

FitnessGram Frequently Asked Questions

District Administrators

1. How do I get my login information?

Please check your email as you should have received this after completing the intake form. Should you not have an email, please use the forgot buttons next to each credential. If you do not have an email address on file, please let us know at <https://help.fitnessgram.net/help-desk/> and we will identify this information after confirming your account.

2. My administrator has left the district. How do I access the system?

If you are new to the platform and need an account at the District Administrator level, please have your supervisor send an email verifying this level of access to the FitnessGram Help Desk <https://help.fitnessgram.net/help-desk/>. This is required for security purposes.

3. How do I import my information into the system?

The import process is the recommended way for Texas public schools to add or update student, teacher, and class assignments. The steps to import include checking districts or charters and campuses, creating a file, and importing via CSV file or OneRoster. The following page will have videos (Import Video and OneRoster Video) that provides step-by-step instructions for both options: <https://help.fitnessgram.net/texas/>.

4. Our district or charter is missing a site or opened a new school that needs to be added to FitnessGram.

For assistance with FitnessGram, visit <https://help.fitnessgram.net/help-desk/>.

5. I'm having difficulty importing student, teacher, and campus data. Who can I contact with questions?

For assistance with FitnessGram, visit <https://help.fitnessgram.net/help-desk/>.

6. Where can I export data that matches TEA's PFAI report requirements?

A District Administrator role is required to run the report. Go to the Reports tab and click Data Export in the top right corner. This will process a CSV file that matches the PFAI report requirements. This is for your records only and does not need to be submitted to TEA.

Teacher

1. How do I get my login information? (Teacher)

If you have an email on file, you can use the “Forgot” button on the login screen. If you do not know the email on file, please reach out to your District Administrator. If you are not certain who this would be reach out to the FitnessGram Help Desk <https://help.fitnessgram.net/help-desk/>.

2. I am able to login, but I don’t see any classes.

It seems an import has not yet been completed for your District. Please reach out to your District Administrator to complete an import.

3. What physical fitness assessments are required for grades 3-12?

Aerobic Capacity

PACER *OR* One-Mile Run *OR* One-Mile Walk

Body Composition

BMI *OR* Skin-Fold

Muscular Strength and Endurance

Curl-Up, Trunk Lift and one other item: Push-Up *OR* Modified Pull-Up *OR* Flexed Arm

Hang

Flexibility

Back Saver Sit and Reach *OR* Shoulder Stretch

4. What is the deadline for submitting physical fitness data into FitnessGram?

Physical Fitness Data must be entered by the second Friday in June.

5. If I am using FitnessGram, do I need to upload physical fitness assessment data to TEA?

After you have entered your student scores into your FitnessGram test event you have completed the requirement. No additional data submission is necessary.

6. Are schools required to submit fall and spring fitness data?

The decision to assess a student's physical fitness during the fall and spring is a local district decision. Schools are only required to submit physical fitness assessment data once per year. The most recent assessment results should be reported.

7. How can I generate and export reports for parents?

Go to the Reports tab and click on the FitnessGram Student Report icon. When you select the Email icon at the top of the page you are able to email reports directly to students and/or parents. Parent email addresses must be included in the roster files added by District Administrators to use the email feature for parents. Otherwise, reports can be printed and distributed in physical form.

8. My educator has left our campus. How do I access the system?

If you are new to the platform and need an account, please reach out to your District Administrator. If you are not certain who this would be reach out to the FitnessGram Help Desk <https://help.fitnessgram.net/help-desk/>.

9. How do I create or delete a class in the system?

The import process is the recommended way for Texas public schools to add, update or unassign classes. However, you can manually manage users and classes within the software too. The following page will have a video (Manage Users Video) that provides step-by-step instructions: <https://help.fitnessgram.net/texas/>.

10. How do I add a user?

As a Teacher, you are able to request adding a user. This request will need to be approved by your School or District Administrator for data privacy reasons.

11. How do I enter scores?

To enter scores, you will need to create a test event. The following page will have a video (Create Event Video) that provides step-by-step instructions: <https://help.fitnessgram.net/texas/>. You can delete events at any point but please know this will also delete the data entered in the event. Should you need any further assistance please do not hesitate to reach out.

12. How do I create an event?

To create an event, you will go to the FitnessGram tab and click Create Event. The following page will have a video (Create Event Video) that provides step-by-step instructions: <https://help.fitnessgram.net/texas/>. You can delete events at any point but please know this will also delete the data entered in the event. Should you need any further assistance please do not hesitate to reach out.

13. How do I delete an event?

To delete an event, you can click the garbage can icon and “Delete” at any point but please know this will also delete the data entered in the event. Should you need any further assistance please do not hesitate to reach out.

14. How do I enter an exemption for a student?

Click the student’s name within the event. A box will appear for you to select the test items in order to apply the exemption. Please note the only allowable exemption applies to students with a physical limitation or disability as outlined in Texas Education Code (TEC) [§38.101\(b\)](#).

15. Where can I find FitnessGram test administration resources?

You can find test administration resources such as protocol videos, cadences, and the FitnessGram Administration Manual under Menu, SmartCoach.

16. If I need technical assistance, who do I contact for support?

For assistance with FitnessGram, visit <https://help.fitnessgram.net/help-desk/>.

17. I submitted the data for my students, how do I download my fitness results?

Great! You are able to use reports to view your data. Go to the Reports tab within the system and select the report you would like to download. The following page will have a document (Report Descriptions) that provides greater detail about each report: <https://help.fitnessgram.net/texas/>.