



## Benefits - View

## Overview

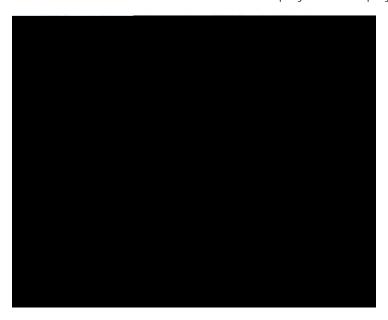
Benefits, Dependents, and Beneficiaries will be setup, elected, and tracked in Workday.

## Benefits View

1. Select the

Application from Home Page

current Employee cost displays



- 3. Select Benefit Elections to view current elections
  - a. Each Benefit will display on a separate line
  - b. Coverage column will indicate what coverage has been elected
  - c. Dependents columns will display covered dependents
  - d. Employee and Employer cost per biweekly pay period will display
    - i. These rates are based on 26 pay periods, the conversion to 20-pay elections happens in payroll

