



**Kick-start  
your wellbeing!**

# User Guide

We'll help you make small, everyday changes to your wellbeing that are focused on the areas you want to improve the most. Engage daily to build healthy habits, have fun with coworkers and experience the lifelong rewards of better health and wellbeing.

## Have questions? We're here to help.

- Check out **support.virginpulse.com**  
Live chat: Monday–Friday, 5 am–6 pm PT
- Give us a call: 888-671-9395  
Monday–Friday, 5 am–6 pm PT
- Send us an email: **support@virginpulse.com**



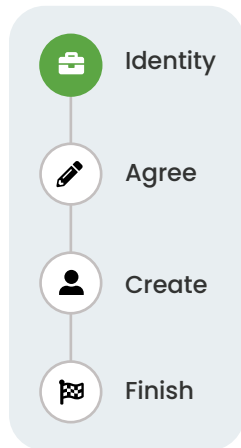
# Sign up and get started



## Step 1

Visit [join.virginpulse.com/mcwow](https://join.virginpulse.com/mcwow) or open the app and select **Create Account**.

### Follow the progress bar as you complete these easy steps:



**Tell us who you are.** We'll ask for a few details about you and your sponsor organization to check your eligibility. Some of the fields may already be filled.

**Legal and privacy.** Review and agree to the rules, data collection and privacy policy.

**Create your account.** Add your email, make a password and give us some additional details to customize your experience.

**You're all set.** Your account is ready. Click **Take Me There** to sign in.

## Step 2

**Connect a device or app** to get credit for your wellbeing activities like steps, nutrition and sleep. We sync with many trackers, such as Max Buzz, Apple Watch, Fitbit and MyFitnessPal, just to name a few.

## Step 3

**Upload a profile picture** and add some friends.

## Step 4

**Set your interests** to get personalized daily tips to help you eat healthy, get active, reduce stress, sleep well and more!

## Step 5

**Download the Virgin Pulse mobile app** for iOS or Android. Access your account and track your activity anywhere, anytime. Turn on your notifications to stay motivated and get friendly reminders.



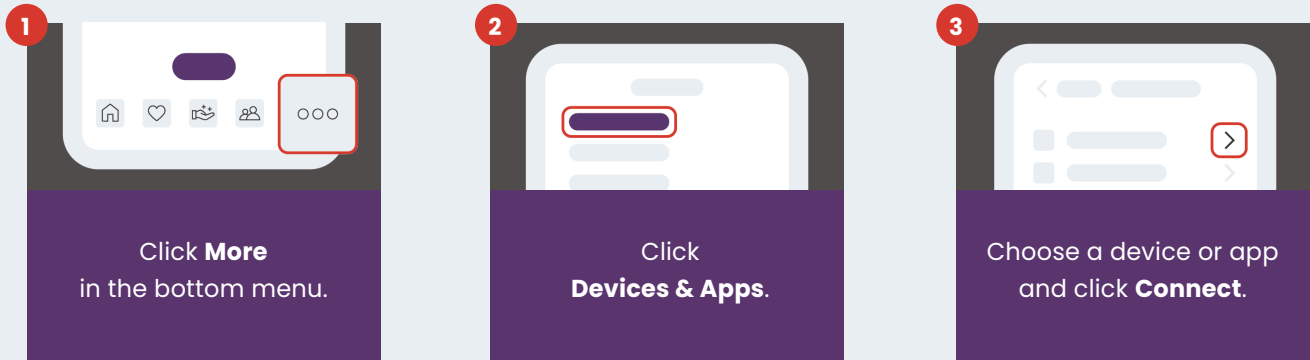
Syncing is the simple process of uploading information from your fitness tracker to the mobile app, so it's all in one place. Be sure to sign in to your Virgin Pulse app **at least once every 14 days** so your data syncs and counts toward your activity goals. Activity tracking varies by device. Please consult your device instructions to learn more about available tracking features.

**Scan the QR code to download the app.**



# Connect a device or app

Download the Virgin Pulse app, then follow these easy steps:



## Compatible devices and apps

Virgin Pulse supports a variety of tracking devices and apps that will help you get credit for validated steps, active minutes, sleep, meditation sessions and more. So, pick your favorites, connect them to your account and start tracking your activity. Sign in to your account to see all of the options available to you. Here are just a few:



## Start stepping

Start getting active and tracking your steps, calories consumed, workouts and sleep data. Look for small improvements over time and celebrate your accomplishments.



## Set your interests

Choose to work on the areas that matter the most to you, whether it's your eating habits, sleep, physical activity, relationships, finances or something else.

### Step 1

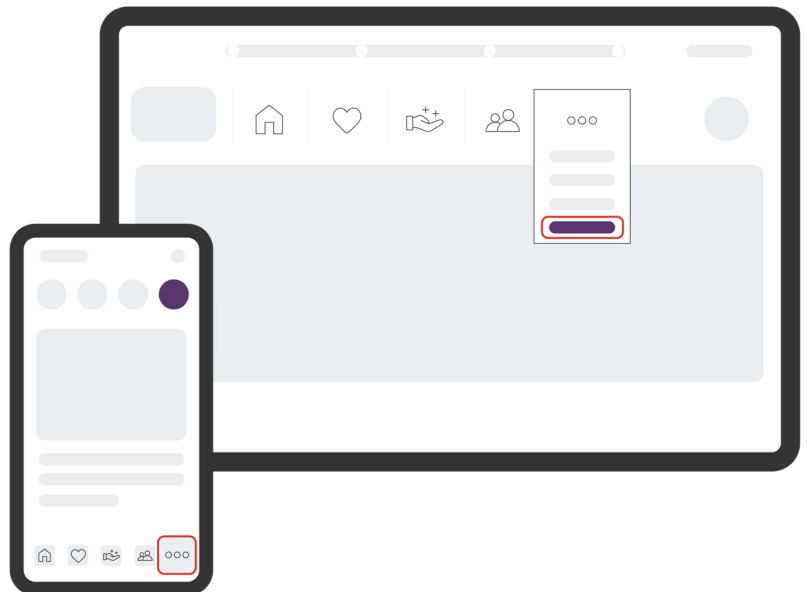
Go to **More** > **Topics of Interest** in the menu.

### Step 2

Choose the areas that interest you the most.

### Step 3

Now you'll get tips and information—just about your interests!



## Add coworkers, friends, and family

Add your work friends so you can encourage and motivate one another. You can also invite up to 10 friends and family members outside of work!

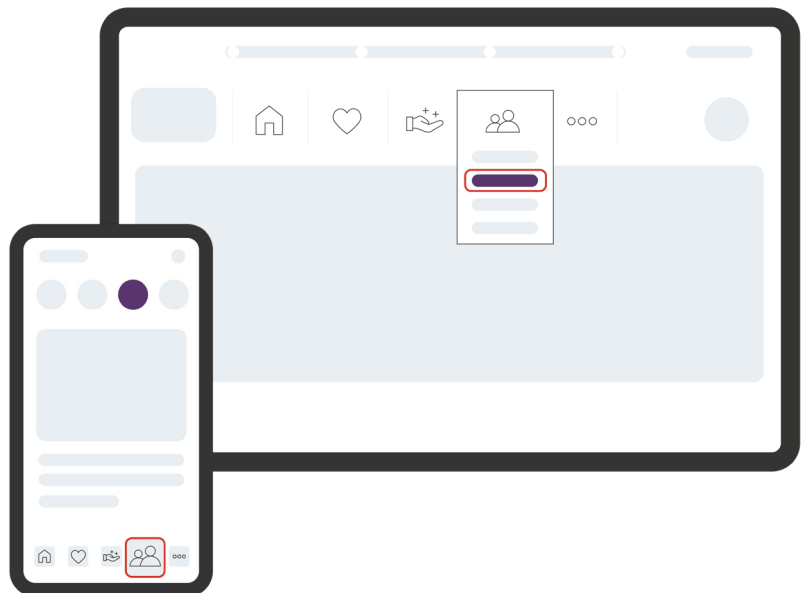
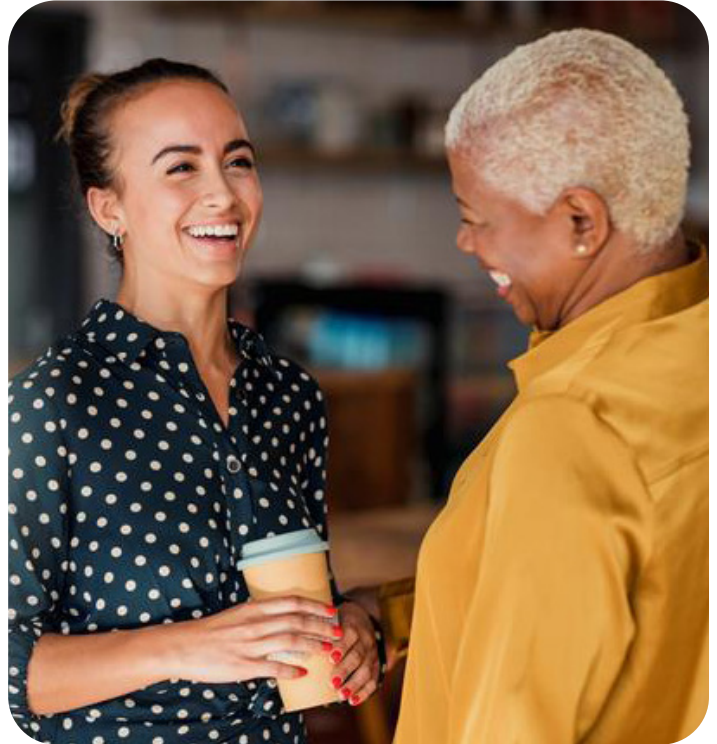
### Step 1

Go to the **Social** tab and choose **Friends** from the top navigation menu.

### Step 2

Choose **Add Friend** (for your coworkers) or **Add Friend From Outside the Company** (for friends and family members who don't use your company's benefits).

Your eligible spouse or domestic partner can join the program with an account similar to yours! First, they'll get an email to sign up. Once an account has been created, you can connect with your spouse or domestic partner by choosing **Add Friend**.



# Ways to engage

## Engage in activities that fit your interests

Learn easy ways to get more active, eat well, and manage life's ups and downs—every day!

### Daily Cards

Every day we'll send you two new tips to help you live well. Plus, we'll make sure they're about the areas that interest you the most.

### Health Risk Assessment

This short, confidential survey assesses your health across seven factors, from mental health to fitness. You'll receive a personalized report and recommended actions you can take to start improving your wellbeing.

### Healthy Habits

Healthy Habits offer you bite-size ways to build a healthy routine and improve your wellbeing. Your Healthy Habits will be customized based on your Health Check results and the interests you set in your profile.

### Journeys®

Want to exercise more? Better manage a health issue? Now you can use our digital coaching tool to make simple changes to your health, one small step at a time.

### Nutrition Guide

Choose what you'd like to work on, like cutting out sweets or portion control. Then get tips and recipes to help you achieve your goals.

### Phone Coaching

Talk to a coach over the phone to set goals and get one-on-one support, expert guidance and answers to your questions.

### Pillars

Get straight to the information that matters to you the most. Pillars make it easy to find content that is important to you and provide quick access to many helpful tools and resources.

### Recipes

Get ideas for healthy meals, build a shopping list and make a weekly meal plan. Healthy eating is easier when you have the help of an app!

### Sleep Guide

What's your sleep like? Decide what you need to work on, like getting to bed earlier or quieting down. Then get information to help you rest.

### Social Groups

Getting healthier and learning something new is easier with friends. Join a group to stay motivated, chat with others and achieve goals together.



# Create a challenge

## About challenges:

### Personal Challenges

Create a personal step challenge to increase your activity for one, two or five days in a week. Make sure your fitness tracking device or app is connected to your account and start stepping. Invite your coworkers and friends for some friendly competition and see who comes out on top.

### Healthy Habit Challenges

You can create a challenge for a Healthy Habit you're currently tracking, or try out one of the many other habits from topics like Sleeping Well, Being Productive, Managing My Finances and more. Simply track it every day in order to reach your goal.

## How to start a challenge:

### Step 1

From the home page, go to the **Social** tab, select **Challenges** and then select **Create a Challenge**. Once you're in this section, choose **Personal Challenge** or **Healthy Habit Challenge**.

For Personal Challenges, you'll choose the duration of the challenge and start it up.

For Healthy Habit Challenges, you'll select the habit you want to work on, write a personal message and get it started.

### Step 2

Now that your challenge is set up, invite others to join! Select **Invite Players**, and you'll have the option to invite from your friends list, search for friends or invite a Group. You can also add an email list of up to 250 people.

## Things to explore:

### Chat

If you invited others to join your challenge, connect and share images or tips on how to build habits and stay active via the challenge Chat feature.



### Leaderboard

If you're in a group challenge and are competitively motivated, take a look at the Leaderboard in the app to see who's in the lead. If you're falling behind, put the pedal to the metal and aim for that #1 spot.



## Experience the rewards of being the best version of you

When you make small changes every day to your wellbeing, you'll feel healthier, happier and more energetic.

### Rewards

Earn points for the healthy activities you do! These points turn into rewards that you can spend.

### Trophies

Who doesn't love celebrating with a trophy? Collect them all as you go!



**Do healthy things.**



**Earn points.**



**Celebrate success.**