

Embracing Expansion: A Checklist to Reach Your Full Potential

As you embark on the path to expansion, ensuring that spend is effectively managed throughout your business will be high up on the list of priorities. Making smarter decisions based on data and unfaltering compliance will play an important part. Viewing these priorities as opportunities for positive change will help you successfully reach your full business potential. Being an existing SAP® Concur® customer already gives you a significant advantage!

Delve into our practical checklist to see how challenges can transform into opportunities for successful expansion.

- ✓ **Reduce** costs at every available opportunity. Leave no stone unturned with the help of [Concur Detect by Oversight](#), which identifies patterns of erroneous behavior and high-risk spend.

\$54,000 estimated money saved annually by implementing an automated T&E solution.¹

- ✓ **Manage** regional spend to increase efficiency across every location. Utilize [Budget](#) to effortlessly capture and consolidate data for a holistic view of employee spending throughout your business, no matter where they are based.
- ✓ **Streamline** processing of diverse vendor invoices. Implement a centralized [invoice management platform](#) to capture, process and store invoices in a single system, irrespective of location, format or currency.

83% of businesses worldwide say faster processing and payment times is a top benefit of an automated vendor invoice management solution.²

- ✓ **Gain** visibility into all new areas of the expanding business.

Build reporting dashboards for better spend visibility across all new locations and business entities and empower smarter decision making with [Consultative Intelligence](#).

69% of companies worldwide believe T&E has improved their ability to make data-driven decisions.³

- ✓ **Drive** user adoption in new territories.

Leverage [Concur User Assistant by WalkMe](#) to offer easy-to-follow, local language training content seamlessly integrated within the SAP Concur user interface.

- ✓ **Ensure** compliance with local regulations and tax laws.

Manage taxable employee benefits with [Benefits Assurance by Blue dot](#).

- ✓ **Maximize** VAT reclaim in every region.

Continue to boost VAT reclaim opportunities wherever you grow with [Tax Assurance by Blue dot](#).

26% of businesses worldwide saw an increase in tax reclaim (e.g., VAT, GST) savings through SAP Concur solutions or SAP Concur partners.⁴

- ✓ **Troubleshoot** issues and challenges as soon as they occur.

With our [User Support](#) and comprehensive change management program, an in-product [Service Assistant](#) and a [Community](#) of more than 90,000 users, we've got this – and so have you.

With the ongoing support of SAP Concur, your expansion plans will run more smoothly. By embedding organization wide finance automation, you won't miss valuable opportunities to control costs, increase compliance and manage scalable change across your business.



Contact your **Account Executive** to find out how you can make every spending moment count on the path to expansion.

1.-4. Analysys Mason 2022, Travel, Expense, and Vendor Invoice Management Study