



Rules & Scoring

Part 1 – The Rules

1. The whole DoD family is invited to participate. This includes active duty, reservists, retirees, family members, plus civilian and contract employees.
2. The challenge is 4-weeks long.
3. The Crew must have between 2 and 10 members (including the Crew Leader).
4. Each Crew must have a Crew Leader and a Crew name.
5. Each crew member may set a **weight** loss, maintenance or weight gain goal (0-8 pounds). The weight loss or weight gain goal should not be more than 8 pounds during the 4-week period of the challenge. If you choose to maintain your weight, you must be within 2 pounds of your beginning weight at the end of the challenge to earn points. The Crew Leader will enter 10 points onto the Crew Worksheet for each crew. No weigh-ins are required.
6. Each crew member is challenged to get aerobic **exercise** (moderately for 150 minutes per week or vigorously for 75 minutes per week) AND 2 days of muscle-strengthening exercise a week (each muscle-strengthening session must work all major muscle groups). Crew members can score points for all seven days each week. Exercise time can be broken up into segments (10 minutes in the minimum duration) for those that cannot fit 30 minutes in at one time.
 - a. See Part 2 – More About Scoring and Points for more information regarding the difference between moderate and vigorous activity and what qualifies as a muscle-strengthening workout.
7. Each crew member is challenged to eat at least 2 one-cup equivalent servings of **fruit** each day.
8. Each crew member is challenged to eat at least 3 one-cup equivalent servings of **vegetables** each day.



Note: The Crews Into Shape scoring criteria for fruit and vegetable intake do not match exactly the national recommendations for nutrition

<http://www.fruitsandveggiesmatter.gov/benefits/index.html>.

The Crews Into Shape scoring criteria are designed to follow the national recommendations as closely as possible but still provide a simple method of tracking and scoring.

9. Each crew member receives bonus points for registering themselves at the USDA Choose-My-Plate **SUPERTRACKER**. Go to:
<https://www.choosemyplate.gov/SuperTracker/default.aspx>.
10. Each crew member receives bonus points for attending your weekly **crew activity**.
11. Each Crew member must complete an **individual health and fitness history questionnaire**. The purpose of this questionnaire is to alert and advise those crew members who should get medical advice before starting a new exercise program. Crew Leaders do **not** collect these forms from crew members. Get a blank copy at
<http://www.med.navy.mil/sites/nmcphc/Documents/health-promotion-wellness/general-tools-and-programs/crews-health-fitness-history-questionnaires.pdf>.
12. Each Crew member completes and gives to the Crew Leader a signed **contract**.
<http://www.med.navy.mil/sites/nmcphc/Documents/health-promotion-wellness/general-tools-and-programs/crews-contract.doc>.
13. Each crew member must agree to the rules of the challenge.
14. Each week, crew members must submit their Individual Weekly Log (annotated with any sick days) to their Crew Leader. Each week, one point will be given to each crew member that submits their Individual Weekly Log **on time** (turn in weekly sheet not later than the last day of the following week). Crew Leaders use these logs to update their master **Crew Worksheet**. Get a blank Crew Worksheet at
<http://www.med.navy.mil/sites/nmcphc/Documents/health-promotion-wellness/general-tools-and-programs/crew-worksheet.xlsx>.
15. Each crew member must complete the very brief on-line “Crews” **feedback** at
<https://apps.max.gov/survey/index.php?sid=94111&lang=en> by **7 April**.
16. **Additional Crew** points may also be scored. Read more below.
17. Crew Leaders **submit only the final** completed Crew Worksheet to Navy and Marine Corps Public Health Center at the end of the challenge (between 1-7 April). To submit, simply attached the EXCEL file to an e-mail and send to
mailto:crews_into_shape@nehc.mar.med.navy.mil. Do **not** send your Crew Worksheets **weekly** – send only the final, completed Crew Worksheet.



Confidentiality: Crew Leaders will be responsible for protecting the privacy of all Crew Members. Each crew should decide how information is passed before the start of the challenge. Remind crew members to be respectful of each other.

Sickness: Please do not exercise if you are sick. Please mark your Crew Member Weekly Log with the number of days you were sick so points can be adjusted accordingly (score as if you had exercised on your normal exercise days). This will help you avoid being penalized for not exercising. If you are sick longer than 2 weeks, you may want to be administratively dropped from the crew. Members administratively dropped should be deleted from the Crews Worksheet.

Pregnancy: If you become pregnant during the challenge, scoring will be adjusted. Weight loss is not healthy and a weight gain scoring system will have to be set in place. Pregnant crew members should not workout or set weight goals without their doctor's clearance. Please ensure your Crew Leader is kept up to date.

Part 2 – More About Scoring and Points

Individual Points

Individual points will be awarded for:

- Physical activity (aerobic and muscular strengthening).
- Attaining/maintaining weight goal.
- Eating at least 2 cups of fruit daily.
- Eating at least 3 cups of vegetables daily.
- Submitting individual weekly log on time.
- Participating in the weekly crew activity.
- Registering at <https://www.choosemyplate.gov/SuperTracker/default.aspx>, a website that provides individualized diet tracking and advice.

Exercise Points

- There are 28 points possible for exercise during the 4-week program per participant.
- One point will be awarded for each 30-minute block of moderate aerobic activity OR 15 minute block of vigorous aerobic activity, up to five points per week.



- One point will be awarded for each muscle-strengthening session that works all major muscle groups (legs, hips, back, abdomen, chest, shoulders, and arms), up to two points per week.
 - To work each muscle group, choose a variety of activities such as squats, push-ups, or rows.
 - Each activity should be done 8-12 times, or repetitions. Completing 8-12 repetitions of each activity counts as a set. Each muscle-strengthening session should include at least one set.
 - A muscle strengthening session is complete when all muscle groups have been worked. The number of activities can vary depending on whether a person is performing exercises that works more than one muscle group simultaneously.
 - There are many way to strengthen muscles, including free weights, resistance bands, body weight exercises, and yoga.
- Exercise missed due to illness will be compensated for up to 1 week. On sick days, score as if you had exercised on your normal exercise days.
- For more information about physical activity, including the difference between moderate and vigorous aerobic activity, please see <http://www.cdc.gov/physicalactivity/everyone/guidelines/index.html>.

Fruit Points

- There are 28 points possible during the 4-week program per participant.
- One point will be awarded for each day that at least 2 one-cup equivalent servings of fruit are eaten. To determine what constitutes a cup, please visit <http://www.fruitsandveggiesmatter.gov/what/index.html>.

Vegetable Points

- There are 28 points possible during the 4-week program per participant.
- One point will be awarded for each day that at least 3 one-cup equivalent servings of vegetables are eaten. To determine what constitutes a cup, please visit <http://www.fruitsandveggiesmatter.gov/what/index.html>.

Weight Goal Points

- 10 points will be awarded to each crew member that achieves their weight goal.



Individual Weekly Log Points

- There are 4 points possible during the 4-week program per participant.
- One point will be awarded each week to all crew members that submit their “Individual Weekly Log” to the crew leader at the end of each week or by the deadline set by the crew leader. NOTE: Crew leaders do not send any weekly reports to NMCPHC. Download a copy of the Individual Weekly Log here:
<http://www.med.navy.mil/sites/nmcphc/Documents/health-promotion-wellness/general-tools-and-programs/crew-member-weekly-log.xlsx>.

Activity Participation Points

- Each crew member may earn 1 point (per week) for participating in the Crew’s weekly activity.

SUPERTRACKER Points

- Each crew member earns 10 points for registering in “SUPERTRACKER” at <https://www.choosemyplate.gov/SuperTracker/default.aspx>.

Post-challenge Feedback Completion Points

- Each crew member may earn 1 point for completing the on-line questionnaire between 1 – 7 April at <https://survey.max.gov/871516>.

Additional Crew / Team Points

This challenge encourages team participation and is not focused on individuals. Therefore, teams that work together to encourage one another throughout the challenge are rewarded as a team if each crew member meets a minimum of 20 points in each of the following categories:

IF every crew member:	The Crew gets:
Earns at least 20 exercise points	20 Crew points
Earns at least 20 fruit points	20 Crew points
Earns at least 20 vegetable points	20 Crew points
Achieve their weight goal	20 Crew points
Verbally agrees to participate in a health or fitness related event in April - June (after the Crews challenge is over).	20 Crew points



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