University of Colorado
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PSC COMMUNICATOR

News from the Procurement Service Center

Newsletter archives: www.cu.edu/psc/newsletter
To receive the newsletter:
email your Employee ID # to FinTrnHelp@cu.edu
and ask to be added to the PSC newsletter list.

August 4, 2021

New Airline Contracts Available

We're pleased to announce that the PSC has recently completed contracts with several airlines, resulting in additional cost savings opportunities for University travelers.
Contract pricing is now available when booking through Concur/Christopherson Business Travel with the following companies and their affiliates – Alaska Airlines, American Airlines, and Delta Air Lines – as well as with our current partners, Southwest and United.

Travel Apps Update: New Login Process for Concur Mobile

Concur Mobile is a free app that provides access to the Concur Travel & Expense System from your mobile device.
With Concur Mobile, you can:

- book domestic airfare, rental cars, and hotels
- view your travel itineraries and flight status updates
- take photos of your receipts and save them to your Available Receipts area
- create and submit expense reports
- approve expense reports

And now, Concur Mobile has a new mobile authentication method that simplifies the login process by enabling you to sign in with your Concur Username (your Employee ID followed by '@cu.edu') as opposed to having to set up a PIN.
Updated instructions are on our website.

Share Your Thoughts: 2021 Concur Travel & Expense Satisfaction Survey

The PSC continuously works to improve the travel and expense experience for University of Colorado faculty and staff.
To help us understand the effectiveness of our travel and expense software – and to identify additional changes to further meet your needs – we request your input through our annual Concur satisfaction survey.
The survey takes only about 5 minutes to complete. Please invest the time to answer the 2021 survey questions.
The survey will be available through the end of August. We look forward to your feedback!

Introducing Shannon Sanchez, Payable Specialist

In her position on the PSC Payment Services team, Shannon handles invoices to vendors whose names begin with the letters C, Q, and X. She reports to Payable Services Supervisor Robyn Nicastro.
Prior to joining the PSC, Shannon's professional experience includes four years in accounts payable and human resources administration at a small company.
Shannon is a Coloradan so it's no surprise that she likes to hike, fish, and go camping in the state's beautiful mountains. She also loves to travel and to explore new cultures.

Introducing Jaycie Warner, Payable Specialist

In her position on the PSC Payment Services team, Jaycee is responsible for processing invoices for alpha I, N, and S. She reports to Payable Services Supervisor Robyn Nicastro.
Originally from Salina, Kansas, she majored in Finance and Economics at the University of Nebraska-Lincoln and moved to Colorado after graduation.
Outside of work, Jaycie enjoys hiking, traveling, and baking pies.