2027 BENEFITS ROADMAP

A GUIDE TO ONLINE ENROLLMENT

We look forward to having all of our employees take a drive through our Online Benefits Center to select the benefits that best meet their needs. To simplify your journey, we've given you some easy to follow directions. Enjoy the ride!



STOP AND LOOK BOTH WAYS

Before you log in to **VectorMediaBenefits.com**, you'll need to have some key information to avoid pit-stops along the way. You will need for you, your dependents, and your beneficiary(ies):

- A Social Security Number (SSN), and
- A Date of Birth



START YOUR ENGINE

Go to **www.VectorMediaBenefits.com** and enter **your work email as the Login ID.** Your **default password is the last 6 digits of your SSN**. After accepting the "TERMS OF USE" you will be prompted to change your password. The next time you log in, you will be required to enter your new password to access **www.VectorMediaBenefits.com**.



CHOOSE YOUR PATH

If you are currently enrolled: Click "PROCEED" to review your current plan benefits. On the following screens you will be prompted to select each benefit (medical, dental, vision, etc.) and confirm your covered dependents.

If you are a first time enrollee: Click "PROCEED" to make your new plan year elections. You will be prompted to add your dependents as you proceed through each benefit.



DEPENDENT CHECKPOINT

You will now be prompted to review, add and/or update your dependent information. It is important to keep your dependent information accurate and up-to-date.



CONTINUE TO PROCEED IN THE RIGHT DIRECTION

Use the "PROCEED" button to navigate through your benefits. On each screen you can review and/or change your benefit elections. Note: You will need to designate your beneficiary(ies) before you complete the online enrollment process.



CAREFULLY REVIEW YOUR ROUTE

You are nearing the end of your journey through www.VectorMediaBenefits.com. At the "REVIEW AND CONFIRM YOUR ELECTIONS" screen, carefully review your benefit selections.



THE JOURNEY'S END

To complete the enrollment process, you must click on "SUBMIT THESE ELECTIONS". Once submitted a confirmation statement is generated as proof of your recorded elections. **Please print, save or download a copy of this confirmation statement for your future reference. A copy will not be mailed or emailed to you.**

BENEFITS ROADMAP KEY INFORMATION

Need Assistance? Call 1-800-307-0230, Monday - Friday 8:00am - 8:00pm ET

WEBSITE	LOGIN ID	PASSWORD
www.VectorMediaBenefits.com	your work email address	the last 6 digits of your SSN