

A Member's Guide To Registering on myCoreSource.com

To register as a member on myCoreSource.com for the first time, you will need to follow these steps:

1. Create an Account

Go to myCoreSource.com and select the **Create My Account** button in the "I am a Participant" box. Each plan member will need to create their own account.



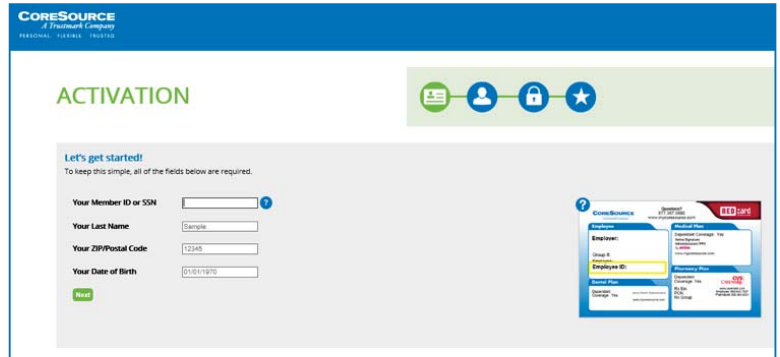
Note: If at any time, you forget your username or password, you can select the appropriate link under the login button on the home page, and then follow the prompts.

2. Activation

- a. Enter the required fields with information from your ID card.
- b. Click **Next**.

a. 

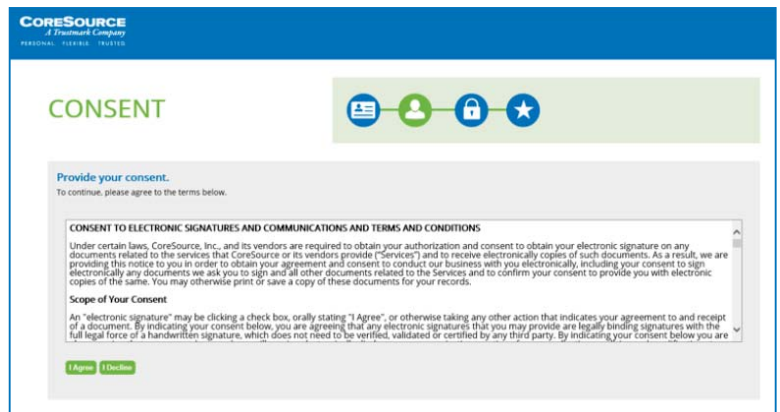
b. 



3. Provide Your Consent

- a. Click "I agree" to accept the consent to electronic signatures and communications and terms and conditions.

a. 



4. Contact Information

Enter your contact information in the fields below. You must enter your email address and at least one phone number.

The screenshot shows the 'COMMUNICATION' section of the CORESOURCE portal. It includes a header with the CORESOURCE logo and navigation icons. The main content area is titled 'Enter your contact information.' and contains three input fields: 'Email Address', 'Mobile Phone', and 'Alternate Phone'. Below these fields is a section titled 'Would you like to receive electronic communications?' with two radio button options: 'Yes, please send me texts and automated calls at the number I provide...' and 'No, I would not like to receive electronic communications at this time.' A green 'Next' button is located at the bottom left of the form.

5. Verification

- Click "Start" next to the communication method you would like to verify and a code will be sent to the email address or mobile phone number you provided.
- Enter the verification code in the indicated field.
- Click "Next" to continue

a.

The screenshot shows the 'VERIFICATION' section. It features a header with the CORESOURCE logo and navigation icons. The main content area is titled 'We will need to verify your information before continuing.' and includes the instruction 'Select ONE method below to verify. A code will be sent to the email address or mobile phone number you provided.' Below this are two input fields: 'Email Address' and 'Mobile Phone'. Each field has a green 'Start' button to its right.

b.

The screenshot shows the 'VERIFICATION' section. It features a header with the CORESOURCE logo and navigation icons. The main content area is titled 'We will need to verify your information before continuing.' and includes the instruction 'Select ONE method below to verify. A code will be sent to the email address or mobile phone number you provided.' Below this is a light blue box with the text 'Please enter the verification code that has been sent to your Mobile Phone in the field below.' There are three input fields: 'Email Address', 'Mobile Phone', and 'Verification Code'. The 'Email Address' and 'Mobile Phone' fields have green 'Start' buttons to their right, and the 'Verification Code' field has a green 'Verify' button to its right.

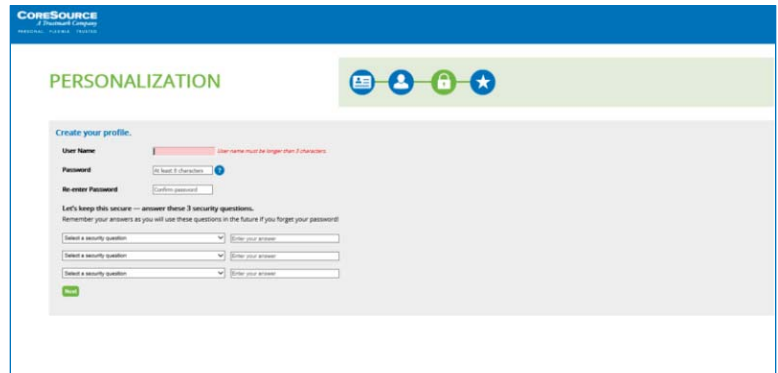
c.

The screenshot shows the 'VERIFICATION' section. It features a header with the CORESOURCE logo and navigation icons. The main content area is titled 'We will need to verify your information before continuing.' and includes the instruction 'Select ONE method below to verify. A code will be sent to the email address or mobile phone number you provided.' Below this is a green box with a checkmark and the text 'Your code is correct! Click the "Next" below to continue.' There are three input fields: 'Email Address', 'Mobile Phone', and 'Verification Code'. A green 'Next' button is located at the bottom left of the form.

6. Personalization

- a. Create your profile by choosing a user name and password. Answer three security questions and click "Next."

a. 



Once you're registered on this site, please be sure to bookmark it as a favorite, and return directly to myCoreSource.com for all future visits.



CoreSource solutions