

# WALKTOBER

5<sup>th</sup> OCTOBER  
to 1<sup>st</sup> NOVEMBER  
2020



**SIGN UP NOW**

[ACTIVETRAVELLOGGER.IE](https://activetravellogger.ie)

**TEAMS OF 3-6  
GIFT VOUCHERS  
AND OTHER GREAT  
PRIZES TO BE WON!**

smartertravel >>>  
>>> workplaces

smartertravel >>>  
>>> campus

**TFI** TRANSPORT  
FOR  
IRELAND

# Team Guide

---

## 1 How to start?

Get together with a team of 3 to 6 people.

1. Team Captain registers the team name on [www.activetravellogger.ie](http://www.activetravellogger.ie)
2. All team members\* set up individual accounts on the Active Travel Logger to log steps. You also can use the account from a previous year.
3. Watch your progress and view Leaderboards on [www.activetravellogger.ie](http://www.activetravellogger.ie).

\*If you don't have access to a PC, tablet or smart phone, don't worry - your Team Captain can log on your behalf but you do need to have a valid email account.

We've tried to make our Active Travel Logger website nice and easy, and you'll find some screen grabs at the end of this to show you what to look for when registering, logging activity etc. or you can follow the video tutorials on our website [www.stepchallenge.ie](http://www.stepchallenge.ie). But if you have any questions, just get in touch – [stepchallenge@nationaltransport.ie](mailto:stepchallenge@nationaltransport.ie).

*To Count your Steps, you can –*

- Use an app; *OR*
- Use your own step counter.

Remember that only steps on your counter count – so no swimming or cycling or similar.

*Ready, Steady, Go!*

Get stepping and counting on **Monday 5<sup>th</sup> October**, until **Sunday 1<sup>st</sup> November 2020**

*To Log your Steps*

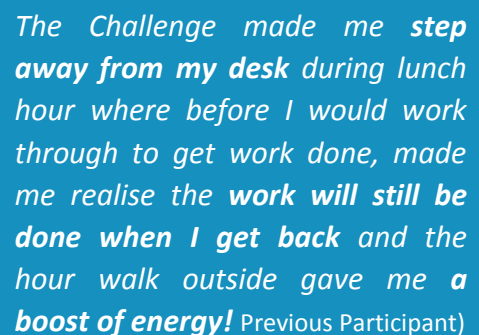
To feature on the Leaderboards, you'll need to log onto [www.activetravellogger.ie](http://www.activetravellogger.ie) throughout the Challenge. Remember to log in and enter your details. If you're not sure on how to log your steps, check out the video tutorial online at [www.stepchallenge.ie](http://www.stepchallenge.ie)

If you don't have access to a smartphone, tablet, or PC, your Team Captain can log your activity on your behalf.

Check out the leader boards at the end of every week to see how your team is doing and remember to **keep stepping!** Rome wasn't built in a day, and neither were your muscles!

## 2 How do we win?

If you're taking part and moving more, you're winning. But we know you can't put that on the fireplace or in the trophy cabinet, so we've got lots of goodies to keep you going. There'll be prizes



*The Challenge made me **step away from my desk** during lunch hour where before I would work through to get work done, made me realise the **work will still be done when I get back** and the hour walk outside gave me **a boost of energy!*** Previous Participant)

throughout the Challenge for team photos, weekly goals and all sorts of fun. And of course, there are **the Leaderboards...**

If you're stuck looking at QWERTY when you'd rather be sporty, don't worry, we have a Leaderboard for you. Get moving as much as you can throughout the day, when you're away from your desk and in your leisure time and you'll be competing against keyboard warriors like yourself for the top of the **Desk Based Leader Board.**

We know you might enjoy running 5km on the weekend or spend a few hours in the gym per week but can you beat Mary or John in Accounts who make sure they're walking daily? Let's see... in the **Overall Leader Board.**

### 3 More questions?

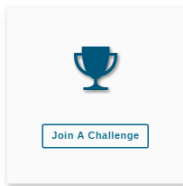
See our FAQs on [www.stepchallenge.ie](http://www.stepchallenge.ie) and if you still haven't got your answer, get in touch.

You can find out who your Workplace Coordinator is on the Contact page once you've logged into the Active Travel Logger, or e-mail the National Coordinator at [stepchallenge@nationaltransport.ie](mailto:stepchallenge@nationaltransport.ie).

[www.activetravellogger.ie](http://www.activetravellogger.ie)

Remember, we have video tutorials on how to use the Active Travel Logger on our website, [www.stepchallenge.ie](http://www.stepchallenge.ie). If you prefer to follow step by step instructions, just keep reading.

The screenshot shows the website's login and registration interface. At the top, there are logos for 'smartertravel >>> workplaces' and 'smartertravel >>> campus', along with navigation links for 'HOME', 'CONTACT', and 'LOGIN'. Below this is a colorful abstract graphic with the word 'Login' on the left. The main content area is divided into two sections: 'Login Now' and 'Don't have an Account? Register Now.'. The 'Login Now' section includes a text input field with the email 'arlene.finn@smartertravelworkplaces.ie', a password field with masked characters, a 'Keep me logged in?' checkbox, a 'Login' button, and a 'Forgot your password?' link. The 'Register Now.' section includes a 'Register' button and a 'Having trouble registering?' link. Two red callout boxes with blue borders point to the 'Login' and 'Register' buttons, with the text 'Log in here' and 'Register here' respectively. At the bottom, there is a dark footer with the TFI logo and the text 'TRANSPORT FOR IRELAND', and a row of links: 'About | Leaderboards | FAQs | Privacy | T&Cs | Accessibility | Contact'.



Once you're logged in, you'll see a dashboard where you can do lots of things. The first thing you'll want to do is **Join a Challenge**.

You'll see the Walktober - Step Challenge listed – click to join!

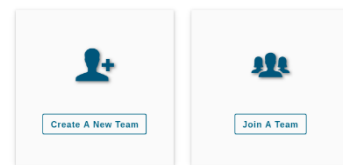
## Walktober Step Challenge

05/10/2020 12:00:00 AM - 01/11/2020 11:59:59 PM

Activities: Steps

Walk your way into Autumn with your colleagues and join in Walktober from October 5th until November 1st.

If you're going to be the Team Captain, then you can 'Create a Team'. If you're going to be a Team Member, you can 'Join a Team'.



### Team Captains

Name your team and tell us if your team is primarily desk based during work hours.

You can invite people to join your team under 'Manage Members'.

You can send email invites to your colleagues, or look up other members who have already registered on the Active Travel Logger to send them an invite.

### Create Team - WALKTOBER Step Challenge

01/10/2019 12:00:00 AM - 31/10/2019 11:59:59 PM

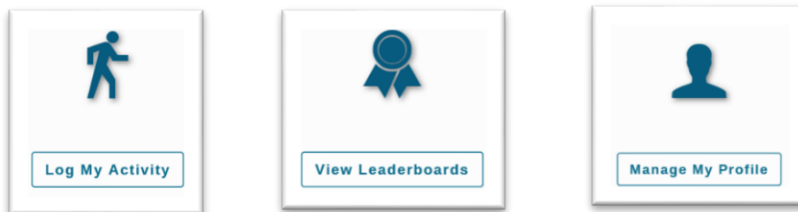
Activities: Steps

Create a new team to participate in WALKTOBER Step Challenge

By creating a team, you will be made team captain, and be able to add / remove members.

Team Name input field, Create and Cancel buttons, and a Manage My Team button.

Team Members and Team Captains - Once the challenge is live, remember to log back in to:



Logging your journeys is simple!



**We look forward to seeing you on the WALKTOBER Leaderboards!**