



Physical Fitness

December 22, 2011

Each spring your district is required to administer the state-designated physical fitness test to all students in grades 5, 7, and 9. The **Physical Fitness** programs in **Aeries**, allows a School to update the physical fitness test results for each student into the **PFT** table. After all data has been entered and verified by the school, **Aeries** can then **create Text Files** with this data.

- **Prior to creating the PFT table you MUST review this years Physical Fitness State Requirements and Student Data File layout for changes.**
- **Verify school code '0' is setup for the District and verify ALL schools contain the County and District number in School Options**
- **Generate scan sheets and scan or manually update the physical fitness scores into Aeries or ABI (Aeries Browser Interface) to submit the scores.**
- **Correct any errors prior to creating the Fitness Text Files and when complete perform the Create process.**

All physical fitness records for all students are stored in the **PFT** table. Each year Aeries will assign a Testing Admin name to ALL PFT records. For example, tests taken Spring 2011 will be called SPRG11. The Testing Admin is used to determine which test records will be loaded into the file for the state.

Districts may enter PFT data for students higher than 9th grade. The Testing Admin will be the month and year of the PFT record. PFT data for grades other than 5, 7 and 9 will not be reported to the state.

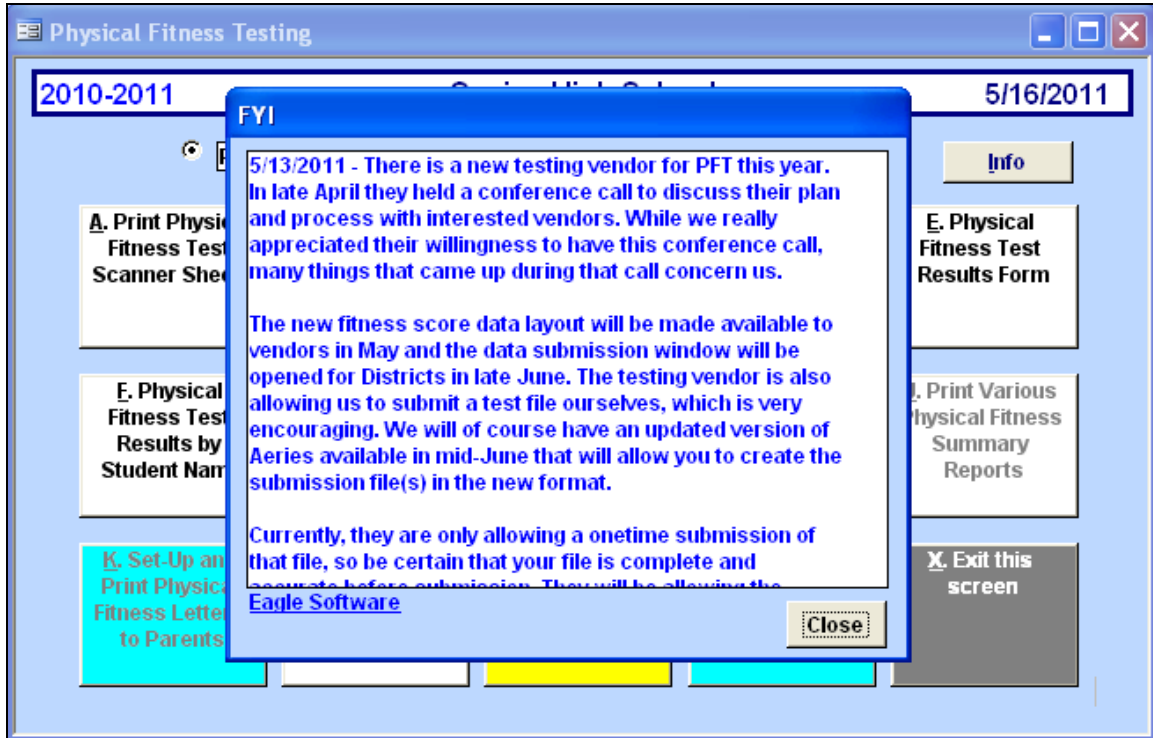


NOTE: The Student Data Layout that is provided by the State **MUST** be reviewed for **ALL** acceptable values prior to entering data into the Physical Fitness program in Aeries. Values that are not acceptable can create a critical error on the Error Report and all critical errors **MUST** be corrected in order for the file to be created.

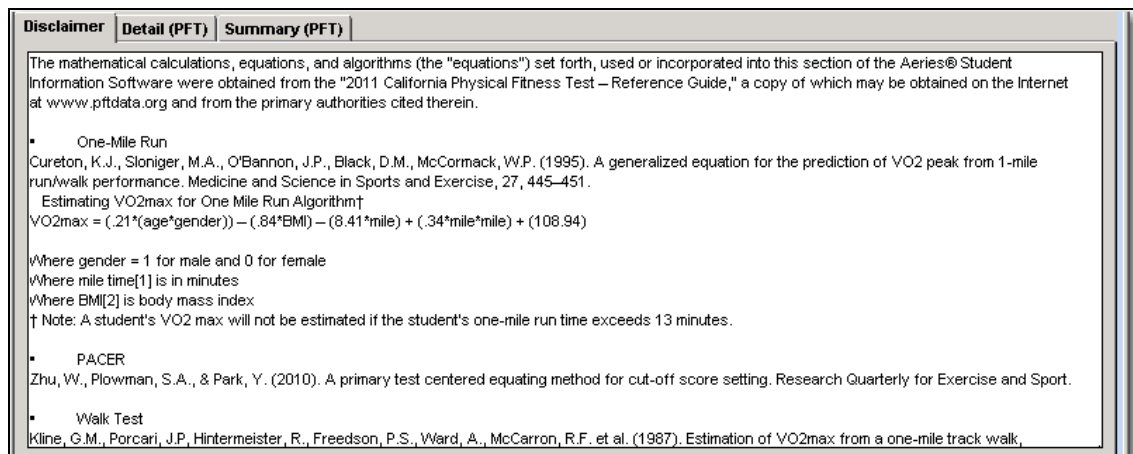
If these errors are not corrected in Aeries and the file is uploaded to the Testing Vendor they will create an error in the Testing Vendors software. The records **MUST** then manually be corrected in the Testing Vendors software before the Testing Vendor will process your PFT file.

CHANGES FOR 2011

A new version was posted on May 13th 2011 and an email was sent out to all Districts giving details as to why the following changes have been made to our software. The **Info** button on the **Physical Fitness Testing** form will display this detailed information.



The first time that you sign into **Aeries** and access the **Display and Update Physical Fitness Test Results** form, the following disclaimer will display. It will only display on the initial access to this form but can be re-displayed by clicking on the **Disclaimer** tab.



The **Display and Update Physical Fitness Test Results** form has had a complete change to the layout. A major change made to the form is that the VO2Max will now be automatically calculated.

The screenshot shows a software interface for physical fitness test results. At the top, there are tabs for 'Disclaimer', 'Detail (PFT)', and 'Summary (PFT)'. The main section is titled 'Testing Information' and includes fields for 'Testing Admin: SPRG11', 'Date: 5/12/2011', 'Grade: 9', 'Age: 15', and 'Sch: 994'. A note states 'Note - sections that are highlighted did not Pass'. Below this are sections for 'Body Composition', 'Aerobic Capacity', 'Upper Body Strength', 'Flexibility', 'Abdominal Strength', and 'Trunk Strength'. Each section contains various test results and dropdown menus for 'Test Taken' and 'Pass Test'. A 'Reasons' section on the right shows 'Incomplete test: 0' and 'Not tested: 0'. At the bottom, there is a 'Red Flag' indicator and an 'Overall Status: Not Passed' dropdown.

Additional changes made to the **Display and Update Physical Fitness Test Results** form, includes the new **Test Taken** and the **Pass Test** fields added above each test area.

This close-up shows the 'Aerobic Capacity' section. It features a dropdown menu set to 'PACER' and a 'P' dropdown. Below are four columns of test results: '20m PACER' (150), 'Mile Run Min Sec' (00:00), 'Mile Walk Heart Min Sec Rate' (00:00:0), and 'VO2 max' (95.7). Above the '20m PACER' field, there is a 'Test Taken' dropdown menu and a 'Pass Test' dropdown menu.

Aeries cannot calculate the pass/fail for each test area so the **Test Taken** and the **Pass Test** fields **MUST** be manually filled in above each test area **OR** this information can be imported from the Testing Vendor files. The **Test Taken** field contains a drop down that will display each test available for the test area and can be manually selected. Also, as scores are filled in the **Test Taken** field will be updated. However if scores are filled in for more than one test area the last score filled in will display in the **Test Taken** field.

This is an identical close-up screenshot of the 'Aerobic Capacity' section, showing the 'Test Taken' and 'Pass Test' dropdowns above the test results.

Aeries cannot calculate the Pass or Fail status on the **Physical Fitness** form for each test area for the **SPRG11** test or any prior years test. When prior year tests are displayed the scores will display for the test area but the **Pass Test** fields will display blank which indicates **Undetermined**.

The screenshot shows a software interface for physical fitness testing. It includes tabs for 'Disclaimer', 'Detail (PFT)', and 'Summary (PFT)'. The 'Detail (PFT)' tab is active, displaying the following information:

- Testing Information:** Testing Admin: SPRG08, Date: 4/01/2008, Grade: 9, Age: 14, Sch: 1. Test Status: 1. Comment: (blank).
- Reasons:** Incomplete test: 0, Not tested: 0.
- Body Composition:** Height: 5'00", Weight: 106, Body Mass Index: 00.0, Skinfold Triceps: 0, Skinfold Calf: 0, Percentage Body Fat: 00.0.
- Aerobic Capacity:** 20m PACER: 0, Mile Run: 06:23, Mile Walk Heart Rate: 00:00, VO2 max: 00.0.
- Upper Body Strength:** Push Ups: 32, Flexed Arm Hang: 0, Mod Pull Ups: 0.
- Flexibility:** Sit & Reach: 0, Shoulder Stretch: P.
- Abdominal Strength:** Curl Ups: 65.
- Trunk Strength:** Trunk Lifts: 12.
- Select Record:** SPRG08 04/01/2008 9 1.
- Overall Status:** Passed.

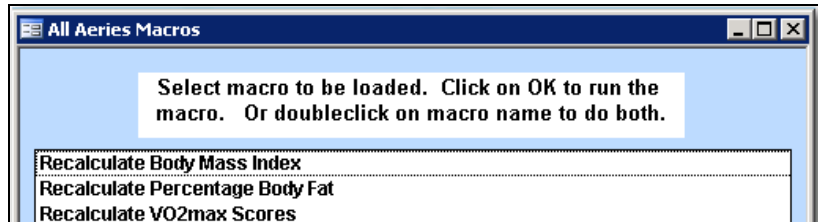
However the prior years Pass or Fail for each test area has been stored in the **TPS** table. If a prior years test taken in High School is selected the **Summary (PFT)** tab will display the **Pass (TPS)** flags and will indicate whether or not the student passed or failed the Test Area. Prior year's **Test Status** information cannot be calculated but will display test information such as **Test Admin, Test Date, Test Name, Score** and **Pass** fields.

The screenshot shows the 'Summary (PFT)' tab of the software interface. It displays a table of test results with columns for Test Admin, Grade, Date, Test, Score, and Status. The overall status is 'Passed'.

Aerobic Capacity						Pass (TPS)	Body Composition						Pass (TPS)
TstAdm	GR	Date	Test	Score	Status		TstAdm	GR	Date	Test	Score	Status	
SPRG09	9	05/27/09	Mile Run	8:09	Undetermined	<input checked="" type="checkbox"/>	SPRG09	9	05/27/09	Percentage Body Fat	2.5	Undetermined	<input checked="" type="checkbox"/>
							SPRG09	9	05/27/09	Skinfold Calf	1	Undetermined	<input checked="" type="checkbox"/>
							SPRG09	9	05/27/09	Skinfold Triceps	1	Undetermined	<input checked="" type="checkbox"/>
Abdominal Strength						Pass (TPS)	Trunk Strength						Pass (TPS)
TstAdm	GR	Date	Test	Score	Status		TstAdm	GR	Date	Test	Score	Status	
SPRG09	9	05/27/09	Curl Ups	32	Undetermined	<input checked="" type="checkbox"/>	SPRG09	9	05/27/09	Trunk Lifts	9	Undetermined	<input checked="" type="checkbox"/>
Upper Body Strength						Pass (TPS)	Flexibility						Pass (TPS)
TstAdm	GR	Date	Test	Score	Status		TstAdm	GR	Date	Test	Score	Status	
SPRG09	9	05/27/09	Push Ups	16	Undetermined	<input checked="" type="checkbox"/>	SPRG09	9	05/27/09	Shoulder Stretch (L,R)	P/F	Undetermined	<input type="checkbox"/>

Also, the **Overall Status** field at the bottom of the form is calculated from the **TPS** table so the **Overall Status** field will still be calculated.

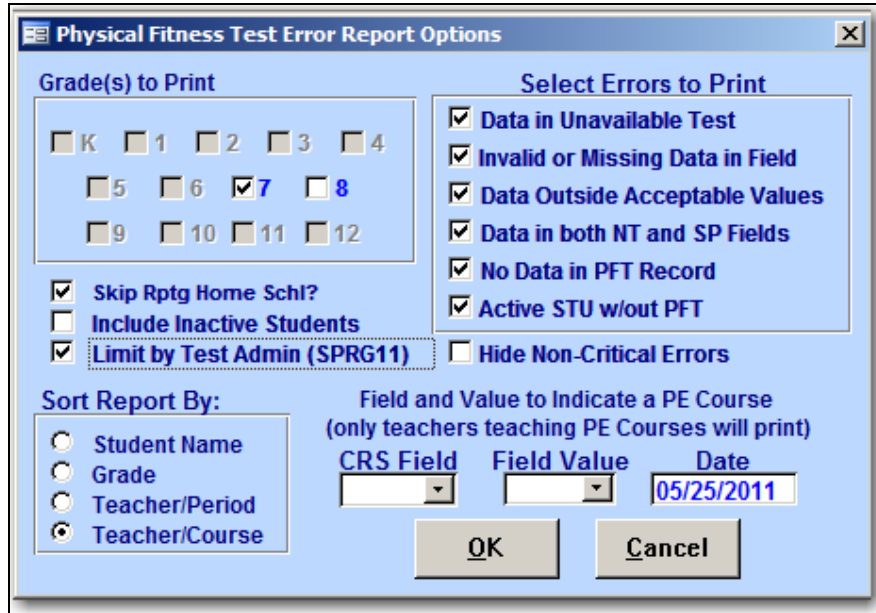
There are three new Macros available to assist you with Physical Fitness tests that have already been entered into Aeries that did not have the Body Mass, Percentage Body Fat and VO2Max Calculated. These Macros include the **Recalculate Body Mass Index**, **Recalculate Percentage Body Fat** and **Recalculate VO2Max Scores**. These macros can be generated to update these fields.



Once the Physical Fitness file is created and uploaded to the Testing Vendor there are specific errors that they will require the District to fix **manually** within their software. Due to this the **Create Fitness Extract** will not allow a District to create a file until all of the critical errors are corrected.

The **Print Error Report** has had major changes done that will print all **critical errors** that need to be corrected prior to allowing a District to create the Physical Fitness file. This report is available from the **Physical Fitness Testing** form and from the **Create Fitness Extract** form.

After selecting this report the following selection box will display. The new options available on this report include to **Skip Rptg Home SchI?** and **Hide Non-Critical Errors**.



The dialog box titled "Physical Fitness Test Error Report Options" contains the following sections:

- Grade(s) to Print:** Radio buttons for grades K, 1, 2, 3, 4, 5, 6, 7 (selected), 8, 9, 10, 11, 12.
- Select Errors to Print:** Checkboxes for:
 - Data in Unavailable Test
 - Invalid or Missing Data in Field
 - Data Outside Acceptable Values
 - Data in both NT and SP Fields
 - No Data in PFT Record
 - Active STU w/out PFT
 - Hide Non-Critical Errors
- Sort Report By:** Radio buttons for Student Name, Grade, Teacher/Period, and Teacher/Course (selected).
- Field and Value to Indicate a PE Course (only teachers teaching PE Courses will print):** Includes dropdowns for CRS Field, Field Value, and a date field set to 05/25/2011.
- Other options:** Checkboxes for Skip Rptg Home SchI? (checked), Include Inactive Students, and Limit by Test Admin (SPRG11) (checked).

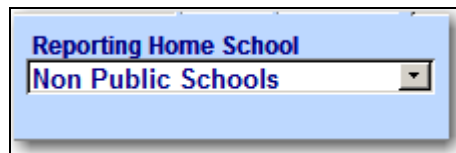
Buttons for OK and Cancel are located at the bottom.



NOTE: The Critical Errors printed on this report have been determined by the 2010-11 Physical Fitness Test Student Data File Layout that is provided by the State.

Please review the Student Data File Layout to become familiar with the Acceptable Values setup by the State that can be entered into the fields on the Physical Fitness Test Results form in Aeries.

The **Skip Rptg Home SchI?** option will not include any student that has a school entered in the **Reporting Home School** field on the **Student Data 2** tab that does not match the school the students is enrolled in. This option is also available when creating the file.



A dropdown menu titled "Reporting Home School" with "Non Public Schools" selected.

Since the Physical Fitness file cannot be created until all **Critical** errors are corrected the report can first be generated to **Hide Non-Critical Errors**. The report will now only print the critical errors. A new **Critical** column has been added that will display a check mark indicating which errors will prevent the file from being created until the error is resolved.

Error Field	Field Value	Valid Values	Value Loaded	Critical
WT	0	1-500		✓
"				✓
				✓
				✓

When this option is de-selected all errors will print including non critical errors. These errors will not display a check mark under the **Critical** column. The majority of these errors are a warning that the **Valid Values** entered are either less or greater than the specified values printed on the 2011 Student Data Layout. The new **Value Loaded** column will display a value that the program will automatically load into the file if the test record is not changed.

Schl Taken	Error Code/Description	Error Field	Field Value	Valid Values	Value Loaded	Critical
14	3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	
14	3 Data in "Sit&Reach (L)" test is outside acceptable values allowed by the State.	RL	13	0-12	12	
14	3 Data in "Sit&Reach (R)" test is outside acceptable values allowed by the State.	RR	13	0-12	12	
14	3 Data in "Arm Hang" test is outside acceptable values allowed by the State.	AH	91	0-90	90	
14	3 Data in "Trunk Lifts" test is outside acceptable values allowed by the State.	TL	13	0-12	12	
14	3 Data in "Skinfold Tricep" test is outside acceptable values allowed by the State.	ST	41	1-40	40	
14	3 Student has missing or invalid "Heart Rate" data	HR	251	30-250	250	

For example, a student has been tested and did 76 Push Ups and a District might want to store the exact number.

Upper Body Strength

Push Ups

Push Ups	Flexed Arm Hang	Mod Pull Ups
<input type="text" value="76"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

The error listed below indicates the **Push Ups** test has 76 entered into the **PU** field. The **Valid Values** according to the state are from 1-75. When the file is created the program will only load the **Valid Value** which is 75 into the file for **Push Ups** so that there will not be any errors when the file is loaded into the Testing Vendors software.

Error Code/Description	Error Field	Field Value	Valid Values	Value Loaded	Critical
3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	

Also, the **Critical** column will not display a check mark. So this error will not stop the file from being created however the error should still be verified to make sure that the correct data was entered.

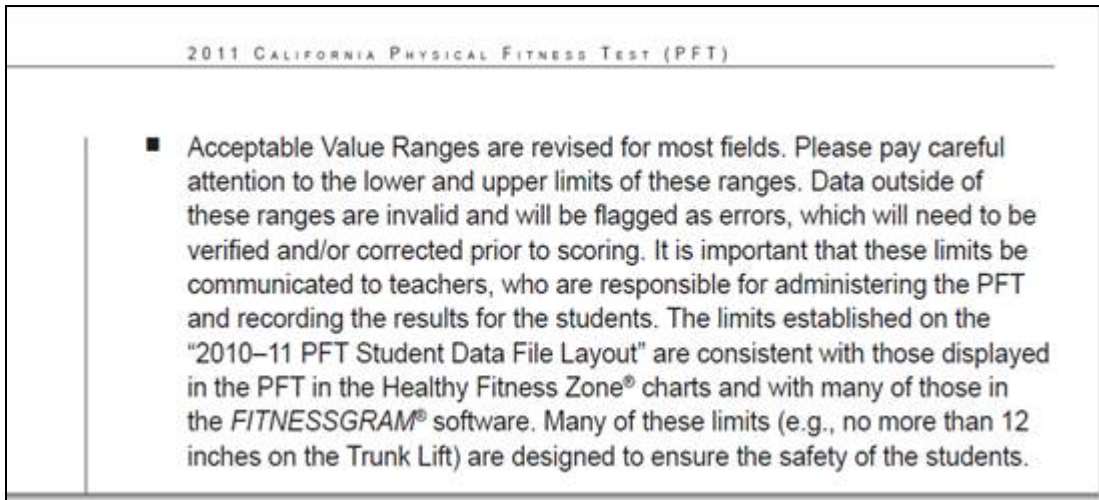


NOTE: It is crucial that ALL critical errors that print on this report are corrected. The Physical Fitness file CANNOT be created without these errors resolved.

STATE REQUIREMENTS

Prior to updating data into the **Physical Fitness** program please review the State Coordinator Manual. This year the Testing Vendor will not accept a file unless the Acceptable Values are corrected for all student records. On page 23 it states:

Acceptable Value Ranges are listed and must be followed. Data that is outside the ranges will be flagged as an Error when the file is uploaded to the Testing Vendors software. Once their file is uploaded to the Testing Vendor the Districts MUST correct these errors on the Testing Vendor side.



The Student Data Layout displays the Acceptable Values for each test. These are the ONLY values that should be entered into the Physical Fitness Test Results form in Aeries.

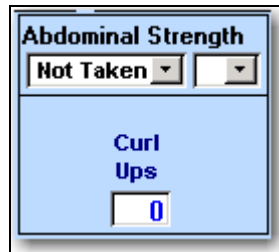
The **Error Report** has been modified so that any value other than what the State allows in the Acceptable Values column will create an error that must be corrected before you create the file to be uploaded to the Testing Vendor. We are trying to prevent Districts from having to correct this information on the Testing Vendors side.

Field	Type	Length	Acceptable Values ¹
Muscular Strength, Endurance, and Flexibility This area includes four test areas: abdominal strength and endurance; trunk extensor strength and flexibility; upper body strength and endurance; and flexibility			
Abdominal Strength Curl-Up (# completed)	Numeric	2	01 – 75 (Max = 75)
Trunk Extensor Strength Trunk Lift (# inches)	Numeric	2	00 – 12 (Max = 12)

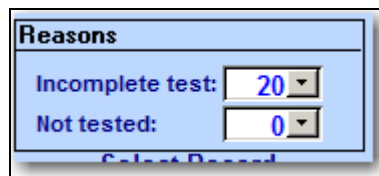
There is also some confusion with the footer at the bottom of the page. It indicates that the **Valid values must be within the ranges specified and fields with no data must be left blank**. This does not mean they will accept a blank if the student could not perform the test. A blank indicates the student **DID NOT** take the test and the student **MUST** be flagged with a code in the **Incomplete Test** field.

¹ Field values must fall within the ranges specified and fields with no data must be left blank.

In Aeries the default to the majority of the fields is zero due to the fields being numeric and they will not accept a **BLANK**. If a Testing area displays **NOT Taken** and contains a zero in the fields this indicates the student **DID NOT** take this test and will flag the extract program to place a **BLANK** in the file for this test.



This indicates to the Testing Vendor that the student did not take that part of the test and the student must be flagged as **Incomplete Test** in Aeries or when the file is uploaded the Testing Vendor will flag it with an error and the District will have to correct it on the Testing Vendor software.



Districts **MUST** realize that the **Error Report** was created to print out all critical errors that the Testing Vendor will not allow in their software. The error must be taken care of within Aeries so that there will not be a large amount of maintenance to be manually done in the Testing Vendors software.

Also in prior years Districts have requested that we do not stop them from entering Values that are higher than what the State says is valid.

For example, if a student does 76 Push Ups they want to enter this value into Aeries which we do allow higher values to be entered. In the example below on the Error Report in the **Field Value** column we print the number of push-ups that the student performed.

Schl aken	Error Code/Description	Error Field	Field Value	Valid Values	Value Loaded	Critical
14	3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	
14	3 Data in "Skinfold Tricep" test is outside acceptable values allowed by the State.	ST	41	1-40	40	
14	3 Data in "Trunk Lifts" test is outside acceptable values allowed by the State.	TL	13	0-12	12	
14	3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	
14	3 Data in "Mod Pull Ups" test is outside acceptable values allowed by the State.	MP	76	1-75	75	
14	3 Data in "Am Hang" test is outside acceptable values allowed by the State.	AH	91	0-90	90	
14	3 Data in "Sit&Reach (L)" test is outside acceptable values allowed by the State.	RL	13	0-12	12	
14	2 If you provide data for Sit&Reach Left, you must also provide the Right, and vice-versa.	RL	13	0-12		

We show the **Valid Value** range according to the State and we also show the **Value Loaded** to be loaded into the file which is the maximum value allowed according to the States Acceptable Value.

Since we are going to only load the maximum value we consider this a Non-Critical error that we also print. These errors do not have to be corrected in Aeries but we do want to give a warning.

PHYSICAL FITNESS TESTING

The **Physical Fitness Testing** in the School database is accessible from the **Testing and Assessment** form. These programs are used to track results of physical fitness tests required by the state to be performed for grades 5, 7 and 9.

Physical Fitness Testing

2011-2012 Eagle High School 9/7/2011

Preview before printing Add Query condition to reports

A. Print Physical Fitness Test Scanner Sheets	B. Read Physical Fitness Scanner Sheets	C. Display and Update Physical Fitness Test Results	D. Calculate Physical Fitness Status	E. Physical Fitness Test Results Form
F. Physical Fitness Test Results by Student Name	G. Physical Fitness Test Results by Teacher/Course	H. Physical Fitness Test Results by Teacher	I. Physical Fitness Test Results by Mile Run	J. Print Various Physical Fitness Summary Reports
K. Set-Up and Print Physical Fitness Letters to Parents	L. Print Error Report	M. Create Fitness Files for Reporting to State	N. Physical Fitness Setup	X. Exit this screen

The **Testing Pass Status (TPS)** table stores the pass status of each of the 6 categories plus an overall status. The physical fitness data can be displayed and updated and reports can be generated. When complete **Fitness Text Files** can be created with test results and backup files can be created.



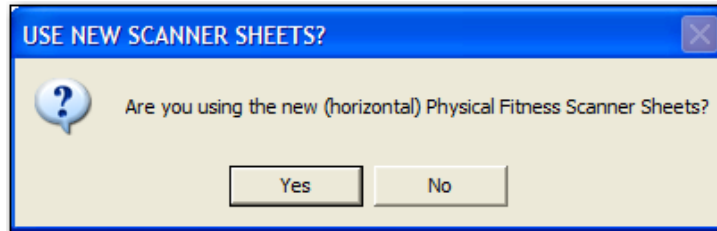
NOTE: Aeries will no longer support the Fitness.mdb file creation after SPRG08 due to the declining demand in the Fitness.mdb database.

Physical Fitness Data can be entered by scanning, entered through **Aeries** or from **ABI Aeries Browser Interface**.

Print Physical Fitness Testing Scanner Sheets

The **Print Physical Fitness Test Scanner Sheets** will generate a scanner sheet for each teacher to keep track of the physical fitness test scores. New horizontal scanner sheets became available in 2003, which eliminates entering information by hand onto the form. **It is highly suggested that ONLY the new forms be utilized.**

To print scanner sheets, click the mouse on the **Print Physical Fitness Test Scanner Sheets** option. The following message will display.

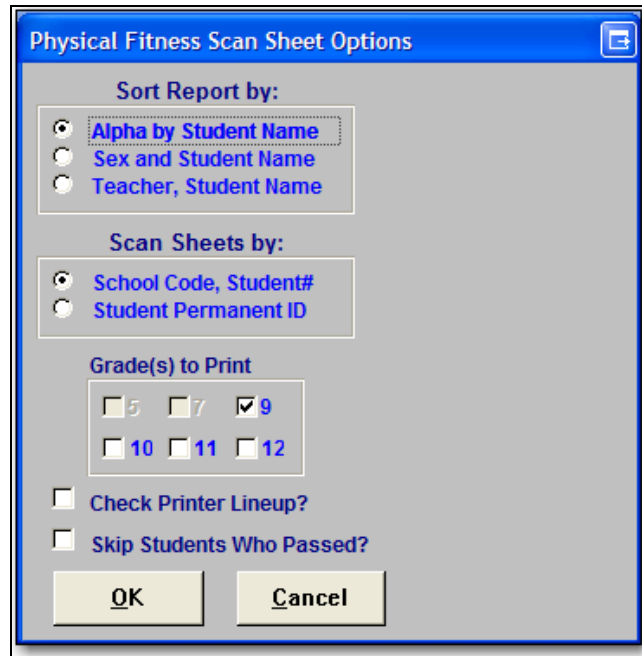


If **No** is selected the following message displays.



NOTE: It is suggested that **ONLY** the **NEW** scanner sheets be utilized for the Physical Fitness Testing, to include the new state required fields.

To print the new scanner sheet forms click the mouse on the **Yes** button and the following options will display.



The dialog box titled "Physical Fitness Scan Sheet Options" contains the following settings:

- Sort Report by:**
 - Alpha by Student Name
 - Sex and Student Name
 - Teacher, Student Name
- Scan Sheets by:**
 - School Code, Student#
 - Student Permanent ID
- Grade(s) to Print:**
 - 5
 - 7
 - 9
 - 10
 - 11
 - 12
- Check Printer Lineup?
- Skip Students Who Passed?

Buttons: **OK** and **Cancel**

The **Sort Report By** will allow the scan sheets to be sorted by:

- Student Name
- Sex and Student Name
- Teacher, Student Name – if this option is selected additional options will display for a secondary school.
 - Limit by Course ID, Subject Area or Department Code

The **Scan Sheets by** will scan the sheets by:

- School Code, Student #
- Student Permanent ID
- **Grade(s) to Print** – can select specific grades for scan sheets to be printed
- **Check Printer Lineup?** – will display the Printer Margin Adjustment form
- **Skip Student who Passed?** – students who already passed the Physical Fitness Test will not be included.

The following is an example of the **latest Physical Fitness Scanner Sheet**. Test print one scanner sheet and verify the slugs have printed correctly prior to printing all sheets. Please take note to the **Test Date** on this form, which is **pre-bubbled** by Scantron with the first two digits of the current year.

IMPORTANT
 USE NO. 2 PENCIL ONLY
 Example: 1 2 3 4 5
 Erase completely to change

Abbott, Alan Age: 15
 Test Event Name:

Physical Fitness Test Form
 Eagle High School
 6/5/2003 6:38:53 AM

STUDENT ID
 0 0 0 0 0 2 0 0 1 2

BIRTH DATE
 M M D D Y Y Y Y

GENDER
 Male
 Female

GRADE
 K 7
 1 8
 2 9
 3 10
 4 11
 5 12
 6 College

TEST DATE
 M M D D Y Y

ETHNICITY CODE
 African/African American
 American Indian or Alaskan Native
 Asian/Asian American
 Filipino/Filipino American
 Hispanic/Latino
 Pacific Islander
 White/Not of Hispanic Origin
 Other

REASON FOR INCOMPLETE TEST
 Absent on test day and all make-up sessions
 Parent's written request
 State Board of Education granted waiver
 Based on IEP/special needs
 Extraordinary circumstances
 Medical excuse

REASON NOT TESTED
 (If student has not tested mark the reason)
 Absent on test day and all make-up sessions
 Parent's written request
 State Board of Education granted waiver
 Based on IEP/special needs
 Extraordinary circumstances
 Medical excuse

BODY COMPOSITION

HEIGHT	WEIGHT	SKIN FOLD		BODY FAT
in	lb	Triceps	Calf	%
0 0 0	0 0 0	0 0 0	0 0 0	0 0 0
1 1 1	1 1 1	1 1 1	1 1 1	1 1 1
2 2 2	2 2 2	2 2 2	2 2 2	2 2 2
3 3 3	3 3 3	3 3 3	3 3 3	3 3 3
4 4 4	4 4 4	4 4 4	4 4 4	4 4 4
5 5 5	5 5 5	5 5 5	5 5 5	5 5 5
6 6 6	6 6 6	6 6 6	6 6 6	6 6 6
7 7 7	7 7 7	7 7 7	7 7 7	7 7 7
8 8 8	8 8 8	8 8 8	8 8 8	8 8 8
9 9 9	9 9 9	9 9 9	9 9 9	9 9 9

AEROBIC CAPACITY

The PACER	One-mile Walk/Run	Walk Test Time	Walk/Run Test
0 0 0	0 0 0	0 0 0	0 0 0
1 1 1	1 1 1	1 1 1	1 1 1
2 2 2	2 2 2	2 2 2	2 2 2
3 3 3	3 3 3	3 3 3	3 3 3
4 4 4	4 4 4	4 4 4	4 4 4
5 5 5	5 5 5	5 5 5	5 5 5
6 6 6	6 6 6	6 6 6	6 6 6
7 7 7	7 7 7	7 7 7	7 7 7
8 8 8	8 8 8	8 8 8	8 8 8
9 9 9	9 9 9	9 9 9	9 9 9

MUSCLE STRENGTH, ENDURANCE & FLEXIBILITY

Push-up	Pull-up	Tricep Arm Raise	Shoulder Push	Back-saver Sit & Reach	Shoulder Stretch	Carb-up	Trunk-up
0 0	0 0	0 0 0	0 0 0	0 0	0 0	0 0	0 0
1 1	1 1	1 1 1	1 1 1	1 1	1 1	1 1	1 1
2 2	2 2	2 2 2	2 2 2	2 2	2 2	2 2	2 2
3 3	3 3	3 3 3	3 3 3	3 3	3 3	3 3	3 3
4 4	4 4	4 4 4	4 4 4	4 4	4 4	4 4	4 4
5 5	5 5	5 5 5	5 5 5	5 5	5 5	5 5	5 5
6 6	6 6	6 6 6	6 6 6	6 6	6 6	6 6	6 6
7 7	7 7	7 7 7	7 7 7	7 7	7 7	7 7	7 7
8 8	8 8	8 8 8	8 8 8	8 8	8 8	8 8	8 8
9 9	9 9	9 9 9	9 9 9	9 9	9 9	9 9	9 9

FORM NO. F-16458-ES-L

The **Test Date** is now a field scanned by **Aeries** and is required in creating the Fitness Files. If the **Test Date** is not bubbled in, the **Test Date** will default to the date the scan sheet was scanned into Aeries. Also, the scan sheet displays a decimal for **Tricep** and **Calf** skinfold. The fields in the **PFT** table **ONLY** stores whole numbers and decimals are **NOT** scanned.

PLEASE take note that the only areas scanned by Aeries are the Student ID, Test Date, Reason for Incomplete Test, Reason Not Tested and Physical Fitness Test Scores.

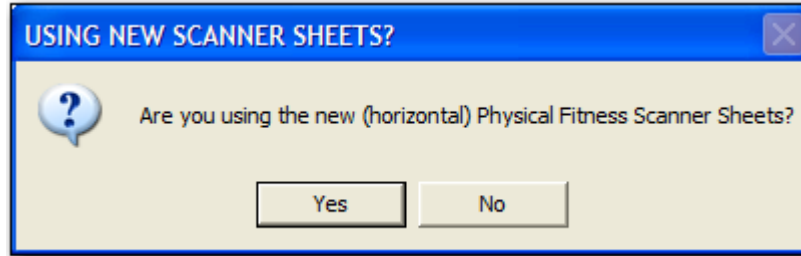
Additional areas bubbled, such as, Birth Date, Grade, Student Name, Ethnicity Code will **NOT** be scanned into Aeries. It is suggested that these areas do not get bubbled for scanning purposes and should be left blank.



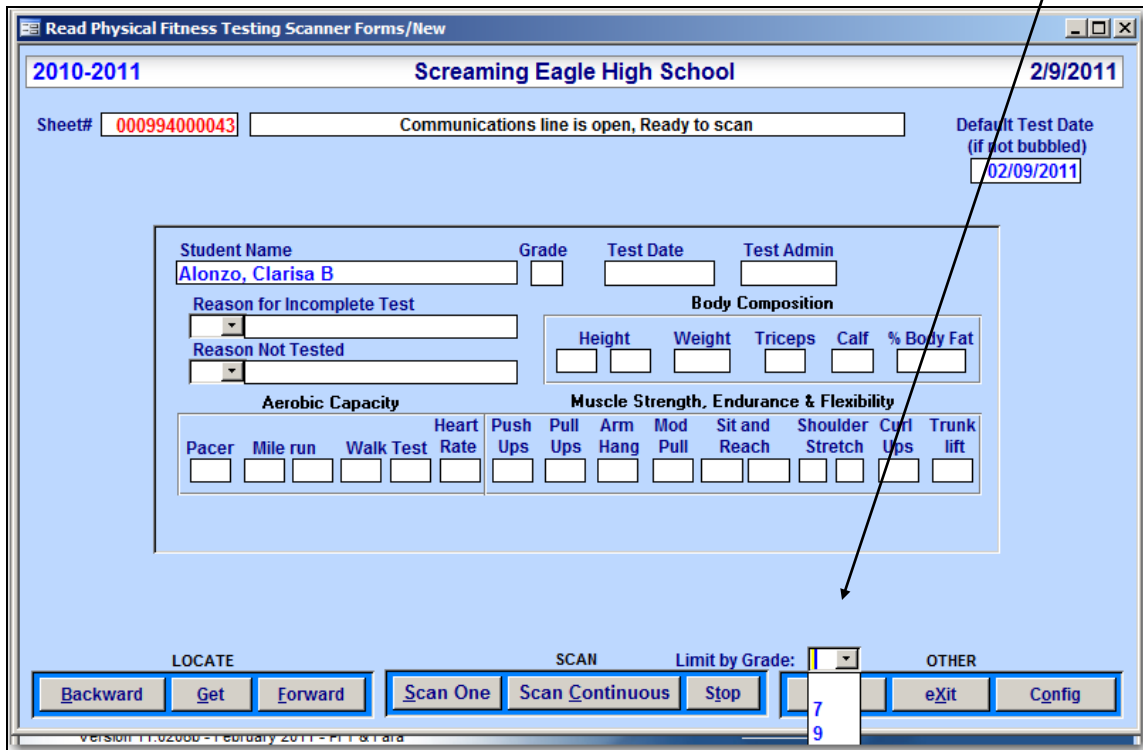
NOTE: The state **NO LONGER** accepts "Parents Written Consent" or "State Waiver" for Reasons Not Tested and Reasons for Incomplete Test but they are listed on the sheet.

Read Physical Fitness Test Scanner Sheets

To scan the physical fitness scanner sheets, click the mouse on the **Read Physical Fitness Scanner Sheet** option. The following message will display for the **New** scanner sheets. Click the mouse on the **Yes** button.



A message will display requesting which ID (Student number and School Code or Permanent ID) was used for printing the scanner sheets and will default to the previous Scanner Sheet Print selection. **Sheets must be read using the same student ID printed on the sheet.** Click the mouse on the **OK** button. The following form will display for all students. To only display the grade to be scanned click the mouse on the **Limit by Grade** drop down and select the grade.



The message **Communication line is open, Ready to scan** will display when ready. If there is a problem with the communication between the computer and scanner a red message will display **Unable to open communication line!**. If there is a problem, click the mouse on the **Config** button to access the **Scanner Testing Program**.

To begin scanning the physical fitness scanner sheets, click the mouse on the **Scan One** button. If the scanner sheet was read properly all physical fitness scores will display for the student. Verify that the information scanned is correct on the form.

If the scanner is working properly and all data scanned correctly, click the mouse on the **Scan Continuous** button.



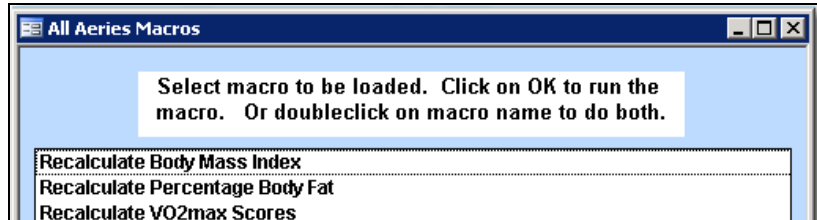
NOTE: Please note that Parent's Written Request and State Waiver are still available on the Scantron Physical Fitness scan sheet as a reasons that the student did not take the test but they are no longer accepted by the state.

After all sheets have been scanned, click the mouse on the **Stop** button and **Exit**. The following message will display. To print the error report, click the mouse on **Yes**. The option will display to select only this Testing Administration as well as the grade levels to be included on the report.

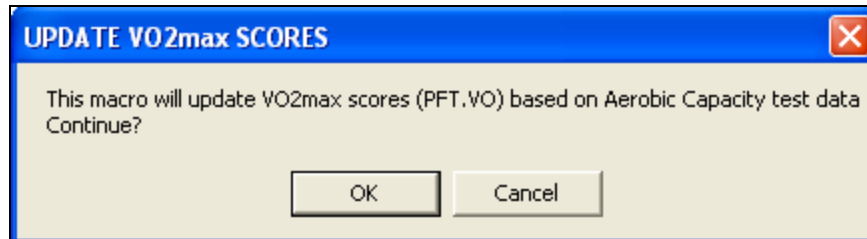
Recalculate Body Mass, Percentage Body Fat and VO2Max

If you have already scanned or entered your Physical Fitness test scores you may need to calculate the Body Mass, Percentage Body Fat and the VO2Max Calculation.

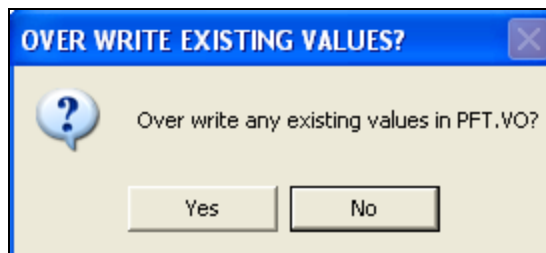
There are three new Macros available from the **View All Macros** form. These Macros include the **Recalculate Body Mass Index**, **Recalculate Percentage Body Fat** and **Recalculate VO2Max Scores**. These macros can be generated to update these fields.



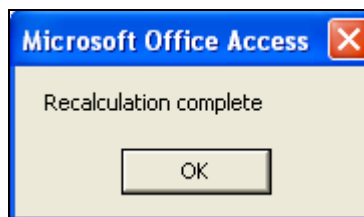
These Macros generate fairly the same. Double click on the macro and a message will display. Verify the message and click the mouse on the **OK** button.



A message will display to verify whether you want to overwrite any existing values. To overwrite all values click the mouse on the **Yes** button. To only update VO2Max with no values click the mouse on the **No** button.



The following message will display when complete.



Display and Update Physical Fitness Test Results

To display or update scores for the physical fitness test, click the mouse on the **Display and Update Physical Fitness Test Results** button.

The following form will display for **ALL** students. The **Detail (PFT)** tab displays the student's detailed Physical Fitness results for each test area. The **Summary (PFT)** tab will display the students test results over multiple **Testing Administrations**.

To limit the form to only show a particular grade click the mouse on the **Limit by Grade** drop down and select a grade. Only the students in that grade level will display. To limit the form to only show **Not Passed** records click the mouse on the **Limit to Not Passed** option.

NOTE: The Fitness Scan Sheet contains a decimal for Tricep and Calf skinfolds. These fields only scan in whole numbers and **DO NOT** scan in decimals. When these fields are manually changed the entry will not use a decimal. For example, if the skinfold equals 2.0 the entry will be 2.

BODY COMPOSITION					
HEIGHT		WEIGHT	SKIN FOLD		% BODY FAT
FT	IN	WT	Triceps	Calf	
0	0	0	0	0	0
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
7	7	7	7	7	7

To **Display a Physical Fitness** record use the **Locate** buttons to select the student. Click the mouse on the Physical Fitness record displayed under **Select Record** on the right hand side of the form and scores for that **Testing Administration** will display.

At the top of each test area the **Test Taken** field displays. This will indicate which test was taken. For example, next to **Body Composition** the **Body Mass Index** displays indicating the **Test Taken**. Next to this field the **Pass Flag** field displays which indicates whether or not the student **Passed (P)** or **Failed (F)** that test area and **must** be hand entered. The Test Areas Failed will display yellow.

When creating the State test file the **Test Taken** field is used to determine what test was taken and the scores to be loaded or **BLANKS** into other test areas where the student was not tested.

For example, in **Aerobic Capacity** the student has **MILE RUN** entered in the **Test Taken** field with the fields displaying **8 min 58 sec** and the **VO2 max** displays **49.9**. The remaining Aerobic tests contain zeros. These fields are numeric fields and must contain a numeric value on the form, which is why they display zero. When the State test file is created, the **Mile Run** score will be loaded and all other tests containing zero will be loaded as a **BLANK**.

Take note that even though the test taken displays a specific area in the **Test Taken** field any test can contain scores. For example, **Upper Body Strength** has scores loaded for all tests. But the **Mod Pull** displays in the **Test Taken** field which is the test to be loaded into the State file. Nothing will be loaded for **Flexed Arm** or **Push Ups**.

Upper Body Strength			Flexibility		
Mod Pull	P		Sit&Rch	P	
Push Ups	Flexed Arm Hang	Mod Pull Ups	Sit & Reach	Shoulder Stretch	
20	11	15	Left Right	Left	Right
			6	6	

After the **Pass** flag has been loaded with a Pass or Fail code the **Physical Fitness Test Results** form will calculate the **Test Status** field with a **0 = Not Passed** or **1 = Passed**. This will be calculated from the **Pass Flags** for each test area and 5 out of 6 test areas containing a Pass will update the **Test Status** field based on the test results for the selected **Testing Administration**.

Physical Fitness Test Results (PFT)

2011-2012 Eagle High School 9/7/2011

Stu#	Last Name	First Name	M/I	Perm ID No.	CSIS Student ID	Birthdate	Sex	Grd	Prog	Status	Age
11736	Abbott	Allen	R	000663089	1234567890	2/01/1996	M	10			15

Disclaimer Detail (PFT) Summary (PFT)

Testing Information *Note - sections that are highlighted did not Pass*

Testing Admin: SPRG11 Date: 2/21/2011 Grade: 9 Age: 15 Sch: 40

Test Status: 0 Comment:

Reasons

Incomplete test: 0

Not tested: 0

Body Composition Body Mass Index: F

Height	Body Mass	Skinfold	Percentage
Feet In	Weight	Triceps	Body Fat
5	101	2	00.0

Aerobic Capacity Mile Run: P

20m PACER	Mile Run	Mile Walk	Heart Rate	VO2 max
Min	Min	Min	Rate	max
0	08:58	00:00	0	49.9

Upper Body Strength Push Ups: P

Push Ups	Flexed Arm Hang	Mod Pull Ups
21	0	0

Flexibility Sit&Rch: P

Sit & Reach	Shoulder Stretch
Left	Right
11	12

Abdominal Strength Curl Ups: F

Curl Ups
25

Trunk Strength Trunk Lifts: P

Trunk Lifts
12

Select Record

SPRG11	02/21/2011	9	40
SPRG09	03/02/2009	7	33

<<Add New>>

Overall Status: Not Passed

Red Flag Include Inactive? LOCATE Limit to Not Passed? UPDATE Limit by Grade: 10 OTHER Print Preview

Backward Get Forward Add Change Delete Print eXit Update

On the bottom right of the form is an **Overall Status** field. The **Overall Status** is calculated based on test scores from multiple **Testing Administrations** that are stored in the **TPS** table. A district can also use **Overall Status** tags of **Passed (Over-ride)**, **Waiver**, **Pending Approval** and **Requirement Met**.



NOTE: If scores have been scanned into the PFT table the **Test Status** field and **Overall Status** field will not be updated. The **Pass Flag** fields **MUST** be manually entered in order to calculate these fields.

Add a Record to Physical Fitness

To **Add a Physical Fitness** record use the **Locate** buttons to display the student. Click the mouse on the **Add** button. The cursor will display in the **Testing Date** field and will automatically default to the current date. **This should not be changed unless the record added is for a previous year.** The naming convention contains SPRG for Spring, which is when the Physical Fitness tests are taken and the current year. **For example, SPRG11.**

Stu#	Last Name	First Name	MI	Perm ID No.	CSIS Student ID	Birthdate	Sex	Grd	Prog	Status	Age
49267	Abruzzo	Alexander	D	133524065		7/03/1996	M	9			14

Districts may enter Physical Fitness Test data for students higher than 9th grade. When added, the **Testing Admin** will default to the month and year of the PFT record.

Stu#	Last Name	First Name	MI	Perm ID No.	CSIS Student ID	Birthdate	Sex	Grd	Prog	Status	Age
47380	Acevedo	Michael	P	121856503		10/04/1993	M	12			17

The **Grade** field indicates the grade that the student took the test and defaults to the student's current grade. The **Sch Taken** field will default to the school currently adding the record.

Stu#	Last Name	First Name	MI	Perm ID No.	CSIS Student ID	Birthdate	Sex	Grd	Prog	Status	Age
49267	Abruzzo	Alexander	D	133524065		7/03/1996	M	9			14

Testing Information						Reasons							
Testing Admin:	SPRG11	Date:	5/16/2011	Grade:	9	Age:	14	Sch:	1	Incomplete test:	0		
Test Status:		Comment:										Not tested:	0

Press **Tab** to the fields selected. Enter all test scores, **Test Taken** and the **Pass Flag** fields for each test area. When complete press **Enter**. The **Test Status** field will display **0 = Not Passed** or **1 = Passed**. This record will be added for the student displayed in the **PFT** table and will update the **TPS** table with the **Testing Admin** entered. The **Testing Admin** and **Test Date** will display under **Select Record**.

Height	Body Mass	Skinfold		Percentage	Aerobic Capacity				VO2
Feet In	Weight	Triceps	Calf	Body Fat	20m PACER	Mile Run	Mile Walk	Heart Rate	max
5	06	120	19.4	00.0	120	00 00	00 00	0	94.9

Testing Information						Reasons							
Testing Admin:	SPRG11	Date:	5/16/2011	Grade:	9	Age:	14	Sch:	1	Incomplete test:	0		
Test Status:	0	Comment:										Not tested:	0

Body Composition				Aerobic Capacity			
Body Mass Index: P				PACER: P			

Select Record			
SPRG11	05/16/2011	9	1
SPRG09	03/02/2009	7	7

Update a Record in Physical Fitness

Use the **Locate** buttons to display the student. On the right hand side of the form click the mouse on the record to be updated under **Select Record**.

Click the mouse on the **Change** button. The cursor will automatically display in the **Testing Date** field. The **Testing Admin** name **MUST** not be changed. Press **Tab** to the field selected and type any change into the field. When complete press **Enter** and the student's record will be updated.

Delete a Record from Physical Fitness

If test scores have been added to the **PFT** table for a student incorrectly they **must** be deleted. Display the student and click the mouse on the record to be deleted under **Select Record**. Click the mouse on the **Delete** button and a message will display to verify the delete. To continue, click the mouse on the **Yes** button and the record will be deleted from the **PFT** table. The Test will no longer display under **Select Record**.

Physical Fitness Test Results Summary Tab

The **Summary (PFT)** tab on the **Physical Fitness Test Results** form will display test results for High School students with multiple **Testing Administrations** from the **PFT** and **TPS** tables. Each **Category** that a student has passed will store a **Pass** flag in the **TPS** table (for only the category not the specific test). A check mark will display for tests passed at the top of the category in the **Pass (TPS)** check box. For example below various **Pass (TPS)** flags contain check marks such as the **Body Composition** displays a check mark.

Also, the **Overall Status** field at the bottom of the form is calculated from the **TPS** table. If a student has passed 5 out of 6 categories the **Overall Status** field will display **Passed**. If they have not passed 5 out of 6 categories the **Overall Status** field will display **Not Passed**.

Physical Fitness Test Results (PFT)											
2011-2012						Eagle High School			11/14/2011		
Stu#	Last Name	First Name	MI	Perm ID No.	CSIS Student ID	Birthdate	Sex	Grd	Prog	Status	Age
11960	Benitez	Sarena		243289213		7/31/1995	F	11			16
<div style="display: flex; justify-content: space-between;"> Disclaimer Detail (PFT) Summary (PFT) </div>											
Aerobic Capacity <input type="checkbox"/> Pass						Body Composition <input checked="" type="checkbox"/> Pass					
TstAdm	GR	Date	Test	Score	Status	TstAdm	GR	Date	Test	Score	Status
SPRG11	10	02/21/11	Mile Run - VO2max	38.1	Fail	SPRG11	10	02/21/11	Body Mass Index	23.3	Pass
SPRG10	9	03/15/10	Mile Run	11:02	Undetermined	SPRG10	9	03/15/10	Percentage Body Fat	29.8	Pass
Abdominal Strength <input checked="" type="checkbox"/> Pass						Trunk Strength <input checked="" type="checkbox"/> Pass					
TstAdm	GR	Date	Test	Score	Status	TstAdm	GR	Date	Test	Score	Status
SPRG10	9	03/15/10	Curly Ups	33	Pass	SPRG10	9	03/15/10	Trunk Lifts	9	Pass
Upper Body Strength <input type="checkbox"/> Pass						Flexibility <input checked="" type="checkbox"/> Pass					
TstAdm	GR	Date	Test	Score	Status	TstAdm	GR	Date	Test	Score	Status
SPRG11	10	02/21/11	Push Ups	5	Fail	SPRG10	9	03/15/10	Sit & Reach (L/R)	14/12	Pass
SPRG10	9	03/15/10	Push Ups	3	Undetermined						
<input type="radio"/> Red Flag										Overall Status: Not Passed	

Under each Category specific test data will display for each Testing Admin that contains a record in the **PFT** table. The **Status** column will display a **Pass** or **Fail** flag for all tests starting with SPRG11 since the **Pass/Fail** flag is now stored in the **PFT** table as of the 2011 school year.

In years prior to SPRG11 Aeries did not store the Pass or Fail flags. Some records cannot be determined as to whether a specific test was passed so the **Status** for some categories might display **Undetermined** especially if there are multiple tests that can be taken in a specific category.

For example, there is **NO** record in the **Pass (TPS)** check mark below. This indicates that this student did not pass **Upper Body Strength**. There are two records in the **PFT** table. The SPRG11 record indicates **Fail** for **Push Ups**. There is also a record for SPRG10 indicating that the student was tested for **Push Ups** but since there is no Pass/Fail flag the **PFT Status** is **Undetermined**. But there is no PASS flag in the TPS.

Upper Body Strength <input type="checkbox"/> Pass					
TstAdm	GR	Date	Test	Score	Status
SPRG11	10	02/21/11	Push Ups	5	Fail
SPRG10	9	03/15/10	Push Ups	3	Undetermined

Upper Body Strength		
Push Ups	Flexed Arm Hang	Mod Pull Ups
3	0	0

The example below has a record in the **Pass (TPS)** check mark indicating that this student passed **Abdominal Strength**. The SPRG10 record indicates Pass for **Curl Ups**. Since there is **ONLY** one type of test taken and the **TPS** record indicates it was passed even though there is no Pass/Fail flag in the **PFT** table the **PFT Status** will display **Pass**.

Abdominal Strength <input checked="" type="checkbox"/> Pass					
TstAdm	GR	Date	Test	Score	Status
SPRG10	9	03/15/10	Curl Ups	33	Pass

Abdominal Strength	
Push Ups	Mod Pull Ups
Curl Ups	
33	

However even though a **Pass** flag is stored in the **TPS** table remember that it is only for the **Category** and not a specific test. There can be a number of different testing variations that will calculate the **PFT** record as **Undetermined** even though the **Category** is passed. Such as below the student took **Push Ups** but there is NO Pass/Fail flag in the **PFT** table but the **TPS** table has a Pass flag for the **Upper Body Strength**. The SPRG10 record will display as **Undetermined**.

Upper Body Strength <input checked="" type="checkbox"/> Pass					
TstAdm	GR	Date	Test	Score	Status
SPRG10	10	03/15/10	Push Ups	38	Undetermined

Upper Body Strength		
Push Ups	Flexed Arm Hang	Mod Pull Ups
38	0	0

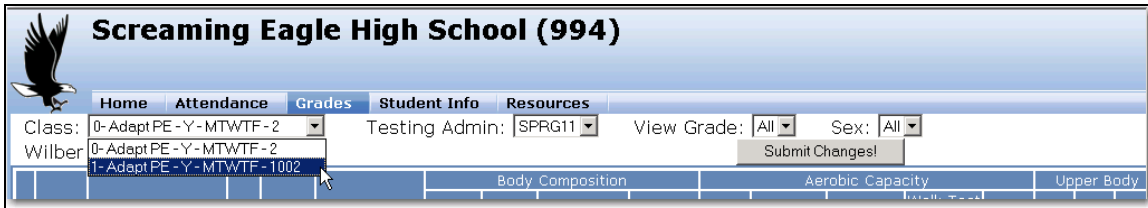
Update Physical Fitness From ABI

Once the **ABI Options** has been setup teachers will be able to enter Physical Fitness test results from ABI. After the setup has been performed Physical Fitness will now display under the **Grades** tab.

To enter test results click the mouse on **Physical Fitness** under **Grades**.



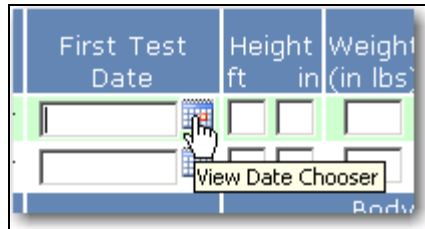
Click the mouse on the **Class** drop down and select the period. All students in the period selected will display.



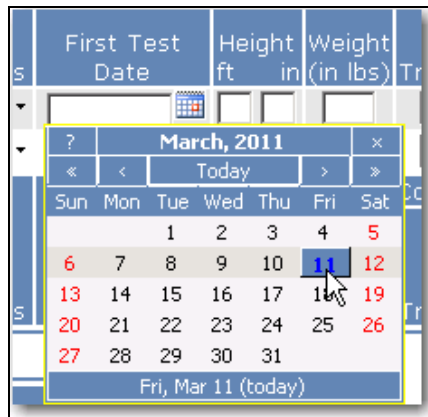
The **View Grade** and **Sex** drop downs will allow you to filter out specific students to display.

Stu#	Name	Grd	Issues	First Test Date	Body Composition				Aerobic Capacity				Upper Body				
					Height ft.	Weight in (lbs)	Skinfold Triceps	% Body Fat	20m PACER	Mile Run Min - Sec	Walk Test Time Min - Sec	Walk Test Heart Rate BPM	VO2 max	Push ups	Pull ups	Flex Arm Har	
1	27 Ainsworth, Lydia L	12															
2	1527 Nelson, Michelle M	12															

To enter test scores for a student you must first enter the **Test Date**. Click the mouse on the **Date Chooser** icon.



Select the Test Date and the date will display in the **Test Date** field.



Press **Tab** to the fields selected. Enter all test scores into these fields. Not all fields will display on the form so you must use the scroll bar to display the remaining test fields. When complete click the mouse on the **Submit Changes** button.

Screaming Eagle High School (994)

Home Attendance Grades **Student Info** Resources

Class: 0-Adept PE - Y - MTWTF - 2 Testing Admin: SPRG11 View Grade: All Sex: All

Wilber Submit Changes!

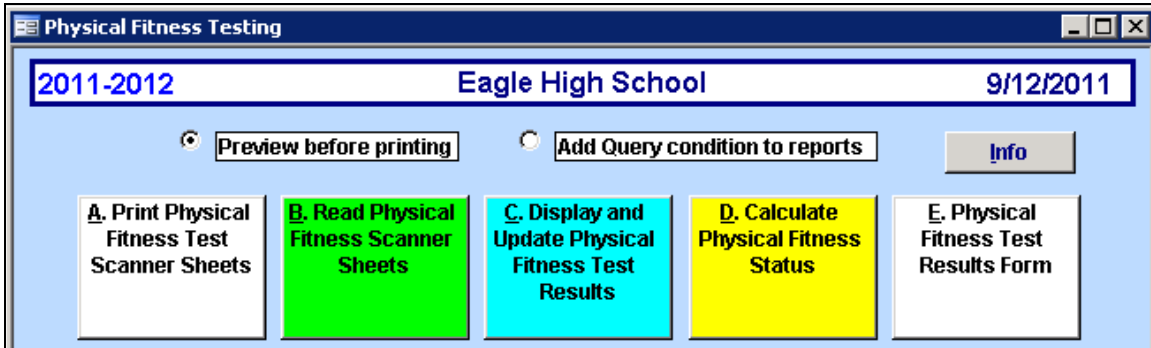
Stu#	Name	Grd	Issues	First Test Date	Body Composition				Aerobic Capacity				Upper Body					
					Height ft	Weight in (in lbs)	Skinfold Triceps	% Body Fat	20m PACER	Mile Run Min - Sec	Walk Test Time Min - Sec	Walk Test Heart Rate BPM	VO2 max	Push ups	Pull ups	Flex Arm Har		
1	27 Ainsworth, Lydia L	12		03/11/2011	5	2	120	2	2				10	35	12			
2	1527 Nelson, Michelle M	12																

Submit Changes!

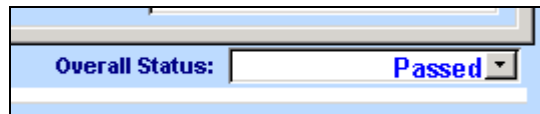
Calculate Physical Fitness Status

The **Calculate Physical Fitness Status** option will allow you to update the **TPS** table where the **Overall Test Status** is stored for students in 9th grade. This option should only be used if the Pass Fail flags have been updated either manually or if a Test file has been imported containing these flags.

Click the mouse on the **Calculate Physical Fitness Status** button. The program will utilize the **Pass Fail** flags from the PFT table to determine which Categories have been passed and will update the **TPS** table.



When 5 out of 6 of the categories have been passed in the current or prior Testing Administrations the **Overall Status** will be updated in the **TPS** table indicating the student no longer has to take the Physical Fitness test.



Physical Fitness Test Results Report

Individual physical fitness records can be printed for a student from the **Physical Fitness Test Results Details** tab. Use the **Locate** option to display the student and click the mouse on the **Print** button. The following report will be generated. Next to each category it will indicate whether or not the test was **PASSED** or **FAILED**. It will also display an **X** in the **Not Taken** box in each category if the student did not take that part of the test.

Eagle High School										9/12/2011																			
2011-2012		Physical Fitness Test Results Form							Page 1																				
STU#	Student Name	Perm ID	State ID	Birthdate	Sex	Grd	Prog	Trk	Status	Age	Overall Status																		
011736	Abbott, Allen R.	663089	1234567890	02/01/1996	M	10				15	PASSED																		
Testing Information																													
Testing Admin: SPRG11		Date: 2/21/2011		Grade: 9		Age: 15		Sch Taken: 40 Eagle High School																					
Test Status: Passed		Comment:																											
Reasons Incomplete/Not Tested:						Body Composition FAILED																							
Student Tested: <input type="checkbox"/>		IEP/Special needs: <input type="checkbox"/>				<input type="checkbox"/> Not Taken		Height Feet In.		Weight		Body Mass Index		Skinfold (mm) Triceps Calf		Percentage Body Fat													
Absent on test date: <input type="checkbox"/>		Extraordinary circumstances: <input type="checkbox"/>						5 5		101		16.8																	
		Medical Excuse: <input type="checkbox"/>																											
Aerobic Capacity PASSED				Upper Body Strength PASSED				Flexibility PASSED				Abdominal Strength PASSED		Trunk Strength PASSED															
<input type="checkbox"/> Not Taken		<input type="checkbox"/> 20m PACER		<input checked="" type="checkbox"/> Mile Run Min Sec		<input type="checkbox"/> Mile Walk Min Sec		Heart Rate		VO2 max		<input type="checkbox"/> Not Taken		<input checked="" type="checkbox"/> Push Ups		<input type="checkbox"/> Arm Hang		<input type="checkbox"/> Mod Pull-ups		<input type="checkbox"/> Not Taken		<input checked="" type="checkbox"/> Sit & Rch Left Right		<input type="checkbox"/> Shld Stretch Left Right		Curl Ups		Trunk Lifts	
				8 58						49.9				21						11 12				25		12			

If a student does not have a Physical Fitness record, a blank report will be generated and can be used for data entry.

Screaming Eagle High School										2/11/2011																			
2010-2011		Physical Fitness Test Results Form							Page 1																				
STU#	Student Name	Perm ID	State ID	Birthdate	Sex	Grd	Prog	Trk	Status	Age	Overall Status																		
003148	Albert, Ivette L.	99300015		01/14/1995	F	9				16																			
Testing Information																													
Testing Admin:		Date:		Grade:		Age:		Sch Taken:																					
Test Status:		Comment:																											
Reasons Incomplete/Not Tested:						Body Composition																							
Student Tested: <input type="checkbox"/>		IEP/Special needs: <input type="checkbox"/>				<input type="checkbox"/> Not Taken		Height Feet In.		Weight		Body Mass Index		Skinfold (mm) Triceps Calf		Percentage Body Fat													
Absent on test date: <input type="checkbox"/>		Extraordinary circumstances: <input type="checkbox"/>																											
		Medical Excuse: <input type="checkbox"/>																											
Aerobic Capacity				Upper Body Strength				Flexibility				Abdominal Strength		Trunk Strength															
<input type="checkbox"/> Not Taken		<input type="checkbox"/> 20m PACER		<input type="checkbox"/> Mile Run Min Sec		<input type="checkbox"/> Mile Walk Min Sec		Heart Rate		VO2 max		<input type="checkbox"/> Not Taken		<input type="checkbox"/> Push Ups		<input type="checkbox"/> Arm Hang		<input type="checkbox"/> Mod Pull-ups		<input type="checkbox"/> Not Taken		<input type="checkbox"/> Sit & Rch Left Right		<input type="checkbox"/> Shld Stretch Left Right		Curl Ups		Trunk Lifts	

Physical Fitness Test Results Summary by Student

An individual physical fitness summary can be printed for a student from the **Physical Fitness Test Results Summary** tab or for all students from **View All Reports**. From the **Summary (PFT)** tab select the student and click the mouse on the **Print** button. The following report will be generated for **ALL** tests taken by the student.

2:48:42 PM		Eagle High School			11/14/2011	
2011-2012		Physical Fitness Test Results Summary by Student			Page 1	
Stu#	Name	Grade	Sex	Perm ID	Overall Status	
011875	Bactad, Hipolito B.	11	M	243315331	Not Passed	
✓ Aerobic Capacity (Passed)						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	
SPRG11	10	02/21/2011	Mile Run - VO2max	48	Pass	
SPRG10	9	03/15/2010	Mile Run	9:32	Undetermined	
✓ Body Composition (Passed)						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	
SPRG11	10	02/21/2011	Body Mass Index	17.2	Pass	
SPRG10	9	03/15/2010	Percentage Body Fat	10.4	Pass	
✓ Abdominal Strength (Passed)						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	
SPRG11	10	02/21/2011	Curl Ups	45	Pass	
SPRG10	9	03/15/2010	Curl Ups	75	Pass	
Trunk Strength (Not Passed)						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	
SPRG11	10	02/21/2011	Trunk Lifts	8	Fail	
SPRG10	9	03/15/2010	Trunk Lifts	7	Undetermined	
Upper Body Strength (Not Passed)						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	
SPRG11	10	02/21/2011	Push Ups	2	Fail	
SPRG10	9	03/15/2010	Push Ups	15	Undetermined	
✓ Flexibility (Passed)						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	
SPRG11	10	02/21/2011	Sit & Reach (L/R)	12/12	Pass	
SPRG10	9	03/15/2010	Sit & Reach (L/R)	8/8	Pass	

A checkmark next to the **Category** signifies that the student passed that Physical Fitness Category and will also print **Passed**, **Not Passed**, etc. Under each Category specific test data will print for each Testing Admin that has a record in the **PFT** table. The **Test Status** column will print a **Pass** or **Fail** flag for all tests starting with SPRG11 since the **Pass/Fail** flag is now stored in the **PFT** table as of this year.

In years prior to SPRG11 Aeries did not store the Pass or Fail flags. Some records cannot be determined as to whether a specific test was passed so the **Test Status** for some categories might print **Undetermined** especially if there are multiple tests that can be taken in a specific category.

The **Overall Status** at the top of the report is calculated from the **TPS** table. If a student has passed 5 out of 6 categories the **Overall Status** field will print **Passed**. If they have not passed 5 out of 6 categories the **Overall Status** field will print **Not Passed**.

Physical Fitness Status Summary

The **Physical Fitness Status Summary** reports will display an option form that will allow you to select different options for the report to be generated.

The screenshot shows a dialog box titled "Physical Fitness Status Summary Options". It is divided into several sections:

- Select Categories to Print:** A list of six categories with checkboxes, all of which are checked: Aerobic Capacity, Body Composition, Abdominal Strength, Trunk Strength, Upper Body Strength, and Flexibility.
- Bypass Students with these Status codes:** A list of six status codes with checkboxes, all of which are unchecked: "" - Not Taken, "0" - Not Passed, "1" - Passed, "7" - Waived, "8" - Pending, and "9" - Req Met.
- Sort Report By:** A list of four options with radio buttons: Student Name, Grade, Teacher/Period, and Teacher/Course. "Teacher/Course" is selected.
- Show STU.QT:** A checkbox that is unchecked.
- Status Code Legend at the end of Report:** A checkbox that is checked.
- Limit by Grade:** A dropdown menu.
- Field and Value to Indicate a PE Course (only teachers teaching PE Courses will print):** A section with three dropdown menus: "CRS Field" (set to S1), "Field Value" (set to H), and "Date" (set to 09/12/2011).
- Include Inactive Students:** A checkbox that is checked.

At the bottom of the dialog box are "OK" and "Cancel" buttons.

The option form will allow you to select this report to print limited by the following fields in the Course table.

- ◆ Primary Subject area codes (CRS.S1)
- ◆ Department Codes (CRS.DC)
- ◆ Course Content Group (CRS.CCG)
- ◆ Course Type (CRS.TY)
- ◆ Course User fields 1 – 8 (CRS.U1 – CRS.U8)

The **Print Physical Fitness Status Summary** also has the option to tag the students and print a **Status Code Legend** at the end of the report.

The **Print Physical Fitness Status Summary** will generate a listing of all students physical fitness status by categories selected. It can be selected to print in order by **Student Name, Grade, Teacher** or **Teacher /Course**.

1:23:52 PM		Eagle High School							9/12/2011		
2011-2012		Physical Fitness Status Summary by Student							Page 1		
Stu#	Name	Grd	Sex	Status	Tests Passed	Aerobic Capacity	Body Composition	Abdominal Strength	Trunk Strength	Upper Body Strength	Flexibility
011736	Abbott, Allen R.	10	M	Passed	5	P (2011)	F	P (2011)	P (2011)	P (2011)	P (2011)
011737	Abella, Steven	11	M	Passed	3	P (2011)		P (2011)		P (2011)	
011738	Abenos, Angelo A.	11	M	Passed	0						
011739	Aberry, Romel A.	10	M	Passed	6	P (2011)	P (2011)	P (2011)	P (2011)	P (2011)	P (2011)
011740	Abrimes, Albert Q.	10	M	Not Passed	0	F	F	F	F	F	F
011743	Acevedo, Adam D.	11	M	Not Passed	0						
015116	Acevedo, Denise M.	12	F	Not Taken	0						

When a student has passed the Physical Fitness test Passed will print under the **Status** column. This is the **Overall Status** for all tests taken. The number of Tests Passed will also display. Each category will display if they passed or failed. If a student passed the category a **P (2011)** will display which indicates the year the category was passed.

Due to the **Pass Fail flags** from prior years no longer being stored in the **PFT** table you might notice records where the **Status** indicates **Passed** but there are no Pass or Fail listed under each category. This occurs when the **Test Status** indicates Passed, such as below, for a prior year however none of the **Pass Fail flags** contain any data.

For example Angelo Abenos below has passed a prior year test but the Category Pass Fail flags are blank.

1:23:52 PM		Eagle High School							9/12/2011		
2011-2012		Physical Fitness Status Summary by Student							Page 1		
Stu#	Name	Grd	Sex	Status	Tests Passed	Aerobic Capacity	Body Composition	Abdominal Strength	Trunk Strength	Upper Body Strength	Flexibility
011736	Abbott, Allen R.	10	M	Passed	5	P (2011)	F	P (2011)	P (2011)	P (2011)	P (2011)
011737	Abella, Steven	11	M	Passed	3	P (2011)		P (2011)		P (2011)	
011738	Abenos, Angelo A.	11	M	Passed	0						

Physical Fitness Test Summary

The **Print Physical Fitness Test Summary** will generate a school summary report. The report will print each category, test and total number of students that **Passed** or **Failed**. The report will also calculate out percentages and Total number of students that took the test. The report is run by **Testing Admin** and is grouped by grade level.

		Eagle High School				9/12/2011	
2011-2012		Physical Fitness Test Summary				Page 2	
		SPRG11					
Category	Test	Grade	Passed		Failed		Total
			Count	Percent	Count	Percent	
Abdominal Strength	Curl-Ups	11	59	93.7%	4	6.4%	63
Aerobic Capacity	One Mile Run	11	38	43.7%	49	56.3%	87
Body Composition	Body Mass Index	11	37	42.1%	51	58.0%	88
	Percentage Body Fat	11	2	22.2%	7	77.8%	9
Flexibility	Sit & Reach	11	51	78.5%	14	21.5%	65
Trunk Strength	Trunk Lifts	11	62	95.4%	3	4.6%	65
Upper Body Strength	Push-Ups	11	49	64.5%	27	35.5%	76

Physical Fitness Test Results

The **Print Physical Fitness Test Results** reports will display an option form that will allow you to select different options for the report to be generated. The report can be run by **Student Name**, **Mile Run Time**, **Teacher/Period** or **Teacher/Course**.

The **Print Physical Fitness Test Results by Student Name** will generate a listing of all physical fitness test results for all students and will print in order by student name.

The report will generate for ALL tests or the option is available to print only a particular **Testing Admin**. To run the report for a selected testing administration, click the mouse on **Limit by Testing Admin?**. Click the mouse on the dropdown and select the **Testing Admin**.

To print the report, click the mouse on the **OK** button. The following report will be generated for **ALL** tests taken along with a **School Average** of the student's scores.

Eagle High School																				9/7/2011		
2011-2012																				Page 1		
Physical Fitness Test Results by Student																						
STU#	Student Name	Sex	Testing Admin	Testing Date	Test Grd	Mile Run	Walk Time	20m Pacer	Heart Rate	VO2 max	Curl Ups	Trunk Lift	Push Ups	Mod Pull	Arm Hang	Sit&Rch L - R	ShStr L - R	Tricep Calf (mm) (mm)	Body Fat%	Hght Wght	BMI Issues	
011736	Abbott, Allen R.	M	SPRG11	2/21/2011	9	8:58	0:00	0	0	49.9	25	12	21	0	0	11	12	2	0	0.0	5-05	101 16.8
011739	Abduhl, Romel A.	M	SPRG11	2/21/2011	9	10:31	0:00	0	0	43.5	47	11	15	0	0	12	12	0	0	0.0	5-06	129 20.8
011740	Abram, Albert Q.	M	SPRG11	2/21/2011	9	13:30	0:00	0	0	00.0	6	5	8	0	0	2	6	0	0	0.0	5-05	135 22.5
School Averages						11:00	0	0	0	46.70	26.00	9.33	14.67	0	0	8.33	10.00	2.00	0	0	5-05	121.67 20.03

The **Print Physical Fitness Test Results by Teacher** will generate a report of the student's physical fitness test results and print in order by teacher. To print a report, click the mouse on **Print Physical Fitness Test Results by Teacher**. The following report will be generated for **ALL** tests taken along with a **School Average** of the student's scores.

Eagle High School																				9/7/2011				
2011-2012																				Page 1				
Physical Fitness Test Results by Teacher																								
Teacher: 306 GarrisonTina					Period: 0					Room: D209					Course: P8000 HOMEROOM					Section: 7				
STU#	Student Name	Sex	Testing Admin	Testing Date	Test Grd	Mile Run	Walk Time	20m Pacer	Heart Rate	VO2 max	Curl Ups	Trunk Lift	Push Ups	Mod Pull	Arm Hang	Sit&Rch L - R	ShStr L - R	Tricep Calf (mm) (mm)	Body Fat%	Hght Wght	BMI Issues			
011736	Abbott, Allen R.	M	SPRG11	2/21/2011	9	8:58	0:00	0	0	49.9	25	12	21	0	0	11	12	2	0	0.0	5-05	101 16.8		
			SPRG09	3/2/2009	7	10:17	0:00	0	0	00.0	22	12	31	0	0	0	0	0	0	0.0	4-10	80 16.7		
011739	Abduhl, Romel A.	M	SPRG11	2/21/2011	9	10:31	0:00	0	0	43.5	47	11	15	0	0	12	12	0	0	0.0	5-06	129 20.8		
			SPRG09	3/2/2009	7	11:03	0:00	0	0	00.0	38	12	22	0	0	0	0	0	0	0.0	5-02	86 15.7		
011740	Abram, Albert Q.	M	SPRG11	2/21/2011	9	13:30	0:00	0	0	00.0	6	5	8	0	0	2	6	0	0	0.0	5-05	135 22.5		
			SPRG09	2/4/2009	7	0:00	0:00	12	0	00.0	3	7	3	0	0	0	0	0	0	0.0	5-02	142 26.0		
School Averages						10:52	0	12.00	0	46.70	23.50	9.83	16.67	0	0	8.33	10.00	2.00	0	0	5-03	112.17 19.75		

The **Physical Fitness Test Results by Teacher/Course** will generate a report of student's physical fitness test results and will print in order by teacher and course in a Secondary school. To print a report, click the mouse on **Physical Fitness Test Results By Teacher/Course**. The following options will display.

Physical Fitness Test Results Options

Sort Report By:

Student Name Teacher/Period
 Mile Run Time Teacher/Course

Limit by Testing Admin?

Field and Value to Indicate a PE Course
(only teachers teaching PE Courses will print)

CRS Field	Field Value	Date
S1	B	02/09/2011
S1	Primary Subject Area	
DC	Department Code	
CCG	Course Content Group	
TY	Course Type	
UC1	User Code 1	
UC2	User Code 2	
UC3	User Code 3	
UC4	User Code 4	

The options are available to select this report to print limited by the following **Course Data** fields:

- ◆ **Primary Subject area codes (CRS.S1)**
- ◆ **Department Codes (CRS.DC)**
- ◆ **Course Content Group (CRS.CCG)**
- ◆ **Course Type (CRS.TY)**
- ◆ **Course User fields 1 – 8 (CRS.U1 – CRS.U8)**

The **Field Value** will allow you to select the specific code value to be used for the Course field selected. The **Date** field will allow you to print the report for a certain term by entering a term date into the **Date** field.

For example, to print this report for the **Primary Subject Area** codes click the mouse on the **CRS Field** drop down and select S1. All **Primary Subject Area** codes will now display for this field in **Field Value**. Click the mouse on the **Subject Area** code for Physical Fitness.

Click the mouse on the **OK** button and the report will be generated for the **Subject Area** code selected.

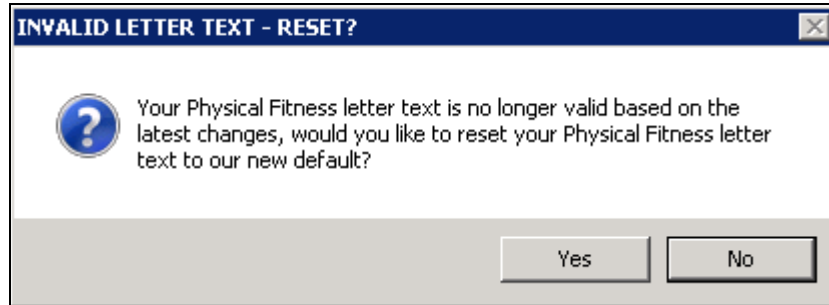
Eagle High School																		9/7/2011					
2011-2012																		Page 1					
Physical Fitness Test Results by Teacher																							
Teacher: 306 GarrisonTina																		Section: 7					
Period: 0 Room: D209 Course: P8000 P.E.																							
STU#	Student Name	Sex	Testing Admin	Testing Date	Test Grd	Mile Run	Walk Time	20m Pacer	Heart Rate	VO2 max	Curl Ups	Trunk Lift	Push Ups	Mod Pull	Arm Hang	Sit&Rch L - R	ShStr L - R	Tricep Calf (mm) (mm)	Body Fat%	Hght Wght	BMI Issues		
011736	Abbott, Allen R.	M	SPRG11	2/21/2011	9	8:58	0:00	0	0	49.9	25	12	21	0	0	11	12	2	0	0.0	5-05	101	16.8
			SPRG09	3/2/2009	7	10:17	0:00	0	0	00.0	22	12	31	0	0	0	0	0	0	0.0	4-10	80	16.7
011739	Abduhl, Romel A.	M	SPRG11	2/21/2011	9	10:31	0:00	0	0	43.5	47	11	15	0	0	12	12	0	0	0.0	5-06	129	20.8
			SPRG09	3/2/2009	7	11:03	0:00	0	0	00.0	38	12	22	0	0	0	0	0	0	0.0	5-02	86	15.7
011740	Abram, Albert Q.	M	SPRG11	2/21/2011	9	13:30	0:00	0	0	00.0	6	5	8	0	0	2	6	0	0	0.0	5-05	135	22.5
			SPRG09	2/4/2009	7	0:00	0:00	12	0	00.0	3	7	3	0	0	0	0	0	0	0.0	5-02	142	26.0
School Averages						10:52	0	12.00	0	46.70	23.50	9.83	16.67	0	0	8.33	10.00	2.00	0	0	5-03	112.17	19.75

The **Print Physical Fitness Test Results by Mile Run** will generate a report of the student's physical fitness test results and print in order by the lowest Mile Run time to the highest. To print a report, click the mouse on **Print Physical Fitness Test Results by Mile Run**. The following print will be generated for **ALL** tests taken along with a **School Average** of the student's scores.

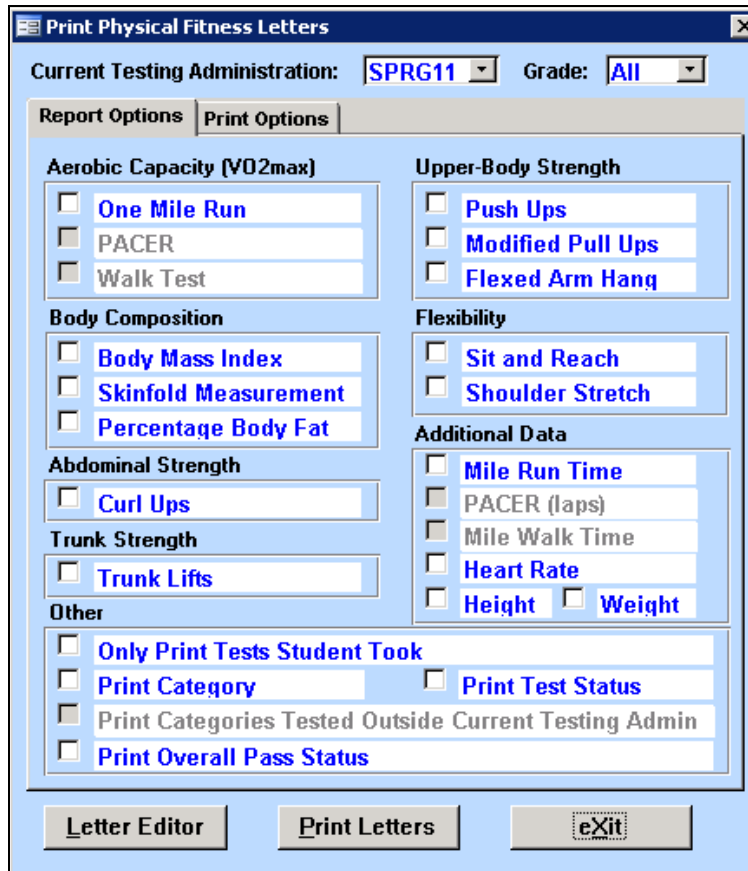
Screaming Eagle High School																				2/9/2011			
2010-2011		Physical Fitness Test Results by Mile Run																		Page 1			
STU#	Student Name	Sex	Testing Admin	Testing Date	Test Grd	Mile Run	Walk Time	Pacer	Heart Rate	Walk Test	Cur Ups	Trunk Lift	Push Ups	Mod Pull	Arm Hang	Sit&Rch L - R	ShStr L - R	Tricep (mm)	Calf (mm)	Body Fat%	Hght Wght	BMI Issues	
000460	Coronado, Nicole	F	SPRG 11	2/2/2011	9	0:00	13:11	999	15	15	99	99	99	99	99	99	99	P	0	0	0.0	0-00	0
000019	Aguayo, Krupa R.	F	SPRG 11	1/26/2011	12	7:13	22:13	120	17	35	0	0	0	0	0	0	0	0	0	0	0.0	5-00	100 19.53
000045	Alvarado, Jocelyn	F	SPRG 11	2/7/2011	9	7:22	23:12	0	16	34	0	0	0	0	0	0	0	0	0	0	0.0	4-11	98 19.79
000139	Bang, Allan	M	SPRG 11	2/6/2011	9	7:36	22:13	0	15	42	0	0	0	0	0	0	0	0	0	0	0.0	5-02	130 23.77

Set Up Physical Fitness Letters and Print to Parents

Click the mouse on the **Set up Physical Fitness Letters and Print to Parents** option. If your letters are invalid the first time Letters are generated as of SPRG11 the following message could display on the screen. You must click the mouse on the **Yes** button to re-generate new letters. The **Letter Editor** will display to allow you to modify the default letter.



After the **Set up Physical Fitness Letters and Print to Parents** option is selected the following **Options** will display. The **Current Testing Administration** field will default to the current **Testing Admin**. To select a different **Testing Admin** click the mouse on the drop down and select the **Testing Admin**. A **Grade** dropdown is also available to limit the letters to a specific grade level or ALL grades.

A screenshot of the "Print Physical Fitness Letters" window. At the top, it shows "Current Testing Administration: SPRG11" and "Grade: All". Below this are two tabs: "Report Options" and "Print Options". The "Print Options" tab is active, showing various test categories with checkboxes: Aerobic Capacity (VO2max) including One Mile Run, PACER, and Walk Test; Upper-Body Strength including Push Ups, Modified Pull Ups, and Flexed Arm Hang; Body Composition including Body Mass Index, Skinfold Measurement, and Percentage Body Fat; Flexibility including Sit and Reach and Shoulder Stretch; Abdominal Strength including Curl Ups; Trunk Strength including Trunk Lifts; Additional Data including Mile Run Time, PACER (laps), Mile Walk Time, Heart Rate, Height, and Weight; and Other options including Only Print Tests Student Took, Print Category, Print Test Status, Print Categories Tested Outside Current Testing Admin, and Print Overall Pass Status. At the bottom, there are three buttons: "Letter Editor", "Print Letters", and "eXit".

The **Report Options** tab will display different categories containing different activities performed and if selected will print on the **Physical Fitness Letters**. Any test that displays grayed out that **cannot** be selected has not been setup in this **Testing Admin** on the **Physical Fitness Setup** form.

The **Report Options** tab contains the following additional options:

- **Only Print Tests Students Took** will print letters for students with only the results for specific tests the student took. If the option is selected, the categories and tests will no longer display on the **Report Options** screen.
- **Print Categories regardless of current Test Admin** can only be selected when **Only Print Tests Student Took** and **Print Category** is selected. This option will print all categories the student has taken in current and previous administrations
- **Print Overall Test Status** will print the students Overall Test Results of Passed or Not Passed

The **Print Options** tab will display various options available when printing these letters and must be selected prior to printing.

The screenshot shows a window titled "Print Physical Fitness Letters" with a close button (X) in the top right corner. At the top, there are two dropdown menus: "Current Testing Administration:" with the value "SPRG11" and "Grade:" with the value "All". Below these are two tabs: "Report Options" and "Print Options", with "Print Options" being the active tab. The "Print Options" section contains several groups of controls:

- "Uppercase Address?" with radio buttons for "Yes" and "No", where "No" is selected.
- "Return Address?" with radio buttons for "District", "School", and "None", where "District" is selected.
- Two checkboxes: "Include School name on Return Address?" (unchecked) and "Include School telephone on Return Address?" (unchecked).
- "Using Double-Window Envelope?" with radio buttons for "Yes" and "No", where "No" is selected.
- "Print Date:" with radio buttons for "Left", "Right", "Center", and "None", where "Center" is selected.
- "Student Name?" with radio buttons for "Yes" and "No", where "Yes" is selected.
- "To Contacts?" with radio buttons for "Yes" and "No", where "Yes" is selected.
- Three checkboxes: "Print Preview" (checked), "Include Inactives" (checked), and "Add Query condition" (unchecked).

At the bottom of the window are three buttons: "Letter Editor", "Print Letters", and "exit".

The **Print Options** tab contains the following options:

- Print Upper Case for both Addresses
- Return Address – District, School or None
- Whether or not to include the school/district name
- Whether or not to include the school/district telephone
- Select to print for double window envelopes with option to Center Student Address
- Print the date on the left, center, right or no date at all
- Select to Print the Student's name
- Print letter to Contacts
- Preview the letters before printing
- Include Inactive students
- Add a query condition to select specific students

The **Letter Editor** will allow the **Physical Fitness Letter** to display and can be updated prior to printing. Click the mouse on button for the **Letter Editor** at the bottom of the form and the following form will display.

Physical Fitness Text Editor : Form

Letter: Correspondence Language Association. (Leave blank to indicate default)

Text for the top portion of the letter

Dear Parent:

The school district conducted Physical Fitness Testing recently. Your child was tested in the events shown below, and achieved the scores indicated. The student needs to pass five out of six events in order to pass the Physical Fitness Test.

(Scores appear in the center of the letter)

Text for the bottom portion of the letter

All children should strive to maintain levels of fitness to reduce the risk for developing heart disease, obesity, or low back problems. Developing good exercise habits is important to maintaining lifelong health. You can help your child develop these habits by encouraging regular participation in physical activity.

Should you have any questions regarding this test, please feel free to contact your child's teacher or the school.

LOCATE UPDATE OTHER

Backward Get Forward Add Change Delete eXit Print Letter

This form will only display the **Physical Fitness** letter and can only be used to change and update this letter. After the letter has been updated click on the **Exit** button.

After the letter is complete click the mouse on the **Print Letters** button. The following letter will be generated to parents indicating how their student performed during the **Physical Fitness Testing** process.

Each category selected to print will display in the Category column. The **Test Date**, **Test Name** and **Test Score** will display. The **Test Status** column signifies whether or not a student has passed the Physical Fitness Category. The **Overall Status** will indicate whether or not a student has passed 5 out of 6 categories that will include prior tests.

Eagle High School
200 Eagle Lane
Eagle, CA 99999

December 20, 2011

Analee Abbott
Re: Allan Abbott
1234 Eagle Lane
Eagle, CA 99999

Dear Parent:

The school district conducted Physical Fitness Testing recently. Your child was tested in the events shown below, and achieved the scores indicated. The student needs to pass five out of six events in order to pass the Physical Fitness Test.

Category	Test Date	Test Name	Test Score	Test Status
Aerobic Capacity	02/21/2011	Mile Run - VO2max	45.2	Passed
Body Composition	02/21/2011	Body Mass Index	27.6	Not Passed
Abdominal Strength	02/21/2011	Curl Ups	24	Passed
Trunk Strength		Trunk Lifts	N/A	Not Tested
Upper Body Strength	02/21/2011	Push Ups	18	Passed
Flexibility		Sit & Reach (L/R)	N/A	Not Tested
	02/21/2011	Shoulder Stretch (L/R)	/	Undetermined
Additional Data	02/21/2011	Mile Run Time	7:25	
		Heart Rate (BPM)	N/A	
	02/21/2011	Height	5' 3"	
	02/21/2011	Weight	156 lbs	

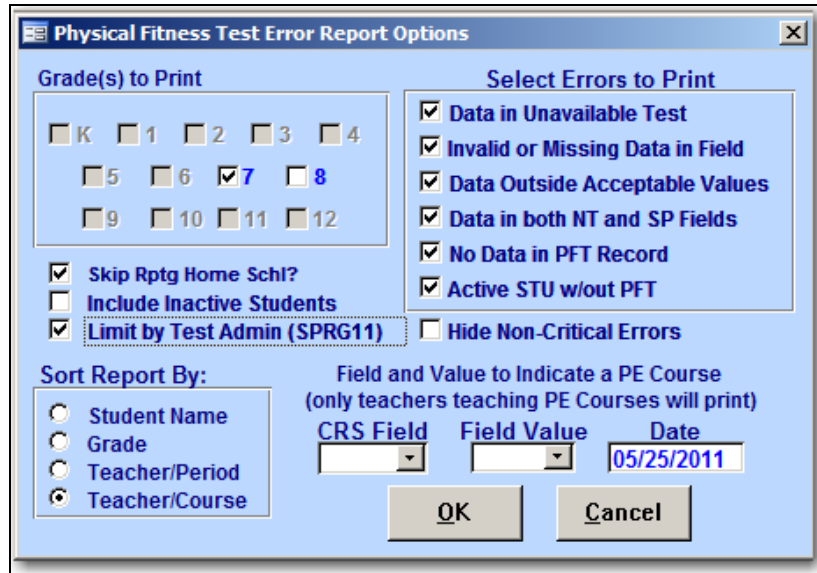
Overall Status: PASSED

All children should strive to maintain levels of fitness to reduce the risk for developing heart disease, obesity, or low back problems. Developing good exercise habits is important to maintaining lifelong health. You can help your child develop these habits by encouraging regular participation in physical activity.

Should you have any questions regarding this test, please feel free to contact your child's teacher or the school.

Print Error Report

The **Print Physical Fitness Error** report will generate a listing of students with various PFT errors. An option form will display that will allow you to select different errors and options when the report is generated.



The screenshot shows a dialog box titled "Physical Fitness Test Error Report Options". It contains several sections for configuring the report:

- Grade(s) to Print:** A grid of checkboxes for grades K through 12. Grade 7 is selected.
- Select Errors to Print:** A list of error types with checkboxes. Selected errors include: Data in Unavailable Test, Invalid or Missing Data in Field, Data Outside Acceptable Values, Data in both NT and SP Fields, No Data in PFT Record, and Active STU w/out PFT. "Hide Non-Critical Errors" is not selected.
- Sort Report By:** Radio buttons for sorting by Student Name, Grade, Teacher/Period, or Teacher/Course. "Teacher/Course" is selected.
- Field and Value to Indicate a PE Course:** A section for filtering by PE courses, with a note "(only teachers teaching PE Courses will print)". It includes dropdowns for "CRS Field" and "Field Value", and a text box for "Date" containing "05/25/2011".
- Other options:** "Skip Rptg Home Schl?" (checked), "Include Inactive Students" (unchecked), and "Limit by Test Admin (SPRG11)" (checked).

Buttons for "OK" and "Cancel" are at the bottom.



NOTE: The Critical Errors printed on this report have been determined by the 2010-11 Physical Fitness Test Student Data File Layout that is provided by the State.

Please review the Student Data File Layout to become familiar with the Acceptable Values setup by the State that can be entered into the fields on the Physical Fitness Test Results form in Aeries. Any value that is NOT acceptable will create an error on the Testing Vendor software and WILL BE REQUIRED to be fixed manually.

The following example of the **Print Physical Fitness Error** report displays some of the possible errors that could be printed when the report is generated. There are non-critical errors that have printed and the **Field Value** column indicates the value entered. The **Valid Values** column indicates the only State values that will be accepted in the Testing Vendors software and the **Value Loaded** indicates the value that will be loaded into the file.

Schl Taken	Error Code/Description	Error Field	Field Value	Valid Values	Value Loaded	Critical
14	3 Data in "Sit&Reach (L)" test is outside acceptable values allowed by the State.	RL	13	0-12	12	
14	3 Data in "Sit&Reach (R)" test is outside acceptable values allowed by the State.	RR	13	0-12	12	
14	3 Data in "Arm Hang" test is outside acceptable values allowed by the State.	AH	91	0-90	90	
14	3 Data in "Mod Pull Ups" test is outside acceptable values allowed by the State.	MP	76	1-75	75	
14	3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	
14	3 Data in "Trunk Lifts" test is outside acceptable values allowed by the State.	TL	13	0-12	12	
14	3 Data in "Curl Ups" test is outside acceptable values allowed by the State.	CU	76	1-75	75	
14	3 Data in "Skinfold Calf" test is outside acceptable values allowed by the State.	SK	41	1-40	40	
14	3 Data in "Skinfold Tricep" test is outside acceptable values allowed by the State.	ST	41	1-40	40	
14	2 Student has missing or invalid Height data	HT	0	12"-95"		✓
14	2 Student has missing or invalid Weight data	WT	0	1-500		✓
14	2 Student Took Some Tests but Marked "Not Tested"	NT	10	0		✓
14	2 The entire Abdominal Strength section is empty without an "Incomplete Test"					✓
14	2 The entire Upper Body Strength section is empty without an "Incomplete Test"					✓
14	2 The entire Aerobic Capacity section is empty without an "Incomplete Test"					✓
14	2 The entire Abdominal Strength section is empty without an "Incomplete Test"					✓
14	2 The entire Aerobic Capacity section is empty without an "Incomplete Test"					✓
14	2 The entire Upper Body Strength section is empty without an "Incomplete Test"					✓



NOTE: It is crucial that **ALL** critical errors that print on this report are corrected. The Physical Fitness file **CANNOT** be created without these errors resolved. The Non-Critical errors are only warning indicators but do not have to be corrected.

Create Fitness Files for Reporting to the State (School Database)

The **Create Fitness Files for Reporting to State** is used to create the **Student.txt** file. To create Fitness Files for all schools see the **Create Fitness Files Reporting to the State (District Database)**. When created, the **Student.txt** file contains student data and physical fitness test results for physical fitness reporting.

Parent Education Level NSLP Code

Aeries		CALPADS	
Code	Description	Code	Description
1	Not HS Graduate	14	Not a High School Graduate
2	High School Graduate	13	High School Graduate
3	Some College	12	Some College or Associate's Degree
4	College Graduate	11	College Graduate
5	Grad School/post grad trng	10	Graduate Degree or Higher
6	Declined to state/Unknown	15	Decline to State
*			

Record: 1 of 6

County code: 19
 District code: 99999
 School code: 9999999
 Charter Sch#: 0000

Grade to update if not: 09
 Path to fitness text file: C:\eagle\ ...
 Skip Rptg Home Sch?

Extract will be Created for Testing Admin "SPRG11"
 File will be created as "Student.txt"

Buttons: Info, Error Report, Mass Add Fitness Records, Create, Backup Fitness Text File, Exit

Prior to creating the **PFT** file the **Error Report** must be generated and all critical errors **MUST** be corrected. The new **Error Report** can be generated from the **Create Fitness Extract** form or from the **Physical Fitness Testing** form. If a report displays containing a list of errors they must be corrected prior to creating the **PFT** file. The **Create** button will be disabled until all critical errors are corrected.

At the top of the form the County, District and School codes will automatically display from the **LOC** table. If this is a Charter School enter the school number in the **Charter Sch#** field.

At the top of the form there are two tabs the **Parent Education Level** and the **NSLP Code**. These tabs will be used to convert the data in Aeries to the CALPADS codes. To load the Cross Reference with the District data click the mouse on the **Load District XRF** button.

The screenshot shows a software window with two tabs: "Parent Education Level" and "NSLP Code". The "Parent Education Level" tab is active, displaying a table with two columns: "Aeries" and "CALPADS". Each column has sub-columns for "Code" and "Description".

Aeries		CALPADS	
Code	Description	Code	Description
1	Not HS Graduate	14	Not a High School Graduate
2	High School Graduate	13	High School Graduate
3	Some College	12	Some College or Associate's Degree
4	College Graduate	11	College Graduate
5	Grad School/post grad trng	10	Graduate Degree or Higher
6	Declined to state/Unknown	15	Decline to State
*			

Below the table is a record navigation bar showing "Record: 1 of 6". At the bottom right of the window is a button labeled "Load District XRF".

The **Grade to update** will automatically default to the proper grade. A message will display indicating which **Testing Admin** records will be extracted to the **Student.txt** file. Verify the **Path to the Fitness Text Files** is correct.

If student's Reporting Home School is different than the current school these student's can be skipped if the **Skip Rptg Home School** is selected.

The screenshot shows a form with several fields and buttons. At the top left is a "Load District XRF" button. Below it are two fields: "Grade to update if not:" with a dropdown menu set to "09", and "Path to fitness text file:" with a text box containing "C:\eagle\" and a browse button "...". To the right of the path field is a red message: "Extract will be Created for Testing Admin 'SPRG11'". Below the path field is a checked checkbox for "Skip Rptg Home Schl?". At the bottom center, a red message says "File will be created as 'Student.txt'". On the right side of the form are four buttons: "Mass Add Fitness Records", "Create", "Backup Fitness Text File", and "Exit".

The **Create** button will remain disabled until the **Error Report** is generated from this form and there are no errors.

When the report is generated any active student that does not have a PFT record for the **Testing Admin** displayed **MUST** have a record created. Notice below the **Error** indicates **Student missing Physical Fitness data** and the **Critical** column is flagged. The students that display on this report can be mass added to the **Student.txt** file.

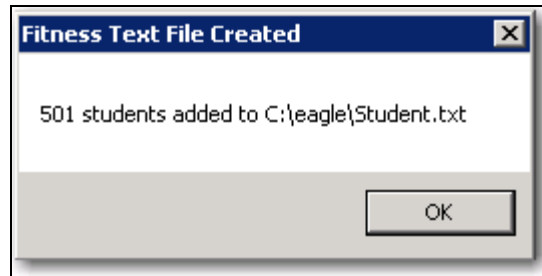
Schl aken	Error Code/Description	Error Field	Field Value	Valid Values	Value Loaded	Critical
14	3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	
0	6 Student missing Physical Fitness data					✓
0	6 Student missing Physical Fitness data					✓
0	6 Student missing Physical Fitness data					✓

To add these students click the mouse on the **Mass Add Fitness Records** button. An option form will display to select the **Not Tested Reason** code that will be used for **ALL** students that are mass added to the **PFT** table. Click the mouse on the **Reason Code** selected and click the mouse on the **OK** button.

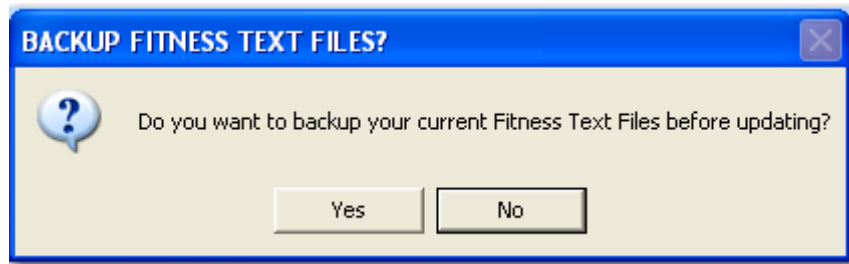
The **Date Input** form with the **Test Date** will default to 04/01/2011 but a new date can be entered. Click the mouse on the **OK** button.

In order to enable the **Create** button the **Error Report** must be generated. If all errors have been corrected on the **Error Report** the **Create** button will now display.

Click the mouse on the **Create** button to create the **Student.txt** file. The following message will display with the number of students added to the file and the folder where the file was saved.



The following message will display if there is an existing **Student.txt** file in the same location of the path selected. To save the file, click the mouse on the **Yes** button to create a backup of the **Student.txt** file.

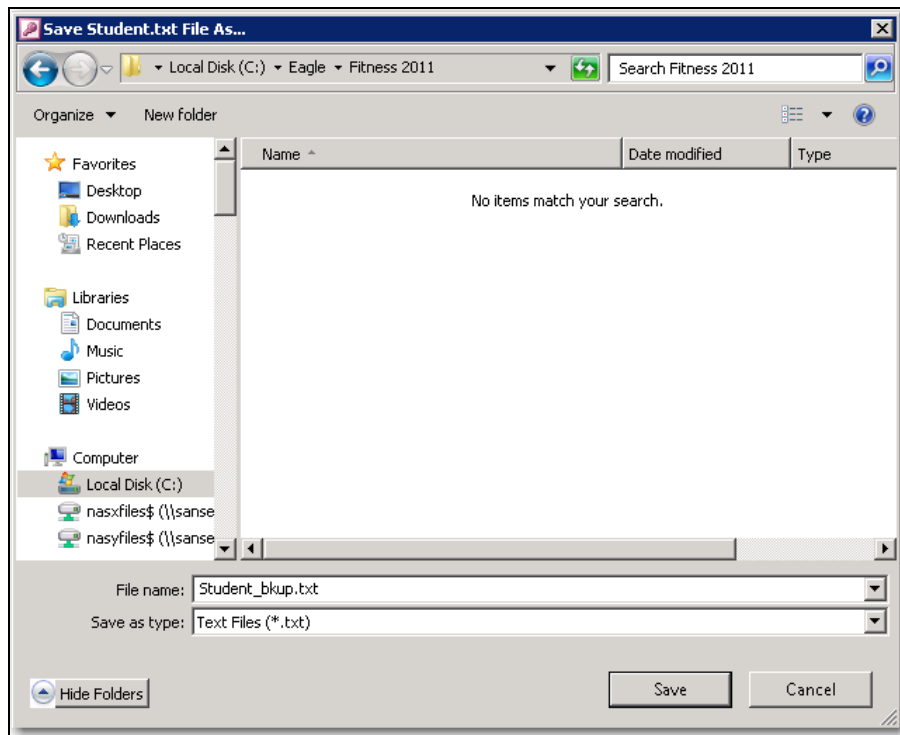


A **Save in** box will display and will default to the **Path to Fitness Text Files** and the **File name** will default to **Student_bkup.txt**. The **Save in** location and **File names** can be changed. Click the mouse on the **SAVE** button.

Backup Fitness Text Files

The **Backup Fitness Text Files** is utilized to make a backup copy of the **Student.txt** file for safe-keeping. The backup will create a **copy** of the text file. To create the backup copy, click the mouse on the **Backup Fitness Text Files** option.

The following **Save in** box will display. The **Save in** location will default to the **Path to Fitness Text Files** and the **File name** will default to **Student_bkup.txt**. The **Save in** location and **File name** can be changed. Click the mouse on the **SAVE** button. A message will display with the location and file names.



Create Fitness Extract for Reporting to the State (District Database)

The **Create Fitness Extract** form in the District is located from the **Testing and Assessment** form and is used to create the **Student.txt** file. Technically the same procedures used in the School version are used to create the **Student.txt** file in the District version. Prior to creating this file the District database **MUST** be updated with the **Physical Fitness (PFT)** table from ALL schools.

Sch#	School Name	School code	Charter#
<input checked="" type="checkbox"/>	100 Basic Code Tables	9999100	0000
<input checked="" type="checkbox"/>	200 Basic Data HS ADS SOC Etc	9999200	0000
<input checked="" type="checkbox"/>	990 Golden Eagle Elementary School	9999990	0000
<input checked="" type="checkbox"/>	991 Tawny Eagle YR Elementary School	9999991	0000
<input checked="" type="checkbox"/>	992 Hawk Elementary for ATT	9999992	0000
<input checked="" type="checkbox"/>	993 Bald Eagle Intermediate School	9999993	0000
<input checked="" type="checkbox"/>	994 Screaming Eagle High School	9999994	0000
<input checked="" type="checkbox"/>	995 Aeries Continuation School	9999995	0000
<input checked="" type="checkbox"/>	999 Inactive Students		0000

After each school has updated their Physical Fitness records in the **PFT** table the District database must be updated using the **Update District Database** option. The **Create Fitness Extract** will not work properly if there are no PFT records in the District Database.

Prior to creating the **PFT** file the **Error Report** must be generated and all critical errors **MUST** be corrected. If a report displays containing a list of errors they must be corrected prior to creating the **PFT** file. The **Create** button will be disabled until all critical errors are corrected.



NOTE: All School databases **MUST** be running on the current version of Aeries prior to creating the **Student.txt** file.

The schools with **PFT** tables to be converted into the **Student.txt** file **MUST** be selected. To select ALL schools click the mouse on the **All** button. To de-select all schools click the mouse on the **None** button. Individual schools can be selected on the left hand side of the form by clicking the mouse on the check box next to each school.

Sch#	School Name	School code	Charter#
<input checked="" type="checkbox"/> 100	Basic Code Tables	9999100	0000
<input checked="" type="checkbox"/> 200	Basic Data HS ADS SOC Etc	9999200	0000
<input checked="" type="checkbox"/> 990	Golden Eagle Elementary School	9999990	0000
<input checked="" type="checkbox"/> 991	Tawny Eagle YR Elementary School	9999991	0000
<input checked="" type="checkbox"/> 992	Hawk Elementary for ATT	9999992	0000
<input checked="" type="checkbox"/> 993	Bald Eagle Intermediate School	9999993	0000
<input checked="" type="checkbox"/> 994	Screaming Eagle High School	9999994	0000
<input checked="" type="checkbox"/> 995	Aeries Continuation School	9999995	0000
<input checked="" type="checkbox"/> 999	Inactive Students		0000

After all schools have been selected to be included in the **Student.txt** file, click the mouse on the **Error Report** button. If a report displays containing a list of errors they **must** be corrected prior to creating the **PFT** files.

At the top of the form the County and District codes will automatically display from the **LOC** table. The **School Code** will also display to the right of each school which is located in the **LOC** table. It is crucial that these codes are verified. If any of these schools are a **Charter School** enter the charter school number.



NOTE: The current grades required for physical fitness testing by the state are grades 5, 7 and 9. This program will NOT include any other grades.

The **Update which Grades** will automatically default to the proper grades. To de-select a grade from being updated into the database click the mouse on the check box and the black check will no longer display. A message will display indicating which **Testing Admin** records will be extracted to the **Student.txt** file. Verify the **Path to the Fitness text files** at the bottom of the form is correct.

Update which grades: 5th
 7th
 9th
Honor Rptg Home Schl?

Path to fitness text file: Extract will be Created for Testing Admin "SPRG11"
File will be created as "Student.txt"

Buttons: Backup Fitness Text File, Exit

At the top of the form next to **Schools** there are two tabs the **Parent Education Level** and the **NSLP Code**. These tabs will be used to convert the data in Aeries to the CALPADS codes.

Aeries		CALPADS	
Code	Description	Code	Description
1	Not HS Graduate	14	Not a High School Graduate
2	High School Graduate	13	High School Graduate
3	Some College	12	Some College or Associate's Degree
4	College Graduate	11	College Graduate
5	Grad School/post grad trng	10	Graduate Degree or Higher
6	Declined to state/Unknown	15	Decline to State
*			

If a student's Reporting Home School is different than the current school these student's can be included in the Reporting Home School by selecting the **Honor Rptg Home School** option.

Record: 1 of 6

Update which grades: 5th
 7th
 9th
Honor Rptg Home Schl?

Path to fitness text file: Extract will be Created for Testing Admin "SPRG11"
File will be created as "Student.txt"

Buttons: Mass Add Fitness Records, Create, Backup Fitness Text File, Exit

The **Create** button will remain disabled until the **Error Report** is generated from this form and there are no errors.

When the report is generated any active student that does not have a **PFT** record for the **Testing Admin** displayed **MUST** have a record created. Notice below the **Error** indicates **Student missing Physical Fitness data** and the **Critical** column is flagged. The students that display on this report can be mass added to the **Student.txt** file.

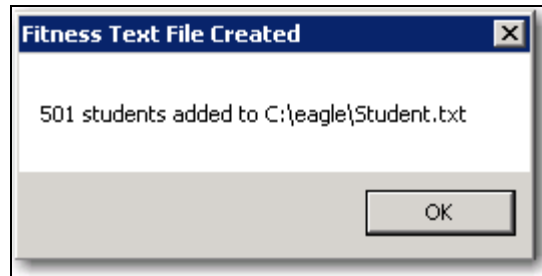
Schl taken	Error Code/Description	Error Field	Field Value	Valid Values	Value Loaded	Critical
14	3 Data in "Push Ups" test is outside acceptable values allowed by the State.	PU	76	1-75	75	
0	6 Student missing Physical Fitness data					✓
0	6 Student missing Physical Fitness data					✓
0	6 Student missing Physical Fitness data					✓

To add these students click the mouse on the **Mass Add Fitness Records** button. An option form will display to select the **Not Tested Reason** code that will be used for **ALL** students that are mass added to the **PFT** table. Click the mouse on the **Reason Code** selected and click the mouse on the **OK** button.

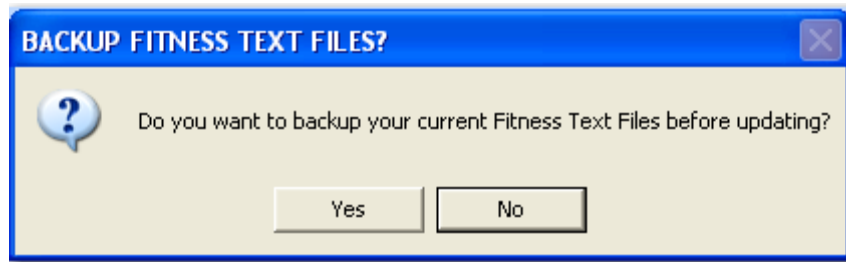
The **Date Input** form will display the **Test Date** and will default to 04/01/2011 but a new date can be entered. Click the mouse on the **OK** button.

In order to enable the **Create** button the **Error Report** must be generated. If all errors have been corrected on the **Error Report** the **Create** button will now display.

Click the mouse on the **Create** button to create the **Student.txt** file. The following message will display with the number of students added to the file and the folder where the file was saved.



The following message will display if there is an existing **Student.txt** file in the same location of the path selected. To save the file, click the mouse on the **Yes** button to create a backup of the Fitness Text File.

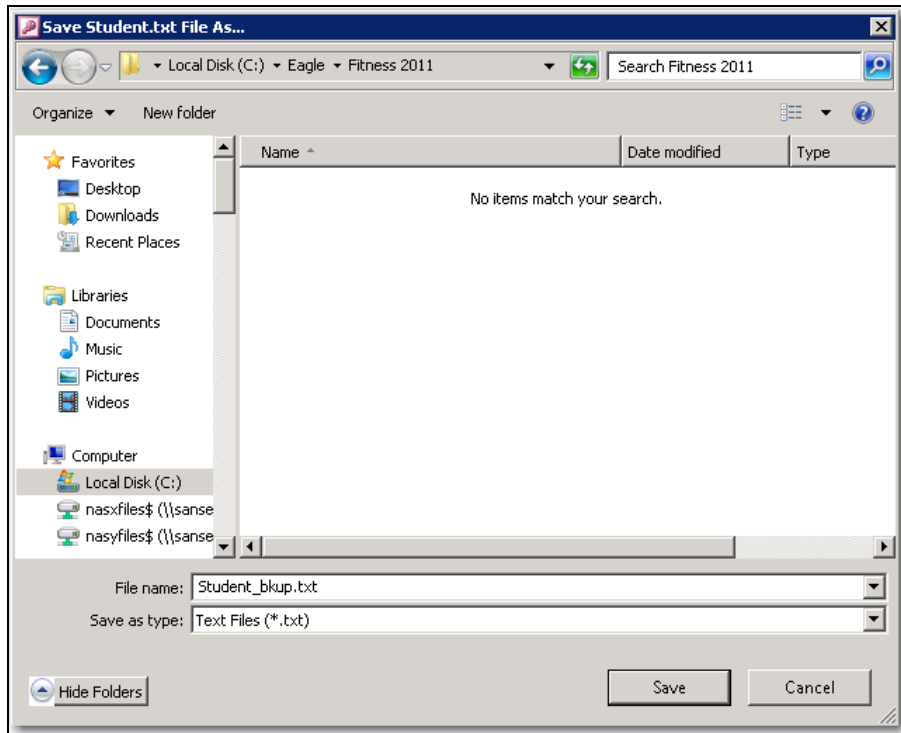


A **Save in** box will display and will default to the **Path to Fitness Text Files** and the **File name** will default to **Student_bkup.txt**. The **Save in** location and **File names** can be changed. Click the mouse on the **SAVE** button.

Backup Fitness Text Files

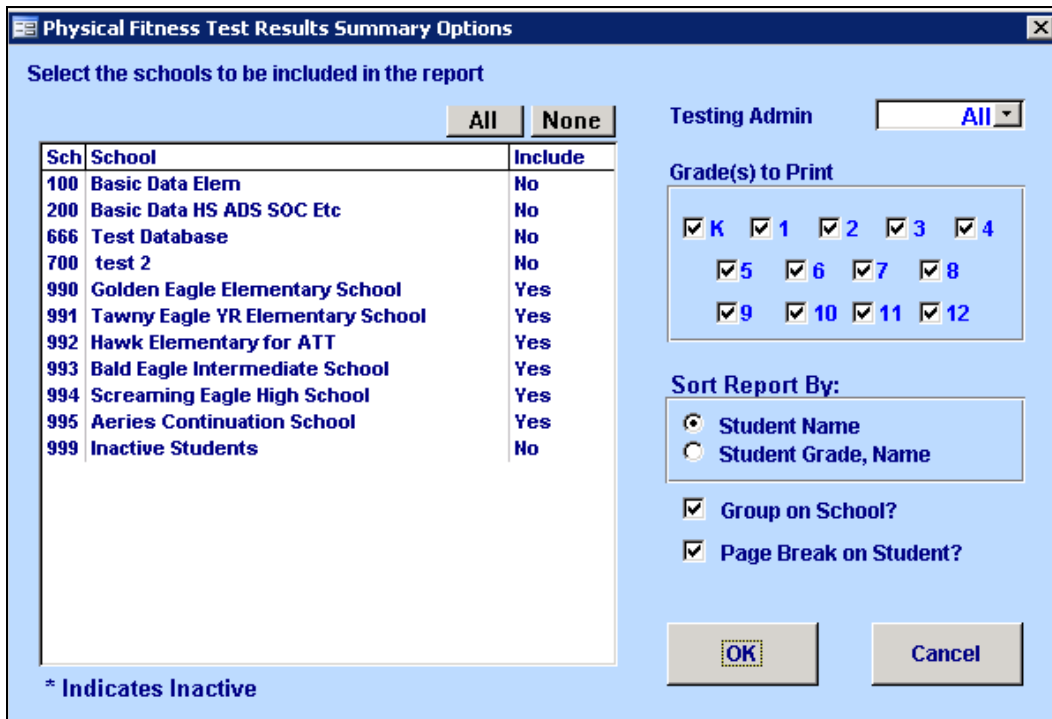
The **Backup Fitness Text Files** is utilized to make a backup copy of the **Fitness Text Files** for safe-keeping. The backup will create a **copy** of the text files. To create the backup copy, click the mouse on the **Backup Fitness Text Files** option.

The following **Save in** box will display. The **Save in** location will default to the **Path to Fitness Text Files** and the **File name** will default to **Student_bkup.txt**. The **Save in** location and **File name** can be changed. Click the mouse on the **SAVE** button. A message will display with the location and file names.



District - Physical Fitness Test Results Summary by Student

The **Physical Fitness Test Results Summary** report can be generated from the District version for all students from **View All Reports**. When selected the following options will display. The report can be generated for various schools and grades. A specific **Testing Admin** can be selected or **ALL** Testing Admins can be included.



The dialog box titled "Physical Fitness Test Results Summary Options" contains the following elements:

- Select the schools to be included in the report:** A table with columns "Sch", "School", and "Include". Above the table are "All" and "None" buttons.
- Testing Admin:** A dropdown menu currently set to "All".
- Grade(s) to Print:** A grid of checkboxes for grades K through 12, all of which are checked.
- Sort Report By:** Radio buttons for "Student Name" (selected) and "Student Grade, Name".
- Group on School?:** A checked checkbox.
- Page Break on Student?:** A checked checkbox.
- Buttons:** "OK" and "Cancel" buttons.
- Footnote:** "* Indicates Inactive" at the bottom left.

Sch	School	Include
100	Basic Data Elem	No
200	Basic Data HS ADS SOC Etc	No
666	Test Database	No
700	test 2	No
990	Golden Eagle Elementary School	Yes
991	Tawny Eagle YR Elementary School	Yes
992	Hawk Elementary for ATT	Yes
993	Bald Eagle Intermediate School	Yes
994	Screaming Eagle High School	Yes
995	Aeries Continuation School	Yes
999	Inactive Students	No

The **Sort Report By** option will allow you to sort the report by Student Name or by Student Grade then Student Name. The **Group on School** option will keep all students together by the school that they are enrolled. If de-selected all students will then be sorted by the **Sort Report By** option selected. The option to **Page Break on Student** can also be selected to print an individual page for each student. After all selected are made click the mouse on the **OK** button to generate the report.

The following report will be generated for **ALL** Testing Admins selected. A checkmark next to the **Category** signifies that the student passed that Physical Fitness Category and will also print **Passed**, **Not Passed**, etc. Under each Category specific test data will print for each **Testing Admin** that has a record in the **PFT** table. The **Test Status** column will print a **Pass** or **Fail** flag for all tests starting with SPRG11 since the **Pass/Fail** flag is now stored in the **PFT** table as of this year.

Sch	Stu#	Name	Grade	Sex	Perm ID	Overall Status																		
040	011737	Abbott, Allan	11	M	000735629	Passed																		
<p>7:57:04 AM Eagle Unified School District 12/22/2011</p> <p>2011-2012 Physical Fitness Test Results Summary by Student Page 2</p>																								
<p>✓ Aerobic Capacity (Passed)</p> <table border="1"> <thead> <tr> <th>Test Admin</th> <th>Grade</th> <th>Test Date</th> <th>Test Name</th> <th>Test Score</th> <th>Test Status</th> </tr> </thead> <tbody> <tr> <td>SPRG11</td> <td>10</td> <td>02/21/2011</td> <td>Mile Run - VO2max</td> <td>45.2</td> <td>Passed</td> </tr> <tr> <td>SPRG10</td> <td>9</td> <td>03/15/2010</td> <td>Mile Run</td> <td>9:10</td> <td>Passed</td> </tr> </tbody> </table>							Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	SPRG11	10	02/21/2011	Mile Run - VO2max	45.2	Passed	SPRG10	9	03/15/2010	Mile Run	9:10	Passed
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status																			
SPRG11	10	02/21/2011	Mile Run - VO2max	45.2	Passed																			
SPRG10	9	03/15/2010	Mile Run	9:10	Passed																			
<p>✓ Body Composition (Passed)</p> <table border="1"> <thead> <tr> <th>Test Admin</th> <th>Grade</th> <th>Test Date</th> <th>Test Name</th> <th>Test Score</th> <th>Test Status</th> </tr> </thead> <tbody> <tr> <td>SPRG11</td> <td>10</td> <td>02/21/2011</td> <td>Body Mass Index</td> <td>27.6</td> <td>Not Passed</td> </tr> <tr> <td>SPRG10</td> <td>9</td> <td>03/15/2010</td> <td>Percentage Body Fat</td> <td>24.5</td> <td>Passed</td> </tr> </tbody> </table>							Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	SPRG11	10	02/21/2011	Body Mass Index	27.6	Not Passed	SPRG10	9	03/15/2010	Percentage Body Fat	24.5	Passed
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<p>✓ Abdominal Strength (Passed)</p> <table border="1"> <thead> <tr> <th>Test Admin</th> <th>Grade</th> <th>Test Date</th> <th>Test Name</th> <th>Test Score</th> <th>Test Status</th> </tr> </thead> <tbody> <tr> <td>SPRG11</td> <td>10</td> <td>02/21/2011</td> <td>Curl Ups</td> <td>24</td> <td>Passed</td> </tr> <tr> <td>SPRG10</td> <td>9</td> <td>03/15/2010</td> <td>Curl Ups</td> <td>45</td> <td>Passed</td> </tr> </tbody> </table>							Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	SPRG11	10	02/21/2011	Curl Ups	24	Passed	SPRG10	9	03/15/2010	Curl Ups	45	Passed
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SPRG10	9	03/15/2010	Curl Ups	45	Passed																			
<p>✓ Trunk Strength (Passed)</p> <table border="1"> <thead> <tr> <th>Test Admin</th> <th>Grade</th> <th>Test Date</th> <th>Test Name</th> <th>Test Score</th> <th>Test Status</th> </tr> </thead> <tbody> <tr> <td>SPRG10</td> <td>9</td> <td>03/15/2010</td> <td>Trunk Lifts</td> <td>10</td> <td>Passed</td> </tr> </tbody> </table>							Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	SPRG10	9	03/15/2010	Trunk Lifts	10	Passed						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status																			
SPRG10	9	03/15/2010	Trunk Lifts	10	Passed																			
<p>✓ Upper Body Strength (Passed)</p> <table border="1"> <thead> <tr> <th>Test Admin</th> <th>Grade</th> <th>Test Date</th> <th>Test Name</th> <th>Test Score</th> <th>Test Status</th> </tr> </thead> <tbody> <tr> <td>SPRG11</td> <td>10</td> <td>02/21/2011</td> <td>Push Ups</td> <td>18</td> <td>Passed</td> </tr> <tr> <td>SPRG10</td> <td>9</td> <td>03/15/2010</td> <td>Push Ups</td> <td>14</td> <td>Passed</td> </tr> </tbody> </table>							Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	SPRG11	10	02/21/2011	Push Ups	18	Passed	SPRG10	9	03/15/2010	Push Ups	14	Passed
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status																			
SPRG11	10	02/21/2011	Push Ups	18	Passed																			
SPRG10	9	03/15/2010	Push Ups	14	Passed																			
<p>✓ Flexibility (Passed)</p> <table border="1"> <thead> <tr> <th>Test Admin</th> <th>Grade</th> <th>Test Date</th> <th>Test Name</th> <th>Test Score</th> <th>Test Status</th> </tr> </thead> <tbody> <tr> <td>SPRG10</td> <td>9</td> <td>03/15/2010</td> <td>Sit & Reach (L/R)</td> <td>11/10</td> <td>Passed</td> </tr> </tbody> </table>							Test Admin	Grade	Test Date	Test Name	Test Score	Test Status	SPRG10	9	03/15/2010	Sit & Reach (L/R)	11/10	Passed						
Test Admin	Grade	Test Date	Test Name	Test Score	Test Status																			
SPRG10	9	03/15/2010	Sit & Reach (L/R)	11/10	Passed																			

In years prior to SPRG11 Aeries did not store the Pass or Fail flags. Some records cannot be determined as to whether a specific test was passed so the **Test Status** for some categories might print **Undetermined** especially if there are multiple tests that can be taken in a specific category.

The **Overall Status** at the top of the report is calculated from the **TPS** table. If a student has passed 5 out of 6 categories the **Overall Status** field will print **Passed**. If they have not passed 5 out of 6 categories the **Overall Status** field will print **Not Passed**.