

» **What you need to know about CCGo (Coaches):**

1) **You can only submit challenges either with a video or text** (you cannot record a video on your phone and upload it from the phone's camera roll. It is through the **CCGO** app.) If you want to pre-record or edit a video for a challenge, you can use the web admin panel to upload the video challenge.

***If you decide to record a video you have a limit of 4 minutes. You can review your video and re-record as many times as you want to.*

2) **Make sure you set clear/specific guidelines when you submit a challenge.** This is important, so the users have clear instructions on what to do for each challenge.

2) **You can add different point rewards for each challenge.** Each submission has unique characteristics, and as a Coach, you can assign different points for 1st, 2nd, and 3rd rank.

4) **The challenges have a closing deadline for submission and voting period.** Make sure that when you air a challenge, and it ends, assign the points to your top three winners within three days after the end period.

***You won't be able to award your top three winners until three days have passed after the challenge end date.*

5) **Creativity also counts.** Make sure to insight user's creativity in their submissions and make sure the users have fun with it!

6) **The response submissions are in a video format; however, users don't need to videotape themselves if they don't want to.** Creativity plays a vital role in users' submissions. Users can easily record their voice while pointing at something else or create new ways to upload their submissions.