You can use SAP Concur mobile application to make travel reservations. In this example, you will see how to book a flight.

1. To book travel segments, on the SAP Concur home page, press the **Travel** icon.
2. Next, press **Book a Trip**.
3. To start searching for a flight, press **Flight**.
Your designated home airport will appear in the **Departure City** field. You can book One Way or Round-Trip reservations.

1. Select your **Departure** and **Arrival City**.
2. Select the appropriate **Departure Date, Time**, and then press **Book Air**.
3. Select the appropriate **Return Date, Time**, and then press **Book Air**.
4. Press **Search**.
The flight search results will appear. You can scroll down, to see other flight options or press **See All**.
5. Press the best flight options for your trip, and then press Reserve.
6. Press **OK** to confirm that you want to reserve this flight.
7. Review your travel itinerary.
After completing the reservation, to add a hotel or rental car, select the trip from the home page and press the + sign. See the Booking a Hotel and Booking a Rental Car tip sheets for more information.