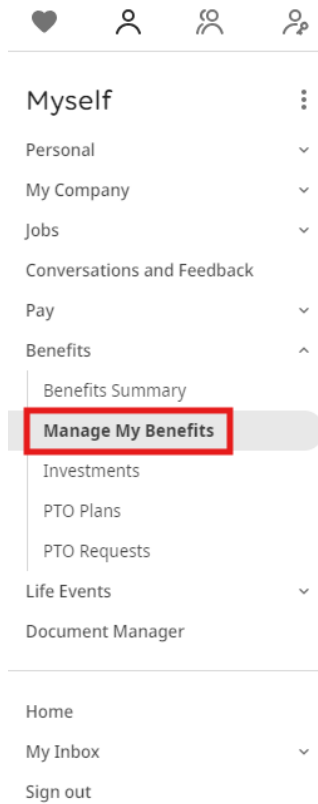
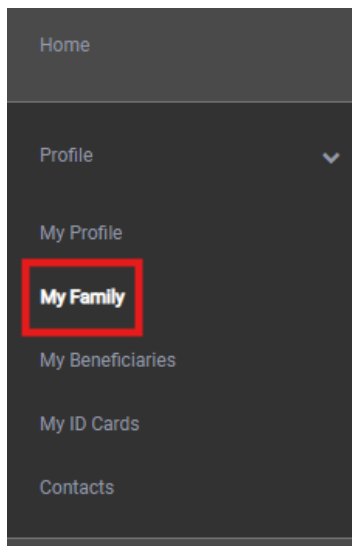


# Add a New Dependent:

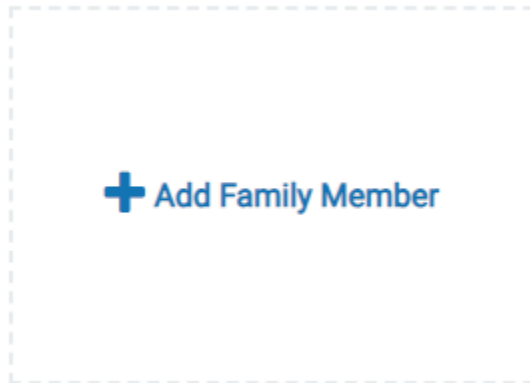
1. Navigate to Myself → Benefits → Manage My Benefits



2. On the left menu navigate to Profile → My Family



3. Click "+ Add Family Member"



4. Fill in all required information and once finished click "Save"

Basic Information		Additional Info	
<b>First Name *</b> First Name	Middle Name Middle Name	<input checked="" type="checkbox"/> Lives At Home	
<b>Last Name *</b> Last Name	<b>SSN *</b> SSN		
<b>Gender *</b> Select Gender	<b>Birthdate *</b> Birthdate		
<b>Relationship *</b> Select Relationship			

CANCEL

Save

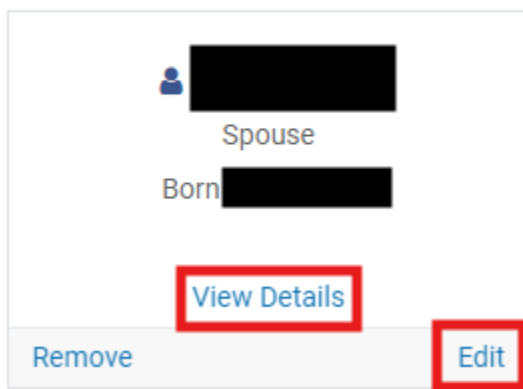
5. Repeat this process for as many dependents as you will be adding.



# Review your Dependents:

1. Navigate to Myself → Benefits → Manage My Benefits
  - a. Pictured above in Step 1
2. On the left menu navigate to Profile → My Family
  - a. Pictured above in Step 2
3. Look under “Current Family Members” to review

## Current Family Members



- a. View Details allows you to view all information currently inputted for them
- b. Edit allows you to edit the information currently inputted for them.

