

# Users' Guide for walkaboutns.ca



PRESENTING SPONSOR



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This tutorial is meant for beginner to novice internet users and will help you get the most of your Heart&Stroke *Walkabout*<sup>™</sup> experience. It will also help you learn about how to maximize your profile and participation in groups and routes.

This tutorial was written on and for users running the Microsoft Internet Explorer web browser. Most things will be identical on alternate browsers, but if you need help, please contact us.

We are constantly reviewing our materials to make sure they meet the needs of Heart&Stroke *Walkabout*<sup>™</sup> members. If you have any questions or comments, please contact the Heart and Stroke Foundation of Nova Scotia at 1-800- 423-4432 x 346 or e-mail [walkabout@heartandstroke.ns.ca](mailto:walkabout@heartandstroke.ns.ca).

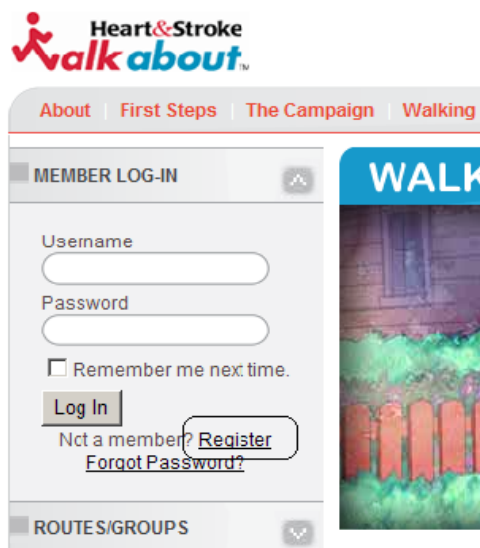
# Section 1 – Getting Started

## Find the website

### Step 1

Open your internet browser, click once on the address bar to highlight the current address. Once it is highlighted type in **www.walkaboutns.ca** and hit Enter. The *Walkabout* home page should appear.

## Register and Configure Your Profile



The screenshot shows the top navigation bar with links for 'About', 'First Steps', 'The Campaign', and 'Walking'. Below this is a 'MEMBER LOG-IN' section with a search icon. It contains two input fields for 'Username' and 'Password', a checkbox for 'Remember me next time.', a 'Log In' button, and links for 'Not a member? Register' and 'Forgot Password?'. At the bottom of the login section is a 'ROUTES/GROUPS' section with a search icon. To the right of the login section is a partial view of a 'WALK' page featuring a photo of a wooden fence in a field.

**Step 2** Next you will need to register yourself as a user of the website. To do this, click on **Register** as highlighted to the left.

This will bring you to a new screen where you will have to enter a username, password (twice), and valid email address. Choose a username and password that you will remember.

Once you have entered this information click on the **Create User** button. If there are no problems, a new page will appear that says “Registration Complete - Your account has been successfully created”. Click **Continue** and you will be prompted to configure your **Profile** and **Privacy settings**. When you finish entering all of your personal information, click **Save**.

**TIP:** For more information on using the internet, go to <http://www.learnthenet.com> and find and click on the topic that you need help with.

## Section 1 – Getting Started

### Privacy Settings

Privacy settings allow you to control what information you make visible to other users or group members. If you do not want certain information visible, ensure the appropriate boxes are unchecked; by checking a box, the information will become visible to the corresponding audience. A check

#### Privacy Settings

To provide public users or your fellow group members the ability to view your user information listed below check the corresponding box.

	Public	Group Members
contact info	<input type="checkbox"/>	<input checked="" type="checkbox"/>
my progress graph	<input type="checkbox"/>	<input checked="" type="checkbox"/>
my groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>
my log	<input type="checkbox"/>	<input checked="" type="checkbox"/>
my journal	<input type="checkbox"/>	<input checked="" type="checkbox"/>
my favorites	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Messaging	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Save Cancel

under “Public” means that all registered website users will be able to see this information, and a check under “Group Members” means that only people who are members of the same walking group as you (which you will choose later) will be able to see this information. Make sure to save your changes!

**STEP 3** The **My Area** section is your place to:

- Log your steps
- Monitor your progress with your personalized chart
- Change information in your profile
- Manage events
- Send and receive messages
- View your Group(s) and Route(s) pages
- Keep a walking journal

The screenshot shows the user interface for the 'My Area' section. At the top, there is a navigation bar with links for 'Home', 'Walking Leaders', 'Take Action', 'Groups', 'Routes', and 'News'. The 'My Area' button is highlighted with a red box. Below the navigation bar, the 'MY AREA' header is displayed in a red bar with an 'Edit' link. Underneath, the 'MY LOG' section is visible, showing a 'View Complete Logbook' link and a table of statistics: Total Steps (23000), Walks (4), and Average Steps (5750). To the right of the statistics is a 'My Progress' section with a walking icon and the name 'kristin harris'. A red button labeled 'Log Your Steps >>' is positioned below the name.

## Section 1 – Getting Started

### Update Your Profile

To change information in your profile, click **Edit** on the right side of the page. This will bring you to a screen where you can edit almost anything about your profile. You cannot change your username, however. Click **Save** to save your changes.

**Note:** You can only access the My Area section when you are logged in to the website. Each time you visit, enter your username and password in the Member Log-In area of the homepage – or click the “Remember me next time” box to have this happen automatically! When you are logged in, you can always access My Area from the big red tab at the upper right corner of every page. If this tab isn’t there, it means you aren’t logged in.

My Area

HEART & STROKE FOUNDATION OF NOVA SCOTIA

50 YEARS

Finding answers. For life.

[Campaign](#) | [Walking Leaders](#) | [Take Action](#) | [Groups](#) | [Routes](#) | [News](#)

**MY AREA** [Edit](#)

**MY LOG**

[View Complete Logbook](#)

Total Steps	23000
Walks	4
Average Steps	5750

Name : kristin harris

[Log Your Steps >>](#)

**My Progress**

Click to edit profile.

## Section 2 – My Area

### Inbox

Your message inbox houses private messages that have been sent to you from other members. When someone sends you a message, you will receive an email explaining that you have received a private message on the *Walkabout* site. To view it, you will have to log in to your *Walkabout* account. Go to My Area and scroll down to where it says **My Inbox**. Your message should be visible.

Heart & Stroke **walkabout**™

My Area HEART & STROKE FOUNDATION OF NOVA SCOTIA 50 Finding answers. For life.

About | First Steps | The Campaign | Walking Leaders | Take Action | Groups | Routes | News

Hi kristin!

kristin harris  
Member Since

[Sign out](#) | [Profile](#)  
[Change Password](#)

ROUTES/GROUPS

TELL A FRIEND

WEATHER

SHARE

Check out the walking blog  
A place for walking experiences

**MY AREA** Edit

**MY LOG**  
[View Complete Logbook](#)  
Total Steps **23000**  
Walks **4**  
Average Steps **5750**  
Most Active Month **May 2009**  
Most Active Day **5/25/2009**

Name: kristin harris  
**Log Your Steps >>**

**My Progress**

24000  
22000  
20000  
18000  
16000  
14000  
12000

**MY JOURNAL**  
[Add Entry](#) | [View All](#)  
There are currently no Entries.

**MY INBOX**  
There are currently no Messages.

**MY GROUPS**  
You are a member of **1** group(s)  
[Create a group](#)

**MY ROUTES**  
[Add a Route](#)

Name: [Heart and Stroke](#)

Name: [Bedford Basin](#)

### Journal

The journal section is a place for you to record your thoughts and progress. To write in your journal, click on [Add Entry](#) and you will be taken to a page where you can type your entry into a field. Select the date in the calendar for which you would like to add an entry (the default is the current date), type in a subject and then type in your entry. When you are all done, click **Add Entry** (as shown below).

### TAKE THE FIRST STEP

Add Journal Entry

Date: 

May 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Click on date(or leave as today's date)

Subject:

Entry:

Type your journal entry here.

Add Entry

Cancel

## Section 3 – Logging Steps

To log your steps, click **My Area** and then **Log Your Steps**. You will be brought to the following screen. Follow the directions as shown below. Adding **Notes** on your walk is optional (e.g. where you went, observations, etc.) Hit **Add Walk** when you are finished.

A line graph will automatically be plotted when you have enough walks (at least 2 or 3). This graph will enable you to see your progress in a quick and easy manner.

### TAKE THE FIRST STEP

#### Log Your Steps

Our online step tracking feature allows you to record your daily steps and keep track of your progress. All you have to do is count your steps daily, track additional activities you do during each day and see how much better you feel at the end. Make it fun and do it with a friend or a loved one, at school, work or join a community walking group.

Date:

May 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Click on date (or leave as today's date)

Log your steps here

Record any observations or routes taken etc.

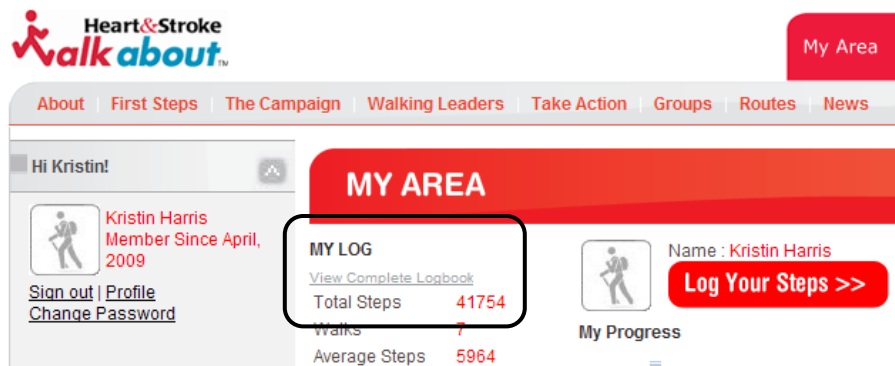
Steps:

Notes:

Add Walk

Cancel

If you incorrectly add an entry, you can easily change it by clicking on the [View Complete Logbook](#) highlighted to the right. You can delete any entries and then re-enter the correct total following the instructions above.



The screenshot shows the user interface for logging steps. At the top, there is a navigation bar with links: About, First Steps, The Campaign, Walking Leaders, Take Action, Groups, Routes, and News. A user profile box on the left identifies the user as Kristin Harris, a member since April 2009, with links for Sign out, Profile, and Change Password. The main content area is titled 'MY AREA' and features a 'MY LOG' section with a 'View Complete Logbook' link. Below this, it displays 'Total Steps 41754', 'Walks 7', and 'Average Steps 5964'. A prominent red button labeled 'Log Your Steps >>' is visible. The top right corner of the page has a 'My Area' button.

## Section 4 - Groups



[About](#) | [First Steps](#) | [The Campaign](#) | [Walking Leaders](#) | [Take Action](#) | **[Groups](#)** | [Routes](#) | [News](#)

The Groups section includes four components:

- Group Directory (search for groups by name, location or alphabetically).
- Group Map or Find a Group (allows you to search for groups on a map)
- Create a group (allows you to create a group)
- Comparing Groups (allows you to link with other walking groups to compare steps)

### Group Directory

Click on the **Groups** tab on the horizontal menu (as shown above). Clicking on this tab will automatically bring you to the **Group Directory**. Here you will be able to scroll through the pre-existing groups on the site. You can also sort the groups alphabetically by clicking Alphabetical as highlighted above.

Another way to find a specific group is by searching for a keyword in their title: enter the word in the box at the top left and then click **Search** as highlighted above.

To view information about a group, you can click on the group name (unless it is Private) and you will be brought to the group page. Then, if you would like to join the group, click the red **Join Group** button (or the **Request Membership** button if it is a private group).

#### Group Directory

[Find a Group](#) | [Group Directory](#) | [Create a group](#)

★ Featured | Walking Leader

Name	Description	Location	Members
★ <a href="#">Candidates on the move</a>	A group for Nova Scotia election candidates tracking their steps	anywhere, everywhere Nova Scotia	1 <a href="#">Join</a>
2009 Election Walking Challenge	★3 candidates, 3 weeks, thousands of doorsteps. What does it take to run (walk?) a good campaign?	Halifax Nova Scotia	5 <a href="#">Request Membership</a>
The Intolerant Youth Pastors	We walk one step at a time	Halifax NS	2 <a href="#">Request Membership</a>
Windsor Walker		Windsor NS	1 <a href="#">Request Membership</a>



## Group Membership

To the far right of Group Directory list you will notice that most groups have an option to **Join**, but some instead say **Request Membership**. This is because the group creator marked these groups as “Private”, so people cannot join automatically but instead must ask the person who created the group whether they can join.

Name	Description	Location	Members
★ <a href="#">Candidates on the move</a>	A group for Nova Scotia election candidates tracking their steps	anywhere, everywhere Nova Scotia	5 <a href="#">Join</a>
2009 Election Walking Challenge	★ 3 candidates, 3 weeks, thousands of doorsteps. What does it take to run (walk?) a good campaign?	Halifax Nova Scotia	5 <a href="#">Request Membership</a>
The Intolerant Youth Pastors	We walk one step at a time	Halifax NS	2 <a href="#">Request Membership</a>
Windsor Walker		Windsor NS	1 <a href="#">Request Membership</a>
Getting Going	Jason. Louisa here. Hopefully we can use this site to connect and track walking goals and progress.	Bedford Nova Scotia	1 <a href="#">Request Membership</a>

If you want to join a private group, click **Request Membership** and a request will be sent to the leader of the group. You should then receive a message saying “Hello! Your group membership request has been sent. If your request is accepted you will be notified through email.”

If your membership request is accepted you will receive an email notification indicating your membership to the group. The message will say:

Hello!  
Welcome to the [name of group] group!

[Log on](#) to Heart&Stroke *Walkabout*<sup>TM</sup> and send messages to group members, log your steps, check out walking routes, and more.

If you are the creator of a private group, you will receive an email when someone requests to join your group. The email will say,

Hello. [name of person] requested to join your group on Heart&Stroke *Walkabout*: [www.walkaboutns.ca](http://www.walkaboutns.ca). [Click Here](#) to accept this request.

To accept the membership request and let this person join your group, click on the link as indicated in the email.

## Section 4 – Groups

### Finding a group using Google Maps

You can also search for groups using a map of Nova Scotia to find groups in your area. Click on **Find a Group**. This will bring you to a map showing where each group is registered.

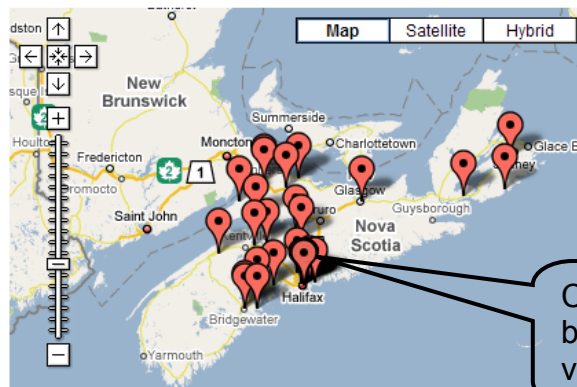
To find a group in your area, locate a balloon near your area. When you have found one, click on it and an information bubble will appear. Click **View Group** in this bubble. Then if you would like to join the group, click the **Join Group** button. If there are no balloons pointing to your area, there are no public groups registered there yet – why not create one of your own? See “Create a Group” below.

### TAKE THE FIRST STEP



#### FIND A GROUP

In this section you can scroll over the map to see groups across the province. Click on the little orange points for information on that group. You can also review the group directory on the right or create your own group.



[Find a Group](#)

[Group Directory](#)

[Create a group](#)

Click on a  
balloon to  
view the

### Create a group

To **Create a Group**, click on Create a Group and fill in the fields.

Fill in all the required fields as shown below. If you do not want your group to be publicly accessible, make sure the “private” option is selected. By marking the private option, users have to request membership in order to join your group (see Group Membership section for more information on page 8).

### TAKE THE FIRST STEP



#### FIND A GROUP

In this section you can scroll over the map to see groups across the province. Click on the little orange points for information on that group. You can also review the group directory on the right or create your own group.



[Find a Group](#)

[Group Directory](#)

[Create a group](#)

## Section 4 – Groups

**Note:** If your group is for a walking “challenge” and you want all members to start at zero steps for the purpose of the challenge (e.g. if someone who has already logged steps joins your group, they won’t be ahead of new members as of the start date of the challenge), check the box beside **Start all members at zero steps from the creation date of this group?** Members who already have steps logged on the site when they join your group won’t “lose” their steps – they will still show up on their individual graphs – but for your group’s graph, it will be as if they had zero steps on the date your group started.

Then click on **Create Group** and you’re ready to roll!

### TAKE THE FIRST STEP



Create a Group

Enter your group information

Group Name

Description   
Maximum 500 characters. 500 Remaining.

City

Province

Postal

Image

\* images should be less than 2 MB and in JPG or GIF format

Privacy

Select private above if you wish to keep your group information and members hidden from other users

**Start all members at zero steps from the creation date of this group?**

Put a checkmark in the box above if your group is in a walking challenge (e.g. “walk the Trans-Canada trail”) and you want all members to start at zero steps for the purposes of the challenge. If you check the box, members who currently have steps logged on the site will still keep that step count for their individual graph and other groups they may be a

[Find a Group](#)

[Group Directory](#)

[Create a group](#)

## Section 4 - Groups

### Comparing Groups

As a **Group Creator** you have the option of **Comparing Groups**. If you would like to compete with other walking groups this is the option for you! You (or the group creator, if that is not you) can make a link to another group so that all group members can see how your group's total steps compares to other groups. You can link up to 10 groups at once! To view groups you can link to, go to **My Area** and click on one of the groups you have created under the My Groups section (as shown below).

**MY AREA** Edit

**MY LOG**  
[View Complete Lookbook](#)  
 Total Steps **5446347**  
 Walks **444**  
 Average Steps **12266**  
 Most Active Month **August 2008**  
 Most Active Day **1/25/2009**

**MY JOURNAL**  
[Add Entry](#) | [View All](#)  
 There are currently no Entries.

Name: Melinda Norris  
[Log Your Steps >>](#)

**My Progress**

Date	Steps
4/08	0
6/08	~1,000,000
8/08	~2,000,000
10/08	~3,000,000
12/08	~4,000,000
2/09	~5,000,000
4/09	~5,500,000
6/09	~6,000,000

**MY INBOX**  
 Together we'll take over the internet  
 With your high step count and my rockin' profile pic, we're going to reinvent the internet!  
 Posted: 12:17 PM 6/3/2009  
 by [Nathan Klassen](#) | [Delete](#)

**How dare they!!**  
 I have tried to get an apartment on the ferry itself and they

**MY GROUPS**  
 You are a member of 7 group(s) [Create a group](#)

- Name: [Heart and Stroke Movers](#)  
 Joined: 3/20/2008
- Name: [Walkabout Leaders](#)  
 Joined: 4/23/2008
- Name: [Matte & Glossy](#)  
 Joined: 3/21/2008

**MY ROUTES**  
[Add a Route](#)  
 You have no favorite routes.

By clicking on one of your groups you will be taken to the groups page. To add a group that you would like to be linked with click on **Make or break Links to Groups**, as shown below.

Heart&Stroke **walkabout**™

My Area **HEART & STROKE FOUNDATION OF NOVA SCOTIA** **50**  
 Finding answers. For life.

About | First Steps | The Campaign | Walking Leaders | Take Action | **Groups** | Routes | News

Hi Melinda!

Melinda Norris  
 Member Since March, 2008  
[Sign out](#) | [Profile](#)  
[Change Password](#)

**GROUP** Make or break links to groups | Edit | Delete

[Matte & Glossy](#)

**Top Group Members**

Member	Steps
1	~6,000,000
2	~5,500,000
3	~5,000,000
4	~4,500,000
5	~4,000,000
6	~3,500,000
7	~3,000,000
8	~2,500,000
9	~2,000,000
10	~1,500,000

# Section 4 - Groups

To **Make or Break Links to Groups** you can scroll through the pre-existing groups on the site and click on Make link to this group for the groups you would like to link and compare. You can also sort the groups alphabetically by clicking Alphabetical as highlighted on the right. This function will cause the groups to be listed by name from A-Z. Another way to find a specific group is by searching for a keyword in their title: enter the word in the box at the left and then click **Search** as highlighted below.

If you would like stop comparing groups, click on Break link to this group as shown on the right. This ensures groups are no longer linked.

Once you have other groups linked to your group, you – and any other group members – can now click on **Group Comparison** anytime to view the comparison of steps between your group and the group(s) you are now linked with.

## MAKE OR BREAK LINKS TO GROUPS

Group: [Matte & Glossy](#)

Are you competing with another walking group? Make a link to another group to see how your group's steps compares to theirs. Search for other groups below. You can link to up to 10 groups at once! Is the competition over? Then break the link.

Your group is currently linked to:

Description	Location	Members	
<a href="#">Jo-jo's walkie-talkie</a>	Halifax,Nova Scotia	8	<a href="#">Break link to this group</a>
<a href="#">The Intolerant Youth Pastors</a> We walk one step at a time	Halifax,NS	2	<a href="#">Break link to this group</a>

You can link maximum 10 groups to your group, 8 remaining

Make links to more groups:

Keyword (ie name, description, location)

  Show:  Sort by Date Added | [Alphabetical](#)

Description	Location	Members	
<a href="#">Extreme Group Online Walking Group</a> This online group is for Extreme Group employees to track steps. So get moving!	Halifax,Nova Scotia	11	<a href="#">Make link to this group</a>
<a href="#">Heart and Stroke Movers</a> hold more walking meetings	Halifax,NS	22	<a href="#">Make link to this group</a>

## GROUP Make or break links to groups | Edit | Delete

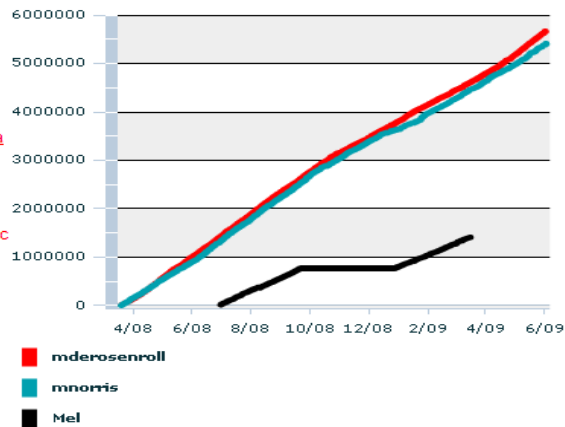


Name : [Matte & Glossy](#)  
 Created: 3/24/2008  
[mnorris@heartandstroke.ns.ca](mailto:mnorris@heartandstroke.ns.ca)  
 Steps: 13439027  
 Walkers: 7

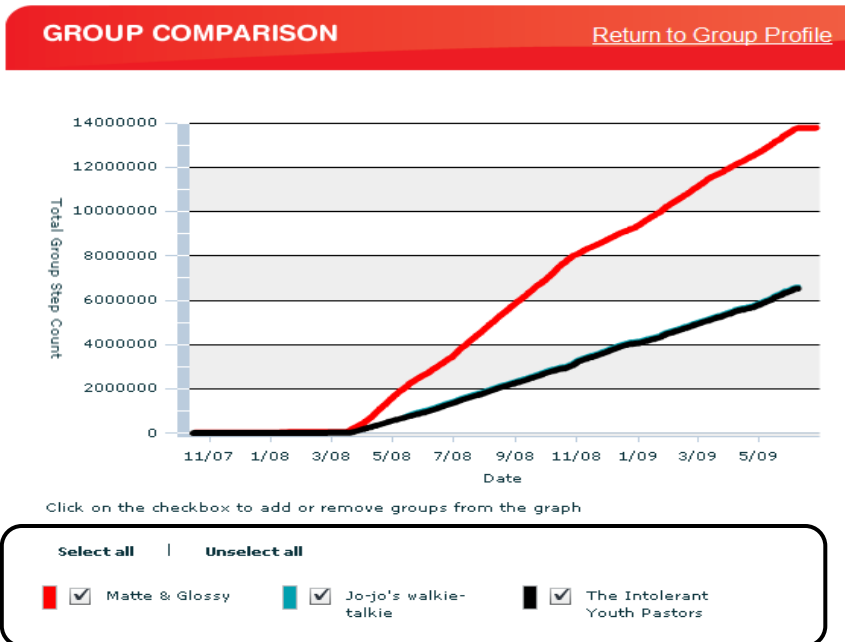
You group is currently public click [here](#) to make it private

This group is linked to:  
[Jo-jo's walkie-talkie](#), [The Intolerant Youth Pastors](#)

Top Group Members



# Section 4 - Groups



Through the **Group Comparison** section you are able to compare the total steps of the groups which you are linked with to the total steps of your own group. By checking the box next to each group you can select or unselect the groups which you would like to view.

If you are not the **Group Creator** and would like to be linked to other groups for step comparisons, simply ask the **Group Creator** of the group to make the links with other groups. The group creator should have an email provided under the date created on the group's step tracking page, as shown to the right.

**GROUP** [Make or break links to groups](#) | [Edit](#) | [Delete](#)

**Name:** Matte & Glossy  
**Created:** 3/21/2008  
**Steps:** 13496764  
**Walkers:** 8

[mnorris@heartandstroke.ns.ca](mailto:mnorris@heartandstroke.ns.ca)

You group is currently **public**  
 click [here](#) to make it private

[Invite a friend by email](#)

[Send](#)

**Top Group Members**

Date	Member 1	Member 2	Member 3
4/08	0	0	0
6/08	~1,000,000	~800,000	~500,000
8/08	~2,000,000	~1,500,000	~1,000,000
10/08	~3,000,000	~2,500,000	~1,500,000
12/08	~4,000,000	~3,500,000	~2,000,000
2/09	~5,000,000	~4,500,000	~2,500,000
4/09	~6,000,000	~5,500,000	~3,000,000
6/09	~7,000,000	~6,500,000	~3,500,000

## Section 4 - Groups

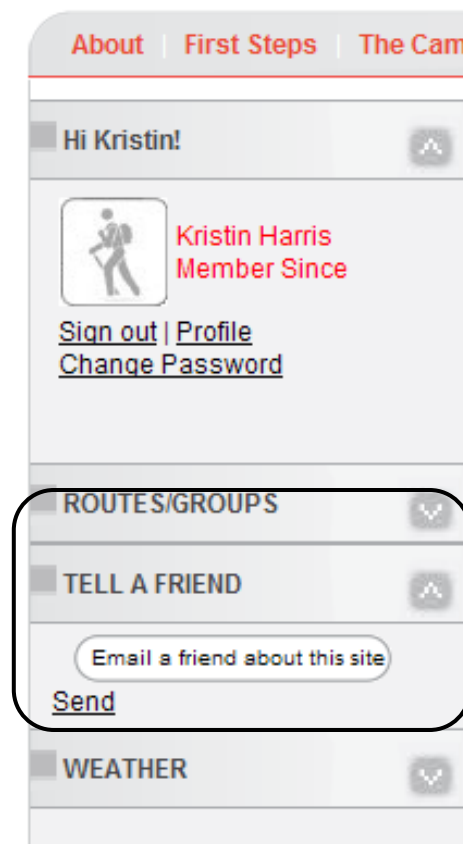
### Tell a Friend

Word of mouth is one of the most powerful forms of communication! To Tell a Friend about walkaboutns.ca and all it offers, click on the arrow to the right of the “Tell a friend” header located on the left hand navigation bar. All you have to do is type the e-mail of the person you would like to tell into the field and click **Send**. An e-mail will be sent to their account with a link to the website and the following message:

Hello!

(Your Name) thought you might be interested in checking out this site and joining this online community: [www.walkaboutns.ca](http://www.walkaboutns.ca). On the Heart&Stroke *Walkabout* site you can create maps, share great routes, join or start a walking group or find some easy tips to get you started. You can also learn about how you can help build a walking culture in your community. It's all about discovering the magic of walking. Connect with other walkers on where to walk in Nova Scotia and find out cool new walking tools and resources to kick start a culture of walking in you!

Led by the Heart and Stroke Foundation of Nova Scotia, Heart&Stroke *Walkabout* partners also include Nova Scotia Department of Health Promotion and Protection and the Ecology Action Centre.



## Section 4 - Groups

### Messaging

The website allows you to send messages on the group message board or to send private messages to users individually. This feature allows you to keep in touch with your group members, notify them of upcoming events or group walks, and send words of inspiration.

#### Group messages

To send a message to all members of a group, first you must go to the page of the group you want to message. Do this by going to My Area (click on My Area tab) and then scroll down to your groups. Click on the group that you want to message. This will bring you to the group page. Scroll down to the bottom of the page. Here you will see **Group Messages** as shown. All of the messages will be listed under this heading. To write your own message, click on [Send Message](#).

#### Private messages

To send a private message to a member of your group, visit the group page as explained above. Then scroll down to the Group Members area as shown below. Click on the member of the group who you wish to message. You will be sent to that member's Area. Click on the "send message" button and a page will appear where you can type your message!

GROUP MEMBERS

9 members  
Walking Leader

mderose... mnorris

Lee

Saradee

claire

Mel

PDA

kristin...

kboutil...

Showing top Members  
[View all members](#)

GROUP MESSAGES

[Send Message](#) | [View All](#)

**Super awesome day for a walk**  
Indeed it is...  
Posted: 9:28 AM 5/22/2008 by [Nathan Klassen](#)

**Are we moving?**  
What a great day for a walk.  
Posted: 9:20 AM 5/22/2008 by [Jolene Titus](#) | [Delete](#)

**Get Walking**  
The marathon is this weekend. If you're not running, be sure to go for a walk.  
Posted: 12:24 PM 5/15/2008 by [Jolene Titus](#) | [Delete](#)

**Welcome Mel to THE CHART**  
Melanie just showed up on our group chart, having overtaken poor Lee since he died. Welcome, Tard! The chart is a fun place, full of colours and lines and some numbers. Yay!  
Posted: 8:52 AM 9/12/2008 by [Melinda Norris](#) | [Delete](#)

**Lee's sad demise**  
It would appear that yes, he has expired. How else to explain the lack of one single step since early May? In lieu of flowers, donations can be sent to the Canadian Allergy Society, c/o their "Cat Got Your Lung?" fund.  
Posted: 5:08 AM 6/18/2008 by [Melinda Norris](#) | [Delete](#)

EVENTS

Events this month [Add an Event](#)

June 2009						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

*\* Click a highlighted date to view the event or click [here](#) to view all events*




# Section 4 – Groups


## View all members


If the group member you are looking for is not listed under the Group Members area click on **View All Members** to show a complete listing of the members in your group. Then continue with sending the message as described on the previous page.


GROUP MEMBERS


9 members


 Walking Leader


  
 mderose...


  
 mnorris


  
 Mel


  
 Lee

  
 Saradee

  
 PDA

  
 claire

  
 kristin...

  
 kboutil...

Showing top Members  
[View all members](#)

## Send a message

MELINDA'S AREA




Name : Melinda Norris  
 Joined: Thursday, March 20, 2008  
 Contact Info: [mnorris@heartandstroke.ns.ca](mailto:mnorris@heartandstroke.ns.ca)

Send Message >>

## Events

Group members can create and modify upcoming events using the events tools found in the Group Area.

To add an event, click “Add and Event”, and then fill in the fields as shown below to add your event.

TAKE THE FIRST STEP 

Add Event

Event Name:

Date: 

May 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Time:

Notes:

Route:

## Section 5 - Routes

*Walkabout* members have the ability to plot walking routes and add maps to the site for other members to use. Members can search for routes in the Routes directory or they can search using the Google Map of Nova Scotia.

Click on the **Routes** tab on the horizontal menu bar to **Find a Route**, see the **Route Directory**, or **Add a Route**.

**TAKE THE FIRST STEP**

Route Directory

[Find a Route](#) | [Route Directory](#) | [Add a Route](#)

keyword (ie name, description, location, tags):

  Show:  Sort by: Date Added | 

Name	Description	Difficulty	Time
<a href="#">Downtown Halifax</a>	Nice walk - lots of people around and lots to see!	0	30 mins
<a href="#">Mineville Hill walk</a>	Begin at intersection of Candy Mountain Rd and Mineville Rd. walk toward Lawrencetown Hwy. At bottom of hill, reverse route	1	40 mins
<a href="#">Franev Trail</a>	mountainous route	2	60 mins

### Find a route

To find a route in your area, you have three options:

#### Option 1. Route Directory

The Route Directory is the default page that shows up when you click the Routes tab. The routes listed in the directory have been plotted and added by people from all over Nova Scotia. (The routes created have not been reviewed by the Heart and Stroke Foundation of Nova Scotia staff to ensure accuracy.) To view the one you want to see, click the Name (which is underlined). A page will then open with a full description of the route, pictures (if added) and the map of the route. To make the map bigger, click **View Large Map**. A larger map should appear. To zoom in or out, click on buttons as shown below. To move the map around, click on the map and hold; a hand will appear and you can move the map by moving your mouse.

**TAKE THE FIRST STEP**

Route Map - Downtown Halifax

Zoom in

Zoom out

[Find a Route](#)

[Route Directory](#)

[Add a Route](#)

## Section 5 - Routes

### Option 2. Search

To search for a route, type in a keyword (name, description, or location) into the **search** field and click search (as shown on the previous page). If there are any routes that match the keyword you searched, they will show up in a list, and you will be able to click on the route to view it.

### Option 3. Find a Route

#### TAKE THE FIRST STEP



One of the greatest things about walking is that you can do it just about anywhere. The most important thing is that it's a place you enjoy and it's easy to get to. Nova Scotia has many routes, paths and areas in which to walk.

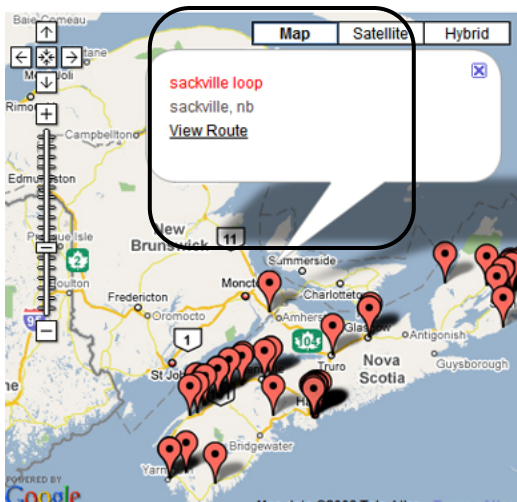
This is where we want to hear from you. Upload your own route, rate the ones that are there, or send us feedback on ones you've tried. We want to hear from you.

[Find a Route](#)

[Route Directory](#)

[Add a Route](#)

Click Find a Route as shown on the previous page. This will bring you to a map where balloons point to routes that have been added all over Nova Scotia. You can zoom in or out by using the zoom bar on the left as shown. If you locate a balloon pointing to your area, click on it and a bubble with information about the route will appear. To view the route, click **View Route**.



### Add a Route:

To add your own route, click **Add a Route** (on the right-hand side of the screen). Fill in the fields by clicking in the boxes and typing in the information. When you're done click the **Continue** button. You will then be prompted to map the route using the map of Nova Scotia provided. To find your town, zoom in or out as much as you need to by clicking on the zoom out button. You can drag the map around, up, down, left and right by clicking and holding on the map and moving the mouse the way you want the map to move. Once you have found your area, center the map over it and zoom in as explained above. You will want to zoom in until you can see the names of the streets that you will be plotting your route on. When you are ready to plot your route, follow the link as shown below.

To start plotting, click on the spot where you want your route to start. Nothing will appear until you click on the second spot.

## Section 5 - Routes

If you make an error you may remove the last plot point you made by clicking the **Remove last point button** as shown on the next page. You may keep clicking that button to remove all points if you need to start over again.

Continue to follow your path and click on the map. This tool is only able to draw straight lines, so for going around a curve you may have to click on many spots fairly close together. If you need to move the map up, down, left or right simply use the arrows as shown in previous pictures.

When you are finished, click the button that says **Click here when you're done**. The next page will say Congratulations! You've created a new route! From there you can go on to another area of the site.

### Plotting routes

This tool also allows you to calculate the distance of your routes. It can also be used to make up a new route that you have yet to walk, and it will tell you the distance of the route as well as the estimated time to complete it.

### TAKE THE FIRST STEP



DRAW YOUR ROUTE : Bedford Basin

#### Step 1:

Navigate to the location of your route by using the zoom and pan tools on the map below.

[Find a Route](#)

[Route Directory](#)

Add a Route

Click here when you are ready to draw your route



Click when you have found your area and are zoomed in.

### TAKE THE FIRST STEP



DRAW YOUR ROUTE : Bedford Basin

#### Step 2:

Click on the map to draw points on your route

Click here when you're done

Click here to remove the last point

[Find a Route](#)

[Route Directory](#)

Add a Route



Click if you made a mistake.

## Section 6 - Walking Leaders

**Note: Walking Leaders are encouraged to join the *Walkabout* Leaders group listed under the Groups section to receive specific resources and messages for walking leaders.**

Click on the **Walking Leaders** tab on the horizontal menu bar. Here you will find resources for **Leaders** or **Walking Champions**.

- There is a downloadable checklist to help you get started.
- A **Walking Pledge** is also available for download to capture walkers' commitment to our team.
- The downloadable Poster can be used to promote your walking group.
- The Safety Tips & Checklist outlines walking safety tips.
- View the walking challenges section to find out about upcoming challenges.

The screenshot shows the Walkabout website interface. At the top, there's a navigation bar with 'Walking Leaders' selected. Below it, a red banner says 'TAKE THE FIRST STEP'. The main content area has a heading 'BECOME A WALKING LEADER - OR JOIN THE CROWD!' followed by text: 'Walking is a great social activity and walking with friends or a walking group is a great way to stay motivated. So call up a friend and get outside!' and 'Need help finding a walking group? Want to start one of your own? This site has everything you'll need to get started. All you need to do it register and you're off! You will have the option to join walking groups that are accepting new members. In addition, visit our [Health Directory](#) for a listing of walking groups and supports across the province. Check out the information below to get some ideas on starting your own walking group.' There are two callout boxes: one for 'Tips and Checklist to Get You Started' and another for 'Walking Pledge'. A sidebar on the right contains a list of links: 'Walking Leaders', 'Walking Stories', 'Safety Tips & Checklist', 'Walking Challenges', and 'Walkabout at Work'.

Click on **Walking Stories** and you'll be taken to an inspiring list of stories from individual walkers and groups. Click on **Submit your stories** to tell the story of your group and your *Walkabout* experience.

### Walkabout at Work

Visit the **Walkabout at Work** section of the *Walking Leaders* page to find out more about ways to support and encourage walking at your work place. When leader orientations are being offered, this is where you can find information on them; to register for an orientation closest to you click on your region and fill out a registration form to attend. Here you can also find more information on the Walkabout at Work toolkit, which can be provided free to workplaces that are implementing walking programs.

# Section 6 - Walking Leaders

## Show your support for Walkabout!

Visit "The Campaign" page to collect cool tools you can use to show your support for walkabout:



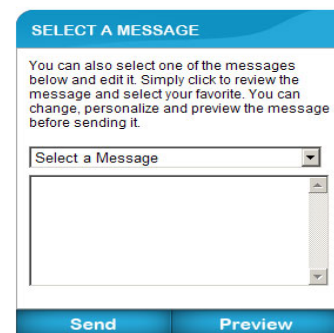
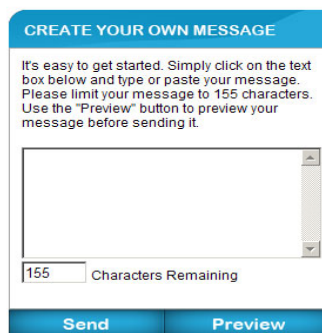
- Visit mywalkaboutns.ca to send a walking e-card to your friends. Or, use the card to invite your group members for a walk!
- Have a website or a blog? Download the walkabout button and use it to link to the walkaboutns.ca website.



- Download Heart&Stroke Walkabout™ wallpaper for your computer.



Visit [www.walkaboutns.ca](http://www.walkaboutns.ca) for more tools and tips, and help create a culture of walking in Nova Scotia.



By using this application to create your message, you acknowledge the following terms: The content of the message will express only your views as author of this message and will not necessarily reflect the views and opinions of the Heart and Stroke Foundation of Nova Scotia ("the HSFNS"). You are solely responsible for the content of this message. The HSFNS is not responsible or liable, directly or indirectly, for any damage or loss caused or alleged to be caused by or in connection with the content of this message, or any other consequences of your use of this application.



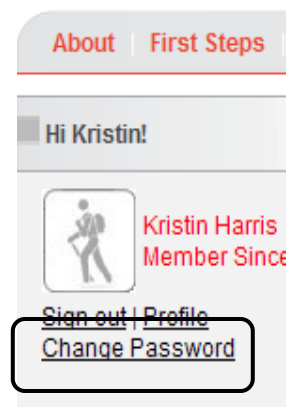
## Section 7 - Troubleshooting

### 1. Changing password

To change your password, click on your profile. Under your name on the top left hand corner of the screen it should say **Change Password**. Click on this once and you will be sent to a screen where it will allow you to change your password.

### 2. Changing Route Name

To change the name of a route you have created, click on the **My Area** tab at the top of the page. Then scroll down to **My Routes**. Click on the route that you would like to edit. Then, up at the top in the red area where it says **ROUTE**, click **Edit** on the right side of the bar. The next screen will allow you to edit anything you want about your route.



### 3. Renaming a group

Go to **My Area** by clicking on the red tab at the top of the page. Then scroll down to **My Groups**. Click on the group name that you would like to change, and you will be brought to the group page. Near the top of the screen where it says **GROUP**, click **Edit** on the right side of the bar. The screen you are brought to will allow you to edit anything you want about your group. NOTE: you can only rename a group if you are the creator of that group.

### 4. Adding a photo of a group after it's been created

Go to **My Area** by clicking on the red tab at the top of the page. Scroll to **My Groups**. Click on the group that you would like to modify, and you will be brought to the group page. Near the top of the screen where it says **GROUP**, click **Edit** on the right side of the bar. The last option, under **Postal Code** is **Image**. Click **Browse** and find the photo you would like to use. Photos should be no larger than 2mgs. You will need to know what file the photo is in. Once you have found it, click on it and then click **Open**. Then click Save. The picture should now show up as your group photo.

### 5. Forgot Password

If you have forgotten your password, go to the *Walkabout* home page, and click **Forgot Password?** as shown at right. You will then be directed to a page where it will ask you for your username. Once you type in your username and click **Submit**, a screen will appear that says "Your password has been sent to you". You will have to check your e-mail (using the e-mail address that you used to register with *Walkabout*). You will receive an email within a few minutes that contains your new password and you will be able to enter your username and *new* password to login to your account. Then you will probably want to "Change Password" (see above) to something that you will remember

