## 10 Tips for a Successful Challenge Submission

- **1.** Use a computer that meets our system requirements.
  - Access from a Windows 10 or MacOS desktop, not a mobile device.
  - Use the latest version of a supported browser: Chrome, Edge, Safari, or Firefox.
- 2. Prepare your file attachments.

Have all submission files ready ahead of time. Make sure they are the correct formats and do not exceed file size limits.

**3.** Use your challenge link to login.

If you do not already have an account, you will be prompted to create one.

4. Fill out all the sections.

Click the section titles in the left menu to go from one section to the next.

## 5. Save drafts before you exit.

If you need to exit the questionnaire before submission, click the Save Draft button to save your work.

6. Submit to complete.

For your responses to be submitted, you must click the Submit button before you exit the questionnaire.

If you experience technical issues during the challenge, contact Tony Mango, support@healthbox.com.

## **Accepted File Types**

Video: .mp4, .mov, .avi, .mpeg, and .m4v

Audio: .mp3, .wav, and .aiff

Documents: .pdf, .xls, .xlsx, .doc, .docx, .ppt, and .pptx Image: .png, .jpg, .jpeg, and .gif

## **File Size Limits**

Static file: 2 MB Video file: 500 MB

