



# Self-Service Walkthrough

Helpful tips for your everyday  
digital banking needs.

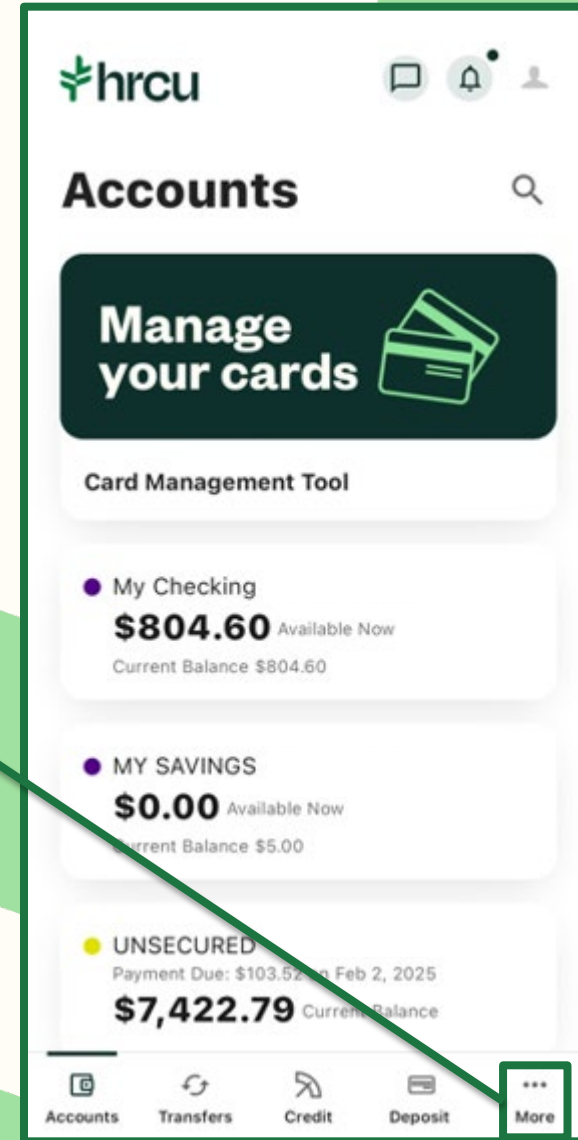




# Setting Up a Travel Plan

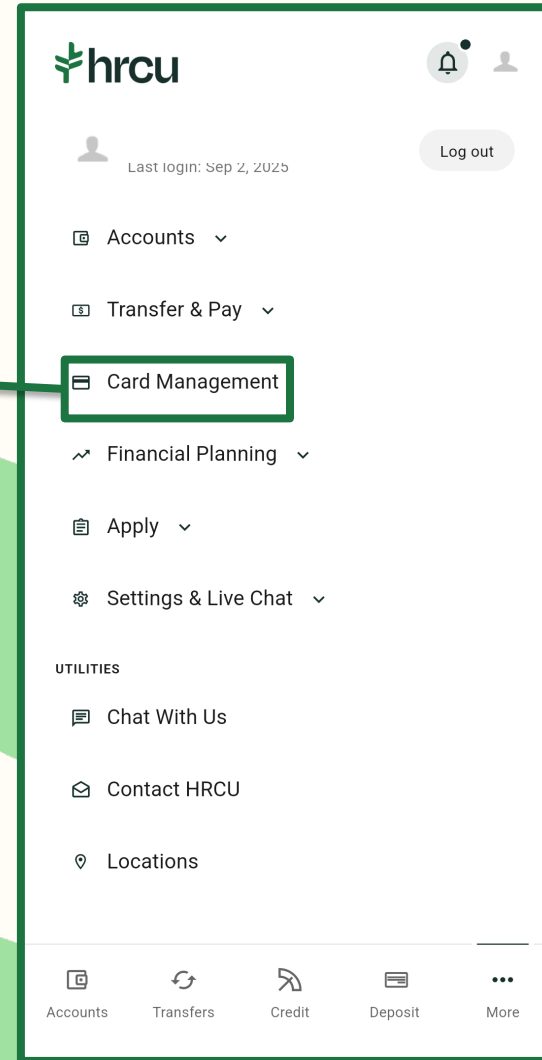


After logging into your HRCU Mobile App, you should see a Snapshot of your account, as shown here. To set up a *Travel Plan*, click on the *More* button at the bottom right.



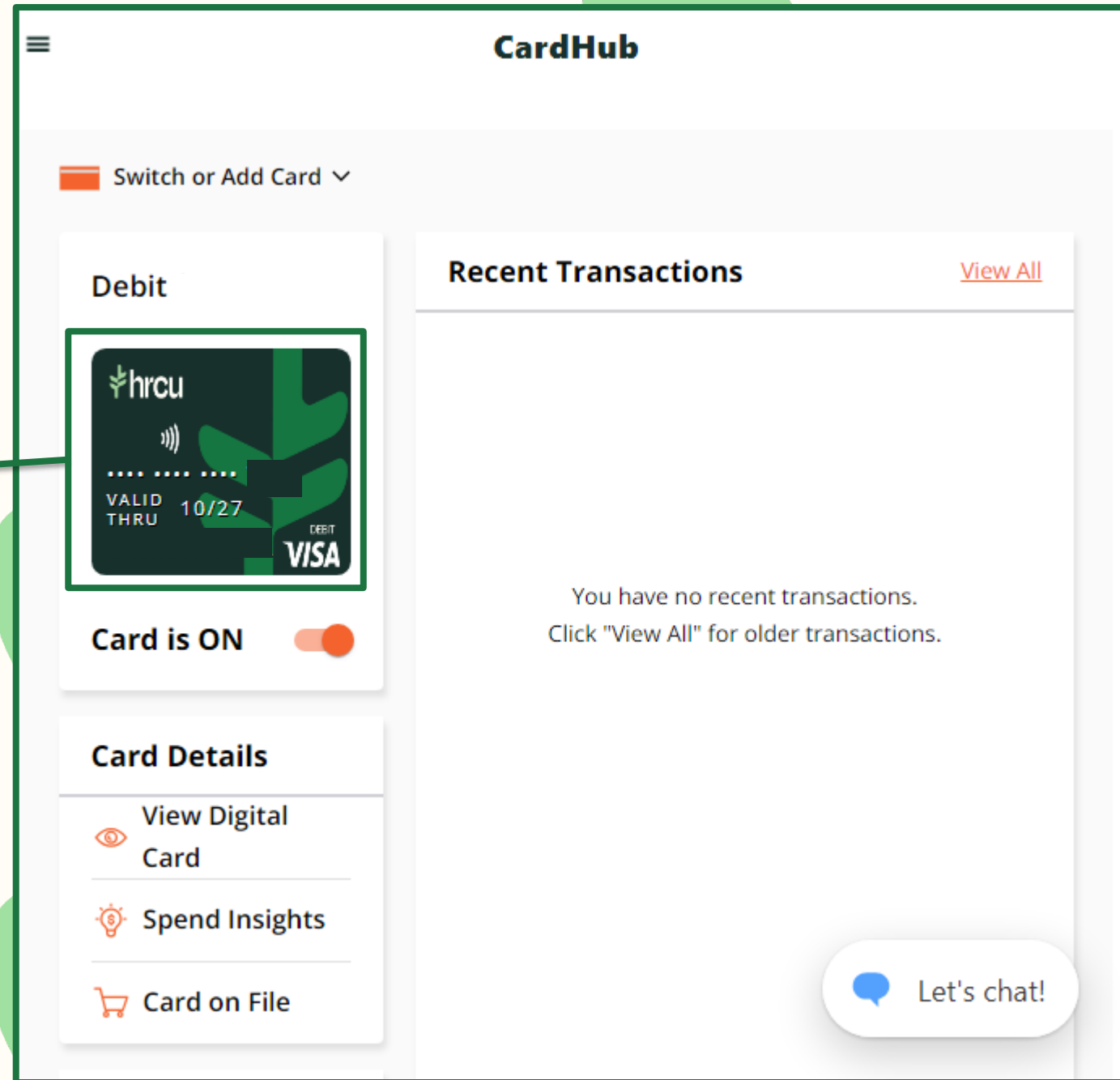


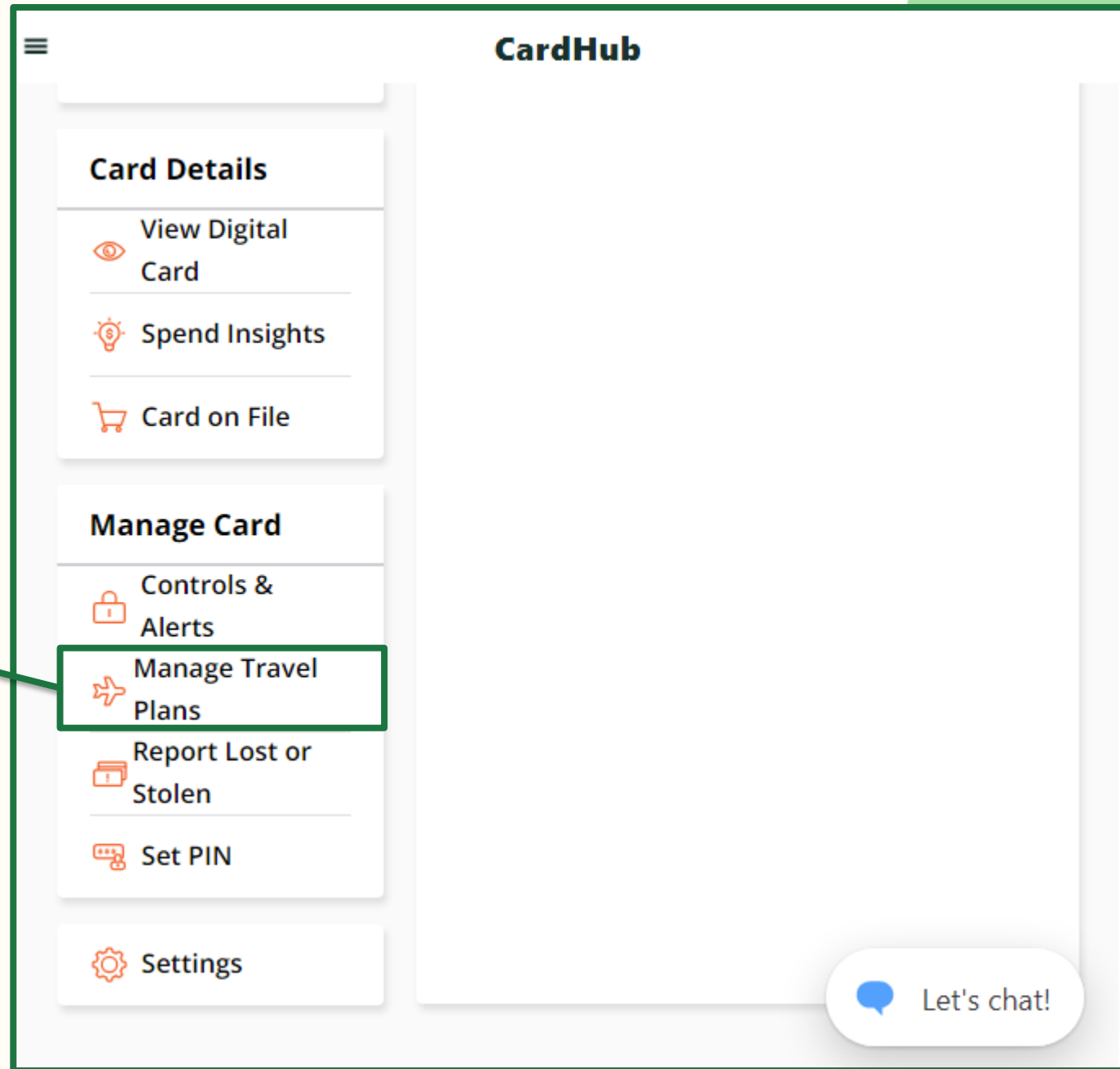
Click on *Card Management*.



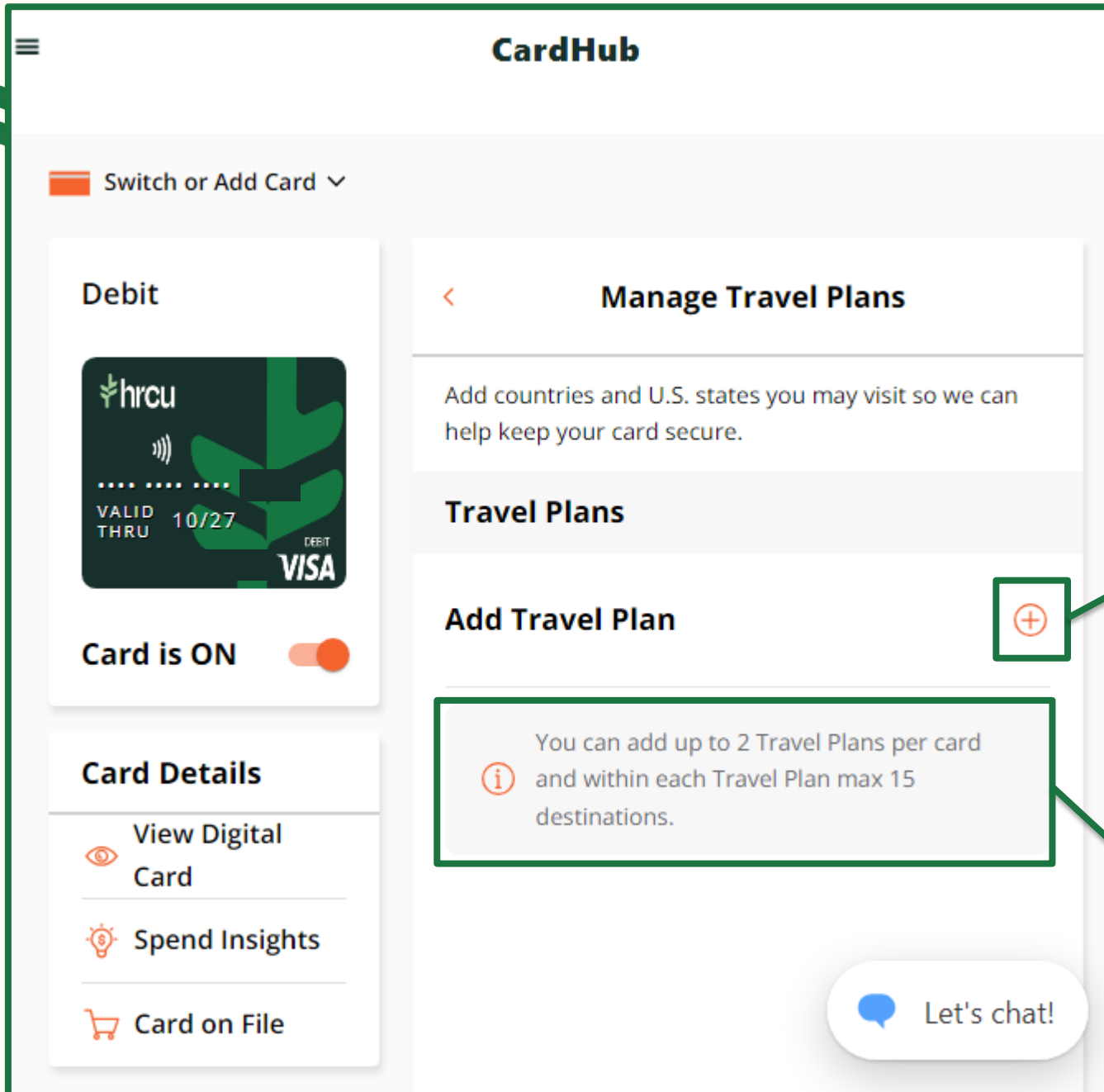


This is displaying which card you are going to be making the *Travel Plan* for. If you would like to set one up for another card of yours, simply swipe the card to the left and your next card will appear. Once you have the card you would like, scroll down until you see *Manage Travel Plans*.





Select *Manage Travel Plans*.

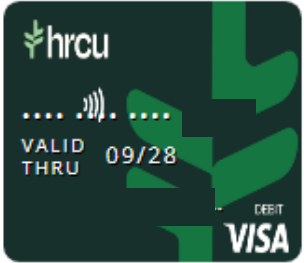


Since we want to set up a *Travel Plan*, we should click on *Add Travel Plan*.

*Note: You can add up to 2 Travel Plans per card and each Travel Plan can be set to a maximum of 15 days. After this, it will be part of your normal spending pattern.*


## CardHub


Debit




Card is ON ☒


### Card Details


 View Digital Card

 Spend Insights

 Card on File

### Manage Card

 Controls & Alerts

 Manage Travel

## Security Token

We need to send you a security token. Please select how you would like to receive the token.

(XXX)XXX-



@GMAIL.COM



If your email address or phone number has changed, please [contact us](#) to get them updated.

Next

Cancel




Let's chat!

When setting up a *Manage Travel Plan*, you will be required to do Two Factor Authentication and verify your identity. You can elect to receive an email confirmation or a text message.

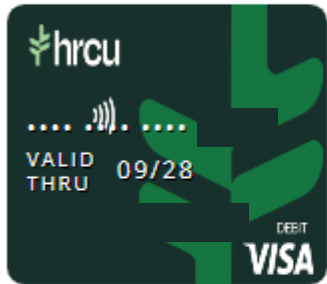




## CardHub

 Switch or Add Card ▾


### Debit





Card is ON



### Card Details

 View Digital Card

 Spend Insights

 Card on File

### Security Token

Help us protect your account by confirming your identity.

A temporary Security Token has been sent to (XXX)XXX-  
Once you receive the token, enter it below.

Security Token \*

[SHOW](#)

[Having Trouble?](#)

Next

Cancel



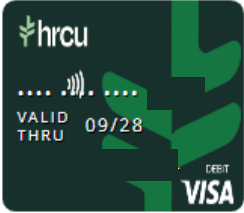
Let's chat!

When setting up a *Travel Plan*, you will be required to do Two Factor Authentication and verify your identity. After receiving the *Security Token*, key it in here and click *Next*.



Switch or Add Card

Debit



Card is ON

Card Details

View Digital Card

Spend Insights

Card on File

Manage Card

Controls & Alerts

Manage Travel Plans

Report Lost or

Add Travel Plan

Traveling To

Destinations

Afghanistan

Alabama (US)

Aland Islands

Alaska (US)

Albania

Submit

Cancel

Let's chat!

Choose the destination you are traveling to here. You can add up to 15 destinations at one time, or two different travel plans.



Then we can add our *Travel Dates*, being sure to remember not to exceed 15 days. After this, it should be part of your spending pattern.

The image shows a screenshot of the CardHub mobile app interface. The app is titled "CardHub" at the top. Below the title, there is a "Switch or Add Card" button. The main content area is divided into two columns. The left column contains a "Debit" card section showing a green hrcu Visa card with a "VALID THRU 09/28" date and a "Card is ON" toggle switch. Below this is a "Card Details" section with links for "View Digital Card", "Spend Insights", and "Card on File". At the bottom of the left column is a "Manage Card" section with links for "Controls & Alerts", "Manage Travel Plans", and "Report Lost or". The right column is titled "Add Travel Plan". It has a "Traveling To" section with a "Destinations" dropdown menu currently set to "Greece". Below this is a "Travel Dates" section with "Date of Departure \*" set to "Jan 13, 2025" and "Date of Return \*" set to "Jan 15, 2025". A note states "Your Travel Plan cannot exceed 15 days." and a link for "Contact Us" is provided. At the bottom of the right column are "Submit" and "Cancel" buttons, along with a "Let's chat!" button.

CardHub

Switch or Add Card

Debit

hrcu  
VALID THRU 09/28  
VISA

Card is ON

Card Details

View Digital Card

Spend Insights

Card on File

Manage Card

Controls & Alerts

Manage Travel Plans

Report Lost or

Add Travel Plan

Traveling To

Destinations

Greece

You can add up to 15 domestic or international destinations to a Travel Plan.

Travel Dates

Date of Departure \*

Jan 13, 2025

Date of Return \*

Jan 15, 2025

Your Travel Plan cannot exceed 15 days.

For any issues or concerns, [Contact Us](#).

Submit

Cancel

Let's chat!