Concur has updated their user interface for Expense. This new UI will improve the user experience by updating the look and feel of the interface with a focus on improving several expense line entry processes.

Changes include:

Overall Improvements:
- Report Totals - New look making it easier to view totals and comprehend who is paying what amount.
- Report Timeline - This new feature allows you to see all of the comments that have been made throughout the report in the Report Summary and the Approval Flow all in one screen.
- Report Library - Now part of the Manage Expenses page and allows you to search for old reports by date range.

Expense Line Improvements:
- Itemizations - When itemizing Travel Room Rate, Concur has provided the option to itemize your hotel room rate to be the same every night or not the same every night. This makes it easier and more convenient to enter itemized hotel receipts.
- Allocations - Concur has updated the allocation screen with a cleaner appearance and buttons with the option to allocate in percent or amount.
- Attendees - Attendees now has its own screen when you select to add attendees, making the fields bigger and easier to search for attendees and navigate.
- Prompt for Per Diem - The question asking you if you would like to claim travel allowance on a report is now featured in the Report Header instead of being a separate pop-up.
- Words instead of Icons - Concur has replaced their icons with wording, making it easier to understand what adjustments have been made to each expense line.
- Can see the Receipt next to the Expense - Receipts can now be displayed on the same screen when creating an expense. This makes it easier to fill out the required fields of the expense by having the receipt available to get this needed information.
- Applying a Cash Advance to a Report - Instead of being a pop-up after creating a report, Concur now has a banner in the report letting you know if there is an available cash advance that can be added to the report.