



Owl Trek Breaking News

NEWS FROM TRAVEL / FINANCE & ACCOUNTING

January 14, 2015

To: KSU Travelers

From: *Rochelle Gross*, Travel Manager

Office of Finance & Accounting - travel@kennesaw.edu

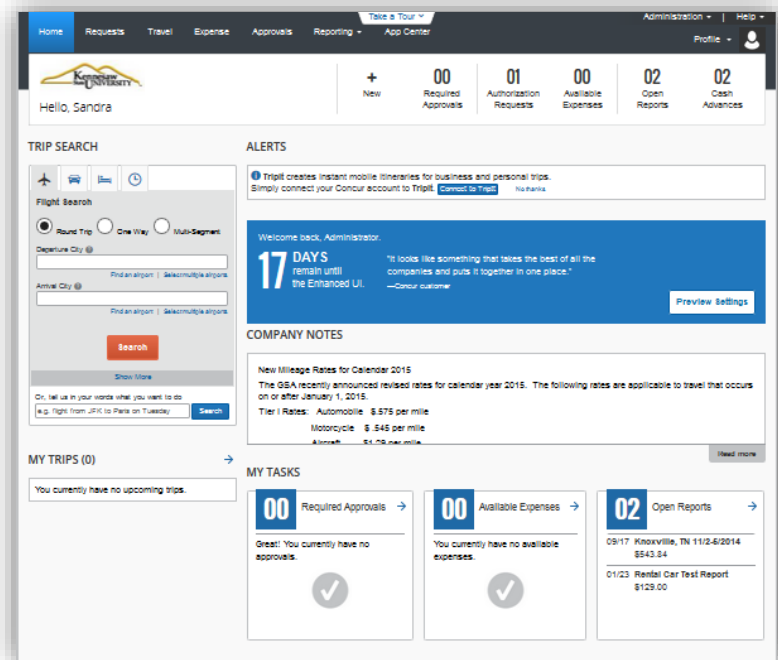
Concur Enhanced User Experience – **Try it out** before 1/31/2015

The KSU Travel Office wanted you to have the opportunity to get acquainted with the changes in the platform prior to the campus-wide rollout on 1/31/2015. For an overview presentation of the enhanced user experience, click the picture at the right or select the link below:

<http://www.concurtraining.com/resources/transition.htm>

Also, if you would like to **try it out**, the new user interface can be enabled today. Simply email the Travel Office at the address below and request the Concur New User Interface. Once you have explored and accomplished several of your typical tasks, email us or call the travel hotline with your feedback or questions.

With the updated user experience, you should expect an easier, more intuitive interface, as well as the ability to accomplish more in less time. The solution also features a new **“Work to Zero”** task list, which provides an easy view and access to the items requiring your attention. This means fewer steps to complete the tasks and the satisfaction of getting it done!



Feel free to contact us at travel@kennesaw.edu or 470-578-4394 (*travel hotline*) if you have questions.

In the meantime, watch for more details and training opportunities.