

Tuesday, February 7 – Tuesday, April 18

# 2023 FITNESS CHALLENGE



#MassCPAsfitnesschallenge

## What is the MassCPAs Fitness Challenge?

MassCPAs annual Fitness Challenge is designed to help members stay active during tax season and winter! Steps and activities are tracked through the free ChallengeRunner mobile app.

### Challenge Details

#### Who can participate?

Both MassCPAs members and non-members (firm admin staff or professionals) are encouraged to sign up.

#### How long is the challenge?

The challenge will run from **Tuesday, February 7 and end on Tuesday, April 18, 2022**. Your steps will start calculating Tuesday, February 7 at 12:00 a.m. and will stop calculating once the challenge ends at 11:59 p.m. on Tuesday, April 18.

#### When is the deadline to sign up?

In order to participate, you must sign up by Monday, February 6 at 11:59 p.m.

#### How are the winners calculated?

Steps are calculated by the team's step average, and not the total number of steps per team. The team with the highest step average will win the challenge. Totals will be calculated after the challenge ends on April 15 and awards will be presented to the winning team in each of the following categories:

- 1 (Individual Team)
- 2-10 Team Members
- 11-20 Team Members
- 21-30 Team Members
- 31-50 Team Members

#### I'm a sole practitioner, can I participate?

Yes! Teams of up to 50 team members are welcome to join, including individuals signing up as their own team. Please keep in mind that steps are calculated by the team's average and not the total number of steps per team.

### Signing Up

#### How do I sign up?

**STEP 1.** The captain of each team must fill out our [registration form](#) to register their team (this is how we'll track your team internally). If the number of people who will be participating changes, you can go back and edit your response in the Google form at any time.

**STEP 2.** All participants (including the team captain) must sign up for the challenge (titled "2022 MassCPAs Fitness Challenge") on the ChallengeRunner website: [masscpas.org/joinchallenge](#). After registering and joining the challenge, each participant must select which team they will be competing with.

## What if I already have a ChallengeRunner account?

Login to your account at [masscpas.org/joinchallenge](#), and then follow the steps listed (left) to join.

## What if I don't have a ChallengeRunner account?

Simply go to [masscpas.org/joinchallenge](#), create an account and you will be able to join the challenge. If for some reason you have any issues joining, please send Hannah Naranjo an email at [hnanranjo@masscpas.org](mailto:hnanranjo@masscpas.org) and ask to be invited. Don't forget that you must sign up by Monday, February 6 at 11:59 p.m. in order to participate.

## Can I invite coworkers to join the challenge?

Yes! Direct them to [masscpas.org/joinchallenge](#) where they can create an account and sign up.

## How do I select my team?

In the Challenge Log, to the right of where it says "Your challenge starts in X days," you'll see a button that says "Select Team." If your team isn't already listed, please select "Create New Team" to create your team.

## How do I select my team category/team size?

Select "Profile" at the top right corner of the website to select your team's category (referred to as a "location") which specifies your team's size.

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## Syncing Your Device

### How do I sync my device?

You have two options. You can program your fitness device to automatically send your step count to ChallengeRunner, **OR** you can input your data manually each day.

### To sync your device, follow these steps:

1. You must own one of the following devices: FitBit, Garmin, Jawbone, Moves App, Misfit, Fitbug, Google Fit, Apple Health or Withings.
2. Once you log into ChallengeRunner, click the green "Trackers" button to sync your fitness device. If you don't see the green button just click your name on the upper right-hand corner of the page and go to your profile. At the bottom you'll see a drop-down menu to sync your device.
3. You will be redirected to the device's website to verify your account (ex: If you have a Fitbit, it will redirect you to log into your Fitbit account on Fitbit's website).
4. You're finished! Your device will automatically sync to ChallengeRunner every 15 minutes once the challenge starts and until the challenge is over.

### I have Apple Health but I can't sync the app via the website.

If you use Apple Health you cannot sync via the website, you must sync via the mobile app. After you create your account, download the ChallengeRunner app from the app store on your phone. Go to your phone's settings menu and click on "ChallengeRunner." Click "Enabled." Go to the app and login using your credentials. After a few minutes the two apps will sync.

### What is I have an issue syncing my device or forget to input my steps?

Not a problem. You can manually input your steps; just make sure you click "Save!" for the steps to be inputted properly.

### How do I manually input my data?

Each night, before you go to bed, check your step counter, login to your ChallengeRunner account and input the number of steps in the empty box next to your name.

### How can I see the number of steps my device logged?

- Go to [masscpas.org/fitnesschallenge](https://masscpas.org/fitnesschallenge) and login
- OR**
- Download the ChallengeRunner app on your phone and login info to view the leaderboard

For more information on syncing your fitness tracker, please visit [ChallengeRunner.com/support/trackers](https://ChallengeRunner.com/support/trackers).

### Can I track other forms of exercise (cycling, elliptical training, etc.)?

To convert other forms of exercise into steps, [refer to this conversion chart](#).

### How can I track my team's progress?

Once the challenge begins, login to your ChallengeRunner account (either on the website or the mobile app) to view the leadership board, which will show each team's average steps. We will also list the top three teams in our weekly Friday@Five newsletter.

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## Contact Us

### Who can I contact at MassCPAs for help?

For more information or questions about MassCPAs' Fitness Challenge, contact Hannah Naranjo at [hnanarajo@masscpas.org](mailto:hnanarajo@masscpas.org) or visit [masscpas.org/2023fitnesschallenge](https://masscpas.org/2023fitnesschallenge).