

# **The Ledger**

*A Newsletter of the University Controller's Organization*

Website: <http://www.controller.vt.edu>

---

Vol. E, No. 158

February 25, 2020

## **Chrome River Email Notification for Pre-approvals Live Today**

The Virginia Tech Chrome River implementation team continues to enhance the new travel system based on recommendations from the implementation group and users. The most popular system enhancement request from all users is the ability to receive email notifications when a travel pre-approval or travel expense report routes to an approval queue.

The team has tested the pre-approval email notification functionality, and it went live today. Please note the email is for notification purposes only. Approvers must access the system to review and approve the request.

The implementation team is testing the email notification for the travel expense report, and it should be available soon.