

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]

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]

Payment Resource Center

Looking up payment status for invoices, reimbursements, and study subjects

[Payment Resource Center](#) ^[8]

Procurement Dashboards

Interactive summary of your department's spending

Procurement Dashboards ^[9]

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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/training/payment-resource-center>

[9] <https://www.cu.edu/psc/training/procurement-dashboards>