

How to Set Up a Profile in Concur

1. Go to TravelWIse - <https://www.wisconsin.edu/travel/>
2. Click on New User Registration on the left side of the screen



1. Click Register Now



1. Fill out the form. Concur Login will be your full UWGB email (example@uwgb.edu). All fields with an asterisk must be filled out.
2. Click Submit when done.
3. Once UW System has approved the request, you will receive an email from Concur with your temporary password.