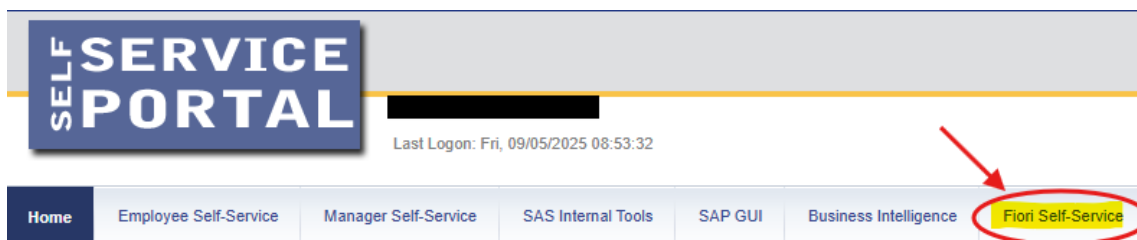


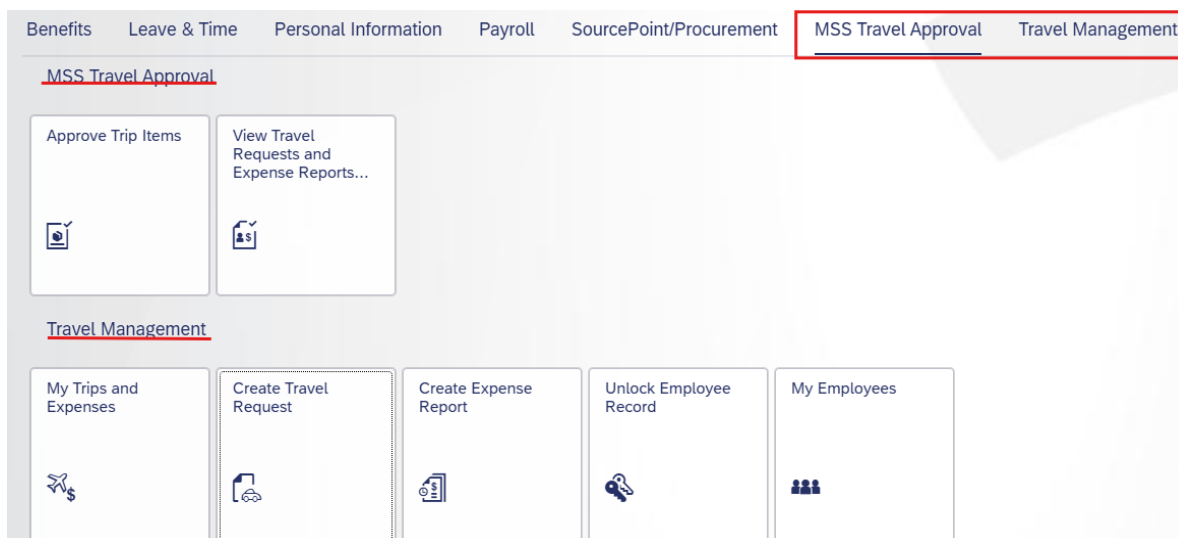
Below is an example of how you access The Fiori Travel management:

The primary change will be **how you access the Travel Management module**. Going forward, users will access the system through the following steps:

1. Log in to the **Legacy Portal**.
2. Select the "**Fiori Self-Service**" tab.



3. Navigate to the **Travel Management** section by either clicking or scrolling down.
(Depending on assigned roles, you may only see "Travel Management")



4. Click on the relevant **Travel tile** to begin your process.

Integrated Training Resources

To assist with the transition, we've embedded helpful training documentation directly into the Fiori interface:

- Simply **click the question mark icon (?)** located in the top-left corner of any travel tile.



- This will redirect you to a **SharePoint site** with step-by-step guidance tailored to the specific section you are working on.