******Walking Works Personal Challenge NOTES:**

**Supplies needed:** fish bowl [or glass container], map of Ontario [specific to your city], ballots, pencils/pens, table, incentive prize for draws.

**TO DO:** Ensure table, fish bowl, extra ballots, pens/pencils are arranged on table in a high traffic area.

**SUGGESTIONS:** Suggested timeframe is 2 weeks. Incentive prizes for draws. Decide if you want your participants to walk 1000 steps [or 6 mins] per shoe OR 5000 steps [or 30 mins] per shoe. Make your ballot sheets accordingly.

**OBJECTIVE:** Participants are encouraged to accumulate as many steps or time as possible. All completed ballots are entered into the fish bowl for prizes.

**CHECKLIST OF PROMOTION:** refer to initiative checklist grid for promotional dates and tasks

**CHECKLIST TO PREP INITIATIVE:**

* Task your promotion dates, materials, emails to staff, reminder emails, poster mounting, etc…
* Create ballot slide specific to your initiative [or leave generic to use for future campaigns].
* Save slide as a JPG.
* Cut and paste JPG slide into word and make enough copies to fill the page [see example that is uploaded].
* Make enough copies of ballots for each employee to have one to start. The ballots fill up quickly so make enough for the duration of the campaign.
* Designate wellness committee member [or consultant] to tally the ballots [steps] each week and move the game piece across the map accordingly.
* Winners are drawn from completed ballots in the fish bowl.