Registering on WalkingWorks

To register for the WalkingWorks program, follow the instruction below.

› REGISTRATION OR LOG IN:

1. Enter your First Name
2. Enter your Last Name
3. Enter your password - make sure your password is at least 8 characters and include a capital letter, a number and a special character such as ? or !
4. If you are participating with your company, select “I am participating with my company”. If you are participating by yourself, select “I am participating by myself”
5. Select your Plan
6. Select your Group
7. Select your Program
8. Select your team
9. Select your age group
10. Click on Register Now
The Walking Works Web site helps you log and track your progress toward a set activity goal, whether individual or as part of a team.

> **MY ACTIVITY:**

1. **SELECT ACTIVITY**
   
   Select an activity from the dropdown menu. If you don’t see your activity, try to select something similar.

2. **ENTER QUANTITY and DATE**

   Enter the number and units for that activity. Units can be entered in miles, minutes or steps. To enter a previous date, click the calendar icon at the right. To change to a previous month, click the arrow located next to the month name.

3. **ADD TO YOUR LOG**

   Click the miles, minutes or steps button to submit your activity. It will now appear in your activity log below. Don’t forget to enter activities every day!
This table will help you convert your activities into steps and those steps into miles.

<table>
<thead>
<tr>
<th>ACTIVITIES</th>
<th>NUMBER OF STEPS/MILES CONVERSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walking</td>
<td>Miles = # of steps /2000</td>
</tr>
<tr>
<td>Aerobic fitness class</td>
<td>Steps = Number of minutes x 181 steps per minutes</td>
</tr>
<tr>
<td>Bicycling, easy pace</td>
<td>Steps = Number of minutes x 130 steps per minutes</td>
</tr>
<tr>
<td>Dancing class</td>
<td>Steps = Number of minutes x 109 steps per minutes</td>
</tr>
<tr>
<td>Hiking</td>
<td>Steps = Number of minutes x 172 steps per minutes</td>
</tr>
<tr>
<td>Pilates</td>
<td>Steps = Number of minutes x 91 steps per minutes</td>
</tr>
<tr>
<td>Rowing machine</td>
<td>Steps = Number of minutes x 212 steps per minutes</td>
</tr>
<tr>
<td>Running</td>
<td>Steps = Number of minutes x 178 steps per minutes</td>
</tr>
<tr>
<td>Swimming, leisure</td>
<td>Steps = Number of minutes x 174 steps per minutes</td>
</tr>
<tr>
<td>Yoga</td>
<td>Steps = Number of minutes x 45 steps per minutes</td>
</tr>
</tbody>
</table>

Example: User took Aerobic fitness class of 30 minutes.

1. Steps calculation: Duration of Aerobics fitness class in Minutes 30 X Steps per Minute 181 (from table) = Number of Steps 5430
2. Miles calculation: (Number of Steps) 5430 / 2000 (from table) = 2.715 miles
3. Users will be able to see their total in any of these three measurement forms (miles, steps, time)

Note: Standard Conversion shall be as per following rule:

Miles Conversion
1 = 2000 Steps
1 = 15 minutes of Walking
MY GOALS:

1. SELECT ACTIVITY
   Select an activity from the dropdown menu. You can add up to 8 each week.

2. ENTER AN AMOUNT
   Enter the number of units you’d like to accomplish this week. Units can be entered as miles, minutes or steps.

3. SUBMIT YOUR GOAL
   Click the ADD GOAL button to submit. The page will refresh and your new goal will be entered and appear in your activity log. Remember that every week, you should delete your previous week’s goal and enter a new one for the upcoming week.
To see your progress, click MY PROGRESS in the top (blue) navigation. You will then see your progress through your logged activities. Progress is displayed in miles, and is tracked over days, weeks and months so you have an accurate picture of your improvement over time.
If you are competing as a member of a team and would like to check team standings, click TEAM PROGRESS in the top (blue) navigation. Your team’s progress will be presented on the map selected for this challenge. Each team’s position can be seen on the path. Rollover each team icon to see the team name. Distance is shown in completed miles as your team races to be the first to finish.