

SAP Concur Release Notes	
Analysis / Intelligence	
Month	Audience
Release Date: June 18, 2022 Update #2: Tuesday, June 21, 2022	Client – FINAL

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Release Notes

This document contains the release notes for Analysis and Intelligence.

NOTE: Features and changes that apply to SAP Concur site-wide or to multiple products/services are documented in the *Shared Changes Release Notes*. For information about site-wide or shared changes in this release that might impact your SAP Concur solutions, refer to the [Shared Changes Release Notes](#).

Model Changes

There are no model changes this month.

Report Changes

New Report: Transportation Details Report (JPT 2.0) (Japan)

Overview

The Transportation Details Report (JPT 2.0) provides information about employee transportation expenses. The report can help Intelligence clients in the Japanese market evaluate the reasonableness of commuter spend, identify suspicious activity associated with route information, and ensure employee compliance with transportation spend.

The Transportation Details Report (JPT 2.0) is only available to Intelligence clients using the JPT (Japan Public Transport) 2.0 feature in the NextGen UI for Concur Expense.

NOTE: With the June 2022 release, "(JPT 2.0)" may not appear in the report title. We are planning to update report title to "Transportation Details Report (JPT 2.0)" in a future release to clearly indicate that the report is for JPT 2.0.

Report Prompts

Transportation Details Report

Prompts

Date

Date Type:

- Sent for Payment Date
- Transaction Date

Date:

From

To

Options

Spend Category:

- Ground Transportation
- Ground Transportation - Japa

Expense Type:

Japan Public Transportation

[Select all](#) [Deselect all](#)

The image shows a dialog box with three main sections, each with a blue header bar on the left and a white content area on the right. The sections are: 1. **Company:** The content area is empty, with a Deselect all link at the bottom right. 2. **Employee:** The content area is titled "Keywords:" and contains an input field with the placeholder "Input keywords here" and a search icon. Below the input field is a checkbox labeled "Select all" and the text "No Results". At the bottom of this section are two controls: a dropdown menu labeled "Starts with any of these key" and a checked checkbox labeled "Case Insensitive". 3. **Commuter Pass Applied:** The content area contains two radio buttons, one labeled "N" and one labeled "Y". A Deselect all link is at the bottom right. At the very bottom of the dialog box are two buttons: "Cancel" and "OK".

Report Output

This report includes these columns:

- Company
- Employee
- Employee ID
- Report ID
- Report Name
- Report Number
- Spend Category
- Expense Type
- Transaction Date
- Sent for Payment Date
- Transaction Currency
- Transaction Amount
- Reimbursement Currency
- Transaction Amount (reimbursement currency)
- Approved Amount (reimbursement currency)
- Vendor
- City/Location
- From Location
- To Location
- Departure Station
- Arrival Station
- Seat Type
- Additional Charge
- Origin Type
- Is Round Trip
- Is Fast
- Is Easy
- Is Cheap
- Is Commuter Pass Applied
- Purpose
- Comment
- Personal

Transportation Details Report											
Transaction Date: May 1, 2022 to Jun 2, 2022											
Spend Category: Ground Transportation - Japanese											
Company	Employee	Employee ID	Report ID	Report Name	Report Number	Spend Category	Expense Type	Transaction Date	Sent for Payment Date	Transaction Currency	
			27AE85B8EBB4B0A982B		FUWRS3	Ground Transportation - Japanese	03. Domestic Train - JPT	May 20, 2022	May 20, 2022	JPY	
			277074B867CF4A1B9018		PMDPIL	Ground Transportation - Japanese	03. Domestic Train - JPT	May 19, 2022	May 20, 2022	JPY	
			E1FA7175FD0B4009A9F1		BF8BBY	Ground Transportation - Japanese	03. Domestic Train - JPT	May 13, 2022	May 13, 2022	JPY	
			590A4B90969A4FE89ECE		7E3UT3	Ground Transportation - Japanese	03. Domestic Train - JPT	May 20, 2022	May 25, 2022	JPY	
			E90E78CFF5344AD6AA74		UBBEDR	Ground Transportation - Japanese	03. Domestic Train - JPT	May 25, 2022	May 25, 2022	JPY	
			82FCB56F10724D1584CF		16L0H1	Ground Transportation - Japanese	03. Domestic Train - JPT	May 17, 2022	May 25, 2022	JPY	
					16L0H1	Ground Transportation - Japanese	03. Domestic Train - JPT	May 18, 2022	May 25, 2022	JPY	
			81C3594E064A4052BA2D		ULIKTJ	Ground Transportation - Japanese	03. Domestic Train - JPT	May 11, 2022	May 19, 2022	JPY	
			7FBDDA1AFA564C3B9BE1		2MRCRI	Ground Transportation - Japanese	03. Domestic Train - JPT	May 23, 2022	May 23, 2022	JPY	
			0A1FD91ABE16425EA3AC		R3A5CK	Ground Transportation - Japanese	03. Domestic Train - JPT	May 25, 2022	May 20, 2022	JPY	
			F8A2F752541047EFB874		92MLEW	Ground Transportation - Japanese	03. Domestic Train - JPT	May 10, 2022	May 20, 2022	JPY	
			4489D3E18D194977AFB8		KK42MJ	Ground Transportation - Japanese	03. Domestic Train - JPT	May 9, 2022	May 20, 2022	JPY	
			6741372B8FB44FC9B4B3		NTJ8QE	Ground Transportation - Japanese	03. Domestic Train - JPT	May 13, 2022	May 20, 2022	JPY	

Jun 2, 2022

Transaction Currency	Transaction Amount	Reimbursement Currency	Transaction Amount (reimbursement currency)	Approved Amount (reimbursement currency)	Vendor	City/Location	From Location	To Location	Departure Station
JPY	484	JPY	484	484			妙典	銀座	妙典
JPY	170	JPY	170	170			大分市役所 合同新聞社 前 / 大分バス	城崎(大分) / 大分バス	大分市役所 合同新聞社 前 / 大分バス
JPY	1,680	JPY	1,680	1,680			弘明寺(京 急線)	銀座	弘明寺(京急 線)
JPY	380	JPY	380	380			西宮(J R 線)	音楽園口	西宮(J R 線)
JPY	920	JPY	920	920			音楽園口	淀屋橋	音楽園口
JPY	712	JPY	712	712			養徳寺	銀座	養徳寺
JPY	712	JPY	712	712			養徳寺	銀座	養徳寺
JPY	1,800	JPY	1,800	1,800			南万騎が原	東銀座	南万騎が原
JPY	1,458	JPY	1,458	1,458			山手	銀座	山手
JPY	377	JPY	377	377			青物横丁	東銀座	青物横丁
JPY	338	JPY	338	338			銀座	高円寺	銀座
JPY	358	JPY	358	358			東日本橋	東銀座	東日本橋
JPY	712	JPY	712	712			桜上水	銀座	桜上水

Departure Station	Arrival Station	Seat Type	Additional Charge	Origin Type	Is Round Trip	Is Fast	Is Easy	Is Cheap	Is Commuter Pass Applied	Purpose	Comment	Personal
妙典	銀座	N	0	RSRC	Y	N	N	N	N			N
大分市役所 合同新聞社 前 / 大分バス	城崎(大分) / 大分バス	N	0	RSRC	N	N	N	N	N			N
弘明寺(京急線)	銀座	N	0	RSRC	Y	Y	Y	N	N			N
西宮(JR線)	音楽園口	N	0	RSRC	Y	N	N	Y	N			N
音楽園口	淀屋橋	N	0	RSRC	Y	Y	Y	Y	N			N
豪徳寺	銀座	N	0	RSRC	Y	N	N	N	N			N
豪徳寺	銀座	N	0	RSRC	Y	N	N	N	N			N
南万騎が原	東銀座	N	0	RSRC	Y	N	N	N	N			N
山手	銀座	N	0	RSRC	Y	Y	N	N	N			N
青物横丁	東銀座	N	0	RSRC	N	N	N	N	N			N
銀座	高円寺	N	0	RSRC	N	N	N	N	N	銀座オフィス(徳島)		N
東日本橋	東銀座	N	0	RSRC	Y	Y	Y	Y	N			N
板橋上水	銀座	N	0	RSRC	Y	Y	N	Y	N			N

10:42:46 PM

Location of the Report

The report is located here:

- Intelligence - Standard Reports > Market Specific Reports > Japan



For more information about the Transportation Details Report (JPT 2.0), refer to Chapter 13: Folder – Market Specific Reports in the *Standard Reports by Folder* guide.

Other Changes

Ongoing Update to IBM Cognos Version 11

Information First Published	Information Last Modified	Feature Target Release Date
July 2020	April 15, 2022	Ongoing in 2022
Any changes since the previous monthly release are highlighted in yellow in this release note.		

Overview

Analysis and Intelligence are powered by IBM® Cognos®. Cognos will be updated to v11 for Analysis and Intelligence.

This update will bring some enhancements to Analysis and Intelligence, such as the following:

- Enhancements to the user interface (UI):
 - ◆ More modern looking interface
 - ◆ Instead of hovering over actions such as 'run a report', 'schedule a report', and more menu items, they can be found with just a right click.
- Existing Report Studio will be renamed to **Report** in Cognos v11
 - ◆ Includes data element searching within the Concur Data Warehouse Model

NOTE: Standard Reports and existing data elements offered within the Concur Data Warehouse Model will remain unchanged.

Update Schedule

The Cognos v11 update is underway. This update to the Analysis/Intelligence UI happens automatically for customers over a weekend, so be sure on the Friday prior to the Cognos v11 update to save any reports in-progress, just as you would during a typical release.

The update occurs to an entire server simultaneously and each server can contain hundreds or thousands of entities. Customers with multiple entities or test sites may have different update dates for their entities and sites. We are trying to give customers as much advance notice of the update as possible.

When your entity is scheduled for an update, you will see a notification within the Analysis/Intelligence application. Unfortunately, for technical reasons, we are not able to individualize the schedule for each customer, such as updating specific entities earlier or later.

Update Preparation

In anticipation of the update, please visit the [Cognos 11 User Interface Update](#) website where you will find information on the new features and enhancements this update brings.

Also, following the update, you may need to renew your credentials in order to restart any scheduled reports. It only takes a few mouse clicks, and the steps are described on page 5 of the [FAQ](#).

Planned Changes

The items in this section are targeted for future releases. SAP Concur reserves the right to postpone implementation of – or completely remove – any enhancement/change mentioned here.

NOTE: The planned changes listed in this document are specific to this product. For information about planned site-wide or shared changes that might impact your SAP Concur solutions, refer to the [Shared Changes Release Notes](#).

****Planned Changes** New Report: IC Card Utilization Rate (JPT 2.0) (Japan)**

Overview

The IC Card Utilization Rate (JPT 2.0) report will be a new version of the existing IC Card Utilization Rate report that is specifically designed to only provide data from the JPT (Japan Public Transport) 2.0 feature in the NextGen UI for Concur Expense. The IC Card Utilization Rate report will provide utilization rates for IC Cards. The IC Card Utilization Rate report can help Intelligence clients determine the degree of governance and business efficiency for IC card usage using the IC Card data. The report will provide IC Card utilization rates by company, division, and users.

The IC Card Utilization Rate (JPT 2.0) report will only be available to Intelligence clients using the JPT (Japan Public Transport) 2.0 feature in the NextGen UI for Concur Expense.

Report Prompts

IC Card Utilization Rate

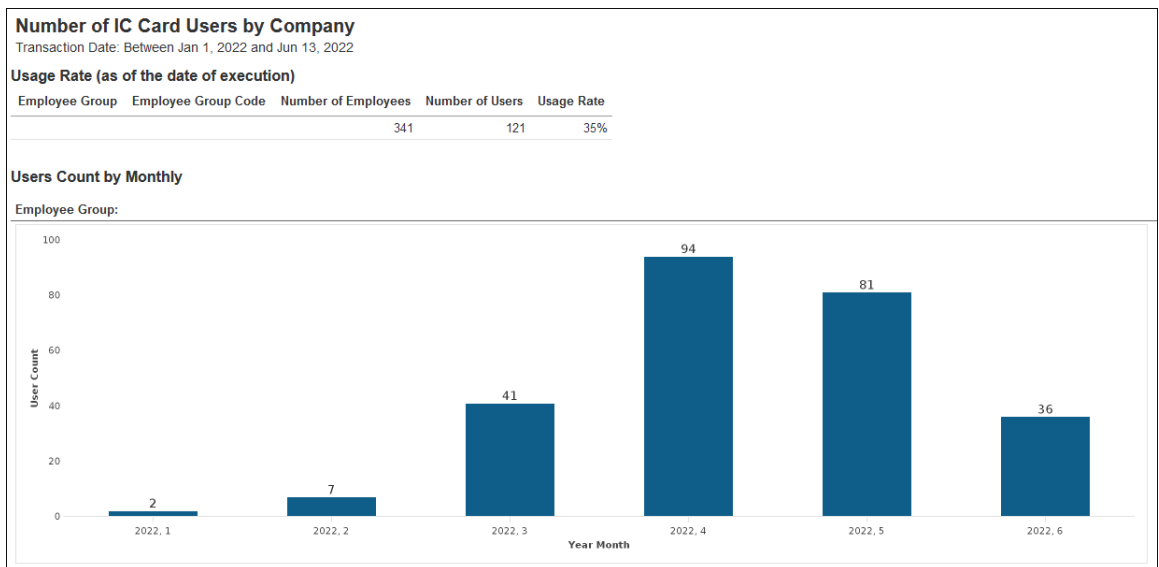
Prompts

Transaction Date	Employee Group	Company
<p>From:</p> <p>* Jan 1, 2022 <input type="text" value="Jan 1, 2022"/> <input type="button" value="Calendar"/></p> <p>To:</p> <p>* Jun 13, 2022 <input type="text" value="Jun 13, 2022"/> <input type="button" value="Calendar"/></p>	<div style="border: 1px solid gray; height: 100px; width: 100%;"></div> <p style="text-align: center;">Select all Deselect all</p>	<div style="border: 1px solid gray; padding: 5px;"> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </div> <div style="border: 1px solid gray; height: 100px; width: 100%;"></div> <p style="text-align: center;">Select all Deselect all</p>
<input type="button" value="Cancel"/> <input type="button" value="OK"/>		

Report Output

This report includes these columns:

- Employee Group
- Employee Group Code
- Number of Employees
- Number of Users
- Usage Rate
- Division
- Division – Code
- Employee Key
- Average
- Company
- Company – Code
- Route Total
- Origin Type
- Route Total by Type
- Utilization Rate
- Number of Route
- %

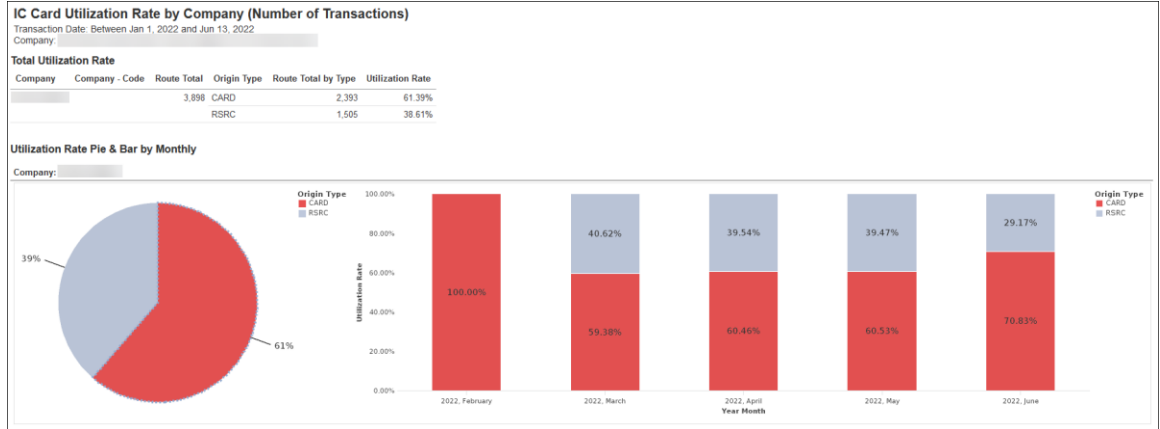


Number of IC Card Users by Division (as of the date of execution)

Employee Group	Employee Group Code	Division	Division Code	Number of Employees	Number of Users	Usage Rate
				1	0	0.00%
				1	0	0.00%
				30	3	10.00%
				38	5	13.16%
				66	18	27.27%
				36	10	27.78%
				27	9	33.33%
				33	11	33.33%
				108	64	59.26%
				1	1	100.00%

Number of IC Card Users
 Transaction Date: Between Jan 1, 2022 and Jun 13, 2022
 Company:
 Company:

Employee Key	2022					Average
	February	March	April	May	June	
		7	15	12	4	10
		35	77	77	29	54
		6	19	21	3	12
		4	12	7	2	6
	1	5	15	15	5	8
		9	29	24	14	19
		4	18	14	6	10
	1	10	17		1	7
		2	2	2	1	2
			1			1
			1	2		2
Total	2	82	206	174	65	



IC Card Utilization Rate by Division (Number of Transactions)
 Transaction Date: Between Jan 1, 2022 and Jun 13, 2022
 Company: [Redacted]

Company: [Redacted]

		2022									
		February		March		April		May		June	
		Number of Route	%	Number of Route	%	Number of Route	%	Number of Route	%	Number of Route	%
[Redacted]	CARD			6	46.15%	61	62.89%	26	55.32%	19	76.00%
[Redacted]	RSRC			7	53.85%	36	37.11%	21	44.68%	6	24.00%
[Redacted]	CARD			161	77.78%	727	73.58%	688	72.50%	145	76.32%
[Redacted]	RSRC			46	22.22%	261	26.42%	261	27.50%	45	23.68%
[Redacted]	CARD					10	9.17%	30	21.43%		
[Redacted]	RSRC			25	100.00%	99	90.83%	110	78.57%	4	100.00%
[Redacted]	CARD					15	24.19%	12	28.57%	12	85.71%
[Redacted]	RSRC			10	100.00%	47	75.81%	30	71.43%	2	14.29%
[Redacted]	CARD	2	100.00%	4	28.57%	31	39.74%	32	47.76%	6	35.29%
[Redacted]	RSRC			10	71.43%	47	60.26%	35	52.24%	11	64.71%
[Redacted]	CARD			13	43.33%	80	47.34%	56	39.16%	27	57.45%
[Redacted]	RSRC			17	56.67%	89	52.66%	87	60.84%	20	42.55%
[Redacted]	CARD			8	53.33%	61	60.40%	50	60.24%	29	90.62%
[Redacted]	RSRC			7	46.67%	40	39.60%	33	39.76%	3	9.38%
[Redacted]	CARD	9	100.00%	18	47.37%	41	47.13%				
[Redacted]	RSRC			20	52.63%	46	52.87%			1	100.00%
[Redacted]	CARD			2	40.00%	3	20.00%				
[Redacted]	RSRC			3	60.00%	12	80.00%	8	100.00%	6	100.00%
[Redacted]	CARD					1	100.00%				
[Redacted]	RSRC					5	100.00%	3	100.00%		

Location of the Report

The report will be located here:

- Intelligence - Standard Reports > Market Specific Reports > Japan



More information about the IC Card Utilization Rate (JPT 2.0) report will be available in Chapter 13: Folder – Market Specific Reports in the Standard Reports by Folder guide.

Client Notifications

Accessibility

Accessibility Updates

SAP implements changes to better meet current Web Content Accessibility Guidelines (WCAG). Information about accessibility-related changes made to SAP Concur solutions is published on a quarterly basis. You can review the quarterly updates on the [Accessibility Updates](#) page.

Subprocessors

SAP Concur Non-Affiliated Subprocessors

The list of non-affiliated subprocessors is available here: [SAP Concur list of Subprocessors](#)

▶ **To access the SAP Concur Sub-processors List:**

1. Click the following link to navigate to the *SAP Sub-processors / Data Transfer Factsheets* page:
[SAP Sub-processors / Data Transfer Factsheets](#)
2. Sign in to the SAP Support Portal using your Support User ID (S-user) and password.

NOTE: SAP customers must sign in to the SAP Support Portal using their Support User ID (S-user) and password. For information about S-User IDs, refer to [Your New Support User ID \(S-user\)](#).

3. On the *SAP Sub-processors / Data Transfer Factsheets* page, type "Concur" in the **Search** field.
4. In the **Title** column, click **SAP Concur Sub-processors List**.

If you have questions or comments, please reach out to: Privacy-Request@Concur.com

Supported Browsers

Supported Browsers and Changes to Support

For information about supported browsers and planned changes to supported browsers, refer to the [Concur Travel & Expense Supported Configurations](#) guide.

When changes to browser support are planned, information about those changes will also appear in the [Shared Changes Release Notes](#).

Additional Release Notes and Other Technical Documentation

Online Help


Any user can access release notes, setup guides, user guides, admin summaries, monthly browser certifications, supported configurations, and other resources via online Help or directly on the SAP Help Portal.

Use the links in the **Help** menu in the app, or search for your SAP Concur product (Concur Expense, Concur Invoice, Concur Request, or Concur Travel) on the SAP Help Portal (<https://help.sap.com>) to view the full set of documentation for your product.

Analysis / Intelligence Documentation – concurtraining.com

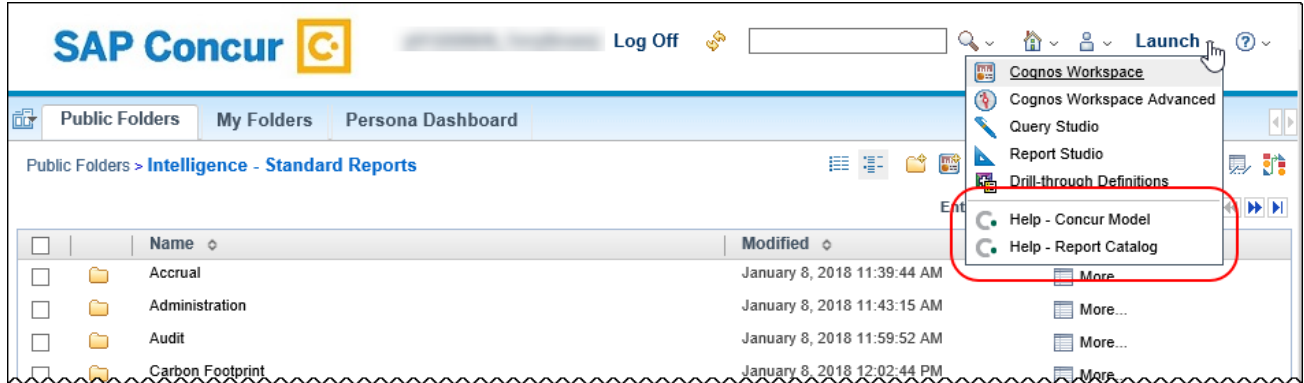
The Analysis / Intelligence documentation is available on the **Help for Cognos Reporting Tools** page:

http://www.concurtraining.com/customers/tech_pubs/Docs/Cognos/ CTE_chp.htm

Help for Cognos Reporting Tools - Analysis/Intelligence User Guides		SAP Concur 
<ul style="list-style-type: none"> These documents are provided in English only. SAP Concur reserves the right to postpone implementation of – or completely remove – any enhancement/change without prior notice. Always clear your cache before clicking a link below. This will ensure that your machine has not cached an older version. SAP Concur Processor Privacy Policy - and- SAP Concur Marketing Privacy Policy Permission to Duplicate / Permission to Copy / Proprietary Statement 		<p>Examples:</p> <p>Most frequently used Expense data model relationships</p> <p>Most frequently used Invoice data model relationships</p> <p>Most frequently used Travel data model relationships</p> <p>Join points between the different datasets</p>
Overview	Revised	Format
Overview	Feb 9 2019	DOC - PDF
Best Practices - Expense Configuration for Analysis/Intelligence	Aug 18 2018	DOC - PDF
Default Reports		
Default Reports - Summary guide, brief descriptions	Jun 24 2020	DOC - PDF
Samples of Reports by Folder - Catalog, full descriptions, sample prompts, sample output	Jun 24 2020	**FULL BOOK-PDF** **INDIVIDUAL CHAPTERS**
Other User Guides		
Actionable Analytics (Intelligence/Premium)	Oct 4 2018	DOC - PDF
Bursting (Intelligence/Premium)	Jun 10 2020	DOC - PDF
Dashboard Metrics (Intelligence/Premium)	Apr 26 2010	DOC - PDF
Supplier Service (Intelligence/Premium)	Aug 14 2015	DOC - PDF
Data Model		
Data Model - Expense Folder	Jun 24 2020	DOC - PDF
Data Model - Invoice Folder	Apr 13 2019	DOC - PDF
Data Model - Travel Folder	Dec 7 2019	DOC - PDF
Data Model - Budget Folder	Dec 9 2016	DOC - PDF
Data Model - Meetings Folder	Oct 14 2017	DOC - PDF
Data Model - Configuration Folder	Jan 12 2019	DOC - PDF

Analysis / Intelligence Documentation – Cognos

You can also access the Concur Analysis / Intelligence documentation from Cognos. In Cognos, click **Launch > Help – Concur Model** or **Help – Report Catalog**.

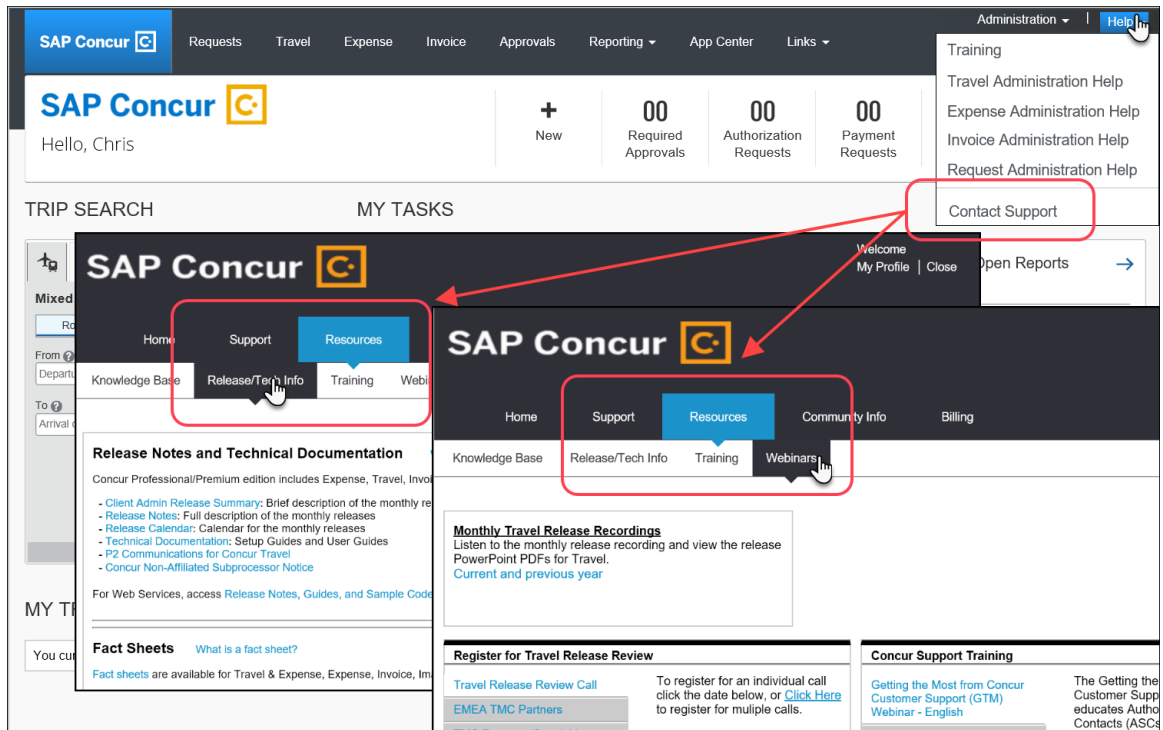


SAP Concur Support Portal – Selected Users

Access release notes, webinars, and other technical documentation on the SAP Concur support portal.

If you have the proper permissions, **Contact Support** appears on the **Help** menu. Click to access the SAP Concur support portal, then click **Resources**.

- Click **Release/Tech Info** for release notes, technical documents, etc.
- Click **Webinars** for recorded and live webinars.



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