

# Health and Wellness Challenge

## Getting Started Guide

### About the Challenge

Congratulations! By registering for the Health Challenge Event you are taking a positive first step towards experiencing greater health and wellbeing. Over the course of five weeks you will be challenged to stretch your personal wellness boundaries as you think about what wellness looks like for you.

In this Challenge, you will find that wellness encompasses much more than just physical fitness and nutrition. In fact, the activities you can collect points for are equally divided between five dimensions of wellness: physical activity, nutrition, intellectual, psychological and social/community.

### How to Register

- Visit: <http://www.healthycommunity.ca/lifestyles/NSTUChallenge> and click on "Sign Up".
- You will be asked to read and agree to the CoreHealth™ Technologies Inc. End User Agreement to proceed.
- If prompted, enter the registration code **NSTUChallenge** and click on "Save".
- Enter a User Name and choose a password. The User Name will become your login ID and your password will be required every time you want to access the health challenge website. Complete the remaining profile form fields.

### Personal Avatars

You can choose an avatar from the default list available. Your avatar will appear next to your nickname on the challenge progress page, team page, message boards and buddies list. To change your avatar at any time, select "My Profile" from the top menu and then select "Update Profile".

### Joining a team

You may wish to join a team once you have registered on the Health Challenge Event website. Being part of a team is a great way to stay motivated over the duration of the challenge and keeps you connected with other Challenge participants. Joining a team allows you to post messages on the team message board and participate in weekly team bonus activities to earn extra points.

To join a team, simply click [join](#) in the "Teams" box under the "Social" tab located on the dashboard. A list of teams will appear. Scroll over the team that you want to join and click on "[Join](#)" or type the name in the "[Advanced Search](#)" box to find the desired team. If a team password is required, please request this from your team leader.

### Creating a team

You may also wish to create your own team - you can do this by clicking on "Submit" in the "Teams" box found by clicking on the "Social" tab on the dashboard. Be creative! Use a fun & descriptive name for your new wellness team. As the creator of the team, you will have the option of making your team either public or private; if you choose public, anyone participating in the challenge will be able to join. If you choose to make your team private, a password box will appear below and you will be asked to enter a password. This password will be required for users to join your team, so only give out the password to individuals that you would like on your team.

### Wellness score calculation

Your total Wellness Score is calculated based on your daily activities, weekly bonus activities as well as your participation on the challenge site. For instance you can receive additional points for starting and joining a team or posting a message on one of the message boards.

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### **Posting a message on the message boards**

The message board is a place for you to talk with and hear from your fellow Challenge participants. This is a great place for you to post healthy recipes, let others know about upcoming events and share personal stories and experiences in your wellness journey. You can access the challenge message board by clicking on the "Social" tab on the dashboard, then "Show More" under the "Message Board" box. You can also post on your team's message board which can be located in the "Teams" box under the "Social" tab on the dashboard.

### **Inviting a buddy**

With a quick email invitation, you can connect with one of your pals on the Challenge site or invite a new participant to join! Once your buddy has registered on the site and accepted your request, both you and your buddy can see when each other logs onto the site. By doing this you can chat online using your one-one talk board, view one another's personal avatars, steps and challenge information, as well as each other's wellness score. To send a buddy request, simply click on the "+" sign in the "Buddy" box found under the "Social" tab on the dashboard.

### **Tracking of Daily Activities:**

Record your daily activities by logging into the website and clicking on the "Tracking" icon. Scroll through the five tabs (5 wellness dimensions) and select all the activities you have performed. You can remove an activity by clicking again on the check-marked box. Descriptions of how to complete each activity are listed on the Scorecard (found in the documents box on the main page) for quick reference. Some activities can be performed in multiple increments per day. To track the number of times you've performed that activity, click on the appropriate number of check mark boxes to record your points. For example, if you've engaged in an hour of physical activity, click on two of the check mark boxes near the activity "Get Moving" and a total of 16 points will be logged. If you are entering activities for another day, click on the calendar icon and select the appropriate date and repeat the same process.

### **Bonus Activities:**

Every Thursday, the weekly individual & team bonus options will be sent out in the weekly newsletter. These newsletters will be posted in the documents section on the main page for quick reference. Record your weekly bonus activities by clicking on the bonus activity tab on the activity tracker and select the appropriate date which you completed your individual and/or team bonus activity.

### **Challenge Rankings:**

To see your overall progress in relation to the other participants of the Health Challenge, click on the name of the challenge from the "My Challenges" box on the home page.

### **Resources:**

For more information, select "Learn" from the top menu on the dashboard. This will display useful website links and documents for each of the five dimensions of wellness. Additionally, there is a Health Library link that you may browse for valuable health information.

### **Events:**

You can submit an event that you want to share with your colleagues, such as a 5km race or a wellness fair, by clicking on the Event Calendar link from the "Social" tab located at the top menu followed by the "submit an event" on the calendar. You then must complete the event submission form; including the title, event details, date, and time and click save to submit your event for posting. Please note that all events require approval so you may not see your event posted immediately.

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### Testimonials:

You can submit a testimonial about your organization's Health Challenge or view testimonials from participants of previous health challenges. To submit a testimonial click on "+" located in the "Testimonials" box under the "Social" dashboard tab. Click on "Create a new Testimonial". Please note that all testimonials require approval so you may not see your testimonial posted immediately.

### Wellness Assessment:

The Wellness Assessment will be accessible during the beginning and end of the challenge on the Assessment page. This tool is intended to show you the progress you have made over the five dimensions of wellness during course of the challenge. Once you click on the "Assessment" link, you will be taken to a screen that allows you to either change your initial responses to the assessment, or to view your results.

### Challenge Support:

If you have any questions regarding the Health Challenge Event, please check out our Frequently Asked Questions (FAQ) page, ask your health challenge representative or send an e-mail to:

[challengesupport@homewoodhealth.com](mailto:challengesupport@homewoodhealth.com)

### Challenge Rules

- Each week starts on a Friday and ends on a Thursday.
- You can enter your activities up to 7 days ahead, or 7 days following.
- Teams must consist of a minimum of 3 players up to a maximum of 10.
- Activities can be logged once per challenge, once per week, once per day, or several times per day, depending on the activity.
- Participants should log their own activities, including the bonus activities, provided that they participated in one of the challenges. It is recommended that this be done on a daily basis if possible.
- All weekly bonus challenges are equal in value.
- Only those team members who participated in the weekly bonus challenge are eligible to log their 25 points.
- The team score is averaged across team members so teams that are larger do not have an advantage over the smaller teams.
- Logging your points is done on the honour system. You are the judge when it comes to deciding if your activity deserves to be counted, or not.
- Most importantly - have fun!

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