Your Total Rewards Portal Registration Tutorial



Steps to Register

Step 1

To get to your Annual Enrollment site, you can navigate directly to **digital.alight.com/exxonmobil**

Retirees: on **exxonmobilfamily.com**, in the "ExxonMobil Retirees" section, click on the **Your Total Rewards portal** link.

Employees: if you use single sign-on (SSO) to access the Your Total Rewards portal, you will skip steps 1-4.

You can also access the portal on **exxonmobilfamily.com**, in the "Annual Enrollment" section at the top. Choose the **Your Total Rewards portal** from the "Quick Links" options on the right side of the page, or click on **Enroll in Benefits** under the "Explore More" section to learn more.



Your Total Rewards Portal Registration Tutorial – continued:

Step 3

Input the last four digits of your Social Security Number, as well as your birth date. Once completed, click **Continue**.

E ∕∕onMobil	
New User?	🕜 Help
You'll need to set up	your logon information. First, though, enter these details to confirm your identity.
Last 4 Digits of SSN	
Birth Date	
Continue	Cancel

Step 4

Enter your zip code. Then click **Continue**.

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Provide Additional Information	😢 Help	

Your Total Rewards Portal Registration Tutorial – continued:

Step 5

You'll be directed to the Help Keep This Site Secure page, where you'll input more of your information to help verify and protect you. Once you've finished reading the instructions, click **Continue**.

Step 6

Create your User ID, Password, and Phone PIN following the instructions provided on this screen. Once completed, click **Continue**.

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Verify It's You 🛛 Ə Help	
Help Keep This Site Secure	
ExxonMobil is committed to protecting your personal information. To support this, we'll need a little mo from you. To log on, you'll need to: - Choose and answer security questions.	are information
Register the device you use to access the site. These extra steps are for your security only, and the information you provide won't be shared. For more the formation content on the man.	information, refer
Continue ExconMobil	
Verify it's Year Pierce Choose Over Createntials Choose Over Createntials Variation and to create a user ID, passward and phone personal tis site. All fields are required unless indicated as optioned. User ID Follow these tips to create a strong user ID. Source ID Follow these tips to create a strong possence. User ID (If its 06 characters, not case sensitive) Password Follow these tips to create a strong possence. Password Re-enter Password	Information number (PN) to access your information on (@, hyphen, underscore, and period characters (@, -, ., and Password requirements: 10 10 to 64 characters
 Show Possword Personal Tips Enter 10 to 64 letters or numbers. Oort tae rooms of family members, friends, or pets. Oort tae your telephone number, 20 cold, withouts or only port of your name or distins because this information is not confidential. 	An updated a de there: An updated a de there: An updated de tracter An updated de tracter An update de tracter Anumber
Phone PIN If you call the ExamMobil Benefits Service Center, you'll need to enter or PIN to verify it's you. Follow these typs to create a phone PIN Phone PIN (6 to 20 numbers) Re-enter Phone PIN Show Phone PIN	Phone PIN requirements: Within 6 - 20 numbers Reentry must match
Phone PIN Tips • Crate a long PIN, usually 6 to 20 numbers. • Inter a phone PIN Ind's eary for you to remember but hard for drefers to guess. • Chose a PIN that you're not using for another purpose. Continuo Cancel	

Your Total Rewards Portal Registration Tutorial – continued:

Step 7

Select five of the available security questions and create answers based on your personal experiences. This will help us keep your account secure in the event that you forget your login information.

Here are some examples of the available security questions:

- "In what city were you married?"
- "What is your father's middle name?"
- "In what city was your high school? (Enter city only)"
- "What is your maternal grandmother's first name?"

When you finish, click **Change Security Questions**.

1.	Choose One
	Answer
2.	Choose One
	Answer
3.	Choose One
	Answer
4.	Choose One
	Answer
5.	Choose One
	Answer

Step 8

When your log on information is entered successfully, you will be directed to the following page. Click **Continue** to navigate to the Your Total Rewards portal home page.

ExonMobil				
Completed Successfully				
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Consider Setting Up Login with Alight Mobile				
If you set up Login with Alight Mobile, you can log on to this site without a password. Your identity will be verified through unique personal characteristics such as your fingerprint or facial features.				
You can set up Login with Alight Mobile anytime in just a few minutes. You will just need a compatible mobile device and your Alight Worklife logon credentials.				
About Login with Alight Mobile				