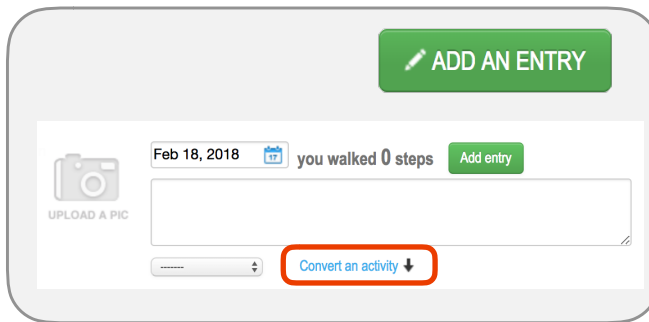


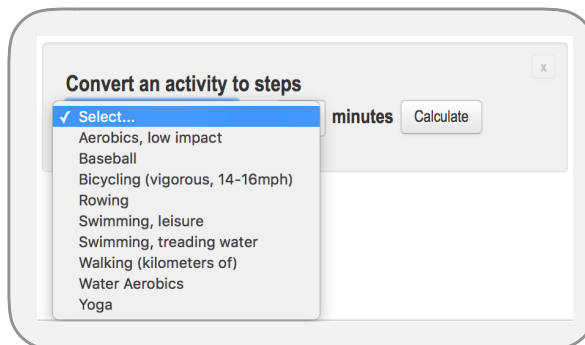
# CONVERT AN ACTIVITY

IF YOUR PROGRAM ALLOWS, YOU WILL BE ABLE TO CONVERT ACTIVITIES INTO STEPS!

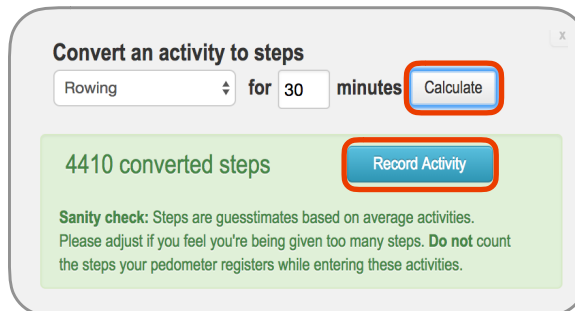
**1** While logged in online, click on “Add an Entry” and then “Convert an Activity”.



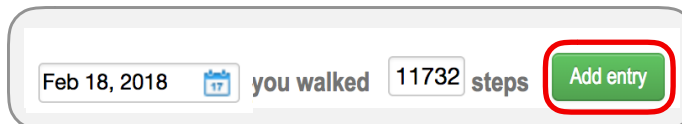
**2** You will see a dropdown where you can select the type of activity you would like to convert.



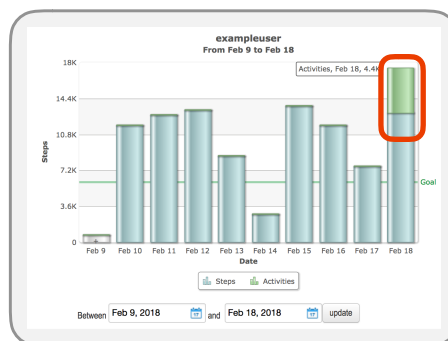
**3** Enter in the amount of time you did the activity and then click “Calculate”. You will see how many steps this converts to. Click “Record Activity” when you’re ready.



**4** Click “Add Entry” to finalize your recording.



**5** On your step graph, your converted activities will show as a different color than your regular recorded steps.



## Have questions or need assistance?

Look for the blue [Help](#) button on the lower right-hand corner when you are logged into your program.