



SAP Concur 

Manage All Your Spending
Wherever and Whenever It Happens

 **Run Simple**

SAP Concur Provides an **Automated, Fast, and Accurate** Expense Process

Say goodbye to missing receipts, error-prone spreadsheets and limited visibility—and say hello to accurate expense claims that automate, simplify and improve the expense management process.

Concur Expense® integrates all your expense data, so you can effectively manage and control spending no matter where it happens. With SAP® Concur® you can easily connect the different pieces and partners of your expense ecosystem—integrating travel spend, ERP, accounting and card data into a system that manages the entire expense process from request to reconciliation. You get complete visibility into your total spend and the transparency to see every detail of each transaction. And everyone in your organisation can manage the entire process from their mobile device.

MANAGE EXPENSES FROM ANYWHERE WITH THE RIGHT MOBILE TOOL



Create and Submit Expense Claims

Employees can capture and attach receipt images to expense line items.

Review and Approve on the Go

Managers can review, approve or reject expense claims from their smartphones.

WHY SAP CONCUR?

Connect all your spend data in a single system

Concur Expense integrates all your expense data into a single system so you can manage your spend end-to-end.

See all your spending to get more control

Concur Expense gives you visibility into total employee spending down to each detailed transaction, so you can manage budgets more effectively, forecast more accurately and achieve corporate compliance.

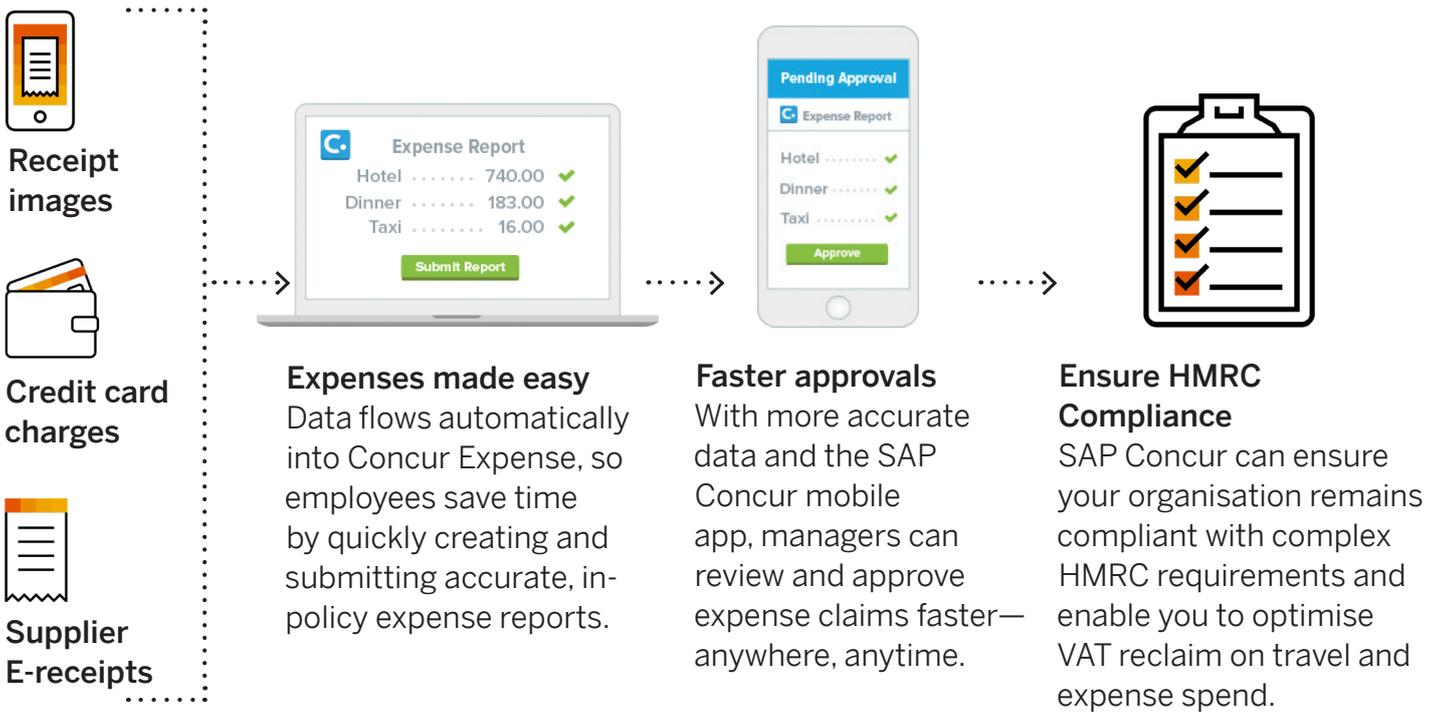
Simplify the process for everyone

SAP Concur makes the entire expense management process easy—from system implementation to submitting expense claims—so you and your entire team can focus on what matters most for your business.

How It Works

Capture spend from multiple data sources

SAP Concur makes it easy to import receipt images, while connecting to suppliers and matching line items to credit card data, helping you create more accurate expense claims.



EVERYTHING YOU NEED AND MORE

- **App Centre:** Leverage our App Centre to create a sharper way to save, including managing compliance with complex global regulations, partner apps that provide mobile phone savings while travelling internationally, apps to automatically enable VAT reclaim and more.
- **E-receipts:** SAP Concur automatically populates expense claims with electronic receipts from airline, hotel, hire car and taxi suppliers.
- **Card Integration:** Capture all your company's credit card data—from corporate cards to purchasing cards and centrally-billed cards—so you can quickly and accurately reconcile spending.
- **Mobile App:** Concur for Mobile lets users manage their expenses—from capturing receipts to submitting and approving expense claims—all from their smartphone.
- **More Connections:** Pre-built integration between ERP, CRM, human resources and accounting systems gives your team a timely, accurate and complete financial picture.
- **Reporting:** A single, accurate view of your expense data provides detailed reporting, dashboards and analytics, making it easy to take action and control spend.

ABOUT SAP CONCUR

SAP® Concur® solutions take companies of all sizes and stages beyond automation to a completely connected spend management solution encompassing travel, expense, invoice, compliance, and risk. For more than 20 years, these leading, innovative solutions have kept customers a step ahead by delivering time-saving tools, connected spending data, and a dynamic ecosystem of diverse partners and apps. User-friendly and business-ready, SAP Concur solutions unlock powerful insights that help businesses reduce complexity and see spending clearly, so they can manage it proactively. For more information, visit concur.co.uk.

