

Couple Checkup™

Powered by PREPARE ENRICH

Setting up a Group

1. Login to your Group Leader Account.
2. Click **Create a Group** to assign a number and group description for each of your group(s).
3. **Give this Group Code to all of the couples in your group.** There is a place for couples to enter this code on the **View Results** page of the website once they have both completed their Checkup. If couples do not enter this number, they will not appear in your group summary.

Note: If a couple has forgotten to enter the Group Code, they can login to their completed account to enter it at a later time.

Generating Group Summary Reports

Once 5 or more couples (of the same relationship type) have taken their assessments and entered the group code, you will be able to generate a Group Summary Report.

1. Log into your **Group Leader Account**.
2. Click on **Summary Reports**.
3. **Select the group(s)** for your report (see image below)
4. **Select Couple Types** from the drop-down menu (Dating, Engaged or Married).
5. You can specify a date range, or leave the date range blank.
6. Click **Generate Report**.

Generate Summary Reports

Check the box to the left of each group that you would like to include in the report. Once you have selected your groups, you may generate a Summary Report by clicking "Generate Report".

Select	Group Number	Group Description	Total Couples	Matching Couples
<input checked="" type="checkbox"/>	915	Engaged Group	40	32
<input type="checkbox"/>	415	Married Group	40	33
<input type="checkbox"/>	95	Leader Group	0	0

Select the type of checkup to generate the Summary Report for: Engaged Checkup

You may narrow your list of summarized couples to those that completed their Checkup within a date range. Enter each date, or click on the icon next to each field to select the date from a popup calendar. You may also choose to include all couples for the selected groups by leaving both dates empty.

From Date (MM/DD/YYYY) To Date (MM/DD/YYYY)

View the most recently generated Summary Report.

View Results

Generate a new Summary Report of the Selected Groups.

Generate Report

Return to the group leader menu.

Cancel