

## SAP Concur Fusion

# Sample Session Catalog—Travel Professionals Small to Medium-Sized Businesses



### Concur Hipmunk: Business Travel for Small and Midsize Businesses (SMBs)

Do you wish booking business travel was easier and cheaper but aren't quite ready for a travel management company (TMC)? Concur has you covered no matter what you use: Concur Travel if you use a TMC and Concur Hipmunk if you don't. Learn how Concur Hipmunk can help take the work out of business trips with a comprehensive metasearch capabilities, business-grade features, and exclusive savings perks for subscribers on top of integration back with SAP Concur solutions.

**Session Level: Introductory**

**Tuesday, March 13 | 1:45 pm – 2:45 pm**

**Room 611**

### Tips and Tricks for Finance, Expense, and AP

Prepare for takeoff with our tips and tricks to help administrators and finance, expense, and AP professionals manage and optimize their spend programs. During this dynamic session, we'll share as many best practices as we can on a variety of topics for organizations of all sizes, including Concur Expense, Concur Invoice, reporting, and the day-to-day life of spend manager. Come with an open mind and your own tips to share!

**Session Level: Introductory**

**Tuesday, March 13 | 3:00 pm – 4:00 pm**

**Room 6A**

### Keeping Up With the Joneses: How are Other SMBs Using SAP Concur?

How are your peers growing their businesses? For small businesses to thrive they must run their businesses smarter. This session will help you learn how you can run more efficiently and build a stronger future for your organization with SAP Concur solutions. Join us as your peers share how they are leveraging the power of integrated SAP Concur solutions to drive savings, increase employee satisfaction, and gain an edge in the market with products such as Audit, Concur TripLink, Locate and more!

**Session Level: Introductory – Intermediate**

**Wednesday, March 14 | 10:30 am – 11:30 am**

**Room 607**

### Business Travel 101 for Small and Midsize Businesses (SMBs)

Are you looking to get your arms around business travel in your organization but aren't sure where to start? Then this session is for you! Learn how businesses of all sizes manage their travel, the available tools and options, the trade-offs with each one. Explore how small to midsize companies evolve from unmanaged to managed travel programs. Other aspects this session covers include duty of care and ways to see, track, and influence travel spend.

**Session Level: Introductory**

**Wednesday, March 14 | 1:30 pm – 2:30 pm**

**Room 607**

### Big News for Small Business: The New Analytics Platform

Join us as we showcase our new analytics platform catering to small businesses. Learn how this new platform accommodates both small and medium-sized organizations and the benefits it can provide you. This new tool is the future of our reporting and will help you and your organization have near real-time visibility into your spend.

**Session Level: Introductory – Intermediate**

**Wednesday, March 14 | 1:30 pm – 2:30 pm**

**Micro Forum 1**

## **Concur Expense and Concur Invoice: A Powerful Combination for SMBs**

You've already experienced the benefits of automation with Concur Expense. Now, learn how to unleash the full power of SAP Concur solutions by managing all your spend from Concur Expense to Concur Invoice vendor payments. Understand how you can achieve the benefits of going paperless across your organization and how you can make better, more timely decisions. This is your chance to hear directly from other clients on why they love the combined Concur Expense and Concur Invoice experience.

**Session Level: Introductory – Intermediate**

**Wednesday, March 14 | 4:30 pm – 5:30 pm**

**Room 607**

## **Reporting Topics for Small to Midsized Businesses**

Accurate reporting is essential to every company. Join us as we address the most frequently asked reporting questions from small and medium-sized businesses, and hear from our reporting experts on how to respond. During this collaborative session, you'll also get the chance to hear from your peers.

**Session Level: Introductory – Expert**

**Friday, March 16 | 10:30 am – 11:30 am**

**Room 6B**

## **Drive Savings for Your Mileage Expenses**

Join your peers to discuss one of the most complex expenses—mileage. What is best practice when it comes to tracking mileage? Is your mileage spend on-par with your industry's? How can you find out where you stand? Are there alternative transportation methods you can be taking advantage of? Using benchmarks and discussion, this forum will help you find ways to answer these questions so you can maximize efficiency and reduce costs.

**Session Level: Intermediate**

**Thursday, March 15 | 3:00 pm – 4:00 pm**

**Micro Forum 2**

## **Leveraging Analytics to Maximize Savings and Compliance**

Companies of all sizes are always looking for opportunities to save money and optimize their spend. Join this session to discover how easy it is to identify areas of improvement, compliance issues, and savings opportunities by leveraging dashboards and reports available in our all-new analytics offering. In addition, learn how easy it is to customize the content to meet your needs.

**Session Level: Intermediate**

**Thursday, March 15 | 3:00 pm – 4:00 pm**

**Room 612**