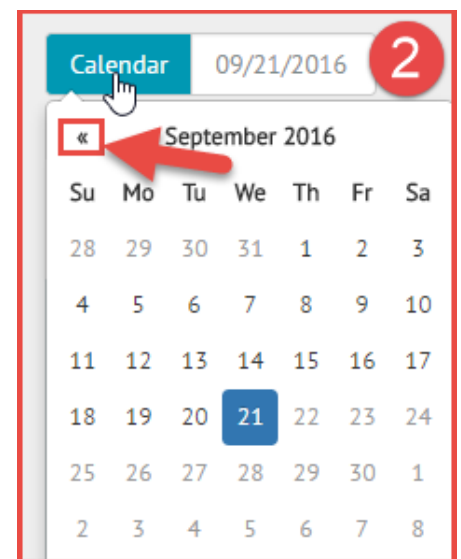


# Asset Health – Quarterly Activity Reporting

**Step 1. Click on the Quarterly Activity Reporting from the top menu in Asset Health**

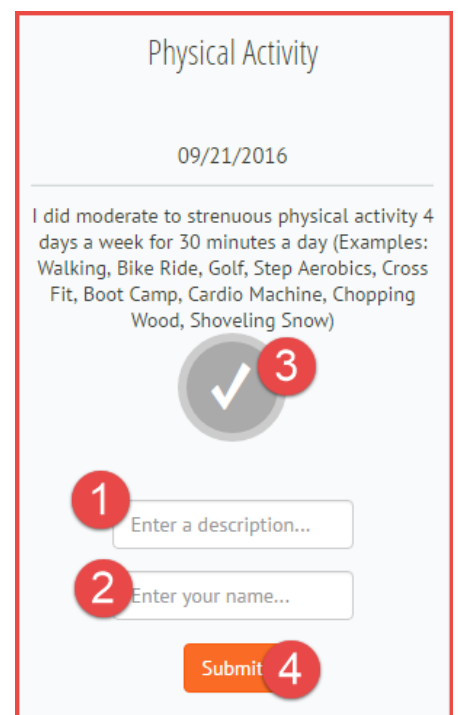


**Step 2. Scroll to the calendar area and click on the word calendar to expand the calendar. You can also click on the double arrows to change to the previous months.**



**Then scroll down to the Physical Activity section or one of the other areas that you want to report.**

- 1. Enter the description of your activity**
- 2. Enter your name**
- 3. Check the arrow and it will turn green**
- 4. Click on Submit to have the entry added.**



Physical Activity

09/21/2016

I did moderate to strenuous physical activity 4 days a week for 30 minutes a day (Examples: Walking, Bike Ride, Golf, Step Aerobics, Cross Fit, Boot Camp, Cardio Machine, Chopping Wood, Shoveling Snow)

✓ 3

1 Enter a description...

2 Enter your name...

Submit 4