

Key Features

Following are key features of this web site that you will need to know as a CalATERS user.

The screenshot shows the CalATERS website interface. At the top left is the California State Controller's Office logo and the CalATERS logo. Below the logo are links for Home and Site Map. The main navigation area includes sections for SIGN IN, INSTRUCTIONS, RESOURCES, and About CalATERS. A red box highlights the 'Problem viewing documents?' link. Callout boxes provide detailed descriptions for the Site Map, CalATERS sign-in button, Get Started & New User Registration link, Travel Advance & Expense Reimbursement link, Help Desk Contacts link, and the Problem viewing documents? icon.

California State Controller's Office
California Automated Travel Expense Reimbursement System
CalATERS

[Home](#) [Site Map](#)

SIGN IN

CalATERS Click to sign in to CalATERS for new user registration or creating/approving Travel Advances or Expense Reimbursements.

Reporting System

System Administration

Training Database

INSTRUCTIONS

Get Started & New User Registration – clicking on this link will provide instructions on how to register on CalATERS and where to find additional information for obtaining instructional materials.

Travel Advance & Expense Reimbursement – clicking on this link will provide instructions on how to use CalATERS to create or approve Travel Advance and Expense Reimbursement forms. Also provided are information and instructions for updating your Profile, changing passwords and more...

CalATERS Reports

RESOURCES

Help Desk Contacts – clicking on this link will provide the phone number and/or Email address of your **Department's Help Desk Contact** when you need assistance with CalATERS.

Definitions

CalATERS Letters

Department Administration

Send Us Your Comments

About CalATERS

CalATERS Implementation

Participating Departments

Publications

Problem viewing documents? Click the **Problem viewing documents?** Icon if you need assistance opening or viewing documents on this website. Instructions for navigating and printing using Adobe Acrobat Reader are also included.