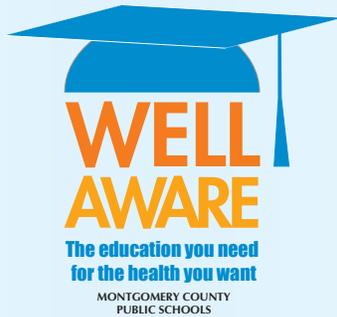


LACE UP YOUR SNEAKERS, IT'S TIME TO TRAIN!



YOUR
Race
YOUR
Pace

PROGRAM GUIDE



ROCKVILLE, MD



• YOUR RACE • YOUR PACE

PROGRAM SUMMARY AND GOALS

CROSSING THE FINISH LINE *is one of the best feelings in the world.*

Whether you are running or walking a road race, biking, swimming, or meeting another goal you set for yourself, the finish line symbolizes your hard work, determination, and consistency.

This fall, Well Aware is challenging you to spend 10 weeks training for your race in the *Your Race, Your Pace* physical activity challenge. Your race might be a walk around the block, a 5k run, or a 30-mile bike ride. Your race might be completing a 10-week yoga class or perfecting your tennis swing. Every participant is different, so every race is unique. And Well Aware will offer you incentives along the way to keep up your training!

All Montgomery County Public Schools (MCPS) staff members are eligible to participate in *Your Race, Your Pace*, including elementary, secondary, transportation, and central services staff members. Participants will log their activity throughout the 10-week challenge and track their progress using the online [Well Aware Fitness Log](#). Based on participation, you will be eligible to win prizes for you, your team, and your school or office.

On Saturday, December 12, 2015, lace up your sneakers and, individually or with your team, complete your race! Use the Well Aware Race Bib and join thousands of MCPS staff members as you cross your finish line! Share your pictures and success stories with wellness@mcpsmd.org.

YOUR RACE, YOUR PACE IMPORTANT DATES:

The online [Well Aware Fitness Log](#) is available to you 24/7, so log your activity at any time!

Competition Dates:

- **TEAM REGISTRATION OPENS:** Monday, September 21, 2015
- **COMPETITION BEGINS:** Monday, October 5, 2015
- **COMPETITION ENDS:** Friday, December 11, 2015



• YOUR RACE • YOUR PACE

THE COACH'S ROLE

Volunteer coaches serve as program coordinators and champions at their locations; they are the engine of the wellness program. Schools and central services locations should select an individual or create a team of individuals who will be successful in motivating staff to participate and stay engaged throughout the school year. These individuals may have either served as a coach in a previous activity challenge or be new to the role.

Responsibilities of Coaches:

- **RECRUIT** staff to participate in the challenge.
- **ASSIST** all staff members with becoming part of the challenge, including registering on the online fitness log.
- **INFORM** staff about the program via e-mail, staff announcements, lounge bulletin boards, and other preferred communication methods at the coach's location.
- **TRAIN** staff on the online tools and provide support as needed, including showing staff how to log in and report activity. (Videos are available on the *Your Race, Your Pace* web page to assist with this task.)
- **PROVIDE** support and motivation for participants throughout the challenge.
- **COLLABORATE** with school/location leadership to ensure program success.

If you served previously as a coach for a Well Aware activity challenge and you are interested in continuing in this role, or if you are interested in serving as a coach for the first time, please e-mail wellness@mcpsmd.org.

HOW TO PARTICIPATE IN YOUR RACE, YOUR PACE

THE GOAL OF YOUR RACE, YOUR PACE
is to choose a physical activity goal, train for it, and achieve it!

Set a goal (5k, bike ride, a difficult yoga pose, lap swim, or timed exercise like 30 minutes per day). Work toward your goal and strive to meet the Surgeon General's recommendation of 150 minutes of moderately intense exercise per week.

Log your physical activity time in the online [Well Aware Fitness Log](#) for your chance to win weekly and grand prizes.



• YOUR RACE • YOUR PACE

ONLINE WELL AWARE FITNESS LOG

Your activity will be tracked via the online [Well Aware Fitness Log](#). To participate, first you must register on the [Well Aware Fitness Log](#), which also can be found through the Well Aware web page or the *Your Race, Your Pace* web page. You may register for an account and log your activity at any time. **If you participated in the previous activity challenge, you do not need to re-register.**

- **ENTER YOUR PHYSICAL ACTIVITY TRAINING.** In addition, you can log every activity from gardening and housework to yoga, Zumba, and everything in between.
- **YOU DO NOT NEED TO ENTER DAILY TO QUALIFY.** Activity for any week can be entered all at one time, but must be logged by the following Monday at 12:00 noon to count toward the previous week's prize.

You will be able to enter a maximum of two hours of activity for the purpose of prizes.

Teams

If you are motivated best through the camaraderie of working together, you will be able to form teams and compete for prizes and bragging rights. You may choose to be on a team with colleagues from your school, your office, or across MCPS; teams are not limited to one location. In addition, each location may have multiple teams. Once you have agreed to join a team, a team captain must be selected to establish the team on the [Well Aware Fitness Log](#). See the “Online Tools” section of this guide for additional details. Teams must be made up of 3 to 15 individuals and all team activity will be averaged to ensure a fair competition.

Online Tools

Your Race, Your Pace will be managed using two online resources:

1. The [Your Race, Your Pace challenge web page](#)
2. The [Well Aware Fitness Log](#)

Both pages will offer competition updates, tools for registering and using the fitness log, and tips and motivation to keep moving.



YOUR RACE • YOUR PACE

Well Aware Fitness Log

The **Well Aware Fitness Log** is the main resource for this competition. The log allows participants to track activity, log progress, and become eligible for prizes. The fitness log also displays competition updates, including leading teams, allowing friendly competition and peer support to help motivate you to reach your goals.

As always, you can view your individual statistics in the REPORTS section of the log.

Registering on the Fitness Log

The first time you visit the **Well Aware Fitness Log**, you will be prompted to register. You must enter and then confirm your e-mail address and confirm that you have read and accept the Terms of Service (available on the site). When you submit this information, you will receive a welcome e-mail that contains your username and password. Use this username and password to access the **Well Aware Fitness Log**. During your first visit to the log, you can update your information to a username and password of your choice. Keep your log-in information in a safe place. You can register at any time. If you lose or forget your login or password, **e-mail Well Aware** for assistance.

If you have changed positions, locations, or schools since you registered, make sure to update your location data. To do this, click on the ACCOUNT drop-down box. Choose PROFILE. Update your school or office location in the drop-down box on that screen.

Creating a Team on the Fitness Log

To establish a team, all participants must first register on the **Well Aware Fitness Log**. One team member should take the lead as team captain, who will establish the team using the fitness log. The team captain must log in to the fitness log and select team members to invite to join the team. Once invited, team members will receive an e-mail and must confirm their team membership by following directions in the e-mail. As with all Well Aware programs, you do not need to participate as a team.

FOR COMPLETE INSTRUCTIONS AND ASSISTANCE
with forming a team, you can watch a help video
on the *Your Race, Your Pace* web page or
ask the coach at your location.



• YOUR RACE • YOUR PACE

THE COMPETITION PRIZES

Prizes will be awarded at regular intervals during the 10-week challenge to reward consistency and keep motivation high. Remember: Prizes are not the end goal; they are meant to keep you focused on living an active life.

Accumulating Activity for Prizes

- Log your activity into the fitness log.
- Choose your activity from the drop-down menu in the CARDIO tab of the fitness log. Input the time that you performed the activity and scroll down to click SAVE CARDIO LOG ENTRY.
- Choose your activity from the drop-down menu in the CARDIO tab of the fitness log. Input the distance that you completed and scroll down to click SAVE. This will ensure you are eligible for the weekly activity drawings.
- All individuals on a team accumulate time toward team prizes.
- Team activity will be averaged for awarding prizes.
- All individual activity will accumulate toward individual prizes.
- For school staff, individual activity will count toward a school grand prize.

CHALLENGE PRIZES:

Weekly Participation Prize:

EVERY WEEK, FIVE PARTICIPANTS who have entered their activity into the fitness log will be chosen at random to win a fruit tray delivery and a \$250 grant to promote wellness at their schools or offices. This prize can be won only once by an individual during the 10-week challenge.

Overall Lifestyle Change:

THE TOP 10 INDIVIDUALS with the greatest decrease in Body Mass Index (BMI) over the course of the program will receive a healthy smoothie demonstration and tasting for their school or office.

Team Grand Prize:

THE TOP 10 TEAMS with the most average activity time throughout the 10-week challenge will receive a \$1,000 grant to promote wellness in their schools, offices, or depots.



• YOUR RACE • YOUR PACE

Golden Sneaker Team Prize:

IN ADDITION TO THEIR GRANT, the top team overall with the most average miles throughout the 10-week challenge will win the Golden Sneaker Trophy and bragging rights until the next challenge.

School Grand Prize:

THE TOP 10 SCHOOLS with the most average activity time will receive a \$1,000 grant to be used for physical education equipment or to support staff wellness.

Spirit Award:

THE TOP 10 PARTICIPANTS elected by their peers as demonstrating commitment, dependability, creativity, innovation, teamwork, leadership, and school/community integration during the challenge will each win a healthy smoothie demonstration and tasting for their school or office.

**In case of a tie for any of the above prizes,
a winner will be drawn at random from qualified teams.**

NEXT STEPS

If you are confirmed as a coach at your location, start spreading the word about the *Your Race, Your Pace* challenge at your location. If you are a participant, encourage and motivate your coworkers throughout the challenge. Visit the *Your Race, Your Pace* challenge web page for a flyer that you can print and post at your location!

**Remember to register on the [Well Aware Fitness Log](#).
You will receive an e-mail in your MCPS Outlook account
prompting you to register for teams on Monday, September 21, 2015.
Click on the link in your e-mail and get ready to**

CROSS THE FINISH LINE!

www.montgomeryschoolsmd.org

Published by the Department of Materials Management
for the Employee and Retiree Service Center
0159.16 • Editorial, Graphics & Publishing Services • 9/15