



Step by Step Setup from computer (see below for phone)

- Set up or Log into **Your Account** at www.MyFitnessPal.com
- Click **Goals**
- Click **View Guided Setup**
 1. Change starting weight and current weight to your current weight
 2. Change **Goal Weight** to the 10-12 week goal that you have set for yourself
 3. Enter in **Birthday**
 4. Select appropriate **Normal Daily Activities**
 5. Do **NOT** enter in the times per week that you will exercise. This will create a variance in calories each day, which is hard to plan for.
 6. Set goal to lose **1-1.5 pounds per week** (suggest 1 pounds per week)
 - We need a starting point. You can adjust this as you see fit.
 7. Click **Get Started Now** or **Update Profile**
 8. Go back into the **Goals** tab
 - In the Daily Nutrition Goals Click “Edit”
 - Change Macros to:
 - 40% Carbs/30%Fat/30% Protein
 - Click Save changes
- Click on the Settings tab
 1. Click **Diary Settings**
 2. Change Meal Names to one of the following
 - Breakfast, Midmorning, Lunch, Midafternoon and Supper/Dinner (Before bed if needed)
 - Meal 1, Snack 1, Meal 2, Snack 2, Meal 3
 - 6 am, 9 am, noon, 3 pm, 6 pm
 - Customize your own
 3. Change Diary Settings to **Friends Only**
 - This will allow your coach to see your food log and help with suggestions
 - Click Save Changes
- Click the **Friends** tab
 1. Click **Email**
 2. Fill in the form sending **Your Coach** the friend request so **Your Coach** can go in and see your food log and coach accordingly
- Click the **Exercise** tab
 1. Click **Add Exercise** under **Cardiovascular**
 2. In the Search Bar type **GYIS Total Body Workout** and hit search

3. It will say “no results”
4. Click “**Create a New Exercise**” at the bottom
5. Enter **GYIS Total Body Workout** as the **Exercise Description**
6. Keep **Exercise type** as **Cardiovascular**
7. Add **45 or 60** minutes for **How long**
8. **Calories Burned** enter **either 250 or 300**. Based on your height, gender, age and weight and the workout, it will vary, so this is just a good barometer. If you want to add one for the Tu/Thu Cardio you can do the same thing except name it GYIS Core-Cardio and about 150-200 calories.

We do suggest doing the initial set up on your desktop or laptop. After that you can easily enter things into your smart phone.

Instructions for making the same changes on your Smart Phone

CLICK MORE (bottom right hand side)

Click **Goals**

Enter

- Starting Weight , Current Weight and Goal Weight
- Weekly Goal
 - 1-1.5 pounds per week
- Activity Level o Choose the appropriate level based off what you do for work
- Click Calorie and Macronutrient Goal
 - Make sure the calorie goal makes sense
 - Click on carbohydrates and change macros to the following
 - Carbs 40%
 - Protein 30%
 - Fat 30%
 - Click the **Check Mark**
- **DO NOT** enter in the fitness goals
 - This changes the calories that can be consumed based on the amount of exercise that is done. It varies by the day and is hard to plan for.

Click **Settings**

- Diary Settings
- Diary Sharing
 - Friends Only
- Add your coach to your friends list so they can look at your diary and coach you
 - Click Friends
 - Click the **Plus Sign** in the upper right hand corner
 - Click Email
 - Enter your coaches email address so it sends them a request

You can **NOT** change the **Meal Names** in the Phone App. You will have to log into your account online to customize that.