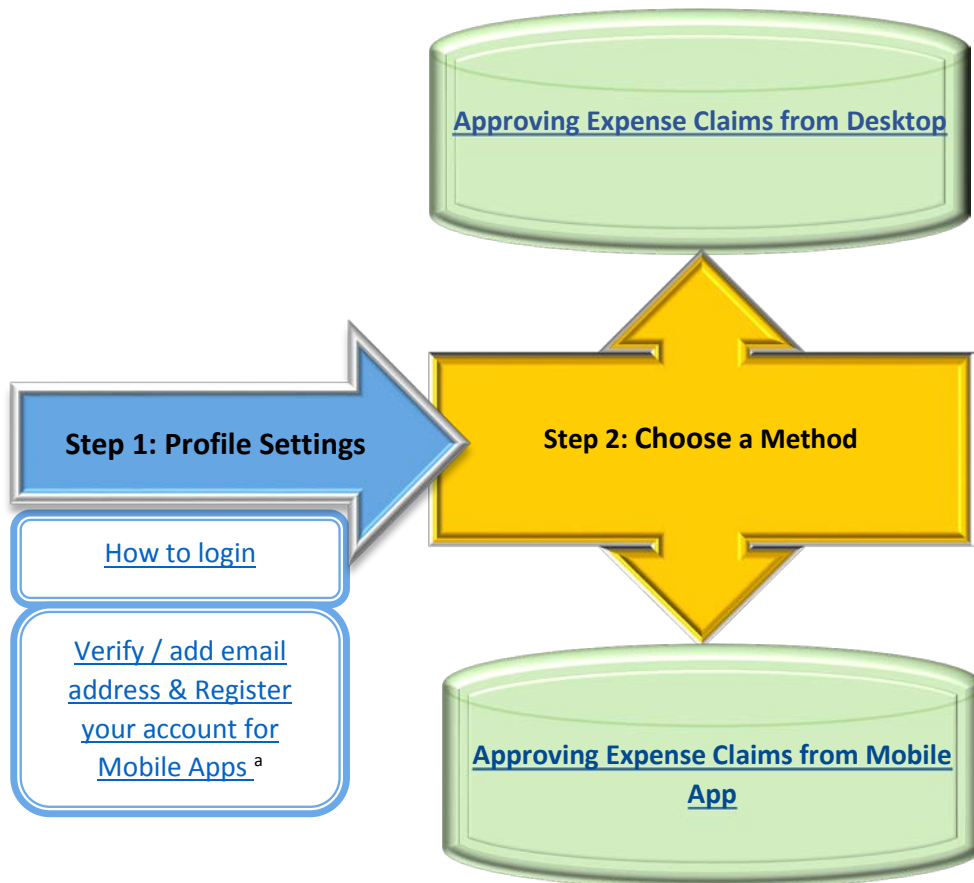


Concur Guide for Approver



a. You can send expense receipts to Concur directly via email. To enable this function, you must verify the email address you will be using to send expense receipts to Concur. You must register your account and select a mobile PIN to use the Concur Mobile App.