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SAP Concur 

The World Will Get Moving Again, So It's Time To Get Moving Now

How to improve the resiliency of your travel program and prepare for the future.

THE BEST RUN 

A woman with dark hair, wearing a grey blazer over a yellow top, stands with her arms crossed, looking out of a large window. The window reflects the sky and shows a view of a landscape with trees and a body of water. The lighting is soft, suggesting a sunrise or sunset.

People, planes, and trains aren't moving, but that doesn't mean you have to stand still. Now is a good time to explore new sources of savings, to evaluate strategies for traveler safety, and to prepare your organization to hit the ground running when travel resumes.

Let's take this time to evaluate the tools and ideas that make your travel program as resilient as it can be. Let's get ready *now* to face the best of what the future brings as well as the challenges.

Here are five ways to get started.



1

Close the data gaps that limit visibility and control.

To capture all the data, you have to capture every booking. Evaluate a hybrid-booking model that gives travelers the flexibility to book the way they want AND gives you visibility and control over all the details.

THE SOLUTION:

Concur [TripLink](#) makes it possible to connect directly with top brands travelers love, like British Airways and Airbnb. And when they link those favorite brands to their SAP Concur profile:

- They'll see your negotiated rates.
- All the data flows directly into your SAP Concur solution, so you see the spending before it happens and get all the details to get control of the booking, avoid leakage, apply policies, and support traveler safety.
- Itinerary info flows right into the Concur App, and charges auto-populate into expense reports, so they're faster and more accurate.

THE SOLUTION:

Concur [Request](#) gives employees an easy way to request trips that gives you proactive control of policies and cost.

- You'll see detailed information on spending before any purchases are made.
- You can reinforce policy compliance and make sure what's planned matches what's budgeted.

2

Get closer to your spending data and your suppliers.

Take good look at your reporting to see if you're getting the insight you really need. Consider tailored reports that take you deeper into your travel data, so you can see how to strengthen your program, find new savings, and support your all stakeholders with all the information they need.

THE SOLUTION:

Review how Concur [Consultative Intelligence](#) can put a travel-and-expense-reporting specialist at your disposal. They'll not only know how to get the answers to your toughest questions, they'll point out opportunities you may not have considered. You'll also be able to:

- Isolate all the data, tracking, and trends to identify where your policies are working; where they can be improved; and how you can bring control, savings, and compliance back to your business.
- Clearly see and be able to analyze *how* your budgets are being spent, *where* they're being spent, and how you can improve.

You'll also want to consider reaching out to your travel suppliers and TMCs. Find out how they've weathered recent events. See how they're preparing for recovery. Ask how they're doing. As the world wades through uncertainties, you need to keep your business relationships moving forward. Opening up communication is the best way to find common ground and strengthen your partnerships.



3

Take control of your most frustrating expense categories.

There's no better time to take on perennial problems like mileage and cash payments. And by adding the right tools, you can get rid of the administrative burden and eliminate hassles for your users – helping to cut back on errors, overspending, and fraud.

THE SOLUTION:

See how Concur [Expenselt](#) gets rid of paper receipts but retains (and organizes) the data. Employees simply snap receipt photos with the Concur App and let AI and machine learning auto-populate their expense reports. The work's done for them, and you get the records you need.

THE SOLUTION:

Explore Concur [Drive](#) to see how you can take the guesswork out of mileage – and consider that driving will likely be the first type of travel to come back on line. Concur Drive replaces spreadsheets with simple GPS tracking, taking the numbers out of people's hands and making mileage easier and more accurate.



4

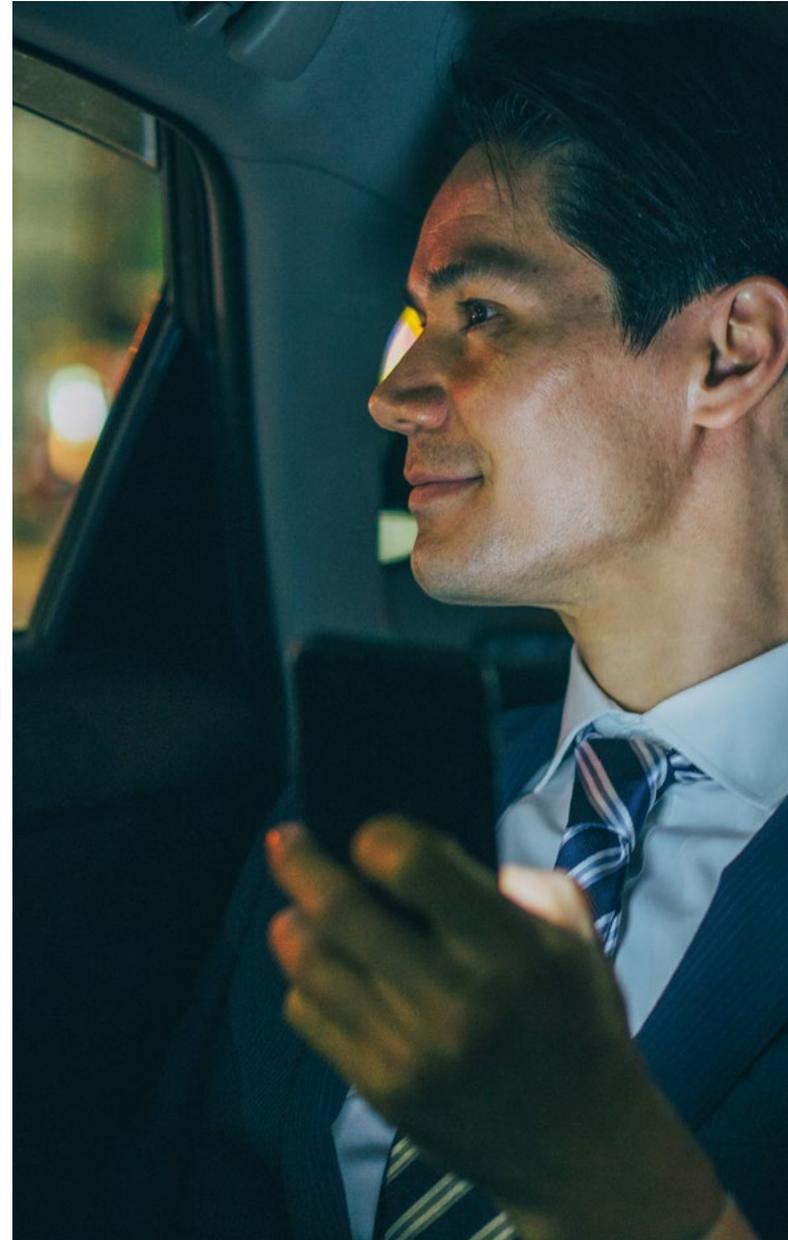
Strengthen traveler safety.

There is nothing more important than the safety of your people, and few things pose more risks than sending them around the world. This is your opportunity to diminish those risks, improve the traveler experience, and support your duty of care.

THE SOLUTION:

By [bringing T&E together with SAP Concur solutions](#), you consolidate your corporate card data with travel itinerary details, so you have all the information you need to deliver on your duty of care. Plus, [Triplt Pro](#) protects your travelers with data like neighborhood safety scores, so they know the safest places to stay – plus where to go during the day and where *not* to go at night. Neighborhoods are qualified by incidences of physical harm, women's safety, health and medical capabilities, political freedoms, theft, LGBTQ safety, and country-specific travel information. All of which is included in together with travelers' itineraries.

- You'll be able to see where all your travelers are at all times – no matter how or where they booked – so when a disruption occurs, you'll immediately know who's affected and be able to communicate with them.
- You'll be supporting the safety of all your employees, reducing risk for your business and increasing peace of mind for your people.





5

Get the most out of your current infrastructure.

Business travel is going to take off again, and it's going to look different than before. To be ready for these changes, challenges, and opportunities, you'll want to take every advantage of your SAP Concur solutions. You won't, however, have to do it alone.

THE SOLUTION:

Review how [Service Administration](#) connects you to an SAP Concur expert for advice and assistance regarding your particular solution and its configuration. This means you can:

- Talk to an expert, get insights specific to your unique situation, and make sure you're using every tool you have.
- Save time on administrative tasks with custom recommendations to improve efficiency.
- Take full advantage of a service that evolves as you do.

THE SOLUTION:

Explore how SAP Concur [App Center partners](#) use targeted solutions to tap into your travel and expense data – tackling everything from VAT reclaim and mobile spending to industry-specific tax and regulatory requirements.



Get ready now, and you'll get where you want to go.

Travel is undoubtedly changing now, making this a good time to adapt your travel program to the safety requirements of travelers, the savings demands of your organization, and the strategic goals it will take to move ahead.

Additional Resources

To Learn more about SAP Concur solutions, visit us [online](#) or contact your SAP Concur account manager.

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Travel Manager Executive Summary eBook enUS

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