Read through the directions before completing each Fitness Assessment. Remember to print off your assignment sheet so you can record your scores. You will be transferring your scores to the computer to submit for grading.

**Before completing these assessments, be sure that you have warmed up properly. Neglecting a warm-up can lead to muscle pulls, strains, or other unnecessary injuries. Warm muscles are more flexible and less prone to injury. A proper warm-up can include walking or light jogging and some light stretching.**

**Sit & Reach Procedures:**

- **NEEDED:**
  - 12” box
  - Measuring tape or yardstick

1. Remove your shoes and sit on the floor with your feet against a box or flat object. A box measuring 12 inches tall is highly encouraged.
2. Place a yardstick or tape measure on the box or floor in between your feet with the 0 mark toward your body and the 9 inch mark placed at toe level.
3. Keep your right leg straight with your foot flat against the box.
4. Bend your left leg until you can place your foot flat on the floor about 2-3 inches to the side of your right knee.
5. With the palms down, place one hand on top of the other.
6. When you are ready, bend forward and reach your fingers along the measuring tape towards your toes as far as you can. Make sure you do not bounce or jerk.
7. Note the closest half inch you are able to reach on the measuring tape. For example, if you cannot reach all the way to your toes and can only reach the 6 ½ inch mark, you will record “6.5 inches” as your score. If you can reach all the way to the 10 inch mark, you will record “10 inches”.
8. If you have a partner, they should note your score for you. Record your score for the right leg.
9. Switch legs and complete the test again. Record your distance for that leg.
Trunk Lift Procedures:

- **NEEDED:**
  - Measuring tape or yardstick

1. Lay face down on the floor with your toes pointed and your hands placed under your thighs.
2. Turn your head so your nose is touching the floor.
3. Looking directly at the floor in front of you, slowly raise your upper body off the floor.
4. Your partner assisting you will hold a measuring tape or ruler next to your head. The distance your chin comes off the floor will be measured.
5. Hold your head and upper body off the floor until your score is noted.
6. Record your score.
Partial Curl-up Procedures:

- **NEEDED:**
  - Cadence Timer (available in the course)
  - Measuring strip 4.5" wide

1. Lie flat on your back on a soft surface.
2. Bend your knees so your feet are flat on the floor. Move your feet so they are about 12 inches from your buttocks.
3. Place the palms of your hands on the floor to either side of your body.
4. Place your measuring strip so that your fingertips are touching one end.
5. When the timer begins, contract your abdominal muscles to lift your upper body off the floor until your hands slide across to the other side of the strip.
6. After you have touched the opposite side of the strip, lower your body back down until your head touches the floor.
7. Continue doing curl-ups until you can no longer keep pace with the timer.
8. Once you fail to stay on pace with the timer, note and record your score.
**Fitness Assessment Instructions**

**Push-up Procedures:**
- **NEEDED:**
  - Cadence Timer (available in the course)

1. Lay face down on the floor. Raise your body off the floor so your hands are flat on the floor and directly under your shoulders.
2. Move your feet so you’re on your toes and make sure your legs are straight.
3. Lower your body by bending the elbows until the upper arm is parallel with the floor. Your arms will be bent at a 90-degree angle.
4. Push yourself back up until your arms are straight as they were in the starting position.
5. Continue doing push-ups until you can no longer keep pace with the timer.
6. Once you fail to stay on pace with the timer, note and record your score.

**The following are tips to help you complete correct push-ups, and avoid injury:**
- The body should form a straight line from head to foot.
- The chin should be tucked and in line with the rest of your body—not looking up or at your toes.
- Don’t drop your hips.
- Don’t bend at the waist.
- Keep abdominals tight.
Mile Run/Walk Procedures:
- **NEEDED:**
  - Stopwatch
  - One mile course

1. Measure out a one-mile distance. This can be done by using a track, driving one mile in a car to measure the distance, using a GPS program, or using another premeasured route.
   
   *If using a track, note the conversion rates below.*
   
   - On a 400-meter track 1 mile = 4 laps + 9 meters
   - On a 440-yard track 1 mile = 4 laps

2. Be sure to warm up properly. A warm-up may include walking or light jogging. You may also wish to include some light stretching.

3. Use a stopwatch or watch with minutes and seconds. Begin timing as you begin your run. If you have a partner available to help you, have him/her time your run for you.

4. Record the time you complete the one-mile run.

5. You will be using the link within the course, along with your mile run time to calculate your Aerobic Capacity.

**The following are tips to help you do your best on the Mile Run/Walk test:**
- Run/walk as quickly as you can, without pushing yourself to the point of exhaustion.
- Be sure to pace yourself. You can alternate running and walking if needed.
- If you have been previously inactive, you may wish to only walk.
Fitness Assessment Instructions

Body Fat Test:

- NEEDED:
  - Bathroom scale

1. Weigh yourself
2. Follow instructions on the *Analyzing Fitness Scores* document to find your BMI.