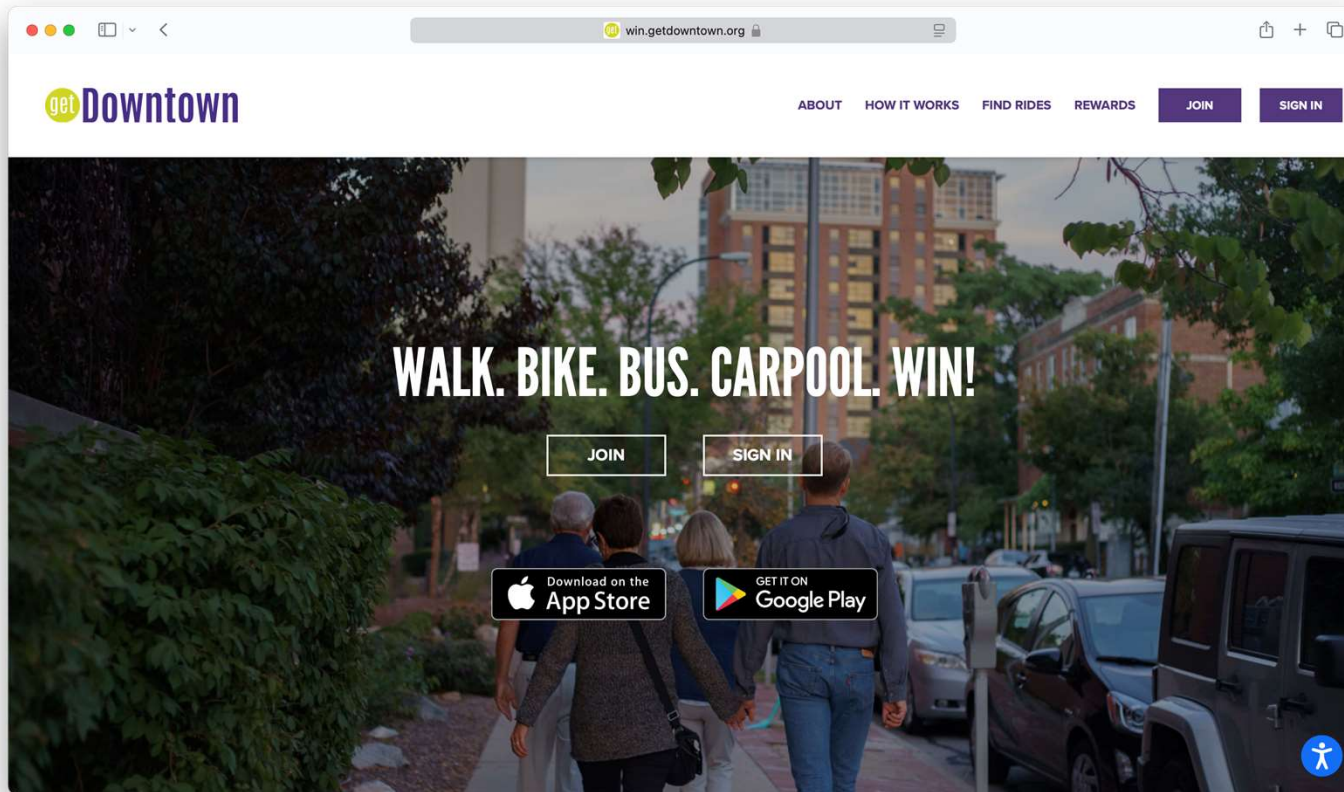# Get ready for the Challenge!

Quick guide to win.getDowntown.org

In the following slides, you'll learn how to:

- Comple profile
- Log a trip
- See your impact
- Start a team

First, create or sign into your account on
win.getDowntown.org

Completing your profile

- Under 'Account', select 'profile'
- Set up your username
- Enter your home address or home street
- Select 'Yes' under 'Organization' and enter your organization

- **Your account must be linked to an Ann Arbor home OR organization address for getDowntown to find you as a participant.**

- Leaving these fields blank can prevent getDowntown from identifying you as a participant in our challenge.

Completing your profile

- The Commute section of the profile assists users who are looking for buddies for their commute.

- If you are not interested in finding potential carpool partners or other buddies, select "No" for each mode.

- If you are interested in finding someone with a similar commute to travel together, enter your commute days, times, and choose "Yes" for relevant modes.
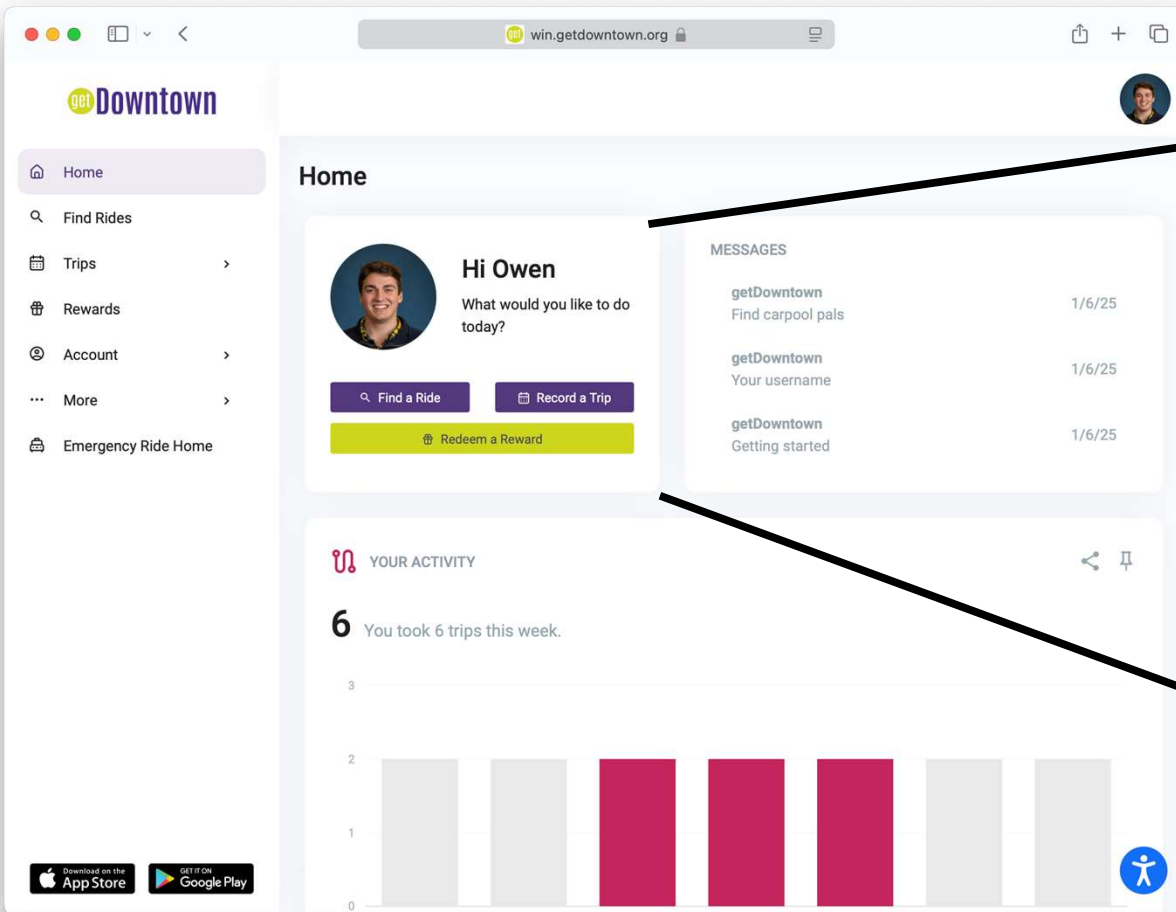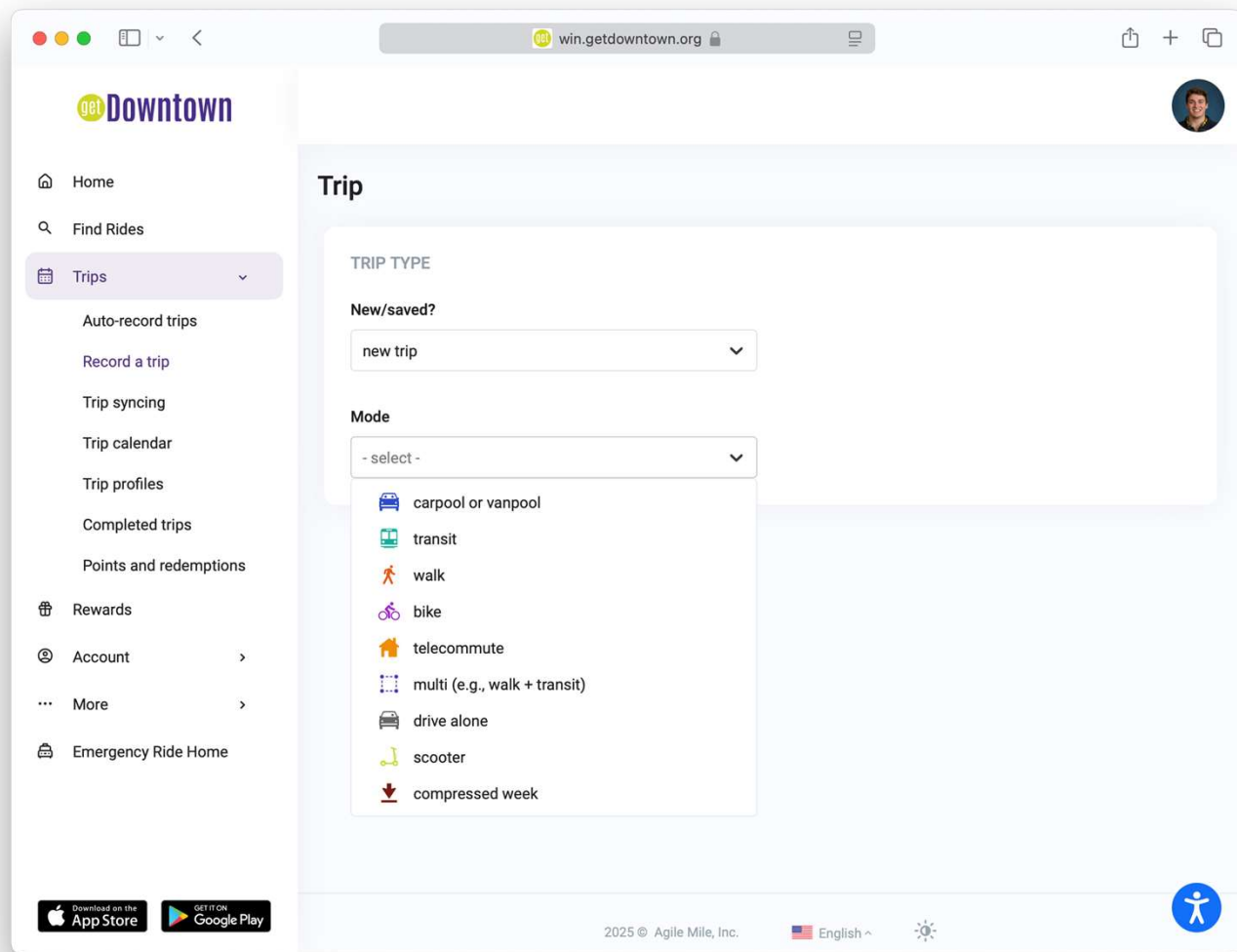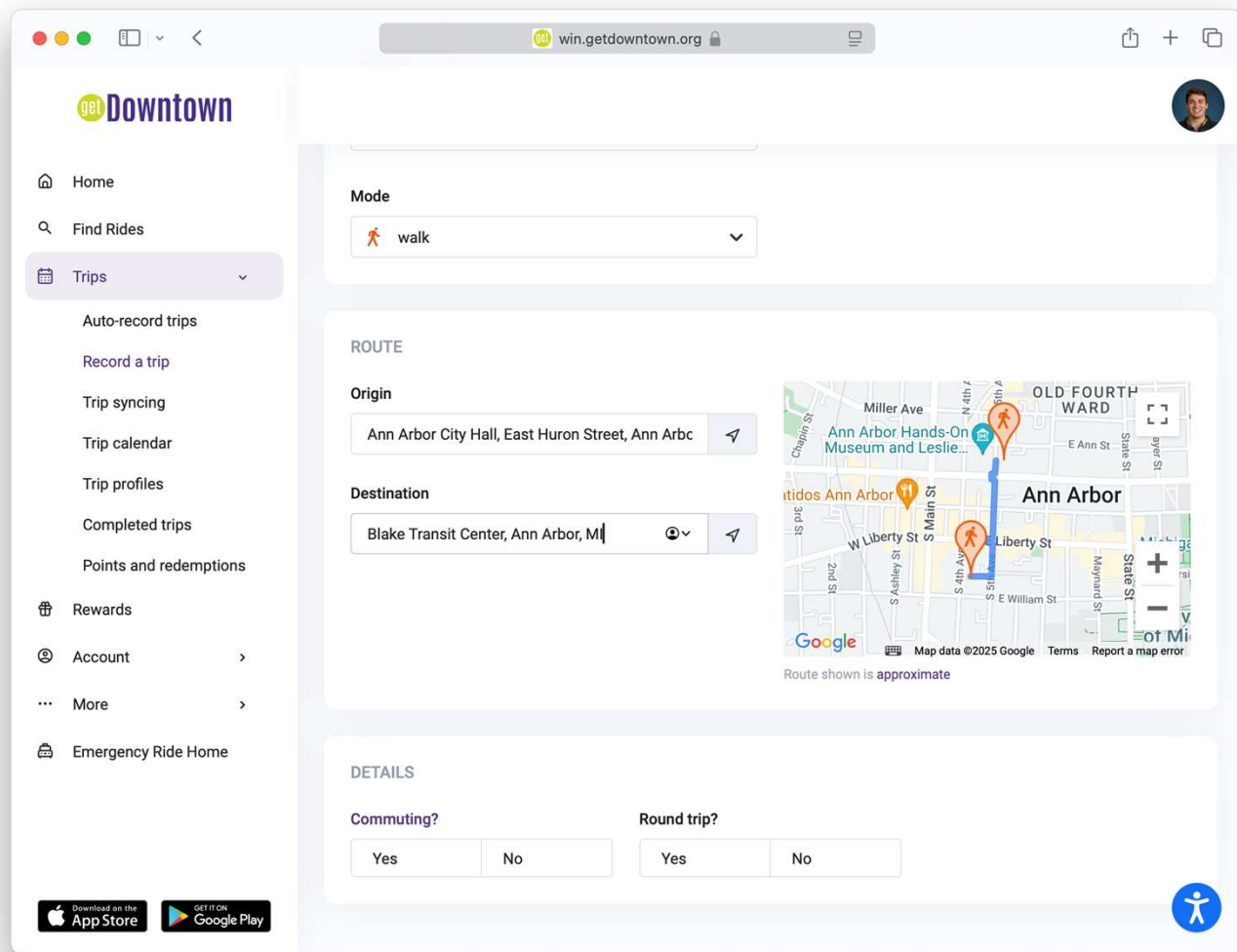
Let's review how to log your trips.

It's easy to record trips!
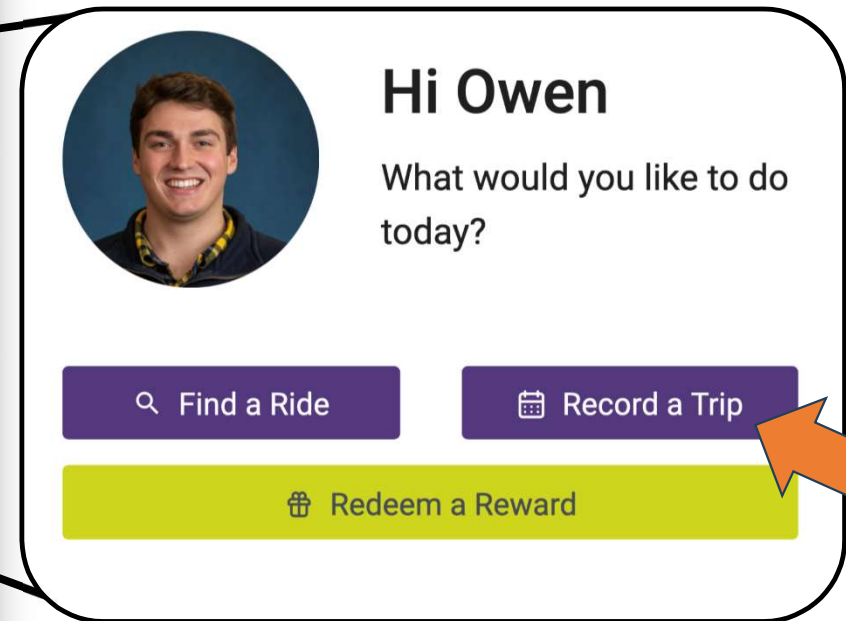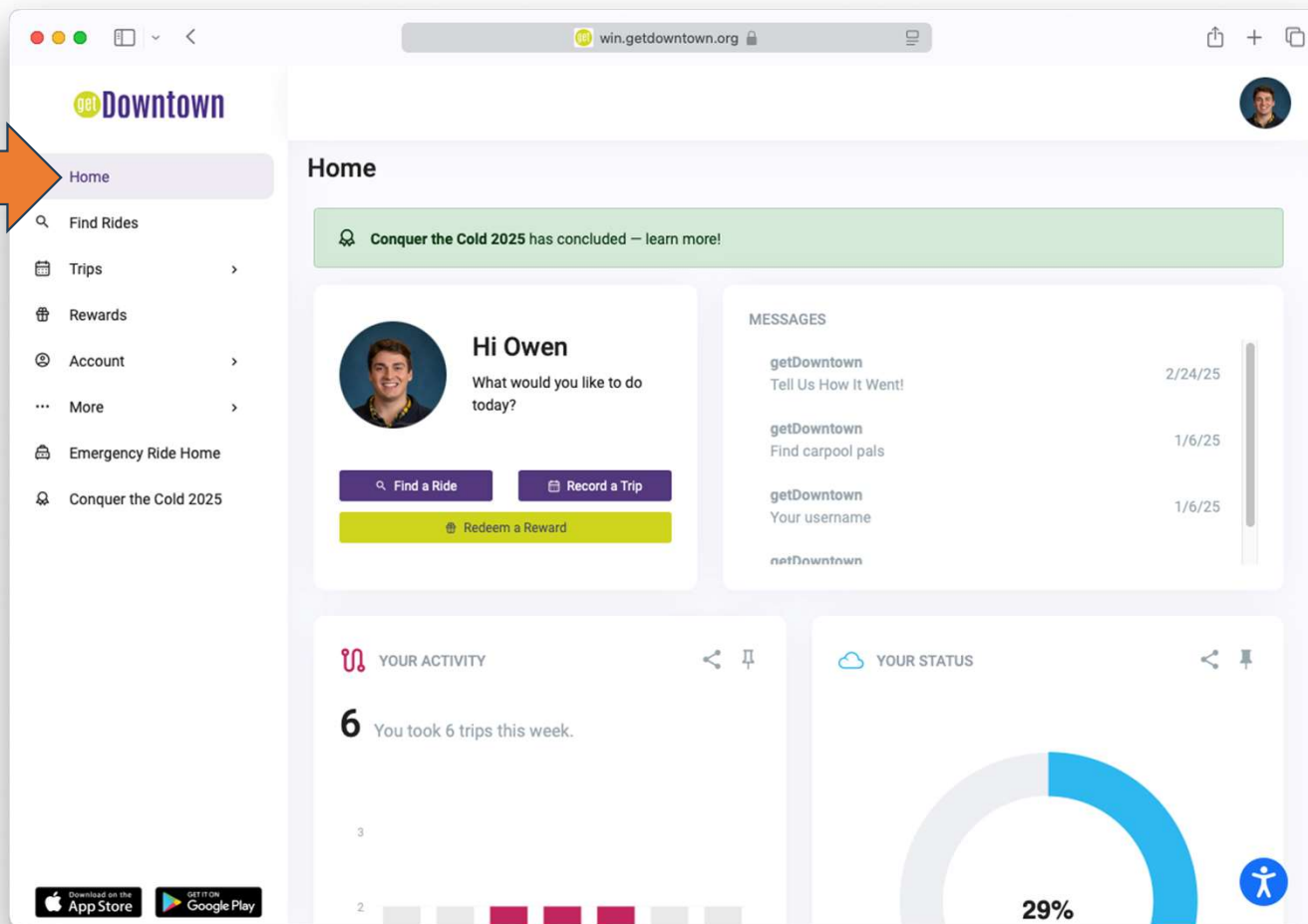
First, select your trip type

Then, add your start and finish locations.

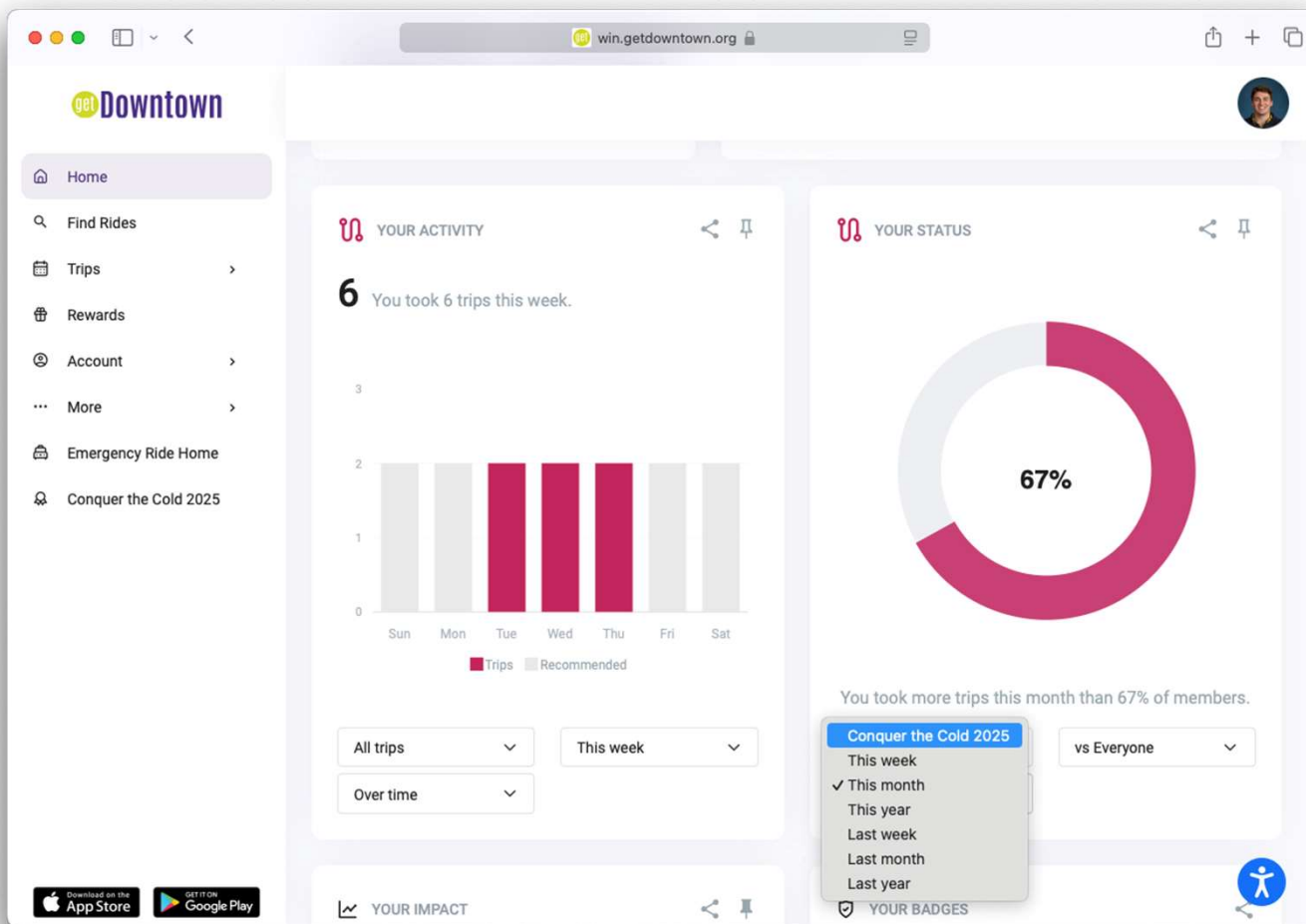**If this is your commute, you can set the trip to count every day!**

Now that we know how to log trips, let's review how to check your progress.

Your Homepage

- All your activity is visible here
  - Scroll down for a more detailed view!

Your Activity

- 'Your Activity' and 'Your Status' help you visualize how you are doing. It is only visible to you unless you use the share buttons.

- Use the dropdown menus to find the data you're looking for!
  - For example, under 'Your Status', you can change 'vs Everyone' to just your employer or city, allowing you to check how you're doing compared to others.
  - You can also change the timeframe from This Week, Last Week, etc.

Sharing Your Activity

You can share any graph from your home screen by clicking the button in the upper right.
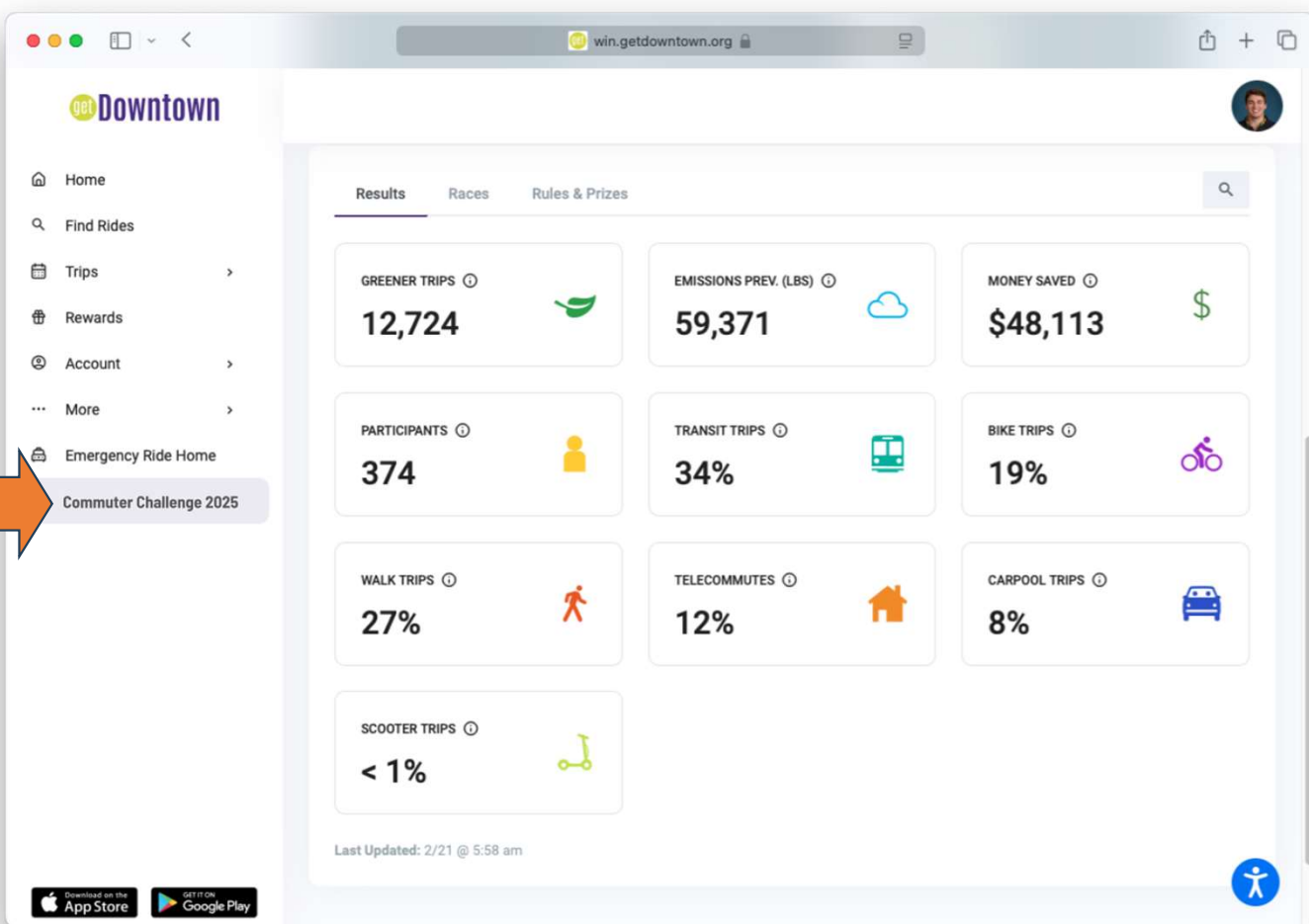
You can then get a link to share just the results you've selected with whoever you want.

Tip: Try adding your link into a team Slack or group chat to motivate others!
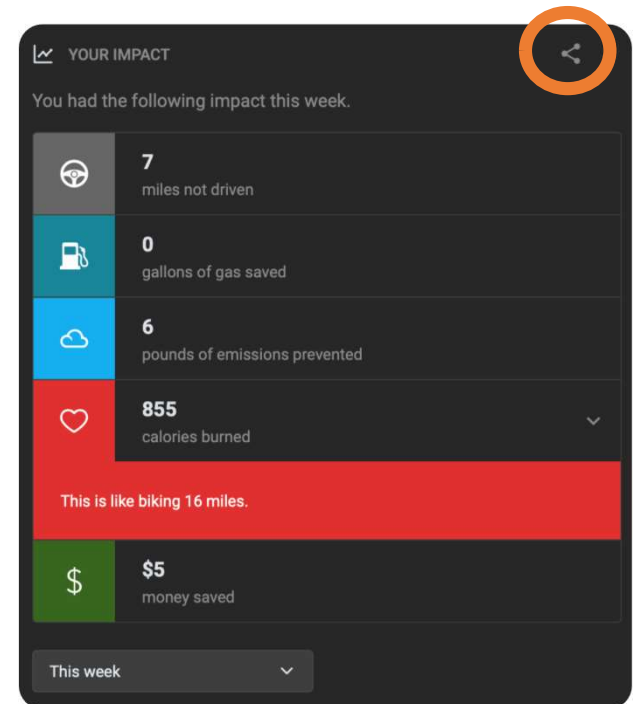
Challenge Activity

- During the challenge, a tab titled 'Choose Your Challenge' will be visible. To view the rules and results of the challenge, click there.
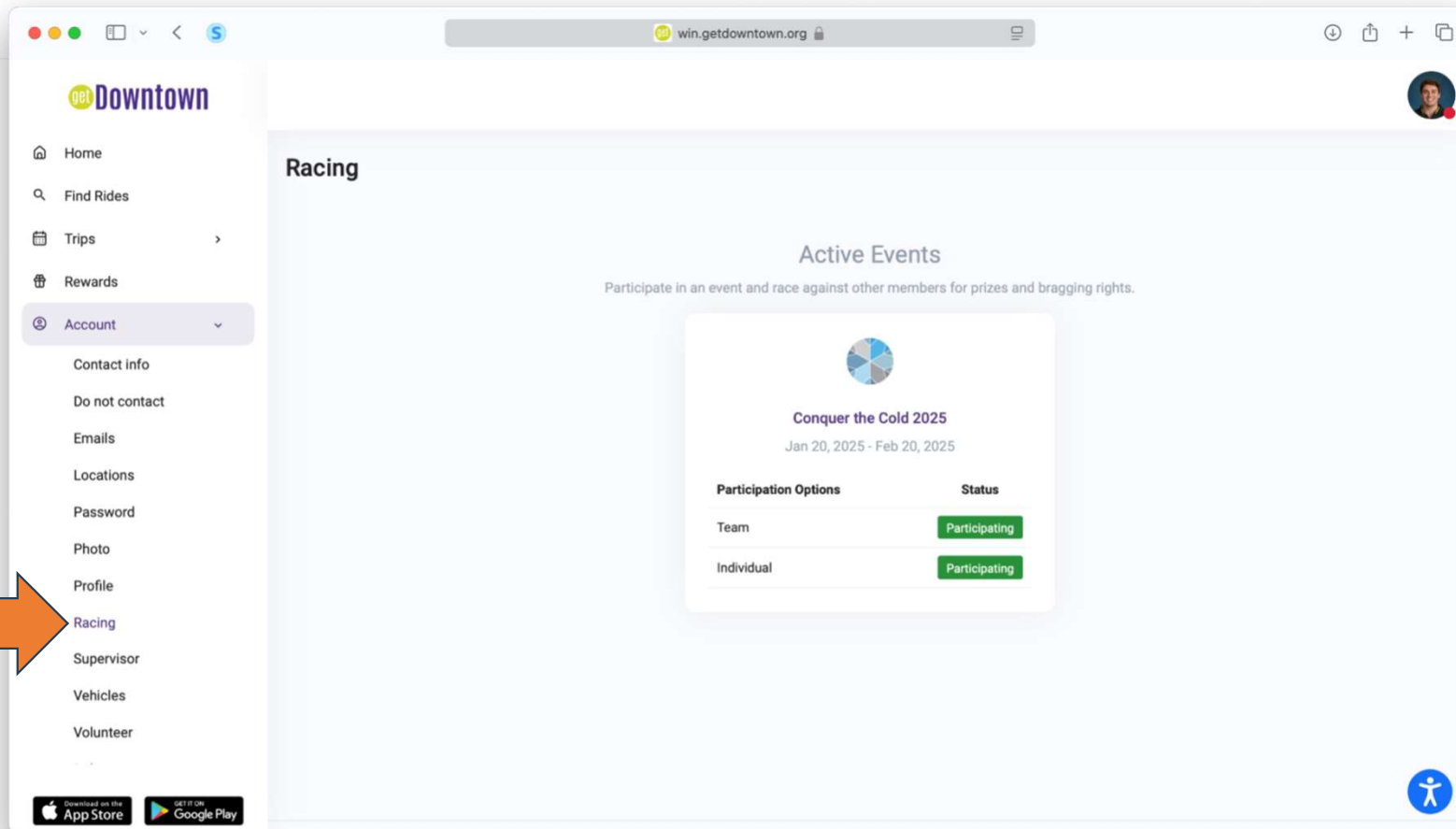
You can start a team for colleagues or friends to see your results together!

Only the person who starts the team can add team members.
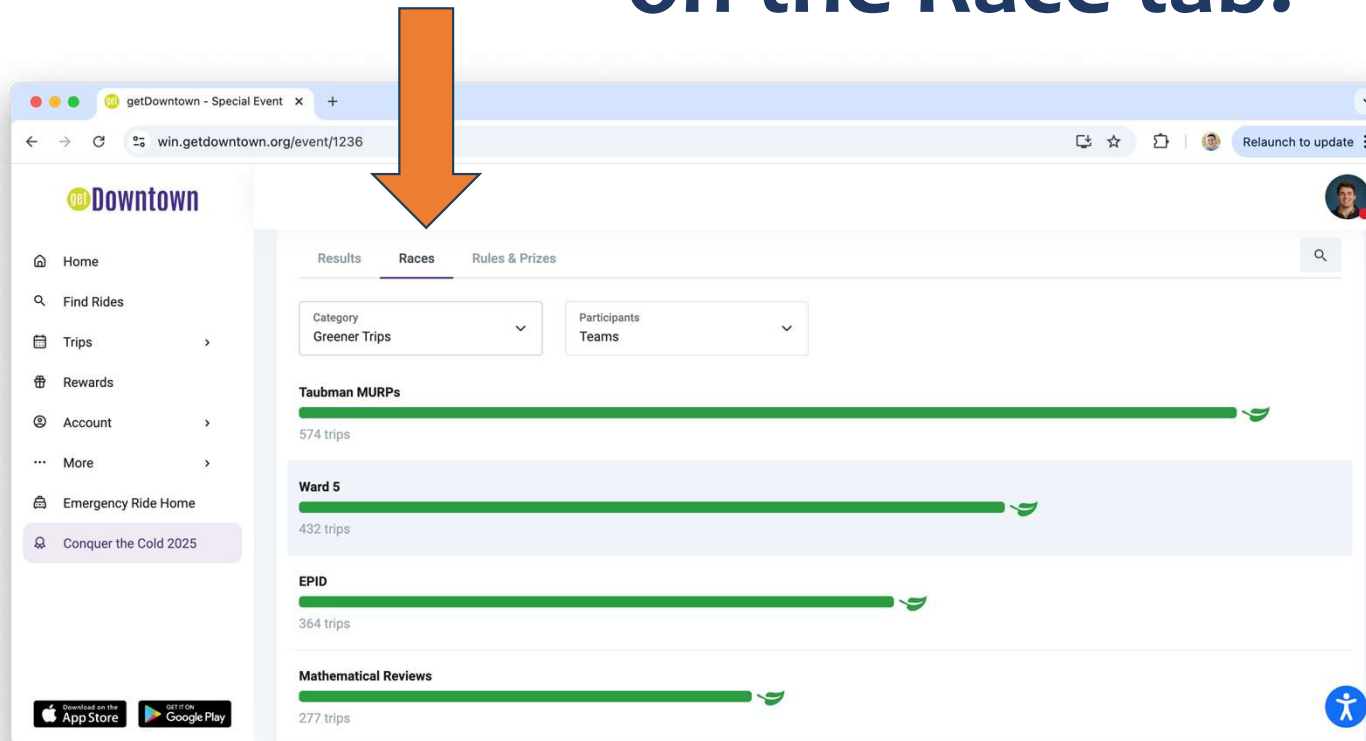
To create a team: Account -> Racing

- You have the option to appear in races as an individual or with a group of people.

- You will get to choose the name that appears on the leaderboard for individual or team.

People on the team can see their members.
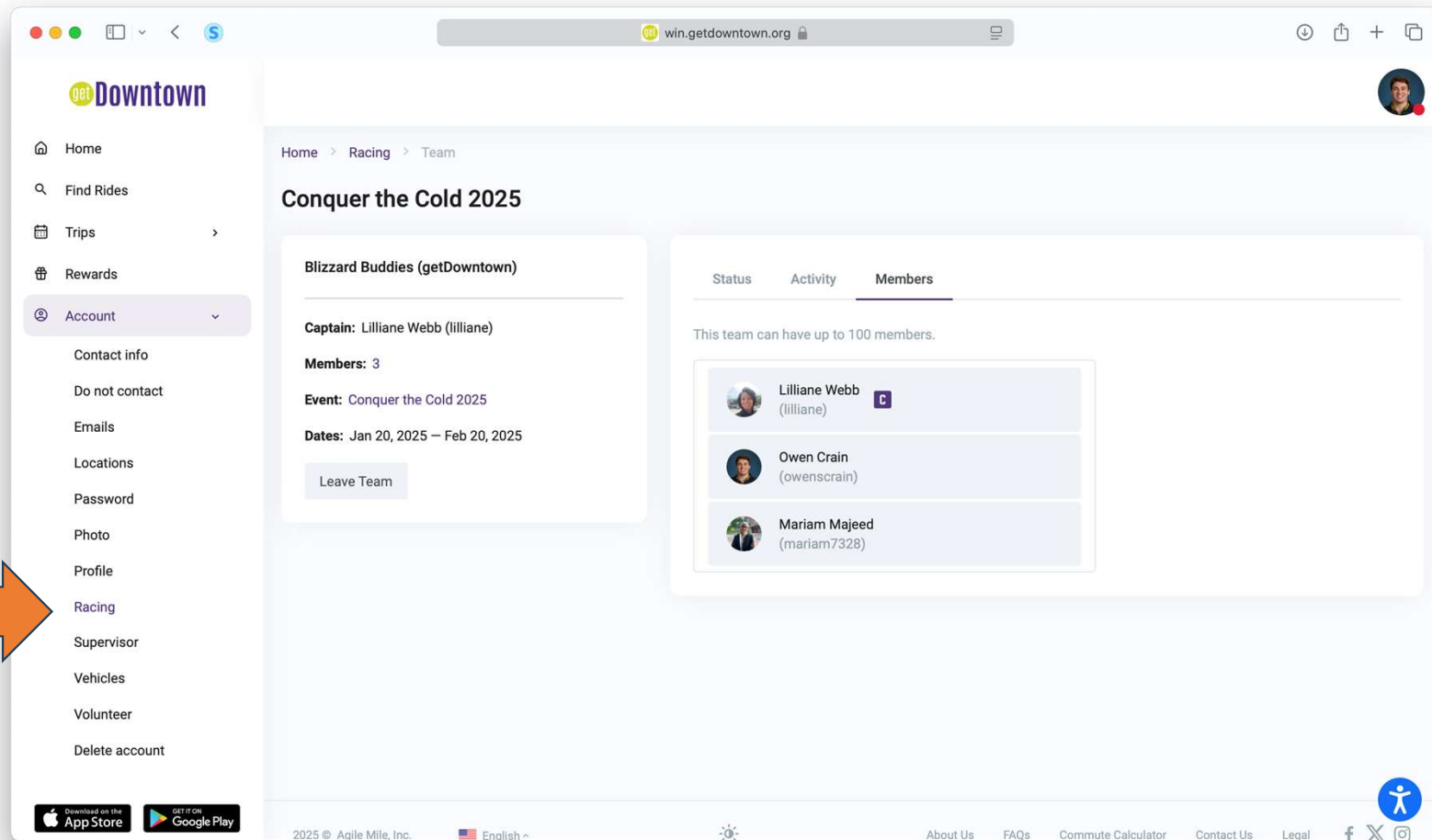
Find your group's results compared to others on the Race tab.

- Change the 'Category' and 'Participants' menu to switch to different metrics.
- For example, change 'Category' to "Bike Trips" to see which teams are taking the most bike trips or switch 'Participants' to "Individuals" to see what user is leading.

FAQs about Profile Page

- Do I have put in my home address?

We need an address near to your home to calculate your commute distance and savings. We don't need your exact address and will not mail anything based on what is in your profile.

- Why does it matter if I smoke or not?

Some questions in the profile are intended to be helpful for people trying to find appropriate carpools to join. Your answers do not impact your ability to participate or earn prizes.

- Why do I need to add my organization?

Adding your organization can help us identify your profile as connected to our area. If you live in Livonia but work in Ann Arbor, adding your organization and local address helps count you as part of the local challenge.

We're glad to have you Choose Your Challenge!

Your participation will help the planet, improve your health, reduce congestion, and save you money!

getDowntown

A PARTNERSHIP OF CITY OF ANN ARBOR MICHIGAN DDA AND TheRide