



New York
Public
Library

Human Resources



A Walk to your
virtual mystery
destination

May 11 to June 21

Challenge Website

<https://www.mywellsite.com/thrive/nypl>

Website Support can be obtained by calling 843 608-8694, or by email at hello@gointeractivewellness.com

WALKING CHALLENGE TOOLKIT

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WALKING CHALLENGE: FAQ

When is the challenge taking place?

The well@NYPL “Walk to Your Virtual Mystery Destination” Walking Challenge takes place from May 11- June 21, 2015.

What is The Walk to Your Virtual Mystery Destination Challenge?

By joining a team, walking, and tracking daily steps and activities on a wellness website employees can earn raffle tickets towards participation incentives and raffles. Other exercise activities such as the elliptical, biking & etc., can be translated into steps on the wellness website. Prizes are awarded to individuals who track the most healthy habits and teams who reach the most milestones -- either by steps or activity on the wellness site (see the “Well@NYPL Points System” for details.) ***You must be 18 years old to participate.***

Who is sponsoring the challenge?

Cigna Healthcare is sponsoring the well@NYPL “Walk to Your Virtual Mystery Destination” walking challenge, and paying for all giveaways and prizes. CoreHealth Technologies (through Cigna), is hosting the challenge on their website.



How does the Challenge Work?

Core Health Technologies provides an NYPL branded website for Individuals & Teams to log steps and physical activities, post testimonials to motivate their team members, and to follow all team's progress on the “Walk to Your Virtual Mystery Destination” challenge map.

WEBSITE: <https://www.mywellsite.com/thrive/nypl>

Participants can use a pedometer to track steps and enter those steps each day or week, or they can use the Core Mobile App to automatically update their progress on the website (recommended).

As you record steps, collect your vacation essentials for your mystery destination. As you reach each weekly milestone, receive a clue about your mystery destination. Send support your guess of where you are vacationing. All correct guesses will earn 100 well@NYPL points (equals 1 raffle ticket for the grand prize).

On the website, participants can join the challenge, join a team, watch their well@NYPL Points grow as they log activities, track their team's progress, post testimonials, access health education materials called Health Tips, and keep up to date with how their friends and colleagues are doing in the challenge.

WALKING CHALLENGE: FAQ

How do I get started?

Everyone who participated in last year's "Boroughs to the Beaches" walking challenge already has a user account. If you don't remember your user name or password, please contact support at hello@gointeractivewellness.com or call 843-608-8694. **Please DO NOT create a new account.** You only need to create a new account if you did not participate in last year's challenge.

How do I join the Challenge?

Log into the site <http://www.mywellsite.com/thrive/nypl> and click the suitcase image at the top of the Welcome Page. Click on Challenge Teams in the upper right-hand corner. Follow the instructions for **joining or creating a team**. See "How do I create a team" and "How do I sign up for a team" for details. **You must be 18 years old and an NYPL employee to participate.**

How do I track my steps?

Use the Core Health Technologies free smartphone APP that can track steps and activities and upload them directly to your account on the challenge site. Find complete Mobile Access information on the well@NYPL site under Profile -> Mobile Access. You can also track your steps with a pedometer.

Any physical activity can be converted to steps. Enter the activity (such as yoga, elliptical trainer, bicycling) into the "MY Activities" section on the challenge site, and based on the type of activity and duration of the activity the site will convert the data into an equivalent number of steps.

How do I create a team?

Log onto the website <https://www.mywellsite.com/thrive/nypl>. First, go to the challenge page from your Welcome page, then click the "Challenge Teams" button. Click the "Create a New Team" link in the lower left hand corner. A new page will open up to a form allowing you to create your team name, add an avatar, and a team description. You can also make your team private (anyone with the password can join) or public (anyone can join), and limit the number of team members. Click Submit for Approval, so the Site Administrator can approve your team. Once the team is approved, your team mates can join by following the instructions for signing up for a team below. **Teams must have a minimum of 2 members to participate in the challenge. To earn the 100 points for creating a team, teams must have at least 4 members.**

How do I sign up for a team?

Log onto the website <https://www.mywellsite.com/thrive/nypl>. First, go to the Challenge Page from your Welcome page, then click the "Challenge Teams" button. Click on the team you would like to join. If you are looking for a team that is private, you will need to know the password in order to join.

How do I track my team's progress?

Log onto the website each day and enter your own steps. Visit the Challenge Page to see your team's progress in the challenge. As you progress through the challenge, you will earn Vacation Essentials that will appear at the top of the Challenge Page.

WALKING CHALLENGE: FAQ

What are the prizes?

During the challenge, a weekly raffle will be held to award prizes to 10 teams that reached the weekly milestone. Individual prizes will also be awarded by raffle at the end of the challenge. An employee or a team doesn't have to "win" the challenge to win the raffle. The more activities you participate in, the more "raffle tickets" or points you will be given. **100 Well@nypl points = 1 raffle ticket. So remember...the more you participate the more chances you have to win.**

**Two Grand Prizes:
\$1500 Vacation Voucher from Austin Travel**

**Two 2nd Place Prizes:
Fitbits**

**One 3rd Prize:
Team Lunch**

**Weekly Milestone Prize:
10 Teams***

***All Teams that cross the weekly milestone included in a random prize drawing. 10 Teams selected.**

How do prizes work with teams & individuals?

Individuals earn points by engaging in the challenge activities listed in the well@NYPL Points System above. Individual participants get points when their Team hits milestones. Each milestone is 56,000 steps. If each team member walks 8000 steps a day for 7 days the team would hit this milestone. (An average sedentary person walks 5000-6000 steps per day.)

Team steps will be totaled and divided by the number of people on a team. It doesn't matter if there are 2 people or 10 people on a team--as long as all team members participate. Individuals can help bring up the average of their team by walking more or increasing their activity level. If individuals don't participate they will bring down the average. **The goal is to get to the milestone, not be the first team to get to the milestone.**

Once a team hits a milestone, each member earns 100 Points (or 1 raffle ticket). You must enter your steps by Monday at midnight to be eligible for the weekly team drawing. To be eligible for any raffle tickets, you must log at least one day of steps. Teams will earn one raffle ticket for each weekly milestone reached.

When and how do I get my prizes? Is the prize taxable?

The NYPL HR office will track individual and team steps & activities and report out on a weekly basis. The value of the prize determines whether or not it is taxable. Water bottles and small prizes of a minimal value will not be taxed. The trip voucher and any other prize that is not considered of minimal value will be taxed. However, NYPL will gross up the amount of the larger prizes so that you do not incur a large tax burden.

Well@NYPL Points System

Challenge activity	well@NYPL Points
Eat a healthy breakfast daily	12
Drink 8 glasses of water daily	12
Start a team of more than 4*	100
Join a Team*	50
Invite a Buddy to Join	25
Share a Testimonial	50
Reach Weekly Step Milestones (Team-based Average steps)	100
Guess your Mystery Destination	100
Collect Vacation Essentials	10

***Join/Create team and Vacation Essential Points will be added at the end of the challenge, not visible online.**