



How to Manually Enter Steps on the Sharecare App.

Step 1: When in the Sharecare app, select 'Track' which is the heart icon on the bottom ribbon.

Step 2: On the top it will say 'Today', click on the drop down arrow. This will bring you to the calendar where you can select the day you'd like to edit. You can go back and update for seven (7) days.

Step 3: After you select a day to update, click on the **Steps icon** on the left, **not the word "Edit"**. This will bring you to the screen to manually enter your steps.

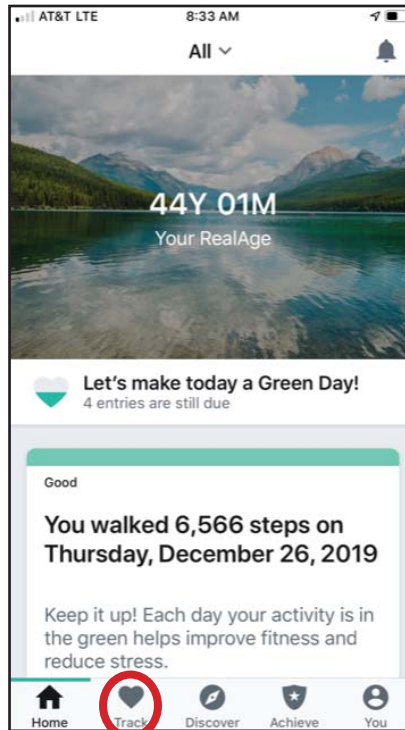
On this screen you can enter additional steps you may have earned for step-based activities such as gardening, bike riding, or golfing.

NOTE: If you are syncing your fitness device to Sharecare, you must add your conversion steps to the device total. See example below:

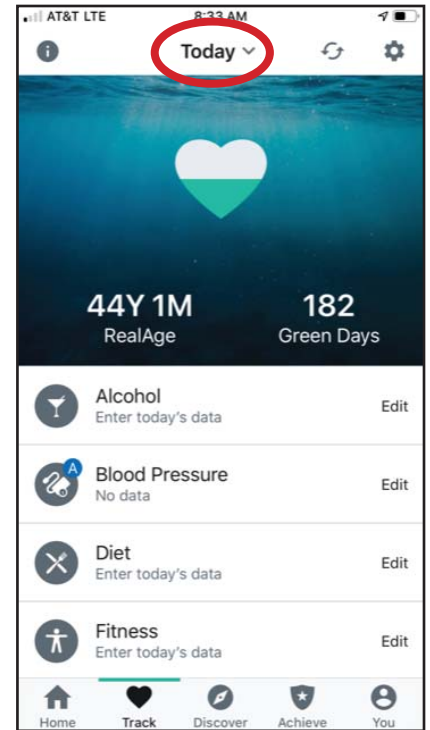
(synced) FitBit total 10,112
Manual Entry for snow shoveling
(30 mins x 181.8 = 5,454)
Total to enter = 15,566

Step 4: Add your calculated steps to the existing number in the gray box.

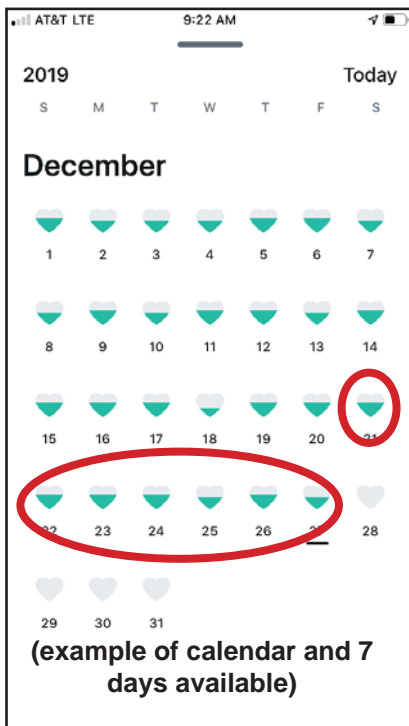
Step 5: Be sure to save your updated steps!



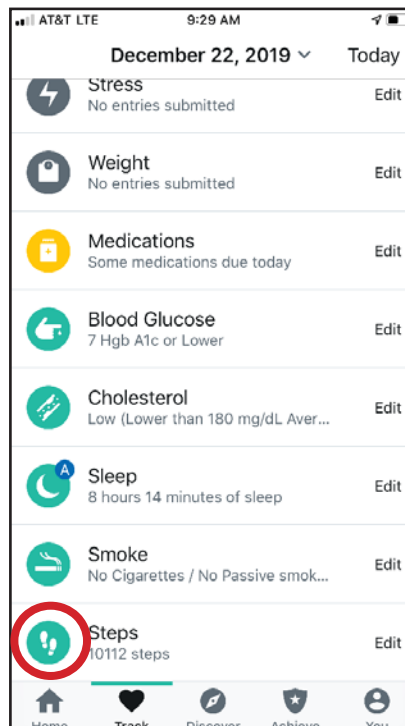
Step 1



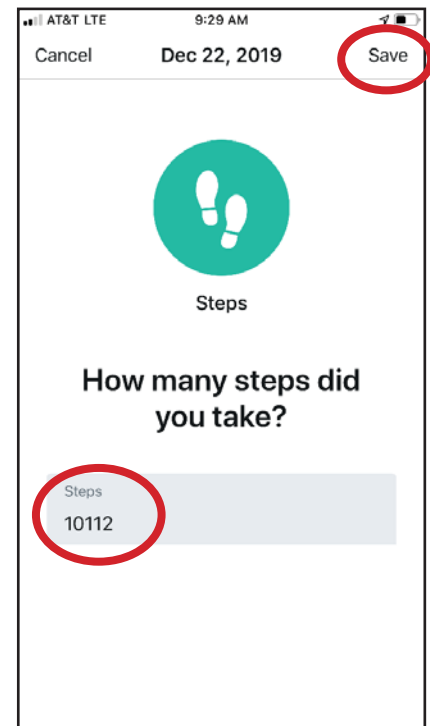
Step 2



(example of calendar and 7 days available)



Step 3



Steps 4 & 5

The reward may result in a taxable event for either you or your plan sponsor. Consult your tax advisor with any questions.
Form updated 12/27/19 MHC