

SAP Concur Release Notes	
Analysis / Intelligence	
Month	Audience
Release Date: January 20, 2024 Initial Post: January 19, 2024	Client – FINAL

Contents

- Release Notes 1**
 - Model Changes1**
 - New Field: Screening Status 1
 - Report Changes2**
 - There are no report changes this month.....2
 - Other Changes2**
 - **Ongoing** Update to IBM Cognos Version 112
- Planned Changes..... 3**
 - **Planned Changes** Report Catalog and Data Model Documentation Links to be Removed from Analysis and Intelligence 3
- Client Notifications..... 6**
 - Accessibility6**
 - Accessibility Updates 6
 - Gender Diversity6**
 - In-Product User Assistance6**
 - Client Customized Content 6
 - Subprocessors.....7**
 - SAP Concur Non-Affiliated Subprocessors 7
 - Supported Browsers.....7**
 - Supported Browsers and Changes to Support7
- Additional Release Notes and Other Technical Documentation 8**
 - Online Help8**
 - Analysis / Intelligence Documentation – concurtraining.com10**
 - SAP Concur Support Portal – Selected Users11**

Legal Disclaimer

The information in this presentation is confidential and proprietary to SAP SE or an SAP affiliate company and may not be disclosed without the permission of SAP SE or the respective SAP affiliate company. This presentation is not subject to your license agreement or any other service or subscription agreement with SAP SE or its affiliated companies. SAP SE and its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation and SAP SE or an SAP affiliate company's strategy and possible future developments, products and or platforms directions and functionality are all subject to change and may be changed by SAP SE and its affiliated companies at any time for any reason without notice. The information in this document is not a commitment, promise or legal obligation to deliver any material, code or functionality. This document is provided without a warranty of any kind, either express or implied, including but not limited to, the implied warranties of merchantability, fitness for a particular purpose, or non-infringement. This document is for informational purposes and may not be incorporated into a contract. SAP SE and its affiliated companies assume no responsibility for errors or omissions in this document, except if such damages were caused by SAP SE or an SAP affiliate company's willful misconduct or gross negligence.

All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, which speak only as of their dates, and they should not be relied upon in making purchasing decisions.

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

New Field: Screening Status

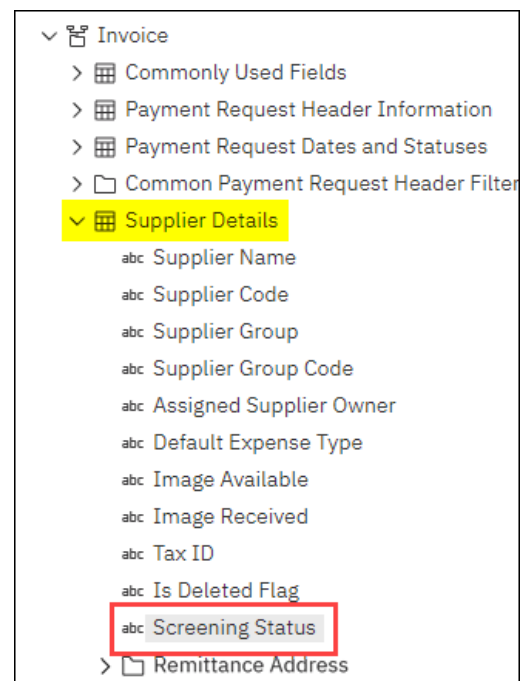
With this release, there is a new vendor-related field for Invoice.

Description: The new **Screening Status** field allows users to report on a vendor's screening status.

Invoice > Supplier Details

The new vendor-related field for Invoice is:

- **Folder:** Invoice > Supplier Details
- **Field:**
 - ◆ Screening Status



Report Changes

There are no report changes this month.

Other Changes

****Ongoing** Update to IBM Cognos Version 11**

Information First Published	Information Last Modified	Feature Target Release Date
July 2020	January 12, 2024	December 31, 2023
Any changes since the previous monthly release are highlighted in yellow in this release note.		

Overview

Analysis and Intelligence are powered by IBM® Cognos®. As of December 31, 2023, Cognos is now updated to v11 for Analysis and Intelligence.

This update brings 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 is 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 remain unchanged.



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

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** Report Catalog and Data Model Documentation Links to be Removed from Analysis and Intelligence**

Information First Published	Information Last Modified	Feature Target Release Date
September 8, 2023	January 12, 2024	Q1 2024
Any changes since the previous monthly release are highlighted in yellow in this release note.		

Overview

As mentioned in the *SAP Concur User Assistance | **Ongoing** Links from the SAP Concur Solutions UI to Product Documentation Being Removed* release note currently running in the *Shared Changes* release notes:

Some pages in the SAP Concur solutions UI include links to product documentation or other content. In Q3 2023, SAP Concur plans to begin removing these links. The SAP Help Portal is the central source for all product documentation, release notes, and other content. SAP Concur clients can use the [SAP Concur](#) page on the SAP Help Portal to find the complete library of SAP Concur solutions documentation.

As part of this initiative, the two product documentation links to the report catalog and data model documentation that are located within the Analysis and Intelligence UI will be removed.

We are currently targeting to remove the two documentation links from the Analysis and Intelligence UI in Q1 2024.

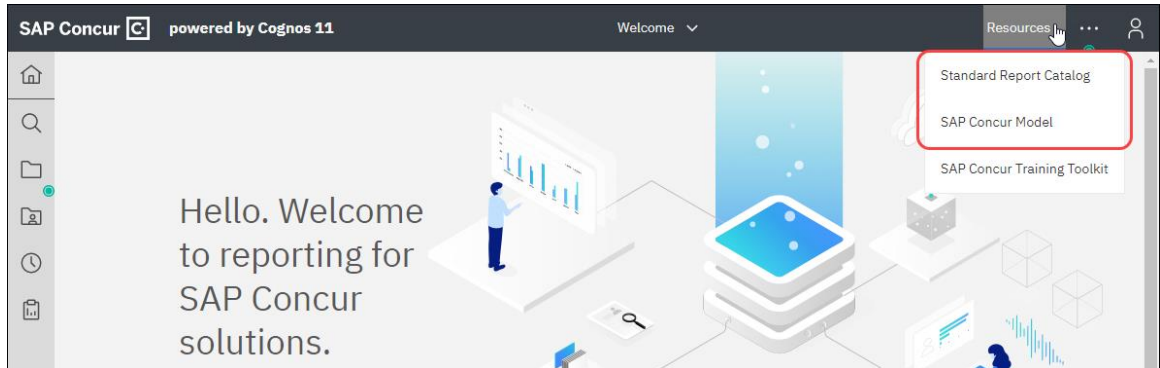
BUSINESS PURPOSE / CLIENT BENEFIT

Because the links to product documentation from the SAP Concur solutions UI point to English-only content, the experience is not optimal for users that view the UI in languages other than English. In addition, direct links to a single document prevent the user from viewing and navigating the entire content library. This update is being made to align with SAP best practices.

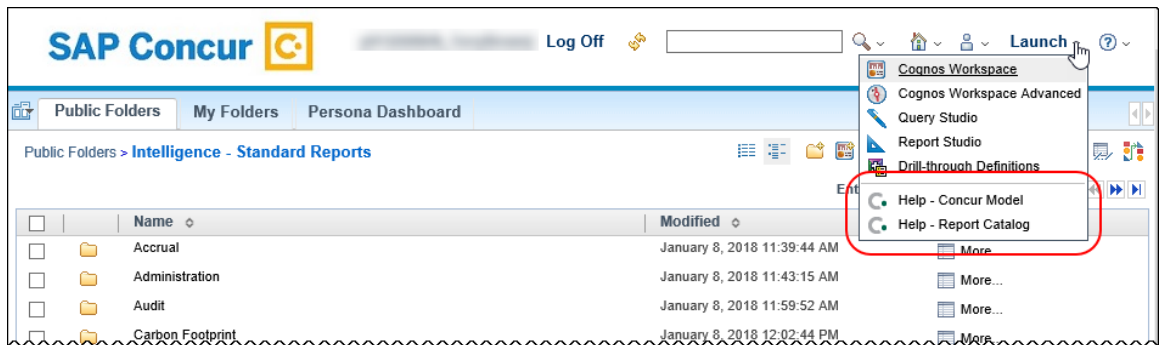
End-User Experience

In Cognos 11, the **Standard Report Catalog** and **SAP Concur Model** links located on the **Resources** menu will be removed.

When the links are removed, a new link to the [SAP Concur](#) page on the SAP Help Portal will be added to the **Resources** menu.



In Cognos 10, the **Help - Concur Model** and **Help - Report Catalog** links on the **Launch** menu will be removed.



The report catalog and data model documentation, in addition to the other Analysis and Intelligence documentation, can now be accessed directly from the SAP Help Portal by clicking the **Analysis/Intelligence User Guides (English Only)** link in the **Product Assistance** section on the [SAP Concur](#) page.

The screenshot shows the SAP Concur Help Portal interface. At the top, there's a dark header with the SAP logo and 'Help Portal (Documentation)'. Navigation options include 'Browse by Product', 'SAP Learning Journeys', and 'What's New'. Below the header, the page title is 'SAP Concur' with version '2023_09', language 'English (United States of America)', and status 'Draft'. A search bar is present with the text 'Search in all documents related to this product'. The main content area is divided into two sections: 'What's New' and 'Product Assistance'. The 'Product Assistance' section contains several links for different SAP Concur solutions, with the 'Analysis/Intelligence User Guides (English Only)' link highlighted with a red box.

Configuration / Feature Activation

These changes will occur automatically.



For more information about the removal of the product documentation links from the SAP Concur solutions UI, refer to the *SAP Concur User Assistance | **Ongoing** Links from the SAP Concur Solutions UI to Product Documentation Being Removed* release note in the *Shared Changes* release notes.

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.

Gender Diversity

SAP Concur is committed to supporting gender diversity. Over time we plan to implement product changes to help ensure that SAP Concur solutions support gender non-binary users. These changes will include but are not limited to support for preferred names, non-binary gender options in travel preferences, and non-binary titles.

These planned changes reflect [SAP's commitment to supporting gender diversity](#) and enable gender non-binary users to enter consistent information when making travel arrangements and entering personal information into SAP Concur solutions.

Timelines and details about these ongoing changes will be provided in the SAP Concur release notes:

- [Standard Edition](#)
- [Professional Edition](#)

In-Product User Assistance

Client Customized Content

If your company creates customized content for SAP Concur solutions through a user assistance tool such as SAP Enable Now or Concur User Assistant by WalkMe, the changes described in these release notes might affect your customized content. SAP Concur recommends reviewing the monthly release notes for all of your SAP Concur solutions as well as the Shared Changes Release Notes to confirm whether any of the planned or released changes might impact your internal, customized content.

If any changes in a release impact your content, work with your internal teams to update your content accordingly.

Subprocessors

SAP Concur Non-Affiliated Subprocessors

The list of non-affiliated subprocessors is available from the *SAP Sub-processors / Data Transfer Factsheets* page.

▶ **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 \(S-user\)](#) and to the [Learn All About S-User IDs](#) blog post.

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.

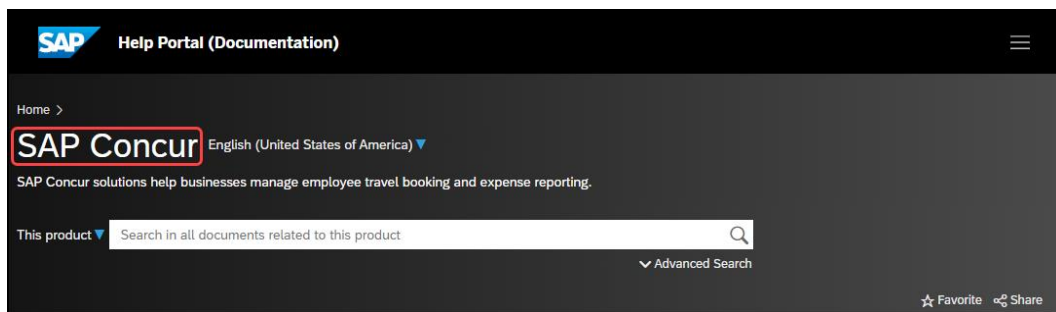
When changes to browser support are planned, information about those changes will also appear in the [Shared Changes Release Notes](#).

Additional Release Notes and Other Technical Documentation

Online Help

You can access release notes, setup guides, user guides, admin summaries, supported configurations, and other resources via the in-product Help menu or directly on the SAP Help Portal.

To access the full set of documentation for your product, use the links in the SAP Concur **Help** menu, or visit the [SAP Concur solutions page](#).



To access the product documentation for Analysis and Intelligence from the SAP Help Portal, on the [SAP Concur](#) page, click the **Analysis/Intelligence User Guides (English Only)** link in the **Product Assistance** section.

SAP Help Portal (Documentation) Browse by Product SAP Learning Journeys What's New

Home >

SAP Concur

 2023_09 ▾ English (United States of America) ▾ Draft

SAP Concur solutions help businesses manage employee travel booking and expense reporting.

This product ▾ Search in all documents related to this product

Advanced Search

Favorite

What's New

Use the following links to find information about recent changes.

Professional Edition Release Note Summaries Translated summaries of the monthly Professional Edition release notes	Standard Edition Release Note Summaries Translated summaries of the monthly Standard Edition release notes
---	---

Product Assistance


Use the following links to find documentation for each SAP Concur solution.

Concur Expense Concur Expense helps businesses manage employee spend.	Concur Request Concur Request helps companies plan spend.	Concur Invoice Concur Invoice allows companies to better manage their supplier and vendor spend.
Concur Travel Concur Travel allows companies to manage employee travel spend.	Analysis/Intelligence User Guides (English Only) Help for Cognos Reporting Tools for Professional and Standard Editions	Analytics User Guides (English Only) Help for Analytics Essentials and Analytics for Standard Edition

Analysis / Intelligence Documentation – concurtraining.com

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

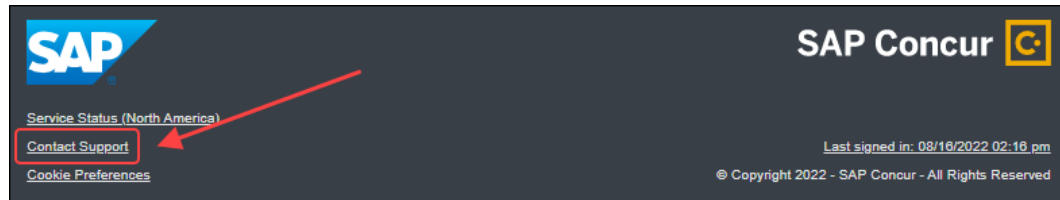
http://www.concurtraining.com/customers/tech_pubs/Docs/Cognos/CTE_chp.htm

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

SAP Concur Support Portal – Selected Users

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

If you have the required permissions, **Contact Support** is available on the SAP Concur **Help** menu and in the SAP Concur page footer.



Click **Contact Support** 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.

© 2024 SAP SE or an SAP affiliate company. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company.

SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. Please see <http://global12.sap.com/corporate-en/legal/copyright/index.epx> for additional trademark information and notices.

Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors.

National product specifications may vary.

These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP SE or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP SE or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.

In particular, SAP SE or its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation, and SAP SE's or its affiliated companies' strategy and possible future developments, products, and/or platform directions and functionality are all subject to change and may be changed by SAP SE or its affiliated companies at any time for any reason without notice. The information in this document is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, which speak only as of their dates, and they should not be relied upon in making purchasing decisions.