8alance Playbook

A toast to a healthier lifestyle

For FTLife users

https://8alance.en-novelty.com/tc/

Feb 2024

Getting started with installation

Dive into the world of Balance

For A.Connect users

Go to page 3

For non-A.Connect users

Skip to page 5

Getting started with installation

For A.Connect users

Step 1: Download 8alance

Scan the QR code or search **'8alance'** on App Store or Google Play.

Tap **'Install'** to begin the download.

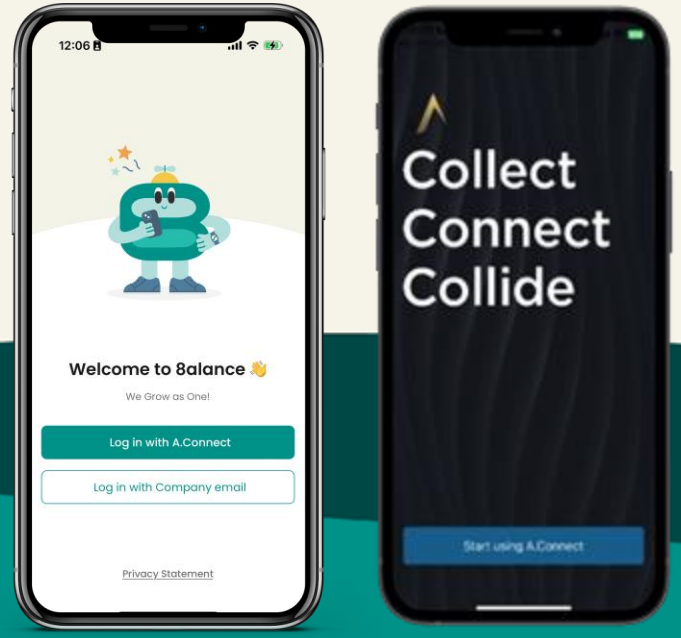
8alance

Download on the App Store

GET IT ON Google Play

Step 2: A.Connect login

1. Click **'Log in with A.Connect'**.
2. You will be taken to the A.Connect app. Click **'Start using A.Connect'** to log in.
3. After a successful login, read and agree to 8alance Terms & Privacy Policy.



Introduction and app feature tour

Step 1:

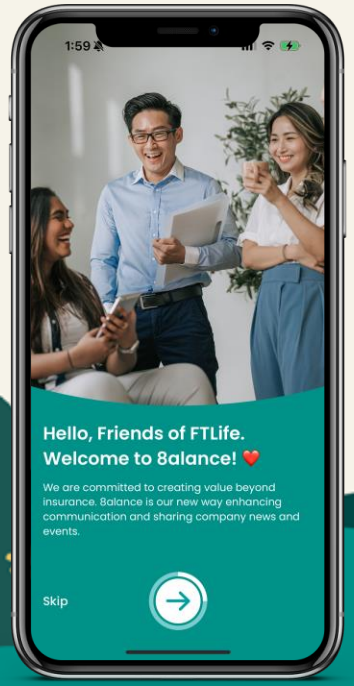
Read through the introduction to 8alance, click the arrow button to read more or click ‘Skip’ button

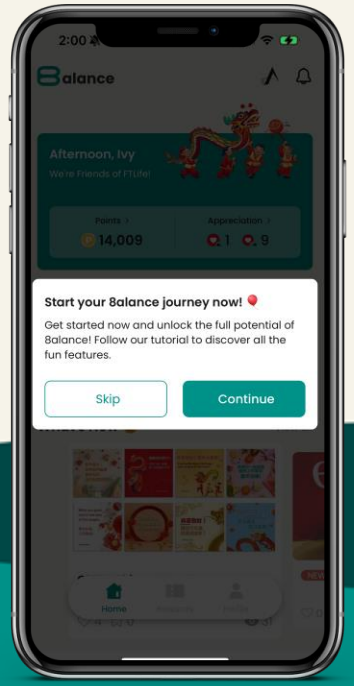
Step 2:

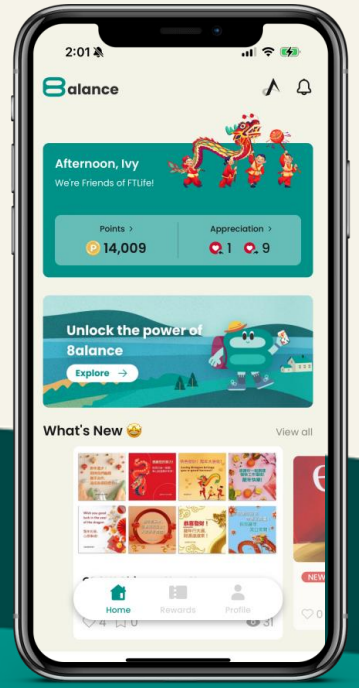
You will be taken on an app feature tour in 8alance. Click ‘Continue’ button or click ‘Skip’ button to go to the Homepage

Step 3:

After the app feature tour, you will be taken to 8alance Homepage.







Getting started with installation

For non-A.Connect users

Step 1: Download 8alance

Scan the QR code or search **‘8alance’** on App Store or Google Play.

Tap **‘Install’** to begin the download.

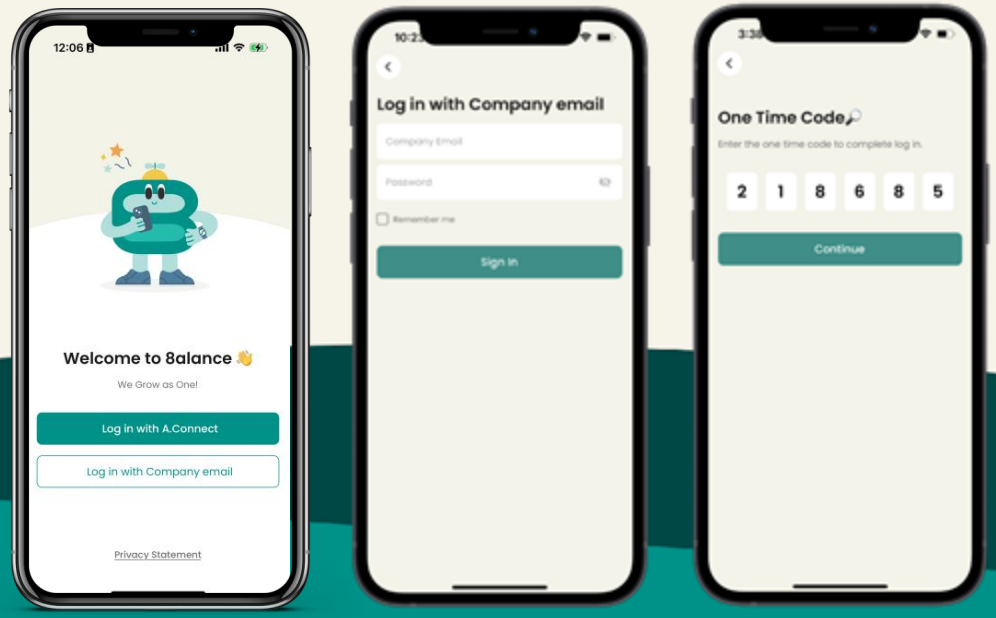
8alance

Download on the App Store

GET IT ON Google Play

Step 2: Company email login

1. Click **'Log in with Company email’**.
2. Enter your company email address and outlook password, then click **‘Sign in’**.
3. Enter the one-time-code received via email or SMS.
4. After a successful login, read and agree to 8alance Terms & Privacy Policy.



Corporate Users Exclusive

Cultivate your workplace

Nourish team engagement, foster respectful culture

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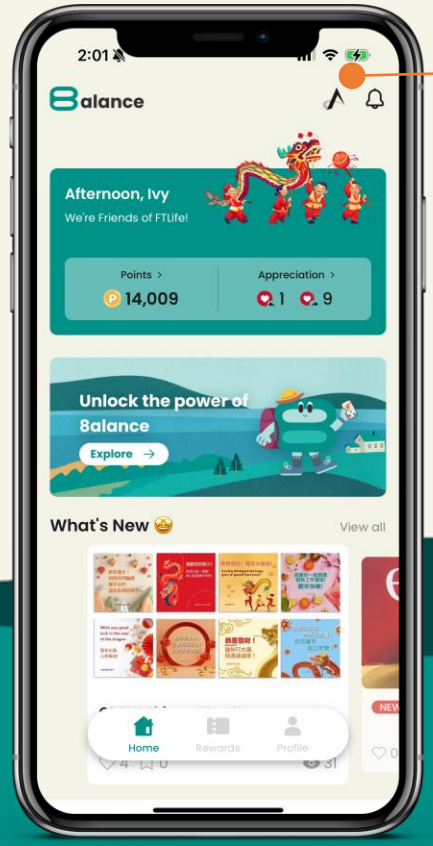
About Home & Notifications

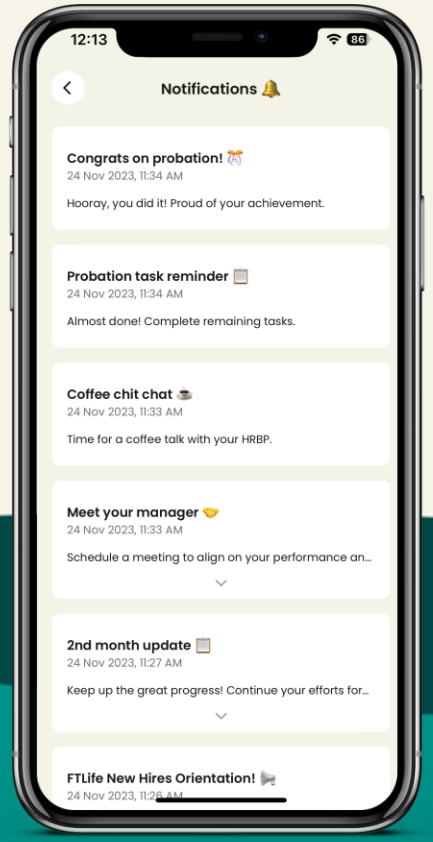
Home

Just one click to **A.Connect** - access company messages, e-Learnings and staff offers.



Notifications

Make sure you view your notifications regularly to stay up to date.



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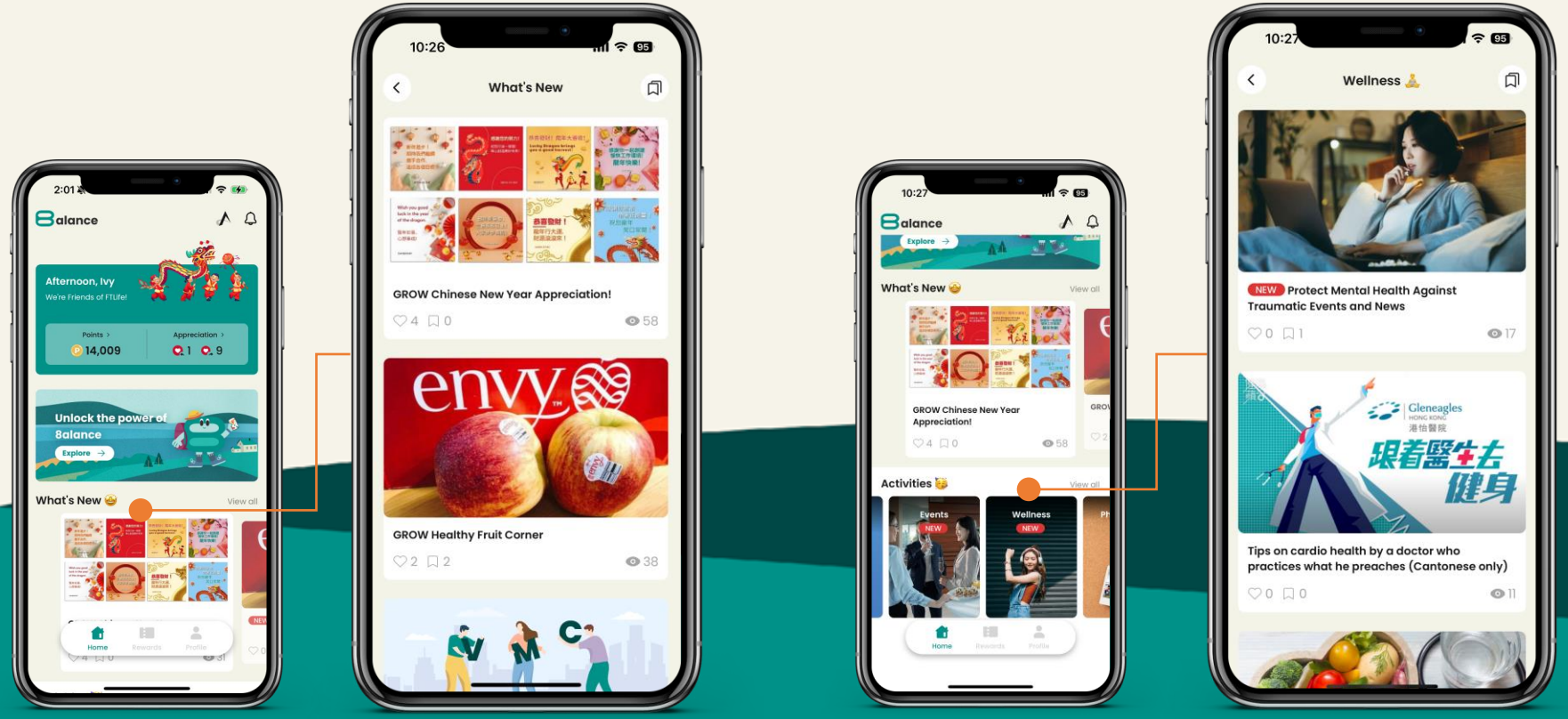
News & Wellness

What's New

8alance is our new way enhancing communication and sharing company news and events. You can like and bookmark for later.

Wellness

We offer wellness videos, articles, recipes and tips to promote a healthy lifestyle.



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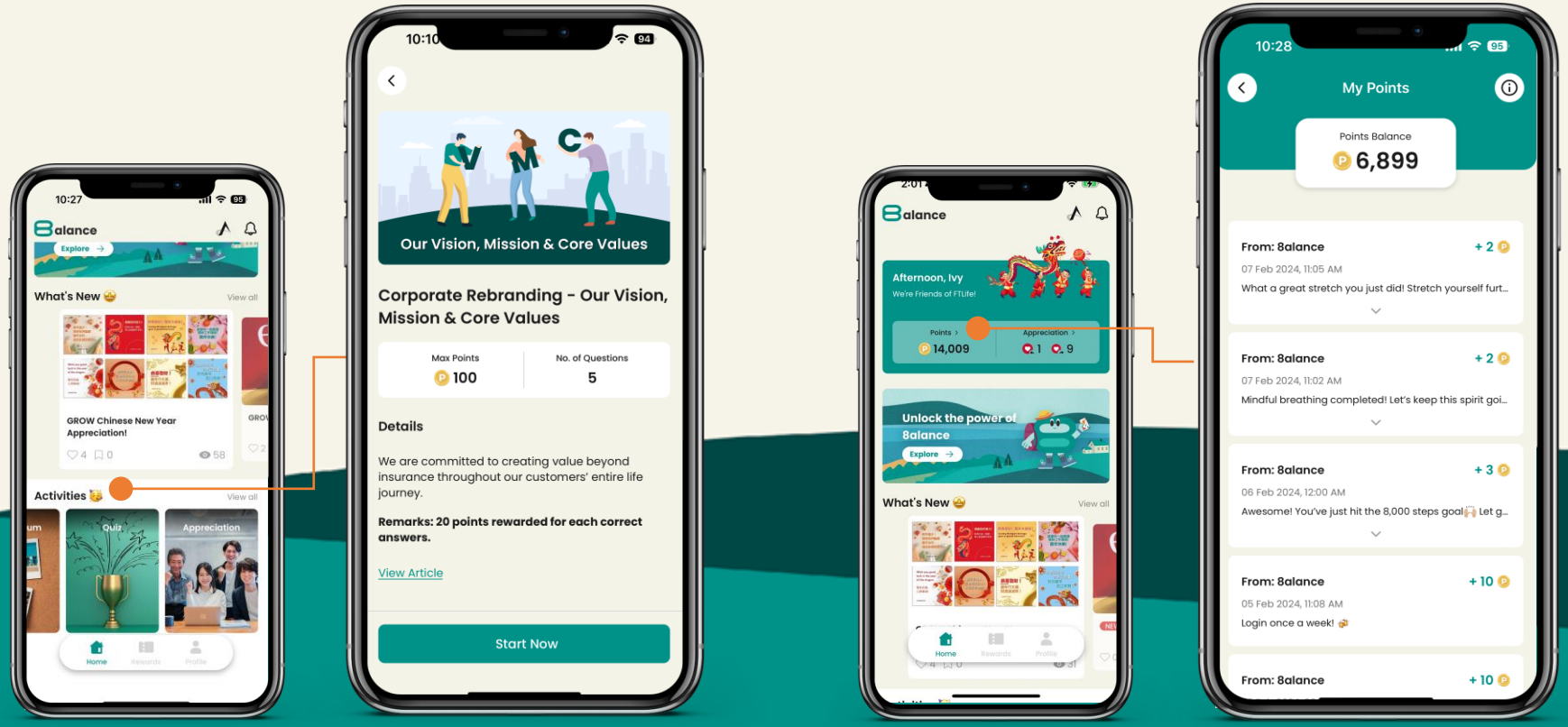
Quiz & My Points

Quiz

You can earn points by participating in challenges and fun quizzes that reflect our RESPECT culture.

My Points

Your points record shows how much progress you've made.



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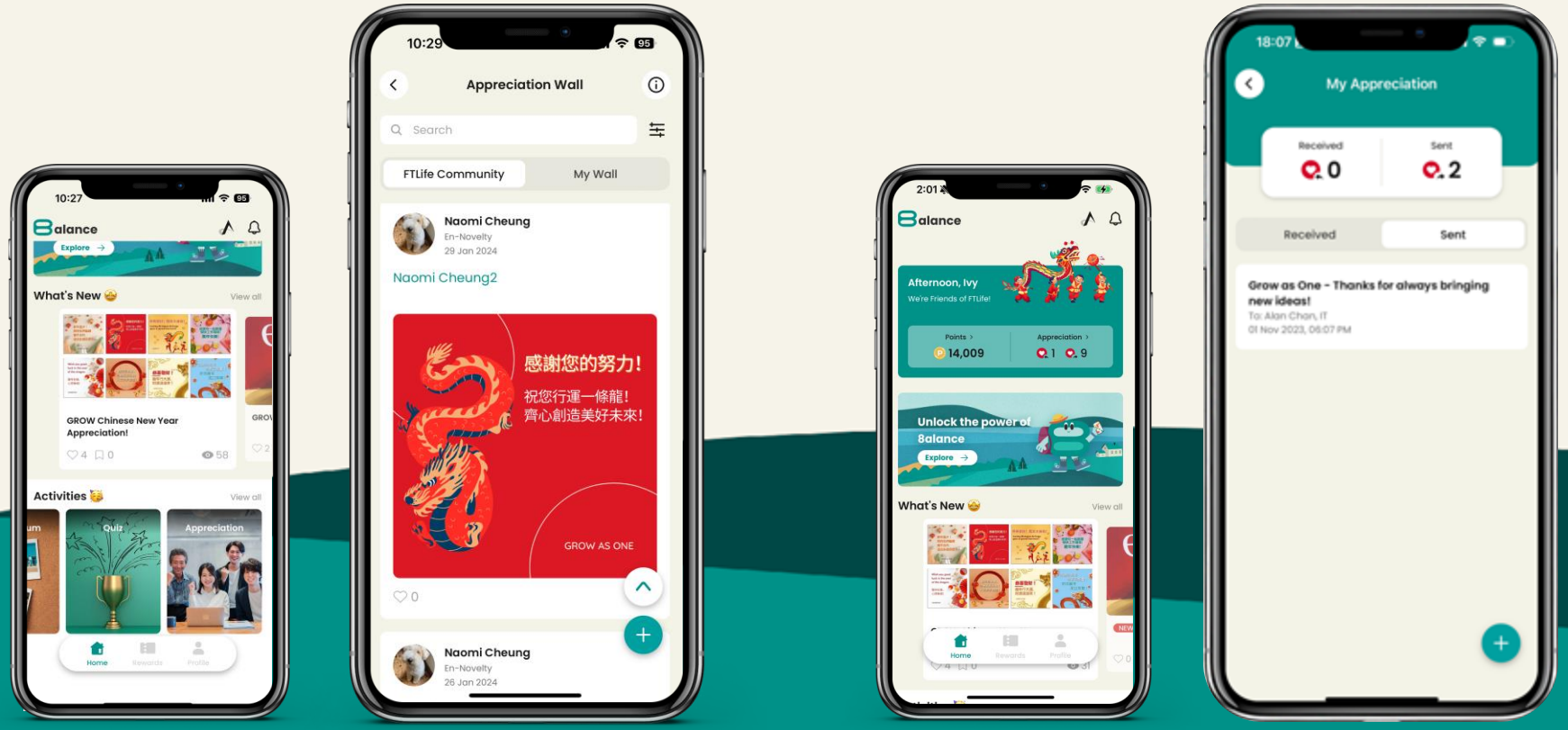
Appreciation

Appreciation Wall

With our GROW culture and values, we strongly encourage colleagues to Grow as One by sending appreciation to each other.

My Appreciation

To see all appreciations you've sent and received



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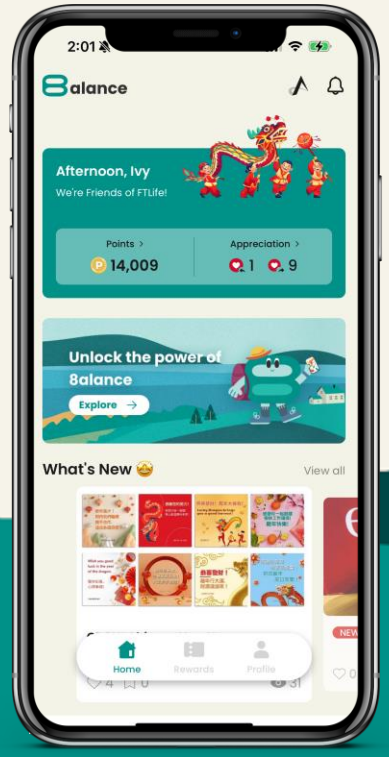
Rewards

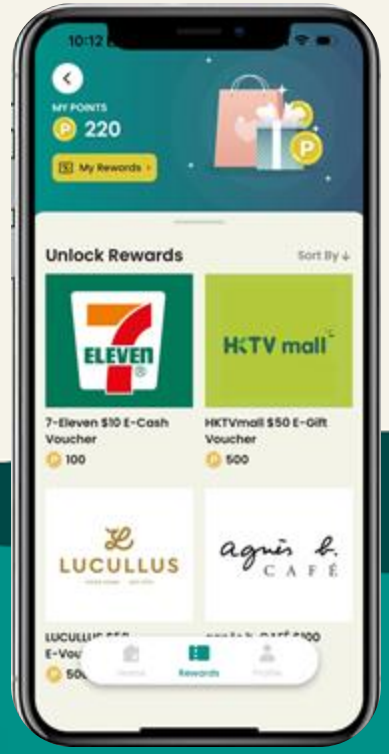
Step 1:

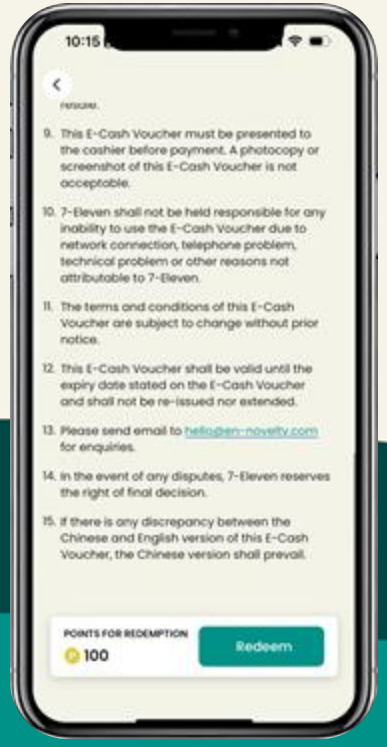
Click ‘Rewards’ from the bottom menu to check out our selection and pick a reward.

Step 2:

Scroll to read the Merchant Terms & Conditions and click the ‘Redeem’ button to redeem.







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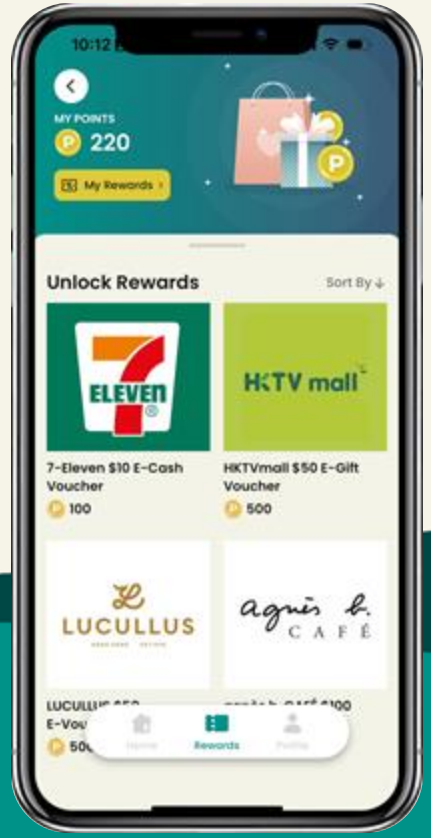
My Rewards

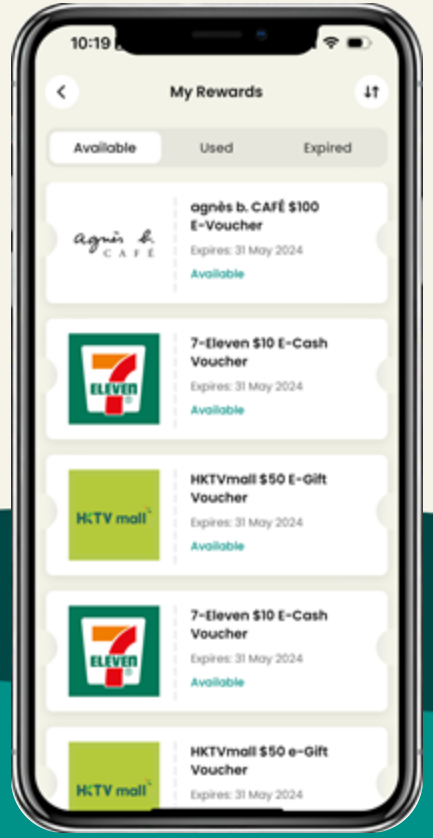
Step 1:

Click ' My Rewards' under my points.



Step 2:

You will see the redeemed reward under 'Available' tab.



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Event Registration

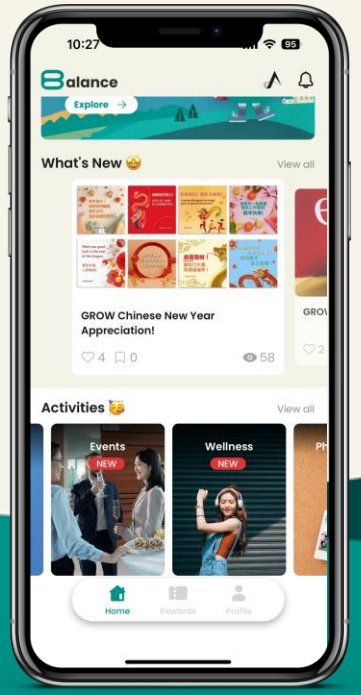
Don’t miss out on our fun events! Check out what we’ve organized for you.

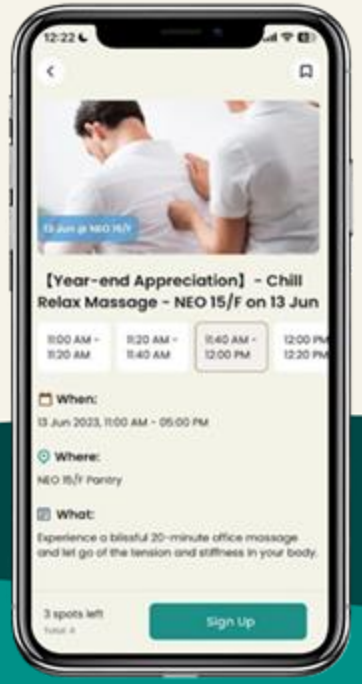
Step 1:

Select an event, select a time slot and click the ‘Sign Up’ button to sign up.

Step 2:

Add the event to your device’s Calendar.





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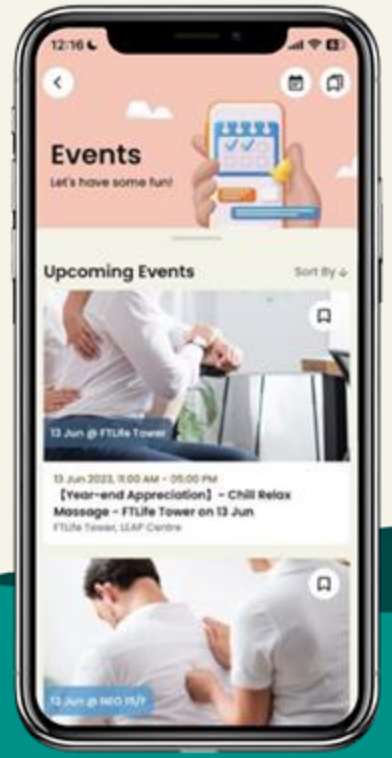
Event Check-in

Easy check-in:

On the event day, click the ‘My QR Code’ button and show it to the event host.



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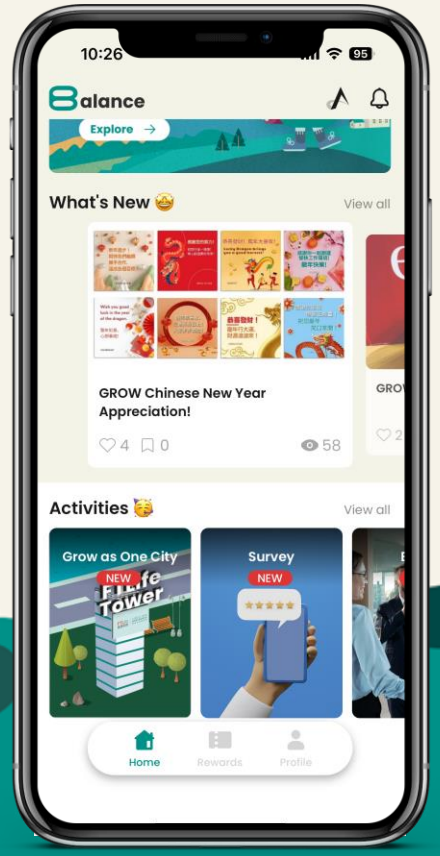
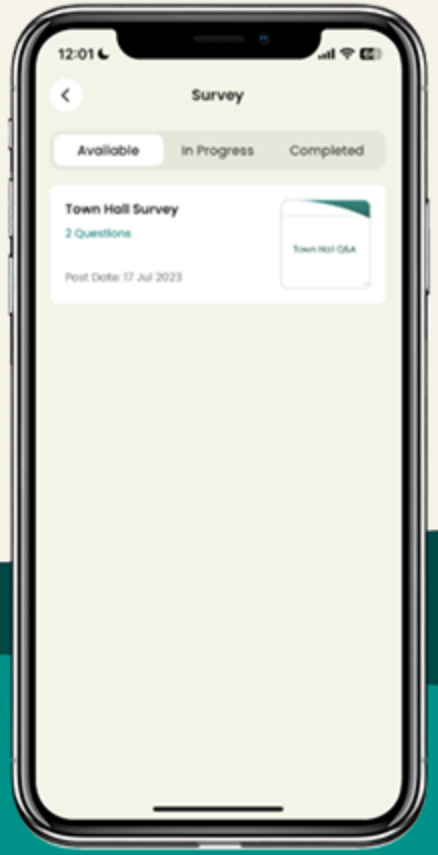
Survey

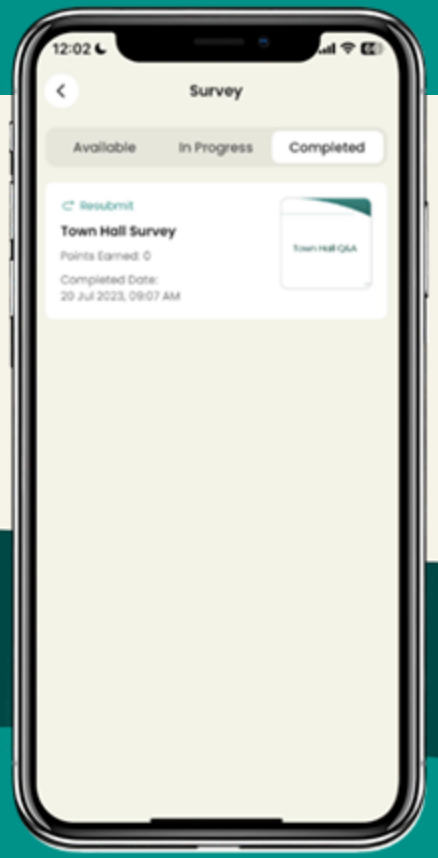
Check out our new Survey section. Share your feedback with us.

Note:

You can submit your feedback more than once. Click 'Resubmit' to input your response again.



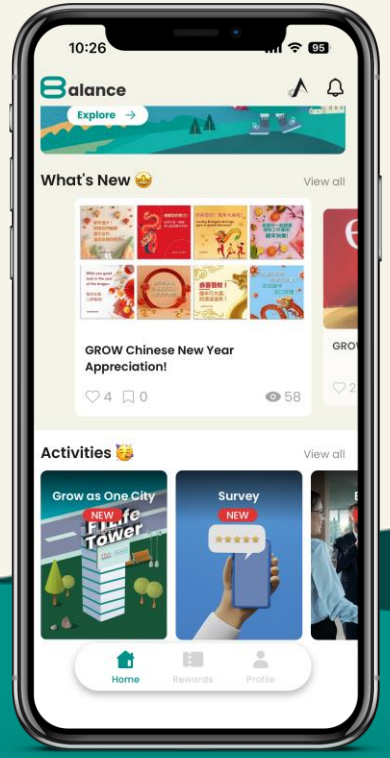


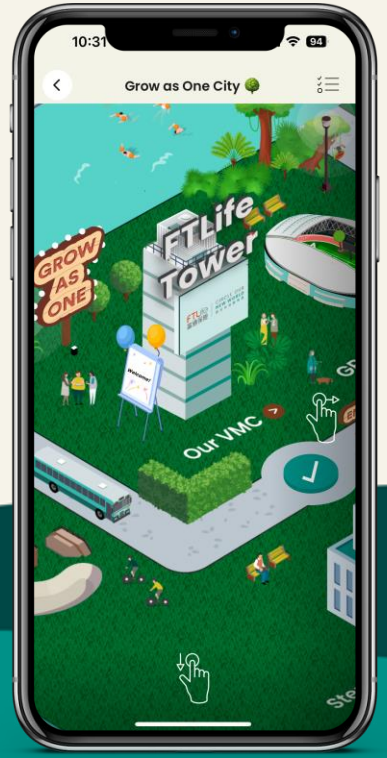


Corporate Users Exclusive

Grow as One City

'Learn to Earn' while understanding and immersing in FTLife's vision, mission, and core values through this fun and engaging gamification.



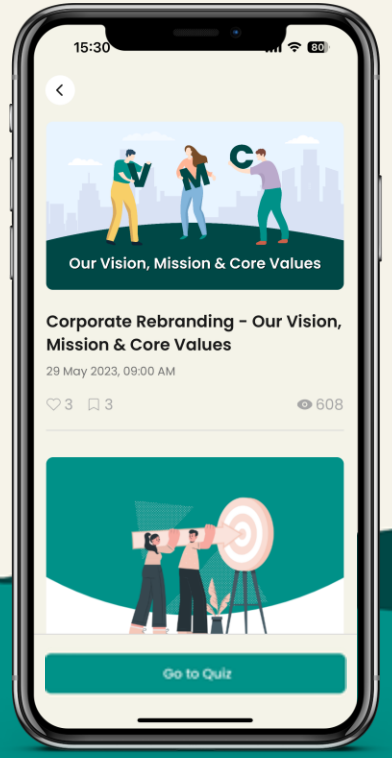


Corporate Users Exclusive

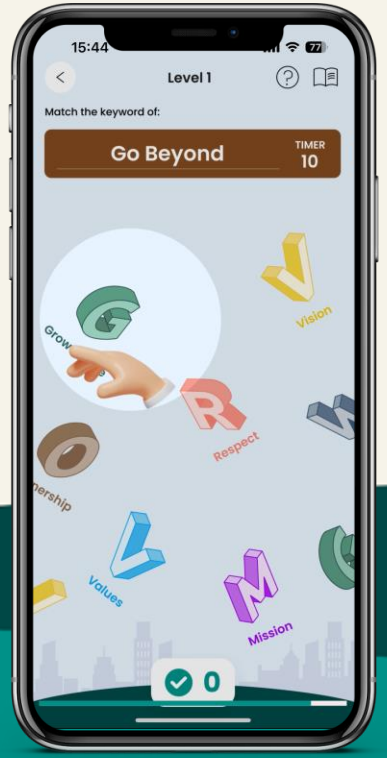
Grow as One City

Embark on a journey of Learning, Earning and fun by participating in the challenges within the Grow as One City gamification.

OUR VMC



GROW Adventure



Core Values Flip

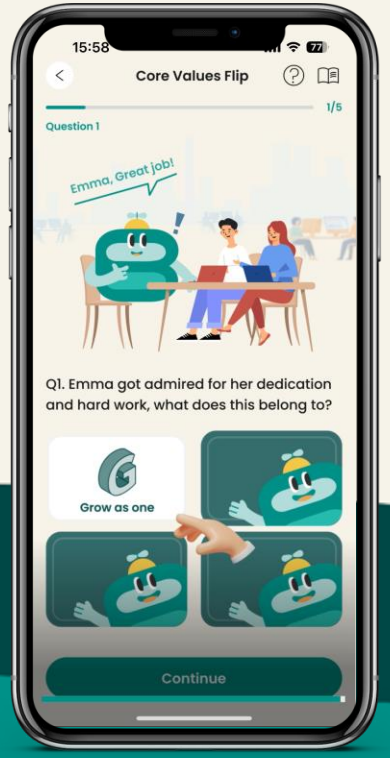


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Photo Album

Check out the photos taken at different events.

Step 1:

Click the select button to download multiple photos at once.

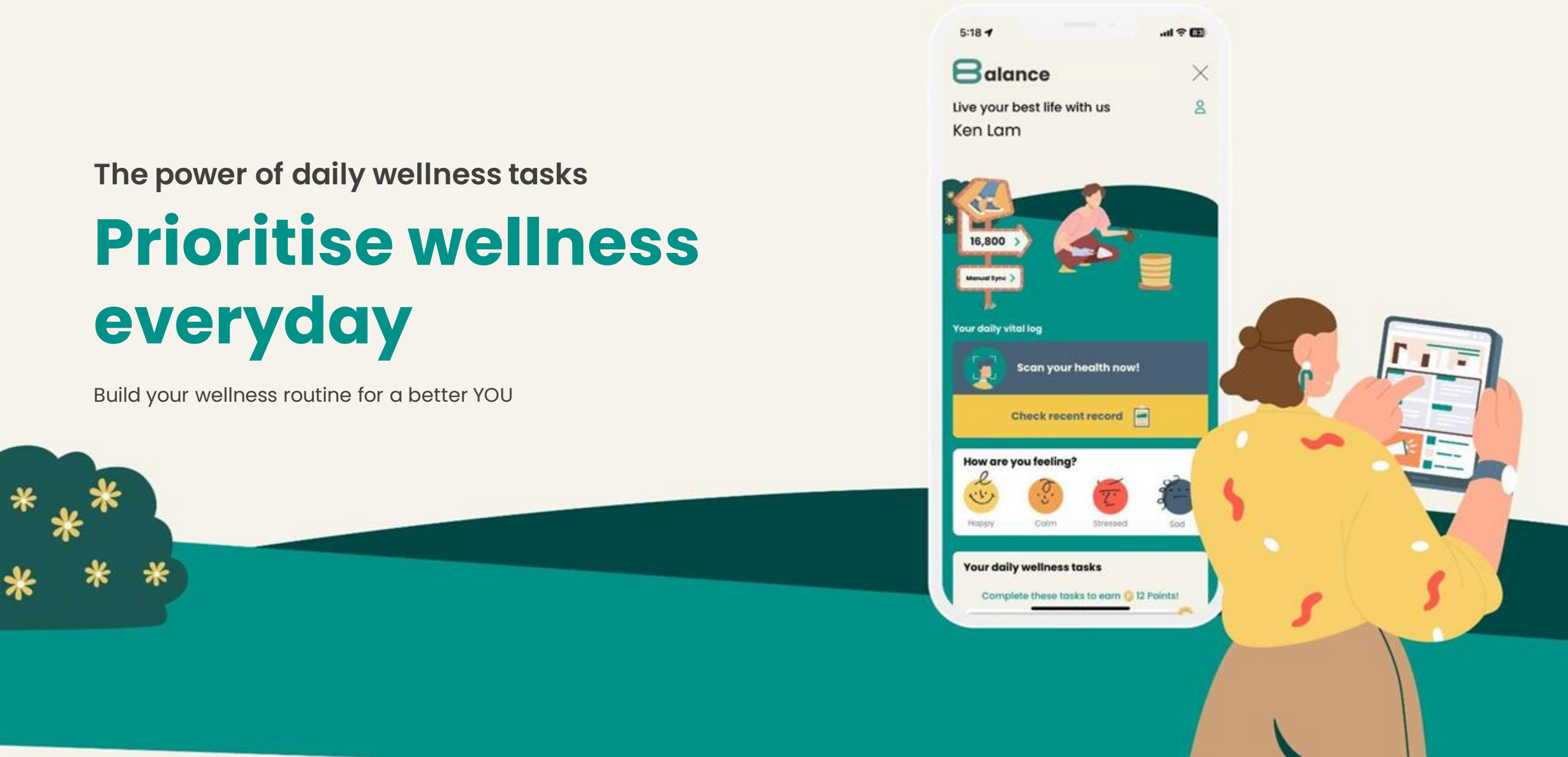
Step 2:

Or click on each photo to download or ‘like’ your favourite photos.

The power of daily wellness tasks

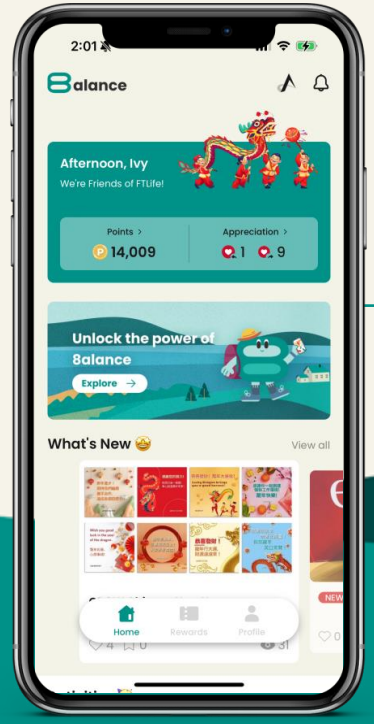
Prioritise wellness everyday

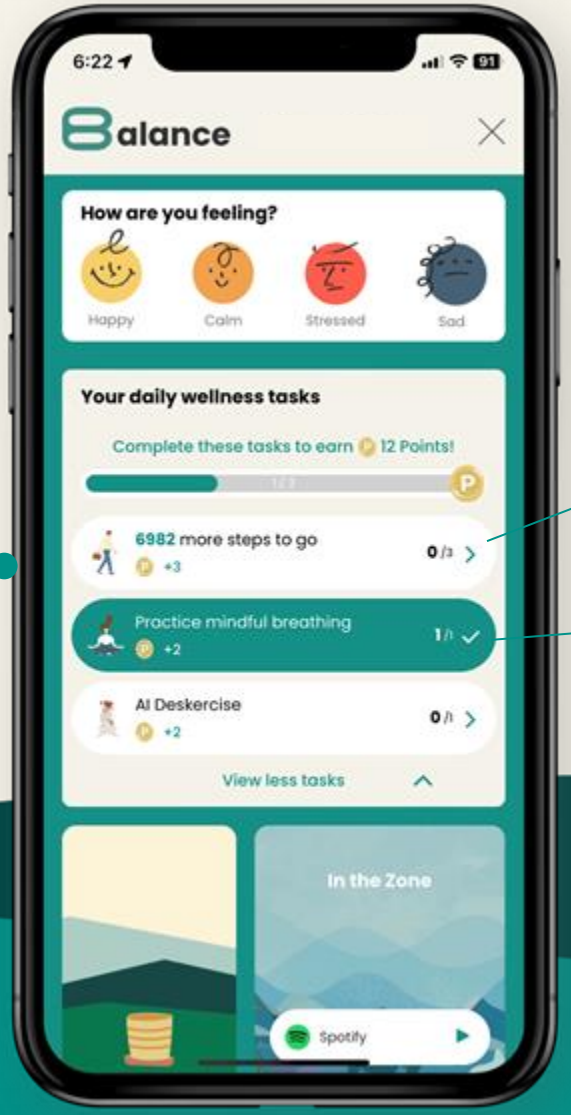
Build your wellness routine for a better YOU



Your daily wellness tasks

The “Unlock the power of 8alance” homepage summarises your daily wellness progress. Complete a variety of wellness tasks to earn points for rewards!





Daily wellness tasks are listed here along with their corresponding points.

Tap on any uncompleted task to enroll immediately.

A task is marked as completed when you fulfill its requirements.

Step counter

Let’s keep walking

Start at 8,000 steps daily, progress to 10,000, and aim high at 12,500 steps daily

Sync with Health app
Link 8alance to your health app for step count synchronization

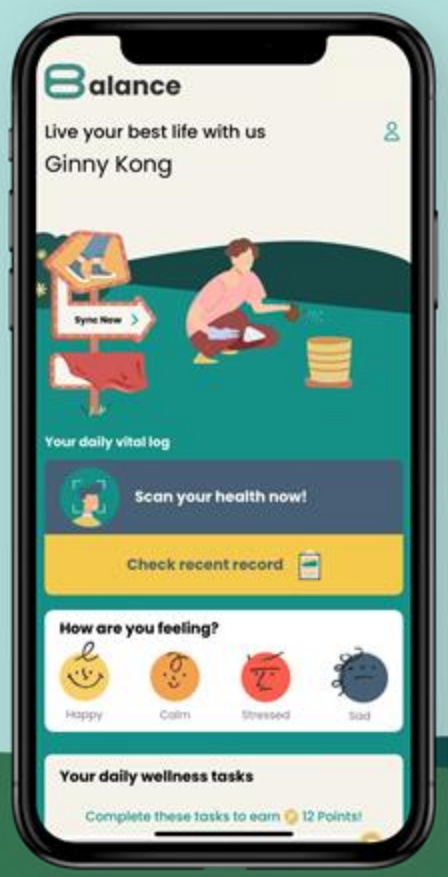
Switch devices
Changing to a new device? Easy steps to follow

Disconnect a device
Not ideal ;(but you can disconnect the service whenever you want

Sync with Health app

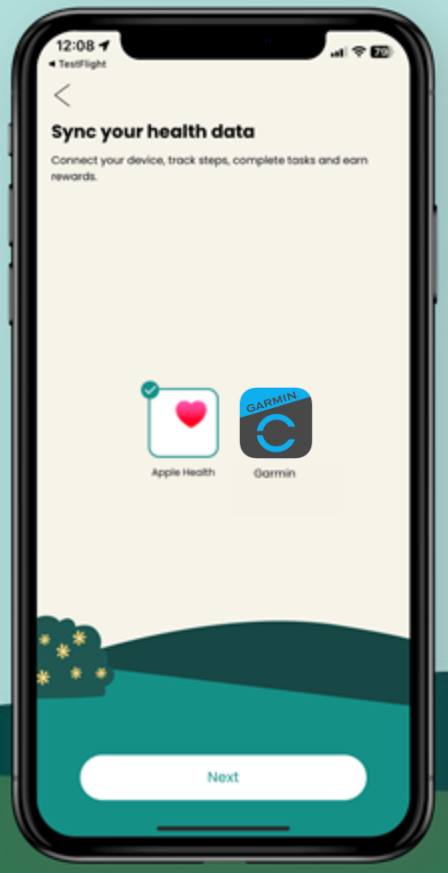
Step 1: Sync up

Click **‘Sync now’** on the sign to begin.



Step 2: Select a service

Choose the health service you want to link to.
Currently, only Apple Health (for iOS users),
Google Fit (for Android users), and Garmin are available.

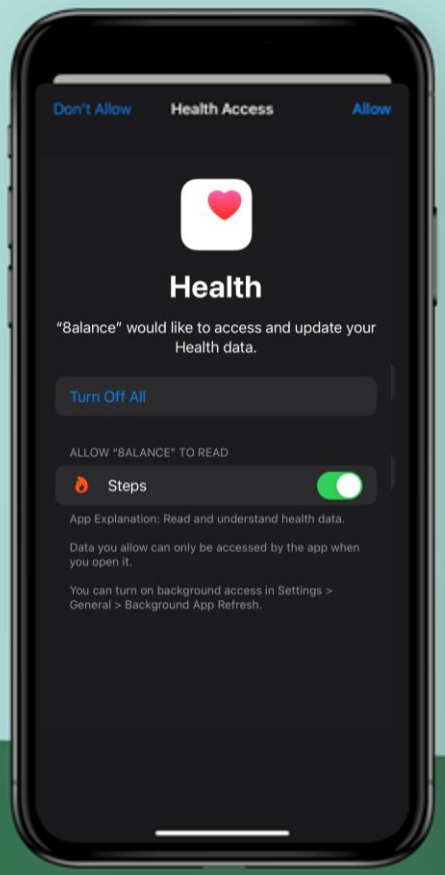


Sync with Health app

Step 3: Grant access

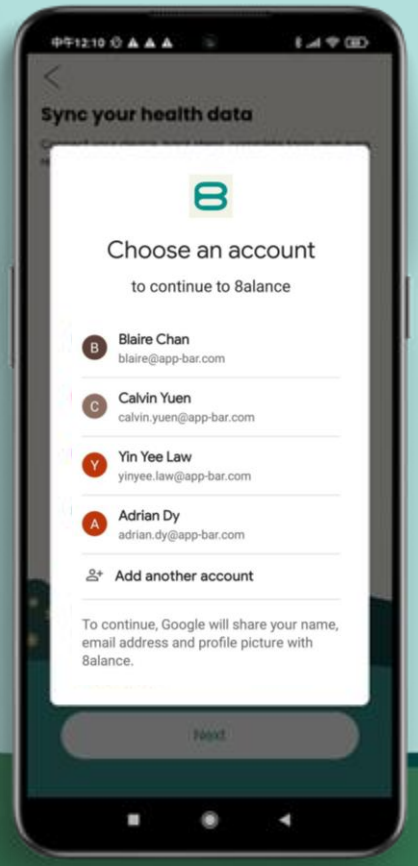
iOS

Allow health data access.



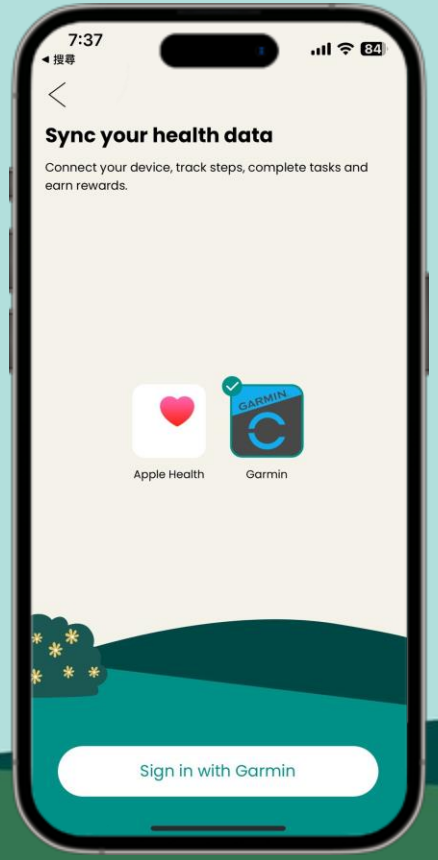
Android

Log in to your Google account to allow health data access.



Garmin

Select **'Garmin'** > log in to Garmin



Step 4: Confirmation

Upon successful connection, you will be notified of the linked health data. Your daily step counts will be displayed on the homepage.

Note:

If you have previously disabled the permission, here is what you need to do:

Go to **Settings > Health > Data Access & Devices > 8alance** and enable our access to your health data.

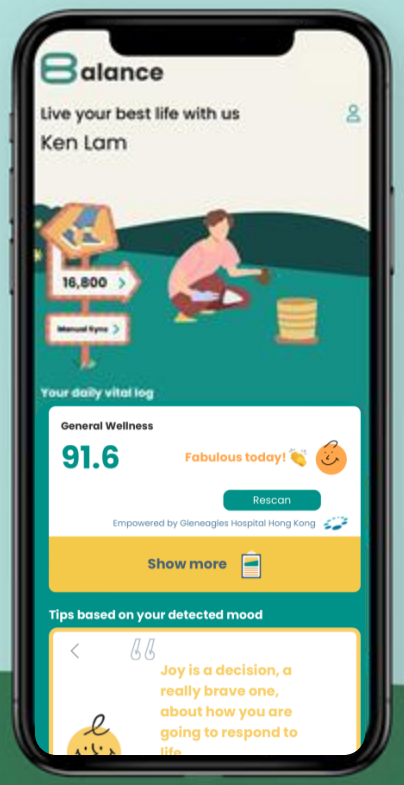
Step counter

Manual Sync

Step 1: Sync up

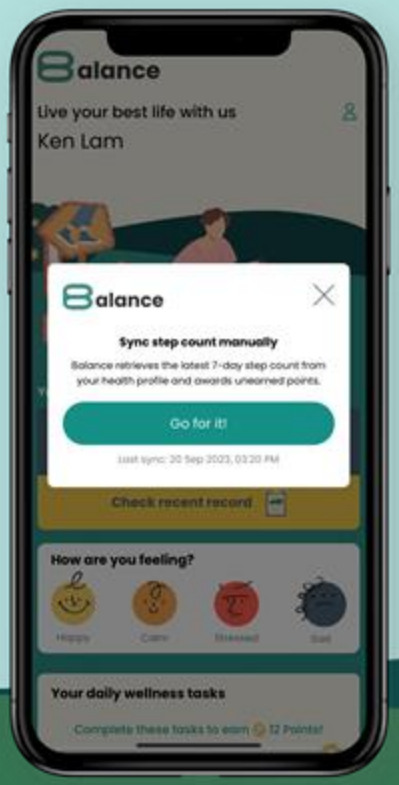
Click **‘Manual Sync’** on the sign to begin.

This function is only available after successful connection with health device.



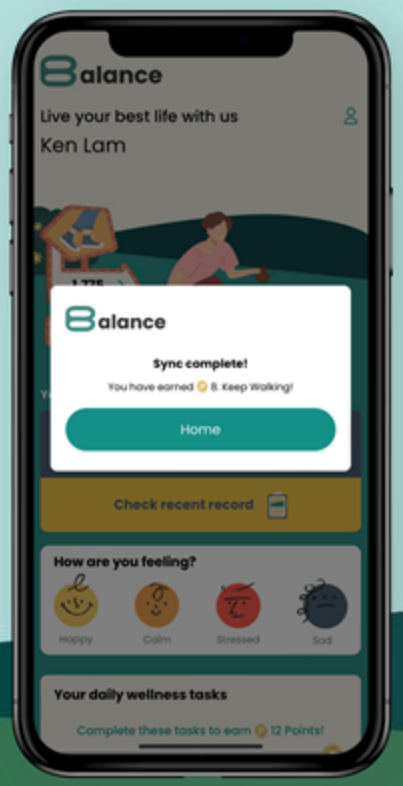
Step 2: Sync up

Click **‘Go for it’** to begin.



Step 3: Sync up

Confirmation message with the redeemed points (if available) will be displayed.



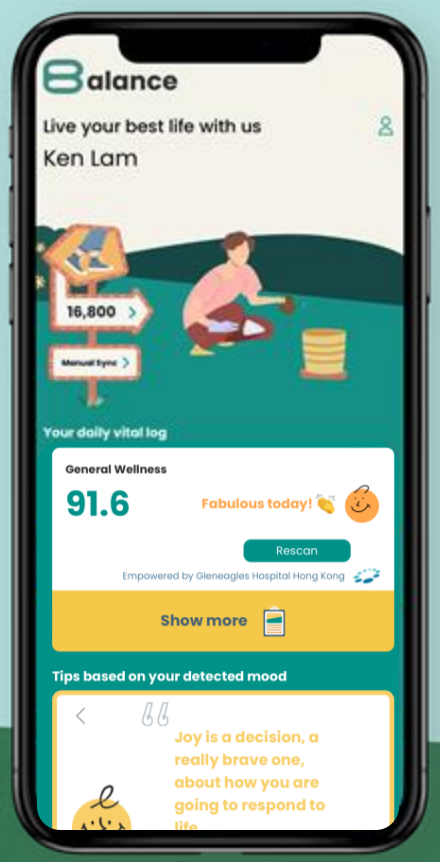
Note:

8alance retrieves the latest 7-day step count from your health profile and awards unearned points.

Switch devices

Step 1: Step counter setup

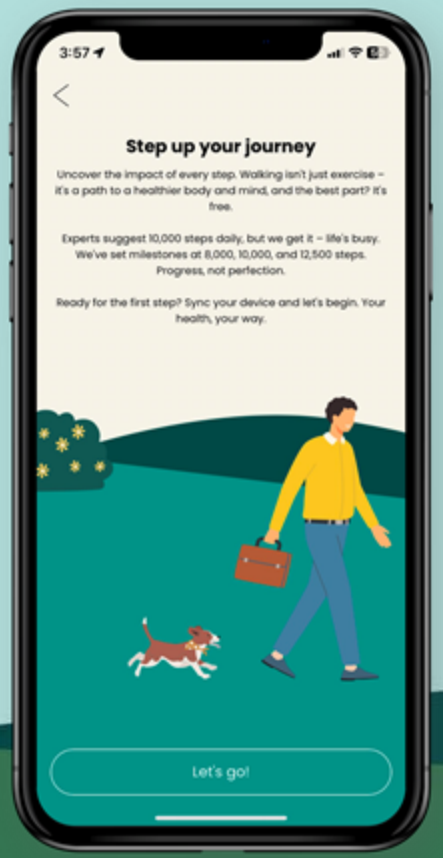
Tap the step counter sign on “Unlock the power of 8alance” homepage with your new device.



Step 2: Link to new device

Click **‘Change devices now’** to link the step counter to your new device.

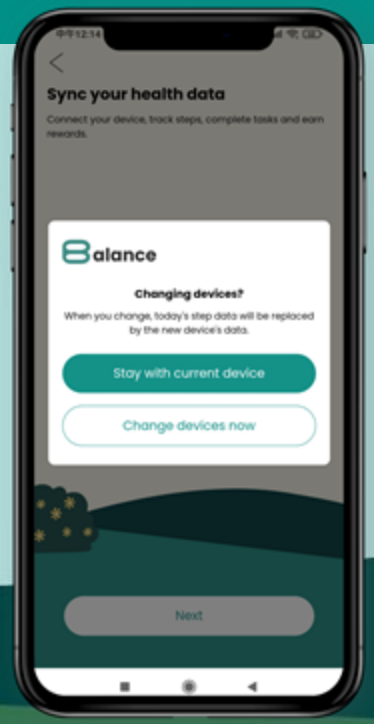
💡 Please note that the day's step data will be replaced by data from the new device.



Note:

Please ensure your device is not linked to another 8alance profile.

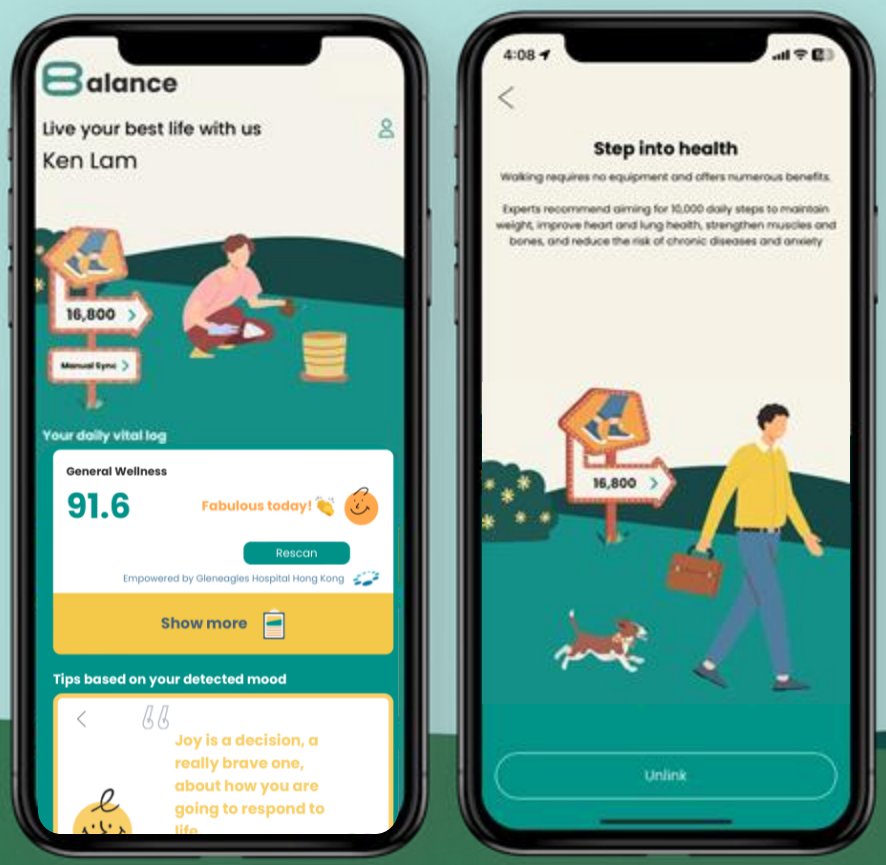
If you encounter the pop-up message below, contact us **hello@en-novelty.com** for assistance.



Disconnect a device

Step 1: Step counter setup

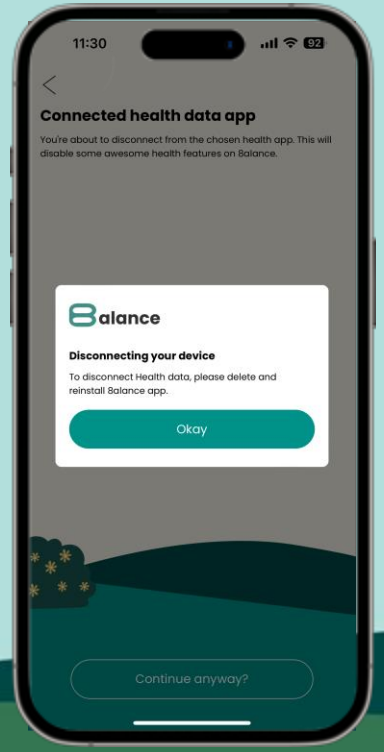
Tap the step counter sign on “Unlock the power of 8alance” homepage and click ‘**unlink**’.



Step 2: Disconnect

iOS

To disconnect, delete and reinstall 8alance app.



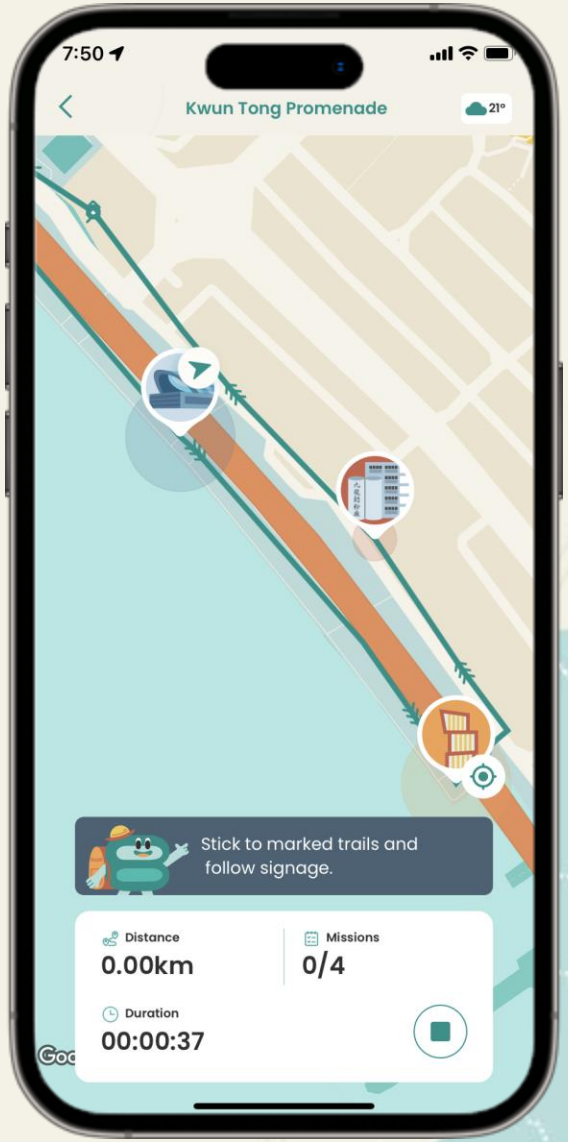
Android

Click **‘I’ll pass’** to disconnect.

Adventure Hunt & ESG Hunt

Discover exciting routes

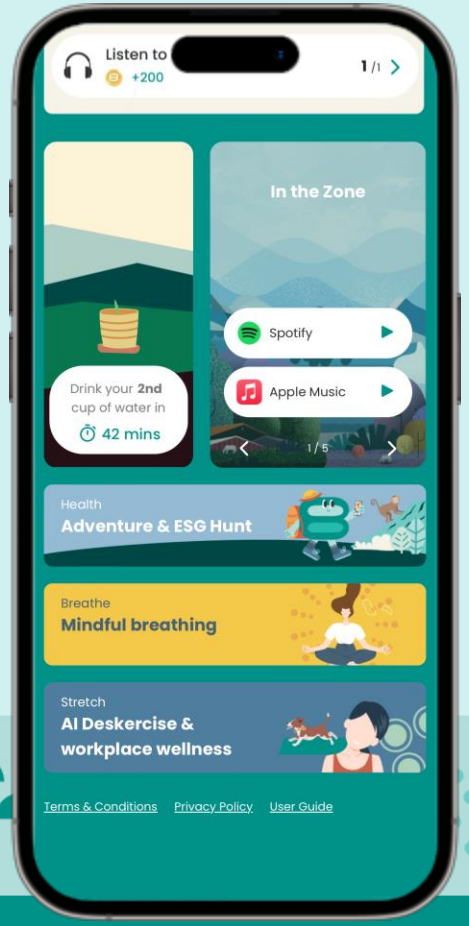
Where wellness meets adventure



Start your adventure

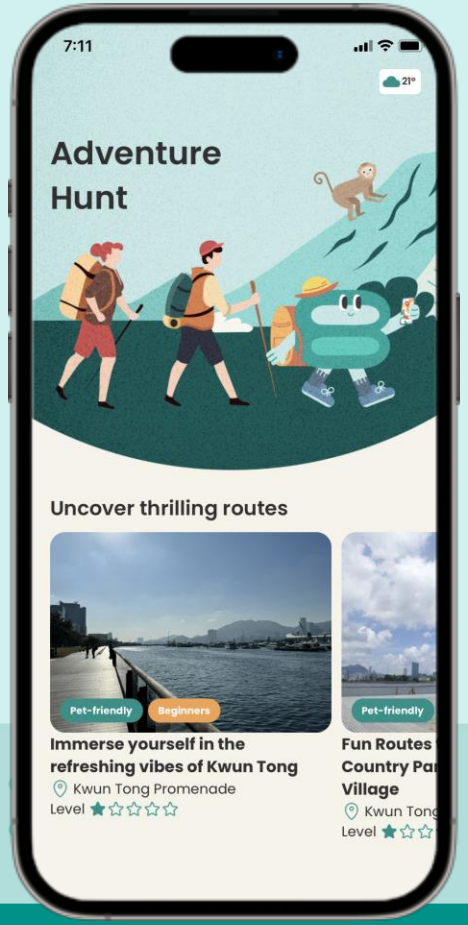
Step 1: Go to Adventure Hunt

Tap **‘Adventure & ESG Hunt’** from “Unlock the power of “Unlock the power of 8alance” homepage.



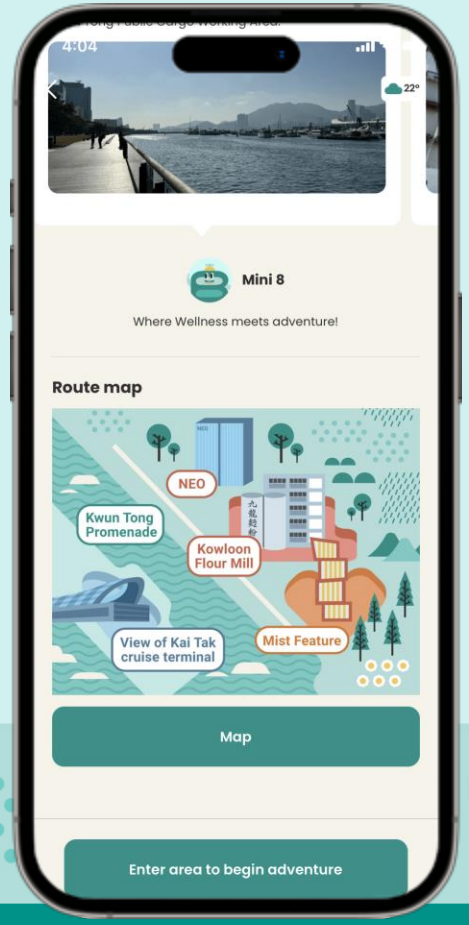
Step 2: Choose your route

Select the route you are interested in from **‘Uncover thrilling routes**.

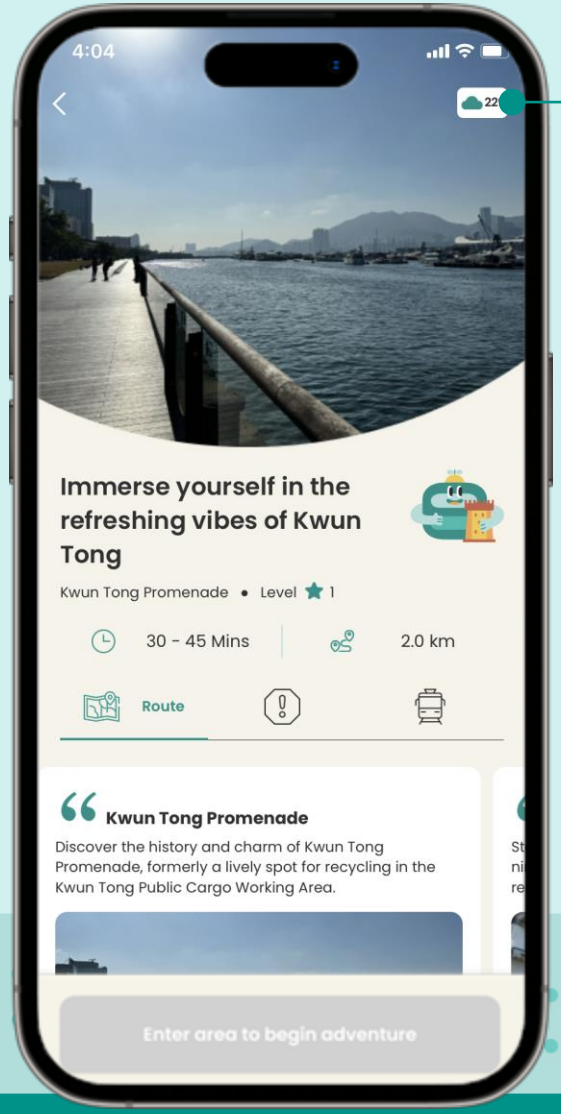


Step 3: Check route details

Find out more about the route before beginning your adventure in the area.

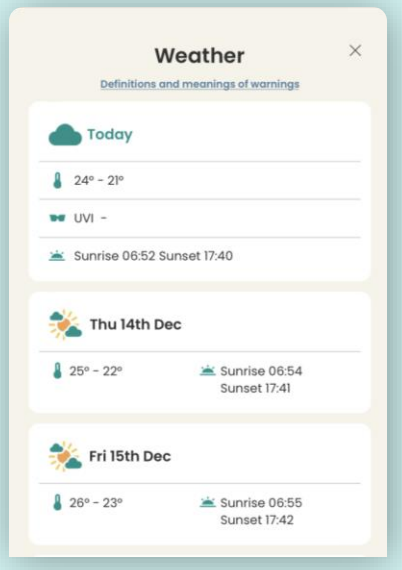


Route details basics



7-day weather forecast

Receive the latest weather updates from the Hong Kong Observatory before kickstarting the adventure.



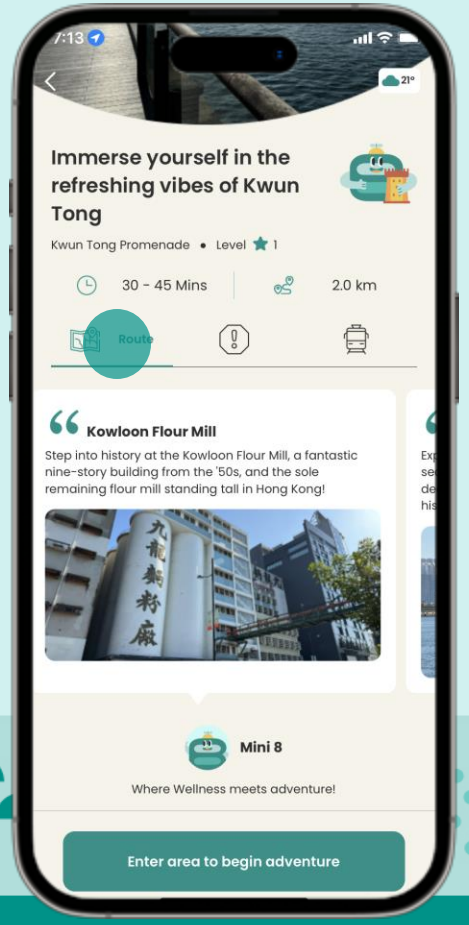
Note:

The “Enter area to begin adventure” button will only be active when you are near the area of the trail.

Deep dive into route details

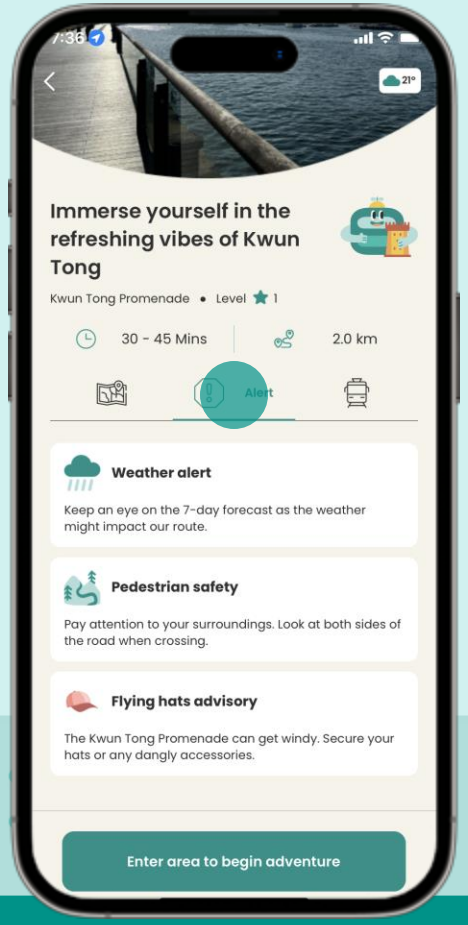
Route

Check route commentary, map & elevation profile.



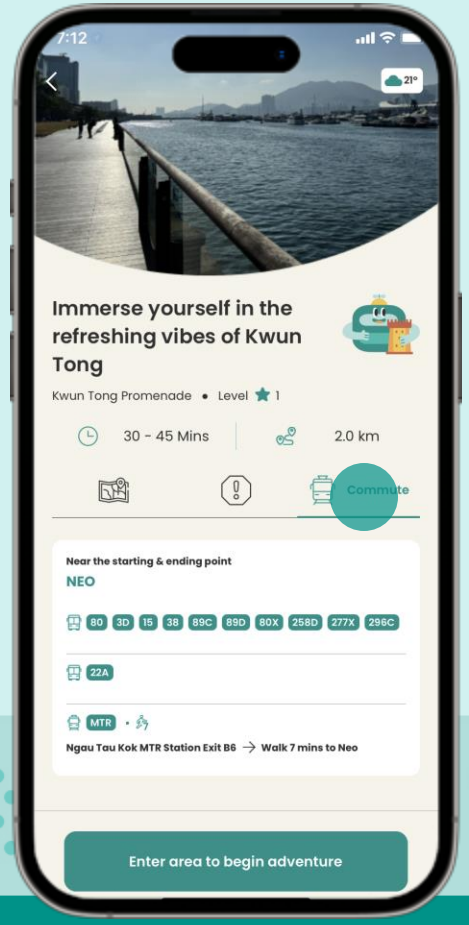
Alert

Receive latest route-specific news and alert.



Commute

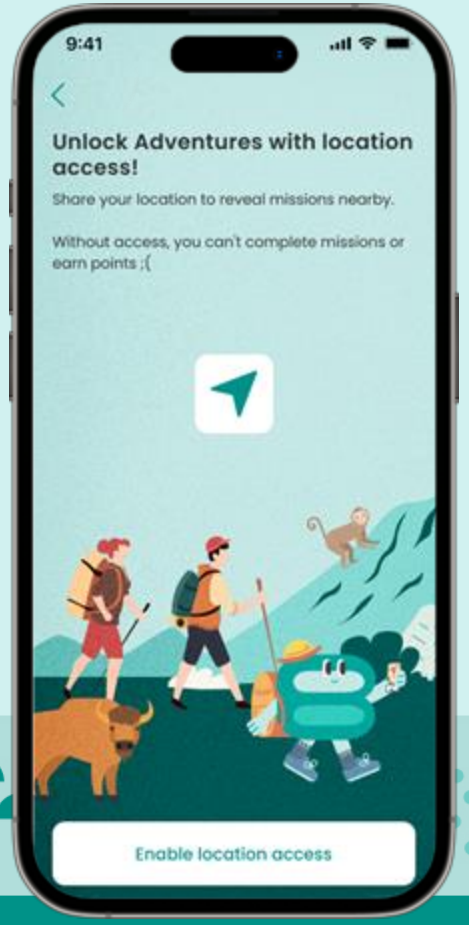
Find public transportation easily accessible to you.



Location access

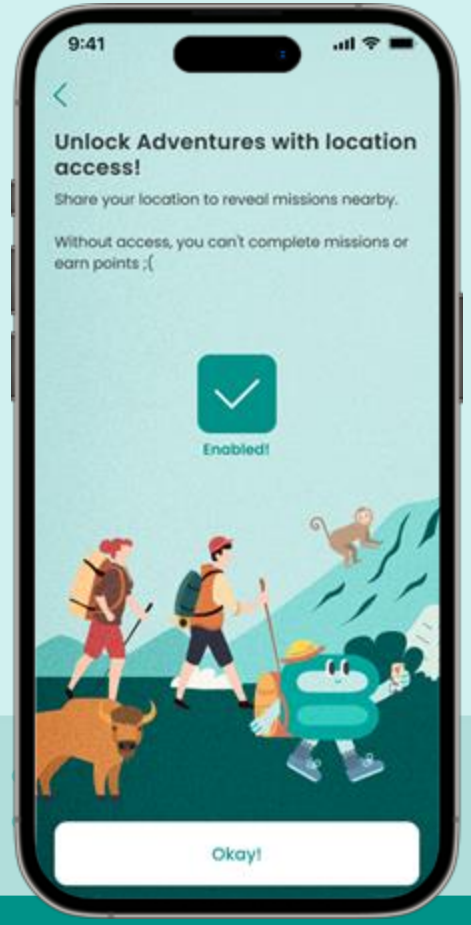
Step 1: Grant location access

Tap **'Enable location access'** to unveil missions during the trail.



Step 2: Access granted

Tap **'Okay!'** to start on your first adventure!



Tap 'Enable location access' to unveil missions during the route.

Note:

If you have previously disabled the permission, here is what you need to do:

iOS users
Go to Settings > 8alance > Location to enable access.

Android uses
Go to Settings to enable access

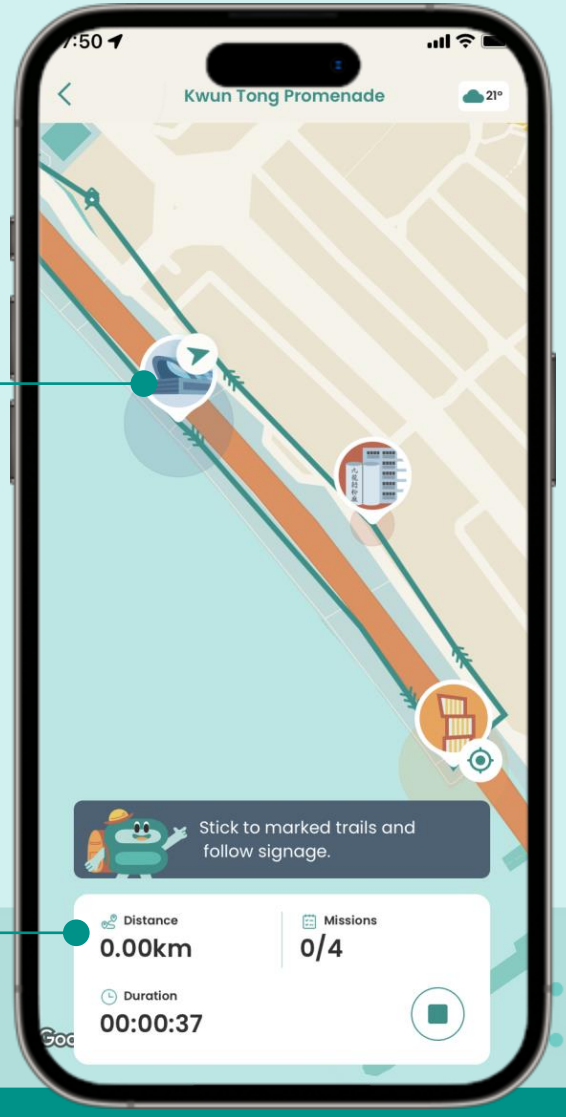
Navigating the route

Missions in the route

Checkpoints are allocated across the different sections of the trail. You must get near the mission area to activate and complete a mission.

Trail on track

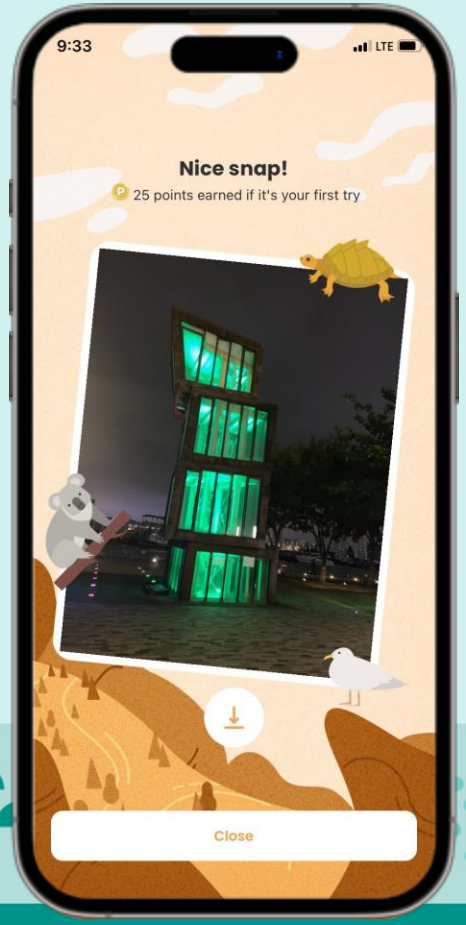
Movements and progress of trail will be recorded during the adventure.



Deep dive into route details

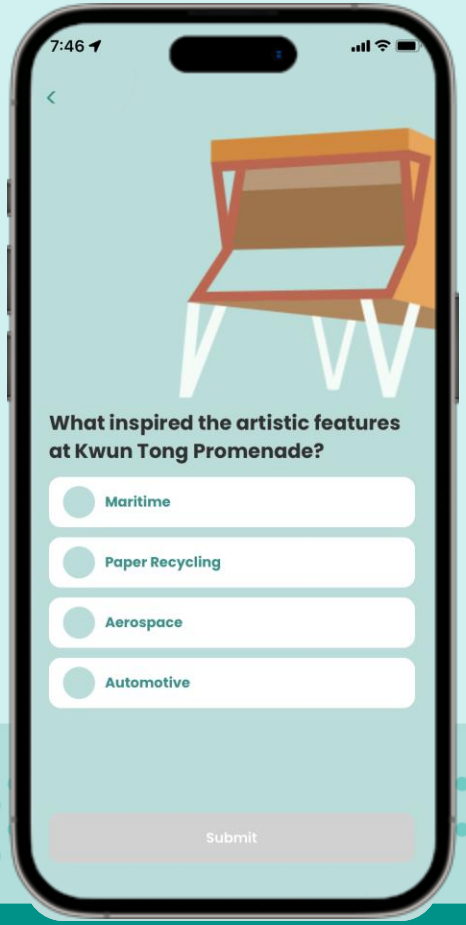
Check-in challenge

Take a self to capture the moment.



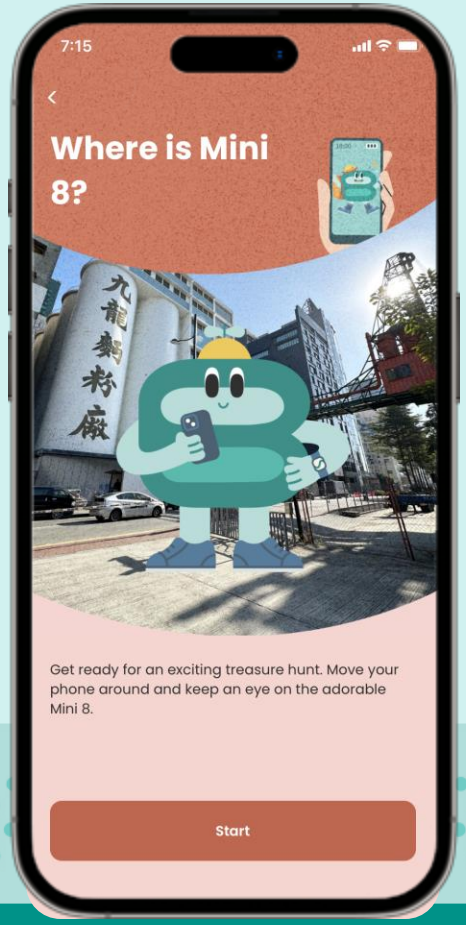
Pop quiz

Answer a question relating to the area.



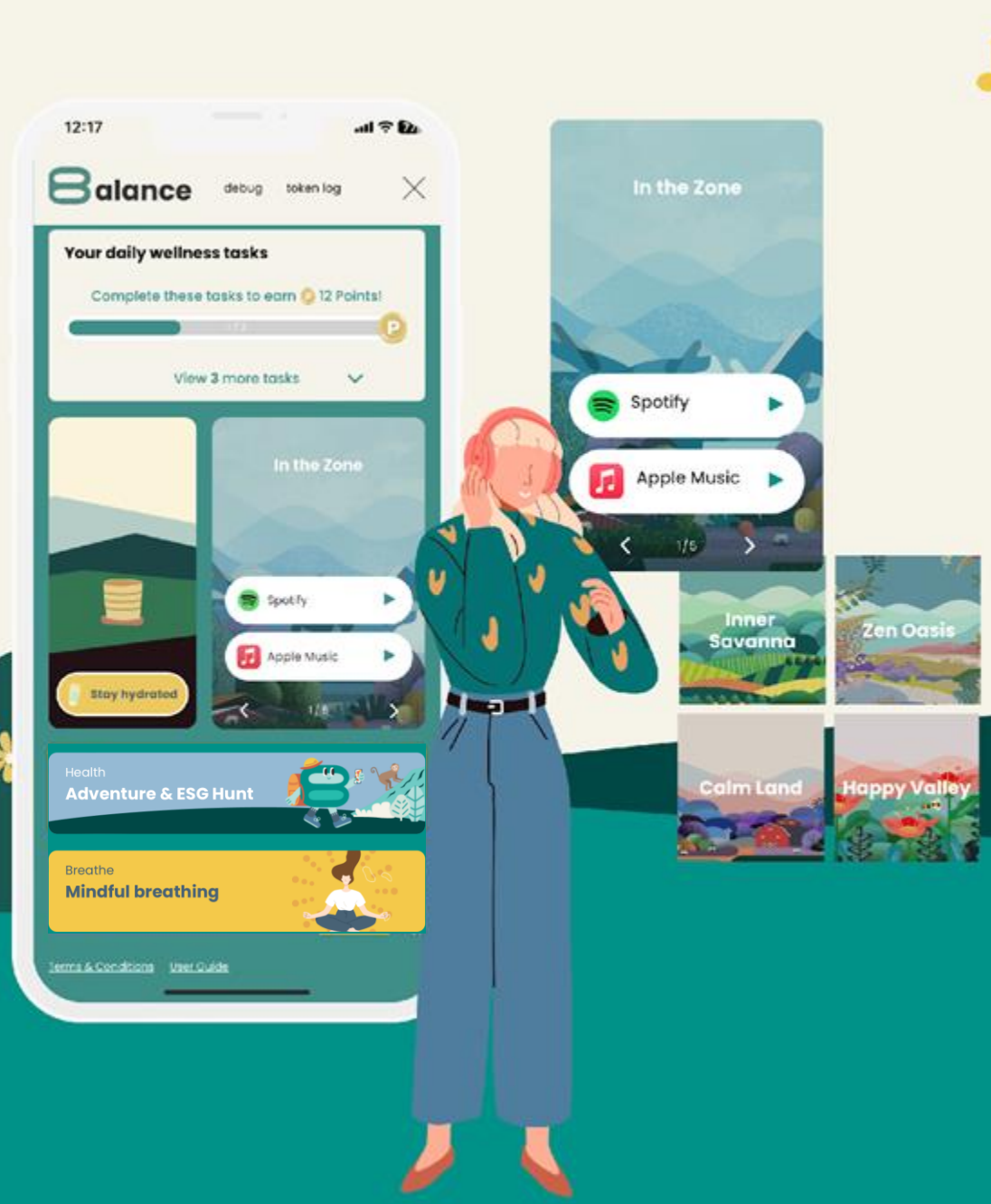
Where is Mini 8?

Spot the 8alance mascot Mini 8.



Be the explorer

Spot and unlock a location.



Feel-good playlists

Stay motivated and inspired

Play music based on your mood and current state of mind

Choosing today's playlist

Step 1: Choose your mood

Select your mood to get recommended feel-good playlists.

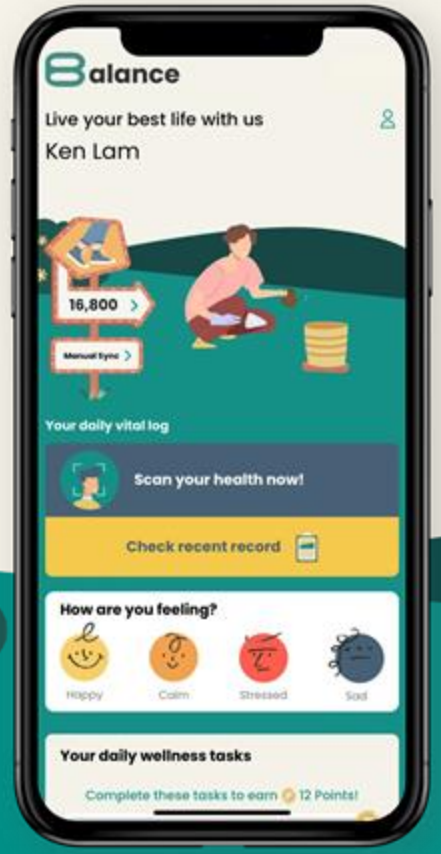
Step 2: Boost your mood

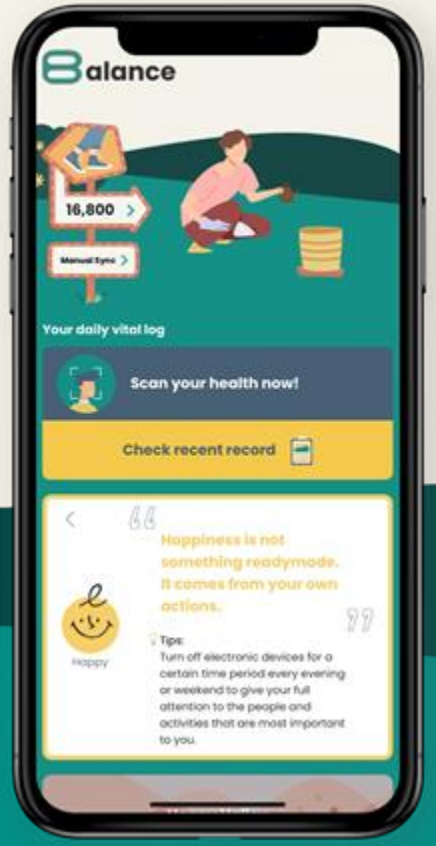
Get playlist suggestions and an uplifting motivational quote!

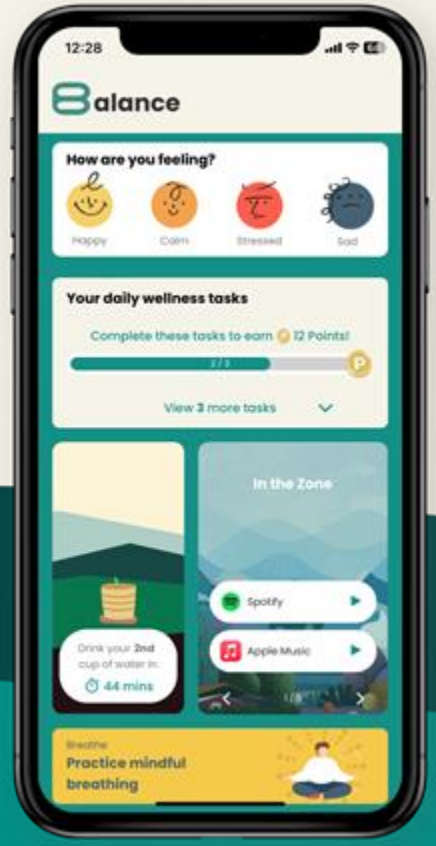
💡 Check back every other day for more inspiration!

Step 3: Explore more

Scroll down for more curated feel-good playlists!







Note:

Vital scan will not be available to devices not meeting the performance requirements.

Vital scan

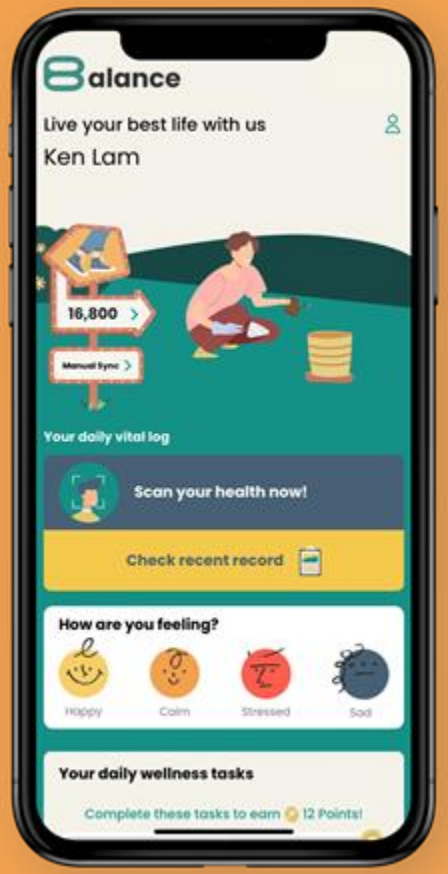
Keep your vitals in check

Monitor your health score every day to improve wellness over time

Taking AI-based health scans

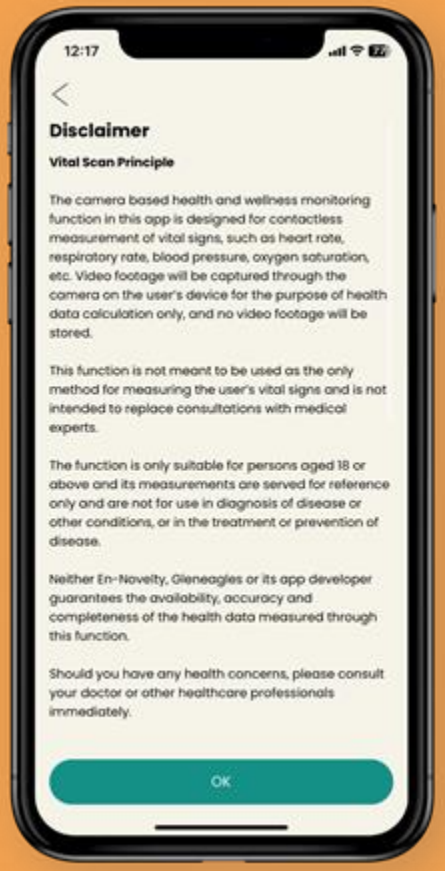
Step 1: Start scan

Click **'Scan your health now!'** to begin.



Step 2: Disclaimer (For first-time use only)

Read through the disclaimer and agree to the terms and conditions.



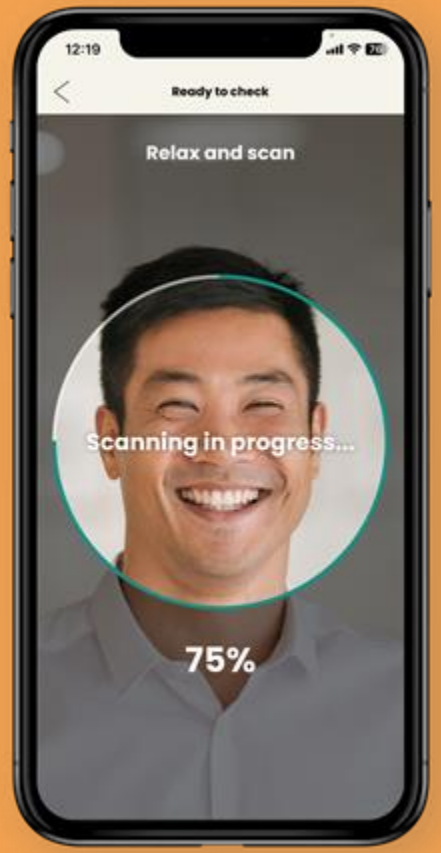
Step 3: Check scanning requirements

Taking AI-based health scans

Step 4: Stay relaxed for the scan

Wait until the scan is completed.

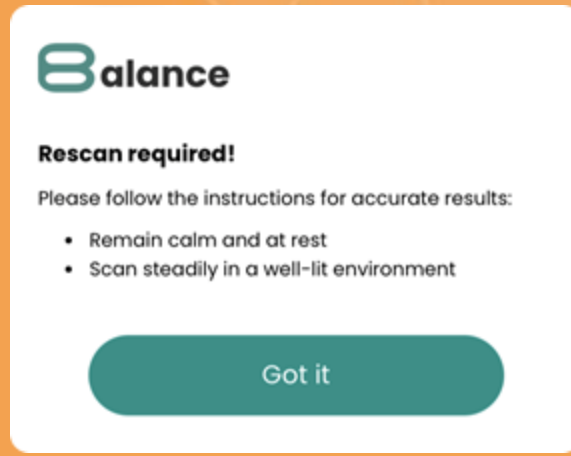
💡 A scan generally takes just round 30s.



Step 5: Review score

Review your overall health score on the result page.

💡 You can take multiple scans each day ;)



Note:

Having trouble with your scans? Make sure you have followed and fulfilled the scanning requirements throughout the scan!

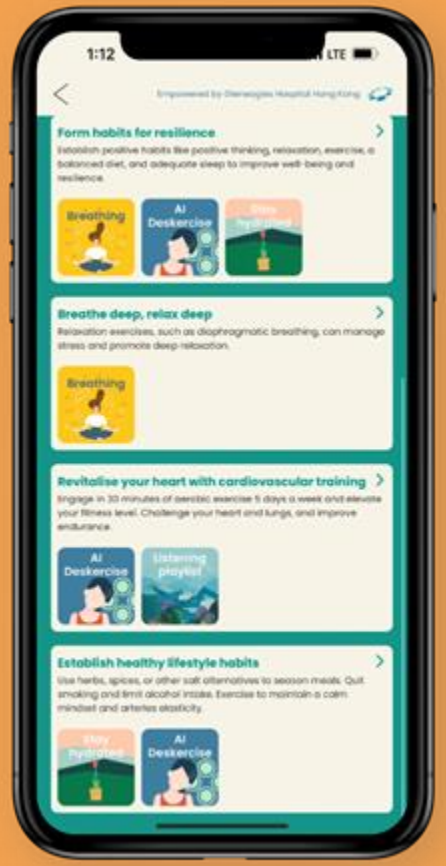
Taking AI-based health scans

Step 6: Tap on an index to check its definition and trend

A 7-day trend and relevant recommendations will be shown on the index detail page.

Step 7: Check out your personalised recommendations

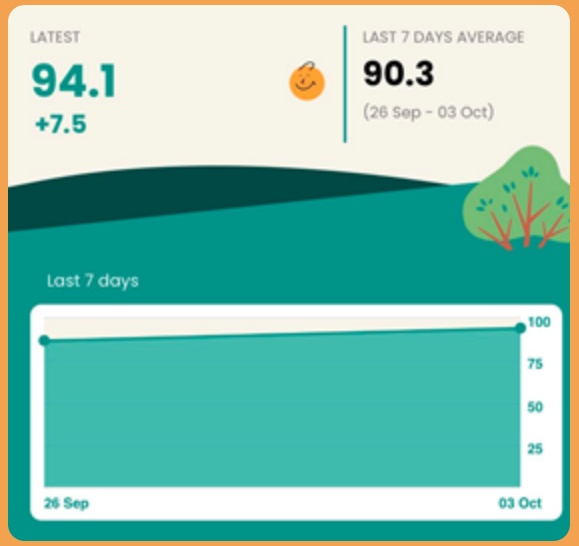
They will be provided based on your current health condition.



Note:

The 7-day trend retrieves corresponding health records for the last 7 days

If there are fewer than 7 days of records, the average will be calculated based on the available data.



Mindful breathing

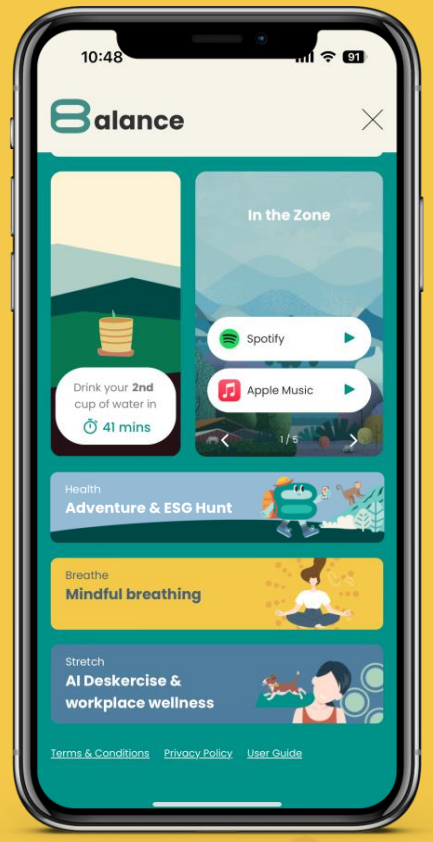
Regulate your mind

Take deliberate control of your breath to regulate your mind and alleviate stress

Regulate your mind

Step 1: Initiate session

Tap **'Practice mindful breathing'** from "Unlock the power of 8alance" homepage.

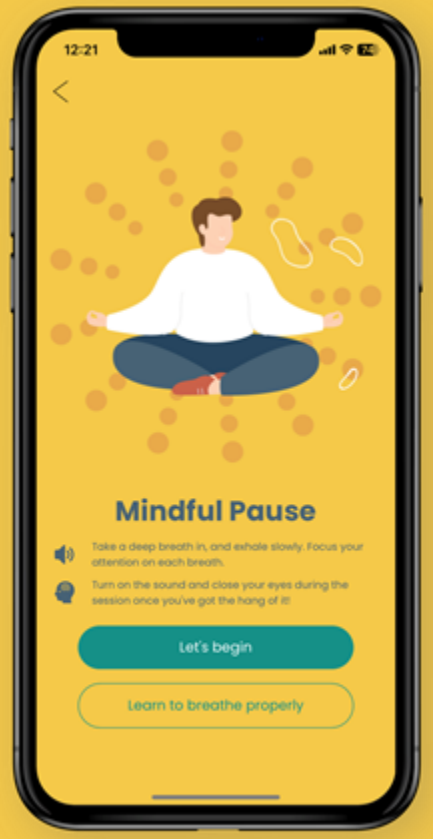


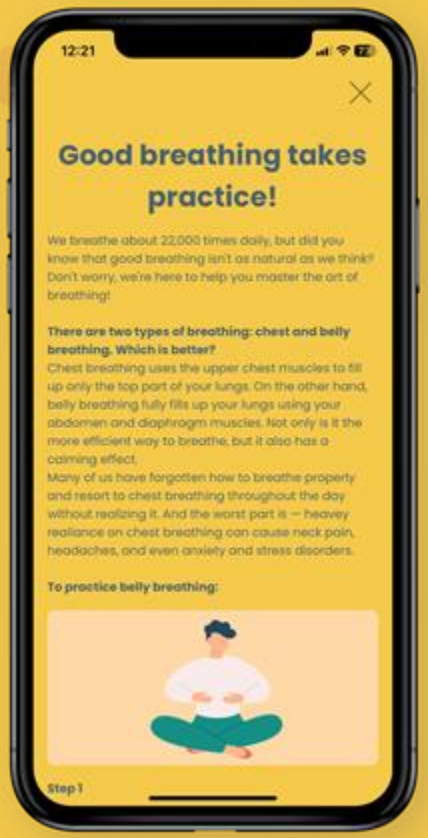
Step 2: To breathe, and to learn to breathe

Click **'Let's begin'** to begin.

Or

Click **'Learn to breathe properly'** to learn more about breathing techniques.

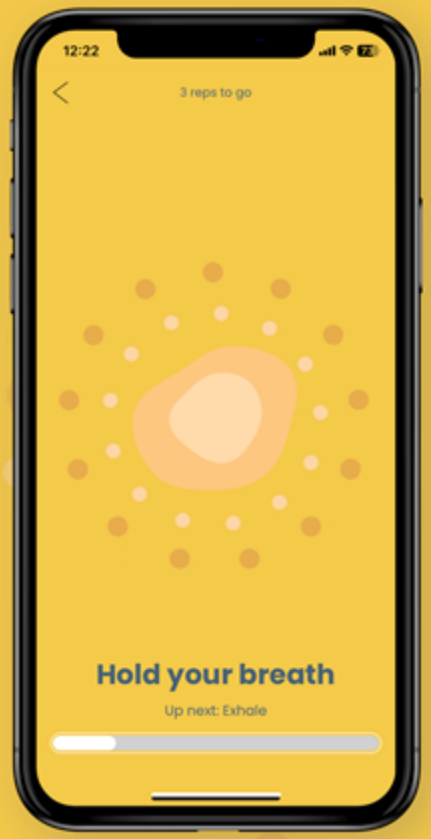




Regulate your mind

Step 3: Breathing in progress

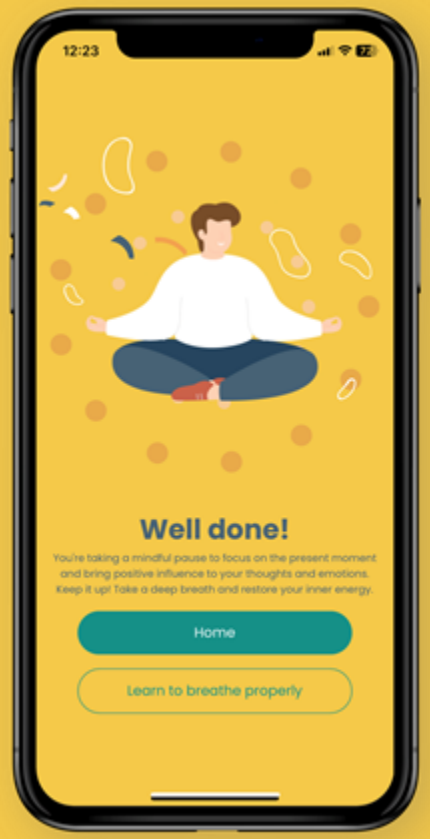
Follow through the instructions.

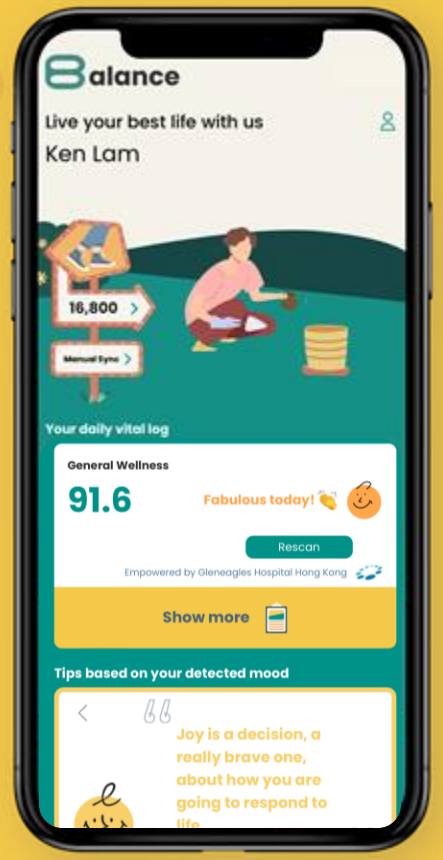


Step 4: Session completed

Unlock a sticker the first time you have completed a session each day.

💡 Remember to come back every day to get new stickers from time to time!

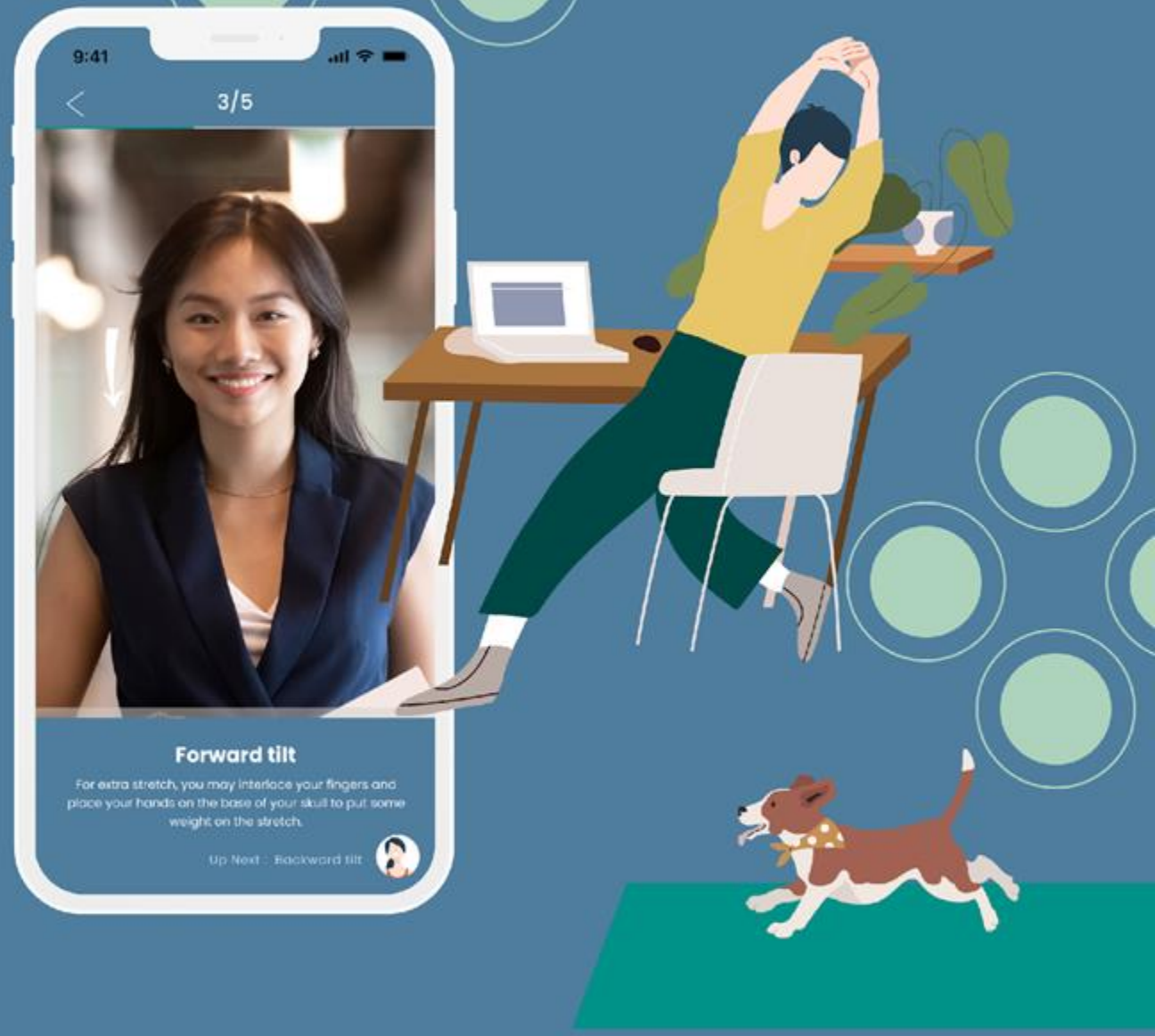




AI Deckercise

Stretch to de-stress

Bid farewell to tight shoulders and neck

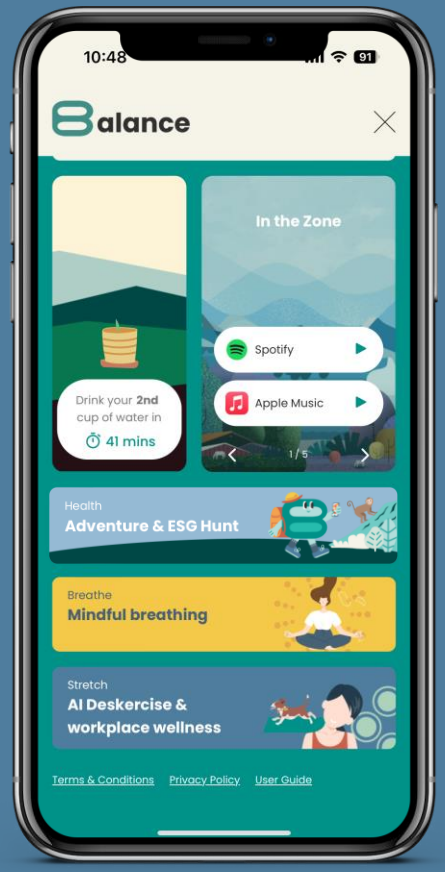


AI Deckercise

Stretch to de-stress

Step 1: Initiate session

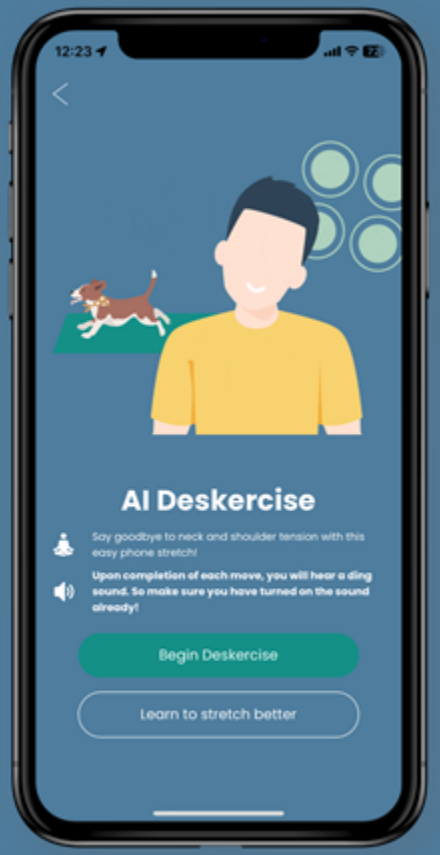
Tap **'AI Deskercise & workplace wellness'** from "Unlock the power of 8alance" homepage.



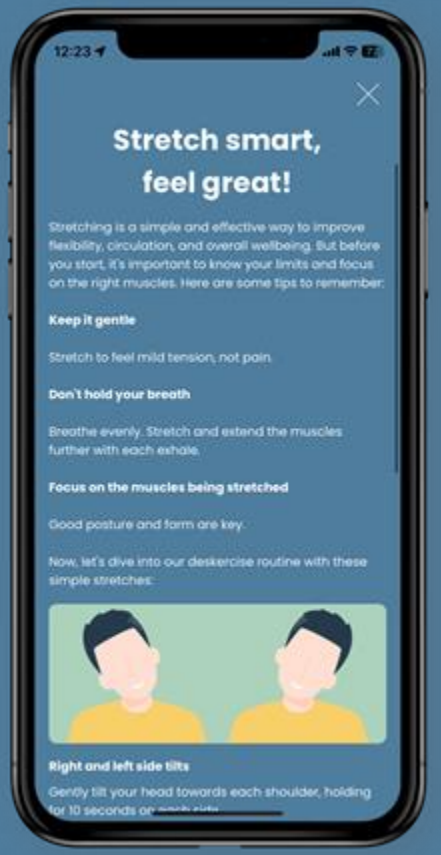
Step 2: Session completed

Click **'Begin Deskercise'** to start the practice.

💡 Turn on sound to immerse yourself in the experience.



Click **'Learn to stretch better' t**o explore the stretch moves in detail.

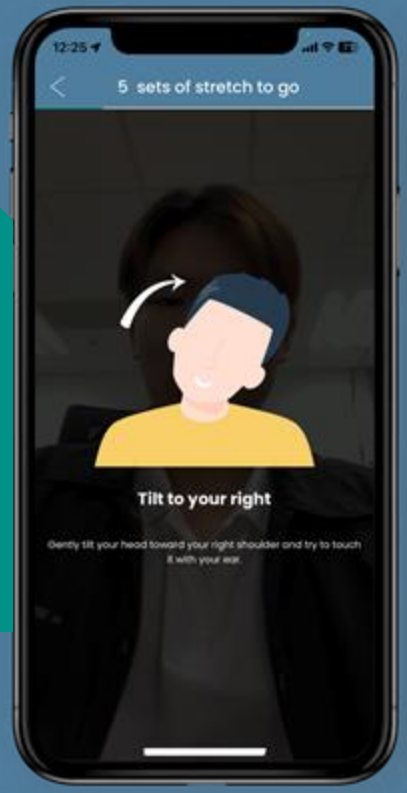


Stretch to de-stress

Step 3: Stretching in progress

Follow through the instructions. Make sure your head and shoulders are always in the frame!

💡 First-time AI setup may require more time.



Step 4: Session completed

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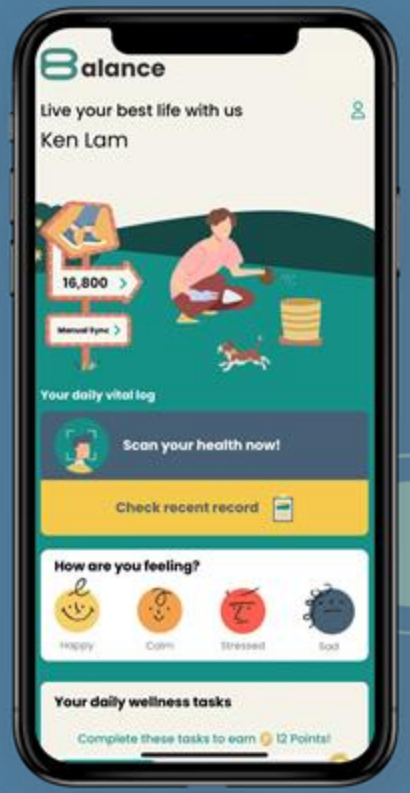


Note:

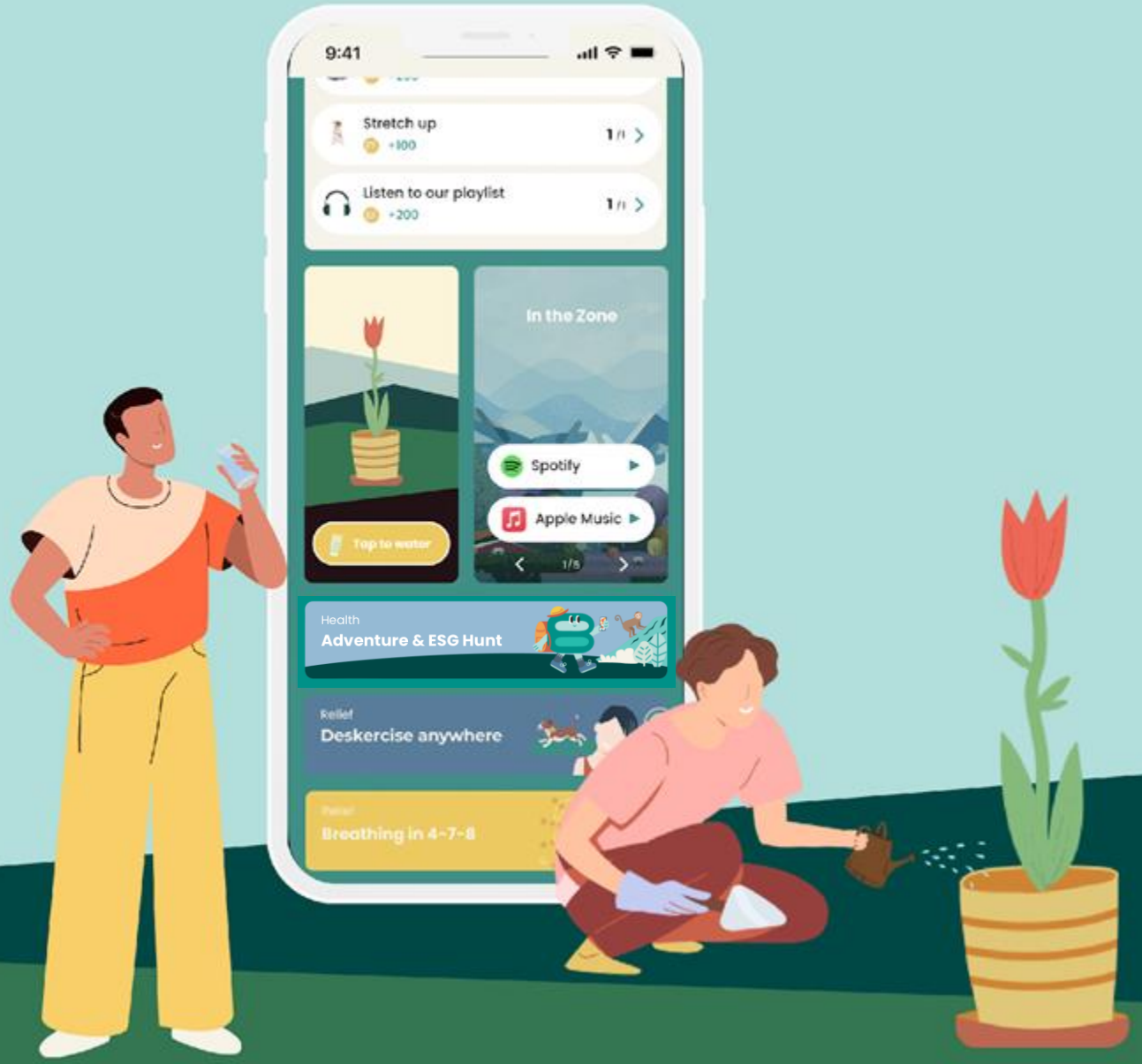
During the game process, please ensure:

1. The front camera on your device is positioned horizontally at the level of your head and shoulders.
2. Your camera is on a stable and flat surface.

Water tracker

Nourish your body with water

Hydrate your body, just like how you would nurture a flower



Nourish your body with water

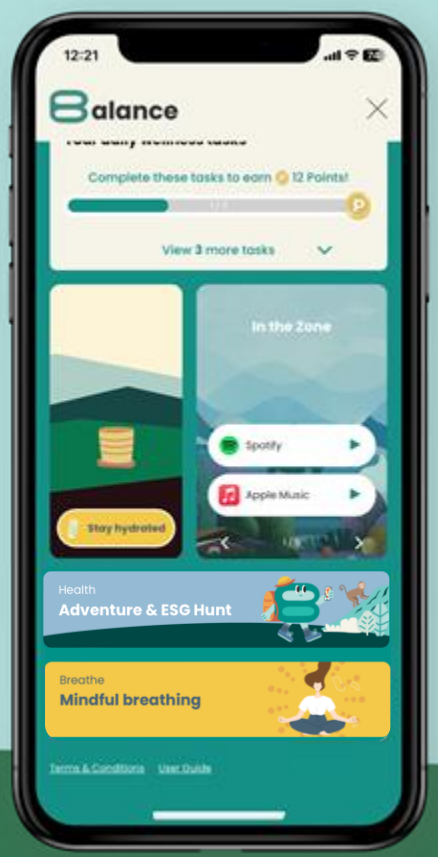
Step 1: Drink water

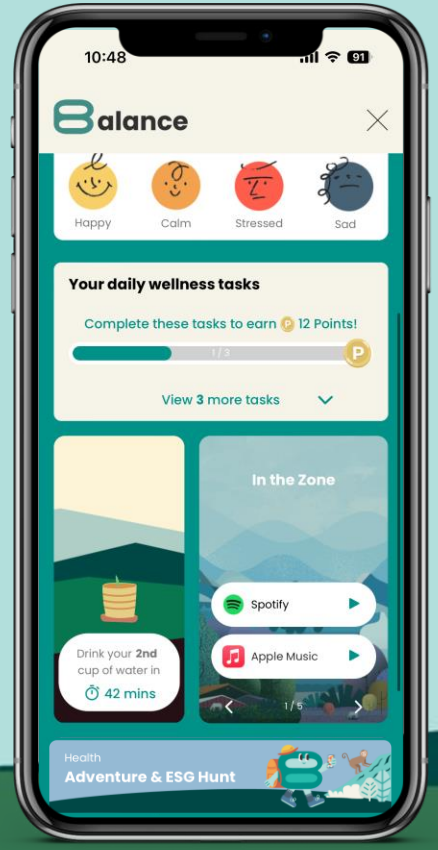
Tap **'Stay hydrated'** to water the plant after you have had your cup of water.

Step 2: Grow flower

Your flower will grow strong and robust every time when you water it.

💡 You can only tap the button every 45 minutes, so ensure you are drinking water constantly and consistently!

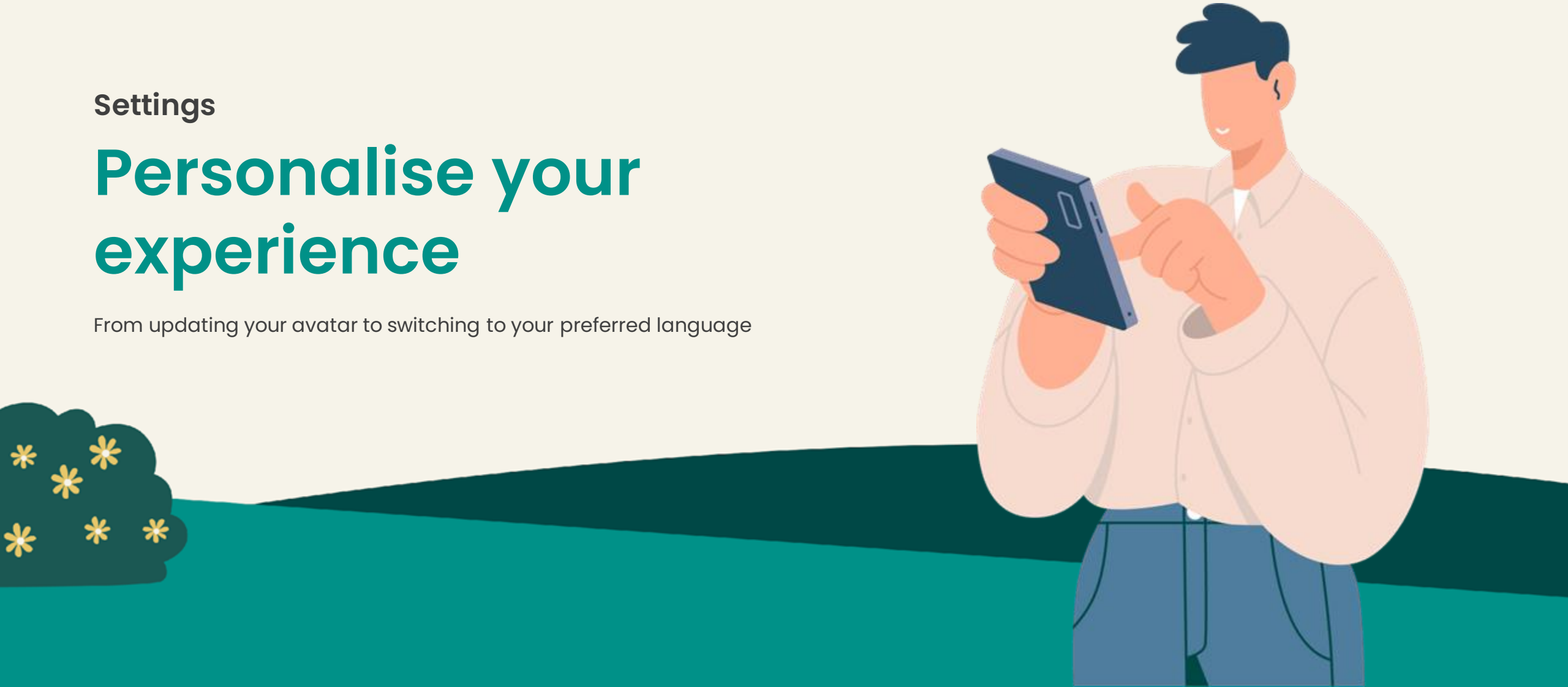




Settings

Personalise your experience

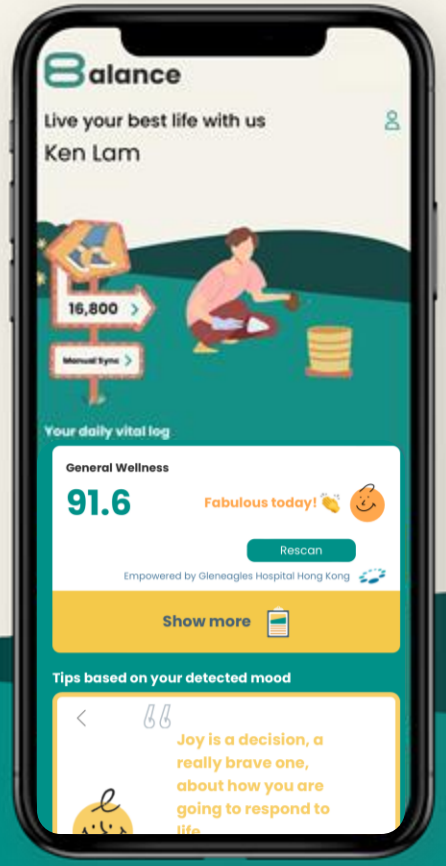
From updating your avatar to switching to your preferred language



Personalise your experience

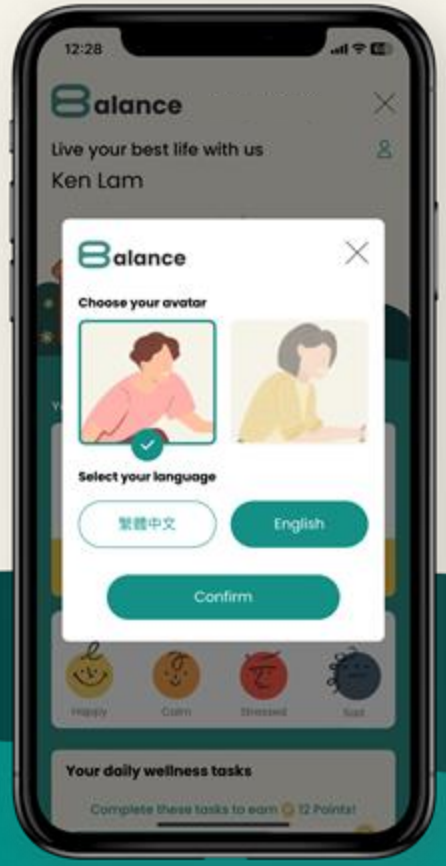
Step 1: Profile setting

Tap on the profile setting icon.



Step 2: Update profile

Change your avatar or language preference.



Contact us

If you encounter any technical issues during installation or have questions about 8alance, please do not hesitate to contact us via email at **hello@en-novelty.com**

En-Novelty is an Innovation Lab committed to bringing tomorrow's innovations to life.

To learn more about us, visit our website at **https://www.en-novelty.com/tc/**

Balance

Thank you

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