WKO4 User Guide

Version 2 | April 2015



The User Manual contains all essential information for the user to make full use of WKO4. The Manual is divided into several sections, mainly accessible through the Table of Contents. Each section represents a group of functions or tasks and their details explanation.

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Initial Install and Sync

Copying the WKO+ 3.0 Data Folder from Parallels (Windows) to Mac

To complete the upgrade of WKO4 on Mac, you will need to copy your WKO+ 3.0 data files and store them on your MAC desktop:

- 1. Open Windows for Mac
- 2. Navigate to your WKO+ 3.0 Data File
 - a. Documents>TrainingPeaks>WKO>DATA
- 3. COPY the DATA file to memory stick or any storage device or system. DO NOT DELETE
- 4. Please ensure you copy the entire data folder, not individual athletes.

Documents library		
	COPY THE ENTIRE DATA FOLDER, NOT HE ATHLETE FOLDER	

- 5. Close Windows for Mac
- 6. Save the DATA file to your MAC Desktop or Documents (or other obvious location)

Installation of WKO4 (Fresh Start)

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Initial set-up process of WKO4 is dependent upon your current status:

- 1. Fresh Start You have not used WKO or TrainingPeaks and have training data stored in separate software or have not training data
- 2. Install using TrainingPeaks Data You are a TrainingPeaks account holder housing yours, and/or your athletes data
- 3. Upgrade from WKO+ 3.0 You are a current WKO+ 3.0 user upgrading to WKO4

This guide will cover: FRESH START

The following Screenshots outline the install process:

- 1. Download the WKO4 from TrainingPeaks.com (link).
- 2. Locate the WKO4 downloaded file in your browser, and double click to launch.
- 3. Review and agree to EULA.
- 4. Save WKO4 to your computer by dragging the WKO4 Icon into your Applications folder.



- 5. Launch the WKO4 Application from your Dock or Finder, this will launch the welcome page of the install wizard.
- 6. Select a location where you would like to store the WKO4 applications, we suggest accepting the default location in Documents. Please note, that the WKO4 application cannot be stored in online storage such as iCloud or Dropbox). Click NEXT when complete.



- 7. Customize your WKO4 application in by choosing color schemes and units, click NEXT when complete.
- 8. As a new user, select "Start Fresh" and complete your information as directed, click NEXT when complete. The data you need to enter depends on which athlete type you select.



9. Activate (or continue to test) your WKO4 by entering your name and activation code as directed by the wizard.

WKO4 File Edit Windo	ow Help	🗮 alerra du dia ant dista. Tia du dai	🔽 🕙 🚸 奈 🔹 100% 준 Tue 4:37 PM Q :≡
Tim Cusick CTL ATL TS	18 -FAMPPMAXI	RCmFTP 300sFTP	
All Athletes	lu V		All Ranges v
Tim Cusick 	-	Activate WKO4	This Week (0) 0:00:00 0 ft 0 TSS Yesterday to 4/12/15
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		Your Name Tim Dusick Registration Code	Last Week (0 0:00:00 0 ft 0 TSS 3:30/15 is 4/5/15
		L Adivato	Lant 30 days (0 0:00:00 0 ft 0 TSS 39/15 to Today
		Enter Activation Code	Last 90 days (0 0:00:00 0 ft 0 TSS 1/8/15 to Today
			Past Workoults (0 0:00:00 0 ft 0 TSS Today only
			Future Workputs (0 0:00:00 0 ft 0 TSS 17oday anty
			All Workouts (c 0:00:00 0 ft 0 TSS Today only
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10. Import data from your power meter device to begin using (guide link) your new WKO4.

Installation of WKO4 (Upgrade from WKO+ 3.0)

Initial set-up process of WKO4 is dependent upon your current status:

- 1. Fresh Start You have not used WKO or TrainingPeaks and have training data stored in separate software or have not training data
- 2. Install using TrainingPeaks Data You are a TrainingPeaks account holder housing yours, and/or your athletes data
- 3. Upgrade from WKO+ 3.0 You are a current WKO+ 3.0 user upgrading to WKO4

This guide will cover: UPGRADING FROM WKO+ 3.0 FOR MAC

To complete the upgrade of WKO4 on Mac, you will need a copy of your WKO+ 3.0 data files:

- 1. Start Microsoft Windows (on either your PC or Virtual Machine on your Mac)
- 2. Navigate to your WKO+ Data Folder
 - a. Documents>TrainingPeaks>WKO>data
- 3. COPY the DATA folder to a USB memory stick or another storage device of your choosing. DO NOT DELETE YOUR ORIGINAL WKO+ FILES.
- 4. You can shut down Windows now.

The following Screenshots outline the install process:

- 1. Download the WKO4 from TrainingPeaks.com (link)
- 2. Locate the WKO4 downloaded file in your browser, and double click to launch
- 3. Review and agree to EULA
- 4. Save the installation to your computer by dragging the WKO4 Icon into your Applications folder



- 5. Launch the WKO4 Application from your Dock or Finder, this will launch the welcome page of the install wizard.
- Select a location where you would like to store the WKO4 applications, we suggest accepting the default location in Documents. Please note, that the WKO4 application cannot be stored in online storage such as iCloud or Dropbox). Click NEXT when complete.



- 7. Customize your WKO4 application in by choosing color schemes and units, click NEXT when complete.
- 8. As a WKO+ 3.0 user select import and hit next.



- 9. Navigate to the USB memory stick or other storage where you copied your WKO+ 3.0 Data folder. Once located, hit next.
- 10. WKO4 will import WKO+ 3.0 data and build your new WKO4 athlete list. This may take some time, please be patient.
- 11. To link your TrainingPeaks Coaching Account to your WKO4 by entering your COACHING ACCOUNT username and password, click on the athlete dropdown (will read "Do not sync" initially). This will display your TrainingPeaks athlete list.
- 12. Select an athlete from the list and select download only (single users get the option of upload and download, for coaches to access this feature, simply enter your personal account username and password for your account only).



13. To set up the rest of your athletes, simply "associate" each athlete with their matching TrainingPeaks account by, clicking the CHANGE BUTTON to launch the athlete list, select desired athlete.



14. Begin using WKO4.

Managing Your Password

Initial Login and Password SetUp for Mac:

- 1. Install WKO4 as per guide, if you are upgrading from WKO+ 3.0, your login and password will transfer automatically.
- 2. Navigate to the Athlete Details tab on the top navigation bar to access the Login and Password Wizard

The following Screenshots outline the process:

1. In the Athlete Details Tab, click on the "Edit" button to the right of TrainingPeaks Athlete bar.

utl	Athlete Details Chart	WKO3 Cla PMC Run	ssic Chart Pack	PD Curve Cycling Pack	WKO3 Clas Chart PMC	isic Wi Pack Sa	KO3 Classic Imple Pack		FTP Cycling Analysis Pack	
		All Marson	First name Jo	æ		Date of birth	8/ 1/1962	8		
			Last name Ri	ider		Gender	Male	0		
		den t	Tags	Test						- 1
		TrainingP	eaks Athlete Jir	m Pomeroy (via tk	coaching, Downloa	ad Only)	Edit			- 1
									Click the Ed	lit
		Coggan Individ	ualized Power L	evols					Button to laur Login and	hch
		Weight 154.3 It	b						Password Wiz	ard
		FTP 250W								- 1
		4/7/15	250 W				FTP			
		4/1/12	250 W					_		
		11/2/11	206 W					_		
		6/30/11 4/2/11	255 W 250 W	200-						

- 2. Enter your Coaching Account Login and Password to access all athletes in your account.
- 3. Enter your personal/single account Login & Password to access personal account.



4. WKO4 will confirm your Login and Password in advance of use, check the message just below Password.

atl Athlete Details Chart	WKO3 Classic Chart PMC Run Pack	PD Curve Cycling Pack	WK03 Classic Chart PMC Pack	WKO3 Classic Sample Pack	FTP Cycling Analysis Pack	< Þ
		Link Athlete to Tra	iningPeaks.com			
	Enter a Training account. Then pi TrainingPeaks at	Peaks username and pass ick from the list of accessa thiete.	word for either your athle ble athletes to link Joe Ri	te or coachi ider to a		
	Username 🕏	coaching		If Past incom	sword or Login ect, highlighted	
	Cogg Password ***			messa	ge will alert you	
	Weig ^e U	inable to log in. Check the	usemame and paseword	Delone	sync	
	FTP Albiete	Jim Pomeroy (JPomeroy)		0		
	4/7/12	La ma				
	4/1/12	Ciel	<u>.</u>			
	6/30/11 25	5W 200-				
	4011 D	≥ 100.				
		4/3/15	4/13/15	423/15		
	+ -		date			
	Max Heart Rate 180 bpm					
	Threshold Heart Rate 160	0 bpm				

5. For coaching accounts, once your Login and Password are correct, you can access all the athletes listed in your TrainingPeaks.com account by clicking on the Athlete Box and launching dropdown window.



Syncing data to TrainingPeaks and pulling down your data from TrainingPeaks

When you first start using WKO4, it's not necessary to do the "Bulk import" of files from TrainingPeaks, as long as you have your data stored in your account on the TrainingPeaks website. By allowing WKO4 to download the data automatically, it will take a little more time to sync up your data in WKO4, and depending on the amount of data stored in TrainingPeaks, it could take a few hours.

Access your ATHLETE SETTINGS options by:

- 1. Open WKO4
- 2. Select Athlete Details from the Chart / Report Navigation bar
- 3. Review athlete information
- 4. Note: WKO will auto-sync with TrainingPeaks as long as you supply account information and sync settings as below.

How to View settings and choose how you want to sync:

- 1. Click on TrainingPeaks athlete range bar, open drop down of all athletes
- 2. Review or select desired athlete (if you are a coach) or your name as an athlete, set syncing to on or off.
- 3. Choose "Download Only", which will only pull down the data from TrainingPeaks. If you choose "Download and Upload" then your data will work both ways, both pushing up to TrainingPeaks and also downloading from TrainingPeaks.



Downloading Data from TrainingPeaks.com and Importing into WKO4.

To Download Data from your TrainingPeaks.com account:

- Log into your TrainingPeaks.com account
- Click your name in the upper right and choose Settings.
- Click on Export Data on the left side.
- Change your date range to include all of your dates that have data.
- Click the **Export** button to download a zipped data file. It might take a few minutes depending on how much data you have stored in your account.

fields below to download ; out Files	your workout or metrics d	ata to your computer. Exported files	will be contained in a ZIP file
out Files			
From	Τα	Format GZIP	Export
out Summary			
From	То	Format CSV	Export
- Madalan (
m metrics (weight, blood	pressure, sleep, etc.)		
	out Summary From	out Summary From To To momentation To mom Metrics (weight, blood pressure, sleep, etc.)	out Summary From To To Format CSV

To Import your data into WKO4:

- 1. Open TRAININGPEAKS DEVICE AGENT.
- 2. Find your downloaded data in your Dock.
- 3. Click on it to open the folder



- 4. Select all the data in that folder. "Command+A" will "Select All".
- 5. "DRAG" all that data ONTO the DEVICE AGENT and then "DROP" it.



6. Now Click "SAVE" in the bottom right hand corner.

	0			TrainingP	eaks Device /	Agent 3.0		
User	name:	hunterpea	Device: Garmin Edge 8	00/810 ‡ Se	ttings	Erase Brows	e: Click to Re	fresh 🗧 Open Files
7	P	Devic	e Agent					PEÅKSWARE
Sele	ct: 😃 🛛	None						Double-click activity to edit
100		Save To Use	ername Device	Date and Time	Duration	Sport	Channels	Comment
0		-	Garmin EDGE800	12/2/12 6:49 AM	00:56:06	Bike	PHCSADGTB	Garmin EDGE800
0		-	Garmin EDGE800	9/14/13 2:54 PM	02-00-35		PHCSADGT	Garmin EDGE800
0		-	Garmin EDGE800	4/14/14 9:05			OGT	Garmin EDGE800
	1	-	WKO+	3/9/13 2				WKO+ Garmin EDGE800
		-	WKO+	A1251				STAGES , ride with Dana Hoffer WKO+ Garmin EDGE800
	0	-	WKOŦ	4/20/	Now click SAVE			LAST DAY AT CAMP. Felt decent WKO+ Carmin EDGE510
			WKO+	9/4/1				WKO - Carmin EDCEE10
			WKO+	9/5/13				WKO+ Garmin EDGES10
		8	WKO+	9/7/13 12:0			<	WKO+ Garmin EDGE510
		-	WKO+	9/8/13 12:00 AM	- Non		~	WKO+ On 09/16/2013, Bob Arn
		-	WKO+	9/9/13 12:00 AM	01:09:24	Swim		On 09/16/2013 1:35:1
	-							WKO+ (16/2013 1:35:1 WKO+ (16/2013, Bob Arn
			WKO+	9/15/13 12:00 AM	01:09:27	Swim		[Downloaded 6/2013 1:35:1
			WKO+	11/3/12 12:00 AM	01-06-02	Rike		WKO+ Garmin ED 100
	Log	gin						Clear Save



- 7. After Clicking save, you will want to click "YES" to the question of "overwriting Data or not".
- 8. Now, select the correct athlete and "IMPORT" the data into your WKO4.

9. It might take a few minutes to import that data set depending on how much data you are importing. Just be patient and soon you'll be up and using WKO4.

Downloading from a Garmin Device

To download your data from Garmin:

- 1. Open WKO4
- 2. Plug in your Garmin device.
- 3. After a few seconds, an "Import from Garmin" box will open.
- 4. Choose the correct name to import that data into their account.
- 5. Click "Import".
- 6. The box will disappear and your data will be downloaded from Garmin and put into your data folder.



Setting Up Device Agent for Download to WKO4

You can send device data files to the following places from Device Agent v3.0:

- TrainingPeaks.com online account
- WKO+ 3.0 or WKO4
- Disk (i.e., your computer's hard drive)

After you download from your training device, there will be a column called "Save to". Click on the icon for each workout and you will have an option to select where the file should go. You set the default location (file...options...save to...), but locations can be changed per workout.

Please note, regardless of what your default "save to" setting is, if you open the Device Agent from WKO+, all your files will default to be saved to WKO+. You can still manually change the "save to" location as mentioned above.

Device Agent v3.0 always will "save to disk" despite your "save to" settings, the files are stored in the following file path locations, depending on what version of Windows you are using.

- Vista or Windows 7: C:\Users\[Windows user]\TrainingPeaks\Device Agent\saved\[username]
- XP or earlier: C:\Documents and Settings\[Windows user]\My Documents\TrainingPeaks\Device Agent\saved\[username]

If you want to save your data to both WKO+ and TrainingPeaks.com, we suggest that you first save your data to WKO+. From within WKO+ you can edit the data and add comments, <u>then upload the file to your TrainingPeaks.com account</u>. If you are a Premium Edition TrainingPeaks.com user, you can do the reverse process of: first saving your data to TrainingPeaks.com and then <u>batch downloading the file(s) to WKO+</u>.

TrainingPeaks Device Agent 3.0	
File Help	
Username: [tester40coached *] Device: [Garmin Edge 500/510 *] Settings Erase Browse: [E:/	Open Files
TRAININGPEAKS Device Agent	
Select: Al None	Double-click activity to edit
Save To Username Device Date and Time Duration Sport Channels	Comment
Garmin EDGE500 8/4/2013 11:03:04 AM 01:14:12 Bike HSADGT Garmin EDGE500	
Image: Stand	
If saving to TrainingPeaks.com, select account from this drop-down box	
Click Here and select WKO4	
Login Clear	Save

Adding a Workout File to Device Agent:

You can add a file to the Device Agent, and then either upload it to TrainingPeaks or into WKO+. This works the same way as saving with a workout that came from a Device. The only difference is how you get it into Device Agent.

- 1. Open the Device Agent. Make the window small on your screen.
- 2. Open a Window Explorer window.
- 3. Go to the folder where you have the file you want to add located.
- 4. Make that Window Explorer small, so that you can see both windows on your screen at the same time.
- 5. Drag-and-drop the file from the folder location onto the Device Agent.
- 6. Now you have the file added and can be saved to WKO+ or TrainingPeaks.com at this point.

Adding files from a folder/ Drag and Drop

To add a workout file from a folder or from an email:

- 1. Save the workout file on your computer where you can access it easily. We suggest you save the workout file on your "Desktop".
- 2. Open WKO4
- 3. Open DEVICE Agent. Device agent is opened by clicking the WKO Menu in the upper Left hand corner.



- 4. Open "FINDER" in your Mac or "Windows Explorer" in your PC.
- 5. Navigate to the "DESKTOP" and locate your file.
- 6. With WKO4 in the background and visible, left click on the file and hold down the left click.

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- 7. "DRAG" the file onto the open DEVICE AGENT.
- 8. Release the left click and "DROP" the file onto DEVICE AGENT.

000	TrainingPeaks Device Agent 3.0
Username: hunt	erpea Device: Garmin Edge 800/810 Settings Erase Browse: /Volumes/GARMIN Open Files
Tp De	vice Agent
Select: M None	Ø Double-click activity to edit
Save T	b Username Device Date and Time Duration Sport Channels Comment WKO+ 4/19/15 2:14 AM 05:07:17 Bike WKO+ Garmin EDGE810 After dropping onto Device Agent. Click SAVE.
Login	Clear

- 9. After a few seconds, an "Import from "Device Agent" box will open.
- 10. Choose the correct name to import that data into their account.

- 11. Click "Import".
- 12. The box will disappear and your data will be imported and put into your data folder.



Navigation and Set-Up

Setting Preferences & Linking TrainingPeaks Account

How to access your account preferences:

- 1. Open WKO4
- 2. Click the WKO4 name is the Mac program bar
- 3. Select "Preferences"

From here you can:

- Select Appearance of Dark or Light
- Select Units Metric or English
- Enter TrainingPeaks Account Information
- Change start Week Setting
- Save



Set preferences / syncing from wizard:



Base Navigation in WKO4

Base Navigation in WKO4: Athlete Level

- 1. Click on various elements to navigate through WKO4
- 2. Dark items are "selected"

Athlete Level:



Base Navigation in WKO4: Workout Level:

- 1. Click on various elements to navigate through WKO4
- 2. Dark items are "selected"
- 3. Top right corner BACK arrow returns you to Athlete Level

Workout Level:



Athlete Details:



Hero Bar Metrics Setup and Management

Setting up and managing your "Hero Bar" metrics:

- 1. Navigate to hero bar
- 2. Select one of the configurable metrics
 - a. CTL = Chronic Training Load
 - b. ATL = Acute Training Load
 - c. Ramp Rate = Rate of increase of CTL over specific time period
- 3. Click on the metric to launch the settings wizard (wizard can be access from both athlete and workout levels)
- 4. Enter desired data, close to save

Joe Rider 70CTL 66ATL -5	TSB 2.5RAMP 8	361 PMAX 11.	5FRC 235mFTP	250sFTP			
Test	V /	Athlete Details Chart	PD Curve Cycling Pack	WKO3 Classic Chart PMC Pack	WKO3 Classic Sample Pack	FTP Cycling Analysis Pack	
Jane Racer All-row 6CTL 1ATL -1RAMP 5s 1,020 W 5m 308 W 60m 2 1m 420 W 20m 270 W 60m NP 2	Click on each Perform Management Metric	mance to set	First na Last n	me Joe CTL Pre CTL Constant 42	Da	te of birth 8/ 1/1962 nder Male	0
Joe Rider 70 CTL 66 ATL 3 RAMP 5s 764 W 5m 282 W 60m 22 1m 378 W 20m 244 W 60m NP 235 W	Constants and aler CTL ATL RAMP	rts for C	oggan Individualized I	Alert if less than 25 Warn if less than 40	or more than 145 or more than 55	Edit	
Mike Runner Rider 2CTL 0ATL 0RAMP 5s 474W 5m 263W 60m 221W 1m 321W 20m 224W 60m NP 236W	TTer	F 4/ 4/	TP 250W 7/15 2 1/1/2 2	50 W 50 W		FTP	
Cody Tri 1 CTL 1 ATL RAMP 5s 587 W 5m 284 W 60m 199 W 1m 306 W 20m 258 W 60m NP 236 W	TTer /	6/	30/11 2 2/11 2	55 ₩ 200- 50 ₩ ≥ 100- 1/8/14	5/8/14	9/5/14	
			+ -		date		

Managing Athletes, Time, and Data

Creating a New Athlete

To create a new athlete:

- 1. Open WKO4
- 2. In the LHE (left hand explorer), make sure the filter is set on "ALL ATHLETES".
- 3. Click the "+" button at the bottom of the Left hand Explorer.
- 4. A "New Athlete" will appear at the top of the Left hand explorer.
- 5. Fill out the Athlete Details in the "Upper Pane".



Athlete Tagging

Access your ATHLETE SETTINGS options by:

- 1. Open WKO4
- 2. Select Athlete Details from the Chart / Report Navigation bar
- 3. Review athlete information

How to View settings:

- 1. Click on TAGS Bar and enter custom tags
- 2. Each tag you enter, will auto save to your ranges so you can access in the Athlete Range Bar
- 3. Click range bar to select tagged groups



Setting Up the Athlete Details Page

Access your ATHLETE SETTINGS options by:

- 1. Open WKO4
- 2. Select Athlete Details from the Chart / Report Top Navigation bar
- 3. Scroll up and down as needed

How to View Training Levels settings:

- 1. Select desired training level process (Coggan, Friel....)
- 2. View in the zone viewer
- 3. Update when systems in

Joe Rider 70CTL 66ATL -5TSB 2.5RAMP	• 861 PMAX 11.5 FRC 235 mFTP 2	250sftp	
Test vil	Athlete PD Curve Wi Details Chart Cycling Pack Ch	KO3 Classic WKO3 Classic • FTP Cyc hart PMC Pack Sample Pack Analysis f	sling Pack
Jane Racer All-rounder 6CTL 1ATL -1RAMP 5s 1,020 W 5m 308 W 60m 223 W 1m 420 W 20m 270 W 60m NP 288 W Ope	First name Last name In and Select	Joe Date of birth Rider Gender	8/ 1/1962 C Male ≎
Joe Rider TTer Dy 70 CTL 66 ATL 3 RAMP the 5s 784 W 5m 282 W 60m 221 W to 1m 378 W 20m 244 W 60m NP 235 W drop	ining Levels Caining Peaks Athlete clicking on Down Arrow launch the Level Description datuing Athlete Description	Jim Pomeroy (via tkooaching, Download Only) Coggan Individualized Power Levels Pow ✓ Coggan Classic Power Levels	Edit
Mike Runner Rider TTer diffe 2CTL 0ATL 0RAMP lev 5s 474 W 5m 263 W 60m 221 W lev 1m 321 W 20m 224 W 60m NP 236 W lev	rent training rent training rels system 5 VO2max 6 Anaerobic capacity	Coggan Heart Rate Levels Friel Heart Rate Levels USA Cycling Heart Rate Levels BCF Heart Rate Levels	
Cody Tri TTer 1 CTL 1 ATLRAMP 5s 587W Sm 254W 60m 199W 1m 306W 20m 258W 60m NP 236W	Weight 158.0 lb Today 158.0 lb Yesterday 154.3 lb 4/29/13 154.3 lb 4/2/11 154.3 lb	PZI Pace Levels Friel Pace Levels Hide Training Levels	Weight
		100.0- ≙ 50.0-	

How To Set FTP:

- 1. Scroll down as needed
- 2. Click the + / button to add a new FTP setting / Delete an FTP setting
- 3. Click on new FTP number to edit FTP
- 4. Click on new date "Today" to edit date



How To Set HR / Pace / Other Metrics:

- 1. Scroll down as needed
- 2. Click the + / button to add a new FTP setting / Delete an FTP setting
- 3. Click on new number to edit
- 4. Click on new date "Today" to edit date



Historical FTP Set up

Access your ATHLETE SETTINGS options by:

- 4. Open WKO4
- 5. Select Athlete Details from the Chart / Report Top Navigation bar
- 6. Scroll up and down as needed

How To Set FTP:

- 1. Scroll down as needed
- 2. Click the + / button to add a new FTP setting / Delete an FTP setting
- 3. Click on new FTP number to edit FTP
- 4. Click on new date "Today" to edit date


How To Historical FTP Using the Power Duration Model:

- 1. Scroll down as needed
- 2. Click the + / button to add a new FTP setting / Delete an FTP setting
- 3. Click on new FTP number to edit FTP
- 4. Click on new date "Today" to edit date



Creating Ranges at ATHLETE levels

A "range" is a period of time or area of interest that you would like to examine further, or to save for a future time when you want to review it again. At the ATHLETE level, you might want to make a range across two specific months of your training, in order to better examine that area or view the metrics for just those months.

To Create Ranges (date/time) around your Charts at the ATHLETE level:

- 1. Open WKO4.
- 2. Select a chart, in the UPPER Window Pane, for example, the PMC Classic Chart.
- 3. To create a "range" at the ATHLETE level, first you need to make sure your CHART SETTINGS has the RANGES set to "HIGHLIGHT".
- 4. Click CONFIGURE on the Chart (small down arrow beside chart button).
- 5. Click CHART SETTINGS
- 6. Click HIGHLIGHT under the "RANGES" setting.
- 7. Close the CONFIGURE BOX



- 8. LEFT click (or just click if on MAC) on the chart and DRAG the pointer to right across the area you want.
- 9. Release the click and at the top of the chart, there will be the word "SELECTION" displayed.
- 10. Click on the word "Selection" and then choose "SAVE SELECTION"



- 11. Name your selection, for example, "August 1, 2014 to Nov. 15, 2014" and then click CLOSE.
- 12. Note: you can move the selection very precisely by using the up and down arrows on the "time" dialogue if you want to refine it.



Creating Ranges at WORKOUT levels

A "range" is a period of time or area of interest that you would like to examine further, or to save for a future time when you want to review it again. At the ATHLETE level, you might want to make a range across two specific months of your training, in order to better examine that area or view the metrics for just those months.

To Create Ranges (date/time) around your Charts at the WORKOUT level:

- 1. Open WKO4.
- 2. Navigate to your workouts, by double clicking on your NAME in the LHE (left hand explorer).
- 3. Find the workout you would like to "Mark up".
- 4. Select the HORIZONTAL, or LANES, or STACKED View.
- 5. LEFT click (or just click if on MAC) on the chart and DRAG the pointer to right across the area you want.
- 6. Release the click and at the top of the chart, there will be the word "SELECTION" displayed.
- 7. Click on the word "Selection" and then choose "SAVE SELECTION"



- 8. Name your selection, for example, "Buena Vista Climb" and then click CLOSE.
- 9. Note: you can move the selection very precisely by using the up and down arrows on the "time" dialogue if you want to refine it.



Creating Tags to Better review your data at the ATHLETE LEVEL

From the Athlete LEVEL itself:

- 1. Click on the Athlete you want to view.
- 2. Click on the Chart you would like to make a "Range" or "Tag" for.
- 3. Follow the instructions in on "How to create a Range Athlete Level".
- 4. After creating a range, in the RHE(right hand explorer)

From here you can:

- 1. Type in the FILTER box at the TOP of the RHE and type in the names of your Ranges.
- 2. For example, create a Range around all the BASE time Periods, then Filter by these periods.
- 3. Command + Click on each of these Ranges and you will be able to view the data in the charts for these periods alone.



Creating a MANUAL WORKOUT

There might be a time when you want to create a MANUAL workout. Maybe your device died during your workout, or you forgot to bring your head unit, or some other reason. If this is the case, you can still create a workout, write in your WORKOUT DESCRIPTION and POST WORKOUT NOTES, along with filling out some basic metrics regarding your workout like TSS, Distance, Duration, etc.

To Create a MANUAL WORKOUT:

- 1. Open WKO4.
- 2. Navigate to your workouts (WORKOUT LEVEL), by double clicking on your NAME in the LHE (left hand explorer).
- 3. At the TOP of the LHE, choose "ALL WORKOUTS"
- 4. At the bottom of the LHE, click on the "+" button.
- 5. Your NEW WORKOUT will appear at the TOP of the workout list.



- 6. Click on the "New Workout" at the top of the page
- 7. Click on "WORKOUT DETAILS" chart.
- 8. Fill in details you want to fill in.



Managing Workouts, Time, and Data

Creating a Manual Entry

Sometimes you would like to create a manual entry because your data wasn't recorded for some reason.

How to access the workout list:

- 1. Open WKO4
- 2. Single Click on desired athlete.
- 3. Single Click a second time on the desired athlete to access the list of workouts in the LHE (left hand explorer)
- 4. At the bottom of the LHE, click on the "+" button.



How to add data to your manual entry:

- 1. Click on the WORKOUTS at the top of the LHE.
- 2. Click on the WORKOUT DETAILS button.
- 3. Add data to this chart, including TSS, Duration, Post workout notes and be sure to CHANGE THE DATE at the top of the workout details page to the correct date.

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How to add Tags, Codes and Metrics to your manual entry:

- 1. Click on the WORKOUTS at the top of the LHE.
- 2. Click on the WORKOUT DETAILS button.
- 3. Add data to this chart, including workout codes, tags and description.



Using Search Filters by Titles and Ranges

To filter workouts but ranges and/or filter time ranges within a workout, follow this process.

How to access the workout list:

- 1. Open WKO4
- 2. Single Click on desired athlete.
- 3. Single Click a second time on the desired athlete to access the list of workouts in the LHE (left hand explorer)

Base Filter Navigation:

1. WKO4 Features search filters at the top of both the Left Hand Explorer (LHE) and the Right Hand Explorer (RHE).



Filter Workouts by Name, tag, title or content:

1. Enter search term in the workout filter on the top of the LHE



Filter Time Ranges within a workout by Title or tag:1. Enter search term in the workout filter on the top of the RHE



Using Charts & Reports: Athlete Level

Basic Chart Navigation ATHLETE LEVEL

Basic Chart navigation:

- 1. Across the top of the UPPER PANE, you have chart buttons. You can also change your charts in the LOWER PANE, by clicking on each one.
- 2. Click on each one to change to that chart.
- 3. Hover over the button to view the "Down Arrow".
- 4. Click on "Down Arrow" to access the chart CONFIGURE and settings.



How to change the settings inside each the Chart:

- 1. By clicking the "Down Arrow" you can access the adjustments inside each chart.
- 2. CONFIGURE: Change all the main settings for chart.
- 3. EXPORT: Export this chart and send to a friend.
- 4. MAKE A COPY: Make a copy and then make some adjustments for a custom version.
- 5. COPY TO CLIPBOARD: Copy this chart to the clipboard and then paste into an email or document.
- 6. SAVE CHART TO LIBRARY: Save this chart to your "Chart Picker" library to use with other athletes or for future use. NOTE: The small "."(dot) beside the title words of the chart. This means that this chart has changes that have NOT been saved in the library of charts.



Chart Picker: Launching and Navigating at ATHLETE level

The Chart Picker is where your library of charts is located. There are many charts inside your library, along with being able to locate new charts from the "Chart Exchange" website. When you build a new chart and save it to your library, WKO4 will take a small screenshot of the chart and place it in your chart picker for future use.

To Open a new chart from the Chart Picker: from the Athlete LEVEL itself:

- 1. Click on the Athlete you want to view.
- 2. Double Click on the Chart Picker icon in either the upper pane. Or if you "hover" over the icon, you can single click on the down arrow that appears and then choose "Chart Picker".



From here you can:

- 1. SEARCH for a chart using a Keyword, for example: PMC, or Mean Max, Power Profile, Etc.
- 2. You can SORT your charts by "Most Used", "Recently Used" and "Alphabetical".
- 3. SCROLL and DOUBLE CLICK on the chart you want to use. Scroll using your mouse or double fingers on your keypad to find the chart you want and then DOUBLE CLICK on the chart to select and open it.



What do the default ATHLETE CHARTS mean?

In WKO4, at the ATHLETE level, your charts will display your data over periods of time. These charts are where you can easily see if you have been improving over time. There are hundreds of charts to pick from depending on what data you might like to view. Let's examine your default Athlete Charts and explain a little about each one to better help you analyze your data.

WKO+ 3.0 Performance Manager Classic:

- 3. This chart is probably a familiar chart to you, if you have been using TrainingPeaks WKO+ 3.0 for some time. This is the Performance Manager chart.
- 4. This chart will help you understand your CTL (chronic training load), ATL (acute training load), TSB (training stress balance) and also your "Peaks".
- 5. The Blue CTL line tells you how much training you have done over the time range and in general the bigger your CTL number, the fitter you are.
- 6. The Pink ATL line tells you how fatigued you are currently, so if you feel fatigued now, then you would expect a big peak of ATL just in the previous week or two.
- 7. The TSB tells you how fresh you are, and a positive TSB means that you are fresh and a negative TSB will mean you are fatigued. The higher the positive number, the fresher you are, and conversely the more negative the number, the more fatigued you are feeling.
- 8. The "Peaks" that are charted in the PMC are your 10 best peak wattages for 1minute, 20 minutes and 60 minutes Normalized Power. Plotting the peak wattages inside the PMC allows you to correlate your best performances with how fatigued or fresh you were.



Power Duration (PD) Curve:

- 1. This chart is charting all of your Peak wattages for every time period from 1 second to 47 seconds to 5 minutes 12 seconds out to your longest ride. It captures your best average wattage output for every time period that you have achieved.
- 2. The Yellow line is your actual peaks, and this line is also called the "Mean Maximal Power" line.
- 3. The red line is the actual Power Duration (PD) line and is created using a proprietary algorithm within WKO4.
- 4. This chart is used for many other calculations internally inside WKO4, including helping to determine your "Phenotype" (Sprinter, TTer, Pursuiter, All-arounder).
- 5. There are many ways you can use this data:
 - a. Determine interval wattages
 - b. Determine what is "possible" for a given duration.
 - c. Compare multiple time periods together by COMMAND + "Click" in the RHE.



POWER PROFILE CLASSIC and PD CURVE PROFILE

The Power Profile chart is a comparison of your Peak 5 seconds, 1 minute, 5 minutes and 60 minutes with the standards in the Power Profile chart. You can compare multiple time ranges by using the COMMAND + "Click" in the RHE.

The PD Curve Profile is new for WKO4. This displays your Peaks across all durations, just like the PD curve, but places this data within the confines of the Power Profile categories. This can reveal new areas of strengths and weaknesses. A big "dip" in the curve will represent a weakness at that time period, and a hump will result in a strength.



ATHLETE DETAILS

The ATHLETE DETAILS chart is really not a chart, but it's where your personal metrics are displayed. This is a critical area where you can manage details about your TrainingPeaks Sync, Weight, FTP, Training Zones, Threshold Heart Rate and Threshold Pace. This is an important area for you to update as needed.

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Chart Packs and linking of upper and lower panes. ATHLETE AND WORKOUT levels

A chart pack is "Parent" chart in the upper pane that has linked "child" charts in the lower panes. The charts in the upper pane generally have a more global view on the data, with the linked charts in the lower pane, being a more detailed view. There are default chart packs that come pre-installed in WKO4 and then you can choose additional ones in the Chart Picker. It is also easy to link charts to parent chart and add more charts to your "Pack" or even create new Packs. This works exactly the same in the ATHLETE level and in the WORKOUT LEVEL.

How to access a Chart Pack and navigate them:

- 1. Across the top of the UPPER PANE, you have chart buttons.
- 2. Click on each one to change to that chart or chart pack.
- 3. Note that the bottom charts change as bottom charts are linked to the upper pane.



Identifying Chart Packs inside the Chart Picker and picking a Chart Pack:

- 1. When you click on the "Chart Picker" Icon, the chart picker box will appear.
- 2. Chart Packs will be identified as having multiple "layers" of charts behind the chart being shown.
- 3. Double Click on the Chart pack you want to view at the Athlete Level.



How to Link "Child" Charts to the "Parent" Chart:

- 1. By clicking the "Down Arrow" you can access the adjustments inside each chart.
- 2. Choose CONFIGURE: Change all the main settings for chart.
- 3. Click on "LINKED CHARTS".
- 4. Click on the "+" button at the bottom of the smaller window on the right to open the "Chart Picker"

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Select a Chart to Link to the Parent and SAVE the new Pack:

- 1. After you have clicked on the "+" button, the "Chart Picker" will open.
- 2. To Save this chart to the Pack, then be sure to click on the "Parent" chart Configure down arrow again and then choose "Save to Library".

Charts: How to access and use the CHART EXCHANGE

The chart exchange is a web-based location where you can find WKO4 charts to add to your library and also upload your own charts when you create a unique one. This is an excellent resource for all users of WKO4 and allows easy and convenient exchange of charts between users.

How to access Chart Exchange:

- 1. HOVER over the CHART PICKER icon at either the ATHLETE OR WORKOUT LEVEL.
- 2. Click on the down arrow in the CHART PICKER icon.
- 3. Choose "CHART EXCHANGE".

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- 4. A web browser will launch and take you to the Chart exchange website.
- 5. On the Chart exchange site, you can easily search for charts by using keywords, categories, users, or date.
- 6. Once you have found the chart you would like, just double click on it and it will automatically install in your WKO4 software.
- 7. Note: IF you select an ATHLETE level chart and are at the WORKOUT level in WKO4, then WKO4 will change you to the ATHLETE level or vice versa.

Main Chart settings for both ATHLETE and WORKOUT level

Inside each chart there are multiple settings in which allows you to display the data in different ways. These settings are the same for ATHLETE and WORKOUT levels.

How to access a Chart settings inside each chart:

- 1. Across the top of the UPPER PANE, you have chart buttons. You can also change your charts in the LOWER PANE, by clicking on each one.
- 2. Click on each one to change to that chart.
- 3. Hover over the button to view the "Down Arrow".
- 4. Click on "Down Arrow" to access the chart CONFIGURE and settings.



Basic Chart Settings and what they mean:

1. TYPE: Chart means it will be a graphical display of the numbers. REPORT means it will display just the numbers that create the chart.



2. DATA SERIES: ZOOM and OVERLAP- This means that you want to put all the data on one chart, and plotting it on top of each other.



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3. ZOOM AND SEPARATE- This means you want to SEPARATE the data into individual lanes.

- 4. RANGES: ZOOM AND OVERLAP- This means that you want ZOOM in on any of the Time ranges you click on. If you COMMAND + "click".
 - a. This is no different than the ZOOM AND SEPARATE screenshot.
- 5. ZOOM AND SEPARATE This will separate each of the different time periods into their own chart.
- 6. HIGHLIGHT- this will display all of the data in your history and "HIGHLIGHT" the background with a gray color when you click on that time range in the RHE.



7. BOTH settings: RANGES- ZOOM AND SEPARATE & DATA SERIES –ZOOM AND SEPARATE



8. LAYOUT: Vertical- This will place charts on top of each other. Horizontal- This will place charts side by side. This is useful when you have Ranges "Zoom and Separate".

How to Link "Child" Charts to the "Parent" Chart:

- 1. By clicking the "Down Arrow" you can access the adjustments inside each chart.
- 2. Choose CONFIGURE: Change all the main settings for chart.
- 3. Click on "LINKED CHARTS".
- 4. Click on the "+" button at the bottom of the smaller window on the right to open the "Chart Picker"

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Select a Chart to Link to the Parent and SAVE the new Pack:

- 1. After you have clicked on the "+" button, the "Chart Picker" will open.
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- 3. To Save this chart to the Pack, then be sure to click on the "Parent" chart Configure down arrow again and then choose "Save to Library".

Using Charts & Reports: Workout Level

Charts: Basic Chart Navigation WORKOUT LEVEL

Basic Chart navigation:

- 1. Across the top of the UPPER PANE, you have chart buttons. You can also change your charts in the LOWER PANE, by clicking on each one.
- 2. Click on each one to change to that chart.
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- 3. EXPORT: Export this chart and send to a friend.
- 4. MAKE A COPY: Make a copy and then make some adjustments for a custom version.
- 5. COPY TO CLIPBOARD: Copy this chart to the clipboard and then paste into an email or document.
- 6. SAVE CHART TO LIBRARY: Save this chart to your "Chart Picker" library to use with other athletes or for future use. NOTE: The small "."(dot) beside the title words of the chart. This means that this chart has changes that have NOT been saved in the library of charts.


Chart Picker: Launching and Navigating at Workout level

The Chart Picker is where your library of charts is located. There are many charts inside your library, along with being able to locate new charts from the "Chart Exchange" website. When you build a new chart and save it to your library, WKO4 will take a small screen shot of the chart and place it in your chart picker for future use.

To Open a new chart from the Chart Picker: from the WORKOUT LEVEL itself:

- 1. Click on the Athlete you want to view.
- 2. Double Click on that Athlete in order to access the WORKOUT LEVEL.
- 3. Click on the Workout you would like to view.
- 4. Double Click on the Chart Picker icon in either the upper pane. Or if you "hover" over the icon, you can single click on the down arrow that appears and then choose "Chart Picker".



From here you can:

- 1. SEARCH for a chart using a Keyword, for example: Ride Summary, Speed, balance, Zorro, Etc.
- 2. You can SORT your charts by "Most Used", "Recently Used" and "Alphabetical".
- 3. SCROLL and DOUBLE CLICK on the chart you want to use. Scroll using your mouse or double fingers on your keypad to find the chart you want and then DOUBLE CLICK on the chart to select and open it.



Building Charts and Using Expressions

Building New Charts

WKO4 is an advanced analytical engine allowing to chart/report any data. Follow the basic steps below to learn how.

Introduction to WKO4 Charts and Reports:

- 1. Athlete and Workout Level charts need to be created separately as they report data differently
- 2. All data series can been seen as a chart (visual) or a report (data)
- 3. User can control the Data Series view
 - a. Zoom and Overlap: When selected this will zoom on selected series and when multiple data series are selected, will "overlap" them to show specific relationships of all data
 - b. Zoom and Separate: When selected this will zoom on selected series but when selected will separate the individual data series to show the specific relationship of EACH data series
- 4. User can control the Ranges (time) view
 - a. Zoom and Overlap: When selected this will zoom on selected series and when multiple data series are selected, will "overlap" them by TIME to show specific relationships of all data
 - b. Zoom and Separate: When selected this will zoom on selected series but when selected will separate the individual data series BY TIME to show the specific relationship of EACH data series
 - c. Highlight: When selected, this will NOT ZOOM and show any selected time range WITHIN the full data display

How to access the New Chart wizard:

- 1. Open WKO4
- 2. Single Click on desired athlete or workout.
- 3. Click on the down arrow next to the chart picker icon to launch drop down options



Base setup in chart wizard:

- 1. First set up your chart or report basics as laid out below
- 2. In this step, you can set title, tags, select charts or reports, set data formats for data series and time ranges, select layouts and set smoothing



Building Your Chart:

- 1. Click the + sign to add a new data series
- 2. Determine data series formats



Using Expressions:

Expressions are named data channels, algorithms or math that allows you to customize your charts

- 1. To access base expression, click on the "Expressions" term
- 2. Select desired expression
- 3. Advanced users can enter, edit and customize expressions using the supplied expressions guide



Basic Expressions

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Sharing and Exchanging Charts

WKO4 User Guide

Exporting Charts and Chart Packs

WKO4 is an advanced analytical engine allowing to chart/report any data. Once charts are created, they can be exported and exchanged with any other WKO4 user. Follow the basic steps below to learn how.

Exporting Charts:

- 1. Athlete and workout level charts can be exported following the same process
- 2. Click the down arrow located to the right of the chart name to launch the config drop down
- 3. Select "Export" option to launch Export Wizard



4. Review export options and target locations, click Export to export the file.



Exporting Chart Packs:

- 1. Athlete and workout level CHART PACKS can be exported following the same process
- 2. Click the down arrow located to the right of the chart name to launch the config drop down.
- 3. Select "Export" option to launch Export Wizard

WKO4 User Guide



4. Review export options and target locations, click Export to export the zip file.

Importing Charts and Chart Packs

WKO4 is an advanced analytical engine allowing to chart/report any data. Once charts are created, they can be exported and exchanged with any other WKO4 user. Follow the basic steps below to learn how.

Importing Charts & Chart Packs:

- 1. Store "exchanged files or zip folder in easily accessed location
- 2. Drag and drop selected file / folder over WKO4 and release
- 3. Chart or Chart pack will open and display



4. If you already have the chart or chart pack, a pop up box will warn you and give options to proceed



How-To Guides

Find, Compress, and Export Your Log

Reviewing syncing information and/or troubleshooting issues may require you to access and export your log.

To Access your Log File: First Open WKO4

- 1. Click on Help in the Mac Top bar
- 2. Select Locations to launch drop down
- 3. Click on Log File to launch finder and view log



To Compress and Save log:

- 1. Control Click on "wko4.log" file
- 2. Select Compress "wko4.log
- 3. Copy and paste or drag and drop resulting compressed zip folder to desktop or email



How to Fix Bad Data

How to find the suspected bad data

- 1. Review the Mean Maximum Power Curve or Power Duration (PD) Curve to see if there are very high wattages.
- 2. IF your "phenotype" does not show up in the Athlete list.
- 3. If your FTP is not calculated and only dashes are displayed.



Once you have determined you have bad data, you must pinpoint its location to the exact ride(s) it might have happened during:

- 1. Open your Weekly Cycling Summary report. This should be one of the reports in the lower window pane of the WKO+ 3.0 PMC Classic Pack of charts.
- 2. Click on the "Down arrow" to Configure the Report.



Add in a new DATA Series to help pinpoint the file with the bad data:



Chart PEAK 1 second power by Day:

- 1. Under "Name" type Peak 1 second Power by Day"
- 2. In the Expression, copy and paste this expression \rightarrow (meanmax(power,1))
- 3. The Y-Axis should be "W" for watts
- 4. The X-Axis should be "Date"

00	Cor	figure	Guide	12.000	1.000	
Climbing		Peaks 1	seconds			
Work	Name	Peaks 1 sec	onds			
Avg IF	Expression	(meanmax(power,1))			
Avg EF Peak 5s	Y Axis	w	~			
Peak 1m	X Axis	date	~			
Peak 5m Peak 20m	Rounding	1.0	0			
Peaks 1 seconds	Annotation	None	\$			
+ - + 4	Include in l	egend	741			

Find your Bad data:

- 1. Now, you should have a column of data below the other metrics that list the date and then the Peak 1 second power beside it.
- 2. Scroll down through the date ranges and find any dates that have very high wattages.
- 3. Write down these dates, so you will be able to remember them when you are moving through the workouts to find the data.

N	 Weekly Cycling 	Calendar	MMP Weekly	MMP Cycling		
N	Summary Report	Galeridai	Peaks Chart	Chart		
	3/17/15 12:00 AM	449				
	3/18/15 4:31 PM	618				
Iler	3/19/15 12:00 AM	377				
	3/20/15 12:00 AM	696				
514/	3/21/15 12:00 AM	462				
5 VV	3/22/15 12:00 AM	716				
3 VV	3/24/15 12:00 AM	730				
	3/25/15 12:00 AM	1,076				
	3/26/15 12:00 AM	419				
167764	3/27/15 12:00 AM	983	Your new	column		
	3/28/15 9:17 AM	247	s here.			
5W	3/28/15 5:51 PM	940	And the D	od Data		
7 W	3/29/15 8:31 AM	744	au Dala			
	3/30/15 12:00 AM	377	file is us	file is usually		
10000	4/2/15 12:00 AM	578	obvio	us.		
Iler	4/2/15 2:58 PM	322				
	4/3/15 12:00 AM	615				
4.W/	4/4/15 12:00 AM	525				
T VV 7 \A/	4/5/15 11:41 AM	827				
V VV	4/6/15 12:00 AM	401				
	4/7/15 12:00 AM	873				
TTer	4/8/15 12:00 AM	783				
	4/8/15 5:11 PM	533	1			
10000	4/9/15 12:00 AM	4,001				
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WKO4 User Guide

LOCATE FILE AND EXACT BAD DATA POINT:

- 1. Double Click on Your name in the Left Hand Explorer(LHE)Select desired Time Range by Single Clicking to open the WORKOUT LEVEL
- 2. Scroll to the data of the bad data
- 3. Click on the Date and open the "Horizontal" graph. Put the "SENSOR DATA" report in the bottom pace.
- 4. Look for the large SPIKE in Power in the file> should be obvious tall yellow spike.
- 5. Click on the large Spike in the Upper "Horizontal" pane.
- 6. This will help you pinpoint it in the "SENSOR DATA" Report below.



CORRECT BAD DATA POINT

- 1. To Correct the bad data point, simply "DOUBLE CLICK" directly on the bad data CELL and then put in whichever data you want to insert here.
- 2. In this example, it is probably best to just add in a "Zero".

nen	Ride Sum	mary S	ensor Data	Horizon	tal Inte	erval Review			
				Zoom	He	port			
	Elapsed	Power	Cadence	Speed	Elevation	Tempera			
	1:34:01	0	12	8.4	7,720	61			
	1:34:02	0	12	8.3	7,720	61			
	1:34:03	1			2	61			
	1:34:04	1				61			
	1:34:05	15				61			
	1:34:06	15	Double click on the co			61			
2	1:34:07	1	Doub	bodble click on the cell					
S	1:34:08	1	and	then input	what	61			
	1:34:09	οŢ	data	a you want	there.	61			
N	1:34:10	59				61			
	1:34:11	59				61			
	1:34:12	47			4	61			
	1:34:13	36	50	7.2	7,723	61			
	1:34:14	21	55	8.8	7,720	61			
	1:34:15	20	58	8.8	7,720	61			
	1:34:16	20	59	8.7	7,720	61			
ar.	1:34:17	18	61	9.2	7,720	61			
ю,	1:34:18	16	63	9.3	7,720	61			
1000	and the second se								

3. Now, repeat the above steps for any remaining data points you might have.

Check to see if you have cleared all the bad data

- 1. Click the "LEFT ARROW" in the top of the screen (left hand corner beside your name) to navigate back to the ATHLETE LEVEL.
- 2. If everything is fixed and you don't have any more bad data points then review your PD/MMP Curve and you should also have a "Phenotype" and "PMAX and FRC " now as well.



How to Load Data from Device

Loading from Garmin Devices:

- 1. Using Garmin approved USB cord, plug device into computer
- 2. Download wizard will appear in a few seconds
- 3. Select athlete to Import to
- 4. Click Import to begin

	WKO3 Classic Chart PMC Pack	Athlete Details Pack	PD Curve Cycling Pack	FTP Cycli Analysis Pa	ng ack			
		CTL	TSB	ATL	1m Peaks	20m Peaks	60m Peaks	sFTP
_		• • •	Import fro	m Garmin Dev	vice			30
		A Garmin ED Please choos	GE800 with unit ID 3 e the athlete for this	871835472 is att device and then	ached to your con click Import to	iputer.		-25
-		automatically	import new files.	VKO4	0		Click the Arrow symbol to open your Athlete Selections select	-20
-			Cancel				the desired athlete to load to and click Import	-15
								-10
								-50

Download from other Devices using Device Agent:

- Install the software that came with your device, as this is what contains the drivers (small packets of software that allow your computer to "talk" to your device). Do not run the manufacturers software when trying to download from your Device to WKO+, but it does need to be installed on the same computer as WKO+
- 2. Close all other training related software
- 3. Open Device Agent
- 4. Connect the download cable or wireless dongle to your computer
- 5. Select the correct Training Device Type and Training Device Port (the correct port will have text mentioning "USB", "Serial", or both, in parenthesis off to the right of the com number; or it will default to the correct one that cannot be changed) at the top of the Device Agent
- 6. Connect your device and turn it on
- 7. Click "Download from Device" (or "Open Files") in the upper right hand corner
- 8. Once the files have been extracted from the device, they will be listed by date in the Download Window. Select the location you wish to send the downloaded files to by clicking on the icon within the Save To column. Once you have selected the desired Save To destination, click the Save button in the lower right hand corner

Once you have downloaded the data, you will get something similar to the picture below:

DA Tr	ainir	ngPeaks	s Device	Agent 3.0						12			
File	He	elp											
Usen	name	e: teste	er 40 coact	hed 🔻 Device: G	armin Edge 500/510	• Se	ttings	Erase	Browse:	E:/	•		Open Files
	TRAININGPEAKS Device Agent												
Selec	t: <u>A</u>	<u>II None</u>	E									Double-	click activity to edit
		Si	ave To	Username	Device	Date and Time	Duration	1	Sport	Channels	Carryin EDCEE00	Comment	
/	V		TP	tester40coached	Garmin EDGE500	8/4/2013 5:55:40 PM	01:23:13	Bike		HSADGT	Garmin EDGE500		
/			TP	tester40coached	Garmin EDGE500	8/4/2013 11:03:04 AM	01:14:12	Bike		HSADGT	Garmin EDGE500		
1			TP	tester40coached	Garmin EDGE500	8/3/2013 10:23:19 AM	01:36:06	Bike		HSADGT	Garmin EDGE500	<u> </u>	- Col
1			TP	tester40coached	Garmin EDGE500	8/2/2013 4:14:29 PM	02:10:14	Bike		HSADGT	Garmin EDGE500	6	7
1			TP	tester40coached	Garmin EDGE500	8/1/2013 12:05:12 PM	00:46:30	Bike		HSADGT	Garmin EDGE500		_
1	V	1	TP	tester40coached	Garmin EDGE500	7/31/2013 7:33:11 AM	01:56:55	Bike		HSADGT	Garmin EDGE500		
1		1	TP	tester40coached	Garmin EDGE500	7/22/2013 6:54:47 AM	11:54:51	Bike		HSADGT	Garmin EDGE500		
1	V	0	TP	tester40coached	Garmin EDGE500	7/21/2013 1:02:48 PM	01:03:27	Bike		HSADGT	Garmin EDGE500		
1			Disk 🦯	tester40coached	Garmin EDGE500	7/20/2013 9:40:56 AM	03:21:28	Bike		HSADGT	Garmin EDGE500		
			Disk Wm								_	-	
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		Login		J							Clear		June
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- 1. Pencil Icon: this indicates that you can edit information for that specific workout.
- 2. Check Box: check the box for the workouts you want included when you save the data. Un-check it if you want to leave that workout alone and not send it when you click "Save".
- 3. Save to: There are three places you can save workouts to, TrainingPeaks.com, WKO+, and to a file. Click on the icon to change the selection. In this example, all workouts will be saved to TrainingPeaks. You can have different workouts saved to different places. For example, you can send the first workout to TrainingPeaks.com, the second one to WKO+, or save one of them to file.
- 4. Clear: will clear the list of workouts.
- 5. Save: will save your workouts to where ever you choose (see #3 above).
- 6. Comment: double-click on this column to add a comment to that workout
- 7. "Double-click activity to edit": Some workouts can be changed, just double click on the information to make changes. For example, if the 2nd workout should be added to a different date, just double-click on the date field and you will be able to change the date.
- 8. Once you have everything as you want, click "Save" and the workouts will be saved. If you are saving to TrainingPeaks.com, a "username" will show up after you change the "save to" to TrainingPeaks.com. You can select which userID you want to save the workout to.

Saving Workouts to Different Locations:

- You can send device data files to the following places from Device Agent v3.0:
 - o TrainingPeaks.com online account
 - o WKO+ 3.0 or WKO4
 - o Disk (i.e., your computer's hard drive)

TrainingPeaks Device Agent 3.0	
File Help	
Username: tester40coached ▼ Device: Garmin Edge 500/510 ▼ Settings Erase Browse: E:/ ▼	Open Files
TRAININGPEAKS Device Agent	
Select: <u>All None</u>	Double-click activity to edit
Save To Username Device Date and Time Duration Sport Channels	Comment
🖍 🔲 🏧 tester40coached Garmin EDGE500 8/4/2013 5:55:40 PM 01:23:13 Bike HSADGT Garmin EDGE500	
🖉 🔲 🤤 💦 Garmin EDGE500 8/4/2013 11:03:04 AM 01:14:12 Bike HSADGT Garmin EDGE500	
Carmin EDGE500	
Click here for drop-down box to select save location	
Login	Save
	al

- After you download from your training device, there will be a column called "Save to". Click on the icon for each workout and you will have an option to select where the file should go. You set the default location (file...options...save to...), but locations can be changed per workout.
- Please note, regardless of what your default "save to" setting is, if you open the Device Agent from WKO+, all your files will default to be saved to WKO+. You can still manually change the "save to" location as mentioned above.
- Device Agent v3.0 always will "save to disk" despite your "save to" settings, the files are stored in the following file path locations, depending on what version of Windows you are using.

Adding a Workout File to Device Agent:

You can add a file to the Device Agent, and then either upload it to TrainingPeaks or into WKO+. This works the same way as saving with a workout that came from a Device. The only difference is how you get it into Device Agent.

- 1. Open the Device Agent. Make the window small on your screen.
- 2. Open a Window Explorer window.
- 3. Go to the folder where you have the file you want to add located.
- 4. Make that Window Explorer small, so that you can see both windows on your screen at the same time.
- 5. Drag-and-drop the file from the folder location onto the Device Agent.
- 6. Now you have the file added and can be saved to WKO+ or TrainingPeaks.com at this point.

How to adjust your functional threshold power (FTP)

Managing your FTP is critical to making sure your Training Stress Score is correct for each workout, along with also determining the correct training zones for your workouts. Anytime that your FTP moves up or down, you should change this setting inside your ATHLETE DETAILS page, under the FTP setting.

To access your FTP settings:

- 1. Open WKO4
- 2. Click on the Athlete you want to manage.
- 3. Click on the ATHLETE DETAILS button at the top of the upper pane.
- 4. Select the athlete you want in the LHE.
- 5. Click on the "Athlete Details" button at top of upper pane.
- 6. Hover over the words "FTP".
- 7. Click "SHOW".

Scott Tucker 77 CTL 72 ATL -6 TSB 0.0 RAMP	555PMAX 10.1FRC 271mFTP	270sFTP	
Current Clients ~	CO3 Classic Power Profile art PMC Pack Classic - Men	PD Curve · Athlete 2 Pack Details	
59	First name	Scott Date of birth	5/ 9/1960
1.Select the athlete your	WKO Last name	Fucker Gender	Male 🗘
3 want in the LHE.	Tags	Current Clients	
2.Click on the "Athlete	TrainingPeaks Athlete	Scott Tucker (via rexmba, Download Only)	Edit
Details" button at top of upper pane.	Coggan Individualized Power	Lovels	
3.Hover over the words "FTP".	3 FTP 270W 4		
4.Click "SHOW".	5/1/15 270W	i i i i i i i i i i i i i i i i i i i	FTP
5	2/15/15 260W		
Im	12/20/14 240W	200	
Scott Tucker	8/1/14 270W	*	
	6/15/14 255W	100-	
5s 529 W 5m 320 W 60m 237 W	2/15/14 225W		
1m 392W 20m 262W 60m NP 273W	12/30/13 255W	5/13/13 9/10/13 1/8/14 5/8/14 9/5/14	1/3/15 5/3/15
Miguel Ubeto TTer	+ -	date	

- 8. When you want to change your FTP, then simply push the "+" button and it will add in a new date at the top, called "TODAY".
- 9. Double Click on the word "Today" and then edit the date however you want.



- 10. When you have multiple time periods in your FTP history, the data from that specific date to the next date will associate all the data in your ride history with that FTP.
- 11. For Example, from 2-15-2015 to 3-31-2015, all data has a FTP of 260W associated with it. From 4-1-2015 to 4-30-2015 has all data associated as 265W. And then from 5-1-2015 FORWARD, all data will be associated with 270W.

