How to Update your Beneficiary

Select the Benefits Icon on the home screen:

![Benefits Icon](image)

View and edit benefit information

Select the “View details” link next to the benefit that you would like to update the beneficiary for:

<table>
<thead>
<tr>
<th>#</th>
<th>Benefit Type</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Basic Life and AD&amp;D</td>
<td>Section Complete!</td>
</tr>
<tr>
<td>4</td>
<td>Voluntary Life and AD&amp;D</td>
<td>Section Complete!</td>
</tr>
</tbody>
</table>

Select the View/Edit Information button:

![View/Edit Information Button](image)

Your Offer Summary:

- **Life**
  - Sponsored Life
  - $0.00 per month
- **AD&D**
  - Sponsored AD&D
  - $0.00 per month

View / Edit Information
Select the arrow next to the Beneficiaries section for the benefit you would like to update:

If you have not yet entered your beneficiaries, select “Add”:

If you have already entered your beneficiaries, select “Edit”: