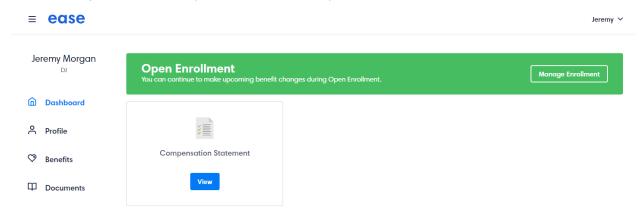
Employee Enrollment Summary

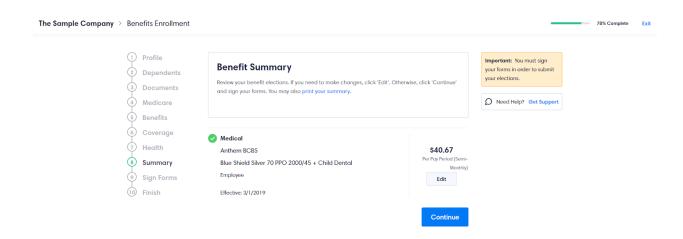
Employees are provided a summary when they complete benefit selection during enrollment and summaries of current and open enrollment are available from benefits in the left navigation bar.

Procedure:

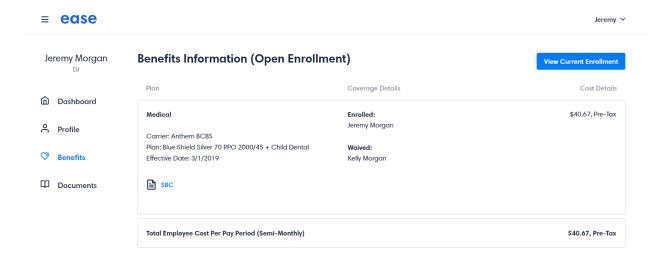
From Employee Dashboard (if enrollment is open)



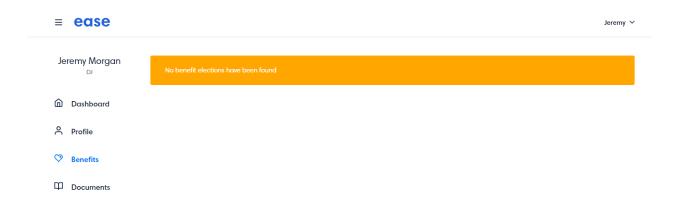
- 1. Click Start or Manage Enrollment.
 - When reaching Summary in the left navigation bar, a Benefit Summary is available.



- 2. If outside enrollment, click **Benefits** from the left navigation bar.
- 3. View Benefit Information (Open Enrollment).



- 4. To see current enrollment Information, click View Current Enrollment.
 - If employee is a new hire or was not previously eligible, No benefit elections have been found displays.



End of Procedure