

Washington State University - University Recreation  
**Fitness Instructor Training (FIT)**  
Spring 2019 Syllabus

**University Recreation Staff:**

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**Course Description:** This training is required to work for University Recreation (UREC) and prepares prospective instructors for taking the ACE or AFAA group fitness instructor certification exam. This course is the first step to becoming a UREC Group Fitness Instructor (GFI) and will focus on basic knowledge and teaching. Attendance is required throughout the six weeks of lecture and practical experience, along with regular participation in one fitness class. After these six weeks, students will complete an additional six weeks of shadowing and apprenticeship. Students must complete a successful audition before employment at UREC. The course will be 12 weeks in total.

**Course Format:** FIT is scheduled on Mondays & Wednesdays from 3:30-5:00 p.m. for the first six weeks. Monday's lectures will meet at the Student Recreation Center (SRC) Classroom (Room 144), while Wednesday's hands-on practical experience sessions will meet in various fitness rooms.

**General Course Requirements & Expectations:** We will provide a manual and workbook, which we expect students to bring to class. We also expect students to come prepared.

Class attendance is **required**; we will take attendance in every class. Make up for missed classes, assignments, and quizzes is allowed for documented family/medical emergency or pre-approved travel, provided that students notify us at least 24 hours in advance. Missed assignments and quizzes without prior approval will not be rescheduled and therefore will receive no credit.

You must arrive on time and remain in class for the entire session. If you need to leave early, you must notify us at least 24 hours in advance. Being tardy persistently or leaving early is equivalent to an absence and the student will receive no credit for that day.

**Student Evaluation:** This class is Pass/Fail. You must receive a Pass (75%) during the initial six weeks before continuing to the shadowing and apprenticeship portion. There are 1000 points in total:

- Attendance = 300 points (25 points per day x 12)
- Assignments = 500 points
  - Journals = 150 points (30 points per entry x 5)
  - Instructor Observation = 150 points (50 points each x 3)
  - Scope of Practice = 25 points
  - FITT and ACSM Guidelines Application = 75 points
  - Muscles, Movement, and Cueing worksheet = 50 points
  - ASSIGNED Format Reflection = 50 points
- Week 5 Quiz = 20 points
- Lecture Final Exam = 100 points
- Practical Experience Final = 80 points

**Grading Distribution:**

PASS: 750-1000 points (75-100%)

Fail: 0-749 points (0-74%)



# Fitness Instructor Training (FIT) Course Calendar

Class Time: 3:30-5:00 p.m.	MONDAY: Lecture	WEDNESDAY: Practical Experience
<u>WEEK 1</u> <b>Introduction to Group Fitness</b>  <b>Focus:</b> Expectations, Roles, Scope of Practice, Fitness Components, Cueing	<i>January 14, 2019</i>  <ul style="list-style-type: none"> <li>• Read Manual, p. 1-5, 15-17, 30-32</li> </ul>	<i>January 16, 2019</i>  <ul style="list-style-type: none"> <li>• Check Spring 2019 Session 1 class schedules and choose 3 formats you would be interested in shadowing/teaching (excluding Body Pump, Pole Fit, and Zumba)</li> <li>• Review observation worksheets</li> </ul>
<b><u>NO CLASSES THIS WEEK!</u></b> <i>(Martin Luther King, Jr. Day)</i>	<i>January 21, 2019</i>	<i>January 23, 2019</i>  <ul style="list-style-type: none"> <li>• Read Manual, p. 6-13</li> <li>• Finish Week 1 Journal</li> <li>• Complete Scope of Practice worksheet</li> </ul>
<u>WEEK 2</u> <b>Exercise Physiology &amp; Practical Anatomy for the GFI</b>  <b>Focus:</b> Exercise Physiology, Human Anatomy, Movement	<i>January 28, 2019</i>  <ul style="list-style-type: none"> <li>• Finish Week 2 Journal</li> <li>• Read Manual, p. 14, 18-29</li> </ul>	<i>January 30, 2019</i>  <ul style="list-style-type: none"> <li>• <i>This week:</i> Begin observing one format from Top 3 (to be ASSIGNED <i>in class</i>; we expect students to regularly attend this class up to Week 6 or beyond)</li> </ul>
<u>WEEK 3</u> <b>Class Planning &amp; Programming</b>  <b>Focus:</b> Class Structure, Levels of Intensity, Safety, Music	<i>February 4, 2019</i>  <ul style="list-style-type: none"> <li>• <i>In class:</i> Muscle Identification Practice</li> <li>• Finish Week 3 Journal</li> <li>• Review Manual, p. 33-35</li> </ul>	<i>February 6, 2019</i>  <ul style="list-style-type: none"> <li>• Attend FAMILIAR format and complete observation worksheet</li> </ul>
<u>WEEK 4</u> <b>Motivation &amp; Adherence; Special Populations</b>  <b>Focus:</b> Motivation, Exercise Barriers, Exercise Considerations, Risk Management	<i>February 11, 2019</i>  <ul style="list-style-type: none"> <li>• Finish Week 4 Journal</li> </ul>	<i>February 13, 2019</i>  <ul style="list-style-type: none"> <li>• Attend an UNFAMILIAR format and complete observation worksheet</li> </ul>
<b><u>NO CLASSES THIS WEEK!</u></b> <i>(Presidents Day)</i>	<i>February 18, 2019</i>	<i>February 20, 2019</i>  <ul style="list-style-type: none"> <li>• Finish Week 5 Journal</li> <li>• Complete FITT and ACSM Guidelines Application worksheet</li> <li>• Attend a BODYPUMP class and complete observation worksheet</li> </ul>

<p><b>WEEK 5</b> <b>Final Exam Review</b></p> <p><b>Focus:</b> *Clarify and review course materials *Answer questions</p>	<p><i>February 25, 2019</i></p> <ul style="list-style-type: none"> <li>• <i>In class:</i> QUIZ</li> <li>• Complete Muscles, Movements, and Cueing worksheet</li> </ul>	<p><i>February 27, 2019</i></p> <ul style="list-style-type: none"> <li>• Complete ASSIGNED Format Reflection</li> </ul>
<p><b>WEEK 6</b> <b>Final Exams</b></p> <p><b>Focus:</b> *Take finals *Discuss next steps regarding shadow/mentorship process and employment</p>	<p><i>March 4, 2019</i></p> <p><i>In class:</i> Lecture final exam</p>	<p><i>March 6, 2019</i></p> <p><i>In class:</i> Practical Experience final (students will teach a portion of a class)</p>

<p><b>WEEK 7-12</b> <b>Shadowing and Apprenticeship</b></p> <p><b>Focus:</b> Students will shadow a well-established instructor in the format they would be teaching.</p> <p><i>*It is up to you to communicate with your mentor and manage your time during this stage.</i></p>	<p><i>March 10-April 20, 2019</i></p> <p>Weeks 7-9: Shadow and participate in class Week 10: Begin teaching alongside instructor Week 11-12: Lead some sections of class</p> <ul style="list-style-type: none"> <li>• Practice, practice, practice!!!</li> <li>• Schedule an audition (for the format that you shadowed) <ul style="list-style-type: none"> <li>✓ You can complete your audition during Dead Week (April 21-27) or Finals Week (April 28-May 3)</li> <li>✓ Keep in mind that you should schedule this audition at least one full week in advance.</li> </ul> </li> <li>• Use Audition Workout Worksheet to help structure your audition</li> </ul>	
<p><b>AFTER FIT</b> <b>Upon completion of a successful audition...</b></p>	<p>Students will need to:</p> <ul style="list-style-type: none"> <li>• Complete payroll <ul style="list-style-type: none"> <li>○ To get on payroll, prospective employees must bring: <ul style="list-style-type: none"> <li>✓ Valid, non-expired US Passport (must be original, not copied), <i>OR</i></li> <li>✓ A state-issued driver's license/ID, WSU ID card, or military ID/Dependent ID Card <u>AND</u> their birth certificate or social security card</li> </ul> </li> </ul> </li> <li>• Attend a UREC CPR &amp; First Aid class (usually 10am-6pm, Dates TBA)</li> <li>• Complete UREC New Employee Orientation and Risk Management, Safety, and Inclusive Language Modules</li> </ul>	
<p><b>AFTER FIT</b> <b>If student is unsuccessful with their audition...</b></p>	<p>They will need to:</p> <ul style="list-style-type: none"> <li>• Reflect on their performance</li> <li>• Practice more</li> <li>• Reschedule audition at a later date</li> </ul>	