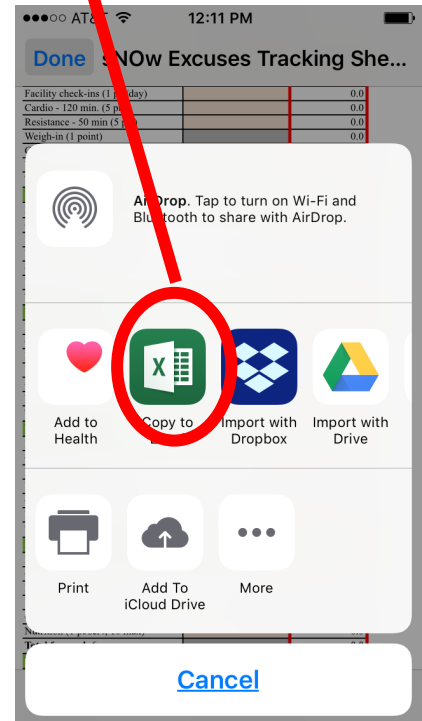
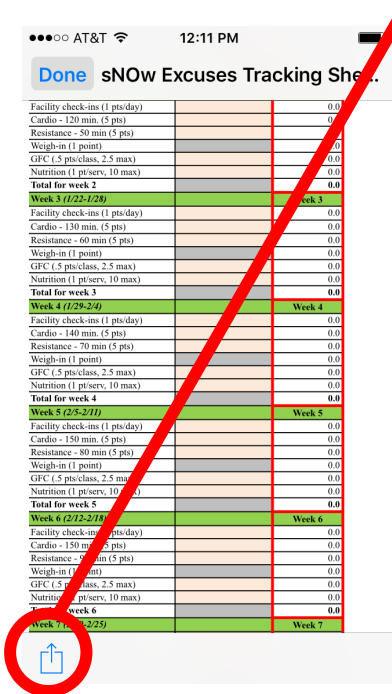


# Steps to save and edit your excel tracking sheet on your iPhone or iPad

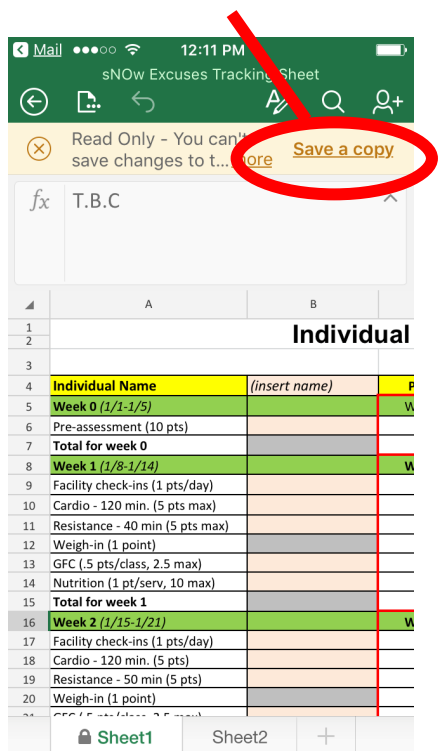


1. Download the Excel app in your App Store...it's FREE!
2. Open the excel document from your email and hit the square icon with arrow to open in excel

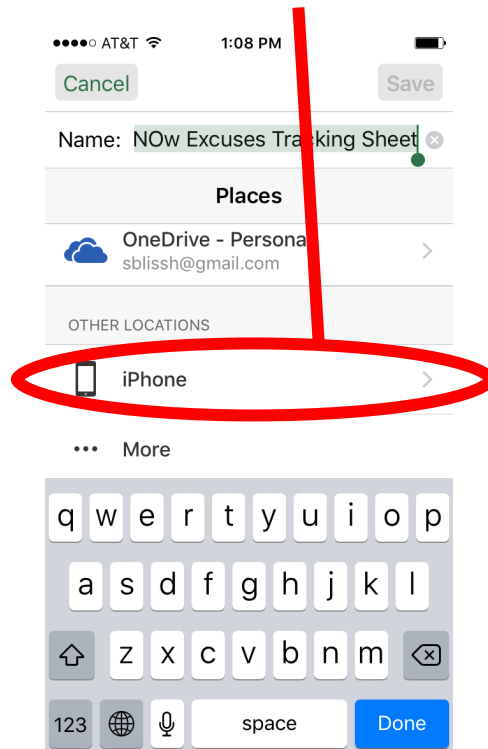
3. "Copy to Excel"



4. "Save a Copy"



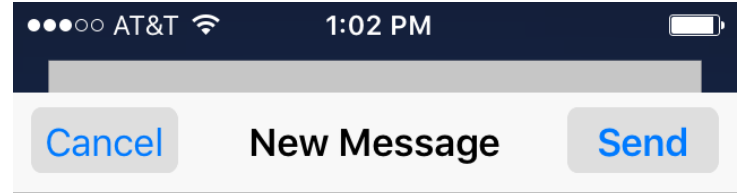
5. Save on "iPhone"



6. & 7. You can now make edits! Punch in all your weekly minutes and numbers.

Every Monday...starting Monday, January 21st you will JUST COPY and paste your weekly totals into an e-mail. DO NOT send me your entire excel document as I do not have time to open and close 50 excel documents :)

Individual Name	Sara	Points
<b>Week 0 (1/1-1/5)</b>		
Pre-assessment (10 pts)	10	10.0
<b>Total for week 0</b>		10.0
<b>Week 1 (1/8-1/14)</b>		
Facility check-ins (1 pts/day)	4	4.0
Cardio - 120 min. (5 pts max)	110	4.6
Resistance - 40 min (5 pts max)	30	3.8
Weigh-in (1 point)		1.0
GFC (.5 pts/class, 2.5 max)	2	1.0
Nutrition (1 pt/serv, 10 max)	10	10.0
<b>Total for week 1</b>		24.7
<b>Week 2 (1/15-1/21)</b>		
Facility check-ins (1 pts/day)		0.0
Cardio - 120 min. (5 pts)		0.0
Resistance - 50 min (5 pts)		0.0
Weigh-in (1 point)		0.0
GFC (.5 pts/class, 2.5 max)		0.0
Nutrition (1 pt/serv, 10 max)		0.0
<b>Total for week 2</b>		0.0
<b>Week 3 (1/22-1/28)</b>		
Facility check-ins (1 pts/day)		0.0
Cardio - 130 min. (5 pts)		0.0
Resistance - 60 min (5 pts)		0.0
Weigh-in (1 point)		0.0
GFC (.5 pts/class, 2.5 max)		0.0
Nutrition (1 pt/serv, 10 max)		0.0
<b>Total for week 3</b>		0.0
<b>Week 4 (1/29-2/4)</b>		
Facility check-ins (1 pts/day)		0.0
Cardio - 140 min. (5 pts)		0.0
Resistance - 70 min (5 pts)		0.0
Weigh-in (1 point)		0.0
GFC (.5 pts/class, 2.5 max)		0.0
Nutrition (1 pt/serv, 10 max)		0.0
<b>Total for week 4</b>		0.0
<b>Week 5 (2/5-2/11)</b>		
Facility check-ins (1 pts/day)		0.0



To: Sara Weidemann

Cc/Bcc, From: sblissh@gmail.com

Subject:

Week 1	
	4.0
	4.6
	3.8
	1.0
	1.0
	10.0
	24.3

Sent from my iPhone

This is a screen shot of the only thing I need.  
Send me the weekly points only :)

Note: now your excel document should be saved. Each time you open your Excel app you should now be able to go to “Recent” and open your tracking sheet from there.

