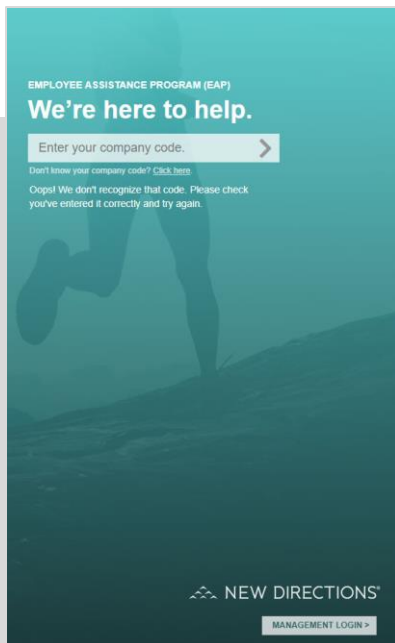


Our EAP site is now LIVE! Here's a quick overview for you.

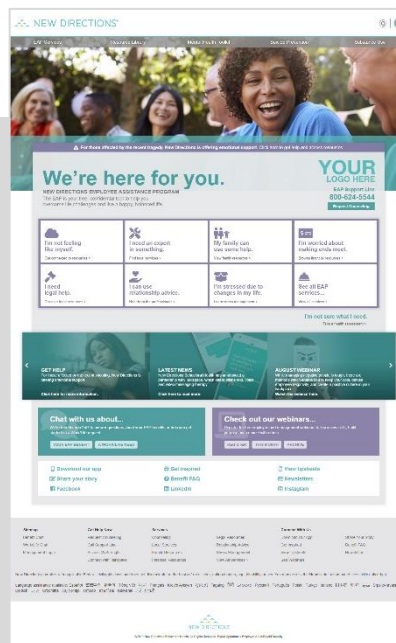
Step 1. Let's log in. Here you will be able to log in using your existing company code.

Step 2. Home page at a glance. Your new homepage will allow you to access all the same resources as before, plus many new features. Select a box that describes what you are looking for – you can access helpful documents, assessments, webinars, news and more!

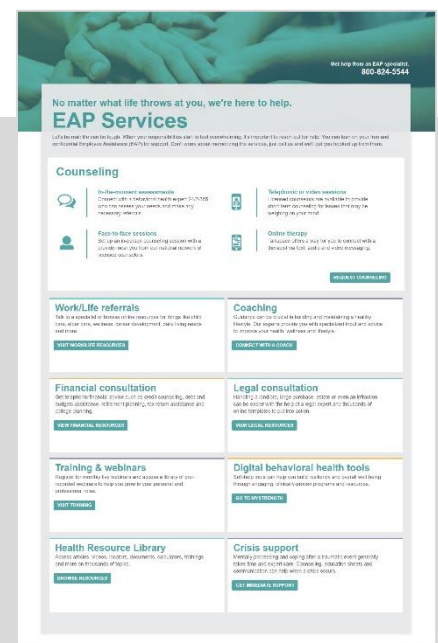
Step 3. Your EAP Services. On the home page, in the top left hand corner, you will find an “EAP services” tab. Here you can access many of the EAP services that are available to you and your family. Select a service, then you can connect, browse or visit a helpful resource.



-1-
Login Page



-2-
Home Page

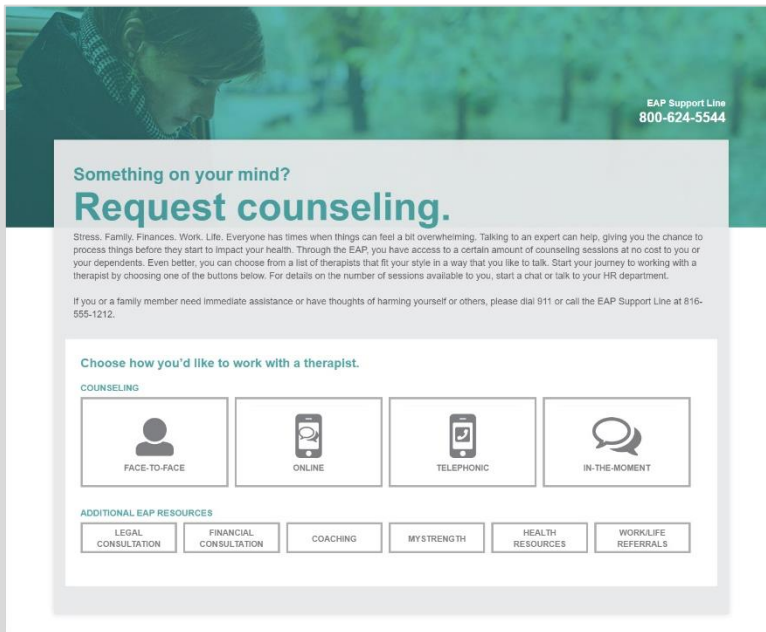


-3-
All Services Page

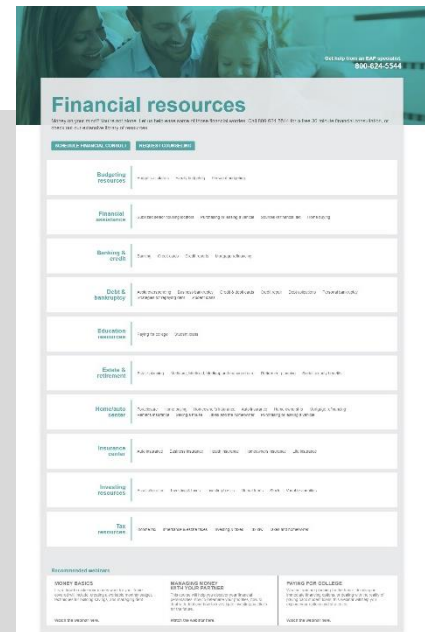
Step 4. How do you request a counseling session? On many pages, there will be a “Request Counseling” button. Select which method of counseling you’d like to receive. Additional EAP services are listed as well.

Step 5. Looking for financial resources? On the homepage, in the group of purple boxes, under “I’m worried about making ends meet” you will find financial resources available through your EAP. You will be able to schedule a financial consultation, view important documents, use budgeting calculators, and more! There are many other resource pages in the group of purple boxes as well.





-4-
Request Counseling Page

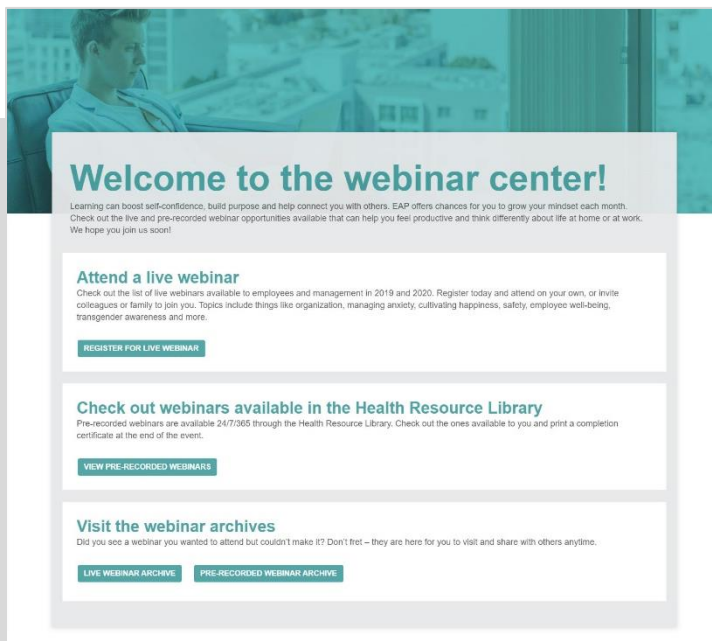


-5-
Financial Resources Page

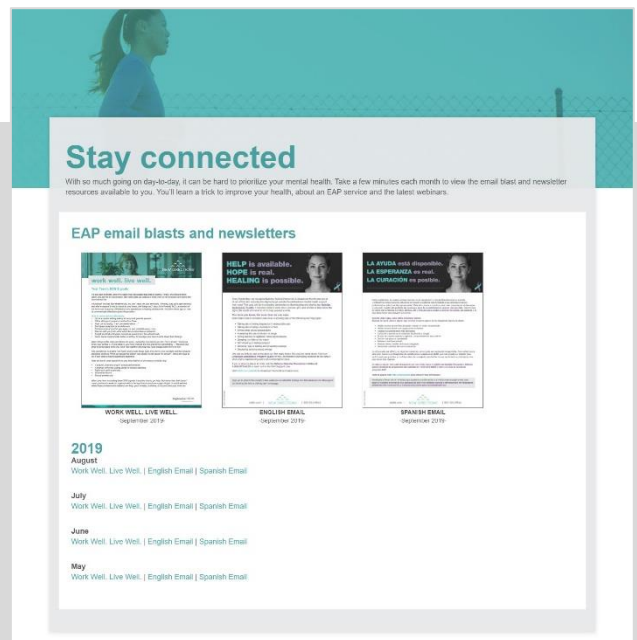
Step 6. Do you need to know where the webinars are? On the home page, below the teal carousel, you'll find the purple **“Check out our webinars”** box. On this page, you will be able to register for live webinars, view recorded webinars, and watch past webinars.

Step 7. What's happening at New Directions? Near the bottom of the page in a quick links group is the **“Newsletter”** link. You'll be able to stay connect with our EAP email blasts and newsletters. If you missed the latest communications, don't worry – we'll have it archived here.

There are many more resources available! Hopefully this guide gave you a sense of how to navigate and use the new site so you can find the proper tools to help in your journey. Some other new features involve, links to **“Share Your Story,”** to **“Download Our App”** and



-6-
Webinar Center Page



-7-
Newsletters Page