

## Download the FCM Travel Platform Mobile App and you'll benefit from:

- · Automatic itinerary sync for corporate bookings
- Online check in reminders
- Notifications including flight status, boarding gate, weather, traffic reports and more
- Share your trips with family and colleagues
- · Contact your UQ FCM travel team
- Business travel tips and advice

## How to download the app:

- Search for FCM Travel platform in the App Store or Google Play
- Open the app and enter your UQ email address (as in FCM HUB)
- 3. Click continue
- On the next screen refer to the unsure of password section and click, send link
- 5. Check your email and follow the steps
- 6. Edit your profile in the app
- 7. Within Edit Profile is the ability to add in two additional forwarding emails please add in as deemed appropriate

Note: Your travel itineraries emailed to your UQ email address will auto sync to the app.

