



BodyKey App 2.1 Coach Function User Guide



What's in this guide

Getting Started

3

- Introduction of Coach Function

My Member

4

- Add New Member
- Edit Members Info

Member Report (Inbody)

6

- Inbody Test via InBodyDial or InBodyWatch
- Manual Input

Member Report (Progress)

8

- Photo Diary
- Create Collage
- Preview Image
- Progress Graph



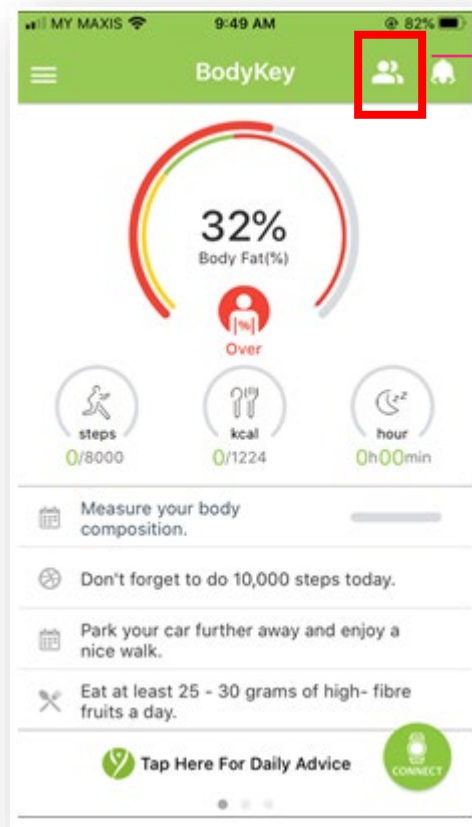
Getting Started

Introduction to Coach Function

As many had gone through the BodyKey weight management journey and benefited from the programme, it has now evolved to cater to mentoring and coaching those who wish to shed some weight or body fat with BodyKey.

With that, BodyKey App 2.1 enhancement added the **Coach Function** which enables tracking, monitoring and recording progress of your customers/members. In other words, this platform is designed to support you as a mentor to coach your downlines/members by monitoring their progress through their weight management journey.

Besides, it acts as a business support tool where it gives you information on your customer/downline's progress on-the-go. Plus, it minimizes the manual recording step that you usually do, all records will be digitalised with just a button away.

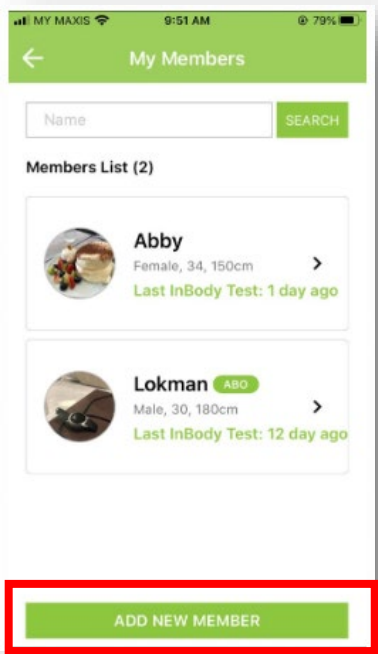


NEW!
Coach
Function

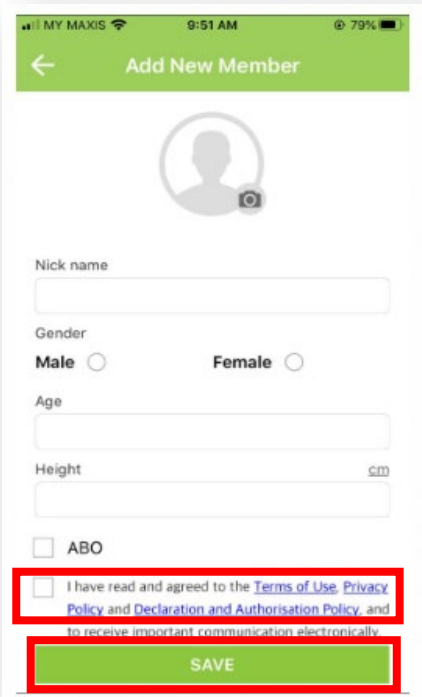
Add Member

To begin coaching ~~your customer/downlines~~, ~~you should~~ add your customers/downlines to the member list.

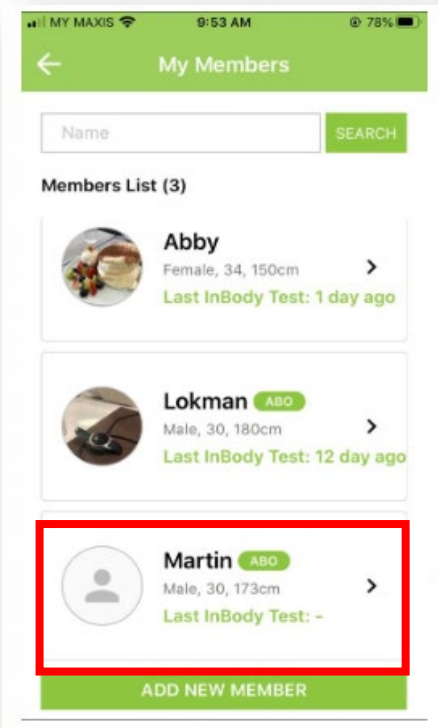
1 Go to **ADD NEW MEMBER**



2 Fill in all fields and **SAVE**. Remember to check the **T&C** box before saving.



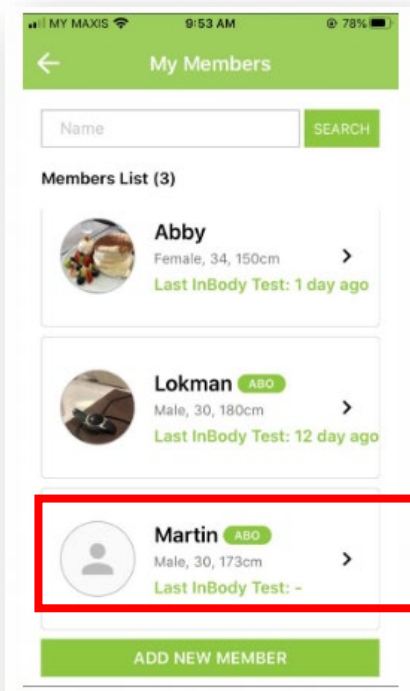
3 New Member will display as below.



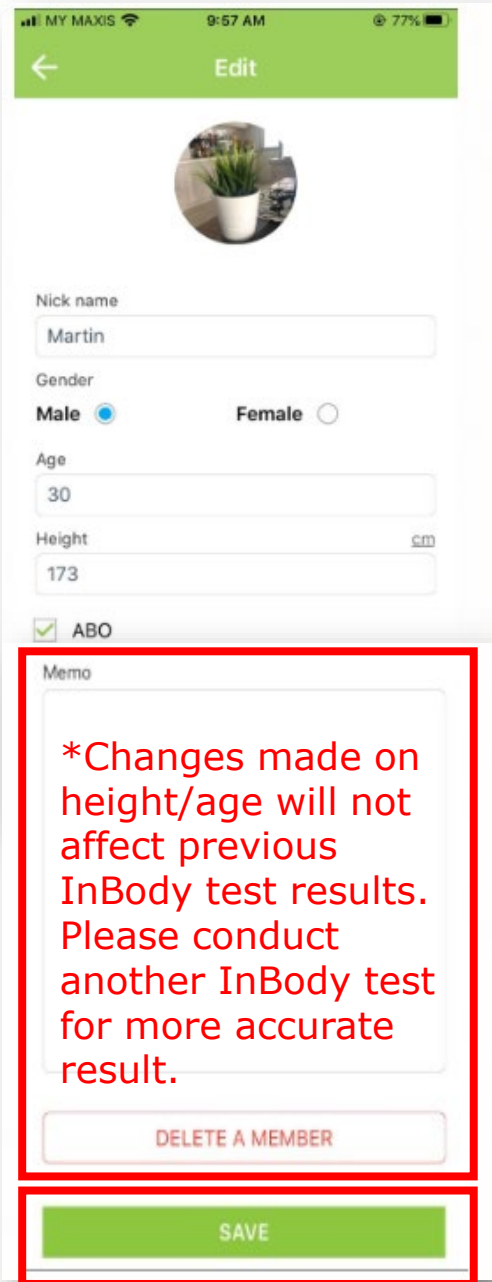
Edit Member Info

Entered wrong member's details or special attention/remark is required? Here's what you can do:

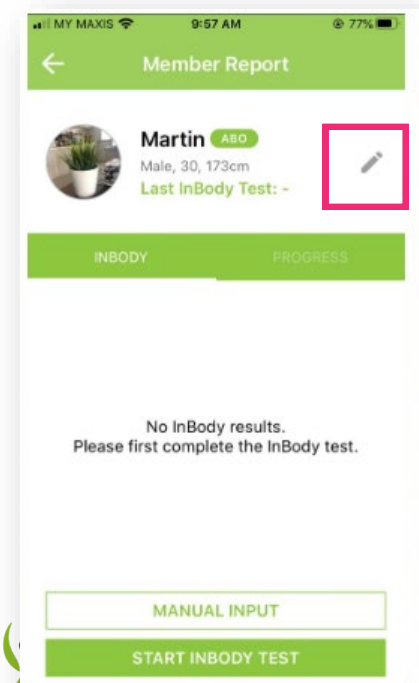
1 Select a **MEMBER** you wish to edit



3 You can edit member's info and add in **Memo** for any special remarks. You may **DELETE A MEMBER** from here too. Remember to **SAVE** after every change made.



2 Go to **Edit** "✎"

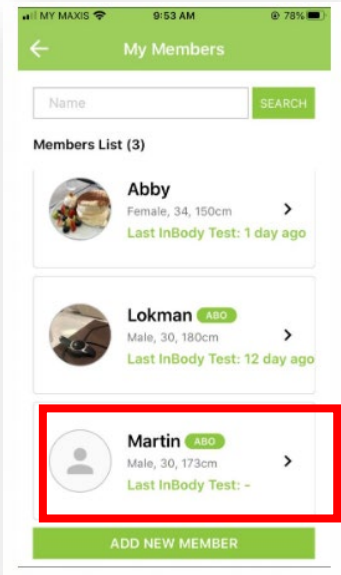


Member Report (Inbody)

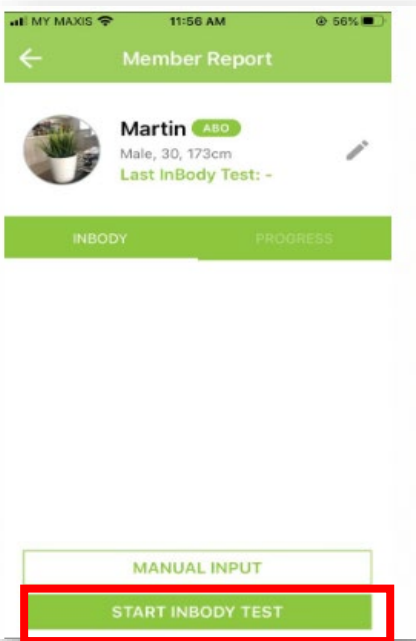
InBody Tests via InBodyWatch or InbodyDial

There are two ways to conduct InBody tests using an InBodyWatch OR InBodyDial. **Please connect your InBody device with the BodyKey app beforehand.**

1 Select a **MEMBER**

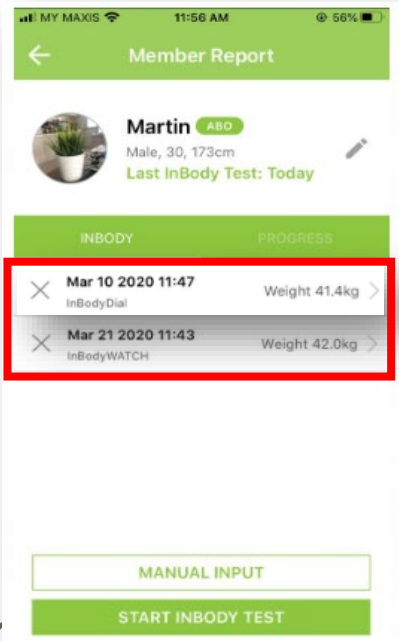


2 Go to **START INBODY TEST**



If you have both InBodyDial and InBodyWatch set up, it will require you to choose which device you wish to use to conduct an InBody test.

3 All past InBody tests conducted using InBodyWatch or InBodyDial will be shown here.



4 InBody test results will be displayed in this format.



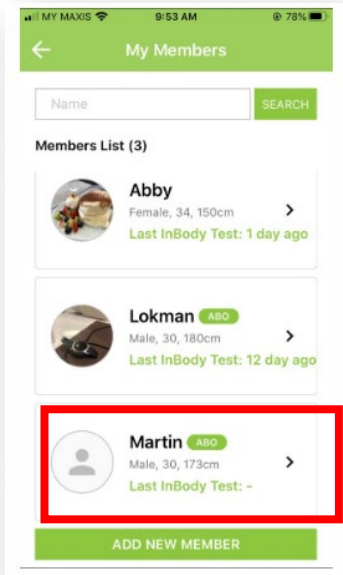
Manual Input results format differs. See next page.

Member Report (Inbody)

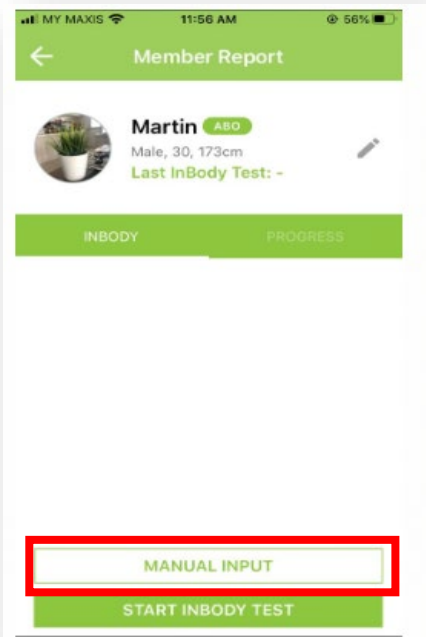
Manual Input

Manual Input function is available if you do not have an InBodyDial and InBodyWatch.

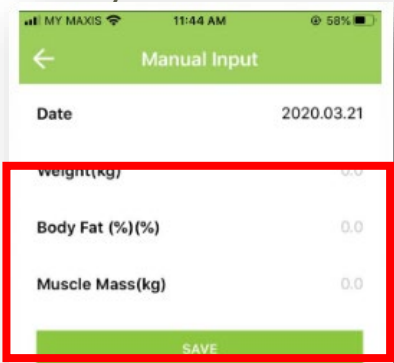
1 Select a **MEMBER**



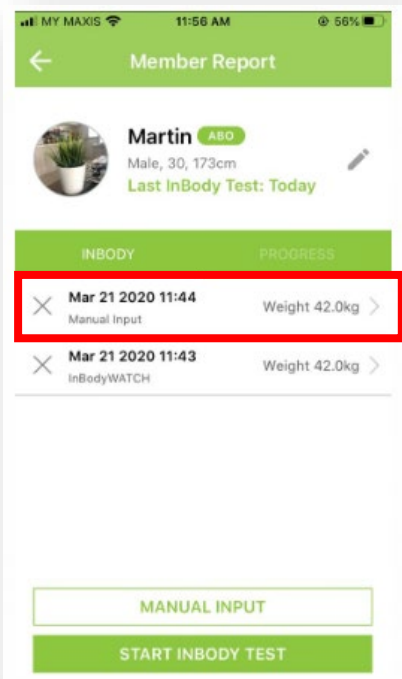
2 Go to **MANUAL INPUT**



3 Enter data (from other device) and then **SAVE**. Manual Input results format will not be the same as Inbody Test results.



4 All manual input will be recorded in the Member Report.

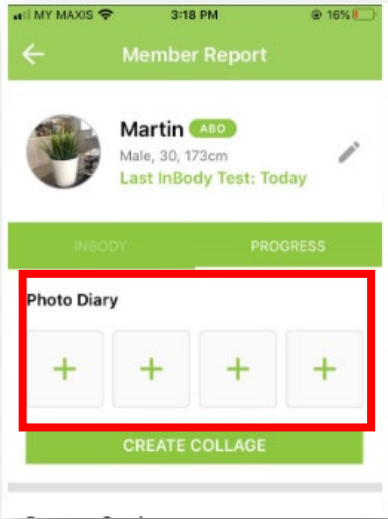


Member Report (Progress)

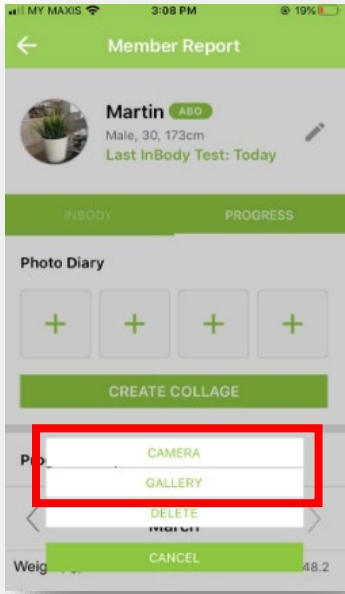
Photo Diary

You can record your customer/downline's progress by taking and uploading up to 4 photos throughout their weight management journey, and make a collage to share with them! Take the opportunity to meet them up in personal and guide them through.

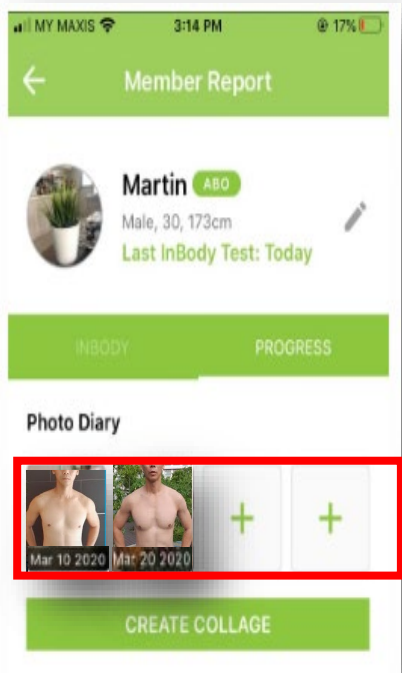
1 Tap on "+" in **Photo Diary** to upload a photo.



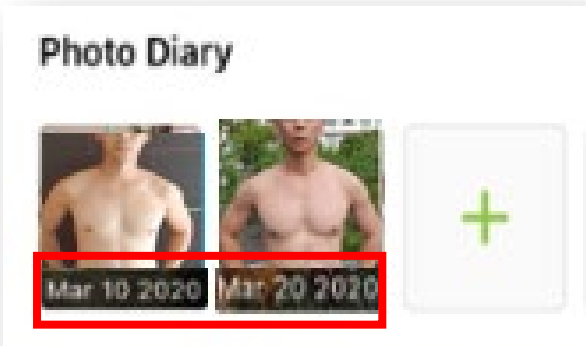
2 Select a photo from either **CAMERA** or **GALLERY**



3 Uploaded photo will be shown in **Photo Diary**.



4 There will be **Time Stamp** once the photo is uploaded.

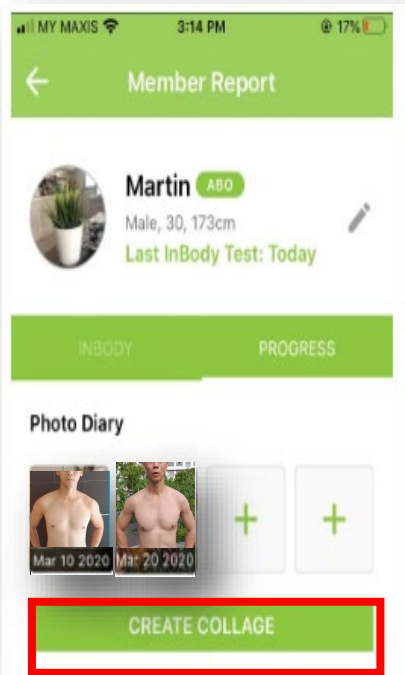


To make a collage, see **Create Collage** on next page.

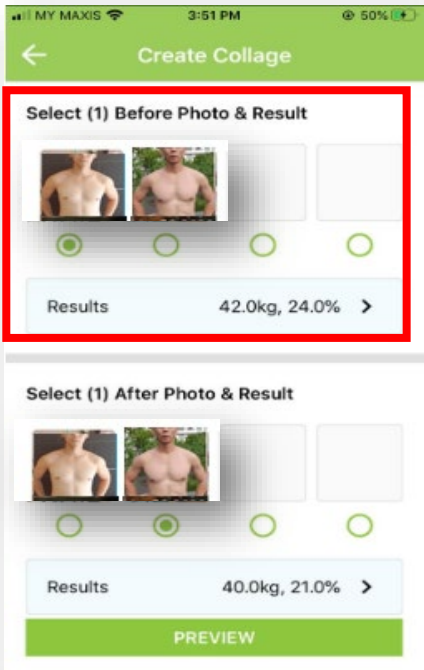
Member Report (Progress)

Create Collage

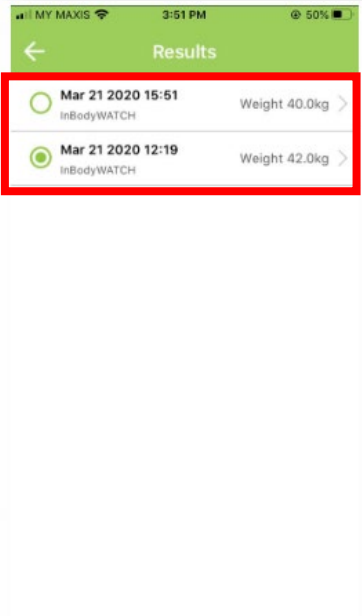
1 After uploading photos, go to **CREATE COLLAGE**.



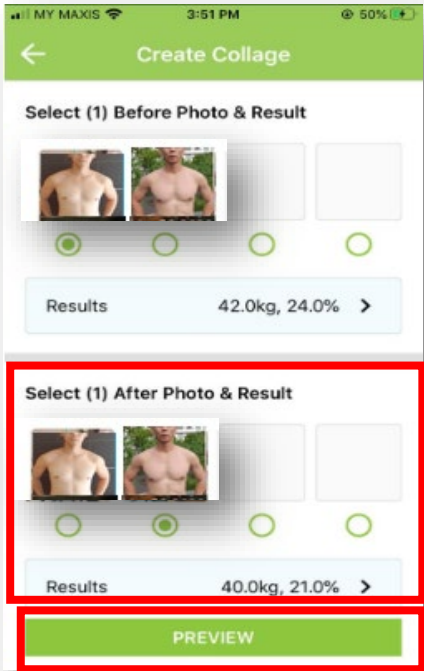
2 Select **(1) Before Photo & Results** from the uploaded photos.



3 Select **Before Results** from the Results list.



4 Repeat the same for **Select (1) After Photo & Result**. Go to **PREVIEW** and have a look at the collage you have just made.




Member Report (Progress)


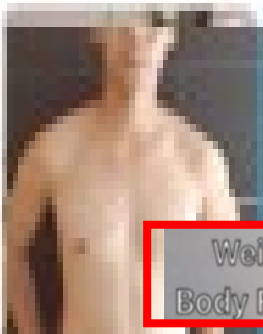
Preview

- 1** Here's how a collage looks like - **Weight and body fat percentage (%) loss** will be calculated automatically and displayed on the preview image. A **Memo** section is available for you to share your coaching experience with customer/downlines or their progress. You may **SAVE IMAGE** and then share it with your customer/downline.


MY MAXIS 3:54 PM 50%

← Preview

 Martin



Weight -2.0kg
Body Fat (%) -3.0%

Before  After

Memo

Martin has successfully lost total -2.0kg and reduced -3.0% in Bodykey programme. Should you interested to know how to achieve this goal, reach me out and i will coach you!

SAVE IMAGE

Auto calculated weight (kg) and body fat % loss

Member Report (Progress)

Progress Graph

1 You can now view your customer/downline's progress at a glance, including **weight, muscle mass, BMI, and body fat percentage.**



Please note that only the last or latest results being measured of the day will be captured in the progress graph.



© Copyright information for the country