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Supplementary 2: Management email template example



Dear Team,

This is **Week 2** of the Stand Up VIC study. I hope you are finding your new workstation helpful to stand more and are enjoying a healthier way to work!

[OPTIONAL: e.g.: During my walk through the office this morning I have noticed that many of you have been standing. Great effort team!]

Here is your STAND UP – SIT LESS – MOVE MORE TIP OF THE WEEK:

*Drink more water! It has the dual benefit of keeping you hydrated and encourages you to move to and from the tea room and bathroom.*

Keep standing,

[Management Signature]

