




A message from the **Benefits Communication Team**

Be-Leaf in Yourself This Busy Season!

We've raked up a pile of updates – jump right in! Below, you'll find a harvest of fresh communication insights. It's the season for crisp comm team news, cozy formatting tips, and spiced communication trends!  



What's New?

Highlight Generator Tool – Need help filling in templates with benefit highlights? Use the Comms Highlight Generator to save time and effort. Access it here: <O:\Benefits\Dubuque\Non-Medical Marketing\Non-Medical Marketing\Non Med Tools\Comms Highlight Language Generator Read Only.xlsm>.

Updated Icons – We've updated our icons to match Microsoft's library of icons. To learn how to add your own, follow [this tutorial](#).

Templates in the O:Drive – If you have trouble downloading our templates or internal resources from the Comm Hub, you can now access them in the O:Drive! You can view and “save as” files to your own folders at <O:\Benefits\Shared\Communications>.

Zywave Materials – Please share the following links with clients, or sift through the O:Drive (<O:\Benefits\Shared\Communications\zywave monthly materials\2024>) to forward items most relevant to your clients.

- Employee-Facing: <bit.ly/In-comm-ingZywaveEE>
- Employer-Facing: <bit.ly/In-comm-ingZywaveER>
- Monthly Zywave: <bit.ly/In-comm-ingZywaveM>
- Annual Zywave: <bit.ly/In-comm-ingZywaveA>



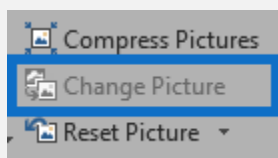
Send Us Your Best Work!

If you have anything related to communications (print/digital materials, language, designs, etc.) that have worked well for your client(s), we want to de-brand and make these available for the whole team. [Submit a request](#) or email us at BenefitsCommunicationTeam@cb-sisco.com.



Did You Know?

Have no fear if you see a gray “Change Picture” button. Watch this video for a simple workaround that will help you [fill a shape with a picture](#).



Other people: It's still summer, there's no need to rush into fall

Me:



[Visit the Comm Hub](#)

[Submit a Request](#)

[Contact Us](#)