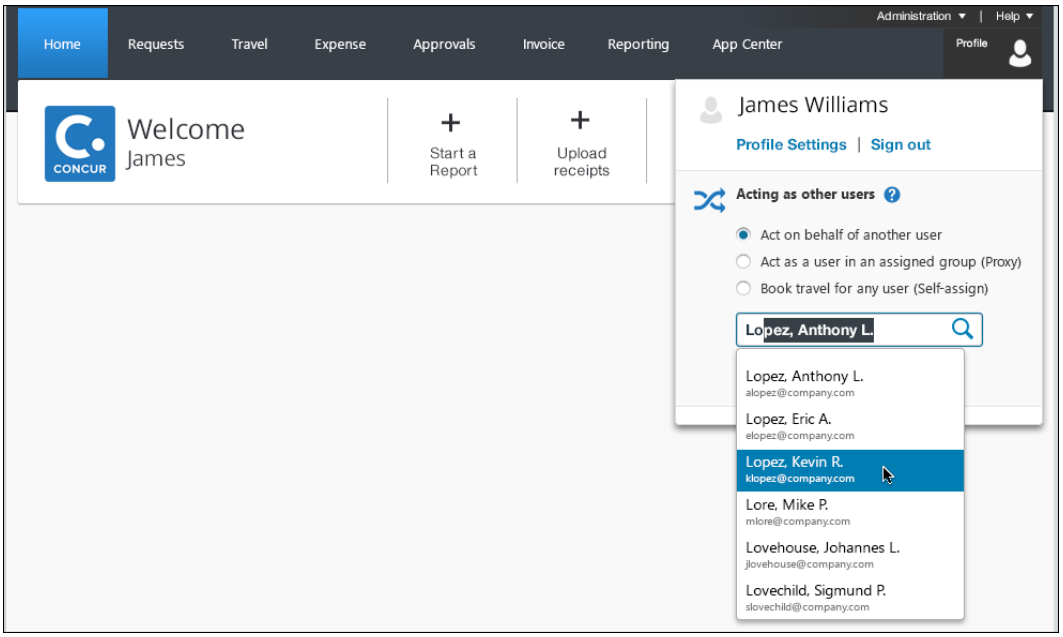
A new TripLink supplier app from Avis will be added to the App Center in a future release. A detailed release note will be available once the app is released.

Coming Soon: Delegate/Proxy/Travel Arranger Enhancements

Overview

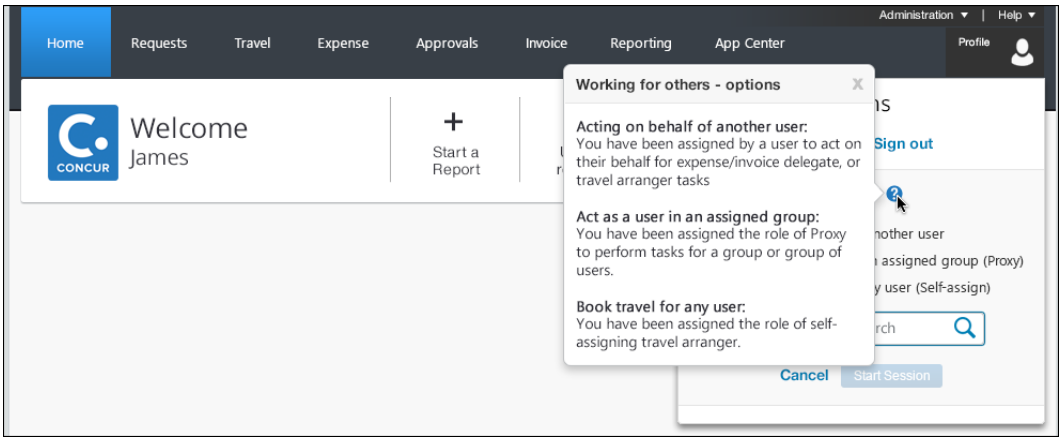
Concur will soon release enhancements to the Expense/Invoice/Request delegate, and Travel assistant/arranger functionality. These enhancements include:

- **Acting as other users** list clarified and user search enhanced to show recently accessed users

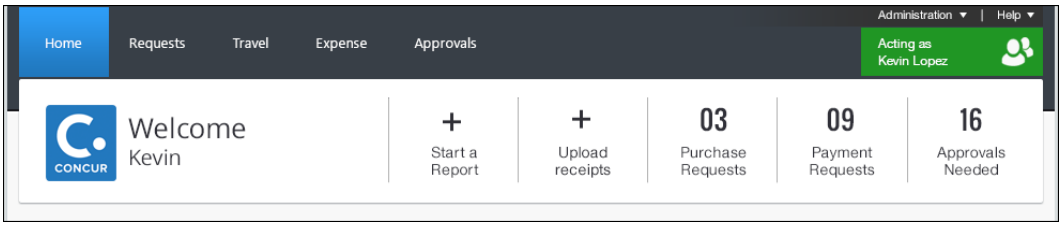


- New text tooltip to clarify purpose of the **Acting as other users** list

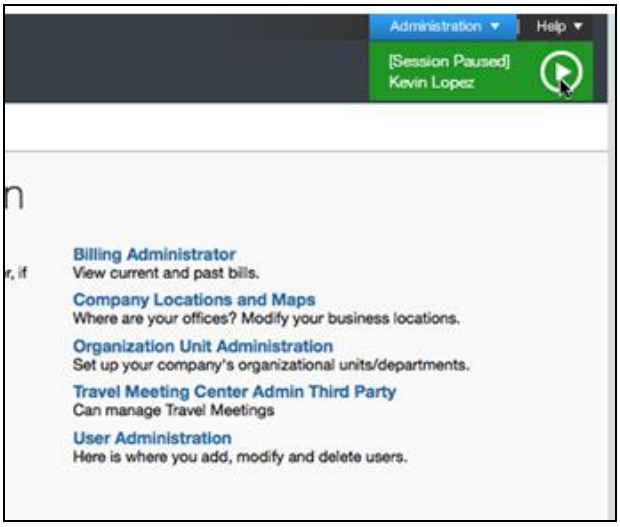
NOTE: The text shown in this tooltip will be modified in the final release.



- New messaging when acting as another user



- Ability to use the **Administration** menu when acting as another user by pausing the session



Administrators can download a summary sheet describing these changes to distribute to their users here:

http://www.concurtraining.com/customers/tech_pubs/Docs/FactSheets/Coming%20October%20and%20November%202015.pdf

BUSINESS PURPOSE/CLIENT BENEFIT

These enhancements provide clarity and additional functionality to delegates and travel arrangers/assistants. These changes address multiple customer solution enhancements.

Configuration/Feature Activation

Concur will announce the general availability of this feature in a future release. The feature is automatically on; there are no additional configuration or activation steps.

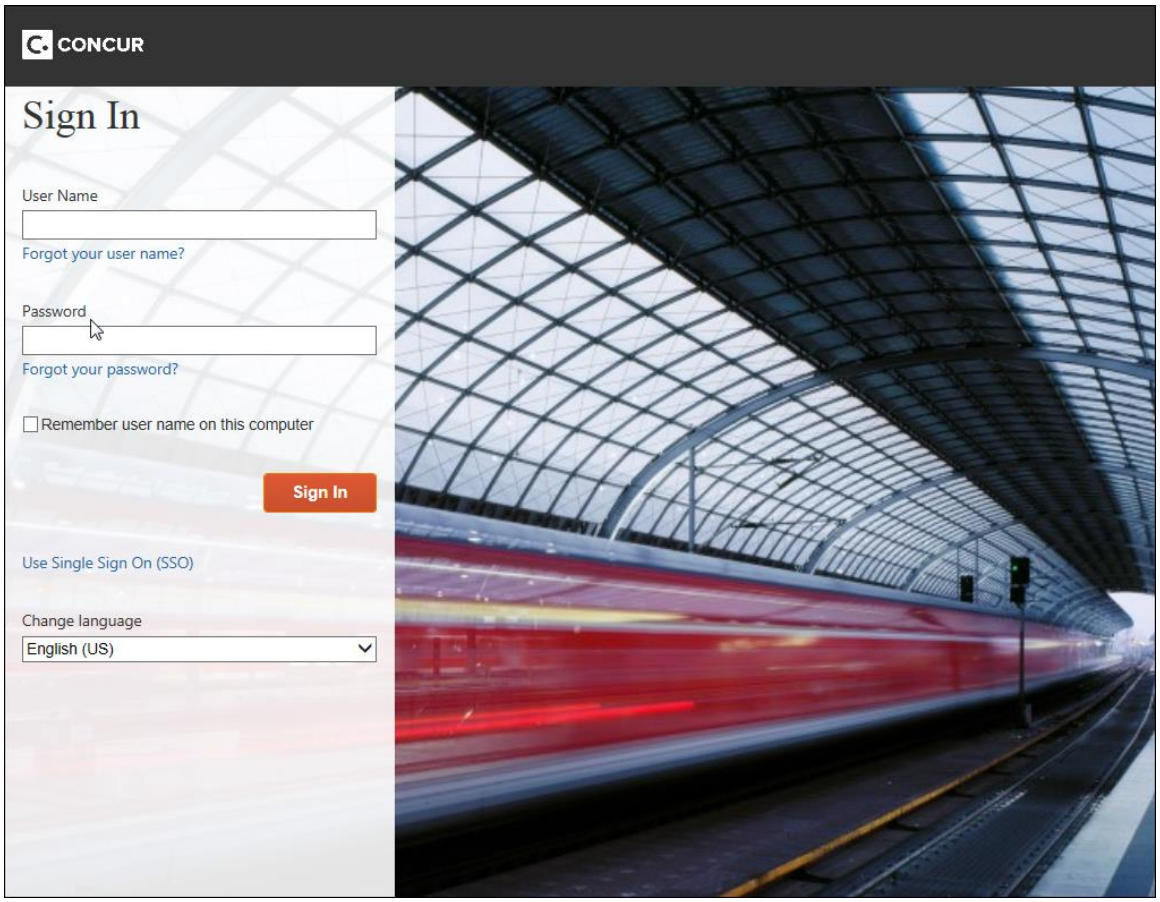
Coming Soon: New Sign-in Page for All Products

Overview

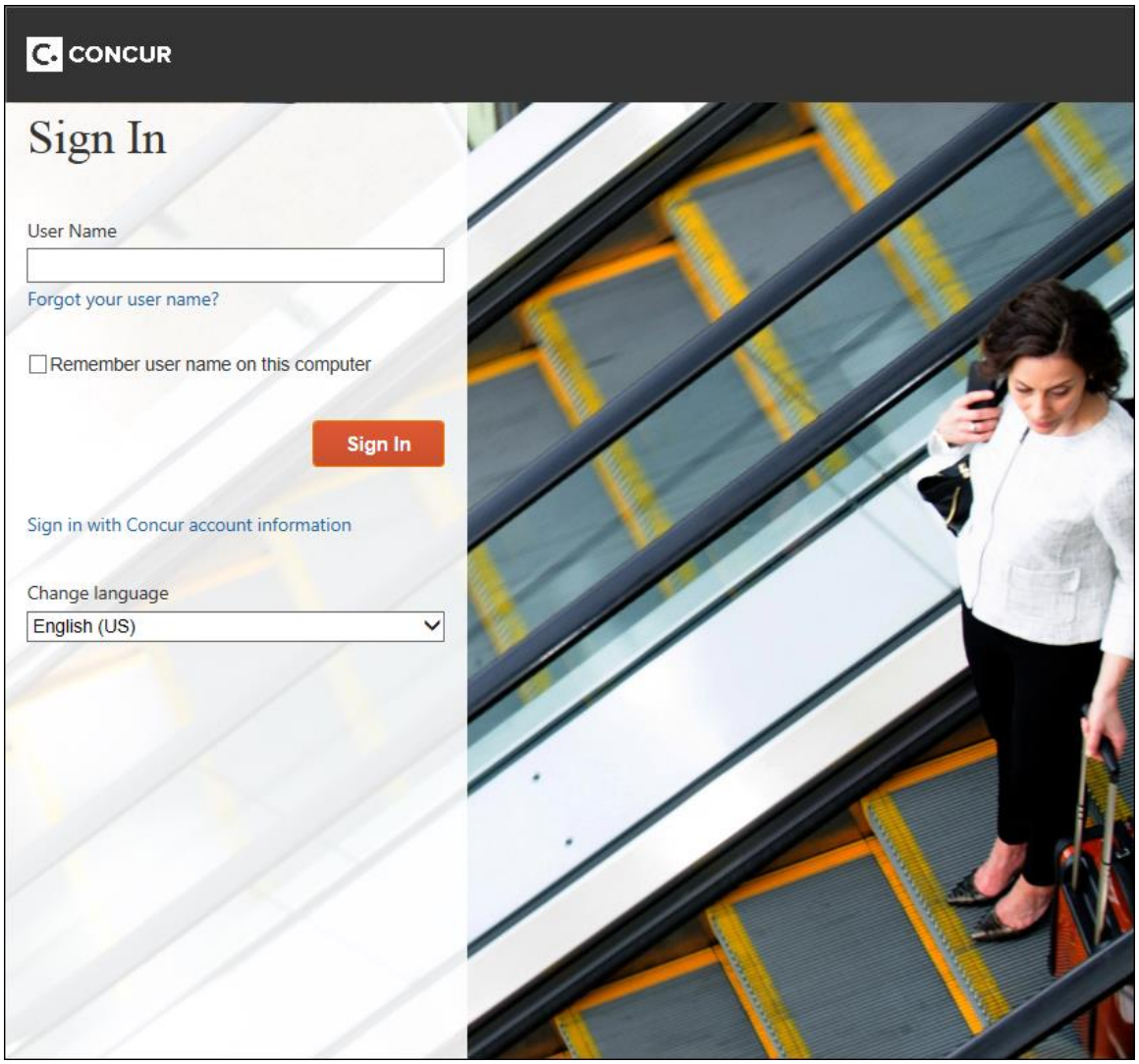
Concur will soon release an enhanced sign-in page for all products with the following features:

- Language Selection List
- News/Alerts Section
- Caps Lock Indicator
- User Locked Out Indicator
- Rotating Background Image
- 508 Compliance
- Scalable for PC, Tablet, and Mobile

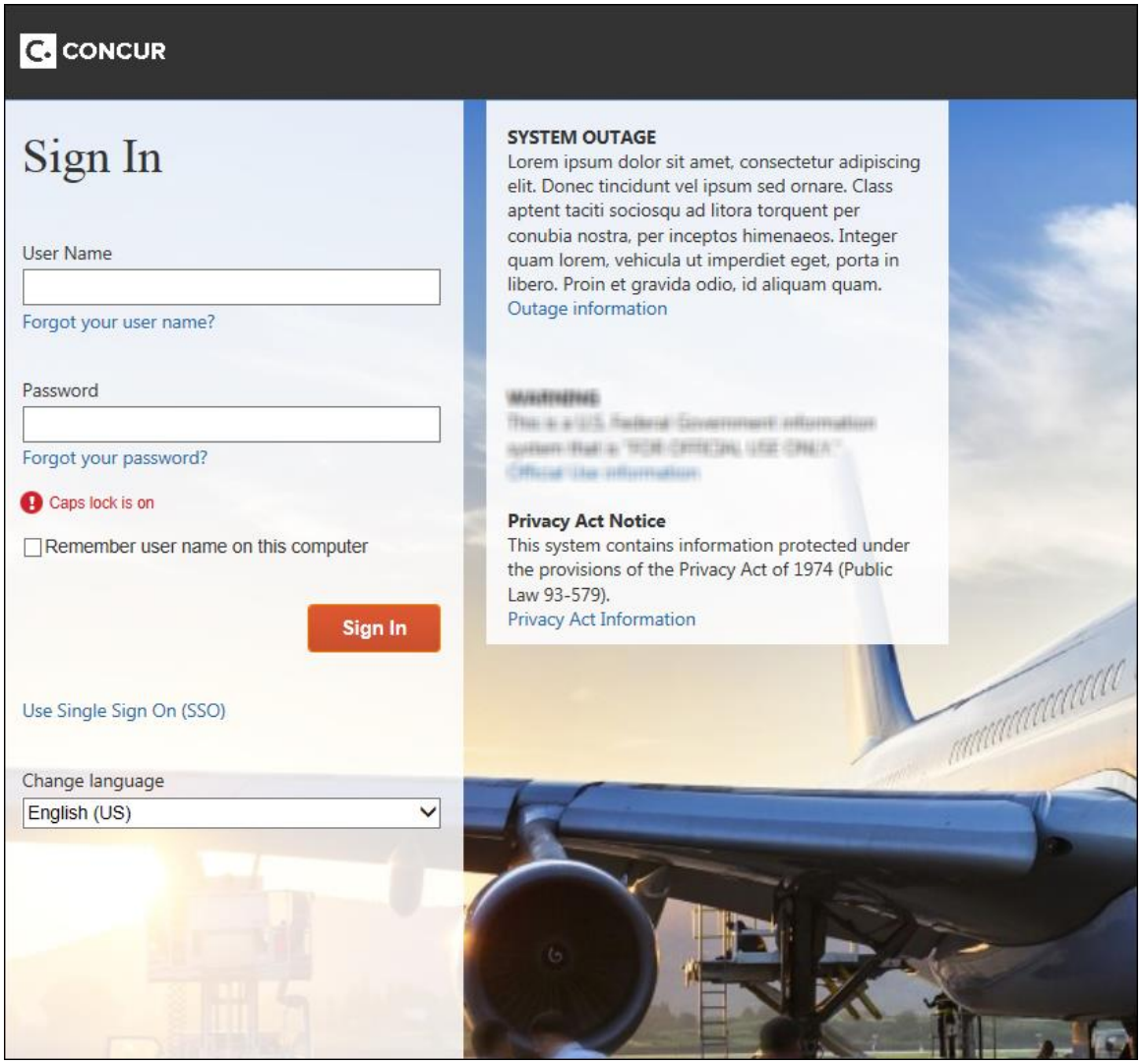
Basic sign-in page:



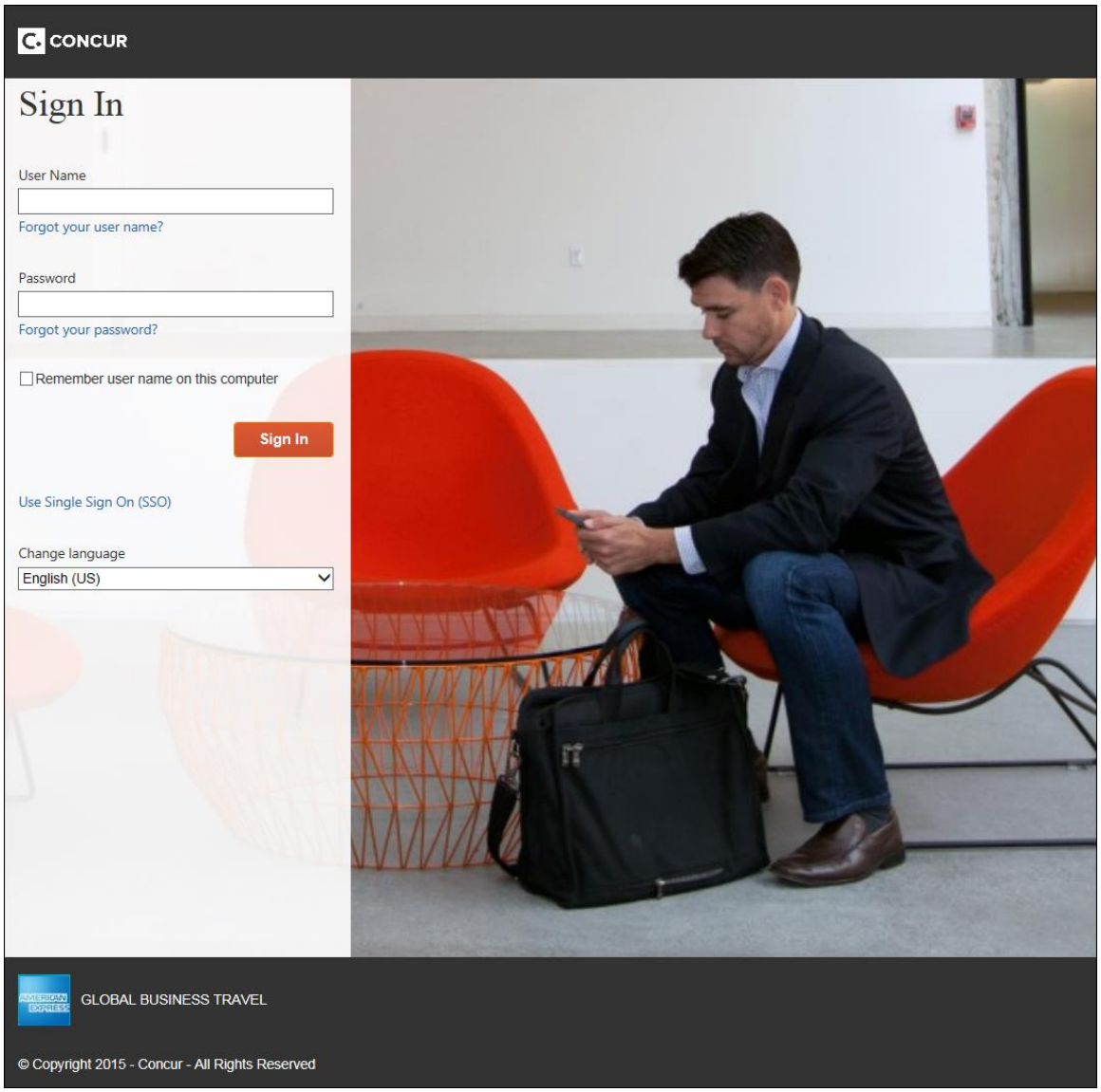
Sign-in page for clients using SSO:



Sign-in page with Caps Lock and News/Alert messages:



Sign-in page with custom TMC logo:



Administrators can download a summary sheet describing these changes to distribute to their users here:

http://www.concurtraining.com/customers/tech_pubs/Docs/FactSheets/Coming%20October%20and%20November%202015.pdf

BUSINESS PURPOSE/CLIENT BENEFIT

These enhancements provide a cleaner, upgraded sign-in experience for all clients.

Configuration/Feature Activation

Concur will announce the general availability of this feature in a future release. The feature is automatically on; there are no additional configuration or activation steps.

Supported Configurations

Microsoft Windows 10 and Edge Browser Now Supported

Overview

With this release the combination of Microsoft Windows v. 10 and the Microsoft Edge browser are now supported for Concur products. Please note that support for this combination with Analysis / Intelligence is not yet confirmed and will be announced in an upcoming service release.

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Microsoft IE v.8 and v.9 Browser Support Ends February 12, 2016

Overview

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BACKGROUND

Microsoft is ending support on January 12, 2016 for IE 8 and IE 9 in accordance with their Product Lifecycle program (view at https://support.microsoft.com/en-us/gp/microsoft-internet-explorer). Concur will continue support for one month beyond that date (February 12, 2016) to ensure clients can complete transition to a newer supported browser in a timely manner.

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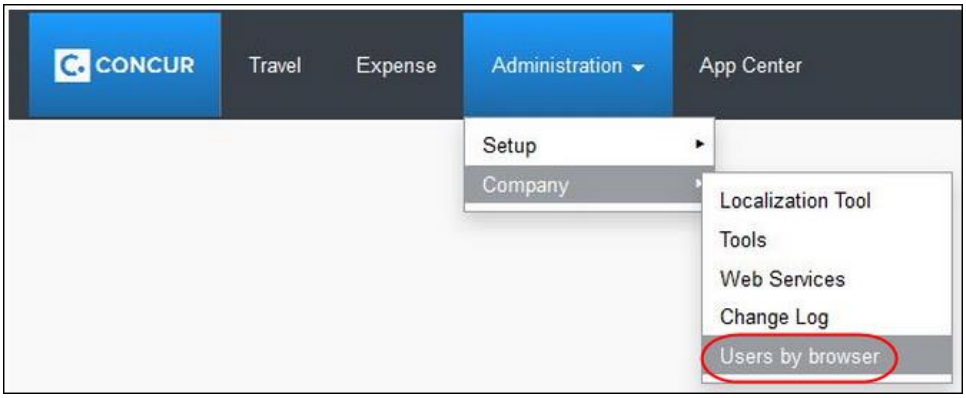
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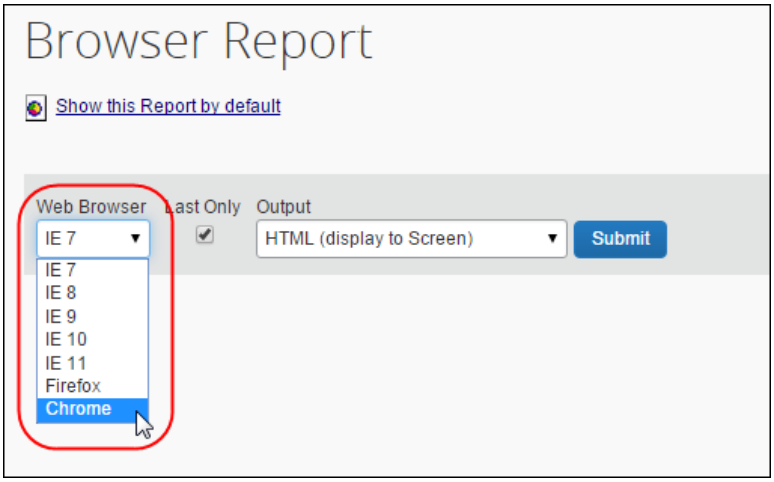
This report allows the admin to select a browser version and then generate a report listing employees who are using that browser. The list includes first, last, and login names, last login and login count, and email and IP addresses for identification.

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1. Click **Administration** > **Company** > **Users by Browser**.

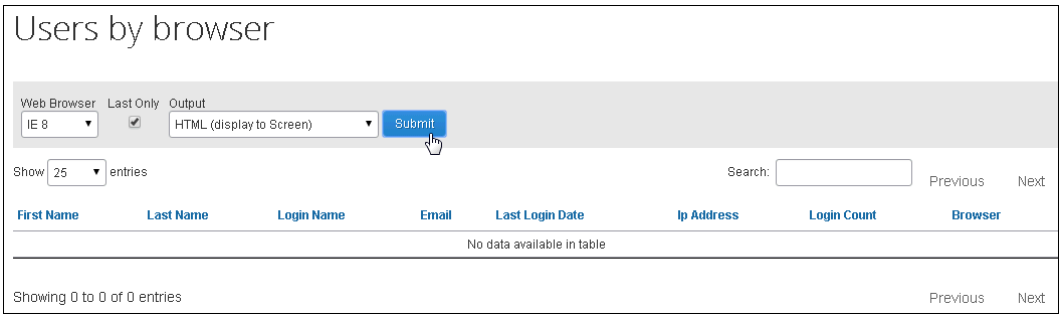


2. On the **Browser Report** page, select a browser under **Web Browser**.



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The system returns a list of all users with information about the user, their login name and status, and additional data to help identify the user(s) working with the selected browser version.



Quarterly Highlights – Video

Highlights Video Available

Watch a video highlighting some of the improvements made each quarter.

2015	Includes information about:
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Additional Release Notes and Technical Documentation

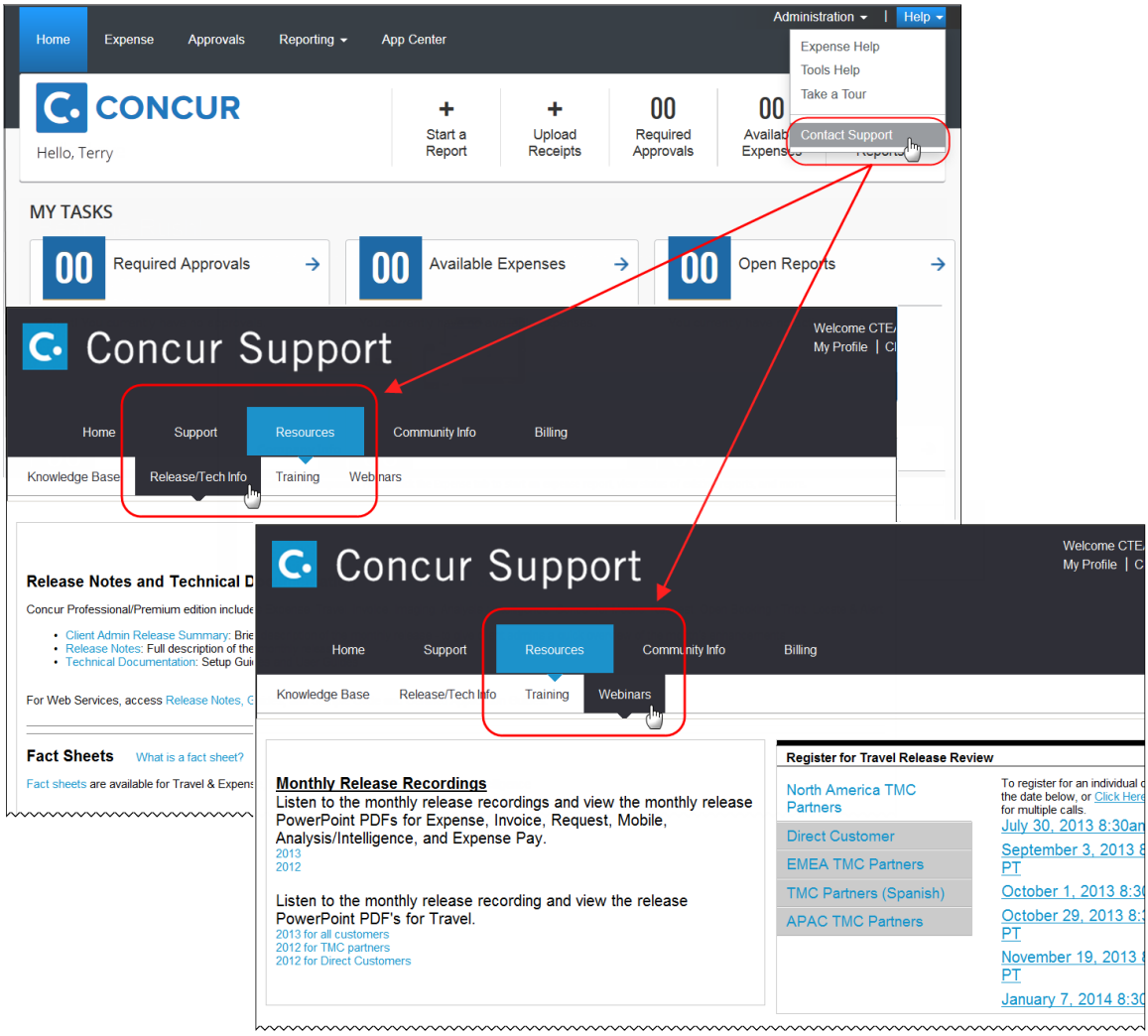
Professional Edition

Concur Support Portal

Access release notes, webinars, and other technical documentation on the Concur Support Portal.

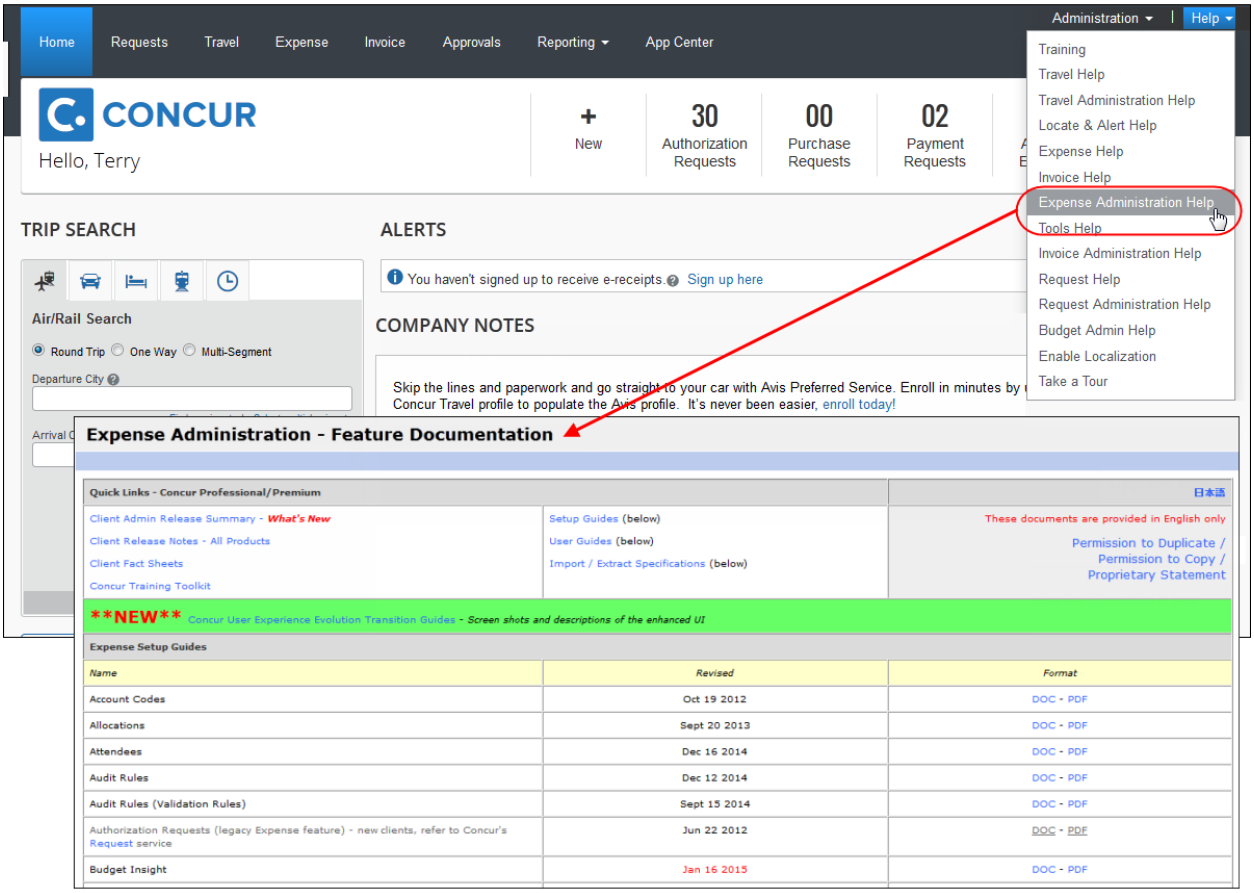
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Online Help – Admins

Users with an admin role can access release notes, technical documents, and other resources using online help in Concur.



Standard Edition

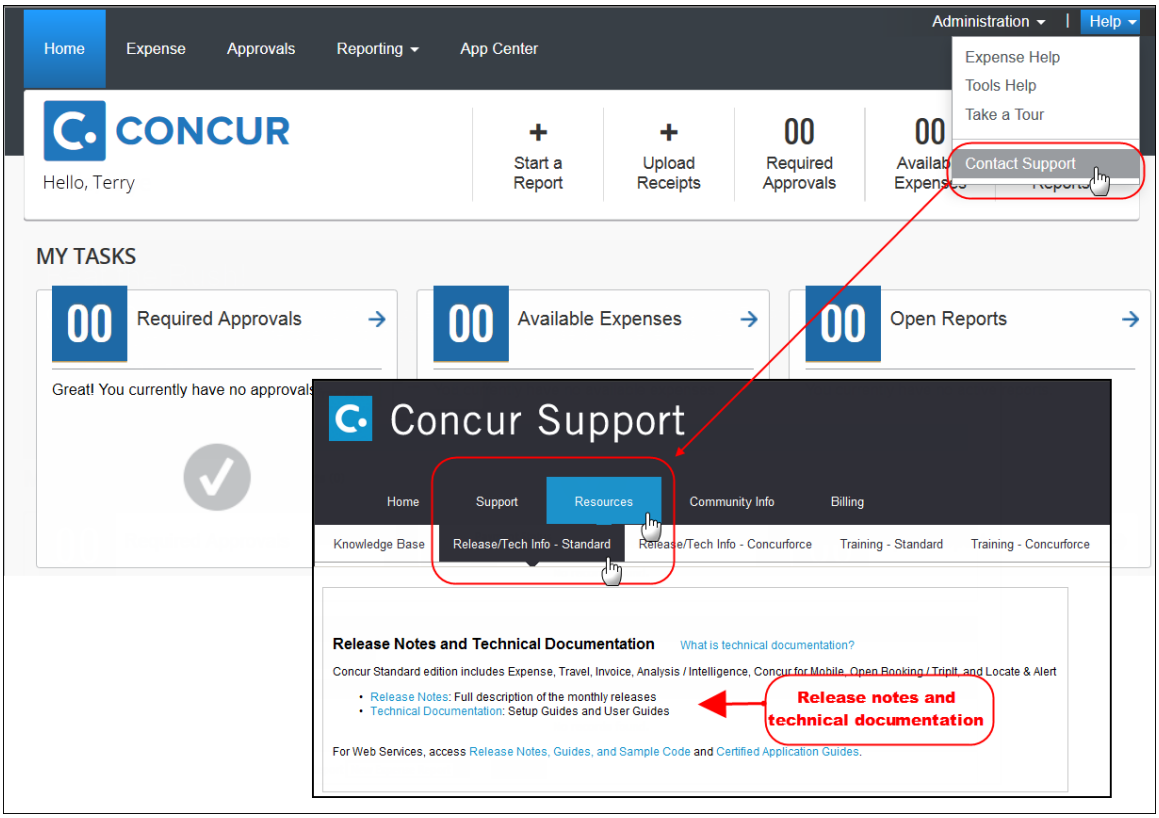
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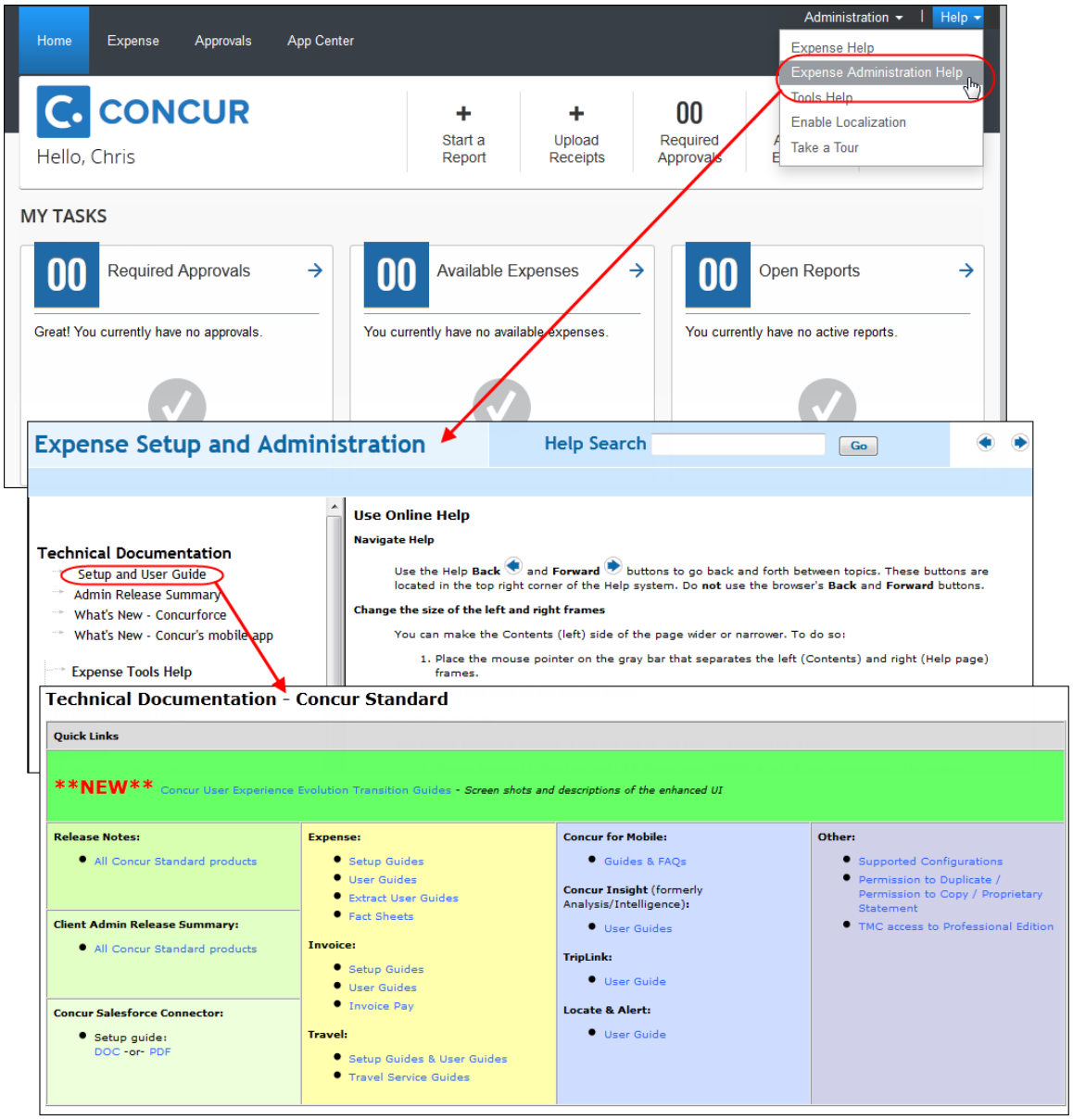
Click **Help** > **Support**, and then, in the Concur Support Portal, click **Resources**.

Click **Release/Tech Info - Standard** for release notes, technical documents etc.


Home
Expense
Approvals
Reporting
App Center
Administration
Help
Expense Help
Tools Help
Take a Tour
Contact Support
CONCUR
Hello, Terry
Start a Report
Upload Receipts
00
Required Approvals
00
MY TASKS
00
Required Approvals
00
Available Expenses
00
Open Reports
Great! You currently have no approvals
Concur Support
Home
Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

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Concur Release Notes **TripLink**	
Month	**Audience**
October 2015 Initial post: Friday, October 16, 3:00 PM PT	Concur Clients FINAL

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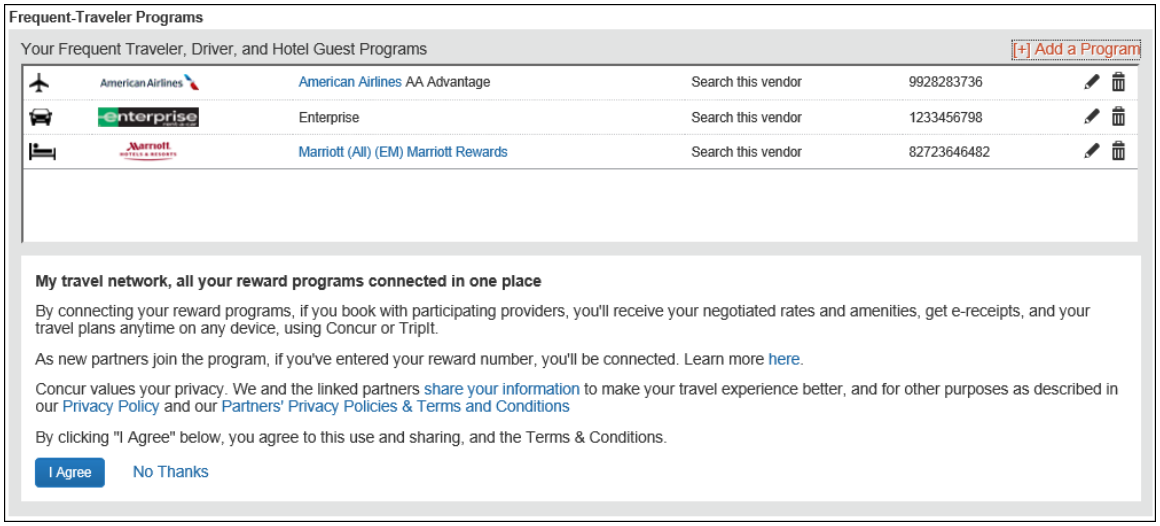
Release Notes

TripLink

Travel Profile: Users Can Enroll in "My Travel Network" to Connect to TripLink Suppliers

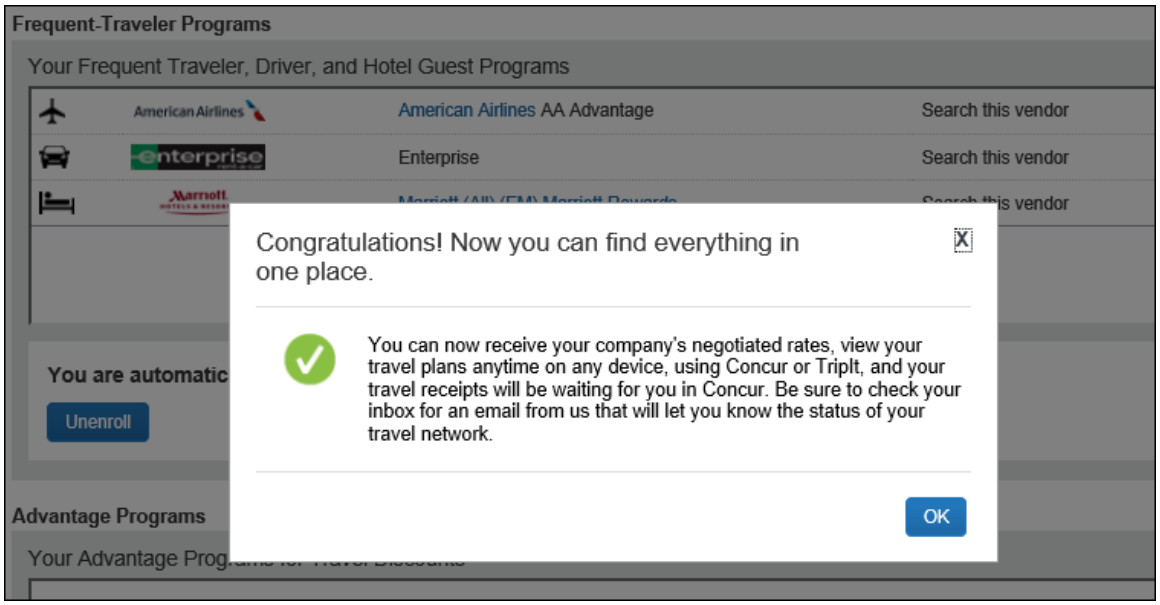
Overview

Concur has enhanced the Travel Profile functionality to allow for easy enrollment in My Travel Network, the TripLink supplier connection flow that automatically connects users to their loyalty programs at TripLink suppliers. The users can choose to enable this automatic connection process in the **Frequent-Traveler Programs** section of the Travel Profile. The user clicks **I Agree** to begin the connection process.

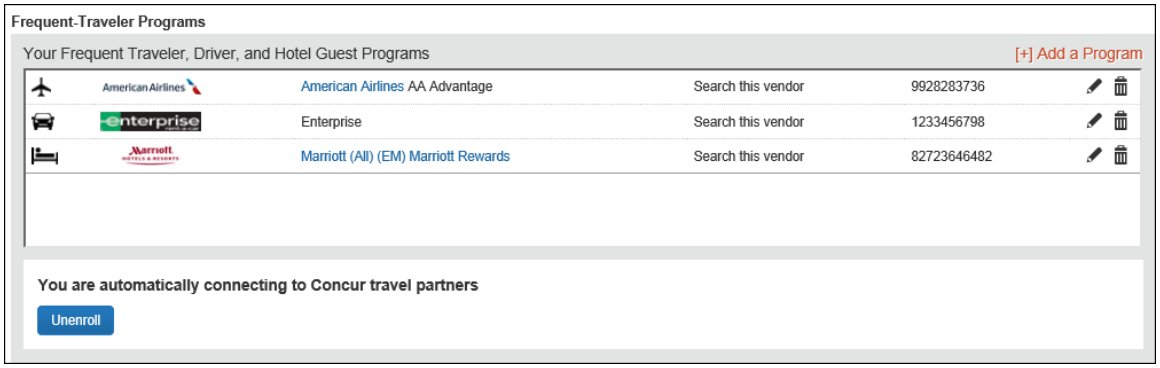


My Travel Network then contacts the participating TripLink suppliers (where the user has a loyalty number) to connect the Concur user to the supplier's user account. The user should ensure loyalty program numbers are entered in their travel profile for use in all Concur Travel services, including TripLink.

The user sees a window confirming their enrollment in My Travel Network:



The user is informed of the connection, and has the option to unenroll, from their Travel Profile:



BUSINESS PURPOSE/CLIENT BENEFIT

This enhancement makes it easier for users with accounts at participating TripLink suppliers to connect their accounts, to obtain TripLink benefits such as negotiated rates, booking information sent to Concur Trip Library and TripIt, as well as e-receipts.

Configuration/Feature Activation

The feature is automatically on; there are no additional configuration or activation steps.

TripLink Report Updates in Analysis/Intelligence

Overview

Concur has updated the TripLink reports in Analysis/Intelligence.

📖 For more information, refer to the Analysis/Intelligence release notes for October 2015.

Coming Soon: Avis TripLink Supplier App

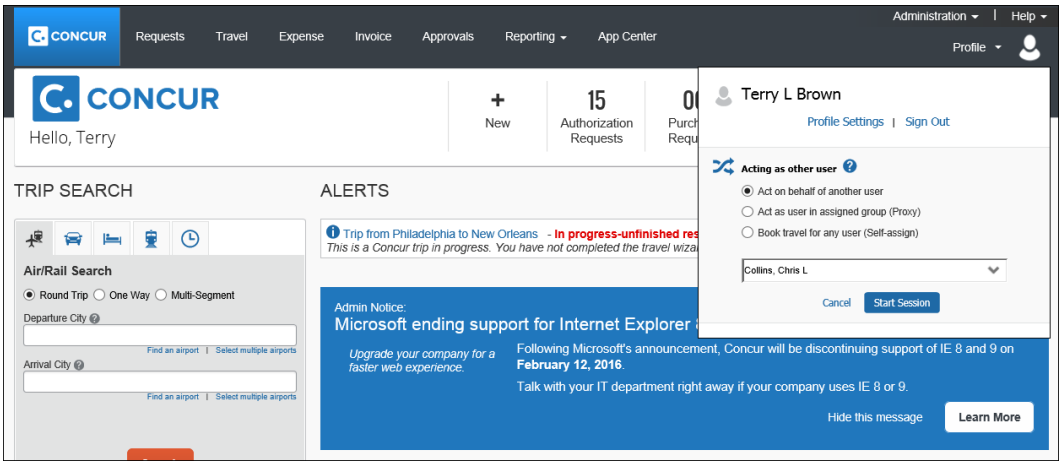
More information will be available in a future version of these release notes.

Delegate/Proxy/Travel Arranger Enhancements

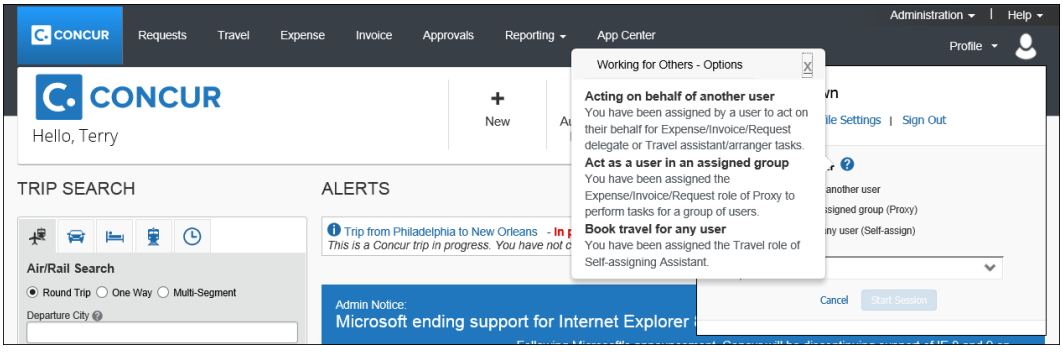
Overview

Concur has released enhancements to the Expense/Invoice/Request delegate, and Travel assistant/arranger functionality. These enhancements include:

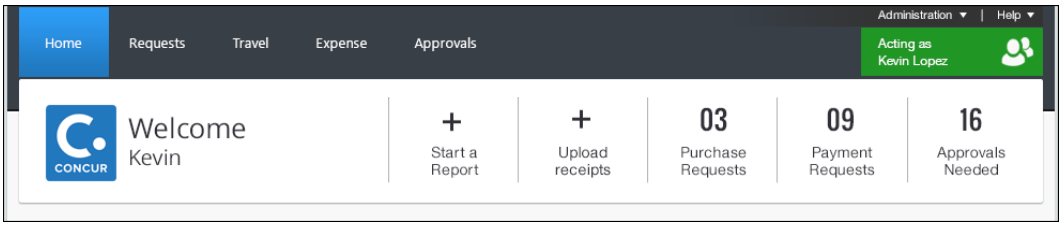
- **Acting as other users** list clarified and user search enhanced to show recently accessed users



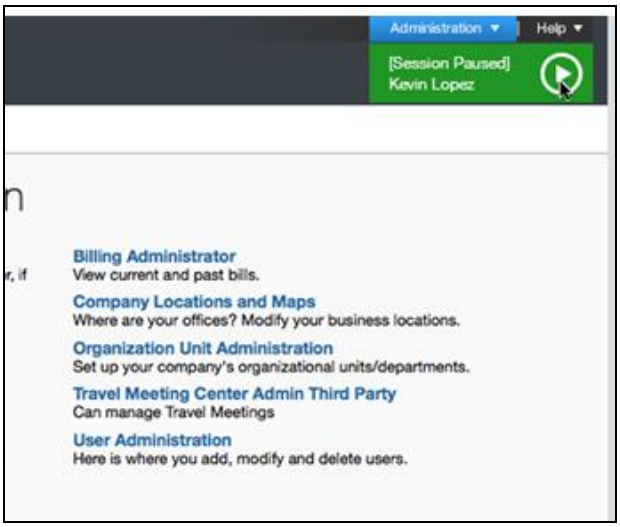
- New text tooltip to clarify purpose of the **Acting as other users** list



- New messaging when acting as another user



- Administrators have the ability to use the **Administration** menu when acting as another user, which pauses the session



Administrators can download a summary sheet describing these changes to distribute to their users here:

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BUSINESS PURPOSE/CLIENT BENEFIT

These enhancements provide clarity and additional functionality to delegates and travel arrangers/assistants. These changes address multiple customer solution enhancements.

Configuration/Feature Activation

The feature is automatically on; there are no additional configuration or activation steps. The new feature will appear in-product on Friday, October 16th.

Coming Soon: New Sign-in Page for All Products

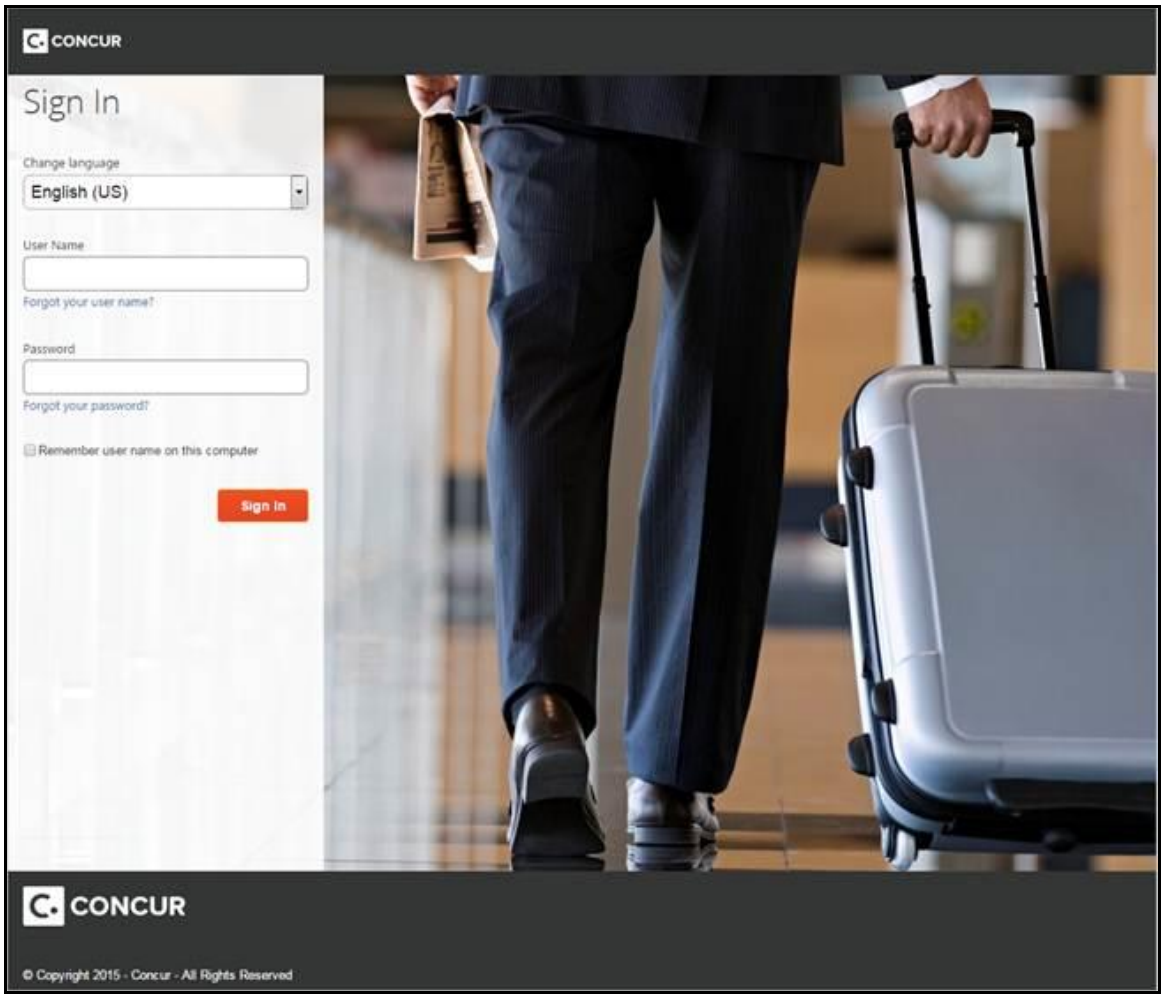
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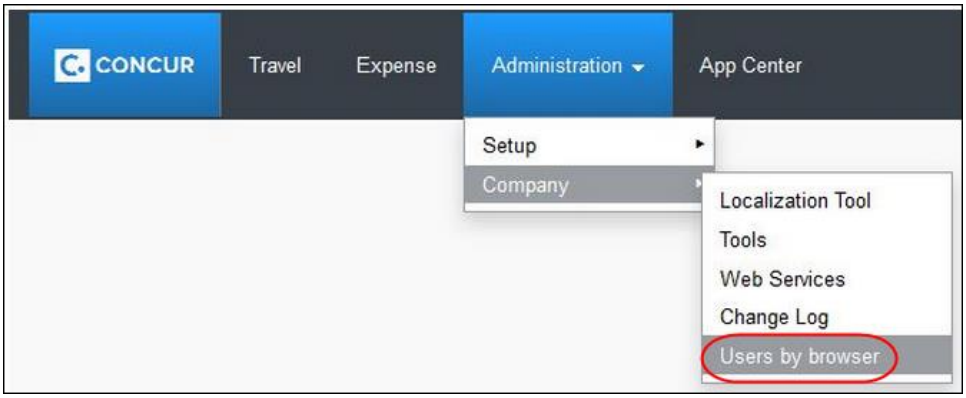
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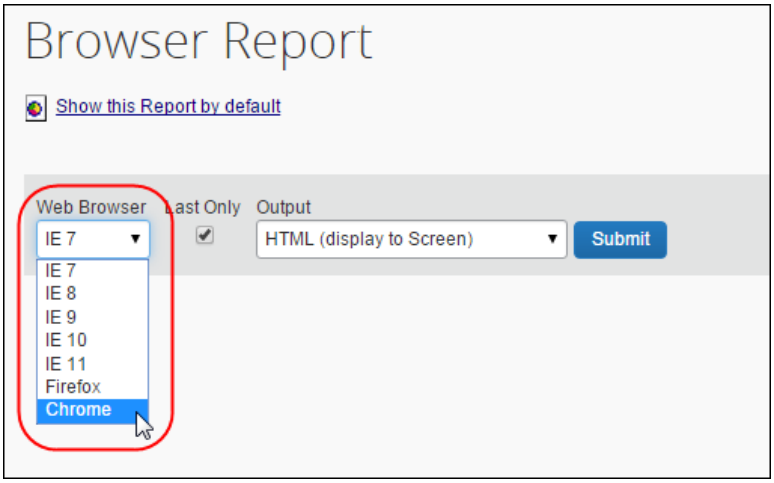
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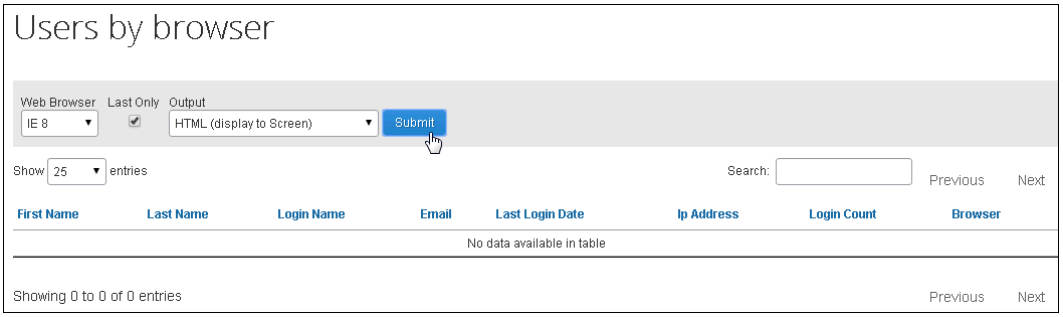


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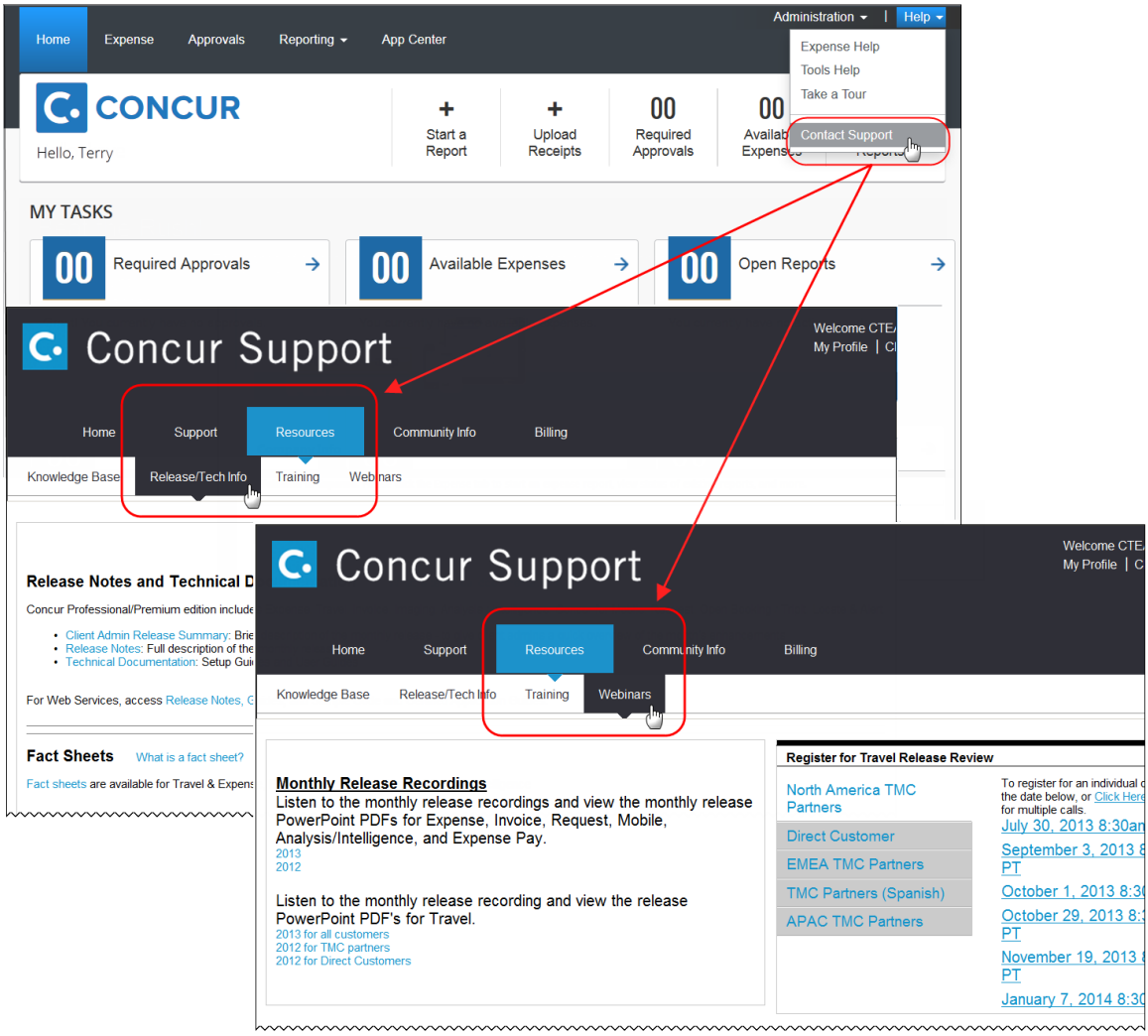
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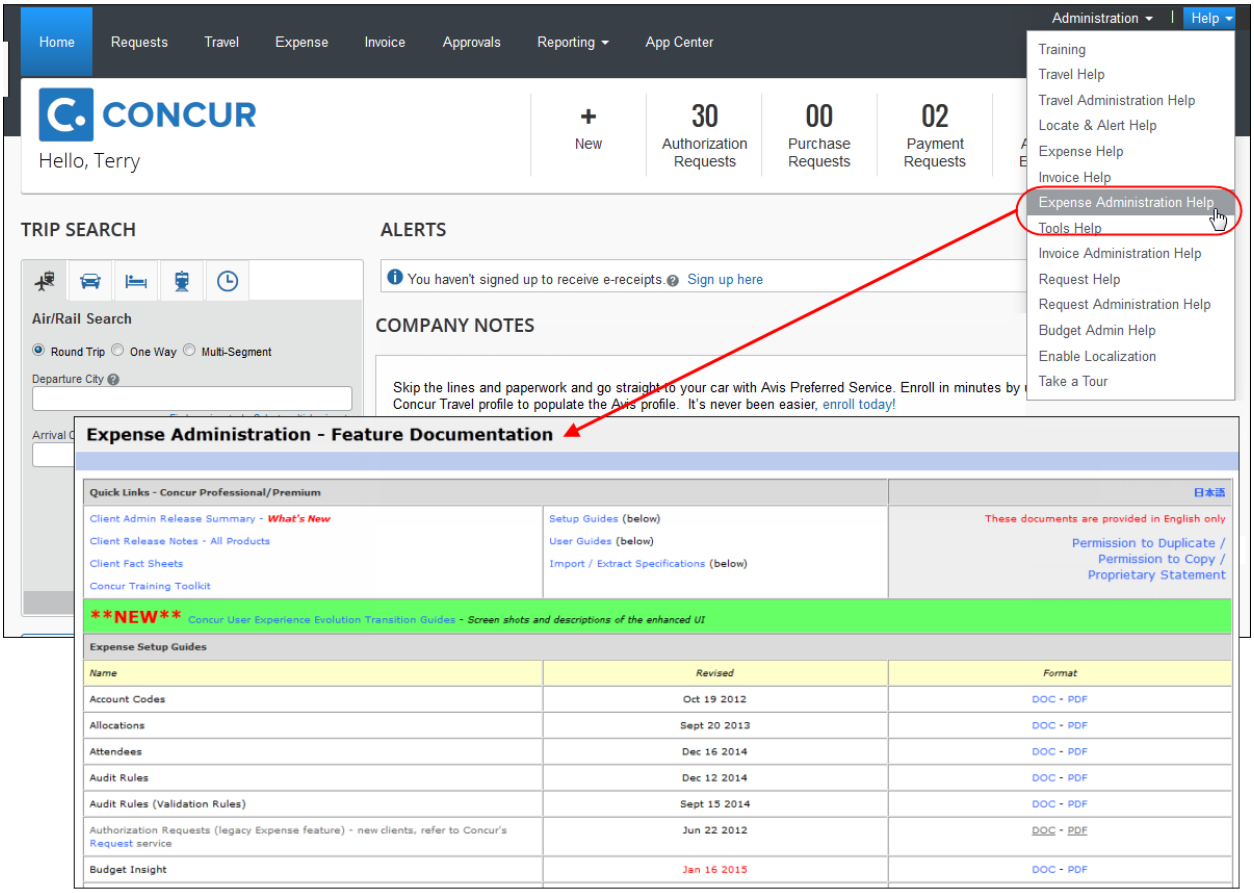
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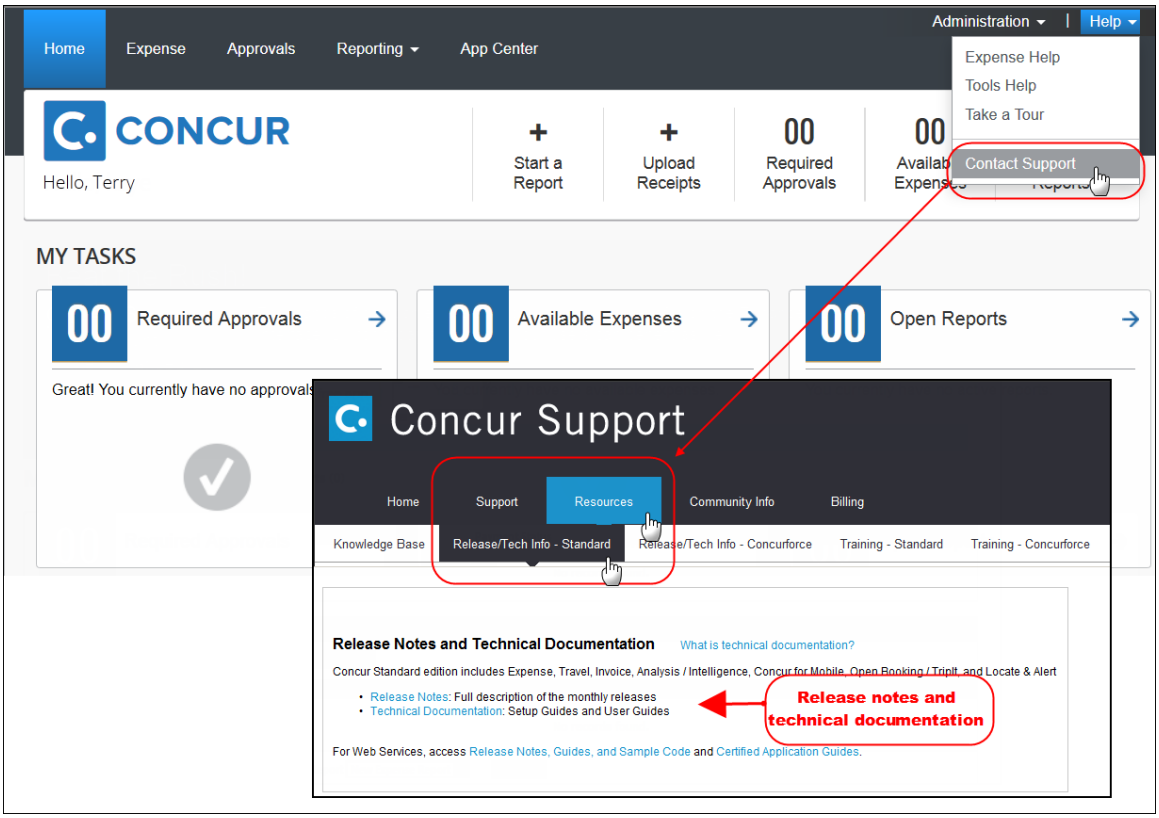
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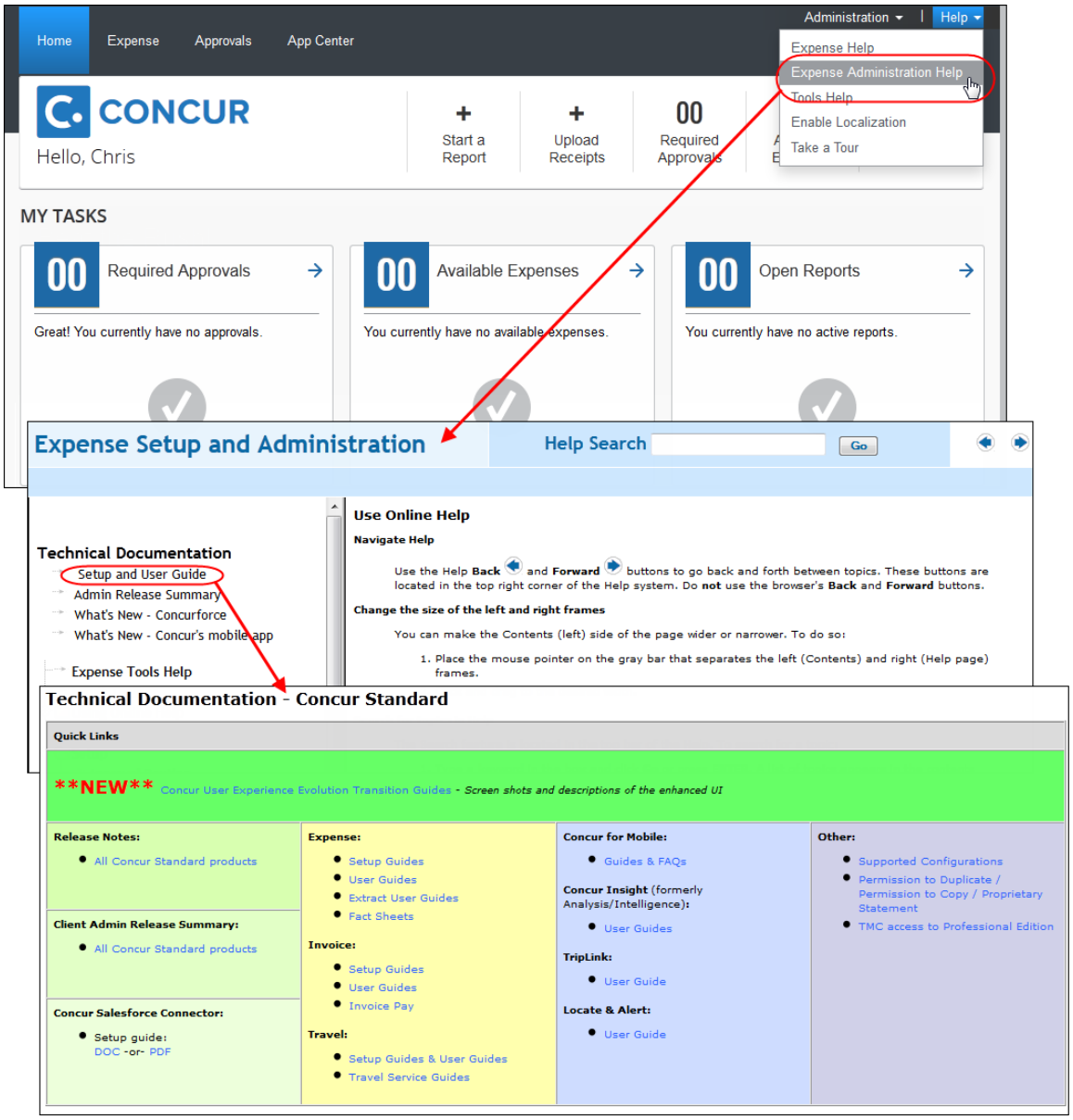
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Tools Help
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Contact Support
CONCUR
Hello, Terry
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Upload Receipts
Required Approvals
MY TASKS
Required Approvals
Available Expenses
Open Reports
Great! You currently have no approvals
Concur Support
Home
Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

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Concur Release Notes **TripLink**	
Month	**Audience**
November 2015 Initial post: Friday, November 20, 12:30 PM PT	Concur Clients FINAL

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Release Notes

TripLink

New Sign-in Page for All Products

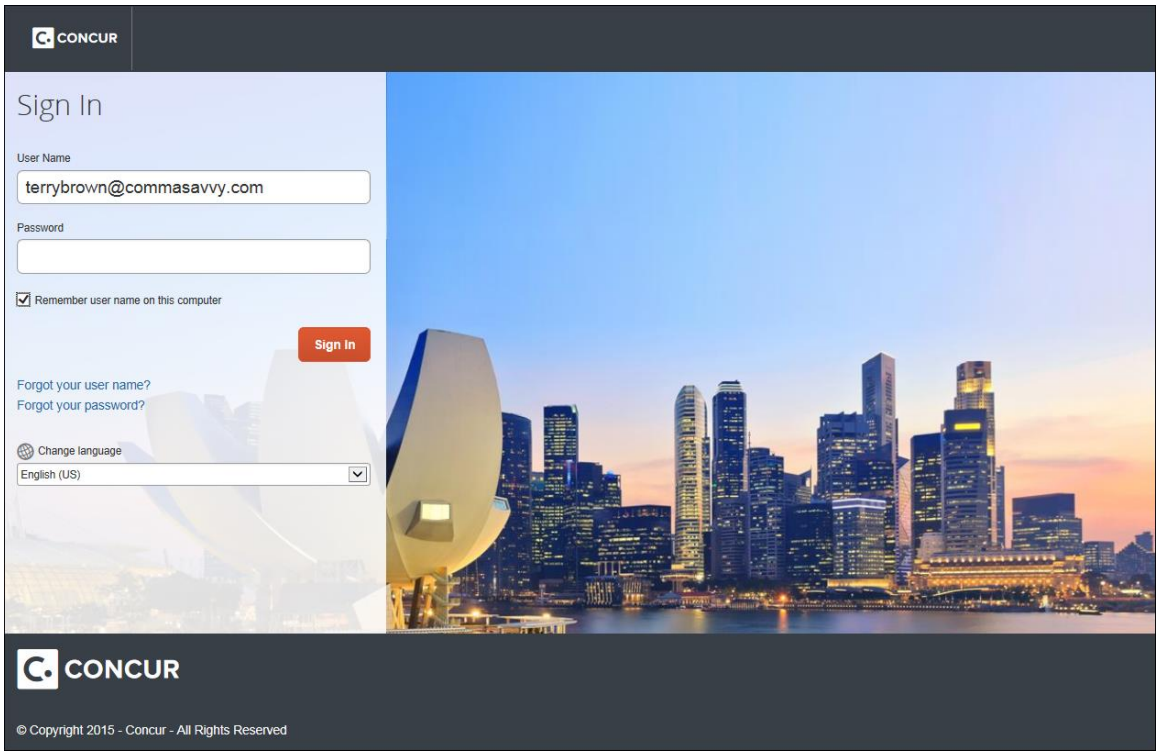
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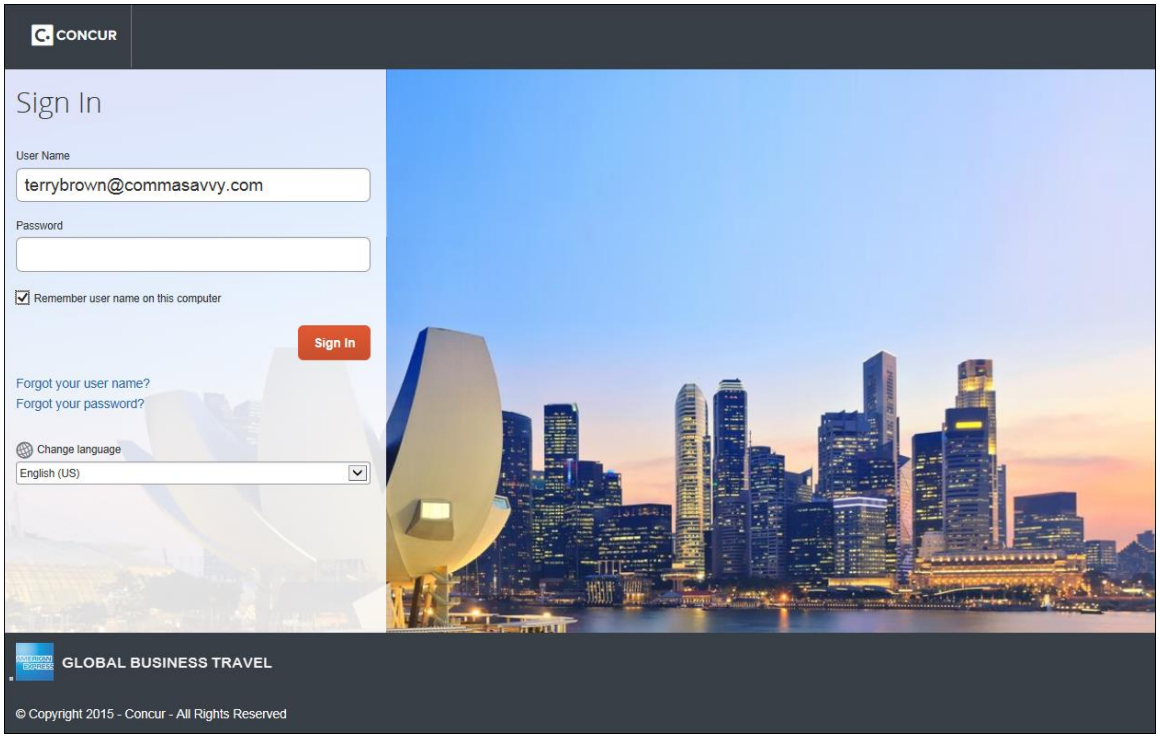
Clients using SSO will skip the login page, and go directly to the home page.

Sign-in page:



Travel management companies that currently display a logo at the bottom of the sign-in page will continue to see their logo on the sign-in page.

Sign-in page with TMC logo:



BUSINESS PURPOSE/CLIENT BENEFIT

These enhancements provide a cleaner, upgraded sign-in experience for all clients.

Configuration/Feature Activation

The feature is automatically on; there are no additional configuration or activation steps. Users will see the new sign-in page on Friday, Nov 20th.

Supported Configurations

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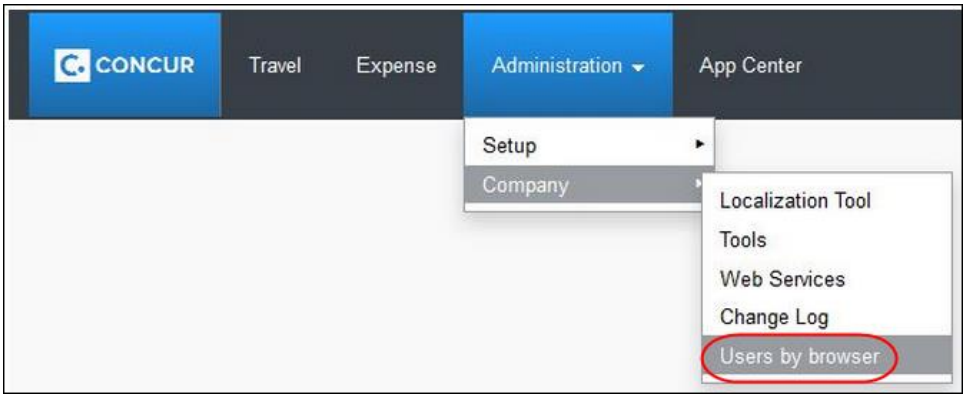
New Users by Browser Report Lists a Company's Employee Browser Use

A new report, **Users by Browser**, is available to all admins working with the Expense, Request, Invoice, and/or Travel offerings in both the Professional and Standard product editions.

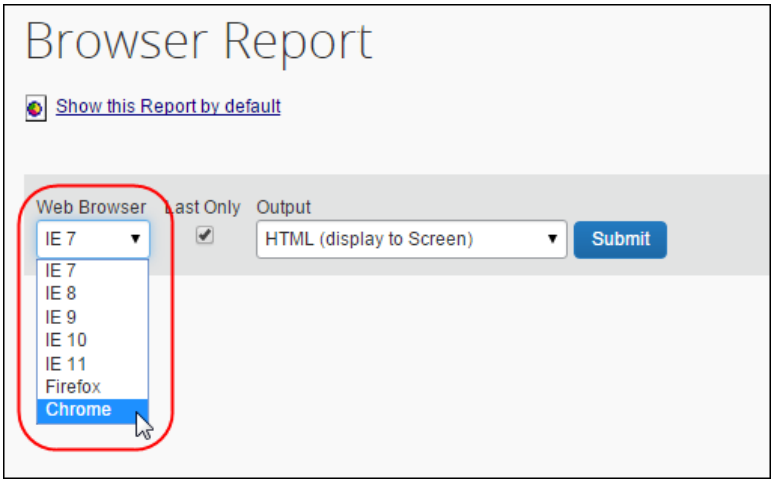
This report allows the admin to select a browser version and then generate a report listing employees who are using that browser. The list includes first, last, and login names, last login and login count, and email and IP addresses for identification.

To run the Browser Report:

1. Click **Administration** > **Company** > **Users by Browser**.

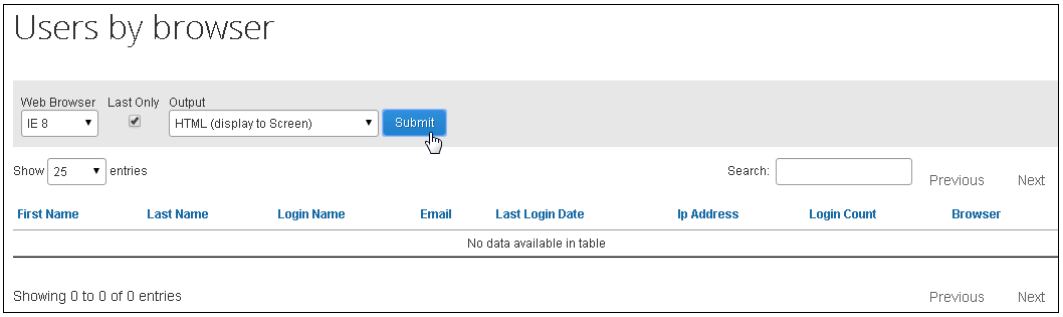


2. On the **Browser Report** page, select a browser under **Web Browser**.



3. Click **Submit**.

   The system returns a list of all users with information about the user, their login name and status, and additional data to help identify the user(s) working with the selected browser version.



Quarterly Highlights – Video

Highlights Video Available

Watch a video highlighting some of the improvements made each quarter.

2015	Includes information about:
Third quarter	• Performance and support enhancements • Integration of Google calendar for Travel • New partnerships with Lufthansa and Lyft • Hotel recommendations in Concur for Mobile • Purchase Requests and Purchase Order Matching in Standard Edition
Second quarter	• New direct connect partners for Concur Travel • Cash Advance workflow improvements (Professional Edition only) • Delegate settings now available in Concur Invoice • New TripLink partners accessible through the Concur App
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Additional Release Notes and Technical Documentation

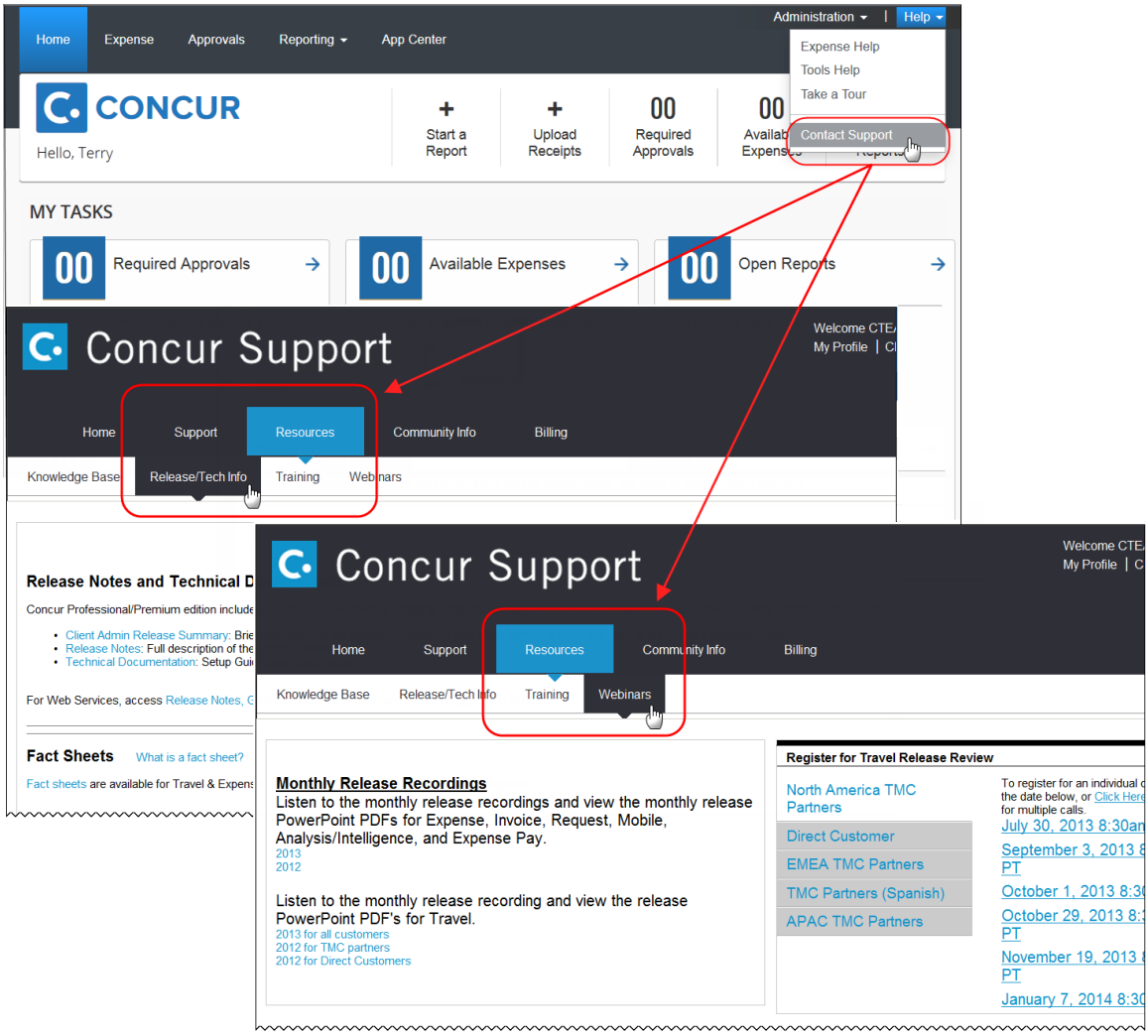
Professional Edition

Concur Support Portal

Access release notes, webinars, and other technical documentation on the Concur Support Portal.

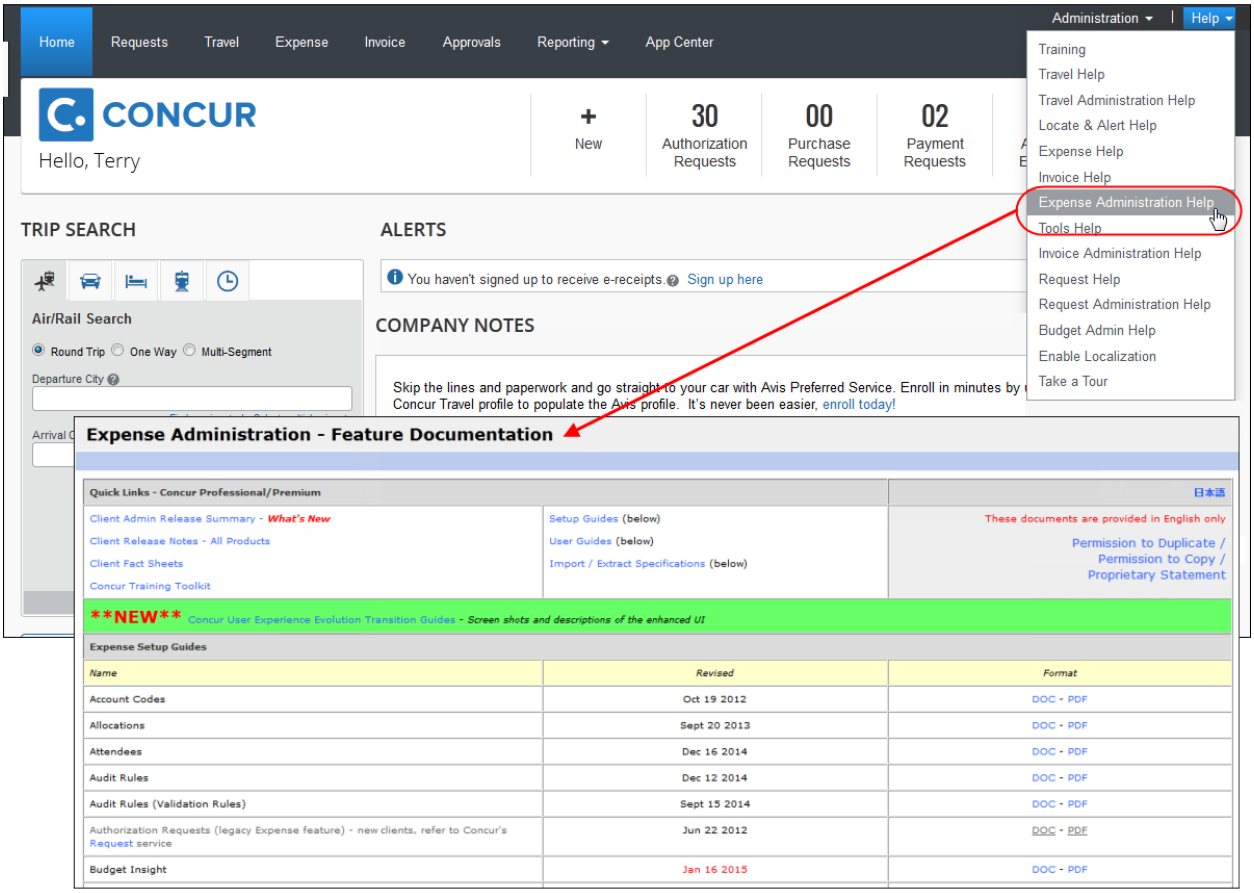
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Online Help – Admins

Users with an admin role can access release notes, technical documents, and other resources using online help in Concur.



Standard Edition

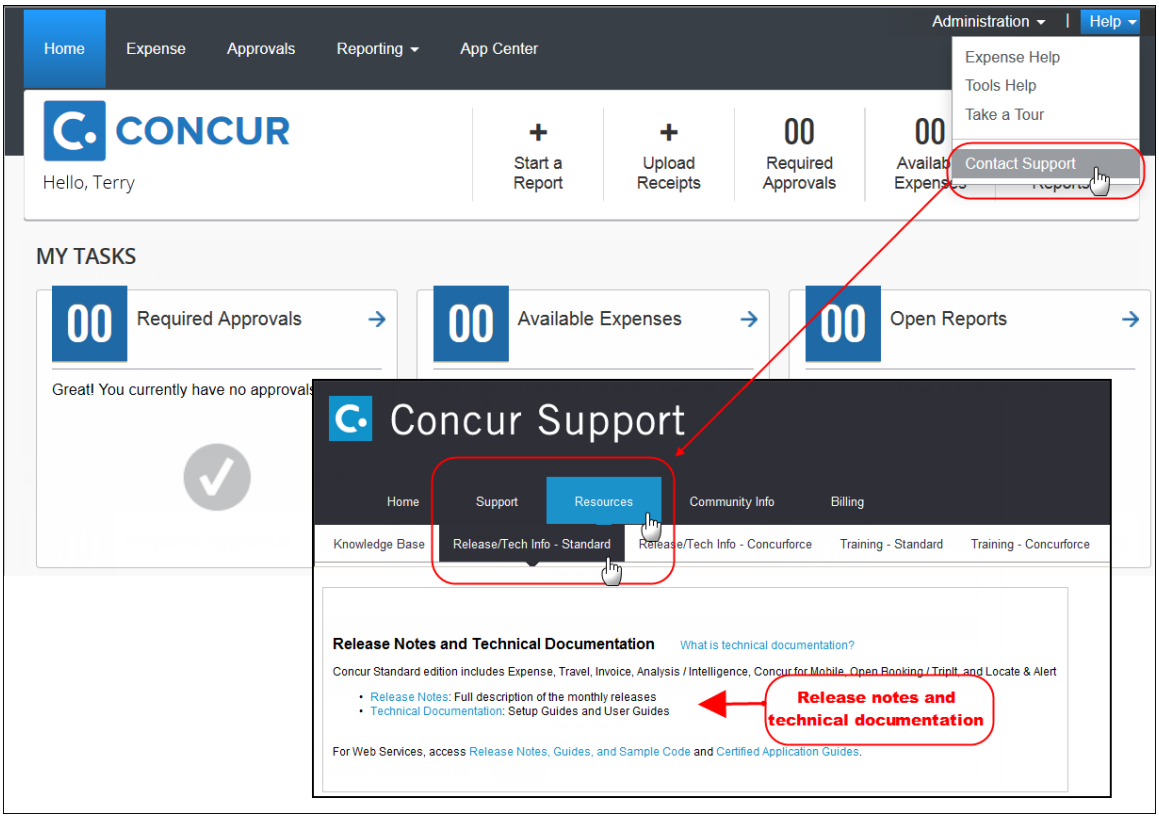
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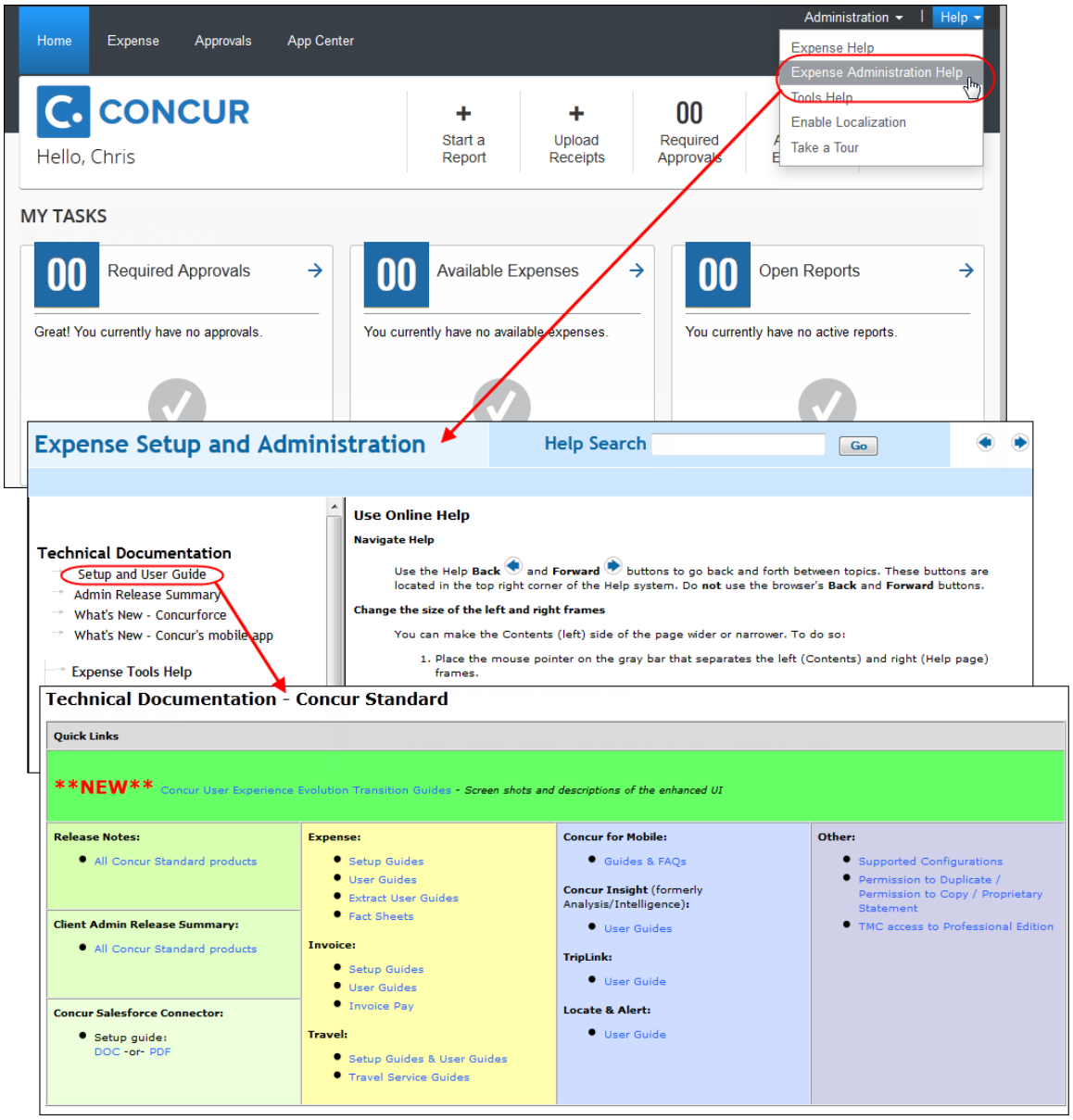
Click **Help** > **Support**, and then, in the Concur Support Portal, click **Resources**.

Click **Release/Tech Info - Standard** for release notes, technical documents etc.


Home
Expense
Approvals
Reporting
App Center
Administration
Help
Expense Help
Tools Help
Take a Tour
Contact Support
CONCUR
Hello, Terry
Start a Report
Upload Receipts
Required Approvals
MY TASKS
Required Approvals
Available Expenses
Open Reports
Great! You currently have no approvals
Concur Support
Home
Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

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Concur Release Notes **TripLink**	
Month	**Audience**
December 2015 Initial post: Thursday, December 10, 12:30 PM PT	Concur Clients FINAL

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Release Notes

TripLink

TripLink App for Avis is Now Available

Overview

Concur has released a new TripLink application for Avis customers. This application allows users to connect their Concur account with their Avis Wizard account. It also includes the ability for the user to upgrade their Avis Wizard number in the user's Concur travel profile. After connecting their accounts, the users can make reservations on avis.com, and Avis will post the bookings made on their site to the user's Concur account. Also, the traveler will benefit from Avis E-Receipts.

BUSINESS PURPOSE / CLIENT BENEFIT

This application allows users to book directly on the Avis website, and automatically bring bookings into Concur without a need to email plans@tripit.com or plans@concur.com. This provides immediate visibility into traveler spend and monitoring for policy rules, if applicable.

When a company has negotiated rates with Avis and the client Administrator has loaded a TripLink discount code, the linked traveler will also receive their specific Avis negotiated rates when booking on Avis.com.

The integration also delivers further traveler flexibility through the delivery of an e-receipt for all bookings a traveler makes that have their Avis Wizard number attached.

Finally, by upgrading their Wizard number in their Concur travel profile, the user can skip the counter on all of their Avis rentals, and get access to Avis Preferred Select & Go so they can exchange or upgrade their vehicle.

What the User Sees in Concur

There are two ways a user can create their connection:

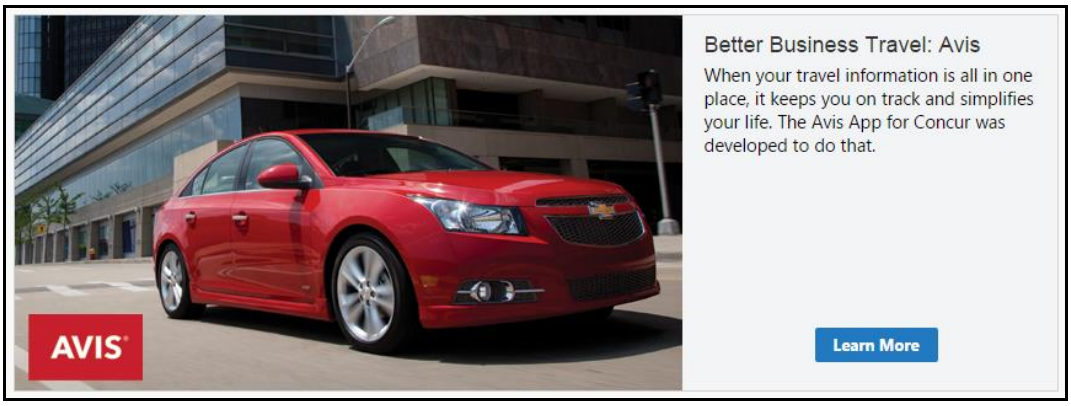
1. Users who enroll or who have enrolled previously in My Travel Network and have an Avis Wizard loyalty number in their Concur travel profile will automatically be connected.

   Users can enroll in My Travel Network by visiting the Concur App Center, from within their Concur travel profile, from prompts within the Travel Engagement Platform, or by going directly to: https://www.concursolutions.com/UI/appcenter/listingdetails/nDhWQqkZH0RNLXWQy6OJClE$pN

2. Users who do not yet belong to Avis Preferred or who wish to add a connection to Avis only can visit the Avis App Center listing:

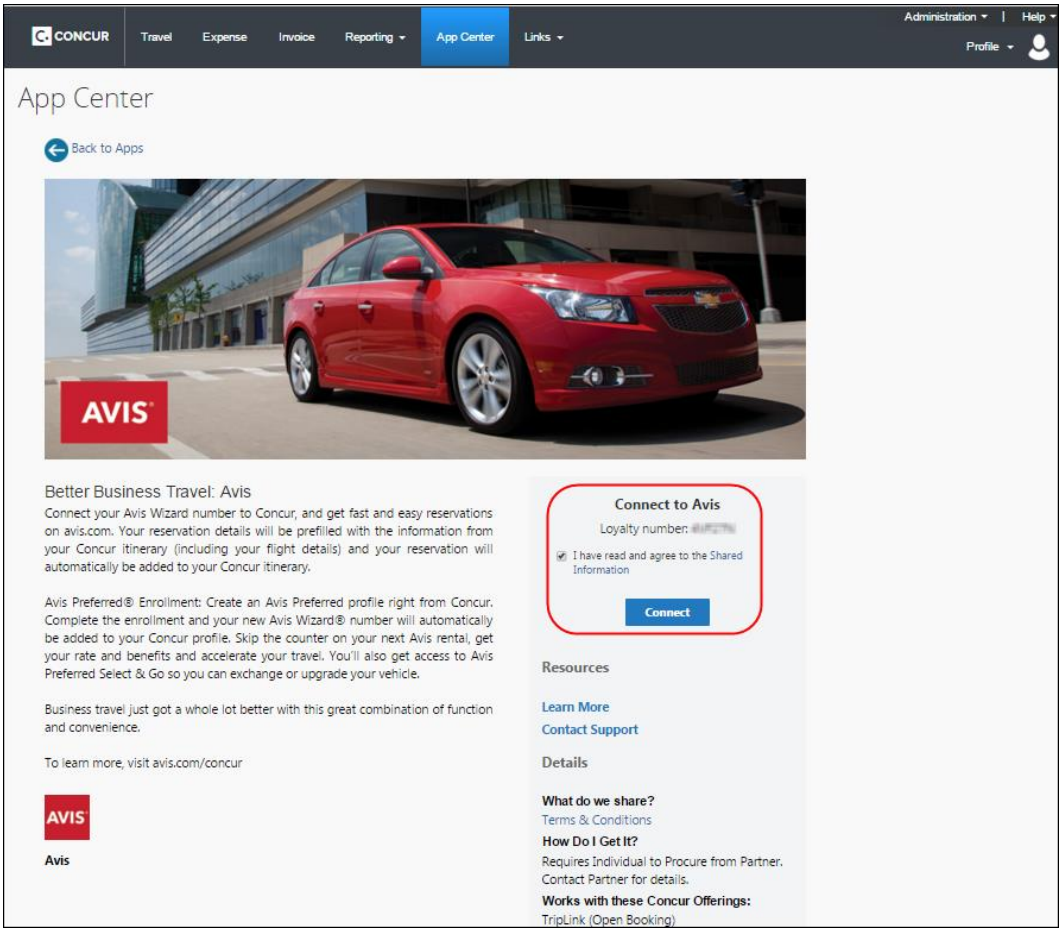
   In-Product Listing:
   https://www.concursolutions.com/UI/appcenter/listingdetails/nDxNG$pJAv6xNHgOXYmSwEGtjE

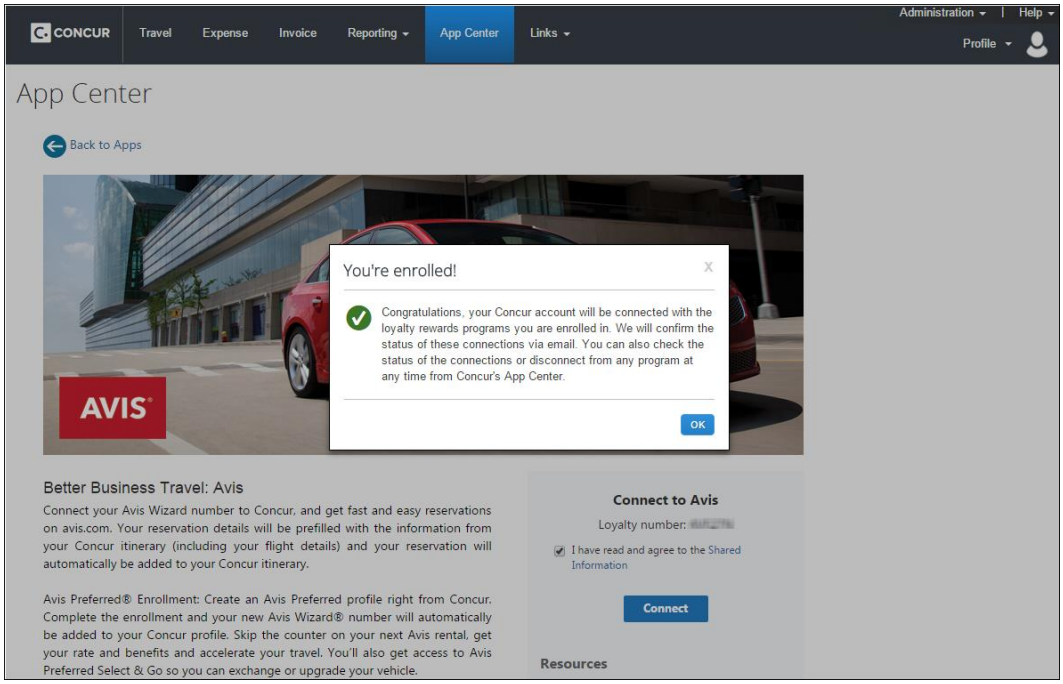
   The user sees the Avis application on the Apps for Me **App Center** page.



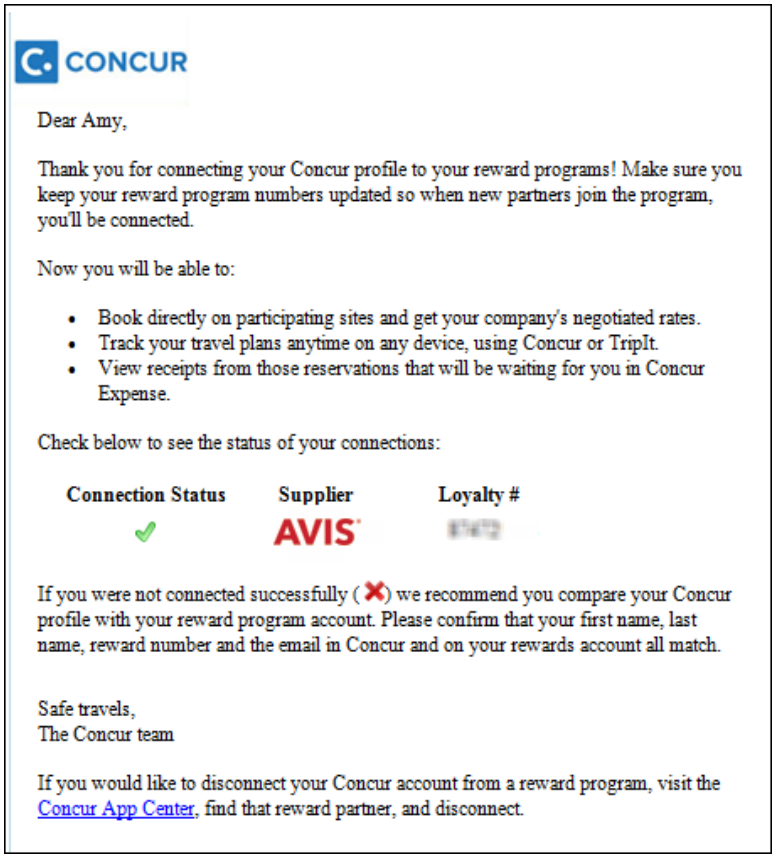
   The user clicks **Learn More** to view the application details.

The user accepts the Access Authorization, and clicks **Connect** to link their Concur account with their Avis account.





Regardless of the connection method that is used (My Travel Network or directly through the Avis listing), the user will receive an email to say that their connection was successful.

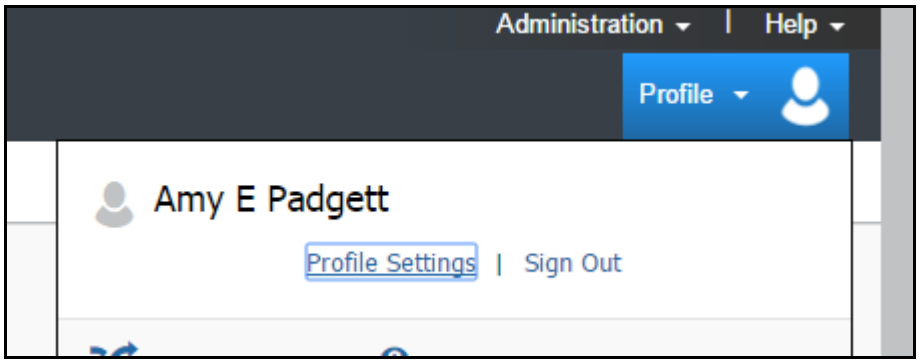


Upgrading Avis Wizard to Avis Preferred

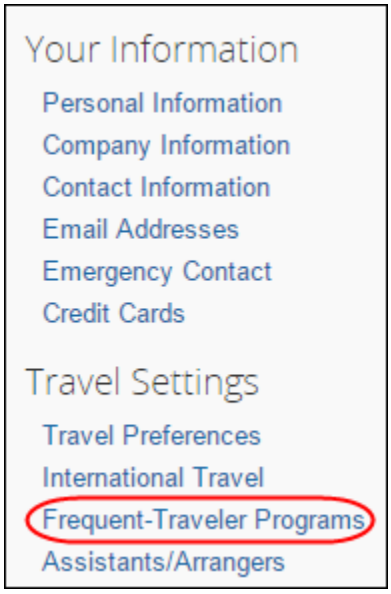
Users can upgrade their Avis Wizard loyalty number to a "Preferred" status in their Concur Profile. With the free upgrade, users can skip the counter on all of their Avis rentals, and get access to Avis Preferred Select & Go so they can exchange or upgrade their vehicle.

HOW TO UPGRADE TO AVIS PREFERRED:

The user signs into Concur, and clicks **Profile** > **Profile Settings**.

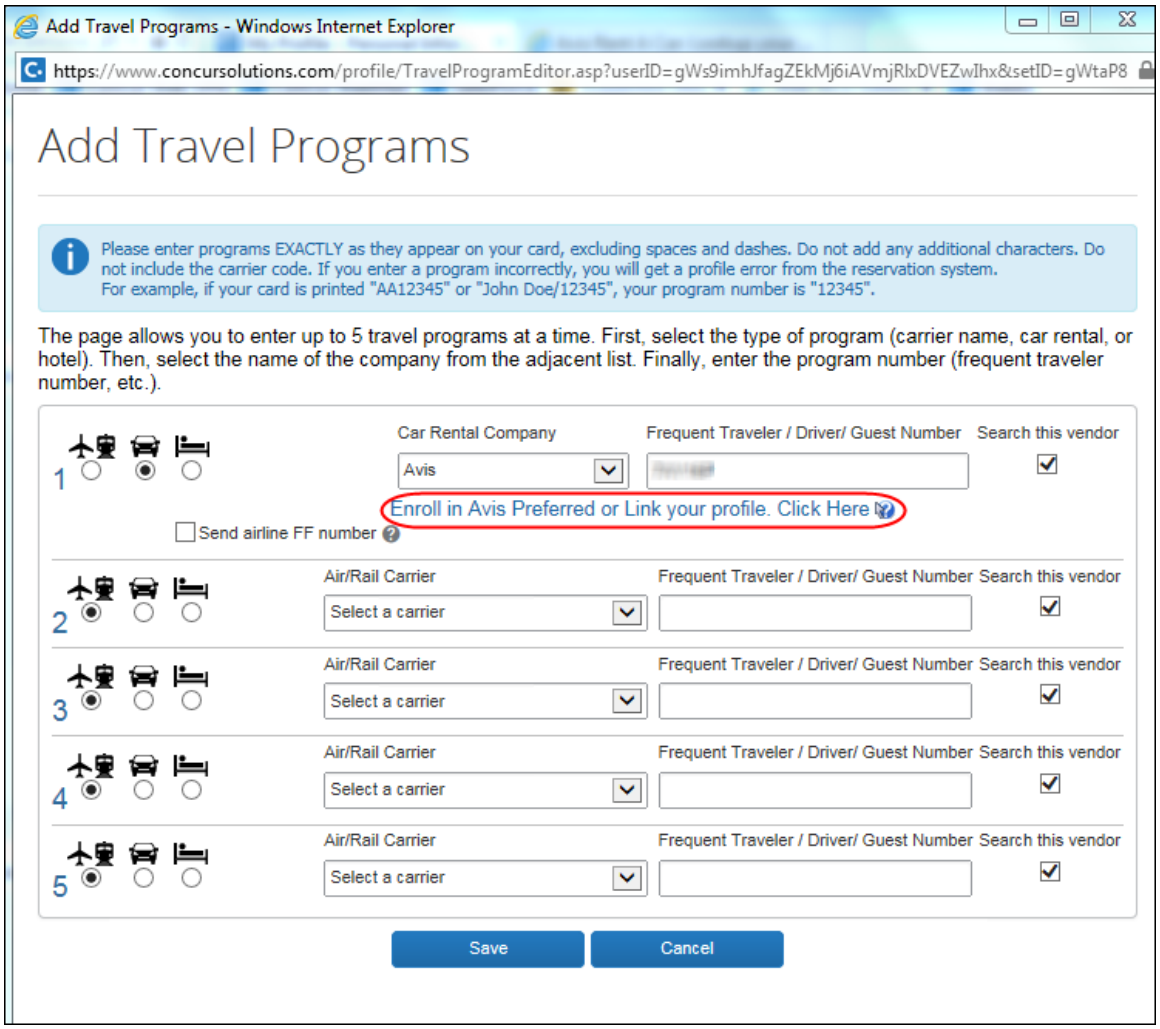


The user clicks **Frequent-Traveler Programs**.

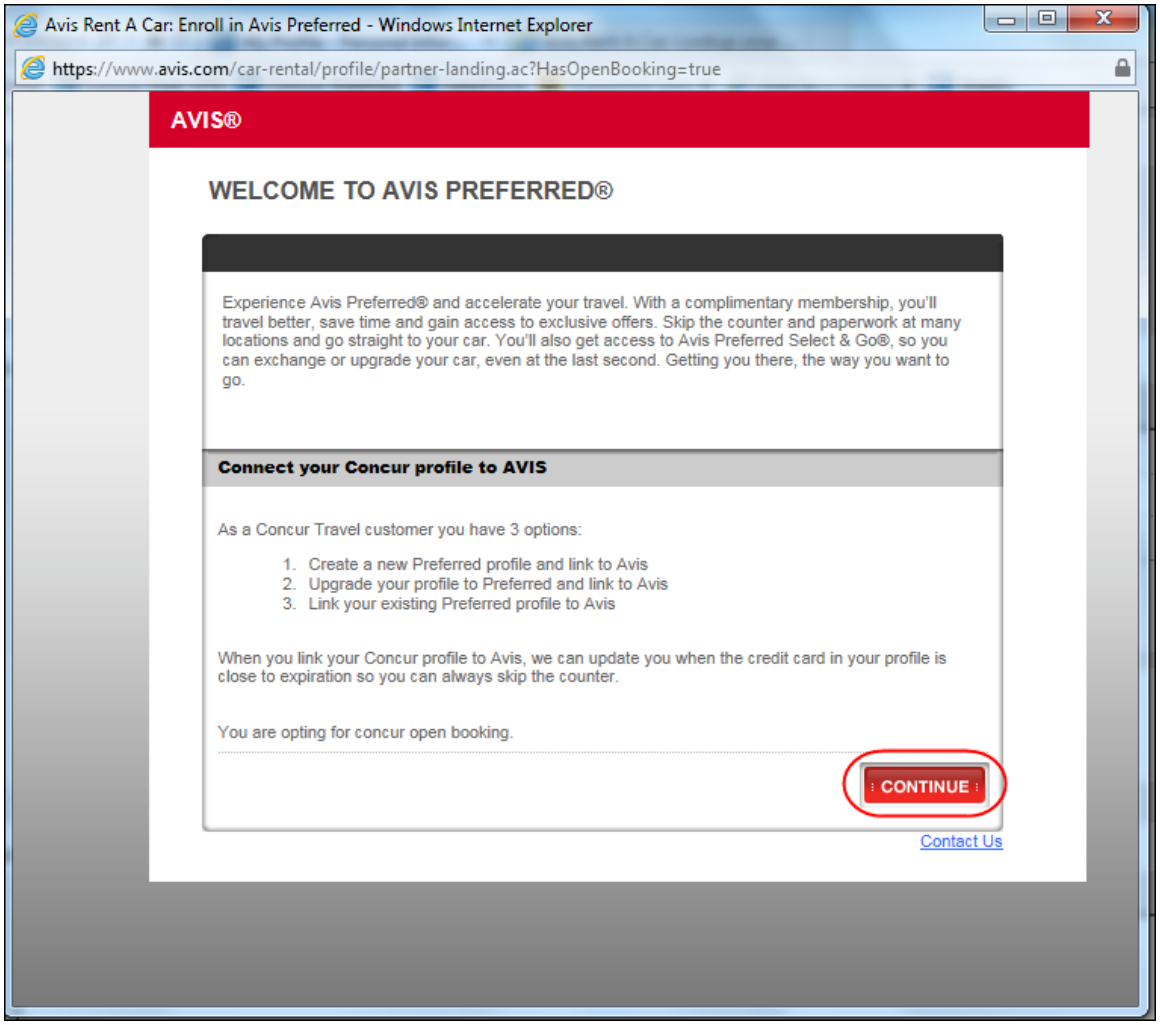


The user clicks **Add a Program**, then selects the car icon, then selects *Avis* in the **Car Rental Company** field.

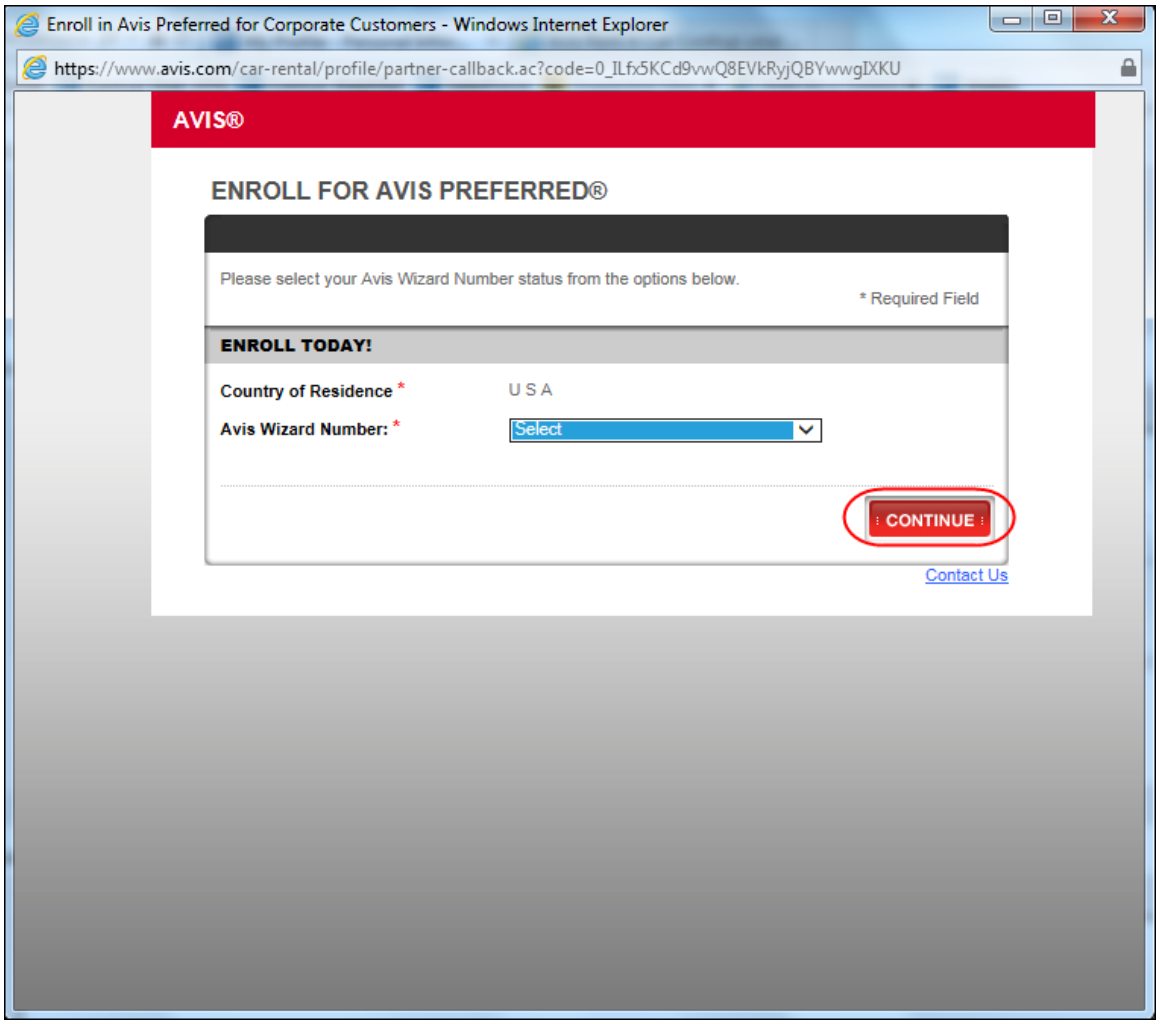
From there, the user clicks **Enroll in Avis Preferred or Link your profile. Click Here** to begin the process.



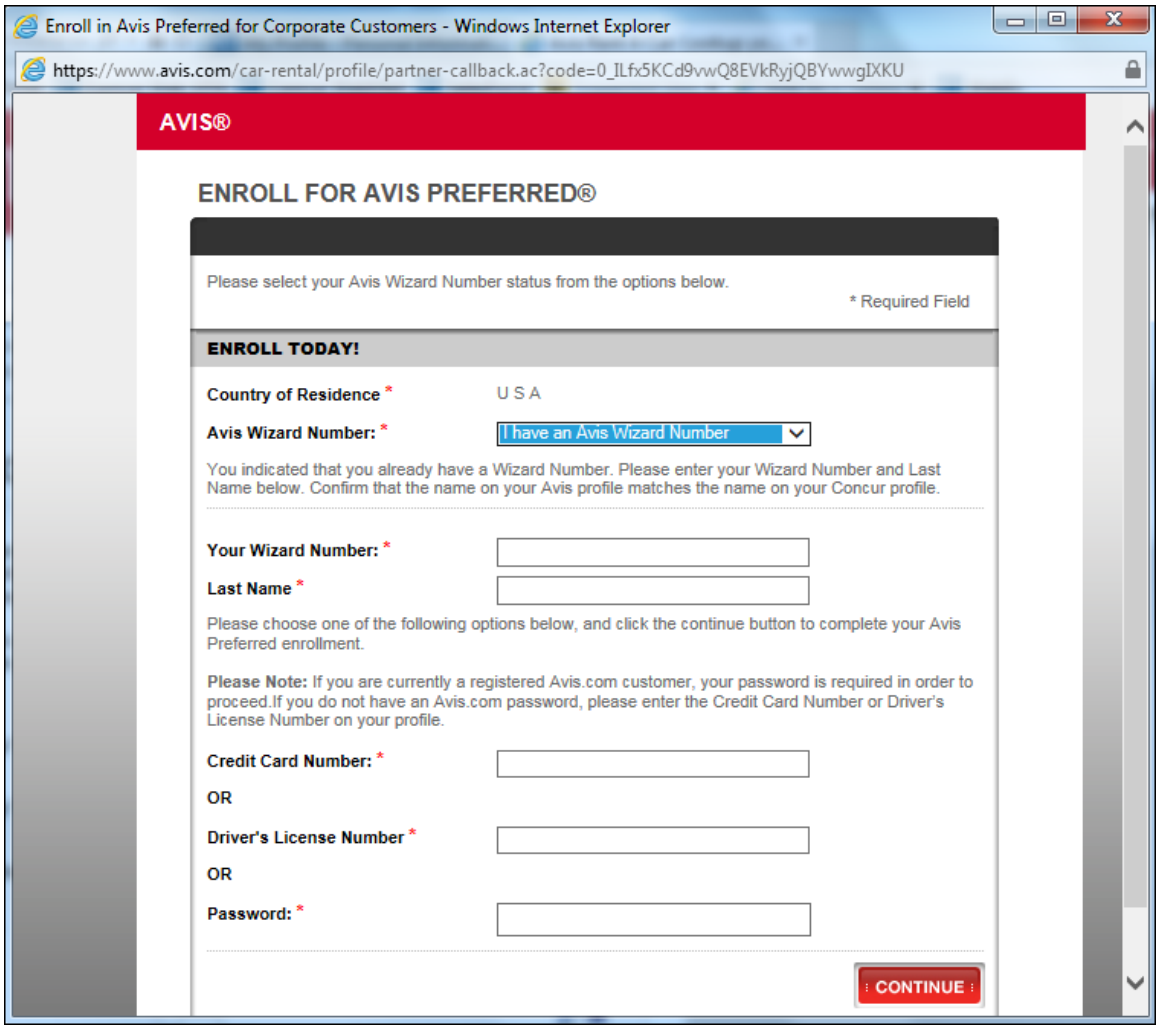
The user is taken to an authorization page that allows their data to be shared between Avis and Concur. The user then has the option to connect their profile to Avis.


Avis Rent A Car: Enroll in Avis Preferred - Windows Internet Explorer
https://www.avis.com/car-rental/profile/partner-landing.ac?HasOpenBooking=true
AVIS®
WELCOME TO AVIS PREFERRED®
Experience Avis Preferred® and accelerate your travel. With a complimentary membership, you'll travel better, save time and gain access to exclusive offers. Skip the counter and paperwork at many locations and go straight to your car. You'll also get access to Avis Preferred Select & Go®, so you can exchange or upgrade your car, even at the last second. Getting you there, the way you want to go.
Connect your Concur profile to AVIS
As a Concur Travel customer you have 3 options:
1. Create a new Preferred profile and link to Avis
2. Upgrade your profile to Preferred and link to Avis
3. Link your existing Preferred profile to Avis
When you link your Concur profile to Avis, we can update you when the credit card in your profile is close to expiration so you can always skip the counter.
You are opting for concur open booking.
CONTINUE
Contact Us

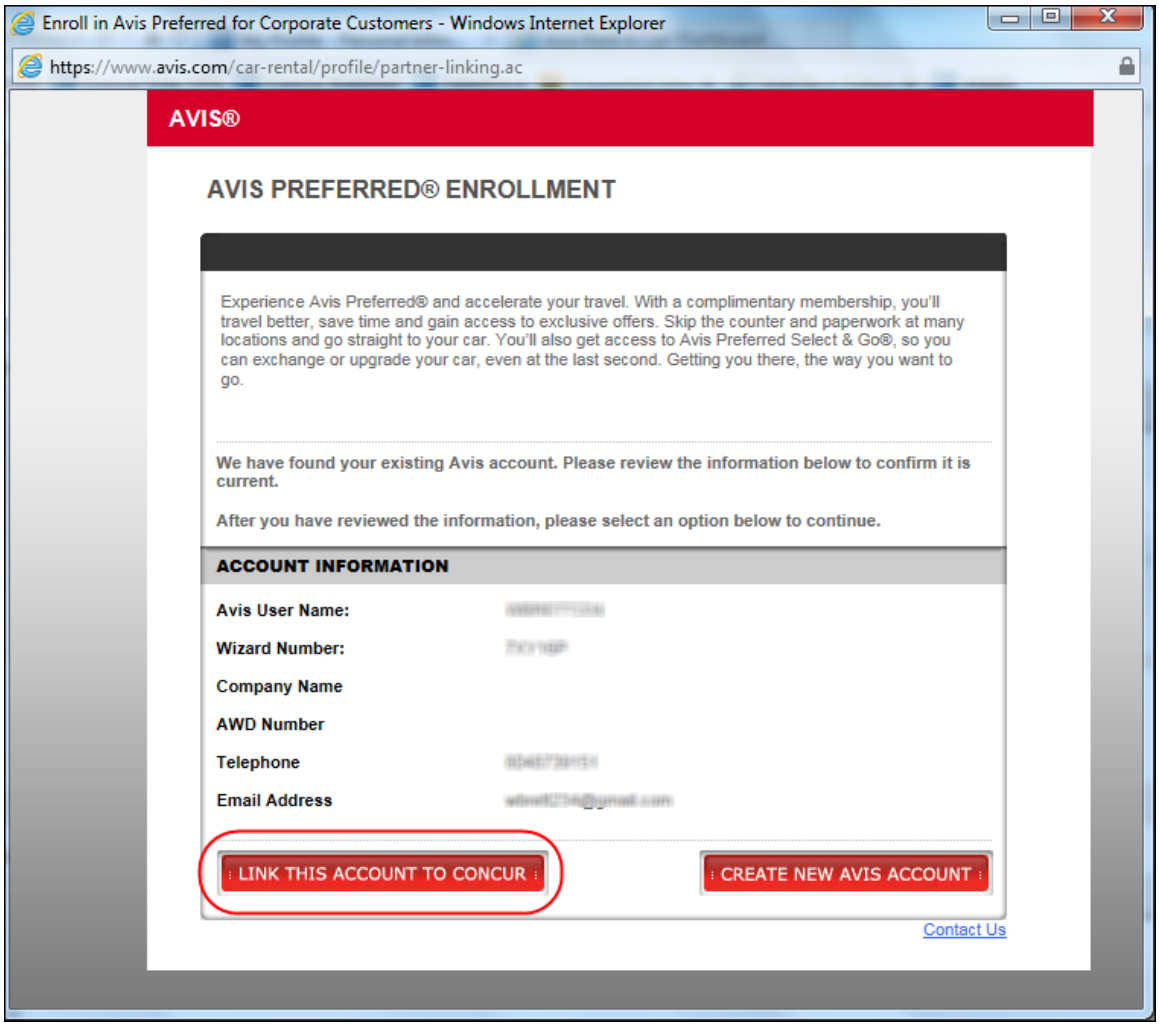
In this example, the user selects **Upgrade your profile to Preferred and link to Avis**. The user is prompted to select their wizard number.

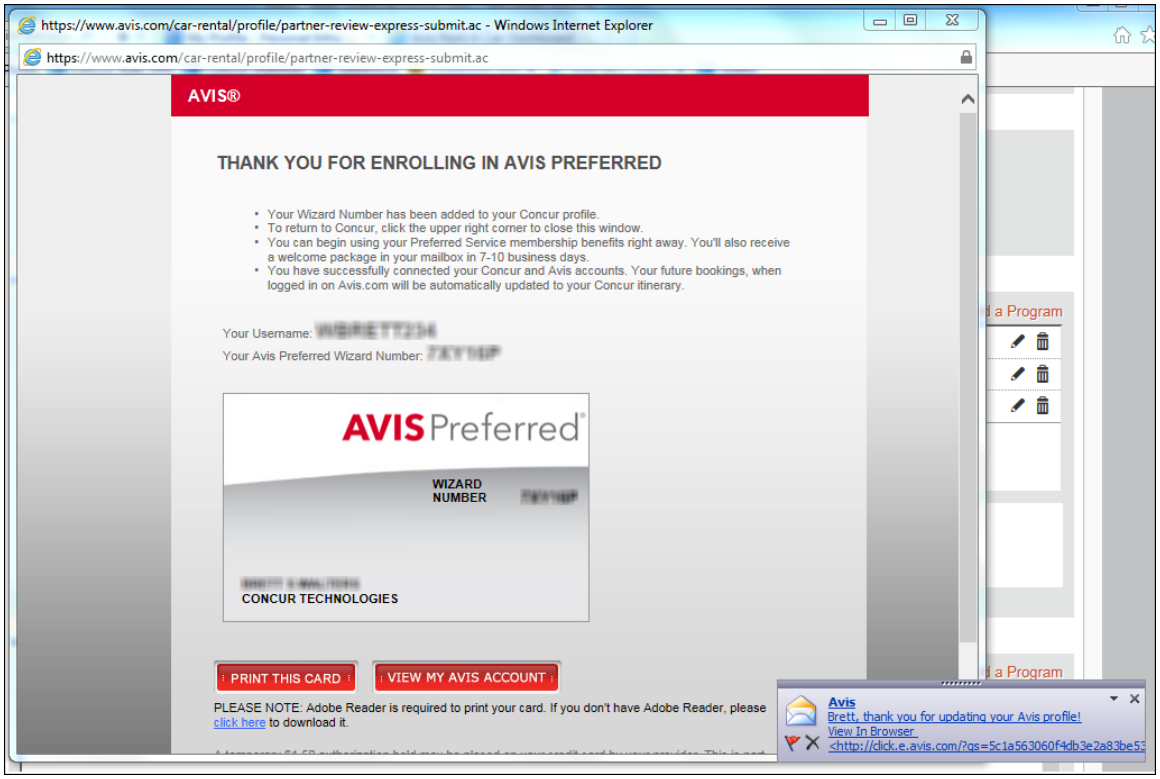


The user enters their information for the Avis account.

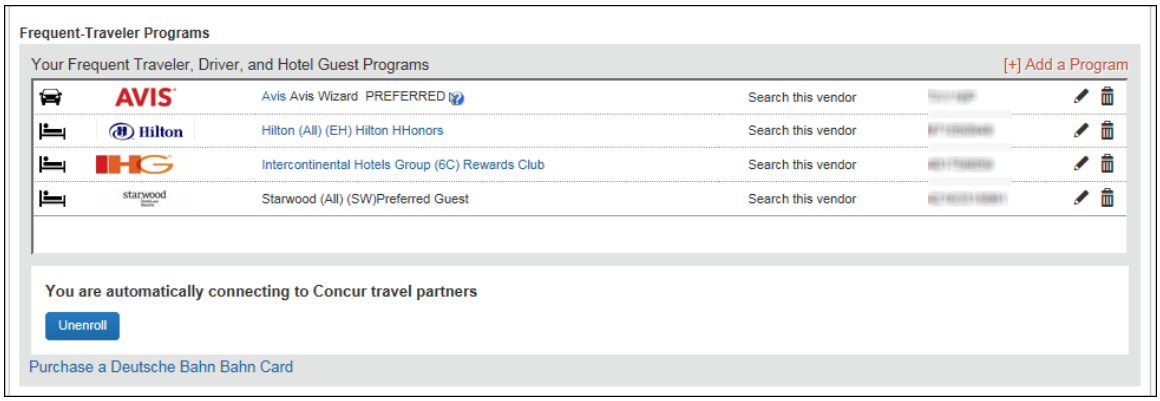


The user confirms the link from Avis to Concur.



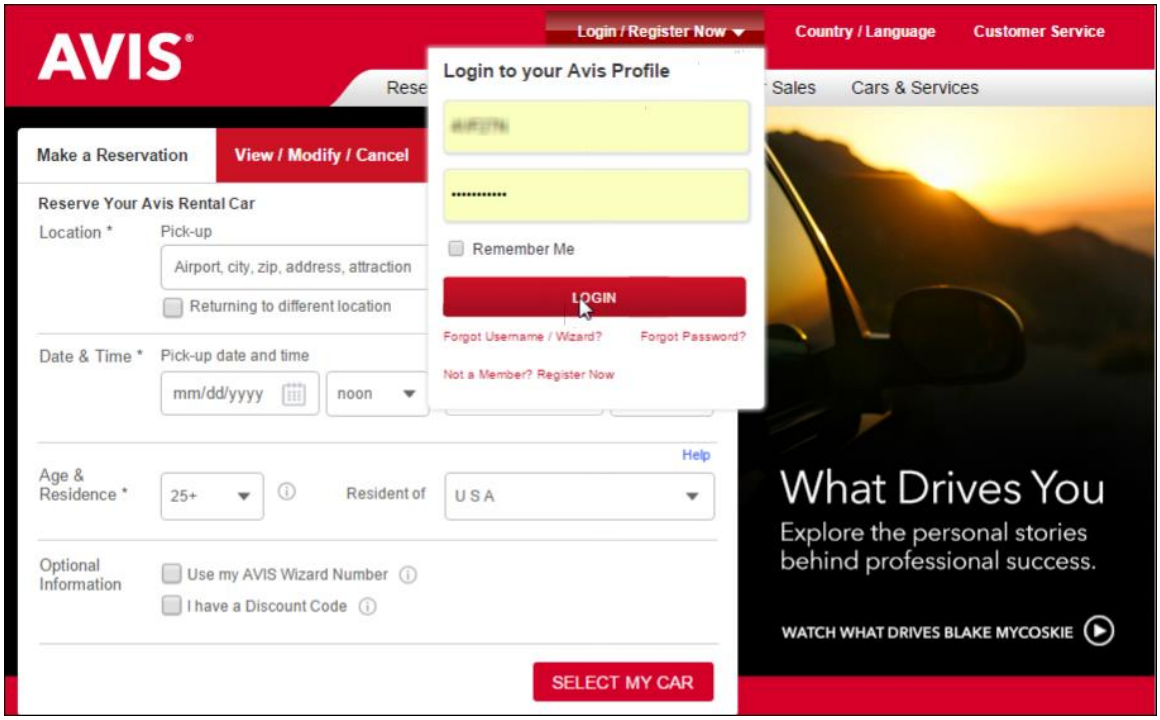


The connection appears in the **Frequent-Traveler Programs** section of the user's profile.

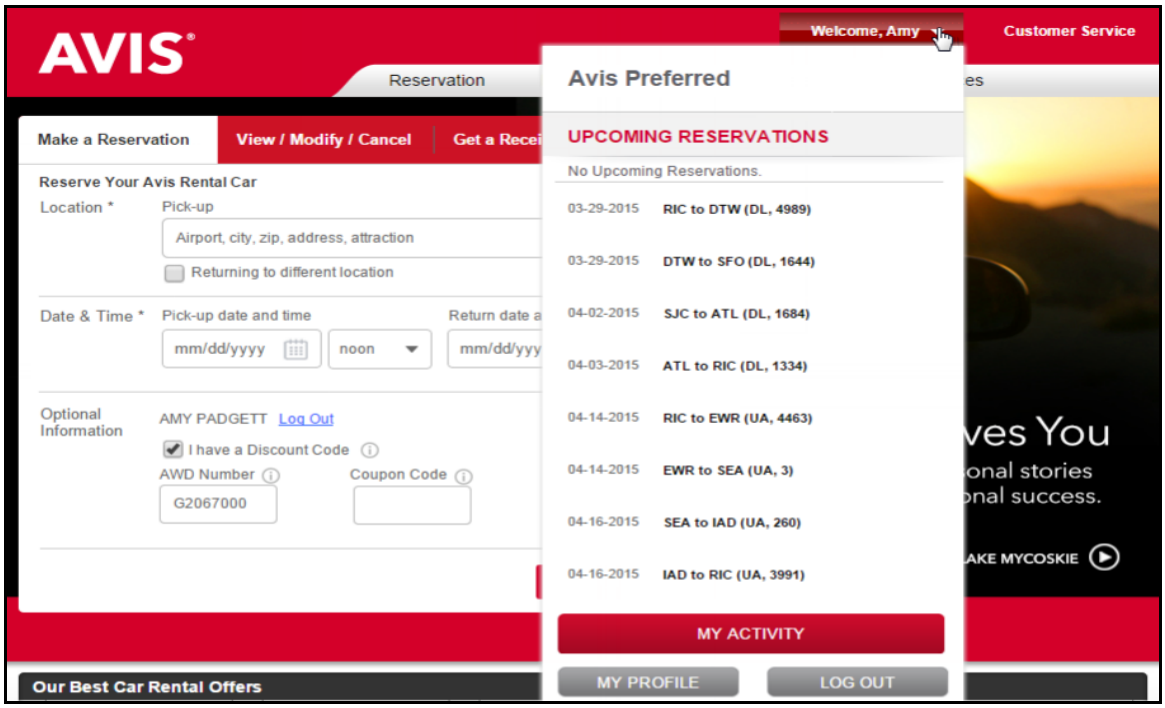


What the User Sees on Avis.com

When the user signs into avis.com with their Avis Wizard number, they will be identified as an employee of their company, which makes their company's negotiated rates available to them. Avis also makes all of the user's trips available to them so that they pre-fill any required flight data and use the times of their trip to more easily make a new car reservation. It also ensures that their itinerary will automatically be sent back to Concur.



Upcoming trips are displayed:



The car rental information appears in Concur:



Configuration / Feature Activation

This application is available to all TripLink clients.

NOTE: The Avis TripLink connection with be activated for travelers with an Avis Wizard number who enroll in My Travel Network for the first time or who go directly to the Avis App listing and click **Connect** starting 12/11/15. Existing My Travel Network enrolled travelers who have an Avis Wizard number will be connected automatically starting 12/18/15. Travelers will receive an email from both Avis and Concur once the connection is in place.

If applicable, clients should configure their TripLink Discount Code to ensure their travelers have access to their Avis negotiated rates, and that e-receipts are received for clients who only have Concur Expense.

📖 For more information, refer to the *TripLink User Guide*.

Sponsored Guests: TripIt Pro Alert Does Not Appear

Overview

Concur has updated the TripIt Pro home page alert to not display for sponsored guest users.

BUSINESS PURPOSE/CLIENT BENEFIT

This enhancement prevents temporary users from activating TripIt Pro.

Configuration/Feature Activation

The feature is automatically on; there are no additional configuration or activation steps.

Supported Configurations

Microsoft IE v.8 and v.9 Browser Support Ends February 12, 2016

Overview

Support for Microsoft Internet Explorer (IE) versions 8 and 9 browsers under Concur products will end February 12, 2016. Clients using either IE v.8 or IE v.9 are *strongly* advised to update to the latest IE browser version (v.11.0) before that date, or to install and work with another supported browser.

BACKGROUND

Microsoft is ending support on January 12, 2016 for IE 8 and IE 9 in accordance with their Product Lifecycle program (view at https://support.microsoft.com/en-us/gp/microsoft-internet-explorer). Concur will continue support for one month beyond that date (February 12, 2016) to ensure clients can complete transition to a newer supported browser in a timely manner.

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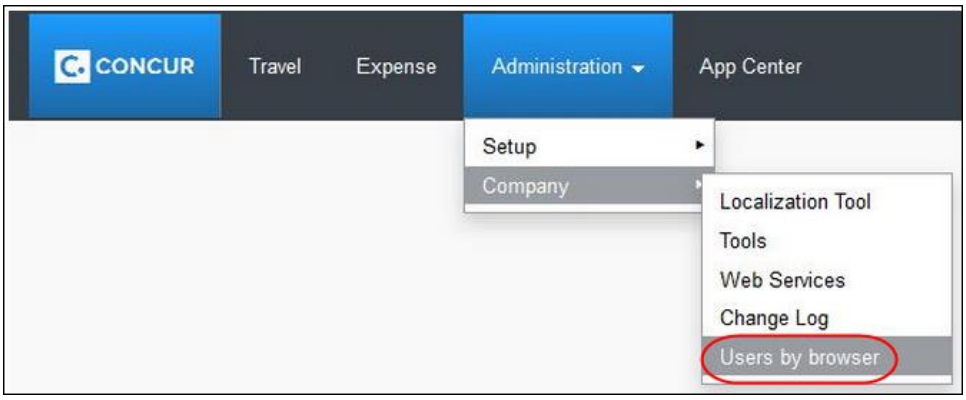
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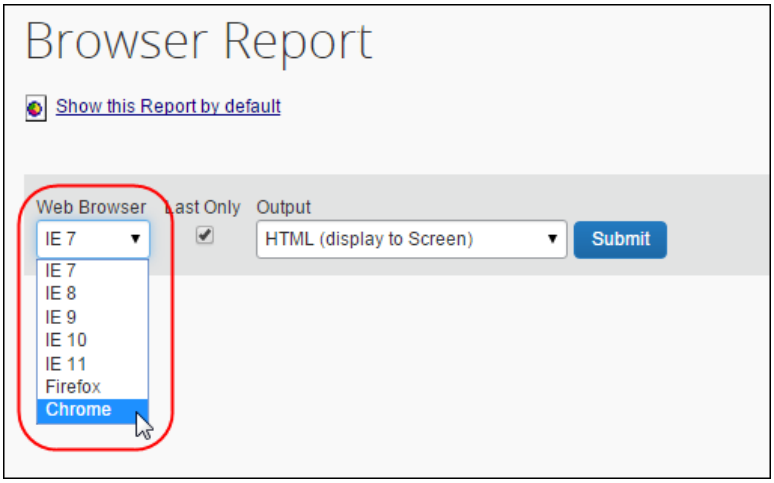
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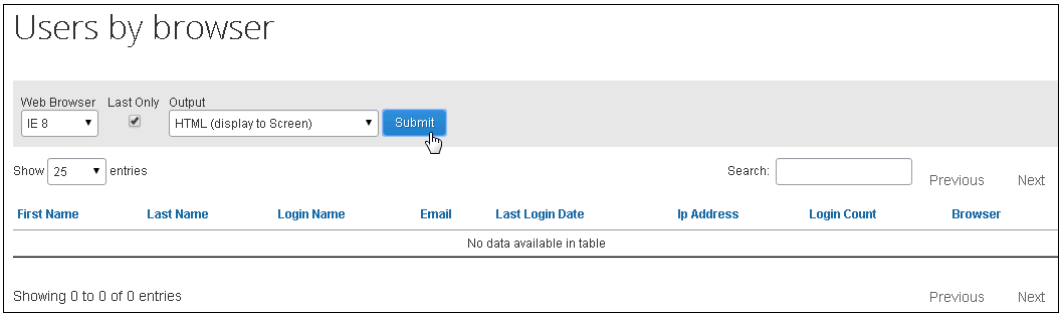


2. On the **Browser Report** page, select a browser under **Web Browser**.



3. Click **Submit**.

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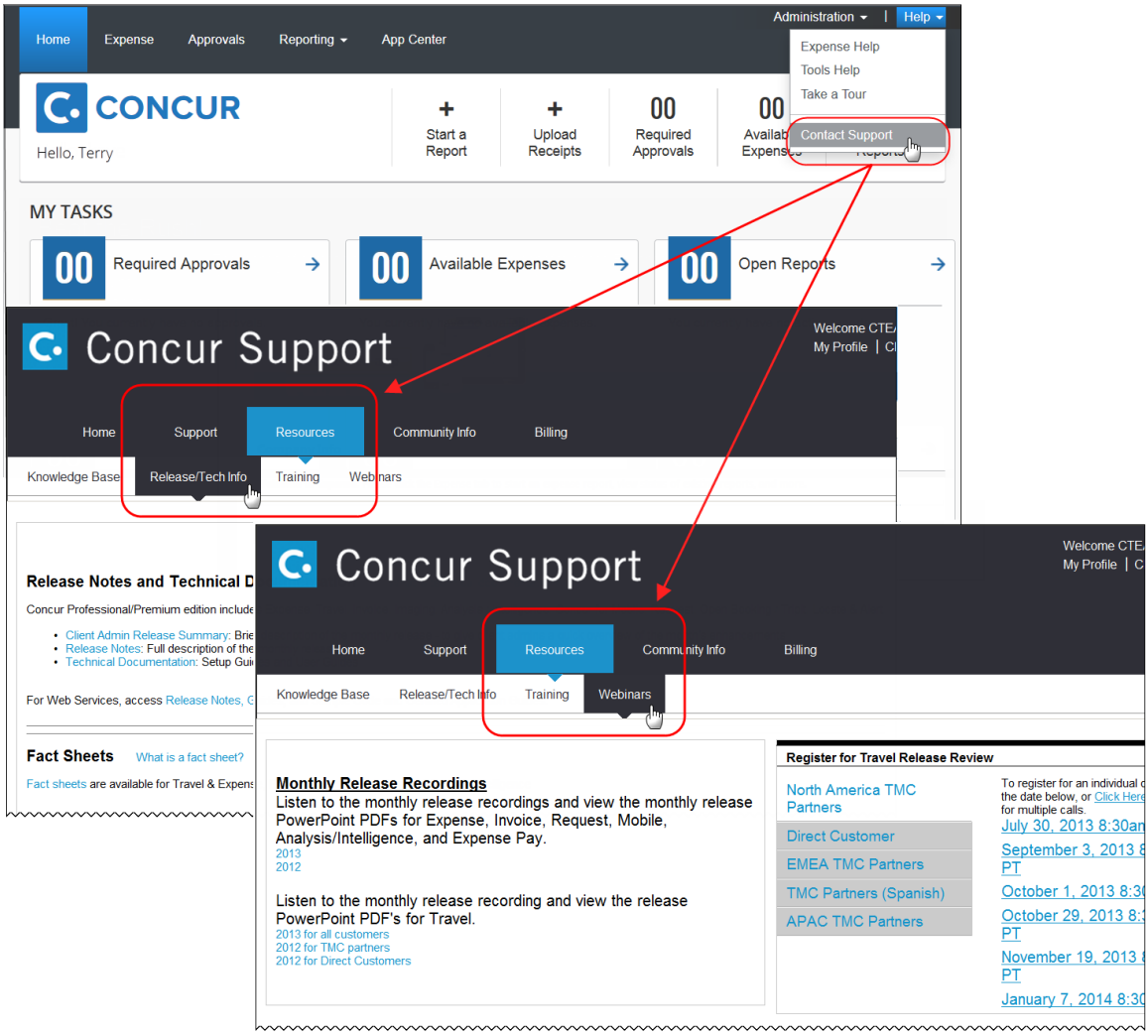
Professional Edition

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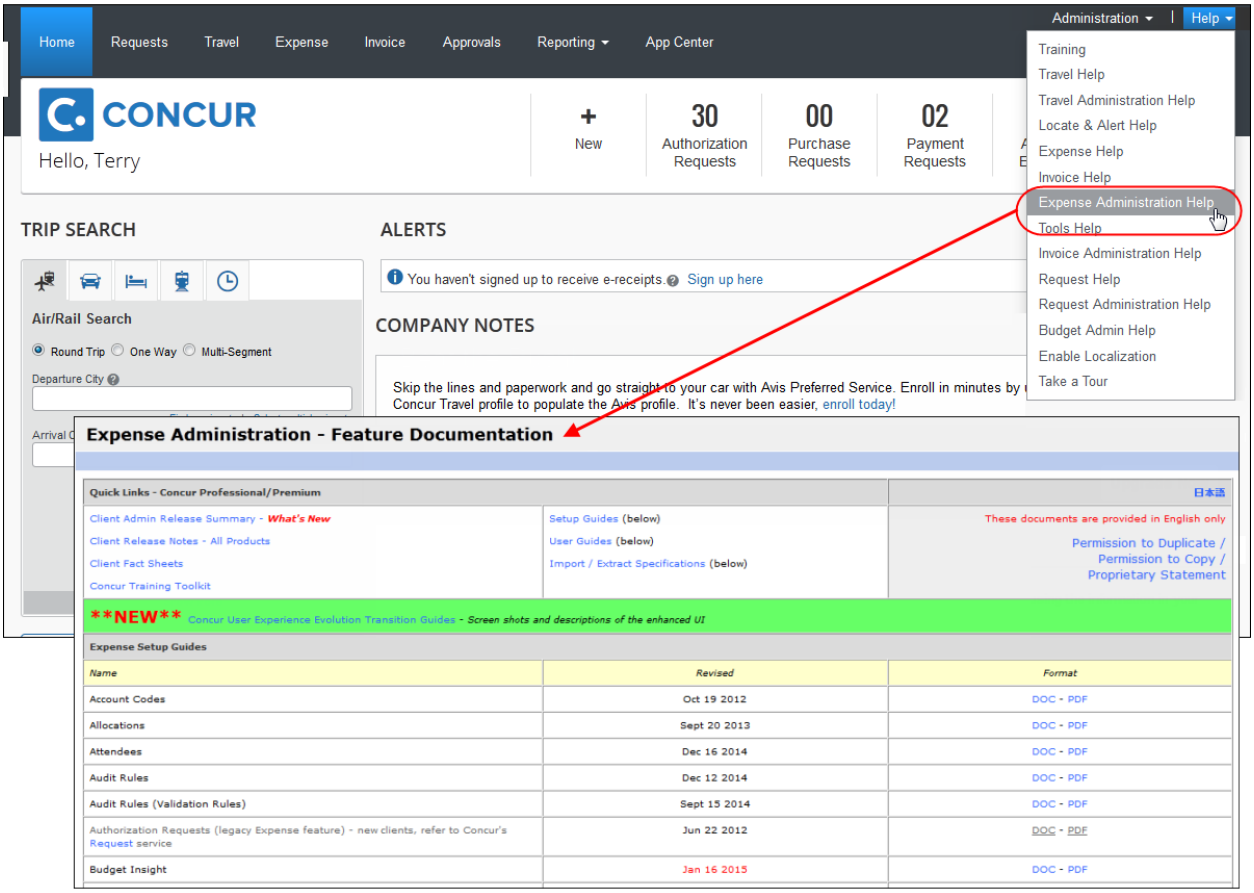
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Standard Edition

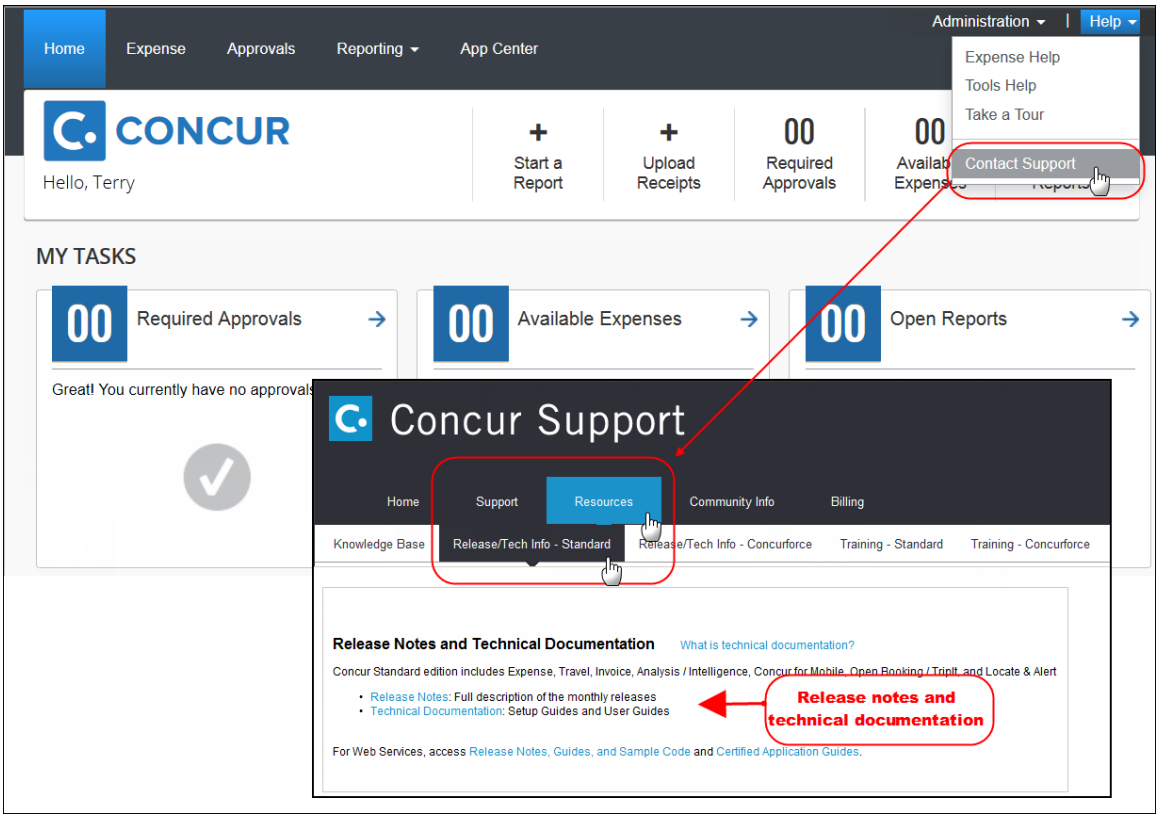
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Home
Expense
Approvals
Reporting
App Center
Administration
Help
Expense Help
Tools Help
Take a Tour
Contact Support
CONCUR
Hello, Terry
Start a Report
Upload Receipts
Required Approvals
MY TASKS
Required Approvals
Available Expenses
Open Reports
Great! You currently have no approvals
Concur Support
Home
Support
Resources
Community Info
Billing
Knowledge Base
Release/Tech Info - Standard
Release/Tech Info - Concurforce
Training - Standard
Training - Concurforce
Release Notes and Technical Documentation
What is technical documentation?
Concur Standard edition includes Expense, Travel, Invoice, Analysis / Intelligence, Concur for Mobile, Open Booking / TripIt, and Locate & Alert
Release Notes: Full description of the monthly releases
Technical Documentation: Setup Guides and User Guides
Release notes and technical documentation
For Web Services, access Release Notes, Guides, and Sample Code and Certified Application Guides.

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