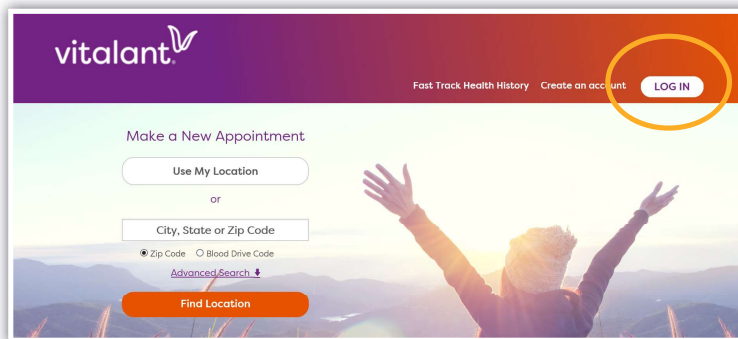


Online Donor Account Instructions

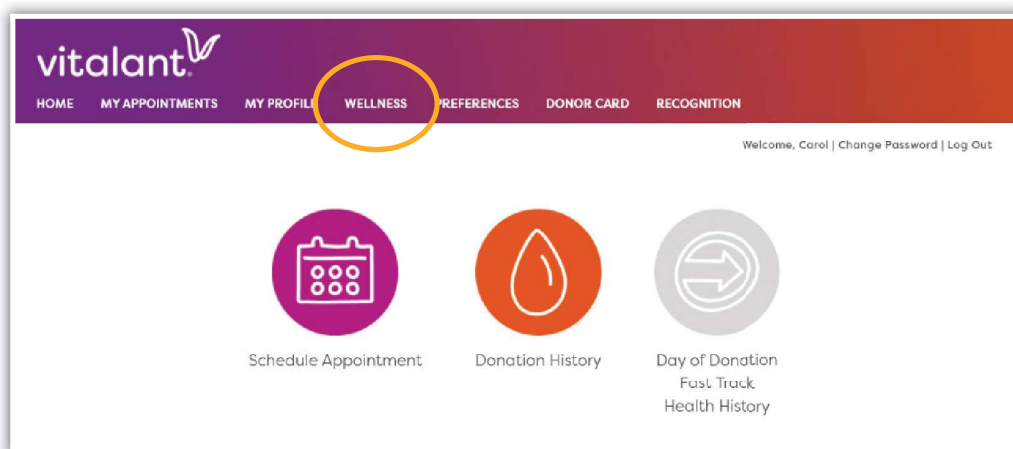
Wellness, My Profile, Preferences and Donor Card

Wellness

1. To view wellness results from past donations, visit donors.vitalant.org.
 - If you already created a new account on our site, click the **“LOG IN”** button.
 - If you need to set up an account, please click **“Create an Account”** and follow the on-screen steps. Need help? [Click here](#).



2. Once logged in, click **“WELLNESS”** in the top banner.



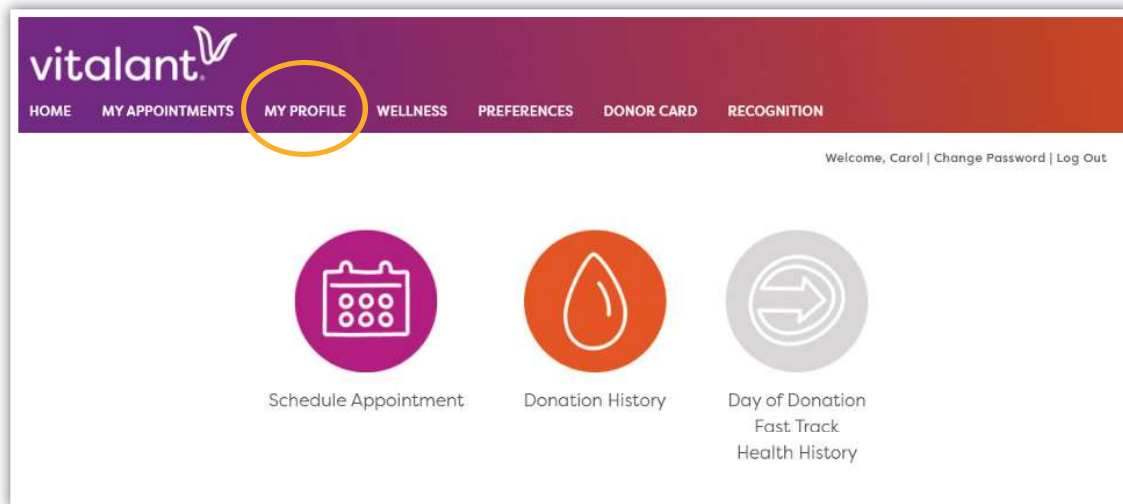
3. Once you are on the Wellness page, you will be able to view your wellness information (going back 10 years). Here you will be able to select and view your history of donations within a specific time frame.
 - To select a different date range, simply enter in the desired range and click the **“Search”** button. This will show you the donations you made during this time.
 - The results will be listed in order from your most recent donation to the oldest. Scroll down to see past donations.

The screenshot shows the Vitalant website's 'Wellness' page. At the top is a navigation bar with links: HOME, MY APPOINTMENTS, MY PROFILE, WELLNESS, PREFERENCES, DONOR CARD, and RECOGNITION. Below the navigation bar, there's a header 'Wellness' and a sub-header 'Enter date range below to pull up a history of your wellness information (up to past 10 years)'. There are two date input fields labeled 'Date From' and 'Date To', both with the placeholder 'MM/DD/YYYY'. To the right of these fields are 'Search' and 'Cancel' buttons. Below the date range selector is a 'Print' button. The main content area is a table with two columns: 'Category' and 'Value'. The table lists various health metrics: Cholesterol, COVID-19 Antibody, COVID-19 Supplemental, Hemoglobin, Pulse, Pulse Rate Recheck, Temperature, Temperature Recheck, Blood Pressure - Systolic, Diastolic Blood Pressure, Systolic BP Recheck, and Diastolic BP Recheck. Each row has an orange circle with an 'i' icon next to the category name, indicating that clicking it provides more information.

4. Several tests are performed on each donation and are listed under the Category column. Results are listed under the Value column. Your vitals (blood pressure, pulse and temperature) are also included here.
 - For more information about each category, click the orange “i” circle next to the item.
5. Printing your results
 - There are two ways to print your results:
 - Print the results for one donation by keeping your date range to the time of that specific donation.
 - Create a wide donation range and print the results of all donations during that time frame.

My Profile

1. Click **"MY PROFILE"** in the top banner.



2. If you need to add/modify your address, email address or phone numbers, click the **"Info 1"** tab. Make your desired changes and click the **"Submit Changes"** button.
 - Please keep your contact information up to date so you can receive important communication from Vitalant.

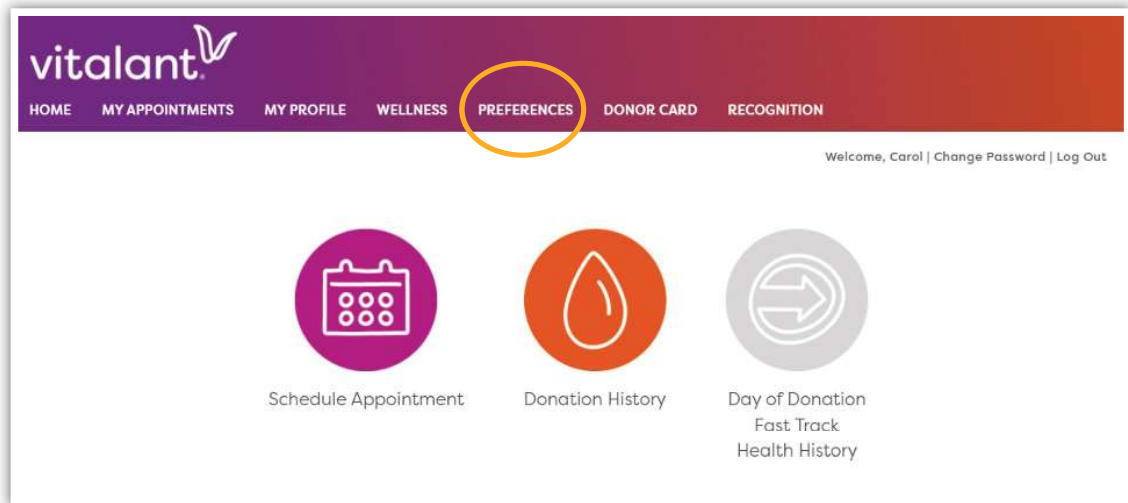
The screenshot shows the "My Profile" page. At the top, there are four tabs: "Primary", "Info 1" (selected), "Info 2", and "Donation History". Below the tabs, it says "Please complete the following (including the duration of time you live at this address if not year round).". There is a form with the following fields:

Address Line 1		Address Line 2	
City		State	AZ
Zip Code			
Email Address			
Primary Phone			
Mobile Phone			
Location Duration			

Below the form, it says "There are unconfirmed changes." and there is a "Submit Changes" button circled in orange.

Preferences

1. Click **“PREFERENCES”** in the top banner.



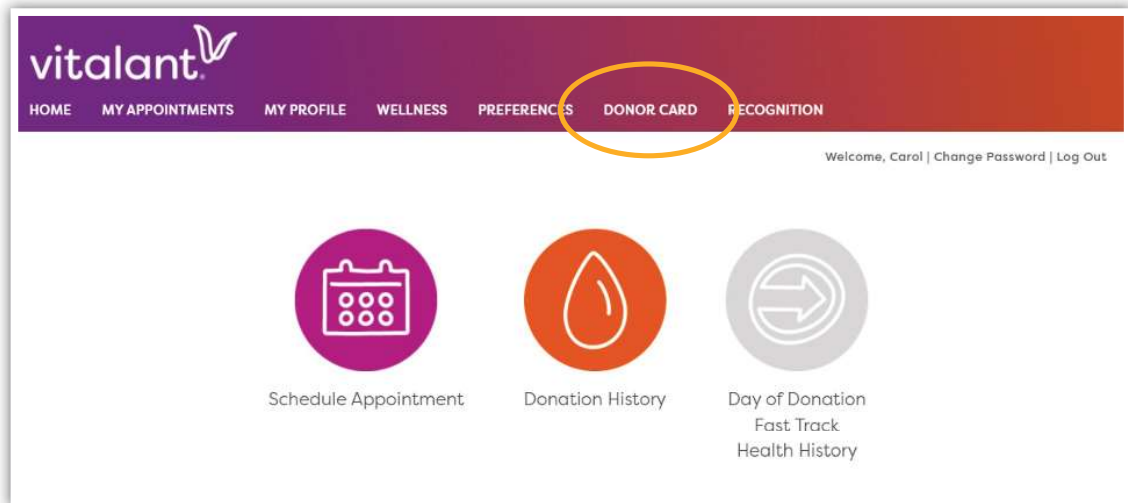
2. On the Communications Preferences page, you will be able to choose how you want to hear from Vitalant. You can opt in or out of the following forms of communication:
 - Primary Phone Calls
 - Text Messages
 - Work Phone Calls
 - Email
 - Mobile Phone Calls



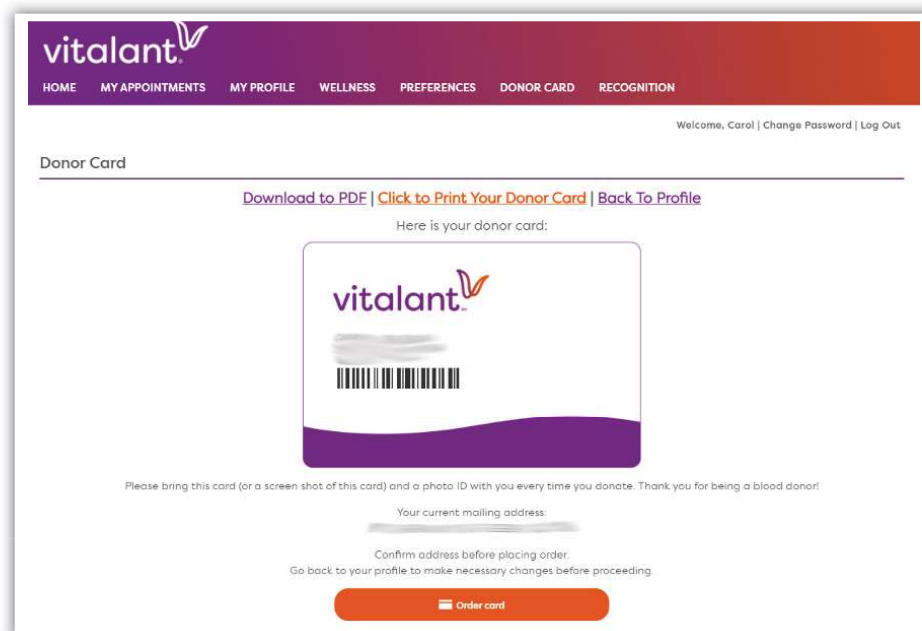
Please note: certain emails, like those for appointment confirmation and appointment reminder will still be sent to you even if you are opted out of email.

Donor Card

1. Click **“DONOR CARD”** in the top banner.



2. Under the Donor Card section, you will see a digital representation of your Donor ID Card.



3. To Download as a PDF

- Click **“Download to PDF”**
- Check the downloads on your computer or device
- View/Save PDF of your Donor ID Card

4. To Print Your Donor Card

- Click **“Click to Print Your Donor Card”**
- A new print window will open
- Select the options available to print your Donor Card

5. Order Physical Card

- Please review your address information to ensure proper delivery of your Donor Card. If you need to update your mailing address, go to **“Back to Profile”** or **“My Profile”** and make the changes. Then, click **“DONOR CARD”** to return to this page.
- Select **“Order card”** at the bottom of the screen to receive a printed card in the mail.
- Once you have clicked **“Order Card,”** please allow 2 - 3 weeks for the request to be processed and the card mailed to your address.

