

MY WELLNESS PROGRAM

TRACKING MULTIPLE ACTIVITIES

CHECK HOW OFTEN AN ACTIVITY CAN BE COMPLETED

After logging into marquette.mywellportal.com, click on the My Wellness tile. Next to the activity title and within the description, it will outline how often each activity may be completed.

TRACK ACTIVITY COMPLETION

Scroll down the list and select an activity. Change the dial from 'No' to 'Yes' and click 'Save' to track that activity one time.

To track an additional activity, change the log date to a previous week or month, depending on the frequency in which the activity may be completed, then change the dial from 'No' to 'Yes' and click 'Save'.

CONFIRM ACTIVITY SUBMISSION

After tracking the completion of an activity by changing the dial from 'No' to 'Yes' and clicking 'Save', you will see a green check mark next to the activity to verify completion. If an activity is admin verified, please allow 15-30 days, depending on the activity, to see your points awarded to your account and the green check mark next to the activity.

Please note, activities have varied frequencies in which they can be completed. A red X will appear next to the activity if it has not been completed at all or during the timeframe in which it may be completed.

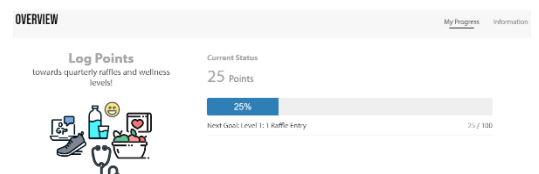
CHECK YOUR CURRENT POINT TOTAL

At the top of your My Wellness page, you will see an overview of your current point total and progress toward a raffle entry.

The screenshot shows the 'ACTIVITIES' page with a list of activities: FLU SHOT, 8,000 STEPS PER DAY, SPIRITUAL WELLNESS, and EMOTIONAL HEALTH ACTIVITY OR ANIMO CCBT. Each activity has a status indicator (red X for incomplete) and a frequency limit. The 'SPIRITUAL WELLNESS' activity is highlighted. To the right, a detailed view for 'SPIRITUAL WELLNESS' is shown, including a 'Log Date' field, a description, and a 'Select a value' dropdown menu.

This screenshot is similar to the previous one, but the 'Log Date' is changed to '02/04/2022'. The 'SPIRITUAL WELLNESS' activity is still highlighted, and the detailed view on the right shows the 'Select a value' dropdown menu with 'Spiritual Wellness' selected.

The screenshot shows the 'ACTIVITIES' page with a list of activities: COMPLETE A TELEPHONIC OR EMAIL COACHING PROGRAM, FLU SHOT, 8,000 STEPS PER DAY, and SPIRITUAL WELLNESS. The 'FLU SHOT' activity is highlighted with a green checkmark, indicating it is completed. To the right, a detailed view for 'FLU SHOT' is shown, including a 'Log Date' field, a description, and a 'Select a value' dropdown menu.



For questions, please email myrewards@mywellportal.com.



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