



10,000 Step Challenge 2023

Lace up your sneakers and get your step trackers ready – it's time to step it up!

Center For Family Services 10,000 Step Challenge is a wellness initiative designed to inspire employees to increase their daily physical activity to 10,000 steps. The goal is to get out of your comfort zone, create new healthy habits, get moving, and have fun!

You have the option to participate on a team or as an individual. Each week, you can walk your way to the weekly goal of steps per day. The 7-week walking program will run from **Tuesday, May 9 through Monday, June 26**. You have the option to participate on a team or as an individual.

WEEKLY GOALS

Week 1: May 9 - May 15

Warm-up week! Participants should use this week to adjust their normal routines and familiarize themselves with using their pedometers/fitness trackers/apps and the [Weekly Step Log](#). While there is **no specific goal** for this week, employees should **aim to walk at least 1,000 steps per day** in preparation for the weeks ahead.

Week 2: Tuesday, May 16- Monday, May 22
Each team member to walk 3,500 steps a day (for at least 5 out of the 7 days)
Week 3: Tuesday, May 23- Monday, May 29
Each team member to walk 6,000 steps a day (for at least 5 out of the 7 days)
Week 4: Tuesday, May 30- Monday, June 5
Each team member to walk 8,500 steps a day (for at least 4 out of the 7 days)
Week 5: Tuesday, June 6- Monday, June 12
Each team member to walk 10,000 steps a day (for at least 4 out of the 7 days)
Week 6: Tuesday, June 13- Monday, June 19
Each team member to walk 10,000 steps a day (for at least 4 out of the 7 days)
Week 7: Tuesday, June 20- Monday, June 26
Each team member to walk 10,000 steps a day (for at least 4 out of the 7 days)

Each participant is responsible for walking the weekly goal of steps for at least 5 days out of the week (Weeks 2 & 3) and 4 days out of the week (Weeks 4, 5, 6 & 7) – these can be ANY days of the week, to include Saturday and Sunday.

INCENTIVES

Beginning Week 2, 5 raffle winners will be selected for a \$25 Amazon gift card. At the end of the challenge, 3 individuals and 3 teams will be drawn for grand prizes. Individual grand prize winners will receive a \$100 gift card, and grand prize-winning teams will receive a catered lunch.

GETTING STARTED

Employees can take part in the 10,000 Step Challenge as individuals or teams. Teams must have **3 to 7 participants** and a designated Team Captain. If you'd like to participate individually, you will serve as your Team Captain and take on Team Captain duties. Your first and last name can act as your team name.

Team Captains must register their team members and team name by completing the [registration form](#) no later than **Friday, May 5**.

Tuesday, May 9 = the start of Week 1! Good luck on your walk towards wellness!

TEAM CAPTAIN RESPONSIBILITIES

Each team must select a member to serve as the Team Captain. If you are an individual participant, you will act as your Team Captain.

Team Captains will be responsible for collecting and recording their personal steps as well as team members' steps.

Beginning in Week 2, Team Captains should report their personal or team's weekly progress, using the [Weekly Step Log](#), no later than Tuesday evening (5/23, 5/30, 6/6, 6/13, 6/20 & 6/27). Team Captains should familiarize themselves with the step log prior to your Week 2 submission.

The Step Log will be shared via email each week and can also be accessed through the Center For Family Services website via the following link: <https://www.centerffs.org/staff/wellness/10000-step-challenge>

****All submitted Step Logs will be considered final. No adjustments will be made to members' daily steps once a Team Captain submits their weekly log.***

****A team or individual that fails to submit their Step Log 2x will be removed from the challenge.***

QUESTIONS?

Please refer to the Q&A section OR email your questions to jennifer.desimone-jewell@centerffs.org



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Questions & Answers

How am I supposed to keep track of the number of steps I take each day?

A pedometer's memory will store up to 7 days' worth of steps. Each morning, at 12:00am, the pedometer will reset back to 0 steps and store your steps from the day before. You can also use a Fitbit, Apple Watch, or personal fitness tracker. There are several free step counting apps, including Pacer, Fitbit, and My Fitness Pal, that you can use on your smart phone as well.

I am participating individually, how do I submit my steps?

You will submit your steps via the [Weekly Step Log](#) at the end of each week. Remember, challenge weeks begin on Tuesday and end on Monday. Enter your team name (your first and last name can be your team name), select which week you are submitting steps for, enter your name, email, and step count for the week under participant 1, and submit your information.

What if a Team Captain does not work out of the same location as their Team members?

Your team does not need to work out of the same location. If you are working out of a different location or working remotely, steps should be submitted to your team captain via email. Weekly step logs should be submitted by the Team Captain no later than Tuesday evening.

**All submitted Step Logs will be considered final. No adjustments will be made to members' daily steps once a Team Captain submits their weekly log.*

What if our Team Captain is going to be out of the office the day the Step Logs are due?

If a Team Captain is out of the office or unable to submit the Team's weekly step log by Tuesday evening, another member of the team should collect the team's steps and submit the weekly log.

What if one of my team members goes on vacation during the course of the challenge?

If a team member is going to be out of the office, it is suggested that their Team Captain record their steps before they leave and follow-up upon their return. The team member is responsible for their personal step log.

How long should I wear my pedometer or fitness tracker?

The number of hours in a day that the pedometer or fitness tracker is worn is completely up to the individual – there are no specific time restrictions. However, most pedometers/fitness trackers will re-set themselves, starting a new day, at 12:00 am.

Can the pedometer measure steps for anything other than walking?

Pedometers/Step Counters most accurately measure steps while walking. However, it can also be used to count steps during jogging, for example if it is attached to your belt or the top of your pants with a holder. The accuracy of the step counters can vary and cannot be guaranteed for anything other than walking and/or jogging. It is important to use the warm up week to become familiar with the method of step counting that you have chosen.