



1.3 million people take to the road, rails or sky for a business trip every day in the United States, according to the [Global Business Travel Administration](#). It's more important than ever for business travelers and travel coordinators to be strategic about the types of trips booked and the resources used on them.

Leveraging travel apps and software is one of the best ways for you to get a handle on every aspect of a trip, from takeoff to touchdown and everything between.

Simplify your business travel plans by choosing any of these 17 apps that are right for your next trip. All are available for both iPhone and Android.

Triplt

Triplt is *the* travel organization tool.

Using your confirmation emails from various travel providers, the app will create an itinerary you can access online or off. You can also get directions, sync to Google Calendar and share your trip with others.

Triplt Pro takes it up a notch by allowing you to coordinate with your coworkers and view everyone's schedule on a shared travel calendar. It also tracks business expenses so you can track how much your employees are spending.

Basic functions are available for free by downloading it on Apple's [App Store](#) or [Google Play](#). Or subscribe to Triplt Pro for \$48.99 per year.

Expensify

One serious downside of business travel is tracking expenses, but Expensify makes it easy.

All you need to do is take a picture of the receipt and upload it. The app then creates an expense claim either individually or as part of an overall expense report. Create claims for everything and anything while providing a full audit trail just by taking pictures.

Your employer will need an Expensify business plan, but it won't break the bank at only \$5 a month. Download it today on the [App Store](#) or [Google Play](#).

Xe Currency

Xe is a must-have for international travelers.

The app provides live currency exchange rates mid-market and an easy-to-use currency converter. It also keeps the last ten years of historical rate data for comparison purposes.

With Rate Alerts, you don't need to keep checking the rate while trying to work either. When the market reaches your desired valuation, you'll get a notification.

And then what? Thankfully, Xe does money transfers too! So, when it's time to make your market move — or if you just need to send some money back home — you'll be able to take care of that immediately without switching apps.

Download Xe Currency for free on the [App Store](#) or [Google Play](#).

Flightview

Flightview Flight Tracker should be your go-to for managing flights.

Enter a flight number and it will tell you the gate and terminal, with options to receive alerts on weather and possible delays. This information will be critical when you touch down for a layover to know if you have time to rest in the lounge or if you'll be running to your next gate.

More the visual type? With Flightview's flight map, you can see where your plane is in real time, so you can gauge for yourself how realistic the airline's flight delay estimate actually is.

And if all else fails, you can even use Flightview to check which alternative cheap flights might be available to you.

Download it for free on the [App Store](#) or [Google Play](#).

If your flight is on time, you'll also need to make sure you're on time. Keep our [airport security tips](#) in mind to speed the process along.

The Weather Channel

You're trying to figure out which clothes to pack for your business trip. It's almost a given that you'll pick up your phone and check your destination's weather forecast.

But your phone's default weather app can be quite limited.

With The Weather Channel app, you will never get caught unprepared.

This app features:

- Hourly forecasts
- Daily forecasts
- Weather bulletins
- Storm update videos from the channel (Remember cable TV?)

You can download The Weather Channel free on the [App Store](#) or [Google Play](#) and enjoy all the basic forecasting knowledge you need.

However, while no one likes to pay for the weather, upgrading to The Weather Channel Pro version will give you ad-free eight-day hourly forecasts and three-day future radar for \$4.99 per month or \$29.99 per year.

It's worth knowing long in advance if you need to add a raincoat to your packing list.

WhatsApp



For any messaging, calling or video chatting needs, this app has an advantage in keeping you connected as long as you have an internet connection. Whether you're reaching colleagues or family, keeping in touch can impact your productivity and morale.

WhatsApp has quickly eclipsed all other communication apps thanks to its ease of use and reliability.

Download WhatsApp on the [App Store](#) or [Google Play](#) and use it for free. (Check with your cell carrier about any data or roaming charges.)

WhatsApp Business

WhatsApp Business is another version of WhatsApp you'll have to install separately.

Let's say you have a separate business phone number. You'd like to save yourself from having to travel with two different phones.

WhatsApp Business will let you keep all your business dealings under a clearly-marked separate app — without needing a second phone. It will also let you set up a business profile so you can put your most professional foot forward.

Download WhatsApp Business on the [App Store](#) or [Google Play](#). Again, the app is free but carrier data and roaming charges may apply.

Google Translate

A must-have for overseas travelers, Google Translate supports over 80 languages and will work on anything from individual words to entire documents.

Type or paste what you want to say, and you'll see the translation. Or, type in what you see or hear and receive the English translation.

Involved in a real-world conversation where typing is too slow? Use voice command or have your phone speak for you.

Out to a company lunch and the restaurant doesn't have any English menus? Open the camera and point it at the menu. After a few seconds, you'll see the entire menu in English on your screen!

Download Google Translate for free on the [App Store](#) or [Google Play](#).

HelloSign

Nothing seems more impossible when you're away from home base than finding a multi-purpose printer-plus-scanner so you can print and sign contracts and other documents.

HelloSign is the easiest way to scan, edit, sign and send documents from your phone:

- Take a picture of the document
- Import it to an editable PDF
- Sign documents
- Transfer them to your email

It's like an entire business center right in the palm of your hand.

Download HelloSign for free on the [App Store](#) or [Google Play](#).

Google Maps

Google Maps is one of the most useful apps out there, period.

If you have a smartphone, access to a network and Google Maps, you might never get lost again. Even if you know ahead of time that you *won't* have internet access, you can download offline maps over WiFi before you leave the hotel.

Business travel is made easier with its tools to plan your commute route long in advance, with multiple stops if you choose. You can also discover places to visit, eat, drink or catch a show, too.

The ability to get turn-by-turn directions is eminently useful — especially for company road trippers — and the average travel times are more realistic than they used to be thanks to its ability to monitor live traffic conditions.

Won't be renting a car because you're staying downtown? Google Maps can also give you a route via public transportation.

Download it for free on the [App Store](#) or [Google Play](#).

SpotHero



You landed in New York and picked up your rental car. You didn't want to head straight to this business meeting in Manhattan, but the airlines wanted way too much money to fly in earlier.

You get off the bridge at 2:00 and can already see your client's office building. The meeting is scheduled for 2:30, so you've got plenty of time.

Only one problem: you can't find a parking space.

With SpotHero, those nightmare days are over. Now you can book your parking space in a convenient location before you even leave for your trip.

Other apps in the past let you find open spaces but didn't quite do what SpotHero does.

This app includes the following features:

- Compare rates of various areas and facilities nearby.
- Book and pay for your parking pass in advance.
- Booking last-minute? Know what's available right now.

You can even use SpotHero to lock in your parking space at your departure airport before you leave, saving you valuable time before your flight.

Download it for free on the [App Store](#) or [Google Play](#). Just pay per parking spot as needed.

Uber Or Lyft

Now that Uber and Lyft have garnered a more international presence, you can easily use either in many countries worldwide.

Getting around by car is faster, simpler and cheaper than before, and it's all controlled with an app. Whether you're looking for airport transfers, a ride to work or a general way to get around, there is no doubt car transportation apps have changed everything.

The apps are easy to use. Register, set up your credit card payment, enable GPS on your phone and the rest is simple. You'll only pay when you get a ride.

Uber: [App Store](#) or [Google Play](#)

Lyft: [App Store](#) or [Google Play](#)

Waze

Different GPS navigation apps excel at different things. While Google Maps is the best at finding quality destinations, researching everything about them (like hours, menu or pricing) and getting you there accurately, Waze is the best at giving you the most comfortable drive possible.

Waze lets users interact with each other to get up-to-date alerts on:

- Traffic
- Construction

- Accidents
- Speed traps
- Photo-enforcement
- Gas station pricing

You can also control your favorite music or podcasts directly through Waze without having to switch apps while driving, which is especially useful if you have a long road trip ahead of you.

Download it for free on the [App Store](#) or [Google Play](#).

Yelp

Whether you are looking for the best burger in town for a quick bite or a fine dining establishment where you can impress your client, Yelp has you covered.

Founded in 2004, Yelp was a powerhouse website long before smartphones even became a thing, so you know its wealth of data and reviews has all the experience you need to make the best choice.

Search by city or ZIP code for reviews from real people — both locals who know their stuff and fellow business people wanting to share their travel tips.

Download the Yelp app for free on the [App Store](#) or [Google Play](#).

OpenTable

Once you've found that perfect restaurant, you'll need a reservation, especially if it's peak lunch hour or a busy Friday night.

OpenTable is a free, easy way to make reservations at thousands of restaurants across the country. In fact, when you go to make a reservation on a restaurant's website, you'll often be redirected to OpenTable to confirm your selection.

Best of all, you can earn points for dining out that you can later use to save money off your next meal.

Download it on the [App Store](#) or [Google Play](#).

Are you booking a reservation for your employees? You should also consider [this advice for planning their meal allowances](#).

Sleep Cycle

Sleep Cycle helps you get a good night's sleep, no matter where you are.

The app analyzes your sleep patterns based on your movements and wakes you up during your lightest form of sleep. That way, opening your eyes is gradual and peaceful rather than a shock to the system.

When jet lag has you off schedule, Sleep Cycle can be crucial to ensure you're well-rested and rejuvenated for that morning meeting — and that you don't sleep through it.

Download Sleep Cycle for free on the [App Store](#) or [Google Play](#) and start enjoying the main functions.

Or, for \$49.99 per year, you can experience Premium. Advanced features include a customizable wake-up window, trends and data export for compatibility with other apps. On iOS for iPhone, for example, Sleep Cycle can be used in conjunction with the Health app to track your sleep hours.

IzziRent

Most car rental apps are poor performers, but not IzziRent.

This one has a database of more than 850 car rental suppliers in over 30,000 locations, so you are almost guaranteed to find the best price out there.

The app features discounts not available to the general public. When you've found the best deal for your needs, booking and payment are a snap.

Download it for free on the [App Store](#) or [Google Play](#). Only pay when you make a reservation.

Hotel Engine

Corporate booking tools and end-to-end expense reporting co-exist within Hotel Engine's travel management solution.

Say goodbye to having your business lodging data scattered across several different email accounts or spreadsheets, creating a paperwork nightmare before check-in even happens.

With Hotel Engine, you can book rooms from more than 700,000 of the best hotels at the best rates and consolidate lodging data into easy-to-use reports.

Hotel Engine also utilizes industry experts for group bookings, so you'll always have the travel industry's most knowledgeable professionals in your corner.

Features travel managers will love include:

- Sort, filter and personalize hotel rooms based on several criteria, including price and savings.
- Personalize your dashboard to track hotel stays, savings and billing.
- Have Hotel Engine cover your team's incidentals upfront and get one streamlined bill for incurred charges at the end of the month.
- Retain oversight over your organization's travel activity group booking support.

Download the app for free on the [App Store](#) or [Google Play](#).

Conclusion

Plenty of mobile apps are available right at your fingertips, so why not use your phone as your travel guide? Take advantage of any of these 17 best travel apps to be sure you're making the most of your next business trip or getaway.

You can also maximize your trip experience by earning rewards. Hotel Engine has its own built-in rewards program, [HE Rewards](#), which allows your business

travelers to input their own hotel loyalty programs on top of gaining HE Rewards points to double up on their savings.