

Adding LTIP Benefits

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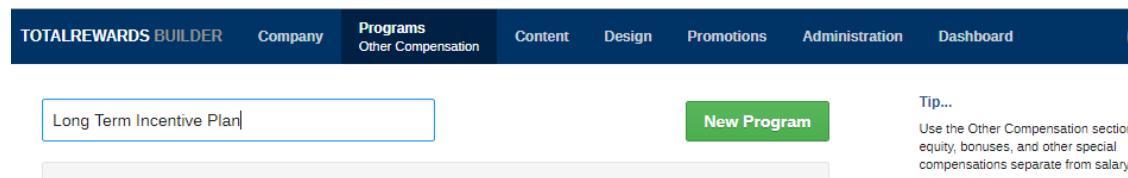


The Long Term Incentive Plan is a very valuable incentive to outline in the TotalRewards statements. Below are the steps to take in order to add this additional section in the statements that will highlight the Long Term Incentive Plan.

To create LTIP programs:



Go to **Programs**, then choose **Other Compensation** from the drop-down to benefits programs.



Rename the **Title** to "Long Term Incentive Plan"

Then click **New Program** and enter the **Benefits Name** on the **Unnamed** field.

Repeat the same process to **add** more Benefits programs.

Long Term Incentive Plan New Program

1	LTIP Award - Year 1	#ffefd5		▲ ▼ ⚙
2	LTIP Award - Year 2	#dc143c		▲ ▼ ⚙
3	LTIP Award - Year 3	#d2691e		▲ ▼ ⚙
4	2018 LTIP Distribution	#ff0		▲ ▼ ⚙

Additional Columns New Column

1	Non-Vested Amount	Currency	▲ ▼ ⚙
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Save

Tip...

Use the Other Compensation section to add equity, bonuses, and other special compensations separate from salary.

Did you know...

The Other Compensation section has a separate piece of the total compensation pie chart.

Live Sample

Click the link above to view the Cash Compensation and Benefits Summary on the print statement.

Don't see your changes?

Are you clicking the "Live Sample" and not seeing your changes? If so, you may need to delete your Cache. To do so, go to Tools > Clear Cache in your internet browser and delete the cache.

The above is a recommended layout for LTIP. Adding an Additional Column will allow us to show the **Non-Vested Amount**.

Then hit the **Save** button.