

# LEADER

Electronic version available at [BigICT.org/Join](http://BigICT.org/Join)

## Your agency has made a great investment in its future!

Just a reminder that you are your agency's Key Contact (Company Administrator). This means you are our "go-to person" at your agency and we send most of the materials to you. We ask that you share them with your fellow employees.

You are also asked to keep your company roster and profile up-to-date, which is done quickly and easily in your account (we can walk you through it if needed). If you feel you're not the right person for this role, please give us a call.

### A QUICK REMINDER...

- Big I Connecticut staff is always available to talk through the amazing aspects of your Big I Connecticut membership! This includes finding things on our website, our products & services, education programs, and more. Please don't hesitate to reach out to us.
- Our membership year runs September 1 - August 31. Your yearly invoice will arrive in early August & can be paid online at [BigICT.org/dues](http://BigICT.org/dues) or by mail or fax.
- We are a member-driven association. Every summer you are given the opportunity to participate in our proxy vote in which the next slate of executive committee members and board of directors is elected.

- Your agency is also a member of our national association (IIABA or the Big "I"), which grants you additional benefits on a national level.

Your Big I Connecticut membership gives **EVERYONE** in your agency access to our extensive and exclusive member products and benefits. This includes the vast resources on our website, market programs, Trusted Choice® logo & materials, ability to subscribe to the Trusted Choice online portal, new hire training options, discounted education pricing, CE history tracking and more.

### DISCOUNTS

Access to and savings on exclusive member programs such as:

- Tailored payroll solution (Heartland Payroll)
- Industry-specific HR consulting (The Workplace Advisors)
- Remote staffing (WAHVE - Work-At-Home-Vintage-Experts)
- Personality assessment & job matching tool (Caliper)



# LOGIN

## Make My Big I Connecticut Your Big I Connecticut.

Your **Big I Connecticut account** lets you register for Big I Connecticut education classes & webinars online, review your CE history as well as the history of your employees, print your CE certificates, manage your contact information, pay your membership dues, and access the “members only” content on our website. This is also where you’ll maintain your staff roster, update company information and add/delete/modify branch information. But first, the basics...

### Log into Big I Connecticut Website – (BigICT.org)

- Go to BigICT.org; click “sign in.”
- Enter your Username and Password.

### Not Sure of Your Password?

- Go to BigICT.org; click “sign in.”
- Click “Forgot your password?” (below the fields)
- Enter your Email Address, and your password will be sent to you.

### How to Change Your Password

#### Individual Users

- Sign into BigICT.org
- Once logged in click on your name in the upper right hand corner, click “My Member Profile”, and then click “Password.”
- Follow prompts to enter your new password twice and then click the “Reset Password” button.

#### Company Administrators

- Sign into BigICT.org
- Once logged in you must select the user who’s password you want to change and then follow prompts to enter your new password twice and then click the “Reset Password” button.

### Create New Accounts

Each employee needs their own account. We can take care of it for you (email [team@bigict.org](mailto:team@bigict.org)) or you can do it yourself in your account:

- Sign into BigICT.org and click “account login.”
- Click on Company Roster.
- Click “Add employee to Roster” and then follow the prompts.

### Assign Additional Company Administrators

To allow another employee to maintain your company info, pay dues and/or vote then you’ll need to make them a company administrator.

- Click “Company roster” and then “Manage Company Admins.”
- Find that person’s name and click the “Add” button.

The Big I Connecticut website is your first go-to for information & news but there are other ways you can stay connected. Our e-newsletters and e-alerts will provide you with the latest need-to-knows, and our social sites are great ways to get engaged.



[facebook.com/BigIConnecticut](https://facebook.com/BigIConnecticut)



[Big I Connecticut](https://BigIConnecticut)





# USE

## Are You Taking Advantage of All That's Available?

We are proud that we offer such a wide array of products and services (the Benefits Index gives a high-level overview). **Plus, there are all of the things that we do behind the scenes, like our tremendous legislative and carrier advocacy work.** However, we realize it can all be overwhelming!

**Start by looking at your own agency. Where could you use some help?**

### Answer Center

Have a question, need assistance? We've done the research for you! Our online Answer Center provides **helpful resources**, frequently asked questions, regulations and legal opinions and much more. Plus our in-house "insurance geek," Tim Dodge, is just a phone call (ext. 229) or e-mail (tdodge@bigict.org) away if you have need more help.

### Training, Education Discounts & CE Tracking

Do you have new hires or internal promotions? Our online, on-demand New Hire Training features audiovisual exercises and knowledge checks, creating an interactive learning experience that is **cost-effective** and **measurable**. We also offer In-house options as a complement to our award-winning education classes and webinars (which are both **discounted** for members) as well as CE tracking! Pre-licensing classes and Leadership Training are also available.

### Reducing Costs and/or Increasing Revenues

Our members also earn commissions on our exclusive market access programs: a stand alone Personal Umbrella Policy, Independent Market Solutions - Commercial & Personal Lines markets (IMSAccess.com), Selective Write-Your-Own Flood Program, and Big "I" Markets programs. **Exclusive member programs** are also available in everything from tailored payroll services to premium finance, HR consulting, remote staffing, and much more.

### Marketing/Branding

Free access to **Trusted Choice**<sup>®</sup> marketing resources, reimbursement money<sup>®</sup>, training, and materials specifically made for Independent Agents to grow your business. Features also include a website review, Google Reviews guide, social media calendars and more. Trustedchoice.com/agents

### Technology

Catalyit.com free basic access - Catalyit helps you discover, evaluate, select, implement, and maximize your agency technology. All the agency tech guidance you need in one place at Catalyit.com/connecticut.



# BENEFITS INDEX

## Information

Technical Answer Center - ext. 229

Best Practices - ext. 218

Government Affairs - ext. 212

Carrier Relations & Contracts - ext. 218

News & E-Communications - ext. 224

Membership Billing Questions - ext. 243

Website Login Help - ext. 210

## Products & Tools

### INSURANCE FOR YOUR AGENCY

Errors & Omissions - ext. 233

Cyber Liability - ext. 233

Employment Practices Liability Insurance - ext. 233

Retirement 703.706.5466

### E&O TOOLS AND RESOURCES - ext. 233

Customized Training / Consulting

E&O Loss Control Seminars

E&O TLC Agency Audit

Forms, checklists, sample letters, disclaimers, tools

The E&O Report

### MARKETING & TRUSTED CHOICE® - ext. 231

Exclusive access to brand of the independent agent

Free marketing materials and training, including ad customization, up to \$1000 marketing reimbursement, logo usage, social media calendars and Google Review guidance, & website review.

### CONSULTING - ext. 232

One-on-one Operational, Technical, or Technology consulting for your agency.

### OPERATIONS - ext. 231

The Workplace Advisors

Endorsed human resource consulting firm

Agency Focus

Agency valuation operations planning

Big "I" Hires/IdealTraits

Hiring Support

Catalyit

Agency technology guidance. Catalyit.com

Caliper

Personality assessment and job matching tool

ePayPolicy

Endorsed online payment provider

Heartland Payroll

Endorsed "Insurance Friendly" payroll provider solution

WAHVE

Endorsed cost-saving remote staffing solution

## Market Access

Personal Umbrella Policies - ext. 243

Home Business Insurance - ext. 243

Flood & Excess Flood Insurance - ext. 231

Workers' Comp - ext. 321

Independent Market Solutions (IMS) - ext. 233

Personal & Commercial Lines

**Carriers:** Attune, Chubb, CNA Surety, Coterie, Foremost Signature Auto and Home, JIBNA, Progressive, Prudent Pet, RMS Hospitality Group

Big "I" Markets - ext. 231

### Commercial Lines Programs:

MiddleOak Worlds Apart Apartment Program & CAPSure Community Association Program, Travelers Select: PAC programs, CNA Small Business, Chubb Small Business, Bonds through Goldleaf Surety Services, LLC: Contractor, Performance, Bid, Surety & Miscellaneous

### Personal Lines Programs:

Affluent Personal Lines through Chubb and AIG, Non-standard Homeowners, Renters, Condominium and Rental Dwellings

## Education & Events

Classroom & Webinar Offerings (incl. Pre-licensing) - ext. 138

New Hire Training - ext. 138

In-House Training Options - ext. 215

Statewide & National Events - ext. 249

Accessing Your Big I Connecticut CE History - ext. 138

Leadership Academy - ext. 226

## Interact & Engage

InVEST - ext. 226

Volunteer Opportunities - ext. 218

InsurPAC - ext. 212

NextGen - ext. 249



# ASK

Our goal is simple: **To help you in any way we can!**

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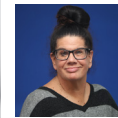


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## NOT SURE WHO TO CONTACT?

Try one of our general emails:  
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