

The Travel Team - Logging in to the System with Concur

With the transition to Concur for travel reimbursements we have migrated The Travel Team site into Concur. You will now need to log into Concur to enter any travel arrangements.

Further questions please contact:

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Logging in to Concur

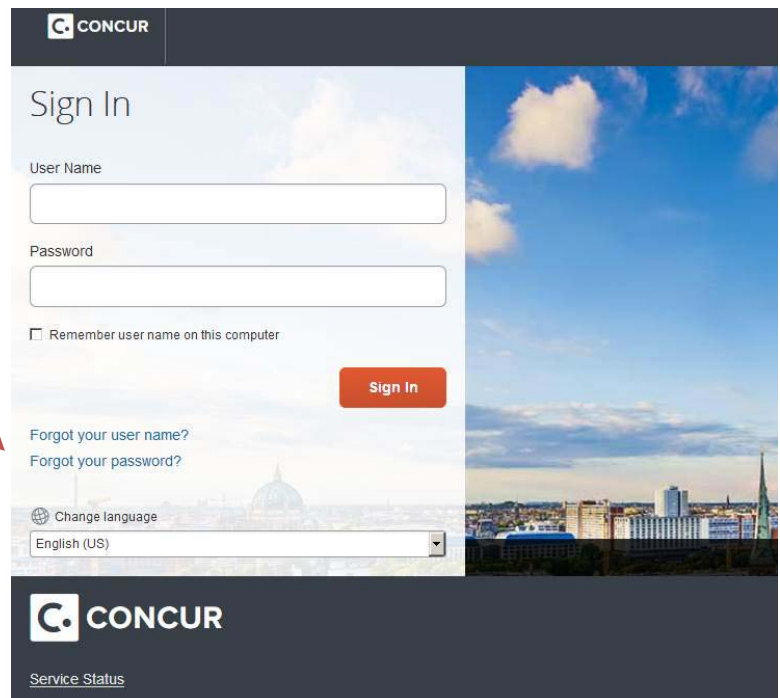
Note: See Page 2 for numbered explanations.

This is the message you will receive when you go to the Travel Team site.



Go to www.concursolutions.com

Click on "Forgot your password"



Logging in to Concur

Enter the email associated with their traveler profile and click the second radio button, “Send me an email with a link to reset my password”. This link will be delivered to your email within 15 minutes.

You will receive an email from concursolutions.com with a link to reset your information. Please note the link does expire in 24 hours.

CONCUR

Forgot Password

Enter your user name

☐ Send me an email with my password hint
☐ Send me an email with a link to reset my password

Cancel Submit

Once implemented, Request and Expense will appear next to Travel in the Header.

CONCUR Travel App Center

University at Buffalo
Hello, [User Name]

00 View Trips

TRIP SEARCH

For assistance with online bookings, please call The Travel Team at 716-332-6507 or Toll Free 877-313-4282.

For agent assistance as it relates to international travel, exchanges, or other agent needs, please call the University at Buffalo Team at 716-332-6500 or Toll Free 1-877-633-4782.

Mixed Flight/Train Search

Round Trip One Way Multi City

From [City] Find an airport Select multiple airports

To [City] Find an airport Select multiple airports

Search

ALERTS

- Triptit creates a schedule with all your travel details in one place, accessible on Android or iPhone. Simply connect your Concur account to Triptit. [Connect to Triptit](#) Not right now
- You haven't signed up to receive e-receipts. [Sign up here](#)

COMPANY NOTES

*** Concur Travel Status - Click here to check if Concur is experiencing any performance issues ***

Welcome to The Travel Team's robust, online booking service. This site has been configured based upon the travel policies of the University at Buffalo.

We ask all Travel Team business travelers to access their profile online and add or modify their travel information and preferences. These updates will be synchronized with the Travel Team reservation system.

[Read more](#)

MY TRIPS (0)

You currently have no upcoming trips.

To sign out click on Profile in upper right corner and click on “Sign Out”

Help Profile

Profile Settings | Sign Out

Acting as other user ?

Search by name or ID

Cancel Start Session