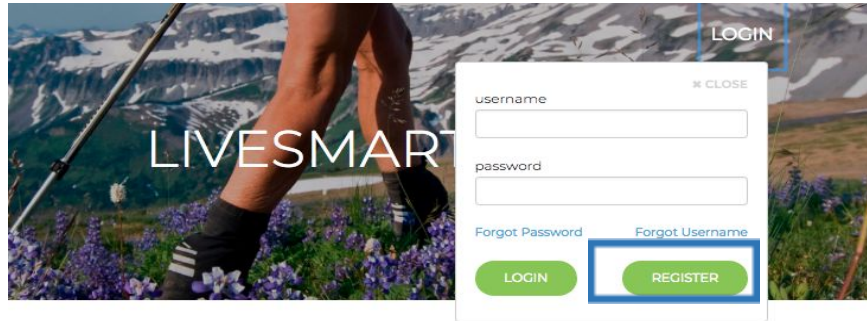


LIVSMART Online Portal

Review the steps below for registering and using your LIVSMART portal:

1. To access the portal, go to livesmartoni.com/livesmart-portal. Click the LIVSMART Portal Button. This takes you to your login and initial registration page.
 - a. To register for the portal enter your username to the registration field and click the green "register" button.
 - i. Employees Username: First Name_Last Name_Birth Year (XXXX)
 - ii. Spouses - your username is the employees' username with a "-s" at the end.



Welcome to the LIVSMART Health Wellness Program



2. You will be sent an email that contains a verification code. Click on the link in the email. Enter the verification code into the indicated box and click next. You will then be prompted to type in your information. After you are finished, click register.

If you do not have an email address on file, you will verify additional information and be able to complete the registration process from there.

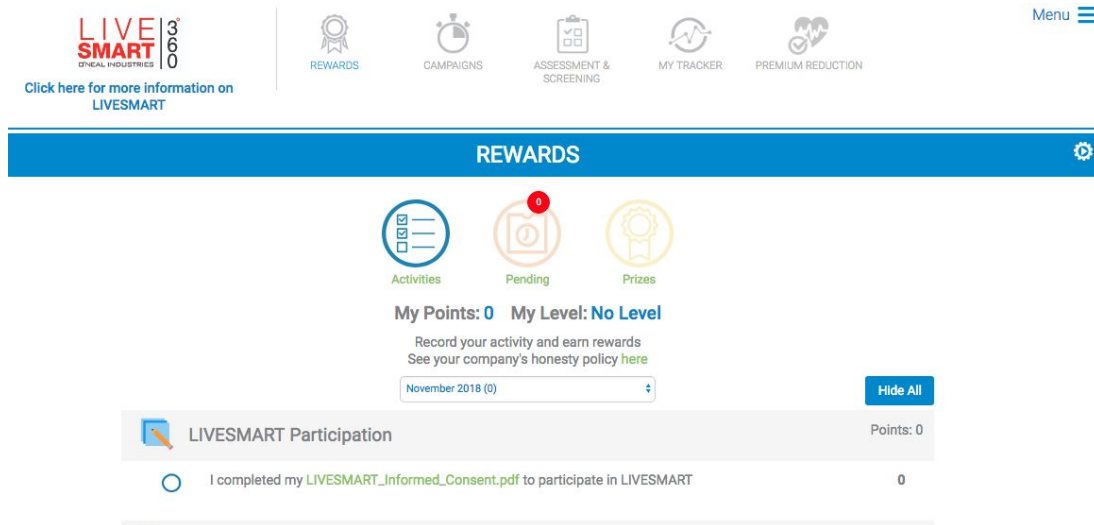
Registration

To login, click "login" at the top right of this page. To register, enter your email. If you don't have an email address, enter username (first name_last name_birth year (YYYY format)).

[Not fbendall@elementhealth.com-s? Search again.](#)

*Email	<input type="text" value="rhbendall@gmail.com"/>	
*Retype Email	<input type="text" value="rhbendall@gmail.com"/>	
Mobile Numl	<input type="text"/>	(Why we need this)
Carri	<input type="text"/>	
*Create A Password	<input type="text" value="Password"/>	Your password must be at least 6 characters.
*Retype Password	<input type="text" value="Retype Password"/>	
Password Hint	<input type="text" value="easy"/>	
<input type="button" value="REGISTER"/>		

- The homepage of the portal will be displayed. At the top you will see five graphics: Rewards, Campaigns, Assessment and Screening, My Tracker, and Premium Reduction.
- The **Rewards Page** lists the activities to be completed based on your club status such as your annual screening, coaching and campaigns. You will be able to see the activities you have completed and which items are still pending. You can also submit campaign information and fitness reimbursement applications on this page by clicking the checkbox and uploading your document.



- The **Campaign Page** will show current campaigns and challenges. You may complete the current campaigns on this page instead of completing a paper tracker.



You have no upcoming campaign or challenge. Look out for information about your next campaign or challenge.

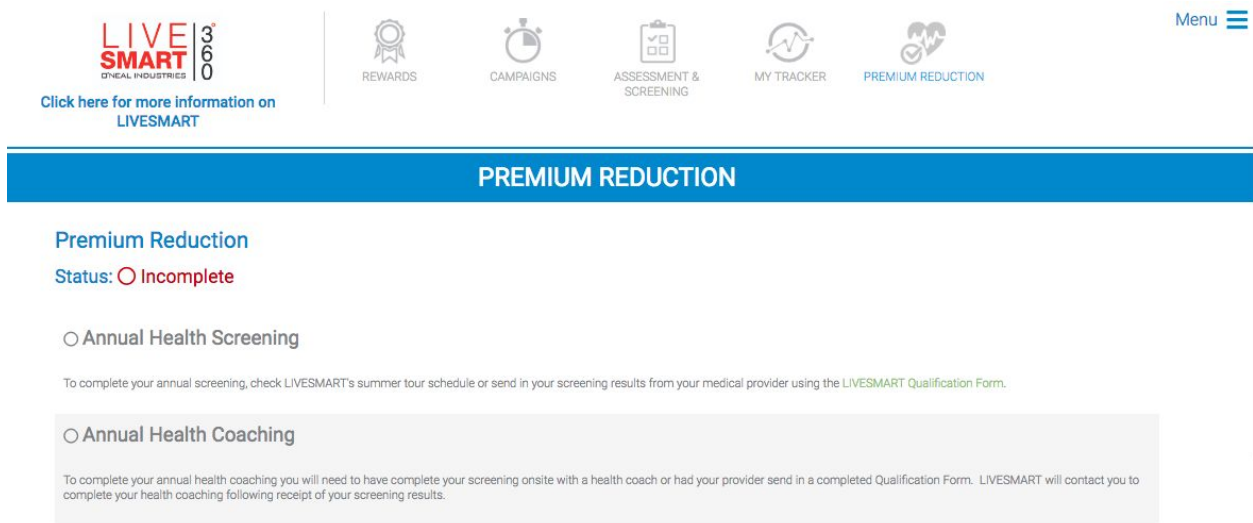
6. The **Assessment and Screening Page** shows your health report card based on your Personal Health Assessment questionnaire results. You can also review your LIVESMART biometric results here.

The screenshot shows the LIVESMART interface for the 'Assessment & Screening' page. At the top left is the LIVESMART logo with '360' and 'OPTICAL INDUSTRIES' below it, and a link: 'Click here for more information on LIVESMART'. A navigation bar contains icons for 'REWARDS', 'CAMPAIGNS', 'ASSESSMENT & SCREENING' (highlighted), 'MY TRACKER', and 'PREMIUM REDUCTION'. A 'Menu' icon is in the top right. Below the navigation bar is a blue header with the text 'ASSESSMENT & SCREENING'. Underneath are three circular icons: 'Report Card' (orange), 'History' (purple), and 'Screening Reminder' (blue). A central heading reads 'Health Report Card' with a green button 'Set a goal in My Tracker' to its right. Below this is a message: 'It appears that you have not finished the Personal Health Assessment, would like to complete it now? if so, you can do so by clicking here.'

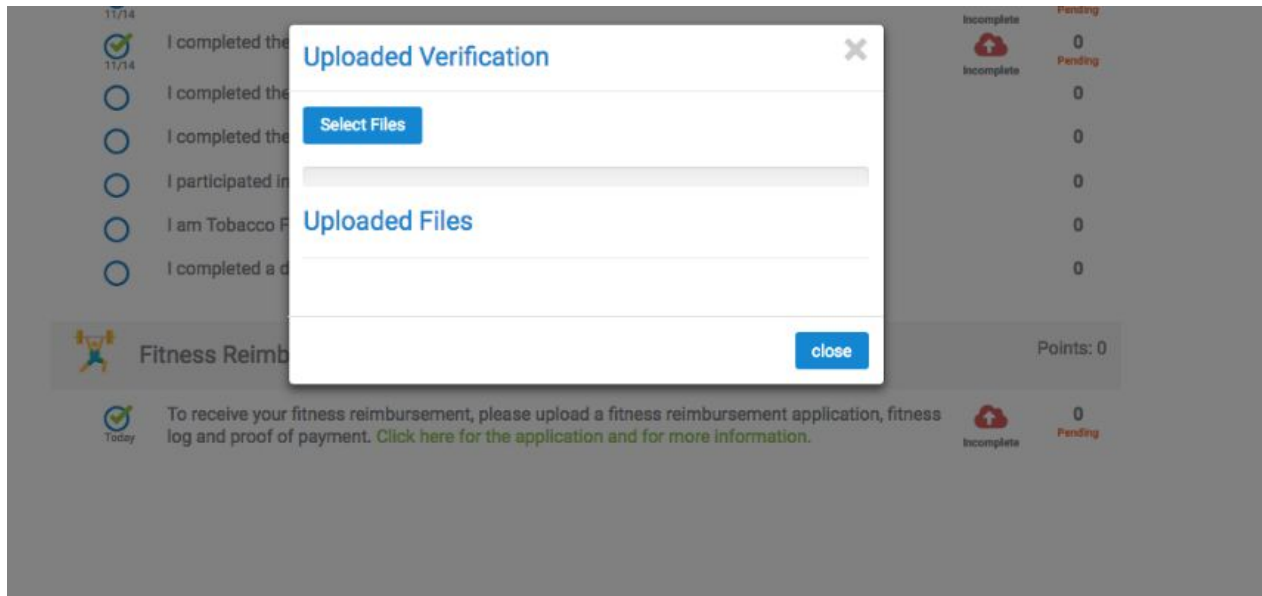
7. The **My Tracker Page** is a place to track exercise, food intake, or other health metrics. You can sync a device like a Fitbit, Garmin, or Apple Health device to automatically track your activity.

The screenshot shows the LIVESMART interface for the 'My Tracker' page. At the top left is the LIVESMART logo with '360' and 'OPTICAL INDUSTRIES' below it, and a link: 'Click here for more information on LIVESMART'. A navigation bar contains icons for 'REWARDS', 'CAMPAIGNS', 'ASSESSMENT & SCREENING', 'MY TRACKER' (highlighted), and 'PREMIUM REDUCTION'. A 'Menu' icon is in the top right. Below the navigation bar is a blue header with the text 'MY TRACKER'. Underneath is the question 'What would you like to track?' followed by five circular icons: 'Exercise' (blue), 'Eating' (green), 'My Own Thing' (red), 'Manage Tracker' (orange), and 'Device Data' (light blue). Below this is a blue bar with the text 'Week Of: November 15, 2018'. A section titled 'Do you want to sync a device with My Tracker?' features a blue 'Yes, Sync Now' button and a grey 'No' button. A note below reads: 'Note: You can sync a device later by clicking 'Sync My Device' on your tracker page.'

8. Lastly, the **Premium Reduction** page provides a status report of your requirement completion towards earning your LIVESMART incentives including rewards cards and insurance premium reduction. *Note: if your spouse is covered on ONI insurance, they must complete their requirements too for you to earn your LIVESMART insurance premium reduction.



9. **Fitness reimbursement Submission** – to submit your fitness reimbursement application, follow the steps below:
 - a. Visit the rewards page in your portal.
 - b. Scroll down to the bottom and check the Fitness Reimbursement
 - c. Upload your application, fitness log, and proof of payment into the portal and click the submit



10. You may also access your LIVESMART Portal on your mobile device by visiting your APP store and downloading the “Well Steps App”. Once downloaded and opened, it will prompt you to enter the username and password you created on the website. Note – you must register for the portal on a computer before accessing your account through the app



For additional questions or for more information about your portal, please contact LIVESMART: connect@livesmartoni.com | 888-501-1252.