



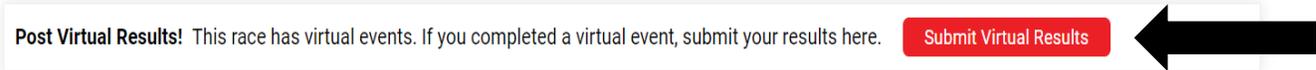
HOW TO SUBMIT ACTIVITIES: STEP-BY-STEP INSTRUCTIONS

STEP 1

NAVIGATE TO THE **RESULTS PAGE** ON THE HEART & SOLES RUN REGISTRATION SITE.

STEP 2

CLICK THE **SUBMIT VIRTUAL RESULTS** BUTTON.



STEP 3

ENTER YOUR INFORMATION TO FIND YOUR REGISTRATION.

Participant Lookup

Search By Name

OR

Search By E-mail Address

First Name *

E-mail Address *

Last Name *

Date of Birth *



Lookup Registration

Lookup Registration

STEP 4

ONCE YOU FIND YOUR REGISTRATION, SELECT **SUBMIT VIRTUAL RESULTS**.

Find A Participant

BIB NUMBER	NAME	EVENT	REGISTRATION DATE	OTHER DETAILS
	Emily Sparling More Details	Virtual 5K Walk/Run Submit Virtual Results	Feb 23, 2021 at 10:00am PST	

STEP 5

USE THE DROPDOWN MENU TO SELECT YOUR ACTIVITY TYPE.

E Log Activities
Emily Sparling: [Spring into Fitness Challenge](#)
Results will be accepted from Tuesday February 23, 2021 12:00:am PST to Sunday May 16, 2021 10:30:am PDT. [Click here](#) for additional details.

New Activity Load Activity from File

Activity *
Date Completed * 02/24/2021

Run
Walk

miles Convert from: ▾

Enter Your Time
00 : 00 : 00
HR MIN SEC

Comment

+ Add Another Activity Import Activities from CSV file Lock Account ▾

STEP 6

ENTER THE DETAILS OF YOUR WORKOUT.

New Activity Load Activity from File

Activity *
Date Completed * 02/24/2021

Distance in Miles *
5 miles Convert from: ▾
8.0 km

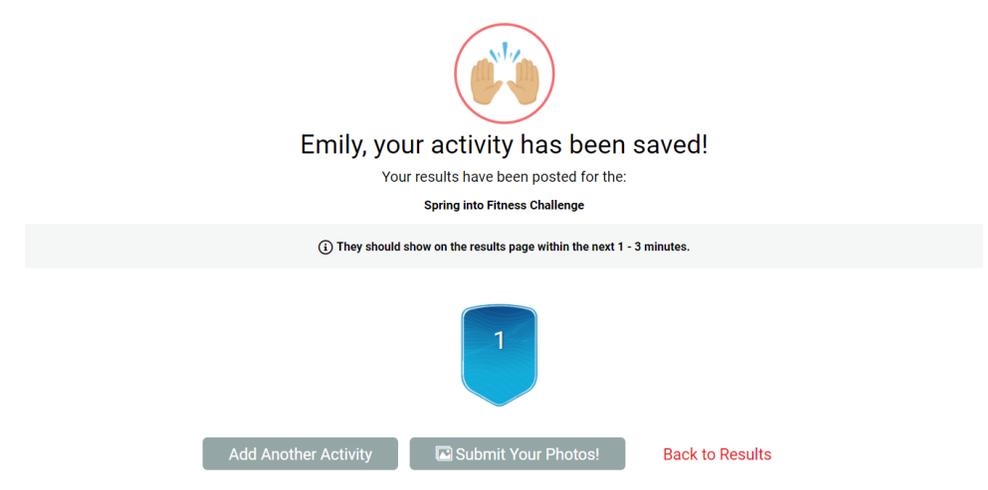
Enter Your Time
00 : 45 : 56
HR MIN SEC

Comment
What a great run!

+ Add Another Activity Import Activities from CSV file Lock Account ▾

STEP 7

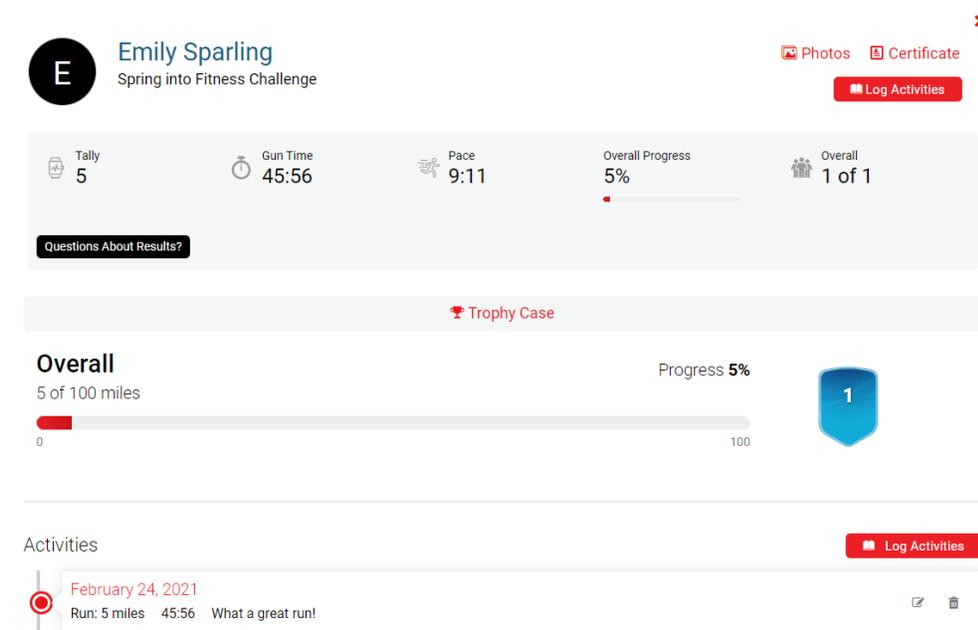
HIT **SUBMIT ACTIVITY** TO SAVE AND UPLOAD YOUR WORKOUT TO SEE WHAT BADGES YOU EARNED!



The screenshot shows a confirmation message: "Emily, your activity has been saved!". Below this, it states "Your results have been posted for the: Spring into Fitness Challenge". A grey bar contains the text: "They should show on the results page within the next 1 - 3 minutes." Below this is a blue shield-shaped badge with the number "1". At the bottom, there are three buttons: "Add Another Activity", "Submit Your Photos!", and "Back to Results".

STEP 8

VIEW YOUR PROGRESS AND ACCESS YOUR **TROPHY CASE** ON YOUR INDIVIDUAL RESULTS PAGE.



The screenshot shows the individual results page for Emily Sparling. At the top left is her profile picture with the letter 'E' and her name "Emily Sparling" and "Spring into Fitness Challenge". To the right are links for "Photos", "Certificate", and "Log Activities". Below this is a summary bar with: "Tally 5", "Gun Time 45:56", "Pace 9:11", "Overall Progress 5%", and "Overall 1 of 1". A "Questions About Results?" button is below the summary. A "Trophy Case" section shows "Overall 5 of 100 miles" with a progress bar at 5% and a blue shield badge with the number "1". At the bottom is an "Activities" section with a "Log Activities" button and a list item for "February 24, 2021" with details "Run: 5 miles 45:56 What a great run!" and edit/delete icons.

CONGRATS ON WORKING TOWARDS YOUR SPRING FITNESS GOALS!