**EVENT NOTICE: 150 Together Trust Years**

**Starting on Saturday 29 May, we’re launching our first mapped virtual active challenge taking us around historical venues for the Together Trust over the last 150 years.**

**This is a fun, free to enter and educational challenge. Simply connect your fitness tracker or manually upload activities such as walking, running and cycling (plus 40 more you can convert into distance) to move your personal icon along the map pathways and achieve the goal of covering the 23 mile route by 10July.**

1. **SIGN UP.** To sign-up you need to visit the Mission Page using the following link. When on the Mission Page click the **JOIN** button on the top right of the page and follow instructions: <https://www.myvirtualmission.com/missions/108374/150-together-trust-years>
2. **ACCOUNT.** If you’re new to the My Virtual Mission mapping platform, you’ll need to set up an account. This requires you to insert your name, company email and a password.
3. **MVM APP.** If you would like to track everything on your smartphone you can use the free My Virtual Mission app to access **Runkeeper, Strava, Under Armour, Fitbit & Garmin** to auto-record most activity. Simply follow the instructions after downloading the app to your phone.
4. **APPLE HEALTH.** If you plan to use Apple Watch and/or iPhone to record activity, take care to only sync with only ONE fitness app to avoid duplication. **TIP: Read this quick step-by-step set-up guide:** <https://help.myvirtualmission.com/en/articles/2823101-apple-health-integration>
5. **CONNECTING ON THE WEB.** You can sync your choice of fitness app (see list above) on the Mission Page. Simply click on the **MY ACCOUNT** button in the top right of the screen, select **MY CONNECTIONS** and follow the instructions.
6. **TECH HELP.** For help with set-up, please refer to the vast **Knowledge Base** by clicking **Help** at the top of the Mission Page. If you have problems with connectivity or duplication of activity posting, you should contact the Tech Support team directly: [support@myvirtualmission.com](mailto:support@myvirtualmission.com)
7. **DELAYS.** When posting activity via a fitness app it can take **24+ hours** for this to show on the map. My Virtual Mission rely on app firms sharing your activity data which happens 2-4 times per day. Any delay is not a fault of the system and we request your patience and understanding.
8. **F.A.C.T.** If you don’t want to walk, run or cycle there are other forms of activities that apply (see the **Fitness** **Activity Conversion Table**). Record time spent exercising, convert to distance and use the MANUAL UPLOAD option. **NOTE: Only use F.A.C.T. for non-distance related activities.**
9. **MANUAL UPLOAD.** After calculating the distance using F.A.C.T. visit the Mission Page and fill in the **POST A DISTANCE** section found just below the map (visible after launch).
10. **SAFETY & PRIVACY.** If you plan to exercise alone do so in a safe place, and at a safe pace, that suits you. All activity should be carried out within prevailing Government COVID-19 guidelines. And if you wish to keep your activity and routes hidden from all other participants, we recommend going to **MY ACCOUNT > MY SETTINGS** and update your **PRIVACY** setting to **Private**.
11. **START.** We launch on **Saturday 29th May @ 6am BST**. You can’t post activity until after launch!

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