



Ad M a G d
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Public

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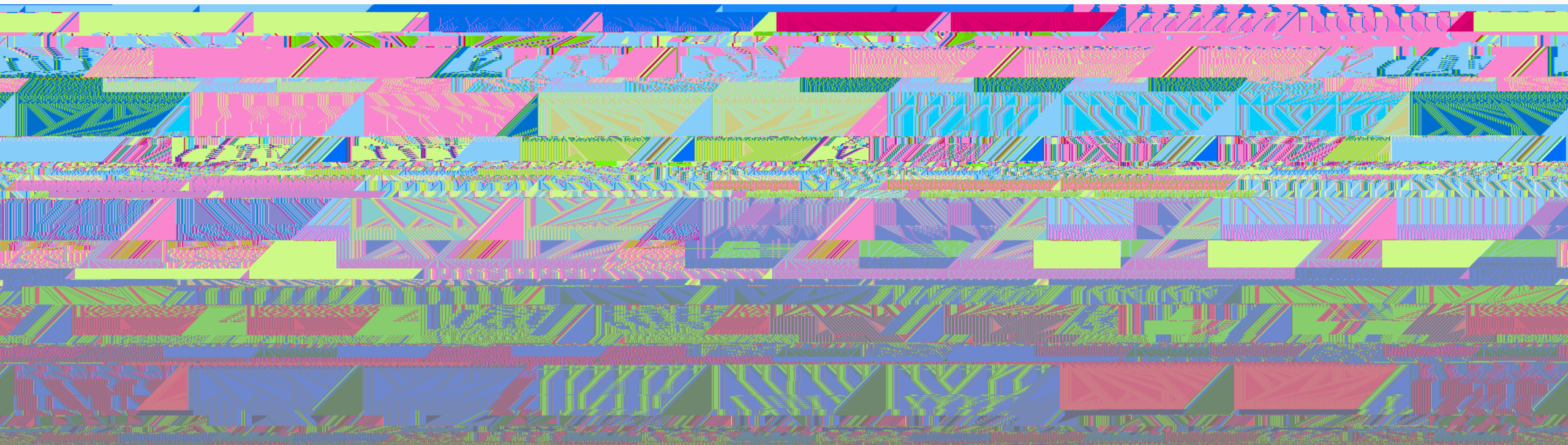
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Guide Overview



Even with the tightest travel policies, supplier-direct bookings are inevitable. Fortunately, that doesn't have to mean accepting invisible spend or not knowing where your travelers are. With Concur TripLink travel partner integrations, every frequent traveler account a user connects translates to increased visibility of your managed travel program.

Start realizing the value of Triplt Pro for you and your employees by driving account connections. When your users connect a new or existing Triplt account, you'll gain visibility into direct bookings. With this added visibility, you can more easily manage spend and keep employees safe. Plus, your users will gain access to their complimentary Triplt Pro subscription – helping them stay organized and one step ahead on their business trips.

To make things easier, we've put together tools to help you drive account connections in a way that's tailored to your program.

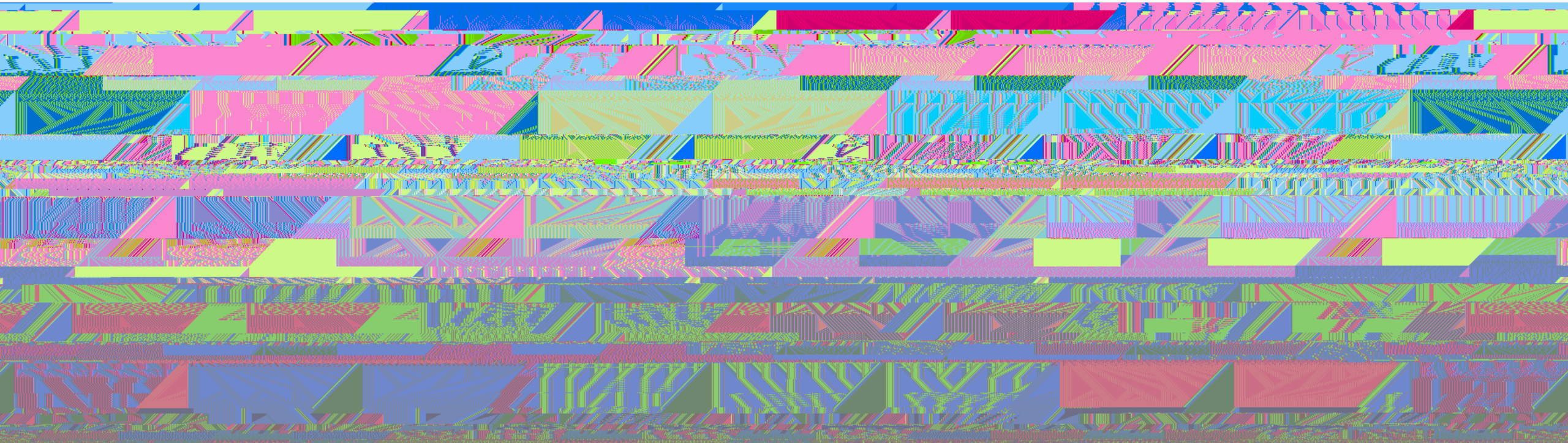
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TAG LINE - *Use to grab attention when you're following up or linking to more detail.*

SHORT DESCRIPTION - *Use for a straightforward description when space is limited.*

LONGER DESCRIPTION - *Use for a detailed description when space is available.*

Messaging to drive travel partner connections



Tell your users about travel partner integrations and why they should care.

Tag Line		Simplify business travel – from booking to expensing.
Short Description		Save time on your expense reports by connecting travel partners to your SAP Concur account.
Long Description		We know how you book business travel is important to you – and so is easy expense reporting. With Concur TripLink travel partner integrations, plans and receipts for the business travel you book on aS Q TJET Q Q q Cs ts @ 9 T 1 raon aS Q TJETJET 7 (e)1() -3(a) -3(e)10() 1() sss(0) et0S1m

Call to Action		

Tag Line		Simplify business travel – from booking to expensing.
Short Description		With Concur TripLink travel partner integrations, plans and receipts are automatically added directly to your SAP Concur account for faster expense reporting.
Long Description		<p>With our preferred booking methods [add here: Concur Travel, calling TMC, or other], you can find and book the plans that are best for you. On the rare occasion you're not able to use these methods, Concur TripLink travel partner integrations help you manage your business travel.</p> <p>Once you connect a travel partner, the plans and receipts for the business travel you book on their site will be added to your SAP Concur account. With all this waiting in (ay) -2o) -1(u)-8r) -1() -5a)Cs12)</p>

Tell your users to connect travel partners and how.

Call to Action		Take a few minutes to connect your accounts using your frequent traveler numbers.
Step-By-Step Instructions		<ul style="list-style-type: none">• Sign into the web version of concursolutions.com. In the main navigation menu, select• In

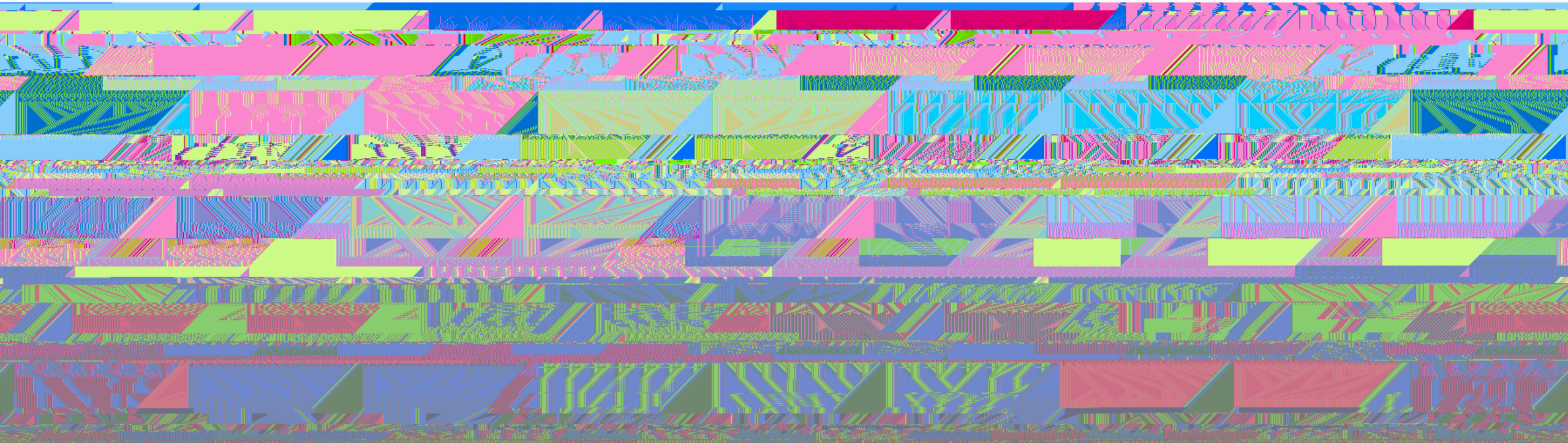


Category 3: Supplier direct booking is discouraged

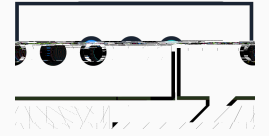
E-mail your users to tell them about travel partner integrations.

E-mail		SUBJECT LINE:

Messaging to promote Triplt Pro



Messaging



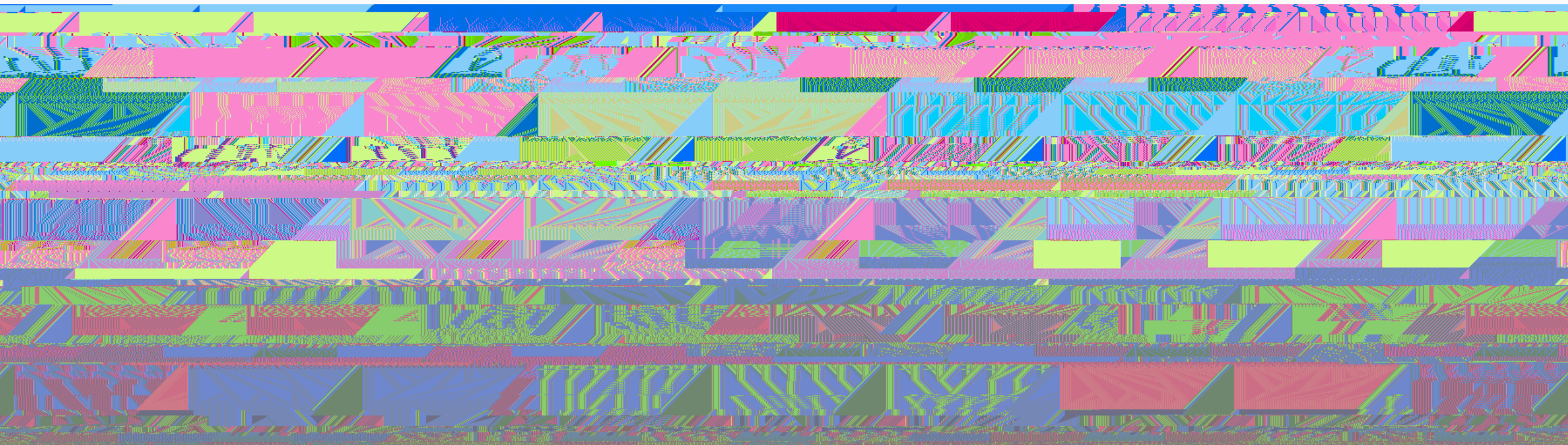
Tell your users about Triplt Pro and why they should care.

Tag Line		
Short Description		I P
Long Description		I I P I P B I C APC
Top Benefits		<ul style="list-style-type: none"> • I • R • E F I P

Tell your users to connect a Triplt account and how.

Call to Action		

Additional end-user content



Wa a e ede a L a f e c e be c ca e

○ APC R

○ G G :C L

○ I P B

○ FAQ C L *

