

Instructions for enrolling in a Mid-Career, Ready to Retire or Coffee Break online webinar via *my*MOSERS

Includes:

- Step 1 (myMOSERS)
- Step 2 (GoTo Webinar)
- Cancel/Reschedule

1.	Log in to myMOSERS	MOSERS Online ID Login myMOSERS Tutorial Create an Online ID Reset Your Password Forgot Your Online ID Employer Login
2.	Review your Member Homepage	Member Homepage Your last successful login was 12/14/2020. Hello Welcome to your member homepage. Please review the information below. To make updates, please click the Update Personal Information link.
3.	Select the type of event (<i>Mid-Career,</i> <i>Ready to Retire, or</i> <i>Coffee Break</i>) from the Education Enrollment dropdown	Personal Information Estimates Online Documents Retire Online Forms Education Enrollment Session will Expire from Inactivity in: 14 min 46 sec Member Homepage Your last successful login was 12/14/2020.



Δ	Verify your	
т.	personal information, update as needed, then click Continue to Enrollment	Online Enrollment
		Before You Proceed with Your Enrollment Please ensure that your personal information is updated on our system. We will use that information to either email or mail you confirmation documents.
		Name: Address: Update Information First
		Email Address: Update Information First Email Options: You will receive MOSERS notifications electronically. Change Email Options Change Email Options
		Continue to Enrollment
5.	Review details about the session and click Enroll.	Online Enrollment
	Note: Screens will be different based on the type of event you are enrolling in.	<text><text><text><section-header><list-item><list-item><list-item><list-item><list-item><list-item><list-item><list-item><list-item><list-item></list-item></list-item></list-item></list-item></list-item></list-item></list-item></list-item></list-item></list-item></section-header></text></text></text>
6.	Select search parameters. System will default to Show All in order for members to see both webinars and in-person seminars (<i>if offered</i>). Click Submit .	Online Enrollment Search Sessions Use your zip code to find the nearest sessions. Zip Code: Show Sessions within: Show Aslaw Search sessions within a date range (optional): Begin date: 12/12/2020 Indate: 12/12/2021 select Stort



7.	View the schedule,					
	select the event	Jefferson City 06/08/2021				
	and click Enroll	at MOSERS Within 29 miles of you. Seats Remaining				
	Now.					
		Jefferson City 06/15/2021 30 In-Person Seminar				
		Jefferson City 06/22/2021 49 Enroll Now Webinar Within 29 miles of you. Seats Remaining				
		Jefferson City 07/13/2021 48 Enroll Now Webinar at MOSERS Within 29 miles of you. Seats Remaining				
		Jefferson City 07/20/2021 50 Enroll Now Webinar at MOSERS Evening Seats Remaining				
		Jefferson City 07/27/2021 29 Enroll Now In-Person Seminar at MOSERS Seats Remaining Seats Remaining In-Person Seminar				
8.	For Ready to Retire					
	sessions: Complete					
	Spouse's Date of	Online Enrollment				
	Birth and	Seminar Information:				
	Anticipated Date of	Seats Remaining: 50				
	Retirement. Click	Event: Ready to Retire planning for your future in every stage of your career				
	Enroll.	Event Date: 05/26/2021				
		Time: 8:30 am - 3:30 pm				
		Enroll in seminar as				
		Member Name:				
		Spouse's Date of Birth: Month V Day V Year V Why?				
		Anticipated Date of Month v 01 Year v Retirement: *				
	Returement: -					
	NOTE: BackDROP - If you would like your estimate to include your BackDROP options, your anticipated retirement date must be at least 2 to 5 years past your first normal elinibility date					
		Once prelicitized if you are unable to ettend exected MOSERS at (2001) 207 1062				
		Special Accommodations:				
		Please contact MOSERS at (800) 827-1063, to make arrangements for special accomodations.				
		Enroll < Back				
		^ - Denotes Required Held				
9	To complete the					
5.	enrollment process					
	for a webinar you	Session Information				
	MUST complete	Please print or save this information for your records.				
	the next sten hv	GoTo Webinar Registration				
	clicking the	Next Step: Register for Webinar You are enrolled with MOSERS but now, you must register (above) with GoTo Webinar to finish.				
	Register for					
	Webinar link					



10. Once you click the link, a new page will open. This is the GoTo Webinar registration page. From the dropdown, select the date you just registered in. Note: This page will be different based on the type of event.	This webinar is offered several times. Select the date and time that works best for you.		
	Tue, Jan 12, 2021 8:30 AM - 3:30 PM CST Tue, Jan 12, 2021 8:30 AM - 3:30 PM CST Tue, Jan 26, 2021 8:30 AM - 3:30 PM CST Tue, Feb 9, 2021 8:30 AM - 3:30 PM CST Wed, Feb 17, 2021 8:30 AM - 3:30 PM CST Tue, Mar 2, 2021 8:30 AM - 3:30 PM CST Wed, Mar 10, 2021 8:30 AM - 3:30 PM CST Tue, Mar 10, 2021 8:30 AM - 3:30 PM CST Tue, Mar 10, 2021 8:30 AM - 3:30 PM CST Tue, Mar 10, 2021 8:30 AM - 3:30 PM CST Tue, Mar 10, 2021 8:30 AM - 3:30 PM CDT Wed, Mar 24, 2021 8:30 AM - 3:30 PM CDT Wed, Mar 24, 2021 8:30 AM - 3:30 PM CDT		
 11. Complete the remaining fields and click the Register button. You will receive a confirmation and reminder emails directly from GoTo Webinar that include the MOSERS logo 	Designed for MSEP and MSEP 2000 members who are within five years of their first normal retirement eligibility date. Topics include pension plan features, the retirement process (due dates, etc.), benefit formula, cost-of-living adjustments, and the decisions you will need to make during the retirement process, including benefit payment options, BackDROP, life insurance in retirement and reemployment. NOTE: If you were employed by the state of Missouri in a benefit-eligible position for the first time on or after January 1, 2011, or you elected a buyout and have returned to state service, you are a MSEP 2011 member. Visit our website at www.mosers.org/education for seminars and webinars specifically designed for you.		
(sometimes these may end up in your spam folder). These emails contain the	Email Address* 128 Street Address*		
instructions and link to join the webinar on the date you selected.	City* State/Province* Choose One ~ Zip/Postal Code* Phone Number*		
	By clicking this button, you submit your information to the webinar organizer, who will use it to communicate with you regarding this event and their other services.		



12. You i	may go back to					
vour	browser					
wind	ow and Print	Session Inf	formation			
or Sa		Please print or save	this information for your records.			
cossi	GoTo Webinar Registration					
SESSI	un page	Next Step:	Register for Webinar			
conn	confirmation page.	You are enrolled with MOSERS but now, you must register (above) with GoTo Webinar to finish.				
MOS	MOSERS will cond a	Member Information:				
IVIUS confi	rmation amail	Member ID:				
Com	confirmation email	Name:				
and i	reminders via					
your	Document					
Expre	ess (log in to	You are enro	lled in the following:			
view	view or print).	Event:	Ready to Retire			
		Date:	05/26/2021			
		Location:	MOSERS - Webinar			
		Time:	8:30 am - 3:30 pm			
		Thank you for enrolling!				
		MOSERS will send a confirmation email to your Document Express online mailbox. Log in to myMOSERS to view and print.				
		If you need to cance open a seat in the se	el your registration for an in-person seminar, contact MOSERS at (800) 827-1063 as soon as possible. This will eminar and allow us to provide an accurate headcount to the caterer, venue, etc.			
		Weather/Cancellation	n Policy			
				-		
13 Neer	to cancel or	Contact M	OSERS to ensure you are removed from Step 1 (myMO)	SERS) by		
rosch		calling (800) 827-1062 or (573) 622-6100 or emailing your informa	tion to		
IESU			ucation@mocore org. The cancellation link provided in			
			ucation@mosers.org. The cancellation link provided in			
Webinar confirmation and reminder emails only removes you fro						

1/11/2021