

Brainstorm & prioritize ideas

Sure, here are some ideas for features in a corporate travel approval application, prioritized based on their importance and potential impact:

1. **User Authentication and Authorization:** Implement secure login methods and role-based access control to ensure data privacy and restricted access to sensitive information.
2. **Travel Request Form:** Create an intuitive form where employees can input travel details, including purpose, destination, dates, and estimated expenses.
3. **Approval Workflow:** Design a customizable approval workflow that allows designated approvers to review and either approve or reject travel requests based on predefined policies and budget constraints.
4. **Real-time Budget Tracking:** Develop a feature that tracks travel expenses in real-time, providing insights to both employees and managers about the budget status and potential overspending.
5. **Policy Compliance Checker:** Integrate a policy compliance checker that ensures all travel requests adhere to company policies and regulations, reducing the risk of non-compliance.
6. **Integration with Travel Booking Platforms:** Enable integration with popular travel booking platforms to streamline the booking process for approved travel requests and ensure consistency in travel arrangements.
7. **Travel Itinerary Management:** Provide a centralized platform for employees to manage their travel itineraries, including flight details, hotel reservations, and any other relevant information.
8. **Expense Report Submission:** Incorporate a feature that allows employees to submit digital expense reports, including receipts and other necessary documentation, to streamline the reimbursement process.
9. **Notifications and Reminders:** Implement a notification system to send reminders to employees about pending travel requests, approval status updates, upcoming trips, and any policy changes related to corporate travel.
10. **Analytics and Reporting:** Develop a reporting module that provides comprehensive insights into travel patterns, expenditure trends, and compliance metrics, helping management make data-driven decisions to optimize travel budgets and policies.