1. **Register NOW-May 15!**

Since this is a NEW site, we’ve given detailed instructions below.

**Frequently Asked Questions**

**Q: Who can join?**
The Challenge is for ALL members of the State of Montana Health Plan, but registration and participation look a little different for retirees and their covered dependents.

**Q: How do I get signed up?** Retirees, see instructions under the last question, next page.

**Sign up from an e-mail from a team captain**
- Click on “Here” from the e-mail from your team captain, subject, “<Team Captain> has invited you to join a ActiveChallenge team!” *If you are not starting from a team captain e-mail, skip to “Sign up directly,” below.*
- Type in State of Montana as your company.
- This will take you to a log in page. Select “Already have an account: Login.”
- Follow the directions listed under “Sign up directly,” below.

**Sign up directly**
- Active employees and their covered spouses/dependents should visit [www.myactivehealth.com/som](http://www.myactivehealth.com/som).
- If you are new to the site, you will need to create an account. Each person must have their own account.
- Once you have an account, log in and scroll down under the “Additional Resources” section and click on “Active Challenge.” A Walk the Wonders card may also be available under “My Health Actions.”
- This will take you to a website outside of MyActiveHealth via single sign-on, powered by ShapeUp. ShapeUp is a partner organization with MyActiveHealth and the State of Montana and is running the site for our Challenge this year. The only way you should access this website and your challenge registration and tracking is through [www.myactivehealth.com/som](http://www.myactivehealth.com/som) and then click on Active Challenge. This will be how you access the site from now on.
- Your first time through, after clicking on the card, you will be asked if you want to join Walk the Wonders.
- Click “Join,” then follow the prompts on your screen. If your team is a “closed” team then you will need the team code from your team captain (see “How do I form a team?” below).
- To form a team, see below.
- To sync a device, see below.

**Active Employees, Spouses, Dependents**

**Q: How do I form a team?**
You must register as a team captain to form your own team. When you are asked how you’d like to join a team, choose to “create a new team.” You will then be asked to name your team. If you are a team captain and want to invite teammates, just invite them via e-mail through the site. This is how you will share your “team code.” The team code is only required if you have a “closed” team (i.e. accept members by invitation only and don’t want someone randomly assigned to your team).

**Q: I’m an individual. What are my options?**
If you are a solo participant, you have two choices for participation. You can create your own team name by following the directions listed above (just don’t invite any teammates), OR you can choose to be assigned to a team randomly by following the directions listed below.

**Q: How do I join a team?**
If you are not forming your own team as described above, you will be prompted to join a team in one of three ways: 1) you can form your own team as a team captain, 2) you can join an existing team, or 3) choose to be assigned to a team randomly.

If you have received a team code from a team captain, you can enter it in to join a specific team, or choose your team’s name from the list.  

*Continued*
Q: How many people can be on a team?
1-11 people, including the team captain. The team size is limited because the site is built to determine standings based on how many steps a team takes. If you have more than 11 people, choose a partner to act as the captain for another team. You can even name your teams similarly. For example, “HCBD Dynamos 1” and “HCBD Dynamos 2.” Having more than one leader is a great way to share responsibility and encourage more participation at your location!

Q: What does a team captain do?
Team captains are an important part of Walk The Wonders, but their participation can be as simple or complex as they would like. Options for team captains include recruiting team members, naming their team, and helping team members who may have questions. During the challenge, team captains might help people report their activities, remind team members to log in to the platform and track, offer encouragement and motivation, and celebrate success. Team captains may also organize team activities, like lunch time walks.

**Retirees, Retiree Spouses, Retiree Dependents**

Q: I’m a retiree. How do I join?
We are working to make registration easier for our retired members. Retirees will need to follow a different path to register. **Retirees should click on this link to join the Challenge:**

https://www.surveymonkey.com/r/retireesa. For questions, please contact livelifewell@mt.gov or call (800) 287-8266.

2. Get Moving

Track your progress from May 15-July 9!

Walk the Wonders is the virtual trip that we will be taking for the Stay Active Challenge this year! The more people on your team, the more landmarks you’ll get to see. Working with your team, you’ll see if you can take a virtual trip around the globe to visit the 7 New Wonders of the World.

Q: How do I track my activity?
You will track your activity May 15-July 9, and must convert it to “steps.” You can sync a device or app, wear a pedometer and enter steps manually, or use the activity calculator on the site and enter steps manually. Just remember not to double-count – if you wear a pedometer, take it off if you are going to use the activity calculator. Don’t count sitting, sleeping or other sedentary activities.

To sync a device:

1. Once you are logged in (sign in to www.myactivehealth.com/som, click on Walk the Wonders or Active Challenge), click on “Settings” (picture of a gear in the upper right-hand corner). Scroll down under “External Services and Devices.” Choose an option that works for you: you may choose “Sync” (if you use Daily Mile, FatSecret, Garmin Connect, iHealth, Jawbone UP, Life Fitness, MapMyFitness, Moveable, Moves App, or Strava), “FitBit,” or “RunKeeper.”
2. If none of these work for you, you can wear a pedometer to track steps or use the activity calculator. Manually enter steps by clicking on “Tracking” from the upper left-hand banner menu and following the instructions on the screen.

3. Earn prizes and incentives!

We love rewarding action takers! Everyone who actively participates will be entered for weekly and grand prize drawings, but you have to register to win – do it now! Plus, completing the Governor’s Stay Active Challenge: Walk the Wonders can help you earn a Next Step Incentive (www.benefits.mt.gov/nextstepincentive) activity!

Questions about how to use the Walk the Wonders web site (Shape Up):

Call MyActiveHealth (855) 206-1302.