

# EMPLOYEE LOGIN INSTRUCTIONS



Click on the link below or go to:

## 360 MICROSITE LOGIN

### Step 1. Registration/Login Page

### Step 2. Educational Content

Returning users may access both the Educational Content and the **Benefits Enrollment Portal** via the **360 Microsite** using their user email. To enter the Enrollment Portal, use the following login instructions:

- 1. User ID:** Enter your Social Security Number or your employee ID.
- 2. Personal ID Number(PIN):** Enter the last 4 digits of your Social Security Number and the last 2 digits of your birth year.
  - **Example:** John Doe
  - **Social Security Number:** 123-45-**6789**
  - **Date of birth:** June 1st, 19**80**
  - **PIN is 678980**

## BENEFITS PORTAL

### Step 3. Login Page