



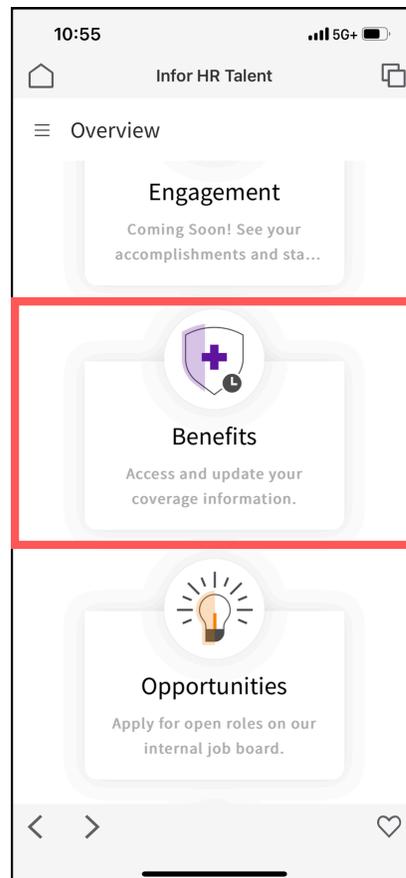
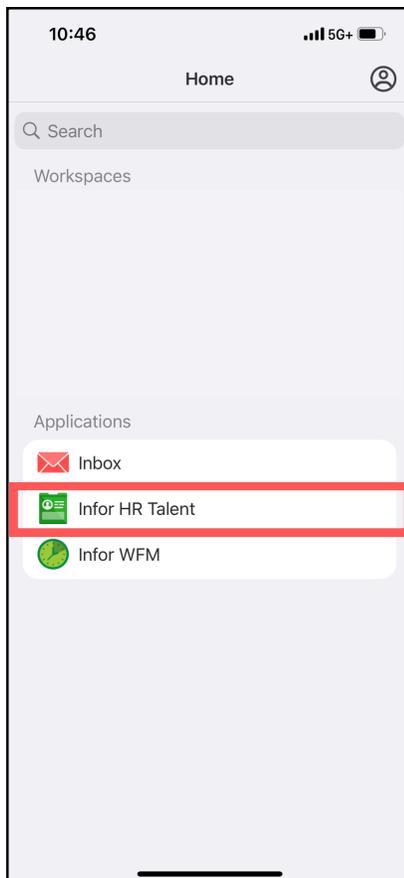
Infor

Open Enrollment

This guide offers detailed instructions for completing your Open Enrollment for the 2025 benefits (mobile version).

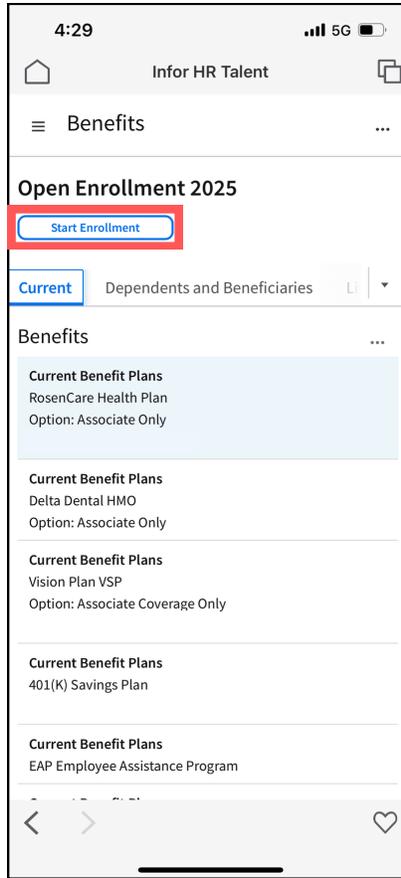


1 Open the Infor Go app. Then, tap on **Infor HR Talent**. Scroll down and tap on **Benefits**



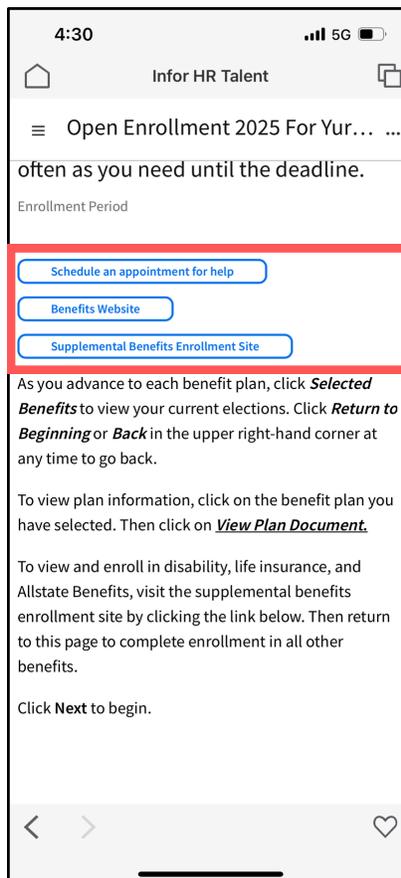
2

Review your current benefits. Tap **Start Enrollment** to continue.



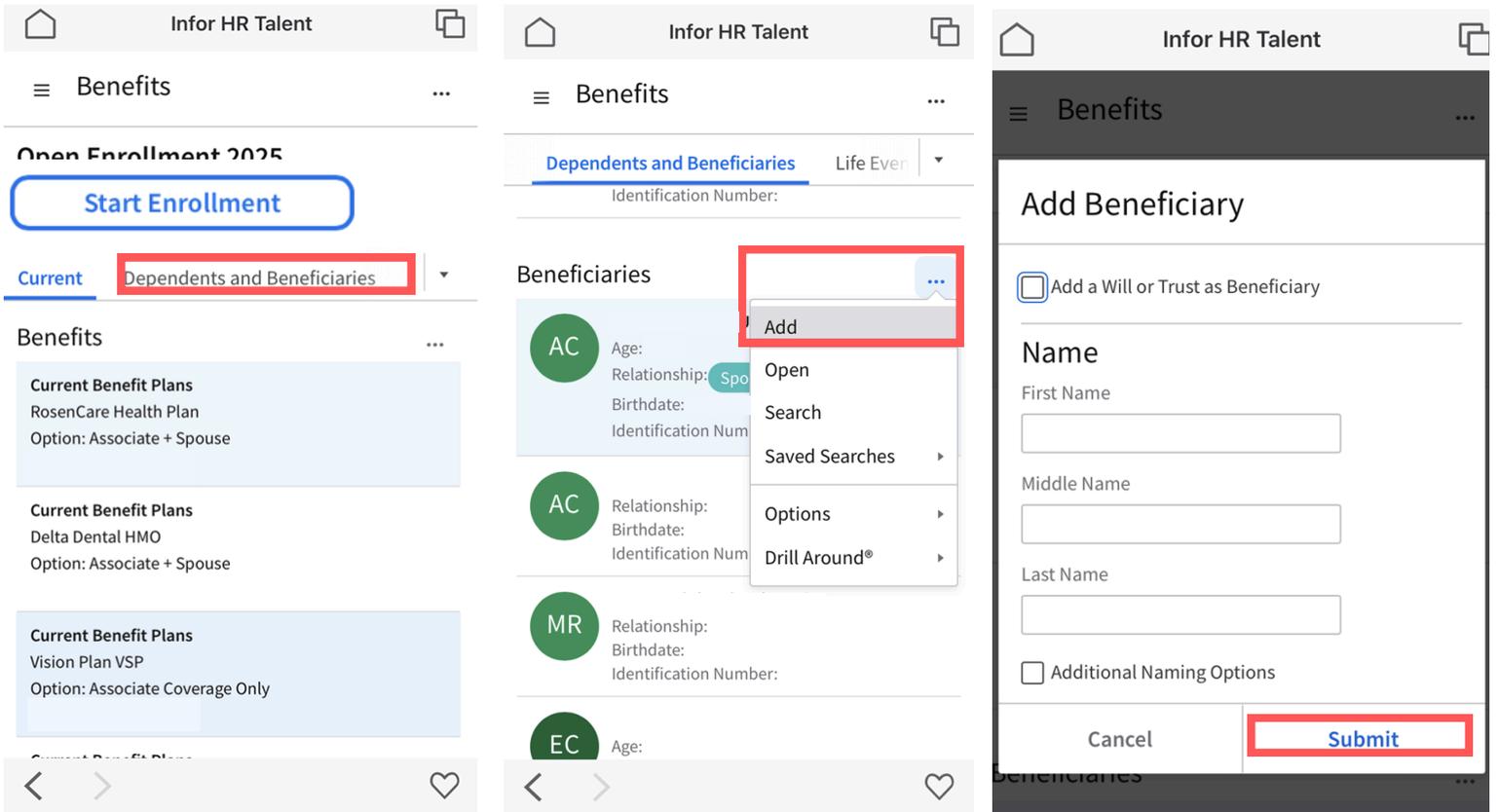
3

Scroll down to view links and enrollment instructions. To continue, scroll up and tap on **Next**.

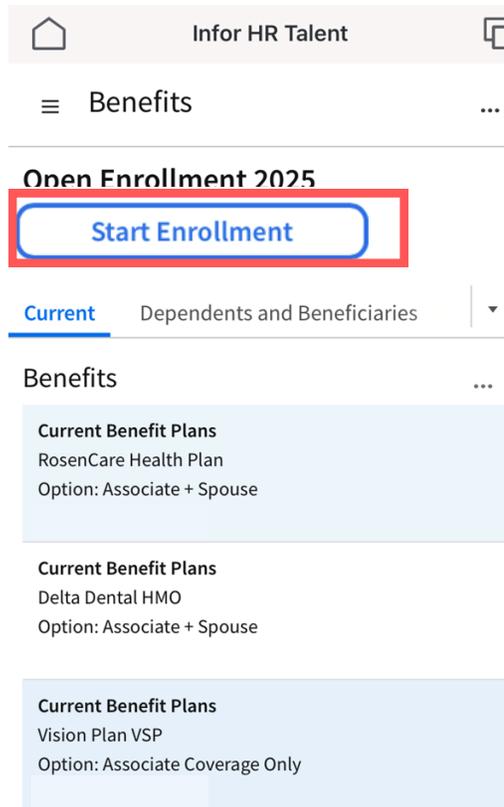


4

Review your current benefits. Tap **Dependents and Beneficiaries** to view a list of dependents and beneficiaries that you can choose for your benefit plans. Instructions to enroll your dependents is included in this guide in the Enrollment section. To add a new beneficiary to your profile for Company Paid Life Insurance, scroll down to Beneficiaries and tap on the **ellipsis (...)**, then **Add**. Fill in First Name, Last Name, Relationship, Birth Date, Gender and either phone number or address. Tap **Submit**.

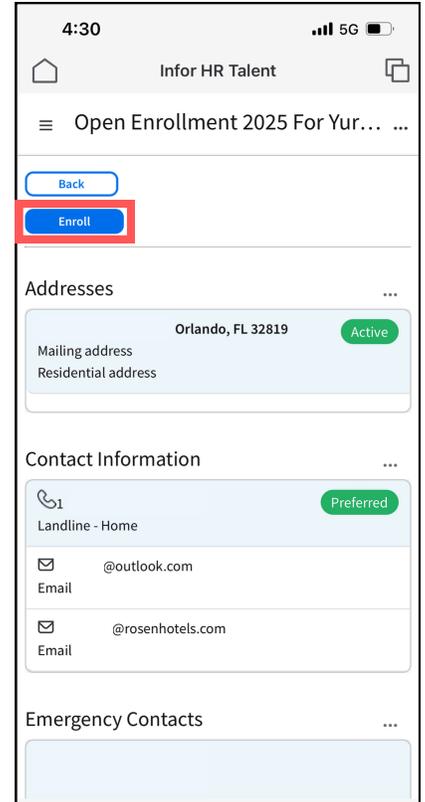
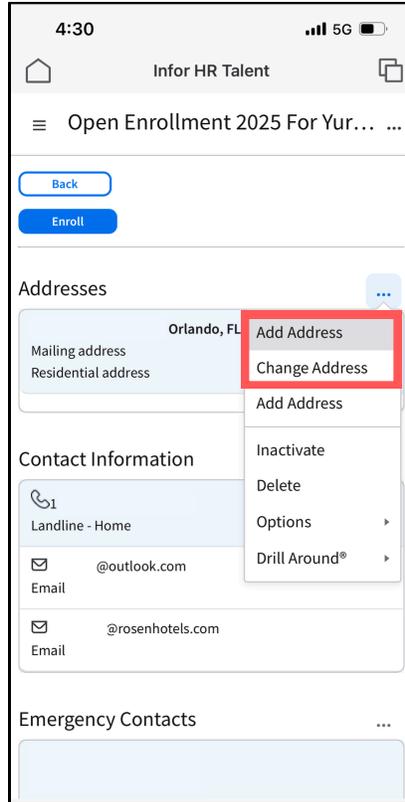
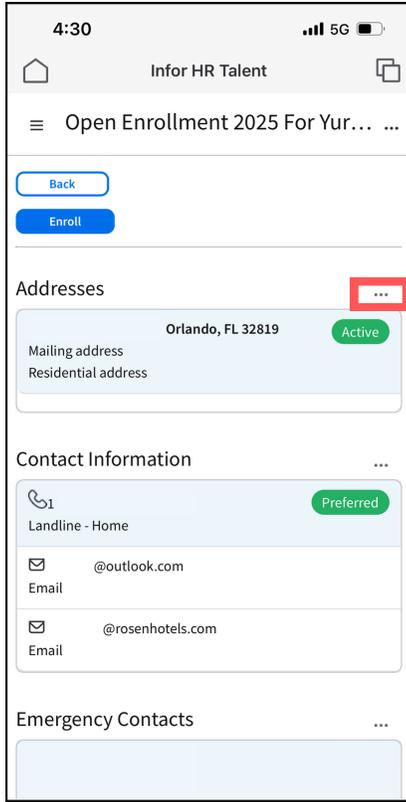


Later in the Enrollment section, see instructions to change your Company Paid Life beneficiary. To begin, tap **Start Enrollment**.



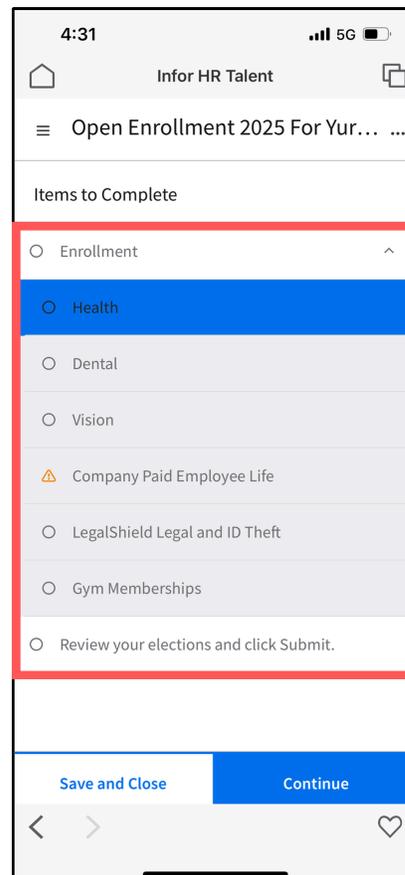
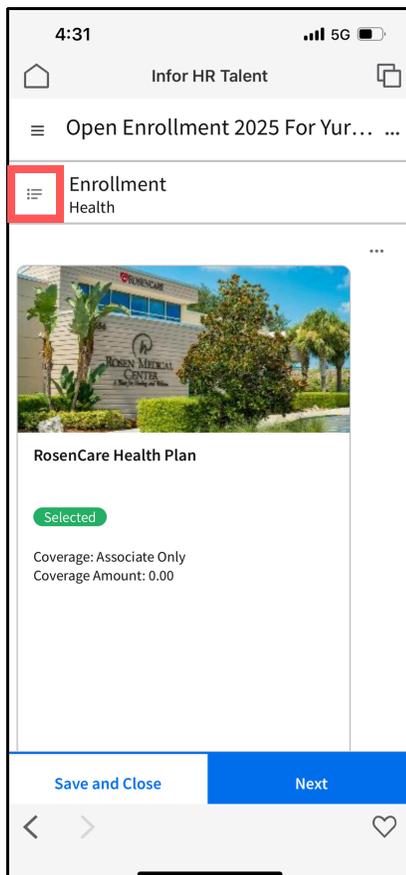
5

Review and update your personal information, if needed. To update, tap on the **ellipsis icon (...)**, then tap on **Add or Change**. To continue, tap on **Enroll**.

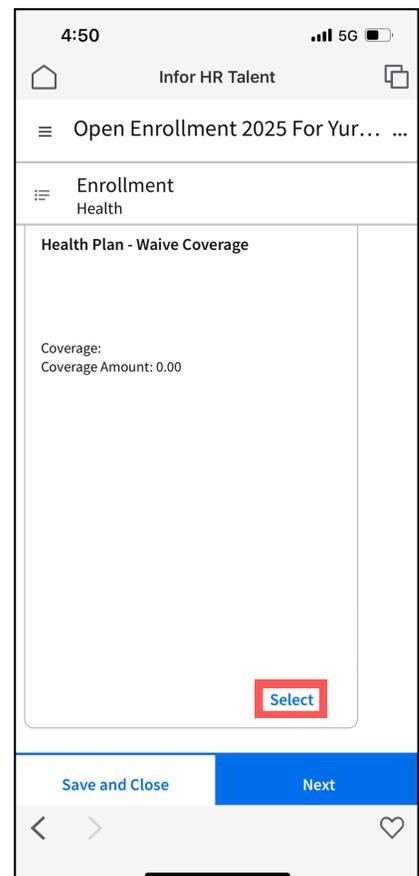
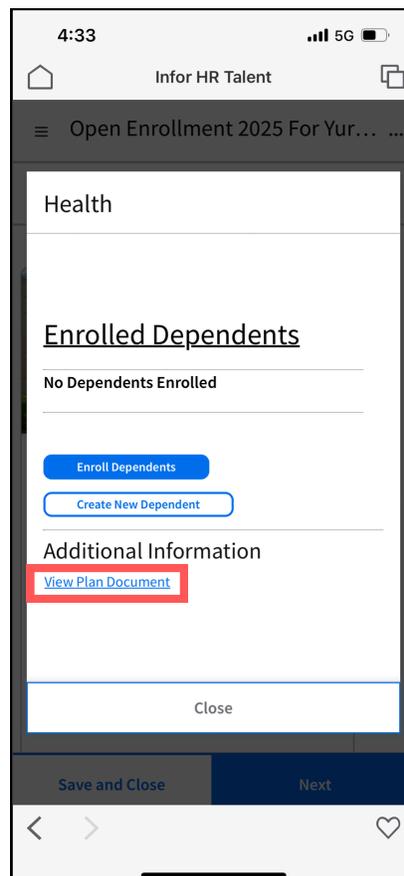
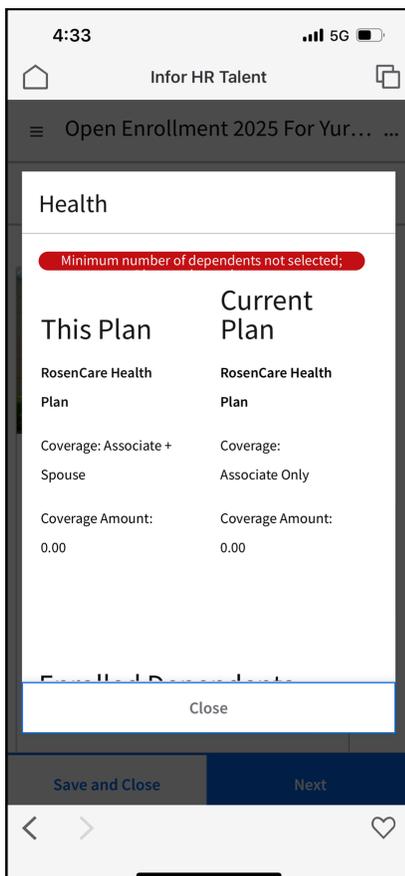
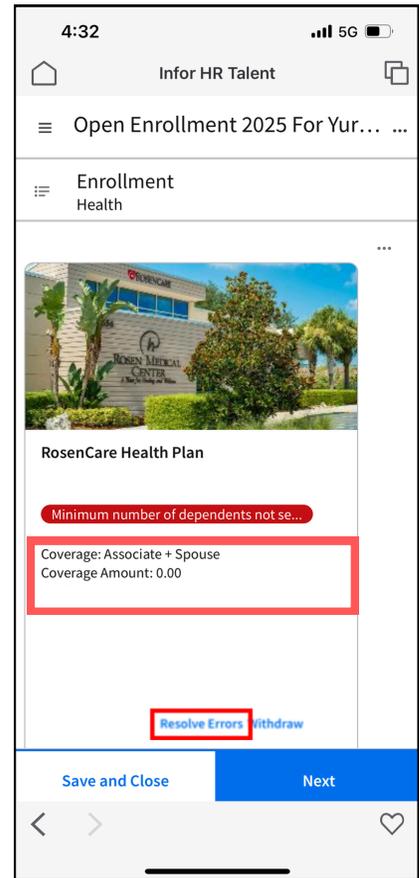
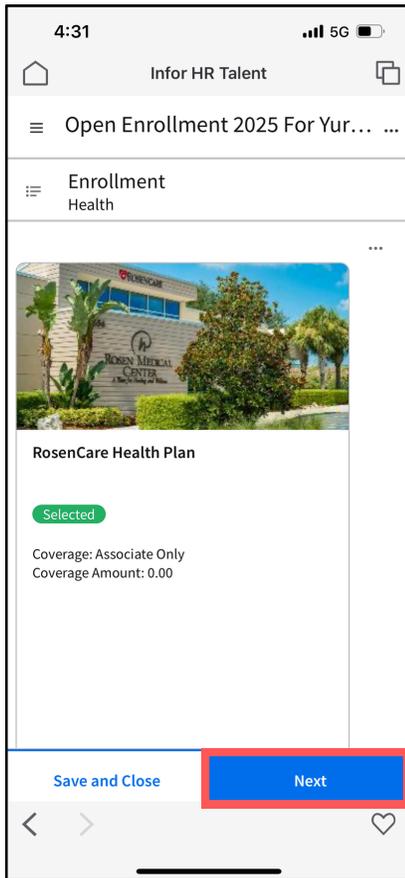


6

View your enrollment options. To open the navigation menu, tap on the **three lines icon**, then select an enrollment section. **You can open the navigation menu at any moment.**

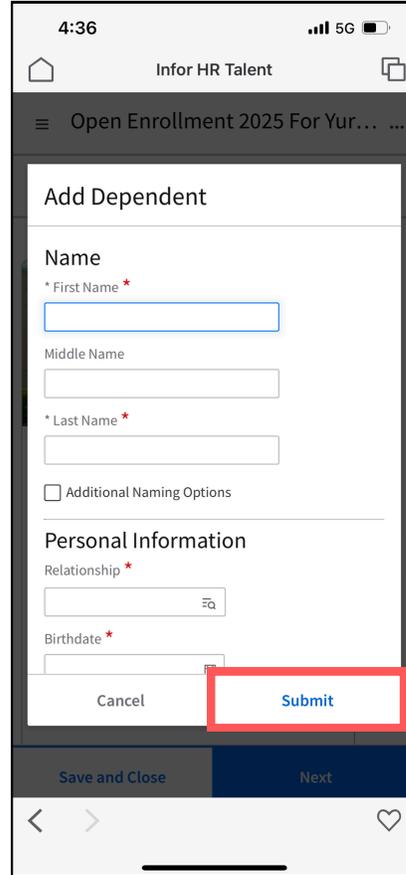
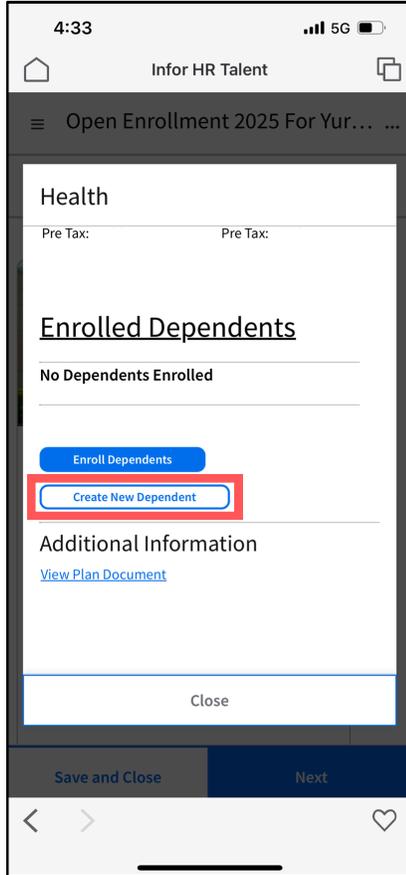


You will see the Health Plan page if you are eligible for coverage. View coverage options (including current one) by scrolling down. If you don't have changes to **Health**, tap **Next**. To change, select the new coverage by tapping **Select** (for this guide, we will use Associate + Spouse). Then, tap on the plan to view additional information and the plan summary by tapping **View Plan Document**. Lastly, tap **Close**. **To decline or cancel coverage**, scroll down and tap Health Plan Waive Coverage.

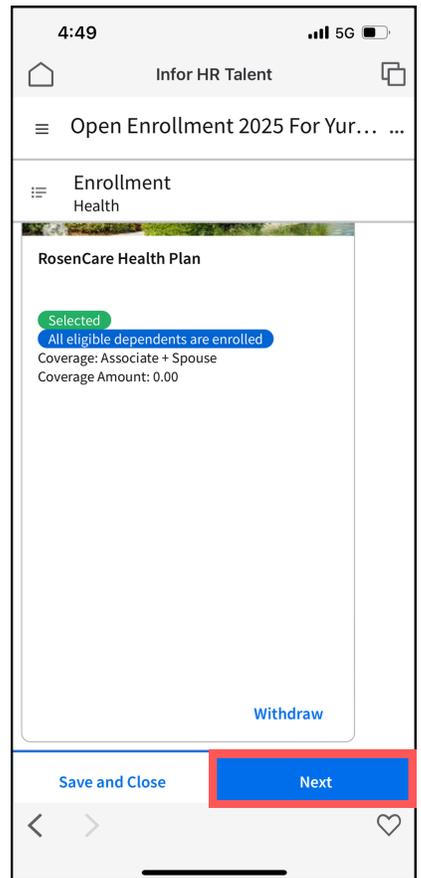
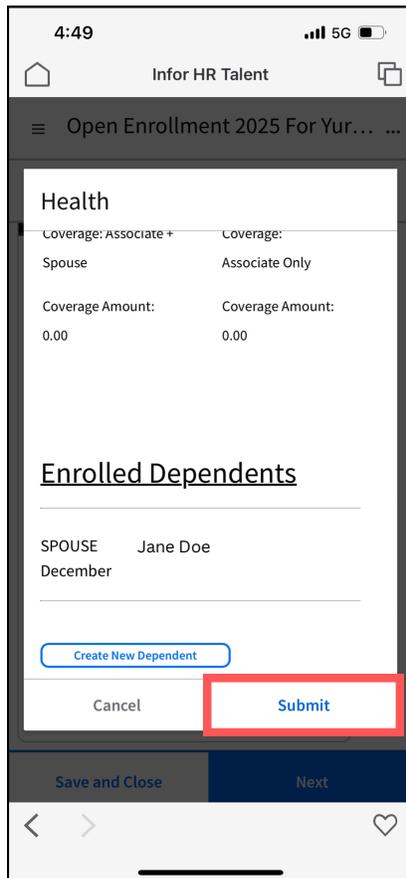
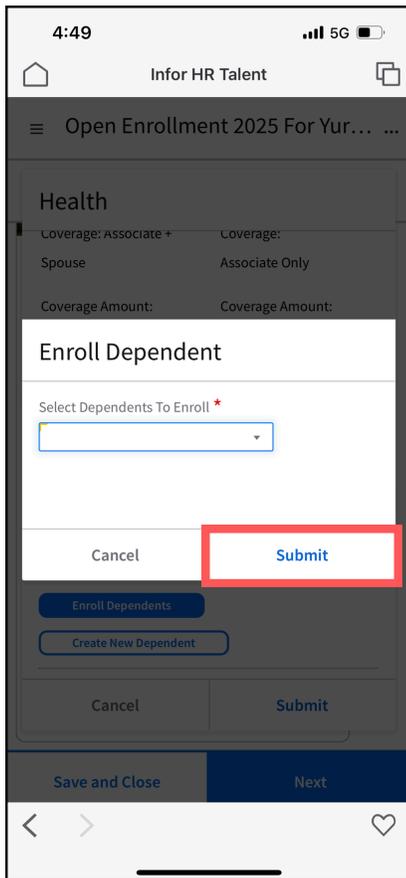
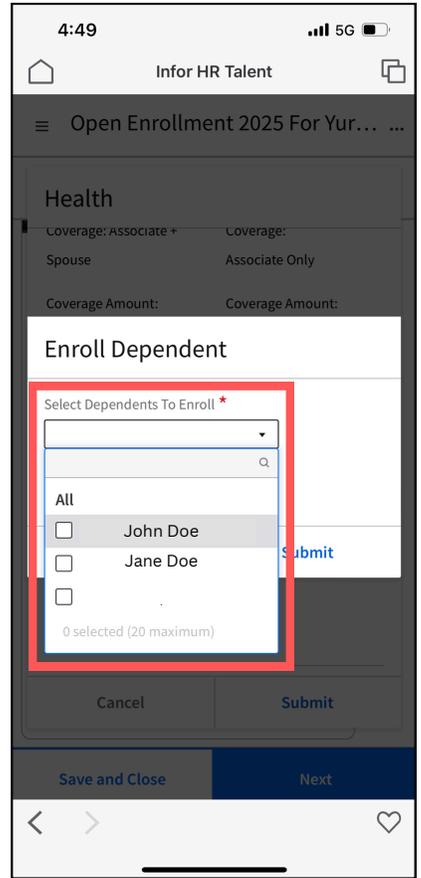
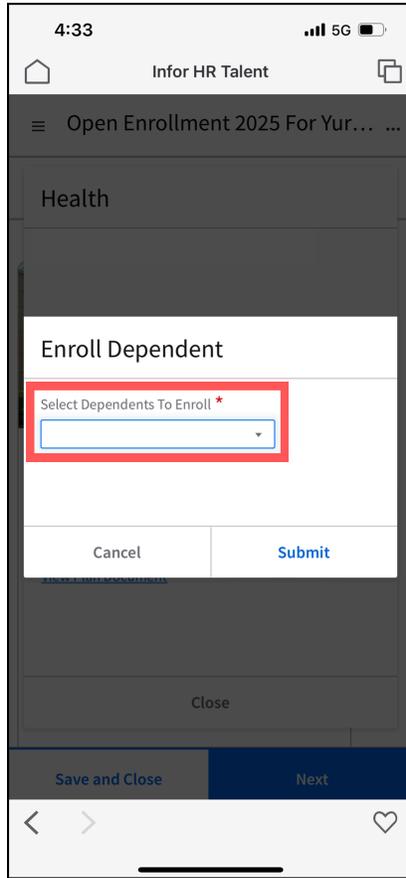
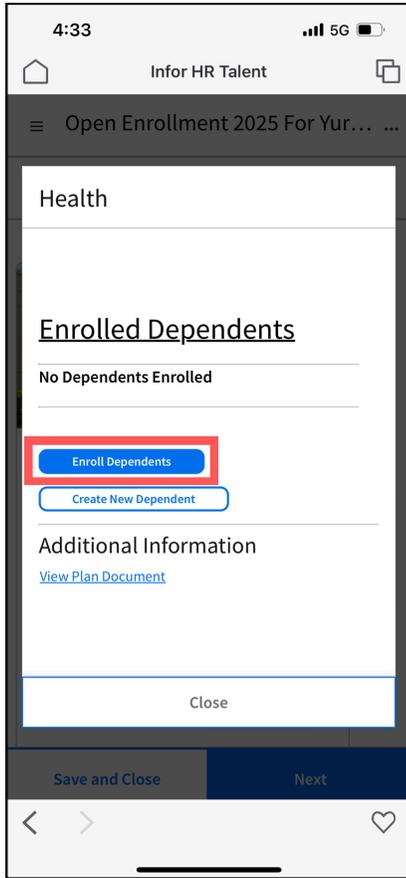


8

To create a new dependent, tap on **Create New Dependent**. Then fill out **First Name**, **Last Name**, **Relationship**, and **Birthdate**. Lastly, tap **Submit**. Skip to the next step if there is no need to create a new dependent.

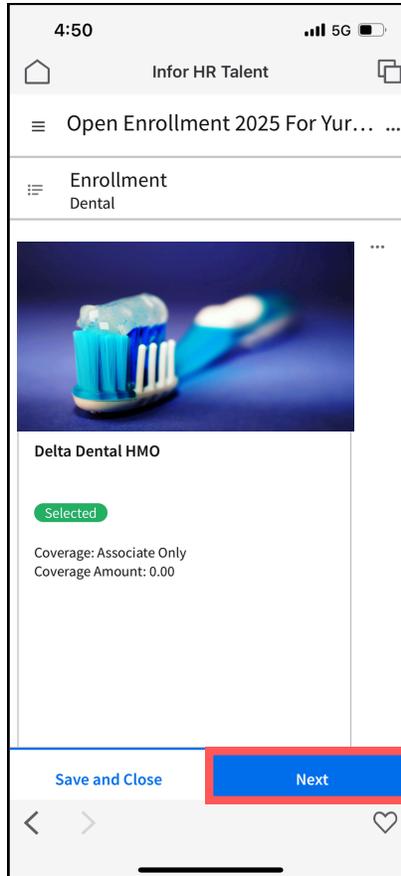


Tap on **Enroll Dependents** to add your dependents. To proceed, tap on the **triangle down icon**, then select your dependent(s). To continue, tap **Submit**. Lastly, tap **Next**.



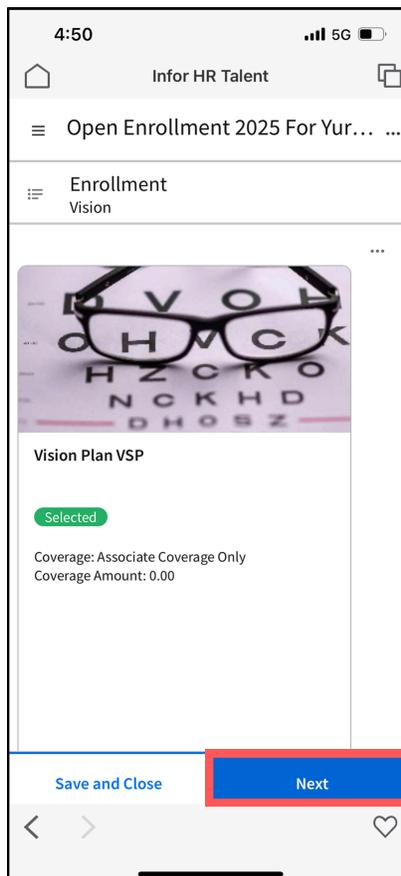
10

View Dental HMO and PPO options, including your current plan. To complete this section follow **Step 7**. To decline or cancel coverage, select the Dental Waive plan. If no changes are necessary, tap **Next**.

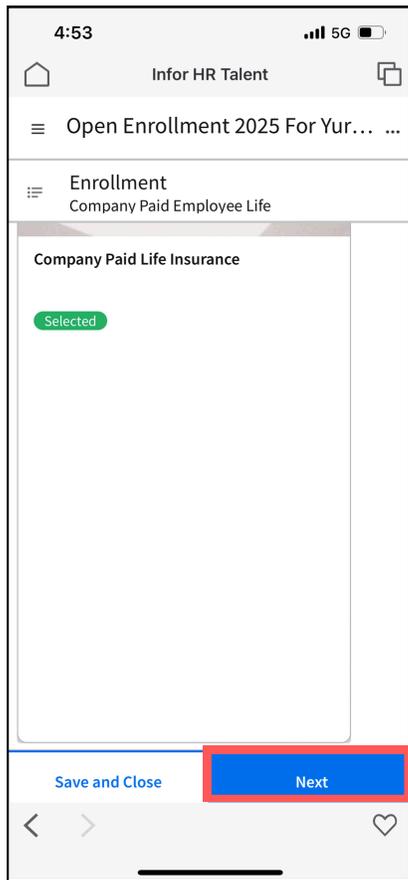
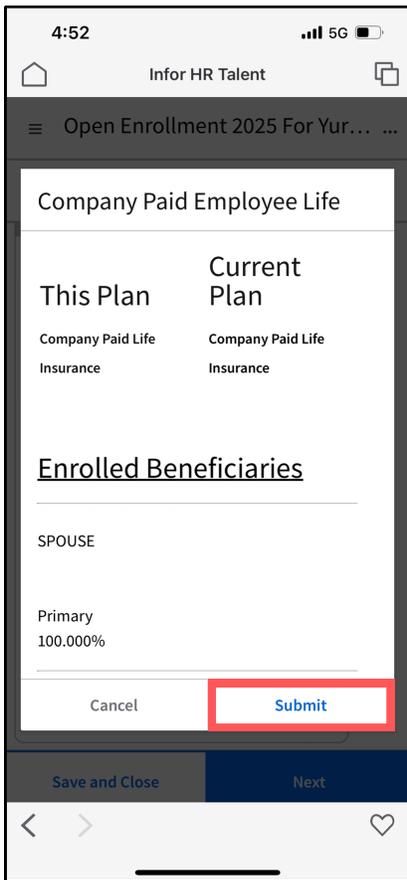
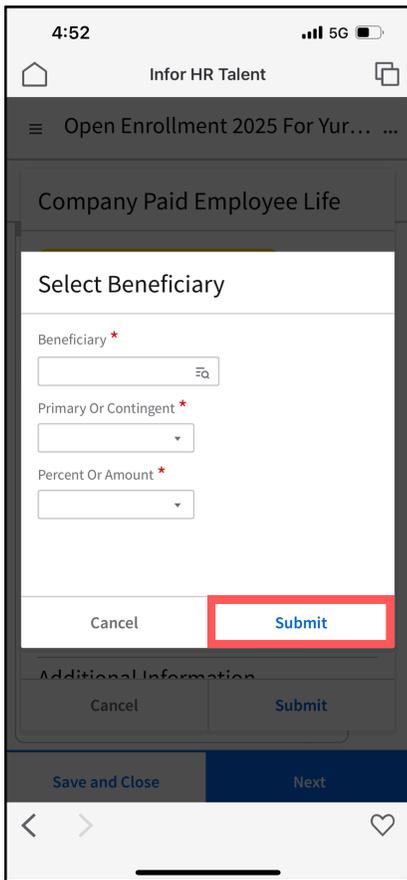
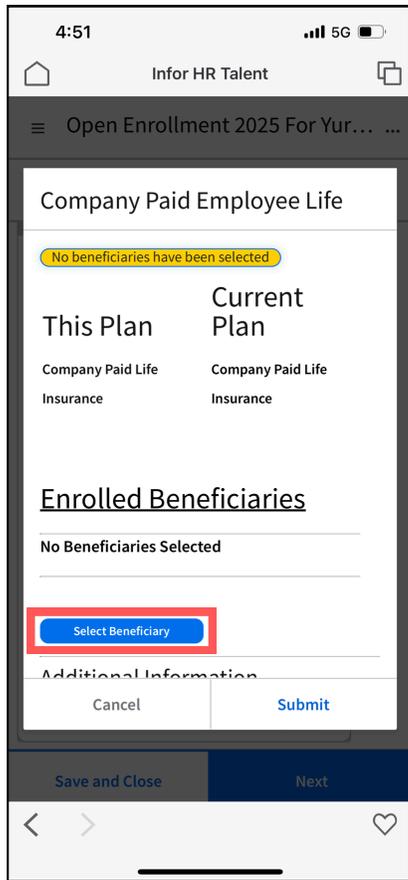
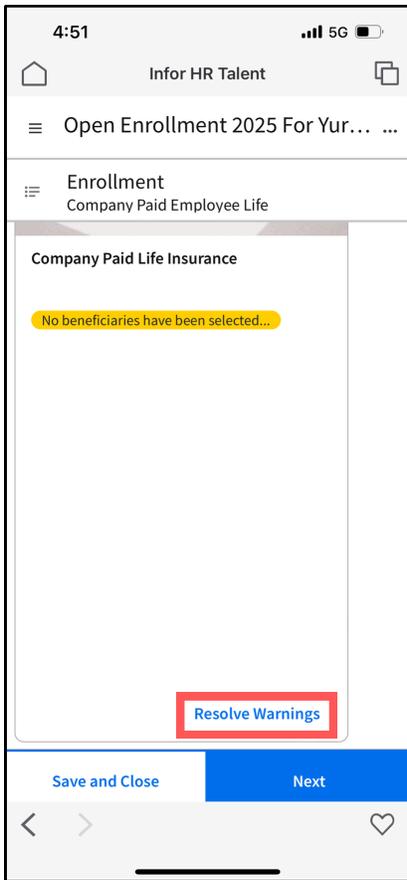
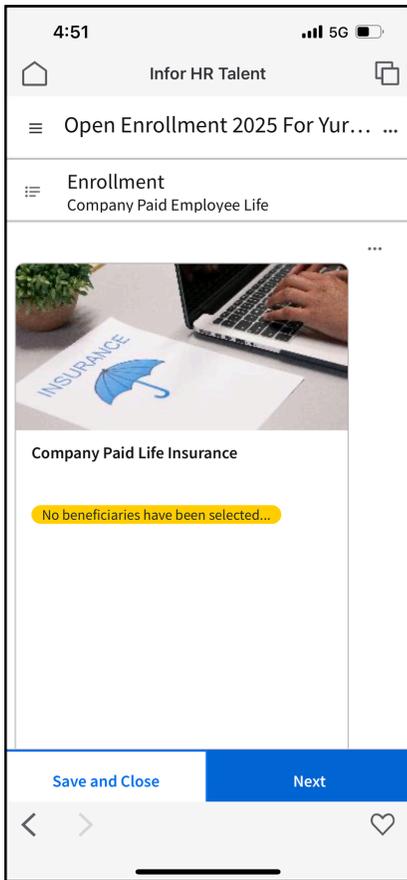


11

View Vision Plan coverage options, including your current one. To complete this page follow **Step 7**. To decline or cancel coverage, select the Vision Waive plan. If no changes are required, tap **Next**.

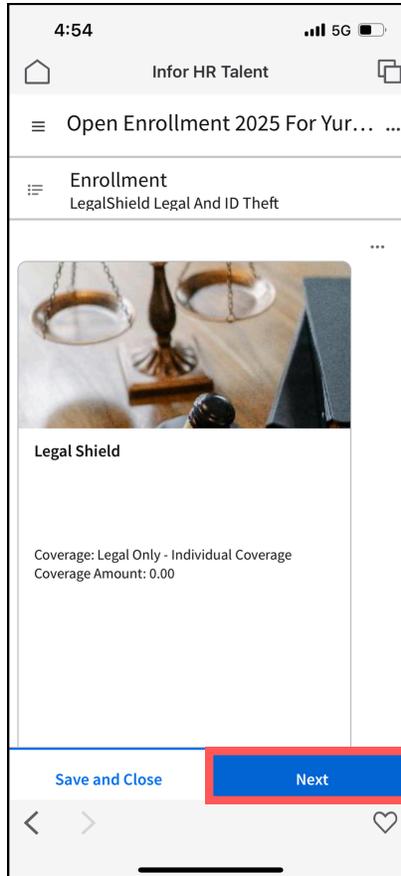


Company Paid Life Insurance: Tap on the plan and view beneficiaries. Swipe down. To **Resolve Warnings** or change beneficiaries, tap **Select Beneficiary**, choose a **Beneficiary** by tapping on the **magnifying glass icon**. Choose **Primary or Contingent, Percent**, then tap **Submit**. Tap on **Submit** again. Lastly, tap on **Next**.



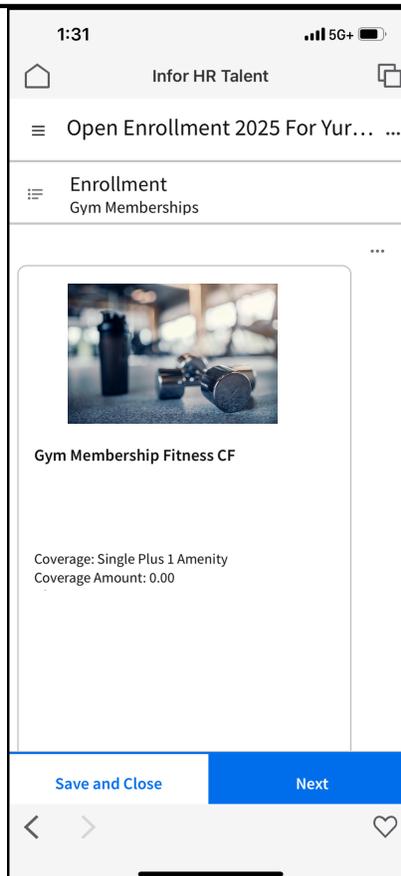
13

View LegalShield Legal and ID Theft Plans, including your current one. To complete this section follow **Step 7**. If no changes are needed, tap on **Next**. To decline or waive this plan, select the LegalShield Waive plan.

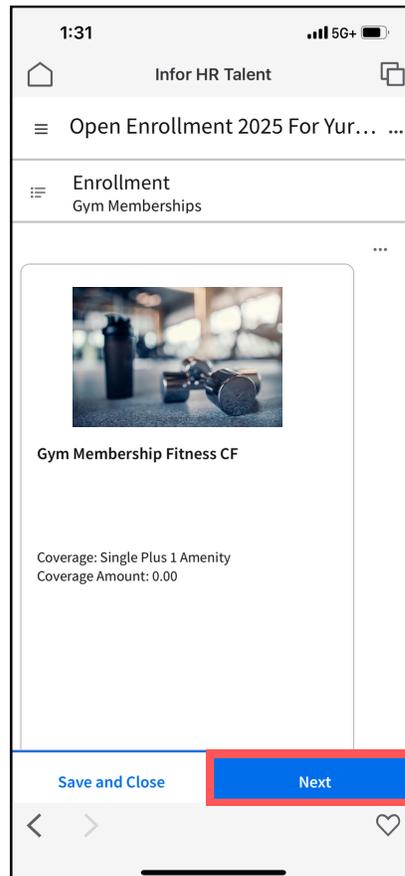
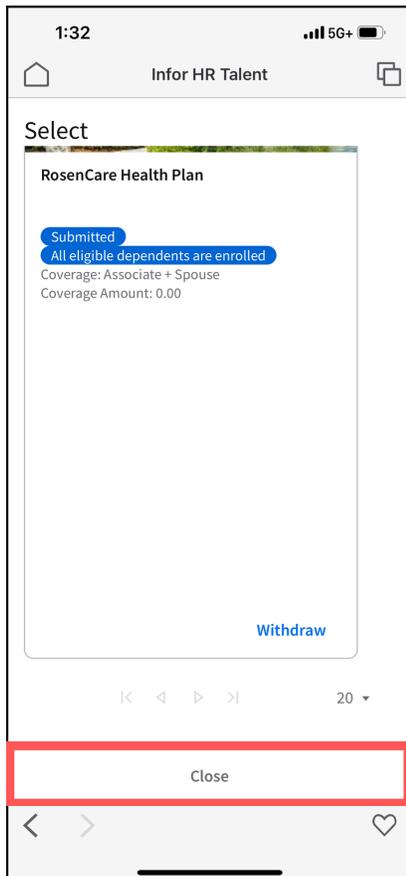
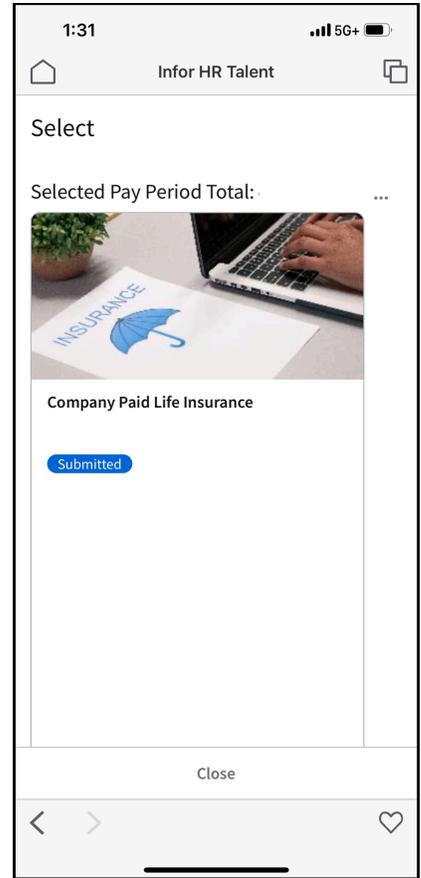
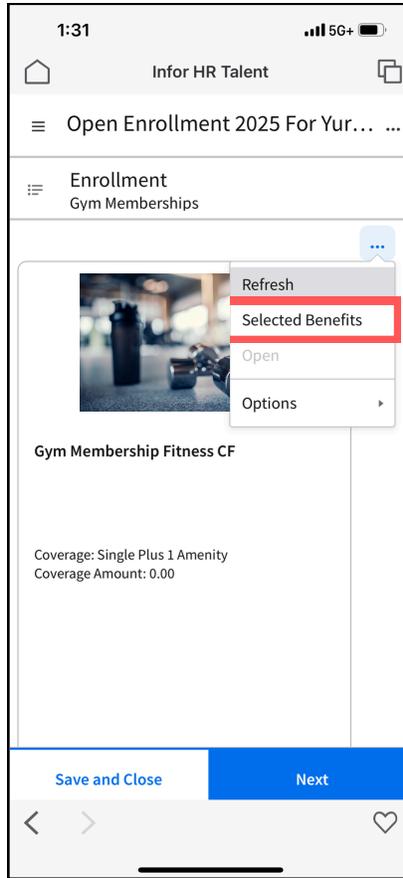
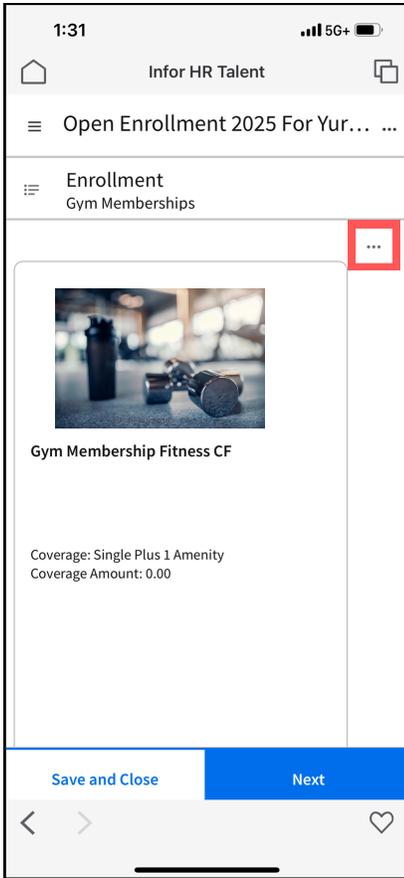


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View Gym Membership options including your current one. To complete this page follow **Step 7**. To skip enrollment, click **Next**. Proceed to go to **Step 16**.



To review your selected benefits, tap on the **ellipsis icon (...)**, then tap **Selected Benefits**. Carefully review all your selected benefits by scrolling down, then tap **Close**. Lastly, tap **Next** to continue.



Review the cost summary of your chosen plans. Swipe up and tap **Submit** to continue. **Type your first and last name to electronically sign.** **Type today's date**, then tap **Submit** to finalize your Open Enrollment. Lastly, click View Confirmation and review for accuracy.

