



**I.C.E.**  
THE INDOOR CYCLING EXPERIENCE

# OPERATIONS MANUAL



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# THE I.C.E PROGRAMMES

Building a good foundation is a must for a strong support system. I.C.E STAGES is the market's ultimate online education and resource for core teaching in Indoor Cycling.

## THE I.C.E PHILOSOPHY

The philosophy of the I.C.E programme is to give you the opportunity to develop an 'emotional and enthusiastic' response to group exercise within a controlled, motivating and enjoyable environment.

'Group indoor cycling' is a dynamic and social exercise format bringing people of different ages and fitness levels together in one group and integrating male and female participants in an effective training programme.

I.C.E. classes appeal to everyone whatever their skill level and will motivate both existing class members and attracting new participants. I.C.E. offers a clear pathway to improved health within a sociable and enjoyable environment.

Countless hours have been spent on redefining the delivery of essential learning to meet the needs of the new professional and the seasoned professional without compromise.

In this industry leading education the new I.C.E format and revised content establishes a comprehensive 16-hour learning program and invaluable resource. This comprehensive range of education programs offers you a wealth of indoor cycling knowledge as well as opening the door to a unique and exciting new indoor cycling teaching experience

# PROVISION FOR NEW TRAINERS

## I.C.E TEAM SELECTION

### How many team members do you require?

(This will depend on the area you are covering and whether you require regional Master Trainers.)

### How much indoor cycling experience do they have?

(You should request a minimum of 1-2 years cycling experience and a minimum of 2 years teaching experience.)

### How much experience do they have presenting educational material?

(Experience in presenting education material is a valuable skill set that a potential Master Trainer can offer therefore a minimum of a year is ideal and helps with the speed with which the Trainer will be ready to present the education.)

### What background fitness qualifications do they have?

(A studio teaching background is ESSENTIAL and a minimum of 1-2 years of up to date indoor cycling experience.)

(A potential MT must also show that they keep themselves up to date with all general fitness trends and have a good knowledge of their market.)

### How much time do they have to give for learning the product and presenting it?

(The Mt training takes a lot of personal dedication and time so that they can represent themselves and the product to the best of their capability.)

### Will they commit to the product?

(I.C.E Master Trainers can ONLY represent and cycle for I.C.E as they will be seen as the global face of I.C.E for your company.)

### Will they be good representatives for the education?

(Will they represent your company and I.C.E professionally whatever situation they are in whether it be at a convention, event or talking to potential clients.)(Do they have a good reputation in the industry.) (Are they approachable, friendly and professional)

### Will they be able to present to a course of 16 other trainers?

(Do they have the confidence to work, present and teach in front of other fitness professionals and take on the product with full commitment.)

# GUIDELINES FOR SHADOWING

1. Arrive at the venue at least 20 minutes before the start time.
2. Interact in a friendly and professional manner with venue staff, candidates and the trainer team.
3. Follow guidance from the tutor throughout the day.
4. Remain unobtrusive and refrain from talking throughout the sessions. Discuss an appropriate time for discussion with the tutor.
5. Maintain consistent, appropriate and professional body language throughout the day especially during assessments.
6. Avoid the temptation to get involved in discussions during the sessions and at assessments.
7. Eating and drinking during the sessions is not permitted by tutors or trainees.
8. Declare any conflict of interest if you know candidates personally or through work that are attending the course.

### To get the most out of your tutor shadowing and further tutor training please also consider the following guidelines:

1. Participate fully in the tutor briefings.
2. Listen to the guidance provided to all candidates in the briefings by the Master Trainer.
3. Consider observing a couple of sessions in their entirety before practising delivering the sessions on your own. When observing the sessions follow the trainer throughout the whole session and make notes of what you have seen throughout all the stages of delivery.
4. When the tutor is available discuss and question the session delivered to clarify technical or methods of delivery queries you may have.
5. After you are confident in making your own assessment decisions make notes during the assessments to discuss with the tutor at the appropriate time.

I.C.E Ltd hopes you enjoy the shadowing process and please feel free to contact us if you have any queries.

# VENUE CHECKLIST

**Thank you for choosing the IndoorCycling Group to deliver your training. To ensure that the training course runs smoothly, please complete the following form giving as many details about your venue and facilities as possible.**

Club Manager: \_\_\_\_\_  
 Club Contact and Position: \_\_\_\_\_  
 Venue Address: \_\_\_\_\_  
 Post code: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

## 1. Site Information

Site Opening Times: \_\_\_\_\_  
 Site closing Times: \_\_\_\_\_

Parking Facilities: Free  Pay to park

Please indicate Charges: \_\_\_\_\_

## 2. Indoor Cycling/Krinking Area

Studio  Gym  Floor  Other  Please detail: \_\_\_\_\_

Does the studio have mirrors? Yes  No

Total number of Cycles/Kranks Available? \_\_\_\_\_  
 Make: \_\_\_\_\_ Model: \_\_\_\_\_

CD Player  Pitch Control  MP3Compatible

Portable System Installed

Is the music system accessible from the instructor's bike? Yes  No

Head Mic; Type/Model: \_\_\_\_\_  
 Frequency: \_\_\_\_\_

**Please indicate if there are any other classes/events scheduled that may affect the course and start and finish times:**

AM: \_\_\_\_\_  
 PM: \_\_\_\_\_

## 3. Changing Facilities

Showers: Yes  No

Lockers: Yes  No

Towels Available: No charge  Hire Charge

## 4. Lecture Facility

Seating Capacity: \_\_\_\_\_

Equipment available:

Flip Chart/whiteboard: Yes  No

Marker Pens: Yes  No

Power Point Projector: Yes  No

OHP: Yes  No

## 5. Catering Facilities

Cafe/Bar: Yes  No

Please briefly describe the range of food and drink available: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PLEASE ENSURE THE HEAD MIC IS FULLY FUNCTIONING AND THAT A SPARE HEAD MIC AND BATTERIES ARE AVAILABLE.**

# EMERGENCY PROCEDURES

Duty Manager Name: \_\_\_\_\_  
 Location of the Duty Manager in the facility: \_\_\_\_\_

**First aid:**

Please indicate the location of first aid qualified staff and procedures for an incident?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Evacuation procedure:**

Please describe the procedures used at the facility?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Thank you for your time and we look forward to seeing you on the training day.**

# DELEGATE RELEASE FORM

**Venue:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The I.C.E. Training Course contains both practical and theoretical components, designed for fitness professionals who are experienced and adept at all aspects of fitness training. Individuals with any physical restriction, disability or predisposition to injury or sickness should not participate if their health or ability to exercise is at risk.

**Due to the risks involved in any physical activity, please complete and sign the following release form:**

I willingly participate in this I.C.E training course at my own risk. I have no physical restrictions, disabilities or any predisposition to sickness or injury that may be aggravated or adversely affected as a result of my participation. I take full responsibility for any injury, loss or damage to my person or property that may arise directly or indirectly from my participation in the training course. I will not seek to penalise, prosecute or claim compensation from the organisers, sponsors, lecturers or participants of the module for any injury, loss or damage.

	Participant Name	Signature	Emergency No.	Phone No.
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

**Master Trainer:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

# STUDENT INFORMATION

## SUMMATIVE ASSESSMENT PROCESS

As part of your ongoing development process of becoming an ICE instructor you must demonstrate your ability to teach an Indoor Cycling class to a group of people.

During the day you will be assessed by your tutor on the different aspects of an Indoor Cycling class.

These aspects will be:

- Health and Safety
- Technical knowledge of setting up the bike
- The ability to plan an indoor cycling session
- The ability to teach an indoor cycling session using music
- The ability to evaluate your session

Your tutor will be observing and assessing you (formative assessment) as the day progresses and they will give you feedback relating to the session they are observing.

You will be asked to plan a session using the template provided in this pack and you will then deliver the planned session to a group. Feedback will be given on your ability to plan a session. This is part of the Practical Observation and the criteria for planning are provided in this pack.

During the day your tutor will observe you and give you feedback on your progress, feedback for all the practical assessments elements will be given verbally and in written form on the assessment sheet provided.

Included in this pack are the following:

- Session Plan (Health & Safety Checklist)
- Class Profile Plan
- Observation Checklist
- Feedback Sheet

# STAGES LIVE ASSESSMENT

## OBSERVATION CHECKLIST

**Candidate Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Venue:** \_\_\_\_\_

PLANNING					
	Did The Candidate	Yes	No	Q	C
1.	Complete a Health & Safety session plan				
2.	Complete a class profile plan including music, positions on the bike and class HR/RPE profile				
3.	Design a safe and effective session				
4.	Demonstrate a full understanding of intensity				
5.	Demonstrate a full understanding of different positions on the bike				
6.	Use appropriate terminology in planning				

BIKE SETUP					
	Did The Candidate	Yes	No	Q	C
7.	Introduce themselves and screen the client				
8.	Give correct instruction on bike set up and safety				
9.	Give correct instruction on fine tuning for bike set up				
10.	Give instruction for health and safety in respect of water and towel				
11.	Give instruction on clothing and sensible cycling				

# STAGES LIVE ASSESSMENT

## PRACTICAL OBSERVATION

	Did The Candidate	STAGE 5					STAGES							
		Seat Rd	SC	St C	Jump	RT	StW	Wave	St Jog	Sp. Bump	Se HS	St HS		
12.	Demonstrate correct personal technique in all riding positions													
13.	Introduced and explain the purpose of the riding position													
14.	Demonstrated the appropriate hand position for the riding position													
15.	Used appropriate resistance for riding position													
16.	Use volume and pitch of voice effectively?													
17.	Provided clear and accurate verbal instruction?													
18.	Gave verbal cues allowing for smooth transitions between positions													
19.	Used non verbal cueing to control the group (Hand gestures)													
20.	Worked to the beat of the music appropriate to the riding position													
21.	Gave alternatives for position and resistance relevant to level													
22.	Gave and reinforced coaching points relevant to the riding position													
23.	Provide class/individual with positive feedback about successful exercise performance?													
24.	Taught a safe and effective component													
25.	All participants were communicated with clearly, accurately and none judgementally?													
26.	Ensure relationships with participants were in line with the fitness industry code of ethical practice?													

Assessor Name:

Assessor Signature:

# FEEDBACK FORM

## ASSESSOR FEEDBACK SHEET

Criteria No.	Comments

## PERSONAL FEEDBACK AND ACTION PLAN

Signed:

Date:

# SESSION PLAN

SESSION PLAN			
Instructor:		Date:	
Venue:		Target Audience:	
Available Resources:			
Health and Safety Considerations:			
Music Breakdown	Cycle Position/Hand Position	Coaching Points	Alternative/adaptation or progression

# CLASS PROFILE PLAN

Notes	Track10	Track9	Track8	Track7	Track6	Track5	Track4	Track3	Track2	Track1	Class HR Profile
Minutes bpm											A
Minutes bpm											B
Minutes bpm											C
Minutes bpm											
Minutes bpm											
Minutes bpm											
Minutes bpm											
Minutes bpm											
Minutes bpm											





# APPEALS POLICY & PROCEDURE

## Purpose & Scope

This procedure applies to all students of ICE Ltd and is designed for students who wish to review assessment decisions.

## Assessment Procedure

All candidates are assessed against agreed and published criteria. Achievement of these criteria is decided by assessors who are trained to training and Development Lead Body standards and have gained A1/D32/D33 awards.

It is recognised however that in exceptional circumstances a candidate may wish to appeal against recommendations or decisions relating to assessment.

The following Appeals Policy & Procedure outlines the action which may be taken in such exceptional circumstances. This reflects ICE Ltd's commitment to provide a fully comprehensive and student centred service.

## 1. Scope of Policy

ICE Ltd Appeals Policy & Procedure allows students to make a formal appeal against a recommendation or decision relating to:

- The final result of any element of coaching
- The final overall assessment decision for certification

## 2. Grounds for Appeal

- The assessments were not conducted in accordance with the approved scheme
- Administration error at some stage of the assessment process
- "Extenuating circumstances" arising during the assessment process which affected the students performance
- Inappropriate or irregular behaviour on the part of the assessor or member of staff

## 3. Appeals Procedure

Any appeal must be addressed to the Lead Internal Verifier. The enclosed appeal form must be completed and sent along with all supporting evidence.

The Lead Internal Verifier will investigate thoroughly the circumstances of the appeal and respond in writing within 20 working days. Additional evidence in writing, in person or by telephone may be requested during this time.

## 4. Outcome of Appeal

The outcome of a successful appeal could be one of the following:

- Amended comment for a written piece of work
- Amended result for coaching or planning
- Free re-sit

## 5. Additional Notes

- It is extremely difficult to investigate appeals without impartial evidence.
- Appeals must be received in writing within 5 working days from the candidates receipt of his/her assessment results.

# EXTERNAL VERIFICATION

ICE will carry out regular External Verification visits to venues where courses are being delivered.

The External Verification System and Process consists of:

- Pre course Venue Checklist is sent to the Venue.
- Checked by I.C.E Educational Training Director.
- Internal Verification visit carried out by ICE Educational Director.
- Quality Control Form Completed
- Action plan is agreed
- Follow up on Action Plan.

The process for External Verification is administered through the Quality Control Form.

TRAINING COURSE CHECKLIST				
	Item	Details	Check	Details
1.	Copy of Venue Checklist x 1	Enclosed, Please read		Enclosed
2.	Delegate Release Form x1	Block Capitals and Signature		Extra names to be filled in on the day
3.	Trainers schedule for the Course x1 per participant	Detailing any changes that affect the course		Refer to venue checklist
4.	Assessment paperwork x1 per participant	Give out an assessment brief		Candidates to complete relevant sections prior to assessment
5.	Course Feedback Forms x1 per part	To be completed at end of course		Give out at the end of day and collect completed forms
6.	Power-point slides/Overheads and Trainers Manual	Master Trainer to have with them every time		
7.	Participant certificates x1 per participant	Printed from IC-PRO. ORG		
8.	Special Instructions (if applicable)			

# QUALITY CONTROL FORM

## STAGES INDOOR CYCLING

**Moderator:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Trainer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR MODERATOR: PLEASE ENSURE THAT THE FOLLOWING IS DONE AT LEAST ONE WEEK PRIOR TO THE QUALITY CONTROL SESSION**

Trainer notified of Quality Control session  
Please tick when done

Copy of Quality Control form sent to trainer prior to  
Quality Control session. Please tick when done

## PLANNING

Objectives	Objective Met	Notes
Use of aids to include – audio/visual/flipcharts/ etc		
Room layout conducive to learning		
Stationary provided – pens/paper/flipcharts/flip pens etc.		
Register provided		
Manuals and handouts provided for numbers as per register		
Correct number of cycles available		
Water available and first aid and fire procedures noted		

## TRAINER DELIVERY

Objectives	Objective Met	Notes
Punctual Start		
Welcome and Introduction performed		
Trainers personal presentation appropriate		
Positive body language and tone of voice		
Ice-breaker performed within first 10 minutes		
Learning Styles obtained		
Objectives set		
Domestics outlined relevant to venue		
Suitable session shakers utilised		
Change in pace and delivery style evident		
Suitable breaks and timings of sessions		
Ability to adapt to audience needs and learning styles		
Ability to deal with challenges/difficult delegates in the appropriate manner		
Successful use of gravitas		

# QUALITY ASSURANCE

## SESSIONS AIMS AND OBJECTIVES

### Session 1: Introduction to the course, venue, other participants and the Health and Safety issues related to the day (15 min's)

Aim –

- To understand the content of the day and its schedule
- To understand the layout of the venue and practical/theoretical facilities
- To facilitate the introduction of all participants to each other
- To ensure the health and safety aspects related to evacuation, accidents and any other risk factors associated with the venue are explained
- Complete all necessary paperwork prior to practical elements begin

SESSION 1		
Objectives	Objective Met	Notes
Explain the timetable with a brief description of the content and expectations of the instructors		
Explain and if necessary show the participants the respective rooms to be used during the course		
Use an 'ice breaker' game to introduce each of the participants to each other		
To explain all facilities and procedures related to the health, safety and welfare of the participants during the course		
Ensure all participants complete the delegate release form		

## SESSIONS AIMS AND OBJECTIVES

### Session 2: The 3 C's of Indoor Cycling (15 min's)

Aim –

- To understand and demonstrate what is meant by the 3 C's of Indoor Cycling.
- To review the skills that an Instructor should have when communicating with a group
- To review the Care that is needed to ensure that an Indoor Cycling class is well structured
- and takes into consideration the Anatomy and Physiology of the body during the session.
- To recognise what it means to be a Champion when instructing a group.

SESSION 2		
Objectives	Objective Met	Notes
Identify the skills needed when Communicating with a group to include: Body Language, Verbal and non verbal cues, Voice Intonation, Facial expressions, Use of music as a communication tool		
Identify and review the Care required in structuring a class that is both safe and effective to include: Aerobic and Anaerobic Thresholds, Adequate Warm Up time, RPE to check the participants are working at their own level, FITT principles with reference to Intensity (Rate,Res,Rest,Reps,Range), Looking after them involves Trust, Screening		
Recognise the importance of being the Champion to the group. This will include: Professional approach, Role Model		

# QUALITY ASSURANCE

## SESSIONS AIMS AND OBJECTIVES

### Session 2a: The A.B.C of Indoor Cycling (15min's)

Aim -

- To review the basic concepts of indoor cycling in relation to the principles of fitness and the components of an exercise session.
- Prepare the students for a Beginner/intermediate practical session in which they will be 'participants'.

SESSION 2a		
Objectives	Objective Met	Notes
Identify the components of an exercise session.		
Understand the objectives of the forthcoming practical session.		
Identify the A.B.C of Indoor Cycling (class components)		
Discuss the guidelines for Level 1 classes in relation to the ICE riding positions, hand positions and range of rpm		
Correctly identify the contents and structure of a Level 1 Class		

## SESSIONS AIMS AND OBJECTIVES

### Session 3: Bike Set Up & Sensible cycling (30 min's)

Aim -

- To provide the student with an understanding of the mechanical and safety features of the bike.
- To provide the student with guidelines for setting up the bike to suit their individual requirements.
- To carry out a pre-class screening.
- To ensure that all participants are wearing suitable clothing and shoes.
- To check that participants have a water bottle & sweat towel.
- To check that all students are mentally and physically prepared for the effort required in the forthcoming practical session.

SESSION 3		
Objectives	Objective Met	Notes
Identify the mechanical features of the bike		
Set up the bike according to the ICE guidelines		
Fine-tune the bike to suit individual requirements		
Demonstrate familiarity with the breaking and resistance system		
Understand the physical requirements of the forthcoming Beginner Level 1 class		
Carry out assessment and feedback		

# QUALITY ASSURANCE

## SESSIONS AIMS AND OBJECTIVES

### Session 4: Practical Beginner/Intermediate Class (45 min's)

Aim -

- To provide the student with a clear understanding of the techniques and riding positions involved in a Beginner/intermediate indoor cycling class in a motivating, learning situation.
- To teach the class as if all participants were absolute beginners to indoor cycling, regardless of fitness and experience.
- To set clear guidelines for the appropriate effort level/intensity and duration of the components of a Beginner/intermediate Class.
- To assess the technical ability and competence of the individual participants.
- To emphasise the educational aspects of teaching a beginners group.

SESSION 4		
Objectives	Objective Met	Notes
Perform the techniques of Indoor Cycling and demonstrate correct posture		
Display familiarity with the set up procedure and the mechanical features		
Correctly perform the riding positions executed in a Beginner/Intermediate class		
Understand the difference between 'correct' and 'poor' technique and respond to corrections		
Manage their effort levels, according to the resistance guidelines offered by the ICE Master Trainer.		
Demonstrate an understanding of the relationship between music speed and cycling speed, and cycle with the music as instructed by the ICE trainer.		

## SESSIONS AIMS AND OBJECTIVES

### Session 5: Music & Indoor Cycling (30min's)

Aim -

- Recognise and demonstrate the value of motivational aspect of music use and Indoor Cycling and understanding of music as a teaching tool.
- Demonstrate the structure of music in relation to communication and cueing and to 'map' individual pieces of music and plan what riding positions to perform to.
- Demonstrate the use of music purely as background motivation without use as an rpm guide.

SESSION 5		
Objectives	Objective Met	Notes
Understand the importance of music and discuss its' role in an indoor cycling class.		
List the various structural components of music.		
Listen to a piece of music and visually demonstrate the individual beats as instructed.		
Map a piece of music showing blocks.		
Use the music to cue changes		
Count bpm to ascertain music speed and determine the correct riding position.		
Explain the legal requirements regarding music		

# QUALITY ASSURANCE

## SESSIONS AIMS AND OBJECTIVES

### Session 6: Review of Beginner/Intermediate Practical (30 min's)

Aim -

- Review contents, concepts and structure of a Beginner/intermediate class and develop a class profile for a typical Beginner/intermediate Class

SESSION 6		
Objectives	Objective Met	Notes
Name the mechanical and safety features of the bike		
Explain how to set-up and fine-tune the bike for individual requirements		
Demonstrate an understanding of the ICE concepts		
Name the Riding positions, hand positions and contents of a Beginner/Intermediate class in relation to the ABC of indoor cycling		
Analyse the structure of a Beginner Level 1 Class and develop a class profile based on the class		
Use correct terminology throughout the discussions		

## SESSIONS AIMS AND OBJECTIVES

### Session 7: Practical Intermediate/Advanced Class (45 min's)

Aim -

- To demonstrate and practice the complete range of ICE Riding Positions, hand positions and postural adaptations throughout a range of rpm in accordance with the ICE guidelines.
- To provide the student with an understanding of how to correctly perform the ICE Riding positions.
- Provide advice and corrections to individuals as regards execution of the riding positions so as to improve individual technique and cycling posture.
- To develop further an understanding of the relationship between rpm and bpm (music speed).

SESSION 7		
Objectives	Objective Met	Notes
Perform all of the ICE Riding positions and adaptations at Intermediate/Advanced showing correct technique and riding posture		
Cycle to the beat of the music and keep in time with the rpm set by the trainer		
Select resistance appropriate to the exercise selected		
Perform smooth transitions between a seated and standing position (Jumps)		
Maintain leg speed whilst working at a faster cadence (Seated Road)		
Maintain correct posture whilst working with increased resistance (Climbs)		
Perform more complex riding techniques / exercise combinations using correct form		

# QUALITY ASSURANCE

## SESSIONS AIMS AND OBJECTIVES

### Session 8: Review of Beginner/Intermediate Practical (30 min's)

Aim -

- Review contents, concepts and structure of an Intermediate/Advanced class and develop a class profile for a typical Intermediate/Advanced Class

SESSION 8		
Objectives	Objective Met	Notes
Name the mechanical and safety features of the bike		
Explain how to set-up and fine-tune the bike for individual requirements		
Demonstrate an understanding of the ICE concepts		
Name the Riding positions, hand positions and contents of a Intermediate/Advanced class in relation to the ABC of indoor cycling.		
Analyse the structure of a Intermediate/Advanced Class and develop a class profile based on the class.		
Use correct terminology throughout the discussions		

## SESSIONS AIMS AND OBJECTIVES

### Session 9: Practical Advanced Class (60 min's)

Aim -

- To demonstrate the range of techniques and riding positions offered in an advanced indoor cycling class in a motivating class situation.
- To set clear guidelines for the increased effort level/intensity, speed and duration of the components of an advanced indoor cycling class.
- To establish a difference in the teaching style of the class at an advanced level.
- Include adaptations and alternatives to accommodate less experienced/less fit participants in an advanced class situation.
- To emphasise the motivational and performance aspects of the training.
- Emphasise the importance of music can play in indoor cycling through music selection and interpretation.

SESSION 9		
Objectives	Objective Met	Notes
Perform correctly all of the ICE Riding positions and adaptations at Level 2 showing correct technique and riding posture		
Perform smooth transitions between a seated and standing position		
Cycle to the beat of the music and keep in time with the rpm set by the trainer		
Select resistance appropriate to the exercise selected		
Challenge them appropriately within the class situation		
Respond to instructions through verbal & non-verbal communication		



# QUALITY ASSURANCE

## SESSIONS AIMS AND OBJECTIVES

### Session 10: Review of an Advanced Class (30 min's)

- Aim -
- Review contents, concepts and structure of an Advanced class and develop a class profile for a typical Intermediate/Advanced Class

SESSION 10		
Objectives	Objective Met	Notes
Name the mechanical and safety features of the bike		
Explain how to set-up and fine-tune the bike for individual requirements		
Demonstrate an understanding of the ICE concepts		
Name the Riding positions, hand positions and contents of an Advanced class in relation to the ABC of Indoor Cycling		
Analyze the structure of an Advanced Class and develop a class profile based on the class		
Use correct terminology throughout the discussions		

## SESSIONS AIMS AND OBJECTIVES

### Session 11: Planning and Practice (30 min's)

- Aim -
- To design an effectively plan for part of the main workout component of an Indoor Cycling class for beginners.

SESSION 11		
Objectives	Objective Met	Notes
To plan a session for a group Indoor cycling class		
To be able to work from a plan when delivering an Indoor Cycling class		

### Session 12: Practical Group Practice of Theory & Techniques (45 min's)

- Aim -
- Review of the Stages training and course content.
  - Practice the concepts of advanced class formats.
  - Highlight the differences between (Intermediate / Advanced /Mixed Level classes).

SESSION 12		
Objectives	Objective Met	Notes
Demonstrate the differences between the structures of a mixed level class.		
List the differences between the contents of a beginner/intermediate/advanced class.		
Demonstrate an understanding of the importance of the relationship between resistance, cadence and bpm.		
Demonstrate how to work with music and to cue the moves in a group.		

# CLOSING & FEEDBACK

CLOSING		
Objectives	Objective Met	Notes
Objectives met		
Summative assessment performed and feedback given		
Room cleared		
Trainer made available for any individual questions		
Certificates issued where appropriate		

FEEDBACK

