GUIDE TO MODIFY

TEAM PAGE

Step 1: Click on "Team Page" tab

Step 2: In the "body section" you can change your text

Step 3: In the "photo section" you can change image

Step 4: Click "Save"

Step 5: Go to top of page; click on "View Team Page"

Step 6: At this point you will see all of your changes

Step 7: If you would like to "share" your "Team Page" with friends and family,

copy "Team Page URL" to your e-mail

TEAM NAME

Step 1: To change Team name go to right side of the page to the team name box

Step 2: Click on "Edit"

Step 3: Change team name

Step 4: Click on "Update"

TEAM PROGRESS

Step 1: Go back to the "Home" tab

Step 2: Go to right hand corner to click on "View your progress"

Step 3: Click on this tab

Step 4: You will automatically arrive on "Personal Report"

Step 5: Click on "Team" tab

Step 6: Go to "Team goal"

Step 7: Click on change; a pop up box will appear

Step 8: You can then enter your new goal

Step 9: Click on submit