March 30th, 2021 - 13th Edition
Budget & Finance Weekly Digest

Expense Report

Informational and Support Departments' Success in Managing Their Fiscal Responsibilities
Expense Type Description
Business Purpose Type. Then add the expense you used your T&E Card, select the reimbursement, select submit an Events & Other Reimbursements Expense Report. For employee travel, select the appropriate card type to reconcile the expense. If there are no travel expenses, then you may request an approved receipt for reimbursement through the world of Concur and Travel at UC San Diego.

Knowledge Base Articles, and training as a means to help you navigate through the Concur and Travel at UC San Diego.

Additionally, it gives insight as to how to engage with our Blink pages, provides an overview of how employees with different tasks can utilize Concur.

New to Concur? Check out our Concur Basics eCourse available through the UC Learning Center.

Knowledge Base Articles, we welcome you to visit the Training & Events Calendar for information on upcoming webinars.

Type of Tricks
Dimensions
Resources: