

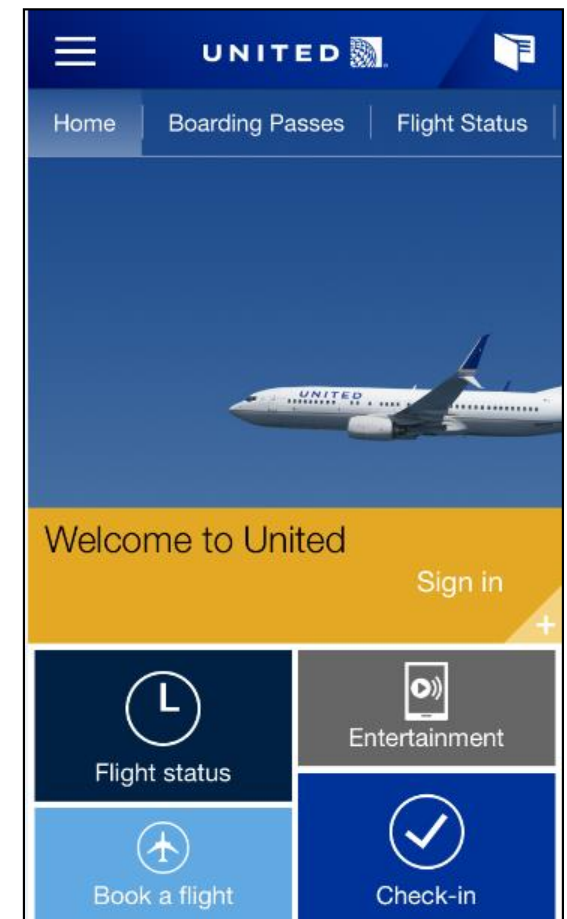
Linking your u-ID and MileagePlus ID in employeeRES

Introduction

When you link your u-ID to your MileagePlus number, all bookings created for all travelers in employeeRES, including myUADiscount bookings, will automatically appear in the United App. You'll be able to:

- Check in and save boarding passes inside the United app
- View your position on standby and upgrade lists
- View passenger boarding totals (PBTs)
- View when you have been assigned a seat
- Assign and change seat assignments for business travel
- Change your flight for same day, same origin and destination
- View the flight status and seat maps

This is a step towards aligning our employee and customer booking experiences.



Getting the app and MileagePlus number

- At this time, linking u-ID numbers and MileagePlus numbers will be available for iPhone and Android devices only.
- The United app is free. Download it from the App Store (iPhone users) or the Play Store (Android users).
- To join MileagePlus go to united.com > MileagePlus > [Join MileagePlus](#).
- If you have a MileagePlus number and don't remember what it is, go to united.com > Contact Us > [MileagePlus Service Center](#).
- Note: Account names for MileagePlus and u-ID must match. To change the name on your MileagePlus account go to united.com > Contact Us > [MileagePlus Service Center](#).

Linking u-ID and MileagePlus ID

Next, go to employeeRES and follow these easy steps to link your u-ID number to your MileagePlus number. **Allow 24 hours for the numbers to link.**

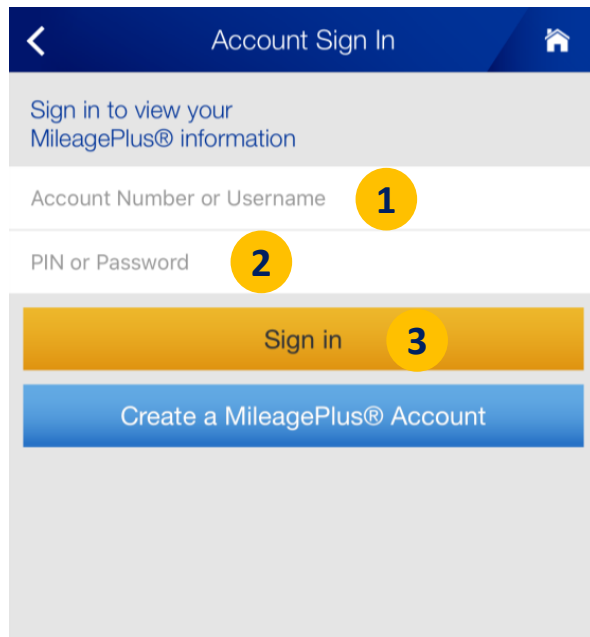
1. Select the Quick Links tab
2. Select the [Quick Links Profile](#) link
3. Click [Add](#) and enter your MileagePlus number in the box provided
4. Click on the check mark to save.

The screenshot displays the United employeeRES interface. At the top, there is a header with a United airplane and the United logo. Below the header, the user's name 'Bea Goode' and a 'Logout' link are visible. A navigation menu on the left includes 'Flight Search', 'Quick Links' (highlighted with a yellow circle '1'), 'Custom Routing' (with a yellow circle '2'), 'Employee Profile', 'Trip Alerts', 'Travel Authorization', and 'myUADiscount'. The main content area is divided into two sections: 'Employee Profile' and 'Pass Classification(s)'. The 'Employee Profile' section contains the following information: Employee Name: Bea Goode, Employee ID: 000000, Board Date: 01/01/2015, Location Code: WHQ, Corporate Mail Code: WHQ!!, and MileagePlus Number: ----- Add. A yellow circle '3' is placed over the 'Add' link. A modal dialog box titled 'Add your MileagePlus number' is open, showing an input field and a checkmark button (with a yellow circle '4') and an 'X' button. The 'Pass Classification(s)' section lists: Business: SA1P, Personal: SA0V, and Vacation: SA4P. At the bottom of the 'Employee Profile' section, there is a small note: 'Account name for MP and Employee ID must match. All bookings created under your Employee ID, including bookings created within the United Mobile App.'

Sign in using the United app

Once your account is linked, login to the United app on your mobile phone with your MileagePlus number and PIN/password.

From the Account Sign In screen follow these steps:



The screenshot shows the 'Account Sign In' screen in the United app. At the top, there is a blue header with a back arrow, the text 'Account Sign In', and a home icon. Below the header, there is a grey box with the text 'Sign in to view your MileagePlus® information'. The main content area has three input fields: 'Account Number or Username' with a yellow circle containing the number '1' next to it, 'PIN or Password' with a yellow circle containing the number '2' next to it, and a yellow 'Sign in' button with a yellow circle containing the number '3' next to it. Below the 'Sign in' button is a blue button that says 'Create a MileagePlus® Account'.

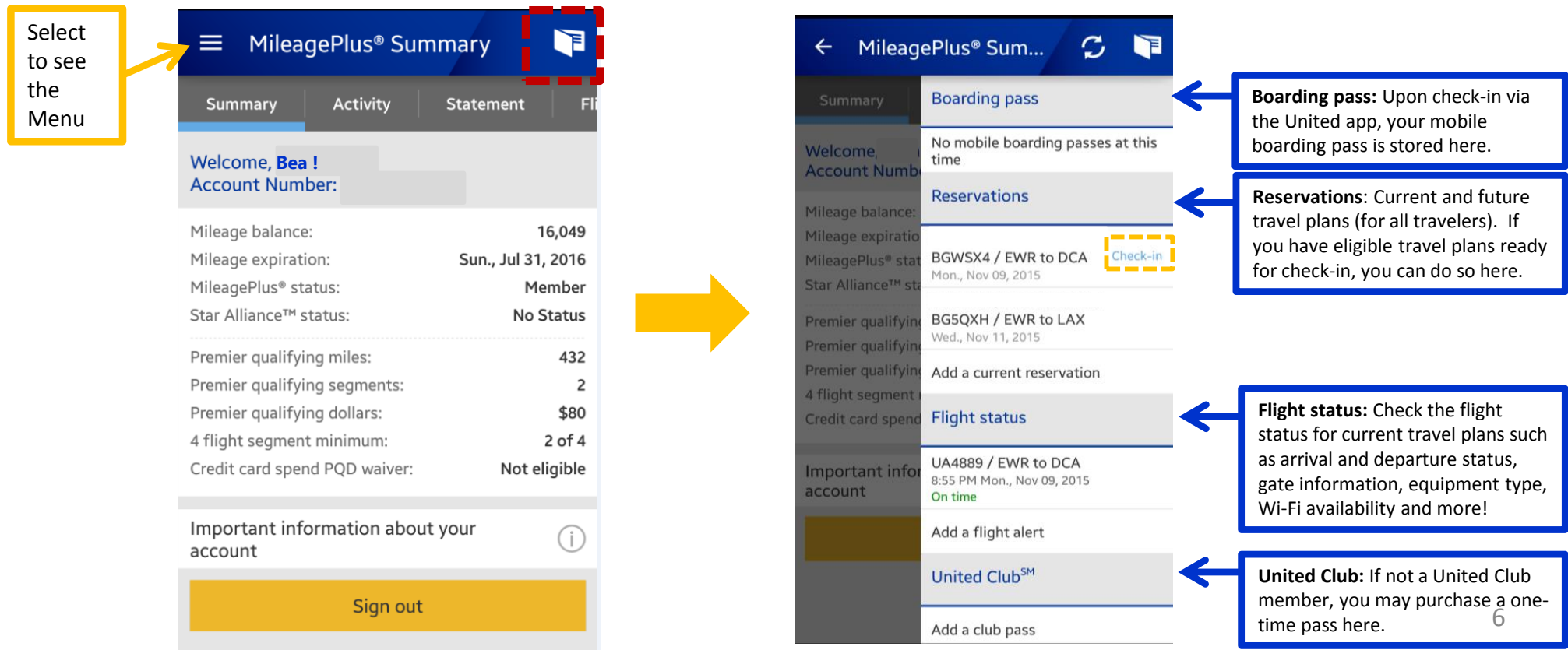
1. Enter your MileagePlus account number
2. Enter your PIN or Password
3. Touch Sign in

If you forgot your PIN/Password, go to www.united.com > MileagePlus > MileagePlus Service Center > [Find your MileagePlus number or PIN](#).

Mobile wallet

After logging in successfully, you will see your MileagePlus Summary screen.

From here, touch the mobile wallet icon  in the upper right hand corner to see existing travel plans including myUADiscount reservations, boarding passes and more.



The image shows two screenshots of the MileagePlus mobile app. The left screenshot shows the 'MileagePlus Summary' screen with a yellow box around the menu icon and a red dashed box around the mobile wallet icon. A yellow arrow points from the mobile wallet icon to the right screenshot. The right screenshot shows the mobile wallet screen with blue callout boxes explaining various features.

Select to see the Menu

Boarding pass: Upon check-in via the United app, your mobile boarding pass is stored here.

Reservations: Current and future travel plans (for all travelers). If you have eligible travel plans ready for check-in, you can do so here.

Flight status: Check the flight status for current travel plans such as arrival and departure status, gate information, equipment type, Wi-Fi availability and more!

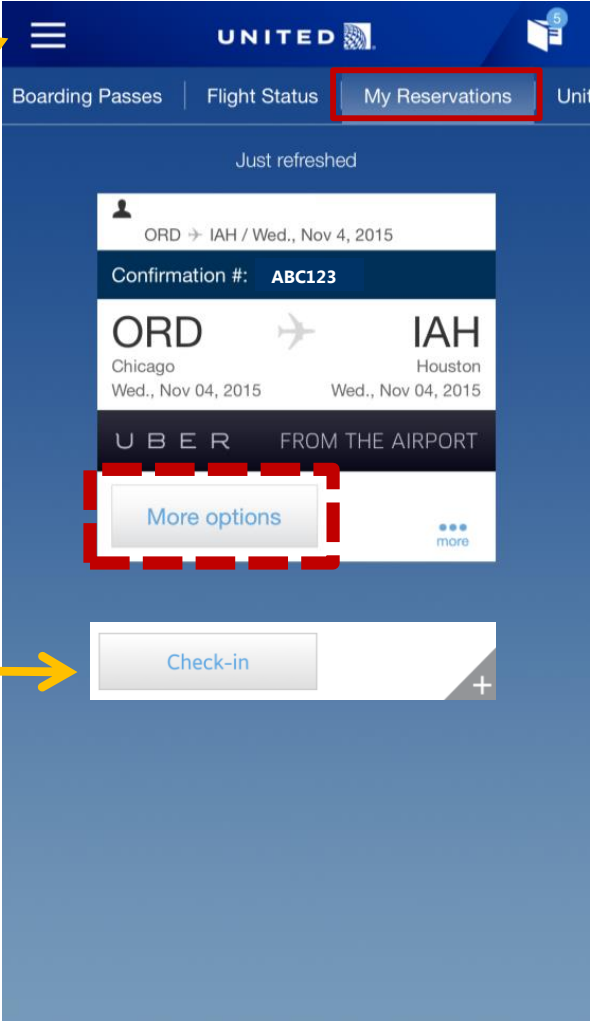
United Club: If not a United Club member, you may purchase a one-time pass here.

Category	Value
Mileage balance:	16,049
Mileage expiration:	Sun., Jul 31, 2016
MileagePlus® status:	Member
Star Alliance™ status:	No Status
Premier qualifying miles:	432
Premier qualifying segments:	2
Premier qualifying dollars:	\$80
4 flight segment minimum:	2 of 4
Credit card spend PQD waiver:	Not eligible

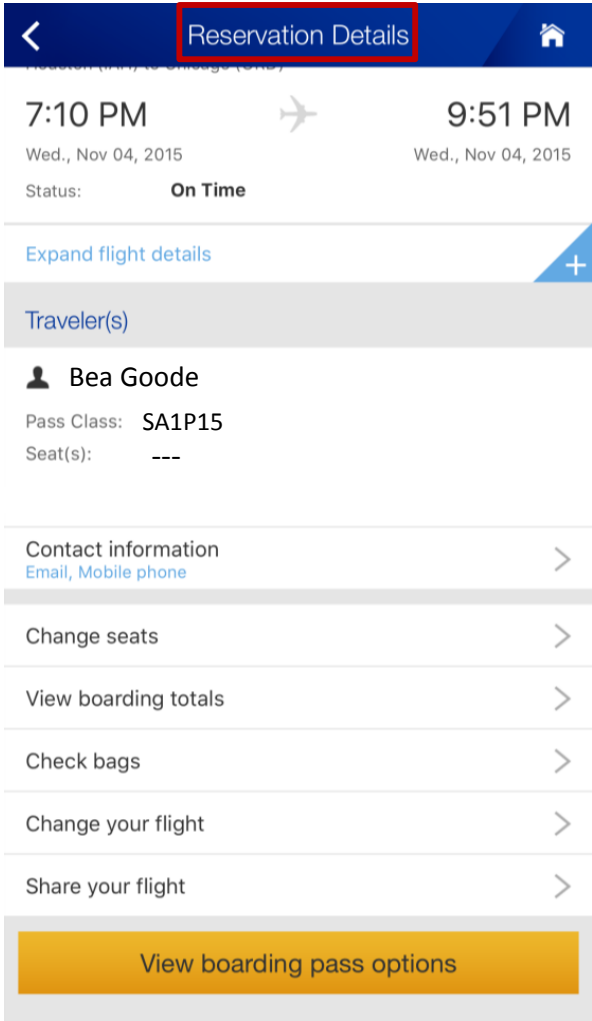
My Reservations

The My Reservations tab from the home screen will display all of your travel plans. Your checked-in travel plans will have a “More Options” button where you will be able to view boarding totals (PBTs), change your flight and more from the Reservation Details screen.

Select to see the Menu > Home



Note: Android device users you will see “Check-in”. If you have already checked in, selecting this button will take you to the Reservations Detail screen.



These options become available **after** you have checked-in for your flight.

When traveling positive-space, you can change your seat assignment.


View passenger boarding totals (PBTs).

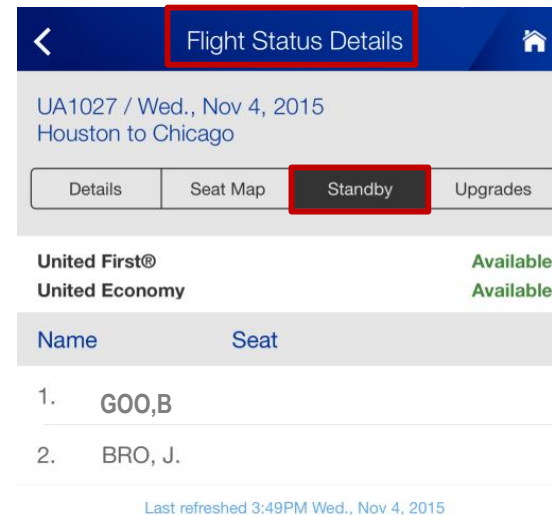
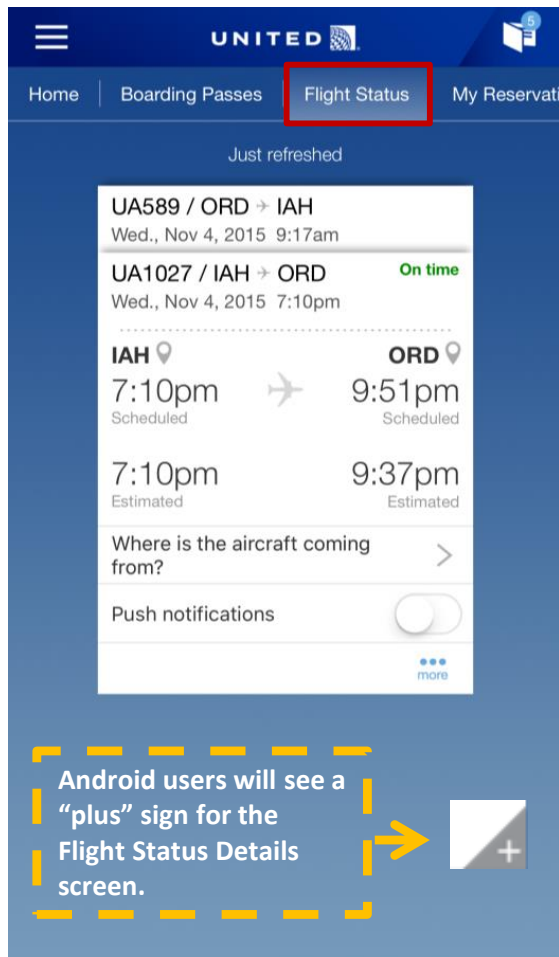
Indicate how many bags you are checking.

Change your flight within the same day and same origin/destination.

Share your flight details via social media such as Facebook and Twitter.

Flight Status

The Flight Status screen will display details for checked-in travel plans such as arrival and departure status and more. By selecting the  button, you can see where you are on the Standby and Upgrades list if applicable, on the Flight Status Details screen.

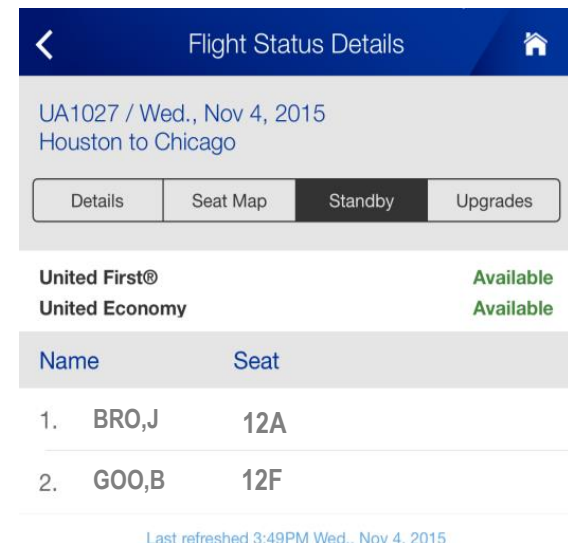
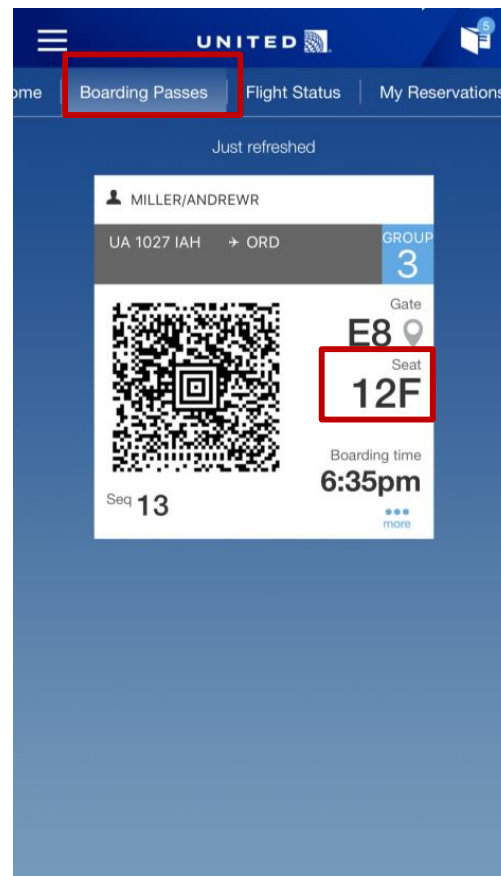


Note: The lists will also include revenue standby customers.

Boarding Passes

Once your seat number has been assigned, your boarding pass and the Standby list will update.

- For pass travel, your boarding group is based on your employee boarding priority, not your MileagePlus status.
- If you're a United Club member, you may use this boarding pass to enter the Club—no need to show additional credentials.



Note: When pass riders have been assigned a seat, the Standby list is in alphabetical order. The lists will also include revenue standby customers.

Questions?

Do I have to link my u-ID with my MileagePlus number to use the app?

No, but you won't be able to view your pass travel plans on the app.

Can I link my spouse and children's MileagePlus number?

At this time, only the United Airlines employee or retiree can associate their MileagePlus number to their employee profile.

Can I still use the desktop version of employeeRES through Flying Together?

Yes.

Will I accrue miles and status for my space-available leisure or business travel?

No. This is strictly to associate your leisure or business bookings to the app, creating an employee-friendly experience. You will accrue miles when you purchase a revenue ticket or a myUAdiscount ticket.