



**FitSync® Personal
Windows Mobile™ User's Guide**

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INTRODUCTION

FitSync® is a combined mobile and Web application that includes a personal FitSync.com Web account and software for your PDA or mobile phone. FitSync lets you download workouts from the Web to your handheld, log training activity and create new workouts and exercises, and then upload your data to the Web for review.

This guide will help you become familiar with *FitSync® Personal* for **Windows Mobile™** powered devices. FitSync supports **Windows Mobile™ 2003** and later. The **Mobile/Downloads** section of your *FitSync®* Web account has detailed installation instructions.

If you are using a **Windows Mobile™** handheld for the first time, we recommend you first become familiar with the basic operation of your device. It is **very important** you accurately set the time and date on your device. Any data you record will be uploaded to the Web stamped with your handheld's current time and date setting. Refer to **PDA Tips** at the end of this User's Guide for more suggestions. To learn more about your *FitSync®* Web account, please visit the FitSync Personal **Web Help** section.

GETTING STARTED - LOGIN



Tap the FitSync icon on the **Programs** screen on your handheld to start the FitSync application.

Enter your FitSync **Username** and **Password** and tap **Login**. You will use the same username and password for both the Web and handheld. Tap within the appropriate box to edit the **Username** or **Password**. The default value for **Username** is the last person to use the application on the device.

To enter your username, you can use any of the input methods available on your device such as the keyboard, block recognizer, letter recognizer, etc. If you are a new Fitness First member and have not changed your FitSync username and password, your username is your membership ID and your password is your date of birth (DD/MM/YYYY).



When logging in for the first time you will be prompted to synchronize your handheld with the Web to download your workouts. Your handheld will need to have an Internet connection. You can sync using (1) a wired connection via Microsoft® ActiveSync® through your PC, (2) Wi-Fi if you have a wireless handheld, or (3) your mobile phone network if using your Windows Mobile device as a handheld.

Tap **Yes** to perform a sync. Tap **No** to return to the main login screen. If there are upgrades or new exercise libraries available, you will be prompted to download them.



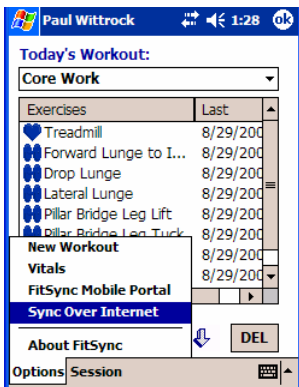
The login screen will display after a sync. Any messages will display before the main workout screen appears. Tap **OK** in the message box to dismiss each message and advance to the main screen. To exit the application, tap **Session** and select **Exit**. If a workout has been scheduled for today, it will automatically appear as **Today's Workout**:



SYNCHRONIZING YOUR HANDHELD WITH THE WEB

Although you can store several months of activity on your handheld (limited only by the storage capacity of your device), FitSync recommends you sync your device regularly after each workout session. This will ensure your exercise data is uploaded to your FitSync Web account and safely stored on our secure servers. Don't risk losing a few weeks of exercise data because of dead batteries! It will also keep you up to date with any FitSync messages and upgrades for your device which will download automatically when you sync.

You can synchronize your handheld with your FitSync Web pages via wired connection using Microsoft® ActiveSync® or you can sync wirelessly via Wi-Fi or your mobile phone network. Your handheld must have an Internet connection available to complete a sync. When logging in for the first time you will automatically receive a prompt to sync. Subsequent logins will not receive a prompt so you will need to initiate the sync each time to update your workouts.



To perform a sync, login, tap **Options** and select **Sync Over Internet**. You will see a status timer appear in the center of the screen and "Sync..." appearing in the upper left of your screen as your handheld connects to the FitSync Web site.

If an Internet connection is not available you will receive an error message to check for an Internet connection and sync again. A pop up message will appear after the sync has completed.

Click **OK** on the pop up message, "Sync was completed" and wait until the main login screen appears. Tap **Login** to access the FitSync application.

LOGGING YOUR ACTIVITY

If you have scheduled a workout for today it will display as **Today's Workout** and list all of the workout's exercises in the order they are to be performed. If this field is blank or if you would like to select a different workout, tap the drop down arrow for a list of your workouts.

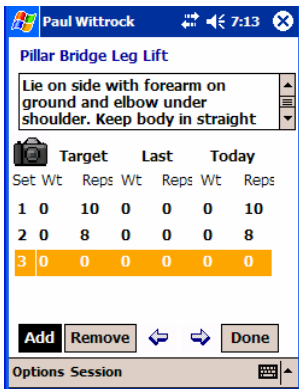
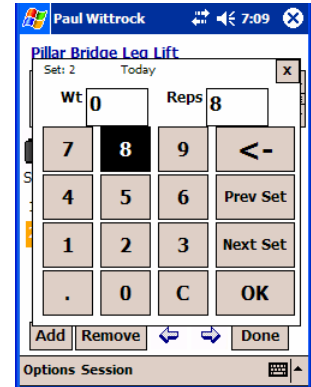
Tapping an exercise listed in a workout will take you to the data entry screen for that exercise.



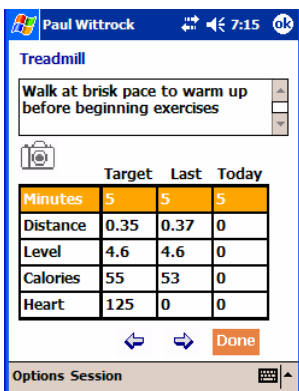


A **Strength** type exercise lets you record weight, repetitions, sets, reminder notes, and targets. You do not need to complete all fields. For example, if bodyweight exercises are being performed, just record the number of repetitions and leave the weight field blank. Current activity is recorded in the **Today** column; previous entries will appear in the **Last** column. You may set or update targets in the **Targets** column. Tap anywhere in the notes area and use any of the input methods on your device to create or edit an exercise note. To move to the next or previous exercise in the workout, use the horizontal toggle button on your PDA or tap the horizontal blue arrows at the bottom of the screen.

Tapping a number or space under the **Today** or **Target** columns will pop up a keypad to enter data. When finished, tap **OK** to return to the main exercise screen. If you are entering several sets of data at once, you can tap **Next** to advance to the next set or **Prev** to return to the previous set. Use the **<-** key to edit or delete an entry.

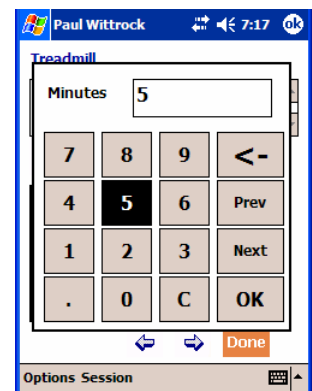


Sets may be added by tapping **Add** and removed by tapping **Remove**. The **Remove** button only appears when the last set is selected. To select a set, tap any number in a row or use the vertical toggle button on your PDA. Selected sets will be highlighted. You can move to the next or previous exercise in the workout by using the horizontal toggle button on your PDA. You can also move between exercises by tapping the blue right and left horizontal arrows at the bottom of the screen. Tap **Done** to return to the main workout screen.



A **Cardio** type exercise lets you record minutes, distance, level, calories, heart rate, notes and targets. You do not need to complete all fields. For example, for running or cycling you may choose to log only time and distance.

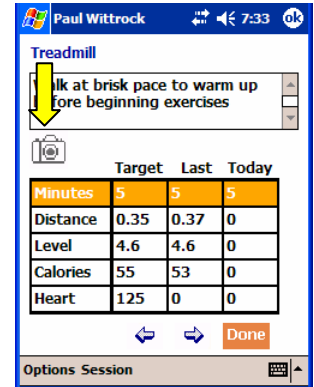
Tapping a number or space under the **Today** or **Target** columns will pop up a keypad to enter data. Tap **Prev** or **NEXT** to move between entries. When finished tap **OK** to return to the exercise screen.



VIEWING EXERCISE VIDEOS



You can view exercise videos on your PDA. If a video is available, the camera icon will be highlighted. If no video is available, the camera icon will appear as an outline.

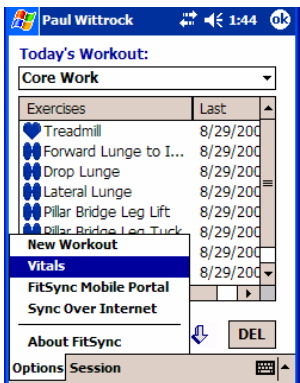


To view a video, tap the camera icon. If this is the first time you are viewing the video, you will be prompted to connect to the Internet to download the video to your handheld for viewing. After viewing, tap the X in the upper right to close the video and return to the exercise screen.

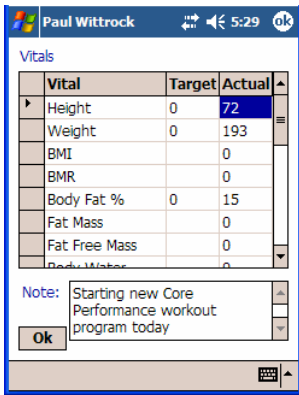
Once you have downloaded and viewed a video you will be able to view it anytime without having to connect to the Internet.



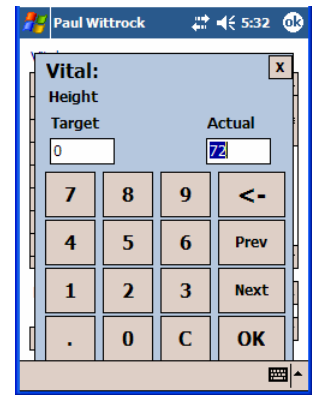
RECORDING YOUR VITALS



You can record measurements for body composition, physical dimensions, and other physiological indicators such as blood pressure and heart rate. Tap **Options** and select **Vitals** to go to the main Vitals screen where your current **Target** and **Actual** statistics will display. Your most recent vitals note will display at the bottom of the screen.



To enter data, tap any of the fields in the Target or Actual columns. Use **Prev** and **Next** to scroll between entries. Use the **<** key to edit or delete an entry. Tap **OK** to return to the main Vitals screen.



Tap anywhere in the **Note** area and use any of the input methods on your device to create or edit a vitals note. Tap **OK** to save the note; tap **Cancel** to return to the Vitals screen without saving the note. Tap **OK** on the main Vitals screen to return to the main workout screen.

MANAGING WORKOUTS

If you have scheduled a workout for today it will display as **Today's Workout** and list all of the workout's exercises in the order they are to be performed. A **dumbbell** icon identifies **strength** training exercises; a **heart** icon identifies **cardio** exercises. The date the last time the exercise was performed is displayed in the **Last** column.

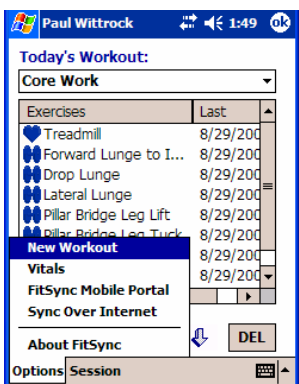
Tapping on the day's scheduled workout displays a list of all of your active workouts. This lets you select a workout different from the one scheduled. Once selected, the main screen updates to reflect the name of the selected workout and all of its exercises.



To change the order of the exercises in your workout, check the **Sort** box, highlight the exercise you want to change and then tap the up and down arrows to move the exercise within the list. Make sure you uncheck the **Sort** box when you are finished.

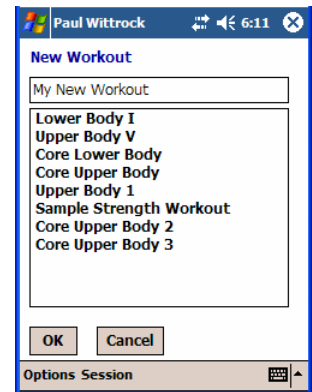
To remove an exercise from your workout, check the **Sort** box, highlight the exercise you want to remove and then tap **DEL** to remove the exercise. The exercise will be removed from the workout but will not be removed from your private exercise library. Make sure you uncheck the **Sort** box when you are finished.

CREATING WORKOUTS

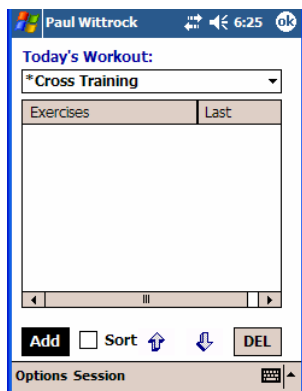


There are two ways to create workouts. You can tap **Options** and select **New Workout** from the menu or you can tap on the drop down arrow in **Today's Workout**, scroll to the end of your list of workouts and select **New Workout**.

Tapping **New Workout** takes you to the New Workout creation screen. You may name your new workout anything you wish up to 23 characters. Enter the workout name using any of the input methods available on your handheld. Tap **OK** to create the new workout.

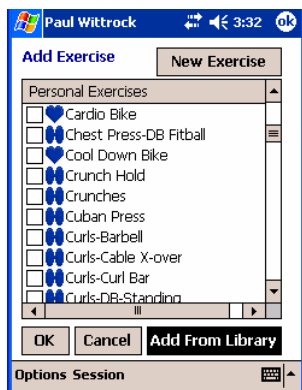
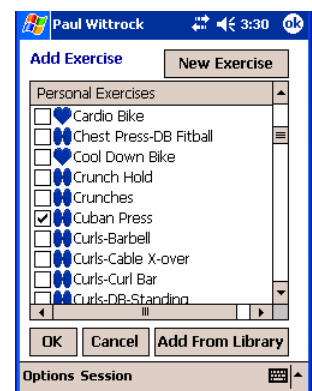


MANAGING EXERCISES



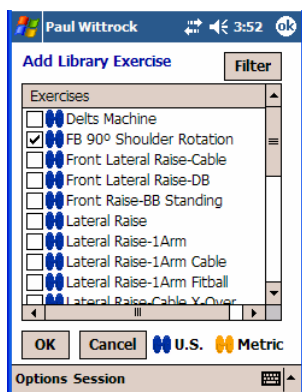
You can add exercises to new or existing workouts. If you've just created a new workout and tapped **OK**, you will be taken to the main workout screen where your new workout will display. Tap **Add** to access your personal exercise list and exercise libraries.

You can select an exercise from your personal exercise list or from the exercise libraries. To add an exercise from your personal list, check the box of the exercise(s) you want to add and tap **OK**.

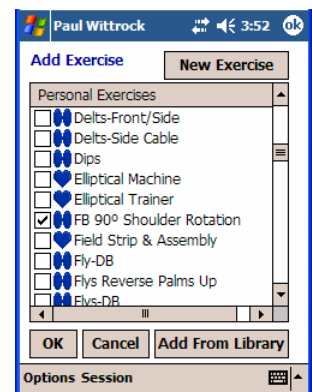


To add an exercise from the exercise libraries, tap **Add From Library** to access the exercise library.

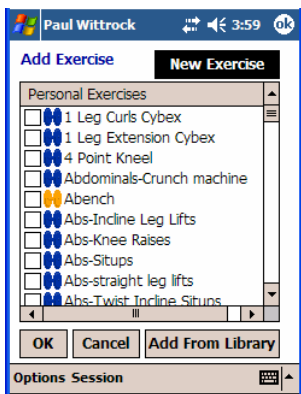
The **Exercise Library Filter** lets you refine your library search. You may filter by available libraries, exercise type (strength or cardio, Metric or U.S.), muscle group, and modality. Since some libraries may be very large, we recommend you use the filter options to limit your search. Exercise icons will display blue for U.S. and orange for Metric measurement types. Tap **Filter** to change your search options.



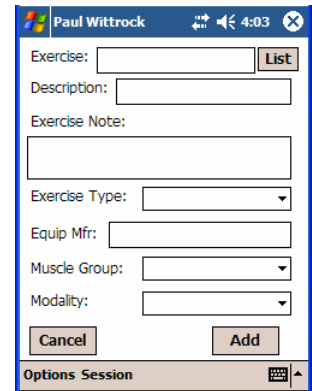
Check the box of the exercise you want to add from the library and tap **OK**. The exercise will first be added to your personal exercise list. It will appear on the list with a check mark. Tap **OK** to add this exercise to your workout.



CREATING EXERCISES

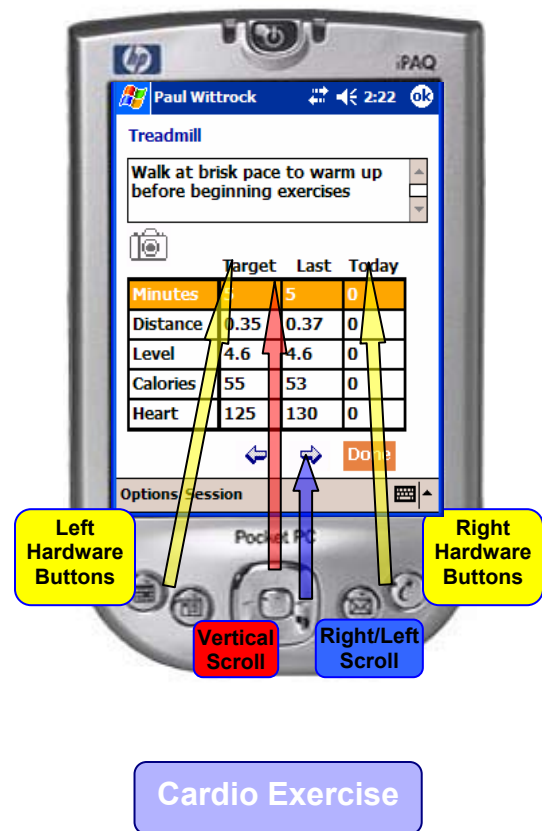
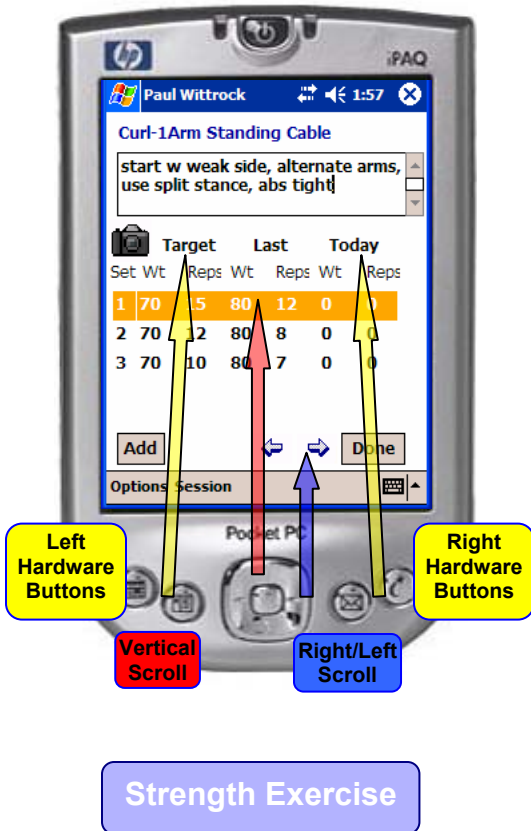


To create a new exercise, tap **New Exercise** from your personal exercise list. You may name your new exercise anything you wish up to 26 characters. Enter the exercise name and select **Strength** or **Cardio**, metric or U.S. from the drop down list. Complete the remaining fields using the drop down lists. You may leave description, exercise note, and Equip. Mfr. blank. Tap **OK** to create the new exercise and have it added to your personal exercise list.



HARDWARE BUTTONS

The exercise screens make use of the handheld's hardware buttons. **Scrolling vertically** with the **center scroll button** changes the row selection of sets for **Strength** exercises and changes the minutes, distance, level, calories and heart fields for **Cardio** exercises. **Scrolling to the right** will move you to the next exercise in your workout, **scrolling to the left** will take you to the previous exercise. The two **right hardware buttons** display the numeric keypads for entering data for **Today**. The two **left hardware buttons** pop up the numeric keypads for entering **Target** data.



FitSync is designed so you can navigate the application and enter numeric data by tapping the screen with your finger without using the stylus. The most effective technique is to tap sharply (not too hard!) as opposed to gradually pressing or pushing on the screen. Gently tapping with your fingernail also works well. Remember that the screen requires very little pressure to recognize input; however, the input must be crisp as in tapping a pencil on a desk. Once you grow accustomed to using your finger instead of the stylus, you will be surprised how quickly and easily you can enter data.

PDA Tips

Carrying your device - Using FitSync is easier if you have a convenient, hands-free way to carry your PDA while exercising. A wide variety of PDA holsters and belt clips are available that you can wear that won't interfere with your training.

Power settings - Most PDAs have an "auto-off" or "power-save" feature that will automatically turn off your handheld after a pre-set period of inactivity. If your handheld turns off while you are using FitSync, just turn the device back on and you'll be right back in the FitSync application where you left off. If you are syncing your device via Wi-Fi, turn off the Wi-Fi on your PDA after you have completed the sync to conserve power.

Time and date - It is **very important** you accurately set the time and date on your handheld. Any data you record will be uploaded to the Web stamped with the handheld's current time and date setting. If you travel to different time zones or reset your device make sure you update your time and date settings to the local time so your data will be accurately uploaded to the Web.

Check Your Batteries – Get in the habit of charging your device each evening or replacing your batteries at regular intervals.

Support

We offer 24-hour email support. If you have a question about FitSync or suggestions, please email us at info@fitsync.com. If you have questions about your fitness program, ask one of the professionally trained instructors or trainers in your gym. We wish you success and good health.

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