

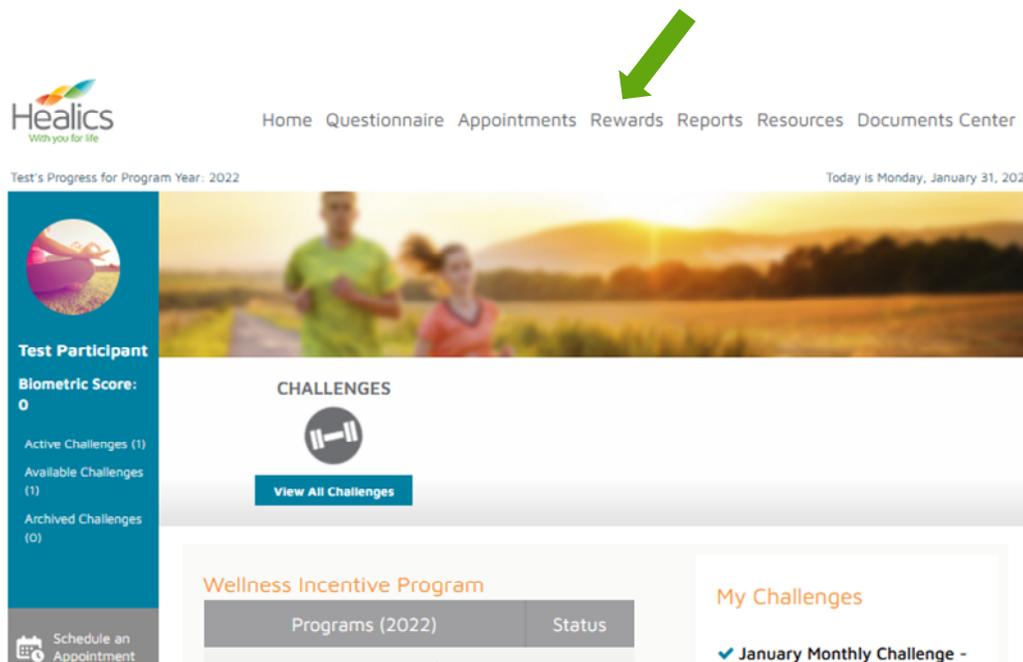
Self-Reporting Activities



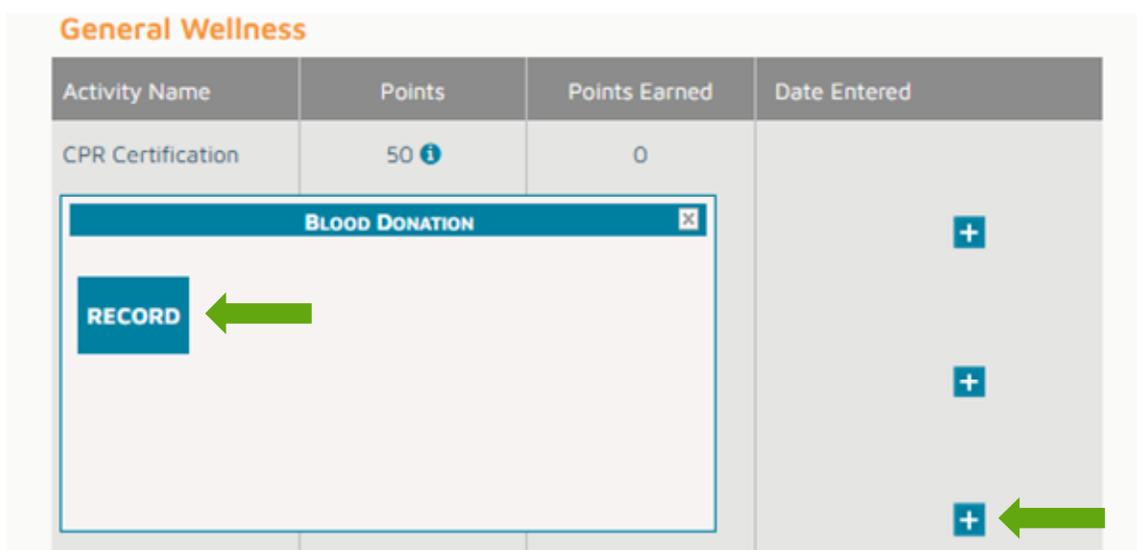
User Instructions

How to Self-Report Wellness Activities

1. Click **Rewards** in the top menu bar of your MyHealics Dashboard



2. Click the  next to the activity you wish to record points for, then click **Record**



3. Provide information for all available fields, then click **Save** to record your entry

General Wellness

Activity Name	Points	Points Earned	Date Entered
CPR Certification	50 ⓘ	0	

BLOOD DONATION [X]

New Activity

Program Name:

Completion Location:

Date:

+

+

+

4. You'll receive confirmation the points have been recorded and the points will appear in the **Points Earned** column for the activity

General Wellness

Activity Name	Points	Points Earned	Date Entered
CPR Certification	50 ⓘ	0	
Community Involvement	10 ⓘ	0	+
Healthy Recipe	50 ⓘ	0	
Volunteer Work	50 ⓘ	0	+
Wellness Champion	50 ⓘ	0	
Blood Donation	100 ⓘ	100	+

5. You may add another activity, edit or delete a previously recorded activity, by clicking the **+** again

General Wellness

Activity Name	Points	Points Earned	Date Entered
CPR Certification	50 ⓘ	0	
Community Involvement	10 ⓘ	0	+
Healthy Recipe	50 ⓘ	0	
Volunteer Work	50 ⓘ	0	+
Wellness Champion	50 ⓘ	0	
Blood Donation	100 ⓘ	100	+

BLOOD DONATION [X]

Edit Existing Activity

Program Name:

Completion Location:

Date:

Previously Recorded Activities

Activity #1

+

+

+