

# Instructions for Changing Investment Elections

**Pre-tax Investment Elections**  
**Roth Investment Elections**

# Online Access to Your OSGP Account

Use this link to login to your OSGP account:

<https://osgp.voyaplans.com/eportal/welcome.do>

For assistance logging into your online account, please call 1-800-365-8494 and our customer service representatives will be happy to assist you, or go to <https://osgp.voyaplans.com/eportal/welcome.do> and click on “Forgot Password,” then simply follow the prompts.

Example on next page.....



## Oregon Savings Growth Plan

### Log In

SSN

Enter SSN

Enter Password

Remember Me

[Forgot Password?](#)  
[Need Help?](#)



**Please note:** Friday, April 18 is a stock market holiday. Therefore, transactions requested after 4:00 p.m. ET on Thursday, April 17 will be processed using the closing prices of the next business day, which is Monday, April 21.

**Look, we've renovated!** Go ahead and explore. [Get started with this brief video.](#)

### Updates & Planning Tools

#### Roth 457 now available!

You can now make after-tax contributions to your OSGP account

#### Moving on?

If you are retired or plan to retire soon contact a Retirement Consultant at 1-800-365-8494.

#### My Retirement Outlook®

Estimate your retirement income needs

#### Quarterly Plan Update Online

Catch up on the current or past issues of your quarterly participant newsletter.

#### Roth Contribution Comparison

Should you make Traditional or Roth contributions to your OSGP account?

#### Plan website survey

Share your thoughts about your plan's

### Plan Information

Access Plan Information, which provides free information about your plan benefits, without logging in.

# Account Home Page

- Click the Account Tab at the top of your home page.
- Then click on “Change Elections.”

This will take you to the Change Elections forum.

The screenshot shows the Oregon Savings Growth Plan Account Summary page. The 'Account' tab is selected, and the 'Change Elections' option is highlighted with a red arrow. The page displays account information, including a current balance of \$689.19 and a retirement income estimate of \$3.00. The page also features a navigation menu, a search bar, and a 'Get Informed' section.

Current Balance	Personal Rate of Return Year-to-Date	Retirement Income Estimate *	Before-Tax Savings per Paycheck
\$689.19	-0.11%	\$3.00	\$125.00

View Statement | View Details | View Details | Change Contribution

Allocations | Investments

Chart | Legend | Fund Performance | Units & Pricing

Roll over pie chart to view each asset class and % of balance. Use the buttons to change the view.

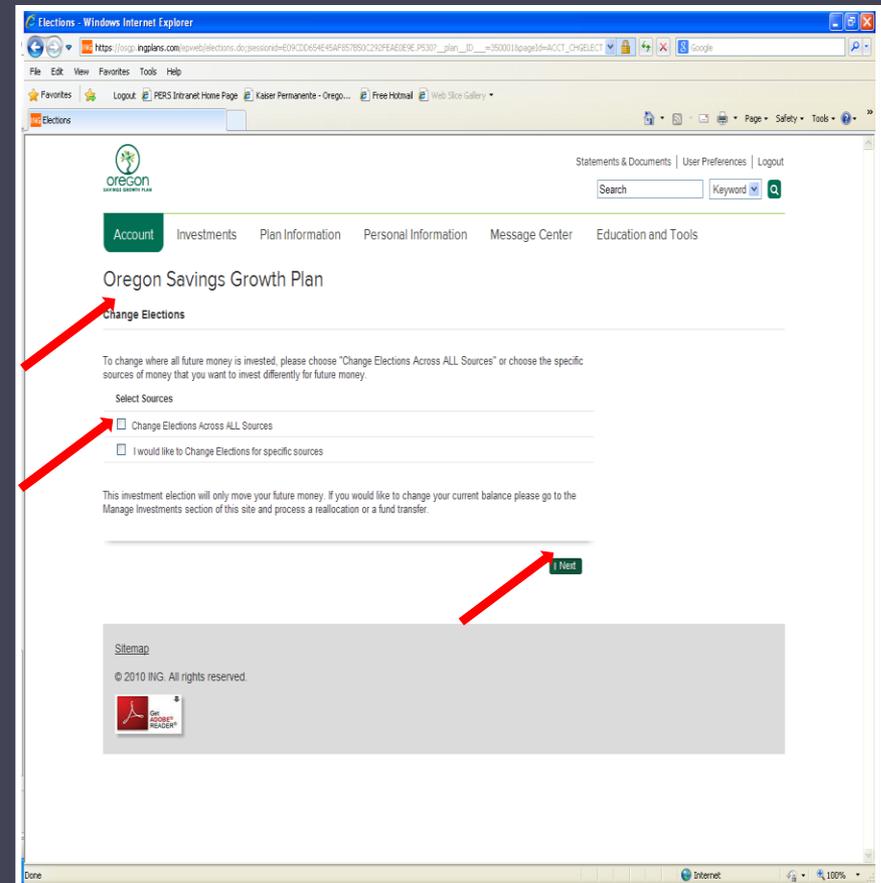
Previous 12 Months | Calendar YTD As of 03/31/2014 | Previous Month

Fund Name: LifePath Retirement Fund | +5.53 | -1.98 | -0.02

# Change Elections

This is your Change Elections forum.

- If you want your investment changes to cover both pre-tax & after-tax (Roth) funds, click on “Change Elections Across All Sources.”
- If you want to change specific investment options (pre-tax or after-tax (Roth)) click on “I would like to Change Elections for specific sources.” Select the source you would like to change. See next slide.
- Click “Next”



# Change Elections

- Click on “Change EE Deferral” to access your pre-tax investment options.
- Click on “Change Roth After-Tax” to access your after-tax investment options.
- Click “Next” to make your investment selections.

The screenshot shows a web browser window displaying the 'Oregon Savings Growth Plan' 'Change Elections' page. The page title is 'Oregon Savings Growth Plan' and the sub-section is 'Change Elections'. The instructions state: 'To change where all future money is invested, please choose "Change Elections Across ALL Sources" or choose the specific sources of money that you want to invest differently for future money.' Under 'Select Sources', there are three options: 'Change Elections Across ALL Sources' (unchecked), 'I would like to Change Elections for specific sources' (checked), and 'Change EE Deferral' (unchecked). A red arrow points to the 'Change EE Deferral' checkbox. Below the options, there is a note: 'This investment election will only move your future money. If you would like to change your current balance please go to the Manage Investments section of this site and process a reallocation or a fund transfer.' At the bottom right of the form, there is a green 'Next' button with a red arrow pointing to it. The footer includes a 'Sitemap' link, '© 2010 ING. All rights reserved.', and a 'Get Adobe Reader' icon.

# Finalize Your Changes

- Enter the percentage in the investment option of your choice.
- Ensure total percentage equals 100%. Include sources you are not changing to equal 100%.
- Click “Next”

You will receive an acknowledgment that your changes have been accepted.

LifePath 2050 Fund	0%	<input type="text"/>
LifePath 2055 Fund	0%	<input type="text"/>
CAPITAL PRESERVATION		
Short Term Fixed Option	0%	<input type="text"/>
Stable Value Option	0%	<input type="text"/>
FIXED INCOME		
Intermediate Bond Option	0%	<input type="text"/>
LARGE CAP DOMESTIC EQUITY		
Large Company Value Str Option	40%	<input type="text"/>
Stock Index Option	25%	<input type="text"/>
Large Company Grwth Str Option	15%	<input type="text"/>
SMALL/MID CAP DOMESTIC EQUITY		
Small/Mid Size Cap Stock Option	20%	<input type="text"/>
INTERNATIONAL EQUITY		
International Stock Option	0%	<input type="text"/>
Total	100%	<input type="text"/>

Buttons: Clear Entries, Cancel, Next

# Final Note

Changes to your Elections will only apply to future contributions. To trade investments, please see Instructions for Fund Transfers.