

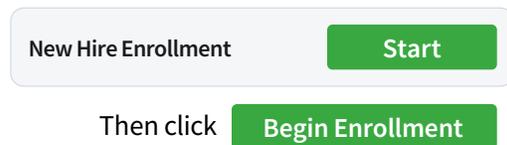
8 Easy steps to employee enrollment.



1. Let's begin your new hire enrollment!

Log in to **employeenavigator.com*** per the instructions you have received from your HR administrator or other...

2. Click **Start**.



3. You will need to verify and enter some personal information for you and your dependents — Click **Get Started** then complete all required fields.

Verify all information is correct — Click **Save & Continue** when you are ready to proceed to the next section.

4. Add your dependents and their information.

5. If requested, provide any emergency contacts, employment documents, Medicare status, previous/current coverage and/or health information.

6. Take a moment to compare and view details of your available benefits.

To select your preferred choice, click **Select** or **Don't Want This Benefit?** to decline the benefit — Click **Save & Continue** when you are ready to proceed to the next benefit.

7. Finally, you will be shown a summary of your elected benefits and the total cost to you per pay period.

When you have reviewed and approve the enrollment summary, sign to complete your enrollment.



Elections will be finalized only after you sign and authorize your elections.

8. If you have any questions about your enrollment or would like to make changes, please contact HR.

 *We recommend using either Google Chrome or Firefox as your browser for the optimal experience.