

EAP Website Registration with Will Prep Step-By Step Instructions

1. First make sure you are registered into the EAP site which is www.guidanceresources.com
2. Below is the screen to register and you must put CHUBB as the organization Web ID:



LOGIN REGISTER

HELP

Organization Web ID

CHUBB

Register

3. Once you select “Register” you will be taken to the following screen where it requires the first 5 letters of your employer: **TEMPL**

Company, Organization or Location Identification

Please identify your company so we can continue to provide you with the information and resources that are applicable to you.

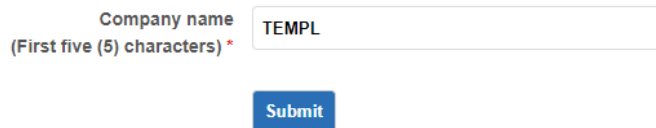
*** Required**

The Organization Web ID you entered is associated with multiple companies. In order to properly process your registration, please follow the instructions below.

Please enter the first 5 characters of the name of your company or organization in this field and click the submit button.

- Spaces are allowed in the search. If your company name is **The Company**, you can enter **The C** to locate your company.
- Numbers are allowed in the search. If your company name is **4 Seasons**, you can enter **4 Sea** to locate your company.
- Periods are allowed in the search. If your company name is **A.B.C. CORP**, you can enter **A.B.C** to locate your company.
- Please remember that if you enter less than five characters, you will be required to enter the exact name of your company.
- If your company name is only **XYZ**, enter **XYZ**. If your company name is **XYZ, Inc.**, enter **XYZ, (space)**.

If you are unable to locate your organization please [contact](#) our member services department.



Company name
(First five (5) characters)*

TEMPL

Submit

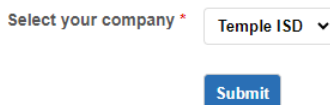
4. Select “Temple ISD” and hit Submit

Company, Organization or Location Identification

Select your company or organization from this drop-down menu and click the "Submit" button.

If your organization does not show up on this list, make sure you entered the appropriate characters in the company search tool on the previous page.

If you are still unable to locate your organization, or if you would like to report a recent organizational name change, please [contact](#) our member services department.



Select your company*

Temple ISD

Submit

5. Then create your account (save your login and password for future use)

6. Once you have registered and your account is created, you can login and go to “Legal” tab at the top of screen:



7. Under the Legal Tab, select “Estate Planning & Elder Law”

8. Under This sub-tab you will see a Program on the left that says “Write Your Will Today” and they click on that hyperlink for Estate Guidance



9. The hyperlink for Estate Guidance will take them to a new website where they can select what document they want to create and then it will ask them to create an account to register and begin

Estate planning **made simple.**

I want to:

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