

# Focus Area: Well-being

**Objective:** To reduce your screen time and increase your screen-free activities over the course of two weeks.

### Length of Challenge: Two weeks

#### Materials Needed:

- □ Sign-Up Sheet/Form (optional, but recommended)
- □ Screen-Free Challenge Tracker
- □ How to Check Screen Time Handout
- □ Screen-Free Activity List
- □ Prizes (optional)

#### **Directions:**

• For each day list two screen-free activities you completed and your total screen time. (Use the Screen-Free Activities handout for screen-free ideas.)

**Regional/Satellite Offices & AWS Employees:** This challenge can be hosted across regional/satellite offices and/or with AWS employees.



## **Getting Started:**

- 1. Decide the dates your "Screen-Free Challenge" will run.
- 2. Establish a sign-up period (for example, one week) before the challenge start date.
- Determine how participants will submit their challenge tracker and how winners will be rewarded. *Remember: Challenge rewards don't have to be tangible. Announcing the winner(s) in an email, e-newsletter and/or flyer are all great ways to give*

recognition!

- 4. Announce the challenge to employees! (This can be done via email, e-newsletter, department intranet and/or flyers.)
- 5. At the end of the sign-up period, share the following with all participants: :
  - A welcome, congrats and/or thank you for participating in the challenge
  - $\circ$  Dates the challenge will begin and end
  - How to play the "Screen-Free Challenge"
  - Details for submitting the challenge tracker and how winner(s) will be rewarded
    NOTE: Don't forget to BCC participants if contacting them via email.
- 6. Print or attach via email the "Screen-Free Challenge Tracker" and distribute it to all participants.
- 7. Each week of the challenge send participants a friendly email reminding them to engage in the challenge and to have fun with it. Your communication might include additional info related to the challenge, tips and tricks, inspirational quotes and/or participant photos. (Reach out to your WFHTN Regional Wellness Coordinator for 'Sample Weekly Emails'.)
- 8. As the two-week challenge comes to an end, send out a reminder to participants to submit their "Screen-Free Challenge Tracker" and announce the winner(s)!