





# How to make an appointment to seek general support for National Steps Challenge™





### Step 1

Download or update to the latest version of the Healthy 365 app\*.

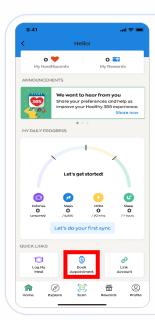
\*The latest version of the Healthy 365 app requires a minimum of Android 6 or iOS 10.



#### Step 2

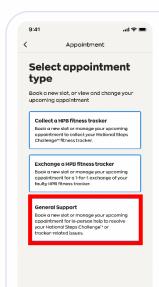
Create or restore your profile by following the onscreen instructions.

Note: All Healthy 365 profiles must be verified using Singpass. Click <u>here</u> for a step-by-step guide on the Singpass verification process



## Step 3

Go to "Home" page, look for the "Quick Links" section. Tap "Book Appointment".



### Step 4

Tap "General Support" to be redirected to the appointment booking site.









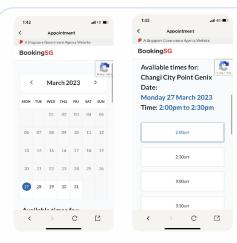
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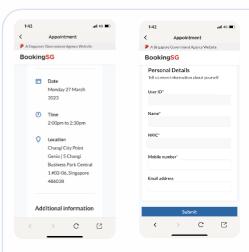
### Step 5

On the appointment booking site, eligible participants can select your desired location. Alternatively, you can tap "Apply Filter" to select a booking date and filter locations by zone.



### Step 6

Select your desired date and timeslot



### Step 7

Provide your 'mobile number' to confirm your appointment and receive appointment notifications from BookingSG.

Note: If you wish to receive a confirmation email, do also provide a valid email address.

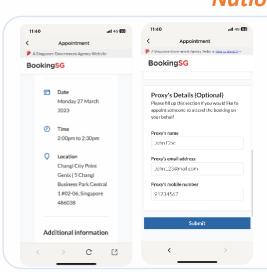








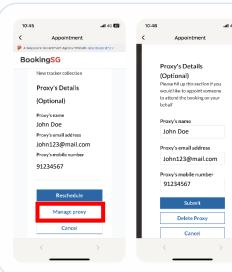
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### Step 8 (Optional)

If you would like to appoint someone else to seek general support on your behalf, please fill in your proxy's details below.

You and your appointed proxy will receive your general support appointment confirmation details via SMS and email, if valid mobile numbers and email addresses are provided.



#### Step 9 (Optional)

Your appointed proxy's details will be shown at the bottom of the page. If you wish to change or remove your appointed proxy, please select "Manage proxy".

After changing your appointed proxy's details, press "Submit".

To remove your proxy, select "Delete Proxy".





#### Step 10 (Optional)

If you have already made a general support appointment, and would like to appoint a proxy, repeat Steps 3 & 4 to retrieve your appointment details.

Select "Manage proxy" and fill in your proxy's details.

You and your appointed proxy will receive your general support appointment confirmation details via SMS and email, if valid mobile numbers and email addresses are provided.

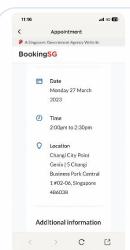








# How to make an appointment to seek general support for National Steps Challenge™



# Step 11a (Seeking support for yourself)

On the day of your appointment, bring your photo ID, and either of the following:

- (i) Appointment confirmation page on Healthy 365 app (Repeat Steps 3 & 4 to view your appointment details), or
- (ii) Appointment confirmation email.

Please check your junk/spam folder if you did not receive the confirmation email in your inbox.

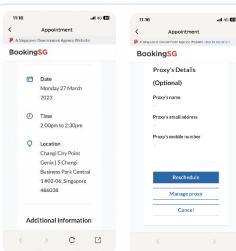


#### Step 11b (Seeking support by appointed proxy)

On the day of your appointment, your appointed proxy will have to present the following:

- (i) Appointment confirmation email sent to your appointed proxy, and
- (ii) A valid photo ID (physical or digital NRIC, driving license, etc.) of the appointment holder

# How to change/cancel an appointment?



Follow Steps 3 & 4 to retrieve your appointment details from Healthy 365 app.

Then tap:

- (i) "Reschedule" to change your appointment, or
- (ii) "Cancel" to cancel your appointment.

If you reschedule your appointment, please refer to the latest appointment confirmation details when coming for your support appointment.

