



## Online Nutrition Tracker Quick Start Guide

### **Step 1: General Setup**

Read through the Terms and Conditions. Accept when you are ready.

### **Step 2: Visit My Profile Tab**

Complete your profile details.

### **Step 3: Setup your Goals**

The “My Goals” section is a way for you to measure your progress.

At a minimum, choose the *Areas of Interest-Lose Weight* and enter your *Weight* goal. This will install additional tracking devices on your *Home* page.

### **Step 4: Setup Nutrition Logging**

The “Nutrition” section consists of a set of powerful tools designed to guide and assist you in making the right choices for proper dietary habits. - Set “*My Nutritional Targets*”. The system can approximate your Basal Metabolic Rate (BMR). If you have recently had it tested, you may also enter your own BMR figure here.

- Determine your *Activity Factor*. This is used to determine the amount of calories needed for the amount of activity you perform, on average, during the week. This will then determine your final Daily Kcal Need.
- Set your weight loss/gain goal. Simply select the – or + until the desired target weight is reached.



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- Set your *Macronutrient Ratios* (percentage of calories from carbohydrates, proteins, and fats). The system has pre-selected percentages from different popular diet programs or you may enter your own percentages. You may wish to consult with our Registered Dietitian if you are unsure of what percentages to use.
- Set your *Daily Fiber* goal. The USDA recommends between 25 - 35 grams of daily fiber.
- Go to “*My Food Log*”. Choose the date and whether the food was consumed for *Breakfast, Lunch, Dinner or Snack*. While entering food, you may select the food item to be added to your *Favorites* and then in the future you may select the food item from your *Favorites Drop-Down* list. A *Foods Database* is included for reference purposes and these items may be chosen when entering your foods.

### **Step 5: Setup the My Activity Log**

The *Activity* tab is used to track the calories spent during certain physical activities.

### **Step 6: Make your first My Journal entry**

Enter your weight, track stress, energy, motivation and log water intake for any date. You can also store a journal text entry.

### **Step 7: Create a My To Do list**

This feature allows you to create your own “To Do” Lists. A default list called “My To Do List” has been created for you, but you can create as many lists as you want by clicking on the Manage My Lists link.

### **Step 8: Upload your Beginning Photo**

Take a picture of yourself today! Upload the digital file of the photo via the “Progress Tab”.