



S.M.A.R.T. Goal Challenge

Focus Area: Well-Being

Objective: To create a personalized health-related goal to work on daily and track your progress over the course of four weeks.

Length of Challenge: Four weeks (can be shortened)

Materials Needed:

- Sign-Up Sheet/Form (highly recommended)
- Daily S.M.A.R.T. Goal Tracker
- Prizes (optional)

Directions:

- Set a personal S.M.A.R.T. Goal for the next four weeks.
- Track your S.M.A.R.T. Goal daily.
- Report your weekly progress.

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



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Getting Started:

1. Decide what dates your "S.M.A.R.T. Goal Challenge" will run.
2. Establish a sign-up period (for example, one week) before the challenge start date and determine how participants will sign-up for the challenge.
3. Determine how participants submit their Trackers and how/if winners will be rewarded.
Remember: Challenge rewards do not have to be tangible. Announcing the "S.M.A.R.T. Goal Challenge" winner(s) in an email, e-newsletter and/or flier 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 fliers.)
5. At the close of the sign-up period (if you established one), contact all participants to share the following:
 - A welcome, congrats and/or thank you for participating in the challenge.
 - Dates of when the challenge will begin and end.
 - Instructions on how to play the "S.M.A.R.T. Goal Challenge".
 - Details about how to submit their Trackers 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 "Daily S.M.A.R.T. Goal Tracker" and distribute 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 information related to the challenge, such as fun food facts, healthy recipes, tips and tricks, inspirational quotes and/or participant photos. (See 'Sample Weekly Emails' below.)
8. As the four-week challenge comes close to an end, send out a reminder to participants to submit their "Daily S.M.A.R.T. Goal Tracker" and announce the winner(s)!