



CITY OF KETTERING

PARKS, RECREATION AND CULTURAL ARTS DEPARTMENT

Orientation Packet

Fitness Center Individual Goal Sheet

Specific Fitness/Daily Life Goals and Concerns:

Short Term: _____

Long Term: _____

Available Workout Time/Time Restrictions: _____

Exercise Restrictions or Dislikes: _____

Medications/Affects of Medications: _____

Signature _____ **Date** _____

Witness Signature _____ **Date** _____

Elements of Fitness

1. **Cardiovascular Endurance:** The ability of the body to use energy and oxygen to perform exercises using large muscle groups for an extended period of time.
*Improved with aerobic exercises, such as walking, running, stair climbing, swimming, etc...
2. **Muscular Strength:** The maximum amount of force generated by a muscle or muscle group.
*Improved with strength training
3. **Muscular Endurance:** The ability of a muscle or muscle group to contract for an optimal amount of repetitions.
*Improved with strength training
4. **Body Composition:** The percentage of the body that is composed of muscle, as compared to the percentage of the body that is composed of fat.
*Improved with a combination of cardiovascular exercise, strength exercise, and good nutritional habits
5. **Flexibility:** The range of motion possible through a joint or group of joints.
*Improved with full range of motion strength training and with stretching

Workout Overview:

Beginner/Intermediate/Advanced

Regimen Options:

- A. Cardiovascular and Strength Training Combined
- B. Strength Training Only
- C. Cardiovascular Only

Workout Order (What should I do for a safe workout?)

#1 Warm Up: 3 to 5 minutes of light, low impact aerobic activity

An aerobic activity is any light, rhythmic, continuous exercise that uses large muscle groups for an extended period of time.

*Recommended as a pre-workout and/or pre-athletic event activity

*Raises heart rate and temperature and decreases risk of injury
(e.g.: muscle strains and pulls)

*Examples: Walking, Swimming, Stairclimbing, Cross Country Skiing, Aerobic Dance, Rowing, etc...

#2 Cardiovascular (Aerobic) Workout

***Examples of these are the same as warm up activities, but they are done for 20-60 minutes, within training heart rate zone.**

A. How often should I work out? (Frequency)

*3 to 5 cardiovascular workouts per week

B. How hard should I work? (Intensity)

1. Option #1: Overall guide should be **RPE (Rating of Perceived Exertion)** or, How hard do I feel I am working?

0 Nothing at all

0.5 Very, very weak

1 Very weak

2 Weak

3 Moderate

4 Somewhat strong

5 Strong

6

7 Very strong

8

9

10 Very, very strong

Maximal

*Most should stay between **3-5** on the RPE scale

2. Option #2: Training Heart Rate Zone

- a. Why do I use my heart rate to decide how hard to work?
*The harder the work, the faster the heart beats; so heart rate reveals work level
- b. How do I check my heart rate?
*You can check your heart rate at your wrist (radial artery) or at your neck (carotid artery)
- c. What should my heart rate be when I workout?
*You need to work in a safe zone, called your **training heart rate**, or **THR**. Exercising at your maximum heart rate could be dangerous
- d. How do I determine my training heart rate?

Step #1 $220 - \frac{\quad}{(AGE)} = \text{Theoretical Maximal Heart Rate}$

Step #2 $\frac{\quad}{(TMHR)} - \frac{\quad}{(\text{Resting Heart Rate} - RHR)} = \frac{\quad}{(\text{Cardiac Reserve} - CR)}$

Step #3 $\frac{\quad}{(CR)} \times .65 + \frac{\quad}{(RHR)} = \frac{\quad}{(\text{Low-end Target Heart Rate zone})}$

Setp #4 $\frac{\quad}{(CR)} \times .85 + \frac{\quad}{(RHR)} = \frac{\quad}{(\text{High-end Target Heart Rate zone})}$

- d. What do I do now?
Work out hard enough to get your heart rate over 153 beats per minute, but not so hard that your heart rate goes over 180 beats

C. How long should my workout last?

1. If you have not worked out for a while, start with a short workout at an easy pace
2. Gradually increase workout time and intensity, at least 20 minutes, but less than 60 minutes
3. Less than 20 minutes won't increase "quality of health"; more than 60 increases chance of injury
4. Key words: **Progression, Variety, and Consistency**

#3 Strength Training

A. Exactly how should I lift weights? (Principles of Strength Training)

1. Lift the weight all the way up; let it go all the way back down (**Full Range of Motion**)
2. Do a little more work than the last time (**Overload**)
 - a. Lift the same weight more times (**Repetitions**)
 - b. Lift a little more weight (**Progression**)
 - c. Lift the weight until it can't be lifted again (**Momentary Muscular Failure**)
3. Lift the weight slowly and smoothly (**Controlled Movement Speed**)
4. Do exercises for all parts of the body (**Muscle Balance**)
5. Rest; lift weights only every other day (**Rebuilding Time**)
6. Lift enough weight so you struggle at the end (**Near Maximal Resistance**)
7. Key Words: **Progression, Variety, Consistency**

D. How is my workout set up?

1. Start with exercises for the large muscle groups (legs, torso, etc.)
2. End with exercises for smaller muscle groups (arms, forearms)
3. Range of repetitions should be 8-15 per set
4. Increase weight when 15 reps can be completed
5. Workout should be over in 20 to 30 minutes
6. Lift two to three times per week, every other day

C. Workout Consultation

1. Check with a staff member every other week about your workouts
2. If weights are too heavy, consult with a staff member and they will re-write your workout
3. You should change your workouts at least once every month

#4 Cool Down & Stretching

- A. Light, aerobic activity to lower heart rate and body temperature, movement keeps blood flowing and prevents dizziness
- B. Keep moving until heart rate is around 100 beats per minute
- C. Stretch slowly and smoothly to maintain full range of motion; don't bounce when you stretch

Benefits:

The following improvements will occur in 8-12 weeks if workouts are done correctly and with consistency:

- *Lower resting heart rate and more blood pumped during each beat
- *Body pulls more oxygen from the blood
- *Lower blood pressure, cholesterol levels, and risk of heart attack
- *Increased strength
- *Muscle protects body from injuries
- *More muscle burns more calories, so it will help maintain weight loss
- *Feel great and look great

Commonly Asked Questions:

- 1. I've always heard you have to workout a couple of hours a day every day to get good results. Is that true?**

Answer: No. You can get great results with one hour workouts 3 times per week.

- 2. As a woman I'm afraid that if I lift weights I will get huge. Will that happen?**

Answer: Not likely. Size is almost totally dependent on genetics, which are determined by your parents. Most women cannot achieve great size, no matter how hard they work.

- 3. I want to lose 50 pounds. Is that possible?**

Answer: It may be possible, but you have to be realistic. You should be concerned about how you are put together, not how much you weigh. If your body composition indicates you can lose 50 pounds, it could happen with proper eating habits and exercise.

- 4. If I quit working out, will all my muscle turn to fat?**

Answer: No. If you quit working out, your muscle will get smaller, but it will not turn to fat. Fat and muscle are two separate things. If you stop working out and keep eating the same amount, your fat stores will increase, which is usually why people think their muscle turns to fat.

5. If I do a lot of situps/crunches, will I get rid of the fat around my stomach?

Answer: No. You cannot spot reduce by doing exercises for that area. You can increase the muscle in that area as you work out. However, if you lose fat, it is lost all over your body, not just in one spot.

6. Should I be using supplements?

Answer: Other than a multiple vitamin, supplements are not usually recommended, unless prescribed by a physician. Instead, it is recommended that you follow a balanced diet approach in caloric and nutritional levels.

7. What about the numerous gimmicks I see on television? Which of them are good to use?

Answer: Remember, there is no easy way to good fitness. Following a consistent nutrition and exercise program is the best way to obtain long lasting results.

Questions and Concerns



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Physician's Statement and Clearance Form

Information requested for: _____

1. Please confirm that the above individual has your medical approval to participate in an exercise program at the Kettering Recreation Complex by checking the statement below that best reflects your wishes.

() I concur with my patient's participation, if he or she restricts activities. Please explain restrictions in question 2 below.

() I do not concur with my patient's participation in this program. (If checked, the individual will not be accepted).

Reason: _____

() Other

Please explain: _____

2. If the patient needs to follow any specific guidelines or has any other limitations, please describe in the space provided below:

3. If the patient does not have your clearance, please describe specific steps needed to obtain clearance (if possible).

(Physician's signature/date)

If you have any questions, please call Jerry Finley, Fitness/Wellness Supervisor at 499-2575.

Please complete this form and either mail or fax to:

Jerry Finley
Kettering Recreation Complex
2900 Glengarry Dr.
Kettering, Ohio 45420
Fax: (937) 296-3297

Training Heart Rate Chart

