



Workday Wednesday

November 6, 2019

Topic: Benefits Enrollment

- See the open enrollment change announcement in the inbox
- Navigating the open enrollment page
 - Viewing the different sections of the open enrollment
 - Managing plans
 - Evidence of Insurability
- Viewing your benefit summary
- Updating beneficiaries
 - Assigning beneficiaries to a benefit (“To Do” -> “Change Benefits”)
- Closing open enrollment
- Need help?
 - SaintsConnect Page: my.marymount.edu/SaintsConnect
 - E-mail hr@marymount.edu for HR-related tasks and processes
 - For payroll issues, contact the payroll department
 - Contact its@marymount.edu for IT-related issues