

Insperty Retirement App User's Guide

View your 401(k) account and current plan information anytime from your compatible Apple® iOS or Android™ Device.



Monitor Your 401(k) Account

Using the mobile app for the Retirement Service CenterSM, you can:

- View account balances and recent contributions
- View your current rate of return
- Review contribution rates and investment allocations
- Verify loan balances
- Check plan news and alerts

Your account's security is important to us.
Please follow these steps before using the Insperty Retirement app:

1 Create a unique user ID and password
Before downloading the Insperty Retirement app, create a unique user ID and password for the Insperty Retirement Service Center. Simply log in to the Retirement Service Center via the Employee Service CenterSM at esc.insperty.com and change your user ID and password under the Security tab of the My Information page. Once you have set a new User ID and password, you can log in directly to the Retirement Service Center via retirement.insperty.com or the app.

2 Download the app
Use the keywords "Insperty Retirement" to search the Apple iTunes® Store or Google Play™ and download the app onto your mobile device.

3 Register your device
The first time you log in using your mobile device, you will be asked to register your device through the Retirement Service Center. To register each device you want to use, select the Devices page in the Retirement Service Center, check the box to authorize your device and click save. If a device becomes lost or stolen, we recommend that you remove it immediately from the registration list.



The screenshot shows a web interface titled "Manage Devices". Below the title is a instruction: "Check the box for the device or devices you authorized and then click Save." There is a table with columns: UDID, Created, Registered, and an action column. The action column contains a checkbox and a "Remove" link. A "Save" button is highlighted with a red box at the bottom right of the table.

UDID	Created	Registered	
ADDEDEDE-7085-4BEC-8883-C	Edit	10/04/2012	10/04/2012 <input checked="" type="checkbox"/> Remove



To use the app, you must have a 401(k) account accessible through the Insperty Retirement Service Center.

System Requirements

To use the Insperty Retirement app, you must have:

- Compatible Apple device with iOS 4.3 or later
- Compatible Android device with 2.3 and up
- Internet connection

Frequently Asked Questions

Is there a fee to use the mobile app?

There is no charge from Insperty Retirement Services to download and use the Insperty Retirement app. However, rates from your wireless carrier may apply.

May I change an investment or my contribution rate using the app?

The Insperty Retirement app offers read-only access to your 401(k) account. To make changes to your account, or to request a loan or withdrawal, visit the Retirement Service Center online or call 888-401-5273.

What's the recommended process for logging in and out of the app?

For your security, the app will prompt you to log in each time you open the app. You will remain logged in as long as you keep the app open. Once you close the app, you will automatically be logged out. You should close the app after each use.

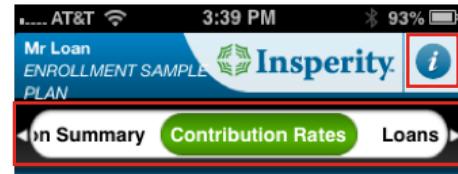
Is my login ID and password for the Employee Service CenterSM the same for the Retirement Service Center?

No. Although you can access the Retirement Service Center after you log in to the Employee Service Center, a different user ID and password are associated with your Retirement Service Center account. Changing that account ID and password will not affect your Employee Service Center login credentials.

Screen images represent what will appear on the iPhone®. Images on other devices may appear different. iTunes and iPhone are registered trademarks of Apple, Inc. Google Play and Android are registered trademarks of Google, Inc.

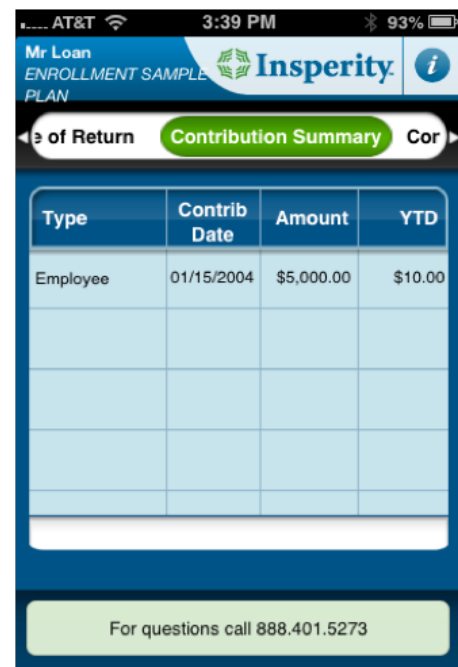
Navigating the App

Use the white navigation bar at the top to view your account information. To scroll through your options, tap ◀ or ▶, then tap a category to view your account information.



Tap the *i* to get contact information for the plan.

The app shows the latest data on your account. To log out of the app, simply close it.



If you have questions about setting up your app, call the Insperty Contact Center at 888-401-5273 and select option 3.