



SAP Concur 

Concur Expense Brochure

**Manage All Your Spending Wherever and Whenever It Happens With **Concur Expense****

# Concur Expense Provides Automated, Fast, and Accurate Expense Reporting

Say goodbye to missing receipts, error-prone spreadsheets, and limited visibility—and say hello to accurate expense reports 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® solutions, 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 any device.

## MANAGE EXPENSES FROM ANYWHERE WITH THE RIGHT MOBILE TOOLS

### Create and Submit Expense Reports

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

### Review and Approve On the Go

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

## WHY CONCUR EXPENSE?

### 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

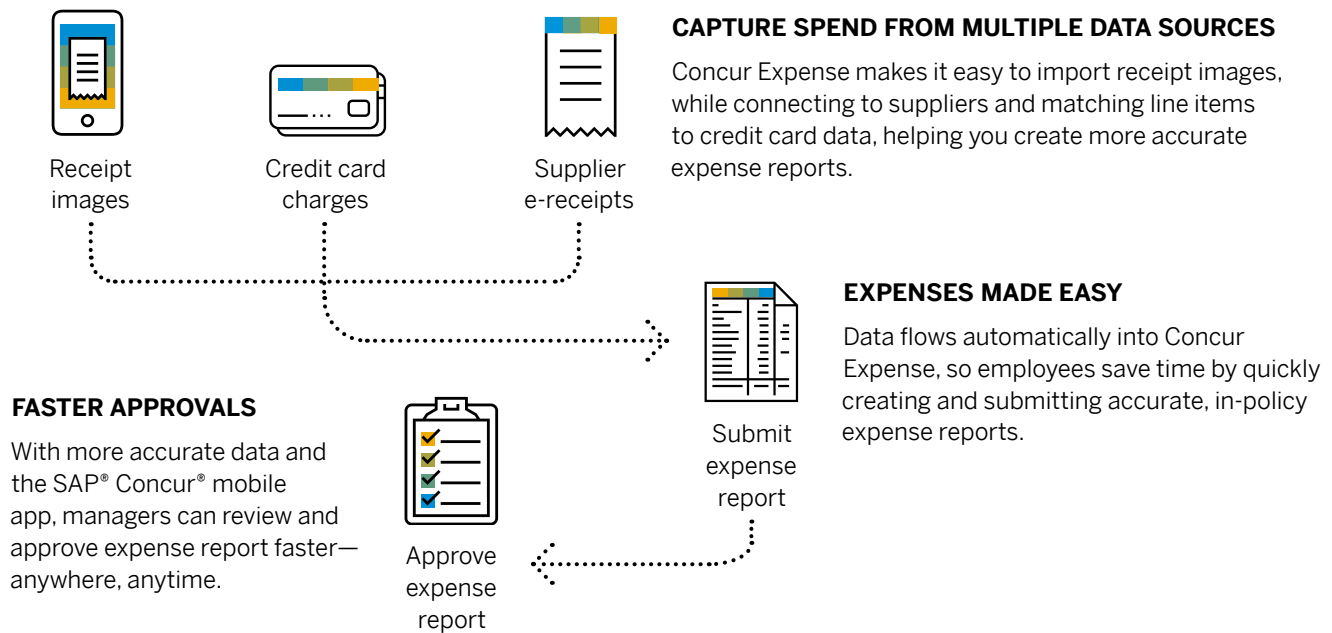
Concur Expense gives you visibility into total company spending down to each detailed transaction, so you can manage budgets more effectively, forecast more accurately, and achieve corporate compliance.

### Simplify the Process for Everyone

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



# How it Works



## EVERYTHING YOU NEED AND MORE

### App Center

Use SAP® Concur® App Center 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 pull GST or VAT reclaims, and more.

### E-Receipts

Concur Expense automatically populates expense reports with electronic receipts from airline, hotel, car rental, 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

The SAP Concur mobile app lets users manage their expenses—from capturing receipts to submitting and approving expense reports—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® is the world's leading brand for integrated travel, expense, and invoice management solutions, driven by a relentless pursuit to simplify and automate these everyday processes. The highly-rated SAP® Concur® mobile app guides employees through business trips, charges are directly populated into expense reports, and invoice approvals are automated. By integrating near real-time data and using AI to analyse transactions, businesses can see what they're spending, improve compliance, and avoid possible blind spots in the budget. SAP Concur solutions help eliminate yesterday's tedious tasks, make today's work easier, and support businesses to run at their best.

Learn more at [concur.co.in](https://concur.co.in) or at the SAP Concur [blog](#)

THE BEST RUN 