

REVIEW YOUR BENEFITS

Step 1: Login

Log in to Employee Navigator at <https://www.employeenavigator.com/>

Enter username and password*

employee
NAVIGATOR

Username

Password

Login

[Forgot Username? Forgot Password?](#)

[Register as a new user](#)

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**if you have not yet created an account, click "Register as a new user" and follow instructions.*

Step 2: Review Benefits


Select Enrollment Summary shortcut


The screenshot shows a user dashboard with a header area containing a cityscape illustration and a greeting: "Hello, Grab a cup of coffee and let's get some work done. It's good to see you." Below the header is a "Shortcuts" section with three buttons: "View Profile", "Document Library", and "Enrollment Summary". The "Enrollment Summary" button is circled in red, and a red arrow points to it from the right. Below the shortcuts are sections for "Compliance Documents" (showing "No new documents to show"), "Quick Links" (with a "Web MD" link), and "News & Articles". An orange notification bar at the bottom left says "You have a Company Message". The footer text reads "Powered by: Houze & Associat".

Step 3: Review Benefits

Review Benefits Summary

The screenshot shows the "Benefits Summary" page. At the top left is a logo, and at the top right are navigation links: "Home", "Profile", "Benefits", "Required Tasks", and "Resources". A "Print" button and a "Current Period" dropdown menu are also visible. On the left is a sidebar menu with "Benefits" (expanded to show "Summary", "Overview", "Beneficiaries", and "Life Events") and "Benefit Forms" (expanded to show "Group Life Beneficiary"). The main content area is titled "Benefits Summary" and contains an "Enrolled Plans" section. This section lists two plans:

Group Life	2022 Basic Life
	Coverage: Employee
See Full Details	Effective: 03/01/2022
	Benefit: \$30,000

Group Long-Term Disability	2022 Long Term Disability
	Coverage: Employee
See Full Details	Effective: 03/01/2022
	Benefit: \$1,813

The footer text reads "Powered by: Houze & Associat".