Dear RUN February Runner,

This is the final event information email for our 'RUN February' Challenge which starts on Monday 1st Feb 2021 at 12.00am and runs for the whole month through to midnight on 28th. You're receiving this email because you've signed up for this event. You are awesome!

Phoenix WORLD – getting signed up

Have you signed-up to Phoenix WORLD? You'll need to do this to be able to submit your results during the event and to claim your medal / buckle (muckle), and you can sign up right now. There is no other way to submit results for this event.

Please only sign up to Phoenix WORLD using <u>YOUR email address</u> as this will become your unique results ID.

Note: If someone else entered you into this event under their email address or you entered someone else into the event under your email address then you need to get in touch ASAP to get the entry record updated with the correct email address otherwise you won't be able to submit results. Please contact us on PhoenixVIRTUALrunningUK@gmail.com

EVERYONE must sign-up for the first time and the good news is you only have to sign-up once then it's done forever.

To sign up and register your Phoenix WORLD follow these instructions;

Simply go to this link and press the bright orange <u>'First Time Here? Sign up now' bar FIRST</u> - it's below the Sign in button and follow the on-screen instructions.
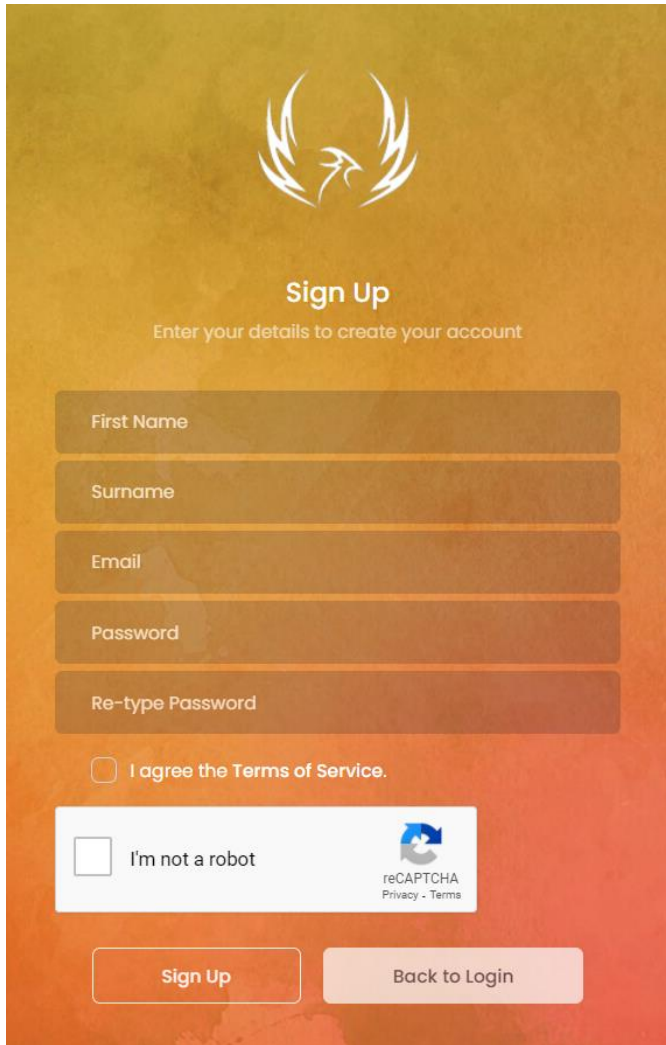
https://world.phoenixrunning.co.uk/
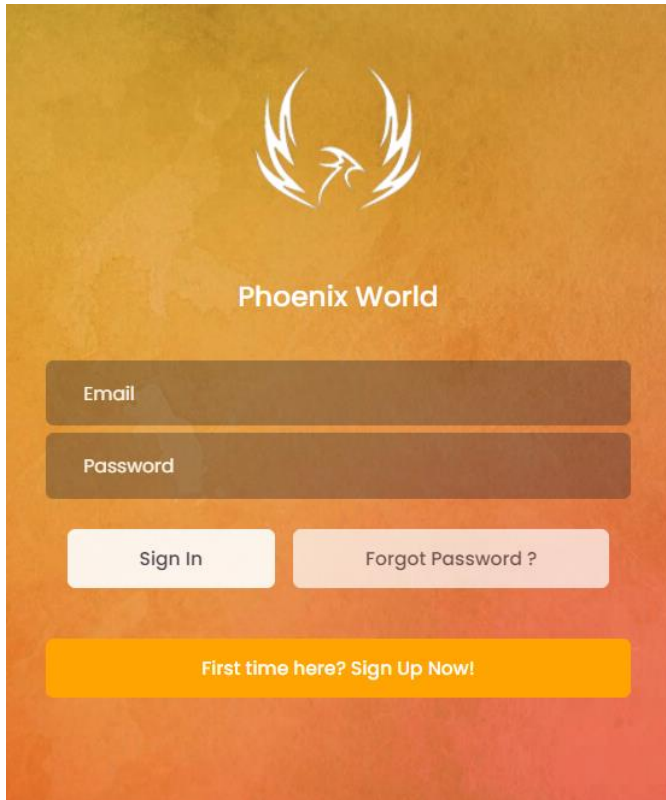
PLEASE DO NOT try to enter details, login or reset a password BEFORE you've pressed 'Sign-Up Now' and created your profile. Press Sign Up Now FIRST.

Sign-Up Process

- Click on 'First time here? Sign-Up Now'
- Fill in the details requested (terms AND ReCaptcha MUST be ticked)

- An email will be sent to you to confirm the setup of your new Phoenix World profile (please check your spam/junk folder)
- Open the email
- Click the link
- Your profile is now confirmed
- Go to Login screen
- Enter your login details
- Hey presto – you're in

Then you can upload a photo and update your personal details etc and have a general look around.

Then for all future Virtual and VULTRA® results submissions please click 'submit virtual time' top left and follow the instructions.

If you've used the correct email address (yours) and it matches our event list, then you'll see this event (and any other future virtual events you've entered) in your crystal ball.

How to submit RESULTS for this VULTRA®

Please DO NOT submit any results prior to 1st February 2021

Whether you're a seasoned Phoenix WORLD virtual runner or completely new to Phoenix WORLD, please read this section carefully because it might be different to the way you usually submit results.

The RUN February is a multi-day, multi-submission event which spans 28 days and you'll be completing multiple runs during the event. You might choose to do more than one run a day, so for the RUN February you submit results **run-by-run as you complete each run.** You don't have to wait until the end of the day, week, month or the event to submit results.

Here's the nifty bit – When you 'self submit' a run result then that particular mileage and time will go into the main results list against your name. The RUN February will **NOT** disappear from your 'self submit' list after you submit a result but rather will allow you to self submit a second result and a third result and so on. You can submit as many run results as you like over the 28 day period, including multiple runs in a single day. Each time you submit a run, they will go into a 'pending' status in your Phoenix World and you get an email. Once approved (usually really quickly) you'll receive a second confirmation email and your results will be added to the overall total under your name in the main results. I.E – the system will do all the work in adding up your time and distance as you go.

Here's the really, really nifty bit.......

The Results Display and Map

Results for the RUN February can be found here once the event starts -
- https://www.phoenixrunning.co.uk/results/virtual-run-february-vultra/2020

We also have a virtual map which will show your progress as you run. You get your own red pin which will display your name, overall time and overall mileage and your photo (if you opt in for that).

The RUN February VULTRA map and overall landing page can be found here –
https://www.phoenixrunning.co.uk/landing/virtual-run-february-vultra

How to submit your results during the event

How to submit your results (step by step)

- Log into Phoenix WORLD
- Press 'Submit Virtual Time'
- Tick the little box next to the event (and any other events you're submitting against)
- Date: fill out the date dd/mm/yy
- Distance (always entered in miles): please enter your **distance** for that particular run only
- Run time: please enter your **time** for that particular run only (the system will add everything up you as the week unfolds)
- Evidence: we only need 1 screen shot per run, a photo of your GPS, Strava screen shot etc, etc – note file size up to 2mg.
- Press the 'Submit Virtual Results' blue button – job done!
- You get a confirmation email every time you submit results and a second confirmation email when your results are approved – please check that you have received these emails and please check that your times and distances are showing in the results table.

Repeat the above each time you go for a run.

VIRTUAL BIB

Everyone who enters the event is allocated a personalised Virtual BIB – this can be found in your Phoenix World account and downloaded in a PDF. Prior to logging your miles and during the event you'll find this in the 'Crystal ball', next to the event name, blue button that says 'BIB'. Once you complete the event your BIB will then be stored digitally for all eternity in your profile.

MEDALS

Getting your awesome medal / buckle is based on submitting results, so please don't wait and do this until after the month is over. Please submit results as you complete each and every run.

About mid month, if you've consistently submitted your results then we're going to assume that you'll continue to run in the RUN February challenge and we're going to go ahead and dispatch the 'muckles' in the first class post mid-challenge. There's an incentive to submit results from the get go! This is so that ideally they reach you in time for your own virtual finish line. **Please allow 2 to 3** weeks for medals to arrive especially if you are one of our international runners.

Results and medal deadline: 02/03/21

There is a hard deadline by which time you need to have submitted your results and claimed your muckle. If you choose not to submit results during the event, you absolutely **MUST** submit your results within 2 days of the last date of the event to claim your medal. For avoidance of doubt this is 02/03/21 at midnight. **On this date the system will automatically delete the ability to submit results from your Phoenix World self submit drop down list and no muckles can be claimed after this date.**

RUN February Challenge - Event RULES

Rule 1 – Go for a run of any distance over 1 mile in the month of February
Rule 2 – Repeat rule 1 as often as you like during the month.

NOTE: Please note you actually don't have to 'run every day' even though these are the targets many folks have set. Basically we just want to get you out as many times as you feel comfortable with.

DO's

- Please DO join the Facebook groups – there are two;
  - 'Phoenix Virtual Running Community' as this is where all the fun will be on race day - https://www.facebook.com/groups/1131279356994727/
  - 'Phoenix Running Community - https://www.facebook.com/groups/500321893480620/
- And (I know, I know, join this, join that), but please DO join our Phoenix Running Strava CLUB - https://www.strava.com/clubs/PhoenixRunnersClub

- The event officially starts at 12.00am UK BST on 1st February 2021. Do run on 1st if you can.
- Run as many times as you like over the 28 days; there is no maximum so you can go out as many times as you like over the day / week / month.
- Please feel free to share your miles in the chat groups all day and all night for the 28 days. I will be.
- We'll have some guest 'Virtual Marshals' posting FB live gems of abuse, I mean encouragement, throughout the month. Some of them are clearly in ongoing training for our GIN Runs so be aware of slightly tipsy 'virtual marshals' wandering around the chat groups, especially at night.

Running at NIGHT

As this event spans a full 28 days and you can run at any time you like, you might find yourself fitting in some night miles, so please take extra care if running at night.

Here in the UK, the 'darkness hours' are likely to be around 4.45pm to 7.30am, so here are some things we recommend.

- Carry a head torch after dark, no matter how well lit the area in which you are running is.
- Wear reflective clothing, even if you think it's going to be very quiet and even if you're running in well lit areas.
- Run on the pavement or sidewalk at all times
- If you absolutely have to run on the edge of a road, run into the direction of traffic and have a good head torch turned on at all times.
- Avoid running in poorly lit areas if possible
- If you can run with someone else during the dark hours (socially distanced, of course).
- Don't take any risks and stay safe!

So there you have it – easy right?

Let's make February an epic running month!

Rik