



**Department of Human Resources**  
**Employee Benefits and Services Division**

**Team Captain Kick-  
Off and Training**

**January 2015**



# Are you ready to share your inner Jillian, Bob or Dolvett?



# You Have a Team, Yea! Now What?



## TEAM CAPTAIN ROLE

- The Team Captain must have access to the internet to enter weigh-in information onto the “Greatest Loser” Reporting Site.
- The Team Captain will:
  - Perform initial, mid-point, and ending weigh-ins for team members.
  - Use the same scale and location each time to ensure accuracy.
  - Utilize the Weight Loss Tracking Template to log weigh-ins.
  - Although only three total team weigh-in’s are required to be reported, the tracking template must be utilized to record each team mates weights.
  - Report TOTAL team weight on the “Greatest Loser” reporting website:
    - Weeks of February 2nd, March 16th, and April 27th

- Please make sure to report your teams weigh-ins timely.
- The same teammates must be used throughout the competition - No swapping or substitutions!
  - In the event a team member drops out during the first part of the contest, their original weigh-in weight will be entered as their mid-point and final weight.
  - If a team member drops out during the second half of the contest, their mid-point weight will be used as their final weight.



Disclaimer: your response will be shared with a 3rd party and employer in order to administer an incentive.

**\* Please enter your department's name below:**

**\* Team Captain name and contact information (please use your work information NOT your personal information):**

Name:

Work Email:

Work Address:

City, State, Zip:

Work Phone Number:

**\* Team Name:**

**(Enter the name selected for your team, i.e. Biggest Losers, Gut Busters, etc.).**

# Weigh-in Website (Cont.)

**\* Team Members' Name**

Participant 1	<input type="text"/>
Participant 2	<input type="text"/>
Participant 3	<input type="text"/>
Participant 4	<input type="text"/>
Participant 5	<input type="text"/>
Participant 6	<input type="text"/>
Participant 1	<input type="text"/>
Participant 2	<input type="text"/>
Participant 3	<input type="text"/>
Participant 4	<input type="text"/>
Participant 5	<input type="text"/>
Participant 6	<input type="text"/>
Participant 7	<input type="text"/>
Participant 8	<input type="text"/>
Participant 9	<input type="text"/>
Participant 10	<input type="text"/>
Participant 11	<input type="text"/>
Participant 12	<input type="text"/>
Participant 13	<input type="text"/>
Participant 14	<input type="text"/>
Participant 15	<input type="text"/>



**\* Number of Team Members:**

**(Select the number of team members on your team from the drop-down list, maximum 15).**

  

**\* Total team weight during the week of February 2 - 6, 2015:**

**(Enter the total number of pounds your team weighs. Refer to your tracking template).**

Done >>

For Team Captain  
Use Only  
\*Formulas programmed

INTERAGENCY GREATEST LOSER: FEBRUARY 2, - APRIL 26, 2015, 12-WEEK CAMPAIGN

Weight Loss Tracking Template

\*\*For internal team tracking only (do not distribute)

Recorded Weigh-in Dates:

Total Beginning Weight

Total Mid-Point Weight

Total Ending Weight

**Directions - FILL THE DATA IN THE HIGHLIGHTED YELLOW ONLY**

Team Name:

POUNDS LOST		Week												
Name	Starting Weight	2/2/2015	2/9/2015	2/16/2015	2/23/2015	3/2/2015	3/9/2015	3/16/2015	3/23/2015	3/30/2015	4/6/2015	4/13/2015	4/20/2015	Final Weight
Mr. Smith (SAMPLE)	180.0	180.0	178.0	177.0	170.0	168.0	166.0	164.0	162.0	160.0	158.0	157.0	156.0	156.0
														-
														-
														-
														-
<b>Total Weight</b>		-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Lbs Lost</b>														



For Team Captain  
Use Only  
\*Formulas programmed

PERCENTAGE LOSS		Percentage Loss Per Week												
Name	Starting Weight	2/2-2/8	2/9-2/15	2/16-2/22	2/23-3/1	3/2-3/8	3/9-3/15	3/16-3/22	3/23-3/29	3/30-4/5	4/6-4/12	4/13-4/19	4/20-4/26	Final % LOSS
Mr. Smith (SAMPLE)		0.0%	-1.1%	-0.6%	-4.0%	-1.2%	-1.2%	-1.2%	-1.2%	-1.2%	-1.3%	-0.6%	-2.5%	-13.3%
-														
-														
-														
-														
-														
-														
-														
-														
<b>Total Weekly % change</b>														



# Weekly Webinars

## Health Topic Webinar Schedule



### Interagency Greatest Loser Weekly Webinars 12-Week Competition February 2 – April 26, 2015



Week	Date	Time	Title	Description
1	Feb 3	12pm - 12:45pm	Set your Health Goal	Behavior change is tough but possible. This webinar will guide you on how to set a realistic health goal, overcome obstacles and create a Personal Action Plan so you can make a positive behavior change.
2	Feb 10	12pm - 12:45pm	Nutrition Basics	Healthy food choices are easier than you may think. This webinar offers an overview of healthy eating guidelines on fruits, veggies, fiber, and much more.
3	Feb 17	12pm - 12:45pm	Control Cravings and Portions	Don't let food cravings or food portions control you. Learn about eat well tips to food cravings and appropriate food portion so that you stay on track on your healthy eating plan.
4	Feb 24	12pm - 12:45pm	Food Labels Made Easy	Just about everything we consume has a food label but it's not very user-friendly. Learn simple tips to make sense out of a standard food label so that you are informed about your food choices.
5	March 3	12pm - 12:45pm	Weight-loss Basics	Weight-loss is possible for anyone if they follow the key elements to effective and healthy weight management. In this webinar you will get the basics on energy balance, calorie intake, and Body Mass Index.
6	March 10	12pm - 12:45pm	Keep the Weight Off	Staying on a healthy weight management plan can be challenging. In this webinar you will learn about many effective strategies to stick with a healthy weight-loss plan.
7	March 17	12pm - 12:45pm	Fitness Basics	Getting fit is not only fun but can be easy. Learn how in this webinar that will provide an overview of fitness guidelines, safety, and health benefits.
8	March 24	12pm - 12:45pm	Move More at Work	You can exercise just about anywhere. No matter your fitness level, this webinar will give you an easy how-to-guide to perform exercises at the workstation.
9	March 31	12pm - 12:45pm	Walking Basics	How many steps do you take every day? This webinar will take you a step closer to better health by giving you walking safety tips, an overview on proper walking form, and footwear fundamentals.
10	April 7	12pm - 12:45pm	Stress Less Basics	Life can be stressful at times. When stress levels rise; your health can suffer. This webinar will provide simple techniques to build stress management skills that will protect your body and mind.
11	April 14	12pm - 12:45pm	Healthy Sleep	Are you getting enough restful sleep? This webinar will review what is healthy sleep, insomnia, and provide simple sleep hygiene steps. Sleep is part of a healthy lifestyle so be sure to set your clock for this informative webinar.
12	April 21	12pm - 12:45pm	Prevention Basics	Preventive care includes simple but important choices you can make for yourself and your family to live longer and healthier lives. This webinar will give you a clear overview of health screening guidelines to follow to safeguard your health.

**Please Note: Webinars are to be attended on the employees own time.**

## \* Steps to Success – Program

- \* Website: <https://www.healthycommunity.ca/sbhr/Employee/Default.aspx>
  - \* Registration Code COSB
- \* Track your steps
- \* Monthly challenges
- \* Rewards for milestones
  - \* Receive pedometer once registered
  - \* 300K – Water Bottle
  - \* 500K – STS Towel
  - \* 700K – Spa kit
  - \* 1.8 mill – Exercise Stability Ball
  - \* 3 mill – Fitness kit
  - \* 4 mill – MP3 Player
  - \* 5 mill – Entered into monthly drawing for a \$50 reward card

**Great Rewards For Reaching Your Goals!**

Start logging your activities and win these great prizes.

Receive a pedometer once registered.

300,000 Steps Water Bottle	500,000 Steps STS Towel	700,000 Steps Spa Kit
1,800,000 Steps Exercise Stability Ball	3,000,000 Steps Fitness Kit	4,000,000 Steps MP3 Player
5,000,000 Steps Entered into monthly drawing for a \$50 Reward Card		

\*must be a county employee to be eligible for rewards

- \* Steps to Success – Challenges
- \* Complete a Steps to Success Challenge – Earn a **FitBit**
- \* FitBits can now be earned year round, not just during a Wellness Campaign





My Health Matters!

Home

Profile

My Trackers

Challenge Progress

Join a Team

Testimonials

Motivational Tools

Manage

Help

[Inbox](#) / [Welcome Angelina Jacobo](#) / [Logout](#)



## MY Steps to Success

Welcome to the Dashboard, your very own page where you can log and track all of your activities in one place!

### My Progress

Today's Steps:

0

Today's Minutes:

0

Today's Calories:

0

Total Steps:

0

Total Distance:

00000

mi

1 mi = approx. 2124 steps

### Count Steps

Enter date:

12/30/2014

Enter number of steps:

Add

Track Your Activity

### Count Activities

Enter date:



Sara Girgis, County Wellness Coordinator  
(909) 387-5812

[Sara.girgis@hr.sbcounty.gov](mailto:Sara.girgis@hr.sbcounty.gov)

Wellness Advocates

[http://countyline/hr/pdf\\_documents/Wellness/WellnessAdvocateRoster.pdf](http://countyline/hr/pdf_documents/Wellness/WellnessAdvocateRoster.pdf)