

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 <http://www.cu.edu/psc/policies/access-training-requirements> ^[2].

CU Marketplace

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

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

Booking Travel

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

[Booking Travel Learning Resources](#) ^[4]

Reconciling Non-Employee Travel

Processing travel and other reimbursements for non-employees.

[Reconciling Non-Employee Travel Learning Resources](#) ^[5]

Reconciling Employee Travel

Processing travel and other reimbursements for employees.

[Reconciling Employee Travel Learning Resources](#) ^[6]

Reconciling Procurement Card

Allocating SpeedTypes and other processing for Procurement Card expense reports.

[Reconciling Procurement Card Learning Resources](#) ^[7]

Related Links

There are many [online courses](#) ^[8] related to procurement and travel.

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

Links:

- [1] <https://www.cu.edu/psc/training>
- [2] <https://www.cu.edu/psc/policies/access-training-requirements>
- [3] <https://www.cu.edu/psc/cu-marketplace-training>
- [4] <https://www.cu.edu/psc/training/booking-travel-including-use-concur-travel>
- [5] <https://www.cu.edu/psc/training/reconciling-non-employee-travel>
- [6] <https://www.cu.edu/psc/reconciling-travel-concur>
- [7] <https://www.cu.edu/psc/reconciling-procurement-card-concur>
- [8] <https://www.cu.edu/psc/online-courses-related-procurement-and-travel>