

First Time Login

NBCUniversal

First Time Log in – Internal SSO

Travel Portal: [Travel.nbcuni.com](https://travel.nbcuni.com)

Select **CONCUR**



Redirecting to Travel & Expense Site

Select **Login with SSO (Internal users)**



You are now leaving travel.nbcuni.com. To continue, please read the following statement and click on the correct option to proceed.

Please be aware that you are leaving the NBCUniversal's Website and entering Concur's Website. The resources on the Concur's website are offered by Concur's website and NBCUniversal is not responsible for their content.

Login with SSO (Internal users)

Login without SSO (External users)

Sign In

SSO ID

Password

[Forgot your Password?](#)

Remember my ID

Sign In

Enter SSO and SSO password



First Time Log in – External

www.concursolutions.com

Login with SSO (Internal users)

Login without SSO (External users)

Select *Login with SSO*
(External users)



Sign In

Username is your SSO@nbcu



Username, verified email address, or SSO code

- Remember me
- [Forgot username](#)
- [Need help signing in](#)

[Learn about SAP Concur for your business](#)

< Sign In

Select SAP
Concur Password



206812730@nbcu

Sign in with:

OR

[Learn about SAP Concur for your business](#)

First Time Log in – External

< Sign In

206812730@nbcu

Password

Next

[Forgot password](#)
[Need help signing in](#)



Click “*Forgot password*”

[Learn about SAP Concur for your business](#)

< Forgot Password

Enter the username associated with your account. We will send an email with a link to reset your password.

Username

206812730@nbcu

Send



Enter username
SSO@nbcu

[Learn about SAP Concur for your business](#)

You should receive an email with a link to reset your password within 5 minutes. If you do not receive the email, contact the T&E Team. The link within the email will expire within 24 hours.

First Time Log in – Privacy Agreement

Privacy Agreement

Concur is providing these links to you only as requested by your company. Access to supplier links is under the direct control of your company administrator. Links to suppliers does not imply endorsement by Concur.

Your Consent

By using Concur Business Services, you consent to the collection and use of the information described in this Privacy Policy in addition to the information captured in your profile.

Data Privacy

Concur complies with data privacy and protection regulations, including the provisions of the European Union Directive 95/46/EC, Canadian PIPEDA (Personal Information Protection and Electronic Documents Act), and the UK Data Protection Act of 1998, to the extent such regulations apply to Concur. Concur will investigate and resolve individual complaints or disputes, and have procedures in place for resolution.

If you have any questions about this privacy statement, the practices of this site, or your dealings with this web site, you can contact your program administrator at your company.

Microsoft Mappoint [Terms of Use](#), [Privacy Statement](#)

I Agree

I Do NOT Agree



Scroll down and click *I Agree*

First Time Log in – Profile Verification

Select *Profile* >
Profile Settings



CONCUR Travel Expense Approvals Reporting App Center Profile

Profile Personal Information Change Password System Settings Mobile Registration Travel Vacation Reassignment

Select Personal Information →

Confirm that your name and other profile information is correct →

My Profile - Personal Information

Jump To: Personal Information Choose

PLEASE NOTE: If your name is not displayed correctly: Employees: Please contact your local HR representative. Contractors: You may call the IT help desk to request a name change, or go to <http://itgym.nbcuni.ge.com/itservices/home.aspx> to enter a ticket directly.

Fields marked **[Required]** and **[Required**]** (validated and required) must be completed to save your profile.

Change Picture

Important Note

Your Name and Airport Security: Please make certain that the first, middle, and last names shown below are identical to those on the photo identification that you will be presenting at the airport. Due to increased airport security, you may be turned away at the gate if the name on your identification does not match the name on your ticket.

Title	First Name	Middle Name [Required]	Nickname	Last Name	Suffix
	Cathrine			Farr	

No Middle Name

Company Information

Go to top

Employee ID	206405084				
Manager	Maureen Spencer	Employee Position/Title	Manager Travel Report		
Admin Email		Admin Name		Admin Phone	
Company Code	A0A6	Company Code Name	Corporate Staff	Division	CORPORATE
Business Unit	CORPORATE	International Travel Visa Information 1		International Travel Visa Information 2	
International Travel Visa Information 3		FQTV Status Remark			

Save

If your name does not match your legal photo identification, contact your HR team. For all other inquiries, contact the T&E Team.