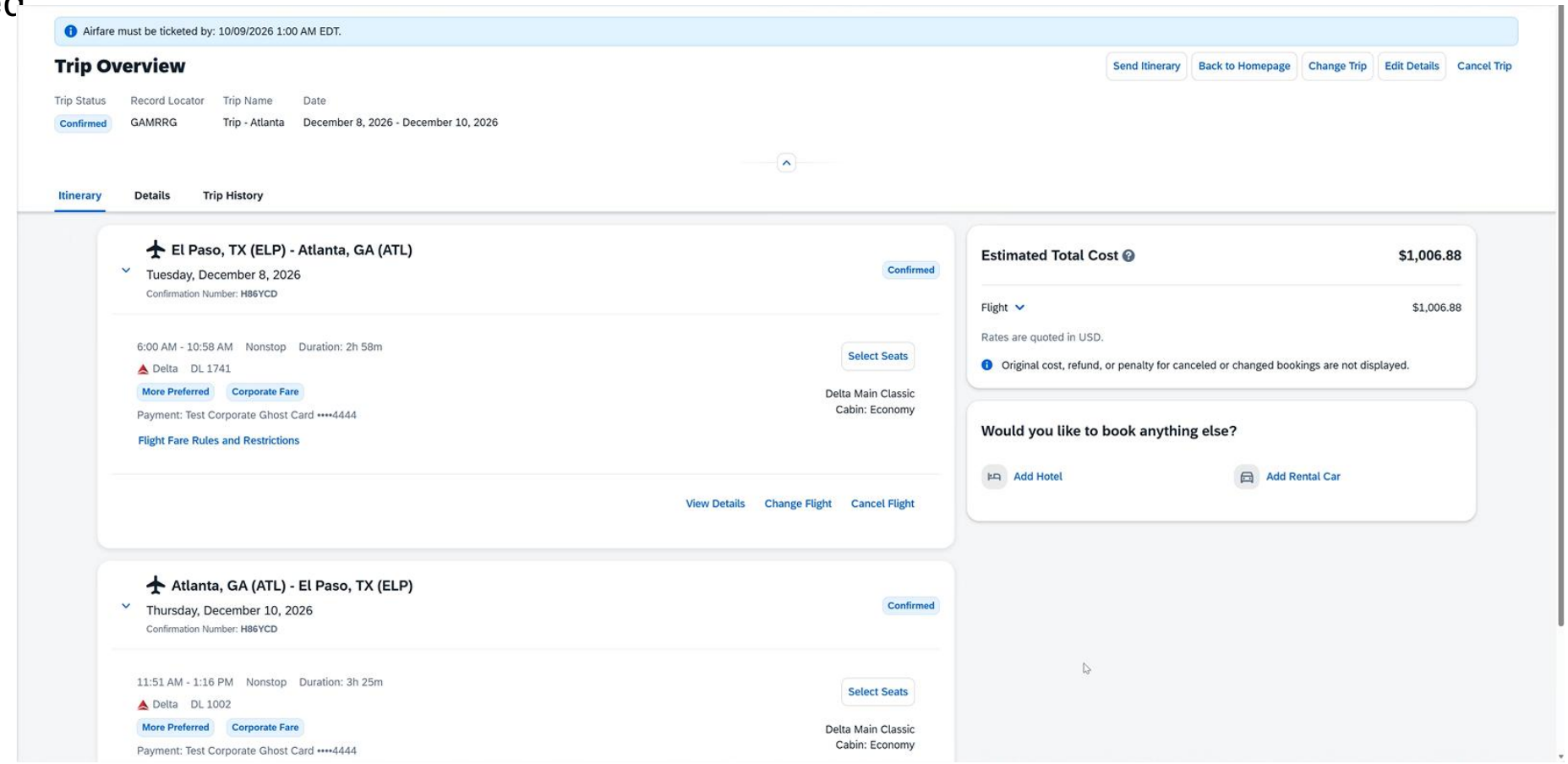
# How to Booking with Concur

## Trip Overview

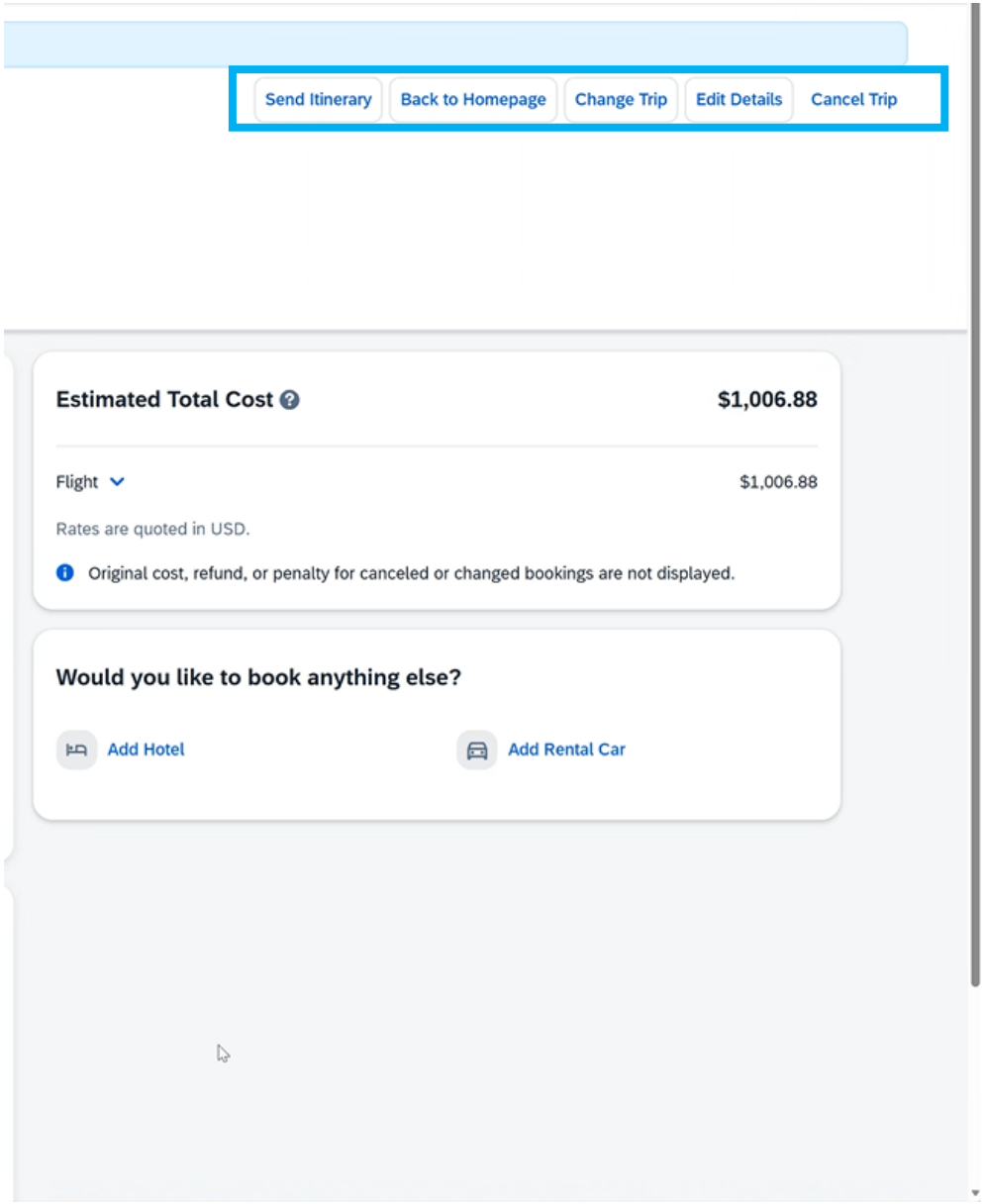
The **Trip Overview** page allows travelers to view and manage their reservation after the booking has been completed



# How to Booking with Concur

## Trip Overview

- Review the complete trip itinerary, reservation details, and confirmation numbers.
- Select **Send Itinerary** to email a copy of the itinerary.
- Select **Change Trip** to modify the reservation.
- Select **Edit Details** to update trip information.
- Select **Cancel Trip** to cancel the reservation.



# How to Booking with Concur

Trip Overview

- Add a **hotel** or **rental car** to the itinerary, if needed.
- Use the **Trip History** tab to view changes made to the reservation and track trip activity.

