New Concur User Interface
• Work to zero: Know at a glance what needs to be done
• Newly designed Concur page streamlines expense reports by making them more intuitive
• Key actions and notifications clear and easy to find
• Everything users need to manage their expenses is located on a single screen
• Receipts and related details are located on the page to enable more efficient matching to reports

TripLink – TripIt
• Better traveler experience
• Use of other travel booking websites
• Less keying
• Flight change updates
• E-receipts
• Airline mileage/points tracker
• Weather advisories, travel alerts, safety
• Increased visibility of traveler location
• Helps with risk reporting

Chip & PIN MIT Travel Credit Card
• New design differs from Procurement Card
• Increased security makes the card extremely difficult to counterfeit or copy
• Chip security will soon become the standard in the United States
• Acceptance in more than 130 countries including Canada, Mexico, and the United Kingdom, where cards are already standard

Mobile App
If you use Travel, you can:
• View your itinerary
• Search for and book flight, hotel, rental car, and Amtrak
• Check your flight status
• Check airport services
• Access MetrO (ground transportation)
• Map locations, obtain driving directions, view vendor details
• View travel agency contact information

If you use Expense, you can:
• Add, edit, and delete out-of-pocket expenses
• Capture and upload receipt images
• View and edit downloaded card transactions
• Add attendees and itemizations to expenses
• Attach expenses to an expense report
• Create, edit, delete, and submit expense reports
• Approve or reject expense reports (if you are an approver)

New Features Bring Improved Services to MIT Community
Presented by Kathy McGrath, VPF Travel Manager