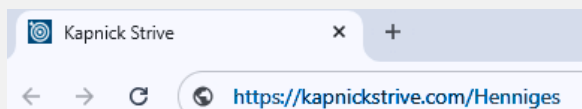


HOW TO LOG IN TO YOUR KAPNICK STRIVE WELLNESS PORTAL

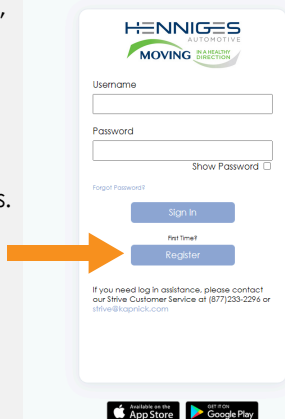
STEP 1: ACCESS THE WEBSITE

1. Open your web browser (Chrome, Firefox, Edge, Safari, etc.)
2. In the address bar, type **www.kapnickstrive.com/Henniges** and press **ENTER**



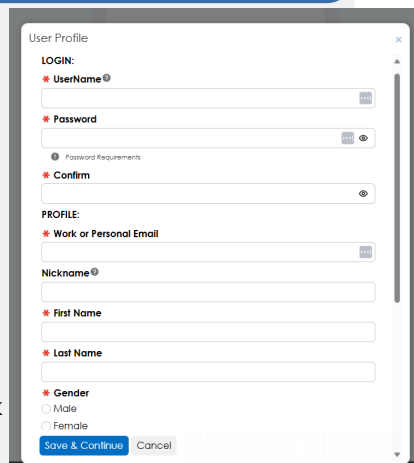
STEP 2: CLICK ON 'FIRST-TIME USER?'

1. On the homepage, locate the login section.
2. Click on the **'Register'** link to begin the registration process.
3. Enter your information and select **'Lookup Account'**.



STEP 4: CREATE YOUR ACCOUNT

1. You will be prompted to provide the following:
 - a. Username
 - b. Password
 - c. Email (optional)
 - d. First & Last Name
 - e. Gender
 - f. Time Zone
 - g. Password Recovery Question
2. Once completed, click **'Save & Continue'**



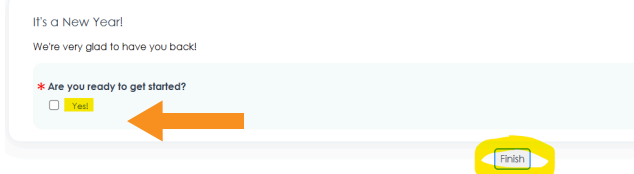
Note! Password must be:

- at least 8 characters long
- contain at least 1 numeric character
- contain at least 1 special character (e.g., !, @, #, \$)

STEP 5: WELCOME MESSAGE & HEALTH RISK ASSESSMENT

1. Check the box that says **'Yes'** to the welcome question: "Are you ready to get started?"
2. Once the box is checked, click **'Finish'**

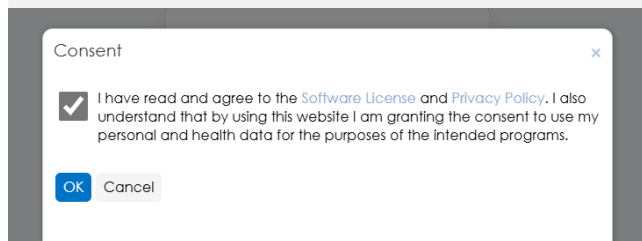
Welcome to the New Program Year!



3. Complete the **Health Risk Assessment (HRA)**. The HRA is confidential and is used to customize your Wellness Portal recommendations and is **one of the required wellness activities to earn your wellness incentive**.

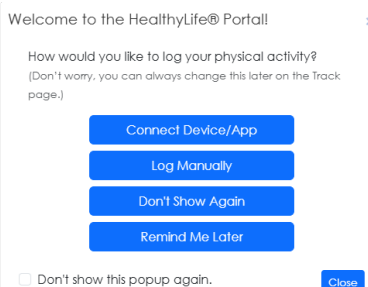
STEP 3: CHECK THE CONSENT BOX

1. Check the consent box and select **'OK'**



STEP 6: SELECT OPTIONS FOR LOGGING ACTIVITY

1. Select how you would like to log your physical activity (you can always change this later).
2. Select **'Close'**
3. **Explore your Wellness Portal!**



HAVE QUESTIONS OR NEED ASSISTANCE?

Contact Us!

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