

MY WELLNESS PROGRAM

TRACKING MULTIPLE ACTIVITIES

CHECK HOW OFTEN AN ACTIVITY CAN BE COMPLETED

After logging into marquette.mywellportal.com, click on the My Wellness tile. Next to the activity title and within the description, it will outline how often each activity may be completed.

TRACK ACTIVITY COMPLETION

Scroll down the list and select an activity. Change the dial from 'No' to 'Yes' and click 'Save' to track that activity one time.

To track an additional activity, change the log date to a previous week or month, depending on the frequency in which the activity may be completed, then change the dial from 'No' to 'Yes' and click 'Save'.

CONFIRM ACTIVITY SUBMISSION

After tracking the completion of an activity by changing the dial from 'No' to 'Yes' and clicking 'Save',