This document lists:

- ***Major features*** (Table #1) that are not yet available in the NextGen UI for Concur Expense
- ***Minor feature options*** (Table #2) that are not yet available in the NextGen UI for Concur Expense – For some of the minor feature options, there is an alternative/workaround. For some, there is no workaround and a client using this feature should wait to move their users to the NextGen UI the Concur Expense.
- ***Features/Options that will not be supported*** in the NextGen UI for Concur Expense (Table #3)
- ***Features/Options incorporated*** (Table #4) that were once in Table #1 or #2 that are now in the NextGen UI for Concur Expense

Be aware that some of these feature and options listed here may not be available to you, based on your company's configuration.

Table #1: Major Features

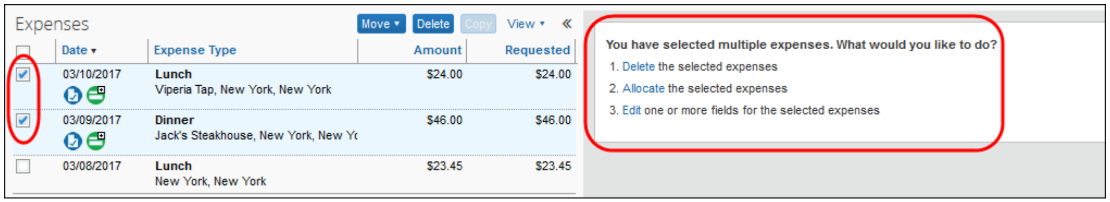
IMPORTANT: These ***major*** features are not yet available in the NextGen UI for Concur Expense.

Employees who use these features should NOT move to the NextGen UI for Concur Expense.

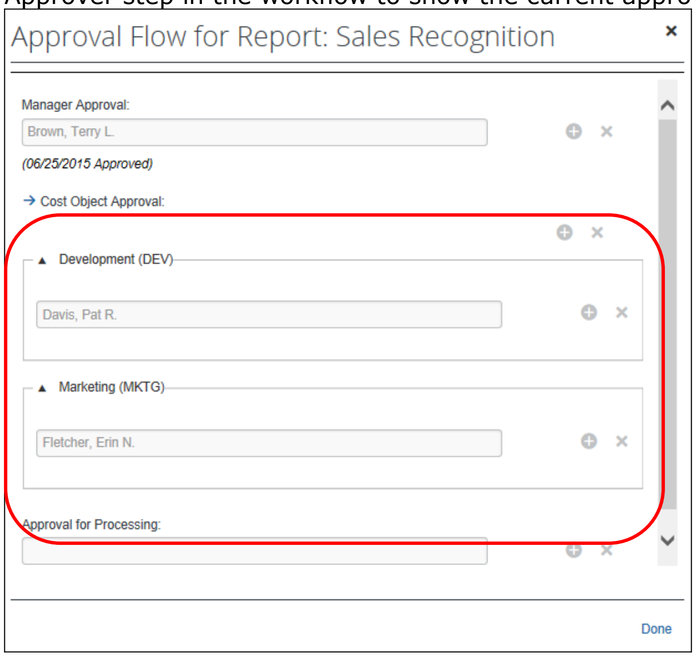
- Japan Public Transport (JPT)

  IMPORTANT: *Customers who use JPT 1.0 must transition to JPT 2.0 at the same time they move to NextGen UI for Concur Expense (for example. by group for those users who rely on JPT).* ***JPT 1.0 will not be available in the NextGen UI for Concur Expense.*** *More information on timing and transition will be released on JPT 2.0 when it's available. Those customers who use JPT should continue to keep those users on the existing UI.*
- Company Billed Statements (CBS)

<table>
<tr><th colspan="3">Table #2: Minor Feature Options</th></tr>
<tr><th>Option</th><th>Description in the existing UI</th><th>Alternative (if any)</th></tr>
<tr><td colspan="3">General expense options</td></tr>
<tr><td>Edit multiple expenses and itemizations</td><td>In some cases, when multiple expenses are selected on the expense report, certain fields that are common to the selected expense entries can be edited. This saves time for the user since they do not have to open and edit each expense entry individually.



</td><td>The user must edit each expense entry individually.</td></tr>
<tr><td>Approval Flow details for Cost Object Approver Step</td><td>The existing UI allows the user to expand the display on the Approval Flow page for the Cost Object Approver step in the workflow to show the current approver for each cost object.



</td><td>The user may look at the audit trail to see the past approvals for each cost object in the cost object step.</td></tr>
</table>

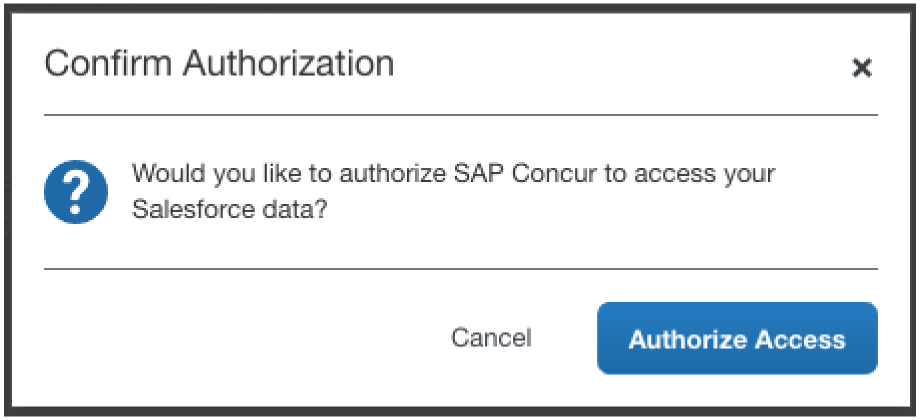
Table #2: **Minor Feature Options**		
Option	**Description in the existing UI**	**Alternative (if any)**
Expense type as first level of connected list	In some cases, a very specialized connected list is configured with the expense type as the first level of that list. The second and subsequent fields are driven by the expense type that is selected, allowing the lower-level fields to be used as sub-expense type or to limit selections based on the nature of the expense.	None.
Authorize Salesforce Connector for a new user	In the existing UI, each user must authorize the Salesforce Connector upon first use. Once this has been done for the user, the authorization will be in place for subsequent list searches. 	None, user must authorize the Salesforce Connector in the existing UI
Allocations		

***Table #2:* Minor Feature Options**		
Option	**Description in the existing UI**	**Alternative (if any)**
Expense List and Allocations group view on Allocation page	In the existing UI, user has ability to view and edit allocations for a group of expenses previously allocated together.  	The user cannot see which expenses were originally allocated together. If the user selects expenses which were previously allocated together and selects **Allocate**, the system will open the **Allocations** page in edit mode. If the expenses selected were not allocated together, the system will ask if the user wishes to continue and overwrite the existing allocations. If the answer is yes, the system will open the **Allocations** page without any previously-created rows.

***Table #2:* Minor Feature Options**

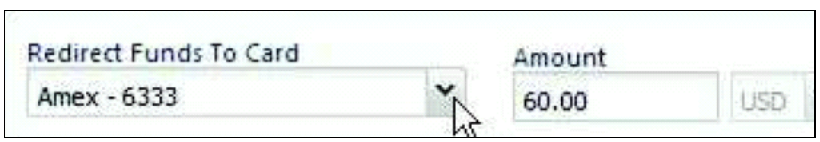
Option	Description in the existing UI	Alternative (if any)
Attendees		
Copy Down Attendees to Itemization	In the existing UI, Concur Expense can be configured so that any attendees on an expense are automatically copied down to that expense's itemizations.	None, user may enter attendees on the itemization
Ability to delete an Attendee from Favorites	User can select one or many attendees from the table and click on Delete to delete attendees from the table.  	Maintenance of Favorites may be done within **User Profile > Attendee Favorites**.
Views		
Detail View (Configurable view of Expense list)	Using the **View** option in the expense report, the user can view the expense report in a layout configured by the administrator.	None. The user may view additional fields by opening the Expense Details.
Cards		
Redirect funds (IBCP card support)	In certain cases, a Concur Expense user can elect to redirect funds owed them by their company to pay all or part of the balance they may owe on a company card.  	None.

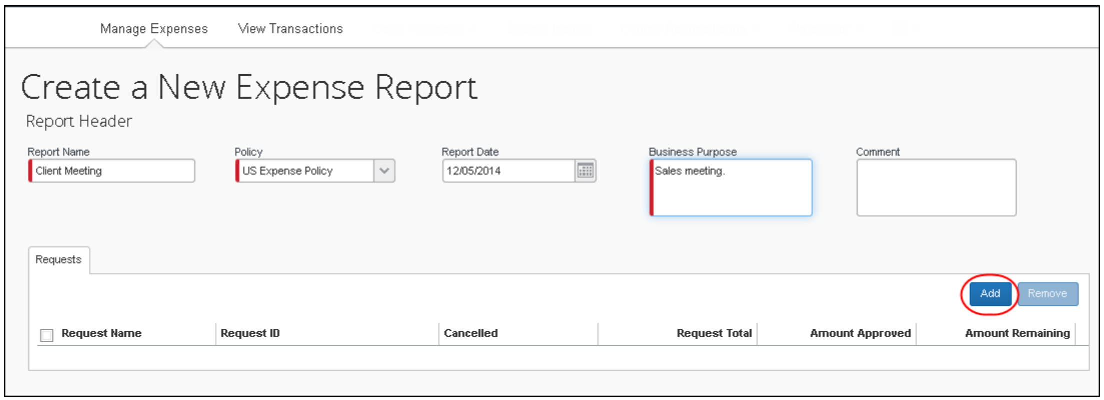
***Table #2:* Minor Feature Options**		
Option	**Description in the existing UI**	**Alternative (if any)**
Moving personal card transactions from **View Transactions** page (Yodlee)	Users can move personal card transactions to a report from **View Transactions** page. (Yodlee)	Move personal card transactions to a report from **Available Expenses** section on the Concur Expense home page.
Request		
Ability to link Request during report creation	If using Concur Request, the user can assign an approved request to a report header during the report creation process. The items on the request are then matched to the items on the report. 	User may use the 'one-click' link from request list to create the expense report. -OR- The request may be linked to the report after the report header has been created. Report header fields that would normally default from the linked request would have to be typed in by the user.
Expense Approvers		
Approver UI	Currently, the NextGen UI for Concur Expense includes only end-user UI pages. Updating the Concur Expense approver pages is also a priority. The approver pages will be updated in a second phase, after the end-user features reach parity.	Continue to use the approver pages in the existing UI.

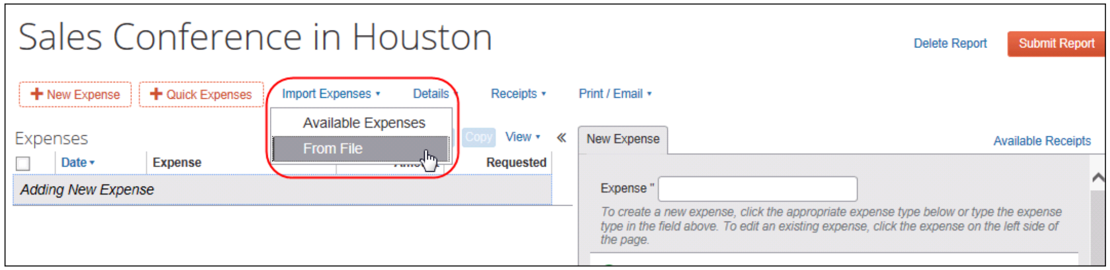
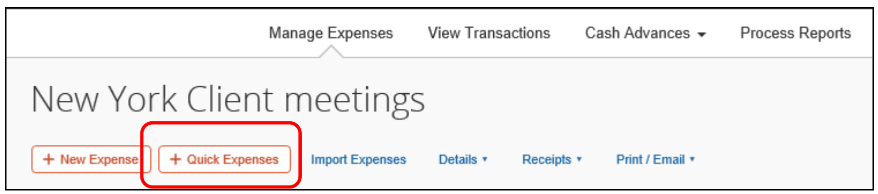
***Table #3:* Features that will <u>NOT</u> be supported in the NextGen UI for Concur Expense**		
Manual personal charge card import feature	The manual personal charge card import feature has been retired and will not be included in the NextGen UI for Concur Expense. The personal charge card import feature was used to pre-populate expense data for users who have personal cards with reimbursable expenses. 	The user can register a card on the Expense Credit Card page in Profile or use ExpenseIt. Clients can roll out the automated personal charge card import feature. To activate this feature, clients should open a support ticket with SAP Concur support.
Quick Expense Entry Grid (Quick Expense / Quick Mileage)	The quick expense entry grid will not be included in the NextGen UI for Concur Expense. Based on the extremely small usage of this page, it will no longer supported. 	None.

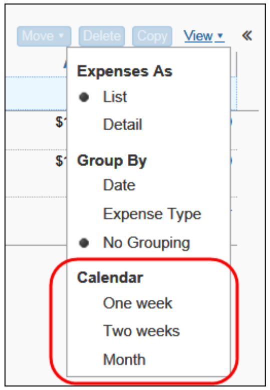
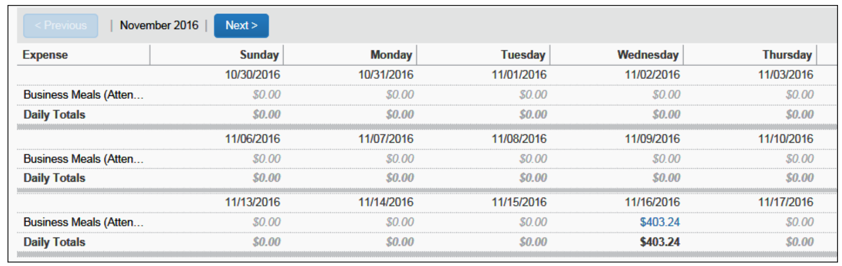
Table #3: **Features that will <u>NOT</u> be supported in the NextGen UI for Concur Expense**		
Expense report - Calendar View	Using the View option in the expense report, the user can view the expense report in a calendar-like layout. Based on the extremely small usage of this page, it will no longer supported.   	None.
Attendees from Outlook	Import attendees from a calendar invitation email sent to Concur Expense.	The user can manually search for or enter attendees within the expense.
Drag and Drop receipts	The user can drag-and-drop a receipt to the Available Receipts Library or to an expense entry.	The user can click **Upload Receipt Image** in the Available Receipts Library or **Attach Receipt Image** on an expense entry to add a receipt.

Table #4: **Features that have already been incorporated in the NextGen UI for Concur Expense**	
From Table #1 - Major features	
Released and available: • Travel Allowance (released May 2) Current travel allowance is visible to your users as part of their report creation process, with no changes required for your configuration. Please refer to the *End User Transition Guide* to review some small navigational changes for getting into the travel allowance area. • Japan E-Bunsho (timestamped receipts) (released June 12). Please refer to the *End User Transition Guide*.	
From Table #2 - Minor features	
General expense options	
Mileage Calculator (using Google Maps)	Released March 7, 2018
Most recently used for: • Expense Type • Location • Search List	Released March 7, 2018
Expense Assistant "Try It" trial	Released May 2, 2018
Drive – Add Drive expenses to a report	Released September 2018
List items from External Sources	Released September 28, 2018
Custom API via LaunchExternalURL	Released September 28, 2018
Cash Advance	
All features	Released December 8, 2018
Attendees	
Attendees from external sources	Released May 2, 2018
Attendees – Traveling/ Not Traveling Status	Released May 16, 2018

Table #4: **Features that have already been incorporated in the NextGen UI for Concur Expense**	
Create an attendee group from inside an expense entry	Released January 27, 2019
Expense-specific attendee fields	Released July 25, 2019
Attendee Advanced Search Results	Released August 22, 2019
Attendees from Request	Released March 19, 2020
Attendee Import (upload from an Excel file	Released August 17, 2020
Report/Expense fields	
Custom itemization wizard	Released July 25, 2018
Conditional field display	Released August 22, 2018
Receipts/Images	
CFDi (Mexico XML file/ receipt)	Released March 7, 2018
Travel Diary	Released September 28, 2018
Cards	
Personal card via web connection	The **Refresh** link will not be available in the NextGen UI for Concur Expense on the **Manage Expenses** page; card transactions refresh automatically
Request	
One-click from the request	Released July 25, 2018
Sponsored Guest	
Sponsored Guest: Sponsor field on report header	Released July 11, 2018

Table #4: **Features that have already been incorporated in the NextGen UI for Concur Expense**	
Value Added Tax (VAT)	
Editable tax amount and the **Calculate Tax** link	Released March 7, 2018
VAT (with Tax forms)	Released March 7, 2018