



HEALTHY YOU
WORKING TOGETHER FOR YOUR WELLNESS

2nd Annual Active You Walking Challenge



*Wellesley College is very excited about this year's Active You Walking Challenge!
And we hope you join the fun.*

This guide gives you all the details about participating, using the Fitbit, creating a team/group, winning prizes and taking advantage of all the events scheduled over the next two months (April 1 through May 30).

WHAT'S NEW THIS YEAR

Last year, we invited all participants to focus groups and asked for comments on the Walking Challenge. As a result of this feedback, you'll see that we've made some changes based on your suggestions. We are:

- Trying out an individual competition format this year. (You still have the option of forming your own team or group! See how by watching the Fitbit "how to" video on the HR/Benefits or Fitbit site.)
- Using the Fitbit technology to capture everything (instead of having you e-mail and report in)
- Giving you access to information about everyone who's walking and where you stand (via the group Fitbit site) and
- Encouraging you to share photos, videos, and ideas with other participants.

We hope these changes will make the Walking Challenge even more fun – and we'll look forward to your comments again this year!



ACTIVE YOU
WELLESLEY WALKING CHALLENGE

Calendar of Key Events

- **Launch and Registration Events:**
Wednesday, **March 25**, 8:30 a.m. to noon, Alumnae Ballroom and Monday, **March 30**, 11:00 a.m. to 2:00 p.m., Library Lecture Room
- **Group Campus-wide Walks – come walk with us!** Wednesdays, **April 1 and May 6**, meet in the Green Hall Quad at 12:30 p.m. (with each 30-minute walk starting at 12:35 sharp!)
- **Award and Celebration Party:** Thursday, June 4, starts at 3:30 p.m., Alumnae Ballroom

The Walking Challenge begins on April 1 and ends on May 30.

Our Healthy You website:

www.wellesley.edu/hr/benefits/healthyyou

REGISTERING FOR THE WALKING CHALLENGE

This year, our Active You Walking Challenge is an individual competition, with the ability to create or join a group of any size! To get started, you'll need to register and have a Fitbit. Come to the March 25 or March 30 event to register. We have a limited supply of Fitbits for new participants. These can be picked up when you register.

Fitbit Training Workshops

(20-minute sessions)

- Wednesday, **March 25**, 10:00 and 11:00 a.m., Upstairs from the Alumnae Ballroom
- Monday, **March 30**, 12:30 p.m., Library Lecture Room
- Tuesday, **March 31**, 12:30 p.m., Library Lecture Room

An online training video is available at any time from our Benefits website (the Active You link from the Healthy You page) – or via the YouTube link on the Fitbit site.



ATTENDING A FITBIT TRAINING WORKSHOP

All participants should attend a training workshop so that you can get the most out of your Fitbit and this year's Walking Challenge. These 20-minute workshops will familiarize you with the Fitbit and how this spring's Walking Challenge will work. Each session covers everything from opening the box to getting your Fitbit problem solved to engaging with your co-workers on the new group Fitbit site developed specifically for Wellesley College. You'll also learn how to set up your own team/group!

Susan Glover, the Health and Wellness Manager from the Boston Consortium for Higher Education and Wellesley College's Healthy You consultant, is our presenter. Sue is also your main contact for all things Fitbit-related. Please contact Sue at sglover@boston-consortium.org rather than contacting Human Resources.

REGISTERING YOUR FITBIT

Once you've attended a training workshop, go to www.fitbit.com/setup and follow the online instructions to register. Only open your Fitbit box once you are ready to set up your device because there are small parts in the box that are easy to lose.

Register your Fitbit using your Wellesley College e-mail address rather than a personal e-mail! Otherwise, you will not receive the invitation to join the online Fitbit group. Pay attention to the privacy settings. If you want to keep your data as private as possible, set your privacy settings so that most of your data is only visible to you.

Once you register for the Walking Challenge, you will receive an e-mail from Fitbit that Susan Glover has invited you to join the Wellesley College Active You Walking Challenge. **Please "accept" this invitation so that you can participate in the college-wide Walking Challenge**, see your progress in relation to your colleagues, receive communications about the competition, and share tips and ideas with other participants! Setting up your own group is quick! See below for instructions or attend one of the Fitbit training workshops.

Note: If you prefer to keep your identity private (no picture and an "alias" as your Fitbit screen name) that's fine, too!

If you haven't used a Fitbit before – or need a refresher – there are many opportunities to learn more. This guide includes tips on using a Fitbit and what to do if you have a problem. You can attend one of our Fitbit training workshops or access an online video from our HR/Benefits website (the Active You link from the Healthy You page) or via the YouTube link on the Fitbit site.

WALKING CHALLENGE TIPS

You will want ways to increase your steps for the Walking Challenge and beyond! Here are some ideas:

- Take the stairs instead of the elevator or escalator
- Set an alarm on your phone or computer to get up and move at regular intervals during the day
- Put your office equipment (e.g., printer, recycle bin, files you use most often) out of reach so you have to leave your desk
- Stand up for every phone call
- Walk around your living room while watching TV
- Get on or off the MBTA/bus one or two stops before your destination
- Pick a parking spot that makes you walk a longer distance
- Dance, stretch or do jumping jacks during commercials
- Go bowling instead of to a movie
- Try a health club (most give you a free day pass)
- Try different workouts until you find one you like
- Put exercise on your calendar as a recurring appointment
- Find a buddy to walk or exercise with
- Set up a challenge with someone and have an incentive for the winner, such as buying lunch or sporting event tickets
- Keep workout clothes and sneakers in the office and car
- Suggest walking meetings – and they don't have to be outside; walk around the building!
- Walk your dog or a neighbor's dog
- Share your ideas on the group Fitbit site
- Add up the time you spend watching TV or on Facebook – and commit to using half that time to move instead!

Fear is always a motivator. Google “Why Sitting Is the New Smoking” because knowing the effects of a sedentary lifestyle on your health and lifespan will motivate you to move more.

This Year's Prizes

TOP THREE WALKERS:

- **1st place:** Aria scale
- **2nd place:** Reebok design-your-own sneakers
- **3rd place:** Nutri Bullet

PLUS PRIZES FOR THE:

- **Best video**
- **Best healthy selfie** *and*
- **Two unsung heroes** *and more!*

Prizes include Five Healthy Baskets from HPHC (valued at \$100 each) and Beats by Dr. Dre earbuds, to name a few.



Fitbit Resources

Address any problems you have with the Fitbit as soon as possible by using the resources below.

- Go to the official Fitbit Help site:
<http://www.help.fitbit.com>
- Contact the Fitbit Support Office at:
<http://www.contact.fitbit.com>
- If you still have problems, contact Susan Glover at
sglover@boston-consortium.org



GETTING THE MOST OUT OF YOUR FITBIT

If you're new to the Fitbit, watch an online video (on our HR/Benefits website or via the YouTube link on the Fitbit site). Then take time to explore www.fitbit.com and try out all the features:

- Take a look at the dashboard and the different charts and graphs that reflect your activity.
- Upload a photo of yourself. This lets everyone know who else is participating in the Walking Challenge.
- Create your own Fitbit group! Want to set up a team for your department, separate from the college-wide challenge? It's easy. From the Fitbit website, go to "Community" and then "Activity Groups." Click "Create Group" and give your group a name. Then invite people to the group via their Wellesley e-mail addresses. When you create your group, make sure to set it up as private. That way, only those you invite to the group can view it or comment.

FIXING COMMON FITBIT GLITCHES

Most Fitbit issues can be resolved easily and quickly.

- **I can't install the Fitbit software.** Contact the Fitbit help site at <http://help.fitbit.com>.
- **My steps are not appearing on the Fitbit.** There are several reasons why this could happen. For example, the Fitbit software might not have been installed properly or the base station may not be connected to the computer. Your best strategy is to contact the Fitbit support office at <http://www.contact.fitbit.com>.
- **The Fitbit is not tracking some types of exercise.** The Fitbit does not track cycling and swimming, as well as other forms of exercise that don't register steps. You may log these activities under the Log tab.
- **I forgot my Fitbit Password.** Request a reset at the login screen with your Wellesley e-mail address.
- **My Fitbit got wet.** Put your Fitbit in a bag of dry, uncooked rice and let it dry overnight.
- **I did not get the invitation to the group site.** Did you use your Wellesley College e-mail address? If not, you will need to e-mail your personal e-mail address to sglover@boston-consortium.org or change the e-mail address associated with your Fitbit account to be invited to the group. The invitation comes from Fitbit. Please do not delete it!
- **The Fitbit group site is not showing all my steps.** Fitbit tracks on a monthly basis. Steps taken in April disappear at midnight April 30. It starts counting again on May 1. Not to worry, though! Fitbit stores the prior month's data and uses it in your totals.

Note that all Fitbits are under warranty. If you have a defective Fitbit, you must follow Fitbit's replacement process. Wellesley College cannot replace your Fitbit and you do need a Fitbit for the Walking Challenge – either one from Wellesley College or one that you have purchased. **Sue Glover can help you with this process; do not bring defective Fitbits to Human Resources.**

