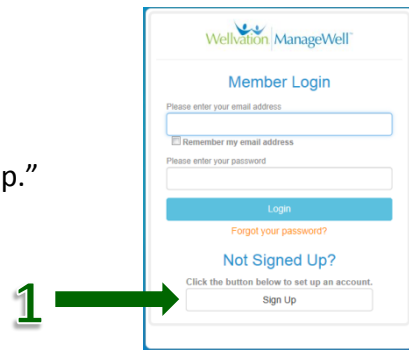


October 1, 2016

Wood County Wellness is excited to provide you with access to a new resource, www.managewell.com. This website will replace the previous way you tracked wellness activities. It features valuable health programs and tools as well as a central location for storing and tracking your wellness efforts. For example; scheduling your biometric appointments, coaching appointment and a NEW online health assessment.

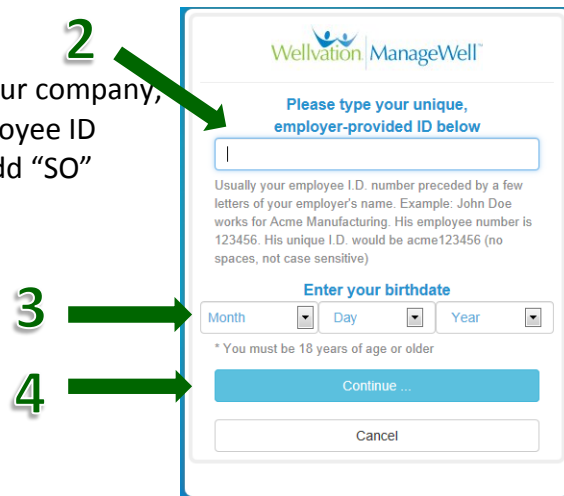
To start your confidential health assessment, logon to the website www.managewell.com and follow the instructions below to register.

1. Go to www.managewell.com and click on "Sign Up."



2. Enter your "Unique ID."

This Unique ID is the first few letters of your company, "WOOD", followed by Wood County employee ID number. If an eligible spouse, you will add "SO" after this.

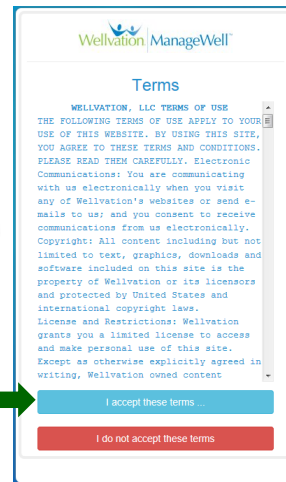


3. Enter your date of birth.
4. Select "Continue..."

5. Confirm your name.

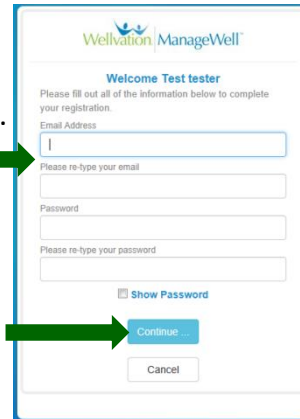


6. Read through the "Terms".



7. Select "I accept these terms."

8. Enter a unique and valid email address and password. Remember these for the next time you log in to the website.

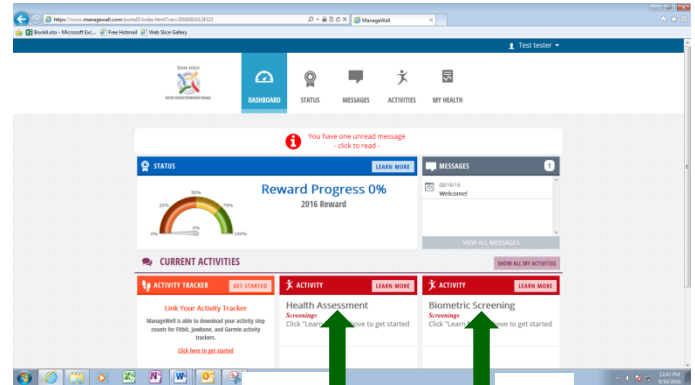


9. Select "Continue..."
This takes you to your Home/Dashboard page.

10. Select Biometric Screening to schedule your onsite biometric screening date & time.

11. Select Health Assessment activity to complete the HRA.

**Make sure you have answered every question to finish your health assessment.*



QUESTIONS

Contact Aspirus Business Health-Wellness at 844-309-1269 or email: wellness@aspirus.org if you have any questions on registering or navigating the webpage.

Thank you!