

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 Update | Applies to All Products

NEW USER EXPERIENCE

Help Menu – Consolidation of Resources Under Help Menu

To simplify the SAP Concur user interface and enhance your experience, we've updated the Help menu to provide a single point of access to support resources. Changes include the overall appearance and organization of the menu. If you have SAP Enable Now content, you can now access the content from the Help menu.

Learn more about the update on [P.5 of the release notes](#).

2

Analysis/Intelligence

NEW USER EXPERIENCE

Update to IBM Cognos Analytics Version 11

Cognos Analytics will be updated to v11 for Analysis and Intelligence*. This update will bring you an enhanced and more user-friendly interface. All customers in the Americas and EMEA have been migrated in 2022.

For more information, please visit the [Cognos 11 User Interface Update website](#), and read the [FAQ](#).

*To avoid any impact to year-end reporting, customers in China will be migrated in 2023.

3

Concur Expense

NEW FEATURE

Expense Pay (Flex and Global) – Bank Account Field Updates for Several Currencies

To reduce data entry errors and ensure valid banking information is collected from employees so payment providers can successfully complete payments, several existing fields on the Bank Information page are now indicated as required for the effected currencies.

Learn more about the update and the currencies effect on [P.4 of the Release Notes](#).

4

Concur Expense

NEW USER EXPERIENCES

Expense Report – New Comments Column Added to Expense List View

To give greater visibility to alerts and comments and to speed up the expense report submittal workflow, the Expense List table view now includes a Comments column that will display when one or more comments are created at the expense-level of the report.

This enhancement is automatically available as part of the NextGen UI experience. For more information, refer to [P.7 of the release notes](#).

Alert Popup Redesigned to Meet Accessibility Requirements

To better clarify the details of errors blocking the creation of an expense report, the alerts message now features a redesigned popup that provides a more concise description of the errors in a way that is easy to understand for everyone.

This change is made automatically as part of the NexGen UI experience.

5

Concur Travel

NEW EMAIL ADDRESS

New Email Address for Travel Approvals

To make identifying the source and purpose of the approval email notification easier, the email address for which email notifications are sent to Concur Travel approvers has been updated to TravelWizardApprovalsUS2@concursolutions.com (US Datacenter) and TravelWizardApprovalsEU2@concursolutions.com (EU Datacenter) in the Cloud Platform in Amazon Web Services (AWS).

The change occurs automatically for all customers who have migrated to AWS.

Recommended Actions:

- If your company uses email allow lists to restrict email traffic, we recommend adding *.concursolutions.com to your allow list to ensure all emails coming from this domain are allowed.

To learn more, refer to [P.9 of the SAP Concur Cloud Platform Strategy FAQ](#).

Previous Product Highlights

All Products

SAP Concur Migration to Cloud Platform in AWS

To provide a stronger security posture, improved performance, 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.

Concur Travel, Concur Expense, Concur Invoice, Concur Request

To improve the consistency of your sign-in experience, we began directing customers in the US and EU data centers to a new homepage with enhanced functionality. The appearance of the new homepage is identical to the previous one but this change will ensure that the homepage is available even when some services are unavailable.

Learn more about the roll out on [P. 4 of the release notes](#).

Full release notes: [Standard](#) version | [Professional](#) version
 SAP Concur Solutions Road Map: [2022 Q4](#)
 Past Quarterly Release Highlights edition: [2022 Q3](#)



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