

# Employee Online Access Portal



\*\*\*Please note, you will only be active in the system the first day of your plan start date.

URL: <https://abe.lh1ondemand.com/Login.aspx>

Select New User (right side)

**ABA** AMERICAN BENEFIT ADMINISTRATORS

### Login

Existing User?	New User?
Login to your account	Create your new username and password
Username <input type="text"/> <a href="#">Forgot Username?</a>	
Password <input type="password"/> <a href="#">Forgot Password?</a>	
<input type="button" value="Login"/>	

## Complete Identification

### User Identification (Step 1 of 3)

Complete the information below to verify your identity. \*Required

First Name*	<input type="text"/>
Last Name*	<input type="text"/>
Zip Code*	<input type="text" value="Please enter your 5 digit zip code"/>
Employee ID*	<input type="text"/>

**Please Note: If you do not have a unique Employee ID, please use you SSN # without dashes.**

# Employee Online Access Portal

## Security Questions (Step 2 of 3)

Please enter an answer to any 3 security questions to complete your user setup. To keep your information secure, you will be asked to answer 3 of these questions to complete sensitive actions within the portal such as resetting a forgotten password. \*Required

Select a question...	*	<input type="text"/>
Select a question...	*	<input type="text"/>
Select a question...	*	<input type="text"/>

Next

System will auto generate a User Name

- Participant can immediately create a User Name other than the system generated

Password

- Participant will create their Unique Password following the required credentials listed

## Create Username and Password (Step 3 of 3)

Username*	<input type="text"/>	*Required
Your username may contain alphanumeric characters and any of the following special characters: period (.), at sign (@), underscore (_), and dash (-).		
Password*	<input type="password"/>	
The password must: · Have a minimum of 6 characters · Not be one of your last 3 passwords · Contain upper and lowercase letters · Contain at least one number		
Confirm Password*	<input type="password"/>	

Submit