

Getting Started Guide



Congratulations! You've taken a huge step by joining millions of other people who are trying to live healthier lives. SparkPeople has more tools, content, and community features than any other health or weight-loss website, so you might feel a little overwhelmed at first. To help you navigate the site, we created this printable guide, which will introduce you to your personalized program and help you learn to use some of our most popular tools and features.

1. Find and use your food tracker, meal plans, and personalized diet plan.

The food tracker (also called Nutrition Tracker) is by far our most popular tool. This is where you'll track your food, find your meal plans, and see how many calories you should eat each day to reach your goals.

HOW TO FIND YOUR FOOD TRACKER

- Go to *SparkPeople.com* in your web browser and log in to your account
- Roll your mouse over "My Trackers" in the top left corner of the screen
- Click "my Nutrition"
- You'll now see the *Nutrition Tracker* page, where you can track food



2. Spin the SparkPoints wheel.

At SparkPeople, you'll earn virtual SparkPoints and trophies for each healthy task you perform, from tracking your food to reading a fitness article—even just logging in to the site each day! This can help you stay on track and build momentum for a healthier lifestyle.

HOW TO SPIN THE SPARKPOINTS WHEEL

- Go to *SparkPeople.com* in your web browser and log in to your account
- Roll your mouse over the "My Trackers" in the top left corner of the screen
- Click on "my SparkPoints," which is the second link from the bottom
- You'll now see your *SparkPoints* page, which outlines all the ways you can earn Points on *SparkPeople.com*.
- Click to spin the *SparkPoints* wheel near the top right side of the page.
- You can spin the wheel once per day, but you can also earn dozens more *SparkPoints* by clicking on the red link to the right of any task on this page.



3. Reach your Fast Break goals.

Fast Break goals may seem simple, but working toward them, tracking them, and reaching them helps you build momentum and confidence. That's why we asked you to select three Fast Break goals when you created your account.

HOW TO FIND AND TRACK YOUR FAST BREAK GOALS

- Go to *SparkPeople.com* in your web browser and log in to your account
- Roll your mouse over the "My Trackers" tab in the top left corner
- Click on "Other Goals"
- Here, you'll find your *Fast Break* goals
- Check the appropriate boxes when you complete each goal during the week
- To change your *Fast Break* goals, click the button that says "Add/Remove Fast Break Goals" and make your selection.



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4. Find and use your fitness tracker.

SparkPeople's Fitness Tracker is another popular tool. This is where you'll track your workouts, find your personalized workout plan, and see how many calories you burn during exercise.

HOW TO FIND YOUR FITNESS TRACKER

- Go to *SparkPeople.com* in your web browser and log in to your account
- Roll your mouse over "My Trackers" in the top left corner of the screen
- Click "my Fitness"
- You'll now see the Fitness Tracker page, where you can track cardio workouts (bottom of tracker) and strength training workouts (top of tracker).
- Note that our plan assumes you'll perform cardio exercise for 30 minutes, 3 times per week, and strength training for 30 minutes, 3 times per week. It will prompt you with a workout on Mondays, Wednesdays and Fridays. To edit these settings (change the length of your workouts and the days on which you exercise) click the white "Change Fitness Goals" button near the top of the page.



5. Edit or manage your email preferences.

SparkPeople offers a wide variety of email newsletters and notifications that are useful in helping you reach your goals and stay connected to your SparkFriends and SparkTeams. You can easily edit your email preferences to start or stop receiving specific emails from us.

HOW TO CHANGE YOUR EMAIL PREFERENCES

- Go to *SparkPeople.com* in your web browser and log in to your account
- This will take you to your Start page
- Under the word "Start" near the top left of your page, you'll see two links in red
- Click on the link for "Account/Email Preferences"
- This will take you to your Account Preferences page
- Select the tab for "Email" on that page
- Check a box to subscribe to a newsletter; uncheck a box to unsubscribe from it.
- Be sure to click "Save and Submit" at the bottom of the page after making your selections.



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6. Read an article.

Our experts have written thousands of articles about healthy living to help you learn more and discover the best strategies to stick with your goals. We recommend reading new articles on a regular basis to expand your knowledge about healthy living.

HOW TO FIND AND READ AN ARTICLE

- Go to SparkPeople.com in your web browser and log in to your account
- Roll your mouse over the "Healthy Lifestyle" tab near the top of the screen
- Click on any heading that interests you: Nutrition, Fitness, Motivation or Wellness.
- You'll now see the main page that houses articles under the topic you selected
- Click on the featured article at the top of the page OR scroll down to find another article that interests you
- You'll now see the article you selected and can scroll down the page to read it



7. Get answers and help using the site.

SparkPeople's support staff and experienced members are available to help you navigate the site and answer your questions 24 hours a day. If you have a question about using the site, finding a feature, or editing any of your preferences, it's easy to find help.

HOW TO GET HELP

- Go to SparkPeople.com in your web browser and log in to your account
- Click on the "HELP" button located near the top of the page (just to the right of the site's Search box)
- You'll now see our page of frequently asked questions (click on a question to read the answer)
- Search or browse all frequently asked questions until you find an answer



8. Find and join a SparkTeam.

SparkTeams are online groups for members who share a common goal, interest or lifestyle. They're a great place to meet people like you and get support. You were likely placed into some SparkTeams when you created your account.

HOW TO FIND YOUR SPARKTEAMS

- Go to SparkPeople.com in your web browser and log in to your account
- Roll your mouse over the "Community" tab near the top right corner of the screen
- Click "SparkTeams"
- You'll now see the main SparkTeams page, where you can find new Teams to join, and find all the Teams you currently belong to.
- Continue scrolling down until you see the heading "My SparkTeams."
- You belong to all of the Teams listed below that heading. Click on any Team name to visit that Team page, where you can introduce yourself to others, post questions, and meet new SparkFriends!



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9. Find healthy recipes.

All of our healthy recipes are found on SparkRecipes.com, a separate website that is fully integrated with your SparkPeople account. Here you can browse or search for specific recipes, and even upload your own recipes to calculate their calories and nutrition facts.

HOW TO FIND A NEW SPARKRECIPE

- Go to www.SparkRecipes.com in your web browser
OR
- Go to SparkPeople.com in your web browser
- Roll your mouse over the "Healthy Lifestyle" tab near the top of the page
- Click on "SparkRecipes.com"
- Once you get to SparkRecipes.com, you can search for recipes or click on any featured recipe



10. Create/Update your SparkPage.

SparkPages are personal homepages where SparkPeople members can share their goals and progress with other members via photos, status updates and blog posts. Browsing the Pages of others is a great way to meet and stay in touch with other SparkFriends and find motivation, too.

HOW TO CREATE/UPDATE YOUR SPARKPAGE

- Go to SparkPeople.com in your web browser and log in to your account
- Roll your mouse over the "Community" tab near the top right of the screen
- Click "SparkPages"
- You'll now see options to view or edit your SparkPage (top right of page), search for a buddy (top left of page), and browse Motivational SparkPages.
- Click the button that says "Edit Your SparkPage"
- You'll now see the "Edit" view of your page. Select your various preferences, enter text into the open fields, and upload your photos.
- When you're finished editing, don't forget to click the "Save Your Changes" button near the top right of your Page. If you need ideas about what to put on your own Page, we recommend that you browse some Motivational SparkPages first. Simply scroll down the page to view the Motivational SparkPages on the right side for examples. Find a page that interests you, then click on it. You'll now see the SparkPage you selected to view.

