1

00:00:01,466 --> 00:00:06,632

SuperTracker Groups allow groups of people to use SuperTracker together.

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00:00:06,633 --> 00:00:14,699

Group leaders, for example a teacher, health professional, or coach can create a group and invite others to join.

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00:00:14,700 --> 00:00:20,500

Group members use SuperTracker's great features to track their foods and physical activities

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00:00:20,500 --> 00:00:24,133

and opt to share this information with their group leader.

5

00:00:24,133 --> 00:00:30,966

In this video, I'll show you how to create a group, join a group, and run group reports.

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00:00:30,966 --> 00:00:35,166

To get started you will first need a SuperTracker account.

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00:00:35,166 --> 00:00:42,132

Be sure to complete step 1 (personalization) and step 2 (registration).

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00:00:42,133 --> 00:00:50,633

Then, from the SuperTracker homepage, use the "Groups" menu in the upper right to access the Create Group page.

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00:00:50,633 --> 00:00:54,499

On the Create group page, enter a name for your group.

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00:00:54,500 --> 00:00:59,200

You can also set an end date if you want your group to expire at a certain time.

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00:00:59,200 --> 00:01:01,633

This is optional.

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00:01:01,633 --> 00:01:07,799

In the Leader Display Name field, enter your name as you want it to appear to group members.

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00:01:07,800 --> 00:01:14,766

You can also enter an organization name like your school or company, but this is optional.

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00:01:14,766 --> 00:01:23,066

Check the "Be a group participant" box if you want your information to show up in reports along with the other group members.

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00:01:23,066 --> 00:01:29,766

Next, select what information you want group members to share with the group leader, that's you.

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00:01:29,766 --> 00:01:35,232

You can't change what information is and is not shared once the group is created,

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00:01:35,233 --> 00:01:38,599

so be sure to include all information you think you may need

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00:01:38,600 --> 00:01:42,633
If you want to, you can choose an image to represent your group.

19
00:01:42,633 --> 00:01:46,666
The image will be visible to anyone joining this group.

20
00:01:46,666 --> 00:01:52,632
Lastly, enter a description of your group so members will know what it's all about.

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00:01:52,633 --> 00:01:55,366
When you're done, click the Create button.

22
00:01:55,366 --> 00:01:58,232
This will bring you to your group page.

23
00:01:58,233 --> 00:02:03,333
From here, you can invite people to join your group via email.

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00:02:03,333 --> 00:02:08,699
Just click the email button to open up an invitation in your default email application,

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00:02:08,700 --> 00:02:11,966
type the email addresses of the people you would like to invite, and send.

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00:02:11,966 --> 00:02:14,232

27

00:02:14,233 --> 00:02:22,233

Or if you don't want to use email, you can share the access code found on your group page with anyone you want to join.

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00:02:22,233 --> 00:02:30,399

As the group leader, you can manage your list of members. For example, on the group page you will see the option to View Members.

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00:02:30,400 --> 00:02:36,766

Here you can remove members or add notes that only you can see.

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00:02:36,766 --> 00:02:42,766

You can also run reports analyzing the food and physical activity information tracked by group members.

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00:02:42,766 --> 00:02:49,132

Just click Run Reports from your group page to choose from the three reports available.

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00:02:49,133 --> 00:02:51,733

Now, let's go over how to join a group.

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00:02:51,733 --> 00:02:58,833

If you've received a SuperTracker group invitation via email, simply click the link in your invitation message.

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00:02:58,833 --> 00:03:06,366

If you're not already logged in, you will be prompted to either log in or create a profile if you are new to SuperTracker.

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00:03:06,366 --> 00:03:12,566
On the group page, check the box that you agree to the terms and conditions and click Join.

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00:03:12,566 --> 00:03:18,999
Or, if someone has given you an access code to join a group, simply go to SuperTracker.usda.gov

37
00:03:19,000 --> 00:03:23,966
and select Join Group from the Groups menu in the upper right.

38
00:03:23,966 --> 00:03:29,699
On the Join a group page, enter your access code, agree to the group terms and conditions,

39
00:03:29,700 --> 00:03:32,400
and click Join.

40
00:03:32,400 --> 00:03:38,166
Thanks for checking out SuperTracker groups. We hope you give it a try today!