

# Premium Implementation

The ultimate implementation engagement to address your complex and global requirements

## Why Premium Implementation is Right for You

Concur's Premium Implementation method fits organizations that:

- Require a custom configuration to address complex industry or global requirements
- Have resources available to participate in the definition of the Travel and Expense service
- Prefer high-touch facilitation and project management of the implementation project
- Prefer to leverage your company-adopted implementation methodology
- Are more comfortable with a fully-managed implementation and the ability to have resources onsite, if needed

For companies with these needs, Concur's Premium Implementation is the right choice to help ensure a successful and optimized implementation.

## How Does it Work?

With Premium Implementation, you are assigned a Consulting Manager and project team to manage your implementation. These dedicated resources have at least seven years of experience and have managed hundreds of implementations.

Your Project Manager will work with you to:

- develop a detailed project plan
- establish the initial configuration
- provide knowledge transfer on the configuration and system maintenance tools
- support you through the testing cycles, ensuring the service meets user expectations

This is a fully-managed implementation with the ability to have Concur resources onsite to support and ensure a successful deployment of your Concur Premier solution.

While most of the responsibility is managed by Concur, your resources work with Concur to support the design, configuration, interface development, testing and internal training activities.

## What are the Options?

With Premium Implementation you can fully define your configuration with access to all capabilities. It's perfect for clients looking to incorporate complex industry requirements, or deploy to multiple countries with unique expense report processing.

### Configuration category examples include:

- Financial Accounting Configuration – Provides access to pre-defined and customer-defined expense type options and ability to map expenses to your General Ledger

- Cost Object Configuration – Provides the ability to upload a cost object list, assign cost objects to an expense type, allocate/split/cross charge an expense type to multiple cost objects and supports linked lists
- Expense Type Special Handling – Includes best practice and customer-defined configuration options for handling your travel and expense transactions, including hotel itemization, car mileage and attendee tracking
- Compliance Controls – Provides the ability to support travel and expense policy compliance through pre-defined and personalized compliance controls. Once setup, you can create and maintain these controls so you can respond quickly to address your business needs
- Custom Fields – Provides unlimited additional "configurable" fields to accommodate unique requirements with regards to expense and payment request transactions
- Country Specific Domestic Tax Reclamation – Includes configuration for tax authorities (normally countries) to calculate domestic VAT/tax based on your requirements
- Corporate Card Support – Provides support for corporate card programs certified and supported by Concur
- End User Experience – Allows robust configuration options to support creation and submission of expense reports, upload required receipts, recall an expense report and resolve any over limit warnings or incomplete entries
- Expense Report Approvals – Provides the ability to define unique approval workflows and management of the expense report lifecycle
- Financial Data Exports – Options include the delivery of a Standard Accounting Extract to manage the integration of data into your financial systems

## What are the Benefits?

Premium Implementation provides dedicated Concur expertise to guide you through all the important decisions to ensure the Concur Premier Travel and Expense service meets your broad, global requirements.

## About Concur

Concur is a leading provider of integrated travel and expense management solutions. Concur's adaptable Web-based and mobile solutions help companies and their employees control costs and save time.

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