

**Bigger Faster Stronger, Inc. ®**

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# **Beat The Computer**

## **Weight Training System**

**User's Manual**

**Version 4.0 for  
Windows 95/98/XP/2000**

## ALL OF THE USUAL LEGAL MUMBO JUMBO

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Second Edition, First revision

This Edition applies to the Beat The Computer Weight Training System, ver 4.0x, for use on Windows 95, 98, XP, 2000, or compatible operating systems

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# Chapter One

## What is the Beat The Computer program?

Beat The Computer is a unique computerized Set-Rep Weight Training system for athletes designed by the coaches at Bigger Faster Stronger. The system is intended as an alternative to their Super Set-Rep program.

Instead of keeping paper records, the computer keeps track of each athlete's scores, and prints a workout schedule. As a coach, you follow these three simple steps:

1. **Set up your desired workout schedules.** For each workout schedule, you get to specify how many workout days per week, and which core and auxiliary lifts are used for each workout day.

Workouts can be customized for each sport or team, and athletes can be moved from one workout to another. If you don't see the lift your athletes use, you can easily add any core or auxiliary lift to your workout.

You can also use the default workout schedule provided, which the coaches at BFS have determined to be a great all-around workout good for most athletes.

2. **Print the Pre-Workout test forms** for your athletes, and have the athletes use them to record their best efforts in each lift and event shown. Each test form is customized for the athlete and shows only the lifts in their workout, along with the standard BFS speed and agility events.

After entering the scores from the Pre-Workout tests, the computer then uses those scores to determine how much weight each athlete should lift for each set of each workout.

3. **Each week, print the Weekly schedule for each athlete.** The computer automatically prints the exact schedule for each athlete.

Workout programs can run from 4 to 16 weeks, and automatically get more challenging each week. For each day during the week, the computer shows the exact lifts, weights, sets, and reps for the day. The workout is calculated by the computer based on the athlete's own tested scores, and constantly challenges the athlete to do better.

The goal for the athlete is simple: Each time you workout, just follow the schedule printed by the computer up to the last set. On the last set, try to do more reps than the computer thinks you can. It's that easy. Just try to **BEAT THE COMPUTER!**



## Doing it Right

Bigger Faster Stronger (BFS) has been in the business of athletic training for many years. The owners are all coaches who have been, and still are, personally involved in strength, speed, and agility training. Over the years, they developed the BFS Super Set-Rep Program. The Beat The Computer System is based on this same time-tested system.

The BFS Super Set-Rep Program virtually eliminates plateaus. You should always be in a position of making progress. No other program can do this. If you have been doing 3 sets of 10 reps, 1 set of 15, 5 sets of 5, you no doubt reach a plateau very quickly. You cannot do the same workout time after time. You must alternate lifts, percentages of maximums, and alternate sets and reps. More complex systems such as cycle workouts are good but you will still eventually hit a plateau. The BFS system allows you to alternate your lifts, sets and reps in such a way that a specific work-out is repeated only every fifth week, thus eliminating plateaus.

This system of alternating lifts, sets, reps, and percentages of maximums is integral to the Beat The Computer System. The computer uses the athlete's own ability level to create a workout schedule calculated to be challenging, and which uses the same technique of alternating sets and reps as the Super Set-Rep System.

The Beat The Computer System automates the process of keeping track of constantly changing lifts, weights, sets, and reps. Once the Pre-Workout information is entered, the computer keeps track of all workouts for all athletes. This simplifies the coach's job, allowing them to concentrate on technique, motivation, and getting the best from their athletes!

In addition, the computer can be a great motivator. No athlete wants to think that a computer knows better than they do. So if the computer says they can only do 3 reps at 260, they'll want to do 5. If the computer says 5 at 225 is all they have, they'll push for 6 or 7. This is the motivation. Give them the printed schedules, and then challenge them to **BEAT THE COMPUTER!**

## Where to call for help

The Beat The Computer System was developed by Klein Allen Company under the direction of the coaches at BFS. Klein Allen has been in the software development business for over a decade, and specializes in making complex tasks simple.

We have tried to make the software as simple as possible, and the manual as complete as possible, but there will always be some questions or problems.

During the warranty period, you may call and talk to our Customer Service Department at no charge. Be sure to have your invoice ready so we can get your customer number without keeping you on the phone any longer than necessary.

If you cannot make the system work, or discover a problem or error in the software, we would be glad to help out. You can contact us at:

Klein Allen Company  
30 South Center  
P.O. Box 398  
American Fork, Utah 84003

Phone: 801-756-5757  
Toll Free: 800-279-0663  
Fax: 801-756-5783

Our standard office hours are 8:30 to 5:00, MST, Monday through Friday.

After the warranty period, calls for assistance may be billable at our standard hourly charge unless you purchase our Annual Support Package. For details call our customer service department.

If you have e-mail or web access, you can reach us by e-mail or (soon) via the World Wide Web.

Email: [support@kleinallen.com](mailto:support@kleinallen.com)

After February 2001 look for product information and support at [www.kleinallen.com](http://www.kleinallen.com).



# Chapter Two

## Installing the System on Your Computer

This chapter tells you how to install your new program on your computer. Installing the Beat The Computer System CD takes only a few minutes. Please read these instructions carefully to avoid any problems.

### System requirements

Before continuing, make sure that your system meets or exceeds these requirements:

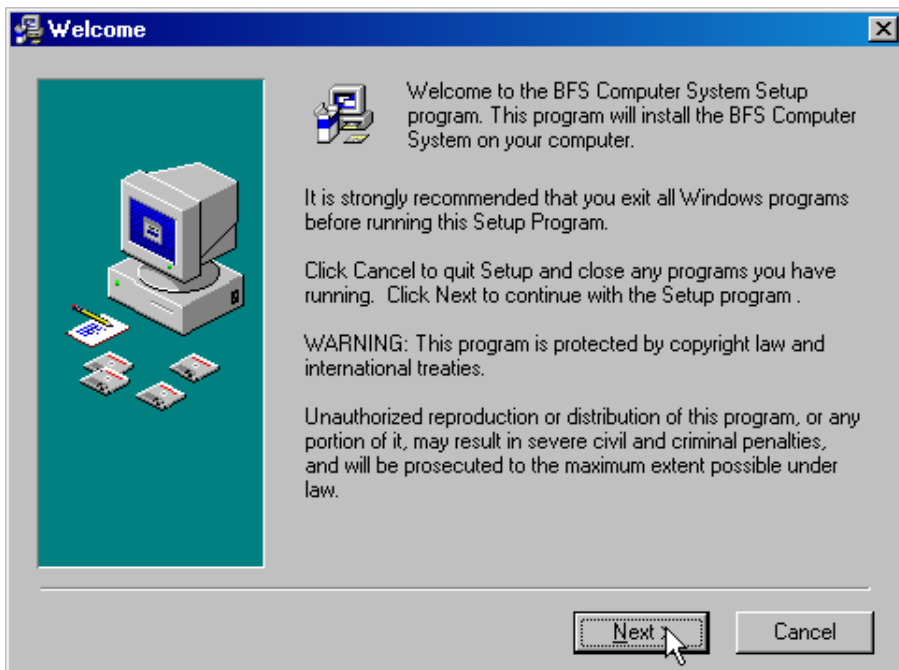
- Windows 95®, Windows 98®, or Windows NT 4.0®, Windows ME®, Windows XP®, or Windows 2000®, required.
- Pentium® or equivalent processor running at 133 MHz is required, but faster systems are recommended for better performance.
- Minimum of 8 MB of available memory.
- 8x speed or faster CD Rom drive (only required to install the program, not required to run).
- Hard drive with a minimum of 8 MB free space.
- SVGA monitor/video card running at 800x600, 256 color minimum.
- Windows compatible mouse or pointing device.
- Any Windows compatible Printer. Laser, ink jet, or desk jet type printers give superior results and much faster printing times compared to older dot matrix type printers.

Although the software will run on virtually any modern PC-type system running Windows 98 or later, the faster your system is, the faster the software will run.

## Installing the software

Insert the Beat The Computer Installation System CD into your CD-ROM drive. The Setup program should launch automatically. If this does not happen, follow the steps below.

1. Click on the Windows Start menu and select Run. The Run dialog appears.
2. Click Browse and navigate to the file named Setup.exe located on the CD-ROM drive.
3. Click Open. The The BFS Computer System Setup window (shown below) should appear.



4. In the Run dialog box, click OK. The BFS Computer System installer starts. Follow the on screen directions to complete the rest of this installation.

A few notes on installing the program:

During installation, you will have the opportunity to choose to install Password Protection. If you choose this option, no one will be able to run the Beat the Computer program without a User ID and Password. This helps protect your data from accidental changes.

Remember these things about Password Protection:

- If you choose to install Password Protection, a default User ID and Password have been set up for you. The User ID is BFS, and the Password is BFS. Use these to start your program up for the first time. As soon as possible after Activating the program, you should enter new User IDs and Passwords for everyone who will be using the program, and then change the password on the BFS User ID, or delete the BFS user completely.
- To add, change, or delete User IDs, use the option on the File menu "Add/Change Authorized Users. When you enter a new User ID, the Password is set to match the User ID. So if you set up a User ID John, the Password will also be John until it is changed. Any user can change their Password by using the option on the File menu "Change My Password".
- If you forget your User ID or Password, you may have to delete that User ID and re-enter it. If you forget all your passwords, you will have to re-install the program. This will delete ALL User IDs and Passwords and re-create the default BFS User ID, with the Password BFS.
- Remember that using Password Protection may stop someone unauthorized from running the program, but it does not encrypt your data. So someone with access to tools that allow them to browse or look at binary files may be able to see or corrupt your data. If this is a possibility on your system, you should use Windows security and passwords to keep unauthorized people from accessing the folder the program resides in, whether that is on your computer, or a network drive.

If you are upgrading from a previous version of Beat the Computer, this new version can automatically convert all your data to use in the new version. Just install the new program in the same folder as the old version, and everything will happen automatically. You should not have to re-enter any data, or re-type anything.

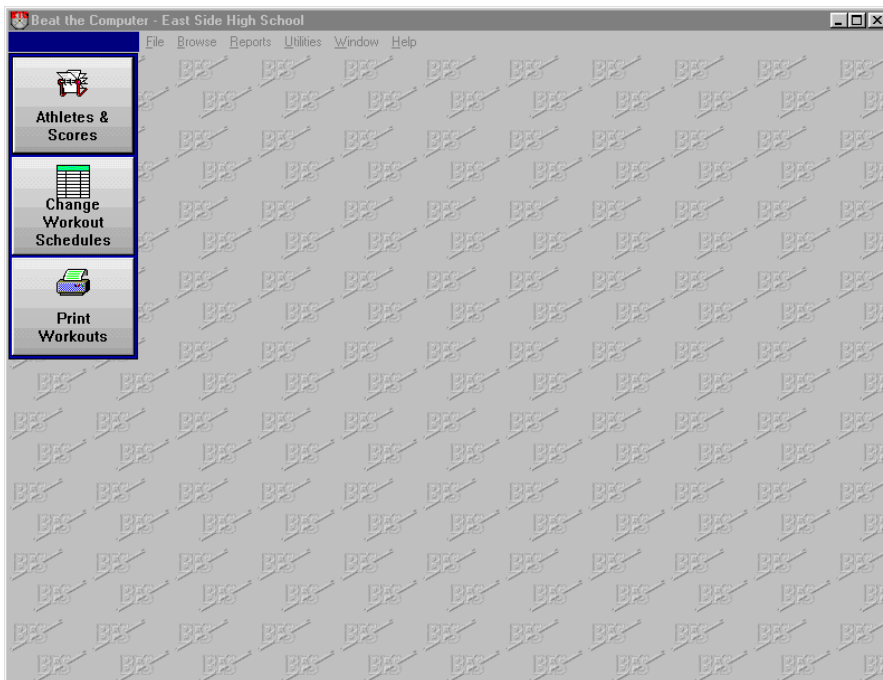
If you are upgrading, **be sure to have a current backup of your existing data.** Then if anything happens to stop the automatic update, your data will be safe.

After upgrading, the old version will be gone, and you must use the new version.

## Running the program

When you finish installing Beat The Computer, you can run it immediately.

To start Beat The Computer, click the Windows Start menu, click Programs, BFS, then BFS Computer System, or double-click the BFS shortcut on the desktop. If you have not installed Password Protection, the Beat The Computer main window appears.



If you have installed Password Protection, you must enter a valid User ID and Password before you gain access to the program:

The default User ID and Password are BFS and BFS.



Remember these things about Password Protection:

- When you install the program with Password Protection, a default User ID and Password have been set up for you. The User ID is BFS, and the Password is BFS. Use these to start your program up for the first time. As soon as possible after Activating the program, you should enter new User IDs and Passwords for everyone who will be using the program, **and then change the password on the BFS User ID, or delete the BFS user completely.**
- To add, change, or delete User IDs, use the option on the File menu "Add/Change Authorized Users. When you enter a new User ID, the Password is set to match the User ID. So if you set up a User ID John, the Password will also be John until it is changed. Any user can change their Password by using the option on the File menu "Change My Password".
- If you forget your User ID or Password, you may have to delete that User ID and re-enter it. If you forget all your passwords, you will have to re-install the program. This will delete ALL User IDs and Passwords and re-create the default BFS User ID, with the Password BFS.
- Remember that using Password Protection may stop someone unauthorized from running the program, but it does not encrypt your data. So someone with access to tools that allow them to browse or look at binary files may be able to see or corrupt your data. If this is a possibility on your system, you should use Windows security and passwords to keep unauthorized people from accessing the folder the program resides in, whether that is on your computer, or a network drive.



To end the program, click on File and Exit, or click the close icon in the upper right hand corner.







# Chapter Three

## Interacting with the System

This chapter has information about the terminology used in the manual, and how to use the various windows and functions you will encounter while using the system.

This version of Beat The Computer has been designed using standard conventions used by almost all Windows programs. If you feel comfortable using Windows programs, you can probably skip this section, and go straight to Chapter Four, Using the Beat The Computer System.

### Terminology

There are three main parts of the Beat The Computer with which you interact: windows, fields, and buttons. In addition, the information you enter into the computer is stored in files, records, and fields.

#### What is a window?

When we talk about a **window** in a computer system, we mean the area on the monitor where information is displayed. Windows have a **Title Bar** that will usually indicate what kind of information appears in that window. You can move a window around on your Window's Desktop by clicking in the title bar and dragging the window to a new position.

The size of some windows can be changed by clicking on one the edges of the window and dragging. Additionally, the **Main Program Window** (see below) may be **maximized** so it fills your entire screen, or **minimized** so it appears only as a small icon with a description on your task bar.

Although each window in the Beat The Computer is different, there are only a few basic types, and all windows of the same type act in a very similar manner. Once you learn how to use one window of a given type, you will find it very easy to learn other windows of the same type.

The different types of windows are discussed below in the section Types of Windows. But first, let's look at some of the things you'll see on the Beat The Computer windows.

## What is a field?

A **field** is an area in a window where you can enter new information, or where the information you already entered appears so you can change it. Although there are many different fields on the various windows, all fields are one of these types:

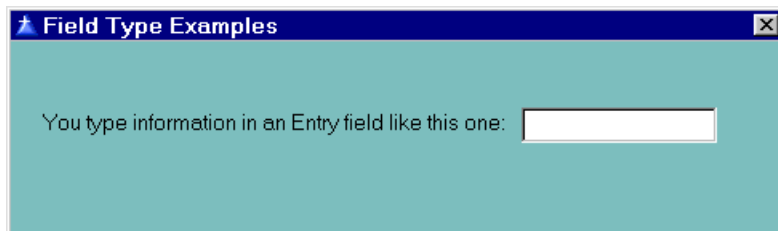
- Entry Fields
- Drop Down Fields
- Date Lookup Field
- Radio Buttons
- Check Boxes

## Types of fields

There are five different types of fields used in the system. You may see these different types of fields on browse windows, add/change windows, or prompt windows. The difference between these field types is which characters you are allowed to type, or how you select an option.

## Entry Fields

An entry field allows you to type information directly into the field. Most of the information you enter into the Beat The Computer goes into entry fields. An entry field looks like this.

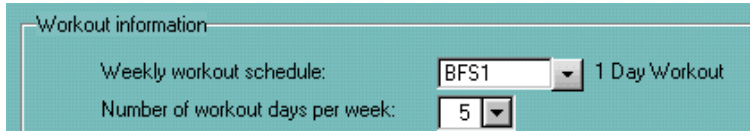


After you enter information in an entry field, you press the tab key or use the mouse to move to another field or button.

When you first move your cursor into an entry field, any information already in the field will be highlighted. If you want to change that information, just start typing, your new information will replace the old information.

## Drop Down Fields

You can type information directly into a drop down field just like you can in an entry field, but only a few specific items are valid for that field.

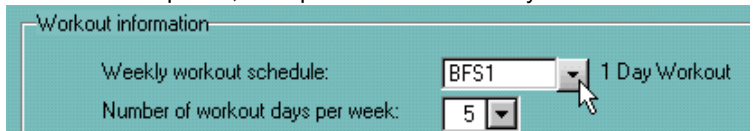


Workout information

Weekly workout schedule:  1 Day Workout

Number of workout days per week:

To help you choose one of the valid options, a drop down arrow shows you a list of the valid choices, and you can choose one item from the list without typing at all.

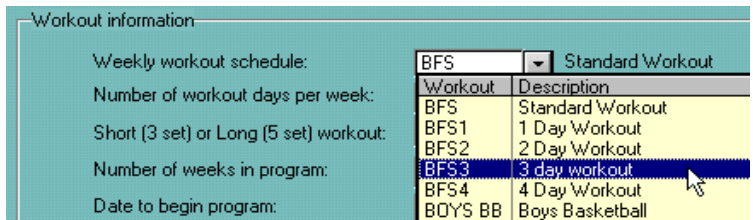


Workout information

Weekly workout schedule:  1 Day Workout

Number of workout days per week:

For example, when you set up you athletes you must tell the system which Workout Schedule that athlete will use. If you remember the code for the proper Workout Schedule, you can just type it in. But if you don't remember the code, you can click the down arrow and the list of your Workout Schedules will appear, like this:



Workout information

Weekly workout schedule:  Standard Workout

Workout	Description
BFS	Standard Workout
BFS1	1 Day Workout
BFS2	2 Day Workout
BFS3	3 day workout
BFS4	4 Day Workout
BOYS BB	Boys Basketball

Number of workout days per week:

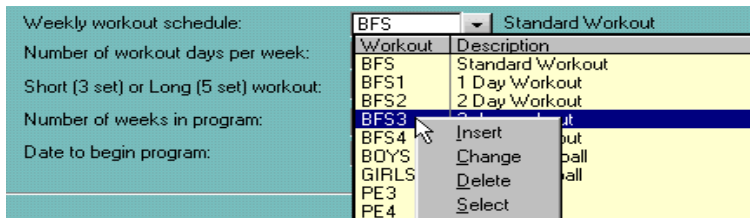
Short (3 set) or Long (5 set) workout:

Number of weeks in program:

Date to begin program:

You just pick the proper workout from the list by using you mouse to click on the workout you want to select for that athlete or by using your “up” and “down” arrows and pressing enter on the keyboard.

From some of the drop down buttons you can use your mouse to Insert, Change, Delete and Select information by using your right click on your mouse.



Weekly workout schedule:  Standard Workout

Workout	Description
BFS	Standard Workout
BFS1	1 Day Workout
BFS2	2 Day Workout
BFS3	3 day workout
BFS4	4 Day Workout
BOYS BB	Boys Basketball
GIRLS BB	Girls Basketball
PE3	Physical Education
PE4	Physical Education

Number of workout days per week:

Short (3 set) or Long (5 set) workout:

Number of weeks in program:


Date to begin program:

- Insert
- Change
- Delete
- Select

## Date Lookup Field


A lookup field is a regular entry field, and you can type in it just like an entry field. But the information you type must match something that is already set up in the system somewhere else.

For example, when you set up your athletes you must tell the system which Workout Schedule that athlete will use. If you remember the code for the proper Workout Schedule, you can just type it in, like this:

Print for week beginning on this date :   September 29, 2003

Print for week beginning on this date :   September 29, 2003

But if you don't remember the code, you can click the lookup button just to the right of the field, as shown here....

Print for week beginning on this date :   September 29, 2003

Print report for this Athlete on

Print only athletes using sche

Print only athletes in this grad

Print only athletes in this spor

Print only athletes in this posi

Preview report before

Print

Print Conc

**Select Date**

September 2003

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Today Cancel

## Radio Buttons

Radio buttons allow you to choose quickly between a very few choices, as shown here:

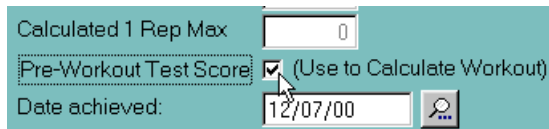


When setting up your athletes, you tell the computer if they are male or female by clicking the appropriate radio button. You can also use your Left and Right Arrow keys to move from one option to the other.

When you click one button, the other is automatically cleared. This is similar to a car radio, where when you press a button for one station, the radio automatically changes from the old station to the new station.

## Check Boxes

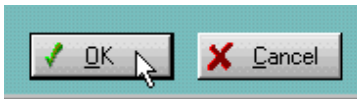
A check box is for choosing a Yes/No option. When the box is checked, that means Yes. When the box is cleared, that means No.



You click on a checkbox to change it from Yes to No or back again, or press the spacebar.

## What is a button?

Buttons on windows allow you to do several things: call other functions, finish with the current window and save your work, cancel the current windows without saving, start a report printing, etc.



press the Enter key.

You've already seen the lookup button as part of the lookup field. Other common buttons are the Ok and Cancel buttons, as shown here. To activate a button, just click on it, or tab to it and

Each window has a default button. This just means that when the window is first opened, this button is already selected. A selected button is shown by a darker border around the button. Note that the default button will change on some windows depending on their use at the moment. The default is usually the "Ok" button for Add/Change and Prompt windows, and the 'Change' or "Select" button for Browse windows.

When you press the Enter key (or double click on browse windows) the currently selected button is automatically pressed. This happens no matter where on the screen your cursor is currently located. So unless you've used the tab key to select a different button than the default, pressing the Enter key automatically presses the default button.

## Files, records, and fields

When you enter data into fields on the various windows, the information is stored in the system in **files**, **records** and **fields**.

### Files

All information in the system is stored in **files**. A file may be thought of as a notebook full of similar information. For instance, one notebook might have all of the names, addresses and personal information about your athletes, while another would have all of the athletes' scores for the various events and lifts.

### Records

The information in each file is divided into **records**. A record is like a page in a notebook. Each record contains the information for one of the items in the file. For example, in your notebook of athlete information, each page would have all of the information for one athlete. In general, each add/change window in the system represents the data from one record in one file.

### Record fields

The information in records is divided into **fields**. These fields are like the individual entries you make on each page of a notebook. For instance, in your notebook of athlete information, each page would contain an athlete's first and last name, address, height, weight, etc. Each one of these entries is a **field** in the athlete's record.

You have probably noticed that the term field is used for both the areas on a window where you enter data, and the area in a record where data is stored. This is because they are basically the same thing. In general, the data you enter into a field on an add/change window is stored as one field in a record in one or more files.



# Types of windows

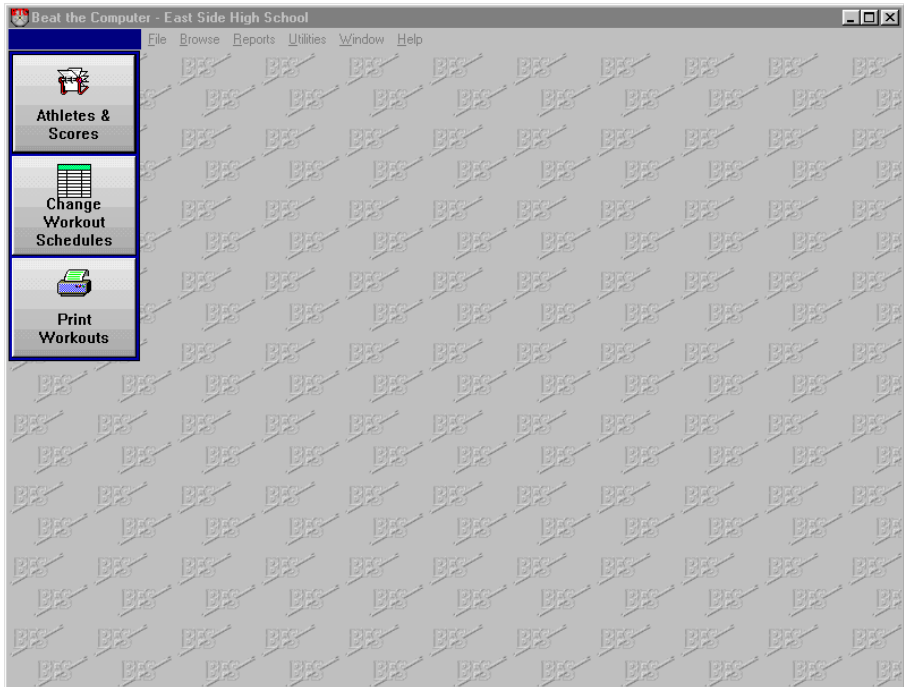
There are four types of display windows used in the BFS Beat The Computer system. They are:

- **Main Program Window**
- **Browse Windows**
- **Add/Change Windows**
- **Prompt Windows**

Each of these window types works in a different way. Once you learn how to use these four types, you should have no problem using any of the programs in the system. A brief description of each window type follows.

## Main Program Window

The Main Program Window is the window that opens when you first start the Beat The Computer program. A sample of this window is shown here:



This window is your control center for the Beat The Computer program.

The title bar at the top shows your school name, or the name of the person the program is licensed to.

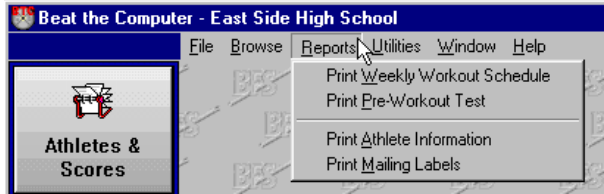
## Running Beat The Computer functions

Just under the title bar are the pull down menus. They allow you to access all of the functions of the Beat The Computer program. All of these functions are described fully in the following sections of this manual.

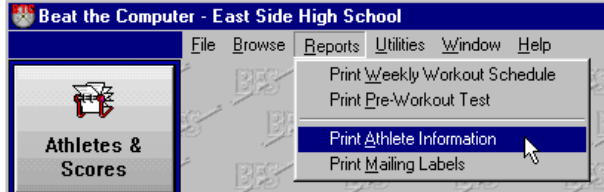
To start a function with your mouse, click on a pull down menu, and then click on the function you want to run.

To start a function with your keyboard instead of the mouse, press the Alt key along with the underlined letter for that menu function.

For example, to print one of the available reports, click on the Reports pull down menu or press Alt+R, and the reports menu will appear.



After the menu appears, either click the desired report, press the underlined letter for that report, or use the Up or Down Arrow keys to select the report and press Enter. The prompt screen for the report will appear.



All functions are selected this same way, by selecting first a pull down menu, then one option on that menu.

## Resizing the Beat The Computer window

The Beat The Computer main program window, like most Windows programs, can be resized to fit your desktop. We recommend that you set your desktop for a viewable area of at least 800x600 pixels, and 256 or more colors. A smaller desktop can make it harder to see all of the information on some of the program windows.

To resize your Beat The Computer window, click and hold on one of the edges or corners of the Main Program Window (your cursor will turn into a small double headed arrow when you're pointing at border or corner that can be resized), drag the window to the desired size, then release the mouse button.

The Main Program window can also be **Maximized** so it covers your entire desktop, or **Minimized** so it appears as just an icon with a description on your taskbar. To maximize, minimize, or restore the Beat The Computer Main Program window, use the standard Windows icons in the upper right hand corner of the window, as shown here. The underline icon minimizes the window; the window icon (it looks like a little square box) maximizes the window.



When maximized, the window icon turns into a double window, as shown here. Clicking the double window icon will “shrink” the Main Program window back down to the last size you had it set for.



When the window is minimized, it will appear on the Windows Taskbar as just the Beat The Computer icon and the description “Beat The Computer”. To restore the normal window to your desktop, click on the icon on your taskbar, or use your Alt+Tab keys to select the Beat The Computer program from your current list of running tasks.



## Restoring default window sizes and positions

If you size or move one of your windows so that you can't see it anymore, or can't seem to move it back to where you want it, you can reset all windows to their default sizes and positions by removing the Beat The Computer configuration file.

**WARNING:** Be very careful while doing this that you don't remove or rename any other files in the Beat The Computer program folder. Doing so could cause your program not to function, or cause your data to be permanently lost. If you are not very comfortable using Windows explorer to delete and manipulate files, **get help from someone who is knowledgeable about deleting files.**

To remove the Beat The Computer configuration file, use the Windows Explorer (not Internet Explorer) to browse to the folder where the Beat The Computer program is installed. Look for a file named **btcaas.ini** and delete it. There is no danger deleting this one file, it only keeps the size and position information for your Beat The Computer program windows. Just **do not** delete or rename or **any other files.**

The next time you start the Beat The Computer program after deleting the configuration file, a new btcaas.ini will be created with default sizes and positions for all windows.

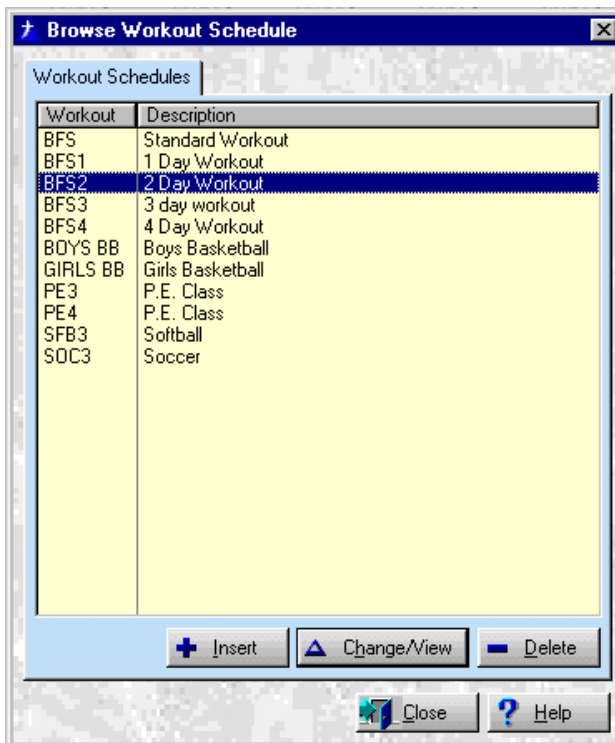
## Browse windows

A browse window, as the name implies, displays a list of similar items and lets you browse through them to see your data, or choose an item to update.

A browse window shows you items already entered into the computer, and allows you to call an **Add/Change** window to change those items or add new items, or to delete an item you no longer need.

There are browse windows available to display the athletes, sports, scores, lifts, events, etc., that you have entered into the system.

As shown here, browse windows always have a title at the top and column headings for the data in the upper part of the window. The actual list of items takes up most of the rest of the window, with each item using one line.



At the very bottom of the window are the buttons that call the various functions available for this browse.

The items on browse windows are listed in order according to a key field that is appropriate for those items. For instance, athletes are listed in order by the athlete's last name; sports and positions are listed alphabetically by their name, etc. On browse windows where all of the data will not fit on one window, a "Position to" function allows you to move immediately to a specified line without using the cursor keys or page keys.

## Where you see and use browse windows

Browse windows are used for two different functions:

- Display items previously entered in a program
- Display valid entries for a field on an add/change window when you press a lookup button

When you start many of the programs in the system, the first thing you will see is a list of entries that have already been made. If you want to make a change to one of these entries, select it from the browse window. When you select an item, an add/change window appears that allows you to make changes to the information for that item.



This is the **Change** function, and when used in this mode, the button marked "Change" will be the default button, and the Select button will not be available.

The second use of browse windows comes when you are filling in the information on an add/change window. Many of the fields on these windows accept only pre-defined values. For example, the "sport" fields on the Athlete Info add/change window will only accept sports that have already been defined. Most of these fields allow you to press a lookup button and display a browse window showing the valid values for that field. You may then select the desired value, and it will be entered automatically into the field on the add/change window.



This is the **Select** function, and when used in this mode, the button marked "Select" will be the default button. The Change button will still be available, but will not be selected unless you specifically tab to it and press enter, or click on it.

## Searching through the list

Often there are more items in the list than will fit on the window, and the item you want may not be displayed. In this case, you can move forward and backward through the list until you find the record you want. Several methods are available to help you move up and down the list:

- the Up and Down Arrow keys
- the Page Up and Page Down keys
- the Home and End keys
- the "Position to" function
- the Vertical scroll bar

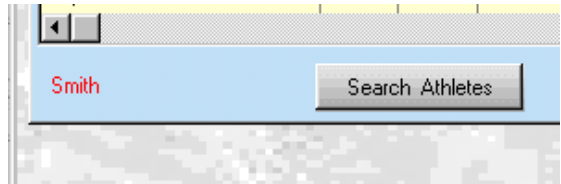
The Up and Down Arrow keys move up and down the list one item at a time. The Up Arrow key moves towards the top of the list, and the Down Arrow key moves towards the bottom. If you are already at the bottom of the window and press the Down Arrow key again, the list will move up one line and display the next item down the list, if there is one. If you are at the top of the window, the Up Arrow key will move the list down and display the next item up the list, if there is one.

The Page Up and Page Down keys work just like the Up and Down Arrow keys, except that they move the list an entire window, or page, at a time.

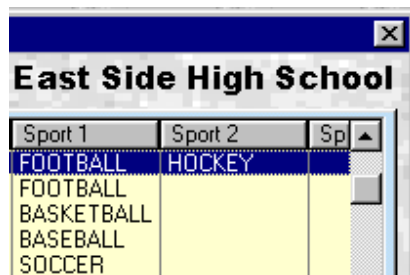
The Home and End keys will move your cursor immediately to the top or bottom of the entire list.

The "Position to" function allows you to jump directly to any point in the list without going through the intervening items. If you type anything while looking at a browse window, the list will immediately jump to the first record whose key field matches what you typed. You don't need to have your cursor positioned in a specific field, there isn't any special field. Just start typing!

For instance, if you want to find the name Smith in your list of athletes, you can type the letters SMITH. As you type, the letters will appear at the bottom of the list, and the list will jump directly to the names beginning with those letters. You do not need to know the entire name. Typing in SM will position the list to names beginning with those letters. The more letters you type in, the more precisely the list will be positioned, but even three or four letters will usually put the item you are looking for on the window.



The vertical scroll bar also allows you move up and down the list. Note that the scroll bar is only shown if there are more items on the list than will fit on a single page. Clicking on the up or down arrow at the top or bottom of the scroll bar will move up or down the list one item at a time. Clicking the scroll bar above or below the "thumb" (this is the little box that moves up and down the scroll bar as you move through the list) will move the list up or down one full page at a time. Or you can click and hold on the thumb, and drag it up or down to move through the list very quickly. For example, dragging the thumb to about the middle of the scroll bar will take you immediately to about the middle of the list, even if that is many pages of information.



## Selecting an item from a list

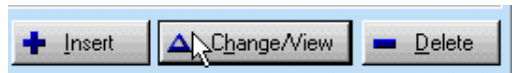
Once the item you're looking for appears on the current page of the browse window, you can **Change**, **Delete** or **Select** the item by highlighting it and then choosing the appropriate function.

You highlight an item by clicking on it, or by using the Up or Down Arrow keys. The highlighted item appears as light-colored text on a dark band, instead of the dark-colored text on a light background like the rest of the window.

Once an item is highlighted, you can choose to **Select**, **Change**, or **Delete** an item in several ways.

- Double-click it or press the Enter key, and the default function will automatically be selected. The default will be either Select or Change.
- Click the Change button, Delete button, or Select button (when available) directly.
- Right-click on the item, and select Change, Delete, or Select (when available) from the pop-up menu.

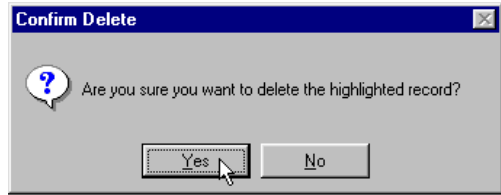
If you choose to Change an item, the **Add/Change** window appears, and you can make any changes needed.







If you choose to Delete an item, a **Confirm Delete** window appears, and you can choose to complete the delete and remove the item from your list. Once an item is deleted it cannot be recovered, and would have to be re-entered by hand to restore it.



If you choose to Select an item (when this option is available) the browse window will close, and you will be returned to the **Add/Change** window where you pressed the lookup button. The item you selected on the list will appear automatically in the lookup field you were working with.

## Adding new items to a list

When you need to add a new item to a list, it doesn't matter what item on the list is currently selected. Anytime the browse window is shown, you can add a new item in any of three ways:

- Click the Insert Button
- Press the Insert key
- Right click any item on the menu and select the Insert option from the pop-up menu

When you choose to add a new item to a list, an empty (or mostly empty, some fields may have default values) **Add/Change** window appears which you can use to enter the new information.



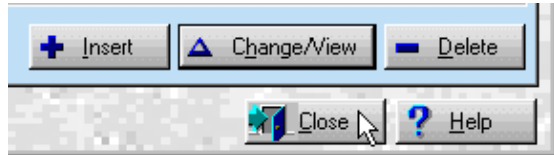
## Closing the Browse window

When you're finished with the browse window, you can close it. There are several ways to close any browse window. You can Press the Escape key,

click the close icon in the upper right hand corner,



or click the Close button on the bottom of the browse window.



## Add/Change windows

Add/Change windows serve a dual purpose. They let you enter new data into the system, and see or change information that has already been entered. Each kind of data that you can enter into the system has its own add/change window that has been tailored specifically for it. Add/Change windows are often called "form fill-in" windows because they resemble a paper form with blanks that you must fill with information.

**Changing an Athlete**

**East Side High School**

Athlete Info | Parent's Info

Athlete ID:

Last Name:  First Name:

Address:  Apt. Number:

City:  State:  Zip:

Phone:  (no dashes)

Height Ft./In:   Weight:

Sex:  Male  Female

Grade:  Period:

Sport 1:  Positions 1:

Sport 2:  Positions 2:

Sport 3:  Positions 3:

Workout information:

Weekly workout schedule:  1 Day Workout

Number of workout days per week:

Short (3 set) or Long (5 set) workout:

Number of weeks in program:

Date to begin program:  August 11, 2003

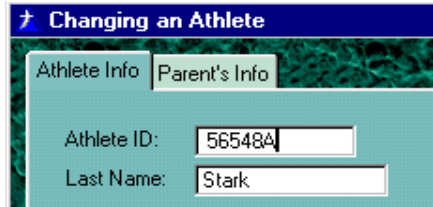
Athlete's Scores

Each add/change window has a title at the top that tells you what kind of data is entered or appears on the window. The main part of the window will be taken up with the fields you must fill in and their descriptions. At the bottom of the window are the buttons for functions available on this window.

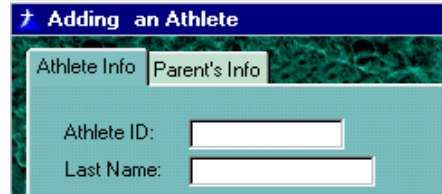
## Add mode and Change mode

In order to see an add/change window, you must first call the appropriate browse window from a drop down menu on the Main Program window. When the browse window appears, you may choose to **Insert** a new item, or **Change** an existing item.

When you chose to **Change** an existing item, the add/change window appears in change mode. This means that any information for the item you selected is shown on the add/change window for you to see or change. In the title bar you will see the message “Changing...” with a description of the item. You can use the mouse or Tab key to move the cursor to any field on the window, then type the new information over the old.



When you choose to **Insert** a new item, the add/change window appears in entry mode. This means that most of the fields on the window are empty (some may already have default information filled in), and you must fill in the needed information to create a new entry. In the title bar you will see the message “Adding...” with a description of the item. Use your mouse or Tab key to move through the fields on the window and enter the required information.



## Moving around the window

When the cursor is positioned in a field on an add/change window, that field is highlighted, indicating that information can now be entered or changed. You can select which field on the window is highlighted using the Tab key or the Mouse.

The Back Tab key moves the cursor to the previous field on the window. If the cursor is already in the first field on the window, it will move to the last field or button on the window.

## Moving within a field

The following keys are available to move the cursor within a single field:

- Left and Right Arrow keys
- Backspace key
- Home and End keys

The Left and Right Arrow keys move the cursor one space at a time non-destructively (without changing any information).

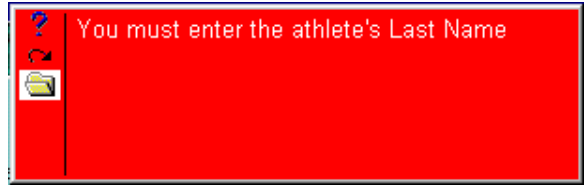
The Backspace key moves the cursor to the left one space at a time destructively (erasing characters as it goes).

The Home key moves the cursor to the beginning of the field. The End key moves the cursor one space past the last used position in the field.

## Entering or changing a field

To enter new information or change the existing information in a field, position the cursor in the field, then type in the new information. When you are finished with the field, press the Tab key or use the mouse to move to the next field.

When you press the Tab key or use the mouse to move to a new field, any data you entered in the current field is checked to see if it is valid. If the data is not valid, an Error



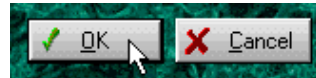
Message window appears with a description of the problem. Note the problem, and correct it. The error window will remain visible until you move to another field. You must correct the data before you can go to the next field.

If the data is valid, the cursor moves to the next field on the window.

When entering or changing information in fields, the Delete key may be used. In alpha fields, the Delete key deletes the character the cursor is on, and moves the rest of the characters to the right one space back to the left. In numeric fields, the Delete key deletes the character the cursor is on, and moves the rest of the characters to the left one space back to the right.

## Saving your entry or changes

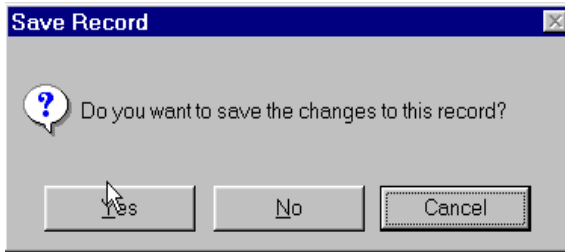
When you are finished making changes, or all of the required information has been entered, click the Ok button or press the Enter key to save the new information. When you click Ok or press Enter, then your changes or new items are saved, and you return to the browse window, where you can select another item to change or delete, or add another item by choosing Insert.



If you don't want to change anything or add a new item, click the Cancel button or press the Escape key to return to the browse window.

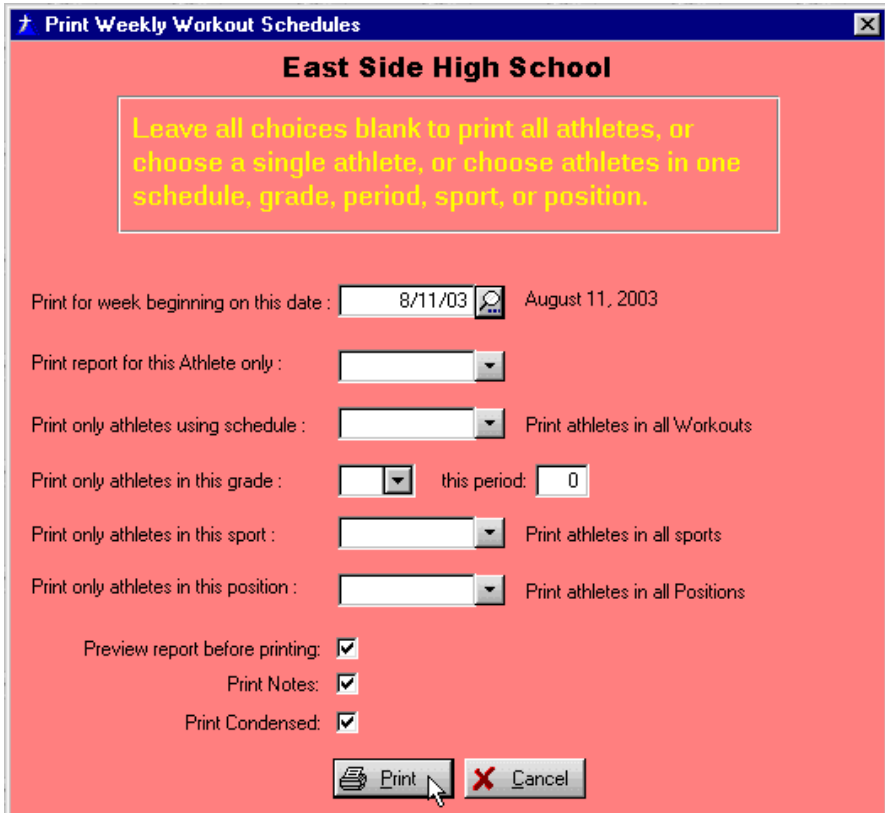


If you made any changes or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. This protects you from accidentally hitting the Escape Key after spending 15 minutes filling in information. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, No to continue on and NOT save your changes, or Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries.



## Prompt windows


Prompt windows allow you to enter the information needed to run some process or print a report.



**Print Weekly Workout Schedules**

**East Side High School**

Leave all choices blank to print all athletes, or choose a single athlete, or choose athletes in one schedule, grade, period, sport, or position.

Print for week beginning on this date :   August 11, 2003

Print report for this Athlete only :

Print only athletes using schedule :  Print athletes in all Workouts

Print only athletes in this grade :  this period:

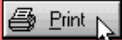
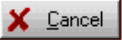
Print only athletes in this sport :  Print athletes in all sports

Print only athletes in this position :  Print athletes in all Positions

Preview report before printing:

Print Notes:

Print Condensed:

Prompt windows have a title at the top, which indicates which function will be started by this prompt. The descriptions of your choices and the fields where you enter them are in the body of the window. At the bottom, you will see the buttons to select the available functions for this prompt.

## Where you will see and use prompt windows

A prompt window will appear any time you select a menu option to print a report. The prompt window allows you to enter your selections for that particular report before you start printing. The prompt window also allows you to end the process without printing the report in case you change your mind or simply selected the menu option by accident.

Prompt windows also appear when you choose to run the Utility processes, such as saving your data, or to do Year End processing. Just as when running reports, these prompt windows allow you to enter the information required for the process and give you a chance to change your mind and not run the process.

## Using a prompt window

When a prompt window appears, you enter the data called for, just like you enter data on an add/change window. For many prompt windows, there are default choices already filled in which you may use or change.

As on add/change windows, the Tab and Back Tab keys move the cursor from field to field. The Left and Right Arrow, Back Space, Insert and Delete keys are all used within a field. All of these keys function the same way as on add/change windows.

After you have entered all of the appropriate choices, Click the Ok button or press Enter to start the report or process.





# Chapter Four

## Using the Beat The Computer System

This chapter will get you started using the Beat The Computer System. We start with a summary of the steps you need to follow, and then walk you step by step through each of the major functions.

### A Quick Summary

This summary outlines the major functions of the system, and gives you an overview of what each function does. If you have read Chapter Three, Interacting with the System, this chapter may be all the instruction you need to use the system.

In the Beat The Computer System, all of the functions fall into four general groups, based on when you normally use each function. The four groups are Setup Functions, Beginning of Each Workout Cycle, Weekly Functions, and Miscellaneous Functions.

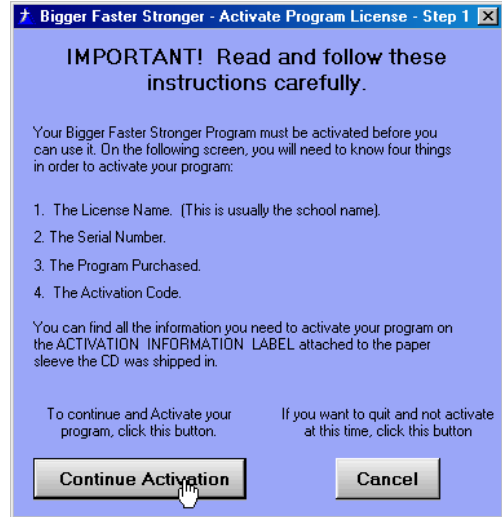
A brief summary of each of these functions is given on the following pages.

## Setup Functions

These are the things you need to do to setup the Beat The Computer System before you can begin to print the Test Forms and Workout Schedules for the first time. You need to at least look at each one before beginning to use the system to make sure that the program is set the way **you** need it. After the initial setup, most of these functions are rarely used. The setup functions include:

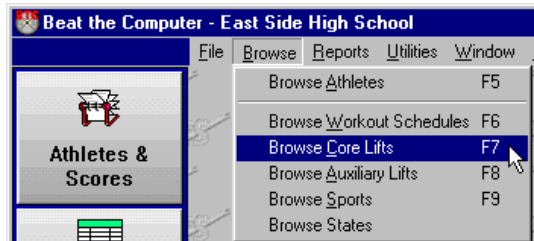
- **Activate the Program License** – You can't use any functions in the Beat the Computer System until you activate your License. This is a simple process, and requires no Internet connection, mailing cards, or anything else.

You just need to type in the information from the **ACTIVATION INFORMATION LABEL** that was shipped with your CD.

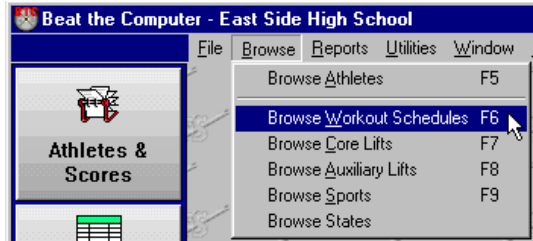


- **Check the Core and Auxiliary Lifts** - These are the lifts that appear on the Weekly Workout Schedules.

The system comes with all of the standard BFS Core and Auxiliary lifts already set up, and these may be all you need or want to use. But you may want to use other lifts in your workouts. With these functions, you can add any Core or Auxiliary lift you want to the list of available lifts.

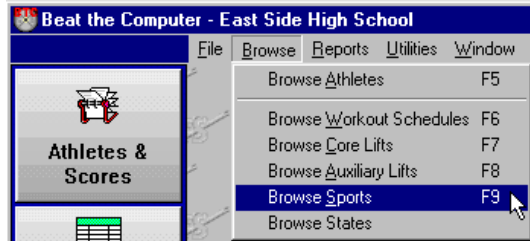


- **Check the Weekly Workout Schedule** - The Weekly Workout Schedule is where you define which lifts your athletes will use on each workout of the week. These lifts are the same each week, but the system automatically rotates the sets, reps, and weights to give the athletes a constantly challenging workout.



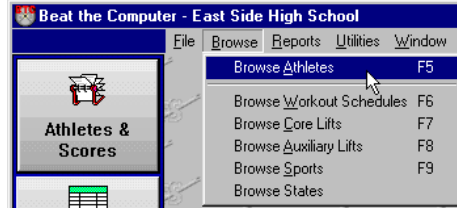
The system comes with the standard BFS weekly schedule already set up. You may use this schedule as is or modify it. In addition, you can add additional schedules and have different athletes or teams using different schedules.

- **Check the Sport and Position Codes** - Sport Codes define the sports or teams to which your athletes are assigned. They can also be used to control the Workout Info, which tells the system how many days per week each athlete works out, whether they use the 3-set or 5-set workout, and how long the Workout Cycle is, from 4 to 16 weeks.



The system comes with virtually all of the standard sports and the positions for those sports already set up with both men's and women's teams. However, you may wish to set up additional sport codes and use separate codes for the In-season and Off-season teams. Or you may want to have your Varsity Football completely separate from the Junior team.

- **Enter the Information for your Athletes** - This is the personal information for athletes, such as name & address. Also, the Workout Info for each athlete can be changed individually here, if you need a particular athlete to use different workout parameters than the other athletes in their sport or team.



**Browse Athletes** East Side High School

Athlete Name	Grade	Period	WorkOut	Begin Date	Sport 1	Sport 2	Sport 3
Bennett, Lynette	11	1	BFS	9/29/2003	TENNIS	TRACK	
Brown, George	10	3	BFS3	9/29/2003	FOOTBALL		
Grey, Jane	11	2	BFS	9/29/2003	TRACK/W	BASKETBALL	
Hans, Kent	12	4	BFS4	9/29/2003	FOOTBALL		
Jones, Bob	9	2	BFS2	9/29/2003	FOOTBALL	WRESTLING	
Lane, Diane	12	2	BFS	9/29/2003	BASEBALL/W	SOCCER/W	
Murray, Anne	10	5	BFS	9/29/2003	TENNIS/W	SOCCER/W	
Pearson, Ken	9	5	BFS	9/29/2003	WRESTLING	TRACK	BASEB
Smith, John	12	3	PE3	9/29/2003	FOOTBALL	TRACK	BASEB
Tranen, Richard	11	1	BFS4	9/29/2003	BASKETBALL	FOOTBALL	
Williams, Susan	9	3	BFS	9/29/2003	SOCCER/W	TENNIS/W	

Buttons: Search Athletes, Insert, Change/View, Delete, Close, Help

This is where you will probably have to spend most of your setup time. You need to enter the information for all of your athletes so that the computer can begin to track them.

**Adding an Athlete** East Side High School

Athlete Info: Parent's Info

Athlete ID:

Last Name:  First Name:

Address:  Apt. Number:

City:  State:  Zip:

Phone:  (no dashes)

Height: Ft./In.  Weight:  Sex:  Male  Female

Grade:  Period:

Sport 1:  Positions 1:

Sport 2:  Positions 2:

Sport 3:  Positions 3:

Workout information:

Weekly workout schedule:

Number of workout days per week:

Short (3 set) or Long (5 set) workout:

Number of weeks in program:

Date to begin program:

Buttons: Athlete's Scores, OK, Cancel, Help

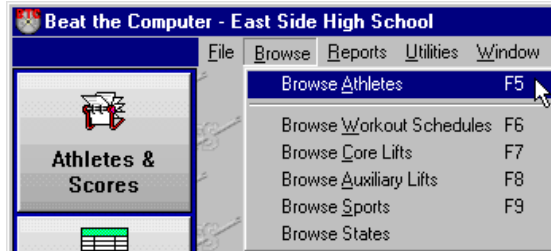
## Beginning of Each Workout Cycle

These are the functions that you need to do as each group of athlete's begins a new workout cycle. The workout cycle can be from 4 to 16 weeks, and you will probably want to set your schedule so that the number of weeks in the workout matches your grading period, either by quarter or by semester.

Although the list of things to do at the beginning of each workout cycle seems lengthy, it will probably be pretty quick. Most of the things you need to do are just to check that they haven't changed from last time, and the others run automatically in just a few minutes.

At the beginning of each workout cycle, you may need to do the following things:

- **Enter or update the information for your athletes** - In the Setup section, you entered all of the information for your athletes. For each new workout cycle, you just need to make sure all of your information is correct, add any new athletes, and delete any that have gone. **Error! No index entries found.**



- **Assign your athletes to the proper Sport Code** - This is really part of the previous step, just making sure the information for your athletes is correct. However, since sport codes can play such an important role in using the Beat The Computer System, we mention it separately here.

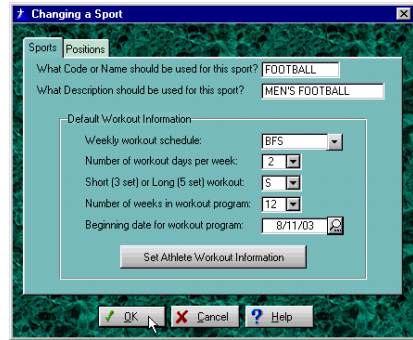
The Sport Code is used to determine the default workout for each athlete who is a member of that sport or team. This is where you determine which weekly schedule to use, how many weeks in the workout cycle, how many workout days per week, and whether to use the short or long workout.

Sport 1:	BASEBALL	Positions 1:	3B	C	
----------	----------	--------------	----	---	--

Although you can change all of these things for any individual athlete, you will probably want to start with all members of one team or sport set up the same way. Then if you need to make changes for one or two, it's easy to do.

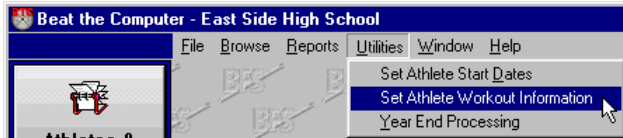
When the system is installed, all of the teams are setup with the same workout. If you don't have different teams using different workouts, you won't have to worry about this.

- **Set up the Workout Info for your Sport Codes** - Once all your athletes are assigned to the correct sport codes, you should make sure that each sport is set up correctly. You can then use the utility described next, and every athlete can be automatically updated with any changed parameters.



Again, if you don't have different teams using different workouts, you won't have to worry about this.

- **Set Athlete Workout Information** – This utility allows you to change or reset the workout information for an entire group of athletes (such as all athletes in one sport) automatically, all at once.



When you run this process, all of the athletes you select to update have their workout info changed to match the information set up for their primary sport code, as described in the previous topic.



- **Set Athlete Start Dates** - Each athlete has a start date that defines when his or her Workout Cycle begins. Their workout then continues for the number of weeks you defined for the athlete or their Sport Code.

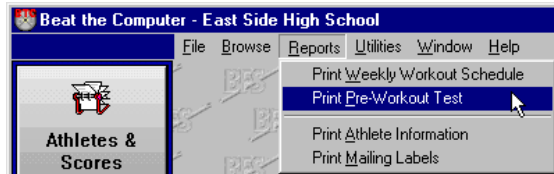


After all of the athletes have the proper Workout Info set up according to their sport codes, you need to tell the system what date to begin the workout cycle. You can automatically update all athletes to begin a new workout on the date appropriate for their team, grade, weekly schedule, etc.

Remember that this utility only sets the start dates for the selected athletes, where the **Set Athlete Workout Information** utility sets all the other workout information for the selected athletes.



- Print the Pre-Workout Test Forms** - This is where the system starts to work for you. With your workout schedules set up, and your athletes assigned to the proper sport teams, you print the test forms.



The form is a simple. For each athlete, the system prints one (or possibly two pages). The report for each athlete has their name and the exact lifts you set up for their workout schedule. It has blanks for them to write in the reps and weight for each lift. You just print them and pass them out.

October 7, 2003 12:09PM

Beat the Computer Pre-Workout Test Sheet  
East Side High School

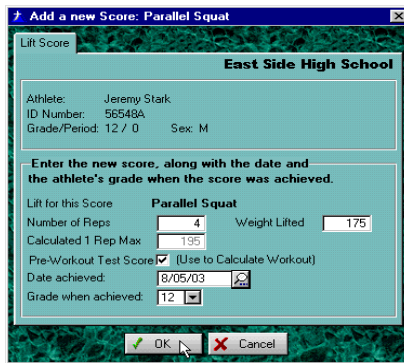
Page 1

Athlete Information			
Stark, Jeremy		ID Number	56548A
		Grade/Period	12
		Sport	
		Positions	
		Weekly Workout Schedule:	BFS
Core Lifts			
Select a weight for each core lift that is challenging enough to get between 1 and 10 reps on the Bench and Squat exercises, and between 1 and 5 reps on the Dead Lift/Trap Bar and Power Clean.			
Core Lift	# of Reps	Weight Lifted	Date
Parallel Squat	_____	_____	_____
Bench Press	_____	_____	_____
Dead Lift	_____	_____	_____
Power Clean	_____	_____	_____
Box Squat	_____	_____	_____

- **Test your Athletes** - Using the Pre-Workout Test forms, your athletes record their best efforts in each lift and event shown.

In addition to the Lifts you set up on the Weekly Schedules, the Pre-Workout Test form has places to enter the scores for the standard BFS speed and agility events. Testing your athletes on these events and recording their scores will allow you to judge real-world performance gains in areas such as speed, agility, and flexibility, which are so important to the overall training and conditioning process.

- **Enter the Pre-Workout Test scores into the computer** - The last step for each workout cycle is to enter the scores from the Pre-Workout test forms.



The screenshot shows a software dialog box titled "Add a new Score: Parallel Squat" for "East Side High School". It contains the following information and input fields:

- Athlete:** Jeremy Stark
- ID Number:** 5654BA
- Grade/Period:** 12 / 0
- Sex:** M
- Lift for this Score:** Parallel Squat
- Number of Reps:** 4
- Weight Lifted:** 175
- Calculated 1 Rep Max:** 195
- Pre-Workout Test Score:**  (Use to Calculate Workout)
- Date achieved:** 8/05/03
- Grade when achieved:** 12

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

This is where the system really gives your athletes an edge. Instead of generalized workouts, the system knows each athlete's actual performance level. Using this information, the workout is tailored for each individual, challenging the athlete to do better, but at the level that is realistic.



# Weekly Functions

This is the meat of the Beat The Computer System, and where the computer starts to work for you. Each week during the workout cycle, you do two simple things:

- Print the Weekly Workout Schedules** - These are individual reports for each athlete, with one or two pages per week, depending on how many days per week you workout. Like the Test forms, you just print them and pass them out.

October 7, 2003  
12:25PM

**Beat the Computer Weekly Workout Schedule**  
 East Side High School  
 For the Week of October 6, 2003

Page 1

Athlete Information		ID Number	5293588
Jones, Robert		Grade/Period	12 1
1514 So Anystreet		Sport / Positions	FOOTBALL DL FB
Metropolis, NY 10019		Workout Schedule:	BFS1
Week # 9 of a 12 week workout.			

Notes on the Workout:

**For Core Lifts:** For Squat and Bench lifts, we recommend a max of 10 reps, and for Dead Lifts and Cleans, a max of 5 reps. Use the weight and reps shown for each set, except for the last set. On the last set use the weight shown, but try to get more reps than the computer shows so that you

**For Aux Lifts:** Your last recorded lift is shown. Use the number of lifts shown, but try to increase the weight little.

**Beat the Computer**

---

Day Number — 1

Core Lifts	Set 1	Set 2	Set 3	Did you BEAT THE COMPUTER on your last set?		Auxiliary Lifts	Set 1	Set 2	New Weigh
				Reps here!	Write your				
Parallel Squat	3x 275	3x 290	3x 300	_____	_____	Neck Exercise	10x 120	10x 120	_____
Bench Press	3x 165	3x 170	3x 180	_____	_____	Lunges	10x 195	10x 195	_____
Power Clean	3x 135	3x 145	3x 150	_____	_____	Stright Leg Dead Lift	10x 170	10x 170	_____
						Power Snatch	10x 150	10x 150	_____
						Leg Curl	10x 120	10x 120	_____

Each athlete's report is automatically customized for them, showing just the lifts in their workout. In addition, the system has calculated the weight for each set based on the athlete's own performance. The weights are calculated to be challenging, and automatically get more challenging as the weeks go by.

- Encourage your Athletes to BEAT THE COMPUTER** - With the computer-printed schedule in hand, you hit the weight room. Each athlete has his schedule for each day of the week, showing exactly what the computer thinks he can do that day. It's now up to the athlete (with your help) to prove the computer wrong.

They follow the computer up to the last set. On the last set, however, using the weight the computer recommends, they try to do more reps than shown on the report. If they do, **THEY WIN!** It's as simple as that.

Note: It's expected that your athletes will routinely beat the computer by a rep or two on the last set of each day. If an athlete beats the computer by more than two or three reps every workout, you may want to enter the new score into the computer, so that the computer will give a more challenging workout the next week.

## Miscellaneous Functions

The Miscellaneous Functions can be run at any time, as needed. They include:

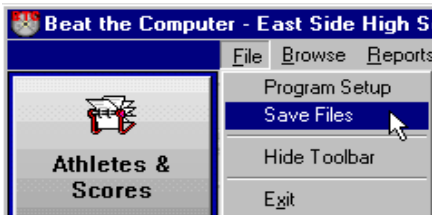
- **Set up User Ids and Passwords for Authorized Users** – If you installed Password Protection when you installed the Beat the Computer program, everyone who uses the program must type in a User ID and Password before they can access the program.

During installation, a default User ID and Password were created automatically as BFS and BFS. These must be used to run the program for the first time and Activate the program. You should then create new User IDs for your authorized users as soon as possible, and then the BFS User ID should be deleted, or at least the password changed so that it can't be used by unauthorized people.

To create, new Users, change a User, or delete a User, use the option “Add/Change Authorized Users” on the File Menu.

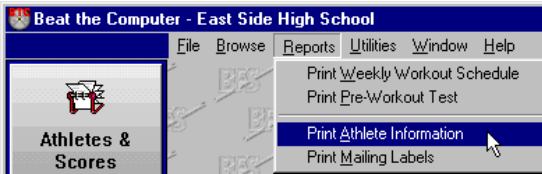


- **Save Data Files to Diskette** - This process makes a copy of the data files used by the Beat The Computer System on a diskette. Although the data files are automatically saved to your hard disk every time you click Ok, having a safe backup copy on a diskette is good, cheap, insurance.



This is one of the most important functions in the entire Beat The Computer System! No system is completely safe from hardware problems, and the best way to protect your data is to have a second copy of it saved somewhere off the computer.

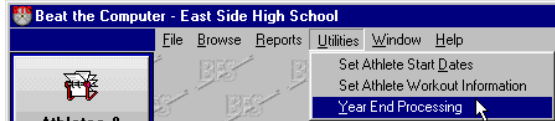
**We recommend you backup your data every time you make changes, or at the end of every day.**



- **Print Name and Address Listing** - This is a simple report you can print that shows the names and addresses of the

athletes in your system. It can be printed by Sport, Grade, Period, Workout Schedule, etc. It's handy for a quick permanent record of each class, contacting athletes by phone or mail, etc.

- **Year-End Processing** - This process automatically promotes your athletes from one grade to the next. You run it at year end, or the beginning of the new year, and everyone automatically moves up one grade.



- **All of the other functions** - Even though you normally do most of the things in the program on a regularly scheduled basis, there is no reason you can't do any of them whenever you need.

New athletes joining the class in the middle of the term? Add them in. Want to add an extra lift to the Football team's workout? Put it on. Want to start an after-school workout for the Varsity Team? Set it up. You don't have to wait to do these things. Let the computer work for you, not the other way around!

## Need More Information?

You've been given a quick overview of how to use the Beat The Computer System. Use this summary section as a checklist to see what to do next.

If you need detailed instructions for any of the functions we talked about here, they are in the next Section. Each function has a step-by-step description of where to find it, how to run it, and some tips that may help you out along the way.

## Step by Step Details

This section goes step by step through the functions of the Beat The Computer System. If you have questions on how to do something in the program, you should find the answers here.

### The BFS Set-Rep System

The Beat The Computer System is based on the BFS Super Set-Rep System. The Super Set-Rep system takes your athletes through a workout schedule lasting several weeks. The lifts, sets, reps, and weights are varied each week during the program to give the athlete an increasingly challenging workout.

Having the computer calculate and manage the workout program gives you two things: more time to spend in one-on-one work where it's needed most, and the motivational tool of challenging your athletes to do better than the computer says they can. When they exceed the computer's expectations, they've **Beat The Computer!**

The lifting part of the standard BFS program consists of a 2- or 3-day-workout week. If you lift more times than that, you will probably neglect or underemphasize other important training areas such as flexibility, agility, plyometrics and speed training.

Although you can change this to anywhere from 1 to 5 days per week, we recommend the 2- or 3-day-workout week.

To eliminate plateaus, different lifts are done each workout day during the week. During each workout week, the same number of sets and reps are done each day that week, but you do a different number of sets and reps than you did last week. There are four different combinations of set and reps, so the cycle only repeats at the **fifth** week. In addition, because the computer automatically increases the weights each week during the workout, your athletes go the entire workout cycle, **up to 16 weeks, without ever repeating the exact same workout!**

**The first week** you start your people right in with 3 sets of 3 reps on the Core lifts each workout day. There is no difference this week between the Short (3 set) or Long (5 set) workout, both do 3 sets of 3 reps. Auxiliary lifts are always 2 sets of 10 each workout day, or 2 sets of 5.

**The second week** moves up to 5 sets of 5 reps (5 x 5) on all Core lifts for the Long (5 set) workout. This is a brutal and long workout. The Short (3 Set) workout is 3 sets of 5 on Core Lifts. Again, Auxiliary lifts are always 2 sets of 10 each workout day, or 2 sets of 5.

**The Third Week** goes to 5 sets of 5, 4, 3, 2, and 1 reps for the Long (5 set) workout, and 3 sets of 5, 3, and 1 reps for the Short (3 set) workout. Auxiliary lifts are 2x10, or 2x5 each workout day.

**The Fourth Week** we go to 3 sets of 10, 8, and 6 reps for Non-Olympic Lifts (such as Bench, Towel Bench, Box Squat and Squat, or 3 sets of 4, 4, and 2 reps for the Olympic type lifts (such as Clean and Dead Lift/Trap Bar). Like the first week, there is no difference between the Short (3 set) and Long (5 set) workout. As always, Auxiliary lifts are 2x10, or 2x5 each workout day.

Note: The Trap Bar is not an Olympic Lift, but it does build a power base for the Olympic Lifts. Therefore, for our purposes, we will classify the Trap Bar as an Olympic Lift.

**Important Concept:** Remember, every workout day, every week, you should encourage your athletes to do more reps than the computer says on the last set. That last set is their chance to **BEAT THE COMPUTER**.

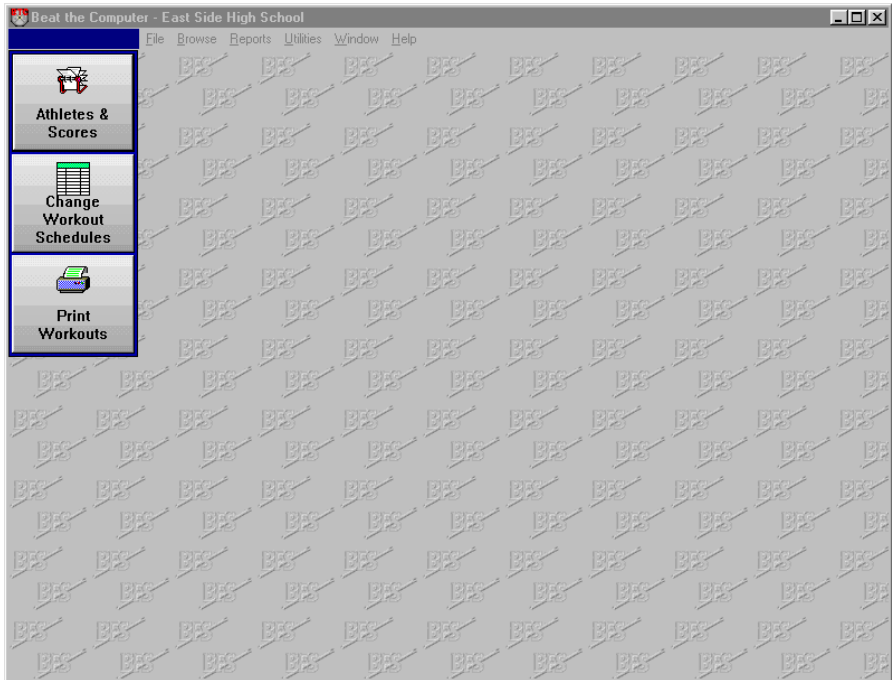
**The Fifth Week** starts over at the 3x3 workout for Core lifts, and the same four-week pattern is repeated. But because the computer is automatically increasing the weights each week, the same workout is never exactly repeated through the entire cycle.

Regardless of the lifts you select for your Cores or Auxiliaries, this same pattern of rotating set and reps is followed.

To see the standard BFS workout that was automatically set up when you installed the program, see the section [The Standard BFS Workout](#) in the appendix.

## Starting the Beat The Computer System

To start Beat The Computer, click the Windows **Start** button, click **Programs**, **BFS**, then **BFS Computer System**, or double-click the BFS shortcut on the desktop. The Beat The Computer main window appears.



If you have installed Password Protection, you must enter a valid User ID and Password before you gain access to the program:

The default User ID and Password are BFS and BFS.



Remember these things about Password Protection:

- When you install the program with Password Protection, a default User ID and Password have been set up for you. The User ID is BFS, and the

Password is BFS. Use these to start your program up for the first time. As soon as possible after Activating the program, you should enter new User IDs and Passwords for everyone who will be using the program, **and then change the password on the BFS User ID, or delete the BFS user completely.**

- To add, change, or delete User IDs, use the option on the File menu “Add/Change Authorized Users. When you enter a new User ID, the Password is set to match the User ID. So if you set up a User ID John, the Password will also be John until it is changed. Any user can change their Password by using the option on the File menu “Change My Password”.
- If you forget your User ID or Password, you may have to delete that User ID and re-enter it. If you forget all your passwords, you will have to re-install the program. This will delete ALL User IDs and Passwords and re-create the default BFS User ID, with the Password BFS.
- Remember that using Password Protection may stop someone unauthorized from running the program, but it does not encrypt your data. So someone with access to tools that allow them to browse or look at binary files may be able to see or corrupt your data. If this is a possibility on your system, you should use Windows security and passwords to keep unauthorized people from accessing the folder the program resides in, whether that is on your computer, or a network drive.



To end the program, click on File and Exit, or click the close icon in the upper right hand corner.



## Setup Functions

This section gives you more detail and background on setting up the Beat The Computer System for the first time. It is arranged in the same order as the summary so you can easily find the details of the function you want.

### Activate your Program License

Before you can use any of the functions in the Beat the Computer System, you must Activate your Program License. This is a simple matter of entering the information from the ACTIVATION INFORMATION LABEL that was shipped with your CD into the program.

The first time you run the program, the **Activate Program License** window will appear automatically. Read the instructions on this window, and make sure you have your ACTIVATION INFORMATION LABEL handy.

Click on the Continue button to activate the program license. The following window will be displayed:

**Bigger Faster Stronger - Activate Program License - Step 2**

To activate your program you must enter the following information, which can be found on the ACTIVATION INFORMATION LABEL on the CD sleeve.

Be sure to type all of the required information EXACTLY as it appears on the ACTIVATION INFORMATION LABEL, including upper and lower case letters. If it does not match exactly, your program will not be activated, and will not function.

Enter the information below from the ACTIVATION INFORMATION LABEL

		<u>Check Sum</u>
License Name:	<input type="text" value="Not Activated Yet"/>	24
Serial Number:	<input type="text" value="0"/>	144
Program Purchased:	<input type="text" value="Beat The Computer"/>	
Activation Code:	<input type="text" value=""/> - <input type="text" value=""/> - <input type="text" value=""/> - <input type="text" value=""/>	167

When you're ready, click this button to activate your program.

To cancel and activate later, click this button.

On this window, type in the information from the label shipped with your CD. Be sure to type the information **exactly**, including **upper and lower case**.

On the right hand side of the both the label and the window, you will see some numbers in parenthesis. These are checksums, and will change on the window as



you type. When you are finished typing, **the checksum on the window should match the checksum on the label.** If it doesn't, you probably made a simple typo. Check your entries carefully, and make sure the checksums match the label.

When the checksums match, click the Activate Program button. You should see the message "Activation Successful. Please Restart the Program." Click OK and restart the program, and all functions should now be available.

If your activation fails, you will need to try again, something must have been wrong on your Activation Window. Double check the checksums, and make sure that the "Program Purchased" that you selected on the window matches the one shown on the label. **You must successfully activate the program before it can be used.**

## Check the Core and Auxiliary Lifts

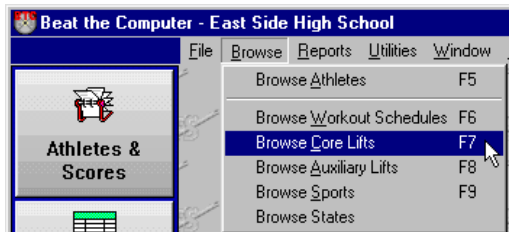
The first step in setting up your workout is to make sure that all of the Lifts you want to use are set up. Once a lift is set up in the system, it may be used on any Weekly Workout Schedule.

The system comes with all of the BFS Standard Core and Auxiliary lifts already set up, and these may be all you need or want to use. If so, you're done here, and can move on to [Check the Weekly Workout Schedule](#). But you may choose to use other lifts in your workouts. Using these functions, you can add any Core or Auxiliary lift you want to the list of available lifts.

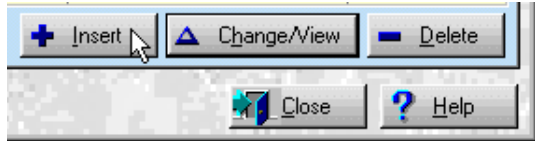
You may add any number of lifts to the system. Just because a lift is on the list doesn't mean it is automatically included on a workout. Once the lifts you need are set up, they may (or may not) be added to a workout. See the section [Check the Weekly Workout Schedule](#) for instructions on adding a lift to a workout schedule.

To enter a new Core or Auxiliary Lift, follow these steps:

1. From the Browse drop down menu on the Main Program window, click the Browse Core Lifts, or the Browse Auxiliary Lifts option. The browse window for the core or auxiliary lifts will appear, showing the lifts that have already been set up.

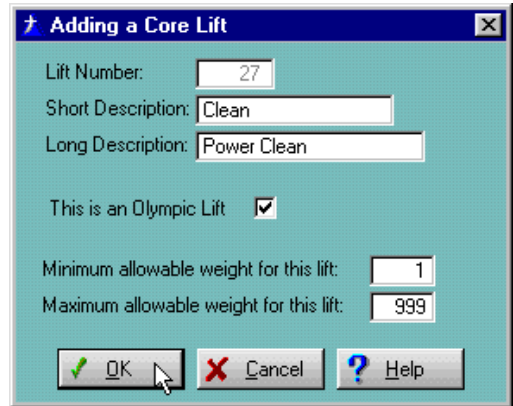


- On the browse window, click the Insert button or press the Insert key to enter a new record. The Adding a Core Lifts, or the Adding an Auxiliary Lifts window will appear in entry mode with all fields blank (except the Lift Number, which is automatically assigned by the system) and ready for a new entry.

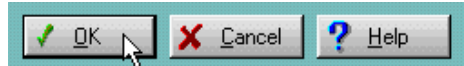


A sample of the window used to enter or make changes to Lifts is shown here. The sample shows the window for the Core lifts. Auxiliary lifts are very similar.

- Type the Short Description you want to use for the new lift, and the Long Description to use. One description or the other is used on each window or report where the lift appears; depending on how much room there is on that particular window or report. For example, one lift supplied with the system uses **Twl Bench** (used on windows where there is less space) and **Towel Bench** (used on windows and reports with more space).

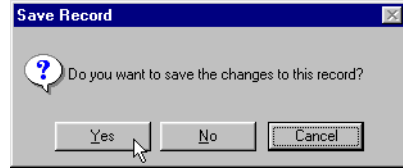


- For Core Lifts only, Check the box for **Y** or **N** for the prompt This is an Olympic Lift. In the Beat The Computer System, Olympic type lifts (which are more challenging) get 4, 4, and 2 reps every fourth week in the workout, while non-Olympic lifts get 10, 8, and 6 reps every fourth week. Auxiliary Lifts are always given 2 sets of 10 reps, or 2 sets of 5 reps, and so aren't assigned as Olympic or non-Olympic lifts.
- If you wish, you can enter the Minimum and Maximum weights allowed for the lift. If you leave these fields blank, they will be automatically set to a 1 lb. minimum, and a 999 lb. maximum.
- When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.



If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt screen will appear asking you if you want to save your

entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, Click No to continue on and NOT save your changes, or Cancel to return to the Add/Change window with all of your changes still in place so you can make further changes or entries.

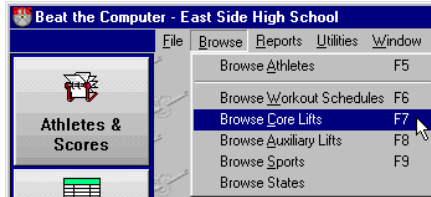


When you save your changes or cancel, the Add/Change window closes, and you return to the Browse window.

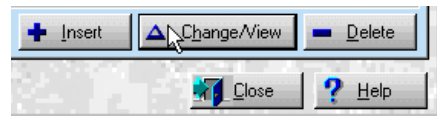
7. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

To change the information for a lift that is already set up, follow these steps:

1. From the Browse drop down menu on the Main Program window, click the Browse Core Lifts, or the Browse Auxiliary Lifts option. The browse window for the core or auxiliary lifts will appear, showing the lifts that have already been set up.



2. On the browse window, highlight the lift you want to change, and double-click, click the Change/View button, or press Enter. The Changing a Core Lift, or the Changing an Auxiliary Lifts window will appear in update mode with all fields filled in with the information for the lift you selected.



3. Make any changes needed in the information shown by pressing the Tab key (or use the mouse) until the field you want to change is highlighted, then type over the old information with the new information. (Descriptions of what each field means can be found in the previous description of entering new lifts).

4. When you have made all of the needed changes, click Ok or press Enter to save the changed information. When the information has been saved, the update window will disappear and the browse window will be shown again.

Just like when you are entering items, if you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, No to continue on and NOT save your changes, or Cancel to return to the Add/Change window with all of your changes still in place so you can make further changes or entries.

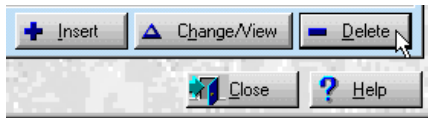
When you save your changes or cancel, the Add/Change window closes, and you return to the Browse window.

5. You may now press Escape to close the Browse window, click Insert to enter new records, or select records from the browse window to update or delete.

To delete a lift entirely, follow these steps:

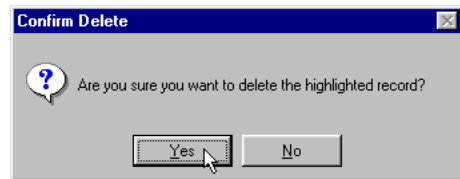
Note: Don't delete Lifts if they are currently used in a workout schedule, or you could cause problems that could keep you from running the system. To be safe, it's best not to delete lifts at all. Unused lifts don't hurt the system at all, and might be used at a later time.

1. From the Browse drop down menu on the Main Program window, click the Browse Core Lifts, or the Browse Auxiliary Lifts option. The browse window for the core or auxiliary lifts will appear, showing the lifts that have already been set up.



2. On the browse window, highlight the lift you want to delete, and click the Delete button, or press the Delete key.

A prompt screen will appear asking you if you are sure you want to delete this item. Click the Yes button or press Enter to confirm your choice and delete the item, or click No to return to the browse window without deleting anything.



3. You may now press Escape to close the Browse window, click Insert to enter new records, or select records from the browse window to update or delete.

## Check the Weekly Workout Schedule

The Weekly Workout schedule is where you tell the system which lifts you want your athletes doing on which workout days. The lifts that you set up here are used every week during the Workout Cycle, but the sets, reps, and weight are automatically rotated to keep the workout constantly challenging.

The system comes with the standard BFS weekly schedule already set up. You may use this schedule as is or modify it. If you want to use the schedule we provided, you can skip the rest of this section, and go on to [Check the Sport and Position Codes](#).

However, you may want to add additional schedules and have different athletes or teams using different schedules. For example, you may have one schedule for football players, and a different schedule for basketball players. Or one schedule for each grade or class.

Once a schedule is set up, any athletes may use that schedule. In addition, for each Sport Code, you can set up the default schedule to use for all athletes for that sport. This makes it easy to change groups of athlete's from one workout to another.

A sample of the window used to make changes or enter new Weekly Schedules is shown below:

**Changing a Workout Schedule** East Side High School

Schedule:

Description:

Day 1 Lifts	Day 2 Lifts	Day 3 Lifts	Day 4 Lifts	Day 5 Lifts
<b>Core Lifts</b>				
<input type="text" value="Box"/>	<input type="text" value="Clean"/>	<input type="text" value="Squat"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Bench"/>	<input type="text" value="Dead Lift"/>	<input type="text" value="Bench"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Auxiliary Lifts 2x10</b>				
<input type="text" value="Leg Ext"/>	<input type="text" value="Glute Ham"/>	<input type="text" value="Leg Ext"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Leg Curl"/>	<input type="text" value="Str Leg DL"/>	<input type="text" value="Leg Curl"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Lunges"/>	<input type="text" value="Inc Press"/>	<input type="text" value="Str Leg DL"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Str Leg DL"/>	<input type="text" value="Heavy Dips"/>	<input type="text" value="Glute Ham"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="Lunges"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Auxiliary Lifts 2x5</b>				
<input type="text" value="Pwr Snatch"/>	<input type="text" value="Jerk Press"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

In each schedule, you can set up lifts for up to five workout days in the week. Each workout day can have 1 to 3 Core lifts, 1 to 6 Auxiliary lifts that should be done for 2 sets of 10 reps, and 1 or 2 Auxiliary lifts you want done for 2 sets of 5 reps. All lifts are optional, you may use as many or as few (or none) for each workout day of the week.

The lifts for each workout day are shown in a column underneath the day. On the example window, for instance, you see that workout Day 2 has two Core lifts set up (Clean and Deadlift), four Auxiliaries that will be done for 2 sets of 10 (Glute Ham, Str Leg DL, Inc Press, and Heavy Dips), and one Auxiliary to be done for 2 sets of 5 (Jerk Press). Day 3 also has two Core lifts (although different from Day 2), but has five 2x10 Auxiliaries, and no 2x5 Auxiliaries. You can see that you can set up any schedule that works for your athletes!

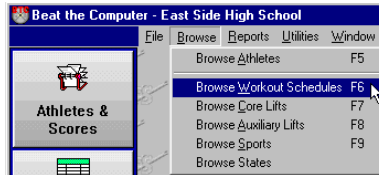
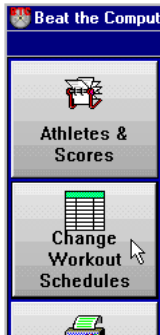
Note that you can have lifts set up more days than your athletes will workout. In the schedule above, there are lifts specified for three workout days. However, if you set up an athlete to use this schedule, but set that athlete for a 2-day-per-week workout instead of three, they will get only the first two days on their week printout. Another athlete using this same schedule, but set up for a 3-day-per-week workout would see all three days on their weekly printout. This means that you don't need to use separate schedules if the only difference between two groups of athletes is that one group has an extra workout day. (But you can use separate schedules if you want).

Also remember that the number of sets and reps for Core lifts are not set up here. The sets and reps for Core lifts are varied automatically each week according to the BFS Set-Rep system. Auxiliary lifts, on the other hand, are always done in 2 sets of 10 reps, or 2 sets of 5 reps, depending on where you put them on this window.

The workout days are numbered 1 through 5 instead of being called Monday, Tuesday, etc. This lets you use the same workout for different groups where the only difference is which days of the week they get into the weight room. If one group works out Monday and Tuesday, while the other group gets Thursday and Friday, they can use the same schedule. For the first group, Day 1 is Monday, while for the second group Day 1 is Thursday. Once you tell them what their days are, they just go through the days in order, regardless of which day of the week it actually is.

To enter a new Weekly Schedule, follow these steps:

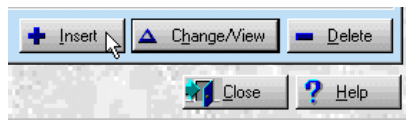
- From the Browse drop down menu on the Main Program window, click the Browse Workout Schedules option.



Or click the Change Workout Schedules button on the tool bar.

The browse window for the workout schedules will appear, showing the workouts that have already been set up.

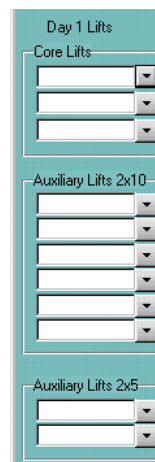
- On the browse window, click the Insert button or press the Insert key to enter a new record. The Adding a Workout Schedule window will appear in entry mode with all fields blank and ready for a new entry. (See the example window above for the layout of the fields on the window)



- Type the Schedule code you want to use to identify this schedule. This is the code you will use when setting up Sports or Athletes to use this workout. The default schedule shipped with the system is **BFS**, but you may want to use descriptive names like **9THFOOT**. In the Description field, type a description for this schedule.

- Now you can start putting lifts in for the workout days. Under each day of the week, you see where you can specify up to three core lifts, up to six 2x10 auxiliaries, and one or two 2x5 auxiliaries. Any lifts appearing under a day will be part of the workout for that day, and blank spaces will be ignored.

Just to the right of each possible lift is a Drop down arrow. The Drop down arrow allows you to add a lift to this day's workout.



To add a lift to workout, click the drop down arrow where you want to add the lift.



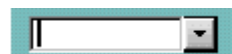
Core Lift	Description	Event #
Bench	Bench Press	2
Box	Box Squat	11
Clean	Power Clean	4
Dead Lift	Dead Lift	3
New Non Oly	New Non Oly	26
New Oly	New Oly	25
Newlift	New Lift	24
Squat	Parallel Squat	1
Twl Bench	Towel Bench	12

This will display the Browse Core Lifts or the Browse Auxiliary Lifts window (depending on whether you are adding a Core lift or an Auxiliary to the workout). Just click the lift you want to use, or use your up and down arrows on the keyboard to highlight it and press Enter. You will be automatically

returned to the Add/Change Workout Schedules window, and the lift you selected will appear in the appropriate position.



To remove a lift from the workout, highlight the lift you want removed with your mouse and press the Delete

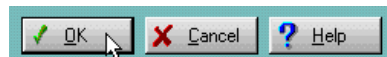


Key, that spot in the workout will not be used.

You can go through each possible workout day, adding the lifts you want for that day.

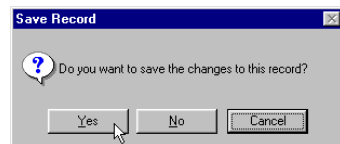
For descriptions of the Standard BFS Core lifts and an excellent discussion of **Auxiliary lifts by Dr. Greg Shepard**, see the appendix. This information may help you decide which lifts to use on your workouts.

- When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.



If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes

or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, Click No to continue on and



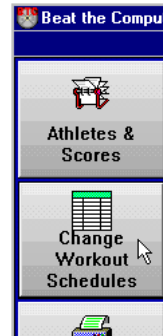


NOT save your changes, or Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries.

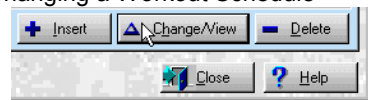
8. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

To change the information for a Weekly Schedule that is already set up, follow these steps:

1. Click the Change Workout Schedules button on the tool bar OR from the Browse drop down menu on the Main Program window, click the Browse Workout Schedules option. The browse window for the workout schedules will appear, showing the workouts that have already been set up.



2. On the browse window, highlight the workout schedule you want to change, and click the Change button or press Enter. The Changing a Workout Schedule window will appear in update mode with all fields filled in with the information for the schedule you selected.



3. Make any changes needed in the information shown by moving to the field you want to change with the Tab key or mouse, then type over the old information with the new information, or add, change, or remove lifts using the lookup or eraser icons.
4. When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.

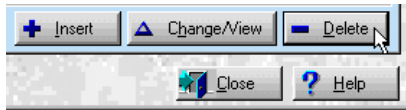
If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, click No to continue on and NOT save your changes, or click Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries.

5. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

To delete a Workout entirely, follow these steps:

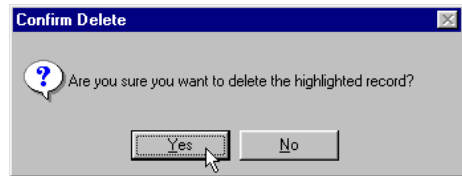
Note: Don't delete workouts if they are used by an athlete, or you could cause problems that could keep you from running the system. To be safe, it's best not to delete workouts at all. Unused workouts don't hurt the system at all, and might be used at a later time.

1. From the Browse drop down menu on the Main Program window, click the Browse Workout Schedules option. Or click the Change Workout Schedules button on the tool bar. The browse window for the Workouts will appear, showing the workouts that have already been set up.



2. On the browse window, highlight the item you want to delete, and click the Delete button, or press the Delete key.

A prompt screen will appear asking you if you are sure you want to delete this item. Click the Yes button or press Enter to confirm your choice and delete the item, or click No to return to the browse window without deleting anything.



3. You may now press Escape to close the Browse window, click Insert to enter new records, or select records from the browse window to update or delete.

## Check the Sport and Position Codes

Sport and Position codes are set up to allow you to keep track of who is playing in what sport and where.

### Sport Codes

Sport Codes define each sport in which your athletes participate. Before you can set an athlete up for any sport, it must first be set up in this file. Also, for each Sport Code, you should set up at least one Position Code.

Sport Codes also allow you to set up the default information for your athlete's workouts. This includes which Weekly Schedule to use, how many workout days per week they have, whether they use the short or long workouts, and how many weeks in their program.

The system comes with virtually all of the standard sports and the positions for those sports already set up with both men's and women's teams. So if you don't need to add any more, you can skip this section for now, and go on to [Enter the Information for your Athletes](#).

However, you may wish to set up additional sport codes and use separate codes for the In-season and Off-season teams. Or you may want to have your Varsity Football completely separate from the Junior team, 2nd period class separate from 3rd period, and so on.

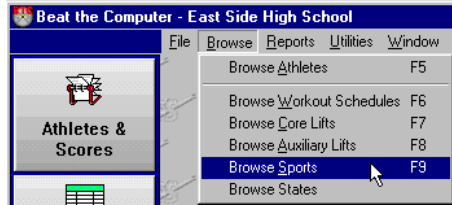
Although you are not required to use Sport Codes for your Athletes, you will find it much easier if you do. When you set up your Athletes, their workout will be automatically set up according to their Sport Code. This means that once the Sport Code has the correct Workout Info set up, you don't need to enter it again for every athlete.

Also, if you decide to change your workouts, you can change the information for the Sport Code, and then have the system automatically update all of the athletes in that Sport Code and change their workout to match.

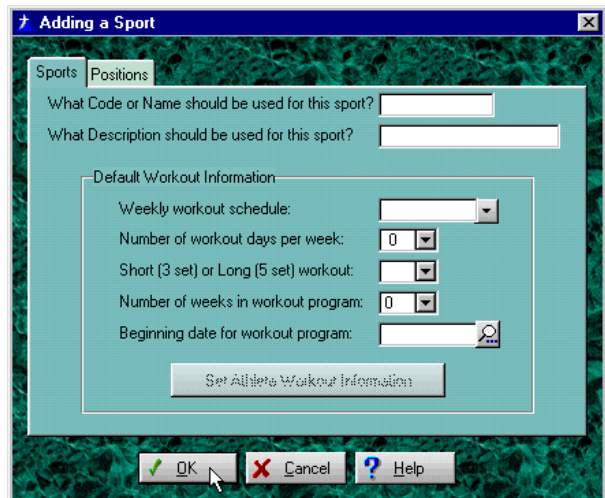
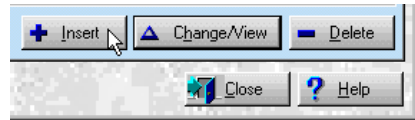
If you are going to add new sports and positions, add the Sports Codes first, then add the Positions.

To enter a new Sport Code, follow these steps:

1. From the Browse drop down menu on the Main Program window, click the Browse Sports options. The browse window for the Sport Codes will appear, showing the sports that have already been set up.

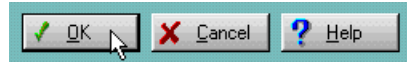


2. On the browse window, click the Insert button or press the Insert key to enter a new record. The Adding a Sport window will appear in entry mode with all fields blank and ready for a new entry.



3. Type the code, or name, you want to use for the new sport and the description to use. The code and description are often the same, like **FOOTBALL** and **FOOTBALL** or **HOCKEY** and **HOCKEY**.
4. Enter the Default Workout Information. This information will become the default for all athletes you set up using this Sport Code.

- When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.

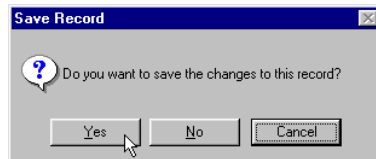


Note: If you want to add Sport Positions, click on the Positions tab and fill the appropriate information in by following the instructions in the next section.



If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any

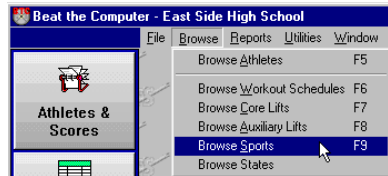
changes or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, Click No to continue on and NOT save your changes, or Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries. After you either save or cancel your changes, the Add/Change window will close, and you will return to the Browse window.



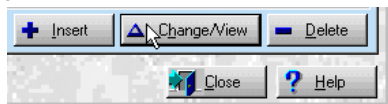
- You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

To change the information for a sport that is already set up, follow these steps:

- From the Browse drop down menu on the Main Program window, click the Browse Sports options. The browse window for sports will appear, showing the sports that have already been set up.



- On the browse window, highlight the sport you want to change, and click the Change button or press Enter. The Changing a Sport window will appear in update mode with all fields filled in with the information for the sport you selected.



- Make any changes needed in the information shown by moving to the field you want to change with the Tab key or mouse, then type over the old information with the new information.

4. When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.

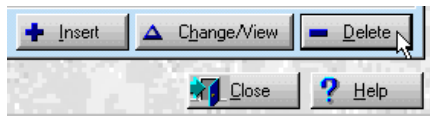
If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, click No to continue on and NOT save your changes, or click Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries.

5. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

To delete a Sport Code entirely, follow these steps:

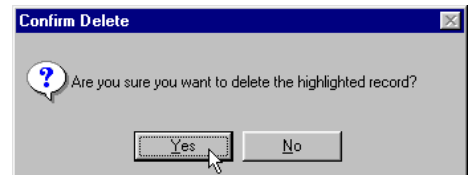
Note: Don't delete Sport Codes if they are used by your athletes, or your weekly printed workout schedules may not be correct. When Deleting Sport Codes, you should delete all Position Codes for the sport first, then return here and delete the sport code.

1. From the Browse drop down menu on the Main Program window, click the Browse Sport option. The browse window for Sports will appear, showing the sports that have already been set up.



2. On the browse window, highlight the item you want to delete, and click the Delete button, or press the Delete key.

A prompt screen will appear asking you if you are sure you want to delete this item. Click the Yes button or press Enter to confirm your choice and delete the item, or click No to return to the browse window without deleting anything.



3. You may now press Escape to close the Browse window, click Insert to enter new records, or select records from the browse window to update or delete.

## Position Codes

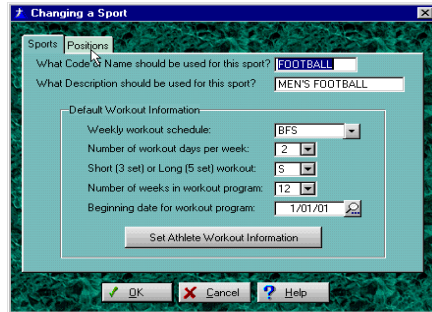
Position Codes are the codes used for the various playing positions in the sports your athletes participate in.

Note that at least one position should be set up for each sport code, even if it has a blank position code and a description of "NONE".

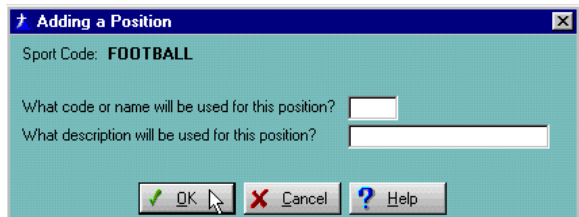
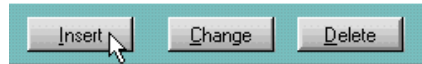
To enter a new Position Code, follow these steps:

1. From the Add/Change Sport window, click on the Positions tab.

Note: For instructions on how to get to the Add/Change Sport window see previous section.



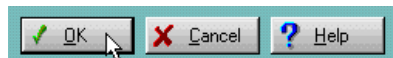
2. On the browse window, click the Insert button or press the Insert key to enter a new record. The Adding a Position window will appear in entry mode with all fields blank and ready for a new entry.



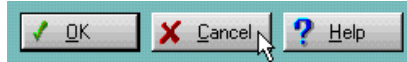
3. Type the code you want to use for the new position and the description to use.

Note: If you want to have a sport with no specific playing positions, you should still set up at least one position for that sport with a blank position code and a description of "NONE" or "\*NONE". Notice that a blank position code has already been set up for all of the sport codes shipped with the program.

4. When you have entered all of the appropriate information, click Ok or press the Enter key to save the information.

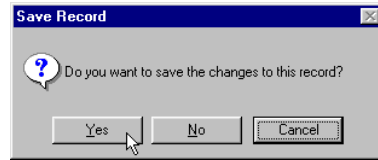


When the information has been saved, you will return to the browse window.



If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any

changes or entries on the window, a prompt screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, Click No to continue on and NOT save your changes, or Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries. When you have saved or cancelled your changes, you will return to the Browse window.

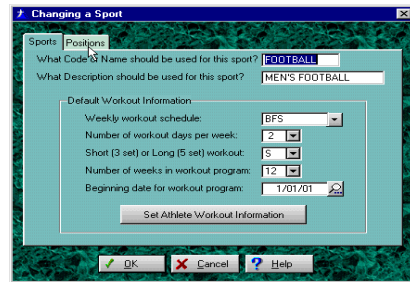


5. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

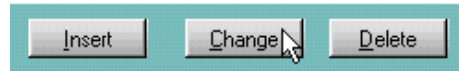
To change the information for a position that is already set up, follow these steps:

1. From the Add/Change Sport window, click the Positions tab.

Note: For instructions on how to get to the Add/Change Sport window see the section on Sport Codes.



2. On the browse window, highlight the Position you want to change, and click the Change button or press Enter. The Changing a Position window will appear in update mode with all fields filled in with the information for the position you selected.



3. Make any changes needed in the information shown by moving to the field you want to change with the Tab key or mouse, then type over the old information with the new information.
4. When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.

If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt



screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, click No to continue on and NOT save your changes, or click Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries.

5. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

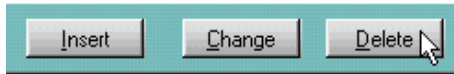
To delete a Position Code entirely, follow these steps:

Note: Don't delete Position Codes if they are used by your athletes, or your weekly printed workout schedules may not be correct. Remember when you're deleting positions there should always be at least one position set up for each sport, even if the position code is \*NONE, and the description is blank.

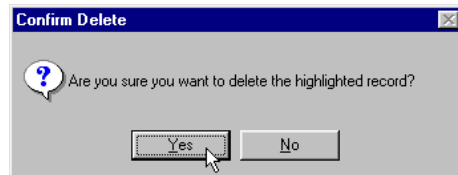
1. From the Add/Change Sport window, click the Positions tab.

Note: For instructions on how to get to the Add/Change Sport window see the section on Sport Codes.

2. On the browse window, highlight the item you want to delete, and click the Delete button, or press the Delete key.



A prompt screen will appear asking you if you are sure you want to delete this item. Click the Yes button or press Enter to confirm your choice and delete the item, or click No to return to the browse window without deleting anything.



3. You may now press Escape to close the Browse window, click Insert to enter new records, or select records from the browse window to update or delete.

## Enter the Information for your Athletes

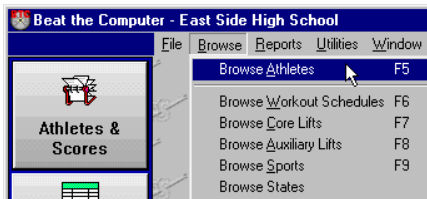
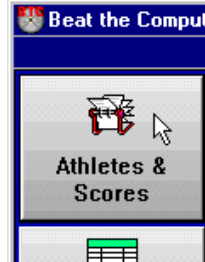
Entering the information on your athletes lets the computer know who they are, what grade they're in, which sport and positions they play, and what their Workout Information is.

Athletes must be set up in the system before you can print test forms, enter scores, or print workout schedules.

This is where you will probably have to spend most of your setup time. You need to enter the information for all of your athletes so that the computer can begin to track them.

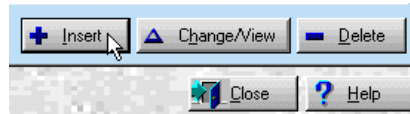
To enter a new Athlete, follow these steps:

1. Click the Athletes & Scores button on the tool bar.



Or from the Browse drop down menu on the Main Program window, click the Browse Athletes option. The Browse window for the Athletes will appear, showing the athletes that have already been set up.

- On the browse window, click the Insert button or press the Insert key to enter a new record. The Adding an Athlete window will appear in entry mode with all fields blank and ready for a new entry.



 A screenshot of a software window titled 'Adding an Athlete' with a sub-tab 'Parent's Info'. The window has a teal background and a dark border. At the top right, it says 'East Side High School'. The form contains several input fields:
 

- Athlete ID: [text box]
- Last Name: [text box] First Name: [text box]
- Address: [text box] Apt. Number: [text box]
- City: [text box] State: [dropdown] Zip: [text box]
- Phone: [text box] (no dashes)
- Height Ft./In.: [0][0] Weight: [0] Sex:  Male  Female
- Grade: [dropdown] Period: [0]
- Sport 1: [dropdown] Positions 1: [dropdown][dropdown][dropdown]
- Sport 2: [dropdown] Positions 2: [dropdown][dropdown][dropdown]
- Sport 3: [dropdown] Positions 3: [dropdown][dropdown][dropdown]

 A 'Workout information' section is enclosed in a box:
 

- Weekly workout schedule: [dropdown]
- Number of workout days per week: [0]
- Short (3 set) or Long (5 set) workout: [dropdown]
- Number of weeks in program: [0]
- Date to begin program: [calendar icon]

 At the bottom, there are buttons for 'Athlete's Scores', 'OK', 'Cancel', and 'Help'.

- Enter the information for the athlete.

The cursor will be flashing in the ID Number field; you may choose to use the student's school identification number, or no number at all, then press the Tab key to advance to the next field. You are now in the Last Name field. You cannot exit this field without entering a name, so type the athlete's last name and press the Tab key to advance to the First Name field, directly to the right. Type the student's first name.

Next, fill in the street Address and apartment number, if appropriate, then City, State, Zip Code and Phone Number, as appropriate.

You should now be at the Field marked Height. Click the drop down arrow next to height and select the height of your athlete. Do the same for the athletes weight. Select the Sex and the Grade (this field must be completed before you can advance to the next field). The Period is optional, but it is a good idea to enter it because you can then select athletes to appear on reports based on their class periods.

The first Sport field is important, because the athlete's workout can be

determined automatically by the sport they play in (although you can always change the athlete's workout to be different from the default). The Sport and Position Codes are also used to allow you to select athletes in groups for reporting, and can be used when changing groups of athlete's workouts.

For the sport and position fields, if you know the correct code to enter, go ahead and type it in and press the Tab key. If you don't remember the proper code, you can click the drop down button to the right of the sport or position, or you can enter part of a valid Sport or Position code and press Tab, and a browse window will pop up showing the valid possibilities with the one closest to what you typed already highlighted for selection. Select any sport or position from the drop down list. You will be returned to the add/change window with the sport or position you selected already entered in the field your cursor was positioned in.

Now you need to look at the athlete's Workout Information. If you typed in a first Sport code, the information for the workout will already be set to match the information from that Sport Code. You can either leave that as is, or make any changes for this particular athlete.

The Weekly Workout Schedule should be the Workout Schedule Code from the Weekly Schedule you want this athlete to use. (The default schedule, which was installed along with the program, uses Schedule Code **BFS**). If you're not sure of the schedule Code you want to use, type in anything and press Enter, or click the drop down button. The **Browse Workout Schedule** window will appear. Select the Workout Schedule Code you want to use from the list. You will be returned to the Adding an Athlete window with the Workout Schedule Code you selected already filled in.

Now enter the number of days per week you want the athlete to work out, whether you want them to have a short or long workout, and how many weeks their total workout will run. These can all be selected by clicking the drop down arrow to the right of each field.

The last item is the starting date for the athlete's workout. This defaults to the Monday for the current week. In fact, no matter what date you enter, it will always automatically change to the Monday for whatever week contains that date. This is because the workouts are based on weeks, and so must begin at the beginning of a week. If you start a workout in the middle of week, just have your athletes begin with whichever day is appropriate, and skip the days that have already passed.

Remember that once an athlete's workout ends, the system will no longer print a Weekly Workout Schedule unless you give them a new starting date. But you don't have to change your athletes one at a time. See the **Set Athlete Start Dates** in the section Beginning of Each Workout Cycle.

- When you have entered all of the appropriate information, click Ok or press the Enter key to save the information.

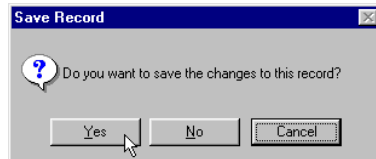


When the information has been saved, you will return to the browse window.



If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt

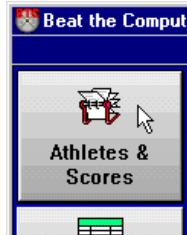
screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, Click No to continue on and NOT save your changes, or Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries. When you have saved or cancelled your changes, the Add/Change window will close, and you will return to the browse window.



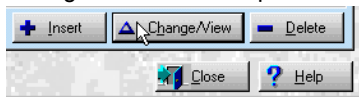
- You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

To change the information for an athlete that is already set up, follow these steps:

- Click the Athletes & Scores button on the tool bar. Or from the Browse drop down menu on the Main Program window, click the Browse Athletes option. The browse window for the Athletes will appear, showing the athletes that have already been set up.



- On the browse window, highlight the Athlete you want to change, and click the Change/View button or press Enter. The Changing an Athlete window will appear in update mode with all fields filled in with the information for the athlete you selected.



- Make any changes needed in the information shown. See the descriptions of the various fields above in the section on entering new athletes.
- When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.

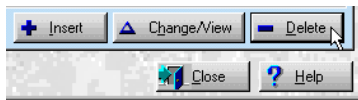
If you decide you don't want to save the information you entered, click Cancel or press Escape. If you made any changes or entries on the window, a prompt

screen will appear asking you if you want to save your entries, or to truly cancel. Click Yes if you hit the Escape key or clicked Cancel by mistake and really do want to save your changes, click No to continue on and NOT save your changes, or click Cancel to return to the Add/Update screen with all of your changes still in place so you can make further changes or entries.

5. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

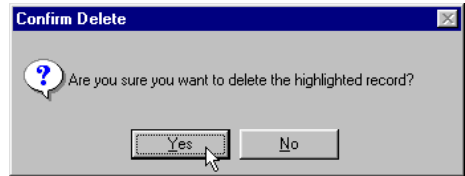
To delete an Athlete entirely, follow these steps:

4. Click the Athletes & Scores button on the tool bar The browse window for Athletes will appear, showing the athletes that have already been set up.



5. On the browse window, highlight the item you want to delete, and click the Delete button, or press the Delete key.

A prompt screen will appear asking you if you are sure you want to delete this item. Click the Yes button or press Enter to confirm your choice and delete the item, or click No to return to the browse window without deleting anything.



6. You may now press Escape to close the Browse window, click Insert to enter new records, or select records from the browse window to update or delete.

## Beginning of Each Workout Cycle

This section describes in more detail the things that need to be done as each group of athletes begins a new workout cycle, which will usually be at the start of a new quarter or semester. The workout cycle can be from 4 to 16 weeks, and you will probably want to set your schedule so that the number of weeks in the workout matches your grading period, either by quarter or by semester.

An athlete starts a Workout Cycle on the date specified in their record, and it runs for the number of weeks specified. After their Workout Cycle is over, the system will no longer print a Weekly Workout Schedule for the athlete until they start a new workout cycle.

Workout cycles can begin and end anytime, except that they must begin on a Monday. The system will automatically change any date you enter to the date for the Monday of that week, so you don't have to worry about making a mistake.

Although the list of things to do at the beginning of each workout cycle seems lengthy, it will probably be pretty quick.

## Update the Information for your Athletes

In the Setup section, you entered all of the information for your athletes. For each new workout cycle, you just need to make sure all of your information is correct, add any new athletes, and delete any that have gone. Also make sure they are set up for the proper Sport Codes, if you are using Sport Codes to determine the Workout Schedules. See [Enter the Information for your Athletes](#) in the previous section for instructions on entering or updating the information for your athletes.

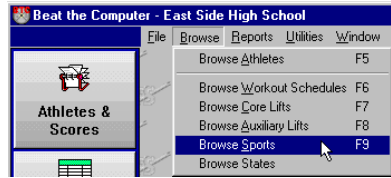
## Set the Default Workout Information for your Sport Codes

Once again, you did the work of setting up your Sport Codes during the Setup of the system. All you need to do now is check and make sure everything is current. You may want to change the Football team from Short to Long Workouts, from 9 Week workouts to 12, etc.

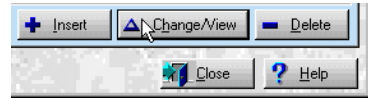
Again, if you don't have different teams using different workouts, or if you haven't made any changes to workouts, you won't have to worry about this.

If you do want to change the Workout Info for a sport, and then update your athletes with the new information, follow these steps:

1. From the Browse drop down menu on the Main Program window, click the Browse Sports options. The browse window for sports will appear, showing the sports that have already been set up.



2. On the browse window, highlight the sport you want to change, and click the Change/View button or press Enter. The Adding a Sport window will appear in update mode with all fields filled in with the information for the sport you selected.



3. Make any changes needed in the Workout information shown, by clicking the drop down arrows to the right of the field you want to change and making your new selections.
4. When you have entered all of the appropriate information, click Ok or press the Enter key to save the information. When the information has been saved, you will return to the browse window.
5. You may now click Close or press Escape to close the Browse window, Click Insert or press the Insert key to enter another record, or select records from the browse window to change or delete.

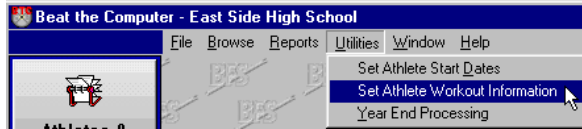
## Set Athlete's workouts according to their sport code

If you do change the Workout for a Sport Code, or if you just want to make sure that all athletes in a given Sport have the same Workout, you can have the system automatically set your athlete's Workout Information to match the Default Workout information set up for their Sport Code.

To automatically set your athlete's workout information to match the default workout information to their sport codes, follow these steps:



- From the Utilities drop down menu on the Main Program window, click the Set Athlete Workout Information option. The prompt window for Set Athlete Workout Information will appear.



- Normally, you will select a specific Sport Code so that only athletes in that Sport Code will be updated. But you can update one, any, or all athletes with the information from their respective sports.

Remember that the selections on this window (like all the selection windows in the system) are **AND** type selections. This is a fancy way of saying that athletes will only be updated if they meet the first thing you select **AND** the second thing **AND** the third thing, and so on.



- When you have selected the athletes you want to update, click the Change Workout Information button or press the Enter key to update the workout information for those athletes. As athletes are updated, a progress indicator will show the approximate percentage of your athletes that have been processed so far. When it reaches 100 percent, the process is finished. When the update is complete, the prompt screen will disappear and you will be returned to the Main Program window.



- If you decide you don't want to update any workout information, click Cancel or press Escape, the prompt screen will disappear and you will be returned to the Main Program window.



## Set Athlete Start Dates

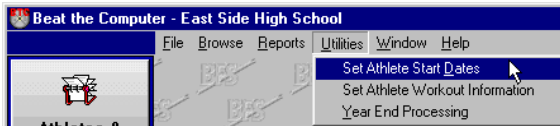
You start a new Workout Cycle for athletes by giving them a new start date. Their workout then runs from that date for the number of weeks specified.

You can change your athletes one at a time to the new start dates, or you can automatically update all athletes to begin a new workout on the date appropriate for their team, grade, weekly schedule, etc.

To change athlete start dates one at a time, just go to that athlete's record, and type in the new start date. See [Enter the Information for your Athletes](#) in the previous section for instructions on entering or updating the information for your athletes.

To change several athletes' start dates all at once, follow these steps:

1. From the Utilities drop down menu on the Main Program window, click the Set Athlete Start Dates option. The prompt window for Set Athlete Start Dates will appear.



2. Enter the date you want the athletes to begin their Workout Cycle for the prompt Change Program Start Date to:.

Remember that the system will automatically change any date you enter to the date for the Monday of the week. So you may key in any date during the week you want the workout to begin, and the system will make sure it starts on Monday.

3. The rest of the fields on the window allow you to select a single athlete to update, or groups of athletes based on their Weekly Schedule, grade, period, sport or position. Enter the information to select the athletes you want to start their workout on the date you selected.

Remember that the selections on this window (like all the selection windows in the system) are **AND** type selections. This is a fancy way of saying that athletes will only be updated if they meet the first thing you select **AND** the second thing **AND** the third thing, and so on.

4. After you made your selections, click Ok or press Enter. As athletes are updated, a progress indicator will show the approximate percentage of your athletes that have been processed so far. When it reaches 100 percent, the process is finished. When all of the selected athletes have been updated, the prompt window will disappear and you will return to the Main Program window.

## Print the Pre-Workout Test Forms

Now that your Workout Schedules, Sport Codes, and Athletes are all correct, it's time to start the actual work.

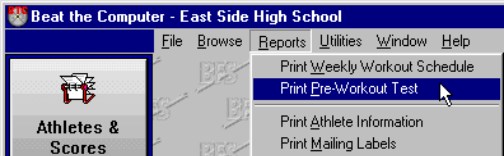
In order for the system to correctly calculate the weights each athlete should lift during each workout, we need to know the current level of ability for each athlete. The most direct way to get this information is to test them on the lifts they will actually be using during their workouts.

To make testing your athletes simpler, you can print the Pre-Workout Test form for each athlete. The form is simple. For each athlete, the system prints one (or possibly two) pages. The report for each athlete has his or her name and the Core Lifts you set up for their workout schedule. Because speed and flexibility are so important to an athlete's overall program, the Pre-Workout Test also has places to enter the athlete's scores in the standard BFS Speed and Flexibility events. If you test your athletes in these events both before and after the Workout Cycle, you can get an excellent idea of their overall progress.

To print the Pre-Workout Test Forms, follow these steps:

1. From the Reports drop down menu on the Main Program window, click the Print Pre-Workout Test option.

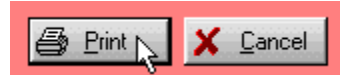
The prompt window for Print Pre-Workout Test Sheets will appear.



- On the prompt window, the fields allow you to select a single athlete to print a test form for, or groups of athletes based on their Workout Schedule, grade, period, sport or position. Enter the information to select the athletes you want to start their workout on the date you selected.

Remember that the selections on this window (like all the selection windows in the system) are **AND** type selections. This is a fancy way of saying that athletes will only be updated if they meet the first thing you select **AND** the second thing **AND** the third thing, and so on.

- After you've made your selections, click the Print button or press Enter. As Test forms are printed, a progress indicator will show the approximate percentage of your athletes that have been processed so far. When it reaches 100 percent, the process is finished. When Test Forms have been printed for all of the selected athletes, the prompt window will disappear and you will return to the Main Program window. If you change your mind and don't want to print the Pre-Workout test forms, click the Cancel button or press Escape.



Note: If you left the checkbox marked Preview report before printing checked, your report will be shown on screen before printing. Use the page keys and the vertical scroll bar to look at the report if you want, then click the printer icon in the upper left hand corner to print the report, or press Escape to return to the Main Program window without printing.

## Test your Athletes

Using the Pre-Workout Test forms, your athletes record their best efforts in each lift and event shown.

In addition to the Lifts you set up on the Weekly Schedules, the Pre-Workout Test form has places to enter the scores for the standard BFS speed and agility events. Testing your athletes on these events and recording their scores will allow you to judge real-world performance gains in areas such as speed, agility, and flexibility, which are so important to the overall training and conditioning process.

A sample of the Pre-Workout Test Form is shown below:

October 10, 2003  
11:27AM

### Beat the Computer Pre-Workout Test Sheet East Side High School

Page 1

Athlete Information		ID Number	1003
Adams, Sam		Grade/Period	10 4
9785 Green Lane		Sport	TENNIS
Midvale, UT 84047		Positions	
		Weekly Workout Schedule:	BFS

Core Lifts			
Select a weight for each core lift that is challenging enough to get between 1 and 10 reps on the Bench and Squat exercises, and between 1 and 5 reps on the Dead Lift/Trap Bar and Power Clean.			
Core Lift	# of Reps	Weight Lifted	Date
Parallel Squat	_____	_____	_____
Bench Press	_____	_____	_____
Dead Lift	_____	_____	_____
Power Clean	_____	_____	_____
Box Squat	_____	_____	_____
Towel Bench	_____	_____	_____

Speed and Flexibility
-----------------------

At the top of the report you see the date the report was printed, and the athlete's information.

Next you see the Core lifts the athlete is scheduled to do, with some simple instructions for choosing a starting weight. For each lift, there are spaces for the athlete to write in the number of reps they did, the actual weight lifted, and the date they did it.

The last section of the report shows the standard BFS speed and agility events, along with the spaces to write in the scores for these events and the dates the scores were achieved.

The system always uses a 1 rep max to calculate the weights for each athlete's workout. But you don't have to test for the 1 rep max. You can have your athletes do multiple reps, and the system will calculate the max for you! (See the appendix for the calculation formula.)

If you do test for multiple reps, you should choose a weight for each athlete that is challenging enough to get between 1 and 10 reps on non-Olympic type lifts such as the Bench and Squat, and between 1 and 5 reps on Olympic Lifts like the Dead Lift/Trap Bar and the Power Clean.

Encourage your athletes to do their best on this test. If they don't, and turn in lower scores than they are capable of, their workouts will be too easy. As the coach, you must watch their workout results. If an athlete is constantly doing more than two reps beyond what the computer-printed schedule calls for, then you should consider entering a new higher score into the computer. This will make the subsequent workouts more challenging.

### **Enter the Pre-Workout Test scores into the computer**

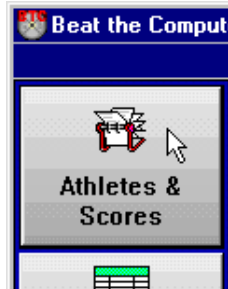
The last step before beginning each workout cycle is to enter the scores from the Pre-Workout test forms. You enter the weights and reps for the core lifts, and the times and distances in the speed and agility events.

This is where the system really gives your athletes an edge. Instead of generalized workouts, the system knows each athlete's actual performance level. Using this information, the workout is tailored for each individual, challenging them to do better, but at the level that is realistic for them.

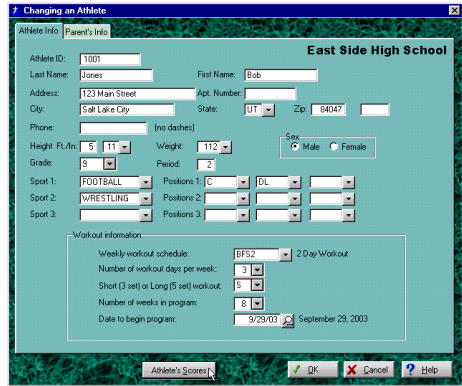
Weights may be entered into the system as multiple reps, or a 1 rep max. When entering multiple weights, the 1 rep max will be calculated. (See the appendix for the calculation formula.)

To enter any scores or weights into the system, follow these steps:

1. Click the Athletes & Scores button on the tool bar. The browse window for the Athletes will appear, showing the athletes that have already been set up.



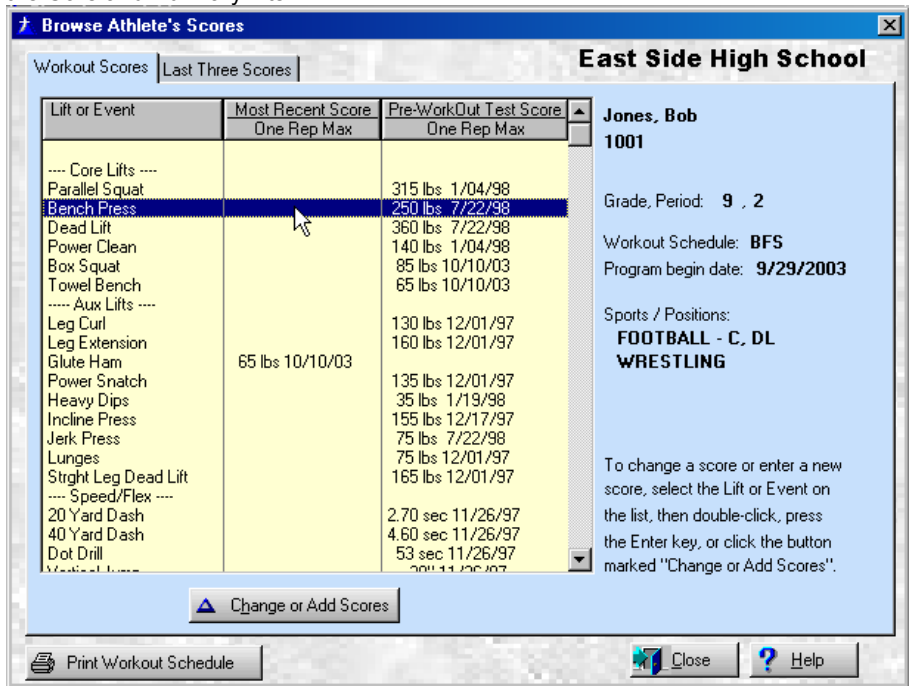
- On the browse window, select the athlete whose scores you want to see or change, and click the Change button or press Enter. The Changing an Athlete window is shown. This is the same window where you update information about your athletes, such as their name and address, or their workout information.



- On the Changing an Athlete window, click the Athlete's Scores button. The Browse Athlete's Scores window is displayed.



- The window shows the 1 Rep max (which may have been calculated) for all of the Core and Auxiliary lifts.



It also shows the times and distances for the speed and agility events. If all of the scores don't fit on a single window, you can page up and down.

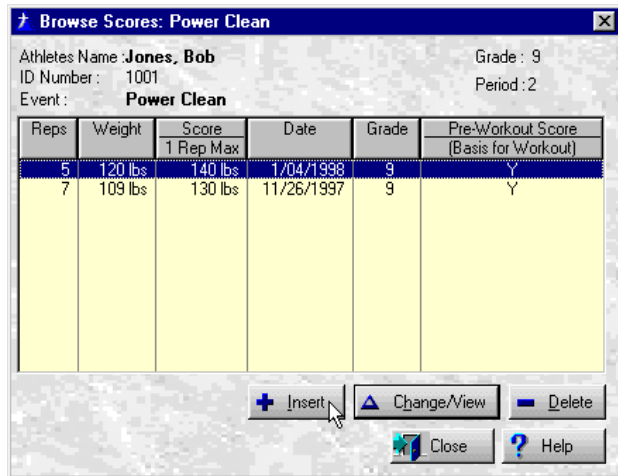
On the right hand side of the window, you'll also see some information about the athlete, including their name, ID number, grade, period, sports, positions, etc.

For each lift and event, there is the Pre-Workout Test score, and the Most Recent Score. The Most Recent Scores are weights that you entered since the athlete began the workout cycle, but are not used to calculate the workout, they're just for record keeping. Remember, the workout automatically gets harder each week, even if the athlete does not do more reps than the system says he can. You only want to enter new Pre-Workout scores and adjust the calculation for the workout if the athlete consistently beats the computer by two or more reps.

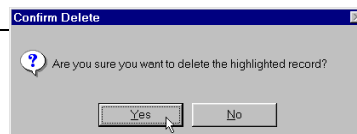
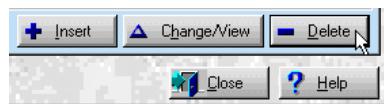
In addition, you can see the last three scores in each lift or event for the athlete. BY clicking on the tab at the top of the window marked "Last Three Scores", you see the same lifts and events, but instead of being divided by pre-workout and most recent, you just see the three most recent. You can switch back and forth between the two views just by clicking the tabs.

To add a new score, change an existing score, or delete an existing score, follow these steps:

- A. On either tab, Highlight the lift or event you want to enter a weight or score for, and click the Change or Add Scores button, or press Enter. The Browse Scores browse window will be displayed, showing all scores (if any) for this lift or event. This window allows you to add new scores, change existing scores, or delete scores no longer needed.



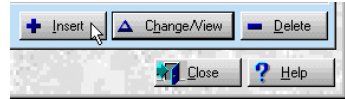
- B. To delete an existing score, click the Delete button or press the Delete key.



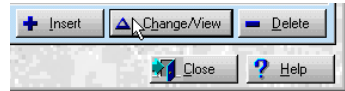


A prompt screen will be displayed asking if you really want to delete this score. Click Yes or press the Enter key to continue and delete the score, or click No or press Escape to not delete the score.

- C. To add a new score, click the Insert button or press the Insert key.



To change an existing score, highlight the score you want to change, and click the Change button or press Enter.



- D. When adding or changing a score, the Add/Change a Score window will be displayed. If you're adding a score, the score information in the window will be empty, ready for you to enter the new information. If you're changing an existing score, the score information will be filled in with the information from the score you selected.

A screenshot of a software window titled "Add a new Score: Power Clean". The window has a blue title bar and a close button. The main area has a green background with a pattern. At the top, it says "Lift Score" and "East Side High School". Below that, it lists athlete information: "Athlete: Bob Jones", "ID Number: 1001", and "Grade/Period: 9 / 2 Sex: M". A section titled "Enter the new score, along with the date and the athlete's grade when the score was achieved." contains several fields: "Lift for this Score" is "Power Clean"; "Number of Reps" is a text box with "3"; "Weight Lifted" is a text box with "165"; "Calculated 1 Rep Max" is a text box with "180"; "Pre-Workout Test Score" is a checked checkbox with the text "(Use to Calculate Workout)"; "Date achieved:" is a date picker showing "8/11/03"; and "Grade when achieved:" is a dropdown menu showing "9". At the bottom, there are "OK" and "Cancel" buttons.

- E. Enter the number of reps done, and press the Tab key, or if entering 1 rep max, just press Tab and the system will assume 1 rep. Enter the Weight Lifted in the appropriate spot. When you press the Tab key, the 1 Rep max will be displayed.

- F. Pre-Workout Test Score (Use to Calculate Workout) is the field which tells the system which weight to use to calculate the workout. The most recent score

marked with this field checked is the one used. The most recent score without this field checked is also displayed on the scores window, but is not used to calculate the weights used each week in the workout. Many coaches like to enter new weights every week to track progress, and this field allows you to do that without effecting the workout calculation.

- G. You can also enter the date the weight was lifted, and the grade the athlete was in at the time, but you usually don't have to. They automatically fill in with the current date and the athlete's current grade, which is usually what you want.
- H. When you have entered all of the information, click the Ok button or press Enter to save the new information. When the information has been saved, the Add/Change Scores window will disappear and the browse window will be shown that has the scores for the lift you selected. You may now enter or change another score, or press Escape or click the Close button to return to the Browse Athlete Scores window, which (after a second or two) will reflect all changes you just made.

Once you finish entering, changing, or just looking at weights or scores for this athlete, you can click Close or press Escape to return to the Add/Change Athlete window. If you have any changes to make for the athlete information, you can make them now and click Ok. Otherwise, click Cancel or press Escape to return to the Browse Athletes window.

## Weekly Functions

OK, we've been through all the setup, all the testing, all the work of entering the information into the computer, now it's time to see some real results!

Each week during the workout cycle, you do two simple things:

- Print the Weekly Workout Schedules and hand them out
- Encourage your Athletes to **BEAT THE COMPUTER**

With the computer doing the work of keeping track of who is doing which workout, which week they are in, automatically making the workouts more difficult, etc., you can give your athletes the attention they need to achieve their best!

### Print the Weekly Workout Schedules

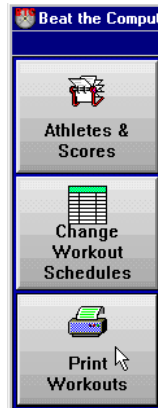
This report is the core of the Beat The Computer System. Based on his or her actual performance during the Pre-Workout Test, the computer now calculates a Weekly Workout Schedule for each athlete. The schedule includes the lifts, sets, and reps. Everything the athlete needs to get going.

These are individualized reports for each athlete, with one or two pages per week, depending on how many days per week you workout. Like the Test forms, you just print them and pass them out.

Each athlete's report is automatically customized for them, showing just the lifts in their workout. In addition, the system has calculated the weight for each set based on the athlete's own performance. The weights are calculated to be challenging, and automatically get more challenging as the weeks go by.

To print the Weekly Workout Schedules, follow these steps:

1. Click the Print Workouts button on the tool bar. Or from the Reports drop down menu on the Main Program window, select the option to Print Weekly Workout Schedule.



- On the prompt window, the fields allow you to select a single athlete to print a Weekly Schedule for, or groups of athletes based on their Workout Schedule, grade, period, sport or position. Enter the information to select the athletes for which you want to print Weekly Workout Schedules.

Remember that the selections on this window (like all the selection windows in the system) are **AND** type selections. This is a fancy way of saying that athletes will only be selected if they meet the first thing you select **AND** the second thing **AND** the third thing, and so on.

- After you've made your selections, click the Print button or press Enter. As Workout Schedules are printed, a progress indicator will show the approximate percentage of your athletes that have been processed so far. When it reaches 100 percent, the process is finished. When Schedules have been printed for all of the selected athletes, the window will disappear and you will return to the menu.

Note: If you left the checkbox marked Preview report before printing checked, your report will be shown on screen before printing. Use the page keys and the vertical scroll bar to look at the report if you want, then click the printer icon in the upper left hand corner to print the report, or press Escape to return to the Main Program window without printing.

If you left the checkbox marked Print Notes checked, notes for the athlete will be printed on the workout schedule which will give the athlete tips on his workout. This option uses a little extra paper.

If you left the checkbox marked Print Condensed checked, your workout schedule will print using a lot less paper.

## **Encourage your Athletes to BEAT THE COMPUTER**

With the computer printed schedule in hand, your athletes hit the weight room. Each athlete has his schedule for each day of the week, showing exactly what the computer thinks they can do that day. It's now up to them (with your help) to prove the computer wrong.

A sample of a Weekly Schedule is shown on the following page:

**Beat the Computer Weekly Workout Schedule**  
**East Side High School**  
For the Week of October 6, 2003

Athlete Information	
Jones, Bob	ID Number 1001
123 Main Street	Grade/Period 9 2
Salt Lake City, UT 84047	Sport / Positions FOOTBALL C DL
Week # 2 of a 8 week workout.	Workout Schedule: BFS

Notes on the Workout	
<p><b>For Core Lifts:</b> For Squat and Bench lifts, we recommend a max of 10 reps, and for Dead Lifts and Cleans, a max of 5 reps. Use the weight and reps shown for each set, except for the last set. On the last set use the weight shown, but try to get more reps than the computer shows so that you</p> <p align="center"><b>Beat the Computer!</b></p>	<p><b>For Aux Lifts:</b> Your last recorded lift is shown. Use the number of lifts shown, but try to increase the weight little.</p>

Day Number — 1				
Did you BEAT THE COMPUTER on your last set? <small>Write your Reps here!</small>				
Core Lifts	Set 1 Set 2 Set 3	Auxiliary Lifts	Set 1 Set 2	New Weight
Box Squat	5x 65 5x 70 5x 75	Leg Extension	10x 160 10x 160	_____
Bench Press	5x 195 5x 205 5x 215	Leg Curl	10x 130 10x 130	_____
Towel Bench	5x 50 5x 55 5x 55	Lunges	10x 75 10x 75	_____
		Strght Leg Dead Lift	10x 165 10x 165	_____
		Power Snatch	5x 135 5x 135	_____

Day Number — 2				
Did you BEAT THE COMPUTER on your last set? <small>Write your Reps here!</small>				
Core Lifts	Set 1 Set 2 Set 3	Auxiliary Lifts	Set 1 Set 2	New Weight
Power Clean	5x 110 5x 115 5x 120	Glute Ham	10x 65 10x 65	_____
Dead Lift	5x 280 5x 295 5x 310	Strght Leg Dead Lift	10x 165 10x 165	_____
		Incline Press	10x 155 10x 155	_____
		Heavy Dips	10x 35 10x 35	_____
		Jerk Press	5x 75 5x 75	_____

Day Number — 3				
Did you BEAT THE COMPUTER on your last set? <small>Write your Reps here!</small>				
Core Lifts	Set 1 Set 2 Set 3	Auxiliary Lifts	Set 1 Set 2	New Weight
Parallel Squat	5x 245 5x 260 5x 270	Leg Extension	10x 160 10x 160	_____
Bench Press	5x 195 5x 205 5x 215	Leg Curl	10x 130 10x 130	_____
		Strght Leg Dead Lift	10x 165 10x 165	_____
		Glute Ham	10x 65 10x 65	_____
		Lunges	10x 75 10x 75	_____

At the top of the report you see the date it was printed, and the week that the report applies to. The next two sections show the personal information for the athlete, and how far along in the Workout Cycle this athlete is, followed by some simple instructions for the athlete to follow.

Next, you see one section for each workout day of the week. Each workout day shows all of the sets the athlete should do, and the lifts in each set.

For the Core lifts, the report shows not only the number of reps to do, but the weight to lift. Remember that this weight has been calculated based on the athlete's own

achievement, and automatically increases each week during the Workout Cycle, making sure the athlete is constantly challenged!

For Auxiliary lifts, the report shows the number of reps for each set. If a weight for the Auxiliary lift has been entered into the computer, then that weight is shown so the athlete can try to beat it this time. If they do, have them write down their new weight so it can be entered into the computer. This new weight will show next time the report is printed.

**Now for the key to the program!** For the Core lifts, have the athletes follow the computer printed workout up to the last set. On the last set each day, **challenge them to BEAT THE COMPUTER!** No one wants to think the computer can tell them what they are capable of! They can do better!

If they Beat The Computer and do more reps, have them write their actual reps down in the space provided. These can be entered into the computer for record keeping. If they consistently Beat The Computer by more than two reps, you can enter the new weight, and also tell the computer to use the new weight to calculate the workout from that point on.

For instructions on how to enter the weights into the computer, either for record keeping or to change the workout, see [Enter the Pre-Workout Test scores into the computer](#). Although these are not really Pre-Workout scores, they are entered exactly the same way.

## In Summary

You have now seen most of the major functions of the Beat The Computer System. You have seen how to set up your Lifts, get the Workouts you want, enter your athletes, get the new scores for them, and finally how to start printing the Weekly Workout Schedules.

There are, of course, a few other functions to look at and run which the next chapter describes. These functions all work using the same kind of windows and general logic as the ones described here, so you should have very little trouble using them.





# Chapter Five

## Miscellaneous Functions

The Miscellaneous functions can be run at any time, as needed.

### Saving and Restoring your Data Files

Saving and restoring your data just means that you copy the data files used by the program to a diskette, zip disk, or network drive, and later (if needed) copy that saved version of the data back to the hard drive of your PC. There are two reasons to save your data to diskette:

- Recovery in the event of a hardware failure on your computer
- To copy your data to another PC, so you don't have to re-enter it

### Recovery of your data in the event of a hardware failure on your computer

Saving your data so you're protected from hardware failure is one of the most important functions in the entire Beat The Computer System! No system is completely safe from hardware problems, and the best way to protect your data is to have a second copy of it stored safely off the computer.

**We recommend you backup your data every time you make changes, or at the end of every day.**

Although the data you enter is saved on the hard drive of your PC every time you click Ok or press Enter, and although you may never have any problem with your hard drive, you never know. So to be safe, use the instructions in the following section Saving Your Data, to save your data as often as possible, and keep a set of backups stored off site or in a data storage safe.

A backup copy of your data means that if you do have a problem with your hard drive, you can reinstall the Beat The Computer System, restore the data from your backup copy, and you are back in business. Without a current backup copy, any data entered would have to be entered again in case of a hard drive failure.

To recover your data in the event of a hard drive failure on your computer, you **MUST** have a backup of your data. So make sure you follow the instructions in the Saving Your Data section to save your data to diskettes as often as possible.

Then, if your hard disk fails, follow these steps to recover your data:

- Repair the error on the computer so that it is functioning correctly again.

- Install the Beat The Computer System, using the original CD. This will give you a working system with no data.
- Follow the instructions in the section Restoring Your Data to restore your data from your most recent backup.

## Copying your data to another PC, so you don't have to re-enter it

You may have the need to copy the data entered on one PC to another PC. If you replace your PC with a new one, or maybe you sometimes work on your computer at home, and sometimes use the one at school.

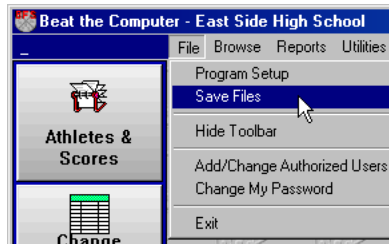
In this case, you don't want to have to re-enter all of the information about your athletes and their scores. To move your data to another PC, follow these steps:

- First, make sure that the Beat The Computer System is installed on both PCs.
- On the computer that has the data you want to move, follow the instructions in the section Saving Your Data to save the data to one or more diskettes or a zip drive.
- On the new computer, follow the instructions in the section Restoring Your Data to restore your data to the new computer.

Note: Remember that when you restore Beat The Computer System data to a folder on a computer, **all BFS data** in that folder on that computer **is completely replaced**. So be careful to **make changes on only one computer at a time**, and then move that data to the other computer before making any changes there. Otherwise you may find that a change made on one computer has disappeared because you copied other data over the top of it.

## Saving your Data

1. On the File pull down on the Main Program window, click the Save Files option. This will display the Save Files prompt window.



2. Enter the drive you want to save to. This is usually A for diskette drives, but could be a network drive or a removable drive such as a Zip or Jazz drive.

3. Enter the path on the backup drive to save to, if any. This is usually blank for diskettes, but may be used for network drive backups.
4. Choose whether or not to format the backup drive saving the files. This option is only valid when saving to a diskette drive (drive A or B) and is ignored for all other drive letters.

To start the save, click the Run Backup Now button, or press Enter. The backup process will save your files, then return to the Main Program window.

## Restoring your data

If for any reason, such as a hard disk failure or to move your data to another PC, you need to restore your saved data from your backup diskette(s) or drive, follow these steps:

Note: When you restore your saved data, it **WRITES OVER** any data currently in the folder. This data **IS LOST PERMANENTLY**, and probably **cannot be recovered**. **DO NOT RESTORE UNLESS YOU ARE SURE YOU WANT TO WRITE OVER YOUR EXISTING DATA!**

Also make sure that you have corrected the problem, if any, that caused you to restore your data, and that the Beat The Computer System is now operational on the computer you are restoring to, even if the files are empty or contain old data. Then follow the instructions below.

1. Make sure the Beat The Computer program is **NOT RUNNING**.
2. On your Windows desktop, click on Start, Programs, BFS, and Restore Saved Data.
3. On the prompt window, enter the drive and path where your saved data is stored. This is usually exactly the same drive and path you use to save the data. The last drive and path you used to save your data will be filled in automatically, so if you are restoring from the same drive you saved to, you probably won't need to change anything.
4. Click the Restore Data button, or press Enter to restore your saved data.

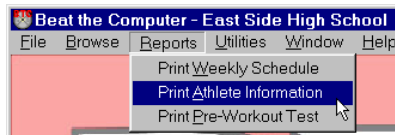
## Print Name and Address Listing

The Name and Address Listing shows the athletes you select, along with their address, phone numbers, ID numbers, grade, period, sport and position. Depending on your paper size, each page will show the information for up to 12 or 13 athletes.

This is a simple report. It can be printed by Sport, Grade, Period, Workout Schedule, etc. Handy for a quick permanent record of each class, contacting athletes by phone or mail, etc.

To print the Name and Address Listing, follow these steps:

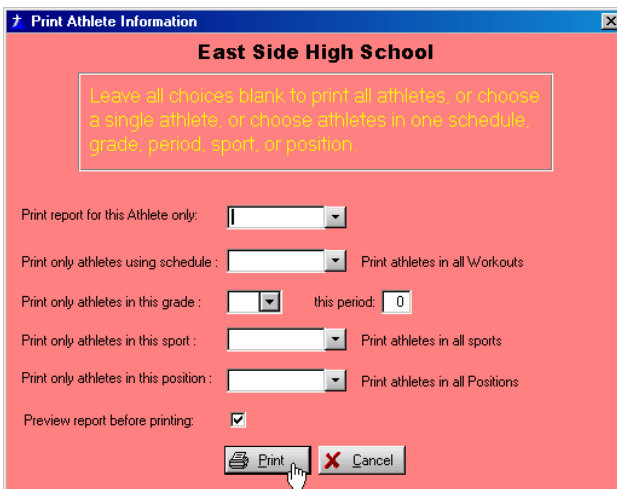
1. On the Reports pull down on the Main Program window, select the option to Print Athlete Information.



2. On the prompt window, the fields allow you to select a single athlete to print, or groups of athletes based on their Workout Schedule, grade, period, sport or position. Enter the information to select the athletes you want to start their workout on the date you selected.

Remember that the selections on this window (like all the selection windows in the system) are **AND** type selections.

This is a fancy way of saying that athletes will only be updated if they meet the first thing you select **AND** the second thing **AND** the third thing, and so on.

A screenshot of a dialog box titled "Print Athlete Information" for "East Side High School". The dialog has a pink background and a blue title bar. At the top, it says "Leave all choices blank to print all athletes, or choose a single athlete, or choose athletes in one schedule, grade, period, sport, or position." Below this are several fields: "Print report for this Athlete only:" with a dropdown menu; "Print only athletes using schedule:" with a dropdown menu and the text "Print athletes in all Workouts"; "Print only athletes in this grade:" with a dropdown menu, "this period:" with a text box containing "0"; "Print only athletes in this sport:" with a dropdown menu and the text "Print athletes in all sports"; "Print only athletes in this position:" with a dropdown menu and the text "Print athletes in all Positions"; and "Preview report before printing:" with a checked checkbox. At the bottom are "Print" and "Cancel" buttons.

3. After you've made your selections, click the Print button or press Enter. The athletes you selected will be displayed as their Name and Addresses are printed. When all of the selected athletes have been printed, the window will disappear and you will return to the menu.

Note: If you left the checkbox marked Preview report before printing checked, your report will be shown on screen before printing. Use the page keys and the vertical scroll bar to look at the report if you want, then click the printer icon in the upper left hand corner to print the report, or press Escape to return to the Main Program window without printing.

## Print Name and Address Labels

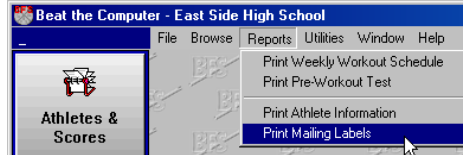
The Name and Address Labels prints address labels on standard size laser or inkjet label sheets.

The labels are formatted to fit Avery 5160 style labels, or any equivalent labels that are 3 across, 10 down, and 1 inch high.

This is a simple report. It can be printed by Sport, Grade, Period, Workout Schedule, etc. Handy file folder labels, mailings to your athletes, etc.

To print the Name and Address Listing, follow these steps:

4. On the Reports pull down on the Main Program window, select the option to Print Mailing Labels.



5. On the prompt window, the fields allow you to select a single athlete to print, or groups of athletes based on their Workout Schedule, grade, period, sport or position. Enter the information to select the athletes you want to start their workout on the date you selected.

Remember that the selections on this window (like all the selection windows in the system) are **AND** type selections. This is a fancy way of saying that athletes will only be updated if they meet the first thing you select **AND** the second thing



**AND** the third thing, and so on.

6. After you've made your selections, click the Print button or press Enter. The athletes you selected will be displayed as their Name and Addresses are printed. When all of the selected athletes have been printed, the window will disappear and you will return to the menu.

Note: If you left the checkbox marked Preview report before printing checked, your report will be shown on screen before printing. Use the page keys and the vertical scroll bar to look at the report if you want, then click the printer icon in the upper left hand corner to print the report, or press Escape to return to the Main Program window without printing.

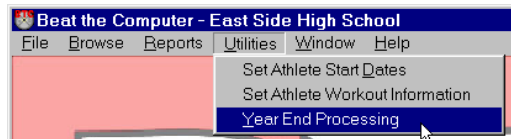
## Year End Processing

This process automatically promotes your athletes from one grade to the next. You run it at year-end, or the beginning of the new year, and everyone automatically moves up one grade.

Year End Processing makes it simple for you to update your athletes' records at the end of each year.

This process deletes every 12th grader's and College 4 athlete's record(s) from the system, opening up memory capacity for new in-coming 9th graders and College level 1. At the same time, all other athletes are moved up one Grade level.

To run the process, on the utilities pull down on the Main Program window, choose the option Year End Processing.



**Caution! Read the warning on the prompt window before proceeding! Make sure you back up all of your files on diskettes before running Year End processing!**

If you change your mind, and do not want to run the Year End process, you can press Escape on either of the two prompt windows and return to the Main Program Window.

If you do start the process, do not interrupt it. If it is interrupted accidentally, you will probably have to restore you data files from your most recent backup copy and start the process again.

## All of the other functions

Even though you normally do most of the things in the program on a regularly scheduled basis, there is no reason you can't do any of them whenever you need.

New athletes joining the class in the middle of the term? Add them in. Want to add an extra lift to the Football team's workout? Put it on. Want to start an after school workout for the Varsity Team? Set it up. You don't have to wait to do these things. Let the computer work for you, not the other way around!

Any of the Setup Functions, Beginning of the Workout Cycle Functions, or Weekly Functions can be run any time you need to change something.

## Ending the BFS Beat The Computer System



To end the program, click on File and Exit, or click the close icon in the upper right hand corner.



Before ending the program, always ask yourself "Have I entered or changed any data that needs to be backed up?". If the answer is yes, you should take the time to make a backup copy by saving your data files to diskette. If you do not, the chances are 999 out of a thousand that your data will be fine anyway, but who needs even a tiny chance of disaster?





# Appendix

## Shortcuts on your Desktop

When the program is installed, it normally automatically creates a shortcut on the Windows desktop to run the Beat The Computer program. But if you don't have the shortcut, or deleted it, you can re-create it by re-installing the program.

Note that if you re-install the program, you will need to activate your Program License again, and set up any User IDs and Passwords you may have had. **Re-installing the program always removes all Users and Passwords**, and re-creates the default User ID and Password, BFS and BFS.

If you don't want to re-install the program, you can create shortcuts manually by following these instructions.

To set up a shortcut to run the Beat The Computer System directly from **Windows 95 or 98**, follow these steps:

1. End or minimize running programs so that the Desktop is displayed.
2. Right click on any empty area of the Desktop.
3. On the popup menu, select New.
4. On the New popup, select Shortcut.
5. On the Create Shortcut window, type **c:\bfs\btcaas.exe** for the Command line.

Note: If you installed the Beat The Computer program in a different path, substitute that path in the above command.

6. Click Next.
7. On the Select a Title for the Program window, type the name you want displayed, such as **BFS Computer System** (the default name used during installation) or **Beat The Computer** for the name of the shortcut.
8. Click on Finish.

A new shortcut will appear on your desktop, with the description and the Beat The Computer program Icon. You can position the shortcut anywhere on the desktop you want, and Windows should remember this position. At any time, you may now run the program simply by double-clicking this new shortcut.

To set up a shortcut to run the Beat The Computer System directly from **Windows XP or 2000**, follow these steps:

9. End or minimize running programs so that the Desktop is displayed.
10. Right click on any empty area of the Desktop.
11. On the popup menu, select New.
12. On the New popup, select Shortcut.
13. On the Create Shortcut window, type **c:\bfs\btcaas.exe** for the Type the location of the item:

Note: If you installed the Beat The Computer program in a different path, substitute that path in the above command.

14. Click Next.
15. On the Type a name for this shortcut window, type the name you want displayed, such as **BFS Computer System** (the default name used during installation) or **Beat The Computer** for the name of the shortcut.
16. Click on Finish.

A new shortcut will appear on your desktop, with the description and the Beat The Computer program Icon. You can position the shortcut anywhere on the desktop you want, and Windows should remember this position. At any time, you may now run the program simply by double-clicking this new shortcut.

# Troubleshooting

This section describes some common problems and solutions. If you're having some problem using the Beat The Computer System, check here to see if there may be a simple solution.

## Problems during installation

Check here if you're having problems while installing the Beat The Computer System.

### Error reading Drive A (or B, or D)

This almost always means that the diskette or CD-ROM has been damaged in shipment or storage. To make sure, respond to this message, take the diskette or CD-ROM out of the drive, turn your computer off and wait a few seconds then turn it back on, and try the installation again from the beginning.

If you're installing from CD-ROM, carefully clean the CD-ROM before trying the installation again.

If you get the same error the second time, try to install the same diskette or CD-ROM on a different computer (if you have another computer available). If that works, you may have a bad drive in your computer. If the diskette or CD-ROM doesn't work on the second computer, you've got a bad installation disk. Contact Klein Allen Company for a replacement (see [Where to call for help](#) in Chapter One of this manual).

### Error reading Drive C or Cannot access Drive C

This can mean a problem with your hard drive, but if that error isn't coming up when you do other things on your computer, your hard drive is probably OK. (If you are getting this kind of message when running other programs, run, don't walk, to get your backup diskettes and tapes, because your hard drive may be going bad.)

This error can also be caused by trying to install the program a second time, and the first installation either hasn't finished, or the program is still running (Windows can run more than one program at a time).

In any of the above cases (assuming your hard drive isn't bad), respond to the error message, then shut the computer off, wait a few seconds and turn it back on. Run Scandisk to verify the integrity of the hard drive, and fix any problems found, then try to install again.

On networked PCs and some Windows PCs with security options enabled, this error can be caused by not having authorization to a drive or folder on the PC or network. Check with your Network or Security administrator to see if you need some additional authorization to install the program, then try again with the new authorization.

## Errors trying to run the program

Check here if you get an error when you try to run the program.

### Program Stop, Invalid file format

This is a bad error to get, because it means that the data in your files has become corrupted somehow (turning off the computer while the program or Windows is still active is the most common source of file corruption). First, try just responding to the error message. The program will try to automatically correct some errors. If the program then works, you're in good shape. Remember to back up your data again as soon as possible after you determine that your data is Ok.

If that doesn't work, your data may be corrupted. Fortunately for you, you've been saving your data files to diskette every time you made any changes. This means it's time to get that last backup diskette out, and restore the data (see [Saving and Restoring your Data Files](#) in the previous section for instructions on restoring).

Before restoring your data, run Scandisk to correct any problems with your hard disk, then re-install the Beat The Computer System, and then restore your saved data. This should correct any problems.

What? You haven't been saving your data every time you made changes? You don't have a current backup? This can be ugly. If you have even a recent backup, you can always restore that, and then only have to re-enter any changes you made since the backup was done. If you have no backup, or a backup so old it doesn't do you any good, you have only two choices: re-install the Beat The Computer System and then re-enter all of your data by hand, or contact Klein Allen Company for help. In some cases we can recover corrupted data. We will step you through the process of using DOS or Windows to copy the corrupted data to a diskette. You can send the data to us, and we'll look at it and let you know if we can save anything, and if so, how much it will cost. In many cases, we'll recover what we can and return it to you at no charge other than shipping costs, but we can't make any promises until we see how much data is left.

## Miscellaneous Errors

### A new lift doesn't print on the Workout Schedule

You've added a new lift to the system, but it isn't showing up on your athlete's Workout Schedules.

After you enter a new lift, you have to add that lift to the Workout Schedule that your athletes are using. Only lifts that are on the Workout Schedule appear on the printed schedule.

For details about adding a new lift to a workout schedule, see [Check the Weekly Workout Schedule](#) in Chapter Four of this manual (it's listed under [Step by Step Details](#) in the section [Setup Functions](#)).

## **I can't enter a score for a lift, because it's not on the list**

You're trying to enter a score for a lift, but that lift doesn't show on the list of available lifts for the athlete.

The lift isn't part of that particular athlete's Workout Schedule. If it should be, then add it to his or her Workout as noted above. If the lift isn't on the Workout Schedule, but it's just one you want to keep track of, add it to the workout, but on a day that the athlete doesn't use. For example, if the athlete is set up for a 3-day-per-week workout, put the lift on day 4 or day 5 of their Workout Schedule. It still won't print on the weekly report, but you'll be able to enter scores for it.

## **Printing Problems**

### **Weekly Workout Schedule doesn't print**

If the other reports (Pre-Workout test forms, Name and Address Listing) print OK, then the problem is that the program doesn't think that any of your athletes meet the criteria you selected for printing, or that no athletes are currently in a Workout cycle because their workout has ended, or hasn't begun yet.

To see if you are selecting the wrong criteria (i.e., you're selecting athletes in 5<sup>th</sup> period Football, but you have no athletes set up for both 5<sup>th</sup> period and Football), try selecting 1 athlete only. If that athlete prints OK, then look carefully at the selections you're entering when trying to print the group. One of the things you're entering may not match what your athletes are set up for.

If selecting a single athlete doesn't work, then go to that athlete's info (on the Main program window, select the Browse pull down menu, then Browse Athletes, highlight the athlete and click the Change button) and check the "Date to begin program" at the bottom of the window. If this date is in the future, or if the date plus the length of his or her program has expired, no workout schedule will print.

To change the start dates, you can just change it here, or change an entire group of athletes at one time. To do this see [Set Athlete Start Dates](#) in Chapter Four in this manual (it's listed under [Step by Step Details](#) in the section [Setup Functions](#)).

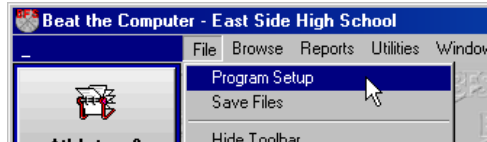
### **Nothing will print**

This is usually a problem with your printer, or the printer setup in Windows. But try to print from some other program, such as Wordpad or Notepad. If that works, check which printer you have selected in the Program Setup as shown in the next section

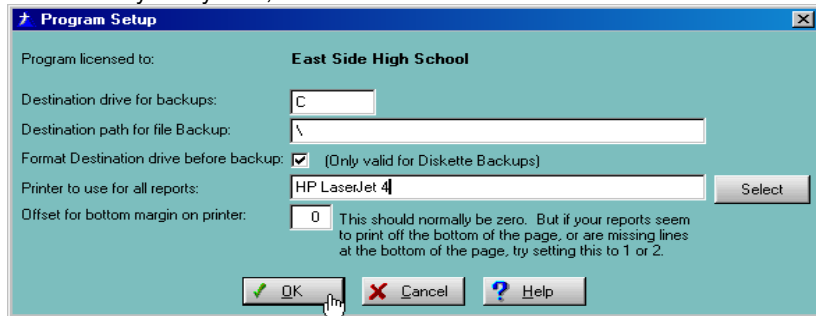
## Selecting a printer for your Beat The Computer reports

To check the program setup and select a Window printer to use for all the reports printed from the Beat The Computer program, follow these steps.

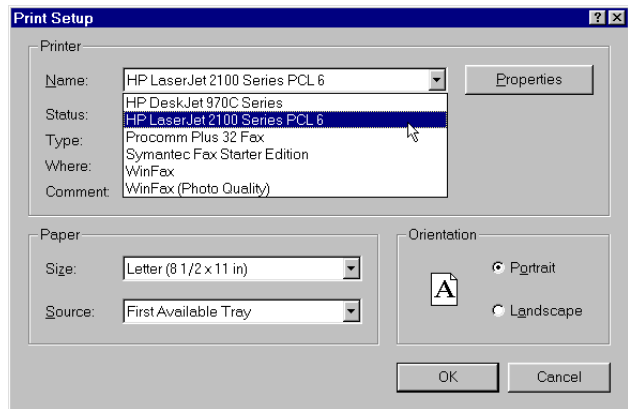
1. On the File pull down on the Main Program window, select the option Program Setup.



2. On the Program Setup prompt window, check which printer is selected in the field Printer to use for all reports. If it's blank or a printer no longer connected or available to your system, click the Select button.



3. On the Window Print Setup window, select a valid printer for your system, and click the Ok button. This will return you to the Beat The Computer Program Setup window.



4. Click Ok or press Enter on the Program Setup window to save your choice for the printer

## The Standard BFS Workout

The Standard Workout Schedule consists of a two or three day per week workout, with two Core lifts each day, plus a few Auxiliaries. The Workout Schedule includes the following lifts.

Day 1	Day 2	Day 3
--- Core Lifts ---		
Box Squat	Clean	Squat
Twl Bench	Dead Lift	Bench
--- Aux Lifts - 2x10 ---		
Leg Ext	Glute Ham	Leg Ext
Leg Curl	Str Leg DL	Leg Curl
Lunges	Inc Press	Str Leg DL
Str Leg DL	Heavy Dips	Glute Ham
Lunges		
--- Aux Lifts - 2x5 ---		
Pwr Snatch	Jerk Press	

## The Core Lifts

The Standard BFS Core lifts are already set up in the Beat The Computer System when you receive it, and are included on the default Weekly Schedule.

We recommend that the lifting part of the program consist of a 2- or 3-day-workout week. If you lift more times than that, you will probably neglect or underemphasize other important training areas such as flexibility, agility, plyometrics and speed training. The following list shows the BFS Core lifts, with a short description of the proper technique for each one.

- THE BOX SQUAT:** Super important in developing hip and tendon strength. It will increase explosive power and jumping ability tremendously. Don't just touch the box but actually sit on the box. There should be a slight movement of setting back on the box, then you should surge forward and up with an explosive



upward movement. You should have the feeling of tackling through an opponent or jumping for a rebound. If possible, finish this movement by rising up on the toes as a calf or heel raise. You should always use 3 spotters who always hold onto the bar. When you sit on the box, you should be 2-3 inches above parallel. Always sit tall, spread the chest and lock in the lower back. Boxes for all heights can be purchased from Bigger Faster Stronger.

- **THE SQUAT:** You need to go down until the thighs are parallel or slightly below parallel. This lift will increase your speed. Before doing any set you should get in the lower power position, athletic stance, toes slightly out, spread the chest, lock-in lower back with the eyes looking straight ahead. The heels should always remain down in contact with the floor. You should always use 3 spotters.
- **TOWEL BENCH:** Take 3 towels, fold them in half and roll them up like a sleeping bag or you may purchase one of our Towel Bench Pads. This will serve as a cushion. This prevents bench press shoulder and also gets you used to more weight than a regular bench press. Bench press shoulder is described as having a pain in the shoulder joint area and occurs in about 3 out of 4 athletes. The Towel Bench lift helps in overcoming plateaus in the Bench and also gives a slight plyometric effect. Use a wide stance with feet and knees placed carefully.
- **THE CLEAN:** Begin the clean by touching the bar with your lower shins while standing. Get in a jump stance with toes straight ahead. Now reach down and grasp the bar with your hands just outside your knees and legs. Roll wrists over the bar slightly. Your head should be level and tail down to start with. Use your legs and start upward in a slow, controlled manner. When the bar gets just above the knees, jump explosively straight up just like a vertical jump. Keep the bar close to your body with elbows always higher than the bar. After pulling as high as possible, jump under the bar and snap your elbows through, with your feet popping out to an athletic stance. Then stand erect with feet coming back to the jump stance.

### **THE DEAD LIFT: DOING IT RIGHT**

- **DEAD LIFT:** A coach should spot by putting one hand on the lower back. The crook of the elbow of the other arm is placed in front of the shoulder with the hand on the athlete's sternum. Then lift together. The coach will pull back so the weight is on the lifter's heels. This technique prevents almost all lower back injuries associated with the Dead Lift.
- **TRAP BAR DEAD LIFT:** We recommend the Trap Bar D.L. for the following reasons: (1) Dead lifts can be done safely without a spotter. (2) Gives superior leg, hip, glute and ham development. (3) Workouts can be done quickly and in small workout areas. Techniques: head up, spread chest, lock-in lower back, jump stance, hips down, lift with the legs not back.

## Suggested Auxiliary Lifts, by Dr. Greg Shepard

Basic Assumptions:

1. High School or College Situation
2. 45-60 Minute Workout Time
3. Class contains Multi-Sport Athletes
4. Highest Upper-Limit Results Wanted

Your class should be organized just like practice. One third of your class will be doing one Core Lift, one third another Core Lift and the remaining third will be doing **Auxiliary Lifts**. Then, switch the groups as you divide the total workout into three equal time segments.

Do no more than 5 auxiliary exercises per workout session. Select only those exercises that will help you win in your particular sport. Generally do two sets of ten reps on each auxiliary.

Our BFS professional staff rated 100 different auxiliary exercises and came up with the auxiliary exercises used in the program. They fit all sports very well except the Neck Exercise. Basketball players, for example, don't need to work on their neck to win in their sport. Therefore, those athletes involved may leave it out altogether or replace it with another of your choosing. If you have a total of only 45 minutes of workout time, that means 15 minutes will be devoted to your Auxiliary Lifts. Hence, when five auxiliary exercises are done, you will have three minutes to do each one. Do not allow your kids to stand around. They should always be looking for an open spot.

The following is a list of our Auxiliary Exercises and why we think they will help you win:

- **Neck Exercise:** Obvious in football and wrestling.
- **Leg Curls:** Develops the hamstrings and strengthens the knee joint area. Helps your speed and prevents injury.
- **Leg Extensions:** Develops the quadriceps and strengthens the knee joint area. Helps prevent knee injuries.
- **Glute Ham Developer:** A superior way to develop the gluteus maximus, gluteus minimus and the entire area of the buttocks. It will also strengthen the hamstrings, especially in the lower area. Helps prevent hamstring pulls.
- **Jerk Press:** Place bar behind the neck in a high bar Squat position, squat down slightly and explosively thrust the bar upward. As this is done, split your feet super quickly as you would do in a Olympic style Clean and Jerk. The bar will end up overhead in a locked position. Then stand upright. Do two sets of 5 reps.

Jerk Presses develop upper body explosiveness as well as great shoulder strength.

- **Heavy Dips:** Unbelievable in developing Powerful triceps. You should have a dip belt for your stronger athletes. When I was doing heavy lifting, I would use five 45 pound plates and do 5 dips. Fantastic for offensive linemen, all defensive personnel and shot putters. It is also helpful for jump shots in basketball and all sports who throw an implement or ball.
- **Incline Press:** A favorite auxiliary for many. It develops the upper chest area and aids your Bench Press. It duplicates shot putting and an offensive lineman's pass blocking arm position.
- **Power Snatch:** Use the same technique as in the clean but use a very wide grip. As you jump under the bar, the weight will be positioned overhead. We suggest two things to be successful: First, our new BFS Training Plates are an absolute must. Second, the Power Clean and Clean Variation video is an extraordinary coaching tool.
- **Lunges:** This develops power balance. Each leg is forced to work independently from each other. Also, there is no stress on the lower back. You may do this exercise with dumbbells or a regular bar. Develops the hamstrings, quadriceps, and buttocks.
- **Straight-Leg Dead Lift:** Do this with a very light weight. Use no more than 40% of your Parallel Squat max. Do every rep in a slow and controlled manner. Most of your kids will only be using between 100 and 200 pounds. You do this one for speed. It's like magic because you are stretching and strengthening your glutes and hamstrings at the same time. It is one of the great keys to improving

There are two ways to learn the BFS Auxiliary Lifts:

1. The New Book
2. The Auxiliary Lift Video

Call 1-800-628-9737 to order.

# Calculating the Workout

In the Beat The Computer System, the weights used in the weekly workouts are calculated using a system of increasing weights for each week of the workout cycle. The calculation for the weight is done by using a percentage of the athlete's 1 rep max for each lift. As the athlete progresses through the Workout Cycle, he lifts a higher and higher percentage.

## Calculating the 1 Rep Max

All of the weights the system calculates for the athlete's workouts are based on a percentage of the athlete's 1 rep max for each lift. However, many coaches prefer not to have their athletes try for a max. Instead they go for a lower weight and push up the reps.

No problem! The Beat The Computer System assumes you will have your athletes test for their workouts using multiple reps. The system will then calculate the 1 rep max based on the actual weight and number of reps.

The formula used to calculate this max is as follows:

$$(\text{Actual Reps} \times (.03 \times \text{Actual Weight})) + \text{Actual Weight} = 1 \text{ rep max}$$

For example, if an athlete does 5 reps at 200 lbs, we calculate like this:

$$.03 \times 200 = 6 \text{ lbs}$$

$$6 \text{ lbs} \times 5 \text{ reps} = 30 \text{ lbs}$$

$$30 \text{ lbs} + 200 \text{ lbs} = 230 \text{ lbs calculated 1 rep max}$$

## The Weekly Workout Percentage table

Once the athlete's one rep max is known (either by direct test or calculation), the Beat The Computer System follows this table of percentages to calculate the weight the athlete should use on their core lifts each week during the workout.

The Short (3 set) workout:

	1st Week reps - percent	2nd Week reps - percent	3rd Week reps - percent	4th Week reps - percent
Set 1	3 - 82%	5 - 78%	5 - 84%	10 - 72% or 4 - 84%
Set 2	3 - 86%	5 - 82%	3 - 89%	8 - 76% or 4 - 86%
Set 3	3+ - 91%	5+ - 86%	1+ - 94%	6+ - 80% or 2+ - 91%

	5th Week reps - percent	6th Week reps - percent	7th Week reps - percent	8th Week reps - percent
Set 1	3 - 84%	5 - 80%	5 - 87%	10 - 75% or 4 - 87%
Set 2	3 - 88%	5 - 84%	3 - 94%	8 - 79% or 4 - 89%
Set 3	3+ - 93%	5+ - 88%	1+ @ max+5	6+ - 83% or 2+ - 94%

	9th Week reps - percent	10th Week reps - percent	11th Week reps - percent	12th Week reps - percent
Set 1	3 - 86%	5 - 82%	5 - 89%	10 - 78% or 4 - 90%
Set 2	3 - 90%	5 - 86%	3 - 96%	8 - 82% or 4 - 92%
Set 3	3+ - 94%	5+ - 90%	1+ @ max+10	6+ - 86% or 2+ - 97%

	13th Week reps - percent	14th Week reps - percent	15th Week reps - percent	16th Week reps - percent
Set 1	3 - 88%	5 - 84%	5 - 91%	10 - 81% or 4 - 93%
Set 2	3 - 92%	5 - 88%	3 - 98%	8 - 85% or 4 - 95%
Set 3	3+ - 96%	5+ - 92%	1+ @ max+15	6+ - 89% or 2+ - 100%

Notes: The **max+** weights shown in the 3rd columns are the athlete's 1 rep max plus a number of pounds. Max+10 means the 1 rep max plus 10 lbs. Every 4th week, non-Olympic lifts use the percentages shown for the 10-8-6 reps, Olympic lifts use the 4-4-2 rep percentages.

The Long (5 set) workout:

- The 3x3 workouts (1st, 5th, 9th, and 13th weeks) are the same as the 3 set workout.
- The 10-8-6 and 4-4-2 workouts (4th, 8th, 12th and 16th weeks) are the same as the 3 set workout.
- We add 2 sets to the beginning of the 3x5 workouts (2nd, 6th, 10th and 14th weeks) to make a 5x5, using the following percentages:

	<b>2nd Week</b> reps – percent	<b>6th Week</b> reps - percent	<b>10th Week</b> reps – percent	<b>14th Week</b> reps - percent
<b>Set 1</b>	5 - 70%	5 - 75%	5 – 74%	5 - 76%
<b>Set 2</b>	5 - 74%	5 - 76%	5 – 78%	5 - 78%

- In the 5-3-1 workouts (3rd, 7th, 11th, and 15th weeks) we add a 4 rep and a 2 rep set, to make a 5-4-3-2-1 rep workout. The percentages for the 4 and 2 rep sets are:

	<b>3rd Week</b> reps - percent	<b>6th Week</b> reps - percent	<b>11th Week</b> reps – percent	<b>15th Week</b> reps - percent
<b>Set 2</b>	4 - 86%	4 - 90%	4 – 92%	4 - 94%
<b>Set 4</b>	2 - 91%	2 - 97%	2 – 99%	2 - 101%

Remember that the athlete does the same sets and reps for all lifts each workout day of any one week. The athlete will have different Core lifts each day, however, and the weights will increase each week according to the above table. The Auxiliary Lifts will also be different each day.



# Readers' Comments

We have tried our best to make this manual and the Beat The Computer System as complete, understandable, and error free as possible.

We know however, that you may find errors or inconsistencies that escaped our proofreaders, or something that you wish was different.

The following pages are Readers' Comment Forms. Please feel free to put your comments or suggestions on these forms and send them to our Customer Service Department at the address shown below.

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We look forward to hearing from you.



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Use this form to tell us what you think about this manual and the software it describes. If you have found errors in the manual or software, or if you want to express your opinion about items such as organization, subject matter, appearance, etc., or if you want to make a suggestion, this is the form to use. If you have problems with the software, or need additional copies or services, please contact our Customer Service Department.

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