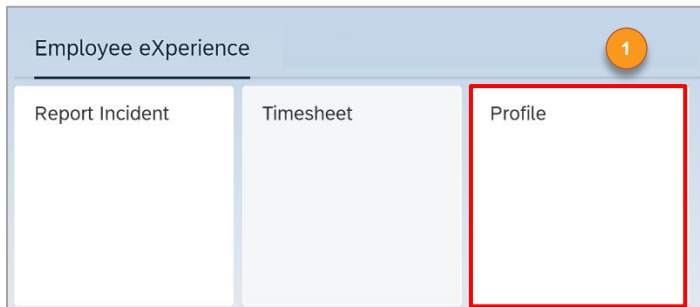


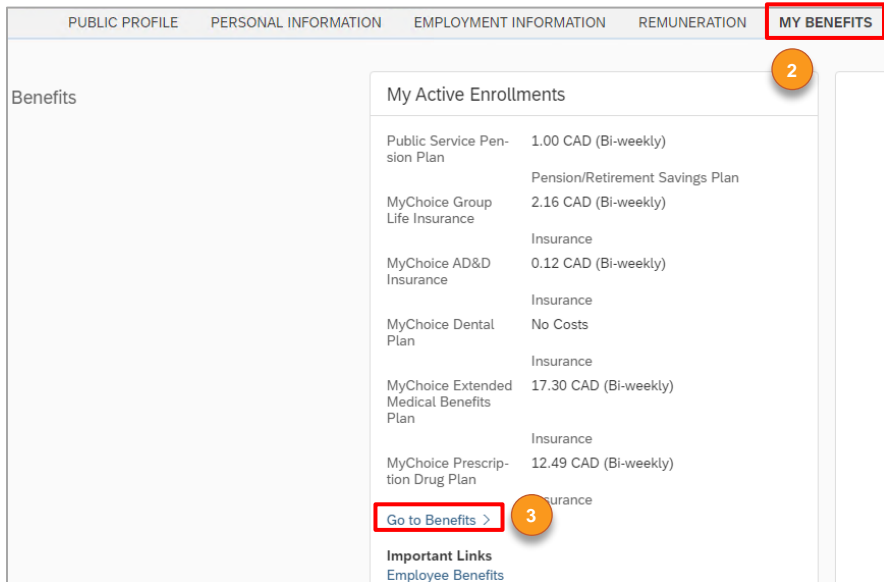
1GX | Enroll in a benefit plan

1. From the 1GX launchpad, click the **Profile** tile.



2. Navigate to the **MY BENEFITS** tab.

3. Click **Go to Benefits** to see your open enrollments.



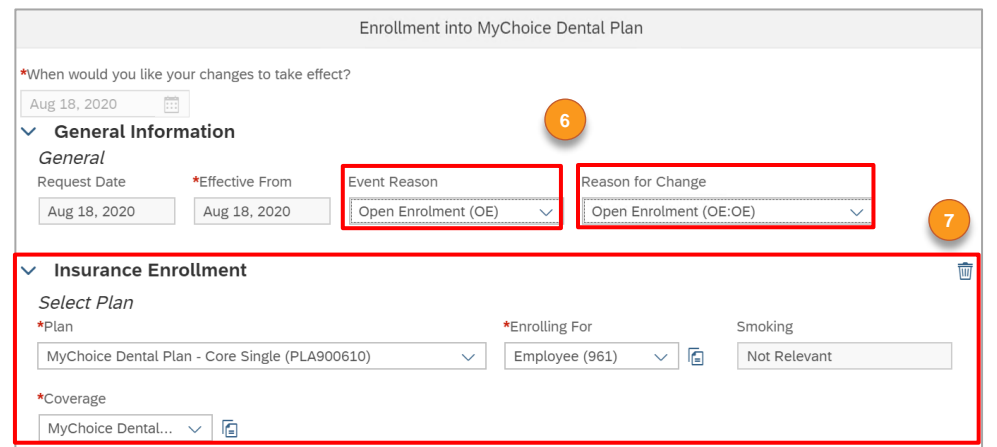
4. On the **Benefits** page, click the **ENROLLMENTS** tab.

5. Click the **Select Benefit** button.



6. From the **Event Reason** drop-down menu and **Reason for Change** drop-down menu, select the **Open Enrolment (OE)** option.

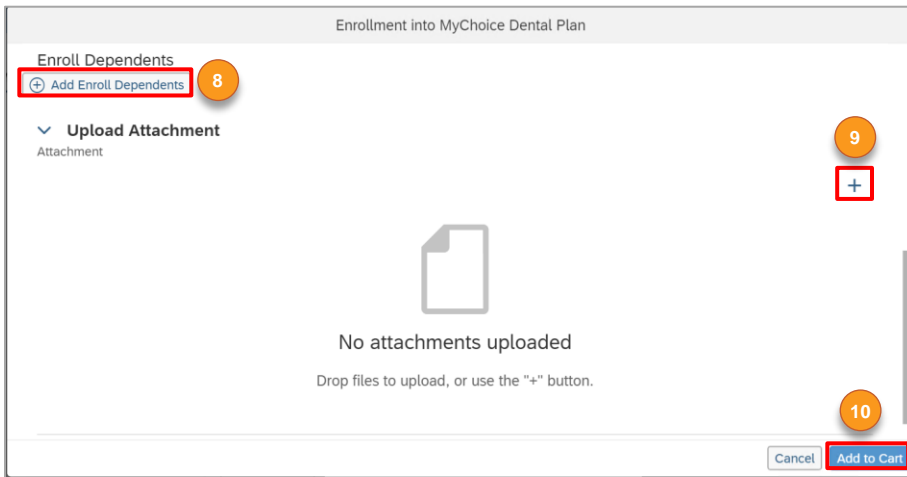
7. Populate all mandatory fields in the **Insurance Enrollment** section.



8. If required, click the **Add Enroll Dependents** button to add dependents to the benefit.

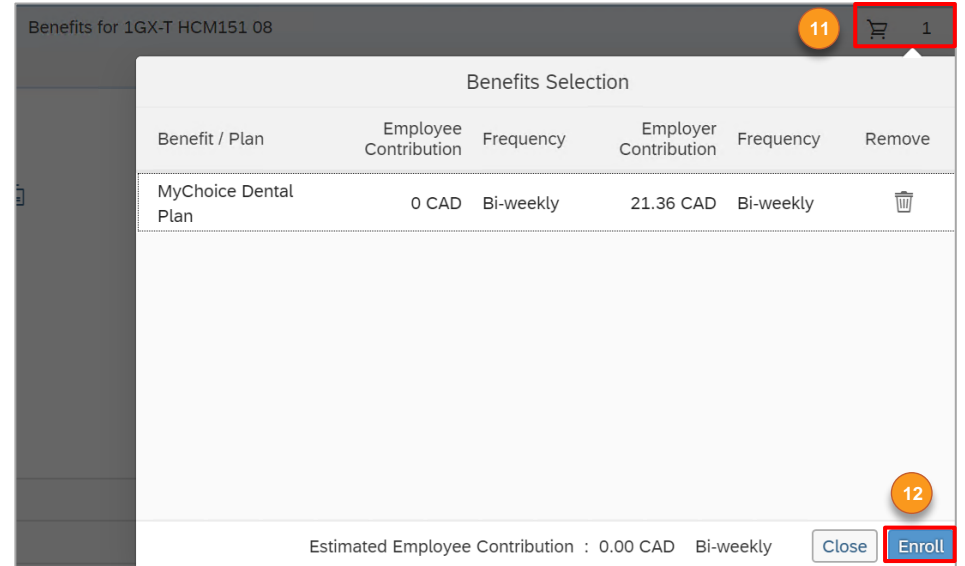
9. Click the **plus** icon to attach any supporting documents if required.

10. Click the **Add to Cart** button.



11. Click the **cart** icon to view your cart.

12. Click the **Enroll** button.



13. In the successful enrollment pop-up window, click **View Benefits Confirmation Statement**, to view the benefits confirmation statement, or click the **Close** button.

