

Spark Your Communications

As July approaches, it's not just about the fireworks, parades, and backyard barbecues—our Communication Team has some exciting updates to celebrate too. Be a part of the festivities and catch up on our communication updates that are sure to shine like the best 4th of July celebrations!



What's new?

New Templates – We're thrilled to introduce our **new communication templates**, designed to enhance engagement based on recent research. As we roll these out, please keep in mind our standard 2-week turnaround time for projects. Need help meeting deadlines? Utilize resources on the [Comm Hub](#) or consider refreshing existing communications.

New Request Form – The Comm Team has moved to Monday.com for better efficiency and collaboration with you all. **The form is the exact same as before** – it just has a new look! If you have any questions when submitting a request, please review the FAQ form on the internal resources section of the [Comm Hub](#).

Outdated Links – Due to a change in C&B's website software, we needed to create new links for videos, documents, websites, and more. This affects links and QR codes in your clients' guides and other communications. Review [instructions here](#) to identify and update QR codes and links. Failure to update may prevent employees from accessing essential resources.

Zywave Materials – Please share the following links with clients, or sift through the [O: Drive](#) to forward items most relevant to your clients.

\\liber.cb-sisco.com\data\Benefits\Shared\Communications\Zywave Monthly Materials\2024

- **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

Additional Topic Templates –

The following topics have been added to our library: bit.ly/In-comm-ingAdditionalTopics

- Preventive Care Wellness Tracker
- Wellness Guide
- Taladoc Flyer



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?

Enhance readability and visual appeal in Word and PowerPoint by adjusting [line and paragraph spacing](#). Instead of manually pressing “Enter” between lines of text, use the tutorial tips and you'll be thanking yourself later.

Wishing You a Happy & Safe Holiday!



[Visit the Comm Hub](#)

[Submit a Request](#)

[Contact Us](#)