

App Center Lead Submission Process

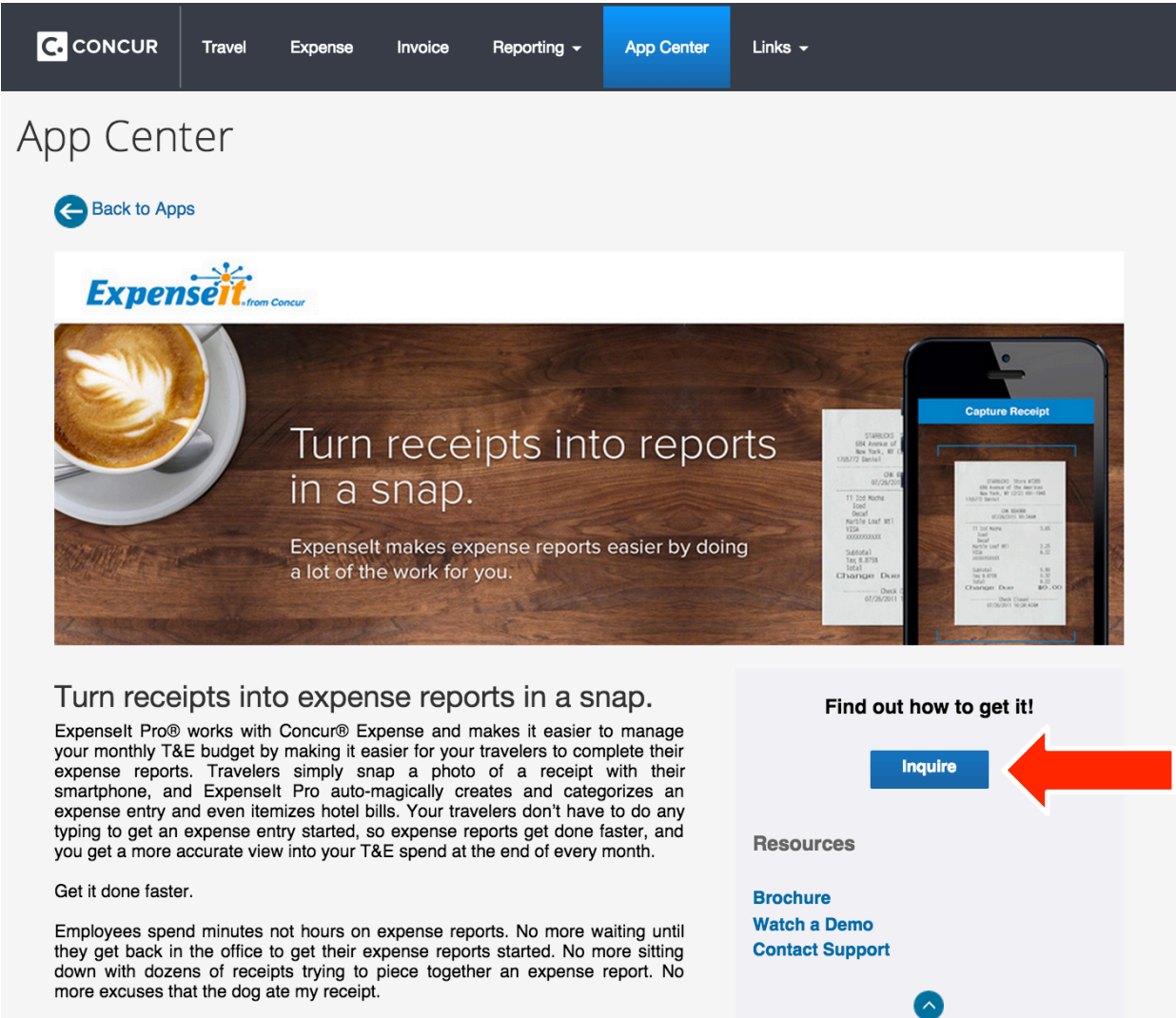
Updated 01/05/15

Lead Submission Process

Step 1: Prospect clicks on Inquiry button via App Center listing

The first step is for a prospect to click on the Inquiry button via the unique App Center listing. Inquiries may be submitted by clients as well as Concur employees.

Sample App Center Inquiry Button:



CONCUR Travel Expense Invoice Reporting **App Center** Links

App Center

[Back to Apps](#)

ExpenseIt from Concur

Turn receipts into reports in a snap.

ExpenseIt makes expense reports easier by doing a lot of the work for you.

Turn receipts into expense reports in a snap.

ExpenseIt Pro® works with Concur® Expense and makes it easier to manage your monthly T&E budget by making it easier for your travelers to complete their expense reports. Travelers simply snap a photo of a receipt with their smartphone, and ExpenseIt Pro auto-magically creates and categorizes an expense entry and even itemizes hotel bills. Your travelers don't have to do any typing to get an expense entry started, so expense reports get done faster, and you get a more accurate view into your T&E spend at the end of every month.

Get it done faster.

Employees spend minutes not hours on expense reports. No more waiting until they get back in the office to get their expense reports started. No more sitting down with dozens of receipts trying to piece together an expense report. No more excuses that the dog ate my receipt.

Find out how to get it!

[Inquire](#)


Resources


[Brochure](#)
[Watch a Demo](#)
[Contact Support](#)

Step 2: Inquiry form submission


After clicking on the inquiry button the prospect is redirected to the App Center Inquiry form which is dynamic and customized for each partner. The prospect must then complete the form and submit it. After submitting the form the prospect will receive a confirmation page. Thereafter, they will be redirected back to the partner's App Center listing.

Sample App Center Inquiry Form:



 **Concur App Center**
Find Out More


Thank you for your interest.
Please complete this form, and a representative will follow up with you shortly.

First Name *	Last Name *
<input type="text"/>	<input type="text"/>
Business Email Address *	Business Phone *
<input type="text"/>	<input type="text"/>
Company Name *	Number of Employees *
<input type="text"/>	<input type="text"/>
Title	Address
<input type="text"/>	<input type="text"/>
City	State
<input type="text"/>	<input type="text"/>
Postal Code	Country
<input type="text"/>	USA 

☐ I am a Concur Representative.

Submit

Sample Confirmation Page:



Thank you for your interest. A representative will be in touch with you shortly.

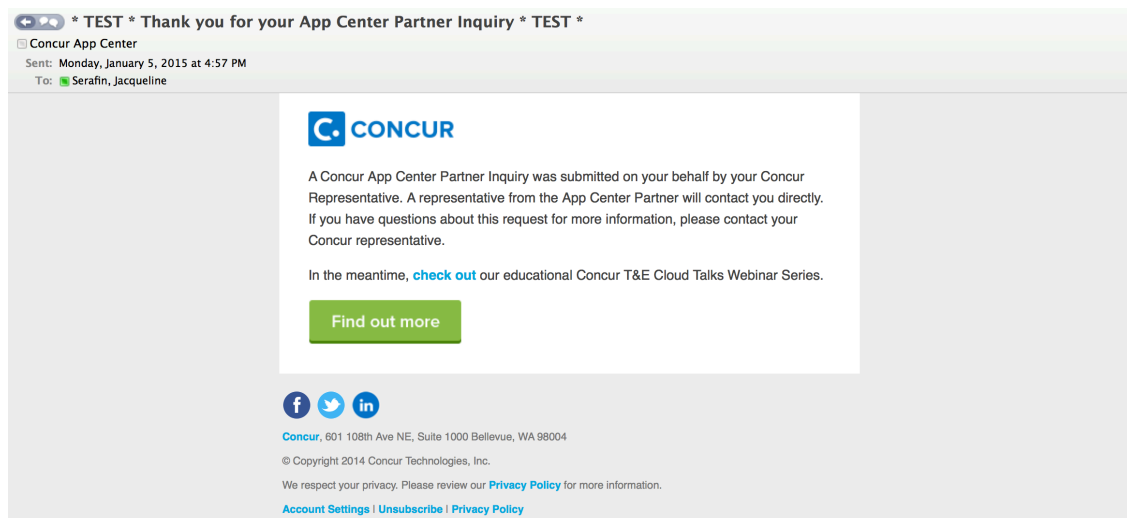
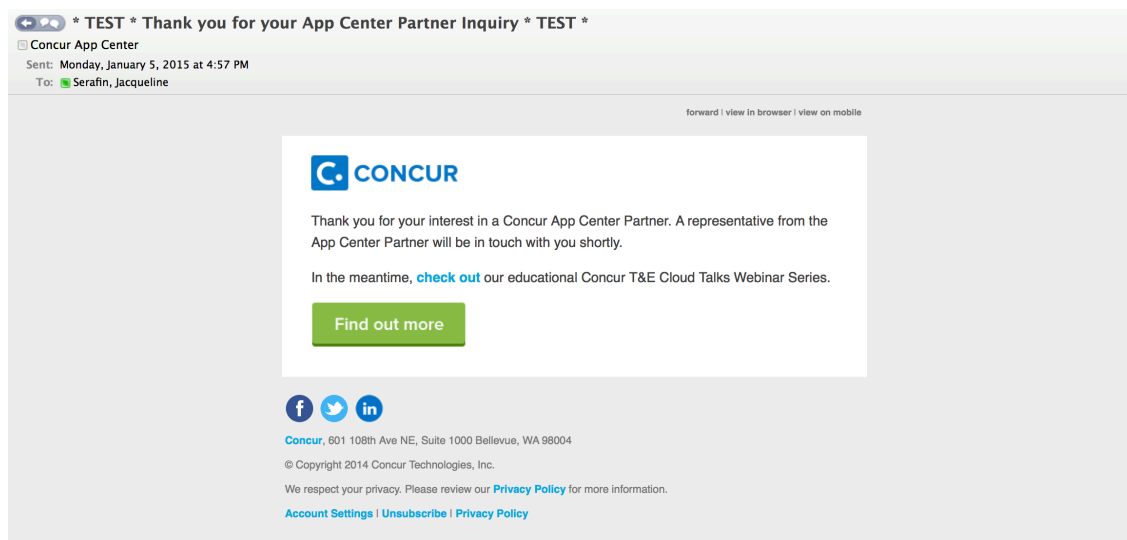
You will now be redirected to the App Center listing page.



Step 3: Lead Form Submission Confirmation Email

After submitting the form the prospect will also receive a confirmation email. If the lead was submitted by a Concur employee the email confirmation will be slightly modified.

Sample Confirmation Emails:





Step 4: Inquiry Notification Email

The App Center partner will receive an inquiry notification email. Partners must click on the “Accept/Reject” button to be redirected to the Accept/Reject Form for completion.

Sample Inquiry Notification Email:



Concur App Center Notification:

The following prospect has submitted the Inquiry... Please follow-up with the lead at your earliest convenience. Also, please use the buttons below to either “Accept” or “Reject” lead.

Accept/Reject Lead

General Details	First Name: Nick Last Name: Spano Email Address: nick.spano@concur.com Company: Demand Central Pages Viewed: 1907 Submit Time: 4/22/2014 11:59:13 PM Form Name: AppCenterInquiryForm URL Of Form: http://info.concur.com/content/AppCenterInquiry?app=alanda&pid=appcenter&cid=alanda
	FirstName: Nick

Sample Accept/Reject Form:

CONCUR

App Center Partner Referral Status

Please fill out the below form to indicate if you will Accept or Reject the referred lead.

Your Name *	Your Company *
<input type="text"/>	<input type="text"/>
Your Email Address *	Your Phone Number *
<input type="text"/>	<input type="text"/>
Lead's Email Address *	Lead's Company *
<input type="text"/>	<input type="text"/>
Referral Status *	Rejected Reason *
--Please Select-- ▾	--None-- ▾
Comments	
<input type="text"/>	
<input type="button" value="Submit"/>	

© Copyright 2015 Concur Technologies, Inc. All rights reserved. [Privacy Policy](#)