

CHEAT SHEET

Community Leader Cheat Sheet

COMMUNITY

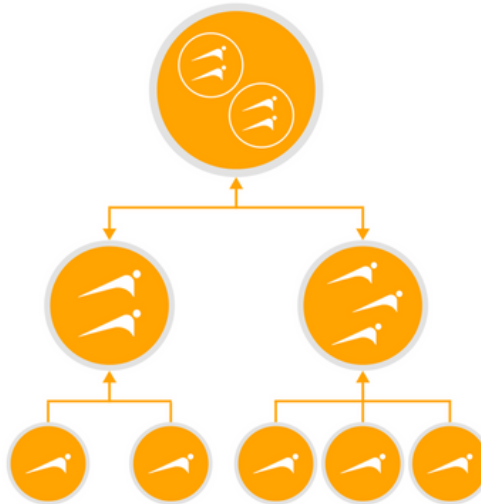
A collection of teams, great for workplaces, gyms, schools.
Each community has a COMMUNITY LEADER

TEAM

Ideally up to 10 people
Each team has a TEAM CAPTAIN

INDIVIDUAL

People can also take part solo



Create a Community

1. Register

- Hit the REGISTER button on The Push-Up Challenge website www.pushupchallenge.com.au

2. Create your Community

- Select CREATE TEAM and fill out your registration details.
- You'll be prompted to create a Team. You need to do this before you become a Community Leader.
- Create a Community.

3. Grow your Community

Method 1 - Recruit Team Captains

- Invite specific people to create a Team within your Community. This will make them a 'Team Captain'.
- Encourage your Team Captains to recruit people to join their team. By joining one of these teams, people become part of your Community...and so it grows.

Method 2 - Broad Recruitment

- Invite the masses to join your Community.
- People can chat amongst themselves to figure out who wants to team up, who wants to become a Team Captain, then create a Team in your Community.
- Some may just set a Team up straight away.

Tips

- Share your Community page link so the Teams are created directly in your Community.
- People can also search for your Community if they don't have your page link, no stress.
- There's a bunch of email templates and other promotional material in the Community Leader Toolkit to help you grow your community.

Help Others Create or Join a Team

1. Register

- Hit the REGISTER button on The Push-Up Challenge website www.pushupchallenge.com.au, **OR**
- Follow the Community page link provided by the Community Leader

2. Create a Team OR Join a Team

- Select CREATE TEAM and fill out the form. People become a Team Captain by creating a team. **OR**
- Select JOIN TEAM and fill out the form. Or, if on the Community page people will be able to see a list of teams to join.

3. Invite people

- Team Captains can invite more crew along to become part of the Community after a team/s have been created.
- Share the Community or Team page links and people will have the opportunity to join an existing Team, or people can create a new Team too.

Handy tips

To be in a Community, people must be in a team

Participants need to be in a team to be in your Community. Note that participants are welcome to create a team with just them if that's what they're after. i.e. A team of one. This will allow them to join a Community.

You need to re-register for 2022

You'll need to register again even if you've taken part before.

We recommend teams of up to 10 people

We recommend a maximum team size of 10 people. Keeping it at 10 or less helps the members maintain accountability and a good vibe.

If someone creates a team outside of your Community

No stress. If a team captain accidentally creates a team outside of your Community all they need to do is go to their Dashboard and select Join Community (when logged in) and follow the prompts from there.

One email address. One time.

An email address can only be used once to register.

Think of easy and relevant Team and Community names

Makes it way easier for people to search for a Community or Team. You can't use the same name for a Community and a Team.

There are **FAQs** and plenty of **handy resources** on our website which can help you and your crew get pushin.