SAP Concur Release Notes
Analysis / Intelligence

Month	Audience
Release Date: February 24, 2024 Initial Post: February 23, 2024	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

New Folder and Fields: Adjustments Folder and Deduction Category Code and Deduction Type Code Fields

With this release, there is a new travel allowance-related folder and fields for Expense.

Description: The new **Adjustments** folder contains the new **Deduction Category Code** and **Deduction Type Code** fields. These new fields will allow users to report on meal deduction information from the **Adjustments** page. These fields were added to the model for use with the Travel Allowance Service.

    📖   For more information about the Travel Allowance Service, refer to the Travel Allowance Service (Current) [guides](#).
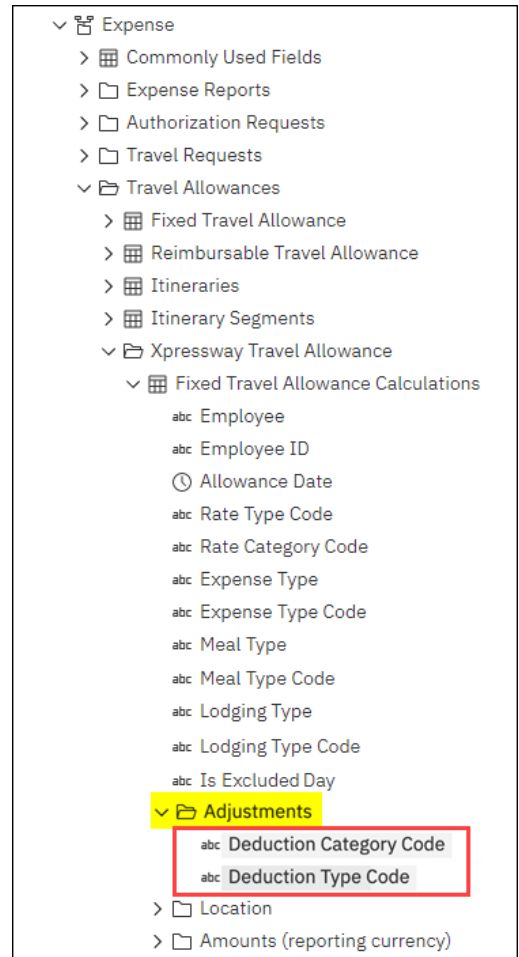
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Expense > Travel Allowances

The new travel allowance-related folder and fields for Expense are:

- **Folder:** Expense > Travel Allowances > Xpressway Travel Allowance > Fixed Travel Allowance Calculations > Adjustments
  Field:
  - Deduction Category Code
  - Deduction Type Code

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New Fields: Custom Name and Code Fields for Invoice

With this release, there are new custom report-related fields for Invoice.

Description: Five additional custom fields are added to the Invoice data model. The five new Custom [#] - Name and five new Custom [#] - Code fields provide users with additional custom fields for custom reports.

The custom fields are populated based on your organization's configuration in Concur Invoice.

Invoice > Supplier Details

The new custom report-related fields for Invoice are:

- **Folder:** Invoice > Supplier Details > Additional Supplier Details
  Field:
  - ♦ Custom 16 - Name through Custom 20 - Name
  - ♦ Custom 16 - Code through Custom 20 - Code

> ∨ ꙳ Invoice
> > ⊞ Commonly Used Fields
> > ⊞ Payment Request Header Information
> > ⊞ Payment Request Dates and Statuses
> > ▢ Common Payment Request Header Filters
> ∨ ⊞ Supplier Details
> >   abc Supplier Name
> >   abc Supplier Code
> >   abc Supplier Group
> >   abc Supplier Group Code
> >   abc Assigned Supplier Owner
> >   abc Default Expense Type
> >   abc Image Available
> >   abc Image Received
> >   abc Tax ID
> >   abc Is Deleted Flag
> >   abc Screening Status
> > ▢ Remittance Address
> > ▢ Ship From Address
> ∨ ▢ Additional Supplier Details
> >   abc Custom 1 - Name
> >   abc Custom 1 - Code
> >   abc Custom 2 - Name
> >   abc Custom 2 - Code
> >   abc Custom 3 - Name
> >   abc Custom 3 - Code
> >   abc Custom 14 - Code
> >   abc Custom 15 - Name
> >   abc Custom 15 - Code
> >   abc Custom 16 - Name
> >   abc Custom 16 - Code
> >   abc Custom 17 - Name
> >   abc Custom 17 - Code
> >   abc Custom 18 - Name
> >   abc Custom 18 - Code
> >   abc Custom 19 - Name
> >   abc Custom 19 - Code
> >   abc Custom 20 - Name
> >   abc Custom 20 - Code
> > ▢ Keys

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Report Changes

There are no report changes this month.

Other Changes

There are no other changes this month.

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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*.

Other Changes

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	February 23, 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.

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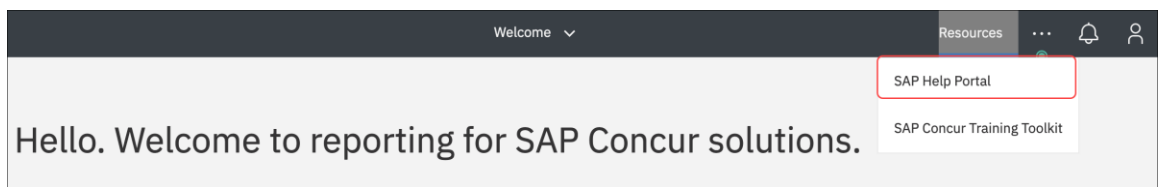Analysis / Intelligence
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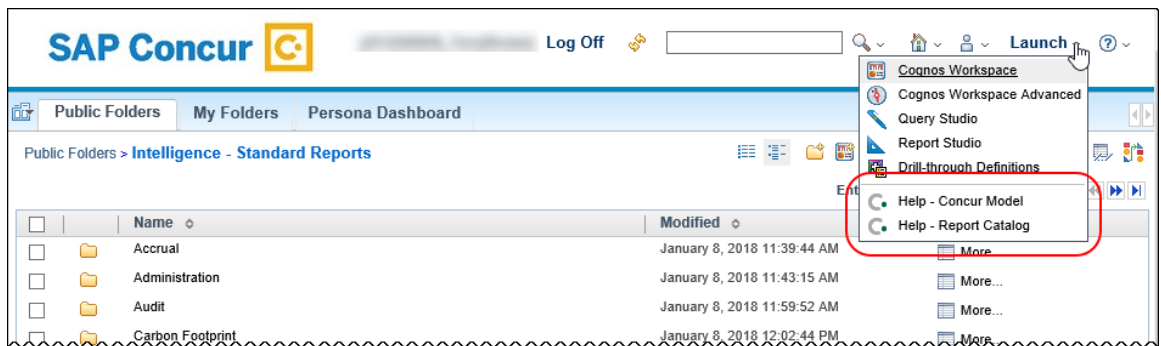
End-User Experience

In Cognos 11, the **Standard Report Catalog** and **SAP Concur Model** links located on the **Resources** menu will be removed.
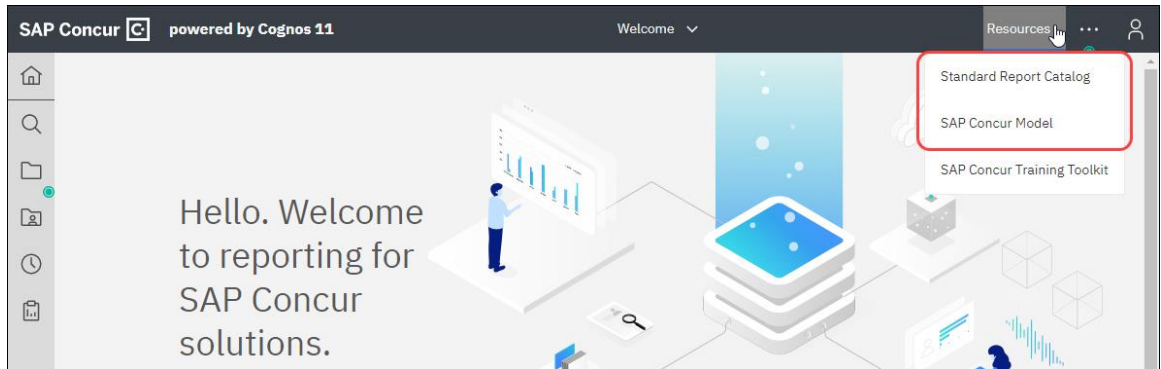
When the links are removed, a new link, **SAP Help Portal**, will be added to the **Resources** menu. Clicking the **SAP Help Portal** link will open the SAP Concur page on the SAP Help Portal.

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

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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.

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.

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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

Gender Diversity Planned Features and Changes

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.

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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.

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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.

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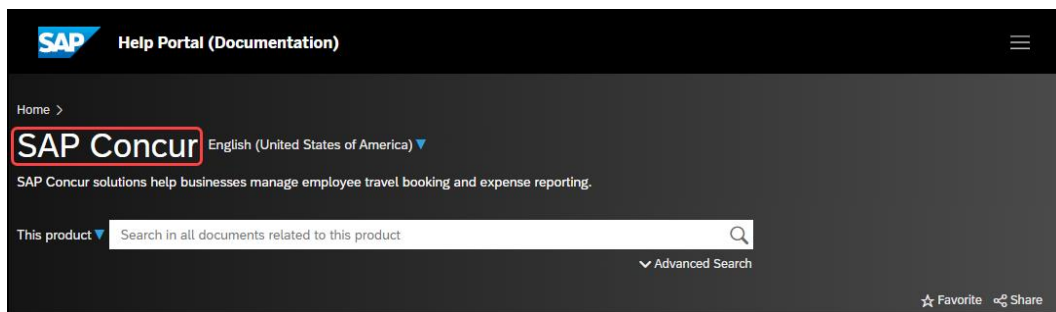
To access the product documentation for Analysis and Intelligence from the SAP Help Portal, on the **SAP Concur** page, click the **Analysis/Intelligence User Guides (English Only)** link in the **Product Assistance** section.

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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
• 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	**Examples:** Most frequently used Expense data model relationships Most frequently used Invoice data model relationships Most frequently used Travel data model relationships Join points between the different datasets

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

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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.
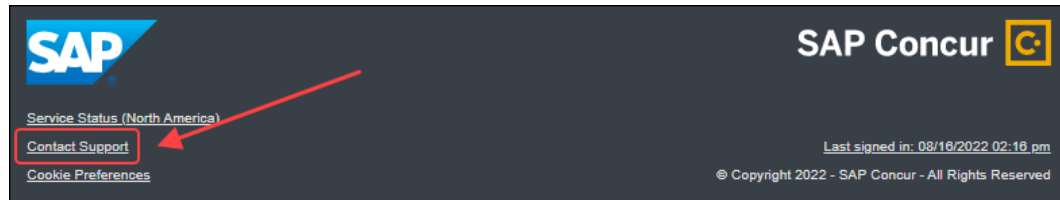
Click **Contact Support** to access the SAP Concur support portal, then click
Resources.

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

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