

# Benefits Roadmap

## {A Guide To Online Enrollment}

**BRACEY'S** *et al*



We look forward to having all of our associates take a drive through our Online Benefits Center to select the benefits that best meet their needs. To simplify your journey, we've given you some easy to follow directions. *Enjoy the ride!*



### Stop and Look Both Ways

Before you log in to the Online Benefits Center, you'll need to have some key information to avoid pit-stops along the way. You will need for you, your dependents, and your beneficiary(ies):

- A Social Security Number (SSN), and
- A Date of Birth



### Start Your Enrollment Engines

Go to [www.mybraceysbenefits.com](http://www.mybraceysbenefits.com) and enter **FirstName.LastName + date of birth (MMYYYY format) as the Login ID. Your default password is your date of birth (MMDDYY format).** After accepting the "Terms of Use", you will be prompted to change your password. The next time you log in, you will be required to enter your new password to access the Online Benefits Center.

DEPENDENT  
REST STOP  
NEXT RIGHT

### Dependent Checkpoint

You will now be prompted to enter your dependent information. It is important to keep your dependent information accurate and up-to-date.



### Choose Your Path

Click "PROCEED" to review your options and start choosing the benefits that will take you in the right direction. After selecting each plan, you will have the opportunity to choose which dependents you would like to cover (if applicable). You won't be able to complete your enrollment unless the level of coverage you elect matches your dependent coverage.



### Continue to Proceed in the Right Direction

Use the "PROCEED" button to navigate through all of your benefit options. On each screen you can review and/or change all of your benefit elections before they are submitted.



### Carefully Review Your Route

You are nearing the end of your journey through the Bracey's Online Benefits Center. At the "Review and Confirm Your Elections" screen, carefully review the benefits you have selected.



### The Journey's End

To complete the enrollment process, click on "SUBMIT". A benefit confirmation will be sent to your home address.

### Benefits Roadmap Key Information (Need Assistance? Call 1.800.307.0230)

Website	Login ID	Password
<a href="http://www.mybraceysbenefits.com">www.mybraceysbenefits.com</a>	FirstName.Last Name + Date of Birth (MMYYYY format)	Date of Birth (MMDDYY format)