



HOW TO LOG INTO *your*MONEY

How to log into your account online for the first time

STEP 1: Go to **weabenefits.com/yourmoney** or click on the "Access yourMONEY" link from our home page, **weabenefits.com**.

STEP 2: Login to your account.

The first time you sign in:

- ▶ Login ID = Social Security number (no dashes and no spaces)
- ▶ Password = birthday (mmddccyy)

STEP 3: Enter you plan's unique security code.

The security code is your plan number. Please refer to your contract summary or email confirmation for the plan code.

STEP 4: Personalize your login ID and password.

You will be prompted to enter an email address, a new user ID, and a new password. If you do not update your username and password, your account will be locked for security purposes within 90 days. If your account gets locked, you will need to call us.

Please note the specific password requirements:

- ▶ At least 14 characters in length.
- ▶ At most, 50 characters in length.
- ▶ At least 1 alphabetic character.
- ▶ At least 1 special character (@, %, or \$).
- ▶ At least 1 alphabetic upper case character.
- ▶ At least 1 numeric character.
- ▶ Cannot repeat your previous 3 passwords.

A confirmation of activity email will be sent to the email address provided.

STEP 5: Enter security questions.

Select two security questions that will allow you to self-service if you forget your user ID or password.

STEP 6: Set up two-factor authentication.

Enter a phone number and select how you would like to receive the verification code (text message or phone call). After you login with your user ID and password, you may be prompted to enter a one-time verification code that will be sent to the designated phone number. After authentication, you will be directed to the My Dashboard page.

DID YOU KNOW?

Two-factor authentication (2FA) adds another layer of security to your account by making sure people trying to access your account are who they say they are. With 2FA, a user is granted access to a website or application only after successfully presenting two or more pieces of evidence to an authentication mechanism.

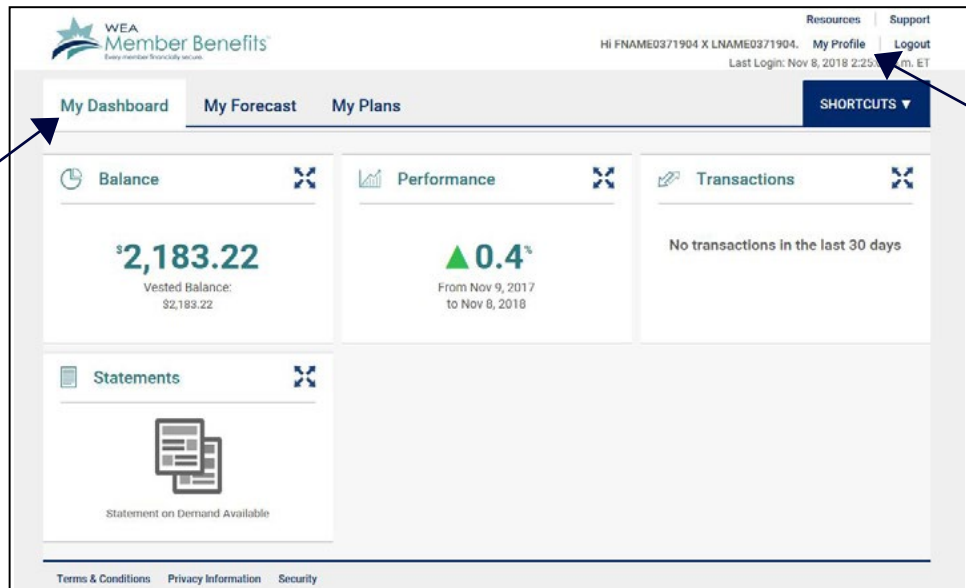


WHAT'S INSIDE *your* MONEY

Easy online access to your 403(b) and IRA accounts

My Dashboard

Account information at-a-glance.

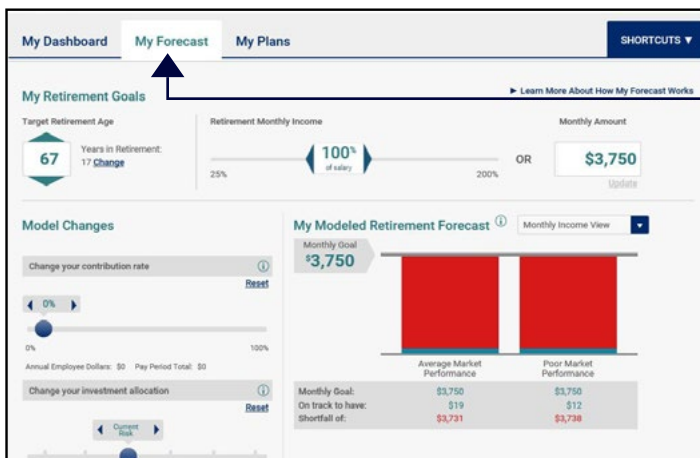


My Profile

Review and update personal information (address, phone number), and opt to receive electronic statements.

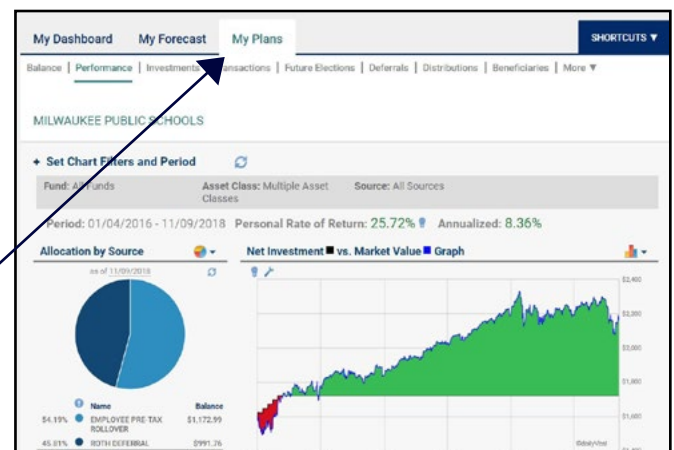
My Forecast

Create and track your personal financial plan or project your retirement income gap or excess with our interactive online retirement goal planner and other tools.



My Plan

See details about your investment allocations, performance, transactions, and more.



WEA
Member Benefits™

The 403(b) retirement program is offered by the WEA TSA Trust. TSA and IRA program registered representatives are licensed through WEA Investment Services, Inc., member FINRA. The Trustee Custodian for the WEA Member Benefits IRA accounts is Newport Trust Company. TSA 4456-280-0224 (W)