CHALLENGE RULES

1. ## All team members must read and sign a Liability Waiver form.
   Team captains are responsible for keeping all signed forms *ON FILE* throughout the competition.

2. ## Participants must measure/calculate daily step totals and record them on a Participants' Weekly Log.
   Each week, members must submit their step total to their team captains.

3. ## Conversions are allowed and must be recorded on the Participants' Weekly Log.
   This is a pedometer-based walking event; however, conversions are allowed as long as the participant is *NOT* wearing a tracking device. If an activity is not listed in the Activity Log dropdown box, the participant should use the closest matching activity in intensity. Conversions are taken from recommendations by the Centers for Disease Control, American College of Sports Medicine, Ohio State University, Purdue University, Healthy Utah, and the NC Office of State Human Resources.

4. ## Participants can still record steps if a pedometer is forgotten for a day.
   If a participant forgets to wear their pedometer for a single day, they are asked to use a similar set of step numbers from a previous day that most closely represents their activities for that day.

5. ## Teams rosters must be finalized by Week Two.
   There should be no changes to a team's roster after Week Two. If a team member drops out of the competition after this time, the remaining team members will continue with one fewer team member. *Calculations will automatically adjust* on the captain's tracking form.

6. ## Teams are placed into a division based on cumulative step counts.
   Each team will be classified into one of four walking divisions throughout the competition:

   - Tortoise Division: an average of less than or equal to 56,000 steps per week per member
   - Hare Division: an average between 56,000 and 70,000 steps per week per member
   - Super Hare Division: an average between 70,000 and 105,000 steps per week per member
   - Bionic Hare Division: an average of more than 105,000 average steps per week per member

   Each team's walking division classification is automatically determined by the average steps per week per member. *As step averages change, walking division classifications may change too, throughout the challenge, which allows for everyone to compete against 'like' teams.*

7. ## Captains must be able to provide all documentation at the end of challenge.
   Upon completion of the challenge, Participant's Spreadsheets and Captain's Spreadsheets should be kept by the Captain until winning teams have been announced. Winning teams *must be able to supply all* Spreadsheets and Conversion Documentation for confirmation purposes within 24 hours of the final submission deadline. Inability to produce these documents will disqualify a team from the competition. *Therefore, please backup your teams' data to avoid losing it by computer crash or other glitch!*