Your Web-Guide

Bringing Your Benefits Guide to Life...or at Least Online

DEVELOPMENT:	ANNUAL HOSTING FEE:	ANNUAL UPDATES/RENEWAL FEE:
$12,000	**$4,670**	**$6,000**

What's included:

- Design that matches your company brand
- Core plan-specific information and attributes
- Evidence-based benefits content designed for a superior web experience
- Designated URL for your individual site
- One round of HUB-managed updates per month (included in annual update/renewal fee)
- Team WordPress training for easy updates and document uploads

- Storage for all notices and plan documents
- Site maintenance, URL registration and hosting, provided by HUB as part of the annual hosting fee
- Promotional materials, including a poster, flier and email, to raise awareness among employees
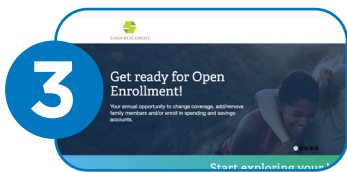
3 THREE HOME PAGE SLIDERS

Welcome employees, post announcements and/or call attention to specific benefits.
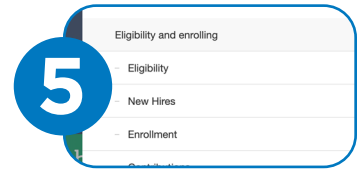
6 SIX HOME PAGE TILES

Quick access from the home page to your most important or popular pages.

7 SEVEN MENU CATEGORIES

Easy navigation through eligibility, health, everyday living topics, resources and more.

5 UP TO FIVE CATEGORY SUB-PAGES

Benefits are grouped together in an easy-to-follow structure.

hubinternational.com | samplesite.gobenefits.net

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Need more? Add-ons are available!

Should you need to add another category and sub-page, add-ons are available for an additional cost.
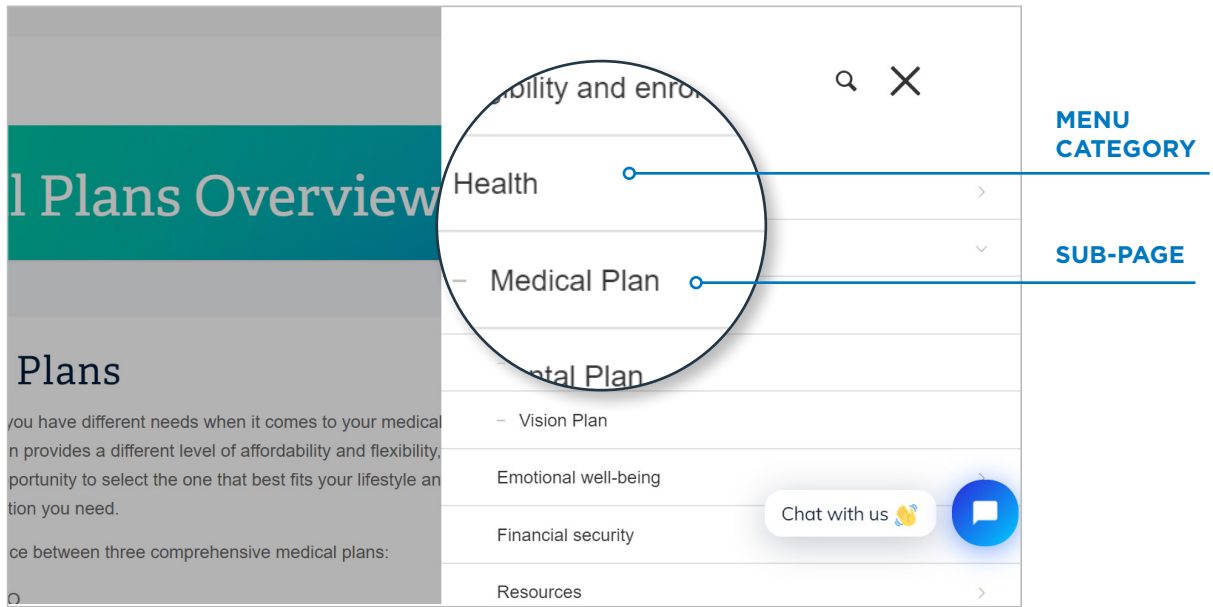
MENU CATEGORY
ADD-ON AT $450/PAGE

SUB-PAGE
ADD-ON AT $2,500/PAGE

FAQs

Q: How much additional education and/or content is allowed within each sub-page?

A: The content is kept strategically brief for ease of use and readability. We do not offer the ability to add more content. If more content is needed, we recommend storing a separate PDF in the document library.

Q: As the client, how much time commitment is needed on my end?

A: You'll be able to do a thorough review of the site once your company information, branding and benefits are populated.

Q: Can the Web-Guide be password protected?

A: Password protection is not available for the Web-Guide, which is specifically designed to be available outside of company firewalls so it's accessible to spouses as well. For this reason, we recommend avoiding posting any proprietary or company-sensitive information and/or documents to the site.

Q: Can we rename the tiles, categories and/or sub-pages?

A: Absolutely! We want this to be in line with your company culture and how your organization refers to these areas—just let us know!

Q: Can the photos be replaced with our company photos?

A: Yes! You have four opportunities to customize photography within the site if you provide us with high-resolution photos.

Q: Can photos be added?

A: Currently, there is not an option to add photos. If you would like to change the photos to be more in line with your employee demographic, you may either send us photos or we can use royalty-free photos for a $100 per photo charge.

Q: Can the fonts be changed?

A: Yes. Options are limited to Google Font options. If font changes are necessary, we can provide suggestions.

Q: Can I and/or my team update the Web-Guide on our own?

A: Absolutely! We will hold a "How To" WordPress training session for you and/or your team. Following the session you will be able to:

- Upload new documents
- Remove documents
- Tweak content/make minor updates

You are also entitled to one update from HUB per month, should you require help with more complex updates. These monthly updates are included as part of the $5,500 annual updates/renewal fee.

Q: Who is liable for misinformation in the Web-Guide?

A: Once the Web-Guide is final and you have completed your WordPress training, you will receive login access and you will be asked to sign a waiver stating:

- The Web-Guide is accurate and approved for publishing.
- HUB International is not responsible for inaccurate information/typos from this point forward.
- This microsite has been created specifically for your company. The formatting and content contained herein are accurate as of delivery of site access credentials to your company. HUB expressly disclaims all responsibility for the accuracy of information modified by your company after delivery of site access credentials. Changes to formatting may, among other things, alter the appearance of the site and require modification by HUB, for which additional charges shall be incurred, to correct any undesired formatting changes made by your company.

Q: Can we push notifications through the Web Guide?

A: Yes, we can push notifications to your employees through the Web Guide.

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