

PLAN ON RUNNING YOUR BEST



by Norman Marcotte

A personal guide to reaching your running goals.
Includes a planning section and a one year running log section.

Plan on running your best

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ACKNOWLEDGEMENTS

Over the years, I have met many people through running who have made the experience that much more enjoyable. Some of them have had an impact on me and affected me in my life and my running. Without their contact I would not have been able to compete for so long and to complete this manual.

I would like to thank my sister Sonia for encouraging and supporting me in all my follies over the years and for reviewing this manual. I would like to thank my dad Gaston for instilling in me the benefits of a healthy lifestyle, for serving as a model for achievement, and for reviewing this manual. I would like to thank my mother Yvette for instilling in me a sense that I could achieve anything I wanted. I would like to thank Wendy McCallum for opening my eyes and getting me on this path to enjoyable life-long running.

I would like to thank all the people in Kingston, Ontario who have made my job as a coach there so gratifying and enlightening, people such as Gail Coady, Suzanne and André Dostaler, Michael Yearsley and Judy Millard, and Al Cantlay, Mike Weber, and William MacDonald of the Kingston Road Runners Association.

Finally, none of this would be possible without my love Jennifer MacDonell. Through her support and patience I was able to complete this manual. Through her keen eyes and insight, the quality of this manual was greatly improved. Through her dedication to running she has expanded my views of training and commitment which has affected this manual. Through her love, life has been such a high since I have met her.

FOREWORD

Running became a part of my life at a time when I felt a need for more physical activity. I was in reasonably good physical shape since I was following an indoor workout program I had started when I was 16 years-old and had followed for over 7 years. This program consisted of step exercises (very crude ones using the first step of a stairway), push-ups, sit-ups, and free weights. In the summer, I was also playing some tennis and I cycled leisurely. Over the years I had gradually increased the quantity of each exercise. However, this simple routine did not satisfy me anymore. I was in need of something more challenging, something that would give me a sense of accomplishment.

At that time, I met someone who had competed in road races and triathlons. She had just cycled from Ottawa to Kingston, Ontario, a distance of 170 km. At that point, that level of athletic achievement was beyond my comprehension. She suggested I watch the local triathlon coming up which included a 2 km swim, a 55 km bike ride, and finished with a 15 km run. Watching that event changed my life. The level of excitement in the athletes and spectators was contagious. I was thrilled beyond description. I was amazed that people of all sizes, shapes and age could complete such a demanding race. After seeing this athletic display, I convinced myself I could complete that event. Forget the fact that my running background consisted of a 4 month period in high school. Forget also the fact that I knew how to swim but could barely finish 100 m using freestyle. That did not matter, I was revved up.

Since it was the end of summer, I decided to start with the running. I was also in graduate school and had few commitments and ample time on my hands. Not wanting to get into this blind, I started by reading everything I could find on running, starting with James Fixx's *Second Book of Running*. A few weeks later, I ran my first road race and have been running consistently ever since. Since then, I have read countless books and magazines, experienced with many training and racing strategies, and completed over 100 races. In the process, I have also dressed all my family in T-shirts received at races. All the previous years' experiences and gathered knowledge are rolled up into this manual.

The idea for this manual came to me one day in a period where my future as an engineer was uncertain. After some deep soul-searching, I realized I would love to coach. This desire stems in part by my positive experience assisting the coach of the Kingston Road Runners Association. On thinking about my personal approach to coaching, I decided that a structured approach would be the most beneficial. After many years of running, I knew I could not use generic programs developed by others and included in books and magazines. Too many commitments such as family and travels prevented me from following the plans. I also found that in order to improve, I needed to set goals or else I would never reach them. The setting of these goals developed into a plan to reach them. I thus developed my structured approach to reaching my running goals.

This workbook has thus become a formalized process for reaching running goals. This method is not the only way to attain your goals, but I believe the structured way is the most direct. This approach has worked for me. For the past ten years I have been setting PB's (Personal Best) at various distances. It has also been tested on friends, and some of their comments are incorporated here.

I hope this manual motivates you and helps you reach your goals more quickly. Mostly, I hope you have as much fun using it as I had preparing it.

Norman Marcotte, June 1997

Fifteen years has passed since the first publication of this manual. Life has changed in many ways and I am not the runner I used to be. For one, I encountered some health issues the year I last published this manual. I also got married and had three kids over the past 10 years. After reaching peak performance in 1996, I never again set another PB. I reached a low in terms of performance and fitness five years ago and I am slowly building up to, if not reach the same speed, at least reach the same level of fitness.

With an additional 15 years of experiences, I took the opportunity to revisit this manual and update as I saw appropriate. With the new technologies for sharing, it was also an opportunity to make it more widely available with the hope that more people can benefit from what I have learned.

Norman Marcotte, April 2012

INTRODUCTION

"Decide what you want, decide what you are willing to exchange for it. Establish your priorities and go to work." H.L. Hunt

You can achieve anything you want. If you truly desire something, you can get it. This is also true for runners. You do not have to be special to be a runner, but if you are a runner, you are somewhat special. What makes runners out of the ordinary is their dedication. Though the act of running is one of the most natural acts of the human race, running is not necessarily easy. Most activities, such as walking or cycling, can be done at an easy pace. In running, even easy is much harder than what most people do for physical activity. So to keep running, you have to work at it, and be somewhat dedicated.

When reading about the best runners, what sets them apart is their determination, hard work, persistence, and a plan for achieving their goals. The level of personal commitment will vary from the recreational runner to the competitive runner. It will drive people to reach different personal goals. These goals can be as varied as running continuously for half an hour, to completing a marathon, to running 3 times a week year round, to winning an age category in a race. People run for many different reasons: for fun, for company, to accomplish something, to travel, to meet new people, to win, for money, for relaxation, for weight control, for health, for self-esteem. It is fascinating to see people who start running for general fitness slowly be consumed with the urge to improve. They become more interested in increasing their speed or the distance they cover.

No matter what the personal reason for running, it will fuel your dedication. One of the surest ways to ensure this dedication leads to a desired achievement is by using a structured approach. This is what *Plan on Running Your Best* is all about. This workbook is a personal guide that will lead you to your goals by using an approach utilized in many facets of life and by many runners.

This guide can be used by any runner who has ever had a goal, but was not too sure how to get there, or for any runner in need of a bit of structure. This is a structured approach, starting from your desires and ending with the achievement of your goals. This workbook will cover many aspects of running to assist you to reach your goal. This guide was designed to be used by the runner, though some sections can be reviewed by a coach. The information contained here is not new and ground breaking, but just pulled together in a cohesive way. A bibliography is included at the end for those wanting to pursue some specific sections. This book pulls together several key components related to achieving goals. It follows a step by step approach. Since this is your workbook, you will be the one setting your goals and achieving them. You are the only one who can set your personal goals, who knows your desires, who knows how you feel and think, and who will be doing the running. This manual is designed for you. A coach or a supportive

friend can facilitate the goal setting and reaching process, but ultimately, you are the one that must be dedicated enough to plan to reach your goals.

This guide is not about how to run. Even though it contains much information, it will not cover all aspects related to the running. There are some wonderful books mentioned in the bibliography that cover area not pursued in this manual. This guide is about planning to reach your objectives step by step. Since every runner is different from the point of view of genetic make-up, background, motivation, you must set out your own running program. To assist you with this, guidelines will be suggested. Some generic programs are included, but these are only examples. The guide will cover the following topics.

Section A - Dare To Dream. This section gives you the opportunity to let your mind and heart wander and put yourself in your desired situation. This will give you ideas when setting your goals.

Section B - Reaffirm Your Purpose For Running. Here you will identify and clarify the reasons why you run. A purpose gives direction to your goals.

Section C - Evaluate Your Running. This section helps you evaluate your present situation as a runner and will indicate what might be possible to achieve.

Section D - SMART Goal Setting. This is the nitty gritty of putting down on paper what you really and realistically want to achieve as a runner. To do this you will use your dreams and the evaluation of your present situation.

Section E - Plan Your Runs. Once you have defined your desired end state, you will need to define a way to get there, and develop your plan. This section will contain some guidelines around setting up an appropriate personal running program.

Section F - Log Those Runs. Though goals and plans are set on paper, they are not set in stone. By monitoring your progress towards your goals, you will be able to make the necessary adjustments to your plan or goals to meet your overall objective and purpose. This section is basically a log book with room for some comments and insights.

Section G - Achieve Your Goals. This section contains powerful techniques for achieving goals. Topics related to Commitment, Motivation, and Racing, will be covered, as well as sections on Affirmation, Visualization, and Positive Self-Talk. It also contains basic information related to running.

Section H - Reap The Rewards. Reaching your goal is not an end state, but just a beginning to better things. This section discusses what happens when you reach your goal.

Some sections of this workbook are to be filled and updated regularly. This will keep your goals fresh and exciting and you will be able to monitor your progress. The guide covers a period of one year and once completed, should be kept as a reference to your progression and goal setting. The structured progression outlined above will permit you to reach your goals more rapidly than any other way. The manual was designed to be used sequentially from Section A to H. Section F, the log section, should be used all the time, while Section G, contains information that is always valuable. Every section you complete will get you closer to your dreams. This book should be a living document of your desires and accomplishments; keep it alive by using it regularly as suggested in each section.

So grab your book, a pencil and your running shoes and set out on your own journey towards your running heart's desire.

SECTION A

DARE TO DREAM

"Every Olympic medalist has started with a dream."

The theme of this chapter is **"DREAMING"**. Dreams and desires bring excitement to our thoughts and gives us something to look forward to. It can motivate us to action and get us moving towards our desired future. Dreaming makes us feel good.

Dreaming creates an excitement from within. Dreams have carried many great runners to incredible performances, and who knows, that could be you. Most Olympians, at one point in their lives, have dreamt of participating in the Olympic Games. Guess what, they made it. They did not start out by knowing that they would get there, but by dreaming they would get there. You do not need to aspire to the Olympics to dream. No matter what level of runner you are presently, a beginner or an experienced runner, dare to dream.

A friend of mine had a dream to one day run the Boston Marathon. She had this dream in her heart and it carried her through 6 marathons over the course of 4 years until she finally qualified. She then fulfilled her dream and ran the Boston Marathon. Realizing her dream overwhelmed her with experiences and memories she will never forget. It can be the same for everyone.

People put too many limitations on themselves. Earlier in this century, it was scientifically demonstrated that a man could not run faster than 4 minutes for the mile. It was also believed that women could not run marathons because of their physiology. The first Olympic Marathon for women was not run until 1984. Today we know those limits were psychological, not physical. Runners are of all shapes and sizes, small, tall, light, or heavy. All types have achieved success, from 4'10" Rosa Mota of Portugal to towering Gelindo Bordin of Italy, both winners of the Boston Marathon. More important though, everyone can achieve personal success.

Children fantasize regularly, but many adults have stopped dreaming. All kinds of commitments bind us too closely to reality. It is difficult to dream when work, school, or family are begging for attention. Most people belittle dreaming thinking it detracts from reality and the everyday grind. How often have you brushed a pleasant thought aside with a comment such as: "It's just a dream."? Dreaming though can be the first step out of which a clearer picture will emerge as to what you want to achieve in your running. Successful runners start with a dream and dare to make it happen.

Dreaming does not need a structure, but to harness the power of dreams, you can use the following approach. This will permit you to come up with desires that really matter to you. This is meant to be fun and exciting, so use only what works for you.

SETTING THE MOOD

Dreams can pop into your head at any time. They can come on the bus, while shopping, or just after you have returned from a pleasant run. Sometimes the creative juices do not flow as well, but you can set the mood for it.

To put your mind in a state where the dreams or running desires will flow easily, you will probably need a quiet place. Choose a place where you will feel at ease and will be able to relax in a quiet environment. Your spot could be a couch, a recliner, the floor; you could be lying in the sun, or even sitting on a dock by a lake. Family and other commitments will need to be forgotten for a while. Close the doors on your worries and problems. You can put on some gentle music or you can let the natural sounds surround you. You can also indulge in your favorite drink or dessert at the same time. The mood should be relaxed and enjoyable.

DREAMING PROCESS

Start relaxing and let your mind become free. Start thinking about running and let your mind wander. Visualize yourself in your running dream. Start imagining what you would like to achieve if you had all the time, money, energy, talent and opportunity. What would you go for if you had no limitations? Assume you have the time to train and recover; you are full of talent just like the best runners; you have the money to get the best equipment and the best coaches, to travel to the best races, and not to have any worries; you have the energy to train as much as you want; you have the opportunity to train with the best, to peak at the right time. Of course, we do not have all of these enablers, but then again, neither did many great athletes. What we all have is a certain distribution of these enablers that can get us where we want.

For this "**Dare to Dream**" exercise, if you had those 5 elements, time, money, energy, talent and opportunity, what would you want to achieve in your running career? Maybe you would like to run a marathon, or run 10 km under 36 minutes; maybe you have always dreamed of running the Boston Marathon, or to race in Paris; maybe you want to win a race. Dare to dream and dream big.

RECORDING YOUR DREAMS

The first step towards your dream is seeing it. So write it down. Keep a pen or pencil and the workbook close by while you are dreaming. When you visualize yourself in a situation that makes you feel good, write it down. This will reaffirm your dream. You can then wander some more. The following pages (Exercise A1) have been designed so you can record your dreams. Just jot down some quick notes when something feels good. These dreams can also be very simple and direct such as running a local 5 km race.

GUIDELINES FOR DREAMS

In order to get the creative juices flowing, and bring forth your deep desires about running, you should spend 1/2 hour every few days on this exercise over the course of a couple of weeks. This will give you an opportunity to exhaust your desires and will reaffirm the strong ones. The recurring dreams or thoughts should be highlighted.

This exercise is by no means a goal setting exercise since we all know that time, money, energy, talent, and opportunity are in limited supplies. This exercise will however provide you with a wish list from which specific goals will sprout. So do not limit yourself at this point. If it sounds good and the thought appeals to you, write it down. You will have a chance to play with these ideas later. Also, do not attempt to associate any timeline with these dreams. This will come later as part of the goal setting section.

For now, keep your dreams to yourself. Do not share these dreams with just anyone. You might be able to share these with a loved one or a coach, but make sure you trust them to support you completely beforehand. In general though, dreams are for your eyes only. When you reach your dreams, it is a much safer time to discuss them with others.

This dreaming exercise should be completed once or twice a year since the rest of the time you will be concentrating on running and reaching your dreams. Of course, none of these dreams are set in stone. New ones will come up all the time, old ones will lose their glamour. You can always go back to add or delete dreams.

How do you know if your dreams are appropriate for you? Intuitively, you will feel this. In theory, it should be related to your purpose for running and Section B will actually use your dreams to help you reaffirm the reason why you run. Usually, the dreams are related to a sense of accomplishment or satisfaction. Basically, if it makes you feel good thinking about this dream, write it down. If it just sounds good but you do not feel a thrill when you dream about it, you can probably leave it behind. For example, completing the 100 meter dash in under 11 seconds sounds good, but if you do not like sprints, you might not want to capture that achievement. Completing the Honolulu

Marathon when you cannot stand the heat might not be a good dream to write down, but running in New York might be great.

One interesting and immediate useful impact dreams will have on you is to get you excited about running. When you see yourself running in your mind's eye, you feel compelled to go out and hit the road. Since running is action oriented, give in to this feeling. Complete the exercise, then lace up your shoes and run.

Now set some time for yourself, find your own space, bring your workbook and a pen, and have pleasant dreams. When you think you have noted all your dreams, you can proceed to Section B - Reaffirm Your Purpose for Running.

EXERCISE A1 - DREAMING

IF I HAD ALL THE TIME, MONEY, TALENT, ENERGY AND OPPORTUNITY TO ACHIEVE WHAT I WANT, I WOULD:

[illegible]

EXERCISE A1 - DREAMING (continued)

IF I HAD ALL THE TIME, MONEY, TALENT, ENERGY AND OPPORTUNITY TO ACHIEVE WHAT I WANT, I WOULD:

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SECTION B

REAFFIRM YOUR PURPOSE FOR RUNNING

***"The only true happiness comes from squandering ourselves for a purpose."* William Cowper**

So you have been dreaming. You have filled yourself with images that make you feel good. You have probably come up with an impressive list of dreams. Out of these dreams will emerge goals that are important to you. Dreams by themselves though may not necessarily indicate goals that are significant for you. In order for goals to be significant, they must be in line with your purpose for running. Dreams can be used to make you realize what this purpose is, and what your reasons for running are.

For individuals who have a clear purpose in running, such as losing weight, or relaxation, the dreams might already indicate this. For most people though, running has become a multi-purpose activity without any evident purpose. From the following approach, a clearer purpose will emerge. Knowing your purpose will make it easier to motivate yourself to keep up the work. It can also indicate that your present level of running is not appropriate for you, or, frightening as the possibility might be, that running is not for you. The following exercises will help clarify and reaffirm your purpose for running.

Start with your worksheet on dreaming, Exercise A1. Out of the list, pick out the 10 items that thrill you the most. If some of the items are similar, you might want to combine them. For example, if you have as your dreams, "Improve my 5 K time by 1 minute, improve my 10 K time by 2 minutes, improve my half-marathon time by 5 minutes, and improve my marathon time by 10 minutes." you might want to combine all these to something like: "I want to improve my times at all distances." Alternatively, you might want to choose only one of the distance, your favorite one. Use the accompanied sheet for this, Exercise B1. These dreams do not have to be in any particular order, but they should be limited to only 10 dreams.

Once you have your top 10 dreams written down, go through them and choose your top 3 dreams by making a checkmark beside them. You can also try to rank the dreams in order of priority from 1 to 10. Sometimes the decisions are tough, but by limiting your list to 3, it will be easier to see your running purpose.

EXERCISE B1 - TOP 10 DREAMS

TOP 10 DREAMS FOR RUNNING

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Once you have your Top 3 dreams, write them on page 14, Exercise B2. Under these, write down why you want each dream, why these are important to you. What is the real purpose in achieving each dream? For example, if one of your dreams is to run the New York Marathon, the reason you might want to achieve this is to experience an event with lots of people and you want the excitement to carry you to the finish line. The purpose on the other hand might be to travel, or to meet runners from elsewhere. The real reason is up to you. Sometimes the purpose might not be so clear. Maybe running just makes you feel good. Attempt to determine what feels so good about it. It could be physical, it could be psychological, it could be spiritual.

Some of the possible purposes or reasons associated with running dreams are listed below, but do not limit yourself to these:

- * weight control
- * company
- * travel
- * pleasure
- * well being
- * relaxation
- * health
- * meeting new people
- * win
- * fame
- * money
- * fortune
- * accomplishment
- * build self-esteem
- * appearance
- * enjoy the outdoors
- * prove yourself
- * reach your potential
- * meet a partner
- * join a spouse
- * freedom
- * sense of belonging
- * recognition

EXERCISE B2 - REASONS FOR RUNNING

TOP 3 DREAMS FOR RUNNING

* _____

* _____

* _____

PURPOSES/REASONS

* Purpose/reason for dream 1: _____

* Purpose/reason for dream 2: _____

* Purpose/reason for dream 3: _____

There might be more reasons for each dream than those identified, and you can write these down. Once you have defined why you want to achieve your top 3 dreams, you should have a fairly clear idea of why you run. Write this down clearly at the end of this chapter in Exercise B3. This will reinforce the commitment to running and let you know the importance of running for you. This should be in the form of "I run because...", "I run for...", or "I run to...". The statement should be brief, only one sentence.

Sometimes, by going through this exercise, people might realize that they run for a purpose that might not be directly related to running. For example, losing weight is not directly related to running though it is a means to lose weight. That is alright, since the purpose of losing weight would still motivate you to run. Sometimes though the purpose indicates that running is not appropriate. For example, if the reason is because your neighbour runs, running might not necessarily be the activity for you, you might just need to examine your relationship with your neighbour.

Any reason identified does not mean it is static and will not change. On the contrary, your reasons for running will probably evolve over time. For example, it might start out that a person runs to lose weight, then starts feeling good about himself or herself and attempts to meet other people, and then runs to get recognition. This change in purpose is natural as people progress.

Whatever your purpose in running at the moment, it will direct your goals and make sure that you spend your resources appropriately to achieve the running goals that matter to you. Take the time and reaffirm your purpose for running.

EXERCISE B3 - RUNNING PURPOSE

PURPOSE FOR RUNNING

I RUN BECAUSE/FOR/TO _____

SECTION C

EVALUATE YOUR RUNNING

"Know thyself." Socrates

In the previous section, you summarized your purpose for running. The reason or reasons you run should now be clear in your mind. Your goals in running should be aligned with this purpose in order to bring you satisfaction. Before defining your goals though, it is valuable to examine where you presently stand in regards to your running. Determining your present status means finding out where you have been with your running and where it has brought you. It will also let you know what else is happening in your life and how much you can devote to running. This will ensure that when your goals for running are set, they are in line with your present capabilities and time availability.

To assist you in evaluating your running, the next few exercises will attempt to bring out the details important to running.

RUNNING ACHIEVEMENTS

Your future running will be affected by your past running and activities. For example, if you have been running for 10 years, you will have a large base of experience to get you started towards your future goals. If on the other hand you are a new runner, the process for reaching your goals will be slightly different. To assist you in determining where you stand in your running, some common questions are included in Exercise C1. Just by completing this exercise, you should get a good picture of your present status even if you do not presently run. Some of the information will help you later to make a plan to reach your running goal.

EXERCISE C1 - RUNNING ACHIEVEMENTS

How many years have you been running? _____

Reflecting on the past three month:

Number of running sessions per week: _____

Total running distance of running per week: _____

Average distance per session: _____

Do you complete any speed workouts? Yes ____ No ____

How many times a week? _____

What is the workout: _____

Do you complete any long distance runs? Yes ____ No ____

How many times per month? _____

How long is the longest run? _____

Do you do any other physical activity? Yes ____ No ____

If yes, what are the activities: _____

How many times per week do you do them? _____

How long do they last per session? _____

Age: _____

Previous Personal Achievements

	All time best & Year achieved		Last 12 months
400 m	_____	_____	_____
800 m	_____	_____	_____
1500 m	_____	_____	_____
mile	_____	_____	_____
5 km	_____	_____	_____
10 km	_____	_____	_____
15 km	_____	_____	_____
half-marathon	_____	_____	_____
marathon	_____	_____	_____

LIFE PRIORITIES

Life is not just about running. Running is simply one component that makes up a balanced life. Since we all have priorities that need to be considered, such as work and family, these need to be examined to determine how they fit with your running goals.

In this section, other priorities in your life will be identified and how much they mean to you. In Exercise C2, 5 L's of Life Priorities, identify the items that are important to you in the different areas. This could be goals in those areas or just items that are valuable to you. For example, you might want to get a promotion at work, travel around the world, build a house, raise a family. These are all elements that will influence your running. Note these down. Aspects of life have been divided into five different areas. Examine these areas carefully and write down what matters to you.

The area identified as "Lifestyle" refers to anything related to how you live and what you have. This could be related to material wealth, or to health items. "Labor" is everything you do to earn an income. "Love" refers to family and friends. We have to take care and nurture our relationships if we want them to continue. "Leisure" is all the activities we do for fun. This could be as simple as going out to dinner or watching television, to as exciting as hiking in the Amazon. Since a large portion of our lives is spent at school or in learning situations, the time spent in "Learning" will affect your available time. If you have to study for an exam or take courses nightly, you might have to examine how this affects your running.

EXERCISE C2 – 5 L's of LIFE PRIORITIES

Labor: _____

Love: _____

Leisure: _____

Learning: _____

Lifestyle: _____

AVAILABLE TIME

Exercise C3 is designed to help you determine how much time you can dedicate to running, and even help you decide which days are better. The method presented here consists of dividing the week in 168 hours.

On the sheet, include all the activities that you do during the week. This will include, sleep, work, house items, family commitment, such as children, parents, partners, all the travelling, all the leisure. You should then realize how much time you have for training. This available time for training will have to include the travelling to the training area, the warm-up, the preparation, the showering, etc. This will give you an idea of how much time you can dedicate to running.

For some people, running can be such a priority that their goal will determine how much time is required. If this is the case for you, you will probably want to complete this exercise after the planning section E, so as to determine where to fit the training in your schedule. Two time sheets are provided in case you want to complete this before and after the planning stages.

EXERCISE C3 - AVAILABLE TIME FOR RUNNING

	Monday	Tuesday	Wed.	Thursday	Friday	Saturday	Sunday
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							
12 am							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							
11 pm							
12 pm							
1 am							
2 am							
3 am							
4 am							
5 am							

EXERCISE C3 - AVAILABLE TIME FOR RUNNING

	Monday	Tuesday	Wed.	Thursday	Friday	Saturday	Sunday
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							
12 am							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							
11 pm							
12 pm							
1 am							
2 am							
3 am							
4 am							
5 am							

INJURIES/LIMITATIONS

Almost everybody can run, even though we might have limitations. Some of these limitations can simply be injuries that need to be monitored, while others might simply be handicaps that need to be considered.

In Exercise C4, list all injuries or limitations that might affect your training. Also include when the injury or limitation has occurred, how long it lasted, and the seriousness of the event.

EXERCISE C4 - INJURIES/LIMITATIONS

Injuries/limitations	Date	Duration	Seriousness

This chapter hopefully will give you the following information: injuries, time available, running capacity, commitments. This information will be used later to permit you to examine your goals and choose realistic ones.

SECTION D

SMART GOAL SETTING

"The reason most people never reach their goals is that they don't define them, learn about them, or ever seriously consider them as believable or achievable." Denis Waitley

Now that you have an idea of what you want and where you are at with respect to your running, it is now time to set some goals. Setting goals has been found to be a powerful tool to achieving success and keeping people motivated.

In this section, meaningful running goals will be set. This means that statements will be made that reflect what you want to achieve. Since you can achieve anything you want, but you cannot achieve everything you want, you must prioritize the list of dreams that has been developed.

Out of the list of dreams, you cannot possibly achieve all of them, and nor should you. Going after these dreams will mean a significant investment of time, money, energy, talent, and opportunities. Moreover, running should only be a part of your life forming a proper balance. You will thus need to prioritize.

Prioritizing of the dreams has already been done in the previous chapter where you have chosen the top 3 dreams. These should be items that you really desire and you would love to achieve. These dreams though might not be achievable immediately. Work needs to be done on defining the dreams in such a way that they will convey an actual goal.

A goal, in order to be effective and drive people towards it, should have the following characteristics. The goal should be Specific, Measurable, Action-oriented, Realistic, and Time-constrained. In other words, it must be a SMART goal.

SPECIFIC

The goal should be specific. Getting faster is not specific enough. Get a PB at a 5 km distance is more specific. Going under 19 minutes at a 5 km distance is even better. If the goal is only associated to running, such as losing weight, the goal could be to lose 10 pounds.

MEASURABLE

The goal must be measurable. This goes along with being specific. A goal defined specifically might already be measurable. The goal could be: "To cut one minute off my 10 km time". The distance can be measured, and the time can be measure. The goal could also be related to training. For example, a goal might be to run 3 times a week for 30 minutes each time. This goal is specific and can be measured. The goal must be measurable or else how would you know if you have reached it.

ACTION-ORIENTED

A SMART goal must be action oriented. It cannot be a state. It must be relate to doing something so as to indicate what needs to be done. For example, I "want to be" a runner that can run 10 km in under 40 minutes is not as powerful as I "will" run 10 km in under 40 minutes. The action verb will indicate what needs to be accomplished. Since the universe rewards action, this is the way the goal should be stated.

REALISTIC

Any goal to be a motivator and get you committed to reaching it must be realistic. When a goal is not realistic and the person does not really believe it can be reached, then the commitment is lacking and the effort will not be there to permit the goal to be realized. Choosing a goal that is realistic is based on your present status as examined in section C. If presently you are running only as a recreational athlete, it would not be too wise to have a goal to win a gold medal at the next Olympic. This would not be realistic. A gold medal can remain a dream, but it should not be used as a goal that will indicate action on your part. A more appropriate goal for a recreational runner who has a vision of Olympic gold might be to complete a race, or race a certain distance at a certain time. To assist in defining what is realistic, you can use the POTENTIAL IMPROVEMENT section below. You can also talk to a coach or very experienced runners.

TIME-CONSTRAINED

In order for a goal to move people towards it must be time-constrained. A timeline associate with a goal will entice people to move towards the goal. "Someday running a marathon" will not invite people to do anything towards training or completing a marathon. "I will run the New York City Marathon in 1997" is much more effective. The timeline set will be based on the goal itself and the present status. For example, running a 10 km under 30 minutes in the next month when the personal best is 40 minutes run 3 months ago would not be realistic. Following are some guidelines as to how much improvement can be expected for a period of time.

POTENTIAL IMPROVEMENT

In order to assist people in determining what they should aim for, Table D1 gives guidelines as to how much a person can improve over a certain period of time based on their present level of performance. Table D1 is only based on personal observations and extremely rough estimates. The values presented would not necessarily apply to everybody and are certainly not assured. The guidelines are probably more accurate for people who have been running for 5 years or less. It also assumes the training will not increase by more than 25 % in a cycle of 4-6 months. The cycles are explained in the Planning section. For people who have been running for over 5 years, improvements are still possible, but the values might not be as valid. An increase in volume would also be required. Major improvements might be possible if the 25 % rule is violated, but this path is fraught with uncertainty since it can lead to injury and prevent the attainment of any running goals.

TABLE D1 - POTENTIAL IMPROVEMENT

Distance	PB Personal Best (Minutes)	Potential improvement within a cycle (Minutes/Seconds)	Potential improvements within 1 year (Minutes/Seconds)
5 km	30	2	5
5 km	25	2	3
5 km	22	1	2
5 km	20	45 sec	1:30
5 km	18	30 sec	1:00
5 km	17	20 sec	45 sec
5 km	16	15 sec	30 sec
10 km	60	5	8
10 km	50	3	5
10 km	45	2	4
10 km	42	1:30	3
10 km	40	1	2
10 km	38	45 sec	1:30
10 km	37	30 sec	1
10 km	36	20 sec	45 sec
10 km	35	15 sec	30 sec
half-marathon	120	5	12
half-marathon	105	4	8
half-marathon	95	3	5
half-marathon	90	2	3
half-marathon	85	1	2
half-marathon	82	45 sec	2
half-marathon	80	45 sec	2
half-marathon	78	30 sec	1
half-marathon	76	30 sec	1
half-marathon	75	15 sec	1
		Within 6 months	
marathon	5:00	20	40
marathon	4:30	15	30
marathon	4:00	10	20
marathon	3:45	5	10
marathon	3:30	5	10
marathon	3:20	4	8
marathon	3:15	3	6
marathon	3:10	2:30	5
marathon	3:05	2:30	5
marathon	3:00	2	4
marathon	2:55	1:30	3
marathon	2:50	1	2
marathon	2:45	1	2
marathon	2:40	1	2

LONG TERM AND SHORT TERM GOALS

One way to set goals is to look at the long-term goals which will then define your short term goals. This involves setting a 10-year, 5-year, 2-year and 1-year goals. To choose long-term goals, you can use your dreams. Your top 3 dreams would be a good source of goals. For every long-term goal, write out a specific statement that is measurable, action-oriented, realistic and includes a time element. For example, I will run a half-marathon in 1:30 by next summer. What would be even better is to pick a race. The number of goals related to running should not be more than three at a time and the best number is usually one so you can focus.

Exploring long term goals is one of my favorite ways to get motivated and set yearly goals around running. I envision where I would like to be in 1 year, 2 years, 5 years, and 10 years. What would I want to accomplish. The 1, 2, and 5 year goals can be interim goals for the 10-year goal. For example, when I started running, I had a goal to run a marathon. I knew I would not be ready to run a marathon in my first year, so my 1-year goal was to run a half-marathon. My 2-year goal was to complete a marathon, and my 3-year goal was to do a good marathon. I actually followed up on this where the first year I competed in my first half-marathon in Kingston, the 2nd year I completed the Ottawa Marathon but I had to walk, while in my 3rd year, I completed the Ottawa marathon and did not walk.

To assist in setting these 1, 2, 5 and 10-year goals, write out the goals in Exercise D1. Writing down the goal is crucial in the attainment of it. Writing down a SMART goal solidifies the goal, making it more likely it will be attained. It takes time to come up with proper goals, but the time invested is worthwhile. Only set a maximum of three SMART goals per year. Anything more and the likelihood of reaching your goals diminishes drastically as your energy will be too dissipated.

For example, if a 5 year goal is to run Boston, and your present status is that you have been running for one year and you have a PB for 10 km of 48 minutes, then the goals might look something like this. In the 4th year, you will need to qualify with 3:40 if you are a woman under 35 year of age. In your first year you might decide to simply complete a marathon, in your second year you might want to run under 4 hours and in your 3rd year to run under 3:50. You will then have goals for the next 5 years. If you reach your goals earlier, BONUS!. Every year you can monitor your progress.

Another way if a person does not have a long-range view is simply to start with year 1 and if improvement is desired, see what can be done for a particular distance. For example, for a 48 minute 10 K person, the 1st year goal might be 44 minutes, 2-year goal might be 42 minutes, 3-year goal might be 40:30, 4th year goal might be 39:30 and 5th year goal under 39 minutes.

An alternate way is to concentrate on items within the goals that are directly under your control. Winning a race is not always under your control. You do not know how other competitors are training. Times are also not always under your control, i.e. heat

and wind can affect your race time. What is under your control is the amount of time spent training and how long the distance and the effort. This will remove some of the pressures and disappointments of waiting for the final race, and you will know on a weekly basis if you succeed. With time or placing, you get little feedback until you race so you have to set interim goals.

Goals in running can also be related to simply completing a number of races, travelling to races, completing longer and longer distances, or simply related to running continuously. Whatever the goals are, write them down. The sheets are included for this purpose. Since the goals within the year are the ones you will be concentrating on, use Exercise D2 to summarize your goals for the year.

The next section, planning, will indicate what steps are required to get you to your goal. If the steps do not match the timeline, it will be a good reality check and indicate if the goal or the timeline on the goal should be modified.

EXERCISE D1 - LONG TERM GOALS

My 10 year goals for running are: *

*

*

My 5 year goals for running are: *

*

*

My 4 year goals for running are: *

*

*

My 3 year goals for running are: *

*

*

My 2 year goals for running are: *

*

*

My 1 year goals for running are: *

*

*

EXERCISE D2 - YEARLY GOALS

RUNNING GOALS FOR THE YEAR _____

Goal # 1: _____

Goal # 2: _____

Goal # 3: _____

SECTION E

PLAN YOUR RUNS

“Your level of success in life is directly proportional to your level of planning and control.” Charles J. Givens

Having a specific goal gives you something to aim for. What will lead you to the goal though is following a plan. If running without a goal is like driving without a destination, then running without a plan is like driving without an itinerary. You might ultimately get there, but you certainly will not get there the quickest or most efficient way.

Planning involves identifying the steps required to achieve a goal, then scheduling these steps. The old saying of "Plan your work and work your plan." could be changed to "Plan your runs and run your plan."

PART I - ONE YEAR PLAN

In the previous section, your long range goals have been brought down to a one-year goal or goals. From this goal or these goals, you can plan a full year. You should have a maximum of three running goals in one year. Anything more makes it hard to plan and reach these goals. A plan can cover any duration, but since the goals are for a full year, this is a good place to start.

To start the ONE YEAR PLAN, a sheet for one year has been provided in Exercise E1. Write the year and your goals at the top of the sheet. Every month on the calendar has been divided into 5 weeks to ensure the full 52 weeks can be inserted. You can write the first day of the week at the beginning of the line. This calendar is to give you a global view only. Details will be included on a monthly calendar.

Since your SMART goals are associated with a date, often a race, write down the date of the race or event on the calendar. On the way to reaching this goal, there might be interim short term goals you might want to reach. For example, if you want to complete a marathon in the spring, you might decide to complete a half-marathon in February, and a 30 km race in March. If you want to compete in 20 races this year, you will need to mark down when these 20 races occur. If you want to run continuously for the whole year, write down milestones on the calendar, such as 100 days running, 200 days running, 300 days running. Write these down also on the ONE YEAR PLAN. An example of a ONE YEAR PLAN is included in Example E1.

A word of caution, be careful of conflicting interim short term goals and a one year goal. For example, running 20 races in 6 months is not conducive to running a great marathon.

PHASES

To reach a running goal, athletes should go through 6 phases in their training: base, endurance, strength, speed, tapering, and resting after the race. These are related to what is often called a Macro-cycle. These are explained below. Table E1 gives guidelines as to the duration of each phase.

a) Base: The base is the mileage people do to remain at a certain fitness level. The higher the fitness level, the higher the mileage during base training. During the base phase, the mileage is probably 80 % of the maximum amount. The base phase includes anytime you are not gearing up for a race or resting from one.

b) Endurance: The endurance phase is the phase where the distance is increased and endurance is being built. The distances are increased from the base mileage to a higher level. This build-up usually includes longer distances once a week, often called the LSD (Long Slow Distance). This is crucial for marathoners. Some distance is also increased during the week. The guideline around the increase is that the distance should not be increased more than 10 % per week, and the total increase during one cycle should not exceed 25 %. These values are to ensure that the body can adapt and thus prevent injuries from occurring. The duration of the endurance phase varies based on the distance of the race you are aiming for. This usually lasts from 3 to 6 weeks (Table E1).

c) Strength: The strength phase is where some strength training is being incorporated while still possibly increasing the distance of the long run. Strength is required for maintaining speed when tired, or if completing difficult race courses. The weekly distances are kept almost the same, but to build strength, some of the runs will be done on hills, or on a cross-country terrain. Both, hills and cross-country, will build strength. Guidelines as to the length of this phase are included in Table E1. The actual workouts for the hill will be explained later in the Individual Workout section.

d) Speed: The speed phase is where you build up your speed. The distance is not being increased in this case, but is actually reduced slightly (approximately 5 to 10 %). To work on speed, there are a variety of possible workouts. Fartlek, which means speed play, involves running at a fast pace in the middle of a training run for a short period of time, say between two telephone poles. The recovery is based on how you feel. Tempo runs involve running 20-30 minutes at a fast pace in the middle of a training run. This would be done at almost 10 K race pace. Intervals involve completing sets of distances at a specific time and with specific rest periods. Intervals are usually completed on a track, but can be done anywhere with a bit of ingenuity. These speed workouts will be discussed in more details in the Individual Workout section. Speed workouts can be completed once, twice and at the most three times a week, depending on your level of running. This will be discussed in the Monthly Plans section.

e) Tapering: The tapering phase involves reducing the distances while keeping the speed so as to feel fresh and fast, and peak for that special event. This phase will permit you to recover from the training load and shed some tiredness. The tapering phase lasts 2 to 3 weeks depending on the event to be completed (Table E1). During the course of the tapering phase, the weekly distance should be reduced to approximately 50 % of the maximum. This should be done over the course of the tapering phase. If the tapering phase is two weeks, the first week should be at 75 % of the maximum, and the second week at 50 % including the event. For a three week taper, the weekly distance should be reduced to 80 % in the 1st week, 60 % in the second week, and 50 % of the maximum in the 3rd week. During this phase, the intensity of the workouts is still high so as not to lose any speed. Peaking for an event does not mean you have to stop racing during the rest of the cycle and other phases, but you will have to realize you might not have superb races all the time.

f) Rest: After a hard period of training and a good race, rest is the deserved period where the body and the mind need to recover. During this period that can last from one to 4 weeks, the weekly distance is gradually increased from 50 % to the base distances (80% of maximum).

Based on the durations in Table E1, write down the phases on the yearly calendar for the different goals: B for Base, E for Endurance, S for Strength, SP for speed, T for Tapering, and R for Rest. An example of a calendar is included in Example E1. For a yearly calendar, people cannot reach more than 3 peaks in a year, and 2 if completing marathons or longer distances. When filling out the phases start back from the goal and do the tapering first, the speed next, the strength and endurance phase after. The rest is then included and the times in between can be base. If not enough weeks are available, then reduce the endurance and strength phases by the appropriate amount of weeks.

During any of these phases, nothing prevents you from racing. Simply incorporate the desired goals in the calendar. You then need to plan around the highlighted races.

TABLE E1
Duration of Phases

	5 km Race	10 km Race	Half-Marathon	Marathon
Endurance	3	4	6	6
Strength	3	4	4	5
Speed	4	4	4	4
Tapering	2	2	2	3
Rest	1	2	3	4
Total	13	16	19	22

Once you have 1) written down your goals on the yearly calendar, 2) included all the interim races, 3) marked down the phases, you should have a fairly good picture of what your year will look like. If writing your goals down is 50 % of the work, then finishing the yearly plan gets you another 10 % further. The next planning step is to plan what will happen on a monthly basis.

Exercise E1: One Year Plan**GOALS: 1)** _____**YEAR:** _____**2)** _____**3)** _____

JANUARY	FEBRUARY	MARCH
1. Jan. _____ Phase: _____ Event: _____	1. Feb. _____ Phase: _____ Event: _____	1. Mar. _____ Phase: _____ Event: _____
2. Jan. _____ Phase: _____ Event: _____	2. Feb. _____ Phase: _____ Event: _____	2. Mar. _____ Phase: _____ Event: _____
3. Jan. _____ Phase: _____ Event: _____	3. Feb. _____ Phase: _____ Event: _____	3. Mar. _____ Phase: _____ Event: _____
4. Jan. _____ Phase: _____ Event: _____	4. Feb. _____ Phase: _____ Event: _____	4. Mar. _____ Phase: _____ Event: _____
5. Jan. _____ Phase: _____ Event: _____	5. Feb. _____ Phase: _____ Event: _____	5. Mar. _____ Phase: _____ Event: _____
APRIL	MAY	JUNE
1. Apr. _____ Phase: _____ Event: _____	1. May _____ Phase: _____ Event: _____	1. Jun. _____ Phase: _____ Event: _____
2. Apr. _____ Phase: _____ Event: _____	2. May _____ Phase: _____ Event: _____	2. Jun. _____ Phase: _____ Event: _____
3. Apr. _____ Phase: _____ Event: _____	3. May _____ Phase: _____ Event: _____	3. Jun. _____ Phase: _____ Event: _____
4. Apr. _____ Phase: _____ Event: _____	4. May _____ Phase: _____ Event: _____	4. Jun. _____ Phase: _____ Event: _____
5. Apr. _____ Phase: _____ Event: _____	5. May _____ Phase: _____ Event: _____	5. Jun. _____ Phase: _____ Event: _____
JULY	AUGUST	SEPTEMBER
1. Jul. _____ Phase: _____ Event: _____	1. Aug. _____ Phase: _____ Event: _____	1. Sep. _____ Phase: _____ Event: _____
2. Jul. _____ Phase: _____ Event: _____	2. Aug. _____ Phase: _____ Event: _____	2. Sep. _____ Phase: _____ Event: _____
3. Jul. _____ Phase: _____ Event: _____	3. Aug. _____ Phase: _____ Event: _____	3. Sep. _____ Phase: _____ Event: _____
4. Jul. _____ Phase: _____ Event: _____	4. Aug. _____ Phase: _____ Event: _____	4. Sep. _____ Phase: _____ Event: _____
5. Jul. _____ Phase: _____ Event: _____	5. Aug. _____ Phase: _____ Event: _____	5. Sep. _____ Phase: _____ Event: _____
OCTOBER	NOVEMBER	DECEMBER
1. Oct. _____ Phase: _____ Event: _____	1. Nov. _____ Phase: _____ Event: _____	1. Dec. _____ Phase: _____ Event: _____
2. Oct. _____ Phase: _____ Event: _____	2. Nov. _____ Phase: _____ Event: _____	2. Dec. _____ Phase: _____ Event: _____
3. Oct. _____ Phase: _____ Event: _____	3. Nov. _____ Phase: _____ Event: _____	3. Dec. _____ Phase: _____ Event: _____
4. Oct. _____ Phase: _____ Event: _____	4. Nov. _____ Phase: _____ Event: _____	4. Dec. _____ Phase: _____ Event: _____
5. Oct. _____ Phase: _____ Event: _____	5. Nov. _____ Phase: _____ Event: _____	5. Dec. _____ Phase: _____ Event: _____

Example E1: One Year Plan
YEAR: 1998

GOALS: 1) Boston Marathon 1998
2) Fall Marathon - Oct.
3)

JANUARY	FEBRUARY	MARCH
1. Jan. _____ Phase: E Event: _____	1. Feb. 3 _____ Phase: S Event: _____	1. Mar. 3 _____ Phase: S Event: _____
2. Jan. 6 _____ Phase: E Event: _____	2. Feb. 10 _____ Phase: S Event: _____	2. Mar. 10 _____ Phase: SP Event: Half-Marathon
3. Jan. 13 _____ Phase: E Event: _____	3. Feb. 17 _____ Phase: S Event: _____	3. Mar. 17 _____ Phase: SP Event: _____
4. Jan. 20 _____ Phase: E Event: 10 K RACE	4. Feb. 24 _____ Phase: S Event: _____	4. Mar. 24 _____ Phase: SP Event: _____
5. Jan. 27 _____ Phase: E Event: _____	5. Feb. _____ Phase: _____ Event: _____	5. Mar. 31 _____ Phase: SP Event: 10 k Race
APRIL	MAY	JUNE
1. Apr. 7 _____ Phase: T Event: _____	1. May 5 _____ Phase: R Event: _____	1. Jun. 2 _____ Phase: B Event: _____
2. Apr. 14 _____ Phase: T Event: _____	2. May 12 _____ Phase: R Event: _____	2. Jun. 9 _____ Phase: B Event: _____
3. Apr. 21 _____ Phase: T Event: Boston Marathon	3. May 19 _____ Phase: R Event: _____	3. Jun. 16 _____ Phase: E Event: _____
4. Apr. 28 _____ Phase: R Event: _____	4. May 26 _____ Phase: B Event: 5 K Race	4. Jun. 23 _____ Phase: E Event: _____
5. Apr. _____ Phase: _____ Event: _____	5. May _____ Phase: _____ Event: _____	5. Jun. 30 _____ Phase: E Event: 10 K Race
JULY	AUGUST	SEPTEMBER
1. Jul. 7 _____ Phase: E Event: _____	1. Aug. 4 _____ Phase: S Event: _____	1. Sep. 1 _____ Phase: SP Event: 5 K Race
2. Jul. 14 _____ Phase: E Event: 15 K Race	2. Aug. 11 _____ Phase: S Event: 7 Mile Race	2. Sep. 8 _____ Phase: SP Event: _____
3. Jul. 21 _____ Phase: E Event: _____	3. Aug. 18 _____ Phase: S Event: _____	3. Sep. 15 _____ Phase: SP Event: _____
4. Jul. 28 _____ Phase: S Event: _____	4. Aug. 25 _____ Phase: S Event: _____	4. Sep. 22 _____ Phase: SP Event: Half-marathon
5. Jul. _____ Phase: _____ Event: _____	5. Aug. _____ Phase: _____ Event: _____	5. Sep. 29 _____ Phase: T Event: _____
OCTOBER	NOVEMBER	DECEMBER
1. Oct. 6 _____ Phase: T Event: _____	1. Nov. 3 _____ Phase: R Event: _____	1. Dec. 1 _____ Phase: B Event: _____
2. Oct. 13 _____ Phase: T Event: Marathon	2. Nov. 10 _____ Phase: R Event: _____	2. Dec. 8 _____ Phase: B Event: _____
3. Oct. 20 _____ Phase: R Event: _____	3. Nov. 17 _____ Phase: B Event: _____	3. Dec. 15 _____ Phase: B Event: _____
4. Oct. 27 _____ Phase: R Event: _____	4. Nov. 24 _____ Phase: B Event: _____	4. Dec. 22 _____ Phase: B Event: _____
5. Oct. _____ Phase: _____ Event: _____	5. Nov. _____ Phase: _____ Event: _____	5. Dec. 29 _____ Phase: B Event: _____

PART II - MACRO-CYCLE

The Macro-Cycle refers to the period that leads to a specific goal race. It includes the phases of Endurance, Strength, Speed, and Tapering. It is also a detailed schedule of the weekly workouts. Defining the Macro-cycles has already been partially done in the ONE YEAR PLAN. In completing the Macro-cycles, the following steps will be taken:

- 1) write down your goal for the cycle
- 2) determine the length of the cycle based on Table E1
- 3) define the weeks of each month associated with the cycle
- 4) include all the phases of the cycle
- 5) write down all interim goals or races to be completed during the cycle
- 6) write down any personal commitments that might prevent you from training (items like trips and celebrations)
- 7) determine your present level of running based on Table E2
- 8) determine your required training distance and level based on your goal and Table E3
- 9) determine your training distance for every week and every day of the cycle
- 10) determine which days will be for strength, speed workouts or long runs.

Following is a more detailed description of these 10 steps. Sheets for this Macro-cycle plan have been included in Exercise E2. When using the sheets, it is advisable to write in pencil since changes can occur later on and plans might change. One macro-cycle should be prepared for each important goal. There should be no more than 2 or 3 for the year. Once these steps have been completed, the remaining planning tasks are to determine the effort and types of daily workouts required, which will be discussed in the Monthly Plans and Individual Workout section that follow.

1) Write down your goal

At the top of the Plan, write down your goal. Be very precise and write a SMART goal. Every time you will look at the plan, you will know what the goal is and it will help you get motivated and out the door.

2) Length of Cycle

Determine the length of the cycle based on Table E1. Table E1 has four different distances with associated durations for each. Based on your goal race, you should be able to see how long the cycle is. This has also already been done in the ONE YEAR PLAN. If the distance that is aimed for is not on the form, choose the one that is above the desired distance. For example, if you want to complete a 10 mile race, use the cycle for the half-marathon.

3) Define the calendar weeks

At the side of the sheet for the macro-cycle, there is room to include the weeks of the months. Since the race occurs in all cases at the end of the Tapering phase, and the date of the race should be known, identify that race on the plan, then work backwards through the speed phase, strength phase and endurance phase, then complete the rest phase. Associate dates of the beginning of the week, or days if preferred, with all of these. A set of plans for various distances is included at the end of the section.

4) Phases of the cycle

As part of writing the dates down, ensure you write all the phases of the cycle on the left as per Table E1. This will assist you in planning the proper workouts.

5) Interim goals or races

As most people race regularly and have some interim goal we would like to achieve, these should be included on the plan. Identify the races you plan on running and mark them down. Since racing will affect the normal training, they should be included. Be aware that too much racing can impede your training plans by leaving you too tired to complete the workouts effectively.

6) Personal Commitments.

Life is full of commitments beside our passion for running. These commitments must not be forgotten since they will affect your training. There is no use getting frustrated over these interruptions in training. Also, you do not want to cancel other aspects of your life just for running. Simply identify these commitments on the schedule and then plan around it. If on certain days you simply cannot run, identify those days.

7) Present Level

In section C – Evaluate Your Running, you determined your present level of running. In order to facilitate grouping, the ranges of running experience have been divided into 5 different levels: Novice, Intermediate, Advanced, Champion, and Elite. By looking at Table E2, determine where you fit presently, based on your weekly distance and the number of time you run in a week. This is based on your Base week. Include your base week at the top of the Macro-cycle Plan.

8) Required Level and Distance

Based on your goal, you might have a race time associated with it. On the other hand, if your goal is to reach a certain weekly distance, then the goal is already defined. In order to achieve your goal, you will need a certain amount of training. Table E3 is a guideline of what is required to achieve certain time goals. Based on your goal, determine what your weekly distance and level will be required. In order to prevent any

injury or overtraining, the goal level should not be more than one level above your current level. If that is the case, the goal should probably be revised, or extended to a longer period of time. The level should not be increased by more than one a year.

9) Weekly and Daily distance.

Based on the weekly distance required and the number of times running per week, define what will need to be run on a daily basis and then add up the daily distances to get the weekly distance. The guideline for this is that you start at your base level. The weekly distance should only be increased during the endurance phase. The distance should not be raised by more than 10% in one week, and the weekly distance should not be increased by more than 25% in a cycle.

After each phase of the cycle, there should be a drop of distance of approximately 10%. This will allow the body some recovery time. The weekly distance can then gradually increase to the maximum value. To increase the distance, the LSD (Long Slow Distance) run is usually crucial for half marathon and marathon distances. Table E4 indicates how long the LSD run should be for all distances. The long run can still be built up during the strength phase, but the total distance should not be increasing anymore. The speed phase should have a moderate (5-10%) drop in weekly distance. Examples of plans can be found at the end of the section for all levels and the 4 distances. You can use these as a basis to prepare your own.

10) Strength and Speed workouts

Once the daily distances have been determined, the days of the strength and the speed workouts should be included. Table E4 will indicate how many there should be based on the level and race distance. Speed, strength workouts and long distance runs should be separated by at least a day. This allows the body to recover. The effort of the runs throughout the week will thus vary between easy and hard.

You should now have a plan that suits your needs. This plan is not set in stone and can be modified as the period progresses. The most important thing to remember is to listen to your body to avoid injury and overtraining. If you are in pain or very tired, you might have to back off on the schedule slightly.

TABLE E2
GUIDELINES FOR LEVELS

	Novice	Experienced	Advanced	Champion	Elite
Running sessions per week	3	4	5	6	7
Distance per week (km)	0-20	20-40	40-70	70-120	120+

TABLE E3
DISTANCE AND LEVEL REQUIREMENTS FOR SPECIFIC GOALS

Race Distance	Goal Time	Level Female	Weekly Distance Female	Level Male	Weekly Distance Male
5 km	30 min.	Novice	15 km	Novice	15 km
	25 min.	Experienced	30 km	Novice	20 km
	22 min.	Experienced	40 km	Experienced	30 km
	20 min.	Advanced	60 km	Experienced	40 km
	18 min.	Champion	100 km	Advanced	50 km
	16 min.	Elite	150 km	Champion	100 km
	15 min.	Elite	200 km	Elite	140 km
10 km	60 min.	Novice	20 km	Novice	20 km
	50 min.	Experienced	40 km	Experienced	30 km
	45 min.	Advanced	50 km	Experienced	40 km
	42 min.	Advanced	60 km	Advanced	50 km
	40 min.	Advanced	70 km	Advanced	60 km
	38 min.	Champion	90 km	Advanced	70 km
	36 min.	Champion	120 km	Champion	90 km
	34 min.	Elite	150 km	Champion	120 km
	32 min.	Elite	200 km	Elite	150 km
Half-Marathon	120 min.	Experienced	40 km	Experienced	30 km
	105 min.	Advanced	50 km	Experienced	40 km
	95 min.	Advanced	60 km	Advanced	50 km
	90 min.	Advanced	70 km	Advanced	60 km
	85 min.	Champion	80 km	Advanced	70 km
	82 min.	Champion	100 km	Champion	80 km
	80 min.	Champion	120 km	Champion	90 km
	78 min.	Elite	140 km	Champion	100 km
	76 min.	Elite	160 km	Champion	120 km
	74 min.	Elite	180 km	Elite	130 km
	72 min.	Elite	200 km	Elite	150 km
	70 min.	Elite	220 km	Elite	160 km
	68 min.	Elite	250 km	Elite	170 km

TABLE E3 (continued)
DISTANCE AND LEVEL REQUIREMENTS FOR SPECIFIC GOALS

Race Distance	Goal Time	Level Female	Weekly Distance Female	Level Male	Weekly Distance Male
Marathon	5:00 hrs	Experienced	40 km	Experienced	30 km
	4:30 hrs	Advanced	45 km	Experienced	40 km
	4:00 hrs	Advanced	50 km	Advanced	45 km
	3:50 hrs	Advanced	55 km	Advanced	50 km
	3:40 hrs	Advanced	60 km	Advanced	60 km
	3:30 hrs	Advanced	65 km	Advanced	70 km
	3:20 hrs	Champion	70 km	Champion	75 km
	3:15 hrs	Champion	80 km	Champion	80 km
	3:10 hrs	Champion	90 km	Champion	90 km
	3:05 hrs	Champion	100 km	Champion	100 km
	3:00 hrs	Champion	110 km	Champion	110 km
	2:55 hrs	Champion	120 km	Champion	115 km
	2:50 hrs	Elite	130 km	Champion	120 km
	2:45 hrs	Elite	150 km	Elite	130 km
	2:40 hrs	Elite	180 km	Elite	140 km
	2:35 hrs	Elite	200 km	Elite	150 km
	2:30 hrs	Elite	220 km	Elite	160 km

TABLE E4
SPEED, STRENGTH AND ENDURANCE SESSION GUIDELINES

Goal Distance	Workouts	Novice	Experienced	Advanced	Champion	Elite
5 km	LSD	6 km	8-12 km	12-18 km	18-25 km	25-30 km
	Speed or Strength per week	1	1	2	2	2
10 km	LSD	8 km	10-15 km	15-20 km	20-25 km	25-30 km
	Speed or Strength per week	1	2	2	2	2
½ marathon	LSD		15-21 km	21-32 km	32-35 km	35-36
	Speed or Strength per week	NOT Advised	1	1	2	2
Marathon	LSD		20-28 km	28-35 km	35-38 km	35-40 km
	Speed or Strength per week	NOT Advised	1	1	2	2

EXERCISE E2 – MACRO-CYCLE PLAN

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE								
1 ____ Ph. ____								
2 ____ Ph. ____								
3 ____ Ph. ____								
4 ____ Ph. ____								
5 ____ Ph. ____								
6 ____ Ph. ____								
7 ____ Ph. ____								
8 ____ Ph. ____								
9 ____ Ph. ____								
10 ____ Ph. ____								
11 ____ Ph. ____								
12 ____ Ph. ____								
13 ____ Ph. ____								
14 ____ Ph. ____								
15 ____ Ph. ____								
16 ____ Ph. ____								
17 ____ Ph. ____								
18 ____ Ph. ____								
19 ____ Ph. ____								
20 ____ Ph. ____								
21 ____ Ph. ____								
22 ____ Ph. ____								

PART III - MONTHLY PLANS AND INDIVIDUAL WORKOUTS

In this section of the planning exercise, you will be defining what workout you will be completing every day. To do this, two options are available to you. You can write the workouts on the Macro-cycle Plan, though the space available for this is slightly limited. The other option is to use some monthly plans, provided later.

On the monthly plan, you should be transferring all the information that you have included in the Macro-cycle plan. This would include the following:

- 1) write down the goals
- 2) write down the interim goals
- 3) include all the phases
- 4) write down any personal commitments
- 5) define the training days
- 6) define the daily distances

Once all this has been completed, then the individual workouts will be included. This is what is called micro-planning, planning the fine details. As in all the previous sections, the more precise you are in defining the plan, the better your chances at reaching your goals.

For those who prefer already made plans, there are plans for all the 4 distances and the five levels at the back of the section.

To choose the duration, intensity, and types of workouts, this will be based on your level and the distance you are training for. Table E4 shows what kind of workouts should be completed during the strength and speed workouts. Table E5 shows what times will be required for the intervals. The different types of workouts are hills, cross-country, fartlek, tempo and intervals, as well as the inclusion of some races. These are defined in greater details next.

For those using a heart rate monitor, the easy workouts should be completed at below 75% of maximum heart rate, Tempo runs should be completed at 80-90% of maximum, while the intervals should be done at above 90 % of maximum. These heart rate values are only approximate. One formula to determine your maximum heart rate is to use $(209 - 0.7 \times \text{age})$ for women, and $(214 - 0.8 \times \text{age})$ for men.

HILLS

Hills are for the building of strength. These would normally be completed during the strength phase, but they can also be complete anytime especially if completing 2 speed workouts a week. Hill consists of any inclined road. The hill should not be too steep. The longer the hill, the less steep it should be. Short hills would be approx. 100 m, medium hills would be 100-200 m, while long hills would be 200-400 m. The progression can be from short to long hills, or from a low number of hill repeats to a high

number of hill repeats. Since the down-hills can kill your legs, go down the hill very slowly; it will also permit your heart rate to come down.

CROSS-COUNTRY

Cross-country running can replace any hill workout because of the uneven terrain and the rolling hills. This will also build strength. Cross-country running can be completed as a substitute to any hill workout. The duration should be the same as it would take to complete the hill workout. Cross-country running can be done on groomed trails, on the grass, through parks, or on accessible golf courses. Cross-country running can be tricky because of the uneven terrain. You should be careful when starting cross-country especially if you are not familiar with the area.

FARTLEK

Fartlek is a Swedish word meaning “speed play”. This involves running at a faster pace in the middle of a run whenever you feel like it and for however long you want. To be effective, they should be complete for a certain amount of time, as mentioned in Table E4. The actual distance of each burst can vary from 50 m to 800 m, and the rest periods between burst should be approximately as long as the burst. One common way to complete a fartlek is to pick an object in the distance such as a telephone pole, and pick up speed until you reach it. Run easy until you feel rested.

TEMPO

Tempo running involves running at a 10 km race pace but for a shorter period of time than the race. The Tempo run should last from 20-30 minutes. This should be completed in the middle of a training run after a warm-up of a few kilometers. Leave yourself a few kilometers of cool-down at the end of the Tempo run. Tempo run makes your body approach Lactate Threshold which is the maximum speed you can sustain before lactic acid builds up and starts slowing you down.

INTERVALS

Intervals involve running for a certain distance or time and then resting while jogging for a certain distance or time. On the road, intervals are best completed by setting your watch for a time that would match your 400 m 800 m or mile pace, and complete the same number of intervals as suggested in Table E4, but by using time.

Intervals though are best completed on a track. This involves completing a thorough warm-up and some stretching. Then the intervals of 400 m, 800 m, or 1600 m can be completed. The number of intervals to complete is included in Table E4, while the time required to meet a goal race pace is included in Table E5. You can mix and match any of the distance and create your own work out. "Stairs" or "pyramids" can be used whereby you complete some 400 m, then 800 m, then 1200 m, then 1600 m, or 400 m, 800 m, 1600 m, 800 m, 400 m for the pyramid. The combinations are endless and

they are left to your imagination. You can also follow some of the workouts in the examples.

RACES

In order to test yourself in real competitive situations, you should be competing in some races during your cycle. These should not be interrupting your training, but be used as a speed workout. You will thus not be performing at you peak and you race times might be slower than expected. Table E4 gives indication of how many races and the distance you might want to cover.

TABLE E4
WORKOUTS

	Novice	Experienced	Advanced	Champion	Elite
5 km	3-4 Hills 4 km Fartlek 20 min tempo 3-4 x 400 m① 3-4 x 800 m 5 km race	4-6 Hills 4-6 km Fartlek 20 min tempo 4-8 x 400 m① 3-6 x 800 m 5 km race 10 km race	6-10 Hills 4-8 km Fartlek 25 min tempo 6-12 x400 m① 4-10 x 800 m 3-6 x 1600 m 5 km race 10 km race	8-12 Hills 6-10 k Fartlek 30 min tempo 8-16 x400 m① 6-12 x 800 m 4-8 x 1600 m 5 km race 10 km race	8-12 Hills 6-10 k Fartlek 30 min tempo 8-16 x400 m① 6-12 x 800 m 4-8 x 1600 m 5 km race 10 km race 15 km race
10 km	3-4 Hills 5 km Fartlek 20 min tempo 3-6 x 400 m 3-5 x 800 m① 3-4 x 1600 m 5 km race 8 km race	4-8 Hills 6-8 km Fartlek 25 min tempo 4-10 x 400 m 3-6 x 800 m ① 3-4 x 1600 m 5 km race 10 km race 15 km race	6-10 Hills 8-10 k Fartlek 30 min tempo 6-12 x 400 m 6-10 x800m ① 4-6 x 1600 m 5 km race 10 km race 15 km race	8-12 Hills 8-12 k Fartlek 30 min tempo 6-12 x 400 m 8-12 x800m ① 4-6 x 1600 m 5 km race 10 km race 15 km race	8-12 Hills 8-12 k Fartlek 30 min tempo 6-12 x 400 m 8-12 x800m ① 4-6 x 1600 m 5 km race 10 km race 15 km race
Half-Marathon	Not Recommended	4-10 Hills 6-10 k Fartlek 25 min tempo 4-8 x 400 m 3-8 x 800 m 4-6 x1600 m① 10 km race 15 km race	6-12 Hills 8-10 k Fartlek 30 min tempo 4-8 x 400 m 4-8 x 800 m 4-8 x1600 m① 10 km race 15 km race Half-marathon	8-12 Hills 8-12 k Fartlek 30 min tempo 6-10 x 400 m 6-10 x 800 m 4-8 x1600 m① 10 km race 15 km race Half-marathon	8-12 Hills 8-12 k Fartlek 30 min tempo 6-12 x 400 m 6-12 x 800 m 6-10x1600m① 10 km race 15 km race Half-marathon
Marathon	Not Recommended	4-10 Hills 6-10 k Fartlek 30 min tempo 3-6 x 400 m 4-8 x 800 m 4-8 x1600 m① 10 km race 15 km race Half-Marathon	6-12 Hills 8-10 k Fartlek 30 min tempo 4-8 x 400 m 4-8 x 800 m 4-8 x1600 m① 10 km race 15 km race Half-marathon	8-12 Hills 8-12 k Fartlek 30 min tempo 6-10 x 400 m 6-10 x 800 m 4-8 x1600 m① 10 km race 15 km race Half-marathon	8-12 Hills 8-12 k Fartlek 30 min tempo 6-12 x 400 m 6-12 x 800 m 6-10x1600m① 10 km race 15 km race Half-marathon

① denotes the key workout

TABLE E5
INTERVALS TIME REQUIREMENTS

Race Distance	Time Goal	400 m	800 m	1600 m
5 km	30	2:30	5:10	10:30
	25	2:00	4:10	8:30
	22	1:45	3:40	7:30
	20	1:30	3:10	6:30
	18	1:20	2:45	5:40
	16	1:10	2:25	5:00
	15	1:00	2:10	4:30
10 km	60	2:30	5:10	10:30
	50	2:00	4:10	8:30
	45	1:50	3:45	7:45
	42	1:40	3:30	7:10
	40	1:30	3:10	6:30
	38	1:20	2:45	5:40
	36	1:15	2:40	5:20
	34	1:10	2:25	5:00
	32	1:05	2:20	4:50
	30	1:00	2:10	4:30
Half Marathon	120	2:30	5:10	10:30
	105	2:15	4:40	9:20
	95	2:00	4:10	8:30
	90	1:40	3:40	7:10
	85	1:30	3:10	6:30
	82	1:20	2:50	5:50
	80	1:15	2:40	5:30
	78	1:12	2:30	5:10
	76	1:10	2:25	5:00
	74	1:08	2:20	4:50
	72	1:05	2:15	4:40
	70	1:02	2:12	4:35
	68	1:00	2:10	4:30

TABLE E5 (continued)
INTERVALS TIME REQUIREMENTS

Race Distance	Time Goal	400 m	800 m	1600 m
Marathon	5:00	2:45	5:45	11:45
	4:30	2:30	5:10	10:30
	4:00	2:15	4:40	9:20
	3:50	2:00	4:10	8:30
	3:40	1:45	3:40	7:30
	3:30	1:35	3:20	6:50
	3:20	1:30	3:10	6:30
	3:15	1:25	3:00	6:10
	3:10	1:20	2:50	5:50
	3:05	1:15	2:40	5:30
	3:00	1:12	2:30	5:20
	2:55	1:10	2:25	5:10
	2:50	1:08	2:20	5:00
	2:45	1:06	2:17	4:50
	2:40	1:04	2:14	4:40
	2:35	1:02	2:12	4:35
	2:30	1:00	2:10	4:30

PLAN E1 - 5 KM - NOVICE

GOAL: _____

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		4 km		4 km			4 km	12 km
1 _____ Ph. E__		4 km		4 km			5 km	13 km
2 _____ Ph. E__		4 km		4 km			6 km	14 km
3 _____ Ph. E__		4 km		5 km			6 km	15 km
4 _____ Ph. S__		4 k Hills 4 short		4 km			6 km	14 km
5 _____ Ph. S__		4 k Hills 4 med.		5 km			6 km	15 km
6 _____ Ph. S__		4 k Hills 4 long		5 km			6 km	15 km
7 _____ Ph. SP__		4 k SP 2 k Fartlek		5 km			5 km	14 km
8 _____ Ph. SP__		4 k SP 4x400m		5 km			6 km	15 km
9 _____ Ph. SP__		4 k SP 5x400m		5 km			6 km tot. 5 K Race	15 km
10 _____ Ph. SP__		4 km		5 km			6 km	15 km
11 _____ Ph. T__		4 k SP 4x400m		3 km			4 km	11 km
12 _____ Ph. T__		3 k SP 3x400m		2 km			5 K Race	10 km
13 _____ Ph. R__		3 km		4 km			4 km	11 km

PLAN E2 - 10 KM - NOVICE

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		5 km		5 km			5 km	15 km
1 ____ Ph. E__		5 km		5 km			6 km	16 km
2 ____ Ph. E__		5 km		5 km			7 km	17 km
3 ____ Ph. E__		5 km		5 km			8 km	18 km
4 ____ Ph. E__		5 km		6 km			9 km	20 km
5 ____ Ph. S__		5 k Hills 4 short		5 km			8 km	18 km
6 ____ Ph. S__		5 k Hills 5 med.		6 km			9 km	20 km
7 ____ Ph. S__		5 k Hills 5 long		6 km			9 km	20 km
8 ____ Ph. S__		5 k Hills 6 long		6 km			9 km	20 km
9 ____ Ph. SP__		5 km SP 4x400m		5 km			8 km	18 km
10 ____ Ph. SP__		5 km SP 4x800m		6 km			9 km	20 km
11 ____ Ph. SP__		5 km SP 6x400m		5 km			10 km total 8 K Race	20 km
12 ____ Ph. SP__		5 km		6 km SP 4x400m			9 km	20 km
13 ____ Ph. T__		5 km SP 5x400m		4 km			6 km	15 km
14 ____ Ph. T__		4 km SP 4x400m		3 km			10 KM Race	17 km
15 ____ Ph. R__		3 km		5 km			7 km	15 km
16 ____ Ph. R__		5 km		5 km			8 km	18 km

PLAN E3 - 5 KM - EXPERIENCED

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		6 km		5 km	6 km		8 km	25 km
1 ____ Ph. E__		6 km		6 km	6 km		9 km	27 km
2 ____ Ph. E__		6 km		6 km	7 km		10 km	29 km
3 ____ Ph. E__		7 km		6 km	8 km		11 km	32 km
4 ____ Ph. S__		6 km		6 km	7 k Hills 4 short		10 km	29 km
5 ____ Ph. S__		7 k Hills 5 med.		6 km	8 km		11 km	32 km
6 ____ Ph. S__		7 k Hills 5 long		6 km	8 km		11 km	32 km
7 ____ Ph. SP__		7 km		6 km	7 km SP Tempo		10 km	30 km
8 ____ Ph. SP__		7 k SP 5x800m		6 km	8 km		11 km	32 km
9 ____ Ph. SP__		7 k SP 6x400m		6 km	8 km		6 km tot 5 K Race	27 km
10 ____ Ph. SP__		7 km		6 km	8 km SP 8x400m		11 km	32 km
11 ____ Ph. T__		6 k SP 4x400m		6 km	6 km		8 km	26 km
12 ____ Ph. T__		4 k SP 4x400m		4 km	4 km		5 K Race	18 km
13 ____ Ph. R__		4 km		6 km	6 km		9 km	25 km

PLAN E4 - 10 KM - EXPERIENCED

GOAL: _____

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		8 km		6 km	6 km		8 km	28 km
1 ____ Ph. E__		8 km		6 km	7 km		9 km	30 km
2 ____ Ph. E__		8 km		6 km	8 km		10 km	30 km
3 ____ Ph. E__		8 km		7 km	8 km		11 km	34 km
4 ____ Ph. E__		8 km		7 km	8 km		12 km	35 km
5 ____ Ph. S__		8 km		6 km	8 k Hills 4 short		10 km	32 km
6 ____ Ph. S__		8 k Hills 5 med.		7 km	8 km		12 km	35 km
7 ____ Ph. S__		8 k Hills 5 long		6 km	8 km		13 km	35 km
8 ____ Ph. S__		7 k Hills 6 long		6 km	8 km		14 km	35 km
9 ____ Ph. SP__		8 km		6 km	8 km		10 km total 8K Race	32 km
10 ____ Ph. SP__		7 km		6 km	8 km SP 4 k Fartlek		14 km	35 km
11 ____ Ph. SP__		6 km SP 4x800m		8 km	9 km		6 km total 5K Race	29 km
12 ____ Ph. SP__		6 km		8 km	8 km SP 6x800m		12 km	34 km
13 ____ Ph. T__		6 km SP 4x800m		6 km	8 km		8 km	28 km
14 ____ Ph. T__		5 km SP 4x400m		4 km	3 km		10 KM Race	34 km
15 ____ Ph. R__		3 km		5 km	8 km		7 km	23 km
16 ____ Ph. R__		6 km		6 km	8 km		10 km	30 km

PLAN E5 - HALF-MARATHON - EXPERIENCED

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		6 km		5 km	6 km		8 km	25 km
1 ____ Ph. E__		6 km		5 km	6 km		9 km	26 km
2 ____ Ph. E__		6 km		5 km	6 km		10 km	27 km
3 ____ Ph. E__		6 km		5 km	6 km		12 km	29 km
4 ____ Ph. E__		6 km		5 km	6 km		13 km	30 km
5 ____ Ph. E__		6 km		5 km	6 km		15 km	32 km
6 ____ Ph. E__		5 km		4 km	6 km		17 km	32 km
7 ____ Ph. S__		5 km		4 k Hills 4 short	6 km		15 km	30 km
8 ____ Ph. S__		5 k Hills 6 med.		4 km	6 km		17 km	32 km
9 ____ Ph. S__		5 k Hills 8 med.		3 km	6 km		18 km	32 km
10 ____ Ph. S__		4 km		3 km	5 k Hills 8 long		20 km	32 km
11 ____ Ph. SP__		4 km		6 km	6 km		12 km total 10K Race	28 km
12 ____ Ph. SP__		4 km		4 km	6 km SP 4x800m		18 km	32 km
13 ____ Ph. SP__		4 km		3 km	5 km SP 3x1600m		20 km	32 km
14 ____ Ph. SP__		4 km		5 km	7 km SP 4x1600m		16 km	32 km
15 ____ Ph. T__		4 km SP 5x800m		5 km	7 km		12 km	28 km
16 ____ Ph. T__		4 km SP 4x400m		4 km	5 km		Half- Marathon	33 km
17 ____ Ph. R__				3 km	5 km		8 km	16 km
18 ____ Ph. R__		4 km		4 km	6 km		8 km	22 km
19 ____ Ph. R__		4 km		6 km	6 km		10 km	26 km

PLAN E6 - MARATHON - EXPERIENCED

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		6 km		6 km	6 km		12 km	30 km
1 ____ Ph. E__		6 km		6 km	6 km		13 km	31 km
2 ____ Ph. E__		6 km		6 km	6 km		14 km	32 km
3 ____ Ph. E__		6 km		6 km	6 km		15 km	33 km
4 ____ Ph. E__		6 km		6 km	6 km		16 km	34 km
5 ____ Ph. E__		6 km		6 km	6 km		18 km	36 km
6 ____ Ph. E__		6 km		6 km	6 km		20 km	38 km
7 ____ Ph. S__		6 km		6 km	8 k Hills 4 short		14K tot. 10K race	34 km
8 ____ Ph. S__		6 km		6 k Hills 5 med.	6 km		20 km	38 km
9 ____ Ph. S__		6 km		4 km	6 k Hills 4 long		22 km	38 km
10 ____ Ph. S__		4 km		4 km	6 k Hills 5 long		24 km	38 km
11 ____ Ph. S__		4 km		4 k Hills 4 long	4 km		26 km	38 km
12 ____ Ph. SP__		6 km		6 km	8 km SP Tempo		12 km	32 km
13 ____ Ph. SP__		6 km SP 4x800m		4 km	4 km		22k total ½ Mar.	36 km
14 ____ Ph. SP__		4 km		4 km	4 km SP 4x800m		24 km	36 km
15 ____ Ph. SP__		3 km		3 km	4 km SP 4x800m		26 km	36 km
16 ____ Ph. T__		3 km		4 km	5 km SP 2x1600m		20 km	32 km
17 ____ Ph. T__		4 km		5 km	5 km SP 4x800m		14 km	28 km
18 ____ Ph. T__		4 km SP 3x400m		4 km			Marathon	50 km
19 ____ Ph. R__							4 km	4 km
20 ____ Ph. R__		4 km		4 km	4 km		8 km	20 km
21 ____ Ph. R__		4 km		4 km	6 km		10 km	24 km
22 ____ Ph. R__		6 km		6 km	6 km		12 km	30 km

PLAN E7 - 5 KM - ADVANCED

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		8 km	8 km	8 km		6 km	10 km	40 km
1 ____ Ph. E__		8 km	8 km	8 km		6 km	12 km	42 km
2 ____ Ph. E__		8 km	10 km	8 km		6 km	14 km	46 km
3 ____ Ph. E__		10 km	10 km	8 km		6 km	16 km	50 km
4 ____ Ph. S__		9 km	10 km	8 k Hills 4 short		6 km	12 km tot 10 K Race	45 km
5 ____ Ph. S__		10 k hills 5 med.	10 km	10 k Hills 5 short		6 km	14 km	50 km
6 ____ Ph. S__		10 k Hills 5 long	10 km	8 k Hills 6 short		6 km	16 km	50 km
7 ____ Ph. SP__		10 km	10 km SP 4 k Fartlek	10 km		6 km	8 km SP 5 K Race	44 km
8 ____ Ph. SP__		9 k SP 4x800m	10 km	10 km SP 5x400m		6 km	12 km SP Tempo	47 km
9 ____ Ph. SP__		8 k SP 6x400m	10 km	8 km SP 3x1600m		6 km	14 km	48 km
10 ____ Ph. SP__		8 km	10 km SP 8x400m	8 km		6 km	12 km tot 10 K Race	46 km
11 ____ Ph. T__		8 km	8 km	6 km SP 4x400m		6 km	8 km SP 6x400m	36 km
12 ____ Ph. T__		8 km	8 km SP 3x400m	6 km		3 km	5 K Race	30 km
13 ____ Ph. R__		6 km	8 km	6 km		6 km	8 km	34 km

PLAN E8 - 10 KM - ADVANCED

GOAL: _____

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		10 km	10 km	10 km		8 km	12 km	50 km
1 ____ Ph. E__		10 km	10 km	10 km		8 km	14 km	52 km
2 ____ Ph. E__		10 km	10 km	11 km		8 km	16 km	55 km
3 ____ Ph. E__		10 km	10 km	12 km		8 km	18 km	58 km
4 ____ Ph. E__		12 km	10 km	12 km		8 km	20 km	62 km
5 ____ Ph. S__		12 km	10 k Hills 4 short	12 km		8 km	16K tot 10 k race	58 km
6 ____ Ph. S__		12 k	12 k Hills 6 med.	12 km		8 km	18 km	62 km
7 ____ Ph. S__		12 k Hills 5 long	10 km	12 k Hills x-country		8 km	20 km	62 km
8 ____ Ph. S__		12 k Hills 6 long	10 km	10 k Hills x-country		8 km	22 km	62 km
9 ____ Ph. SP__		12 km	12 k SP 3x1600m	12 km		4 km	18K tot. 15 K Race	58 km
10 ____ Ph. SP__		10 k SP 6x400m	10 km	10 k SP 4x800m		8 km	20 km	58 km
11 ____ Ph. SP__		10 k SP 6x800m	10 km	8 km SP 4 k Fartlek		8 km	22 km	58 km
12 ____ Ph. SP__		12 km	12 k SP 8x400m	12 km		8 km	10 k SP 5K Race	54 km
13 ____ Ph. T__		6 km SP 4x800m	8 km	6 km SP 4x400m		6 km	16 km	42 km
14 ____ Ph. T__		10 km	8 km SP 4x400m	8 km		4 km	12K tot. 10K Race	42 km
15 ____ Ph. R__		4 km	6 km	8 km		8 km	10 km	36 km
16 ____ Ph. R__		8 km	10 km	10 km		8 km	12 km	48 km

PLAN E9 - HALF-MARATHON - ADVANCED

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		10 km	10 km	10 km		8 km	12 km	50 km
1 ____ Ph. E__		10 km	10 km	10 km		8 km	14 km	52 km
2 ____ Ph. E__		10 km	10 km	10 km		8 km	16 km	54 km
3 ____ Ph. E__		10 km	10 km	10 km		8 km	18 km	56 km
4 ____ Ph. E__		12 km	12 km	12 km		6 km	16K tot 15 K Race	58 km
5 ____ Ph. E__		10 km	10 km	12 km		8 km	20 km	60 km
6 ____ Ph. E__		10 km	10 km	12 km		8 km	22 km	62 km
7 ____ Ph. S__		12 km	10 k Hills 4 med.	14 km		6 km	14K tot 10 K Race	56 km
8 ____ Ph. S__		10 km	10 k Hills 4 long	12 km		6 km	24 km	62 km
9 ____ Ph. S__		10 km	10 k Hills 6 long	10 km		6 km	26 km	62 km
10 ____ Ph. S__		10 km	10 k Hills 8 long	12 km		6 km	24 km	62 km
11 ____ Ph. SP__		10 km	12 k SP 4 k Fartlek	14 km		4 km	18K tot 15 k race	58 km
12 ____ Ph. SP__		8 km	10 km	8 km SP 4x800m		6 km	26 km	58 km
13 ____ Ph. SP__		8 km	10 k SP 3x1600m	8 km		8 km	24 km	58 km
14 ____ Ph. SP__		10 km	12 k SP 4x1600m	14 km		8 km	9 km SP 5K Race	53 km
15 ____ Ph. T__		6 km SP 5x800m	8 km	6 km SP 6x400m		6 km	16 km	42 km
16 ____ Ph. T__		8 km	6 km SP 4x400m	6 km		3 km	Half- Marathon	44 km
17 ____ Ph. R__		4 km	6 km	6 km		6 km	10 km	32 km
18 ____ Ph. R__		6 km	8 km	8 km		6 km	10 km	38 km
19 ____ Ph. R__		10 km	10 km	10 km		8 km	12 km	50 km

PLAN E10 - MARATHON - ADVANCED

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		10 km	12 km	10 km		8 km	16 km	56 km
1 ____ Ph. E__		10 km	12 km	10 km		8 km	18 km	58 km
2 ____ Ph. E__		10 km	12 km	10 km		8 km	20 km	60 km
3 ____ Ph. E__		10 km	12 km	10 km		8 km	22 km	62 km
4 ____ Ph. E__		10 km	16 km	12 km		6 km	18K tot 15 K Race	62 km
5 ____ Ph. E__		10 km	15 km	10 km		8 km	24 km	67 km
6 ____ Ph. E__		10 km	16 km	10 km		8 km	26 km	70 km
7 ____ Ph. S__		10 km	16 k Hills 4 short	16 km		8 km	14K tot 10 k race	64 km
8 ____ Ph. S__		10 km	14 k Hills 6 medium	10 km		8 km	28 km	70 km
9 ____ Ph. S__		10 km	12 k Hills 6 long	10 km		8 km	30 km	70 km
10 ____ Ph. S__		10 km	10 k Hills 6 long	10 km		8 km	32 km	70 km
11 ____ Ph. S__		10 km	12 km	12 k Hills 6 long		8 km	28 km	70 km
12 ____ Ph. SP__		10 km	10 k SP 4x800m	15 km		6 km	24 k SP ½ Mar.	65 km
13 ____ Ph. SP__		8 km	10 km	11 k SP 4x800m		8 km	28 km	65 km
14 ____ Ph. SP__		8 km	10 k SP 3x1600m	8 km		8 km	32 km	66 km
15 ____ Ph. SP__		8 km	12 k SP 4x1600m	10 km		6 km	30 km	66 km
16 ____ Ph. T__		10 km	12 k SP 4x800m	14 km		8 km	12 k SP 10 K Race	56 km
17 ____ Ph. T__		6 km	6 km SP 3x800m	6 km		6 km	18 km	42 km
18 ____ Ph. T__		6 km SP 3x400m	8 km	8 km		3 km	Marathon	67 km
19 ____ Ph. R__				4 km		6 km	8 km	18 km
20 ____ Ph. R__		6 km	8 km	8 km		6 km	10 km	38 km
21 ____ Ph. R__		8 km	10 km	10 km		6 km	12 km	46 km
22 ____ Ph. R__		10 km	12 km	10 km		8 km	16 km	56 km

PLAN E11 - 5 KM - CHAMPION

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		10 km	12 km	12 km	12 km	10 km	16 km	70 km
1 ____ Ph. E__		10 km	15 km	10 km	12 km	10 km	18 km	75 km
2 ____ Ph. E__		10 km	15 km	10 km	15 km	10 km	20 km	80 km
3 ____ Ph. E__		12 km	16 km	10 km	15 km	10 km	22 km	80 km
4 ____ Ph. S__		12 km	16 km	12 k Hills 4 short	15 km	10 km	15 km tot 10 K Race	85 km
5 ____ Ph. S__		10 km	16 k Hills 6 med.	10 km	15 k Hills 6 long	10 km	24 km	80 km
6 ____ Ph. S__		10 k Hills 8 medium	14 km	10 k Hills 10 short	15 km	10 km	26 km	85 km
7 ____ Ph. SP__		10 k SP 4x800m	12 km	10 k SP 6x400m	10 km	10 km	28 km	80 km
8 ____ Ph. SP__		10 k SP 6x800m	15 km	15 km SP 8x400m	15 km	10 km	10 km SP 5 K Race	75 km
9 ____ Ph. SP__		10 k SP 6x800m	12 km	10 km SP 10x400m	15 km	8 km	20 km	75 km
10 ____ Ph. SP__		12 k SP 8x800m	15 km	10 k SP 12x400m	15 km	8 km	15 km tot 10 K Race	75 km
11 ____ Ph. T__		8 km	10 km SP 6x400m	8 km	10 k SP 8x400m	6 km	16 k SP	58 km
12 ____ Ph. T__		10 k SP 6x400m	12 km	10 k SP 4x400m		3 km	8 k total 5 K Race	43 km
13 ____ Ph. R__		5 km	8 km	10 km	8 km	10 km	16 km	57 km

PLAN E12 - 10 KM - CHAMPION

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		10 km	10 km	10 km	15 km	10 km	20 km	80 km
1 ____ Ph. E__		10 km	15 km	10 km	15 km	10 km	22 km	84 km
2 ____ Ph. E__		12 km	15 km	12 km	15 km	10 km	24 km	88 km
3 ____ Ph. E__		14 km	15 km	12 km	15 km	10 km	26 km	92 km
4 ____ Ph. E__		15 km	15 km	12 km	15 km	10 km	28 km	95 km
5 ____ Ph. S__		15 km	15 k Hills 6 short	13 km	15 kM	10 km	20K tot 15 k race	88 km
6 ____ Ph. S__		13 km	15 k Hills 6 med.	12 km	15 k Hills 6 long	10 km	30 km	95 km
7 ____ Ph. S__		15 k Hills 6 long	15 km	15 k Hills x-country	15 km	10 km	25K tot half- marathon	95 km
8 ____ Ph. S__		10 km	15 k Hills 8 long	12 km	15 k Hills x-country	10 km	32 km	94 km
9 ____ Ph. SP__		15 km	15 km	14 k SP 3x1600m	15 km	10 km	16K tot 10 K Race	85 km
10 ____ Ph. SP__		10 km	15 k SP 4x800m	12 km	14 k SP Tempo	10 km	25 km	86 km
11 ____ Ph. SP__		12 k SP 6x800m	16 km	12 km SP 6 k Fartlek	15 km	10 km	20 km	85 km
12 ____ Ph. SP__		15 k SP 8x800m	18 km	15 k SP 8x400m	15 km	10 km	10 k SP 5 K Race	83 km
13 ____ Ph. T__		8 km SP 6x800m	10 km	8 km SP 8x400m	12 km	10 km	18 km	66 km
14 ____ Ph. T__		8 km	10 km SP 4x400m	8 km		4 km	13K tot. 10K Race	43 km
15 ____ Ph. R__		8 km	10 km	8 km	10 km	8 km	10 km	56 km
16 ____ Ph. R__		10 km	12 km	10 km	15 km	10 km	18 km	75 km

PLAN E13 - HALF-MARATHON - CHAMPION

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		10 km	15 km	10 km	15 km	10 km	25 km	85 km
1 ____ Ph. E__		10 km	16 km	12 km	15 km	10 km	26 km	88 km
2 ____ Ph. E__		12 km	16 km	12 km	15 km	10 km	28 km	92 km
3 ____ Ph. E__		12 km	16 km	12 km	16 km	10 km	30 km	95 km
4 ____ Ph. E__		12 km	18 km	15 km	16 km	10 km	16K tot. 15 K Race	87 km
5 ____ Ph. E__		12 km	16 km	15 km	16 km	10 km	32 km	100 km
6 ____ Ph. E__		16 km	16 km	18 km	16 km	10 km	30 km	104 km
7 ____ Ph. S__		14 km	16 km	14 k Hills 6 short	16 km	10 km	25K tot. Half- Marathon	95 km
8 ____ Ph. S__		16 km	16 k Hills 6 long	18 km	16 k Hills x-country	12 km	28 km	104 km
9 ____ Ph. S__		14 k Hills 8 long	16 km	18 k Hills x-country	16 km	12 km	30 km	104 km
10 ____ Ph. S__		16 k Hills x-country	18 km	18 k Hills 10 long	16 km	10 km	20 km tot 15 K Race	98 km
11 ____ Ph. SP__		10 km	17 km	12 k SP 6 k Fartlek	14 km	10 km	32 km	95 km
12 ____ Ph. SP__		16 k SP 3x1600m	18 km	16 k SP 4x800m	14 km	10 km	16 k SP 10 K Race	90 km
13 ____ Ph. SP__		12 km	16 k SP 6x800m	12 km	14 k SP 4x1600m	10 km	28 km	90 km
14 ____ Ph. SP__		16 k SP 6x1600m	18 km	16 k SP 6x800m	14 km	10 km	16 k SP 10 K Race	90 km
15 ____ Ph. T__		12 km	14 k SP 6x800m	12 km	14 k SP 8x400m	8 km	18 km	78 km
16 ____ Ph. T__		12 km	10K SP 4x400m	12 km	0	4 km	Half- Marathon	59 km
17 ____ Ph. R__		10 km	8 km	10 km	8 km	10 km	16 km	58 km
18 ____ Ph. R__		8 km	10 km	12 km	10 km	12 km	18 km	60 km
19 ____ Ph. R__		10 km	14 km	10 km	12 km	10 km	20 km	76 km

PLAN E14 - MARATHON - CHAMPION

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE		12 km	15 km	12 km	14 km	12 km	25 km	90 km
1 ____ Ph. E__		12 km	15 km	12 km	15 km	12 km	28 km	94 km
2 ____ Ph. E__		12 km	15 km	16 km	15 km	10 km	30 km	98 km
3 ____ Ph. E__		14 km	15 km	16 km	15 km	10 km	32 km	102 km
4 ____ Ph. E__		16 km	16 km	18 km	15 km	10 km	25K tot. 21 K Race	100 km
5 ____ Ph. E__		15 km	15 km	16 km	15 km	10 km	34 km	105 km
6 ____ Ph. E__		15 km	18 km	16 km	15 km	10 km	36 km	110 km
7 ____ Ph. S__		15 km	20 k Hills 4 short	18 km	15 k Hills x-country	10 km	20K tot. 15 k race	98 km
8 ____ Ph. S__		16 km	20 k Hills x-country	18 km	15 k Hills 6 medium	10 km	30 km	110 km
9 ____ Ph. S__		16 k Hills 8 long	16 km	16 k Hills x-country	16 km	10 km	36 km	110 km
10 ____ Ph. S__		16 k Hills 10 long	20 km	18 k Hills x-country	15 km	6 km	25K tot. 21 K Race	100 km
11 ____ Ph. S__		16 km	18 k Hills 4 long	18 km	15 k Hills x-country	10 km	32 km	110 km
12 ____ Ph. SP__		16 km	20 km	18 k SP 4x800m	15 km	10 km	20 k SP 15 K Race	100 km
13 ____ Ph. SP__		14 km	12 km	16 k SP 3x1600m	14 km	10 km	36 km	100 km
14 ____ Ph. SP__		14 km	14 k SP Tempo	16 km	14 k SP 4x1600m	10 km	34 km	100 km
15 ____ Ph. SP__		16 k SP 8x800m	14 km	16 k SP 6x1600m	14 km	10 km	32 km	100 km
16 ____ Ph. T__		16 k SP 4x1600m	14 km	16 k SP 4x800m	12 km	6 km	15 k SP 10 K Race	80 km
17 ____ Ph. T__		8 km	6 km SP 3x800m	10 km	6 km SP 6x400m	8 km	20 km	58 km
18 ____ Ph. T__		10 k SP 4x400m	8 km	10 km	6 km	3 km	Marathon	73 km
19 ____ Ph. R__				0 km		5 km	8 km	13 km
20 ____ Ph. R__		6 km	8 km	6 km		8 km	10 km	38 km
21 ____ Ph. R__		8 km	10 km	8 km	6 km	8 km	12 km	52 km
22 ____ Ph. R__		10 km	12 km	10 km	14 km	10 km	16 km	72 km

PLAN E15 - 5 KM - ELITE

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE	10 km	16 km	19 km	16 km	16 km	14 km	25 km	116 km
1 ____ Ph. E__	10 km	18 km	19 km	16 km	16 km	14 km	28 km	121 km
2 ____ Ph. E__	10 km	18 km	20 km	18 km	16 km	14 km	30 km	126 km
3 ____ Ph. E__	10 km	18 km	21 km	18 km	18 km	14 km	32 km	131 km
4 ____ Ph. S__		18 k Hills 4 short	21 km	18 k Hills 4 short	17 km	12 km	20 km tot 15 K Race	116 km
5 ____ Ph. S__	10 km	19 k Hills 6 short	22 km	20 k Hills 8 short	18 km	14 km	28 km	131 km
6 ____ Ph. S__	10 km	18 k Hills 10 short	21 km	18 k Hills x-country	18 km	14 km	32 km	131 km
7 ____ Ph. SP__	10 km	18 k SP 6x800m	20 km	18 k SP 6x400m	16 km	12 km	15 km tot 5 K Race	107 km
8 ____ Ph. SP__	10 km	16 k SP 6x800m	20 km	16 km SP 8x400m	16 km	14 km	32 km	122 km
9 ____ Ph. SP__	10 km	18 k SP 6x800m	20 km	15 km SP 10x400m	16 km	14 km	28 km	121 km
10 ____ Ph. SP__	10 km	18 k SP 8x800m	20 km	18 k SP 12x400m	16 km	14 km	16 km tot 10 K Race	112 km
11 ____ Ph. T__		14 km	16 km SP 6x400m	14 km	14 k SP 8x400m	12 km	18 km	88 km
12 ____ Ph. T__		14 k SP 6x400m	16 km	12 k SP 4x400m		8 km	10 k total 5 K Race	60 km
13 ____ Ph. R__		10 km	14 km	12 km	8 km	10 km	18 km	72 km

PLAN E16 - 10 KM - ELITE

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE	10 km	18 km	19 km	16 km	16 km	14 km	28 km	121 km
1 ____ Ph. E__	10 km	18 km	20 km	18 km	16 km	14 km	30 km	126 km
2 ____ Ph. E__	10 km	18 km	21 km	18 km	18 km	14 km	23 km	131 km
3 ____ Ph. E__	10 km	18 km	21 km	21 km	18 km	14 km	34 km	136 km
4 ____ Ph. E__		20 km	25 km	22 km	20 km	14 km	28K tot. 21 K Race	129 km
5 ____ Ph. S__	10 km	18 km	21 k Hills 8 short	20 km	18 kM	14 km	30 km	131 km
6 ____ Ph. S__	10 km	18 k Hills 8 medium	25 km	22 k Hills 6 long	18 km	14 km	34 km	141 km
7 ____ Ph. S__	10 km	20 k Hills 6 long	25 km	22 k Hills x-country	18 km	14 km	20K tot. 15 K Race	129 km
8 ____ Ph. S__	10 km	20 km	25 k Hills 8 long	22 km	18 k Hills x-country	14 km	32 km	141 km
9 ____ Ph. SP__		18 k SP 4x800m	25 km	18 k SP 3x1600m	18 km	14 km	16K tot. 10 K Race	109 km
10 ____ Ph. SP__	10 km	16 k SP 6x800m	22 km	20 km	18 k SP Tempo	14 km	34 km	134 km
11 ____ Ph. SP__	10 km	18 k SP 8x800m	21 km	20 km SP 8 k Fartlek	18 km	14 km	30 km	131 km
12 ____ Ph. SP__	10 km	20 k SP 10x800m	25 km	20 k SP 10x400m	18 km	14 km	14 k SP 5K Race	118 km
13 ____ Ph. T__		18 k SP 6x800m	16 km	18 k SP 8x400m	16 km	12 km	20 km	100 km
14 ____ Ph. T__		14 km	18 km SP 4x400m	12 km		6 km	16K tot. 10K Race	66 km
15 ____ Ph. R__		10 km	16 km	12 km	15 km	12 km	20 km	85 km
16 ____ Ph. R__	10 km	15 km	12 km	16 km	16 km	14 km	22 km	105 km

PLAN E17 - HALF-MARATHON - ELITE

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE	10 km	18 km	20 km	18 km	16 km	14 km	30 km	126 km
1 ____ Ph. E__	10 km	18 km	20 km	18 km	18 km	14 km	32 km	130 km
2 ____ Ph. E__	10 km	18 km	20 km	20 km	18 km	14 km	34 km	134 km
3 ____ Ph. E__	10 km	18 km	22 km	20 km	18 km	14 km	36 km	138 km
4 ____ Ph. E__		20 km	26 km	20 km	18 km	14 km	24K tot. 15 K Race	124 km
5 ____ Ph. E__	10 km	20 km	22 km	22 km	20 km	16 km	32 km	142 km
6 ____ Ph. E__	10 km	22 km	25 km	21 km	20 km	14 km	34 km	146 km
7 ____ Ph. S__		20 km	24 km	18 k Hills 6 short	18 km	14 km	28K tot. 21 K Race	124 km
8 ____ Ph. S__	10 km	20 km	21 k Hills 6 long	22 km	20 k Hills x-country	16 km	32 km	141 km
9 ____ Ph. S__	10 km	20 k Hills 8 long	22 km	22 k Hills x-country	20 km	16 km	36 km	146 km
10 ____ Ph. S__	10 km	20 k Hills x-country	25 km	22 k Hills 10 long	20 km	16 km	34 km	147 km
11 ____ Ph. SP__		18 km	20 km	18 k SP 6 k Fartlek	18 km	14 km	24 k SP 15 K Race	112 km
12 ____ Ph. SP__	10 km	20 km	18 k SP 3x1600m	22 km	20 k SP 4x800m	16 km	32 km	138 km
13 ____ Ph. SP__	10 km	18 k SP 6x800m	20 km	22 k SP 4x1600m	18 km	14 km	36 km	138 km
14 ____ Ph. SP__	10 km	18 k SP 6x1600m	20 km	21 k SP 6x800m	18 km	14 km	20 k SP 10 K Race	121 km
15 ____ Ph. T__		14 km	16 k SP 6x800m	15 km	16 k SP 8x400m	14 km	25 km	100 km
16 ____ Ph. T__		14 km	16 k SP 4x400m	15 km	0	6 km	25K tot. Half- Marathon	76 km
17 ____ Ph. R__			8 km	10 km	12 km	10 km	15 km	55 km
18 ____ Ph. R__		8 km	12 km	10 km	14 km	12 km	16 km	72 km
19 ____ Ph. R__	10 km	16 km	12 km	16 km	14 km	12 km	25 km	105 km

PLAN E18 - MARATHON - ELITE

GOAL:

	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.	Total
BASE	12 km	18 km	22 km	20 km	16 km	15 km	30 km	133 km
1 ____ Ph. E__	12 km	18 km	22 km	20 km	18 km	16 km	32 km	138 km
2 ____ Ph. E__	12 km	18 km	25 km	20 km	18 km	16 km	34 km	143 km
3 ____ Ph. E__	12 km	21 km	25 km	20 km	18 km	16 km	36 km	148 km
4 ____ Ph. E__		21 km	25 km	20 km	20 km	16 km	24K tot. 15 K Race	126 km
5 ____ Ph. E__	12 km	22 km	25 km	20 km	20 km	16 km	38 km	151 km
6 ____ Ph. E__	12 km	22 km	25 km	22 km	20 km	16 km	40 km	157 km
7 ____ Ph. S__		22 km	25 k Hills 6 short	20 km	20 k Hills x-country	16 km	28K tot. 21 k race	131 km
8 ____ Ph. S__	10 km	24 km	26 k Hills 8 medium	25 km	21 k Hills 8 long	16 km	32 km	154 km
9 ____ Ph. S__	10 km	22 k Hills 8 Long	25 km	25 k Hills x-country	20 km	16 km	24K tot. 15 K Race	142 km
10 ____ Ph. S__		22 km	25 k Hills 10 long	25 km	20 k Hills x-country	16 km	36 km	144 km
11 ____ Ph. S__	10 km	22 k Hills 10 long	25 km	22 k Hills x-country	20 km	16 km	40 km	155 km
12 ____ Ph. SP__		22 km	25 km	22 k SP 5x800m	20 km	16 km	20 k SP 10 K Race	125 km
13 ____ Ph. SP__	10 km	18 km	25 k SP 4x1600m	20 km	18 k SP 6x800m	14 km	36 km	141 km
14 ____ Ph. SP__	10 km	20 km	25 k SP Tempo	22 km	18 k SP 6x1600m	15 km	30 km	141 km
15 ____ Ph. SP__	10 km	22 k SP 8x800m	25 km	22 k SP 6x800m	18 km	14 km	28K tot. 21 K Race	140 km
16 ____ Ph. T__		18 km	20 k SP 4x1600m	16 km	16 k SP 4x800m	14 km	32 k SP	116 km
17 ____ Ph. T__		16 km	18 k SP 3x800m	12 km	12 k SP 6x400m	10 km	25 km	93 km
18 ____ Ph. T__		16 k SP 4x400m	18 km	12 km		6 km	Marathon	91 km
19 ____ Ph. R__				5 km		8 km	10 km	23 km
20 ____ Ph. R__		10 km	12 km	10 km		10 km	14 km	56 km
21 ____ Ph. R__	8 km	14 km	12 km	8 km	14 km	10 km	18 km	84 km
22 ____ Ph. R__	10 km	14 km	16 km	14 km	18 km	10 km	22 km	104 km

SECTION F

LOG THOSE RUNS

"Life is like an ice cream cone, you have to lick it one day at a time." Charlie Brown

The most important element of running is getting out the door and putting one foot in front of the other and running. All this work on paper will not physically get you one step closer to your goal. Planning your runs ensures that you know what you are going to do before getting out the door. Planning is what has been involved so far. Now that the planning component is done, all you need to do is run your plan.

In order to monitor your progress, you will want to capture your progress towards your goals. This involves noting down what you have accomplished related to your running on a daily basis. This involves logging down your runs. Most great runners are religious about keeping track of their workouts. You can ask them what they did two years ago on a particular date and they will be able to tell you after looking at their log books. Myself, I have been keeping a log of my workouts since I started in 1988.

The reasons for logging your runs are various. The main reason is to keep you motivated. As you see your progress in your running, this will keep the fire burning and motivate you towards your goal.

Writing down what you have done during a training run can indicate if you are on track to reaching your goals. It will be very obvious by comparing your plan to your log if you are doing the work. When you realize you are on track, this gives you some energy to stay on track. If on the other hand you realize by examining your log that you are falling behind on your plan and you are not executing it, this then indicates a path to follow. This will most likely either involve changing the goal and changing the plan. Monitoring your performance regularly becomes a barometer to your fitness and the appropriateness of your goal.

Monitoring your daily workouts will also give you some insight as to your performance. If you are completing a race and the race does not go the way you had planned it, looking at your log might indicate that you were overtrained, undertrained, or possibly tired or ill. The log book information can explain some of the results.

In the long term, your running log becomes a history of your running. I started keeping a log the first day I ran, and I still have that log book. At the time, it was simply a piece of paper in a binder. Since then, I progressed to a log book I bought, to a log book I designed myself, to software I downloaded for free, to a spreadsheet I created myself, and now to a commercial software package. In this manual is the log page I created myself and used for many years.

The best time to write in your log book is immediately after the run. That way you do not forget what you have accomplished. A trick for me was to leave the log book out on a desk or dresser close to where I stretch. It reminded me to write in it.

In this section of the manual, some weekly log sheets have been included. There is an area for the date, the daily distance and time, the effort, as well as a daily heart rate section. The daily heart rate is a good measurement of the degree of fatigue that you are feeling. The log also includes a summary section and room for lots of comments.

The information that is included in your log book is really up to you. Some people like to include how they felt, the weather, where they have been. The minimum that needs to be included is the length of time of your run, and possibly the distance. Everything else just adds spice to the log and makes for a better history. One component that is included in this log is the effort. This might be summarized as simply a scale of 1 to 10, or it can be related to the heart rate for those people using a heart rate monitor.

One part of the log book that has been included and is not seen in other log book is a factor of Effort x Time (ExT). This factor is something I use to keep track of the intensity of the workout and the week. For example, a workout of 30 minutes at an effort of 8, gives an $ExT = 240$. This indicates a more strenuous workout of 60 minutes at an effort of 3 since $ExT = 180$. For those interested in keeping track of this, it can serve to indicate hard workouts, and to indicate hard weeks.

Once you have logged the information, you can use the information different ways. The best way is to compare the training with the plan. When you are on track, give yourself a pat on the back and keep running. If you realize that you are not on track, you should see what you are accomplishing, and decide to follow the plan or, change the goal and the plan to match what you are capable of doing. You do not need to compare the plan and the log book every day, but on a weekly basis, you should not be more than 10 % away. If you are, then the chances of reaching your goal are compromised.

Sometimes, you will realize that your training is interrupted by possibly injuries or sickness. If the interruption is only a week or two, you can probably resume the training and pick up where you left off. If the interruption is longer than 2 weeks, the suggestion would be to take two weeks to build up your base, and then cautiously try to get back on schedule. This will be based on how long and debilitating the interruption was.

If you are not in the habit of keeping track of your training, start now and log those runs.

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SECTION G

ACHIEVE YOUR GOALS

"The journey of a thousand miles begins with one step." Confucius

The simplest way to achieve your goals in running is by running consistently. Uninterrupted running will bring more improvements than anything else. There is no magic bullet to achieving success in your running, you have to run. Fortunately, there are some useful techniques that can assist you in running consistently. These are techniques that are used while running or when thinking about running.

COMMITMENT

To achieve success in any part of your life, you need to be committed to it. This means that no matter what the difficulties and the obstacles that you come up against, you will pursue your goals. Nothing will detract you from moving forward towards your goal. The path to the goal might not be a straight line, and might include many steps backwards, but the overall movement will be towards your goals until you reach it.

Commitment to a goal or a purpose is something that no one but yourself can give you. You have to decide if you are committed to a goal. Being committed to a goal means that in your heart and in your mind, you will do anything to reach that goal. This sounds easy, but when the going gets tough, this is when your commitment to running will be tested. When you are injured for a week, you might see your commitment waver. When you don't finish that race or fall short on your time for a 10K, that is when your commitment can be affected.

The biggest part of commitment is deciding what to commit to. Every previous section of this manual has been geared towards that. Your dream performance translated into a SMART goal indicates what you are committed to. In your heart, if you truly desire that goal, your commitment will get you through.

To know if the goal you have chosen is the appropriate one for your heart, you can follow this exercise. You will need to find a quiet place to relax and think. This should be a place where you will not be disturbed for at least 20 minutes. The location should be comfortable, such as a couch. You might want to have some very soft music in the background if it will help you relax.

Take the first few minutes to relax. Simply close your eyes and breathe. Breathe deeply and exhale deeply. Feel the tension releasing from your body. Feel the muscles relaxing. Clear your mind of thoughts, save them for later if you have to.

Think of the goal you have chosen. Picture the goal as clearly as possible. See yourself crossing that finish line. Imagine how you would feel once the event is over. Does the feeling make you joyful, excited, elated? Do you have positive feelings towards it? Now think of the process of reaching that goal. Think of the training runs you will be doing. Think of the time committed to the running. Think of your family, your job, your friends in relationship to your running. Do you feel good about it, or is there any resistance, any doubt? When you have reached the goal in your mind, how do people around you react?

Now imagine if you did not have the goal, and you did not complete the training for the goal. How do you feel? Do you feel sad, disappointed, or do you feel relieved, or even happy that you do not have to reach the goal?

By examining those feelings related to the pursuit of your goal, you should intuitively know if the goal is right for you. If the goal feels right for you, then it is the right goal to be committed to. If the goal does not feel right and you have doubts as to the meaning for you of reaching the goal, then you might want to reconsider the goal. If there are any doubts to the goal, your commitment might waver in times of difficulties.

When you have thought about the goal, open your eyes, and if the goal seems right for you, rewrite it below. Visualize each goal this way and write them below.

MY GOAL(S) IS(ARE): _____

On the other hand, if the goal is not right for you, you might want to re-evaluate and examine the first few sections to see what goal would feel right for you. You can then re-write your goal above.

MOTIVATION

The greatest source of motivation is your commitment. Knowing what you want and not wavering will motivate you to go out every day you need to run. To assist you on the days when the going gets tough, there are a few tricks that can be used.

The simplest way to stay motivated and consistent is to get into a routine and never waver from it. For me, it used to be to run after work. It was not something I really thought about, since I knew it was the time for running. I simply got home, had a quick snack to prevent hunger, changed, stretched and I was out the door. Today, because of the kids, I do it after they go to bed and the lunches are ready. It is part of my daily routine, similar to brushing my teeth. I do not really think about the "should I" or "should I not", that was decided a long time ago. I just do.

To keep your motivation up when you are not running, using the media is a wonderful idea. Reading the latest news or visiting websites on the sports of running or track and field in magazines such as *Runner's World*, *Running Times* or *Canadian Running* is a great way to stay motivated. There are other magazines such as *Track and Field News*, *American Runner*, your provincial or local newsletter which can be more specific. There are also many websites with something for every runner. Any of these will keep the interest high. I am rarely without a running magazine lying around that I can pick up and read. There are also wonderful books out there, some fiction, some non-fiction. These will also inspire you to keep running. Two of my favorite fiction books are *Once A Runner* by John L. Parker and *The Purple Runner* by Paul Christman. Some excellent non-fiction books include *The Lore of Running* by Tim Noakes, and *The New Competitive Runner's Handbook* by Bob Glover and Pete Schuder. A few biographies or historical books that are also great reading include *The Boston Marathon* by Tom Derderian, *Running with the Legends* by Michael Sandrock, and *A Cold Clear Day, The Athletic Biography of Buddy Edelen* by Frank Murphy.

Another way to get excited about running is by watching television broadcasts of races. If you ever get the chance to watch the broadcast of a Boston Marathon, you will feel in runner's heaven. It is probably the most exciting event a runner can watch on TV. Before a long run, Jennifer and I sometimes like to watch the 1996 U.S. Olympic Marathon Trials. This gets us motivated every time.

The most exciting thing you can do to get yourself motivated if you have been feeling low for a while, is to actually watch a race live. Being present at a race, especially one with elite athletes, is exciting. The 1 to 2 million people watching the Boston Marathon live every year is an attestation to that. It is thrilling! If you watch a race where you actually know people, this is even better since you can cheer people on. If you feel like pushing the experience a little further, volunteering at an aid station or at the finish line will get you excited and will make you feel as if you should have been racing. This is your inspiration to get out there and run.

Even though running can be an activity completed alone, running can be more motivating if you run with someone else. Running groups are formed in every city. Joining them can provide the motivation to go out when the conditions are not perfect. It seems that the commitment to the group is particularly strong. For some people, it can help them run more regularly. Finding a running partner is also great to keep you motivated. Caution though should be exercised in that you should find someone close to your speed, else you feel left behind or restricted.

Getting involved in the organization of running can also keep you motivated. Joining a running club, helping at races, contributing to the local Running Newsletter can be fun, useful for the running community and keep you interested in running. The best aspect of getting involved in the running community is that runners are a great bunch of people.

For some people, getting involved in running includes getting the proper attire. If buying a new pair of shorts or that flashy singlet will get you out and running, then great, go for it. The benefits of running are worth devising any method for keeping running.

One way to stay motivated to run which might sound strange is to stop running. Sometimes if you are burning out, you need a rest from running. This might involve not racing, not being serious about your running for a while, or even taking some days off from running. Overtraining and burnout are the reasons many people stop running. If this feels like it is happening, simply back off and just enjoy the simple pleasure of running at a leisurely pace. You can also decide to cross train, by doing activities such as swimming, cycling, in-line skating, skiing, or any activity that will in some ways complement your running.

Another way to stay motivated is to race. Racing can be a great motivator. There is something about a race that brings the best in people. The feeling at the end of a race when you have run a good race is very fulfilling. There are few events like this. Many people have been hooked to running once they started racing. Related to racing, planning for a special race can keep you motivated. Countless people every year are motivated to train because of that special race. This was obvious in 1994 and 1995 when people trained and ran marathons all over the world so they could qualify for the 100th running of the Boston Marathon. Though the organizers were expecting about 12,000 people to qualify, about 25,000 actually did. They were all motivated to reach a special race. This special race could be part of a trip making it an event. I have used this many times. The race can be your goal which in the end makes it all worthwhile.

Rewarding yourself can also be a way to keep running. After long runs of 18 to 22 miles, Jennifer and I sometimes stop at the corner store for a popsicle. This is a little reward for a job well done. If small things keep you running, go for it.

As discussed in the previous section, keeping track of your running records can keep you motivated. I love to look at old race results and see what I did. Changing running course is also a good way to stay motivated. Serious runners often like to stay on

the same course to gauge their performance, but for many, variety is the spice of life. This might involve simply changing the direction of your run or travelling an hour to run on that special trail. Some visual cues that might assist in getting you out there running include keeping pictures on the walls and race results close by. Putting posters of people or event up would also motivate you. I have kept marathon entry forms on my fridge when I was training for them.

STAYING HEALTHY

In order to run well and consistently, you have to run healthy. This means free of injuries, disease or nutritional deficiencies. You have to ensure that items that can affect your running will promote good running, not hinder your running.

NUTRITION

In order to fuel your running, you have to provide your body with proper food. This means that the quantity and the quality of the food you ingest should match your running requirement. Concerning the quantity, since running burns calories, runners do not have to worry about their weight as much as sedentary people. This does not mean that running is a license to overeat. You still have to match the calories burned. The higher the mileage, the more food you will need. After a while, you can "listen to your body". This means that you will feel the need for food and energy. Listen to the message. Remember also that the weight you carry must be carried throughout all those miles. So being at the proper weight is advantageous.

Concerning quality, the food guide will tell you what kind of food to eat, i.e. the cereals, the meat, the dairy products, the fruits, the vegetables. Eat a wide variety of these to ensure you get the proper nutrients. In terms of the composition of the foods, it is still my belief that athletes need more carbohydrates than protein or fat. The percentage is left to you. While some new fads recommend a 40-30-30 carbohydrate-protein-fat ratio, I still believe in a higher ratio of carbohydrates and lower fats. Overall though, eat based on how you feel. I personally do not measure any ratio, I simply try to keep the fats low.

A word of caution for those who use special diets and restrict some foods, such as for vegetarians: ensure you get the proper nutrients. A special word related to supplements. I am a believer in taking supplements. The supplements include iron, vitamin C, vitamin E, vitamin B complex. This might not be required for all, but for runners, as the mileage increases, the component that can dramatically affect your running is iron. I have seen too many people who feel lethargic in their running, including myself, that ultimately could be related to low iron. Since iron is required in the transport of oxygen in the blood, supplements can be beneficial, and for some crucial. It is also better for absorption to take iron with vitamin C.

INJURIES

You cannot run properly if you are injured. Usually when you are injured, you have to take time off. This will affect your running. An injury that happens because of an accident, for example, a twisted ankle, cannot be controlled. In that case, you have to treat the injury. The common treatment is RICE: Rest, Ice, Compression and Elevation. Icing the injury is crucial to reduce the swelling. This is also the reason for the compression and the elevation. The rest is to permit the body to heal itself.

Most running injuries are not caused by an accident, but by what most people refer to as overtraining. Overtraining refers to a runner who pushes his body beyond its limits. In a race, this is acceptable, but on a regular basis, this will lead to breakdown and injuries. The most common injuries due to overtraining are related to the knees, to the feet, or to the hips and back. Most injuries are related to tendons or ligaments since they do not adapt to the training demands as quickly as muscles.

To prevent overtraining injuries, the motto of "listening to your body" is still the best. This becomes easier the more you have experience with running. Most runners after a few years can recognize the sign of an injury, be it a small sensation or a slight pain. Recognizing the onset of the injury is one thing, ensuring it does not become a limitation is another. Every time I have had to stop running because of an injury was because I was telling myself that what I felt as a potential injury was not really there. I kept running, saying something like: "I'll run through it". This does not work. When I immediately back off at the sign of an injury, I do not have to stop running for more than a day. I might have to slow down or cut the distance for a few days, but this barely affects my training.

Another aspect of training that can prevent injuries involves warming up and stretching. Warming up involves running at a slow pace for a few kilometre before increasing the speed. This is very important for any workout that involves speed. At the end of the workout, there should also be a cool-down period where you run slowly for a few kilometers. This permits the body to slowly get rid of some by-products produced during the intense efforts, and will help speed up the recovery. Personally, I am a strong believer of stretching. After a brief warm-up, the different parts of the body should be stretched. Many magazines and book have been produced on stretching and thus will not be covered in details here. Refer to the Bibliography for more sources of information.

Once an injury has set in, the only option is to back off. Depending on the seriousness of the injury, this might mean to simply slow down or cut the distance, or it might mean to take some days off. The way I deal with my injuries is to run at a speed that I barely feel the injury, and for a shorter period of time, say 10 to 20 minutes. If this is successful in not aggravating the injury, then I will increase the distance slightly for a few days, keeping the speed very slow. Sometimes the speed is ridiculously low, and I am embarrassed to run with anyone. Fortunately, this seems to help my recovery without my losing any significant fitness gains. After a few days of running slowly, if the injury is stable or improving, then I gradually increase the speed over the course of a few days.

I always make certain that I feel no pain while running. I will accept minor discomfort, but not pain.

Another way to deal with injuries involves cross-training. This might mean running in a pool, which is the closest to running without having the pounding. Other activities involve cycling, swimming, in-line skating, or skiing. The intensity and duration should match your running.

REST

Running is a demanding physical activity. I have not found any activity that requires as much energy to move forward. This means that the body will require rest. Rest is important to permit the body to rebuild itself. Rest in this case means having days that are easier, and also having some days off. At an elite level of running, rest might simply mean having very easy days. A corollary to this is that there should not be 2 days of hard running in a row.

The rest period can vary with the effort. This is very important when racing. The guideline around recovering from races is that one day of recovery is required per mile of hard racing. For example, a 10 km (6.2 miles) race would require at least 6 days before running hard again. This does not mean you cannot run, but that the running should not be too intense. Extra caution is required when completing a marathon. Too many people assume they have recovered from a marathon after a couple of weeks. This is usually not the case. A good **three weeks** is required to recover from a marathon, and to race a good marathon, the cycle should start back at week number 1 of 22 when resuming the training. Even though some people run marathons many times a year, for most people, this number should be limited to 2. For elite athletes, this could reach 3. Any more than this and your marathons are completed at a speed that is below your capabilities.

Sleep is the other element of rest to consider. You cannot train hard if you are tired. When you are tired, it becomes more and more difficult mentally to get out the door to run. This means that a good night sleep is required to train well. What you will also realize, which I did when I increased my weekly distance, is that the more you train, the more rest you need. This is the difference between elite athletes and the rest of us. Though their distances might not be much higher than others (though it usually is) they get the opportunity to rest, which permits them to train **harder**. Also, the more rest you get, the more distance you can cover. When I was completing two workouts a day, an afternoon nap was wonderful to regenerate and gave me the energy to complete that second workout.

FOCUS ON THE PROCESS, HAVE FAITH IN THE OUTCOME

Setting a goal gives you direction; planning provides the steps to be taken to get there. Unfortunately, if you focus simply on the goal, you will miss out on the true joy of running and will likely not reach your goal. You should focus on the process. By this, I mean that you should focus on the daily workouts. Focussing on completing the workout as described will move you towards your goal, and will make the workout more enjoyable. Enjoy the running for the running itself.

When focussing simply on the goal, you can fool yourself in thinking that you do not require the training. As a great saying from Juma Ikangaa goes: *"The will to win means nothing without the will to train."* No matter how hard you desire the goal, it is the daily actions that will bring you there. Thus focussing on the process and the daily workout is the key. This means of course that you have to have faith in the outcome. You have to believe that you have set out an appropriate plan to reach your goal. Training is basically an act of faith since you do not get ultimate pay off until the day you put it all on the line, the day of the race.

I personally realized I needed to focus on the process after many years of training since I was not approaching my goals. I wanted those goals badly, but I was not examining what it would take to get there and thus not doing the right things that would get me there. When I carefully examined what it would take to reach my goals and started focussing on the process of completing the prescribed training, results started showing up. It also made the workouts more enjoyable since completing a workout or a week of training was an accomplishment by itself. I started enjoying the process and not worrying as much about the goal. I have to admit though that it takes faith since I could not see any results initially. Ultimately, it paid off when I clocked a 50 seconds Personal Best (PB) for the 10 K, a 5 minute PB for the half-marathon, and an 18 minute improvement in the marathon, all in the course of one year.

SUPPORT SYSTEMS

No one can achieve much by themselves. We all get help from others in many different forms. This is also true for running. Though running is an individual effort, people around us make the training possible. Those in a relationship or with a family will recognize this immediately. If you want a balanced life that includes others in it, then you have to deal with people. In order for your running to go well, the more support you can get from people who are close to you, the easier the training will be, and the more likely the attainment of your goal. Of course, to get support, you have to give something in return, which means supporting others. This is achieved through balancing your time properly. If the person you want to support is doing the same activity as you, then it is easier to complete that activity. If your family and friends are runners, it will be easier for them to accept your lifestyle, and for you to accept theirs. This will benefit both.

Of course, one way not to have to support other is to be by yourself, but running would not be the same if it was done alone and not enjoyed with others. Ultimately you would realize you missed out on life.

Another support system that needs to be considered involves your job. Certain jobs afford more opportunities for regular running. For example, people working 12 hour shifts, 3 or 4 days in a row might have difficulty training as regularly as they would want. This should be taken into consideration when defining your goals.

DEALING WITH BARRIERS

There are many barriers to reaching your running goals. We have already examined a few above, such as staying healthy and being supported by significant others. There are other barriers that will also come up which you will need to overcome. The most common barrier is time. How do you set aside the right amount of time for your training? Running takes time. The only way to make time is by going back to your goal. If running is important to you and you are committed to reaching your goal, then you will redistribute your time so that you can train properly.

There are some tricks related to managing your time. One of the simplest one is to run from a base. This could be your home or your place of work, depending on where you run from. Even though travelling to somewhere nice might make the run more enjoyable, if you are pressed for time you will need to consider this. Also, completing your run at a pre-set time prevents procrastinating and the wasting of time.

Any other barriers that might come up can be resolved using a problem-solving approach. This involves clearly identifying the problem, brainstorming for solutions, evaluating the possible solutions to choose the best, implementing the solution, and finally evaluating the outcome.

VIZUALIZATION

Many elite athletes will tell you that they have won the race a thousand times in their mind even before the race has occurred. They visualize themselves reaching their goal. This technique is used by all high level athletes.

Visualization involves making a picture in your mind of your goal. There are two levels of visualization. One visualization involves the attainment of the goal. The other visualization involves imagining the event in its entirety.

In visualizing the attainment of the goal, this involves imagining accomplishing of the goal and recreating in your mind the feelings and emotions associated with the reaching of the goal. This is done to strengthen your commitment to the goal and to provide motivation. When you can see yourself attaining your goal, it will give you the

motivation and the energy to pursue that goal. In order to do this properly, choose a comfortable place to relax. You should have peace and quiet. Close your eyes and relax. Breathe deeply a few times and let the tension go away. Keep breathing and let the thoughts of the day escape you. Think of your goal. Say it in your head. Picture yourself reaching your goal. For example, if your goal is to break the 40 minute barrier in a 10 K, picture yourself crossing the finish line with the big clock above the finish line ticking 39:46, 39:47, 39:48, and you crossing the line under 40 minutes. Add as much details as possible. If in the past you have completed the course where you plan on doing this, imagine the finish line. If you do not know what the finish line will look like, it does not matter, make one up. Your mind will not really know the difference. Complete this exercise as often as possible, every morning and every night if possible. This will provide the fuel to train.

The second level of visualization is related to the event itself. This one is slightly more involve in that you will be imagining the complete event. This will help the day of the race in performing at your best since you will have practiced the event so often in your mind. Again, find a comfortable spot to relax. Breathe deeply and clear your mind. This time, you will be visualizing the event from start to finish. This is of course more effective if you have completed the course you plan on running on, but it is not necessary. Your mind will still benefit from imagining the day. In this case, start with waking up in the morning. Visualize where you will be, the time you will get up. Imagine what you will be doing, how you are going to dress. Imagine the meal you will have the day of the race. Think about the way you will be getting to the start line. Imagine the start line and the gathering of people. Visualize where you will situate yourself. Imagine the warm-up and the stretching you will do. When you visualize, see the surroundings as a participant, as you will be seeing things. Visualize yourself behind the start line. Imagine how you will react when the gun goes off. What will be your pace at the start of the race? Imagine yourself running smoothly at the pace you plan on running. Imagine the water stations. Visualize the mile markers as they go by. See the course in your mind. If you know where the hills are or where the turns are, see those as if you are running. Run the course in your mind. Imagine you feel strong as you come towards the finish line. Visualize yourself crossing the finish line feeling satisfied.

This second level of visualization is definitely more involved, but it pays back big in dividends. It can take away a lot of the pre-race nervousness. It can also permit you to see how you would react in the face of obstacles. You can create some obstacle during the race and imagine yourself dealing with these. This visualization prepares you to race. You should complete this visualization at least 20 times before the actual event. You can increase the frequency as you get closer to the event.

When you see something in your mind, you can reach it in the body. Of course, the training has to back it up.

POSITIVE SELF-TALK AND AFFIRMATION

We all speak to ourselves in our mind. We talk to ourselves all the time. It has been found that for most people, the self-talk is generally negative. This means that people tell themselves negative statements such as "I am not good.", "I don't have any speed.", "I don't run well in the heat." All of this is negative self-talk. Moreover, our mind has difficulty differentiating between reality and an imaginary thought. If you tell yourself you do not like hills, when a hill comes up in a race, you will dread it and it will affect your performance.

In order to perform at your best, you must fill yourself with positive thoughts and self-talk. This means replacing the negative thought with a positive thought. Initially, whenever a negative thought comes to mind, simply tell yourself: "STOP. BUG OFF." This little phrase or variation of it is incredible in its effectiveness in banishing negative thoughts. The second step is then to replace the thought with the positive view of it. If you tell yourself that you do not like hills, replace this will: "I love hills." It does not matter if you believe it or not, or if it is true or not. Ultimately, your brain will readjust your thought patterns and accept the fact that you love hills. This will make hills in the future much more enjoyable. Banishing negative self-talk and replacing or filling your mind with positive self-talk is one of the most powerful technique for changing yourself in any way you want. It works wonders for running.

Affirmations are a specific kind of positive self-talk. Affirmations are directly related to your goal. An affirmation is a statement that summarizes the attainment of a goal. The guidelines around creating an affirmation are that it should be short, stated in the "I" form, be positive, and contain the feelings related to reaching the goal. The affirmation must be short so you can remember it and be able to tell it to yourself as often as possible. It must be stated in the "I" form since you are the one reaching the goal. The statement must be positive since the mind does not accept a negative. For example, "I will not suffer in the heat." will not work. Instead, you should state positively that: "I will perform great in the heat." The affirmation should contain feelings related to attaining the goal. For example, if reaching the goal makes you excited or happy or satisfied, include it in the affirmation. Of course, the description of the goal should also be included. An example of an affirmation would be: "I am feeling content as I complete the 10 K race on May 12 in a time of 39:48." Write your affirmations down in Exercise G1, one for each goal.

EXERCISE G1 - AFFIRMATIONS

1.	_____

2.	_____

3.	_____

Once you have your affirmations, mention them to yourself as many times a day as possible. You should also place your affirmations in a place where you can see them regularly. This will motivate you.

Affirmation can also be combined with a more visual mean. You can attach your affirmation to a picture or a brochure or a poster. When you do this, it adds power to the affirmation. For example, you could have yourself in a picture and make up a finish line time reading 39:48 if you want to cross the finish line in that time. It is said that Bruce Jenner, winner of the decathlon in the 1976 Montreal Olympics, paced a picture of himself winning all ten events of an Olympic decathlon. You can do the same. This will make the affirmation more powerful.

RACING

For most of us, racing is the culmination of all our efforts. This is where we see the results of our training, where the rubber meets the road. To ensure the race is a success, there are a few items to consider.

Eating is an element that must never be forgotten since it can affect performance so much. Considering what you eat is something that should be done at least the day before the event. You have to ensure you do not consume something that could upset

your system, and yet it needs to provide the proper fuel. Pasta is one of the favorite pre-race meal of many runners.

Proper clothing for the race is important. You have to ensure you dress for the weather. Running in a race is bound to produce more heat than usual, so you should dress a little lighter than usual. The running shoes you wear should be well worn. You do not want a blister to be the cause of a bad race.

Depending on the distance of the race, some type of warm-up should be completed. The warm-up will allow the muscles to be heat up so that they are less susceptible to a strain, and it will allow the heart rate to be elevated and ready for race conditions. The shorter the distance of the race, the longer the warm-up should be. As part of the warm-up, many athletes perform some strides and pick-ups to get the legs ready for the range of motion they might see in the race. This can involve some skipping, kicking your butt while running, and some short sprints. The warm-up, strides and pick-ups will tell the body: "Get ready to race." The warm-up should continue almost up to the time the start gun is fired.

Hydration is crucial during a race. This gets more critical as the distance increases. For a marathon, you need to drink at almost every stop and more during hot days.

The most important aspect of racing is pacing. This means running at the speed that will get you to the finish line in the right time. Most races are run at a constant pace or a negative split where the second half is faster than the first half. The kilometers should be basically run at the same speed. What will happen though is that the effort required to run at that speed will get greater as the race proceeds. When you race, you race for yourself and within yourself. Runners who get caught into running someone else's race will probably perform worse than running based on their capabilities and strength.

To complete a race and run properly is a mental game. The training has been done so the day of the race is only an opportunity to put it all together and do your best. The mental games we play should involve focus and control. Focus on the pace. Focus on staying relaxed. Your leg muscles should be working hard, but the rest of the body should remain relaxed. Control involves patience; patience to start at a pace that feels too easy. Control involves maintaining your pace despite feeling tired at the end of a race.

The best comment I ever heard to describe the mental aspect of racing was when Danuta Bartosek, the Canadian marathoner, having just completed the Olympic Marathon in Atlanta in 1996, said in the interview that she kept repeating to herself: "Smooth and controlled. Smooth and controlled."

SECTION H

REAP THE REWARDS

"Life is short. Live it up.." Nikita Khrushchev

"Life is a sport. Drink it up.." Gatorade ad

The culmination of all this hard work and all the training is the achievement of the goal. This is when you get to celebrate. It is important to celebrate and recognize your achievements. This can be done in many ways. You can go out and celebrate, you can get a massage, you can buy a new pair of shoes. Anything that will make you feel good.

The reason to celebrate is to basically give yourself a pat on the back. This will also reinforce the good things you have done. It will also be the first step towards some better or different goals.

One way to ensure you remember your achievements is to write them down. A success log has been provided in the next few pages of this section to record your achievements. Since these are usually related to racing, the format is conducive to that. Summary H1 - Success is included for that purpose.

SUMMARY H1 - SUCCESS LOG

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SUMMARY

"My function in life was to render clear what was already blindingly conspicuous."
Quentin Crisp

Hopefully through this book, you followed a journey of self-discovery, commitment and achievement. You defined your goals, planned your training runs, completed all those runs, monitored your progress, ran the race of your life. You planned on running your best and you did. Congratulations!

Where do you go from here? Life is a journey, not a destination. There is no finish line when it comes to running. Running simply becomes part of your life. You decide what shape and form that part of your life will take. Good luck on your road to running your best.

As for this manual, it was designed to be used again and again. I also wanted this manual to contain my views on developing as a runner. It is by no means perfect nor extensive. I hope that through the years, I will gain more insight on running and will be able to capture that information and improve on this manual. This is where I would like to ask for your help. If you find mistakes, erroneous statements, information you do not agree with, and ways to improve this manual, please send a comment. Just like in my running, I would like to improve in my writing.

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