



The Fitness Professional's Workbook for Group Exercise Instructors

This workbook is intended for use with the sixth (6th) edition of NETA's *The Fitness Professional Manual*.



July 2025

NETA's *The Fitness Professional's Workbook for Group Exercise Instructors* is copyrighted information and may not be reproduced or disseminated without the express written permission of the National Exercise Trainers Association.



12800 Industrial Park Blvd., Suite 220
Minneapolis, MN 55441
763-545-2505
800-237-6242
fax: 763-545-2524
www.NETAfit.org

Dear Group Exercise Instructor Candidate,

NETA's Group Exercise Instructor Certification is accredited by the National Commission for Certifying Agencies (NCCA). NETA received NCCA accreditation of its Group Exercise Instructor certification by demonstrating the program's compliance with the NCCA's *Standards for the Accreditation of Certification Programs* (2021). NCCA is the accrediting body of the Institute for Credentialing Excellence. Since 1977, the NCCA has been accrediting certifying programs based on the highest quality standards in professional certification to ensure the programs adhere to modern standards of practice in the certification industry. The process of earning accreditation is extensive, including the input of many subject matter experts (SMEs) to conduct a job task analysis of the group exercise instructor's role and responsibilities and to develop the certification exam.

NETA offers live review workshops, both in-person and virtual, intended to serve as a final review of key topics in preparation for the certification exam. The workshop is primarily lecture and discussion with some practical activities. **To successfully prepare for the exam, NETA recommends that candidates devote an appropriate amount of time (e.g., at least 30-45 days) and effort to self-directed study prior to attempting the exam.** Self-study time may vary depending on the individual's existing knowledge, the quality of time devoted to study, and the rate at which the candidate comprehends the information. **Please note:** NETA's study materials and/or educational services are *not* required to be eligible to sit for the NETA Group Exercise Instructor Certification Exam. The use of NETA study materials and/or attendance at a live review workshop does *not* guarantee a candidate will pass the exam.

In addition, candidates should also review NETA's Group Exercise Instructor exam content outline, which was developed as the result of a job task analysis and national validation survey. The exam content outline serves as the foundation from which the certification exam was constructed. The updated exam content outline is available in NETA's Exam Candidate Handbook and on pages 60-66 of this Workbook. Please review the exam content outline to ensure you are familiar with all the topics to be included on the certification exam. A single textbook or resource does not exist containing all the subject matter represented on the exam content outline. The knowledge necessary to pass the certification exam and become a NETA-Certified Group Exercise Instructor is accumulated from many resources and experiences. A list of additional recommended resources is provided on page five of NETA's complimentary [Group Exercise Instructor Certification Study Guide](#) located on NETA's website.

If you have any questions, please feel free to contact us at 1-800-237-6242 or refer to Frequently Asked Questions at <https://www.netafit.org/about/faqs/>.

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

Chapter 1 - The Role of Fitness Professionals

Roles of the Fitness Professional (page 3)

1. List at least five roles of a fitness professional and at least five ideal qualities and characteristics:

Roles of a Fitness Professional	Ideal Qualities and Characteristics
• _____	• _____
• _____	• _____
• _____	• _____
• _____	• _____
• _____	• _____

NETA's Professional Code of Ethics (pages 6-7)

2. The NETA-Certified Fitness Professional must be aware of and practice the standards of ethical behavior of their profession as follows: (fill in the blanks)

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Continuing Education (page 7)

- NETA's Group Exercise Instructor Certification is valid for ____ years from the date of certification. To renew the certification and remain a NETA-Certified Group Exercise Instructor, you must complete _____ continuing education credits (CECs) over that ____-year period beginning on the date of certification and ending on the expiration date. Of the _____ CECs, a minimum of _____ CECs must be obtained through NETA. In addition, candidates for recertification must also hold a valid and acceptable _____ certification to renew their NETA Group Exercise Instructor certification.

Credible Sources of Information (pages 7-8)

- List six tips that will help a fitness professional evaluate the credibility of health and fitness information:

_____	:	_____

_____	:	_____

_____	:	_____

_____	:	_____

_____	:	_____

Chapter 2 - Relationship-Building & Communication Skills

Impact of a Message (page 14)

- What percentage of a message may be attributed to each of the following elements?

What you say = ____% How you say it = ____% Body Language = ____%

14. List the five segments of the spinal column from superior to inferior. Indicate the corresponding number of vertebrae for each area.

- _____
- _____
- _____
- _____
- _____

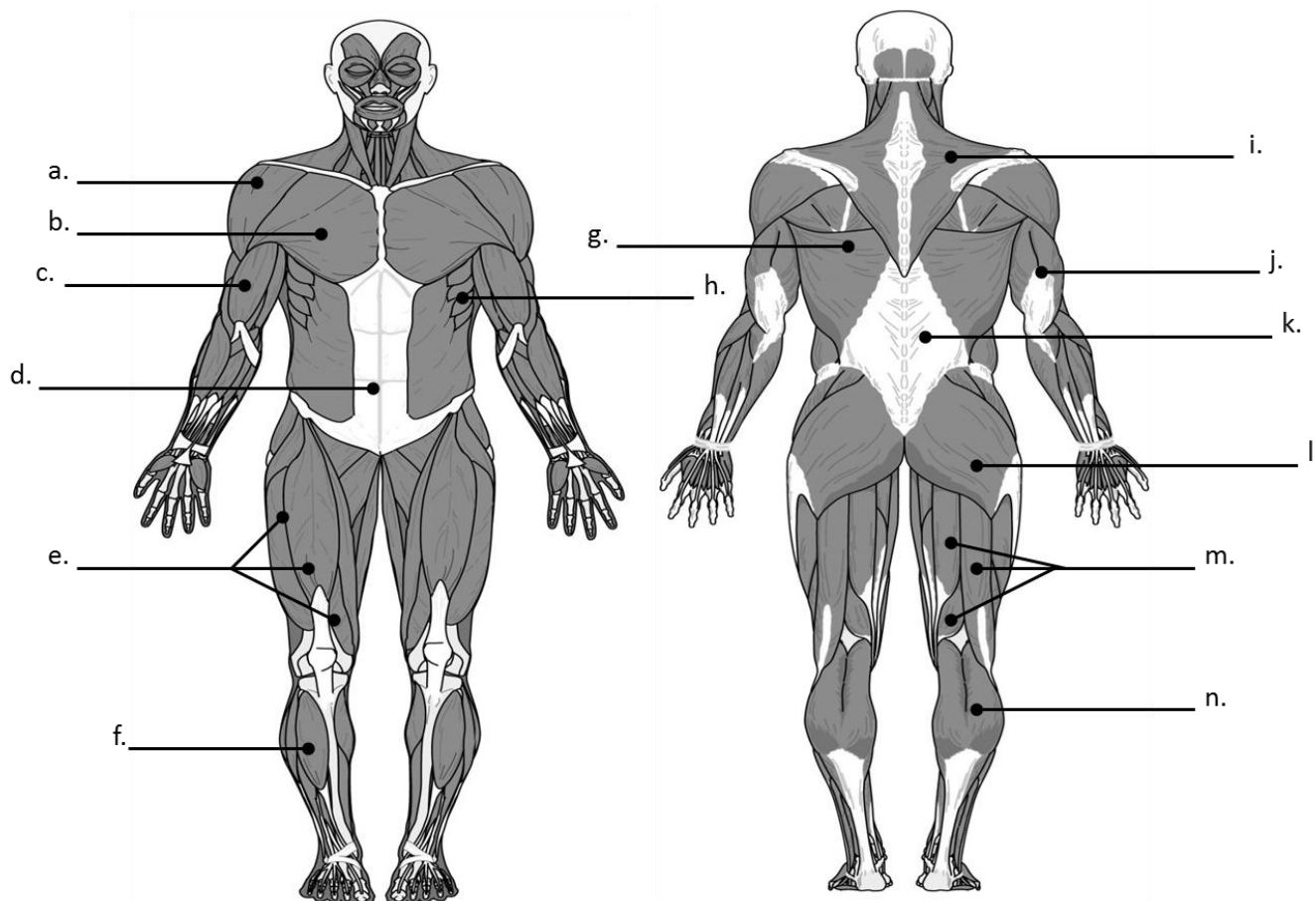
Types of Muscle Tissue (page 51)

15. List and briefly define the three types of muscle tissue found within the body.

- _____ : _____
- _____ : _____
- _____ : _____

Muscular Anatomy (page 52)

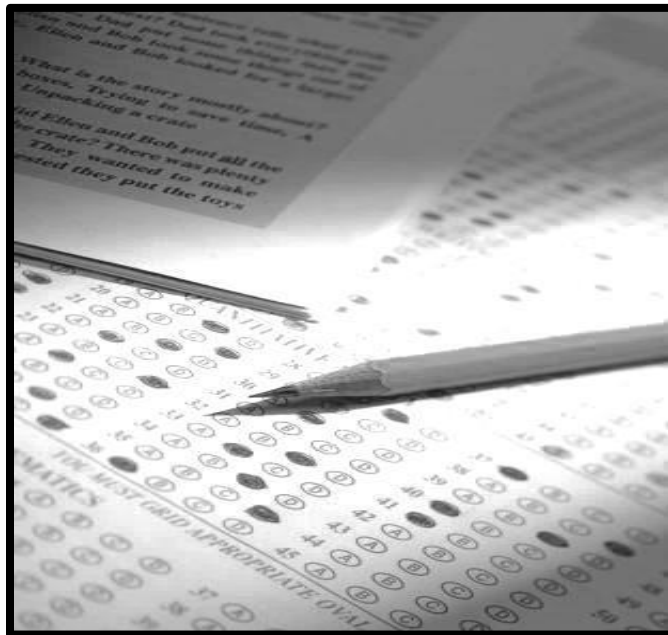
16. Label the skeletal muscles in the illustrations provided below.





Group Exercise Instructor Certification

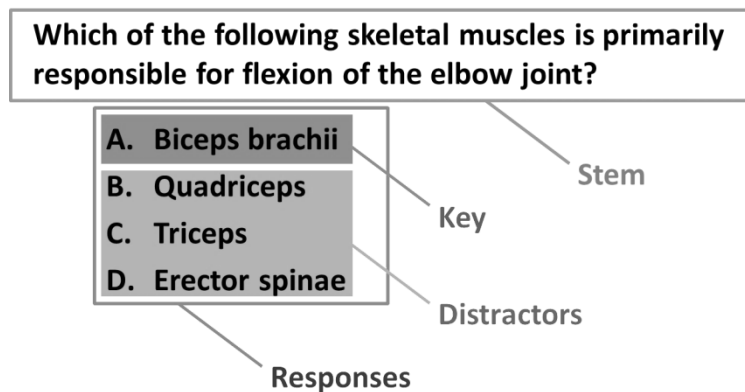
Practice Exam



(Item #: 14)

Thank you for investing in NETA's Group Exercise Instructor Certification Practice Exam. The purpose of this practice exam is to test your knowledge and understanding of the subject matter and key concepts that may appear on the actual certification exam. The practice exam also serves to familiarize you with common multiple-choice question formats and to reinforce your self-guided study for the certification exam. The sample questions contained within this practice exam are NOT actual questions appearing on the certification exam. However, every effort has been made to ensure that the sample questions contained within this practice exam are representative of the breadth and depth of subject matter to be seen on the actual certification exam. Candidates for NETA's NCCA-accredited Group Exercise Instructor Certification Exam are encouraged to refer to the **Group Exercise Instructor Study Guide**, located on NETA's website (www.netafit.org) for a comprehensive overview of the subject matter to be studied in preparation for the certification exam.

The most common type of question found on certification examinations is the multiple-choice question. All multiple-choice questions consist of two basic parts: the stem and the response options. The stem is the introductory statement or question that allows the candidate to understand what is being asked or assessed, and elicits the correct response. The stem may be written as a direct question, an incomplete statement, or in a best-answer format. The responses are suggested options that answer the question or complete the statement presented in the stem, only one of which is the correct answer (known as the key) and the remaining three are incorrect responses (known as distractors).



There are generally three types of multiple-choice questions that appear on certification exams: recall, application, and analysis. These types of questions may be arranged on a continuum such that recall questions are the most basic, application questions require more thought, and analysis questions involve the highest level of cognitive processing and problem solving. A recall question requires that you simply remember facts, definitions, rules, guidelines, etc. Application questions require that you apply knowledge to a certain situation. Analysis questions require you to take more than one piece of information into consideration and recognize the relationship between the information and/or variables presented in order to identify a problem and an appropriate solution.