

PERSONAL FITNESS STUDENT GUIDE

(Please print this out and read it prior to starting on your Lessons)

We look forward to working with you during your time in the course! We hope it will inspire a lifetime of healthy habits for you AND your family!!!

Please print out this guide and refer to it often as you get started in the course. Your student guide contains information to help you get started on your coursework as well as copies of all of your required workout logs.

Please remember that this course will require at least 10 hours of your time each week. Please plan your schedule accordingly and contact us when you have questions!!!

**Your Personal Fitness Instructors,
Mr. Satin, Mrs. West and Mrs. Washington**



Florida Virtual School Policies You and Your Parent/Guardian Need to Be Aware of:

1. The first 28 days that you are in a FLVS course is your "grace period" or "trial period." You may contact your instructor to drop the course with "no grade" during this period.
2. Consistent communication and work habits are encouraged.
3. You signed a Code of Ethics in the Course Request Form. Students agree to submit authentic work, not copied from another student or from another source without citing the source. Academic Integrity is very important at FLVS. Violation of the agreement is grounds for discipline and/or dismissal. **We will be submitting your assignments to TurnItIn.com to check for originality.** If you have taken words from the internet or any other student, the report will tell us. Please be sure to use your own words! Copying and pasting is considered plagiarism.
4. You are required to submit 8 weeks of logs to document your completion of the workouts (at least 24 days of stretching, 15 days of cardio, and 6 days of muscular exercise). Your logs must be printed, signed by your parent/guardian for verification and faxed back (or scanned and attached) to us to receive credit.

TIPS FOR FAXED/SCANNED ASSIGNMENTS:



- ✓ The ONLY assessments that you may have to submit by fax are your pace chart and workout logs. All other assessments can be submitted or resubmitted as attachments through the [GRADEBOOK](#) link in the course.
- ✓ Your instructor's fax number and other contact information is located on the [COURSE ANNOUNCEMENTS](#) page.
- ✓ You may save your scanned files as .gif, .jpg or .bmp files – just make sure they are less than 5MB – you may need to lower the image quality. If your file is too large it will NOT upload into your course.

TIPS FOR ATTACHING YOUR ASSIGNMENTS:



- ✓ **Create a folder on the desktop of your computer to save and keep copies of all of your assignments.** We suggest you call it "Personal Fitness."
- ✓ **Do no insert any extra periods in your filenames.** (example: 2.01.rtf – please change to 2_01.rtf). The system will not upload your file if there are extra periods in your filename. We suggest you create a folder on your computer Desktop called "Personal Fitness" to save all of your work for this course.
- ✓ **To upload more than one attachment per assessment:** After uploading the first document, click "Submit" but NOT "Submit for Grading." Then go into your [GRADEBOOK](#) and upload the next document. Keep clicking just the "Submit" button until you have attached all documents and remember to click "Submit for Grading" once they are all attached.
- ✓ **Be sure to click "Submit for Grading" and "Submit."** If both of these are not checked or clicked the assessment stays in your [GRADEBOOK](#) and will not be submitted to me for grading. It will not enter the instructor [GRADEBOOK](#) and you may fall behind pace.

CHECKING YOUR PROGRESS (FOR STUDENTS & PARENTS):

The screenshot shows a course interface with a sidebar on the left containing links for Lessons, Course Information, Assessments, Gradebook, Email, Discussion Groups, Chatroom, My Friends, My Assignments, Technical Support, Announcements, Other Courses, and Logout. The main content area displays a 'Gradebook Summary' table. A red arrow points to the 'Assessments' link in the sidebar.

Assessment Title	Student Score	Gradebook Points Possible	Gradebook Points Earned	Date Submitted
1.02 Pace/Ability Warm-up	Not submitted / 100	100	0	N/A
1.03A Health Survey	75 / 75	75	75	Sat Mar 15 19:39:40 2008
1.03B Others Seeking Fitness	25 / 25	25	25	Sat Mar 15 19:40:26 2008
1.04 One Fit.Ave.Trial	85 / 100	100	85	Sat Mar 15 19:31:36 2008

HOW DO I CHECK MY GRADE? Click on the [GRADEBOOK](#) link on the left hand side of your screen. You will see a list of all of the assignments in the course and your grades. Click on individual assessments to read instructor comments and suggestions. Scroll down to the bottom of the page to see your current average in the course.

CAN I RESUBMIT WORK? You may resubmit your work through the [GRADEBOOK](#) area of the course. If you receive an unsatisfactory grade on a quiz/exam let your instructor know when you call for your next oral assessment and we can review the information with you, reset your quiz/exam, and allow you to take it a second time.

HOW LONG WILL IT TAKE TO SEE MY GRADE? Generally it will take 48 hours for your instructor to grade your work during the week - sometimes a little longer if are submitting work on the weekend or if students are turning in lots of work!

WHY IS MY GRADE SO LOW? Some parts of your exam assessments are automatically graded by the computer (multiple choice) but your essay portions have to be graded by an instructor. So if the essay portion has not been graded yet, your assessment grade and your course average will be temporarily a lot lower than you expect. Scan through your list of assignments and click on each individually to read our comments.

Student Name _____ Parent Signature _____

Week 1—Flexibility Log

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadriceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

**Remember to use the FIT principles to help you improve your flexibility.

Student Name _____ Parent Signature _____

Week 2—Flexibility Log

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadiceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

**Remember to use the FIT principles to help you improve your flexibility.

Comments:

Student Name _____ Parent Signature _____

Week 3—Flexibility Log

Flexibility	Date>>>						
		reps	time	reps	time	reps	time
Stretching exercise	Muscle worked						
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadiceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

**Remember to use the FIT principles to help you improve your flexibility.

Comments:

Student Name _____ Parent Signature _____

Week 4—Flexibility/Cardiovascular Log

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadriiceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

**Remember to use the FIT principles to help you improve your flexibility.

Target Heart Rate Zone (from lesson 4.02)	Lower Limit =	Upper Limit =
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**Make sure that you get your heart rate into this range during your workouts.

Cardiovascular	Date>>>		
Activity Selected			
Starting heart rate			
Heart rate after 5 minutes			
Heart rate after 10 minutes			
Ending heart rate			
5 minute recovery heart rate			
Length of activity (minutes)			

**Remember to use the FIT principles to help you improve your cardiovascular fitness.

Student Name _____ Parent Signature _____

Week 5—Flexibility/Cardiovascular/Muscular Log

**Remember to use the FIT principles to help you improve each area of your fitness.

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadriceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

Target Heart Rate Zone (from lesson 4.02)	Lower Limit =	Upper Limit =
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**Make sure that you get your heart rate into this range during your workouts.

Cardiovascular	Date>>>				
Activity Selected					
Starting heart rate					
Heart rate after 5 minutes					
Heart rate after 10 minutes					
Ending heart rate					
5 minute recovery heart rate					
Length of activity (minutes)					

Muscular	Date>>>						
Muscles Worked	Exercise Selected	Sets	Reps	Weight	Sets	Reps	Weight
Quadriceps							
Hamstrings							
Gastrocnemius							
Pectoralis							
Deltoids							
Trapezius							
Latisimus Dorsi							
Abdominals							
Biceps							
Triceps							

Student Name _____ Parent Signature _____

Week 6—Flexibility/Cardiovascular/Muscular Log

**Remember to use the FIT principles to help you improve each area of your fitness.

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadriceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

Target Heart Rate Zone (from lesson 4.02)	Lower Limit =	Upper Limit =
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**Make sure that you get your heart rate into this range during your workouts.

Cardiovascular	Date>>>		
Activity Selected			
Starting heart rate			
Heart rate after 5 minutes			
Heart rate after 10 minutes			
Ending heart rate			
5 minute recovery heart rate			
Length of activity (minutes)			

Muscular	Date>>>						
Muscles Worked	Exercise Selected	Sets	Reps	Weight	Sets	Reps	Weight
Quadriceps							
Hamstrings							
Gastrocnemius							
Pectoralis							
Deltoids							
Trapezius							
Latisimus Dorsi							
Abdominals							
Biceps							
Triceps							

Student Name _____ Parent Signature _____

Week 7—Flexibility/Cardiovascular/Muscular Log

**Remember to use the FIT principles to help you improve each area of your fitness.

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadriceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

Target Heart Rate Zone (from lesson 4.02)	Lower Limit =	Upper Limit =
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**Make sure that you get your heart rate into this range during your workouts.

Cardiovascular	Date>>>				
Activity Selected					
Starting heart rate					
Heart rate after 5 minutes					
Heart rate after 10 minutes					
Ending heart rate					
5 minute recovery heart rate					
Length of activity (minutes)					

Muscular	Date>>>						
Muscles Worked	Exercise Selected	Sets	Reps	Weight	Sets	Reps	Weight
Quadriceps							
Hamstrings							
Gastrocnemius							
Pectoralis							
Deltoids							
Trapezius							
Latisimus Dorsi							
Abdominals							
Biceps							
Triceps							

Student Name _____ Parent Signature _____

Week 8—Flexibility/Cardiovascular/Muscular Log

**Remember to use the FIT principles to help you improve each area of your fitness.

Flexibility	Date>>>						
Stretching exercise	Muscle worked	reps	time	reps	time	reps	time
Chest/Biceps Stretch	Pectoralis , Biceps						
Shoulder/Triceps Stretch	Deltoids, Triceps						
Upper Back & Torso Stretch	Trapezius						
Lower Back Stretch	Latisimus Dorsi						
Lying Quad Stretch	Quadriceps						
Modified Hurdler’s Stretch	Hamstrings						
Calf Stretch	Gastrocnemius						
Lying abdominal stretch	Abdominals						

Target Heart Rate Zone (from lesson 4.02)	Lower Limit =	Upper Limit =
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**Make sure that you get your heart rate into this range during your workouts.

Cardiovascular	Date>>>		
Activity Selected			
Starting heart rate			
Heart rate after 5 minutes			
Heart rate after 10 minutes			
Ending heart rate			
5 minute recovery heart rate			
Length of activity (minutes)			

Muscular	Date>>>						
Muscles Worked	Exercise Selected	Sets	Reps	Weight	Sets	Reps	Weight
Quadriceps							
Hamstrings							
Gastrocnemius							
Pectoralis							
Deltoids							
Trapezius							
Latisimus Dorsi							
Abdominals							
Biceps							
Triceps							

1.01 Personal Fitness Pace Chart

Welcome to FLVS Personal Fitness! Each week you will need to complete the lessons listed by Friday night. Do plan to dedicate about 10-15 hours per week to working on this course. You are always welcome to work ahead of this pace but please do not fall behind. Please print & sign this document, then fax it (or scan, or take a picture of it!) back to us for your very first grade in the course. Post your pace chart on your refrigerator, on your computer, on your bathroom mirror...wherever you and your parents will see it every day! As you complete assignments cross them off your pace chart until you finish your course. If you have vacation time coming up you have 2 options: Work ahead and complete your assignments prior to leaving on vacation **OR** E-mail us a few days prior to leaving and we can apply 1 or both of your floating "vacation" weeks. This will extend your final course deadline by one or two weeks.

I understand I may be withdrawn from the course with an F grade if I do not submit my required work each week. As the parent/guardian, I agree to check the course GRADEBOOK each week to see that my child has completed the work listed.

Student Name _____

Parent Signature: _____ Student Signature: _____

Week	Assignments to be completed	Total Submitted	Assignment Due Date
1	1.02, 1.03A, 1.03B, 1.04, 1.05, 1.07, 1.08, 1.09	8	
2	2.01, 2.02, 2.03, 2.04A, 2.04B, 2.05, 2.06	15	
3	3.01, 3.02A, 3.02B, 3.03, 3.04, 3.05, 3.06	22	
4	4.01, 4.02, 4.03, 4.04, 4.05A, 4.05B, 4.06	29	
5	5.01, 5.02, 5.03, 5.04, 5.05	34	
6	6.01, 6.02A, 6.02B, 6.03A, 6.03B, 6.04, 6.05	41	
7	7.01, 7.02, 7.03, 7.04, 7.05, 7.06	47	
8	8.01A, 8.01B, 8.02, 8.03 Final Exam	51	

FLVS Liability Waiver

The Personal Fitness and Fitness Lifestyle Design course offered by Florida Virtual School meets the course description and Sunshine State Standards as put forth by the Florida Department of Education. This course requires participation in vigorous physical activity intended to build students' strength and endurance through cardiovascular exercises, such as walking and running, and stretching exercises.

As with any vigorous exercise activity, the possibility of injury exists even with proper guidance and instruction. Despite this risk of injury, students who voluntarily participate in these activities expressly agree to hold Florida Virtual School, and its employees, harmless from any liability should an injury occur as a result of the performance of the exercise activities taught within the personal fitness course.

I hereby acknowledge that I have read, understood and agree with this waiver of liability.

Parent or Guardian (Print Name)

Parent or Guardian (Signature)

Date

Student (Print Name)

Student (Signature)

Date

Please be sure to sign BEFORE you fax or scan this document and submit for a grade.