



The Fitness Professional's Workbook for Group Exercise Instructors





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Dear Group Exercise Instructor Certification Candidate,

NETA's group exercise instructor certification is accredited through the National Commission for Certifying Agencies (NCCA). The process of earning accreditation is extensive and included the input of many Subject Matter Experts (SME's) to conduct an analysis of the group exercise instructor's role and responsibilities, and to develop the certification exam.

NETA's *The Fitness Professional's Manual*, 4th edition (2014) is an excellent resource to help prepare for the exam. In addition to reading the manual, NETA recommends working through **The Fitness Professional's Workbook for Group Exercise Instructors**, which includes the **Group Exercise Instructor Practice Exam**. A series of four online **Exercise Science Review Modules** may also be purchased to supplement your exam preparations. Visit our website for more information on this resource.

The live certification workshop is intended to serve as a final review of key topics in preparation for the certification examination. The workshop is primarily lecture with some discussion and hands-on activity. To successfully prepare for the exam, NETA recommends that participants study the material beginning at least 30-45 days prior to the workshop. Self-study time may vary depending on the individual's existing knowledge, the quality of time devoted to study, and the rate at which candidates comprehend the information.

In the back of this study guide you will find NETA's Group Exercise Instructor Practice (Job) Analysis (also known as a Role Delineation). This document serves as the blueprint from which the certification exam is constructed. Take some time to familiarize yourself with the exam content and subject matter allocation. Your preparation for the exam should be focused accordingly.

The NETA Group Exercise Instructor certification exam will be administered by an independent proctor arranged by NETA in cooperation with the workshop sponsor. The exam consists of 100 multiple choice questions. A minimum score of 70% is required to pass. All examination results are sent through the U.S. mail within 4-6 weeks of the examination date.

If you have any questions, please feel free to contact us at 1-800-237-6242 or refer to Frequently Asked Questions at www.netafit.org.

Good luck with your preparations for NETA's NCCA-accredited Group Exercise Instructor certification exam!

Sincerely,

Kristie Walker

Kristie Walker, MPH
Director of Education

Chapter 5 - Human Anatomy

Location Terminology and Planes of Motion (page 53-54) – K-2

1. Describe the anatomical position: _____

2. The front of the body is referred to as _____.
3. The back of the body is referred to as _____.
4. A body part located closer to the head or further from the feet relative to another body part is referred to as _____.
5. A body part located further from the head or closer to the feet relative to another body part is referred to as _____.
6. A body part located closer to the midline of the body is said to be _____.
7. A body part located further from the midline of the body is said to be _____.
8. The _____ plane divides the body horizontally into upper and lower segments.
9. The _____ plane divides the body vertically into right and left sides.
10. The _____ plane divides the body vertically into the anterior and posterior aspects.

Skeletal Anatomy (page 54-56) – K-2

11. List four major functions of the skeletal system.
 - _____
 - _____
 - _____
 - _____
12. The axial skeleton consists of _____ bones including the _____, _____, _____, and _____. The appendicular skeleton consists of _____ bones including the _____ and _____ as well as the _____ and _____.

Guidelines for Flexibility Training (page 259-260) – K-5, K-7

4. Complete the following statements with regard to guidelines for flexibility training.
 - a. _____ days per week is effective in improving joint range of motion.
The greatest gains will occur with daily flexibility exercise.
 - b. Holding a static stretch for _____ seconds is recommended for most adults.
 - c. It is recommended that each flexibility exercise is performed _____ times per session. A reasonable target is to perform _____ seconds of total stretching time for each flexibility exercise.

Chapter 20 – Teaching Skills

Music (pages 271-272) – K-24

1. List 5 functions that music can provide during a group fitness class.
 - _____
 - _____
 - _____
 - _____
 - _____
2. Complete the following statements with regard to music in a group exercise class.
 - a. A *count* in music can also be referred to as a _____.
 - b. The stronger pulsation in music is called the _____.
 - c. Fitness music is structured by utilizing ____-counts, which consists of ____, 8-count phrases.
3. List 3 benefits of becoming skilled at counting the beats in music.
 - _____
 - _____
 - _____
4. List 4 benefits of utilizing music specifically created for group exercise classes.
 - _____
 - _____
 - _____
 - _____

11. Complete the following statements with regard to choreography development.

- a. _____ need to be planned to allow for movement to easily flow from one to another.
- b. Suggesting and demonstrating _____ allows all participants to feel both successful and challenged. This includes both _____ (more challenge) and _____ (less challenge).
- c. To create balanced bodies, exercises for both agonist and _____ muscle groups must be performed.

Chapter 21 – Group Exercise Class Structure and Formats

Group Exercise Class Structure (pages 281-282) – K-5, K-21, K-22

1. List 5 actions a group exercise instructor can take to create a welcoming environment for participants.

- _____
- _____
- _____
- _____
- _____

2. Complete the following statements with regard to the components of a group exercise class.

- a. The warm-up should include _____ to _____ intensity aerobic activity, and movements should begin _____ in size before gradually increasing in range of motion.
- b. Performing movements in the warm-up that are similar to movements that will be conducted during the class will provide a _____.
- c. The cardiorespiratory conditioning phase of a class is typically _____ to _____ minutes in length and should follow the F.I.T.T. guidelines.
- d. The muscle conditioning portion of a class can focus on increasing muscular _____ or muscular _____ or a combination of both. Due to the often limited amount of equipment available, most group strength classes focus on muscular _____, which includes higher _____ and lighter _____.
- e. The cool-down should include _____ to _____ intensity aerobic activity, and should last _____ to _____ minutes. Movements during the cool-down should decrease in _____, _____, and _____.