

Challenges do

administrators

face in managing

travel requests

corporate

Says

What have we heard them say? What can we imagine them saying?

What are their wants, needs, hopes, and dreams? What other thoughts might influence their behavior?

Employees

may think

about the

convenience



Thinks

Specific travel

policies and procedures for the corporation

> information do employees need to provide for

travel approval

Corporate administrators might think about how to streamline and automate

Both parties might consider the potential cost

There any legal or compliance concerns related to travel approvals



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Build a Employee Travel Approval Application for Corporates

Employees submit travel requests and necessary documents

Corporate administrators review and approve/deny

Employees may feel eager to have their travel plans approved

Parties engage communication regarding travel plans and approvals

Corporate administrators may feel pressure to ensure compliance

Transparency and clear communication throughout the process



Does

What behavior have we observed? What can we imagine them doing?



Feels

What are their fears, frustrations, and anxieties? What other feelings might influence their behavior?



