

PHED 206 Sample Syllabus (AY 2018)

I. General Course Information

This is the first course in the Health Fitness AA and Personal Training certification course sequence. The information in this course is the basis for the personal training profession. Students must earn a "C" or better to advance to PHED 230 and 237. There is an assumption that all students are familiar with basic concepts of exercise as well as, the cardiorespiratory and strength equipment in the Montgomery College Fitness Centers.

This academic course is rigorous and contains both online and in-person work. Students will participate in all class meetings, read all assigned readings, and should be prepared to complete both in-class and online work weekly.

Covers fundamental principles of health-related fitness. Students develop individualized programs, acquire knowledge of relevant concepts and techniques, assess fitness status, utilize a variety of fitness equipment, and participate in physical activities to promote an understanding of the value of exercise and encourage permanent lifestyle change. Note: Successful completion of course prepares student to sit for multiple national fitness certifications.

***PREREQUISITE:** A grade of C or better in MATH 080, appropriate score on the mathematics placement test or consent of department.

***Assessment levels:** ENGL 101/101A, READ 120

***Students are responsible for ensuring that they meet the requirements for this course.**

III. Common Course Student Learning Outcomes

By the end of the semester, the student will:

- Identify health objectives from **Healthy People 2020** and demonstrate an awareness of the relationship between personal health and community/national well-being.
- Identify the components of wellness and demonstrate knowledge about the combined contribution of these components to overall wellness.
- Define hypokinetic disease and assess their lifestyle in order to identify and consider changes from behaviors contrary to optimal wellness to those that promote increased activity.
- Define and explain the importance of the health-related and skill-related components of fitness.
- Demonstrate safe and effective techniques with a variety of equipment designed to enhance CR fitness exercise, including developing a personalized CR fitness program.
- Identify the short and long term effects derived from participation in exercises, including changes to the cardiorespiratory system, muscles and bones
- Assess their current fitness level, develop and evaluate a fitness program designed to improve their cardiorespiratory and muscular fitness levels.

- Demonstrate a basic understanding of human energy systems and the body's utilization of its energy sources under varying conditions.
- Analyze current dietary habits and identify ways to improve their eating habits to promote optimal wellness
- Acquire an understanding of the role of motivation in the lifelong commitment to a positive lifestyle, and will demonstrate knowledge of the means to maintaining motivation in their personal program towards optimal wellness

IV. **Textbooks and Supplies**

Required Text and Supplies:

Textbook:

American College of Sports Medicine (2017). *ACSM'S Resources for the Personal Trainer (5th Edition)*. Philadelphia, PA: Lippincott, Williams & Wilkins
ISBN# 9781496322890

Materials/Supplies:

PrepU for *Resources for the Personal Trainer*. ISBN -978-1-4963-8207-8-
<https://shop.lww.com/PrepU-for-ACSM-s-Resources-for-the-Personal-Trainer/p/9781496382078>

Supplies:

Montgomery College Student Handbook -
<http://cms.montgomerycollege.edu/edu/secondary5.aspx?urlid=55>

Access to the PHED 206 Course website -

1. Login to <http://www.montgomerycollege.edu>
2. Click on the button at the top of the page.
3. Log into My MC with your user name and password.
4. In the upper right hand corner, click on the "Blackboard" tab
5. This will automatically log you into Blackboard. Look for the PHED 206 class and click on this tab.

Various course materials, syllabus, assignments and other course information will be posted here.
Students are responsible for checking and participating in the site on a weekly basis.

V. **Course Requirements:**

General

In order for students to be successful in this course they will need to prepare for each class by completing the assigned readings, completing all assignments (including online course work,

labs, papers and projects) by the appropriate due dates and coming to classes prepared to participate in all activities.

Attendance is a mandatory part of the course. Excessive absences (defined below) will result in automatic failure of the course.

Orientation Module- Mandatory completion

Course Grade

Assignments	500 points
In-Class Assignments-	50 points
Career Assignment-	15 points
Muscle Assignment-	20 points
e-Portfolio and Academic Plan-	50 points
Certification Quiz-	10 points
My Plate Assignment	-15 points
1.5 Mile Assessment-	15 points
Desired Body Weight Assignment	-15 points
Risk Stratification Assignments-	10 points
Prep U Chapter Assignments-	300 points
<i>Prep U Extra Credit-</i>	<i>up to 50 points EXTRA CREDIT</i>
Lab Reports	200 points (8x25 points each)
Tests	300 points
TOTAL POINTS	1,000 points

Standards

Final grades will be determined by total points accumulated through assignments, participation and tests. The final points necessary for a given letter grade will be based upon the following percentage scale:

- 90% of total possible points = A
- 80% of total possible points = B
- 70% of total possible points = C
- 60% of total possible points = D
- Less than 60% of total possible points = F

NOTE:

Course Orientation: This course includes a mandatory orientation module with three specific tasks. Students must complete these tasks to gain access to the rest of the course (graded assignments). Students who do not complete orientation (three specific tasks) and miss assignment deadlines cannot make up the missed work.

Degree Advancement: Students must earn a grade of ‘C’ or better in the course to advance in the Health/Fitness Degree Program.

Classwork/Assignments:

Throughout the semester students will complete various assignments See the “Course Schedule” for due Dates. Specific details for each assignment can be found in Bb.

- **In-Class Assignments- (50 points)** Each class period, in-class assignments will be completed. Assignments will be given in the first 5 minutes of the class period. Students

who arrive late to class and miss the assignment will earn zero points for the missed work.

- **Career Assignment- (15 points)** This assignment is to explore the career of Personal Training through research via online resources. The submitted work is a written assignment about needed job skills and career options.
- **Muscle Identification Assignment-(20 points)** This assignment is to identify the major muscle groups of the body and their planes of movement.
- **EPortfolio and Academic Plan- (50 points)** This includes three separate assignments with multiple tasks in each assignment. Students will design a professional portfolio and create a personal academic plan. Part of the assignment requirement includes meeting with a HLTH/PHED Department academic advisor. The assignment is mandatory.
- **Prep U Chapter Assignments- (300 points- 15 points x 20 chapters)** This computer program is designed to help you learn the information from the text book and prepare for the ACSM's Personal Trainer Certification

Lab Reports (200 points- 8 labs x 25 points each):

- Throughout the semester each student will complete labs. The assessments in these labs are designed to measure your current fitness level and give you an opportunity to practice exercise program design. Lab assessment dates are included in the course and lab reports will be written for application of course material.

- Lab Reports

Part I Labs

- Lab 1: Resting Measures and Body Composition
- Lab 2: Fitness Assessments-Muscle Fitness, Cardiorespiratory Fitness, Flexibility, Functional Movement Screen

Part II Labs (Note: Completion of Part 1 is mandatory to earn credit for Part 2)

- Lab 3: Exercise Program Design

- Part I Labs: Data collection for Lab 1 Reports will occur during scheduled class meetings. Attendance is a mandatory part of the course. Students are responsible for reading the lab documents prior to class, printing and bringing a paper copy of all lab documents to class on data collection dates, completing the pre-lab (protocol) quiz, and be dressed in appropriate exercise attire. All lab assessments and their appropriate protocols can be found on the BB site in the assigned course modules. *It is your responsibility to print them out and bring them with you to class on assigned lab days.*

- Lab Format

Specific instructions for writing lab reports can be found in Bb, Course Content, Lab Report Documents.

- **Part I – Fitness Assessment Lab Report:** The Fitness Assessment data collection will be completed in class on scheduled lab days. Summary and analysis of the collected data will be completed outside of class and submitted by

the due date (see course schedule) as a lab report. For the labs with two parts- Part I will be graded and returned to students before the Part II due date.

- **Part II - Program Design:** Students will design an appropriate exercise program (2 week daily schedule) based on the results of Part I of the lab assessment. Students must submit Part I by the due date to be eligible to submit Part II of the lab. Students must all apply this exercise program in their own personal exercise routine and provide feedback as part of the lab.
- Lab work must be submitted using the Drop Box in Blackboard (see course schedule).
- Lab grades will be based on correctly following the Lab Report Formats as well as correctly completing the lab calculations and answering the lab questions. See the “Lab Report Formatting Instructions” and the “*Writing Guidelines in Health and PE classes*” handouts for instructions on formatting the lab reports. They can be found on the BB site under “Lab Reports”.
- The due dates for each lab can be found on the course schedule. **No assignments will be accepted late.**
- Attendance at lab data collection sessions is mandatory. Students who miss the lab portion of the class will not be able to make up those lab assignments and will earn zero points on the lab (both Part 1 and Part 2). On lab days, students are expected to come on-time and prepared for the labs. This means dressed for activity with a copy of all needed printed material including the lab procedures and data sheets. Students who do not meet these requirements may not be allowed to stay for the lab and will earn zero points for Part 1 and 2 of that assigned lab.

Online Course Assignments (65 points)

There are multiple online assignments that will be completed during the semester. These assignments are designed to help students gain a better understanding of the course material and demonstrate their critical thinking skills. The assignments, instructions for submission and due dates can be found on the BB site. These assignments are worth 15 credits each, with the exception of 1.5 Mile Run/Walk at 20 credits.

-  Certification Quiz (10 points)
-  Risk Stratification Assignment (10 points)
-  1.5 Mile Run/Walk Assignment (15 points)
-  My Plate Assignment (15 points)
-  Desired Body Weight Assignment (15 points)

PREP U (300 points = 20 Chapters x 15 points each)

PrepU is a program designed to prepare students to take the ACSM Personal Trainer Certification Exam. Students will complete assignments (answer multiple choice questions) for each chapter of the course.

To access PrepU, students must purchase the access (material) and use the information provided in Bb to register for this specific course. Information concerning the access and use of the PREP U program is located on the course site in Blackboard and below.

Chapter assignments will be included for each chapter of the course. The assignment has no time limit, but must be finished before the deadline to earn credit.

In addition to the chapter assignments, students are encouraged to use the program domains in PrepU to self assess and determine understanding of the course material and readiness to take the certification exam and final exam of the course. This is accomplished by using the Domains and quizzing. This is a non-graded portion of the class, but students can earn extra credit by completing this work.

ACSM has divided the knowledge needed to be a Personal Trainer into four domains.

- Domain I: Initial Client Consultation and Assessment
- Domain II: Exercise Programming and Implementation
- Domain III: Exercise Leadership and Client Education
- Domain IV: Legal, Professional, Business, and Marketing

These domain will use information from multiple chapters and are designed to quiz you in these domain and based on your answers being correct will give you information where to find the correct answer in the textbook. You have multiple attempts in each quiz. It is suggested that you set each attempt at 20 questions. Each attempt will have different questions based on your level of mastery.

PrepU Extra Credit Scale:

- 10 points per mastery level (level 1 = 10 points extra credit, level 2=20 points, etc.),
- Mastery levels were averaged across all 4 domains for the extra credit points.

Tests (300 points)

There are 2 tests in this course, Midterm Exam (100 points) and cumulative final exam (200 points). The tests will consist of multiple choice, true/false, short answer, and essay questions. Tests will cover all of the material that is presented in class and assigned from the text. Tests will be on-line through Blackboard and PrepU according to the course schedule. The midterm will be completed outside of class and the Final will be in class. In case of an emergency, you must contact the professor within 24 hours of the exam and may be asked to provide proof of the emergency in order to take the exam. All hand-written notes will be allowed for reference during the final exam.

Late Policy

Work will NOT be accepted after the day it is due. Deadlines and due dates are not negotiable. This applies to in-class activities, labs, and long-term assignments. **Assignments will be considered LATE if they are not submitted prior to the Bb deadline and/or in the instructor's hands by the time the class period begins on the day they are due.** Therefore, if you are ill or have a conflict with class, you should e-mail your assignment or drop it off BEFORE class begins and before online deadlines. If you are working on an assignment in class that was already due, you will not receive credit for the assignment, and may be asked to leave the class.

If a student forgets an assignment, leaves it in the car, has a printer problem, or any other excuse, he or she MAY turn in the assignment (by the blackboard or in-person) up until MIDNIGHT on the due date with 50% of the points AUTOMATICALLY deducted before the grading process even begins. Any work turned in after midnight on the due date will automatically receive a zero.

In addition to the emailed copy, a hard copy needs to be submitted prior to the next class. Failure to submit the hard copy will result in a zero. Email your instructor for questions about how to submit late work.

Therefore, stay aware of the syllabus and class announcements for due dates, and do not be late to class.

Suggestion: When sending an email to your professor, save a copy of the email to your “sent” mailbox.

The following link contains information concerning the following

Important Links for Students <http://cms.montgomerycollege.edu/mcsyllabus/>

These areas are included under the link

- **Academic calendar**
When is Spring break? When are midterm exams? When does the Spring semester begin?
- **ADA Information and Compliance**
- **Alert Montgomery System**
Sign up for Alert Montgomery the official emergency communications service for Montgomery County, MD. During a major crisis, emergency or severe weather event, Montgomery County officials can send event updates, warnings and instructions directly to you on any of your devices.
- **Code of Conduct**
If you have questions regarding behavioral expectations.
- **Counseling & Advising**
Academic advising and short term counseling.
- **Disability Support Services**
If you are requesting a reasonable accommodation related to a disability.
- **Forms**
Graduation, involuntary withdraw, change of major, appeals.
- **Learning Centers and Academic Support Centers**
If you are a student who would benefit from tutoring and/or support in reading, writing languages, mathematics, Science, and Technology.
- **Safety, Security, & Emergency Operations Plan**
Contacts for security offices, Emergency guidelines & procedures, evacuations, Montgomery College Alert, Emergency Guidelines for Individuals with Disabilities
- **Sexual Harassment or Discrimination**
Office of Equity and Diversity.

Academic Honesty

Academic dishonesty can result in an "F" on the assignment or quiz, or "F" in the course. Cheating, plagiarizing or otherwise not following the Student Code of Conduct can result in severe sanctions for the student. Sanctions for non-academic misconduct and more serious academic dishonesty can include probation, suspension, or dismissal. Student disciplinary records are maintained in the Office of the Dean of Student Development and are kept for five years. They will be disclosed only in accordance with applicable federal and state law. Additionally, the course will use SafeAssign (Bb assignment submissions) to check for plagiarism.

Last of all, students are expected to submit original work for the course. Submitting work from a previous semester or previous course (even if it is your own work) is considered plagiarism.

VII. Collegewide Policies and Procedures

Attendance

Attendance at each class period is mandatory. Students are expected to attend class and to be on time. Graded assignments might be completed at the beginning of each class. Thus, excessive absences or lateness will affect final grades.

Note: The course does not include excused absences. Documentation for absence can only be applied to missed assignments (lab data collection cannot be made-up).

Students who have excessive absences, as defined in the Student Handbook, will automatically FAIL the course.

- For course sections which meet once per week, automatic failure of the course will occur on the **THIRD** absence (maximum of two absences permitted).
- For course sections which meet twice per week, automatic failure of the course will occur on the **FOURTH** absence (maximum of three absences permitted).
- For course sections which meet three times per week, automatic failure of the course will occur on the **FIFTH** absence (maximum of four absences permitted).

The instructor reserves the right to drop them from the course. However, if the student decides that they no longer want to participate in the course withdrawal by the appropriate “drop” date is ultimately the responsibility of the student.

This course does not include excused absences. If you miss a class period lab data collection date or sample PT session, you cannot make up the work. For assignment deadlines (does not apply to in-class lab work), if you experience a documented emergency, you may be considered for an extension of the deadline by emailing your professor within 24 hours of the deadline and providing proof (documentation) in the email.

Participation

PHED 206 is a professional major’s class. Students are expected to act on a professional level this includes; class attendance, dress and class behavior. Attendance will be recorded each class period, students are expected to arrive on time and prepared for the class’s scheduled activities. Students who miss class, arrive late or leave early and cannot complete scheduled class assignments will lose points on these assignments.

*** Throughout the semester the class will be meeting to complete assessments of physical fitness; students must be dressed in appropriate workout attire to participate in these class activities. Students who are not dressed in appropriate workout attire will not be permitted to participate in class and will not be allowed to make up the assigned work. Appropriate workout attire includes proper athletic footwear and comfortable athletic clothing. Jeans and hiking boots are not appropriate attire.

Students are expected to arrive to class in appropriate workout attire. If need, the Locker Rooms may be used to change clothes. Do NOT change clothes in the classroom OR change clothes after class has started.

Starting on the second day of class, students should arrive to class in appropriate workout attire.

Communication

Student e-mail (montgomerycollege.edu) is an official means of communication for the College. It is expected that you check your student e-mail regularly and frequently, as you are responsible for information that will be sent to you from the College. If you contact me through e-mail, you must use the Blackboard or your student MC e-mail account.

IMPORTANT: E-mails do not express tone of voice or body language so strive to use careful wording to convey your desired message. Please take an extra minute when sending an e-mail to think about what you want to say, spell-check your e-mail, and use appropriate, courteous, and professional language. Your professor will strive to do the same in all communications. E-mails will be answered within 48 hours during **week days**. If an e-mail is sent during a weekend or holiday, please expect a reply the following working day.

VIII. Additional Information

Use of Technology during class

Unless instructed to use technology during class, students must turn off cell phones, MP3 players, beepers and all other electronic devices prior to class. Students are not allowed to use these electronic devices during class time. Students who using these devices during class time will be asked to leave the classroom for the remainder of the class period (this includes phones that ring or vibrate during the class period).

Laptop computers may be used for note taking only with instructor permission. Please speak with the instructor about the best location to sit during class if using laptops so that the behavior is not a distraction to others. Students using laptops that do not directly involve classroom activities will be asked to leave for the remainder of the class period.

Blackboard – Technology:

It is the student's responsibility to be familiar with how to use Blackboard. If you are unfamiliar with the technology, you should visit the following web addresses to determine if online courses are appropriate for you and to prepare for this course.

<http://cms.montgomerycollege.edu/EDU/Department2.aspx?id=9294>

Blackboard – Technical Issues:

If during the course you experience a technological problem with BB, you need to follow the procedures below. Following these correct procedures may allow you to re-submit an assignment or be granted an extension to a course deadline (if necessary) depending on the circumstances and approval from your professor.

1. Call the Blackboard Help Desk at 240-567-7222 to report your problem.
2. Write down the work order number received from the Blackboard Help Desk.

- Send an email to your professor identifying: the date and time of the phone call, the work order number, the nature of the problem, the steps to resolution suggested by Blackboard and the outcome of the phone call. This email must be sent within 1 hour of contacting the Blackboard Help Desk.

**If in doubt, contact the Blackboard Help Desk if you are experiencing a problem. Students who do not follow the instructions above will not be able to resubmit work due to technical errors.*

Tentative Course Schedule

Module	Lecture Topics	Course Labs: Data Collection Class Dates and Lab Discussion Dates	Assignments	Deadlines and Due Dates (Sundays at 11:59 PM Bb)
<p style="text-align: center;"><u>Orientation Module</u></p> <ul style="list-style-type: none"> • Good Student Quiz • Academic Integrity Quiz • PrepU Registration <p style="text-align: center;">Students must complete orientation within 48 hours of starting the course.</p> <p style="text-align: center;">Modules 1-14 cannot be accessed without completion of course orientation.</p>				
1	Chapter 1 and 2: Field and Profession of Personal Training		<ul style="list-style-type: none"> • Certification Quiz • PrepU Chapter 1 and 2 • Print and Complete Student Forms (in Start Here Module) 	All Assignments due on 9/2
2	Chapter 3: Anatomy and Kinesiology Bring print copy of completed Student Forms to Class (see "Start Here" Module in Bb)		<ul style="list-style-type: none"> • Muscle Worksheet • Eportfolio Assignment #1 	All Assignments due on 9/9

2	Chapter 3: Anatomy and Kinesiology		<ul style="list-style-type: none"> • Muscle Worksheet • PrepU Chapter 3 	All Assignments due on 9/16
3	Chapter 4 and 5: Biomechanics and Exercise Physiology		<ul style="list-style-type: none"> • PrepU Chapter 4 • Eportfolio Assignment #2 	All Assignments due on 9/23
4	Chapter 5: Exercise Physiology		<ul style="list-style-type: none"> • Career Assignment • PrepU Chapter 5 	All Assignments due on 9/30
5	Chapter 11 and 12: Client Screening and Assessment		<ul style="list-style-type: none"> • Risk Assessment Assignment • Desired Body Weight Assignment • PrepU Chapter 11 and 12 • ePortfolio Assignment #3 	All Assignments due on 10/7
6	Chapter 13: Comprehensive Program Design MIDTERM EXAM (Online) Chapters 1-5, 11-12	Lab 1: Resting Measures and Body Composition	<ul style="list-style-type: none"> • Lab 1 Report • PrepU Chapter 13 • MIDTERM EXAM (Online) 	All Assignments due on 10/14
7	Chapter 14: Resistance	Lab 2: Muscular Fitness (MF) Part 1	<ul style="list-style-type: none"> • Lab 2 Report • PrepU Chapter 14 	All Assignments due on 10/21

8	Chapter 15: Cardiorespiratory	Lab 3: Cardiorespiratory Fitness (CRF) Part 1	<ul style="list-style-type: none"> • 1.5 Mile Assignment • Lab 3 Report • PrepU Chapter 15 	All Assignments due on 10/28
9	Chapter 16: Flexibility	Lab 4: Flexibility (FLEX)	<ul style="list-style-type: none"> • Lab 4 Report • PrepU Chapter 16 	All Assignments due on 11/4
10	Chapter 17: Functional	Lab 5: Functional Movement Screen (FMS)	<ul style="list-style-type: none"> • Lab 5 Report • PrepU Chapter 17 	All Assignments due on 11/11
11	Chapter 10 and 18: Initial Client Consultation and PT Session Components	Lab 6: Cardiorespiratory Fitness (CRF) Part 2	<ul style="list-style-type: none"> • Lab 6 • PrepU Chapters 10 and 18 	All Assignments due on 11/18
12	Chapter 6: Nutrition Thanksgiving Week: College Closed 11/21-11/23	Lab 7: Muscular Fitness (MF) Part 2	<ul style="list-style-type: none"> • My Plate Assignment • Lab 7 • PrepU Chapter 6 	All Assignments due on 11/25
13	Chapter 7, 8, 9: Behavior Modification	Lab 8: Flexibility (FLEX) Part 2	<ul style="list-style-type: none"> • Lab 8 • PrepU Chapter 7, 8, 9 	All Assignments due on 12/2
14	Chapter 22: Business of Personal Training		<ul style="list-style-type: none"> • PrepU Chapter 22 	All Assignments due on 12/9