

# NCEF Certificate in Exercise & Health Fitness

Course Name 2009

## Work Placement Report

Student: xxxxxxxx

Student ID : xxxxxxxx

# NCEF Certificate in Exercise & Health Fitness

## Work Placement Report

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## 1. Introduction

- I am a Science graduate of XXXX and was employed for several years in the food industry. The company I worked with ceased operation in December 2008, due to trading difficulties. My final position was XXXXXXXXXXXX, with responsibility for Product Development, Quality Assurance, Training and Information Technology. Nutrition was one component of my brief. This professional background, combined with my interest in leisure activity, led to an interest in education in health and fitness.
- For a number of years, my leisure activities have included walking, hill walking, yoga, swimming and more recently salsa fitness. I am a member of two Cork hillwalking clubs. These leisure interests resulted in a desire to become familiar with other forms of exercise, for my benefit and for my interest in education in health and fitness.
- I enrolled in the course as I have a particular interest in healthy living education for young people, in particular second level students, as the 17 to 25 years are key for building a good health base for later life. Many schools have little education in Healthy Living. I am also keenly interested in health and exercise for people in the 45+ age group.

## 2. Shift in Gym / Leisure Centre

- My work placement was at XXXXXXXXXXXXXXXXXXXX
- This centre comprises a gymnasium, pool complex and Spa, called “xxxxxxx”, and is managed by the Hotel. The facility has 1,100 members and is available to hotel residents. The latter usage is significant.
- Screening is part of a membership application completed by potential members. Each applicant commits to informing the management if there is any change in their response to any screening question. A screening form is also completed at fitness assessments. A short screening form is completed prior to classes.
- An individual fitness assessment is offered to new members. The resulting individual programme is based on the client’s goals, level of fitness and current health status. It is entered on a programme card which is available to members when they use the facility.
- As the centre is part of a busy hotel complex located in a new commercial quarter, not a lot of outside advertising is done. One promotion was done on XXX FM local radio in 2009. There are notices and leaflets in the hotel lobby and bar / restaurant to attract non-residents. There are directions to the centre in the adjacent public car park. A “Free Friend Friday” promotion encourages members to bring a guest without charge on Fridays. This introduces many potential new members to the centre. There is also a focus on member retention. Members have free parking for two hours when using the centre. This is an attractive bonus. There is a new member referral promotion, a number of different membership options including student, over 55, 3 month, 6 month and annual peak and off-peak. Members also get special offers in the “xxxxx” Spa and there also a cruise promotion running in with a local travel agency.
- Procedures are documented in a ten section “NOP Manual”. There are also documented Health & Safety procedures, including Safety Policy, Risk Assessments, Safety Checklists and Accident & Emergency Procedures.

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- CV equipment includes Rowers, Treadmills, Cross Trainers, Bikes and Spinning Bikes. Resistance equipment includes Shoulder Press, Chest Press, Pec-Dec, Seated Row, Lat Pulley, Bicep Curl, Abdominal Machine, Seated Leg Press, Seated Leg Curl, Leg Extension, Smyth Machine and free weights.
- I gained more from my experience than I contributed. The Manager and my guide for the day were most helpful. As the Manager is aware of my background, including document control and accreditation, I offered to spend a few hours tidying up their documentation / procedures as they had difficulty finding some, due to filing issues. I also noted, but did not comment, on the absence of dates in all procedures I saw. I concluded from this that there is no formal review process.
- I was involved in two fitness assessments done by two instructors for new members. This highlighted to me the importance of the client – instructor interaction during assessment and instruction, as the two instructors had quite different personalities and approaches and the clients responded accordingly. One instructor had an open, friendly manner and gave good educational information. I was involved in the individualised programme design, walk - through and instruction on equipment for this client. The second instructor had a completely different approach and the client was not well informed at the end of the process. Contrary to procedure, very few tests were done.

### 3. Participation in External Classes

- I participated in classes at xxxxxxx, xxxx, xxxxxxx, and xxxxxxx
- All premises were suitable. However, class participants disliked the astro surface at xxxx Centre.
- There was a significant variation in screening. Some classes had no screening. Instructors at many classes asked if there was a beginner in the group. The most thorough screening was at the circuits classes in xxxx. The Tutor at xxxxx spoke with me in detail before the start of my first class with her. All other attendees at this class were regulars so there was only brief screening for them (“no change since last class?”). Very few checks for jewellery/chewing gum were done. Not one instructor did a pulse check.
- I participated in Body Conditioning, Circuits, Bootcamp Circuits, Exercise to Music, Step and Spinning. I was instructed in the use of Resistance equipment.
- Class structures followed a similar pattern with Warm up, Main Phase, Cooldown /Toning /Conditioning and Post Stretch. Pre stretches were at few classes.
- Significant variation was noted in instructor quality. A few instructors stood out – one at xxxxxxx for her energetic, highly motivating, ever changing classes and excellent communication skills, two at xxxxxxx for excellent step and body conditioning classes and the instructor at the circuits classes in xxxxx for full screening and NCEF “textbook” style classes. The weaker instructors lacked presence and the ability to motivate, challenge and create an enjoyable and effective workout.
- Styles of delivery did not generally include demonstration and cueing techniques taught at NCEF. After each class, I spoke with the instructor about the class and I understand the lack of demonstration and low use of countdown cueing is due to regular class attendees. However, this does not help the beginner, who was taken care of in some instances, but totally ignored in others.

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- I gained valuable experience from classes, different venues, different instructors, and different styles. The skills and ability of the instructor to teach and motivate clients are of key importance. Building a rapport with clients is also hugely important. Changing the class content is important to get regular clients to return. I have learnt that as an instructor one has to be cheerful, smiling, confident, relaxed, well prepared and able to motivate clients to challenge but also enjoy themselves.

#### **4. Full / Part Teaching**

- I taught Exercise to Music and Body Conditioning at xxxxxxxx. The venue was a guest house and has a small gym and a hall I used for classes. I taught Circuits at xxxxxx
- Preparation was very important and comprised drawing up class plans and doing lots of practice in advance. At the classes in xxxxxx, I spoke before the class about NCEF and the course.
- The xxxxxx classes went well. My clients were a group of 18 – 23 year olds who were very enthusiastic. They thought everything was “cool” and there was a great atmosphere of cooperation and interest. None of them participate in exercise classes. All said they enjoyed the class and learning the different steps and moves. I went over my scheduled time in both classes and during the Exercise to Music had to bring the class back to marching on the spot a few times for demonstration and to tell them how to link movements already taught.
- The design of the circuit was good and teaching of the exercise and safety points at the six stations went well. This was due to good practice in advance. My time control was poor and I found it difficult to observe and correct clients and to time the 30 seconds station and 5 second changeover. I had Abba music and one participant commented that the music affected their concentration and would be more suited to Exercise to Music
- I learnt a significant amount from the preparation and running of the classes. A good class plan, thorough preparation and self-confidence are key to running a successful free - flowing class.



## **5. Fitness Assessment & Programme Planning**

- I completed two fitness assessments; one for a female friend who is 50 and one for my son, a student. Screening was completed for each client. The screening form included health and lifestyle.
- The tests included Body Composition, Cardiorespiratory Endurance, LME and Flexibility. All went well but I had to repeat the Treadmill Walk Test due to difficulty with the heart rate monitor. I used the monitor on the Treadmill and subsequently checked it against my own.
- As I know both clients, communication went very well. Both were very interested in the test procedures and results. I did a lot of education, which was good experience for me.
- The testing taught me how to put into practice what I had learnt at the course. It also made me aware of the importance of understanding the theory and principles behind the tests and of being familiar enough with the procedures to be an expert in front of clients.
- I found the programme design difficult. Experience in this area is a valuable asset which I do not have as yet. Further course work in this subject will be done over the remaining weeks of the course.
- The rationale for the programmes was based on the clients' short term goals, their likes and dislikes and their current level of health and fitness.

## 6. Analysis

- Following my shift in the gym and attendance at classes I know that the key competencies required by a good fitness instructor are many. These include professionalism, good instruction technique, clear instruction, good organisational, presentation and preparation skills, good personal appearance and posture and a pleasant, open, caring personality.
- The marketing plan at my placement facility is prepared by the Centre Manager with the hotel's Marketing Manager. Eventhough little advertising is done outside of the hotel, what is done is professional and successful. The use of the hotel lobby and bar /restaurant is effective as are the excellent framed promotion signs in the facility. There is a focus on member retention which is good. During recent months I have visited a number of leisure centres and looked for promotional leaflets in shopping centres and other locations. I noted only one centre used this form of promotion. Also, I was not even aware of the existence of some of the local facilities. I think if centres want to increase membership, consideration should be given to increasing external advertising in local media, free papers (eg xxxxx ), shopping centres and other locations visited regularly by the public.
- Client care and communication are paramount. My placement facility conducts member surveys and displays the resulting action points. The status of the actions is updated (last done May 2009) to show "completed" or "pending". I think this is an excellent process. Member complaints are taken seriously and there is a standard procedure for handling these. Another important aspect is that staff are visible, cheerful, approachable, helpful, open and friendly at all times. At one centre I visited for classes, reception personnel were very disinterested and abrupt with clients. This does little to promote a facility or the industry.

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- Effective Health & Safety procedures are vital for protection of staff and clients in any operation, especially in a leisure facility. Procedures should be available to all staff in one manual with key notices on display. There is a Manual which includes Safety Policy, Risk Assessments, Safety Checklists and Accident & Emergency procedures. The latter were also displayed at locations within the facility including gym, pool, cloakrooms. This is positive. However, in my view, procedures should be dated, reviewed at a defined frequency have a signed approval sheet be included at the front of the Manual.
- As a Health & Fitness Instructor, it is essential to keep up to date with trends and research in the industry. This is similar to food; I receive regular FSAI and FSA(UK) alerts. Most are electronic. For the health & fitness industry, there are a number of information sources and many circulate e-newsletters (see Appendix). I already receive one, “Health e-tips”, from ACE.
- The time spent doing the course and the course itself has been of tremendous benefit to me. It has taken me to a completely new subject which is life-energising. Whilst studying, I and a colleague are researching starting our own business. I completed a “Start your own Business” programme and had meetings with Enterprise Ireland, Enterprise Boards, Regional Leader Groups and FAS. I am a trained trainer for the food industry and enrolled for an IITD /FAS Certificate in Training for Sept 2009. This will facilitate me becoming a FAS accredited trainer. I recently presented training in “Food Safety & Hygiene” to second level students. I now seek to combine my food background with health & fitness education. When I have completed this course, I would like to study some modules at NCEF Level 2, “Fit for Life – Lifestyle Management”, “Older Adult” and possibly “Pilates” and “Facility Management”.
- I obtained information from xxxxxx about their “Energise your Life” programme and attended a session there. This programme is designed for older adults in the 55+ age group. Many of the participants seemed older and were possibly retired. I did a study of the age profile of members at my placement facility and it showed a significant drop off in members from age 45. There is a gap in the industry I think for the 45 – 60 age group, many whom work.

## 7. Summary

- The placement worked in good synergy with the course. I found it beneficial as it exposed me to different facilities and instructors. I did not have a lot of prior gym experience and the Manager of my placement facility wisely suggested I wait until I was further into the course to complete the shift. I think it would be beneficial if leisure centre membership either be included in the cost of the course or recommended to students at the start.
- The placement provided information about an industry I realise I knew little about, the shift in the gym gave a good insight into the running of a health and fitness facility and the classes introduced me to seven different centres. One of difficulties of the placement was finding suitable classes, especially step and aerobics as these have decreased in popularity in recent years. Many classes are now combination classes eg 20/20/20 with 20 minutes each of a different activity. Another difficulty for me was client programme design which will come together as the course concludes.

## Appendix

### 1. Information Sources for Exercise & Health Fitness

National Council for Exercise & Fitness, NCEF <ul style="list-style-type: none"><li>- Newsletter</li><li>- Web <a href="http://www.ncefinfo.com">www.ncefinfo.com</a></li></ul>
Physical Education Association of Ireland, PEAI <ul style="list-style-type: none"><li>- Newsletter 3-4 per year, available on line</li><li>- Web <a href="http://www.peai.org">www.peai.org</a></li></ul>
Irish Sports Council <ul style="list-style-type: none"><li>- Web <a href="http://www.irishsportsCouncil.ie">www.irishsportsCouncil.ie</a></li></ul>
Institute of Sport & Recreation Management <ul style="list-style-type: none"><li>- Web <a href="http://www.isrm.co.uk">www.isrm.co.uk</a></li></ul>
American Council of Exercise ACE <ul style="list-style-type: none"><li>- e-newsletters including “Health e-tips”</li><li>- Web <a href="http://www.acefitness.org">www.acefitness.org</a></li></ul>
American College of Sports Medicine <ul style="list-style-type: none"><li>- on-line bimonthly bulletin (updated on-line between issues)</li><li>- Web <a href="http://www.acsm.org">www.acsm.org</a></li></ul>

### 2. Abbreviations used in the report

NOP	Normal Operating Procedures
NCEF	National Council for Exercise & Fitness
LME	Local Muscle Endurance
FSAI	Food Safety Authority of Ireland
FSA(UK)	Food Standards Agency, UK
ACE	American Council of Exercise
FAS	The Irish Training Authority
IITD	Irish Institute for Training & Development

## Shift Record

Please give an outline of the facility in which you completed your work placement shift using the headings in the box on the left as your guidelines.

<b>Name of Facility</b>	xxxxxxxxx
<b>Address</b>	xxxxxxxxxxxxx
<b>Owner/Manager</b>	Manager: xxxxxxxxxxxxxxxx
<b>Enquiries</b> How are they dealt with?	Through the Reception desk at the facility. There is a documented procedure for dealing with enquiries. Potential members are invited for a club tour.
<b>Advertising</b> Methods used	<ul style="list-style-type: none"> <li>- Very little outside advertising due to location close to new commercial quarter and being part of hotel complex.</li> <li>- xxxxx local radio used for advertising in 2009.</li> <li>- "xxxxxxxx" leaflets in hotel lobby and other locations in the xxxxx area and six other xxxxxx hotels in Ireland, includes advertising for the xxxxxx Health &amp; Spa. Also, notice listing facility in hotel bar /restaurant</li> <li>- Discount for corporate membership and for groups of more than ten.</li> <li>- Member referral bonus scheme (voucher for dinner for two at xxxxxxxx in the hotel).</li> <li>- New members are contacted a few weeks after joining to check that everything is well and to remind the new member of the referral bonus scheme.</li> <li>- Money off a cruise if booked through xxxx Travel. (€50 off for members, €100 off for new members).</li> <li>- Discounts on treatments at the xxxxxxxxxxxx and special offer "Treatment of the month"</li> <li>- "Free Friend Friday" scheme is also running at the moment. Members can bring a guest at no cost on Fridays. This is very popular.</li> </ul>
<b>Screening</b> Procedures used	Screening starts at membership application which includes a number of health screening questions. On joining, there is further screening at the initial fitness assessment done by a Health & Fitness Instructor. At both stages of screening, the client commits to informing the centre if the answer to any health screening questions changes. For classes, a screen & sign form is used.
<b>Staff duties</b> Gym supervision Classes Reception etc	Gym Supervision, Fitness Assessments & instructing clients in individual fitness programmes, Classes, Pool Supervision, Checking water quality in pool complex, Reception duties, Cleaning schedules
<b>Fitness Assessment</b> Procedures used Include Tests	There is a documented Fitness Evaluation procedure. This includes Health Questionnaire, Blood Pressure and Resting Heart Rate Checks, Weight, Body Fat %, Lung Capacity, Sit & Reach Test, CV test on treadmill (not always used; depends on client). Client is then booked in for a second visit to go through the programme and instruct in the exercises contained therein. Programme cards are used to document the programme for the client.
<b>Health &amp; Safety</b> Safety statement First Aid Accident procedures Emergency Procedures	There is a documented Safety Policy, Risk Assessments, Accident & Emergency Action Procedures. These are Safety Checklists in the NOP Manual which also includes other operating procedures. There are five trained Occupational First Aiders within the staff group of eight. There is no defibrillator equipment in the leisure centre or in the hotel.
<b>Resistance equipment</b>	Machines: Seated Row, Shoulder Press, Bicep Curl, Pec Dec, Chest Press, Lat Pulley, Abdominal Machine, Leg Extension, Seated Leg Press, Seated Leg Curl, Leg Extension, Smyth Machine. Free weights with benches in Gym. Free weights in hall.
<b>CV equipment</b>	Rowers, Treadmills, Cross Trainers, Bikes, Spinning Bikes
<b>Other comments</b>	The centre has about 1100 members in addition to hotel residents who use the complex. The facility is "run to ILAM standards" (White Flag) but is not accredited. I was involved in two fitness assessments by two different instructors on two very different clients. The gym went from being very quiet to busy to quiet again during my time there. It was planned that I would be involved in a lunchtime class but this was cancelled due to lack of clients.

## Work Placement Evaluation Form

### Module 9 Instruction in Step Aerobics

In your opinion please rate your experience of participating in each of the classes below using the following rating scale:

**0** Needs Work                      **1** Adequate    **2** Good                                      **3** Excellent

Areas	Class 1	Class 2	Class 3	Class 4
Screening	3	1	3	1
Instructors personal technique	3	2	3	3
Use of teaching points	3	0	2	2
Cueing	3	0	2	3
Use of adaptations	3	1	2	1
Use of progressions	3	1	2	1
Motivating and enjoyable atmosphere	3	2	3	3
Voice projection	3	1	3	3
Creative/original approach	3	1	3	3
Correction of clients	3	1	3	2
Intensity/effectiveness of workout	3	2	3	3
Variety of movements	3	2	3	3
<b>Date</b>	31 Jan 2009	16 Feb 2009	06 Apr 2009	30 May 2009
<b>Venue</b>	xxxxxxx	xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx	xxxxxxxxxxxx
<b>Instructor &amp; qualifications</b> (if known)	xxxxxx NCEF Tutor	xxxxxx NCEF 1	xxxxxx NCEF / DEHF	xxxxxx Sports Science, UL
<b>Module 6 Tutor Signature</b>				

Master Class

**Overall Comments:** (These will help you form the basis of your overall work placement report)

- 1) Excellent introduction to Step Aerobics, very enjoyable.
- 2) Medical screening at Reception; brief screening by Instructor; nothing on jewellery /pregnancy. Pace of class was too fast, frantic. The class was designated for beginners / Intermediate level but I was the only beginner and all other attendees were clearly regulars. No teaching, no cueing just gave name of step which all others knew. The instructor did come down to me at one stage and said "follow me" Some of the conditioning / post stretches were very uncomfortable on the neck. Some participants left at the end of the step CV phase.
- 3) Thought I was going to an Exercise to music class but we did Step aerobics with "simple moves". xxxx takes a "Weekday Workout" every Mon & Wed morning and varies the content all the time as she has a very regular clientele. Step warm up and CV phase followed by fitball conditioning and post stretching. Excellent class; really energetic and enjoyable with a great atmosphere.
- 4) Excellent step class. Beginner screening only. There was a note on the classes timetable advising clients to select a class at a suitable level ie Beginner /General / Advanced. Very good cueing and correction. Step used for Warm-up. Pre stretches were done. Light weights used during CV phase. Also combined floor exercise to music with step. Step at highest level used for conditioning. Post stretches were done.

## Work Placement Evaluation Form

### Module 6 Instruction in Exercise to Music

In your opinion please rate your experience of participating in each of the classes below using the following rating scale:

**0** Needs Work      **1** Adequate    **2** Good                      **3** Excellent

Areas	Class 1	Class 2	Class 3	Class 4
Screening	3	1	2	2
Instructors personal technique	3	2	3	3
Use of teaching points	3	2	3	2
Cueing	3	1	3	3
Use of adaptations	3	0	2	2
Use of progressions	3	0	2	2
Motivating and enjoyable atmosphere	3	3	3	3
Voice projection	2	3	3	3
Creative/original approach	3	2	3	3
Correction of clients	3	1	3	3
Intensity/effectiveness of workout	3	2	3	3
Variety of movements	3	2	3	3
<b>Date</b>	25 Jan 2009	22 Apr 2009	20 May 2009	27 May 2009
<b>Venue</b>	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxxxxx	xxxxxxxxxxxxxxx
<b>Instructor &amp; qualifications</b> (if known)	xxxxxxxxxx NCEF Tutor	xxxxxxxxxxxxx NCEF 1	xxxxxxxxxxxxx NCEF / DEHF	xxxxxxxxxxxxx NCEF / DEHF
<b>Module 7 Tutor Signature</b>				

Master Class

**Overall Comments:** (These will help you form the basis of your overall work placement report)

- 1) First day of course and first class of the course. Excellent introduction to NCEF – CEHF Module 6 “Exercise to Music”. Very enjoyable with a good variety of movements. We learnt that a typical class consists of 6 sections – 1) Introduction, Screening & Pulse check, 2) Warm-up & Pre-stretch, 3) Main CV Phase, 4) Cool-down, 5) Body Conditioning & 6) Post-stretch
- 2) A mix of Aerobic Exercise to Music and Boxercise. Good workout.
- 3) A really excellent class. Light weights used in the CV phase. Conditioning and post stretch on floor exercise mats.
- 4) Another excellent class. After the warm-up there was some “mad” jogging around the hall in different directions and at different intensities. Light dumbbell weights were used in the CV phase. This was followed by fit ball conditioning and post stretch.  
These classes that Jane Townsend tutors are titled “Weekday Workout”. As she has a number of clients who do the class every week, the content changes all the time which is great. This is a class I would like to continue to attend. Jane has fantastic energy and everybody who attends seems to enjoy the variety immensely.





## Module 9 Instruction in Circuit Training

In your opinion please rate your experience of participating in each of the classes below using the following rating scale:

0 Needs Work      1 Adequate      2 Good      3 Excellent

Areas	Class 1	Class 2	Class 3	Class 4
Screening	2	0	3	3
Instructors personal technique	2	2	3	3
Use of teaching points	2	2	3	3
Demonstrations	1	1	2	3
Use of adaptations	2	1	2	2
Use of progressions	2	0	1	1
Motivating and enjoyable atmosphere	3	2	3	3
Voice projection	3	3	3	3
Creative/original approach	2	1	3	3
Correction of clients	1	1	2	2
Intensity/effectiveness of workout	3	3	3	3
Variety of exercises	3	2	3	3
<b>Date</b>	25 Mar 2009	01 Apr 2009	19 May 2009	26 May 2009
<b>Venue</b>	xxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
<b>Instructor &amp; qualifications</b> (if known)	xxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
<b>Module 9 Tutor Signature</b>				

**Overall Comments:** (These will help you form the basis of your overall work placement report)

- 1) Bootcamp Circuits. A good workout and very enjoyable. Indoor hall and outdoors also. Free movement warm-up, sprinting, outside jogging, jump jacks, press-ups, squats, lunges, slow jog. Indoor cooldown, post stretching and relaxation on exercise mats.
- 2) Stand – in tutor as regular tutor was injured. Class was a bit “unplanned”; consisted of free movement warm-up, step, sprinting, Boxercise, Press-ups. Clients completely ignored Instructor when he instructed to slow down after anaerobic moves to rid body of Lactic Acid.
- 3 & 4) A 12 stage circuit class consisting of 4 anaerobic, 4 aerobic and 4 LME stations. Excellent NCEF textbook style circuits class. A full detailed screening form was completed at start of first class by each participant. Verbal screening and sign in used at both classes. Excellent demonstrations, teaching and safety points, client observation and correction. Great motivation to push ourselves especially at anaerobic stations. Very enjoyable and a good workout on both occasions.

## Module 10 Instruction in Body Conditioning

In your opinion please rate your experience of participating in each of the classes below using the following rating scale:

**0** Needs Work      **1** Adequate    **2** Good                      **3** Excellent

Areas	Class 1	Class 2	Class 3	Class 4
Screening	0	3	2	1
Instructors personal technique	2	3	3	2
Use of teaching points	1	3	2	3
Cueing	0	3	1	1
Use of adaptations	1	3	2	1
Use of progressions	1	3	2	1
Motivating and enjoyable atmosphere	2	3	3	2
Voice projection	1	3	3	3
Sequencing and flow	2	3	3	3
Correction of clients	1	3	3	2
Intensity/effectiveness of workout	2	3	3	2
Variety of movements	2	3	3	3
<b>Date</b>	17 Feb 2009	14 Mar 2009	03 Apr 2009	20 Apr 2009
<b>Venue</b>	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx
<b>Instructor &amp; qualifications</b> (if known)	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx
<b>Module 10 Tutor Signature</b>				

**Overall Comments:** (These will help you form the basis of your overall work placement report)

- 1) Stand in tutor. No screening at all. Poor voice projection. Ten years teaching / fitness experience. Good BC, weak personality. Seemed to lack confidence. Not a motivating instructor.
- 2) Excellent class, excellent tutor.
- 3) Excellent class. Verbal screening. Spoke to me before the class as she knew I was not a regular client. Very enjoyable. Tough, kept urging us to challenge ourselves. Very good class control and observation. Corrected me and others a few times.
- 4) Good workout. A regular clientele attends this class which runs 3 mornings and 4 evenings weekly. Three new clients / beginners at this class. Beginner screening only. Had spoken on phone beforehand. Also spoke to beginners individually before class commenced. No cueing. No music. Demonstration for some exercises only. Clients were corrected. I am told this is a very popular class for residents of xxxxxxxx  
Fifteen clients at this class (usually more ). Most expensive class @ €10

## Work Placement Evaluation Form

### 2 Alternative Exercise Classes e.g. Pilates, Spinning, Boxercise, Kai Bo etc

In your opinion please rate your experience of participating in each of the classes below using the following rating scale:

**0** Needs Work      **1** Adequate    **2** Good                      **3** Excellent

Areas	Class 1	Class 2
Type of class	Spinning (Intermediate)	Spinning (Beginners)
Screening	2	0
Instructors personal technique	2	1
Use of teaching points	1	0
Cueing	2	1
Use of adaptations	1	0
Use of progressions	1	0
Motivating and enjoyable atmosphere	2	1
Voice projection	2	0
Sequencing and flow	2	1
Correction of clients	1	0
Intensity/effectiveness of workout	3	2
Variety of movements	2	1
<b>Date</b>	18 Mar 2009	30 Mar 2009
<b>Venue</b>	xxxxxxx	xxxxxxx
<b>Instructor &amp; qualifications</b> (if known)	xxxxxxx	xxxxxxx
<b>Course Coordinators Signature</b>		

**Overall Comments:** (These will help you form the basis of your overall work placement report)

- 1) Brief medical screen and sign form at Reception which was signed by each participant. The Manager was at the desk and informed the Instructor that I was a beginner in the Intermediate class. Prior to the class the Instructor showed me the bike, how to adjust the saddle height, how to increase and reduce the resistance and how to adapt the moves to suit me. She also sited me at the front of the class. The Tutor was very helpful to a beginner given that it was not a beginner class.
- 2) A very poor class. No screening. The spinning area is very small and overcrowded and I was at the back on one of the "old" bikes with a most uncomfortable saddle. I had a sore backside by halfway through the class and for days afterwards!. I could not see the Instructor and as the music was very loud I found it difficult to hear her also. Did not enjoy and would not go to a spinning class at xxxx Fitness Centre again. The class was overbooked and some who had prebooked did not get to do the class.

## Class Plan for Teaching Main Phase (Exercise to Music)

Movement / Exercise	Teaching & Safety Points	Adaptations	Progressions
March on the spot / Wide march (point out features)	Legs march up down in time to music, swing arms. Neutral spine, step lightly, knees soft, maintain good posture.	Leave arm movements out. Smaller range of movement. Low Impact	Greater range of movement
March forward / back Toe Tap Heel dig & toe tap	March in time to music; Forward for three then tap Step onto ball of foot, rolling back onto the heel. Maintain good posture. Gently tap the toe. Next, gently tap the heel into the floor. Back to toe tap.	Leave arm movements out. Smaller range of movement.	Add arms - Clap hands Greater range of movement
V Step	Step out wide, wide, narrow, narrow Forward, Forward, Back, Back RL out, LL out , RL in, LL in. Step onto ball of foot, rolling back onto the heel. Maintain good posture.	Leave arm movements out. Smaller range of movement.	Add arms - Breast stroke arms Greater range of movement.
Double side step	Double side step to right, double side step to left. Step, step, step and touch / Step, step, step and touch. Toe to heel on landing for step. Maintain soft knees throughout & good posture.	Leave arm movements out. Smaller range of movement. Low Impact	Add arms – Lateral raise. Greater range of movement Add Impact
Link the March forward / back march with the double side step to form a “Box” to the right and the left. Twice then double side step	Forward march, double side step to right Backwards march, double side step to left. And then to the other side. Bring in arms if comfortable. Maintain posture.	Leave arm movements out Smaller range of movement Low Impact	Add arms, Clap hands, Lateral raise. Greater range of movement Add impact in double side step
Diagonal March with Knee Raise	Raise one knee up in front, no higher than the hip. Ensure a soft knee on the supporting leg. Avoid lowering the chest to meet the knee This will mobilise the knees	Leave arm movements out. Smaller range of movement. Low Impact	Add arms -Downward row. Greater range of movement Add Impact
Leg Curl	Curl the leg back towards the backside on the same side of the body, do not cross over. This will mobilise the knees	Leave arm movements out Smaller range of movement Low Impact	Add arms - Upright row. Greater range of movement Add impact
Link the “Box” and the Diagonal March to the four corners with knee raise, leg curl at each corner.	Move in time to music. Remember toe to heel on landing. Maintain good posture. Bring in the arm movements if comfortable to do so.	Leave arm movements out Smaller range of movement Low Impact	Add arms Greater range of movement. Add Impact in double side step & 2 Leg moves
Back to centre for V steps.		Leave arm movements out. Smaller range of movement.	Add arms - Breast stroke arms Greater range of movement.

<p>Grapevine</p>	<p>Step out to the side, step behind, step together Maintain good posture. Step onto ball of foot rolling back onto heels.</p>	<p>Leave arm movements out Smaller range of movement Low Impact</p>	<p>Add arms Greater range of movement. Add Impact</p>
<p>L shape using 2 Grapevines Facing piano march forward Do 4 v steps March back Two grapevines back to start</p>	<p>Move in time to music. Remember toe to heel on landing. Maintain good posture. Bring in the arm movements if comfortable to do so.</p>	<p>Leave arm movements out Smaller range of movement Low Impact</p>	<p>Add arms Greater range of movement. Add Impact in Grapevine and last two v steps at corner.</p>
<p>Add this on to Box and Diagonal March</p>	<p>Move in time to music. Remember toe to heel on landing. Maintain good posture. Bring in the arm movements if comfortable to do so.</p>	<p>Leave arm movements out Smaller range of movement Low Impact</p>	<p>Add arms Greater range of movement. Add Impact as before</p>

## Class Plan for Part Teaching (Circuits)

Movement /Exercise	Teaching & Safety Points	Adaptations	Progressions
<b>Pyramid Sprints</b>	<ul style="list-style-type: none"> <li>Place 4 cones, 5m apart</li> <li>Start at cone 1, sprint to cone 2, return to cone 1</li> <li>Sprint from cone 1 to cone 3 &amp; return &amp; so on</li> <li>Push the ball of the foot into the floor and pivot to change direction</li> <li>Arms pumping explosively</li> <li>Land on the ball of the foot throughout, maintain good posture</li> <li>Take care of ankles on the turns</li> </ul>	Sprint out , jog back	Faster action
<b>V Step</b>	<ul style="list-style-type: none"> <li>Stand behind the step</li> <li>Right leg step up and out, left leg step up and out</li> <li>Contact the platform with full foot and full foot to floor</li> <li>Stay close to the platform as you step and land</li> <li>Keep your eyes on the platform until you are comfortable</li> <li>Extend the leg but don't lock out the knees</li> </ul>	Perform the movement on the ground	Use the higher step/ Bring in arm movement
<b>Shoulder Press (with dumbbells)</b> Compound Ex Triceps/ Deltoids / Upper traps 12-15 reps Ignore music	<ul style="list-style-type: none"> <li>Split base one foot 40-50cm in front of the other</li> <li>Dumbbells at shoulder height, in the down position the forearms should be perpendicular to floor</li> <li>Press the weights overhead straightening arms without snapping out</li> <li>At top of movement, upper arms should be in line with ears, gently touch the dumbbells together</li> <li>Return to starting position</li> <li>Exhale up, inhale down</li> <li>Do not arch back</li> </ul>	Use lighter weights	Use heavier weights
<b>Alternate Leg Squat Thrust</b>	<ul style="list-style-type: none"> <li>Begin in full press up position</li> <li>Raise hands on a bench, ensuring back does not arch when hips are high</li> <li>Bring on leg forward while the other is pushed back, ensure back does not arch when pushing feet to rear</li> <li>Keep hips high, toes only to the floor</li> </ul>	Slow down every 5-6 seconds / reduce the range of movement	Speed up the movement
<b>Jump Jack</b>	<ul style="list-style-type: none"> <li>Start with feet together , knees slightly bent</li> <li>Hands on hips, begin with feet together, knees soft</li> <li>Maintain good posture</li> <li>Jump laterally with both legs until feet are shoulder width apart</li> <li>Land on the ball of the foot rolling back onto the heel, keep the knees soft</li> </ul>	Use the Half Jack – move one leg at a time laterally, keep one foot on the ground at all times, arms to shoulder level only	Add arm movements - raise the arms to shoulder level only, keep the elbows soft
<b>Single Arm Row</b> Biceps P Deltoids Latissmus Dorsi  12-15 reps	<ul style="list-style-type: none"> <li>Right side of bench ( for right arm row)</li> <li>Use a three point base, left knee on bench directly under hip, right leg leaning against bench &amp; slightly to rear on ground, left arm on right edge of bench</li> <li>Upper body almost horizontal, keep the head, neck and spine in line</li> <li>Pull the dumbbell upwards using a sawing action, brushing the elbow off the ribs</li> <li>Return to start under control</li> <li>Keep the supporting knee &amp; elbow slightly bent, shoulders square to front</li> <li>Next time round use the other side</li> </ul>	Use a lighter weight	Use a heavier weight

## Class Plan for Part Teaching (Body Conditioning)

Equipment : Dumbbells and Exercise Mat (10 minutes)

Movement /Exercise	Teaching & Safety Points	Adaptations	Progressions
<b>Upright Row</b> ( Deltoids, Biceps)	<ul style="list-style-type: none"> <li>• Feet slightly more than shoulder width, knees slightly bent tummy tight, back straight, head upright</li> <li>• Overhand grip on the dumbbells</li> <li>• Raise the weights towards the chin, move the elbows up and out in line with shoulders, keep the hands close to the body, keep the upper body stationary, don't rock or sway the hips to assist the lift.</li> <li>• Lower to starting position under control</li> <li>• Do not pull the shoulders up, do not lean back</li> </ul>	Use a lighter weight /Do the exercise without weights	Use a heavier weight
<b>Bicep Curl</b> (Biceps)	<ul style="list-style-type: none"> <li>• Use a split base, back neutral, tummy tight, head upright, knees slightly bent</li> <li>• Hands shoulder width, upper arms against side of body</li> <li>• Keeping the elbows pinned to the side, curl the arms towards the shoulders; do not lean back</li> <li>• Return to start position under control</li> <li>• Extend the arms fully after each lift but do not lock out the elbows</li> </ul>	Use a lighter weight /Do the exercise without weights	Use a heavier weight
<b>Triceps Extension</b> (Triceps)	<ul style="list-style-type: none"> <li>• In a seated position, with legs apart, back neutral, tummy tight</li> <li>• Extend the working arm overhead, keeping the upper arm close to the ear</li> <li>• Place two fingers at the distal end of the humerus to aid stabilisation</li> <li>• Lower the weight to a position between the shoulder blades</li> <li>• Return to the start position under control</li> </ul>	Use a lighter weight /Do the exercise without weights	Use a heavier weight
<b>Abductor Raise</b> (Abductors)	<ul style="list-style-type: none"> <li>• Lie on side, extend arm and rest head on it</li> <li>• Bend lower leg for balance</li> <li>• Raise top leg to 45°, keeping foot parallel to floor</li> <li>• Return to starting position under control</li> </ul>	Bend top leg to shorten lever	Add an ankle weight
<b>Adductor Raise</b> (Adductors)	<ul style="list-style-type: none"> <li>• Lie on side, extend arm and rest head on it,</li> <li>• Bend upper leg for balance</li> <li>• Raise lower leg as far as possible, keeping foot parallel to floor</li> <li>• Return to starting position under control</li> </ul>	Bend knee to shorten lever	Add an ankle weight
<b>Back Extension</b> (Erector Spinae)	<ul style="list-style-type: none"> <li>• Lie flat on tummy, fingertips on temples</li> <li>• Keep the hips and feet on the floor, slowly raise the upper body</li> <li>• Slowly return to start</li> <li>• Keep the head in a neutral position throughout</li> <li>• No jerking movements, keep it slow and controlled</li> </ul>	Place the arms by the sides, backs of the hands on the floor	Extend the arms to the front of the head
<b>Hip Extension</b> (Gluteals, Hamstrings)	<ul style="list-style-type: none"> <li>• Assume a box position on knees and elbows, tummy tight back straight</li> <li>• Extend leg upward to an imaginary line with trunk</li> <li>• Return to start under control</li> <li>• Do not allow the back to arch, or the leg to move higher than the trunk</li> <li>• Avoid momentum</li> </ul>	Bend the knee to 90° angle and push sole of foot to ceiling	Add an ankle weight



**Teaching Notes**

- This is the Body Conditioning Section of the class.
  - BC exercises are resistance exercises designed to improve lean muscle tissue
  - I will educate you on the Adaptation and the Progression for each exercise, so you can choose the version which challenges you.
  - Watch me, follow my movements and keep in time with the music. I want to see all of the class moving together
  - Remember to keep your back straight and tummy tight throughout
  - The equipment we will use are the Dumbbells and the Floor Exercise Mat
- 
- Demo 2 , Cue to start
  - Do adaptation / progression
  - Observe , educate, talk, walk outside
  - Demo next exercise
  - Go back and cue from 4

**Music**

- 110 – 118 BPM

**Reps**

- 12 - 15

## Screening & Informed Consent Form

The information contained in this form is totally confidential and is only used to prescribe a safe and effective training programme for you.

Name : \_\_\_\_\_ Doctor: \_\_\_\_\_  
 Address: \_\_\_\_\_ Contact telephone: \_\_\_\_\_  
 Date of birth: \_\_\_\_\_ Emergency contact: \_\_\_\_\_  
 Contact telephone : \_\_\_\_\_ Telephone: \_\_\_\_\_

	<b>Please answer the following questions by ticking the correct response</b>	Yes	No
1	Do you have any heart problems?		
2	Is there a history of heart disease / stroke in your family?		
3	Have you ever experienced any pain or discomfort in your chest while exercising?		
4	Do you suffer from high blood pressure?		
5	Do you have any form of illness or disease? If yes, please specify:		
6	Are you currently on any type of medication?		
7	Do you have any type of muscle, joint or back problems? If yes, please specify		
8	Have you had any surgery within the last 4 months?		
9	Are you pregnant or have been in the last four months?		
10	Do you a hernia or any other condition that may be aggravated by lifting weights?		
11	Do you have any other conditions that may limit your exercise programme?		
12	Have you aver been advised by a doctor not to exercise?		
13	Do you smoke? If yes, how many cigarettes per day?		
14	What type of exercise do you take , and how often?		

**It is your responsibility to inform your Instructor accurately.**

Signed : \_\_\_\_\_

Date : \_\_\_\_\_

## Informed Consent

I declare that I intend to take part in the fitness assessment and programme offered by XXXXXXXXXX I am aware that as with all types of exercise, there is an inherent risk of heart attack, light-headedness, fainting, cramps, muscle or joint injury etc. I acknowledge that my choice to participate in this fitness assessment and programme brings with it the assumption by me of those risks, and I understand that I am free to withdraw from this programme or modify my activity levels at any time. I assume full responsibility during and after my participation to use or apply at my own risk any portion of the information or instruction I receive. I understand that XXXXXXXXXXXX accepts no responsibility whatsoever for any injuries or death during or after participation in the fitness assessment and programme.

**I agree that I have read, understood and agree to the contents in its entirety of this informed consent agreement.**

Signed : \_\_\_\_\_

Date : \_\_\_\_\_

Signed : \_\_\_\_\_

Date : \_\_\_\_\_

## Lifestyle Questionnaire

<b>Are you a member of a leisure facility?</b>	<b>Are you working?</b>
<b>What is your job?</b>	<b>Are you sitting / standing / moving at work?</b>
<b>Current activity level?</b>	<b>Activity level for last 6 months?</b>
<b>How would you rate you diet in terms of health?</b>	<b>Do you drink water daily?</b>  <b>How much?</b>
<b>Do you drink alcohol?</b>	<b>If yes how much?</b>  <b>How many units per week?</b>
<b>Do you ever feel stressed?</b>	<b>Anything else you would like to add?</b>
<b>What is your short term fitness goal?</b>	<b>What is your long term fitness goal?</b>
<b>Exercise Likes</b>	<b>Exercise Dislikes</b>
<b>Target training frequency</b>	

Signed : \_\_\_\_\_

Date : \_\_\_\_\_

## Screening & Informed Consent Form

The information contained in this form is totally confidential and is only used to prescribe a safe and effective training programme for you.

Name : Helen  
 Address :  
 Date of birth: 20-04-1959  
 Contact telephone :

Doctor:  
 Contact telephone:  
 Emergency contact:  
 Telephone:

Please answer the following questions by ticking the correct response		Yes	No
1	Do you have any heart problems?		<input checked="" type="checkbox"/>
2	Is there a history of heart disease / stroke in your family?		<input checked="" type="checkbox"/>
3	Have you ever experienced any pain or discomfort in your chest while exercising?		<input checked="" type="checkbox"/>
4	Do you suffer from high blood pressure?		<input checked="" type="checkbox"/>
5	Do you have any form of illness or disease? If yes, please specify:		<input checked="" type="checkbox"/>
6	Are you currently on any type of medication?		<input checked="" type="checkbox"/>
7	Do you have any type of muscle, joint or back problems? If yes, please specify		<input checked="" type="checkbox"/>
8	Have you had any surgery within the last 4 months?		<input checked="" type="checkbox"/>
9	Are you pregnant or have been in the last four months?		<input checked="" type="checkbox"/>
10	Do you a hernia or any other condition that may be aggravated by lifting weights?		<input checked="" type="checkbox"/>
11	Do you have any other conditions that may limit your exercise programme?		<input checked="" type="checkbox"/>
12	Have you ever been advised by a doctor not to exercise?		<input checked="" type="checkbox"/>
13	Do you smoke? If yes, how many cigarettes per day?		<input checked="" type="checkbox"/>
14	What type of exercise do you take , and how often? <u>See next page</u>	<input checked="" type="checkbox"/>	

It is your responsibility to inform your Instructor accurately.

Signed : Helen

Date : 30-5-09

## Informed Consent

I declare that I intend to take part in the fitness assessment and programme offered by **NOT FOR PUBLIC RELEASE** am aware that as with all types of exercise, there is an inherent risk of heart attack, light-headedness, fainting, cramps, muscle or joint injury etc. I acknowledge that my choice to participate in this fitness assessment and programme brings with it the assumption by me of those risks, and I understand that I am free to withdraw from this programme or modify my activity levels at any time. I assume full responsibility during and after my participation to use or apply at my own risk any portion of the information or instruction I receive. I understand that **NOT FOR PUBLIC RELEASE** accepts no responsibility whatsoever for any injuries or death during or after participation in the fitness assessment and programme.

I agree that I have read, understood and agree to the contents in its entirety of this informed consent agreement.

Signed : Helen

Date : 30-5-09

Signed : **NOT FOR PUBLIC RELEASE**

Date : 30-5-09

Lifestyle Questionnaire

<p>Are you a member of a leisure facility?</p> <p>No</p>	<p>Are you working?</p> <p>part-time ; 3 days per week</p>
<p>What is your job?</p> <p>office - mainly at desk</p>	<p>Are you sitting / standing / moving at work?</p> <p>mainly at desk / computer</p>
<p>Current activity level?</p> <p>Walking a few times a week. hill walking, swimming</p>	<p>Activity level for last 6 months?</p> <p>same as now</p>
<p>How would you rate your diet in terms of health?</p> <p>Could be improved</p>	<p>Do you drink water daily? Yes</p> <p>How much? Don't keep a record</p>
<p>Do you drink alcohol? Yes</p>	<p>If yes how much? Social drinker</p> <p>How many units per week? No record</p>
<p>Do you ever feel stressed?</p> <p>Very rarely</p>	<p>Anything else you would like to add?</p> <p>No</p>
<p>What is your short term fitness goal?</p> <p>- lose weight - improve fitness for hills</p>	<p>What is your long term fitness goal?</p> <p>- Maintain weight &amp; fitness - maybe progress to use B walks</p>
<p>Exercise Likes</p> <p>Prefer outdoors Enjoy walking</p>	<p>Exercise Dislikes</p> <p>would use gym if it would help.</p>
<p>Target training frequency</p> <p>3-4 times per week.</p>	

Signed : Helen

Date : 30-5-09

**All Modules**

**Fitness Assessment & Programme Planning – Client 1**

**Relevant Screening Information Summary:**

Age 50 yrs Sex M F ✓

(1 male/1 female client to be assessed overall- different ability levels)

Summarise Medical problems/injuries/medication/pregnancy

NO INJURIES, NO MEDICAL PROBLEMS, NO MEDICATION

Lifestyle: (design own lifestyle questionnaire – include all aspects(eg exercise habits (current FITT if any), job, activity levels, stress levels, etc).

Add to logbook WALKS 3-4 TIMES PER WEEK, HILLWALKING (VARIES WITH WEATHER & WALKS ON SCHEDULE)

Client Goals ( include time commitment level – days per week willing to exercise, duration etc)

Short term Goal: TO LOSE WEIGHT, BECOME FITTER, IMPROVE CV FOR HILLS

Long term Goal: TO MAINTAIN WEIGHT & FITNESS LEVEL & PROGRESS TO MORE B HILL WALKS

CV TREADMILL WALK TEST Results: Include rating.

CV	VO2 max 37	GOOD.
TREADMILL WALK TEST		GOOD
LME CRUNCH CURVE PRESSUP (MODIFIED)	18	GOOD
Flexibility SIT & REACH STRAIGHT LEG RAISE BACK EXTENSION	15	AVERAGE TO GOOD
SHOULDER FLEXIBILITY / ELEVATION	33 CM 90° 26 CM 52	ACCEPTABLE NORMAL GOOD FAIR
Body Composition	HEIGHT = 158 cm WEIGHT 9 stone 13 lbs = 63 kg BODY FAT% [USING A SCALES]	BMI TOO HIGH (TARGET 22) OBSE: (BUT ACCURACY OF THESE MACHINES IS QUESTIONABLE)
	25.2	
	38% [EXPLAINED TO CLIENT NOW IN THEORY OF THIS METHOD]	

**Conclusion:**

Based on the results of the tests performed give your overall assessment of the clients present fitness levels and areas that need work

AS THE CLIENT WANTS TO REDUCE WEIGHT AND IMPROVE FITNESS A PROGRAMME BASED ON TREADMILL WORK IN GYM, ONE 2 FLEXIBILITY & CONTINUE WITH WALKING WHICH SHE ENJOYS.

**Module 4 Tutor Signature**

[SHE WILL ALSO IMPROVE HER DIET, REDUCING SALT, SUGAR & SATURATED FAT INTAKE, AND INCREASE FRUIT & VEGETABLES TO FIVE PER DAY, WATER INTAKE WILL INCREASE]

## 6-Week Programme Client 2

Warm up Prestretch Muscles	(State type, Duration, Intensity)	5 MINS WALK (INCLINE)	Include general component to be worked also specific equipment eg: bike/treadmill lower-MW/FW/BR- PNF/passive/static
Wk 1-3	Frequency	Intensity	Time
CU	3	60% MHR	30 MINS
UME	3	50% 1RM	12 REPS 3 SETS
FLEXIBILITY	3	TO POINT OF TENSION	20 SECS
<p>Give rationale for your choice of exercises, FITT, sets reps etc.                      Based on test results and based on client                      likes/dislikes AND APPLICATION OF APPLICATION OF FITT PARAMETERS AND MUSCLE BALANCING FOR UME</p>			
<p>Show below methods of overload chosen - why?                      Show any changes adaptations made to programme - why?</p>			
Wk 3-6	Frequency	Intensity	Time
CU	3	60% MHR	35 MINS
UME	3	50% 1RM	15 REPS 3 SETS
FLEXIBILITY	3	TO POINT OF TENSION	30 SECS.
<p>Rationale for changes/progressions: CHANGING ONLY ONE PARAMETER AT A TIME, FOR UME WEIGHT NOT INCREASED UNTIL CONSIDERABLE @ 15 REPS.                      CLIENT VERY KEEN TO INCREASE FLEXIBILITY.</p>			
<p>Module 4 Tutor Signature: AS ABOVE [ HAVING CHECKED WITH CLIENT THAT EXERCISES ARE NOT DISLIKED ]</p>			

# Screening & Informed Consent Form

The information contained in this form is totally confidential and is only used to prescribe a safe and effective training programme for you.

Name: CLIENT 2 - DANIEL  
 Address:  
 Date of birth: 04/03/1990  
 Contact telephone:

Doctor:  
 Contact telephone:  
 Emergency contact:  
 Telephone:

	Please answer the following questions by ticking the correct response	Yes	No
1	Do you have any heart problems?		✓
2	Is there a history of heart disease / stroke in your family?		✓
3	Have you ever experienced any pain or discomfort in your chest while exercising?		✓
4	Do you suffer from high blood pressure?		✓
5	Do you have any form of illness or disease? If yes, please specify:		✓
6	Are you currently on any type of medication?		✓
7	Do you have any type of muscle, joint or back problems? If yes, please specify		✓
8	Have you had any surgery within the last 4 months?		✓
9	Are you pregnant or have been in the last four months?		✓
10	Do you a hernia or any other condition that may be aggravated by lifting weights?		✓
11	Do you have any other conditions that may limit your exercise programme?		✓
12	Have you ever been advised by a doctor not to exercise?		✓
13	Do you smoke? If yes, how many cigarettes per day?		✓
14	What type of exercise do you take , and how often? Football : 1 a week , Walking : 5 times a week (+ college)	✓	

It is your responsibility to inform your Instructor accurately.

Signed: **NOT FOR PUBLIC RELEASE**

Date: 30/5/09

## Informed Consent

I declare that I intend to take part in the fitness assessment and programme offered by **NOT FOR PUBLIC RELEASE** am aware that as with all types of exercise, there is an inherent risk of heart attack, light-headedness, fainting, cramps, muscle or joint injury etc. I acknowledge that my choice to participate in this fitness assessment and programme brings with it the assumption by me of those risks, and I understand that I am free to withdraw from this programme or modify my activity levels at any time. I assume full responsibility during and after my participation to use or apply at my own risk any portion of the information or instruction I receive. I understand that **NOT FOR PUBLIC RELEASE** accepts no responsibility whatsoever for any injuries or death during or after participation in the fitness assessment and programme.

I agree that I have read, understood and agree to the contents in its entirety of this informed consent agreement.

Signed: **NOT FOR PUBLIC RELEASE**

Date: 30/5/09

Signed: **NOT FOR PUBLIC RELEASE**

Date: 30/5/09



Lifestyle Questionnaire

<p>Are you a member of a leisure facility?</p> <p><b>CONFIDENTIAL</b></p>	<p>Are you working?</p> <p>Full Time Student</p>
<p>What is your job?</p> <p>Student</p>	<p>Are you sitting / standing / moving at work?</p> <p>Moving</p>
<p>Current activity level?</p> <p>Football once a week, Walking, No set schedule</p>	<p>Activity level for last 6 months?</p> <p>← Same</p>
<p>How would you rate you diet in terms of health?</p> <p>Room for Improvement</p>	<p>Do you drink water daily?</p> <p>Yes</p> <p>How much? approx 1 Litre</p>
<p>Do you drink alcohol?</p> <p>Yes</p>	<p>If yes how much?</p> <p>socially</p> <p>How many units per week? UNSURE</p>
<p>Do you ever feel stressed?</p> <p>Yes, when doing exams.</p>	<p>Anything else you would like to add?</p> <p>No.</p>
<p>What is your short term fitness goal?</p> <p>Improve fitness level Improve muscle tone</p>	<p>What is your long term fitness goal?</p> <p>Improve muscle tone Move to weights</p>
<p>Exercise Likes</p> <p>I'll try anything</p>	<p>Exercise Dislikes</p> <p>Nothing in particular</p>
<p>Target training frequency</p> <p>3-4 times a week</p>	

Signed : \_\_\_\_\_

**SIGN HERE**

Date : 30/5/09

**All Modules**

**Fitness Assessment & Programme Planning – Client 2**

Relevant Screening Information Summary:

Age 19 yrs    Sex M    ✓    F

(1 male/1 female client to be assessed overall- different ability levels)

Summarise Medical problems/injuries/medication/pregnancy

NO INJURIES, NO MEDICATION, NO MEDICAL PROBLEMS.

Lifestyle : (design own lifestyle questionnaire – include all aspects(eg exercise habits (current FITT if any), job, activity levels, stress levels, etc).

**Add to logbook** FOOTBALL WEEKLY, FUNCTIONAL WALKING NO TRAINING SCHEDULE, DOES NOT USE GYM (NUMBER) AND IS

Client Goals ( include time commitment level – days per week willing to exercise, duration etc)

Short term Goal: TO BECOME FITTER & IMPROVE MUSCLE TONE  
 Long term Goal: TO MAINTAIN FITNESS & PROGRESS TO WEIGHT / STRENGTH TRAINING

Tests Performed:	Results:	Include rating.
CV TREADMILL JOG TEST	VO2 MAX 50	GOOD.
LIME CRUNCH CURL PRESS UP	60 35	EXCELLENT GOOD
Flexibility STRAIGHT LEG RAISE BACK EXTENSION	90° 730 cm	EXTRA STRETCH LENGTH EXCELLENT
Strength SHOULDER ELEVATION SIT & REACH	60 735 cm	FAIR GOOD
Body Composition WEIGHT 111stone 10 lbs 74.5kg HEIGHT 182 cm. BMI 22.5	BMI 22.5 FAIR was checked *	BMI ACCEPTABLE.

**Conclusion:**

Based on the results of the tests performed give your overall assessment of the clients present fitness levels and areas that need work

AS THE CLIENT WANTS TO IMPROVE FITNESS & MUSCLE TONE, A PROGRAMME BASED ON CV WORK, CORE & FLEXIBILITY EXERCISES IS SUITABLE CONTINUE WITH FOOTBALL WALKING.

**Module 4 Tutor Signature:**

\* COULD NOT GET MACHINE TO WORK.  
 & NOT SIGNIFICANT IN THIS CASE.

## 6-Week Programme Client 2

Warm up Prestretch Muscles	(State type, Duration, Intensity)	5 MINS	TREADMILL (incl. incline)	Include general component to be worked also specific equipment eg: bike/treadmill rower-MW/FW/BR- PNF/passive/static
Wk 1-3	Frequency	Intensity	Time	Type
CV	3	60% MHR	30 MINS	TREADMILL POWER WALK WITH INCLINE TO 10 MINS POWER CROSS TRAINER
UME	3	50% 1RM	12 REPS 3 SETS	BENCH PRESS, SINGLE ARM ROW, LEG CURL, SQUAT, SHOULDER PRESS, LAT PULLDOWN AS CURL, BACK EXTENSION.
FLEXIBILITY	3	TO POINT OF TENSION	15 SECS	ALL FLEXIBILITY TESTS SHOWN ON ATTACHED SHEET
Give rationale for your choice of exercises, FITT, sets reps etc. BASED ON CLIENT GOALS, EXERCISE HISTORY & TEST RESULTS & APPLICATION OF FITT PARAMETERS				

Show below methods of overload chosen - why?

Wk 3-6	Frequency	Intensity	Time	Type
CV	3	60% MHR	35 MINS	} AS ABOVE HAVING CHECKED WITH CLIENT THAT ALL IS OK. +5 MINS ON TREADMILL
UME	3	50% 1RM	15 REPS 3 SETS	
FLEXIBILITY	3	TO POINT OF TENSION	25 SECS.	
Rationale for changes/progressions: CHANGING ONLY ONE PARAMETER AT A TIME. EVALUATE PRIOR TO IMPLEMENTATION AT END WEEK 3				
Module 4 Tutor Signature:				

NOTE: I USED THIS PERSON AS A CLIENT / SUSPECT, AS, EVEN THOUGH HE IS A MEMBER AT A GYM FACILITY, HE DOES NOT USE IT, THE REACTION WAS VERY POSITIVE AND I AM LOOKING FORWARD TO MONITORING PROGRESS. NAME: MUMUKESH SETHI 03.

## Flexibility Exercises

<p>1. Hamstrings (rear upper leg/thigh)</p>	<p>Lie on back, hips and head on ground Bend one knee, keeping foot on floor Keep the other leg straight and slowly raise it. Place the hands above or below knee joint and gently pull the leg towards the body. Ensure back, head and hips remain flat on floor throughout.</p>	<p>6. Lower back (Erector Spinae)</p>	<p>Lie on back. Hug the knees into the chest by placing the arms around the upper legs under the knee joint.</p>
<p>2. Quadriceps (front upper leg /thigh)</p>	<p>Lie on side, extend arm and rest head on it. Bend the lower leg for balance. Place hand on laces and gently pull heel to rear pushing hips forward slightly. Keep leg parallel to floor. Avoid arching the back</p>	<p>7. Shoulders (Deltoids)</p>	<p>Sitting position, heels into groin. Place one arm across the body at shoulder level. Use the opposite wrist to gently push the arm towards the body, palm down</p>
<p>3. Gastrocnemius – Calf Stretch (back of lower leg)</p>	<p>In a sitting position, one foot in close to upper thigh. Opposite leg straight, slowly reach out and pull toes towards the body. Avoid bending the knee as this will reduce the stretch.</p>	<p>8. Triceps (rear of upper arm)</p>	<p>Seated position knees bent. Place one hand between the shoulder blades. Use the opposite above the elbow to push down gently. Tummy tight, avoid arching the back.</p>
<p>4. Adductors. (inside upper thigh)</p>	<p>Sit upright, put soles together and pull towards body. Keep back straight, chest high. Use elbows on inside of knees to gently push towards the floor.</p>	<p>9. Chest (Pectoralis Major)</p>	<p>Seated position, legs crossed. Join the hands behind the back and push to the rear. Do not hyper-extend the wrist or allow forward flexion of the trunk. Keep elbows soft.</p>
<p>5. Abductors (outside upper thigh and hip)</p>	<p>Seated position, left leg out in front, toes to ceiling. Keep right leg bent and cross over left. Use left elbow on outside of right knee to gently push knee across body. Look right.</p>	<p>10. Upper Back (mid Traps / Rhomboids)</p>	<p>Seated position, knees bent. Join hands at front of body and stretch them out in front of the chest. Maintain good posture.</p>