Training [1]

Learn how to purchase and pay for goods and services and how to travel and process travel reimbursements. For a list of training requirements and access request forms, please visit the Access & Training Requirements guide [2].

**CU Marketplace**

Purchasing and payment processing in the University’s eProcurement system.

[CU Marketplace Learning Resources](#) [3]

**Concur Travel and Expense**

Online system used for managing university travel and expenses.

[Concur Learning Resources](#) [4]

**Booking Travel**

Booking trips for employees and non-employees, identifying travel arrangers, and updating traveler profiles.

[Booking Travel Learning Resources](#) [5]

**Reconciling Non-Employee Travel**

Processing travel/other reimbursements and refunds for non-employees.

[Reconciling Non-Employee Travel Learning Resources](#) [6]

**Reconciling Employee Travel**

Processing travel/other reimbursements and refunds for employees.

[Reconciling Employee Travel Learning Resources](#) [7]

**Reconciling Procurement Card**

Allocating SpeedTypes and other processing for Procurement Card expense reports.

[Reconciling Procurement Card Learning Resources](#) [8]

**Payment Resource Center**
Looking up payment status for invoices, reimbursements, and study subjects

Payment Resource Center [9]

**Procurement Dashboards**

Interactive summary of your department’s spending

Procurement Dashboards [10]

Source URL: https://www.cu.edu/psc/training

Links