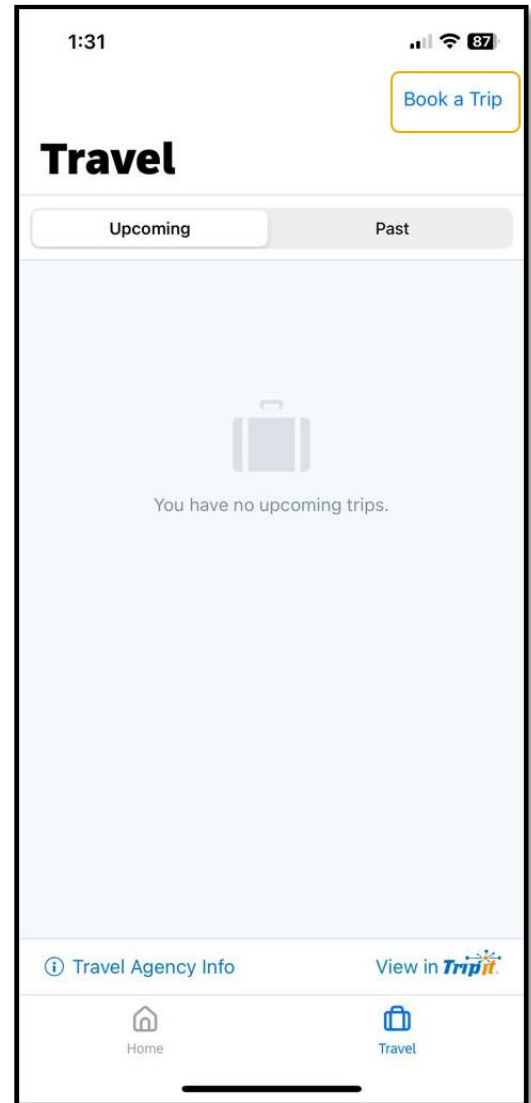
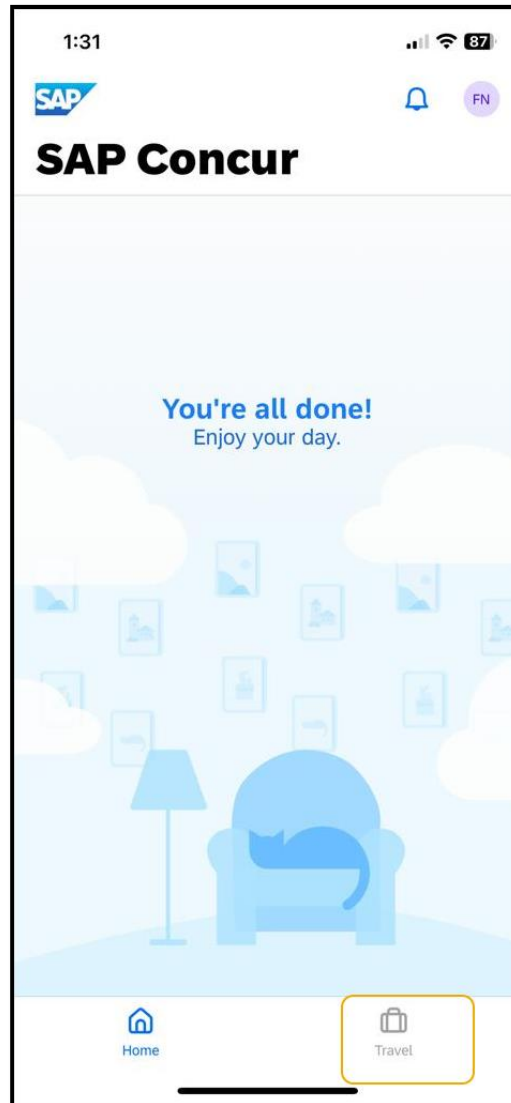


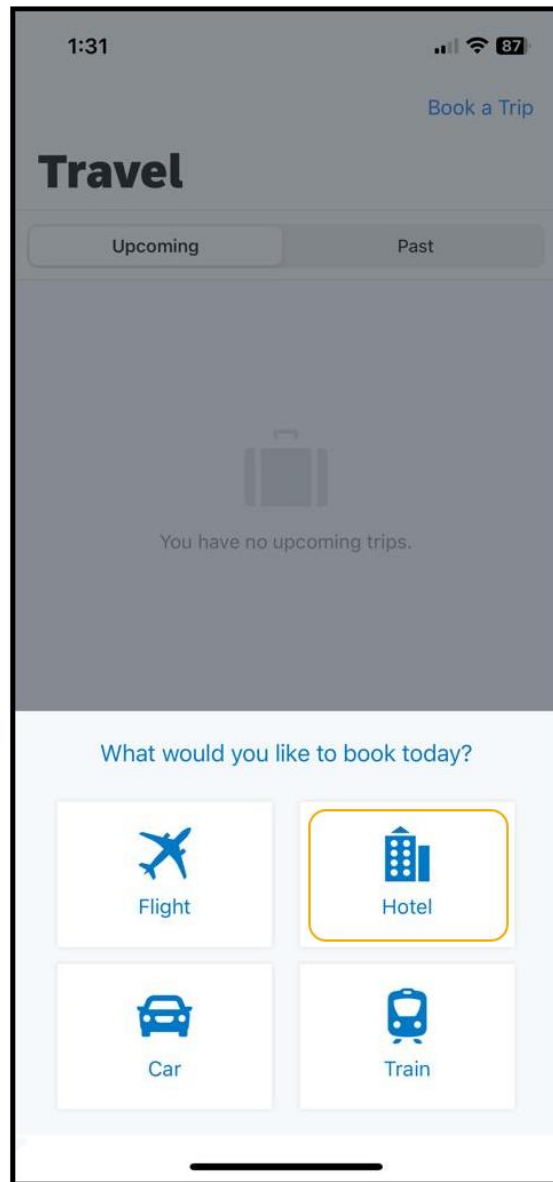
Booking a Hotel (Mobile iPhone)

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

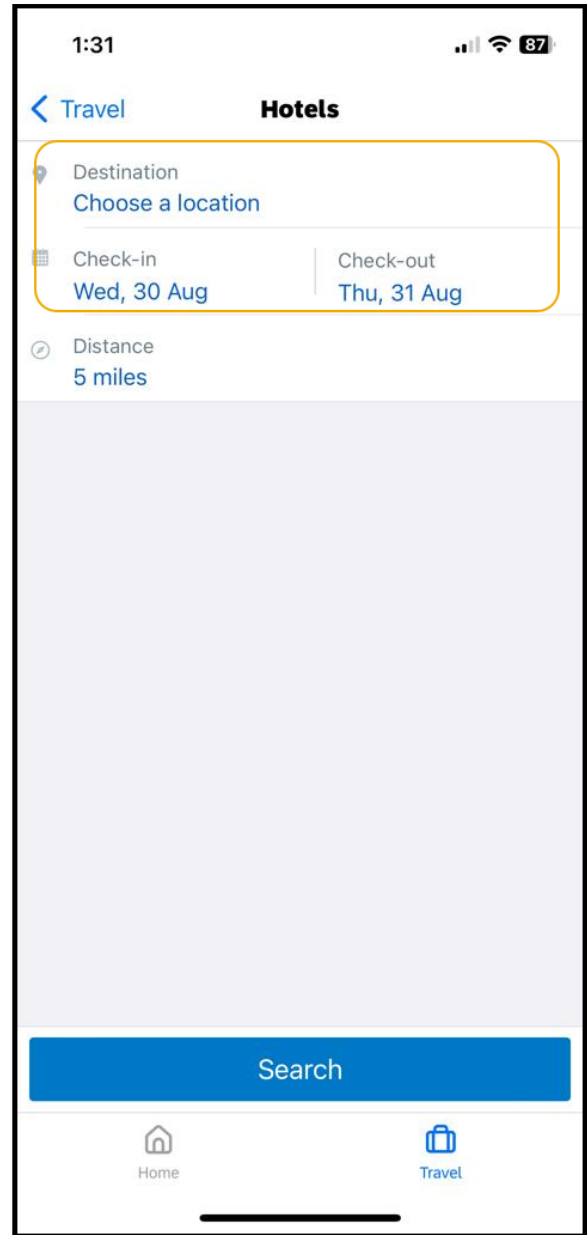
1. To book a hotel, on the SAP Concur home page, press the **Travel** icon and then press **Select Book a Trip** (top right corner).



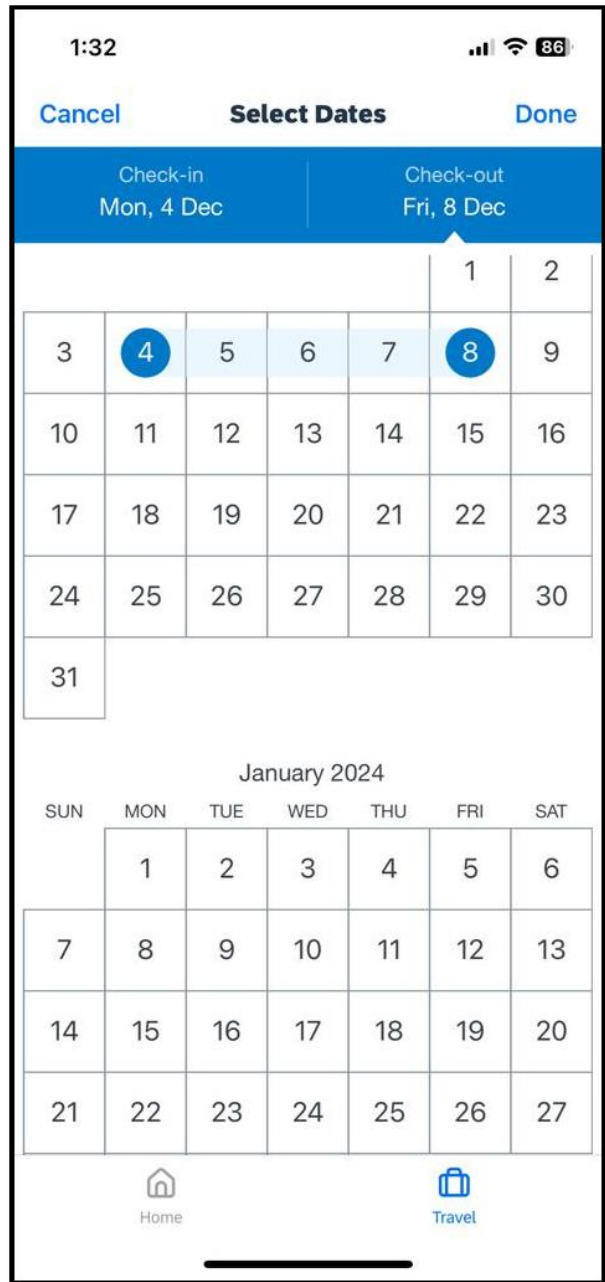
2. To start your hotel search, press **Hotel**.



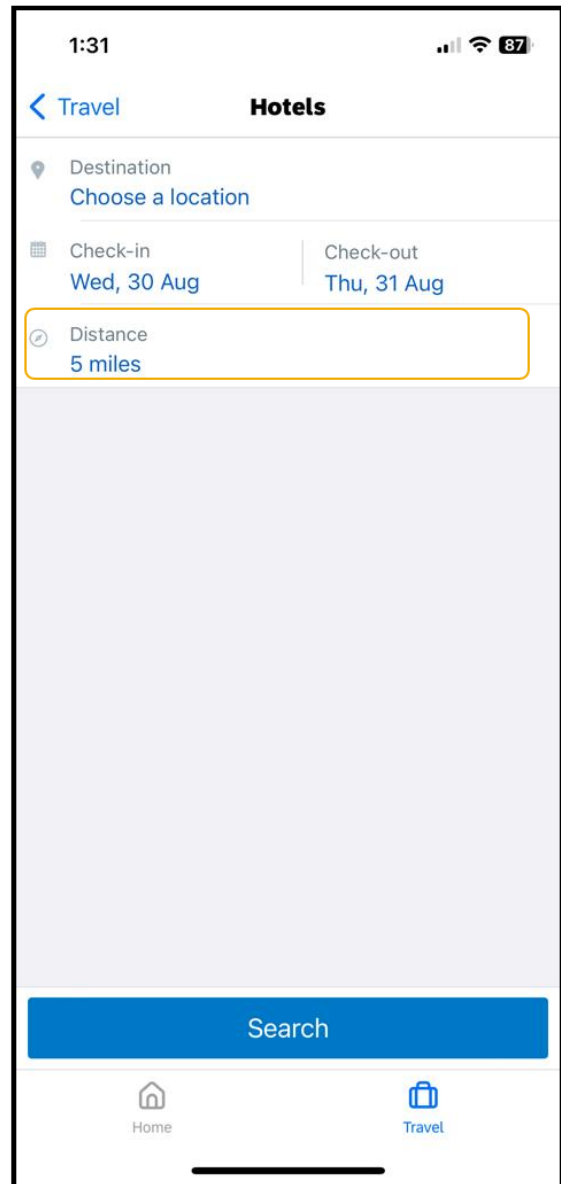
3. Press **Destination**.
4. Search and select the appropriate **Destination**.



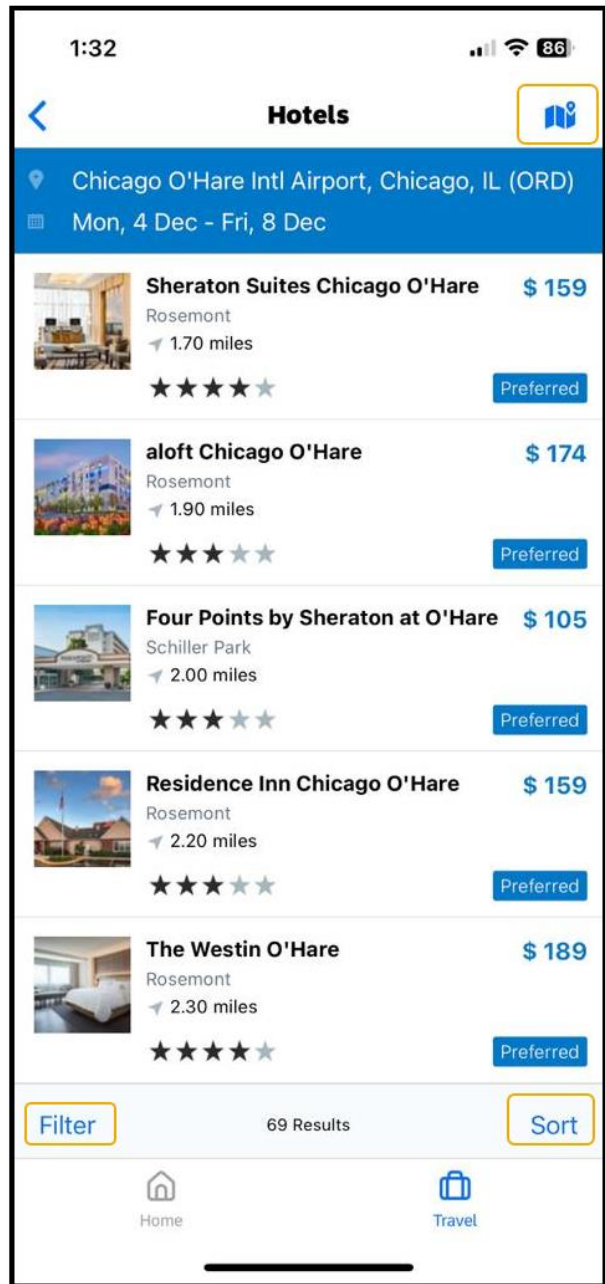
5. Select the **Check-in** and **Check-out** dates.



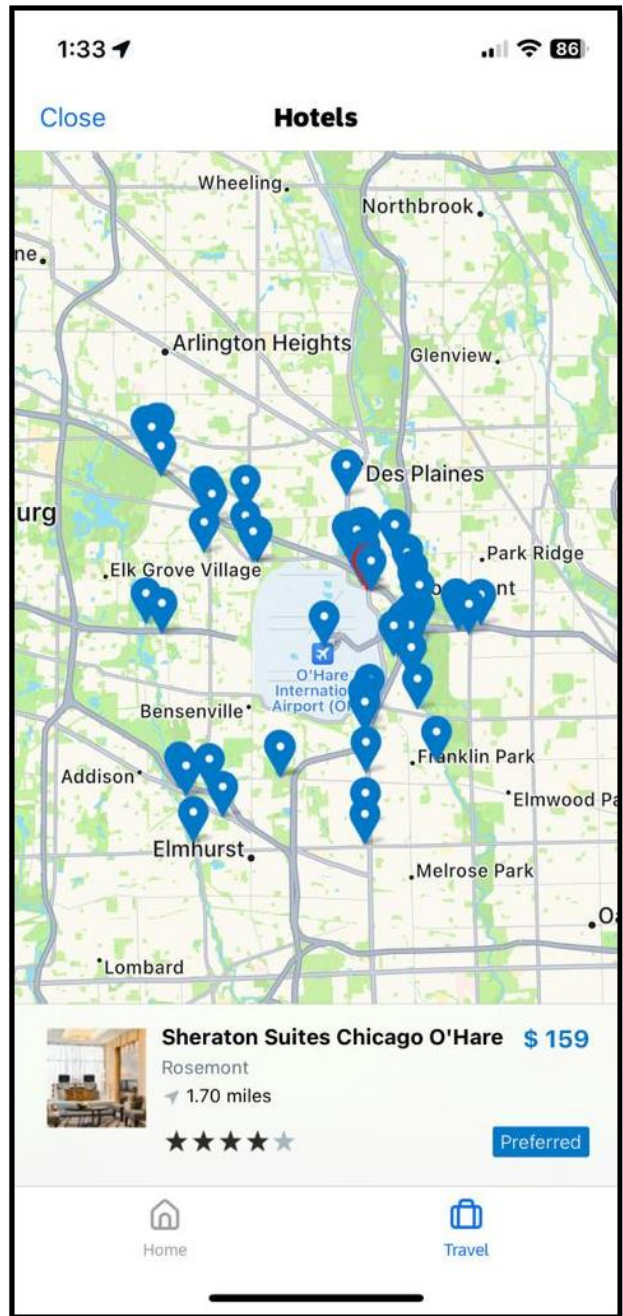
6. Change the **Distance** from the **Destination** location, as needed, and then press **Search**.



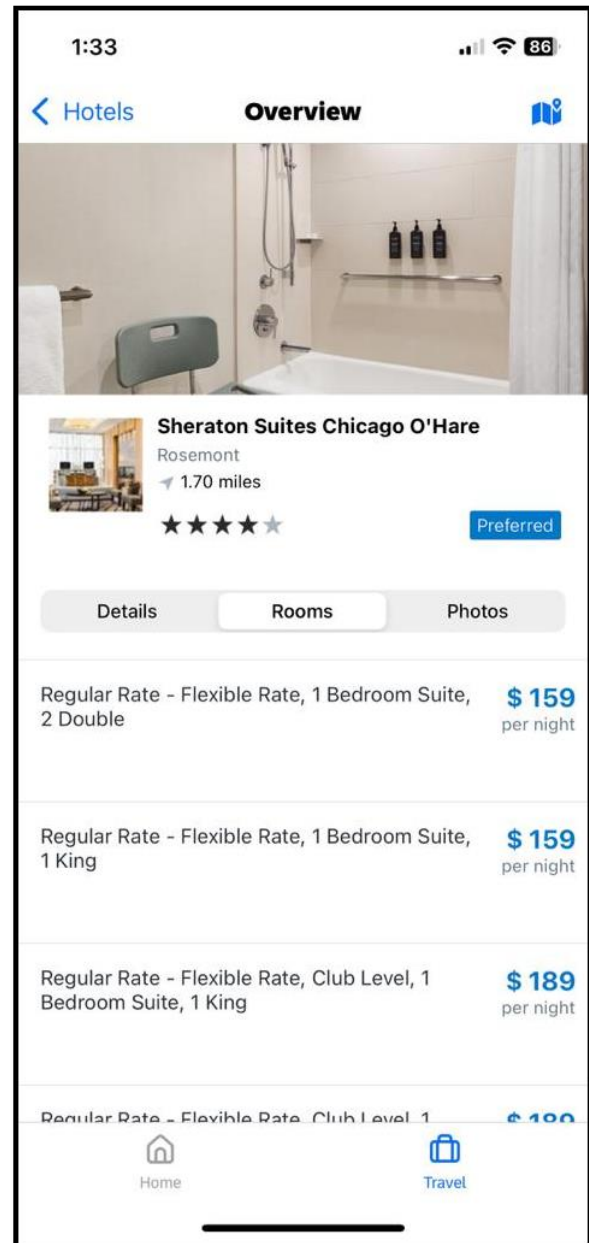
The hotel search results are displayed.
 You might want to **Filter** or **Sort** the list options.



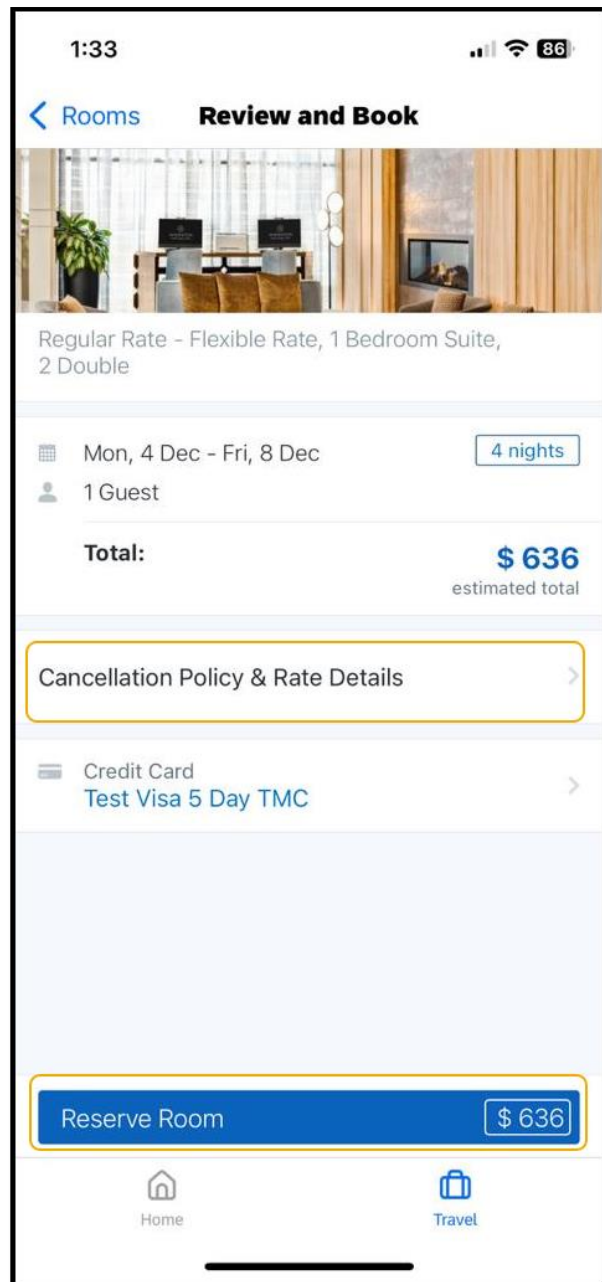
You can also use the map feature to locate the hotel.



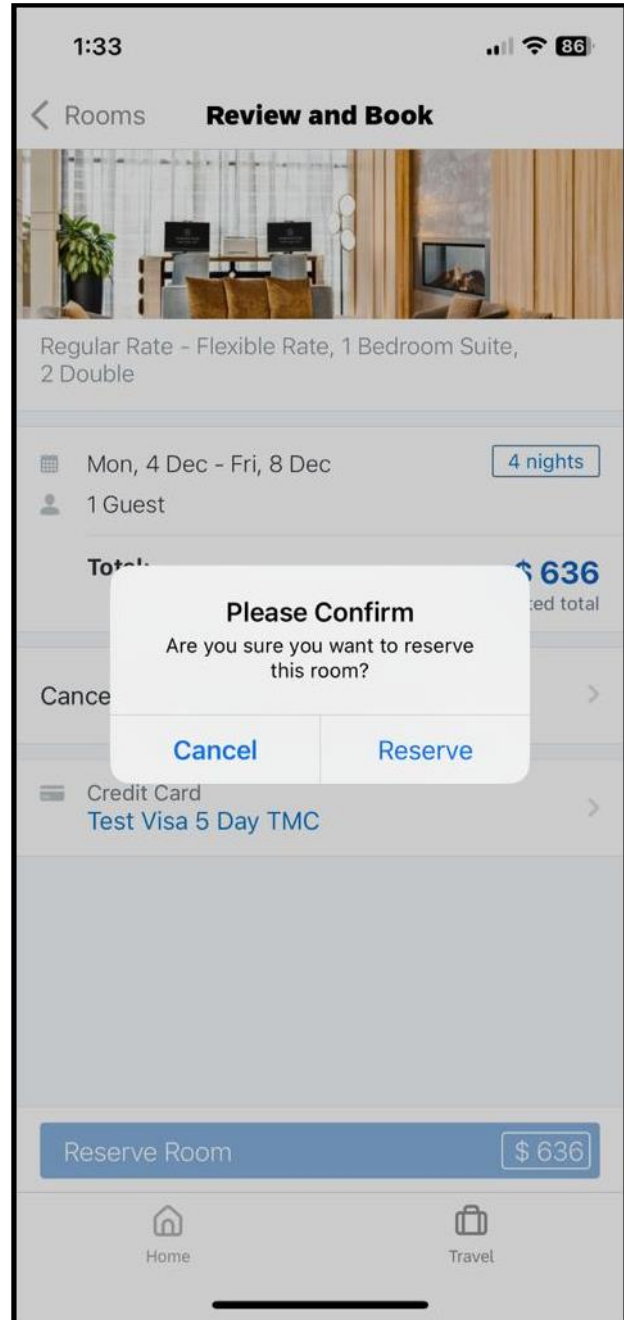
7. Select the hotel that you want to reserve.
8. Select the preferred room rate.



9. Review the Hotel Policy and Rate Details and press Reserve Room.



10. Press **Reserve** to confirm your selection. The hotel reservation is now added to your trip.



Last updated: 10 April 2019