

# Your Quarterly Release Highlights & Product Tips

While you're trying to keep up with the ever-changing business environments, we're here to help! Below is a concise list of product updates and tips on how to maximize your SAP Concur solutions.

## 1

### Shared Updates | Applies to All Products

#### SECURITY UPDATE

##### SAP Concur Migration to Cloud Platform in AWS

To provide a stronger security posture, improved performance and stability, and faster innovation for you, we will migrate from a private cloud operation, where all equipment is owned by SAP Concur, to a cloud platform in Amazon Web Services (AWS). We are currently focused on the final phase of the migration in 2022 for the North American and EMEA data centers.

**Note:** We plan to implement migrations on weekends and after business hours. If an end user is working in SAP Concur solutions when your company is migrated, they might be returned to the sign-in page.

#### NEW EXPERIENCE

##### SAP Concur Support – Suggested Solutions Migration

We have replaced the Solution Suggestions platform with the SAP Continuous Influence – Improvement Requests program to allow you to participate in early adoption programs, provide direct solutions feedback and more!

For more information about this new program, refer to [SAP Continuous Influence Sessions](#).

## 2

### Shared Updates | Applies to Concur Travel, Concur Expense, Concur Invoice, Concur Request, Intelligence

#### SECURITY UPDATE

##### File Transfer Update (ongoing)

To provide greater security for file transfers, files transferred to SAP Concur products must be encrypted with the SAP Concur public PGP key: concursolutionsrotate.as

**Configuration Needed:** Your internal file transfer administrator must add the key to their PGP keyring and start using it to encrypt any files being transferred to SAP Concur solutions. If assistance is required, please contact SAP Concur support.

For more information, refer to the [File Transfer for Customers and Vendors User Guide](#).

## 3

### Shared Update | Applies to Concur Expense, Concur Request

#### NEW EXPERIENCE

##### NextGen UI

You will enjoy the next generation of the Concur Expense user interface designed to provide a modern, consistent, and streamlined experience. This technology not only provides an enhanced user interface, but also allows us to react more quickly to customer requests to meet changing needs as they happen.

**Recommended Action:** You're strongly encouraged to preview and then move to the NextGen UI well before the automatic transition date of October 1, 2022.

Learn how to enable NextGen UI [Standard](#) | [Professional](#)

## 4

### Concur Expense

#### NEW FEATURE

##### Mileage

As part of the NextGen UI experience, Concur Expense released functionality and UI updates to customers using the Mileage Service on March 8, 2022. These updates provide you with automatic best practice government mileage rates, support for mileage-expected expenses, mileage calculator integration with Concur Request, and improved user interfaces and end-to-end user experience.

##### Important Notes:

These changes are available to new Mileage Service customers only. Mileage Service customers cannot implement a mixture of the original mileage offering with the new Mileage Service; they must use the new Mileage Service to reap the benefits described.

Your company must be using the NextGen UI for Concur Expense. Because of the mileage calculator integration with Concur Request, your company must also use the NextGen UI for Concur Request.

Learn more details on [P.2 of the Release Notes](#)

## 5

### SAP Concur Mobile App

#### NEW FEATURE

##### Itemization Experience Update (Android /iPhone/ iPad)

The itemization experience has been updated to provide mobile users with a more streamlined experience while creating itemizations in the mobile app. The **New Itemization**, **Itemizations**, and **Itemization** screens have been redesigned. See the new design on [P.6 of the Release Notes](#) (Standard & Professional)

#### NEW FEATURE

##### Field Control Enhancements Supported for Travel Allowance

Field control enhancements are now supported for Travel Allowance in the mobile app. You can now change field properties that appear on the **Itinerary** and **Adjustments** screens in the mobile app. These changes will allow you to provide clearer guidance to end users.

For more information on how to change these field control settings, [P.11 of the Release Notes](#), Travel Allowance Service | Field Controls Enhancements

## 6

### Analysis/Intelligence

#### NEW FEATURE

##### Model Change

There's a new payment manager-related field for Concur Expense. The new Payor Funding Usage Type field allows users to report on the funding type of payor accounts. The Payor Funding Usage Type field can help users understand the accounts and funding types used for expense reports.

The new payment manager-related field for Concur Expense is located in the following folder:

Expense > Payment Manager > Batch > Payor Account

To read release notes summaries, please refer to the [Standard](#) or [Professional](#) version. For full release notes, refer to the [Standard](#) or [Professional](#) version.

## Previous Release Highlights

### All Products

#### On-Screen Help for End Users

This feature is now available in SAP Concur products in all supported languages.

Watch [this video](#) to learn how the new functionality helps users, directly in the product, by offering simple tips and step-by-step guidance. As the administrator, you have the ability to enable and disable user assistance by country/region or globally.

### SAP Concur Mobile App

#### Adding Attachments to a Request in Mobile App

You can add attachments to a travel request in the SAP Concur mobile app. Travel request approvers may view attachments while approving the request.

Watch [this video](#) to learn more.

### Budget

#### Self-Managed Team Budgets

Budget owners can now create and manage team budgets in the Budget Dashboard. Managers at any level can quickly and easily create a team budget and track the spend in their team against an amount over time, which allows your company to gain better visibility and control of their travel and expense spend.

Learn how to do it [here](#).



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