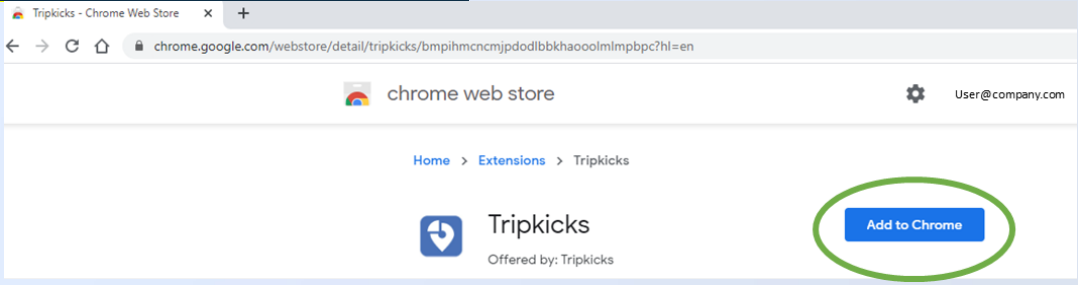
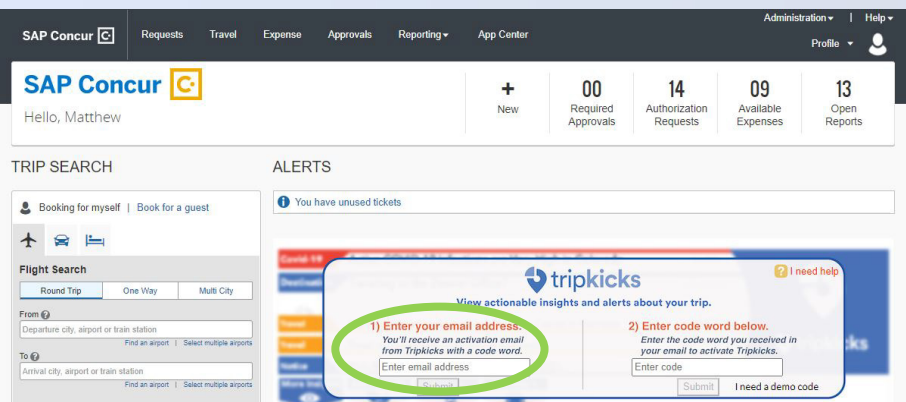


Tripkicks Launch Instructions

STEP 1 Add the **Tripkicks Extension for Google Chrome**



STEP 2 Access **Concur Travel**, and enter your email address in the new Tripkicks banner that appears on the Concur Travel Home Page. Press "Submit", and you will receive an Activation Email. (If you don't receive this email immediately, you may need to wait up to 2 minutes.)



STEP 3 In the activation email, locate your code word and enter it into the banner in Concur. Enter the code word into the banner, and click Submit. The page will now refresh, and the activation is complete. Tripkicks will load on your next search.

