How-to Articles - Employee Self-Service Benefits

- How-to Access Form 1095-C via Employee Self-Service
- How-to Assign Life Insurance Beneficiaries
- How to complete Retirement Guide
- How to Enroll and View in Your Benefits
- How to Find a Provider
- How to Make Changes in Open Enrollment
- How-to View Benefits Summary
- How-to View Leave Balances

Related articles

- 0580.50 Time Reporting Codes
- Employee Frequently Asked Benefits Questions
- Employee Frequently Asked Payroll Questions
- How to Change a Name
- How to Complete Form I-9 Employment Eligibility Verification via Employee Self-Service
- How to complete Retirement Guide
- How to Enter Time - Administrative Hourly Holidays
- How to Enter Time - Hourly
- How to Enter Time - Hourly Administrative Leave
- How to Enter Time - Hourly Compensatory Time
- How to Enter Time - Hourly COVID Administrative Leave (no longer available)
- How to Enter Time - Hourly Shift Differential
- How to Enter Time - Hourly: ACSUM
- How to Enter Time - Hourly: Non-Represented
- How to Enter Time - Hourly: Police
- How to Enter Time - Hourly: Service & Maintenance
- How to Enter Time - Salaried
- How to Enter Time - Student
- How to Enter Time Guides
- How to get Form W-2 Electronic Delivery via Employee Self-Service