

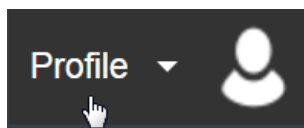
Use the mobile app to:

- create travel requests and expense reports
- collect images of receipts while you are traveling
- approve requests and reports!



Start, on your computer, inside your AggieTravel Profile

Begin by accessing your AggieTravel Profile



Select Profile > Profile Settings

From the Profile Options menu, select **Mobile Registration**

Other Settings

System Settings

Connected Apps

Concur Connect

Change Password

Mobile Registration

Mobile Registration

THIS PIN WILL BE YOUR PASSWORD TO ACCESS THE MOBILE APP.



SET UP PIN FOR MOBILE

To log in to Concur on your mobile device or Concur Connect application, you must enter your User Name and a PIN.

Enter a new PIN in the fields below to setup a new one.

Concur Username: @ucdavis.edu

Create PIN: PIN may be letters, numbers and
 Retype PIN: special characters such as !, \$, or # but
 no spaces

Set PIN

DOWNLOAD THE APP



Or send a link to your device - enter your email address and we will send you a link to get the app:

Once the mobile app is downloaded onto your device, you'll enter the "Concur Username" found in your AggieTravel profile (pictured above).