

# Virgin Pulse USER GUIDE



Small steps lead to big changes.

We'll help you make small, everyday changes to your wellbeing that are focused on the areas you want to improve the most. With daily engagement, you'll build healthy habits, have fun with coworkers and experience the lifelong rewards of better health and wellbeing.

**Sign up** now at [join.virginpulse.com](https://join.virginpulse.com)  
**Already a member?** Sign in at [member.virginpulse.com](https://member.virginpulse.com)



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## Ready to get started? Follow these easy steps:

- Step 1** Sign up for your Virgin Pulse account by going to [join.virginpulse.com](https://join.virginpulse.com) or download the mobile app. Search for the Virgin Pulse app in either the App Store or Google Play and add it to your device.
- Step 2** Create a username and password, then accept the terms and conditions to get started with Virgin Pulse.
- Step 3** Set your interests to get personalized daily tips to help Setyou eat healthy, get active, reduce stress, sleep well and more! On the website, select **Topics of Interest** in the profile drop-down menu or go to **Profile > More > Topics of Interest** on the mobile app.



## Virgin Pulse can help you:

### Get helpful tips

Learn how to eat for energy, move more, sleep better, manage stress and more!

### Participate in fun challenges

Motivate others and be motivated to build new healthy habits.

### Reach your goals

Choose what to work on, track your progress and reap all the healthy rewards.

## Don't forget!

Turn on your mobile alerts so you don't miss out on fun challenges and other opportunities. Go to your phone's **Settings** and find **Virgin Pulse** in your installed apps. Go to **Notifications > Allow/Show Notifications**.



## Engage in activities that fit your interests

Learn easy ways to get more active, eat well and manage life's ups and downs—every day!

### Daily Cards

Every day we'll send you two new tips to help you live well. Plus, we'll make sure they're about the areas that interest you the most.

### Challenges

Rally your coworkers for the latest company step challenge! Or gather a small group of coworkers or friends, and challenge one another to start a new healthy habit.

### Nutrition Guide

Choose what you'd like to work on, like cutting out sweets or portion control. Then get tips to help you achieve your goals.

### Sleep Guide

What's your sleep like? Decide what you need to work on, like getting to bed earlier or quieting down. Then get information to help you rest.

### Health Check

This short, confidential survey assesses your health across seven factors, from mental health to fitness. You'll receive a personalized report and recommended actions you can take to start improving your wellbeing.

### Journeys®

Want to exercise more? Better manage a health issue? Now you can use our digital coaching tool to make simple changes to your health, one small step at a time.

### Phone Coaching

Talk to a professional clinician and coach over the phone to get one-on-one support, expert guidance and help navigating your healthcare questions.

### Social Groups

Getting healthier and learning something new is easier with friends. Join a group to stay motivated, chat with others and achieve goals together.

### Recipes

Get ideas for healthy meals, build a shopping list and make a weekly meal plan. Healthy eating is easier when you have the help of an app!

### Coworkers, friends and family

Add your work friends so you can encourage and motivate one another. You can also invite up to 10 friends and family members outside of work!

### Healthy Habit Tracker

Healthy Habits offer you bite-size ways to build a healthy routine and improve your wellbeing. Over time, these small steps add up to big changes that'll make you successful.

### My Care Checklist

My Care Checklist is a handy healthcare tracker that is right at your fingertips. It assists you in managing your health by keeping track of health checkups, all in one place.



## How to start a challenge

- Step 1** Go to the website or mobile app, find **Challenges** in the **Social** menu and select **Create a Challenge**.
- Step 2** Select which type of challenge you would like to start: Personal Challenge or Healthy Habit Challenge.
- If you would like to start a Personal Challenge, choose the duration you would like the challenge to run and then start it up.
- If you would like to start a Healthy Habit Challenge, select a habit you'd like to work on, write a personal message and then get it started!
- Step 3** Once your challenge is set up, you have the option to invite people to your selected challenge. You can choose people from your friends list, find them by name or invite a list of up to 250 people by entering their email addresses and selecting **Invite Players**.

## Things to explore

### Chat

If you invited others to join your challenge, connect and share images or tips on how to build habits and stay active via the challenge Chat feature.

### Leaderboard

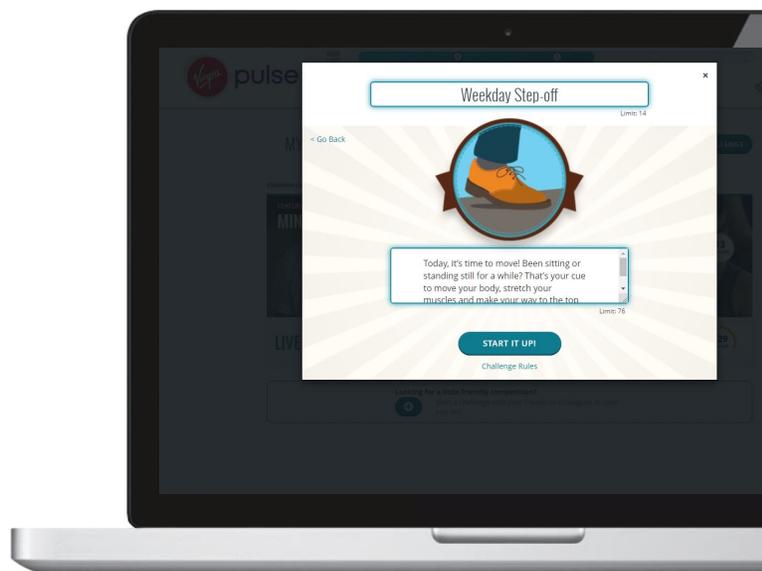
If you're in a group challenge and are competitively motivated, take a look at the Leaderboard in the app to see who's in the lead. If you're falling behind, put the pedal to the metal and aim for that #1 spot.

## Personal Challenges

Create a personal step challenge to increase your activity for one, two or five days in a week. Make sure your fitness tracking device or app is connected to your Virgin Pulse account and start stepping. Invite your coworkers and friends for some friendly competition and see who comes out on top.

## Healthy Habit Challenges

You can create a Healthy Habit Challenge for any one of the habits offered in your program. You can create a challenge for a Healthy Habit you're currently tracking, or try out one of the many other habits from topics like Sleeping Well, Being Productive, Managing My Finances and more. Simply track it every day in order to reach your goal.



## How to start a Journey

- Step 1** Open the Virgin Pulse mobile app or go to the website and find **Journeys** in the **Health** menu.
- Step 2** Find the Journey that's right for you. If you would like to view all the available Journeys in a topic, click **View All**.
- Step 3** Click on the Journey you would like to learn more about. Click **START** to begin your Journey.
- Step 4** Begin your **Journey** by taking the first step. Come back every day as you build up to a new key healthy habit!

## What to expect

- Choose from a wide array of topics
- Work at your own pace
- You'll be presented with small steps that lead to long-term healthy habits
- Discover new motivation and guidance—all at no cost to you

## Journeys can help you:

- Eat healthy, nutritious foods
- Get more physical activity
- Improve your sleep
- Quit smoking
- Reach a healthy weight
- Reduce stress
- Strengthen your financial fitness
- Embrace diversity, equity and inclusion
- Cope with grief and loss
- Reduce your alcohol and/or tobacco consumption

### Do you have a health concern that's new to you or impacts your daily wellbeing? Journeys can help you manage:

- Anxiety
- Arthritis
- Asthma
- Back, Muscle & Joint Health
- Blood Pressure
- Cholesterol
- COPD
- COVID-19
- Depression
- Diabetes
- Hypertension
- Insomnia
- Menopause
- Pregnancy

## How to get started with coaching

- Step 1** Open the Virgin Pulse mobile app or go to the website and find **Coaching** in the **Health** menu.
- Step 2** On the website: Choose your preferred topic.  
On the app: Click **Request a Coach** and then choose your preferred topic.
- Step 3** Find a date with available times on the calendar and choose the time that fits your schedule.
- Step 4** Enter your preferred phone number. Your coach will contact you at this number on the day and time you choose.
- Step 5** Select **Confirm Appointment**.

## What to expect

The first session will help you build a meaningful relationship with your coach. Then you'll work with your coach to find the small steps you can take to make progress toward your goal. During your follow-up sessions, you'll update your coach on your progress and plan other steps to help you stay on track.

## With a qualified coach, you'll:

### Set a goal

Whether you want to get fit, eat healthier or sleep better, your coach can help you set a goal and then stay with it.

### Monitor your stats

Coaches can see how you're doing and offer tips to help you do even better.

### Get support and encouragement

Chat with your coach online or via our app, and get personal, encouraging messages.

### Do you have a health concern that's new to you or impacts your daily wellbeing?

#### Health coaches can help support:

- Anxiety
- Chronic Pain
- Depression
- Diabetes
- Digestive Health
- Eating Healthy
- Financial Fitness
- Getting Active
- Heart Health
- Infertility
- Insomnia & Sleep
- Lung Health
- Medicine Support
- Pregnancy
- Reducing Stress
- Substance Support
- Weight Management

## Connect your Max Buzz™

Follow these easy steps:

- Step 1** Plug your Max Buzz device into a USB-port to make sure it is charged. Wait to see the battery symbol before unplugging it. This takes about six seconds, and your device should vibrate twice.
- Step 2** Make sure you're signed up for the program and that you've already downloaded and signed in to the Virgin Pulse mobile app.
- Step 3** Open the mobile app, go to **Profile** in the menu and choose **Devices & Apps**. In the available devices section, click on Virgin Pulse Max Buzz.
- Step 4** Click the button "Set up a Max Buzz." Make sure the Bluetooth setting and location settings on your mobile device are turned on. Follow the on-screen, step-by-step instructions to "wake up" your device and pair it to your wellbeing program.
- Step 5** In the final step, your Max Buzz will vibrate and display a four-digit code. Enter that number into your mobile app.

## Max Buzz can help you:

### Reach your step goal

When you hit your step goal, Max Buzz will vibrate (giving you a little high five)! You can also turn on call and text notifications by going to the settings section of the Virgin Pulse mobile app.

### Track your sleep

Max Buzz tracks your sleep when you wear it to bed (say hello to your new sleep buddy).

## What to expect:

Your Max Buzz has five different on-screen options that show information about your daily activity. The home screen shows the time and battery life. If you need to recharge your device, just plug it into the USB port (either on your computer or phone charger). By tapping through the screens, you can also view your steps, calories, distance traveled and active minutes achieved for the day. Your active minutes are counted if you've taken more than 135 steps per minute (roughly a runner's pace).



## Keep it up to date!

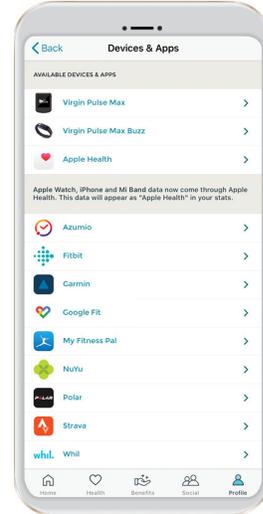
To upload your fitness tracker data to Virgin Pulse, open the mobile app. Your steps and sleep information will upload (sync) automatically. It's that easy!



## Connect a fitness tracker

Follow these easy steps:

- Step 1** Download the Virgin Pulse mobile app from the App Store or Google Play.
- Step 2** Go to Profile in the menu and choose **Devices & Apps**.
- Step 3** Choose a device or app and click “Connect.”
- Step 4** Sign in or get connected automatically (depending on the app).



### Compatible health apps



#### Higi

Track your health numbers and measurements



#### MyFitnessPal

Track your daily calories



#### Strava

Track your physical activity



#### Whil

Practice mindfulness

### Compatible brands

Virgin Pulse supports a variety of tracking devices that will help you get those validated steps, active minutes, workout sessions and more. So, pick your favorite, connect it to your account and start tracking your activity.



## Experience the rewards of being the best version of you

When you make small changes every day to your wellbeing, you'll feel healthier, happier and more energetic.



**Do**  
Healthy Things



**Earn**  
Points



**Celebrate**  
Success

### Rewards

Earn points for the healthy activities you do!  
These points turn into rewards that you can spend.

### Trophies

Who doesn't love celebrating with a trophy?  
Collect them all as you go!

#### Have questions? We're here to help.

Check out [support.virginpulse.com](https://support.virginpulse.com)  
Live chat on [member.virginpulse.com](https://member.virginpulse.com)  
Monday–Friday, 2:00 am–9:00 pm EST

Not sure if you can fully participate in this program because of a disability or medical condition? Check out our support page for answers at [support.virginpulse.com](https://support.virginpulse.com).

Already a member? Log in at [member.virginpulse.com](https://member.virginpulse.com)

#### Give us a call:

888-671-9395  
Monday–Friday  
8:00 am–9:00 pm EST

#### Send us an email:

[support@virginpulse.com](mailto:support@virginpulse.com)

