

PRESIDENTIAL FITNESS TEST

Department of War Administrator's Course

Standardize every event. Protect every participant. Validate every score.



01

Welcome & Program Overview

Objectives • purpose • participants • policy



By the end, you will be ready to...

- Explain the structure of the PFT
- Identify participant eligibility and create and approved test events
- Plan and resource a local PFT
- Prepare the testing location, staff, equipment, and participants
- Administer each event consistently
- Record participant results
- Use the Administrator's Guide
- Use the administrative portal and PFT application
- Issue certificates and optional awards



Your job is to deliver one consistent PFT

- Plan and resource PFTs at your installation
- Prepare the site, staff, equipment, and participants
- Administer each event using the approved directions
- Capture and validate complete, accurate results
- Recognize achievement, completion, and improvement



Your job is to deliver one consistent PFT

- Executive Order 14327 – President's Council on Sports, Fitness and Nutrition, and the reestablishment of the Presidential Fitness Test

“This is a wonderful tradition, and we’re bringing it back.”

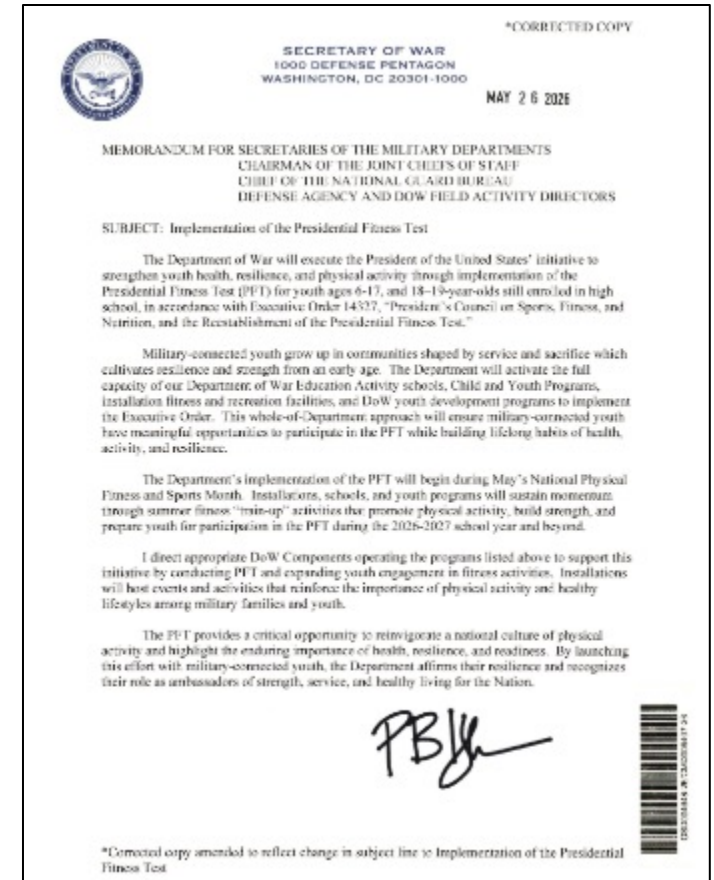
- President Donald J. Trump

- Encourage regular activity and support a broader culture of youth health and readiness
- Build confidence, resilience, and personal discipline
- Recognize achievement and improvement



The policy

- **SecWar Memo:** Implementation of the Presidential Fitness Test, 26 May 2026 – Directs Military Services to conduct the PFT
- **USW(P&R) Memo:** DoW Actions for the Presidential Fitness Test, 18 August 2026



The PFT motivates progress—not just top performance

- Military-connected youth ages 6–17, as well as students ages 18–19 who are still enrolled in high school, are eligible to participate in the 17+ category
- Testing likely will occur through your Child and Youth Programs, youth centers, teen centers, fitness programs, and at DoWEA schools, JROTC, Civil Air Patrol, Youth ChalleNGe, and other Service-designated military-connected youth programs



Testing requirements

One event in 2026; two annual events beginning in 2027 and thereafter



DoWEA SCHOOLS	Elementary Spring PE	Middle & High School End of each quarter or semester	<u>One</u> DoWEA test may count as <u>one</u> installation event
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FLEXIBILITY & EXCEPTIONS

- 1

Sites may adjust timing or add events for participation, local schedules, or seasonal conditions.
- 2

Only one DoWEA test counts toward an installation’s two-event annual requirement.
- 3

2026 pilot installations are exempt from an additional 2026 test.

DoWEA schools and installations

WHEN STUDENTS TEST

ELEMENTARY

Annual Spring cycle during regularly scheduled PE

MIDDLE + HIGH

End of a PE quarter or semester — Fall and Spring cycles

WHO PARTICIPATES

- Enrolled DoWEA students
- JROTC students are invited
- Homeschool students may participate by request

WHO COORDINATES

The DoWEA lead PE teacher and installation administrator coordinate outreach and de-conflict testing dates.

Offer two opportunities each year when possible

This improves access for middle and high school students who are not currently enrolled in PE.



Train-up activities

- Offer train-up activities between PFT cycles/tests.
- Train-up activities may include sports days, fitness challenges, group training, and family wellness activities.
- Activities may be part of regular programming or offered as additional events.
- After each PFT, review scores and help youth develop training plans and goals for the next cycle.
- Goals should support progress toward the Fitness Improvement Award.



02

Understand the PFT

- Components • choices • recognition • resource website



Every participant completes three measured components

Components

CORE & ABDOMINAL

Sit-ups in 60 seconds

Or

Plank until failure

UPPER BODY

Push-ups in 60 seconds

Or

Pull-ups/chin-ups until failure

CARDIO-RESPIRATORY

1-mile run

Or

20m Beep Test (Léger)

Test Offerings

Form expectations become more exact with age

AGES 6–9

Broad leniency when the movement is safe, purposeful, and resembles the intended pattern



AGES 10–12

Moderate adherence; minor deviations may count when safe and purposeful



AGES 13+

Increasingly consistent, accurate form; count repetitions meeting essential criteria



Sit-ups — 60 seconds

Measures core and abdominal strength

- Flat surface or mat; knees bent; arms crossed at shoulders
- Feet may be held by a partner or approved toe bar
- Count when both elbows contact thighs and shoulders return to surface
- Record valid repetitions completed in 60 seconds



Watch for

- Incomplete upper position
- Shoulders do not return
- Unauthorized foot support
- Momentum replaces the movement

Plank — until failure

Measures core and abdominal strength

- Forearms down; elbows beneath shoulders; body generally straight
- Begin timing only after the proper position is established
- Give standardized correction for minor position errors
- Stop for voluntary release, unresolved form failure, or safety concern
- Record minutes and seconds



Watch for

- Hips too high or sagging
- Knees touch down
- Hands or elbows move
- Body rests on mat

Push-ups — 60 seconds

Measures upper-body strength and endurance

- Use a flat, nonslip surface
- Confirm hand placement and straight body alignment
- Count full repetitions meeting depth and top-position standards
- Participant may rest only in the authorized up position
- Record valid repetitions completed in 60 seconds



Watch for

- Incomplete lowering
- No full return to top
- Hips sag or rise
- Knees touch when not authorized

Pull-ups / chin-ups — until failure

Measures upper-body strength and endurance

- Verify the bar is secure and the fall zone is clear
- Overhand (pull-up) or underhand (chin-up) grip is permitted
- Begin from the required hang; chin must clear the bar
- Return to arm extension under control
- Record valid repetitions



Watch for

- Chin does not clear bar
- No full extension
- Swinging, kipping, or kicking
- Contact with support structure
- Physical assistance

One-mile run — complete the distance

Measures cardio-respiratory fitness

- Use an accurately measured and clearly marked course
- Explain laps, route, finish procedure, and participant-number system
- Use enough timers and spotters to prevent lost times or lap errors
- Direct finishers immediately to cool-down and hydration
- Record minutes and seconds



Watch for

- Wrong lap count or wave
- Unclear course markings
- Timer matched to wrong participant
- Course cutting
- Minutes/seconds transposed

20m Beep Test (Léger) — until failure

Measures cardio-respiratory fitness

- Measure two turnaround lines exactly 20 meters apart
- Test audio volume and demonstrate line-touch/crossing standard
- Participant reaches the line before or by the signal
- Apply the approved missed-line rule consistently
- Record total completed shuttles



Watch for

- Incorrect distance
- Early departure
- Inaudible audio
- Inconsistent missed-line enforcement
- Level entered instead of shuttle count

Local sites choose what they can administer

- Must offer at least one (1) event in each component
- Base offerings on age, facilities, equipment, weather, staffing, space, and safety
- Announce/publish available events before registration
- When two (2) events are offered in a component, the participant selects one (1)
- Only one (1) official scored event per component; practice attempts are never recorded
- Avoid other fitness activities during the PFT – ok after the test is complete



Age-appropriate and alternate events preserve access

AGE-APPROPRIATE EVENTS

- Ages 6–8 may be offered the quarter-mile run
- Ages 9–10 may be offered the half-mile run
- Age-appropriate events support completion and improvement recognition awards, but participants are not eligible for the Presidential or National-level awards, at this time.

ALTERNATE EVENTS

- Approved alternate assessments support participants with disabilities
- Select the correct event type in the application; do not convert or improvise scores
- Alternate events support completion and improvement recognition awards, but participants are not eligible for the Presidential or National-level awards, at this time.

NOTE: Full listing of age-appropriate and alternate events can be found in the PFT Administrator’s manual

Four local decisions shape your PFT event

The PFT is designed to be flexible by location, facilities, equipment and participant mix.

1
AGE GROUPS

Recommended age groupings (6-9, 10-12, 13-16, 17+)

Will you offer the PFT for all ages or only specific ages?

2
SCHEDULE

Will you conduct your PFT all in one-day or different age groups over multi-days?

3
EVENT SELECTION

Based on available facilities (e.g. gym, track, stadium)

Available equipment (e.g. pull-up bars), and

Weather: (cold/hot climate, rainy season, snow, etc.)

4
EVENT SIZE

How large do you want your event to be?

Small: 15-30 participants to X-Large 150+ participants

Recognition supports achievement, completion, and growth

ACHIEVEMENT

Presidential Fitness Award
National Fitness Award



COMPLETION

Certificate of Completion
Complete all required
components in good faith



IMPROVEMENT

Fitness Improvement Award
Compare valid scores across
testing windows



NOTE: Additional Department of War recognition categories are coming soon.

Enhance the recognition (optional embossed seal)

- Installations may affix an optional gold foil sticker, which can be embossed with the seal of the President's Council on Sports, Fitness and Nutrition.



Optional
Custom Embosser
Staples
Item #: 521384
\$35.99 + tax and shipping

Email and digital recognition for immediacy

Participants with registered emails will get a congratulatory message and a social media badge for upload to their socials.

Subject: Congratulations on Completing the Presidential Fitness Test!

Dear [Participant Name],

Congratulations on completing the Presidential Fitness Test!

Today, you joined thousands of military-connected youth across the world who have challenged themselves to improve their physical fitness, demonstrate perseverance, and embrace a healthy lifestyle.

Whether you earned a Presidential Fitness Award, National Fitness Award, Fitness Improvement Award, or a Certificate of Completion, your achievement reflects your commitment to setting goals, working hard, and doing your best. Every participant who steps up to take the test has already taken the most important step—choosing to challenge themselves and invest in their health and fitness.

As a military-connected youth, you are part of a proud community known for resilience, adaptability, and strength. The habits you build through physical activity today will help you succeed both on and off the field, court, track, or playground.

Attached to this email, you will find:

- Your Presidential Fitness Test certificate
- A digital social media badge you can share with family and friends to celebrate your achievement



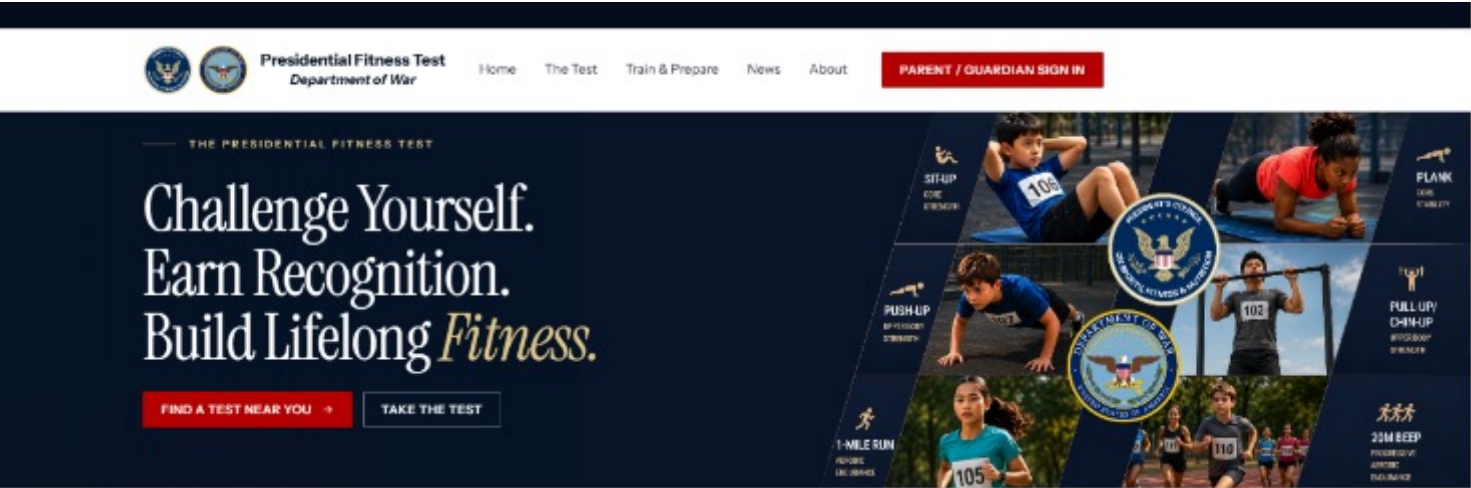
Awards and additional recognition (optional)

- Certificates and digital badges are automatically sent by email.
- Administrators may enhance local award distribution and recognition, based on conditions and funding.
- Options include distributing all or selected certificates, presenting certificates at an event or assembly, and providing additional awards at program expense.
- Medal and coin templates are available. The President's Council on Sports, Fitness and Nutrition seal may be used, but may not be altered.



Website and resources

Administrator’s Guide, videos, standards, certificates, templates and more are available at www.PresidentialFitnessTest.mil



— TRAIN & PREPARE —

Get ready for test day.

Training guides, forms, and nutrition resources to help participants prepare.

Training Resources

Administrator's Guide, videos, and fitness tips. Content coming soon.

Forms & Downloads

Liability waiver, score sheet, logos, and branding assets. Content coming soon.

Nutrition

Nutrition guidance for participants. Content coming soon.

★ PRESIDENTIAL COUNCIL ON SPORTS, FITNESS & NUTRITION ★

HIT YOUR FITNESS TARGETS

Find out what you need to earn the Presidential Physical Fitness Award.

ABOUT THE TEST

The Presidential Fitness Test provides students with clear, age-appropriate benchmarks that encourage them to build strength, endurance, and healthy habits while striving for personal improvement. The standards below are based on a combination of historical fitness benchmarks and additional fitness data, creating meaningful goals that are both challenging and achievable. Two levels of achievement—**Presidential** and **National**—recognize students who meet established fitness benchmarks, while all students who complete the test may receive a **Certificate of Participation**. Together, these recognition levels encourage students to set goals, track progress, and celebrate their accomplishments.

PICK YOUR AWARD LEVEL

PRESIDENTIAL TOP TIER	NATIONAL SOLID ACHIEVEMENT
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PICK YOUR GROUP

BOYS	GIRLS
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PICK YOUR AGE

6	7	8	9	10	11
12	13	14	15	16	17+

SHOWING PRESIDENTIAL TARGETS FOR BOYS, AGE 10 **8-10**

PFT calculator and other resources are available at www.whitehouse.gov/fitness

03

Plan the event

Roles • timeline • event plan • communications • contingencies



Clear roles prevent gaps on test day

ADMINISTRATOR

- ✓ **Overall authority for creating & hosting the event**
- ✓ Approves the PFT event plan
- ✓ Ensures PFT event complies with the DoW PFT Administrator's Manual
- ✓ Creates and posts the event in the PFT Admin Portal
- ✓ Selects events to be offered – ensures at least one event is offered in each required component
- ✓ Adds proctors to the mobile app for scoring
- ✓ Reviews results and closes the test
- ✓ Trains and supervises PFT & proctors
- ✓ Ensures certificates and awards (if provided) are issued
- ✓ Manages incidents and deviations
- ✓ Reports issues and lessons learned

PROCTOR(S)

Supports the Administrator primarily by recording scores in the mobile application.

Proctors may also be used to:

- ✓ Demonstrate movements
- ✓ Monitor form
- ✓ Count repetitions, laps, and time events

SPOTTER(S)

These individuals are non-scoring, support staff. They can also assist in:

- ✓ Demonstrating movements
- ✓ Monitoring form
- ✓ Count repetitions or laps, and time events
- ✓ Assist in identifying finishers
- ✓ Assist with event flow
- ✓ Assist as needed with overall PFT execution

OTHER ROLES (AS NEEDED):

- Site lead
- Station lead
- Registration/check-in
- Safety
- Medical

Typical Administrators

Child & Youth Programs director, MWR director, Fitness Center director, or designees, JROTC instructor, Civil Air Patrol Cadet Programs Senior Member, National Guard ChalleNGe coordinator, or others as determined by their military service.

Match staffing to group complexity

- Baseline: 1 administrator/proctor per 10–15 participants when staff know the group and transitions are controlled
- Unknown or mixed groups: 1 per 6–10 participants
- High-structure events: 1 administrator per station plus 1–2 proctors per 50 participants
- Add registration staff, station leads, transition controllers, and a safety/medical POC for larger event.
- High staff events include the plank, 1-mile run, and beep test.

Build backward from test day (for installations, CYP and fitness centers)

60-90 DAYS

- ✓ Identify the sponsoring organization
- ✓ Appoint the event administrator
- ✓ Select the proposed date and alternate date
- ✓ Identify the participant population
- ✓ Estimate capacity (e.g. how many participants you can accommodate)
- ✓ Reserve the location
- ✓ Determine which events will be offered
- ✓ Identify medical, safety, and emergency-support requirements
- ✓ Begin coordination with schools, youth programs, and installation partners, as necessary

30-60 DAYS

- ✓ Create and publish the event in the administrative portal
- ✓ Recruit test proctors and event volunteers
- ✓ Confirm equipment availability
- ✓ Develop the site layout and flow
- ✓ Coordinate public affairs support when applicable
- ✓ Establish parent or guardian communication requirements
- ✓ Confirm information-technology and connectivity requirements

14-30 DAYS

- ✓ Review participant registration
- ✓ Identify participants requiring accommodations.
- ✓ Finalize staffing
- ✓ Conduct a site survey
- ✓ Verify course distances and station capacity
- ✓ Confirm emergency procedures
- ✓ Prepare mobile devices, score charts, signs, score sheets, and supporting materials
- ✓ Conduct proctor training

24-48 HOURS

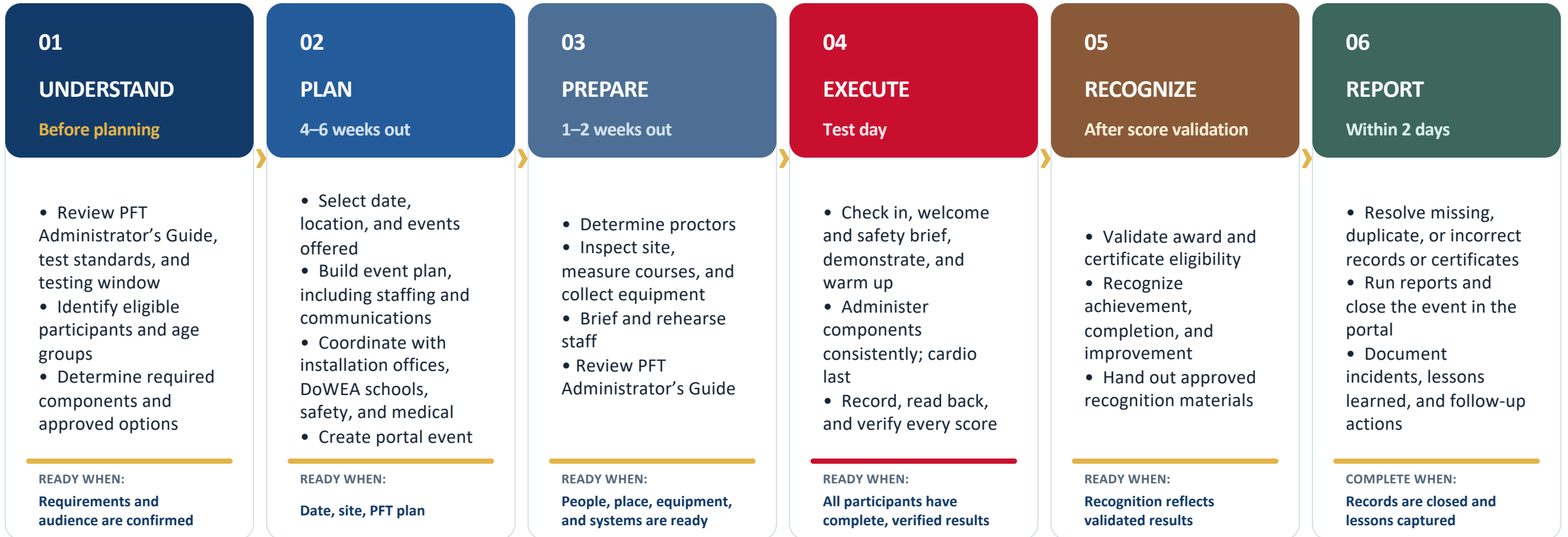
- ✓ Review weather and environmental conditions
- ✓ Confirm the final roster
- ✓ Verify participants
- ✓ Charge mobile devices
- ✓ Confirm arrival times and staff assignments
- ✓ Conduct a final synchronization meeting

TEST DAY

- ✓ Inspect site
- ✓ Confirm weather
- ✓ Set-up check-in, hydration, and snack table (if applicable)
- ✓ Assemble equipment
- ✓ Test audio (Beep test)
- ✓ Verify contingency plan
- ✓ Brief staff/proctors
- ✓ Execute PFT
- ✓ Validate (huddle with proctors)
- ✓ Recognize participants
- ✓ Close out

Plan every event through six deliberate phases

Use the lifecycle as a working guide—from understanding the PFT through event closeout.



Key considerations

- Provide sufficient space for every event offered and clear separation between active and waiting participants
 - It's ok to move from one venue to another (e.g. school gym to the track).
- Confirm water, restrooms, first aid, emergency access, and shade or indoor contingency
- Use a measured route or track for runs; use a flat lane measured exactly 20 meters for the Beep Test
- Plan for heat, cold, lightning, poor air quality, equipment failure, staffing shortfalls, and connectivity loss



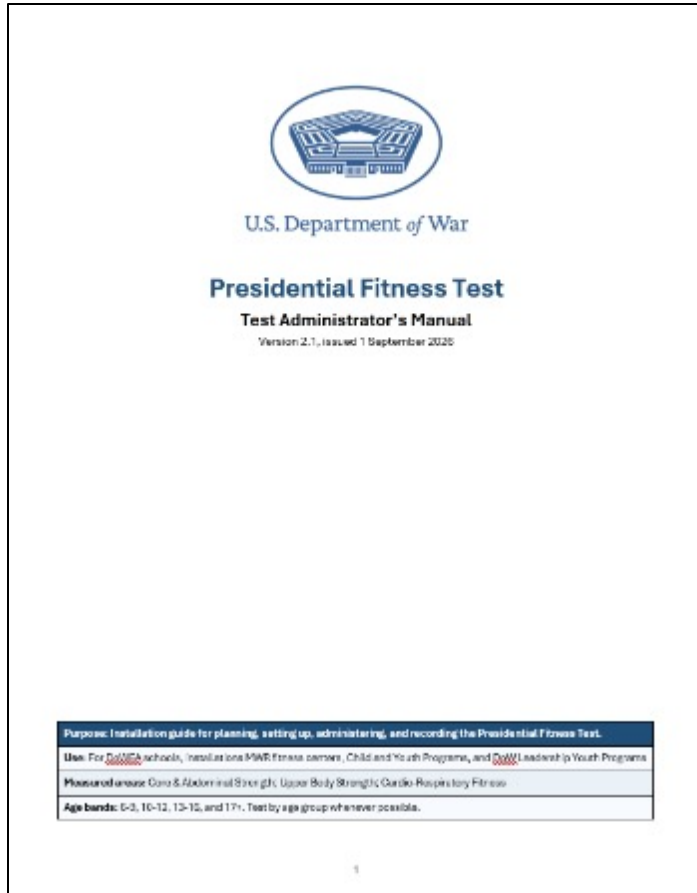
04

Execute consistently

Administrator's manual • equipment • flow •
check-in • warm-up • transitions



PFT Administrator's Manual



- Use the PFT Administrator's Manual for instructions and ensure you demonstrate before testing
- Confirm understanding; use consistent start and stop commands, "ready, begin."

Read-aloud script

Push-ups

READ-ALoud SCRIPT: "THE PUSH-UP MEASURES UPPER-BODY MUSCULAR STRENGTH AND ENDURANCE. TO BEGIN, ASSUME THE FRONT-LEANING REST POSITION WITH YOUR HANDS PLACED SLIGHTLY WIDER THAN SHOULDER-WIDTH APART. YOUR ARMS SHOULD BE FULLY EXTENDED, AND YOUR BODY SHOULD FORM A STRAIGHT LINE FROM YOUR SHOULDERS THROUGH YOUR HIPS AND ANKLES.

YOUR FEET MAY BE TOGETHER OR UP TO 12 INCHES APART.

WHEN INSTRUCTED TO BEGIN, LOWER YOUR BODY UNTIL YOUR ELBOWS REACH APPROXIMATELY 90 DEGREES, OR YOUR UPPER ARMS ARE PARALLEL TO THE GROUND.

What to watch for

Examples of improper form include:

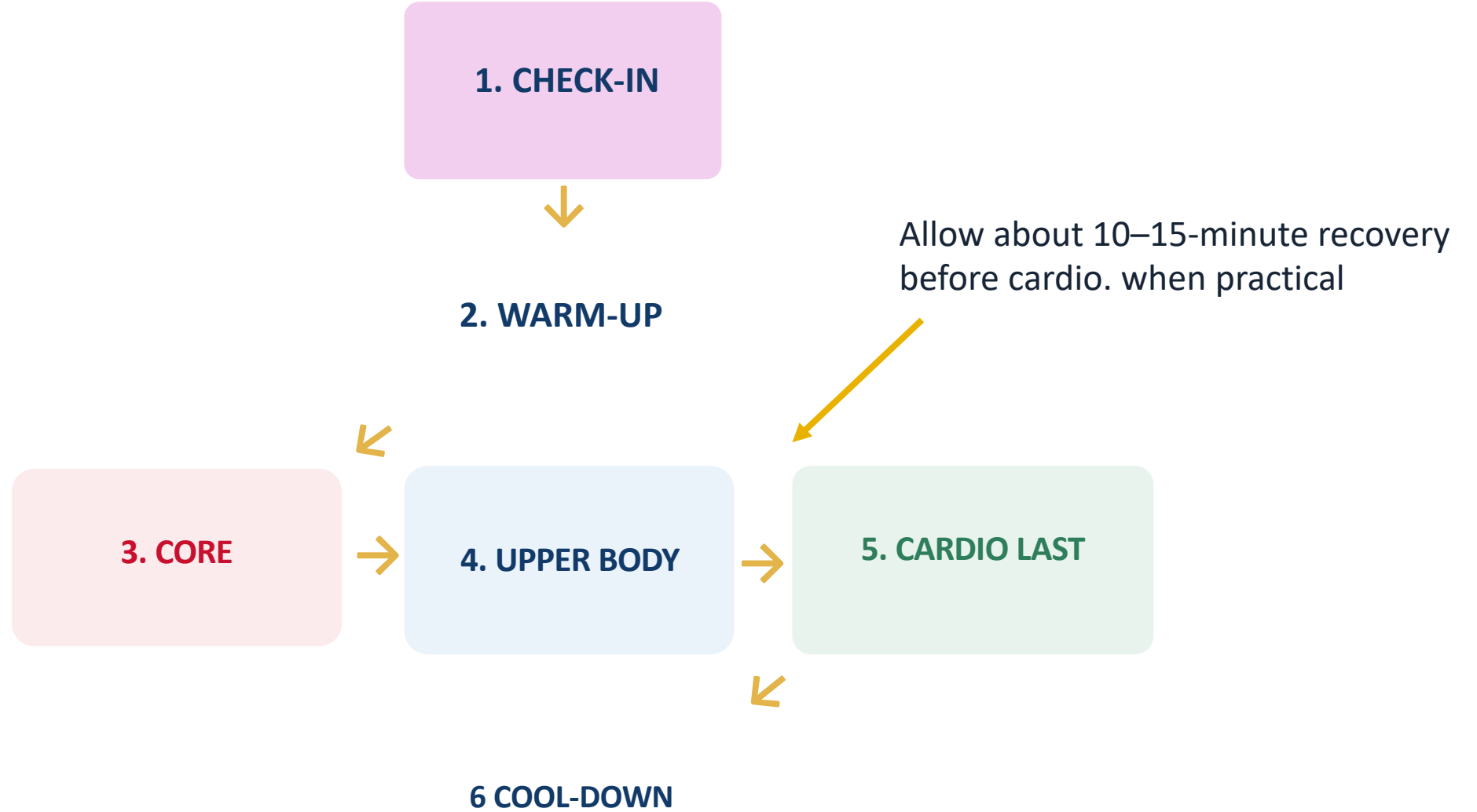
- Failing to lower the body sufficiently
- Failing to fully extend the elbows at the top of the repetition
- Sagging the hips below the line of the body
- Raising the hips excessively, or resting on the ground

The pre-PFT sequence locks in consistency

- Brief staff on responsibilities, participant flow, safety triggers, score entry, and contingency procedures
- Rehearse each station: Demonstration, commands, valid repetition, correction cue, stop condition, and score confirmation
- Check in against the age band, roster, participant ID (bib #); resolve identity or demographic errors before testing
- Conduct safety screening, participant briefing, warm-up, and final application readiness check



PFT flow



Use a short warm-up that prepares without fatiguing

2 min

Easy jog or brisk walk

10 each

Arm circles

20–30 sec

High knees or marching

10 each

Leg swings or quad stretch

15–20 sec

Hamstring reach

5 each

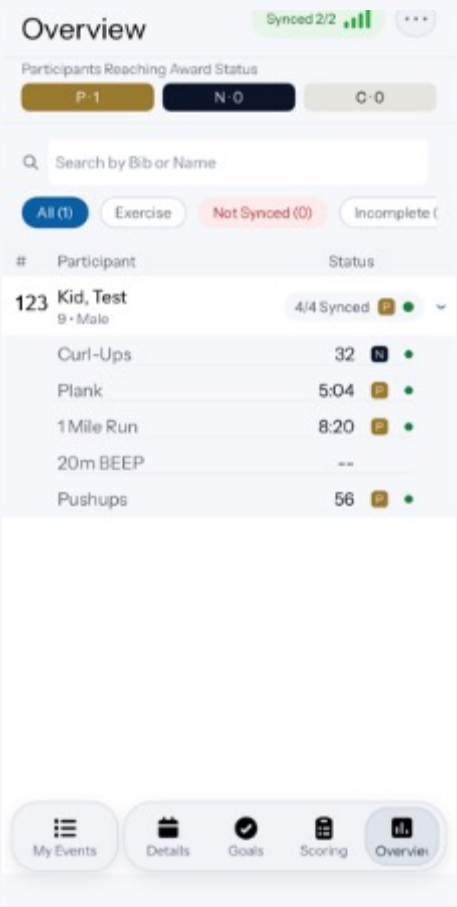
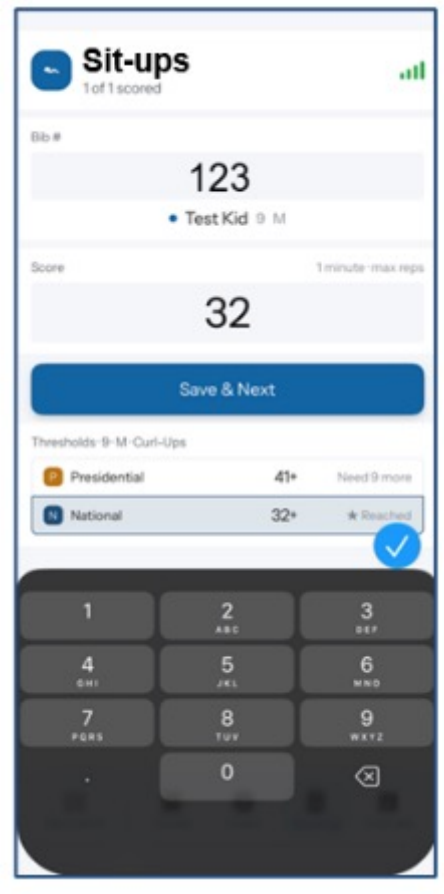
Lunge with torso twist

Control transitions as deliberately as the test

- Clearly identify stations
- Start groups at assigned stations and hold them until the next station is ready
- Use transition controllers for large or mixed groups
- Keep waiting participants outside scoring and running area
- Build recovery before the cardio event
- Avoid excessive waiting in heat or cold
- Separate participants who have completed testing from those still testing



The mobile app captures the official result



Every score has a specific format

Sit-ups	Count in 60 sec	42
Plank	MM:SS until failure	1:29
Push-ups	Count in 60 sec	50
Pull-ups/chin-ups	Count until failure	11
1-mile run	MM:SS	6:17
20m Beep Test	Completed shuttles	46

Equipment needs

- ✓ **Administrative:** Charged mobile devices, ensure participant numbers, station signs, back-up score sheets
- ✓ **Timing:** Stopwatches, whistles, lap counters, visible clocks/timer
- ✓ **Strength:** Mats as needed, approved toe bar, stable pull-up/chin-up bar, step-stool
- ✓ **Cardio:** Measured route, cones/tape, loudspeaker, approved Beep Test audio
- ✓ **Safety:** Water, first aid kit, emergency procedures, weather monitoring (particularly for Red Flag Warning), liability waiver (if required)

Quality control happens in real time and at closeout

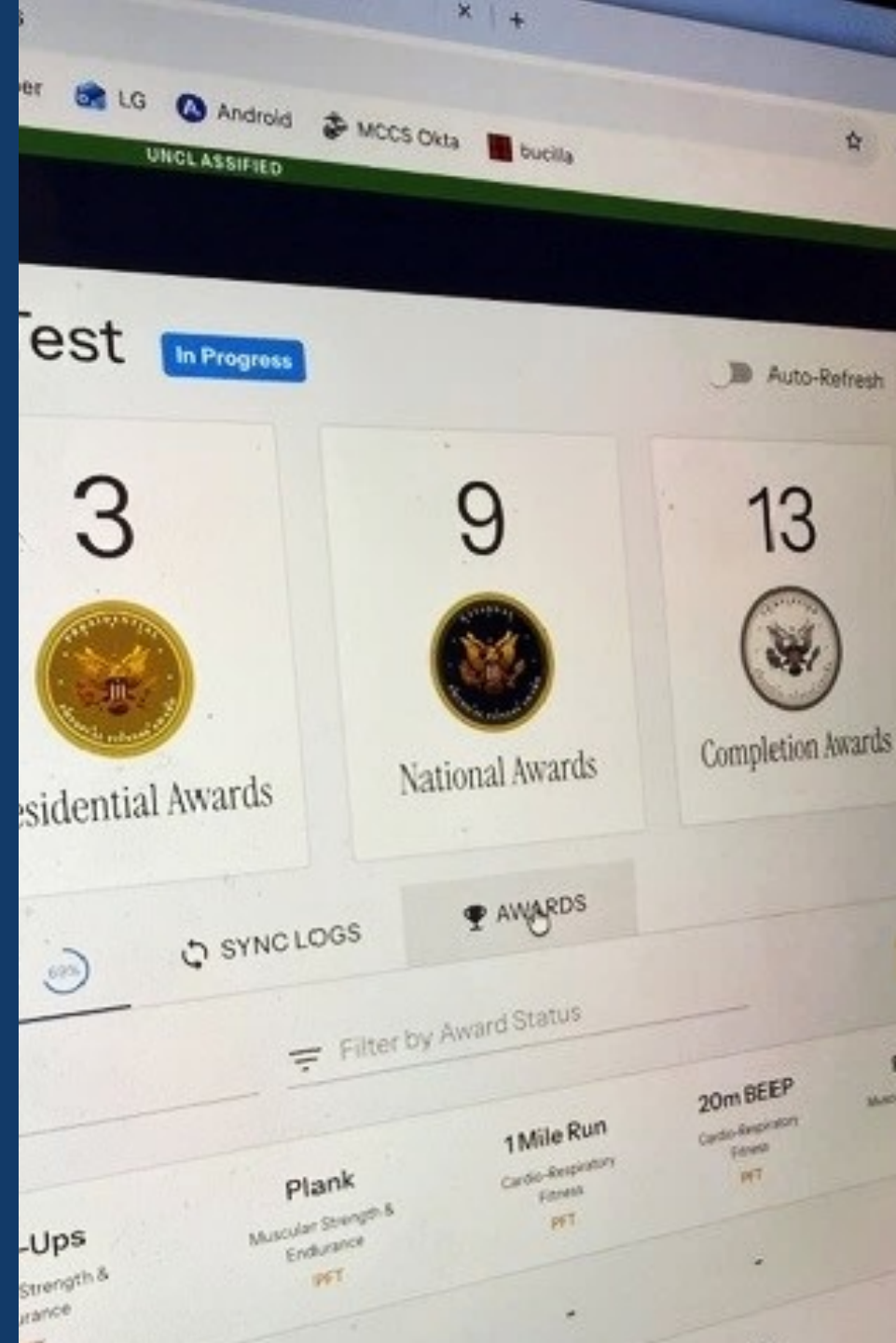
- Read back participant number, event, and score before entry: “Number 14, push-ups, 22”
- Verify the correct participant and event before saving
- Administrator monitors completion and anomalies in the portal during testing
- Before release, confirm one score exists for every required component
- Resolve missing, duplicate, implausible, or mismatched entries using the approved correction process
- Enter scores into the Admin Portal immediately following the event when paper is used – All scores MUST be in the app or the test didn’t happen.



05

PFT Administrative Portal

Digital platform • access • organization • events
& rosters • results



Enterprise Digital Platform

The PFT digital platform consist of four components all interconnected. This ensures each user gets a purpose-built experience:

1. Public gets a simple informational site
2. Participants get a mobile friendly portal
3. Administrators get a full-featured operational too, and
4. Proctors get a field-ready mobile application with offline capability

1 Public Website

Informational site for program visibility, fitness standards, and event schedules. Unauthenticated access for the general public.

2 Participant Portal

Authenticated web application for service members to view upcoming tests, register for an event, access historical scores, download certificates, and manage their fitness profile.

3 Administrator Portal

Authenticated web application for program administrators to manage events, configure test events, review submitted results, and generate compliance reports scoped by organizational hierarchy.

4 Proctor Mobile App

Native iOS/Android application enabling proctors to record scores at the point of test using store-and-forward architecture for offline environments. Syncs validated results when connectivity is restored.

Portal access belongs to administrators—not proctors

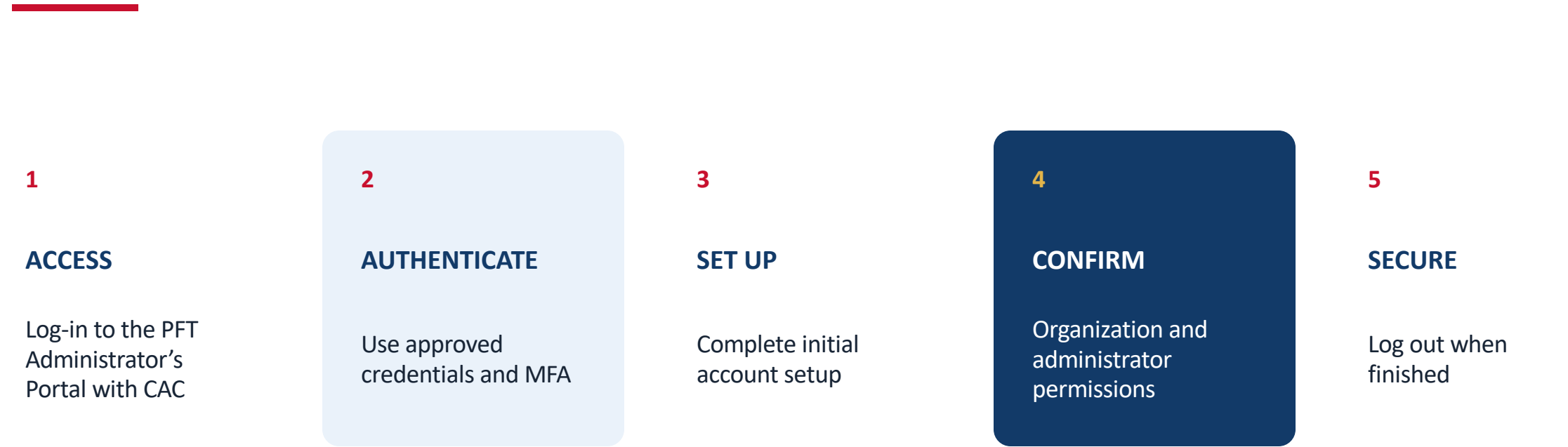
PORTAL ACCESS (CAC enabled)

- DoWEA lead PE teachers
- Installation administrators, which typically include designated staff from CYP, Fitness Centers, and MWR programs
- Other users as approved by the Military Service

PROCTORS (no CAC required)

- Access is provided by the Administrator
- Do not receive Administrative Portal access
- Use only the mobile scoring application for their assigned PFT events
- Enter scores for their event

Verify identity, organization, and role at sign-in

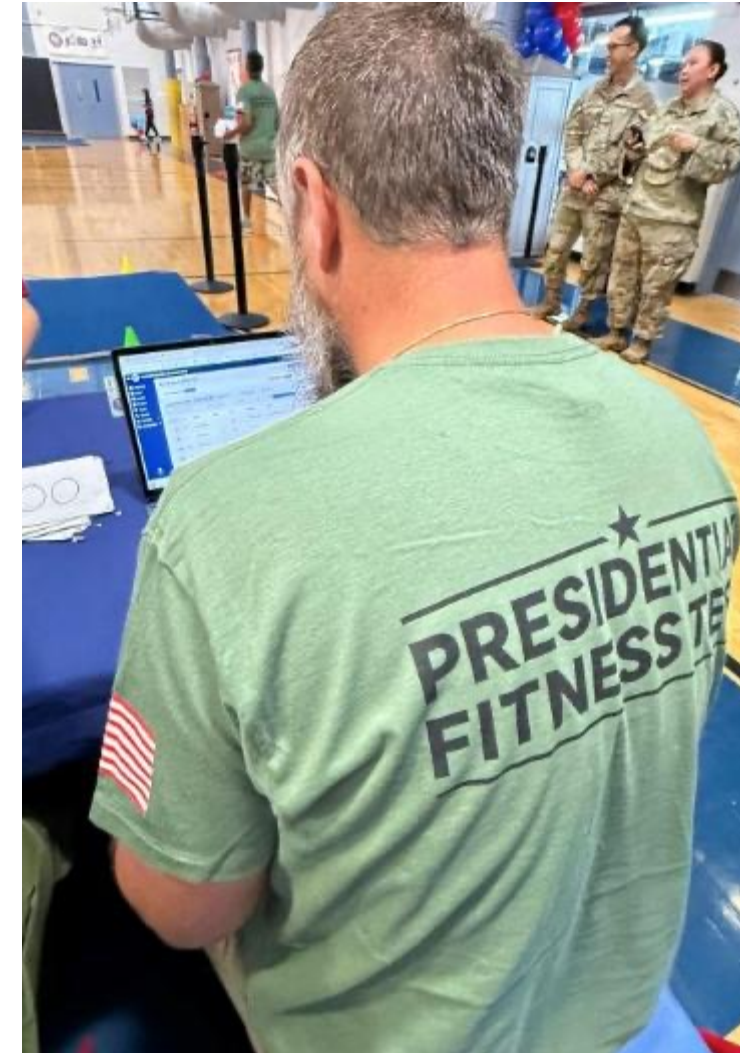


ACCESS GOVERNANCE

- Request access through the approved process (Military Service specific)
- Military service validates need and organization assignment
- Remove or transfer access when duties change

Admin portal: Real-time event execution

- View testing activity, scores, achievements, and incomplete attempts in real time.
- Automatically validate award eligibility, including eligibility for the Fitness Improvement Award based on previous test results.
- Automatically generate congratulatory messages, certificates, and digital badges for distribution to participants' email addresses.
- Confirm that each participant has a recorded result for every required measured component.
- Close the event in the portal
- View results and run reports



Start with the organization responsible for the event

UNCLASSIFIED

Presidential Fitness Test | Administration Portal
Department of War

johnandfrankie-solutions.com

Tenants

Search

Name	Description	Event Locations
> Coast Guard		78
> Navy		61
▼ Marine Corps		22
▼ Marine Corps Installations East		
Bisbee Island Command		
Marine Corps Air Station Beaufort		
Marine Corps Air Station Cherry Point		
Marine Corps Air Station New River		
Marine Corps Base Camp Lejeune		
Marine Corps Logistics Base Albany		
Marine Corps Recruit Depot Parris Island		
▼ Marine Corps Installations National Capital Region		
Henderson Hall		
Marine Barracks Washington		
Marine Corps Base Quantico		
▼ Marine Corps Installations Pacific		
Marine Corps Base Camp Blaz		

ORGANIZATION CHECK

- Locate the Service, installation, DoWEA school, or organization
- Confirm organization information
- View subordinate organizations (if applicable)
- Add or update authorized installation administrators
- Correct organization-level information.
- Identify the organization responsible for the event

Wrong organization = wrong access, roster, and reports

Build the event and publish to the website

Create an Event

General Information

Title*

Date* Time* Time zone* (UTC-04:00) America/New...

Registration Window Allow online registration

Registration Start Date Registration End Date

Location & Venue

Host location* Select Host Location

Venue Name*

Address*

Line 2

City* State* Postal Code*

Test Setup

Min Participants* Max Participants*

CANCEL SAVE

REQUIRED SETUP

Identity & schedule

Name • sponsor • date/time • location • point of contact

Registration

Window • capacity • age groups • special instructions

Test design

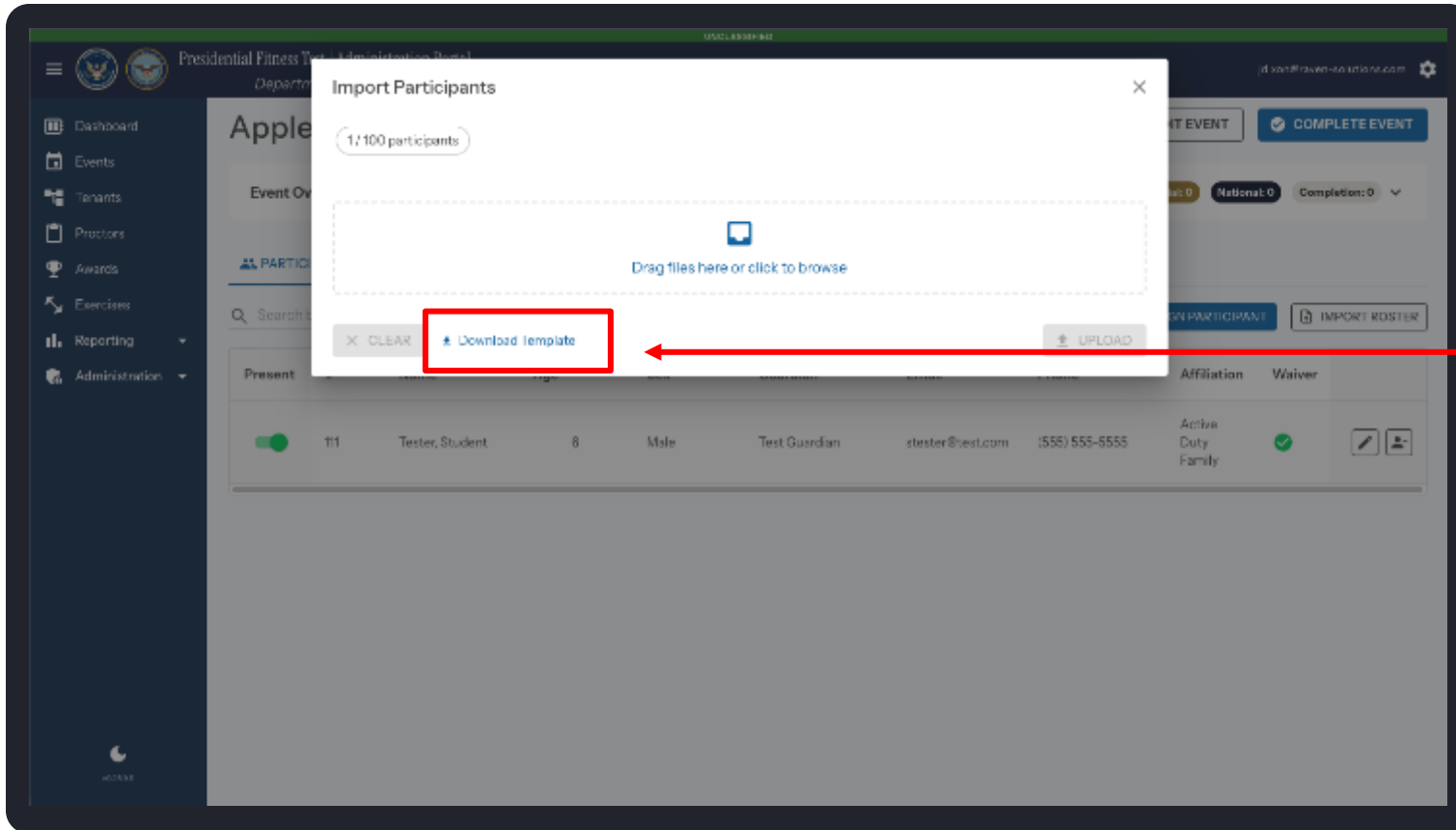
Events offered • accommodations • event status

STATUS CONTROLS

Draft → Published → Registration Period → Closed → Completed

Cancelled ends the event without completion.

Participants via registration, manual or Excel template



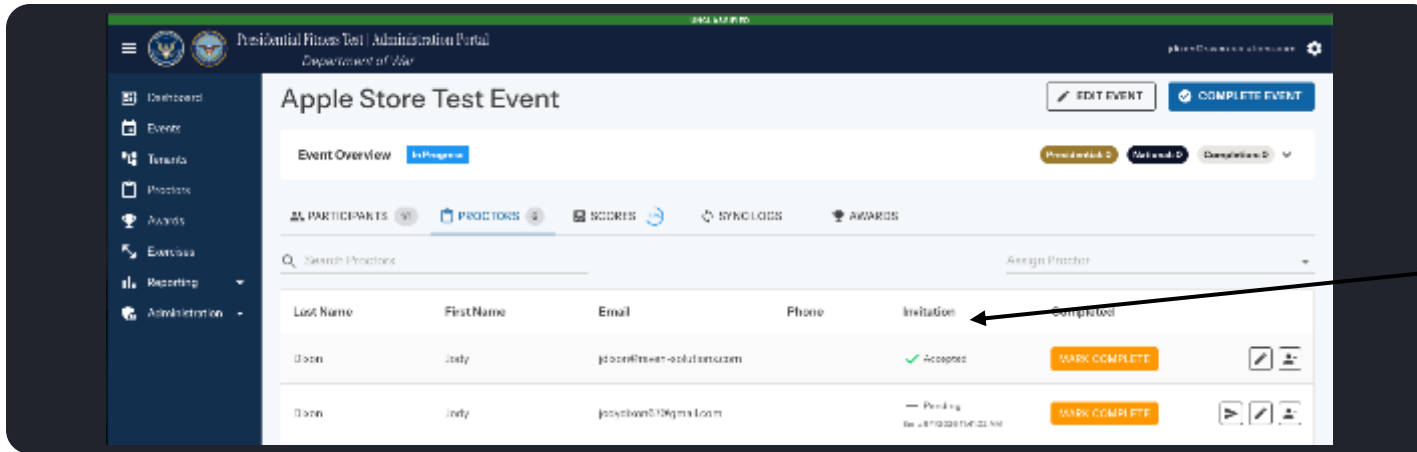
Participants can be added to your PFT:

- By registering for the PFT online
- Manually added in by the Administrator or during check-in (e.g. a walk-up participant)
- Upload a roster using the approved Excel template (e.g. summer camp roster)

NOTE: Don't modify the Excel template as the system is designed to recognize the template layout.

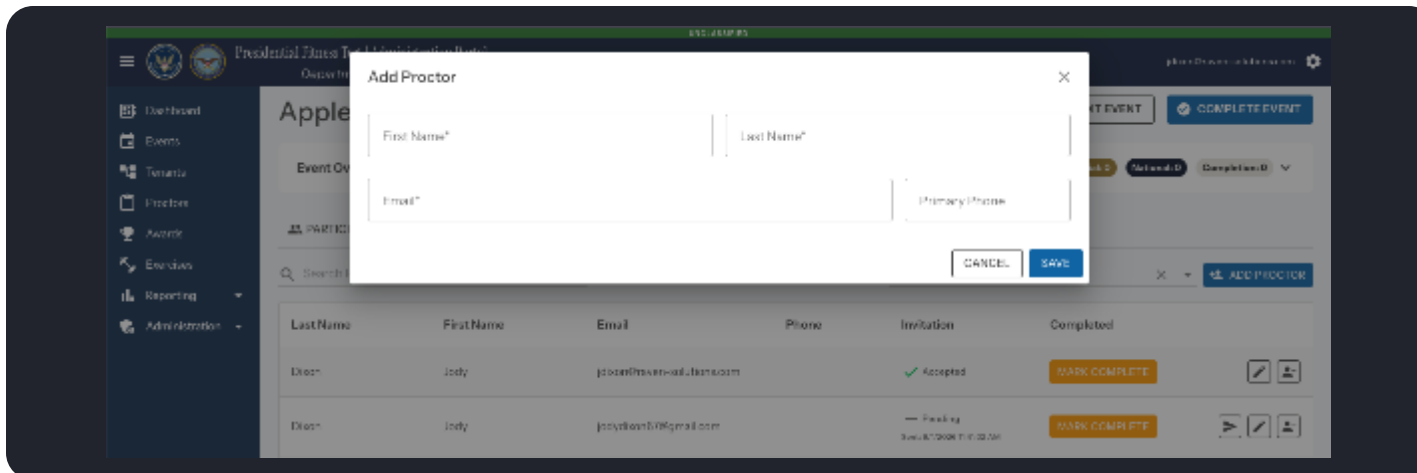
Protect participant PII throughout download, handling, and storage.

Administrators assign proctors



ADMINISTRATOR ACTIONS

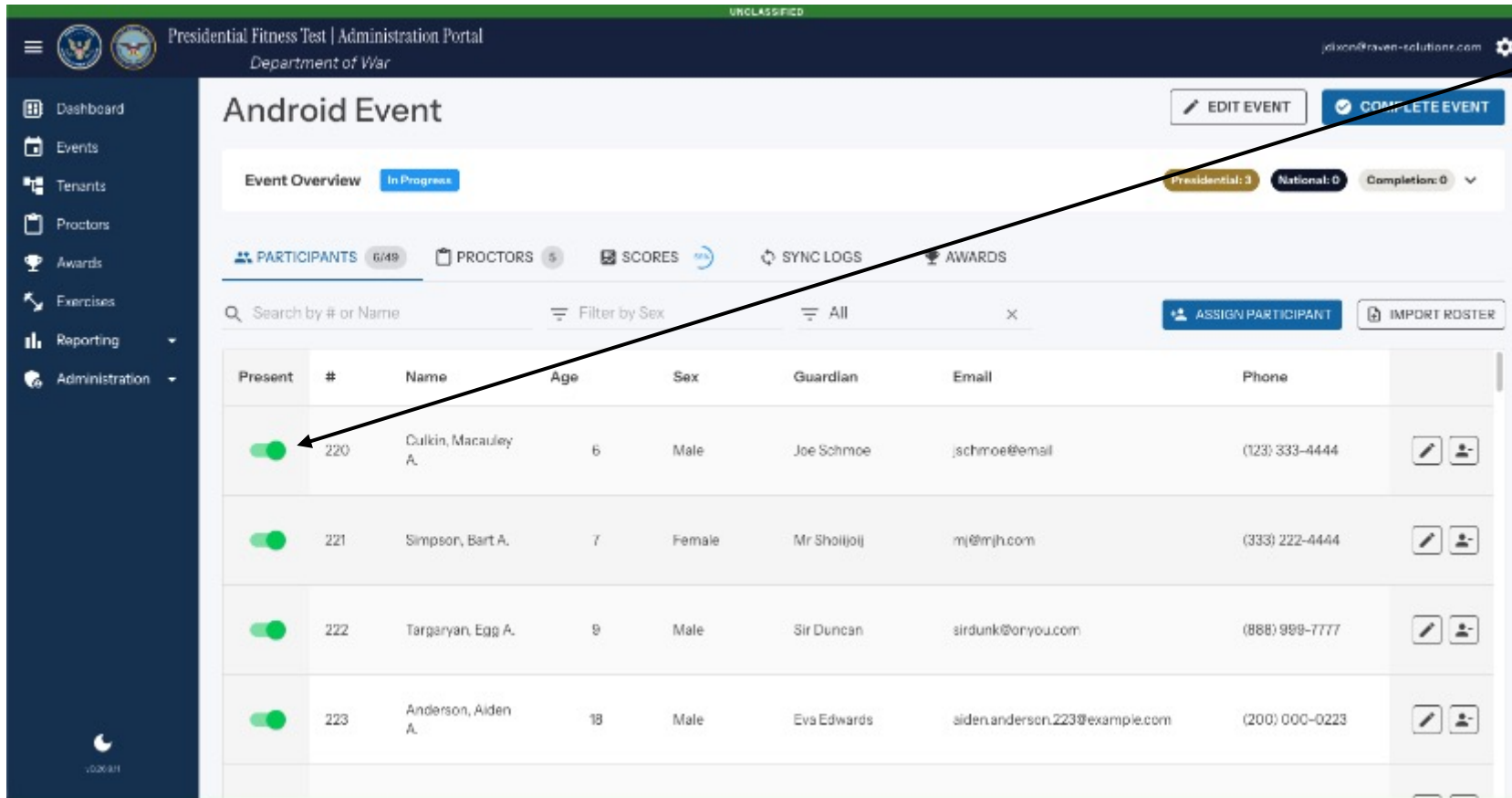
- Add event-level proctors
- Easy and quick to add staff, teachers, parents, military members, etc.
- Will indicate if invite has been accepted or is pending.



IMPORTANT

Adding a proctor to an event does not grant Administrative Portal access. It is event specific.

Check-in participants for your event



The screenshot shows the 'Android Event' page in the Presidential Fitness Test Administration Portal. The page has a sidebar with navigation links: Dashboard, Events, Tenants, Proctors, Awards, Exercises, Reporting, and Administration. The main content area shows the event overview with buttons for 'EDIT EVENT' and 'COMPLETE EVENT'. Below this, there are tabs for 'PARTICIPANTS' (6/49), 'PROCTORS' (5), 'SCORES' (50%), 'SYNC LOGS', and 'AWARDS'. A search bar and filter options are present. The main table lists participants with columns: Present, #, Name, Age, Sex, Guardian, Email, and Phone. The first participant, Culin, Macauley A., has their 'Present' toggle switch turned on (green). An arrow points to this toggle switch.

Present	#	Name	Age	Sex	Guardian	Email	Phone
☒	220	Culin, Macauley A.	6	Male	Joe Schmoie	j.schmoie@email	(123) 333-4444
☒	221	Simpson, Bart A.	7	Female	Mr Sholljoli	mj@mjh.com	(333) 222-4444
☒	222	Targaryan, Egg A.	9	Male	Sir Duncan	sir.dunk@onyou.com	(888) 999-7777
☒	223	Anderson, Aiden A.	18	Male	Eva Edwards	aiden.anderson.223@example.com	(200) 000-0223

PRESENT TOGGLE

- ✓ As participants arrive and check-in, toggle the <present> button.
- ✓ During your test, the administrator and proctors will only see participants that are taking the PFT.
- ✓ This will allow the administrator to see if any participants didn't complete a test.

Review completeness and validation before finalizing results

Presidential Fitness Test | Administration Portal

Department of War

jdixon@raven-solutions.com

Dashboard

Events

Tenants

Proctors

Awards

Exercises

Reporting

Administration

Event Overview

In Progress

DoWEA / Americas / Southeast / Test School A

TEST SITE

TEST

TEST, California 92127

Aug 27, 2026 - 8:00 AM EDT

Registration Open

Registered: 50 (expecting 0 - 100 participants)

Plank, Sit-Ups, Pull-Ups/Chin-Ups, Push-Ups, 1 Mile Run, 20m BEEP

6 - 9, 10 - 12, 13 - 16, 17+

1

Presidential Awards

1

National Awards

1

Completion Awards

PARTICIPANTS

41/50

PROCTORS

7

SCORES

SYNC LOGS

AWARDS

Search by # or Name

Filter by Sex

Present

Filter by Award Status

MANUAL SCORE ENTRY

IMPORT SCORES

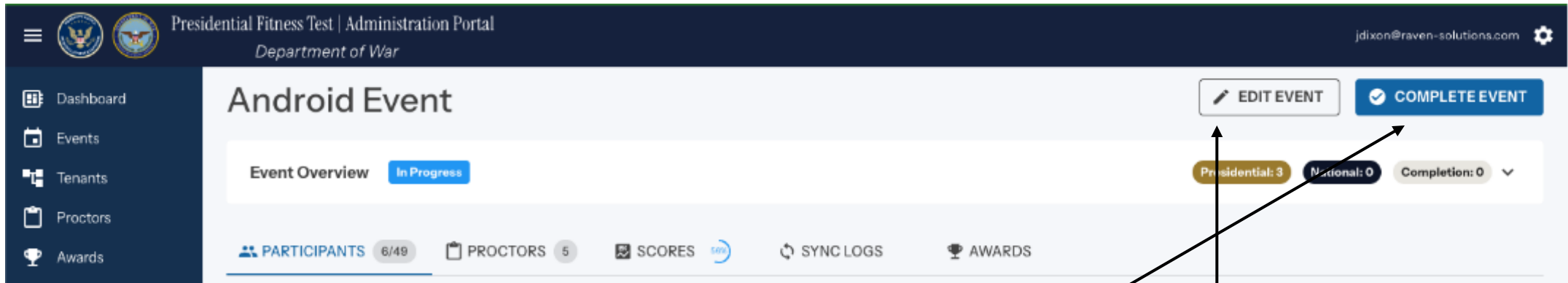
#	Name	Age	Sex	Sit-Ups Muscular Strength & Endurance PFT	Plank Muscular Strength & Endurance PFT	Push-Ups Muscular Power & Bone Health PFT	Pull-Ups/Chin-Ups Muscular Power & Bone Health PFT	1 Mile Run Cardio-Respiratory Fitness PFT	20m BEEP Cardio-Respiratory Fitness PFT	Awards Status
100	Kid, Test	10	Male	34 C	-	56 P	-	8:20 N	-	Completed
220	Culkin, Macaulay A.	6	Male	-	4:00 P	-	12 P	-	82 P	Presidential
221	Simpson, Bart A.	7	Female	36 P	-	15 P	-	-	24 N	National
220	Gonzalez, Rebekah	6	Female	-	4:00 P	-	12 P	-	-	

REVIEW SEQUENCE

- 1 Monitor event in real-time
- 2 Ability to identify missing scores
- 3 Filter by group, event, or award level
- 4 Open participant records
- 5 Real-time award recognition
- 6 Review and close event

After closing event, auto-message, certificates and badges emailed to participants.

Complete “close-out” your event



COMPLETE EVENT

- After Administrators have synced with their proctors
- Ensured all participants have been tested
- Reviewed results
- Click <COMPLETE EVENT> to close out your PFT
- This will automatically generate the congratulant emails, awards and digital badges

NOTE: After an event is completed, if there is an error, the Administrator can <EDIT EVENT>. Any updates that change results and recognition will be automatically updated and emailed to the participant.

Route issues to the level that can resolve them

LOCAL USER	Sign-in steps • browser/device • correct organization selection
SERVICE ADMIN	Role approval • access transfer/removal • hierarchy and permissions
POLICY	Eligibility • approved events • accommodations • record-retention decisions
HELP DESK	Outage • application defect • failed upload • unresolved technical error

06

PFT Application

Application interface • scores • synchronization •
paper records



Six proctor actions carry every score from event to recognition



For every participant, verify identity, ID#, event, & score

1. DOWNLOAD: Download app and enter invitation code

**PRESIDENT'S COUNCIL
ON SPORTS, FITNESS & NUTRITION**

Enter Invitation Code

Enter your PFT Proctor Invitation Code from your email to add the event to this device.

Email address
email address

6-character invitation code

Accept Invitation



STEPS

1. Download or open the current PFT App from the Apple Store or Google Play Store
2. Sign in using your email and the invitation code emailed to you from your Administrator
3. You are now added to the PFT event

2. SELECT: Select your PFT event



CONFIRM BEFORE SELECTING

1. Event name, date, and location
2. Participant age groups
3. PFT tests

The event screen should match the administrator’s test-day briefing.

3. IDENTIFY: Use a three-point identity check before entering score

1

FIND

- Search by:
 - Participant ID number, or
 - Name

2

MATCH

- Confirm participant number,
- Selected event choice, and
- Enter result/score.

3

RESOLVE

- Be cognizant of similar-names
- Accidental input of wrong participant number
- Flag incorrect participant information to the Administrator

4. ENTER: Enter the score using the correct event and unit

The screenshot shows the 'Sit-ups' screen in the PFT application. At the top, it says 'Sit-ups' and '1 of 1 scored'. Below this is a 'Bib #' field with the value '123'. Underneath is a participant name and age: 'TestKid 9 M'. The 'Score' field shows '32' with a note '1 minute max reps'. A blue 'Save & Next' button is below the score. At the bottom, there are 'Thresholds 9-M Curl-Ups' for 'Presidential' (41+, need 9 more) and 'National' (32+, Reached). A numeric keypad is visible at the very bottom of the screen. Numbered arrows point from the text on the right to the following elements: 1. 'Sit-ups' header, 2. 'Bib #' field, 3. 'TestKid 9 M' text, 4. 'Score' field, 5. 'Save & Next' button, and 6. 'National' threshold.

SCORE ENTRY

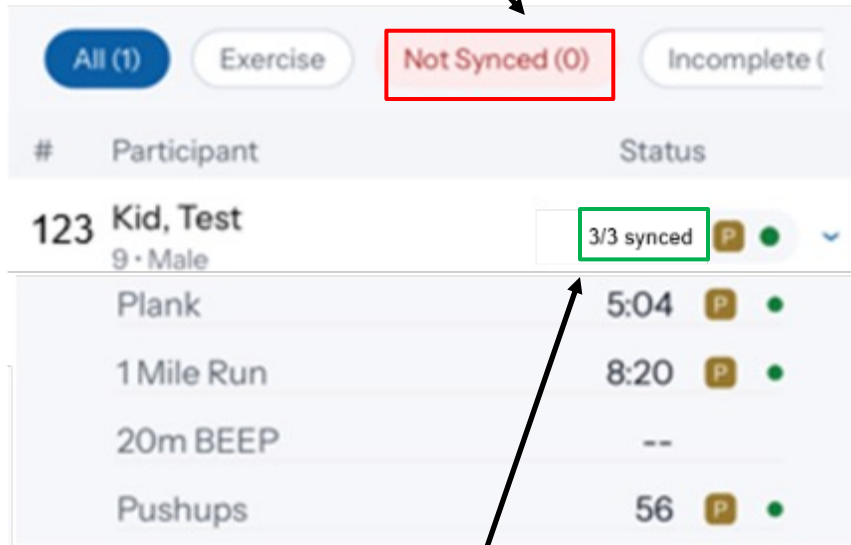
1. Select the correct event
2. Enter participant ID (bib #)
3. Verify name and age
4. Tell the participant the Presidential and National Standards to meet
5. Enter repetitions, minutes : seconds, duration, or shuttles
 - Use the approved unit shown in the application
6. Click <Save & Next> for the next participant

NOTE: Identify age-appropriate or accommodated events when indicated.

1. If any element is wrong, correct it before selecting <Save & Next>
2. If you make an error, re-enter the participant ID, correct the error and select <Save & Next>
3. After event is closed, errors must be fixed by the Administrator

5. SYNC: The application will always save the score – But saved is not the same as synchronized

No scores need to be synced



#	Participant	Status
123	Kid, Test 9 • Male	3/3 synced P ●
	Plank	5:04 P ●
	1 Mile Run	8:20 P ●
	20m BEEP	--
	Pushups	56 P ●

3 of 3 tests for this participant are synchronized

SAVED TO DEVICE

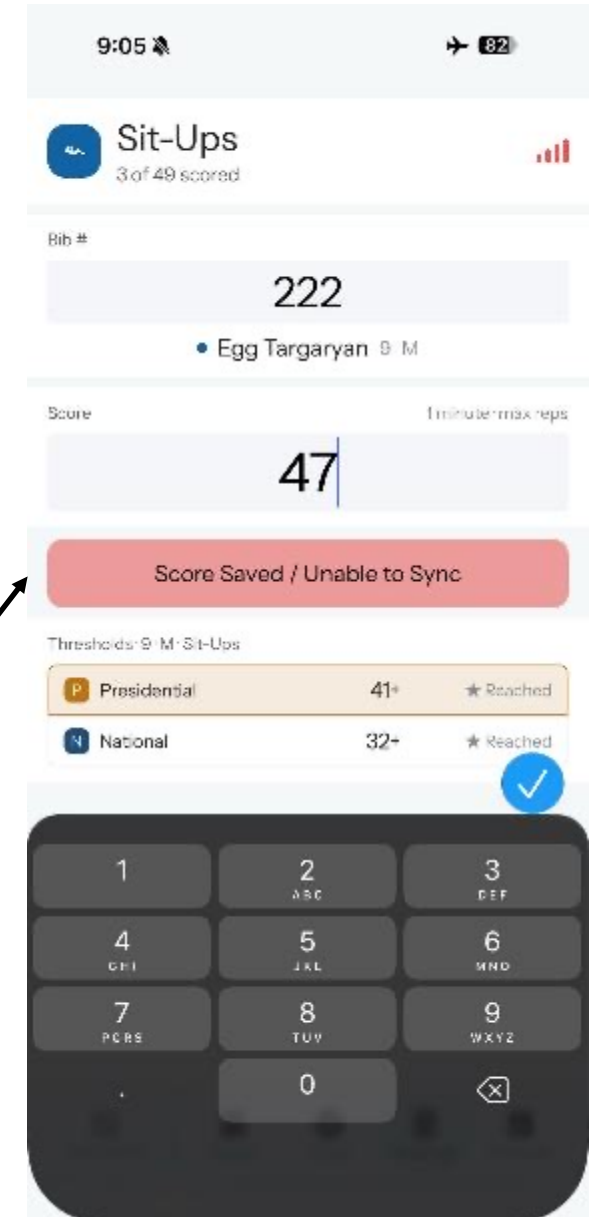
Scores are saved on the device with or without connectivity

SYNCHRONIZED

The server received the entry.

NOT SYNCED

The score remains pending upload.



If you decided to use paper scoresheets, you must still input the scores into the system – if they aren't in the system the test didn't happen

Paper scoring is allowed only when the administrator authorizes it.
ALL SCORES MUST be entered into the App or Portal, or the event didn't happen!

1

RECORD

Use standardized score sheet template

2

RETAIN

Keep the original score sheet until scores are entered into the system

3

INPUT

Enter results as soon as possible

4

VERIFY

Scores automatically verified awards in the system

5

RELEASE

Destroy or file paper only after entering the App or Portal

Ready means repeatable

A professional PFT event is safe, standardized, accurately recorded, and fun for every participant!

Before you leave, confirm you can:

Plan • Prepare • Execute • Validate • Recognize • Report

Questions and application demonstration as time allows

