

# Student Health Data: Physical Fitness

IWAS Electronic Submission User Guide

Illinois State Board of Education  
Revised August 2021

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## **Introduction**

Illinois State Board of Education (ISBE) collects aggregate physical fitness data via a secure connection over the Internet known as Web Application Security (IWAS) System. While physical fitness testing is required of all public school children grades 3 through 12, each school district shall annually report only aggregate physical fitness data for grades 5, 7, and 10 as per compliance with 23 IL Admin Code, Chapter 1, Subpart D, Section 1.425. The physical fitness data shall be submitted no later than June 30 of each school year via the Student Health Data: Physical Fitness section in IWAS as discussed in this User Guide.

## **About the Counts**

Data will be reported for students in grades 5, 7, and 10 with the following breakdown:

- The total number of students tested by grade and gender
- The total number of students achieving at the “health fitness zone” by grade (5, 7 and 10) and gender
- The total number of students identified as “needs Improvement zone” by grade (5, 7 and 10) and gender

## IWAS User Access

The Student Health Data: Physical Fitness has multiple-level users, as defined by the IWAS System. Your role will be governed by the IWAS user level assigned to you. RCDT Administrators will be granted automatic access to the Student Health Data: Physical Fitness System. Please consult the IWAS user guide located on the IWAS home page [here](#).

**Document Author**—this is typically your lowest level user (i.e., Clerk, Physical Education teacher, Staff, etc.). The Document Author has the ability to enter and/or edit physical fitness information and to submit it to the school principal for public schools for approval. Once submitted, the Document Author will no longer be able to enter or edit data unless the data have been disapproved by the School Administrator or RCDT Administrator (district superintendent).

**School Administrator**—this level is typically assigned to public school principals. The School Administrator has the ability to enter and/or edit physical fitness information and submit it to the RCDT Administrator (district superintendent) for approval. Once the data have been submitted, the School Administrator will no longer be able to enter or edit data unless the data have been disapproved by the RCDT Administrator (district superintendent).

**District Document Author**—this level is typically assigned to a public school district level clerk who is responsible for submitting data for multiple schools within a district. Once school data have been submitted, the District Document Author will no longer be able to enter or edit data for that school unless the data have been disapproved and returned by the RCDT Administrator (district superintendent).

**RCDT Administrator**—this level is typically assigned to public school district superintendents. The RCDT Administrator is responsible for review and submission of school-level reports to ISBE.

**ISBE Administrator**—this level is reserved for qualified ISBE personnel.

## How to Get Started in IWAS

You will need an IWAS account to be able to access the Student Health Data: Physical Fitness System.

If you do not have an existing IWAS account, please register for one by accessing the IWAS home page through the IWAS link under System Quick Links at the top of the ISBE home page at <http://www.isbe.net>.

Once you have an IWAS account, you will need to request access to the Student Health Data: Physical Fitness System. Sign into your IWAS account, select *System Listing* in the left margin, then select *Want to Sign Up for Other Systems?* in the lower right of screen. Then select *Student Health Data: Physical Fitness*, then click *Sign Up Now*. Please contact the ISBE Help Desk at (217) 558-3600 if you need assistance.

Once you have an existing IWAS account with access to the Student Health Data: Physical Fitness System, you are ready to proceed. The following steps provide guidance on how to access the Student Health Data: Physical Fitness System.

To begin, log on to IWAS. (As stated above, you will need a login username and password.)

Illinois State Board of Education  
Darren Reisberg, Chairman Dr. Carmen I. Ayala, State Superintendent of Education

I W A S T R A I N I W A S T R A I N I W A S T R A I N I W A S T R A I N I W A S T R A I N I W A S T R A I N

ISBE Home Home Sign Up Now Get Password Contact Us Help

**Already have an account? Login Here :**

Login Name   
Password

Remember Login Name

**LOG IN**

**New Partner - Sign up Now**

Some ISBE web-based systems require electronic signatures. You can create your own logon id and password by clicking on the following link. After you establish your logon, you will then have the ability to request authorization to use ISBE's systems.

[Sign Up Now](#)

**Forgot Your Password?**

If you have forgotten your login name or password, click on the link below.

[Find Login/Password](#)

**Need Help?**

If you need help with logging in, the sign up procedure or your password, please click on the link below.

[Help](#)

This web site has been optimized for Internet Explorer 6.0 or above / Firefox 2.0 or above. You can download the latest version of these browsers by clicking on the following icons.

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Click on “System Listing” from the left menu of the IWAS Dashboard.

Illinois State Board of Education  
Darren Reisberg, Chairman Dr. Carmen I. Ayala, State Superintendent of Education

I W A S T R A I N I W A S T R A I N I W A S T R A I N I W A S T R A I N I W A S T R A I N I W A S T R A I N

Login:

Home **System Listing** Pending Documents Change Password

**Messages :**

- [1 unread Inbox message\(s\)](#)
- [0 unread Archived message\(s\)](#)

**Require Action :**

- [0 Sign-ups pending your approval](#)
- [0 Documents pending your approval](#)

We have your email address listed as: [redacted]  
If this is NOT correct, [click here](#) to update.





## Data Entry Screen 2:

This screen will enable you to enter all of the data elements required for a grade selected.

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Student Health Data  
Physical Fitness

Select Grade Level:

**Aerobic Capacity**  
PACER test (Recommended) / Mile Run test (Alternate) / Brockport test (Any adapted test for Aerobic Functioning)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Aerobic Capacity	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Flexibility**  
Back-Saver Sit and Reach test (Recommended) / Trunk Lift test (Alternate) / Brockport test (Any adapted test for Flexibility or Range of Motion)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Flexibility	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Muscular Endurance**  
Curl-Up test / Brockport test (Any adapted test for Strength and Endurance)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Muscular Endurance	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Muscular Strength**  
Push-Up test / Brockport test (Any adapted test for Strength and Endurance)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Muscular Strength	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

<- Back Save Return to School Listing

Have questions or need help? Contact our Call Center (217) 258-3600 between 8:00am - 04:00p CST, Monday - Friday or Click here to Contact Us  
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1. Start by selecting grade you wish to enter at the top under “Select Grade Level.”
2. Enter male and female counts for each of the four assessments. The totals will auto-calculate.
3. When you have finished entering/editing data, click on “Save” at the bottom left of the screen. Note that you must click on “Save” or you will lose your grade level data. A row that corresponds to the selected grade will appear under the “Grades Entered” data grid at the top of the page.
4. Repeat Steps 1-3 for each of the grades (5, 7, or 10) served / assessed by your school.

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Student Health Data  
Physical Fitness

RCDF: [ID] County: [Name] Name: [Name] School: [Name] Authority: [Name]

Grades Entered:

Select Grade Level:

**Aerobic Capacity**  
PACER test (Recommended) / Mile Run test (Alternate) / Brockport test (Any adapted test for Aerobic Functioning)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Aerobic Capacity	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Flexibility**  
Back-Saver Sit and Reach test (Recommended) / Trunk Lift test (Alternate) / Brockport test (Any adapted test for Flexibility or Range of Motion)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Flexibility	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Muscular Endurance**  
Curl-Up test / Brockport test (Any adapted test for Strength and Endurance)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Muscular Endurance	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Muscular Strength**  
Push-Up test / Brockport test (Any adapted test for Strength and Endurance)

Enter the following information:

	Male	Female	Total
1. Total Number of Students tested for Muscular Strength	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Total Number of Students achieving Healthy Fitness Zone	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Total Number of Students Need Improvement	<input type="text"/>	<input type="text"/>	<input type="text"/>

<- Back Save Return to School Listing

Other functions that can be performed from this screen:

- To edit information for a saved grade, click on the “View Grade” link that corresponds to the grade appearing under the “Grades Entered” grid. You may modify data and then save again. You may also delete data for a grade by clicking on the “Delete Grade” link.
- If an error occurred during data entry, an error message will appear in red at the top of the page, specifying the type of error and the associated field(s).
- If any of grades served by your school have no children in them, deselect the grade in the Data Entry Screen 1 (then click “Save.”) and/or delete the grade in Step 3 (if added).

This is the view of the bottom half of this screen after entering all data for the selected grades:

The screenshot displays the bottom half of a data entry interface. At the top, there are two tabs labeled '5 View Grade/Delete Grade' and '7 View Grade/Delete Grade'. Below the tabs is a list of instructions for data entry. A 'Select Grade Level' dropdown menu is set to 'Select'. The main content is divided into four sections, each with a title and a table for data entry:

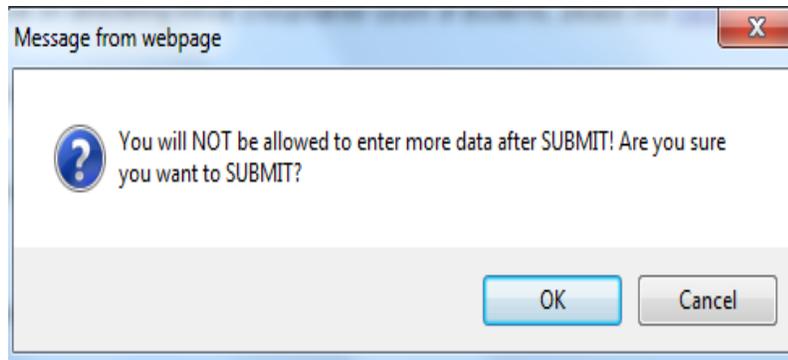
- Aerobic Capacity:** PACER test (Recommended) / Mile Run test (Alternate) / Brockport test (Any adapted test for Aerobic Functioning). The table has columns for Male, Female, and Total, and rows for: 1. Total Number of Students tested for Aerobic Capacity, 2. Total Number of Students achieving Healthy Fitness Zone, and 3. Total Number of Students Need Improvement.
- Flexibility:** Back-Saver Sit and Reach test (Recommended) / Trunk Lift test (Alternate) / Brockport test (Any adapted test for Flexibility or Range of Motion). The table has columns for Male, Female, and Total, and rows for: 1. Total Number of Students tested for Flexibility, 2. Total Number of Students achieving Healthy Fitness Zone, and 3. Total Number of Students Need Improvement.
- Muscular Endurance:** Curl-Up test / Brockport test (Any adapted test for Strength and Endurance). The table has columns for Male, Female, and Total, and rows for: 1. Total Number of Students tested for Muscular Endurance, 2. Total Number of Students achieving Healthy Fitness Zone, and 3. Total Number of Students Need Improvement.
- Muscular Strength:** Push-Up test / Brockport test (Any adapted test for Strength and Endurance). The table has columns for Male, Female, and Total, and rows for: 1. Total Number of Students tested for Muscular Strength, 2. Total Number of Students achieving Healthy Fitness Zone, and 3. Total Number of Students Need Improvement.

At the bottom of the form, there are buttons for '<- Back', 'Save', and 'Return to School Listing'. A red error message reads: 'Data has been entered and saved for all the selected grades. Click on "View Summary" button below to view a summary of the data. Otherwise, click on the "Approve Data" button to submit.' Below this are buttons for 'View Summary', 'Approve Data', and 'Disapprove Data'. The footer contains contact information for the Illinois State Board of Education and a copyright notice for 2004-2017.

When you have finished entering data for all of the grades at this school as shown in the “Select Grade Level” list, the “Approve Data” button will appear at the bottom of the screen.

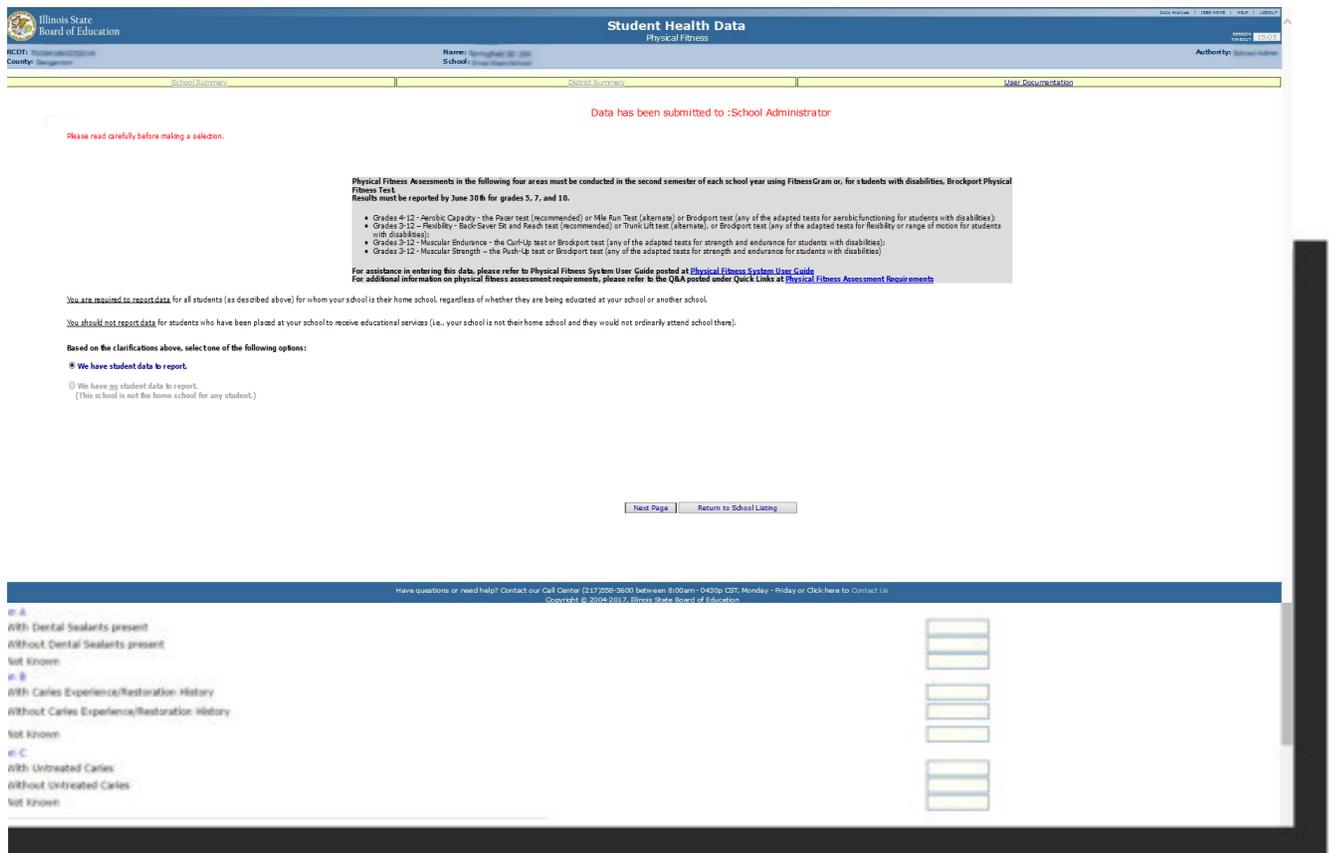
If you are confident that you have correctly entered all required information and are ready to submit the data for approval to the **School/District Administrator** (as appropriate), click on “Approve Data.”

A warning will appear on Data Entry Screen 3, as shown below:



If you are ready to submit the data, click on “OK” to submit the data to the **School/District Administrator** (as appropriate) for approval.

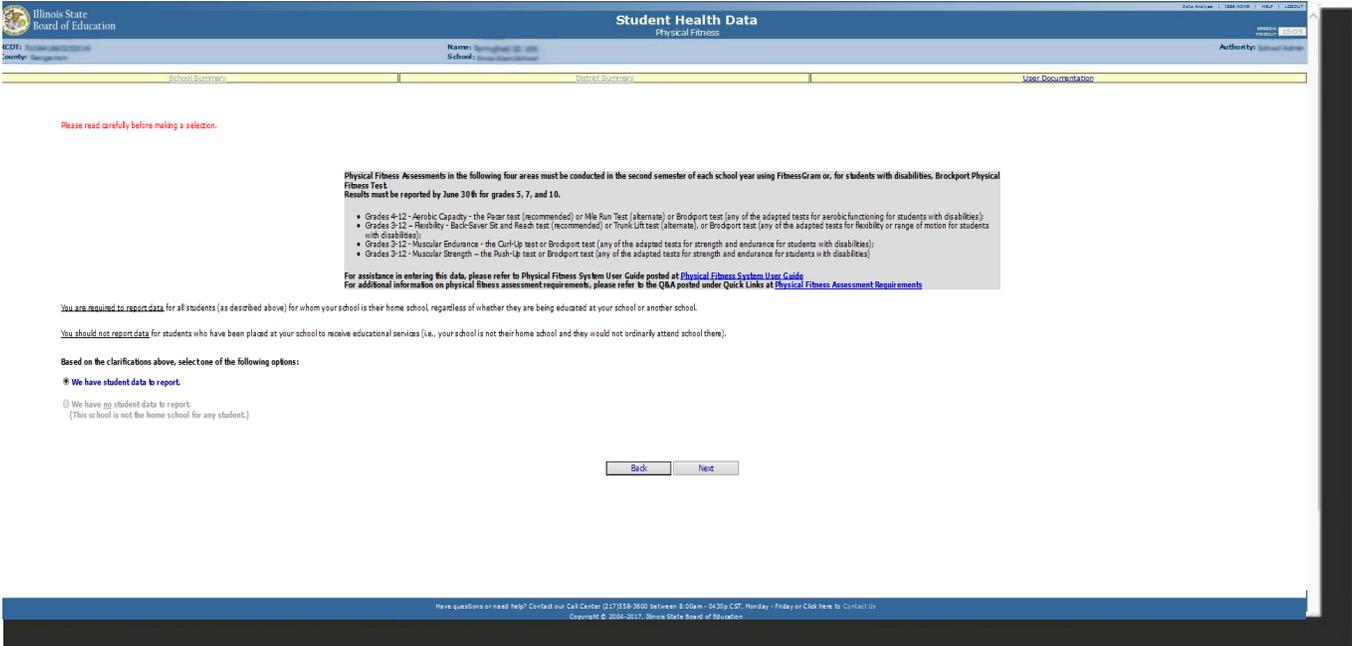
After clicking “OK,” your screen will appear like this:



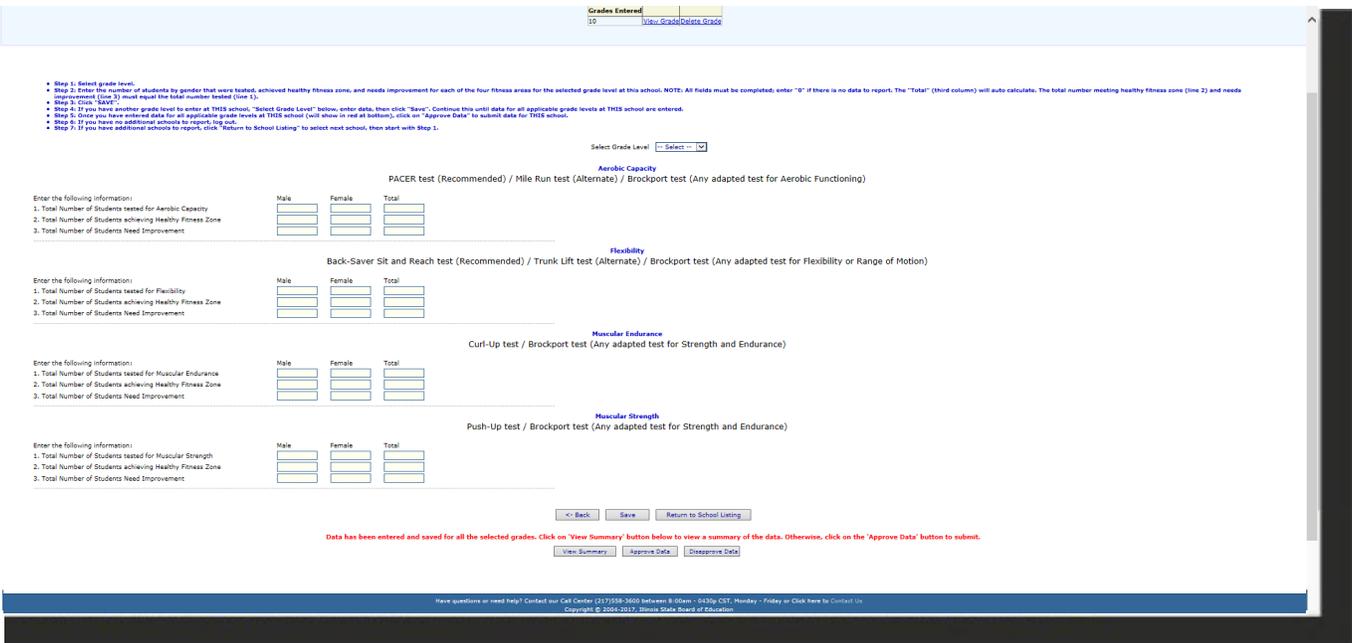
When your screen says “Data has been submitted to School Administrator” or “Data has been submitted to RCDT Administrator” you’ll know your data has been entered correctly and is now waiting for Administrator approval.

# How to Approve or Return Data for Corrections (RCDT Administrators or School Administrators)

After the **School Document Author** has submitted data for **School Administrator** approval, the **School Administrator** must access Data Entry Screen 1:



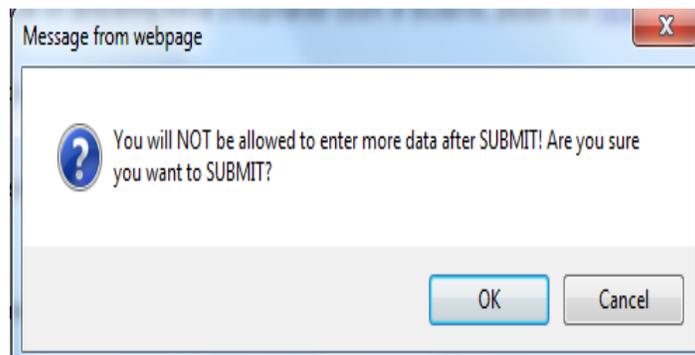
From this screen, the **RCDT Administrator** or **School Administrator** must click “Next Page”.



Then scroll to the bottom and choose one of the following options:

- “Approve Data” to approve and submit the data.
- “Disapprove Data” to return the data for corrections.

Upon submitting the data, you will click “OK” to bypass the warning message:



Click on “Return to School listing” to return to the listing of school(s).

# How to Print School/District Summaries

To print a school physical fitness data summary, click on “School Summary” on the top menu bar.

Illinois State Board of Education  
Student Health Data  
Physical Fitness

RCOT: [Name] County: Sangamon

Name: [Name] School: [Name]

Authority: [Name]

School Summary | District Summary | User Documentation

Data has been submitted to :ISBE Administrator

Please read carefully before making a selection.

**Physical Fitness Assessments in the following four areas must be conducted in the second semester of each school year using FitnessGram or, for students with disabilities, Brockport Physical Fitness Test. Results must be reported by June 30th for grades 5, 7, and 10.**

- Grades 4-12 - Aerobic Capacity - the Pacer test (recommended) or Mile Run Test (alternate) or Brodport test (any of the adapted tests for aerobic functioning for students with disabilities)
- Grades 3-12 - Flexibility - Back-Saver Sit and Reach test (recommended) or Trunk Lift test (alternate), or Brodport test (any of the adapted tests for flexibility or range of motion for students with disabilities)
- Grades 3-12 - Muscular Endurance - the Curl-Up test or Brodport test (any of the adapted tests for strength and endurance for students with disabilities)
- Grades 3-12 - Muscular Strength - the Push-Up test or Brodport test (any of the adapted tests for strength and endurance for students with disabilities)

For assistance in entering this data, please refer to Physical Fitness System User Guide posted at [Physical Fitness System User Guide](#)  
For additional information on physical fitness assessment requirements, please refer to the Q&A posted under Quick Links at [Physical Fitness Assessment Requirements](#)

You are required to report data for all students (as described above) for whom your school is their home school, regardless of whether they are being educated at your school or another school.  
You should not report data for students who have been placed at your school to receive educational services (i.e., your school is not their home school and they would not ordinarily attend school there).

Based on the clarifications above, select one of the following options:

We have student data to report.  
 We have no student data to report.  
(This school is not the home school for any student.)

Data has been submitted to ISBE and you cant proceed further.

Back

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To print a school district physical fitness data summary, click on “District Summary” on the top menu bar.

Note that printing a school or district summary is possible ONLY when the physical fitness data for all of the eligible schools have been submitted to ISBE.

Illinois State Board of Education  
Student Health Data  
Physical Fitness

RCOT: [Name] County: Sangamon

Name: [Name] School: [Name]

Authority: RCOT Admin

School Summary | District Summary | User Documentation

System is OPEN

Facility Name (click on name for data entry)	Status	Grade Served	Update By	Update On
<a href="#">Springfield High School</a>	Submitted to ISBE	5-12	10000000	02/15/17
<a href="#">Springfield Intermediate School</a>	Submitted to ISBE		10000000	02/15/17
<a href="#">Springfield Middle School</a>	Submitted to ISBE	5	10000000	02/15/17

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You will then be directed to the School Summary Report Sample Screen. To print, select the print icon on the upper left corner.

Illinois State Board of Education  
 Data Analysis and Progress Reporting  
 100 North First Street  
 Springfield, IL 62777

**Physical Fitness Data**  
 School Fitness Summary for ██████ Middle School

	Aerobic capacity			Flexibility			Muscular Endurance			Muscular Strength		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Total Number of Students tested:	6	7	13	5	9	14	8	2	10	11	8	19
Total Number of Students achieving Healthy Fitness Zone:	4	3	7	4	3	7	1	1	2	8	5	13
Total Number of Students Need Improvement:	2	4	6	1	6	7	7	1	8	3	3	6

## Data Submission Hierarchy

When a **School Document Author** submits data:

only the **School Administrator**, **RCDT Document Author**, and **RCDT Administrator** will be able to enter or edit data.

When a **School Administrator** submits data:

only the **RCDT Administrator** will be able to enter or edit data.

When an **RCDT Document Author** submits data:

only the **RCDT Administrator** will be able to enter or edit data.

When an **RCDT Administrator** submits data:

none of the **School Document Authors**, **School Administrators**, **RCDT Document Authors**, or **RCDT Administrators** will be able to enter or edit data.

However, when any **School Administrator** or **RCDT Administrator** disapproves data and/or returns the data for correction, each of the four users (**School Document Author**, **School Administrator**, **RCDT Document Author**, and **RCDT Administrator**) will be able to enter or edit data.

If questions regarding accessing IWAS or Student Health Data: Physical Fitness System, please contact the ISBE Help Desk at (217) 558-3600.

If questions regarding physical fitness assessment requirements, please go to Q&A under QUICK LINKS at <https://www.isbe.net/EnhancedPhysicalEducation>