

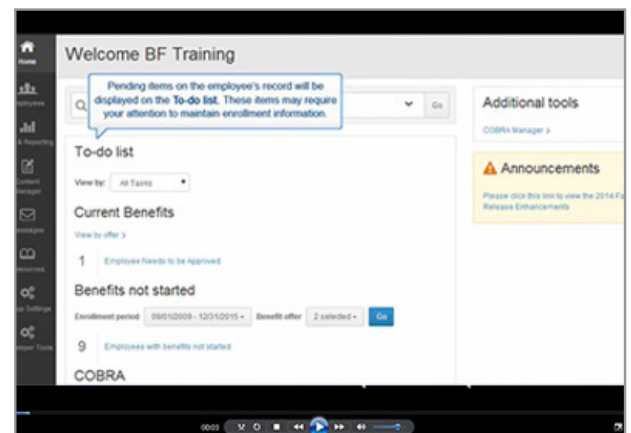


# eEnrollment Training Information

## Register for a Live Training

[Register here](#) for a one-hour, live online training offered every Tuesday and Thursday.  
([www.bcbsla.com/landing/esolutions-training](http://www.bcbsla.com/landing/esolutions-training))

This training covers how to use eEnrollment for benefit enrollment and maintenance, including initial enrollment, terminating employment, cancelling benefits and making changes due to life events.

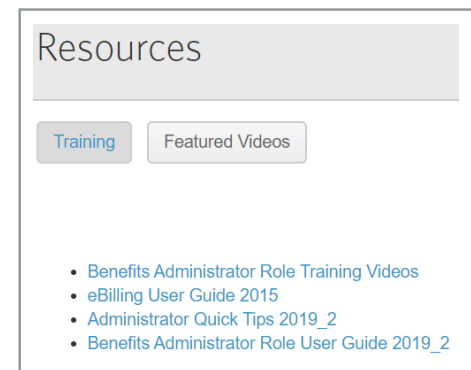


## Resources Tab

[Log into eEnrollment](#) to get to the **Resources** tab.

Here you will find short videos that walk you through specific actions to manage your employees' benefits.

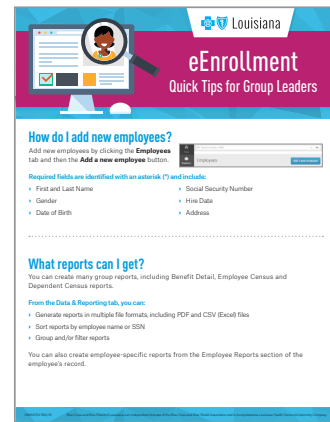
The full **Benefits Administrator Role User Guide** is also available.



\*Online trainings hosted by Benefitfocus, an independent company providing electronic enrollment services to Blue Cross and Blue Shield of Louisiana and HMO Louisiana, Inc.

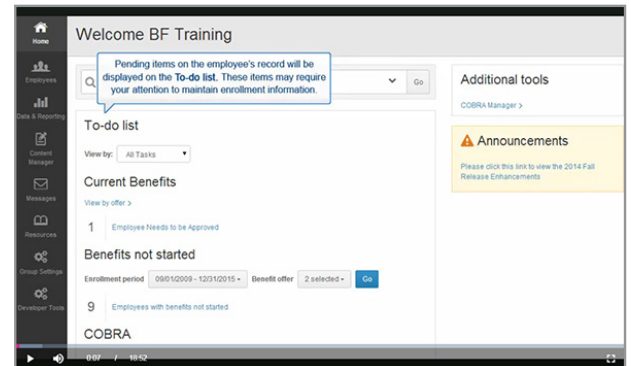
# Quick Tip Sheet

[Download and print a Quick Tip sheet](#) that will help you with basic tasks in eEnrollment.



# Recorded Training Video

[View a 19-minute training video](#) that will cover your home page, managing benefits for employees, creating and exporting reports, and customizing your eEnrollment experience.



**If you have questions or need more training, please contact your Blue Cross Regional Office Representative**

Need additional technical or navigation support? Call **1 (843) 375-4967**.