How to Register for Concur Mobile

1	Access Concur via **www.bu.edu/buworkscentral**
2	Select Manage **Business Travel Arrangements and Reimbursements** on next landing page
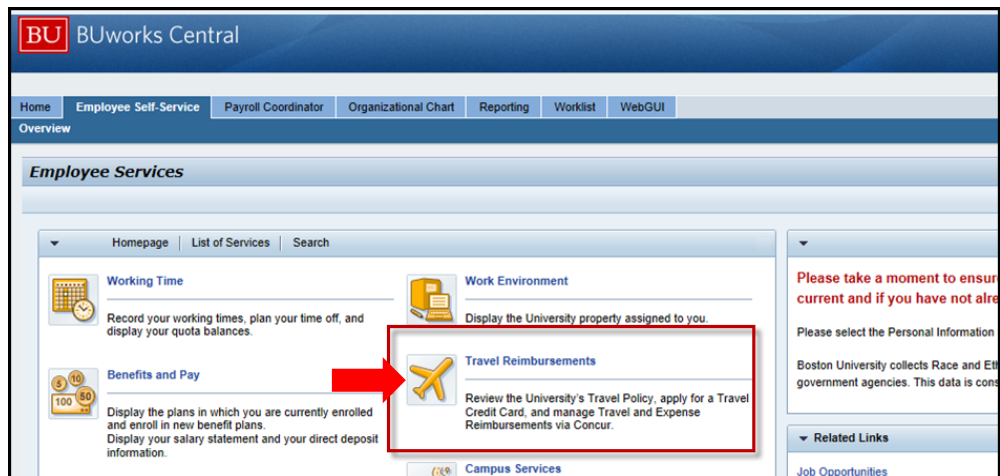
3	On top Right of Concur homepage select **Profile** link and then click **Profile Settings**
4	Click on **Mobile Registration** link at the bottom right of your **Profile Options** page

BU BUworks Online Help

5	**Set up PIN** for mobile login. This will be the password used for logging into the Mobile app- your BU email address is your username.

You are now ready to begin using Concur Mobile