The Let's Move: Commit to Change Physical Activity Challenge

March 1 - 31, 2026

SDPBC Team Frequently Asked Questions (FAQ)

REGISTRATION

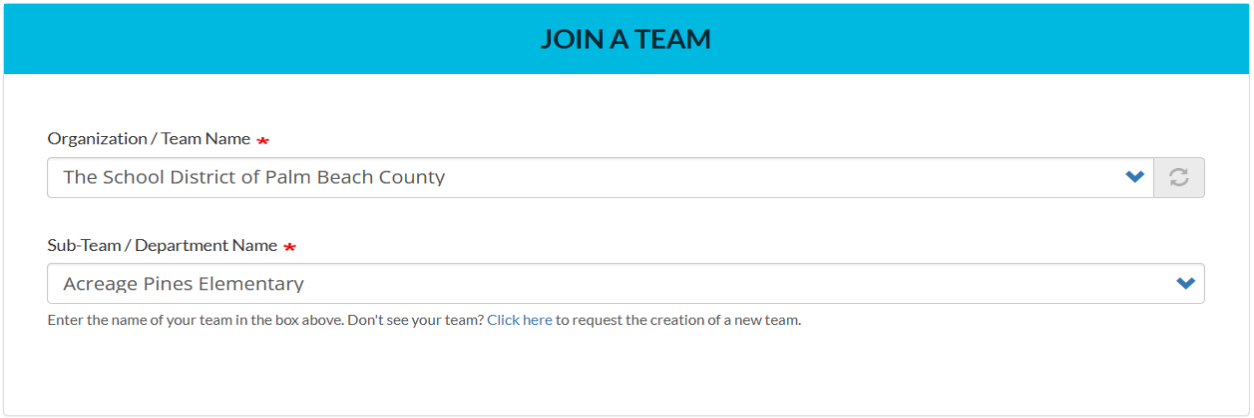
1. Do I need to create a new account every year?

Yes. A new account must be created each year to participate in the Let's Move Challenge.

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2. How do I create an account?

- Go to www.letsmovepbc.org
- Click on the "**JOIN A TEAM**" button on the homepage
- Create a new account
    - Enter your LOGIN INFORMATION
    - Enter your PERSONAL INFORMATION
- Under **JOIN A TEAM**:
    - **Organization/Team Name:** The School District of Palm Beach County
    - **Sub-Team/Department Name:** Your school or department
- Click **'SUBMIT.'** *You will then receive an email confirming your registration from Let's Move*



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3. I registered but did not receive a confirmation email. What should I do?

Please allow time for the system to be updated. If you still do not receive confirmation, contact the Let's Move team for assistance at **letsmove@digitalvibez.com**.

4. Where can I see the leaderboard for the entire challenge?

Please use this link: **http://l.sdpbc.net/cnn8q** to view the leaderboard, which includes total minutes logged, the top five teams, and the top five sub-teams across the entire county.

TEAM CAPTAINS

5. Who is a Let's Move Team Captain?

A Let's Move Team Captain is a designated representative from each school or department who helps promote the challenge, supports team members, and serves as the main point of contact for Let's Move communications.

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6. How do I know if I have Team Captain access?

Once your Team Captain role is activated, you will be able to:

- View participants registered under your school or department
- Monitor their logged physical activity minutes throughout the challenge

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7. What are the responsibilities of a Team Captain?

Team Captains are responsible for:

- Promoting the Let's Move Challenge within their school or department
- Encouraging people to register and participate
- Assisting participants with registering and joining the District Team + their respective Sub-Team
- Sharing important updates and reminders
- Serving as a liaison between participants and the Wellness Promotion Team

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8. I registered. Am I automatically a Team Captain?

Once registered, to serve as your school or department **Let's Move Challenge Team Captain**, email **letsmove@digitalvibez.com** to request captain access.

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9. Can a sub-team have more than one Team Captain?

Yes. Schools and departments may have more than one Team Captains.

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10. Can someone other than the Wellness Champion be a Team Captain?

Yes. Another staff member may serve as a Team Captain. However, they must first register in the Let's Move system before they can be assigned. Then, email **letsmove@digitalvibez.com** to request the role.

LOGGING MINUTES

11. Do participants need to log their own minutes?

Ideally, all staff should register under **The School District of Palm Beach County** team and select their respective school or department sub-team to log their own individual minutes.

However, Team Captains or other adult staff members may choose to collect and enter minutes collectively on behalf of staff. In that case, those staff members do not need to register individually.

For students (who typically will not register), any registered staff member may log collective student minutes through their own Let's Move account (e.g., a P.E. teacher tracking and entering the total physical education minutes for students for each class period daily).

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12. Can I log minutes for my entire school using one account?

When entering minutes collectively for your school, only one master login is required.

You may create two separate accounts under your name, as long as each is registered with a different email address. We recommend using your work email to track your students' and/or staff collective minutes, and a personal email if you would like to participate individually.

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13. Are there limits or important rules when logging collective minutes?

Yes. Please keep the following in mind:

- The system will not allow more than **10,000 minutes** to be entered in one day. If you exceed 10,000 minutes, contact **letsmove@digitalvibez.com** for assistance.
- Do **not** enter minutes for individuals who already have accounts, as this will result in duplicate entries.
- Ensure that if you are entering minutes collectively for your students and/or staff, you are able to show documentation or a tracking method that supports the totals entered, if requested.

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14. Who do I contact if I need help?

Please contact:

Megan Rimpel - **megan.rimpel@palmbeachschools.org**

John Kronk - **jkronk@fau.edu**