

## **Concur How to: Using Travel Apps** <sup>[1]</sup>

### **Concur Mobile**

Book travel and prepare expense reports on your mobile device. Take photos of your receipts and save them to your Available Receipts area. Approvers can also approve expense reports.

- [Using Concur Mobile](#) <sup>[2]</sup>

### **Triplt Pro**

Get real-time flight alerts and notifications. Triplt Pro automatically organizes any travel confirmation emails you forward into your daily itineraries. Share specific plans or your entire itinerary with others. Check directions, maps, and weather from the itinerary. Triplt Pro is free if you activate it through the Concur Travel & Expense System.

- [Using Triplt Pro](#) <sup>[3]</sup>

### **Available Receipts Area**

Store images of your receipts until you're ready to add them to the appropriate expense reports. You can save receipts to the Available Receipts area by emailing them to [receipts@concur.com](mailto:receipts@concur.com) <sup>[4]</sup>, by taking pictures of them with Concur Mobile, or by uploading scanned images.

- [Attaching Documents Using the Available Receipts Area](#) <sup>[5]</sup>
- [Delegates: Emailing Receipts to the Available Receipts Area](#) <sup>[6]</sup>

### **Have a question or feedback?**

## **Questions & Feedback** <sup>[7]</sup>

### **Feedback or Question \***

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#### **Your Email Address**

## Links

- [1] <https://www.cu.edu/psc/training/using-travel-apps>
- [2] <https://www.cu.edu/psc/training/using-concur-mobile>
- [3] <https://www.cu.edu/psc/training/using-tripit-pro>
- [4] <mailto:receipts@concur.com>
- [5] <https://www.cu.edu/node/40930>
- [6] <https://www.cu.edu/psc/training/reconciling-travel-concur/delegates-emailing-receipts-receipt-store>
- [7] <https://www.cu.edu/controller/forms/questions-feedback-0>