

Concur Mobile App sign-on information:

To log in the SAP Concur mobile app, you can follow the steps below:

1. Launch the SAP Concur mobile app
2. Enter your [NetID@nd.edu](#), click **Next**
3. If you are prompted to enter your password, insert your NetID password (ND credentials); **not the mobile PIN**, as the PIN was retired
4. If you see two or more buttons related to different SSO login options, choose – **“Sign in with Mobile SSO”**
5. Enter your Notre Dame OKTA credentials

Adding your email address to your Concur profile and verifying it:

1. Open your Concur profile
2. Select **Email Addresses**
3. Enter your [netID@nd.edu](#) email address



Follow the instructions under the “How do I verify my email address”

[How do I verify my email address?](#)

[Why should I verify my email address?](#)

[If I am a travel arranger or delegate, what do I need to do?](#)

[I would like to have someone arrange travel or delegate expense on my behalf, what do I need to do?](#)

	Email Address	Verification Status	Verify
Email 1	 @nd.edu	 Verified	Disable Verification
Email 3	 5@nd.edu	 Verified	Disable Verification