





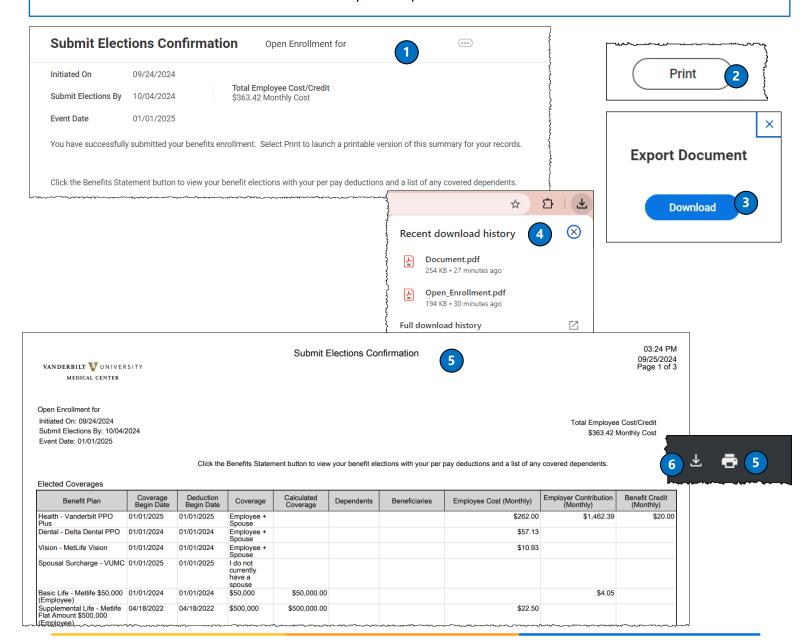
Print Benefit Elections

Employees can print their benefit elections for their records after submitting Open Enrollment.

Print Benefit Elections

After Open Enrollment Submission:

- 1. A confirmation screen will appear upon submission of Open Enrollment. Scroll through to review your selections.
- 2. To print a copy for your records, select the **Print** button at the bottom of the screen.
- 3. Select Download.
- 4. In your Downloads on your browser, select the appropriate document to print.
- 5. A PDF version will appear on your screen. Select the **Print icon** to print the document.
- 6. Select the **Download icon** to save the document to your computer.



10/8/2024