



Open Enrollment

iSolved is technology that provides an improved experience for employers and employees for the critical open enrollment process. A user-friendly interface offers a more engaging and intuitive benefits enrollment experience while users navigate step-by-step through the benefit enrollment process, driving up employee engagement and usage.

iSolved makes open enrollment simple and easy:

- ✓ **You can structure specific benefit enrollment welcome messages** while easily attaching important benefit documents for employees to review and acknowledge.
- ✓ **You can schedule email alerts** to make sure enrollment deadlines aren't missed.
- ✓ **When navigating menus in benefit enrollment**, it will save automatically.
- ✓ **You can also make the selection of a benefit dependent** on another benefit.
- ✓ **You can now choose to allow your employees to indicate** whether they are a tobacco user as part of their benefit enrollment.

Welcome messages and document attachments

The screenshot displays the iSolved Human Capital Management interface. At the top, the user's name is Mark T Able, with details for Employee ID 101, Status Active, Pay Group Weekly, Hire Date 5/1/2000, Hourly rate #####, Location MI, Department 200, Shift S, and Grant. The main content area is titled "Benefit Enrollment" and includes a "Welcome" message for the 2016 Benefits Enrollment period. The message states that all employees must complete enrollment by midnight of the final day (January 31, 2016) and that employees who do not complete enrollment will not have any benefits in 2015. It also provides instructions on how to navigate through the process using "Next" and "Previous" buttons. Below the message, there are three key elements: a calendar icon indicating the enrollment period from January 01, 2016, to December 31, 2016; a document icon for the Summary Plan Description (DOC) with a "View here" link; and a "Sign Acknowledgement" button. A "Links Your FSA" icon is also visible in the bottom right corner.



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Schedule email alerts

Enrollment Period Rules Benefit Settings Enrollment Reports Life Events **Email Alerts**

| Email Template | Send Date |
|----------------------|-----------|
| 2016 Open Enrollment | 11/1/2016 |

+ Add New Edit Delete Refresh Save Cancel

Email Alerts

Email alerts can be sent to employees during this Enrollment Period.

- Multiple email alerts can be setup.
- Select an email template and the date the email should be sent.

* Email Template: 2016 Open Enrollment

* Send Date: 11/1/2016

Deselect

Select a benefit dependent on a different benefit

EMPLOYEE MANAGEMENT

EMPLOYEE SELF SERVICE

Welcome Beneficiaries and Dependents Cost Analysis Current Elections AD&D Life Insurance **Dental** HSA LTD Medical Pre-Tax 125 Voluntary Life Vision PreTax Benefit Summary Confirmation Statement

Selected Plan **Dental Coverage**

Deselect

Coverage Options

* Coverage: Family - Family

Per Pay Amount: 6.90

Dependents

| Name | Include |
|------------------|-------------------------------------|
| Evelyn Abernathy | <input checked="" type="checkbox"/> |
| Mica Abernathy | <input checked="" type="checkbox"/> |

Ability to select whether or not they're a tobacco user

+ Add New Edit Delete Refresh Save Cancel

Contact Name

* First Name: John
Middle Name:
* Last Name: Doe
Prefix:
Suffix:

Personal Information

SSN:
Update SSN: 555-11-1234
Birth Date:
Update Birth Date: 6/16/1982
Gender: Male

Contact Info

* Relationship:
Call Order: Primary
 Emergency Contact
 Dependent
 Beneficiary
 Hide Contact in ESS

Benefit Data

Full-time Student
 Disabled
 Tobacco Use
 Deceased

Phone Numbers and Email Address

Home:
Mobile:
Office:
Email Address:

Address

Street: 999970 Aspen Circle
Zip Code: 01420
City: Detroit
State: Michigan

Contact us at **978-599-1500** or **www.commpayhr.com** to find out more about iSolved, the technology that will change your business!