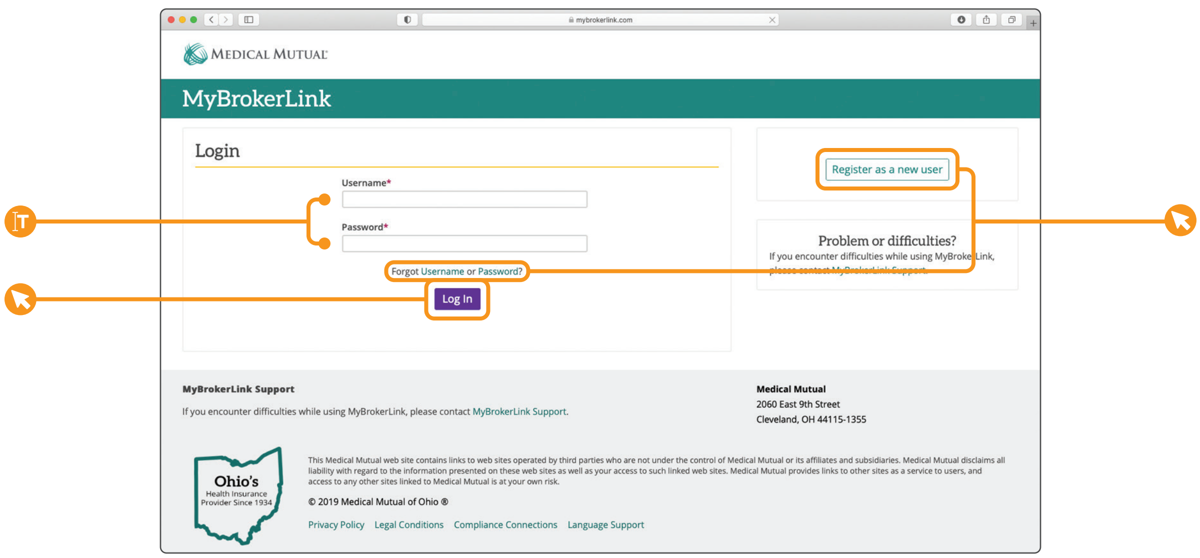
Granting Enhanced Access

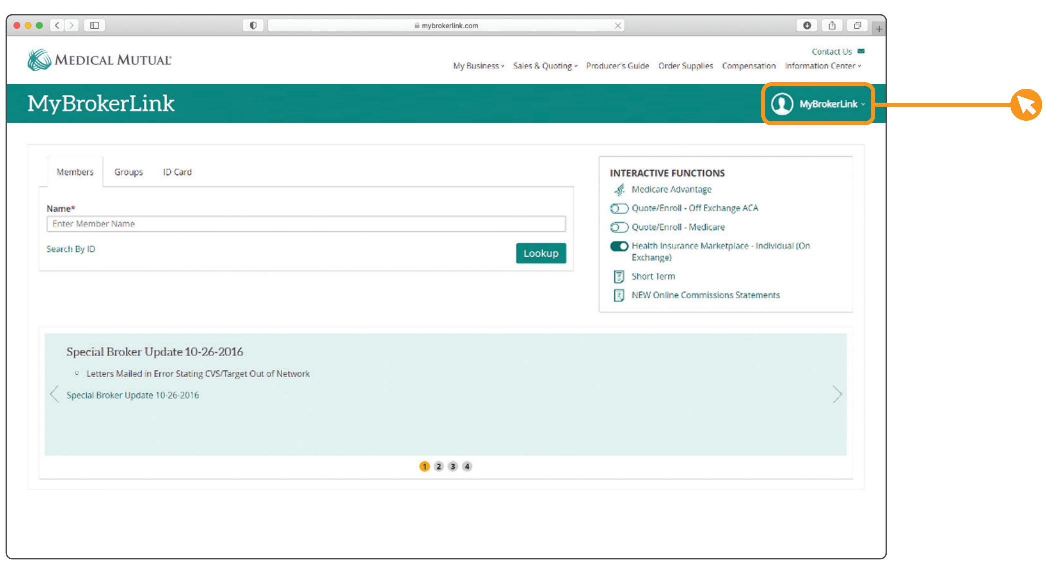
MyBrokerLink

1. Go to MyBrokerLink.com and log in to your account.

If you're having issues logging in, use the Forgot Username or Password function on the login page. If you do not have an account, click "Register as a new user."



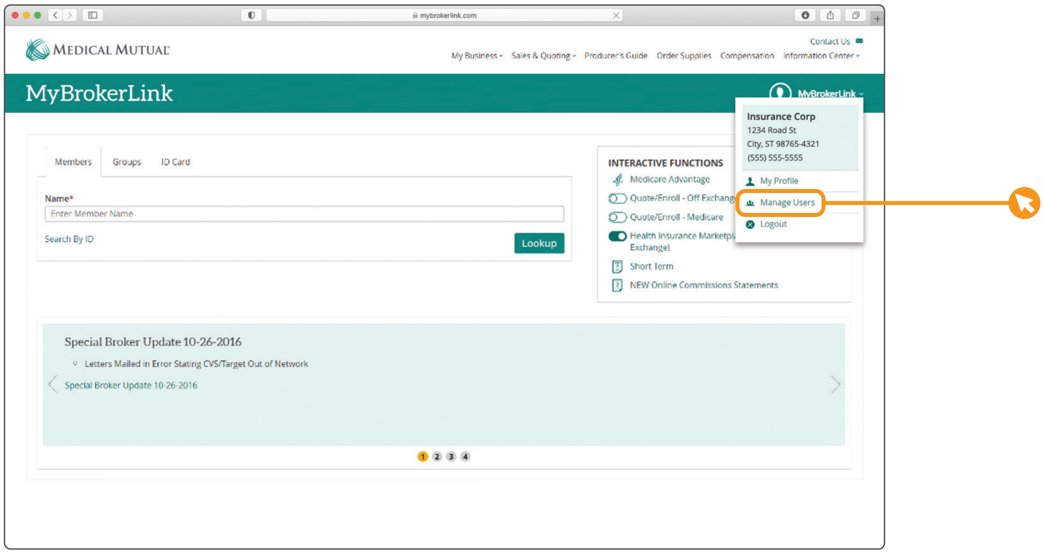
2. Once you're logged in, select the profile icon located in the top right corner of the page.



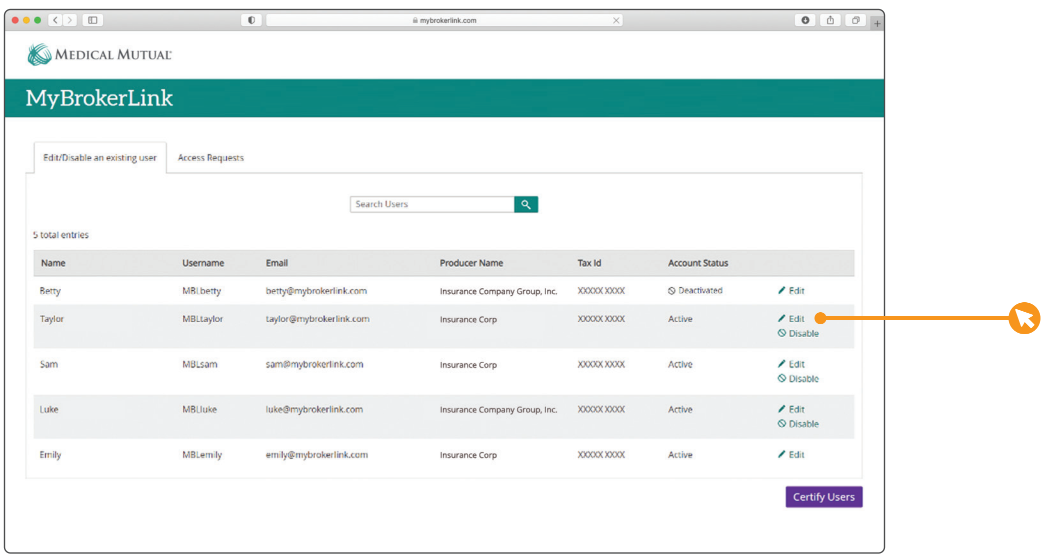
© 2021 Medical Mutual of Ohio
C5107-BKR 4.21

MEDICAL MUTUAL®

3. Select “Manage Users” from the menu.



4. Find the user you want to assign Enhanced Access.



5. To grant agency book of business access:
   - For Appointed Producers, select the "Agency Access" checkbox
   - For Non-Appointed Producers, select the "Group and Individual Administration" checkbox

6. To grant quoting access for a Non-Appointed User, click the "QRS Access" checkbox. Appointed Users already have quoting access when they create their MyBrokerLink account.

7. Once you have granted a user Enhanced Access, click the Save button.