



# HOW TO LOG IN TO *your* **MONEY**<sup>TM</sup>

## EARLY ADOPTER

*How to log in to your online account for the first time*

**STEP 1:** Visit [yourmoney.weabenefitsretirement.com](https://yourmoney.weabenefitsretirement.com).

### STEP 2: Login to your account.

The first time you sign in:

- ▶ **Login ID** = Plan ID (WE#####, provided in your log in letter) + Social Security number (no dashes and no spaces).  
Your combined login will look like this: WE#####
- ▶ **Password** = Date of birth (MMDDYYYY).

*Don't know your Plan ID?*

Please refer to your March 11 letter for the plan code.

### STEP 3: 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. If your account gets locked, you will need to call us at 1-800-279-4030 during regular business hours. A confirmation of activity email will be sent to the email address provided.

Please note the specific password requirements:

- ▶ 8 to 14 characters in length.
- ▶ At least 1 alphabetic character.
- ▶ At least 1 special character (!, @, #, \$, %).
- ▶ Cannot match your Social Security number.
- ▶ Cannot match your user name.
- ▶ Contains mixed-case characters.

### 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.

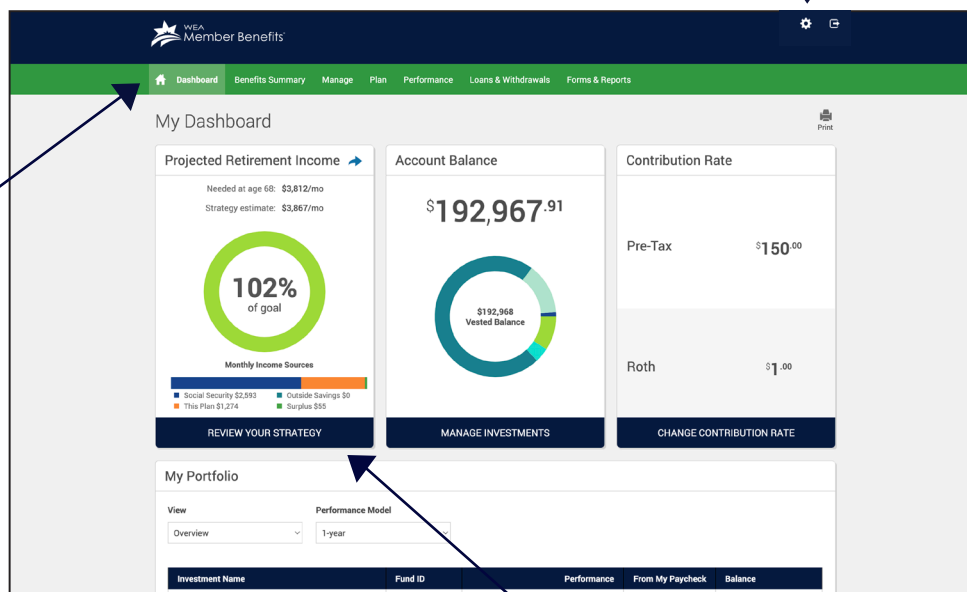


# WHAT'S INSIDE *your* MONEY™

Easy online access to your 403(b) account

## My Dashboard

Account information at a glance.

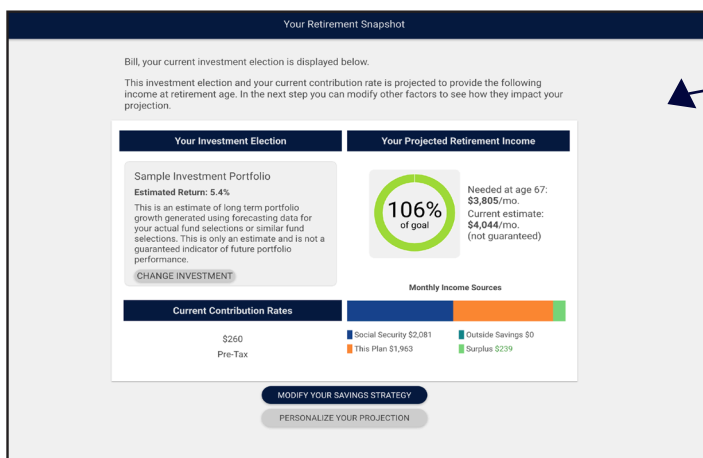


## My Profile

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

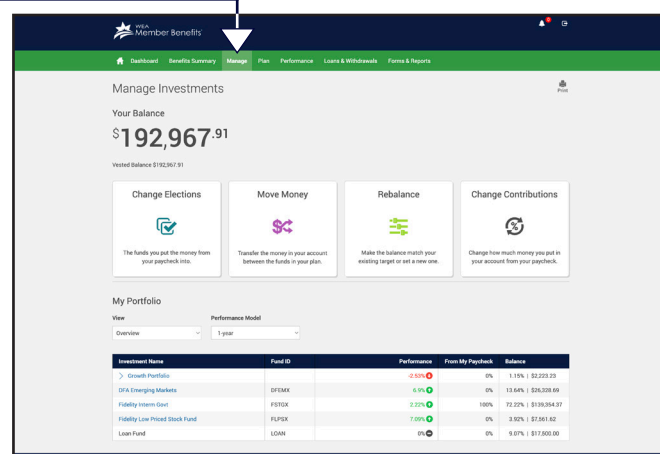
## Your Retirement Strategy Snapshot

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



## Manage 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.

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