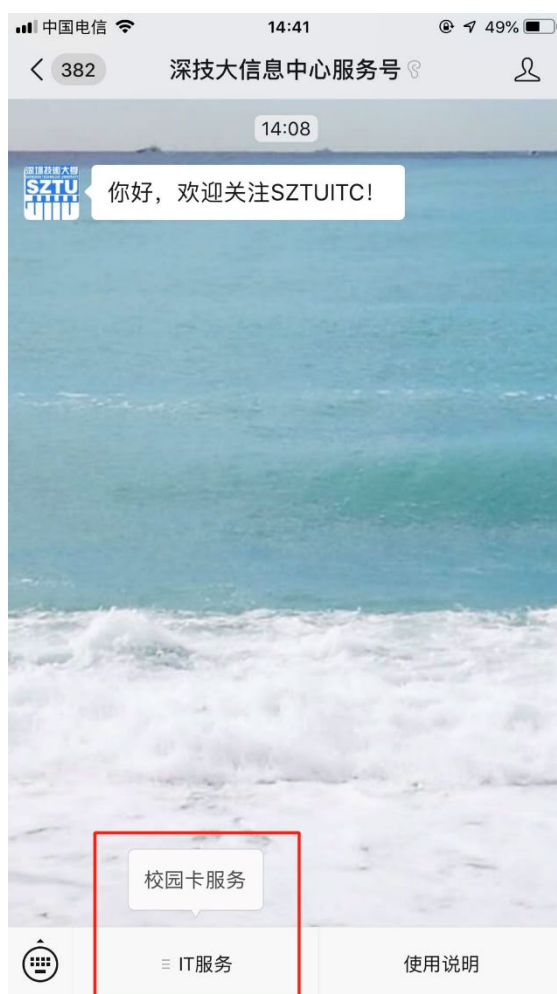# Guide to Campus Card Services on Wechat

Information Center of SZTU has made its campus card services accessible on Wechat as a way to make the services more convenient for the faculty and students. The guide is elaborated as follow:

1. Search and follow the Official Account "SZTUITC".

2. Click in "校园卡服务" from "IT 服务" at the bottom.

3. Bind or add campus card

To bind a campus card, please enter your campus card number in "学工号" and its password in "查询密码". If you forget the password, please take your card to Campus Card Center to reset it.

4. Campus card services on Wechat

4.1 Basic Information ("基本信息")

The user can click in "基本信息"to view Name, Card Number, State of campus card, Department, Balance and other basic information.

4.2 Campus Card Recharge("卡片充值")

The user can click in "卡片充值"to recharge the campus card. Please select "微信（WeChat Pay）"in "支付方式（Payment Method）". Enter recharge amount in "金额"and click "确认充值" to complete payment and recharge.

4.3 Loss Registration and Unregistration("挂失/解挂")

The user can click in "挂失/解挂", enter your password in "密码" and click "挂失" or "解挂"for loss registration or unregistration.

4.4 Password Reset("密码修改")

The user can click in "密码修改" and enter the initial password in "输入原始密码" and new password in "输入新密码". And enter the new password again in "再次输入新密码" and click "确认修改"to reset password.

4.5 Remove or Delete Card("卡片解绑")

The user can click in "卡片解绑", enter the password in "密码" and click "解除绑定"to remove the campus card. After removing, the campus card services are inaccessible on Wechat.

4.6 Balance Enquiry("余额查询")

The user can click in "余额查询" to view the card's balance

4.7 Transaction Record("我的账单")

The user can click in "我的账单"to view the transaction record.

4.8 Bind Bank Card("银行卡关联")

The function is not implemented yet.