

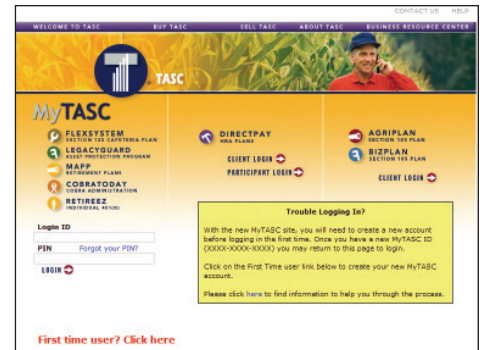
MyTASC Login Instructions

One of the many enhancements of the new MyTASC Online Plan Administration System is more robust security. Your financial and medical information is private; security of this information is a top priority. MyTASC provides you with the peace-of-mind of knowing that this information is secure.

With MyTASC all users are assigned a system-generated, unique twelve-digit **TASC Identification Number (ID)** and six-digit **Personal Identification Number (PIN)**.

Creating Your MyTASC Account

1. Visit www.tasconline.com.
2. Click on the **Login** box in the lower left-hand corner*.
3. If this is the **FIRST** time you have visited the NEW site click on **“First time user? Click here.”**
4. Click on the appropriate Relationship type listed under **“Create A New MyTASC Account”**.
5. Enter your **“old”** ID and PIN:
 - Clients (Employer): Three or Four-character ID and six-digit PIN
 - Participants (Employee): Nine-digit ID with dashes (xxx-xx-xxxx) and six-digit PIN. (You must also enter a valid e-mail address when the system prompts you.)
 - Providers (Agent/Broker): Nine-character ID with dashes (xxx-xx-xxxx) and six-digit PIN.



* **First Time Login:** First-time users may experience a “pop-up error” when attempting to login in to MyTASC. If this occurs, choose the option “Always allows pop-ups from this site” so you will not experience this pop-up error in the future.

Logging In

After completing the above steps a new twelve-digit TASC ID and six-digit PIN is **e-mailed** to the e-mail address we have on file for you (or the one you entered when creating you new account).

1. Retrieve this new login information from your e-mail and return to www.tasconline.com.
2. Click on the **Login** button in the lower left-hand corner of the screen.
3. On the next screen, enter your new twelve-digit ID (include the dashes) and six-digit PIN in the **Login ID** and **PIN** fields. Click on **Login**. This will provide you access to your new MyTASC homepage.

Personal Login ID

For your convenience MyTASC allows you to create a personal Login ID. Having a Login ID will make logging in more convenient as you may enter this instead of your twelve-digit ID. To create a personal Login ID:

1. Click on **Profile** on your homepage.
2. Click on **Change** next to the grayed-out twelve digit TASC ID.
3. Enter a new Login ID in the Script Prompt box at the top of your screen.
(NOTE: YOUR LOGIN ID MUST BE UNIQUE. We recommend using your e-mail address as your Login ID. For example, “john.doe@abccompany.com”).
4. Click OK. *When logging on in the future you may enter this new Login ID and your six-digit PIN.*
(Note: you will still need to enter your 12-digit ID when contacting our Contact Center via phone.)

Questions

If you do not have an e-mail address, or have any other questions about how to create your new TASC ID, get your PIN, or change your Login ID, please call our **Contact Center at 1-800-422-4661**.