

# fit for life



## BILLION STEPS CHALLENGE

---

Proudly supported by  **NOVARTIS**

### GETTING STARTED ON MOVESPRING

1. Set up an Account on the MoveSpring fitness platform
2. Which fitness tracking devices are compatible
3. Connect your device and sync your steps
4. Manual entry and how to load your steps manually
5. Create a Team on MoveSpring
6. Join a Team on MoveSpring
7. Convert Activities into steps and load your steps manually

#### 1. HOW TO SET UP AN ACCOUNT ON MOVESPRING

The Billion Steps Challenge is powered by MoveSpring – a digital platform that tracks steps across users. There are two ways to use MoveSpring – either on your mobile device or using your internet browser. We recommend using your mobile device if possible as there are more fun features to enjoy on the Mobile app.

#### To get started:

- Click this [Challenge Link](#)
- If you are using your **mobile device** to join - this link will direct you to download the MoveSpring mobile app from your iStore or Google Play Store
- If you are using your **internet browser** to join – the link will direct you to the MoveSpring website
- The Organisation Code: **WTGF20** will automatically be entered - Select '**Sign up**'
- Confirm '**World Transplant Games Federation**' as the Organisation
- Follow the steps to create an account and fill out all the additional information, select '**Continue**'
- Personalize your profile by adding a photo and a username, select '**Continue**'

- Next, connect your device by selecting it from the available options on MoveSpring (more information on compatible devices is below)
- Follow the prompts to connect your device
- If you have any difficulty connecting your device (more information on how to connect your fitness tracking device is below)
- If you do not have a fitness tracking device - select '**Manual Entry**'
- You will automatically be added to the Billion Steps Challenge!
- Your MoveSpring account has successfully been created and you should now be redirected to your MoveSpring dashboard to look around

➤ **More information is available on the MoveSpring help centre - click [HERE](#)**

## 2. WHICH FITNESS TRACKING DEVICES CONNECT TO MOVESPRING

- **Android Phones** (OS 5.0 or above) - Google Fit app (**Android, Pebble, Xiaomi, and more**)
- **Apple Watch**
- **Fitbit** - Zip, One, Flex, Flex 2, Charge, Charge HR, Charge 2, Charge 3, Charge 4, Surge, Alta, Alta HR, Blaze, Versa, Versa Lite, Versa 2, Inspire, Inspire HR, Ionic, MobileTracker app
- **Garmin** - vívofit, vívofit 2, vívofit 3, vívofit 4, vívosmart, vívosmart 4, vivosmart HR, vívoactive
- **iPhone 5s and above** (iOS 10 or above) - Apple Health App (**Polar, Pebble, Xiaomi, and more**)
- **Misfit** - Flash Cyclist, Flash, Link, Ray, Shine, Shine2, Speedo Shine, Swarovski Activity Crystal
- **Withings (Now Nokia)** - Pulse, Pulse O2, Activité Pop, Activité, Activité Steel
- **Samsung Users** – connect by downloading the Google Fit App
- **Garmin Forerunner and Fenix devices** - MoveSpring can usually connect with these, however data can only pull from devices that report steps. If your device doesn't report steps, it will not sync with MoveSpring

## 3. HOW TO CONNECT MY FITNESS TRACKER DEVICE & SYNC MY STEPS

Find your Fitness Tracking Device below and click for instructions:

### **ANDROID PHONES** (OS 5.0 or above)

You will first need to download the Google Fit app from Google Play Store on your phone and create a Google Fit account there

- Follow these [steps to connect using Google Fit App](#)
- Once Google Fit is connected to MoveSpring, steps that are showing in Google Fit should sync to MoveSpring
- Follow this [how to sync steps with Google Fit](#) to record your daily step count

## **APPLE WATCH**

You will need to connect your Apple Watch to MoveSpring through the app on your mobile phone.

**You cannot connect your iPhone via the website**

- Follow these [steps to connect my Apple Watch](#)
- MoveSpring pulls your activity data from the Health app because it collects steps from your watch and phone
- Follow this [how to sync steps on my apple watch](#) for more information

**FITBIT** - Zip, One, Flex, Flex 2, Charge, Charge HR, Charge 2, Charge 3, Charge 4, Surge, Alta, Alta HR, Blaze, Versa, Versa Lite, Versa 2, Inspire, Inspire HR, Ionic, MobileTracker app

Your Fitbit can be connected using the MoveSpring website or the MoveSpring mobile app

- If you are connecting via the **web application**, please [click here](#)
- If you would like to connect using the MoveSpring **mobile app**, follow these [steps to connect my Fitbit](#)
- Follow this [how to sync my steps on my fitbit](#) for further instructions

**GARMIN** - vívofit, vívofit 2, vívofit 3, vívofit 4, vivosmart, vivosmart 4, vivosmart HR, vívoactive

Your Garmin can be connected using the MoveSpring website or the MoveSpring mobile app

- If you connecting via the **web application**, please [click here](#)
- If you would like to connect using the MoveSpring **mobile app**, follow these [steps to connect my garmin](#)
- Follow this [how to sync steps on my garmin](#) for more information

**IPHONE 5** (iOS 10 or above) - Apple Health App (Polar, Pebble, Xiaomi and more)

MoveSpring can connect with iPhone 5s and newer as your tracking device. You will need to connect your iPhone to MoveSpring through the app on your phone.

**You cannot connect your iPhone via the website**

- To connect your device, follow these [steps to connect my iphone](#)
- Follow this [how to sync steps on my iphone](#) for steps on how to sync

## **MISFIT** - Flash Cyclist, Flash, Link, Ray, Shine, Shine2, Speedo Shine, Swarovski Activity Crystal

Your Misfit can be connected to MoveSpring using the website or the mobile application

- If you are connecting via the **web application**, please [click here](#)
- If you would like to connect using the MoveSpring **mobile app**, follow these [steps to connect my misfit](#)
- Syncing your steps is easy using this [how to sync steps on my misfit](#)

## **WITHINGS** (Now Nokia) - Pulse, Pulse O2, Activité Pop, Activité, Activité Steel

Your Withings can be connected to MoveSpring using the website or the mobile application

- If you are connecting via the **web application**, please [click here](#)
- If you would like to connect using the MoveSpring **mobile app**, follow these [steps to connect my withings](#)
- Sync your steps by following the [how to sync my steps on my withings](#)

## **SAMSUNG USERS**

You will first need to download the [Google Fit app](#) on your phone and set Google Fit as your device on MoveSpring. Google Fit will allow you to use your phone as a pedometer and will track steps, distance and minutes totals for you

- Once you've downloaded Google Fit and created an account there, you can [connect Google Fit to MoveSpring](#)
- To start syncing your steps from Google Fit to MoveSpring, please [click here](#) on syncing
- Alternatively, you can select [manual entry](#)

## **4. MANUAL ENTRY ON MOVESPRING**

If you use a pedometer, don't have a device, or your current wearable fitness tracker does not integrate with MoveSpring, you can manually add your steps on MoveSpring

Make sure you enter totals regularly and **accurately**. We recommend entering totals once a day to maintain the most up to date stats in the challenge

When using manual entry you can enter 5 days of data (the current day and the previous 4). You must enter each days data **individually**. Do not add in sums of data over a period of time for one day as this will throw off the overall challenge stats

## Grace period rules **always apply**

Once a WTGF weekly mini challenge or fun activity date has lapsed, a **1 day grace** period is allowed to manually add your remaining steps

Likewise, once the Billion Steps Challenge has closed on the 13<sup>th</sup> December 2020 – a **3 day grace** period is allowed to manually add your remaining steps before totals are finalised

- Log in or sign up to MoveSpring via the [Challenge Link](#)
- To select manual entry go to Settings in MoveSpring (click your profile and then select Settings)
- Click the device field, and select manual entry from listed devices (*If you already selected 'manual entry' on sign up - then skip this step*)
- Add your steps, distance and active minutes data daily via the web or mobile app

➤ **More information is available on the MoveSpring help centre - click [here](#)**

### 4a. FOLLOW THESE INSTRUCTIONS TO LOAD YOUR STEPS MANUALLY

- From the dashboard, select the edit **pencil icon** next to '**Today's Activity**'
- Manually add your steps, distance and active minutes for today, then click '**Save**'
- Click the edit pencil icon for a given day and enter your step, distance and activity data
- Click '**Save**'
- Repeat this step for all days where you are entering activity

➤ **More information is available on the MoveSpring help centre - click [HERE](#)**

## 5. HOW TO CREATE A TEAM ON MOVESPRING

The Billion Steps Challenge requires that participants join into teams of min 2 and max 5 people per team

Your Team Captain will create a Team first, add a team name and team profile photo

Your team name must include your **abbreviated country initials** after the team name, for example: a South African team will be "Step Up – ZAF", a team from Canada will be "Team Stepper – CAN"

After a Team has been created on MoveSpring – your other team members can find and join your team

## 5a. CREATING A TEAM ON A MOBILE DEVICE

- After creating your MoveSpring account, open your dashboard and scroll to the **'Challenges'** section
- Locate your challenge and tap the **'Join or create a team'** notification and then select the green **'Create Team'** bar
- Create a team name (*remember to add your country abbreviation after your team name*), upload a photo for your team, and select the green **'Create Team'** button
- All participants will now be able to see your new team in the list of all available teams and join their team

➤ **More information is available on the MoveSpring help centre – click [HERE](#)**

## 5b. CREATING A TEAM ON MOVESPRING WEBSITE

- After creating your MoveSpring account, open your dashboard and scroll to the **'Challenges'** section
- Locate your challenge and click the **'Create a Team'** button
- Then click **'Upload a team photo'** to add a team photo, enter your team name (*remember to add your country abbreviation after your team name*), and then select the green **'Create team'** button
- All participants will now be able to see your new team in the list of all available teams and join their team

➤ **More information is available on the MoveSpring help centre – click [HERE](#) and scroll down to the 'website' instructions**

## 6. HOW TO JOIN A TEAM ON MOVESPRING

### 6a. INSTRUCTIONS FOR MOBILE DEVICE

- After your team has been created by your Team 'Captain', open your dashboard and scroll to the **'Challenges'** section
- Locate your challenge and tap the **'Join a team'** or **'Join or create a team'** button
- Locate the team you'd like to join (you can search by team name at the top) and tap the green **“+”** next to the team name to quick join
- After joining, you will see a confirmation that you successfully joined your team When viewing your challenge, you will now see your team listed

➤ **More information is available on the MoveSpring help centre – click [HERE](#)**

## 6b. INSTRUCTIONS FOR WEBSITE

- After your team has been created by your Team 'Captain', open your web dashboard and scroll to the '**Challenges**' section
- Locate your challenge and click the '**Join a Team**' button
- Locate the team you would like to join (search by team name if needed) and click the green "+" next to the team name to quick join
- After joining, you will see a confirmation that you successfully joined your team
- When viewing your challenge, you will now see your team listed

➤ **More information is available on the MoveSpring help centre – click [HERE](#)**

## 7. HOW TO ADD CONVERTED ACTIVITY TO STEPS TO MOVESPRING

Convert other activities that don't collect steps like swimming, yoga, cycling or even gardening into steps. From there you can manually add these into MoveSpring!

You will need to manually convert your activity into steps and enter into MoveSpring

Use the MoveSpring online convertor guide [HERE](#) guide on MoveSpring to calculate your steps

If you already have a fitness tracking device connected to MoveSpring, which is automatically syncing your daily steps – **you can only add your additional activity converted steps the following day.**

Therefore, you will be manually adding your 'activity converted steps' to the steps already synced from your device.

Follow the steps below to convert and manually add your activity to MoveSpring:

- Once you have converted your activity into steps
- Head to your **Dashboard** and select '**Edit activity**' in the top right corner
- Read over the details, and click '**Continue**'
- Manually enter total data: **Actual steps taken PLUS steps synced from a device = Total data**
- **NB!!!** You will be adding your activity converted steps to the **previous days** actual steps already synced from your data
- Tap the **pencil icon** and plug in your data
- Tap '**Save**' to save your updates

➤ **More information is available on the MoveSpring help centre – click [HERE](#)**