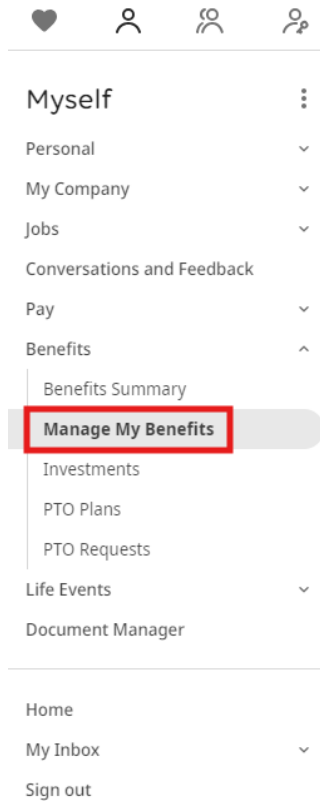
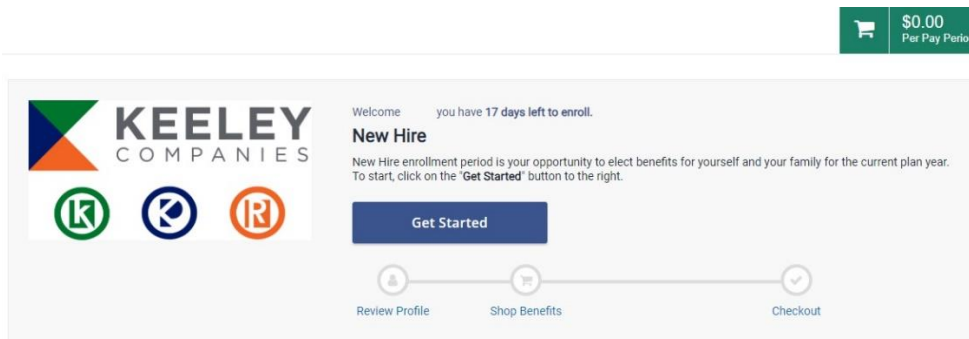


Enrolling in Benefits:

1. Navigate to Myself → Benefits → Manage My Benefits



2. Click “Get Started” to begin enrollment



3. On the “Manage your profile” page review all information and then scroll down and click “Next: Review My Family”



- Click “+ Add Family Member” and repeat that process for all family members you would like to have covered.

Manage your family members

View, add, edit or remove dependents here.

Please confirm that all information for your dependents listed is correct (including Social Security numbers, and date of birth).

If you add a new family member, the family member won't be added to your benefits automatically. You still need to add the family member to any applicable benefits. Dependents must be listed on this page to be enrolled in coverage.

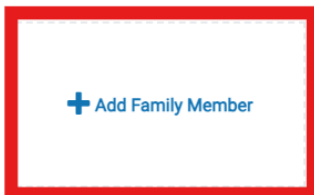
You may:

- Add New Dependents
- Edit Existing Dependent Information
- Remove Existing Dependent

By adding a dependent, you are confirming that this a legal dependent, eligible for benefits under one or more of your available plans.

[View Less](#)

Current Family Members



- Once all family members are added, click “Next: Shop for Benefits”



- You will see all plans available to you with the option to Shop Plans. Click into each option to make your decision.

Current Benefits Plan Year Effective from 01/01/2024 to 12/31/2024

Smoker / Non Smoker

| | | |
|---------------------|---------------------|------------------------------|
| Status: Not Started | Dates: Last Updated | Start Survey |
|---------------------|---------------------|------------------------------|

Medical

| | |
|-------------------------------------------|----------------------------|
| <input type="checkbox"/> No Plan Selected | Shop Plans |
|-------------------------------------------|----------------------------|

Dental

| | |
|-------------------------------------------|----------------------------|
| <input type="checkbox"/> No Plan Selected | Shop Plans |
|-------------------------------------------|----------------------------|

Vision

| | |
|-------------------------------------------|----------------------------|
| <input type="checkbox"/> No Plan Selected | Shop Plans |
|-------------------------------------------|----------------------------|

Flexible Spending Account

| | |
|-------------------------------------------|----------------------------|
| <input type="checkbox"/> No Plan Selected | Shop Plans |
|-------------------------------------------|----------------------------|



7. Once you have made a decision for each benefit, click “Review and Checkout”

You must select or decline all coverages before moving on

Review and Checkout

8. Review all information on this page, and then click “Checkout”

Checkout

9. Your benefits enrollment is completed!

