1. Click Benefits and Pay on your Workday homepage

Your Top Apps		
	Benefits and Pay	
<u>e</u> =	Partner Central	
Click on the Benefits icon		
۲	Benefits	
ē	Benefit Elections	
	Benefits by Date	
=	Dependents	
	Beneficiaries	
42	ACA Forms	

2.

3.

4. Enter the first day of the upcoming plan year [**01/01/202X**] and click OK to view your Open Enrollment Benefits

Benefits and Pay			
Benefits by Date	~		
Benefit Elections as of Date			
View As Of * 1/1/202X			
Сапсеі Ок			