Computer Apps

Directions – Fitness Lesson Assessment

1. Use the template on Page 2 of this file to make changes for this assignment (DO NOT RETYPE THIS ASSIGNMENT BASED ON THE HANDOUT YOU ARE GIVEN).
2. Resave this file as ***first name last name\_*fitness.docx**. in your Week 6 folder
3. Change the margins as follows: Top, Bottom, Left, Right = 0.50
4. Use the Cut/Paste commands to rearrange the classes on the template to match the order of the handout (there should be a line of space between each of the classes
5. Use Cut/Paste commands to insert the **Preston Creek** heading in between the **Cardio Kickboxing** and **Core Express** classes
6. New classes are designated with a \*NEW\* symbol; as such, add this symbol where marked on the handout (use red font); use the superscript command to raise the text
7. Add the following headings (as shown on handout):
	1. Classes on the upper half of the flyer: **Get Your Heart Rate Going with These Classes at Preston** (left align)
	2. Classes on the lower half of the flyer: **Need A Lower Intensity Class? Check Out These Classes!** (right align)
8. Make changes to the font based on the directions shown on the handout (these directions are shown in the cursive font); use Format Painter to repeat formatting to multiple areas of the flyer
9. Use the Replace command to replace the word **water** with **H20**. Then use the Subscript command to drop the “2” below the baseline
10. Run spell check
11. Preston Creek wants to post this flyer on their website. As such, save this file as a PDF formatted file (same filename); once the PDF file opens, you can close it
12. Delete all directions on this page; make sure your new Fitness document now shows on Page 1 of this file (***points will be deducted if this does not take place***).
13. Resave the Word document

Preston Creek Family YMCA

group exercise class descriptions

Active Older Adults

This class is designed for older adults. It combines low-impact aerobics with strength and flexibility training!

Cardio Kickboxing

Designed to get your heart rate up, this class includes basic kicks and punches as well as chalenging kick and punch combinations. All levels welcome!

Core Express

This 30-minute class will help you strengthen your abdominals, lower back, gluteus and hips through a series of low-impact exercises. This new class is open to all fitness levels!

Flex

Increase your mucle tone and lose fat! This challenging weight training class utilizes adjustable barbells to fit your strength level. All levels welcome!

Boot Camp

This class provides a challenging workout, combining conditioning drills and strength training.

Cardio Combo

This high energy class offers an excellent cardio workout, including high and low impact aerobics, step, circuit training, and interval training. All fitness levels welcome!

Water Aerobics

Don’t know how to swim? No problem! This 30-minute workout keeps you moving in the pool while building muscle and reducing body fat.

Yoga

You wil utilize various postures, breathing exercices, and relaxation techniques while increasing your flexibility and muscle tone. All levels welcome!

Indoor Cycling

This high-energy class helps you burn lots of calories and offers you a new challenge!