



# CEU COURSE DESCRIPTION & ENROLLMENT

SuperSlow Zone Institute



An SSZI IACET COMPLIANT CEU COURSE – CHAPTER 29 – SUPER SLOW TECHNICAL MANUAL (3RD EDITION)

EQUIPMENT NOMENCLATURE & CONVENTIONS: #SCI.350.1.20

Instructor: Ryan Womack, SuperSlow Master/Faculty

<b>Name of Course:</b>	<b>Equipment Nomenclature &amp; Conventions</b>
<b>Course Number:</b>	SCI.350.1.20: Session 4
<b>Instructor(s):</b>	Ryan Womack, SuperSlow Master Instructor/Faculty
<b>Hours/CEU Credits:</b>	2 Hours (2 Classes)
<b>Course Start Date:</b>	Wednesday, March 2, 2011
<b>End Date:</b>	Wednesday, March 9, 2011
<b>Pre-Requisite Course:</b>	Not Applicable
<b>Class Size:</b>	<b>Minimum: 8</b> <b>Maximum: 15</b>
<b>Course Registration Cut Off Date:</b>	Course Cancellation Date: If a <b>minimum of 8 students</b> have not registered by 5:30 pm EST, Friday, February 18, 2011. (Minimum of 8 students required for this course.)
<b>REQUIRED TEXT:</b>	SuperSlow Technical Manual, 3 <sup>rd</sup> Edition - (See Enrollment Form if you need to order)

## Specific Course Dates – Please Mark Your Calendar

### All Students

Classes	Month	Day of The Week	Class Dates	Class Begin and End Times (Select Your Time Zone Below)
Class # 1	March	Wed.	3-2-11	1:30 pm to 2:30 pm Eastern 12:30 pm to 1:30 pm Central
Class # 2	March	Wed.	3-9-11	11:30 am to 12:30 pm Mountain Time 10:30 am to 11:30 am Pacific

<b>A. Course Description</b>	<p>Learning the value of consistently and accurately adhering to <i>Equipment Nomenclature &amp; Conventions</i> may only be possible after becoming a student of this important course. Previously, if deemed a factor at all, it would only occur after negative consequences of charting standards were disregarded – in effect – missing. Sadly, the typical SS instructor may never be aware anything is amiss – until the client is no longer a client. Illustrative of the consequences of lack of understanding about cause and effect is the 14th century proverb, <i>For Want of a Nail</i>, which illustrates how small actions can result in large consequences. The proverb describes how a situation permitting a <i>seemingly</i> small undesirable situation takes on a life of its own perpetuating a gradual and ever-worsening condition...until the kingdom was lost.</p> <p>The Technical Manual provides a roadmap for certified SuperSlow instructors to successfully and consistently deliver an effective and efficient exercise experience to clients, which awaits your discovery and mastery in Chapter 29, <i>Equipment Nomenclature &amp; Conventions</i>.</p>
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<b>B. Course Purpose:</b>	<p>The purpose of this course is to deepen the certified SS Instructor's understanding of the relevance and importance of equipment nomenclature and conventions to successfully and consistently delivering efficient and effective SuperSlow exercise experience to clients. Mastering the practical knowledge and development of accurate charting and recording best practice standards enhances their capability to evaluate client progress over time and then confidently convey their results to them in a meaningful way.</p>
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Learning Objectives	
<b>C.</b>	<b>The student will learn:</b> To review and deepen these <b>key concepts:</b>
1	<ul style="list-style-type: none"> <li>a.) Your required actions (session-to-session) to ensure a consistent client experience each and every workout.</li> <li>b.) Importance of the SS staff's ability to:               <ul style="list-style-type: none"> <li>1.) Develop and consistently perform to best charting practices specific to your facility.</li> <li>2.) Gain a shared understanding and agreement to develop and implement a proper protocol for receiving/conveying value about a client's hometown progress chart (which may include different equipment and nomenclature than you use), if a visiting or transferring client arrives with their records.</li> </ul> </li> </ul>



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	<p><b>Examples of the value about that the client’s hometown chart may provide for the client’s first session with you:</b></p> <ul style="list-style-type: none"> <li>i. Pattern of past strength gains.</li> <li>ii. Ability of the client to inroad.</li> <li>iii. Orientation to help you gauge starting strength levels on your equipment ...although different... it serves as a basis for your orientation on this set of equipment.</li> </ul>
2	<p>To review and <i>deepen</i> foundation knowledge the following <b>distinctions</b>:</p> <ul style="list-style-type: none"> <li>a. charting nomenclature specific to your facility</li> <li>b. knowing the value of: <ul style="list-style-type: none"> <li>• respectfully receiving visitor training cards</li> <li>• reviewing charting history notes for the visitor’s initial set-up cues and clues even if different equipment and nomenclature were utilized</li> </ul> </li> <li>c. charting legibility</li> <li>d. setting indicators</li> <li>e. importance of equipment setting order</li> </ul>
3	<p>Provide the opportunity to enhance your skills speaking to clients about their progress, when applicable, about these concepts and distinctions through interaction with a SuperSlow Master and other SS instructor throughout the U.S.</p>

### Expected Outcomes

#### D. At course completion, the student will:

1. Understand and better communicate to clients, when applicable, how standardization of progress charting and nomenclature may affect client safety and/or difficulty in performing the exercise in a results-producing SuperSlow® session.
2. Recognize why your level of success as a certified SuperSlow instructor and that of your facility to deliver consistent client experience is in large part due to consistently accurate practice standards established surrounding equipment nomenclature and conventions.
3. Benefit from the opportunity to work in teams to share/discuss each other’s standard charting practice to learn to recognize possible indicators underlying your ability to ensure a client’s progress, satisfaction and retention.
4. Develop skills to understand attention to consistent/accurate charting and executing detail increase the true value of the SS instructor’s ability to detect where and how variances affect safety and effectiveness in exercise.
5. Understand the value of effectively charting client progress provides you with information you need to effectively motivate client progress.

#### E. Topics

1. Method and order of notation
2. Setting indicators
3. Continuity of client charting equals safe and productive exercise
4. Charting nomenclature and convention habits – not just meaningless paperwork
5. Charting legibility

<b>Key Learning Point(s)</b>	1. Standardization of progress charting nomenclature as related to the importance of the overall client experience.
	2. Equipment adjustments and setting indicators
	3. Settings and adjustment order for workout efficiency and client focus
	4. What to do when equipment setting labels are not present.
	5. Importance of foot placement and orientation

#### F. Class Structure:

Two 1-hour Teleconference Classes:

- Class # 1 & Class #2: 50% Class Leader Presentation – 50% of Student Discussion



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## G. COURSE TELECONFERENCE CLASS HOURS (Important Class Preparation Notice)\*

<b>Total Hours</b> <b>Teleconference Class</b> (Distance Learning): 2 CEUs	Before Class 1: Reading/Pre-Assignment Appx. 45-60 min. Read Chap. 29 – <i>Equipment Nomenclature &amp; Conventions in The SuperSlow Technical Manual 3<sup>rd</sup> Edition</i>	Total Class Hours: 2 + Prep Time: Appx. 30-45 min. Study Buddy Assignment: Appx. 45-60 min.	Total Evaluation Time: Appx. 10 min.
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<b>Important Note:</b> <b>Preparation Before Class required for successful class participation</b>	<b>Prior to Class:</b>	<b>Assignment(s) before Class One:</b>
	Preparation Before Class: After registration you will receive Pre-Class Assignment and will be assigned a Study Buddy. The Registrar will email contact information for scheduling your Study Buddy appointment before Class 1. You will hold your Study Buddy appointment between classes 1 & 2.	<input type="checkbox"/> Return Completed Pre-assignment to registrar by the date indicated on assignment sheet (will be sent to you by email.)

## H. For this class you will need the Following:

**Hardware Requirements:**  Computer  Email  Telephone

**Software Application Requirements:** Everything Below Applies – You Must Have Some or All of The Following

I Have Word For Windows

I Have Acrobat Reader for My PDF

**Teleconference Course Number:** Call: TBA PIN #: TBA then press #

## I. COURSE FEE & REQUIRED COURSEWARE:

COURSE FEE \$85 per student (includes courseware sent to you by email with pdf attachment)

**Required Course Materials**

## J. REQUIRED TEXT:

SuperSlow: The Ultimate Exercise Protocol - 3<sup>rd</sup> Edition \$65.00

If you need to purchase contact SSZ Registrar: [registrar@superslowzone.com](mailto:registrar@superslowzone.com)

\$65 USD (Includes postage and handling)

## K. CEU Course Policies and Procedures

**1. What if I need to cancel taking this course?**

If you are unable to take a CEU Course that you have registered and paid for, then you must cancel 2 weeks (14 calendar days) before the first class or forfeit the entire class fee.

**2. How to cancel taking this course – What to do:**

1. Email: [registrar@superslowzone.com](mailto:registrar@superslowzone.com)

2. The following information must be included: Your Name, Your Telephone Number, Your e-mail Address, Date Course Begins, Name of Course, Course Instructor.

**3. Confirmation of your Course Cancellation**

You will receive a confirmation by email or regular mail that your cancellation has been received, and **you will be asked to acknowledge that you have received this notice.** If sent by email, we will use the email address that we have on file for you when you registered unless otherwise indicated.

**4. Administrative Fee** (for your course registration, un-registration, class logistics, coordination with instructor, etc):

There is a non-refundable \$35 administrative fee for each course that is cancelled regardless of when the cancellation is made.

**5. Rescheduling Fee** (rescheduling from one to another, logistics, coordination with instructor, etc.)

If you reschedule a substitute course at the time you cancel your course, you will pay only the rescheduling fee (\$25) and not incur the Administrative Fee above.

**6. Refund Policy:** This course is refundable – See Refund Terms

**Refund Terms:** If a refunded course fee is applicable, you will receive your refund within 30 calendar days of your cancellation notice. Not all courses are refundable.

## L. CEU Course Evaluation REQUIRED

In compliance with IACET guidelines, prior to issuing your Continuing Education Units (CEUs), the SuperSlow Zone Institute (SSZI) is required to receive your completed assessment of the course you registered for and participated in. Your evaluation will be placed in your student file and a



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copy will be sent to Dr. Scott Preissler, Compliance Officer. Additionally your assessment will be used to give each instructor feedback on how registrants perceive him/her in teaching excellence. The confidential results of all evaluations will be tabulated and made available to faculty, through Continuing Education and Compliance (CECI) division of SSZI to help monitor the quality and outcomes of this instructional experience.

### M. SSZI Staff and CEU Course Instructors Maintain Professional Standards of Conduct

All SSZI Staff and Instructors will ensure they fulfill the highest professional standards of professional conduct and do not discriminate against learners in any way whatsoever. SSZI Members will evaluate these standards at the end of each Post Course Evaluation.

### N. Notice To, And Agreement With, CEU Course Instructors And SSZI Members Regarding Intellectual Property Rights

The only authorized use of the CEU course materials, in whole or part, is The SuperSlow Zone, LLC®. No part of the CEU course material or the materials contained therein may be used for any commercial application or to generate income or profit for any individual or organization without written permission from The SuperSlow Zone, LLC. In 2004, The SuperSlow Zone, LLC became the exclusive licensor of the SuperSlow® registered trade mark and was awarded by United States Registered Trademarks The SuperSlow Zone, LLC registered trade mark. Since then, The SuperSlow Zone, LLC has carefully protected these marks, the CEU course materials and other intellectual property, by displaying the registered trademark seals on each document.

The name SuperSlow® and The SuperSlow Zone, LLC® are an integral part of each CEU course and are registered trademarks and as such are protected by federal law. In addition, all of our materials are federally registered with current copyrights. This agreement prevails in its entirety should the CEU course instructor quit teaching for SSZI and/or if the SSZI Member quits being a member of SSZI. Any audio recordings of our classes are strictly prohibited with the exception of audio recordings by The SuperSlow Zone, LLC which use these for quality assurance purposes.

### O. Notice To SSZI Members About Your Records

Each student's permanent records for attending, and successful completion of the CEU course, or not, will be updated throughout the course by the Administrator as student's fulfill the CEU completion requirements stated in the CEU course description and enrollment form and course material.

At the completion of the CEU course, student's permanent records, their transcript, will be updated within five (5) business days as to a successful completion of the CEU course, or not. The Administrator will email each student: 1) CEU course information 2) the percentage of one CEU awarded 3) a CEU course completion certificate.

The above state information will become part of the student's permanent record. The student may request a copy of each CEU course completion information by contacting the Registrar [registrar@superslowzone.com](mailto:registrar@superslowzone.com). Allow up to three business days for a response from the Registrar.

If a student fails to fulfill all of the standards required for a successful CEU completion, the email to the student will state: 1) the required CEU completion standards and 2) which of the standards the student failed to fulfill.

### Issuance of Student' Transcripts:

The student can request a copy of their transcript with a signed letter requesting this by faxing Registrar at (866) 687-7585.

Please state your name and the dates or date ranges for the requested transcript. Allow up to three business days for a response from the Registrar. The student's transcript will only be issued to the student of record.

### P. CEU Course Instructor's Effective Feedback To Students

CEU course instructors will give effective feedback to each student to the standards stated in the course material. One objective of our CEU course design is to have highly interactive courses in with student-to-student interactions such as Teach Back presentations, Study Buddy Session and Debrief, and student-to-instructor engagement through 'hot lightning round', randomly calling on students with questions, feedback, etc. This design facilitates the learner achieving their learning outcomes and enables the instructor do their part in assisting the learner in achieving their learning outcomes. Effective feedback, based on the standards stated in each CEU course material, from student-to-student and from instructor-to-student, is essential for assisting the students in achieving their learning outcomes.

## ENROLLMENT FORM

Send Page 5 Only for Enrollment Purposes

Reply to Email Announcement or Fax To: (866) 687-7585 (No Cover Sheet Required-Fax Available 24 Hours a Day)

If you prefer to e-mail your enrollment print, complete and scan it or create a PDF and e-mail to: [registrar@superslowzone.com](mailto:registrar@superslowzone.com)



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A. Your Name: Please print legibly	
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B. Today's Date	
C. Phone # where we can easily reach you about this course	
D. Your Email Address	
E. Name of Course	<b>Equipment Nomenclature &amp; Conventions</b>
F. Course Number/CEU Credits	SCI.350.1.20: Session 4      CEU Credits: .20
G. Instructor	Ryan Womack, SuperSlow Master/Faculty
H. Course Start/End Date	<b>Start:</b> Wed., 3-2-11 <b>End:</b> Wed., 3-9-11
I. Class Size Requirements	<p>▪ <b>Minimum: 8 Students</b>      ▪ <b>Maximum 15 Students</b></p> <p>(If a minimum of 8 students have not registered by 5:30 pm EDT, Friday, February 18, 2011 the course will be cancelled.)</p>
J. Tele-class Schedule	<input type="checkbox"/> I have reviewed and recorded my teleconference dates into my schedule.
K. Tele-class Conference Bridge and Pin #	TBA Conference Bridge and PIN number will be included with course material
<b>L. COURSE FEE &amp; MATERIALS</b>	
1. Course & Courseware Registration Fee:	<input type="checkbox"/> <b>Registration + Courseware \$85 USD</b> (Courseware to be sent by email = PDF file)
2. If You Pay By Check Check Here <input type="checkbox"/> Check Mailed on: _____ <i>Enter Date</i> <b>Please Note That This Process Takes Longer Thus Delaying Enrollment Confirmation</b>	<b>Please mail your check payable to SuperSlow Zone, LLC and mail to:</b> SuperSlow Zone, LLC, Continuing Education 501 N Orlando Avenue, Suite 313-278, Winter Park, FL 32789
3. If You Pay By Credit Card (AmX, Discover, Visa, MasterCard)	<b>List your credit card number below:</b>
4. Expiration Date	
5. Security Code	
6. Name as it appears on the credit card	
7. Billing Address (where your credit card statement is sent) <b><i>Please print legibly!</i></b>	Street: City:      State:      Zip:
15. Your Signature – <b>Required</b> <i>My signature also acknowledges that I will be prepared for the course by completing my course pre-assignments and evaluation as indicated. Failure to do so will result in forfeiture of class with no refund.</i>	<input type="checkbox"/> Yes! Enroll me:  _____ Your Signature Required Above