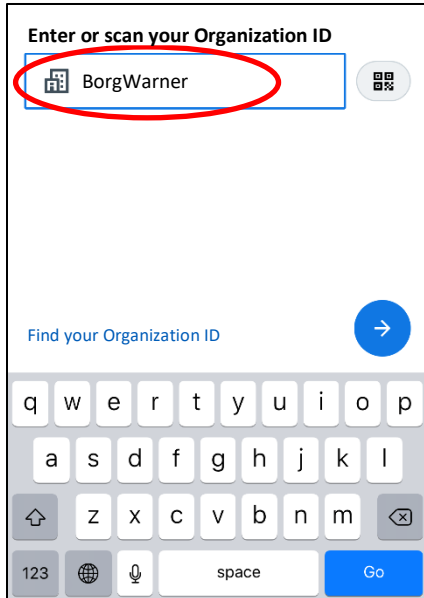


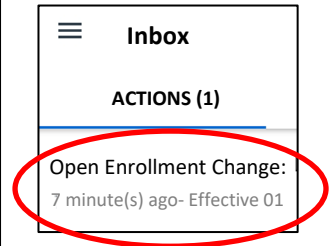
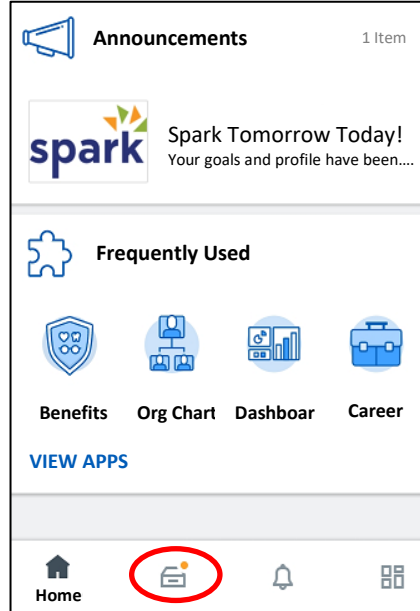
1. Download the Workday App

Download and open to the login screen. When prompted to enter the organization, type in "BorgWarner".



2. Go to Your Inbox

Click on the "Inbox" worklet at the bottom of your screen. Select the "Open Enrollment Change" task from the Actions section of your Inbox.

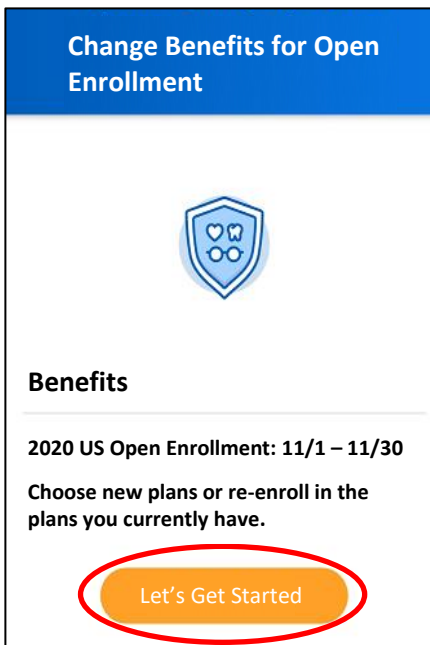


Legend:

- Complete all tiles with a by clicking "Enroll" or "Manage", making your elections and clicking on the checkmark to save. Complete any needed information and/or dependents.
- Tiles with a are benefits that cannot be changed as part of Open Enrollment and are for information/review.

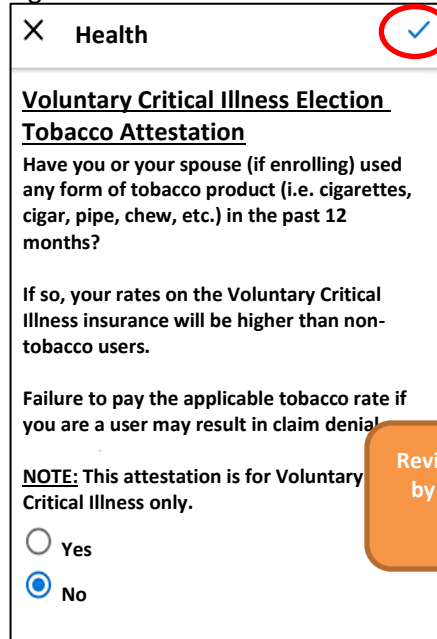
3. Start 2020 Enrollment

Click the "Let's Get Started" button.



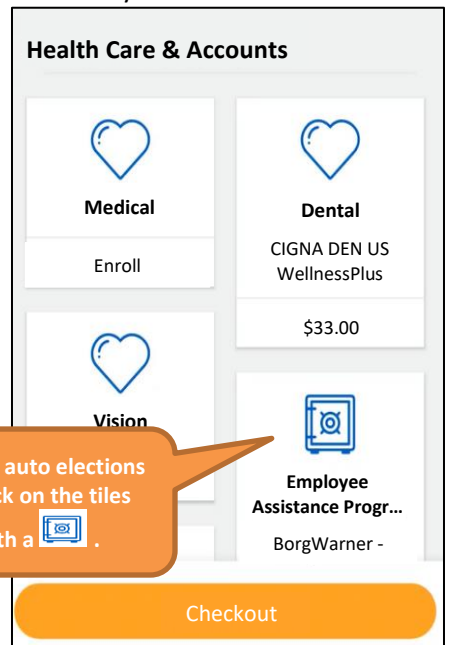
4. Complete the Tobacco Attestation

Select "yes" or "no" and save by clicking the checkmark in the upper righthand corner.



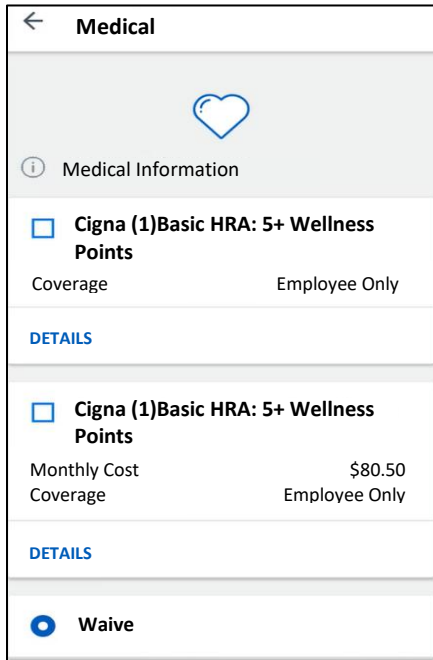
5. Select Enrollment Elections

Complete enrollment for 2020 by clicking on each of the benefit tiles to make your elections.

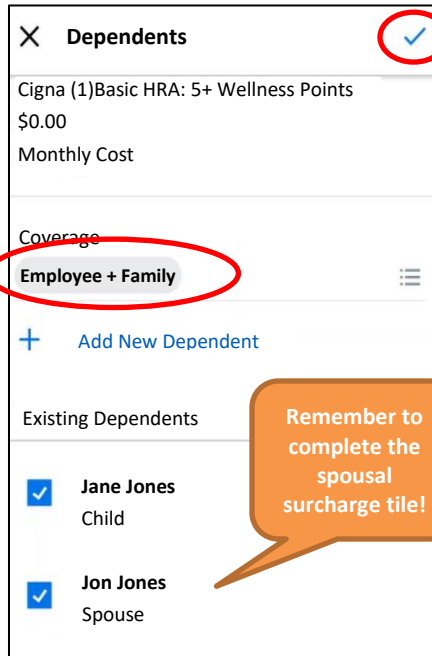


5a. Election Example

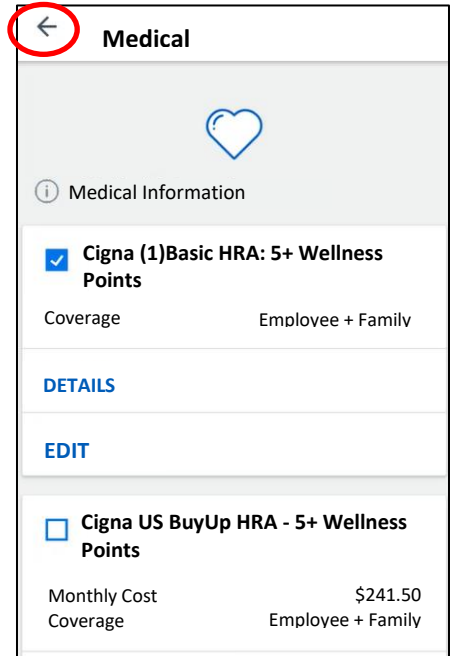
To open the medical page, click on the “Medical” tile. Select the plan you want to elect or waive your medical coverage



To elect the level of coverage you would like, click “Coverage”. If you have dependents, they will appear after you select your coverage level. To save your election, click the checkmark.

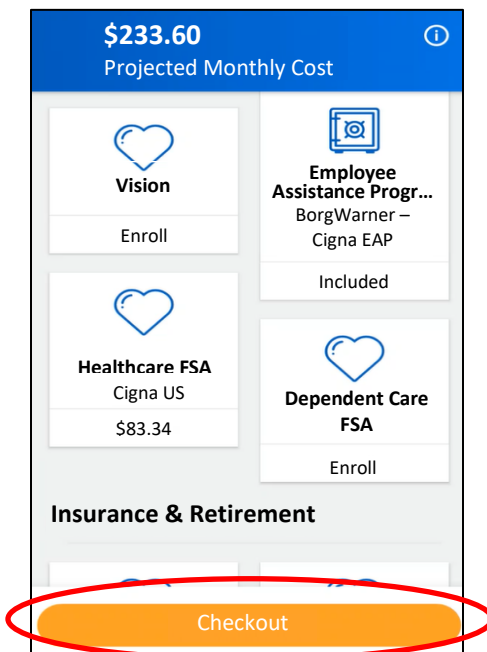


When you are finished with a tile, click on the arrow in the upper left-hand corner. This will take you back to the other tiles on the main screen.



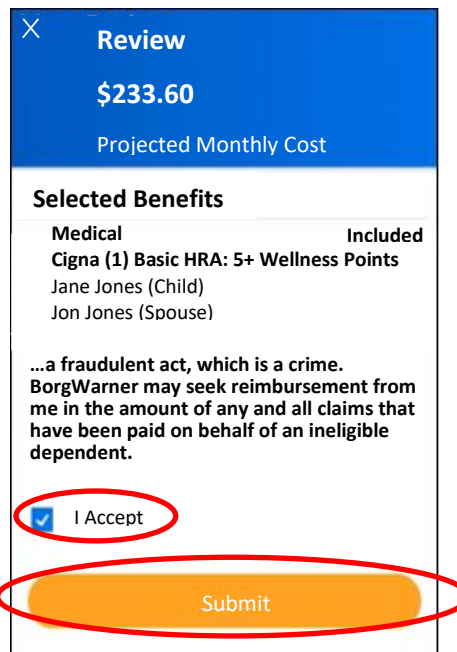
6. Checkout

When all selections are complete, click the “Checkout” button.



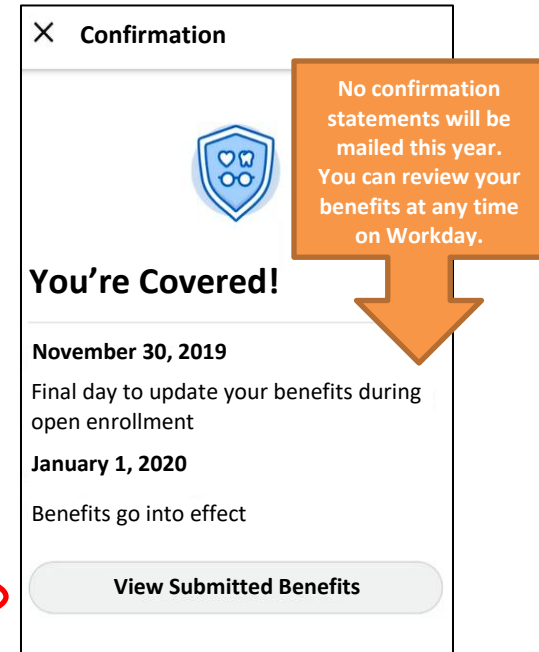
7. Submit your Enrollment

After reviewing selections, scroll down and check the “I Accept” box and then click “Submit”.



8. Review Submitted Benefits

Your enrollment is complete! Review your submitted elections to make sure everything is correct.



Important Notes:

- If your final submission doesn't work, scroll back to the top of the screen to look for errors.
- If you need to get back in after you submit your elections to make changes, click on the “Benefits” app on your Workday home screen, and then click on “Edit”. You can then go through the process again to make any changes needed. Be sure to submit and review once complete.