1. Register for the Virgin Pulse and Trinity Health Wellness Portal: join.virginpulse.com/liveyourwholelife
   a. Earn 2,500 points just for registering, see this screen after your first login!

2. Login using your registration credentials (email and password)

3. Check out the main home page
   a. Top bar is the incentive tracker (points total)
      i. Goal is 5,000 points every quarter
      ii. Points reset every quarter
   b. Chat and support are always available to help you

Saint Alphonsus Colleague Health & Well-Being Department
sawellness@saintalphonsus.org (208)367-6225
c. Use daily card carousel to read announcements, see highlighted items and to help you earn points
d. Ways to earn gives you a list of activities that are worth points

4. Update your profile and settings (include language setting)
Update your language preference (my profile) by clicking edits and selecting from the dropdown of available languages.

Update your email preferences (my profile)

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sawellness@saintalphonsus.org (208)367-6225
5. Get familiar with “Ways to Earn”

Click “Ways to Earn” here or under “Rewards” to see all earning activities.
<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Track sleep nightly</td>
<td>20</td>
</tr>
<tr>
<td>Sleep &gt; 7 hours in a night</td>
<td>50</td>
</tr>
<tr>
<td>Complete the Health Assessment Program</td>
<td>2,500</td>
</tr>
</tbody>
</table>

a. Redeem Vouchers from the Colleague Health & Well-Being department (onsite activities and webinars) by clicking My Rewards>Redeem a Voucher. Also click on My Rewards to view details of your incentive status. More details can be found under My Earnings.

i. Vouchers are applied whenever they are put into your account. Use this strategically to help you earn points when you need them.
6. Explore the Rest of the portal and or download the mobile app
7. Check the Corporate Health & Well-Being department website for Onsite activities including health coaching, local workshops, webinars And more ways to Live Your Whole Life!
   Visit: Live Your Whole Life | Saint Alphonsus Employee Wellness
   for more information