# P-Card Roles in Chrome River

<table>
<thead>
<tr>
<th>Cardholder</th>
<th>Chrome River Delegate</th>
<th>P-Card Transaction Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assigned at US Bank, Tied to card by Name and Empl ID</td>
<td>Assigned by Cardholder in Chrome River</td>
<td>Assigned by Fiscal Officer in KFS</td>
</tr>
<tr>
<td>Only one allowed</td>
<td>Multiples allowed</td>
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</tr>
<tr>
<td>Purchase</td>
<td>Purchase &amp; Reconcile</td>
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<td>Or, Reconcile &amp; Approve</td>
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# Meeting Card Roles in Chrome River

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Training Plans

• Overview sessions for all campuses
• Bloomington:
  o June 7, 9:30-11:00, 1:30-3:00
  o June 21, 9:30-11:00, 1:30-3:00

Register at: https://cust.fms.iu.edu/cgi-bin/train/catalog/view?area=Travel

All at the IMU Whitttenberger Auditorium
Training Plans

• An overview session will be taped and online
• FAQ will be developed
• Individual videos for trips
  o Multi-destination trips
  o Student Travel
  o Non-employee travel
  o Pre-payments through Egencia, etc.
  o Accumulated Mileage
Training Plans

• Lab times in Poplars 183
  o In July after “go-live”
  o For individual help
  o Will announce on the Travel Website and Listserv
Training Plans

Continued updates through the Travel Listserv

WOW…look at that important message about Chrome River!

Boy, am I glad we opened it!
Chrome River

Coming July 1, 2018