



TRANSYLVANIA TROT

CAPTAIN'S GUIDE

A TOOLKIT TO HELP YOU HELP YOUR TEAM

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BEFORE THE CHALLENGE

CREATE YOUR TEAM

1. Sign in to your [Walker Tracker account](#).
2. Click "teams" and "create a team." Enter a team name and select "create team."
3. Invite 1 or more co-workers or family members by clicking "Invite Members" as seen below. You can invite them by Walker Tracker username, by email address, or by sending them a registration link.
Note: Family members do not need to be affiliated with UF/UF Health to participate. They can enter 00000000 as their employee ID.
4. Add your team to the Transylvania Trot: Walking Challenge by clicking "Transylvania Trot" as seen below.

Teams

[CREATE A NEW TEAM](#)

My Team

Team Name ↓	Member Size	Type
GatorScore	14 / 130	Public/Invite Only

My Current Team Challenges [View All](#)

Destination: Vacation
04/01/2024 - 04/28/2024

[VIEW ALL CHALLENGES](#)

All Program Challenges

Challenge Name ↓	Type	Start Date	End Date	Joined
Treasure Trek	Individual	08/01/2024	08/31/2024	Joined ✓
Transylvania Trot 	Team	09/30/2024	10/27/2024	Add A Team ▼
Snowflake Trek	Individual	12/01/2024	12/31/2024	Joined ✓

BEFORE THE CHALLENGE

TEAM CAPTAIN RESPONSIBILITIES

- ✓ **CREATE YOUR TEAM (AND A FUN TEAM NAME) AND HELP YOUR TEAMMATES GET REGISTERED.**

See page 3 for instructions on creating your team and inviting others to join.

- ✓ **ENGAGE YOUR TEAM THROUGHOUT THE CHALLENGE.**

See page 6 for engagement ideas. Don't be afraid to get creative and let us know what you're doing to win with your team!

- ✓ **BE THE EXPERT OR KNOW WHERE TO GO TO GET HELP.**

Answer your team's questions and help them troubleshoot if needed, using the troubleshooting guide at the end of this document or visiting gatorcare.org/fall-2024 for reference. We recommend you print and post this in your area or send to teammates in advance, so that they can help each other troubleshoot too!

Additional help can be found on the Walker Tracker app by clicking the support tab at the bottom right hand corner. Or, when in doubt, contact the wellness team at GatorCareWellness@shands.ufl.edu.

- ✓ **RECOGNIZE TEAM AND INDIVIDUAL SUCCESSES.**

See page 6 for ideas on ways to recognize success and set team and individual goals.



DURING THE CHALLENGE

RULES TO REMEMBER

1. INDIVIDUALS CAN ONLY BE ON ONE TEAM.

An individual cannot compete on multiple teams. If we see that someone is on multiple teams, we'll reach out to that person as well as the team captains and ask them to choose a team. Having a team member who is on multiple teams disqualifies your team from winning and that's no fun.

2. TEAMS MUST BE MADE OF AT LEAST 2 MEMBERS.

We'll reach out if we notice your team doesn't have enough people. Teams under two people are disqualified from winning. Family members are welcome to join the challenge to compete with you. Drag your spouse into this; they will thank you later!

3. CONVERTED ACTIVITIES DO NOT COUNT TOWARDS YOUR STEP TOTALS – UNLESS YOU ARE IN A WHEELCHAIR.

This is a steps-only challenge, meaning that if you enter converted activities on Walker Tracker, they will not count towards your steps. Most wearable devices will automatically pick up the steps taken during your activity so, this rule prevents people from mistakenly double-entering steps. We've also received complaints before from unfair conversions. Please note that we are real people trying our best to make this a fun and fair challenge for all involved!

4. IF YOU OR YOUR TEAMMATES HAVE TROUBLE SYNCING, DON'T GIVE UP; GO MANUAL!

You can change how you track your steps at any point in the challenge. If you or your teammates experience issues with a synced device, we recommend you switch to manual entry. This means still tracking your steps with your device but manually entering them into Walker Tracker each day, similar to how we've recorded steps in past walking challenges. Refer to the troubleshooting section at the end of this guide for more information.

5. HAVE FUN!

Send us some photos or ideas about how you engaged with your team for a chance to be featured!

WHEN IN DOUBT...



If you have a question that you cannot answer or an extenuating circumstance, please contact the wellness team at GatorCareWellness@shands.ufl.edu.

DURING THE CHALLENGE

ENGAGING YOUR TEAM

✓ SET GOALS WITH YOUR TEAM.

Before the challenge starts, sit down with your team to set both individual and team goals. This helps your team stay on track and understand how to better motivate each other! You might consider setting up a board in a common area to track goals.

Goals could be step related or activity related, as an individual or a team! Examples:

- I want to hit 10k steps every day of the challenge.
- I want to walk around three different parks during the walking challenge.
- Making one of your standard meetings a walking meeting or walking as a group at "x" time every day.

✓ REWARD SUCCESSES.

Establish a check in point with your teammates each week OR set a designated time on your calendar each week to review your team's progress.

Use this time to check in on goals and recognize those who have been doing a great job (were consistent with their steps, had a stellar day, made improvements, met one of their goals, etc.).

Some team captains have printed shoes or stars to place on teammates doors or cubicles to celebrate success. Don't hesitate to get creative!

Pro tip: To view your team's progress, go to the 'Teams' tab in Walker Tracker. From here, you can view all of your teammates. Click 'Stats by User' to do a deeper dive into each of your teammates' numbers. The information in this tab would be a great addition to your team's goal board.

✓ SCHEDULE TEAM WALKS.

Although teams aren't required to walk together, doing so can help build comradery. Encourage teammates to keep a pair of sneakers at their desk, consider making smaller meetings walking meetings and/or designate a set time each day that you will walk as a group!

NEED MORE HELP?

NAVIGATE TO THIS WEBSITE -> [HTTPS://SUPPORT-WALKERTRACKER-NEW.HELPSCOUTDOCS.COM/CATEGORY/447-DEVICES-AND-SYNCING](https://support-walkertracker-new.helpscoutdocs.com/category/447-devices-and-syncing)

