



Lighten Up **SA**

CHANGING THE SHAPE OF OUR STATE

Handbook

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Welcome

Dear Lighten Up SA participant

Congratulations on taking the right step toward a healthier you. You are joining other South Australians who are serious about their health and wellness but want to have some fun along the way. Together, we will truly change the shape of our state!

As you embark on this 61 Day Challenge with us, we challenge you to reflect on the reasons why you joined **Lighten Up SA**. We each have our own unique goals which may include weight loss, improved nutrition habits, and increased energy, to name a few and share them on your blog page.

We will provide the support you need to stay motivated, and make gradual, realistic and lasting changes to improve your health.

This handbook includes information to help you get started and answer any questions you may have about the **Lighten Up SA** program. We hope this team program will have a life-changing impact on you, your family, and community.

We wish you the best!



About Lighten Up SA

What is it?

Lighten Up SA is a 61 Day Challenge that encourages team members to make gradual, realistic and permanent changes in their dietary and exercise habits. The support of team mates and sponsors combined with ideas and tips provided by **Diabetes SA** will kick start a healthier lifestyle.

Lose 5 Kilos

Each week a new challenge will be sent to all participants that will aim to introduce a small change that can be incorporated into a person's daily life. Just one kilo reduces the rate of developing diabetes by 13%.

Why is it important?

Obesity is a serious public health issue, with 26% of adult Australians (almost four million) now obese. It is estimated that 7 out of 10 middle aged men and 6 out of 10 middle aged women are obese. Australia now ranks as the fattest in the world, overtaking the US, so it is time to change the health of our country. Minimal adjustments in your diet and daily exercise routine can result in weight loss. This weight loss has been shown to reduce the risk factors for diseases stemming from obesity, such as type 2 diabetes, cardiovascular disease, sleep apnea, some cancers and others.

How are we going to help you succeed?

We will help you reach your health goals by providing the following:

- weekly exercise and nutrition tips
- incorporating better choices into your family
- discussion on barriers to a healthy lifestyle eg. stress, self esteem etc.
- prizes and incentives to keep you and your team motivated

Important Details

The following provides the information you need to explain **Lighten Up SA** to your team members. The purpose of the handbook is to help you to lead a successful team and to take full advantage of the ideas and incentives that **Lighten Up SA** offers.

If you have additional questions after reading this handbook, feel free to email estelle@diabetessa.com.au

1 September – 31 October 2008

Register your team online before 1 September 2008 of friends, families and / or co-workers for the joint purpose of losing 5 kilos each and raising money for **Diabetes SA**.

Register your team

The team leader registers a “hero page” with the title of the team, writes in the blog and fundraising target on behalf of the team and themselves.

Go to www.diabetessa.com.au and follow the link to the **Lighten Up SA** site and click the register button.

In setting up your team you have two options:

- **Option 1 - Build a Single Team Page**
This is a single web page for all team members to share.
- **Option 2 - Build a Team with Many Team Pages**
Each team member builds their own fundraising page when they register to join the team, but the team name and team total also appears on each team member fundraising page.

Create your profile

- Enter your team name and create a password
- Select from the above two options above – option 2 is recommended to allow individuals to have their own page within a team.
- Tell us about your team in the “Team Description” and box

Blog Example to display on your page

As Australia gets bigger and bigger, your support will educate people on how to prevent the development of diseases like diabetes that is this nation's biggest threat to our future health.

Our team is aiming to lose 5 kilos each during September and October 2008 and raise \$500 for **Diabetes SA**. We will encourage each other and our family members to benefit from making better choices for a happier, healthier and longer life.

Our team's starting weight is XX kilos. This week we have lost XX grams

My starting weight is XX kilos. This week I have lost XX grams

Your support is a motivator to keep us all on track. Thank you for caring about my health.

Wishing you health, happiness and good fortune.

Invite team members

Have your team members names and email addresses ready to invite to become part of your team.

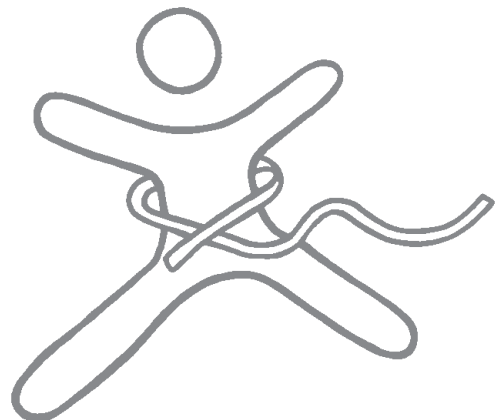
You can email other potential team members at a later date by emailing them the link to your team page with the password which allows them to select the "join this team" option

Each team member receives a welcome e-mail with login details to update their blog.

Get Sponsors

All team members receive a fundraising email to encourage them to email as many people as they can, telling them what they are doing and ask them to show their support by clicking on their web address and making a donation online and reach the target they have set themselves.

Great prizes will be awarded along the way for people who reach their fundraising target.



Start

On the 1 September 2008 the starting gun will fire!

Lighten Up SA will send out your first challenge to help you commence your quest to look and feel better than ever.

Download the **Welcome Kit** to get you and your team started.

The Welcome Kit contains:

- Personal journal
- Healthy Eating Worksheet
- Physical activity work sheet
- Sample eating plan
- Recommended daily intake sheet

Each week, participants will receive an email from **Lighten Up SA**. These emails will include recipes, physical activity ideas, nutrition information and general tips for healthy living. Each new challenge sent will build upon the week prior so that by the end you will have formed new habits that will continue on into the future.

For team mates who aren't regular internet users, you can photocopy the information and share it at team gatherings or send it in the mail. If you're participating on a worksite team, you could post weekly information on a bulletin board dedicated for **Lighten Up SA** participants.

You can also use email to communicate information or organize healthy activities amongst your team by sending and receiving messages to one another.

Team Leader's Role

Record Progress

The team leader who sets up the team page may like to include a spot in their blog to record the team's starting weight.

To do this:

- email each team member to submit their current weight in kilos
- add these together and record on the team page blog
- at regular intervals ask team members to submit weight lost in kilos and record the total on the team blog page.

Team members may like to do this privately or you may like to conduct a weekly weigh in at your premises with your own incentives and encouragement techniques.

Encourage your team

• Know your username and password and log into the website regularly

You created your username and password when you first registered your team. When you log in, you can access your Hero administration page where you can update your blog, keep track of your fundraising activity, upload photos or video of your team and download a poster to promote your participation.

• Prompt team members to update their profile

When you initially registered your team, you entered the name and email address of each team member, including yourself. This step generated emails to your team members, providing them with access to their own admin page. Encourage your team members to continually update their progress in terms of grams lost and to update their sponsors of their progress.

• Support your team members

Most likely, you became a team captain because you care about the other members of your team and want to help them succeed. This handbook provides ideas for building successful teams that will keep participants motivated and help them to reach their goal to feel better.

Tips for Building Successful Teams

Worksite teams can:

- Walk together during lunch (mark safe, accessible walking routes around your building)
- Have “walking” meetings
- Agree to serve healthy snacks and water at meetings
- Challenge each other to avoid using elevators
- Adopt a food policy for your department or area
- If you are an employer you could offer a prize to the winner. This could be anything, such as an extra day of vacation or a gift certificate.

Avoid guilt or embarrassing team members who aren't making as much progress as others: changing one's eating and exercising can be challenging and some people simply lose weight faster than others. By encouraging and supporting their efforts, people are more likely to stay motivated and eventually get the results they seek.

Notice if some of your team members are getting discouraged or losing their motivation. Invite them to go for a walk or create a healthy meal with you.

Generate a little healthy competition among team members. For example, each team member could contribute \$5 per month. At the end of each month, the team mate who loses the most weight wins.

Create weekly team challenges such as cut out soft drinks for the week or take at least two 20 minute walks.

Host a “bring a plate” where each team member brings a healthy dish.

Assign each team member to share a weekly health tip – something they find on the Internet, their favourite healthy recipe or something they've done to integrate more physical activity into their daily routine.

Nominate a different team member each week to come up with a group activity or new idea.

Celebrate your efforts, your progress and each other! Reward yourself with a day at the spa or a new pair of pants. Try to avoid celebrating with food.

Set team goals and encourage team members to set and share their individual goals and motivations for adopting healthy habits.

Be physically active together such as a Saturday morning walk.

Try new activities together such as badminton, bowling or ice skating.

Sign up as a team for an upcoming walk, 5km or 10km.
eg. City to Bay. Train together.

Useful Websites

www.diabetessa.com.au

www.gofor2and5.com.au

www.glycemicindex.com.au

FAQ

What counts as physical activity?

Pretty much anything that you deem to be intentional physical activity. For example, walking from your desk to the elevator doesn't count but intentionally taking the stairs instead of the elevator does. Taking walks, dancing, manual labour, swimming and other activities can be logged. The idea is to track how much daily time you spend doing activity and then try to increase it.

What if I don't have email or use my computer much?

A team leader is required to have an email account that they can access on a regular basis. It is up to you and your team members to decide how involved with the program you want to be. If you access your email once per week you will receive all of the benefits of participating in the program. If participants don't have an email account the team leader will need to print off resources and emails and update the team members progress on the blog (if required).

How will the data I submit for myself and my team members be used?

Individual names and data are confidential and will never be used except to send you **Lighten Up SA** information during the challenge. Individual team members can update their own profile but cannot access the profiles of other team members. **Lighten Up SA** will only report team names and aggregate team data (i.e, total kilos lost by the team unless permission is formally agreed to).

Can I be the leader of multiple teams? How do I register another team?

Yes, you can be the captain of multiple teams. To register another team, login to your site and choose "build another hero page". You will need to create a different name for your personal page and will require updating both pages.

Did you know?

That losing just one kilo reduces your risk of developing diabetes by 13%



Thank You

Thank you and good luck

The Lighten Up SA staff are available to answer any questions you may have during the program or provide you with additional information.

Thank you for choosing to lead a healthier life with Lighten Up SA.

Good luck!

www.diabetessa.com.au

Resources

www.calorieking.com.au

www.healthysa.sa.gov.au

www.activeageingsa.net.sa

www.beactive.com.au

www.adelaidebushwalkers.org

www.bushwalking-adelaide.com

www.flylady.net

www.taste.com.au

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