

Smart Moves – Week 12

PURPOSE: The purpose of the Week 12 Smart Moves meeting is to collect final measurements, evaluations, and celebrate success. Follow the steps listed below for a successful final meeting.

FACILITATED AGENDA

- I. Final measurements (10 minutes)**
As participants enter the room, direct them to the measuring station with their support partners to weigh-in and measure their waist circumference. Instruct them to record their weight on their Measurement Record Form and to record the total number of pounds lost on their evaluation form. As participants weigh-in and measure themselves, fill in the certificates of achievement.
- II. Welcome everyone and collect evaluation forms (1 minute)**
- III. Distribute Newsletter Volume 12 (1 minute)**
- IV. Celebrate success and award certificates (8 minutes)**
Award certificate to each participant and give each an opportunity to celebrate their success. Encourage them to also share obstacles they faced and breakthroughs. Ask each participant what they found most useful about participating in the Smart Moves support group.
- V. Dismiss group**
Encourage them to continue eating smart and moving more.
- VI. Compile evaluation responses and share with management**
Share the success of the program with your management.



Tools & Materials for Success

Place digital scales on a **NON-CARPETED** floor **before** the meeting begins. Set a measuring tape close by. It would be helpful to have more than one measuring tape available. Post the BMI chart.

- scales
- measuring tapes
- BMI chart
- Newsletter Volume 12
- evaluation form
- certificate of participation

