East Central College 2019 Spring Individual Step Challenge

How to Sign Up?

1. Go to **www.chcw.com** click on REGISTER/MEMBER LOGIN located at top-right hand side of the webpage. Go to **app.chcw.com** if using a smart phone.
2. On the login page, enter your existing username and password.
3. If you have forgotten your username or password, follow the "Forgot username/password?" link below the login box, or call CHC Wellness at **866.373.4242**. New Participants will enter program code **3593Eas566** under the new participants tab and enter the required information to create your CHC profile.
4. Once you are in your personal profile page, click on 'Walking'.
5. New participants only, agree to the waiver of liability and click 'submit'.
6. Scroll down to 'Join Challenge' – '2019 Spring Individual Step Challenge' will be visible.
7. Check the Team Captain box and 'Submit'
8. You must sign up by **February 3, 2019**.

- **Regular full-time employees are eligible to participate.**
- **Employees can earn paid leave by stepping and achieving the challenge goals.**
- **Paid leave must be approved in advance by your supervisor.**
- Special incentives may be offered throughout the challenge. You will need to comply with these requirements and upload dates to be eligible for the reward.
- Full-time employees earning personal leave: spring challenge hours will be awarded by May 24, 2019. All hours must be used by June 30, 2019 or it will be added to your accrued sick leave.
- All returning participants or new participants will pay **$27** to join the program.
- You may use a Fitbit, Garmin, Nokia, Misfit, Nokia, Omron, device or Apple Watch with the Nokia/Withings app or UnderArmour Record app.
- Each participant link their device on the "Link Your Fitness Tracker" page.
- Participants will be expected to sync/upload step data weekly to qualify for incentives and/or rewards. Exception, if the college is closed upload steps the next day.
- Participants will be responsible for the complete cost of the program even if they fail to participate or leave employment.
- The challenge runs from **February 4** through **May 14**. All participants must upload their final steps by end of day **May 16, 2019**.
- **All registered participants will have the option to participate in the team challenge to be announced.**

Awards

Level - Requirements	Reward
Beginner: Daily Goal of 6,000 steps, End Goal: 600,000 steps	4 hours paid leave
Intermediate: Daily Goal of 8,000 steps End Goal: 800,000 steps	6 hours paid leave
Advanced: Daily Goal of 10,000 steps End Goal: 1,000,000 steps	8 hours paid leave