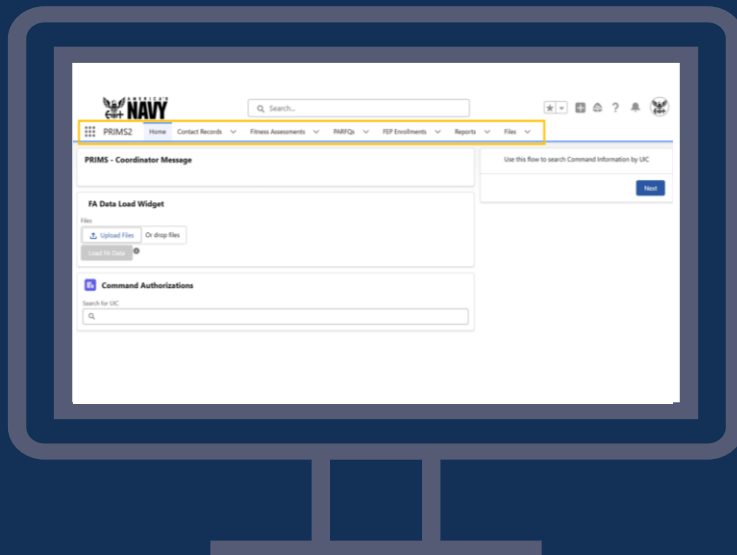




Combat Fitness Assessment (CFA) *Platform Display*



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New! Combat Fitness Assessment (CFA)

In accordance with **OPNAVINST 6110.1 (series)**, Combat Arms personnel must participate in scheduled CFA cycles unless medically waived, in a pregnancy or postpartum status, or prohibited by operational requirements. Combat Arms personnel include:

- ✓ Naval Special Warfare (NSW; SEAL and Special Warfare Combat Crewman (SWCC))
- ✓ Explosive Ordnance Disposal (EOD)
- ✓ Fleet Diving (Navy Divers and Diving Officers (Chief Warrant Officer Designator 720X))



CFAs must be administered by a qualified Command Fitness Leader (CFL) and/or Assistant Command Fitness Leaders (ACFLs).

How It Works



CFL or ACFL administers the CFA as outlined in the OPNAVINST 6110.1 (Series) and PRP Guides.



Combat arms personnel participate in the scheduled CFA.



CFL or ACFL records CFA results on the appropriate score sheets and enters data into PRIMIS.



Overview



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**CFA Quick
Tips**



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a selection.

- Use the **Navigation panel** on the left to move between lesson sections.
- Select the **Home** icon at any time to return to the course start page.

Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



CFA Quick Tips

Job Aid to the CFA that you can print & reference.



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CFA Quick
Tips



CFA key takeaways:

- ☐ Active Component (AC) personnel are required to participate in the PFA and CFA every 12 months
- ☐ Reserve component (RC) personnel on Active-Duty orders for 1 year or more, to include TAR personnel, are required to participate in the PFA and CFA every 12 months.
- ☐ Navy Physical Readiness Test (PRT) will take place in alignment with the Navy PFA Cycle-1.
- ☐ Combat Fitness Test (CFT) will take place in alignment with the official PFA Cycle-2.



For additional guidance, see **PRP Guide-5B** within the Guides section of the **MyNavy HR Physical Readiness** site.

New! CFA Functionality

CFA Quick Tips



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1 **Fitness Assessment (FA):** Tile named in lieu of PFA for Combat Arms personnel and shows the FA cycle and dates.

2 **Fitness Test (FT):** Tile named in lieu of CFT for Combat Arms personnel. Provides a link to view the FT and additional details.

3 **FT Record Type:** Record type is a new field that indicates this is a CFT record FT.

4 **FA Record Details:** Provides Sailor details associated with the select FA.

 Additional new features are highlighted in individual lessons.


Fitness Assessments (3+)


[FA-1214156](#)

Navy Cycle Name: Cycle 2 2026
Navy Cycle Start Date: 7/1/2026
Navy Cycle End Date: 12/31/2026


Fitness Tests (1)


FT Name: [FT-0006686135](#)
FT Date: 7/8/2026
Final Category: EXCELLENT MEDIUM


Fitness Test
Cycle 2 2026

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor


Fitness Assessment Details


Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026
DODID	Navy Cycle Start Date
1234567890	7/1/2026
Assigned UIC	Navy Cycle End Date
82650	12/31/2026



Select a learning target below to begin the Step-by-Step walkthrough.

This tutorial outlines the step-by-step process to:

1 CFA Medical Waiver

2 CFA BCA

3 CFA Combat Fitness Test (CFT)



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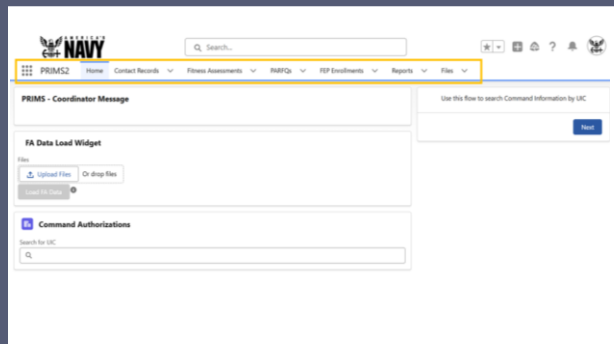
CFA Quick
Tips





ACFL PRIMS Training

Medical Waiver for CFA *Platform Display*



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Overview of Medical Waiver

Med Waiver Guidance

Medical waivers are authorized for Sailors with an injury or illness, or for Sailors recovering from a surgical or medical procedure that prevents them from participating in the Official Navy FA before the end of the Official Navy FA cycle.

You can create and edit medical waivers in PRIMS for your Sailors to:

- ✓ Properly track who received a waiver.
- ✓ Ensure Sailors are meeting the conditions and restrictions outlined in their waiver.
- ✓ Maintain accurate records to determine Sailor eligibility to participate in the FA and under which specific conditions.



For additional guidance, see **PRP Guide-6** within the Guides section of the **MyNavy HR Physical Readiness** site.

How It Works



The Sailor is not physically cleared for one or more events during medical screening



The OC/OIC endorses the medical waiver.



The ACFL adds the medical waiver in PRIMS.



How to Use This Tutorial

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Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



Quick Steps

Job Aid to create a Medical Waiver that you can print & reference.



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The Commanding Officer (CO)/Officer in Charge (OIC), Authorized Medical Department Representative (AMDR), Command Fitness Leader (CFL), Assistant Command Fitness Leaders (ACFLs), and individual Sailors have responsibilities regarding medical waivers.



CO/OIC

- Designate an AMDR in writing to make recommendations on the FA medical waivers.
- Approve or Disapprove all command FA Waivers.
- Refer Sailors who receive medical waivers for a Medical Record Review (MRR) via the Medical Evaluation Board (MEB) process.



AMDR

- Must be appointed in writing by the CO/OIC.
- Review all positive PARFQs and recommend medical waivers.
- Facilitate uploading a copy of the NAVMED 6110/4 PARFQ into the Electronic Health Record.
- Make PFA medical recommendations to the CO via NAVMED 6110/4.



CFL/ACFL

- Ensure all Sailors have proper medical screening/clearance prior to CFA participation.
- Ensure Sailors requiring medical evaluation & clearance based on PARFQ responses report to medical.
- Review medical waiver recommendations and documents.
- Ensure CO/OIC approved FA Waivers for the current cycle are documented in PRIMS.
- PRIMS calculations require the medical waiver be entered prior to the BCA and PRT/CFT data. Failure to do so will cause the Sailor's PRT to reflect "Incomplete," and an LOC will be required for correction.



Sailor

- The member is responsible to seek medical attention for medical issues that limit or affect their physical readiness prior to the official CFA.
- The PARFQ must be completed in MNP for each official CFA cycle prior to participation in the CFT.

How to Create a Medical Waiver

PRIMS Quick Steps



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1 In the **Sailor's Contact Record**, select the **Fitness Assessment (FA)** hyperlink.

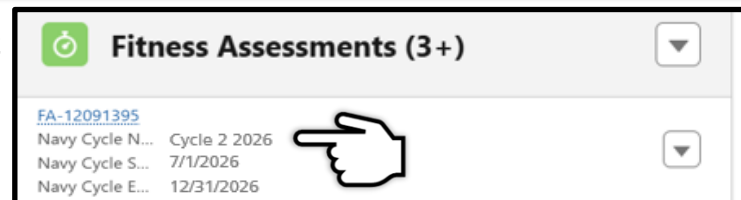
2 Select the **Medical Waiver** drop-down list and select **New**.

3 Select the applicable Medical Waiver and select **Save**.



After selecting **Save**, the Medical Waiver is created.

4 Select the **Medical Waiver** hyperlink to review.



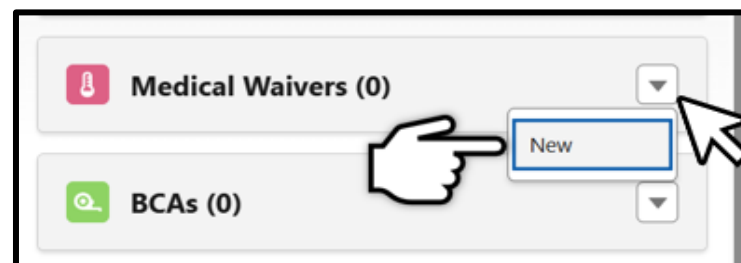
Fitness Assessments (3+)

[FA-12091395](#)

Navy Cycle N... Cycle 2 2026

Navy Cycle S... 7/1/2026

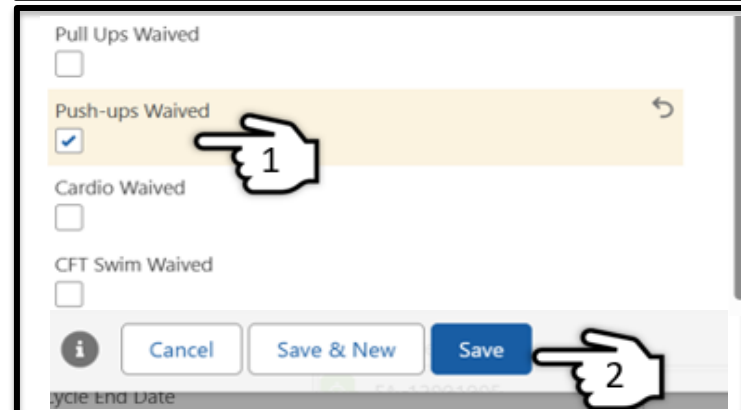
Navy Cycle E... 12/31/2026



Medical Waivers (0)

New

BCAs (0)



Pull Ups Waived ☐

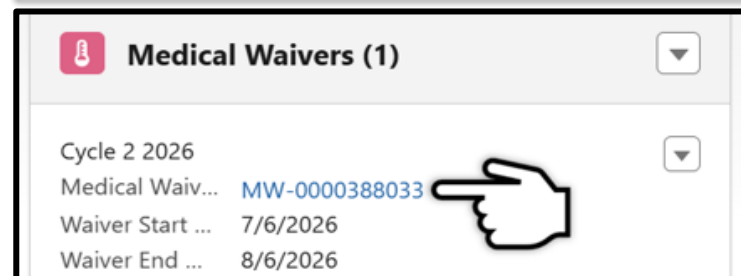
Push-ups Waived ☒ 1

Cardio Waived ☐

CFT Swim Waived ☐

Cancel **Save & New** **Save** 2

cycle End Date



Medical Waivers (1)

Cycle 2 2026

Medical Waiv... [MW-0000388033](#)

Waiver Start ... 7/6/2026

Waiver End ... 8/6/2026



Select a learning target below to begin the Step-by-Step walkthrough.

This tutorial outlines the step-by-step process to:

1 View a Medical Waiver

2 Create a Medical Waiver

3 Edit a Medical Waiver



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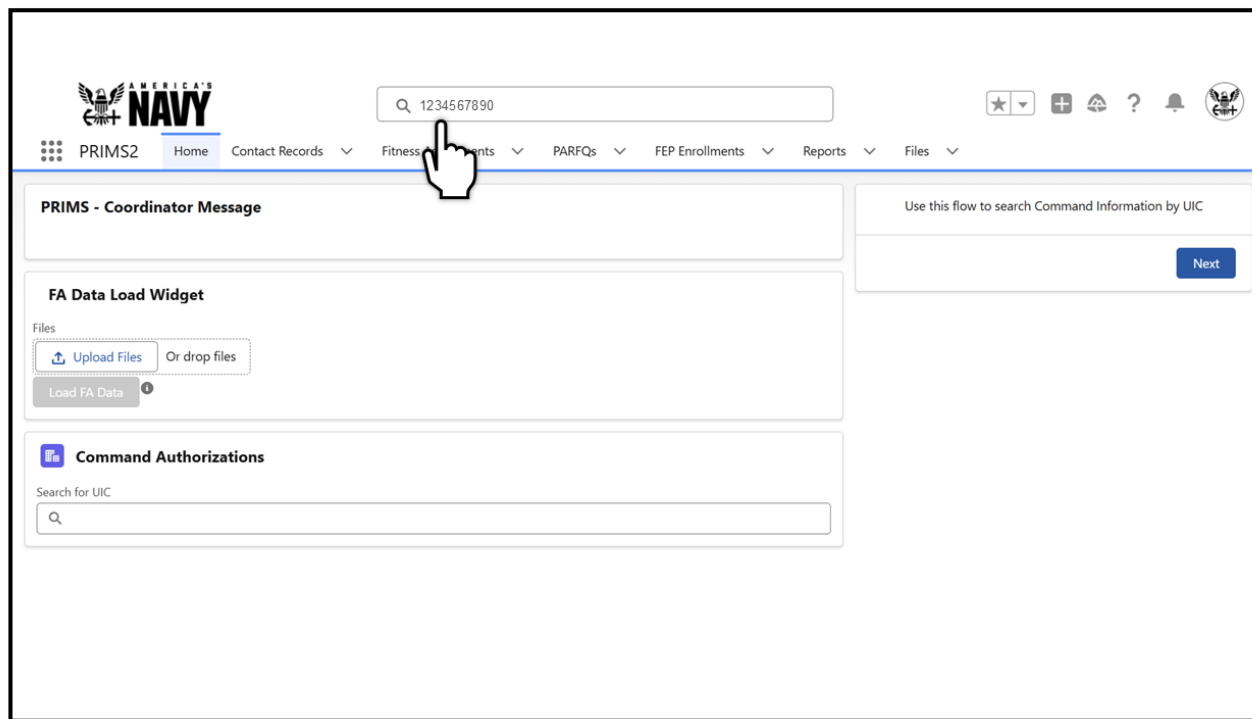
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 5: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To View a Medical Waiver

Step-By-Step Instructions



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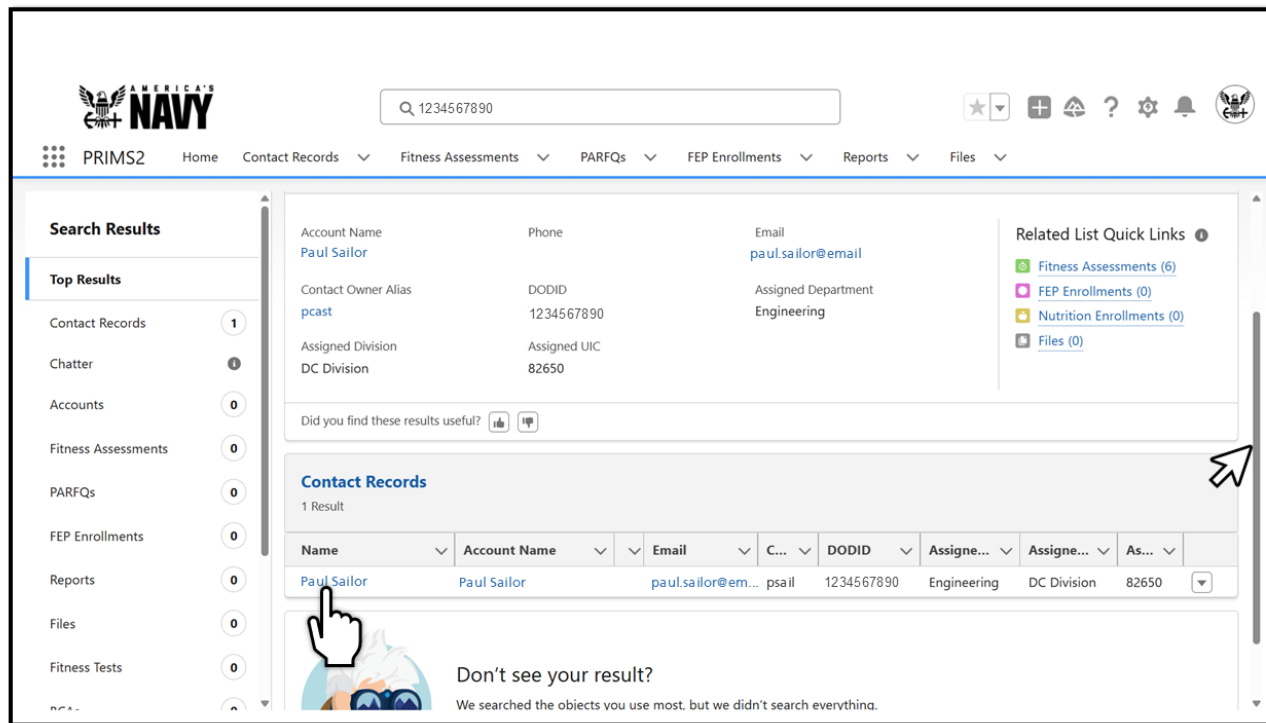
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The screenshot shows the NAVY PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' section is active, showing search results for 'Paul Sailor'. The results include fields for Account Name, Phone, Email, Contact Owner Alias, DODID, Assigned Division, and Assigned UIC. A table below the results shows one result for 'Paul Sailor' with various details. A hand cursor is pointing at the 'Paul Sailor' link in the table. To the right of the table, there's a 'Related List Quick Links' section with links to Fitness Assessments (6), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom of the interface, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 5: On the **Contact Records** tile, select the Sailor's **Name**.

How To View a Medical Waiver

Step-By-Step Instructions



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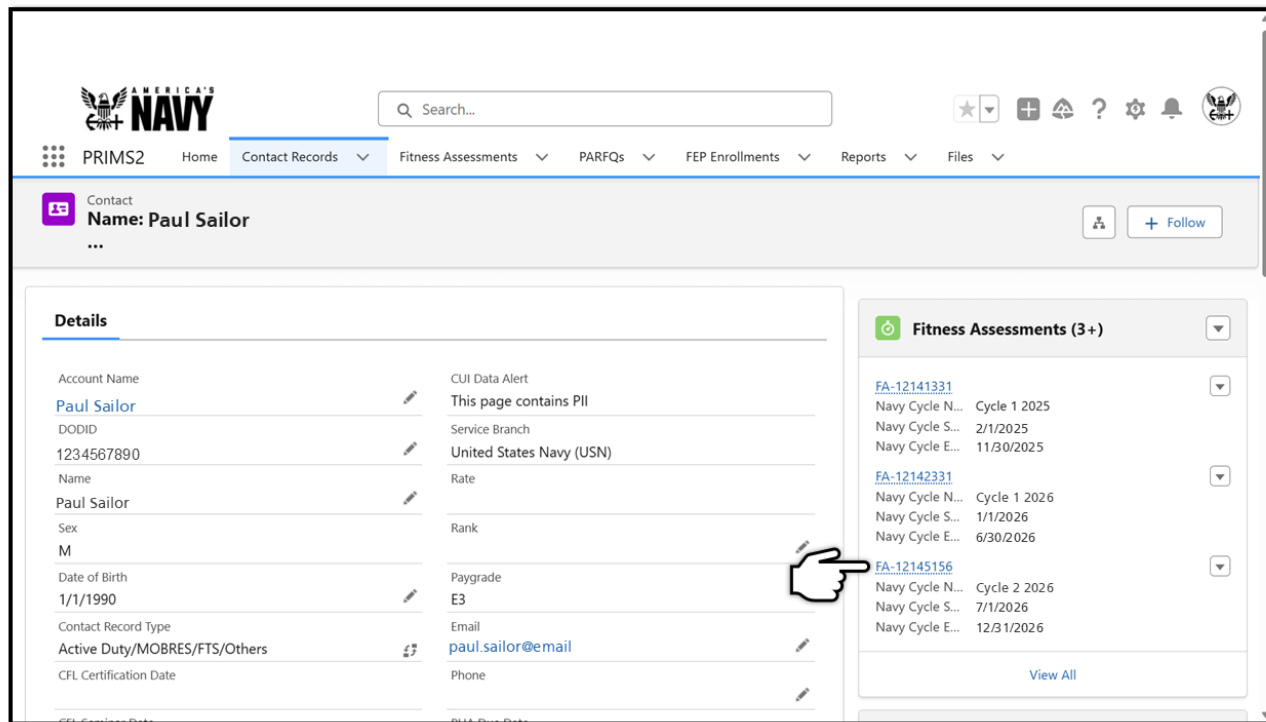
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Quick Steps



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The screenshot shows the Navy Physical Readiness Program interface. At the top, there's a search bar and navigation tabs: PRIMS2, Home, Contact Records (selected), Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. Below the tabs, the contact record for "Paul Sailor" is displayed. The "Details" section shows various fields: Account Name (Paul Sailor), DODID (1234567890), Name (Paul Sailor), Sex (M), Date of Birth (1/1/1990), Contact Record Type (Active Duty/MOBRES/FTS/Others), CFL Certification Date, CUI Data Alert (This page contains PII), Service Branch (United States Navy (USN)), Rate, Rank, Paygrade (E3), Email (paul.sailor@email), and Phone. To the right, the "Fitness Assessments (3+)" section lists three assessments: FA-12141331 (Cycle 1 2025), FA-12142331 (Cycle 1 2026), and FA-12145156 (Cycle 2 2026). A hand icon points to the FA-12145156 assessment. Below the screenshot, there are five circular indicators, with the third one (corresponding to the current step) being dark blue and the others being light gray.

Step 3 of 5: Select the current **Fitness Assessment (FA)**.

How To View a Medical Waiver

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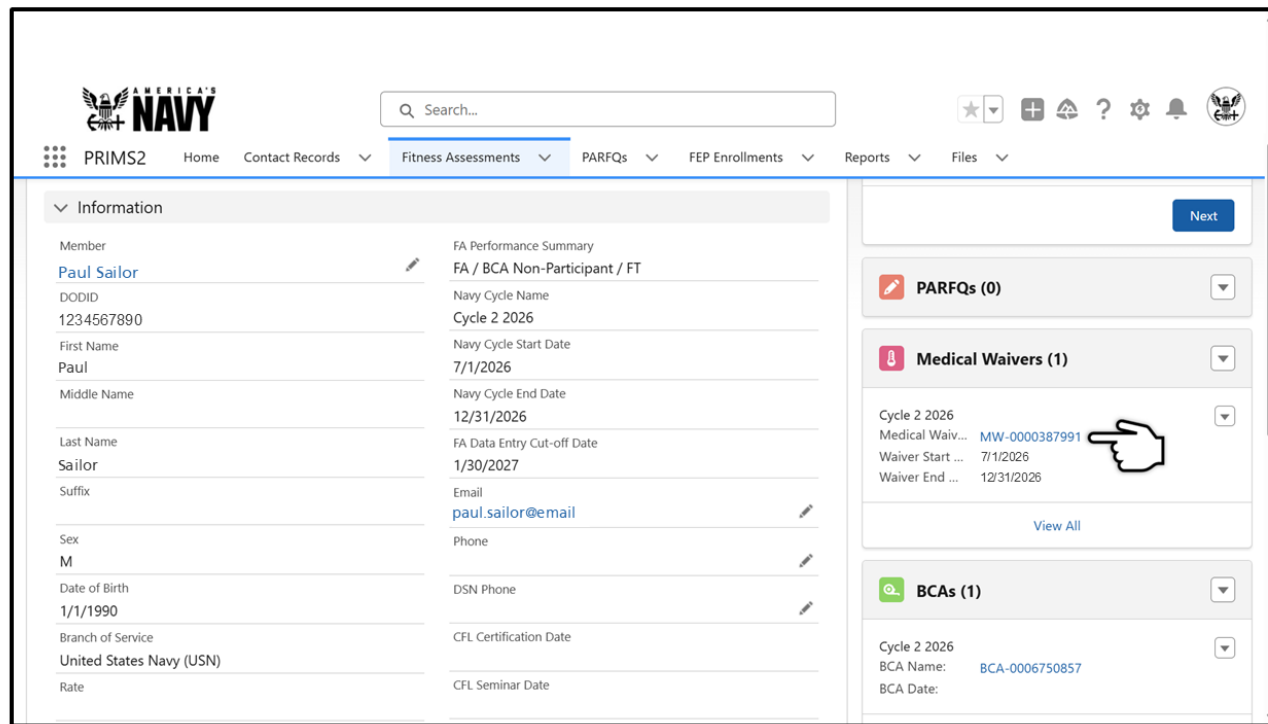
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and various icons. The main content area is divided into sections: Information, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The Information section displays details for a member named Paul Sailor, including DODID, First Name, Middle Name, Last Name, Suffix, Sex, Date of Birth, Branch of Service, and Rate. The Fitness Assessments section shows the FA Performance Summary, FA / BCA Non-Participant / FT, Navy Cycle Name, Cycle 2 2026, Navy Cycle Start Date, Navy Cycle End Date, FA Data Entry Cut-off Date, Email, Phone, DSN Phone, CFL Certification Date, and CFL Seminar Date. The PARFQs section shows 0 PARFQs. The Medical Waivers section shows 1 Medical Waiver, with a list of waivers for Cycle 2 2026, including a Medical Waiver with ID MW-0000387991. A hand icon points to the Medical Waiver tile. The BCAs section shows 1 BCA, with a list of BCAs for Cycle 2 2026, including a BCA with ID BCA-0006750857.

Step 4 of 5: Scroll to the **Medical Waiver** tile, then select the **Medical Waiver** hyperlink.

How To View a Medical Waiver

Step-By-Step Instructions



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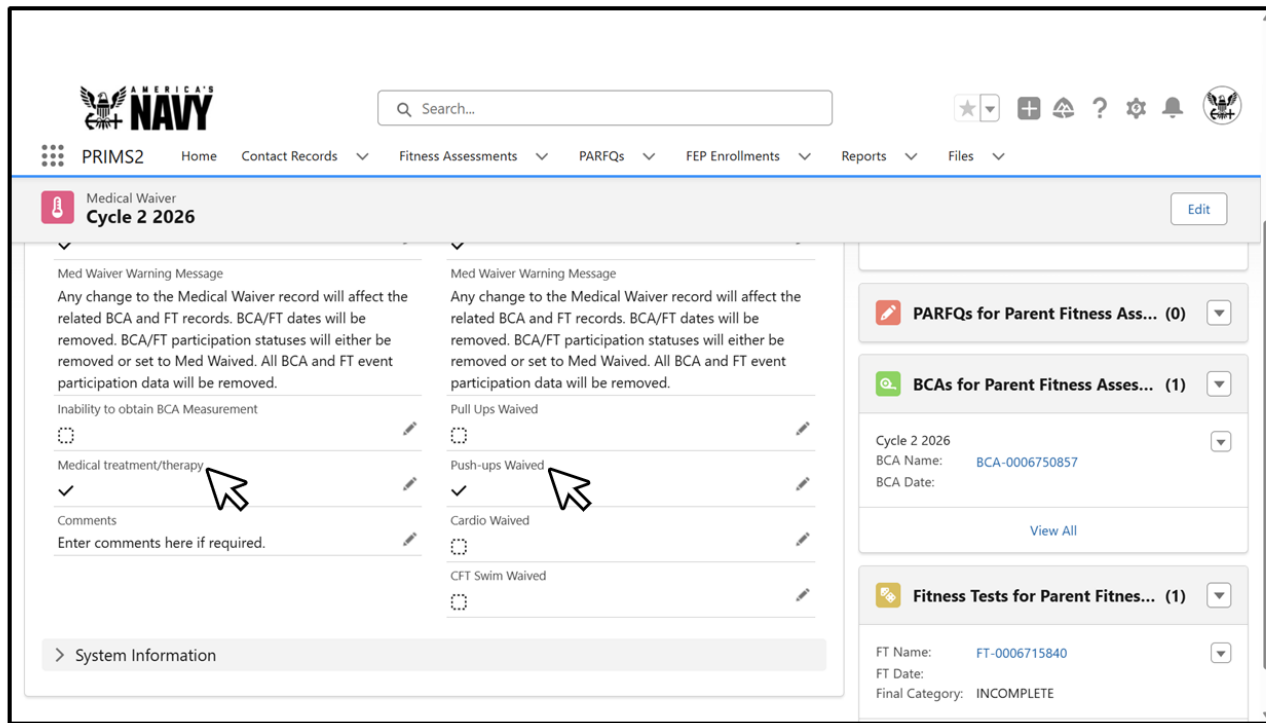
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Medical Waiver Cycle 2 2026 Edit

Med Waiver Warning Message
Any change to the Medical Waiver record will affect the related BCA and FT records. BCA/FT dates will be removed. BCA/FT participation statuses will either be removed or set to Med Waived. All BCA and FT event participation data will be removed.

Inability to obtain BCA Measurement	☐	☐
Medical treatment/therapy	☒	☒
Comments	☐	☐
Enter comments here if required.	☐	☐

> System Information

PARFQs for Parent Fitness Ass... (0)

BCAs for Parent Fitness Asses... (1)

Cycle 2 2026
BCA Name: [BCA-0006750857](#)
BCA Date: [View All](#)

Fitness Tests for Parent Fitness... (1)

FT Name: [FT-0006715840](#)
FT Date: [View All](#)
Final Category: INCOMPLETE

Step 5 of 5: View the Medical Waiver details. Scroll to view additional Medical Waiver data.

How To View a Medical Waiver

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



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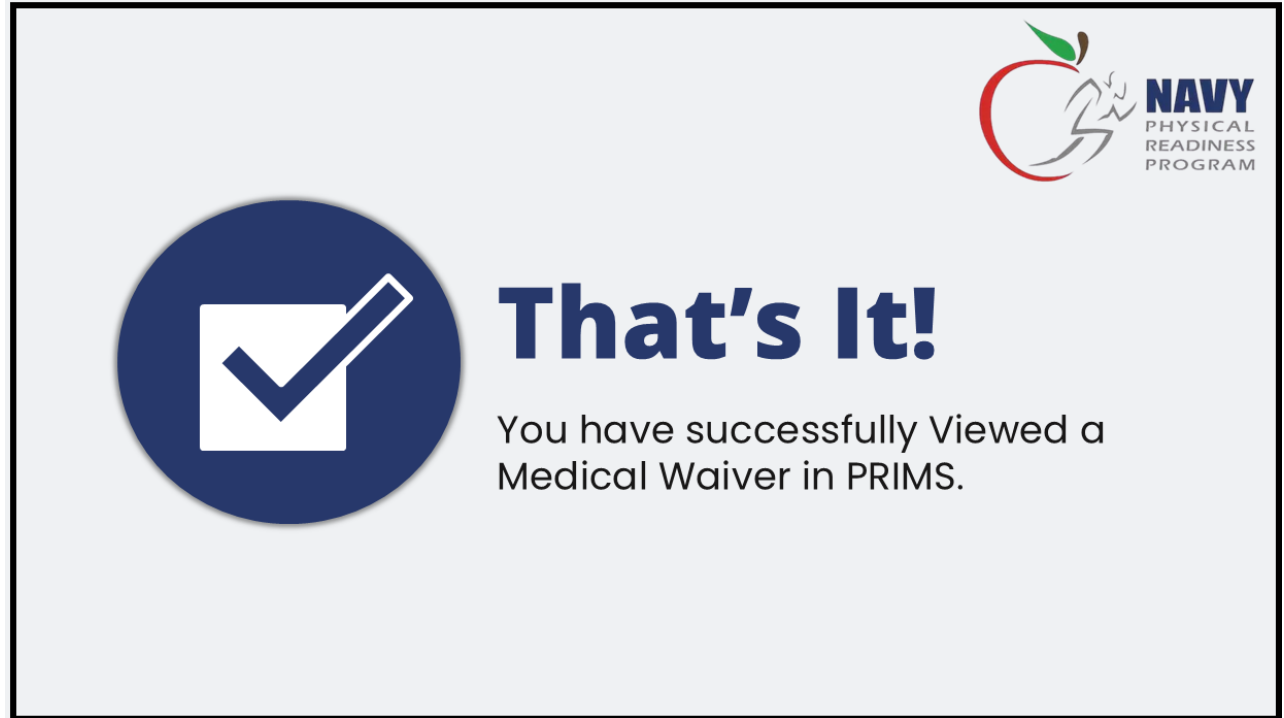
Learning Targets



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[Continue to How to Create a Medical Waiver](#)

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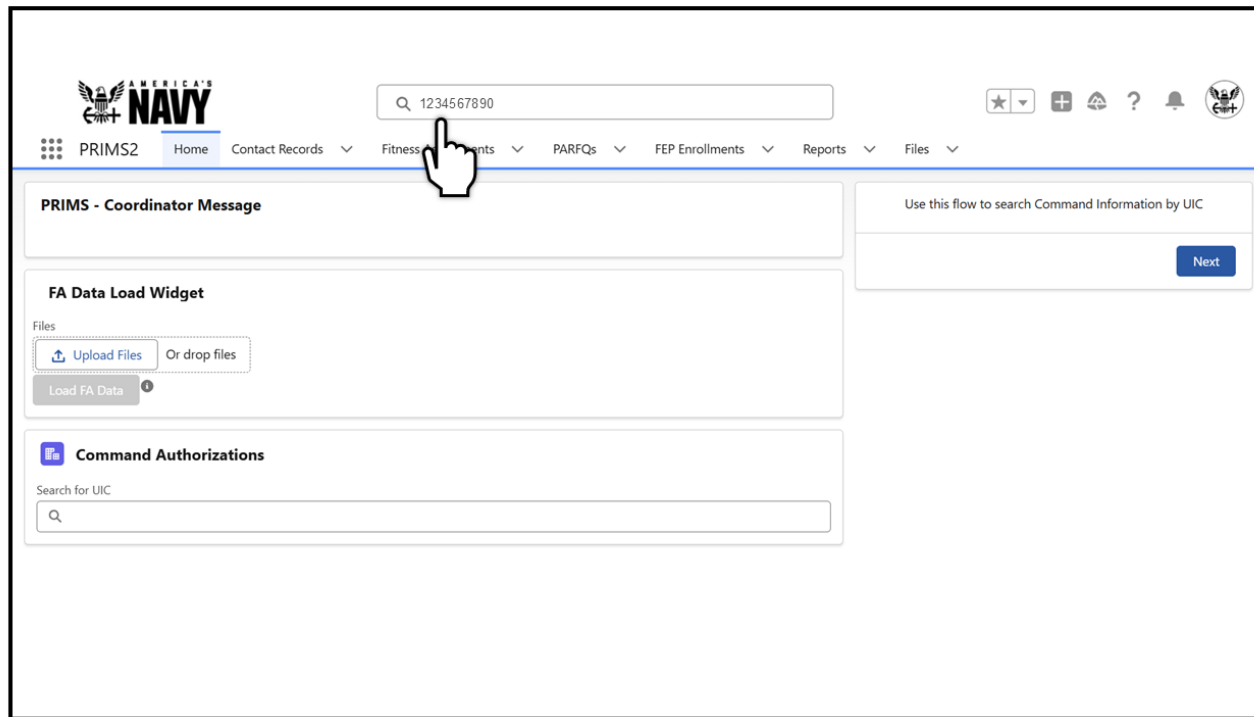
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 1 of 8: In the **Search** field, type the **DODID**, then press the **Enter** key.



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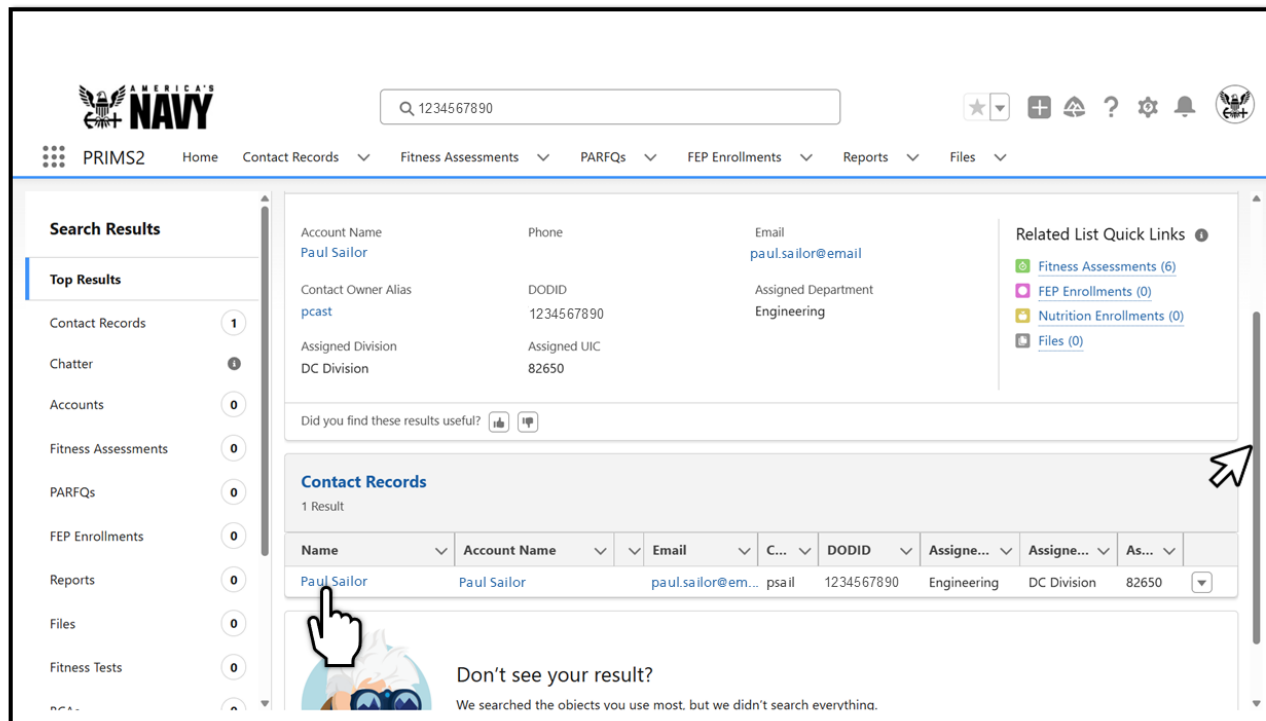
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The screenshot shows the NAVY PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' section is active, showing search results for 'Paul Sailor'. The results include fields for Account Name, Phone, Email, Contact Owner Alias, DODID, Assigned Division, and Assigned UIC. A table below the results shows one result for 'Paul Sailor' with various details. A hand cursor is pointing at the 'Paul Sailor' link in the table. On the right side, there's a 'Related List Quick Links' section with links to Fitness Assessments (6), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 8: On the **Contact Records** tile, select the Sailor's **Name**.



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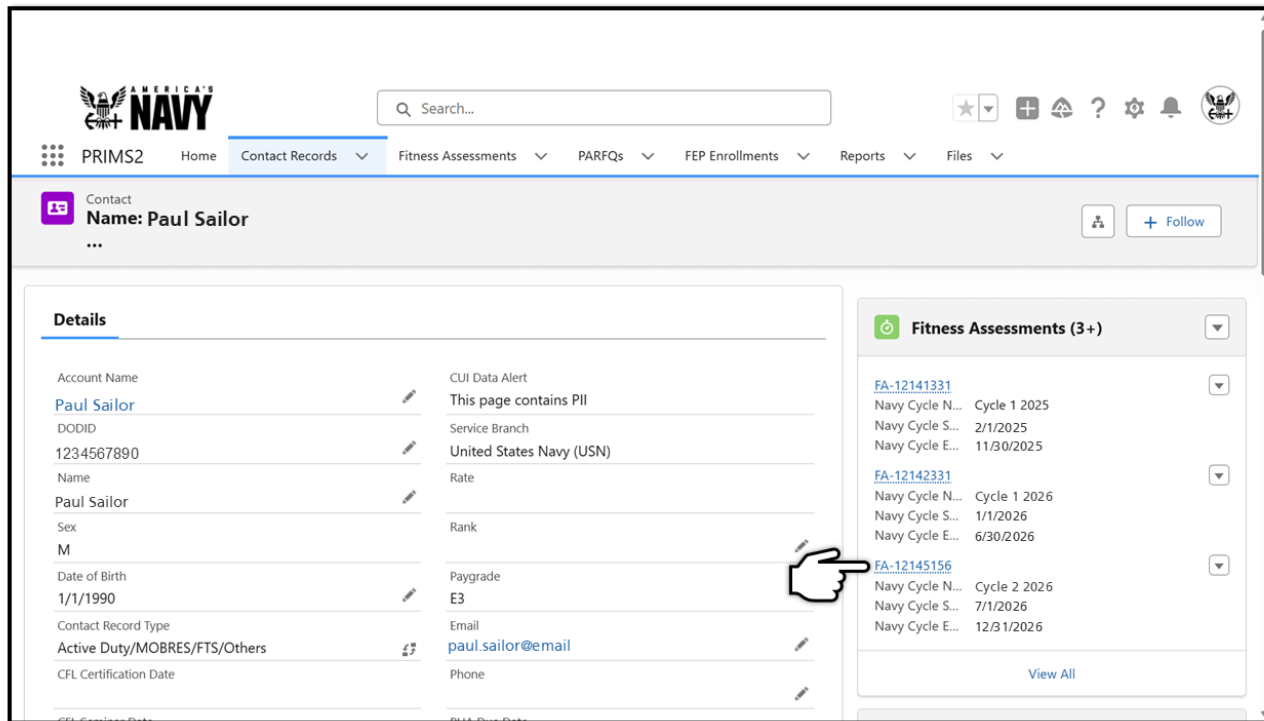
Step-By-Step
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The screenshot shows the Navy Physical Readiness Program interface. At the top, there's a search bar and navigation tabs: PRIMS2, Home, Contact Records (selected), Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. Below the tabs, the contact record for "Paul Sailor" is displayed. The "Details" section shows various fields: Account Name (Paul Sailor), DODID (1234567890), Name (Paul Sailor), Sex (M), Date of Birth (1/1/1990), Contact Record Type (Active Duty/MOBRES/FTS/Others), CFL Certification Date, CUI Data Alert (This page contains PII), Service Branch (United States Navy (USN)), Rate, Rank, Paygrade (E3), Email (paul.sailor@email), and Phone. To the right, the "Fitness Assessments (3+)" section lists three assessments: FA-12141331 (Cycle 1 2025), FA-12142331 (Cycle 1 2026), and FA-12145156 (Cycle 2 2026). A hand icon points to the FA-12145156 assessment. Below the screenshot, there are eight circular indicators, with the third one from the left being filled, indicating the current step.

Step 3 of 8: Select the current **Fitness Assessment (FA)**.



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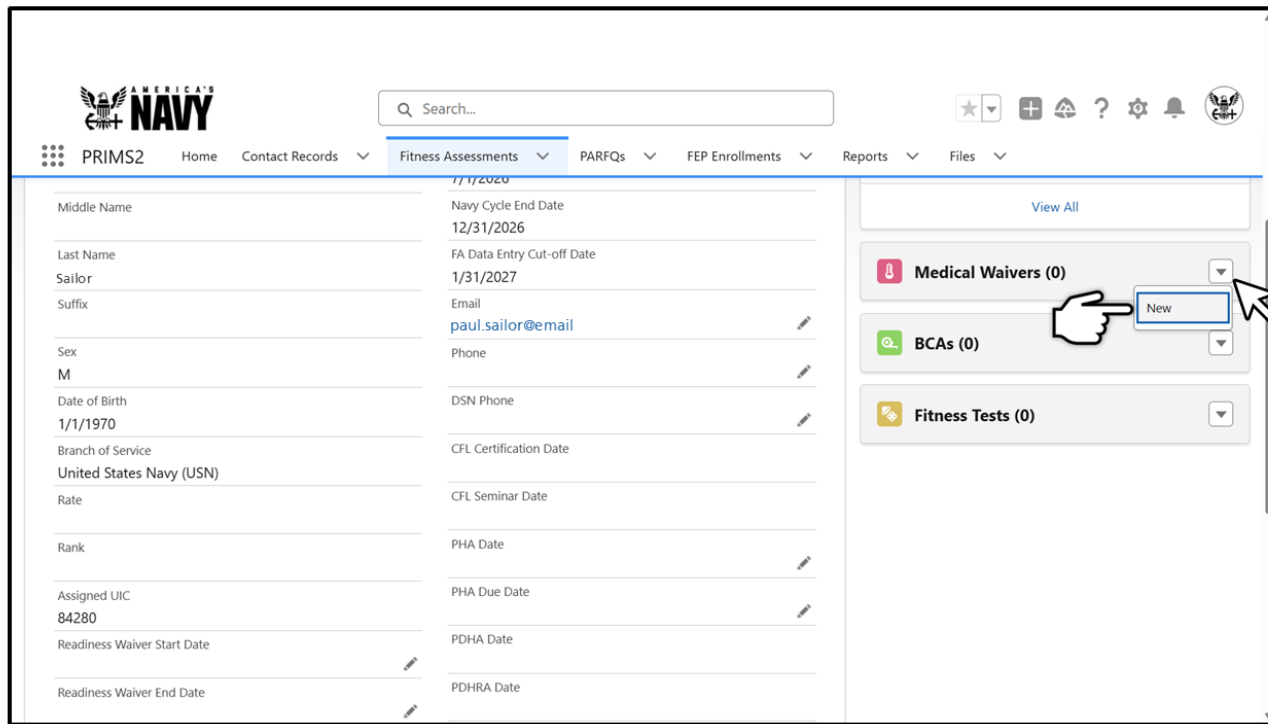
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



The screenshot shows the PRIMS2 system interface. The top navigation bar includes 'PRIMS2', 'Home', 'Contact Records', 'Fitness Assessments', 'PARFQs', 'FEP Enrollments', 'Reports', and 'Files'. The 'Fitness Assessments' tab is selected. The main content area displays a user profile for 'paul.sailor@email' with various fields like 'Middle Name', 'Last Name', 'Sailor', 'Suffix', 'Sex', 'Date of Birth', 'Branch of Service', 'Rate', 'Rank', 'Assigned UIC', 'Readiness Waiver Start Date', and 'Readiness Waiver End Date'. On the right sidebar, there are three sections: 'Medical Waivers (0)', 'BCAs (0)', and 'Fitness Tests (0)'. A hand icon points to the 'New' button next to the 'Medical Waivers (0)' drop-down menu.

Step 4 of 8: Select the **Medical Waivers** drop-down list, then select **New**.



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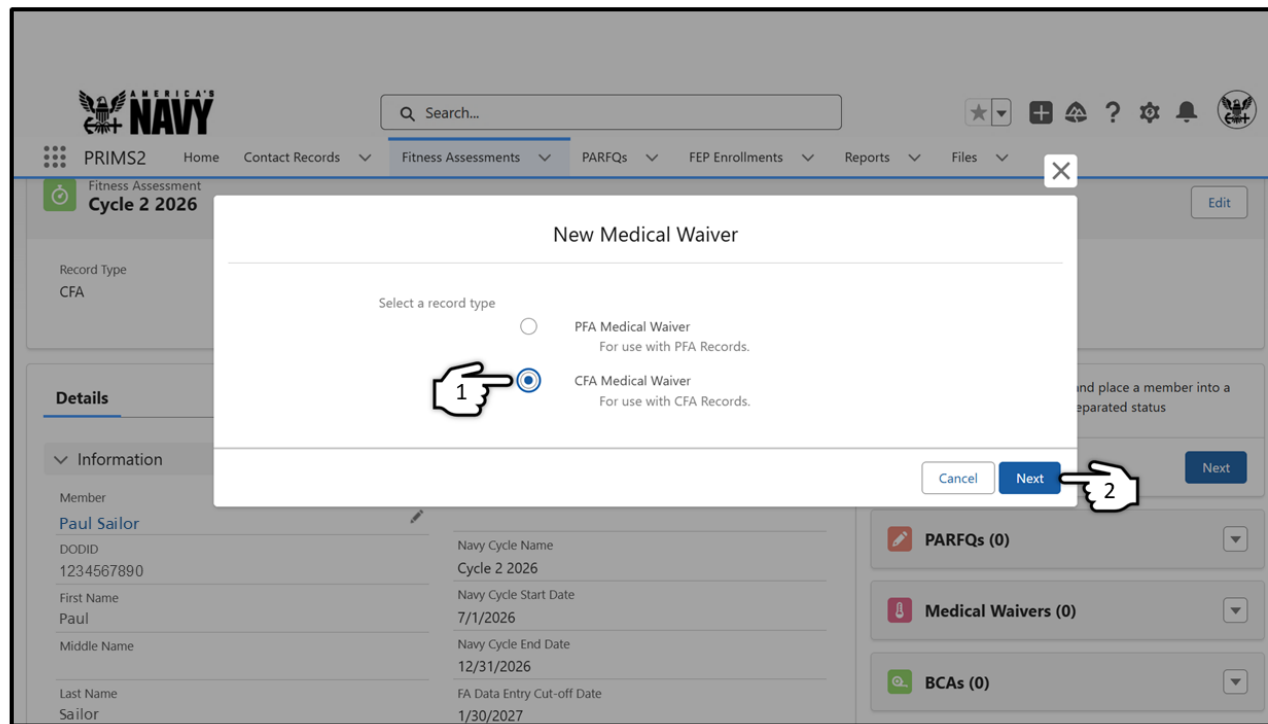
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 5 of 8: The select a New Medical Waiver type window opens. Select the **CFA Medical Waiver** radio button, then select **Next**.



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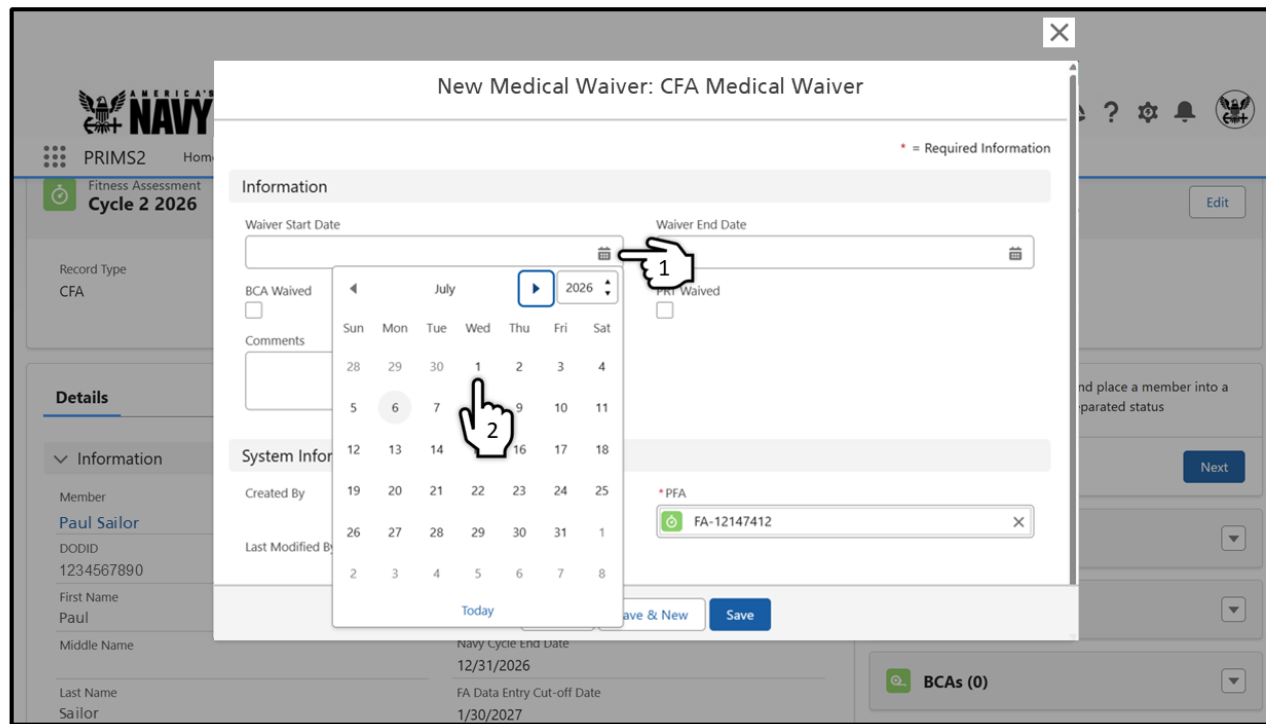
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 6 of 8: Select the **Waiver Start Date Calendar** icon, then select the **Date**.



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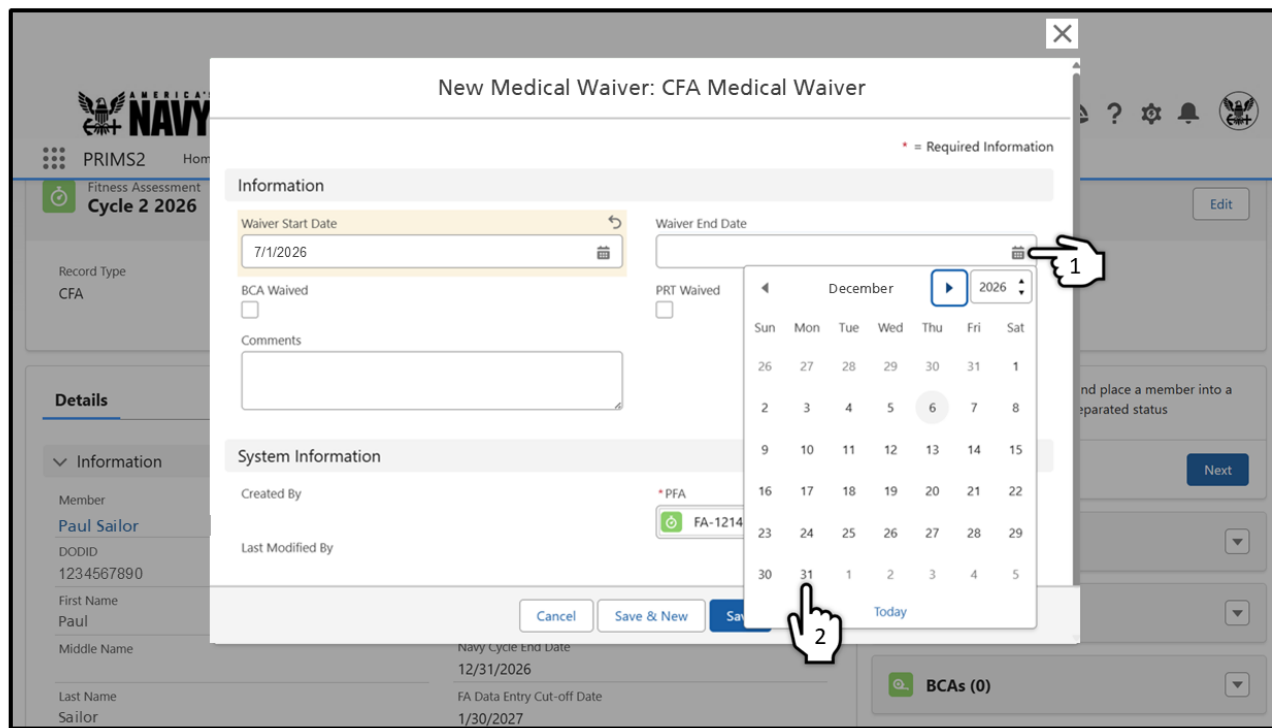
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 7 of 8: Select the **Waiver End Date Calendar** icon, then select the **Date**.

How To Create a Medical Waiver

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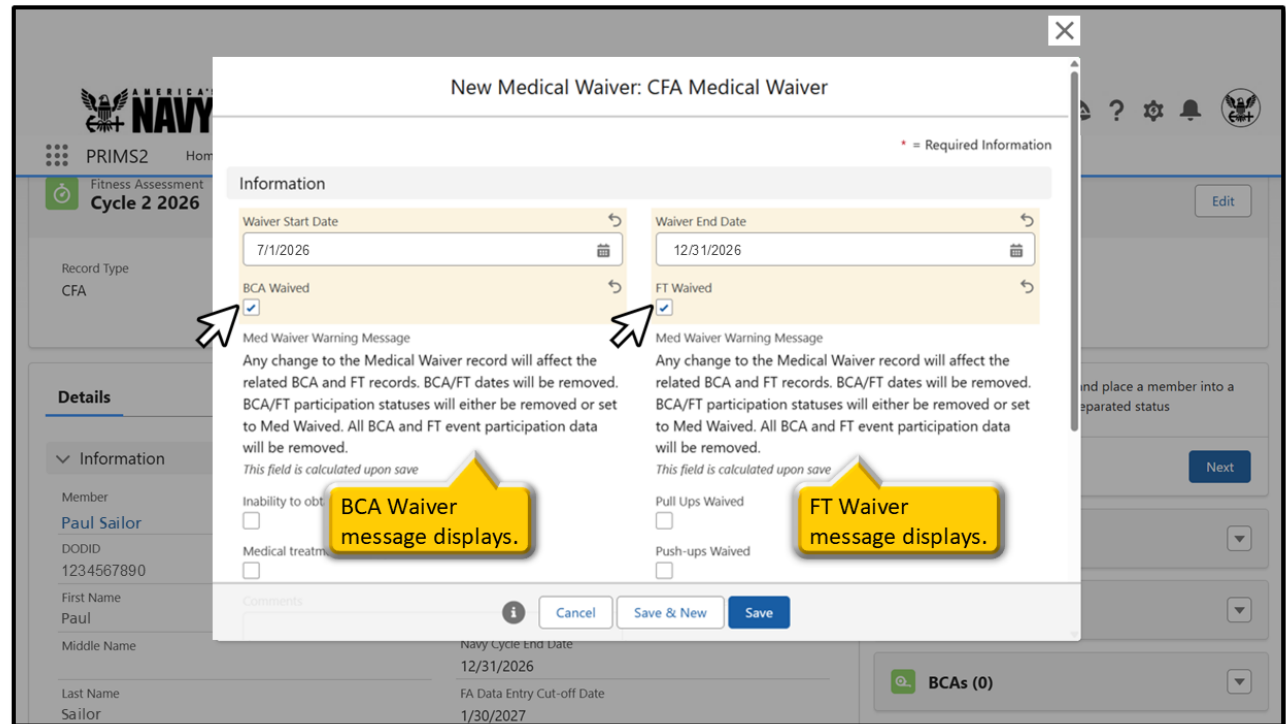
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




If either the BCA or PRT, or both are waived, a waiver warning message displays.

How To Create a Medical Waiver

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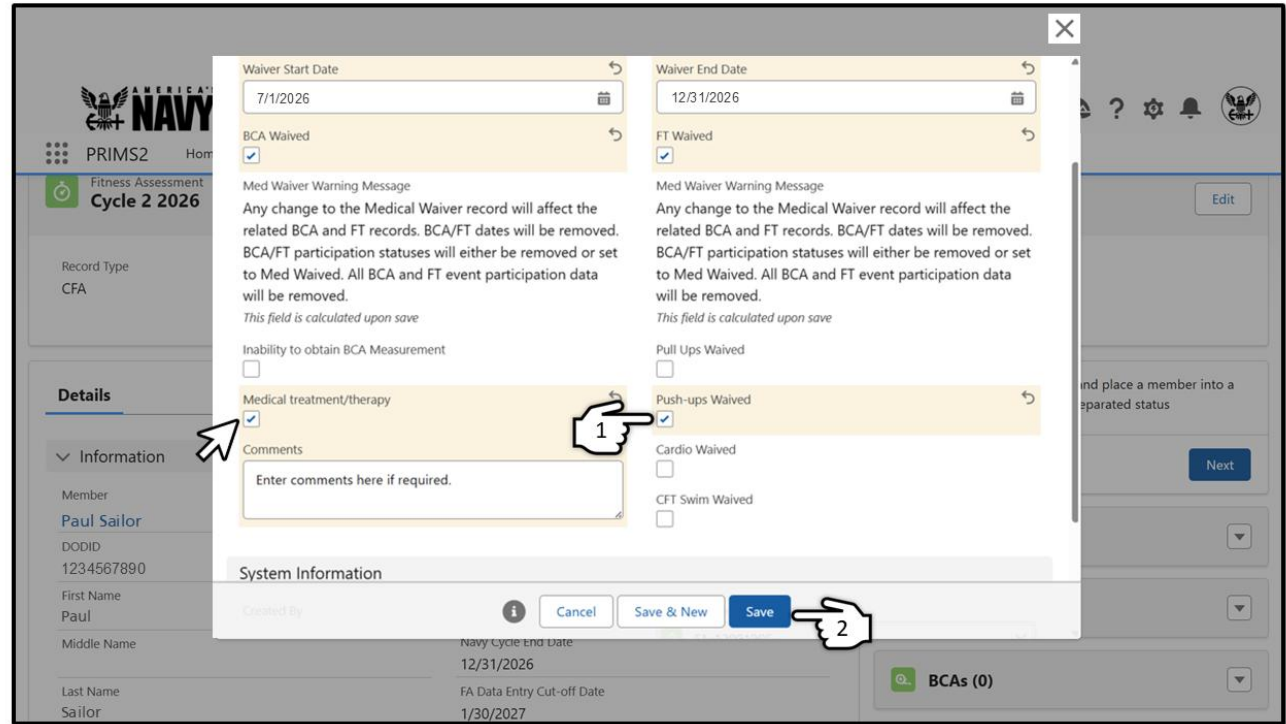
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'Details' tab of the Medical Waiver creation interface. The 'Waiver Start Date' is 7/1/2026 and the 'Waiver End Date' is 12/31/2026. The 'BCA Waived' checkbox is checked. The 'FT Waived' checkbox is checked. The 'Medical treatment/therapy' checkbox is checked. The 'Comments' field is empty. The 'System Information' section shows 'Created By' and 'Navy Cycle End Date' (12/31/2026). The 'Save' button is highlighted with a hand icon and the number 2.



Step 8 of 8: Select the applicable **Waiver Category** checkbox(es) for this FA. In the **Comments** field, type your comments. Select **Save** when complete.

Note: Select all that apply.



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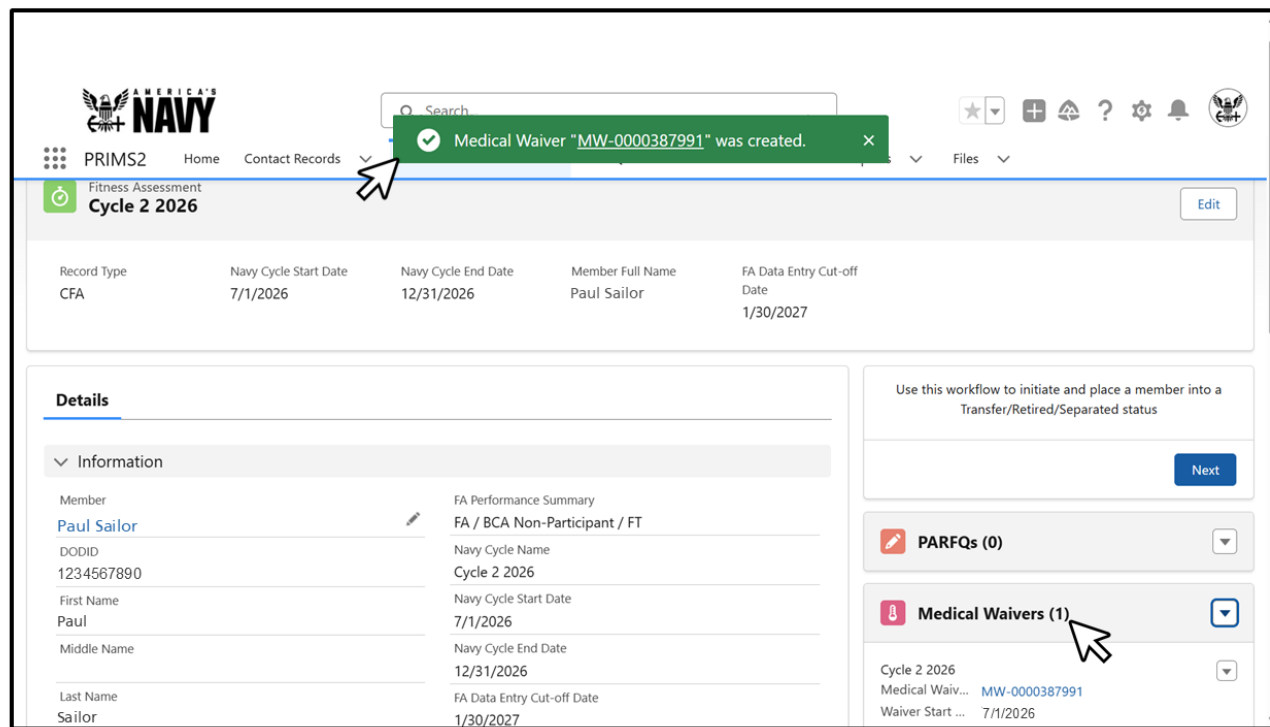
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, a green banner confirms: "Medical Waiver 'MW-0000387991' was created." Below this, a table displays member information:

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name	FA Data Entry Cut-off Date
CFA	7/1/2026	12/31/2026	Paul Sailor	1/30/2027

Below the table, the "Details" section is expanded to show "Information":

Member	FA Performance Summary
Paul Sailor	FA / BCA Non-Participant / FT
DODID	Navy Cycle Name
1234567890	Cycle 2 2026
First Name	Navy Cycle Start Date
Paul	7/1/2026
Middle Name	Navy Cycle End Date
	12/31/2026
Last Name	FA Data Entry Cut-off Date
Sailor	1/30/2027

On the right side, there is a "Next" button and a section for "PARFQs (0)". Below that, a "Medical Waivers (1)" section is highlighted, showing details for Cycle 2 2026, Medical Waiver MW-0000387991, and Waiver Start Date 7/1/2026.

A banner displays confirming the medical waiver was created. You can scroll down to view all waiver information.

How To Create a Medical Waiver

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



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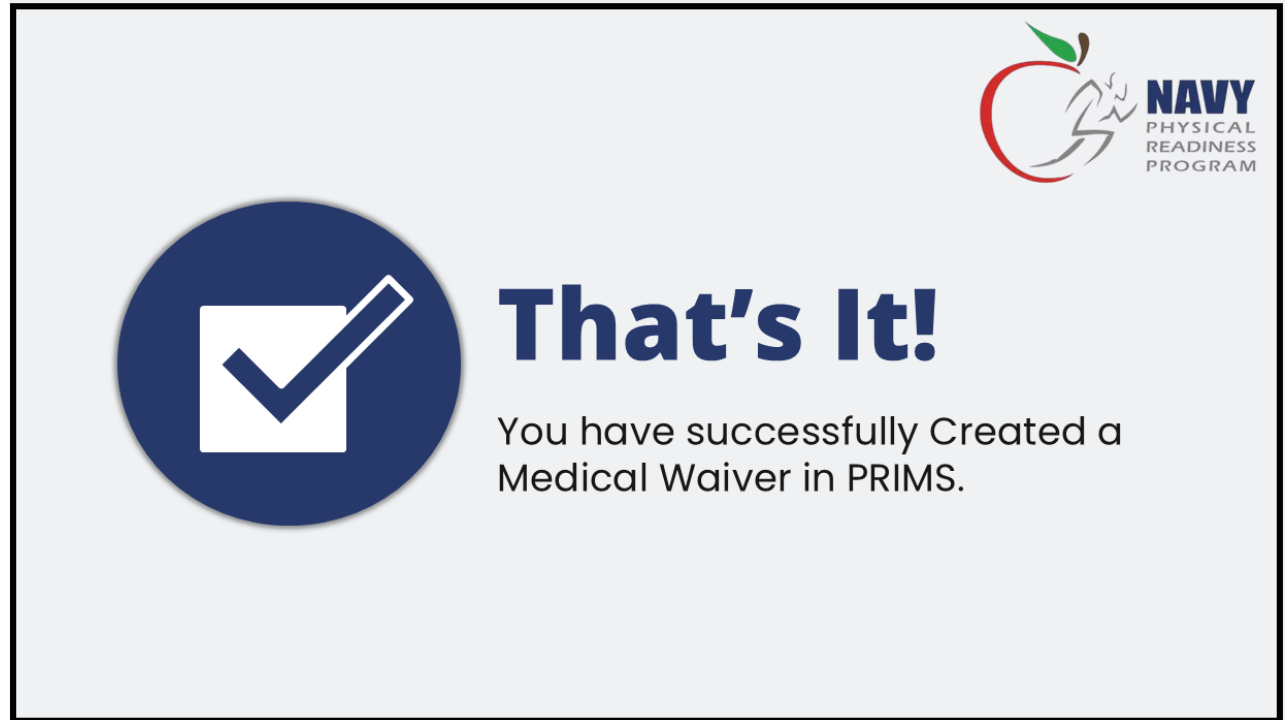
Learning Targets



Step-By-Step
Instructions



Quick Steps



[Continue to How to Edit a Medical Waiver](#)

How To Edit a Medical Waiver

Step-By-Step Instructions



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Learning Targets



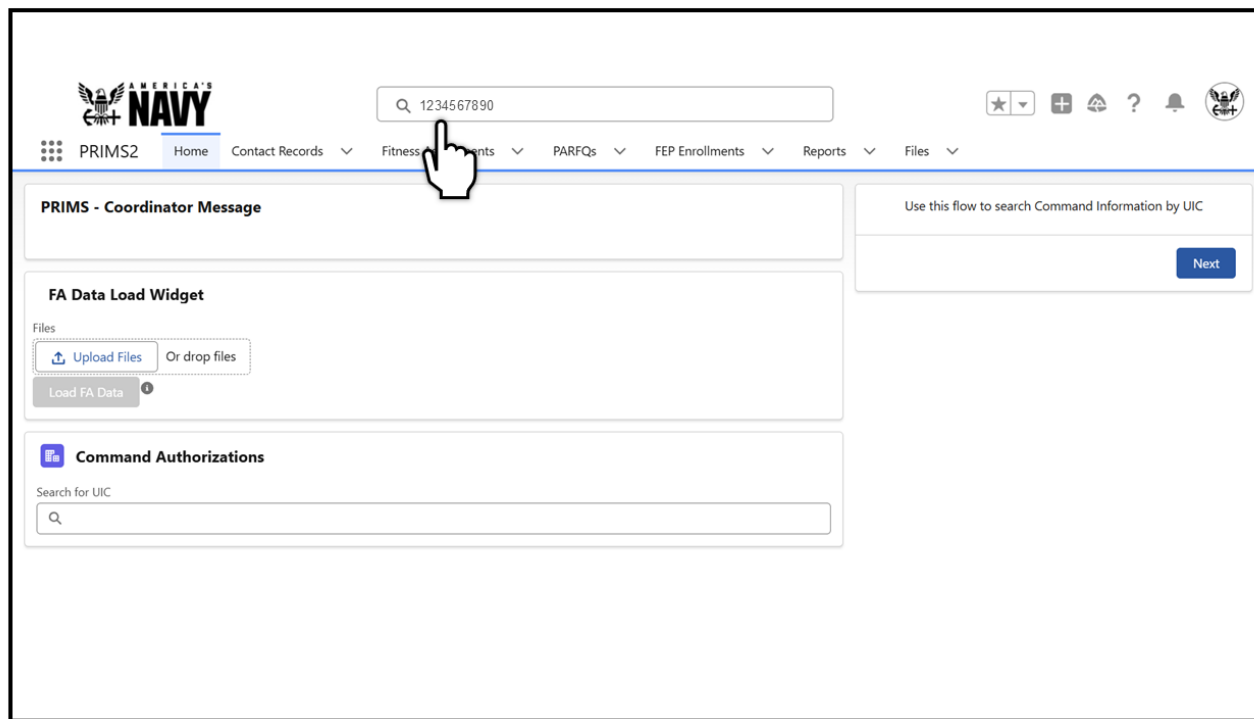
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 6: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To Edit a Medical Waiver

Step-By-Step Instructions



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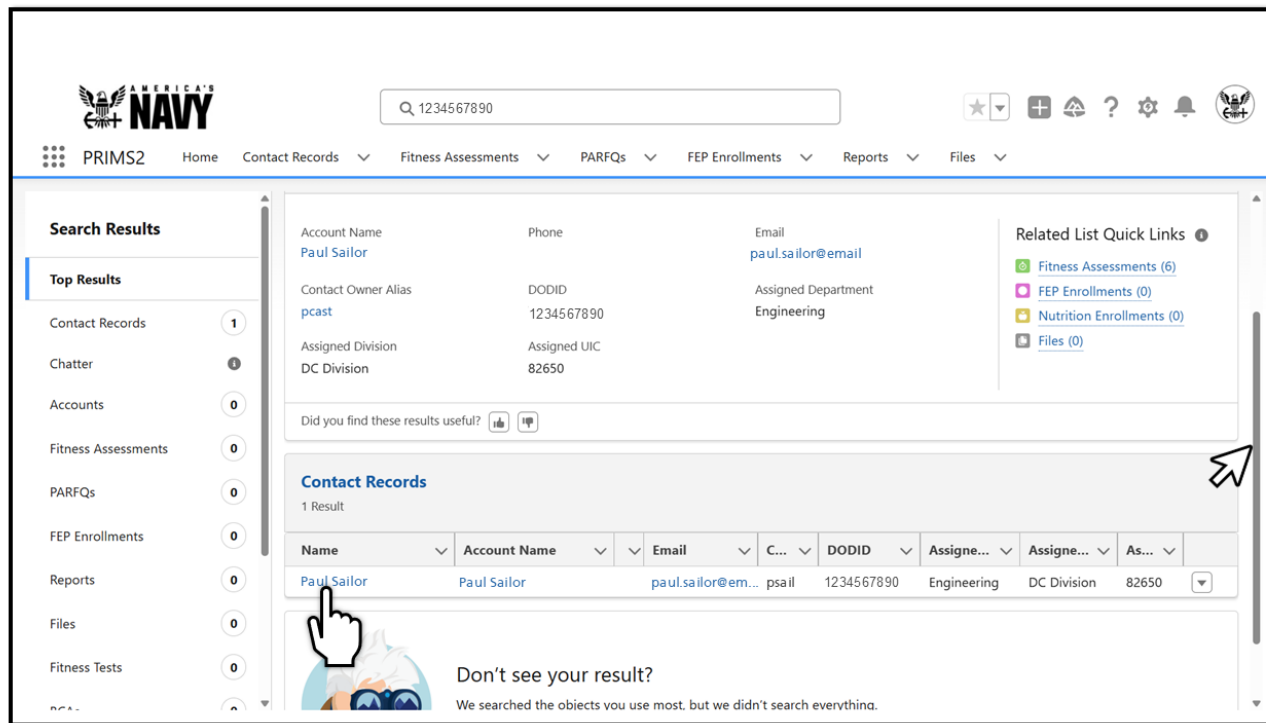
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 web application interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' option is selected. The main content area displays search results for 'Paul Sailor'. It includes fields for Account Name (Paul Sailor), Phone (1234567890), Email (paul.sailor@email), Contact Owner Alias (pcast), DODID (1234567890), Assigned Division (DC Division), and Assigned UIC (82650). There's a 'Related List Quick Links' section on the right with links for Fitness Assessments (6), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). Below the search results, there's a 'Contact Records' section with a table showing 1 result. The table has columns for Name, Account Name, Email, C..., DODID, Assigne..., Assigne..., and As... The first row shows 'Paul Sailor' with corresponding details. A hand cursor is pointing at the 'Paul Sailor' name in the table. At the bottom of the table, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 6: On the **Contact Records** tile, select the Sailor's **Name**.



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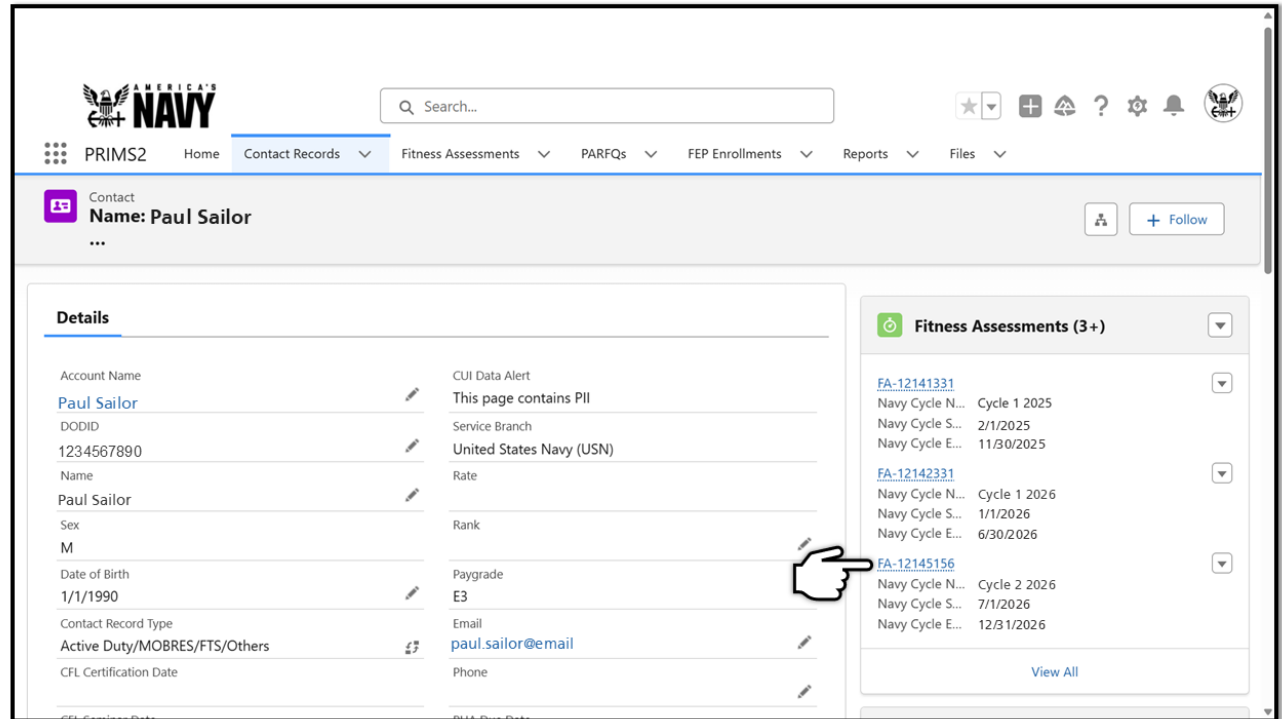
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



NAVY Search...

PRIMS2 Home **Contact Records** Fitness Assessments PARFQs FEP Enrollments Reports Files

Contact
Name: Paul Sailor

Details

Account Name	CUI Data Alert
Paul Sailor	This page contains PII
DODID	Service Branch
1234567890	United States Navy (USN)
Name	Rate
Paul Sailor	
Sex	Rank
M	
Date of Birth	Paygrade
1/1/1990	E3
Contact Record Type	Email
Active Duty/MOBRES/FTS/Others	paul.sailor@email
CFL Certification Date	Phone

Fitness Assessments (3+)

- [FA-12141331](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12142331](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12145156](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 6: Select the current **Fitness Assessment (FA)**.

How To Edit a Medical Waiver

Step-By-Step Instructions



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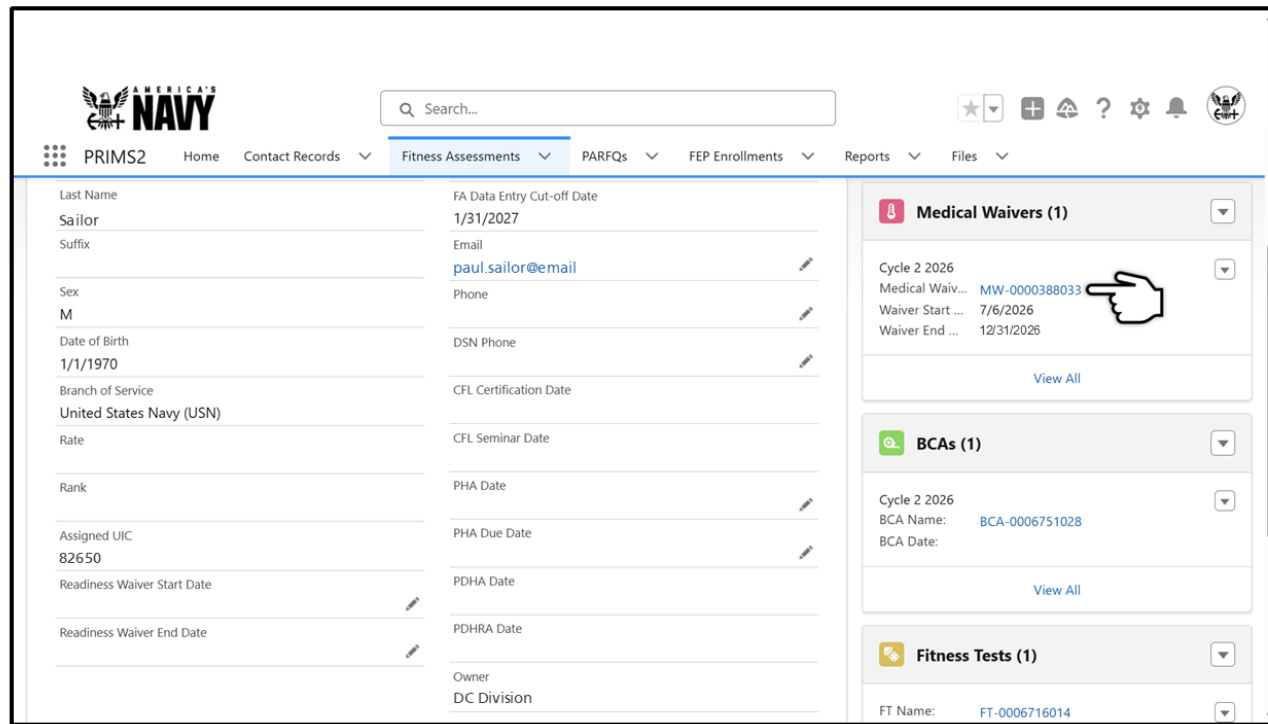
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRISM2 interface. The top navigation bar includes 'PRISM2', 'Home', 'Contact Records', 'Fitness Assessments' (selected), 'PARFQs', 'FEP Enrollments', 'Reports', and 'Files'. A search bar is also present. The main content area displays a sailor's profile with fields for Last Name, Suffix, Sex, Date of Birth, Branch of Service, Rate, Rank, Assigned UIC, Readiness Waiver Start Date, and Readiness Waiver End Date. To the right, there are sections for 'Medical Waivers (1)', 'BCAs (1)', and 'Fitness Tests (1)'. A hand icon points to the 'Medical Waivers (1)' section, which lists 'Cycle 2 2026' with a 'Medical Waiv...' link and 'MW-0000388033'. Below this, it shows 'Waiver Start ... 7/6/2026' and 'Waiver End ... 12/31/2026'. A 'View All' link is also visible.

Step 4 of 6: Select the **Medical Waiver** hyperlink.

How To Edit a Medical Waiver

Step-By-Step Instructions



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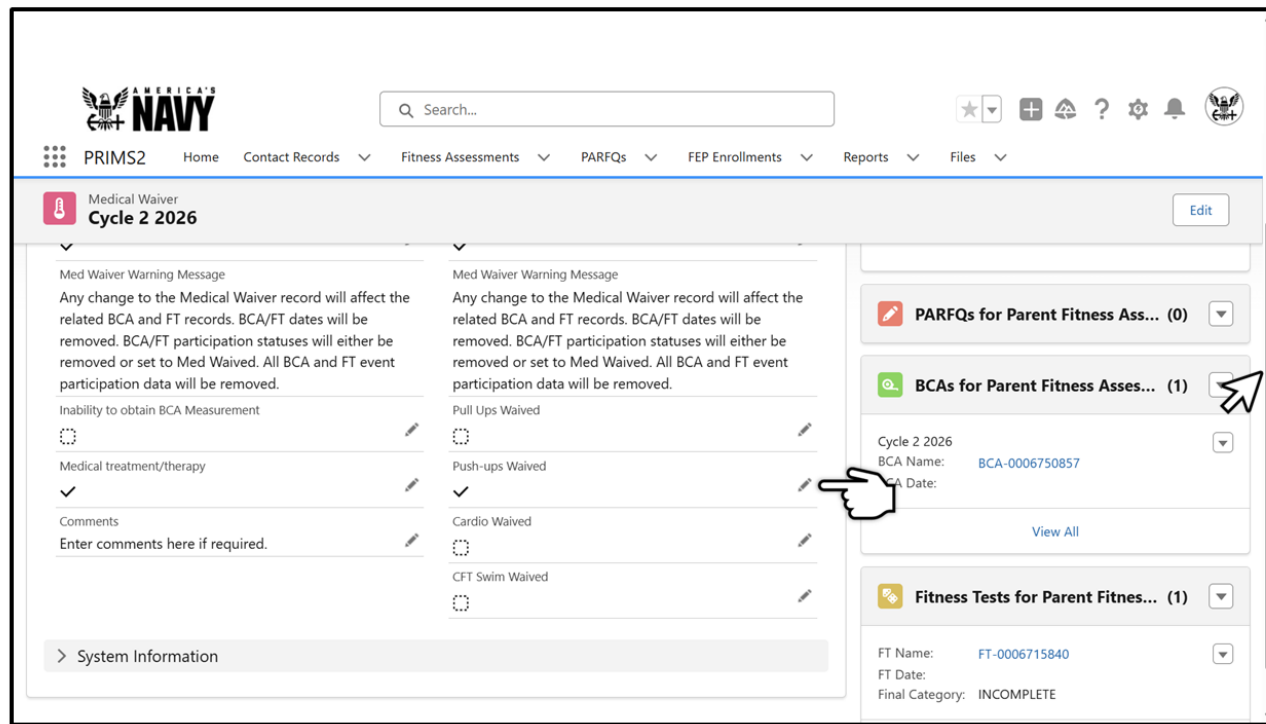
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 5 of 6: Scroll to the applicable fields, then select the **Edit** icon.
*Note: For this lesson, edit the **Push-Ups Waived** field from waived to not waived, and the **Pull-Ups Waived** field to waived.*

How To Edit a Medical Waiver

Step-By-Step Instructions



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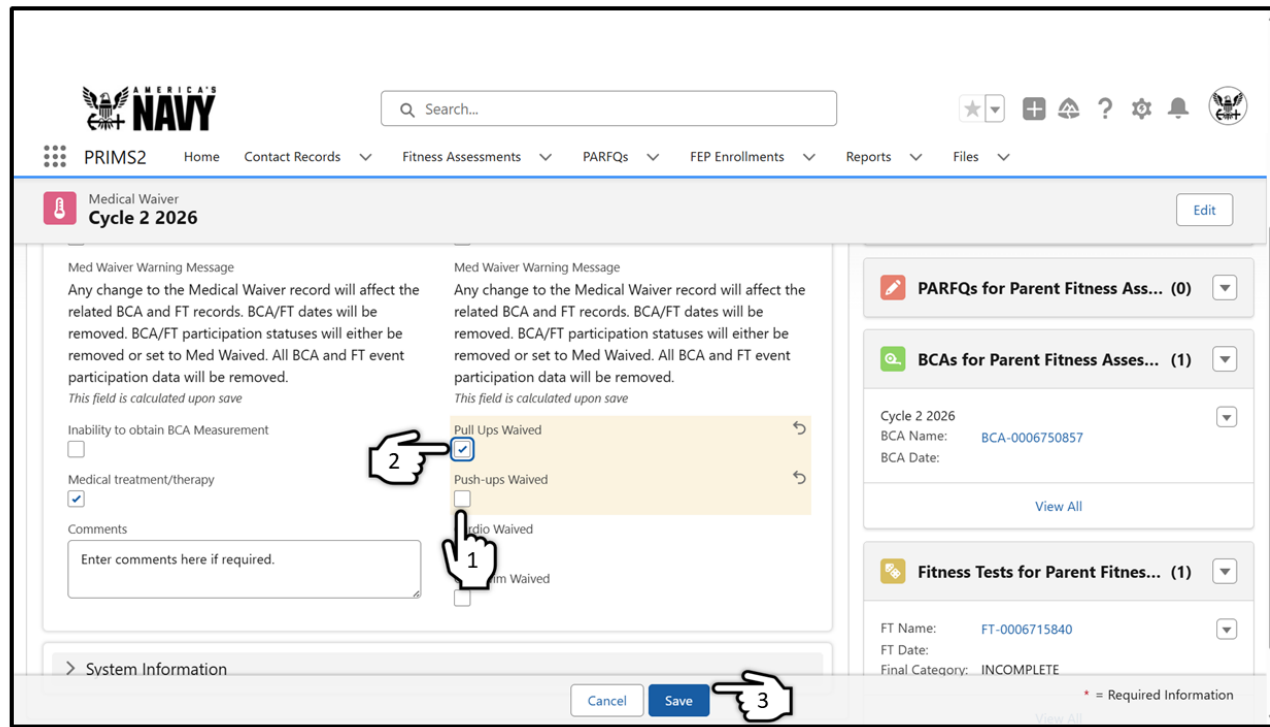
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'Medical Waiver Cycle 2 2026' form. On the left, there are sections for 'Med Waiver Warning Message', 'Inability to obtain BCA Measurement', 'Medical treatment/therapy', and 'Comments'. The 'Medical treatment/therapy' section has a checked checkbox. In the center, there are two waiver options: 'Pull-Ups Waived' (which is currently checked) and 'Push-Ups Waived' (which is currently unchecked). A hand icon with the number '2' points to the 'Push-Ups Waived' checkbox, indicating it should be selected. Another hand icon with the number '1' points to the 'Pull-Ups Waived' checkbox, indicating it should be deselected. On the right, there are sections for 'PARQs for Parent Fitness Ass...', 'BCAs for Parent Fitness Asses...', and 'Fitness Tests for Parent Fitness...'. At the bottom, there are 'Cancel' and 'Save' buttons. A hand icon with the number '3' points to the 'Save' button. A legend at the bottom right indicates that a red asterisk (*) denotes 'Required Information'.

Step 6 of 6: To deselect the Push-Ups Waiver, select the **Push-Ups Waived** check-box to remove the check mark, then select the **Pull-Ups Waived** check-box to waive the push-ups event. Select **Save** when complete.

How To Edit a Medical Waiver

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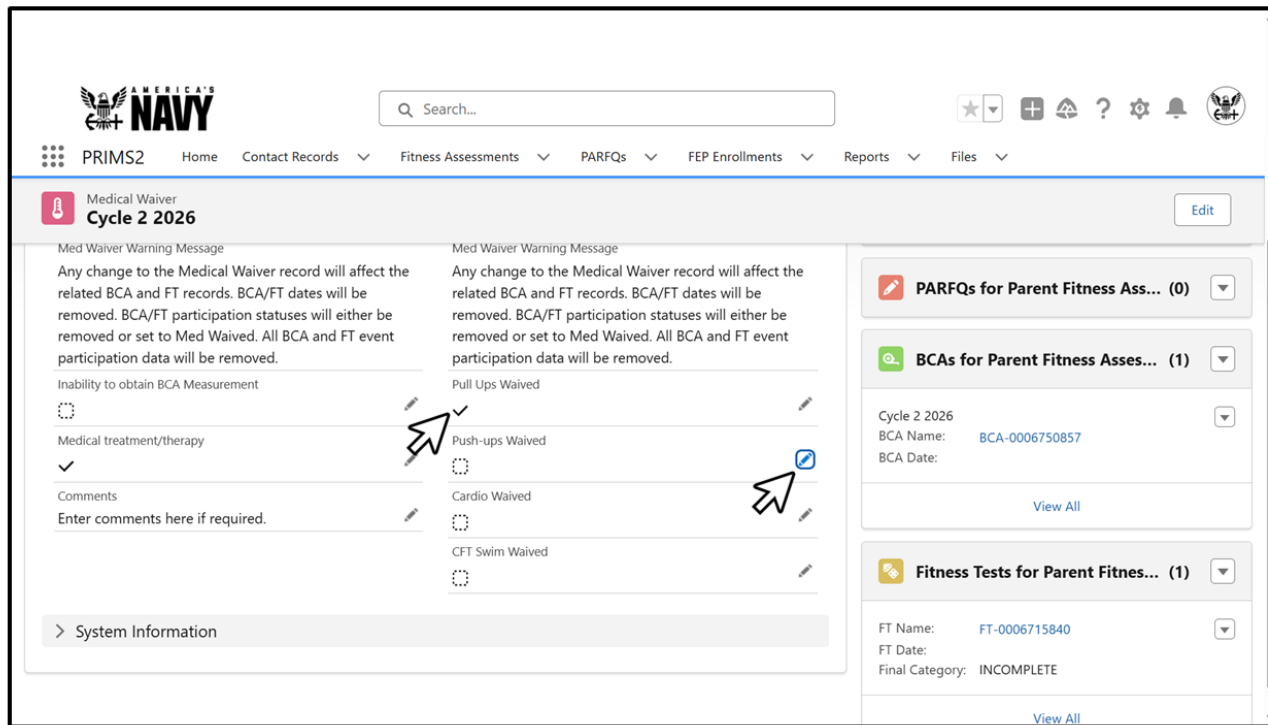
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Medical Waiver
Cycle 2 2026 Edit

Med Waiver Warning Message
Any change to the Medical Waiver record will affect the related BCA and FT records. BCA/FT dates will be removed. BCA/FT participation statuses will either be removed or set to Med Waived. All BCA and FT event participation data will be removed.

Medical treatment/therapy
Inability to obtain BCA Measurement
Medical treatment/therapy
Comments
Enter comments here if required.

PARQs for Parent Fitness Ass... (0)
BCAs for Parent Fitness Asses... (1)
Cycle 2 2026
BCA Name: [BCA-0006750857](#)
BCA Date:
[View All](#)

Fitness Tests for Parent Fitness... (1)
FT Name: [FT-0006715840](#)
FT Date:
Final Category: INCOMPLETE
[View All](#)

Push-ups Waived
Cardio Waived
CFT Swim Waived

[System Information](#)

The waiver is updated and edit mode is closed.

3 How To Edit a Medical Waiver

Step-By-Step Instructions



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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



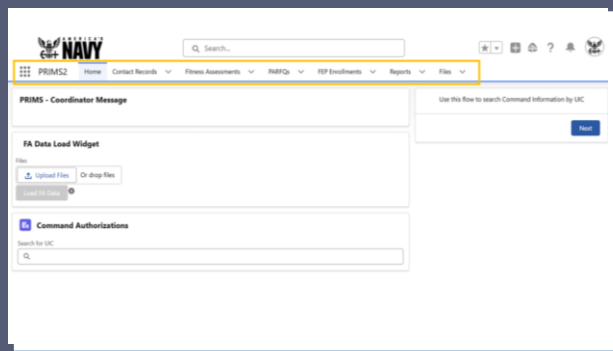
Continue to the BCA Lesson

Continue to the CFT Lesson



ACFL PRIMS Training

BCA for CFA *Platform Display*



Start Tutorial



Body Composition Assessment (BCA)



Overview



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Quick Steps



Maintaining Physical Readiness

Maintaining physical readiness affects your Sailors' and the command's overall health and mission readiness. Not meeting physical readiness standards may have significant consequences on a Sailors career, including but not limited to:

- ✓ Inability to apply for certain job assignments
- ✓ Inability to advance or promote
- ✓ Retention eligibility

How It Works



CFL drafts and publishes the official 10 Week Notice.



CFL/ACFL conducts BCA in accordance with policy and ensures the Official BCA Score Sheet is filled out completely.



CFL/ACFL reviews and retains original written documentation and enters BCA data in PRIMs.



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a selection.

- Use the **Navigation panel** on the left to move between lesson sections.
- Select the **Home** icon at any time to return to the course start page.

Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



Quick Steps

Job Aid to create a BCA that you can print & reference.



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BCA Policy Reminders



CFL/ACFLs have a **45-day window** to test a Sailor who is fully participating in the CFA. The testing window begins on the date that the Sailor's BCA was performed (Day 1), and the Sailor's CFT must be completed before Day 46.



For instances where a Sailor has a medical waiver on any portion of the CFA, the medical waiver must be entered into PRIMS before adding the BCA and/or CFT.



The official BCA is the first and only BCA authorized once the command CFA cycle has begun. Once the official BCA has been completed, BCA retests are not authorized.

Editing a BCA in PRIMS

Command CFL/ACFL roles are allowed a limited number of edits to correct CFA data that is entered incorrectly, such as:

- ✓ Data entry errors
- ✓ Editing Medical Waivers

How to Create a BCA

PRIMS Quick Steps



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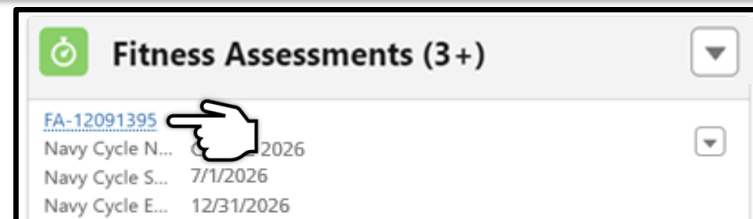
Step-By-Step
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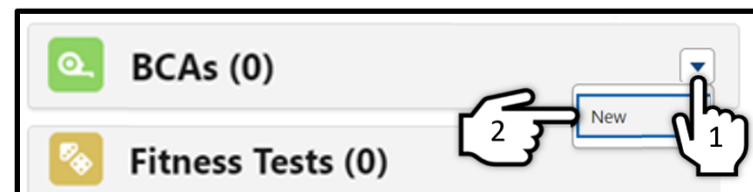
- 1 In the **Sailor's Contact Record**, select the **Fitness Assessment (FA)** hyperlink.



Fitness Assessments (3+)

FA-12091395
Navy Cycle N... 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

- 2 Select the **BCAs** drop-down list and select **New**.

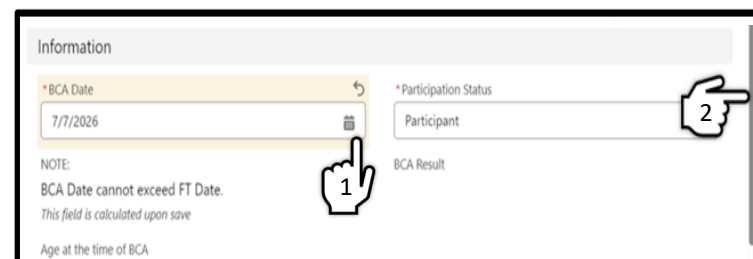


BCAs (0)

Fitness Tests (0)

New

- 3 Select the new **BCA date** and scroll to the **Measurements**.



Information

* BCA Date: 7/7/2026

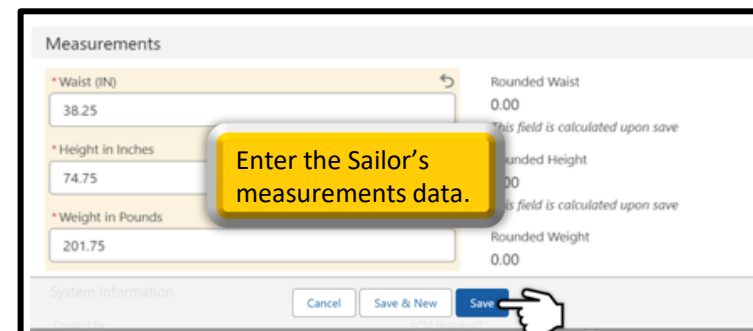
* Participation Status: Participant

NOTE:
BCA Date cannot exceed FT Date.
This field is calculated upon save

Age at the time of BCA

BCA Result

- 4 Enter the raw scores for **Waist in Inches**, **Height in Inches**, and **Weight in Pounds**, then select **Save**.



Measurements

* Waist (IN): 38.25

* Height in Inches: 74.75

* Weight in Pounds: 201.75

Rounded Waist: 0.00

Rounded Height: 0.00

Rounded Weight: 0.00

System Information

Cancel Save & New Save

Enter the Sailor's measurements data.



After selecting **Save**, the BCA is created.



Select a learning target below to begin the Step-by-Step walkthrough.



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Quick Steps



This tutorial outlines the step-by-step process to:

1

View a BCA

2

Create a BCA

3

Edit a BCA

How To View a BCA

Step-By-Step Instructions



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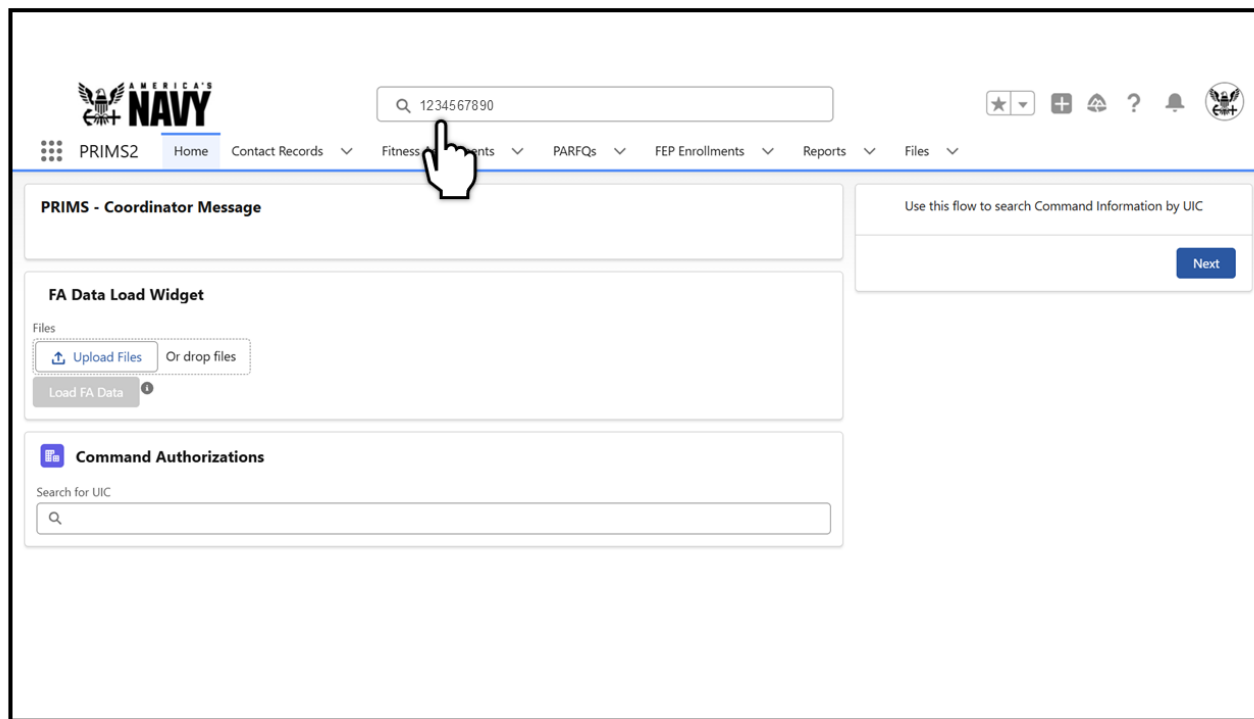
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 1 of 5: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To View a BCA

Step-By-Step Instructions



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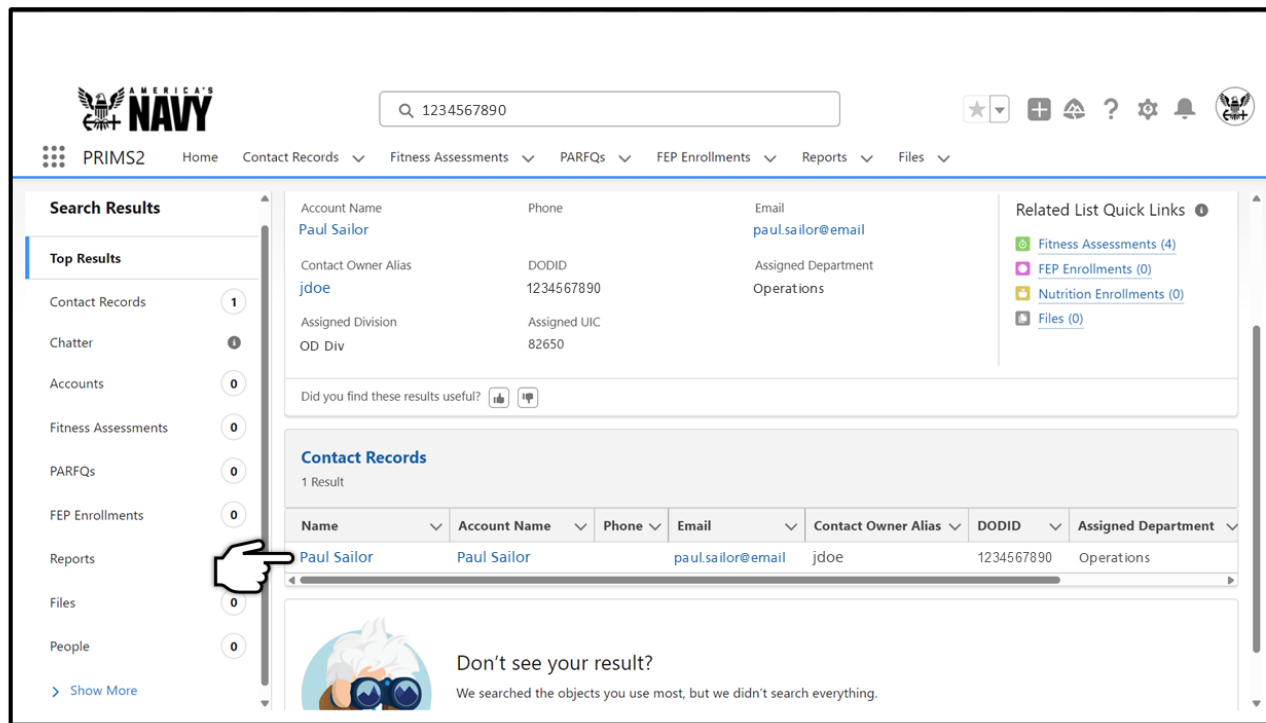
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' option is selected. The main content area displays 'Search Results' for 'Paul Sailor'. It includes a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table shows one result: Paul Sailor, Paul Sailor, 1234567890, paul.sailor@email, jdoe, 1234567890, Operations. A hand icon points to the 'Name' column header. To the right of the table, there's a 'Related List Quick Links' section with links to Fitness Assessments (4), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom of the interface, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 5: On the **Contact Records** tile, select the Sailor's **Name**.

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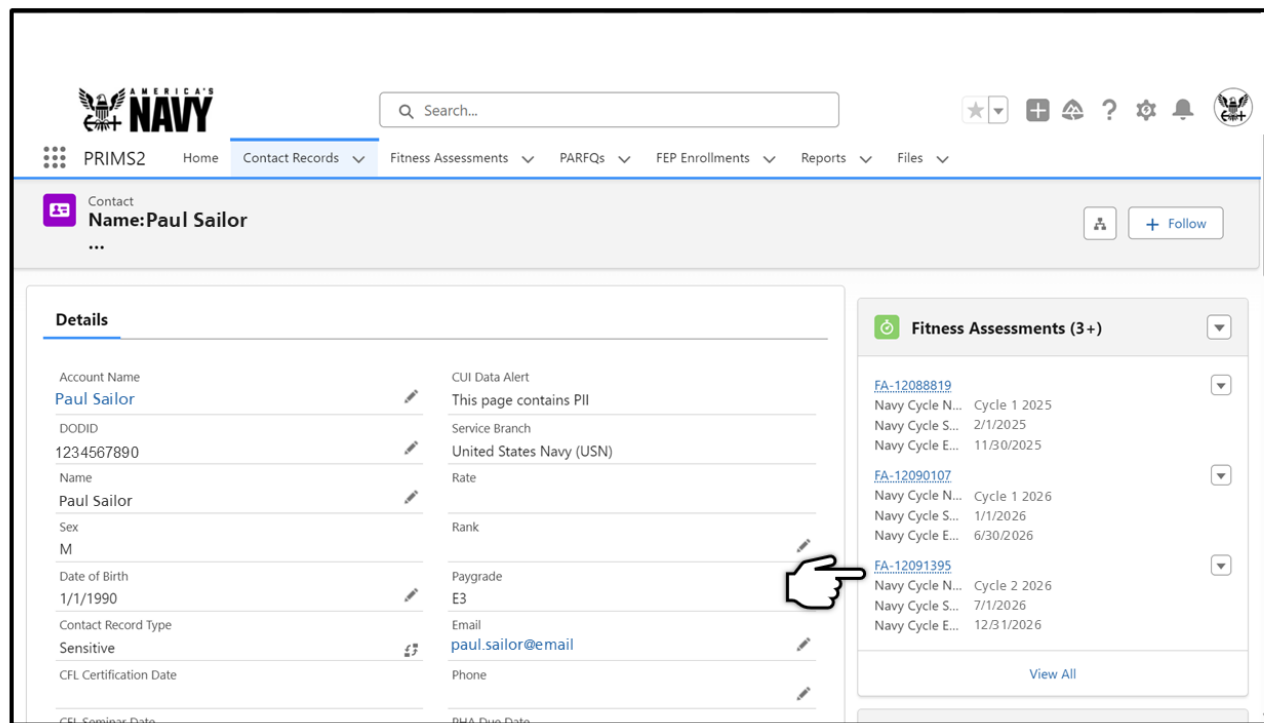
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Contact
Name: Paul Sailor

Details

Account Name	CUI Data Alert
Paul Sailor	This page contains PII
DODID	Service Branch
1234567890	United States Navy (USN)
Name	Rate
Paul Sailor	
Sex	Rank
M	
Date of Birth	Paygrade
1/1/1990	E3
Contact Record Type	Email
Sensitive	paul.sailor@email
CFL Certification Date	Phone

Fitness Assessments (3+)

- FA-12088819
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- FA-12090107
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- FA-12091395
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

View All

Step 3 of 5: Select the current **Fitness Assessment (FA)**.

How To View a BCA

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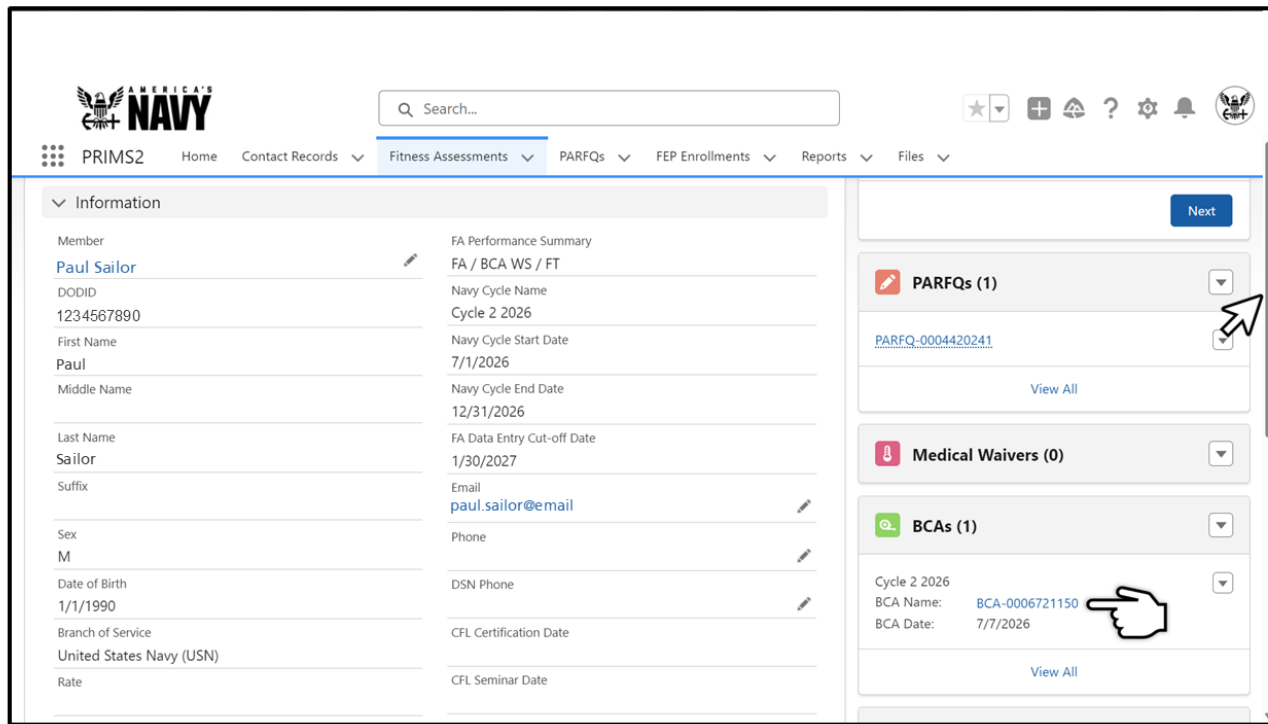
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. The 'Information' tab is selected, displaying member details for Paul Sailor. The right sidebar contains three tiles: 'PARFQs (1)', 'Medical Waivers (0)', and 'BCAs (1)'. A hand icon points to the 'BCA Name' hyperlink in the 'BCAs (1)' tile.

Step 4 of 5: Scroll to the **BCAs** tile, then select the **BCA Name** hyperlink.

How To View a BCA

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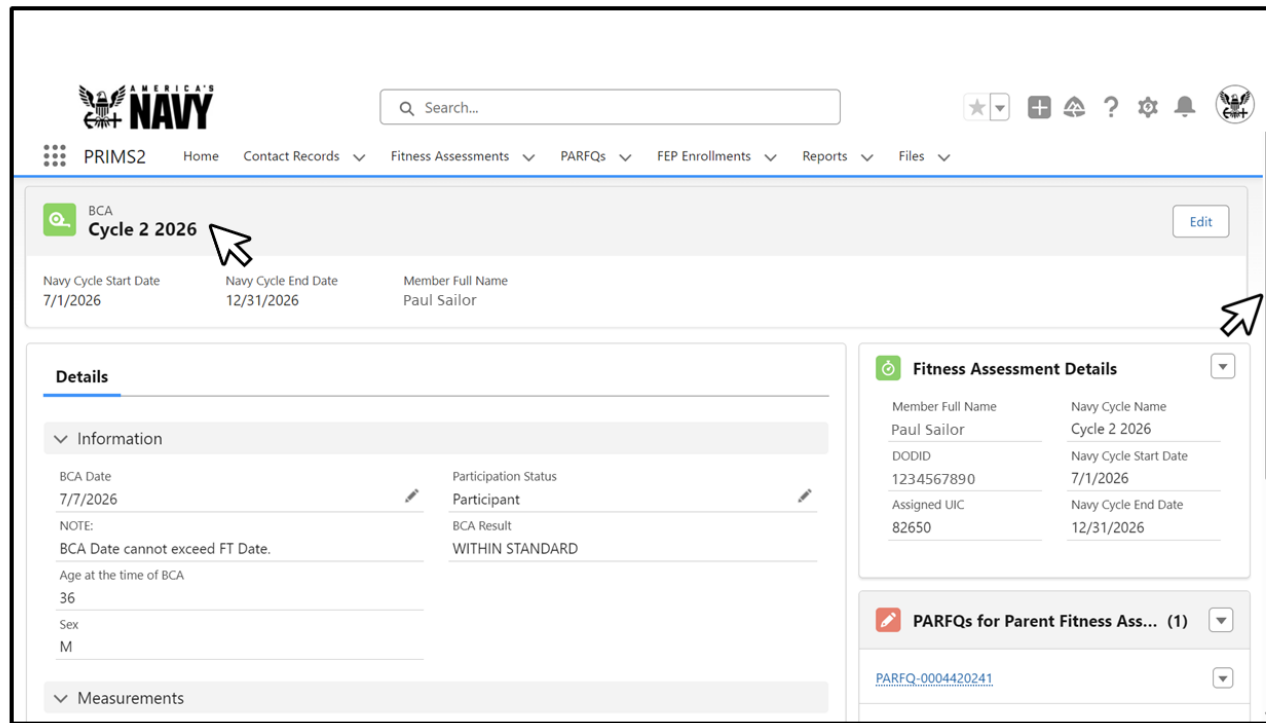
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY Physical Readiness Program interface. At the top, there is a search bar and navigation tabs: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays the BCA Cycle 2 2026 page. A mouse cursor is pointing at the 'Cycle 2 2026' text. Below this, there is a table with the following data:

Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
7/1/2026	12/31/2026	Paul Sailor

Below the table, there is a 'Details' section with a 'Information' tab. The details include:

- BCA Date: 7/7/2026
- Participation Status: Participant
- NOTE: BCA Date cannot exceed FT Date.
- BCA Result: WITHIN STANDARD
- Age at the time of BCA: 36
- Sex: M

On the right side, there is a 'Fitness Assessment Details' section with the following data:

Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026

Below this, there is a 'PARFQs for Parent Fitness Ass...' section with a dropdown menu showing 'PARFQ-0004420241'.

Step 5 of 5: From the **BCA** page, scroll to view the BCA and Measurement data.

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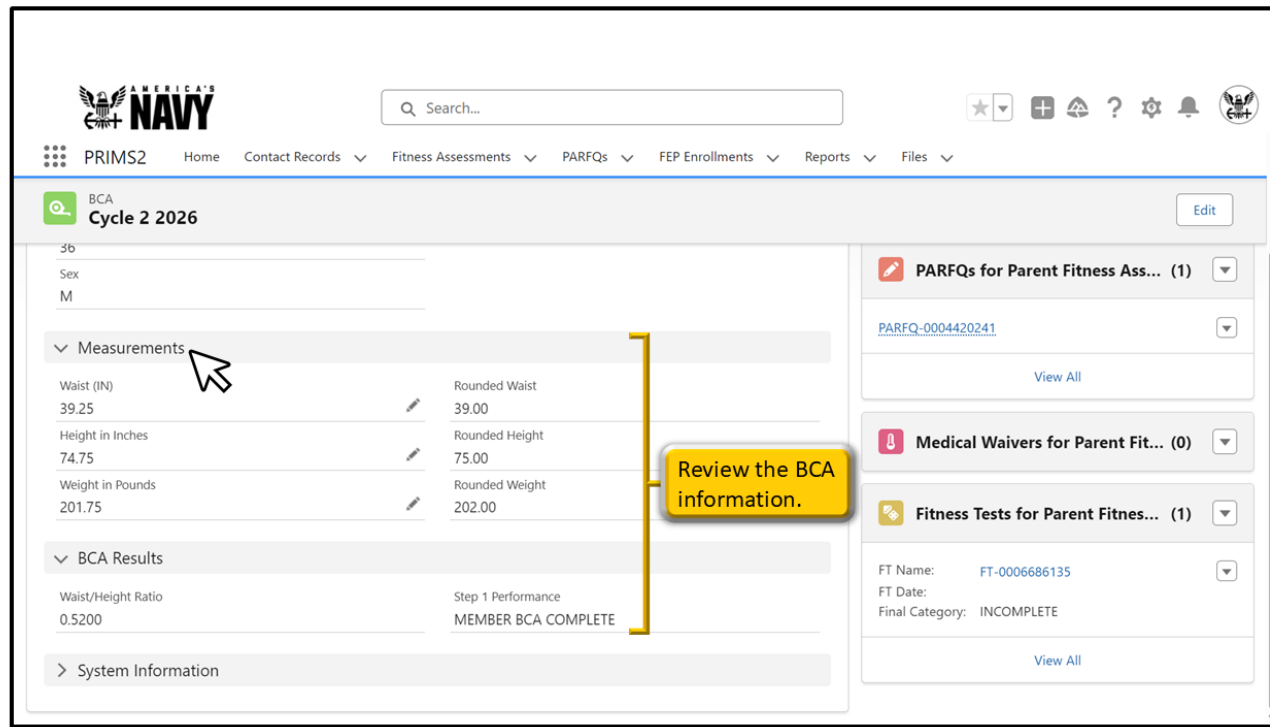
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot displays the NAVY Physical Readiness Program interface. The top navigation bar includes the NAVY logo, a search bar, and various icons. The main content area shows the 'BCA Cycle 2 2026' details. A yellow callout box points to the 'Measurements' section, which includes a table of physical metrics. To the right, there are sections for 'PARFQs for Parent Fitness Ass...', 'Medical Waivers for Parent Fit...', and 'Fitness Tests for Parent Fitness...'. A yellow callout box also points to the 'BCA Results' section, which shows the 'Waist/Height Ratio' and 'Step 1 Performance'.

Measurements	
Waist (IN)	Rounded Waist
39.25	39.00
Height in Inches	Rounded Height
74.75	75.00
Weight in Pounds	Rounded Weight
201.75	202.00

BCA Results	
Waist/Height Ratio	Step 1 Performance
0.5200	MEMBER BCA COMPLETE

View the BCA details.

How To View a BCA

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



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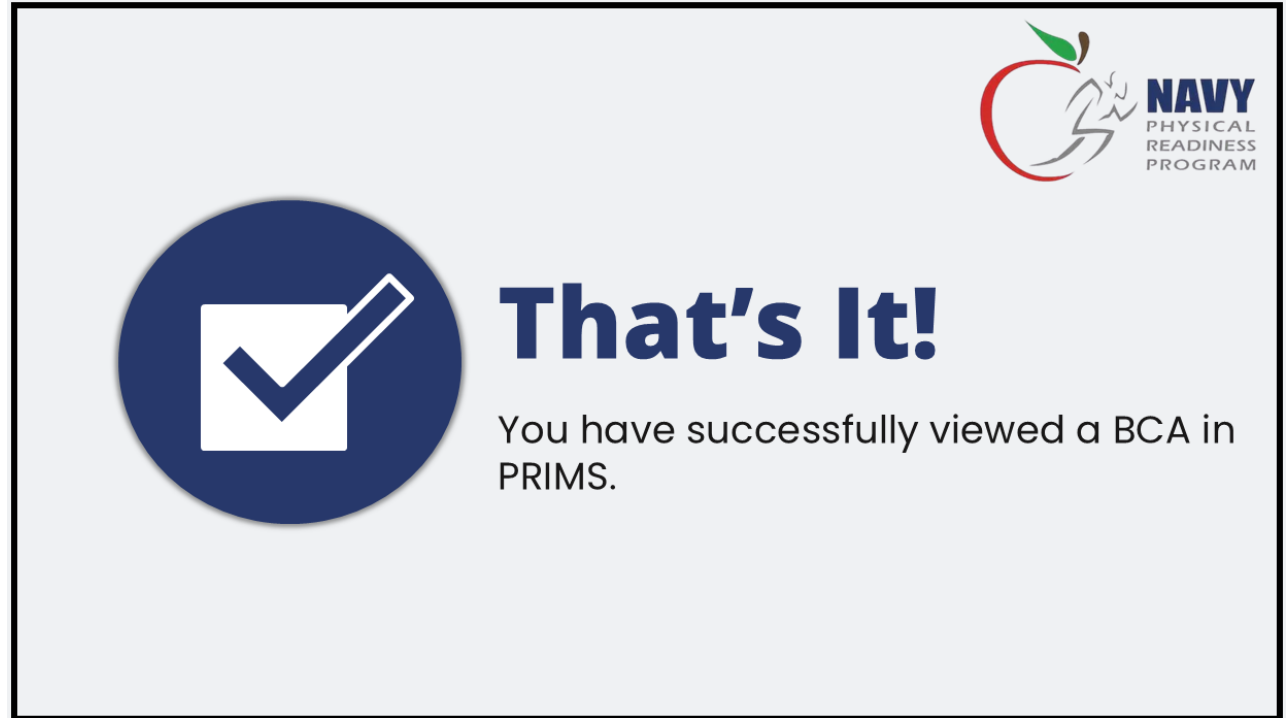
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[Continue to How to Create a BCA](#)

How To Create a BCA

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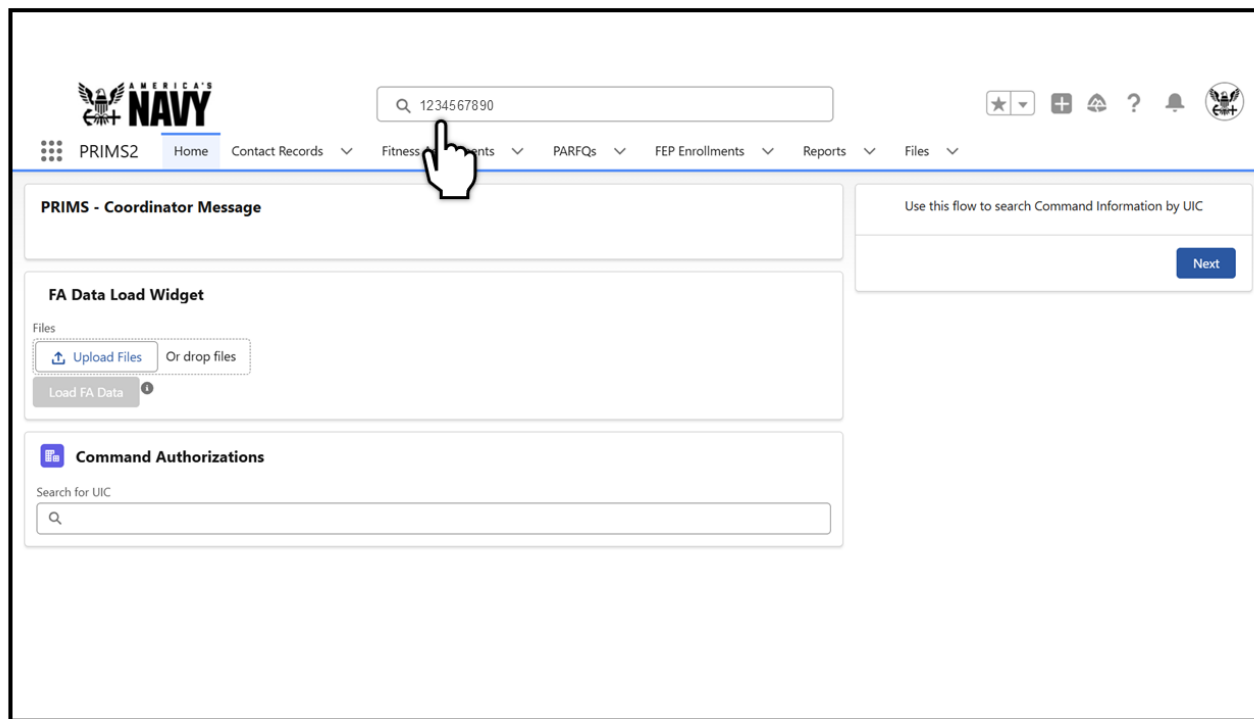
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 9: In the **Search** field, type the **DODID**, then press the **Enter** key.



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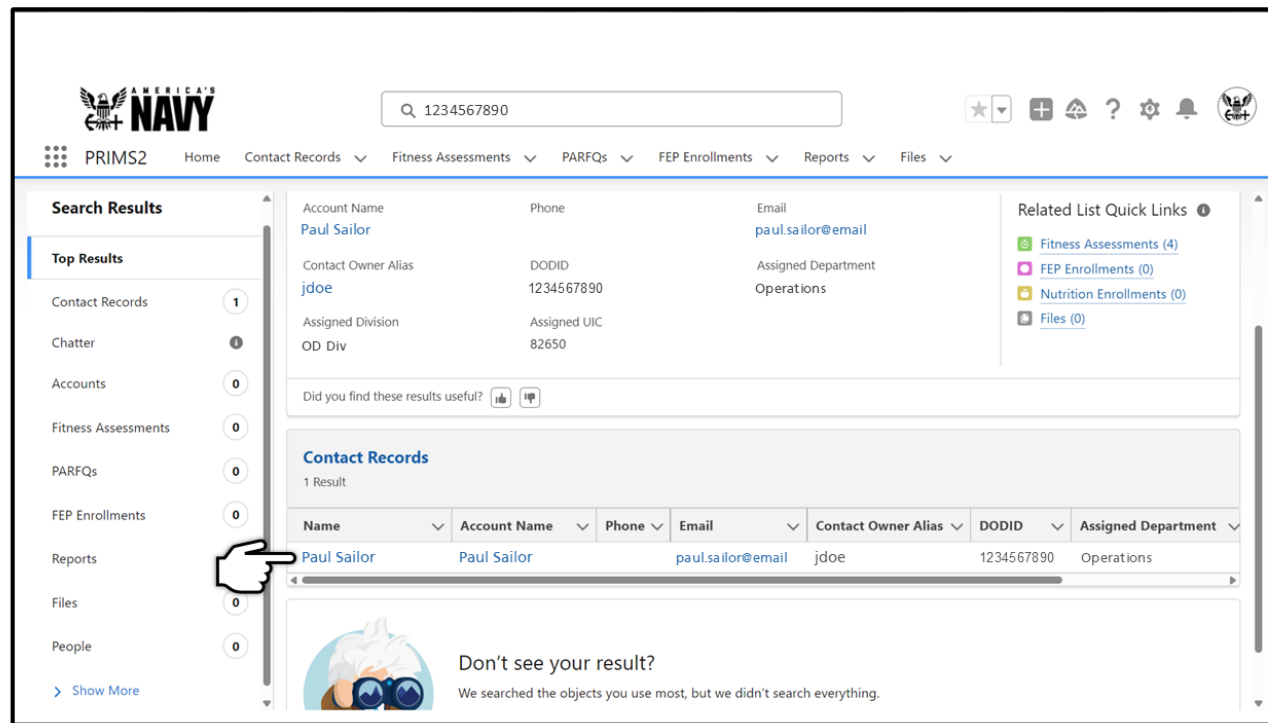
Learning Targets


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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' option is selected. The main content area displays 'Search Results' for 'Paul Sailor'. It includes a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table shows one result: 'Paul Sailor' with Account Name 'Paul Sailor', Phone '1234567890', Email 'paul.sailor@email', Contact Owner Alias 'jdcoe', DODID '1234567890', and Assigned Department 'Operations'. A hand icon points to the 'Name' column header. To the right of the table, there's a 'Related List Quick Links' section with links to 'Fitness Assessments (4)', 'FEP Enrollments (0)', 'Nutrition Enrollments (0)', and 'Files (0)'. At the bottom of the screenshot, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 9: On the **Contact Records** tile, select the Sailor's **Name**.

How To Create a BCA

Step-By-Step Instructions



Overview



Tutorial
Navigation



Policy Insights



Learning Targets



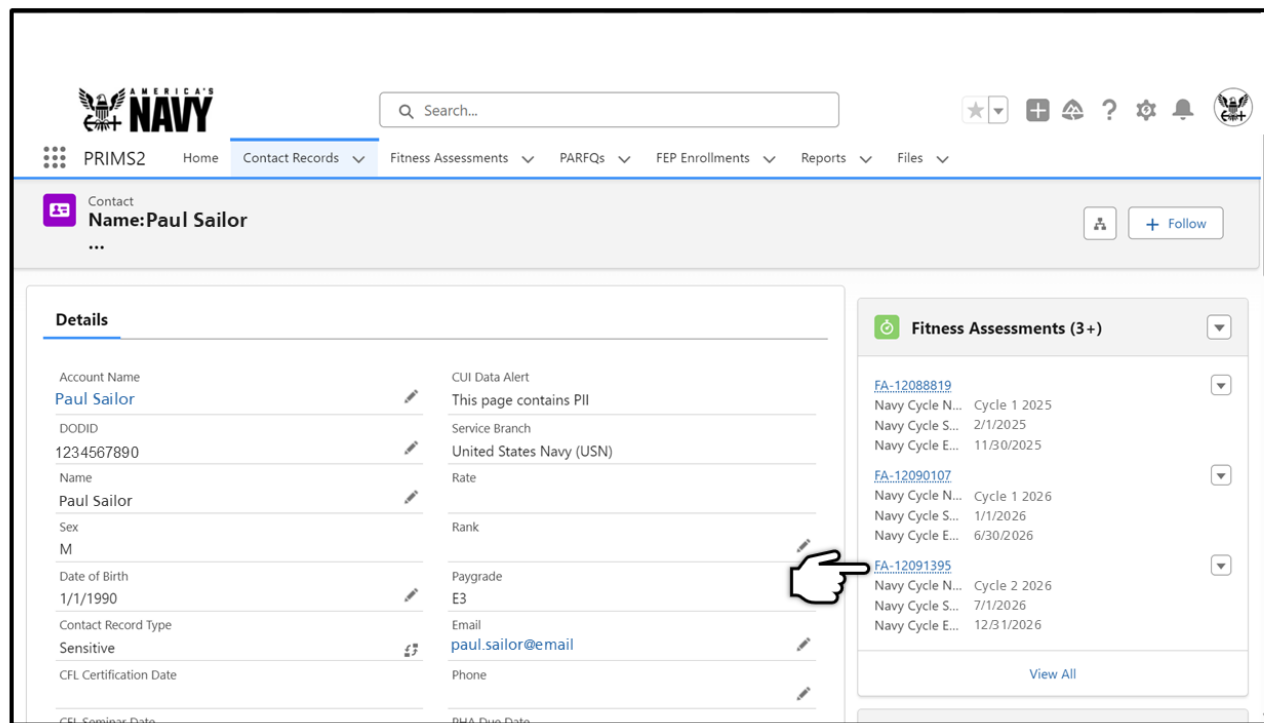
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 3 of 9: Select the current **Fitness Assessment (FA)**.

How To Create a BCA

Step-By-Step Instructions



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Learning Targets



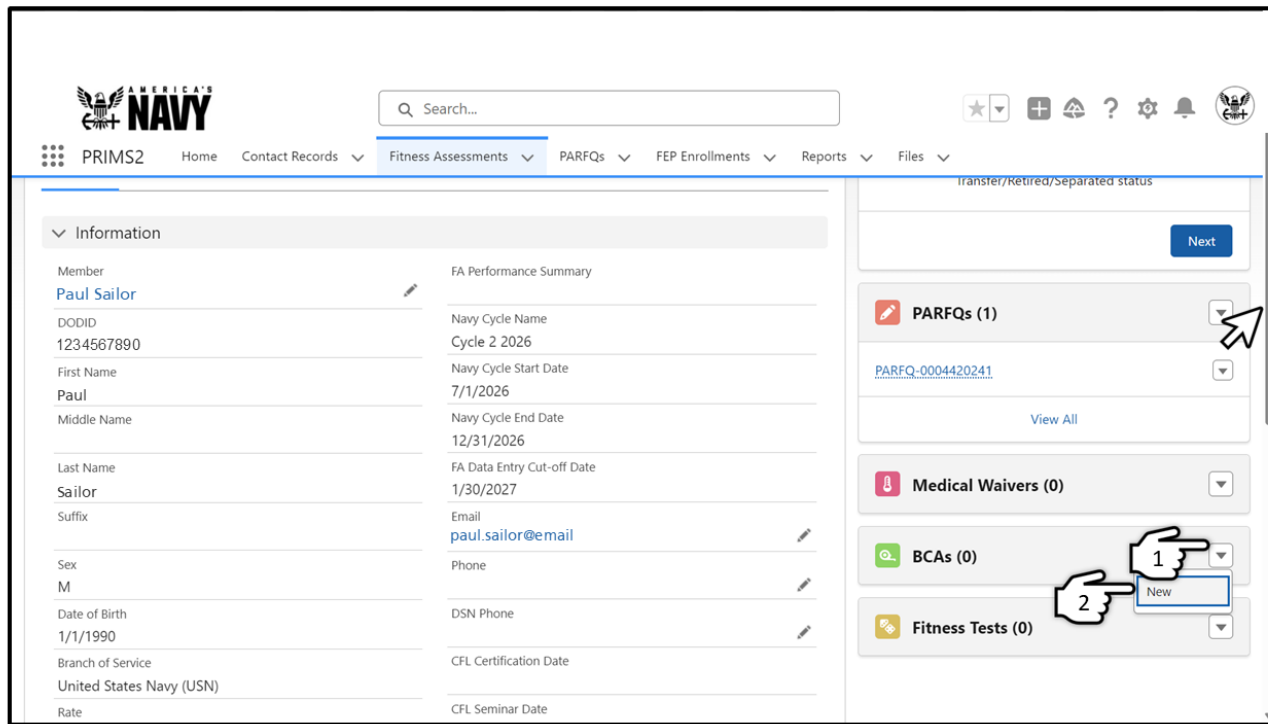
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and several tabs: PRIMS2, Home, Contact Records, Fitness Assessments (selected), PARFQs, FEP Enrollments, Reports, and Files. The main content area is divided into two columns. The left column displays member information for Paul Sailor, including DODID, first and middle names, last name, suffix, sex, date of birth, branch of service, and rate. The right column displays a list of fitness assessments, including PARFQs (1), Medical Waivers (0), BCAs (0), and Fitness Tests (0). The BCAs tile is highlighted with a red box and a red arrow pointing to the 'New' button. The interface also includes a 'Next' button and a 'View All' link.

Step 4 of 9: Scroll to the **BCAs** tile and select the **BCAs** drop-down list, then select **New**.

How To Create a BCA

Step-By-Step Instructions



Overview



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Policy Insights



Learning Targets



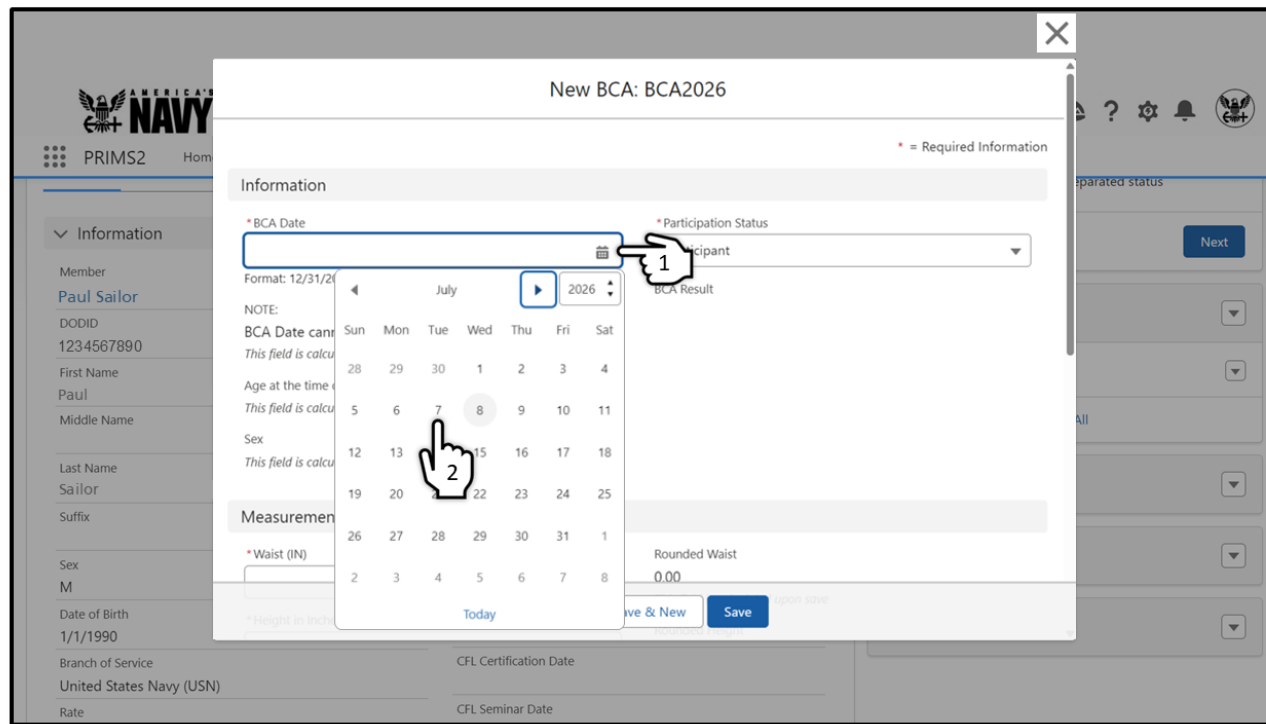
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows a web form titled "New BCA: BCA2026". The "Information" section contains the following fields:

- BCA Date:** A date input field with a calendar icon. A calendar is displayed, showing the month of July 2026. A hand icon labeled "2" is pointing to the date "8".
- Participation Status:** A dropdown menu with "Participant" selected. A hand icon labeled "1" is pointing to the dropdown arrow.

Below the calendar, there are fields for "Waist (IN)" and "Height in inches". The "BCA Result" field is also visible.

Step 5 of 9: To enter the BCA date, select the **BCA Date Calendar** icon, then select the **Date**.

How To Create a BCA

Step-By-Step Instructions



Overview



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Learning Targets



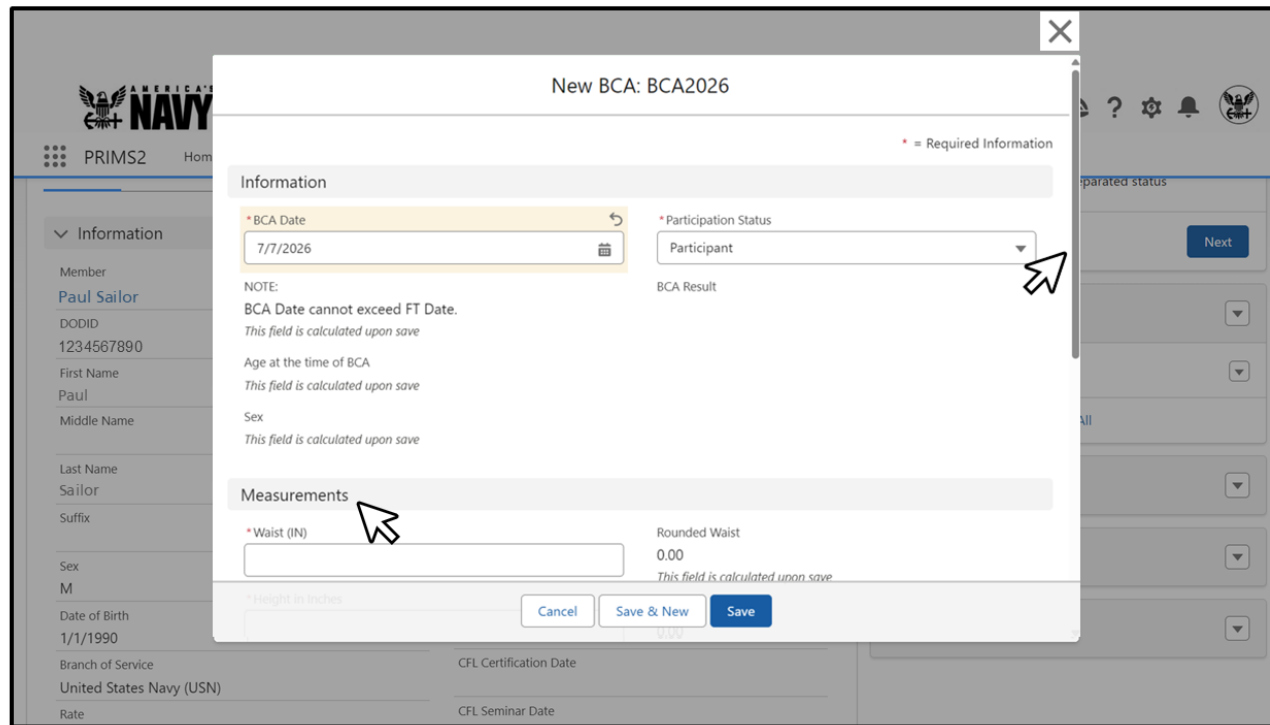
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 6 of 9: Scroll to the **Measurements** section of the BCA.

How To Create a BCA

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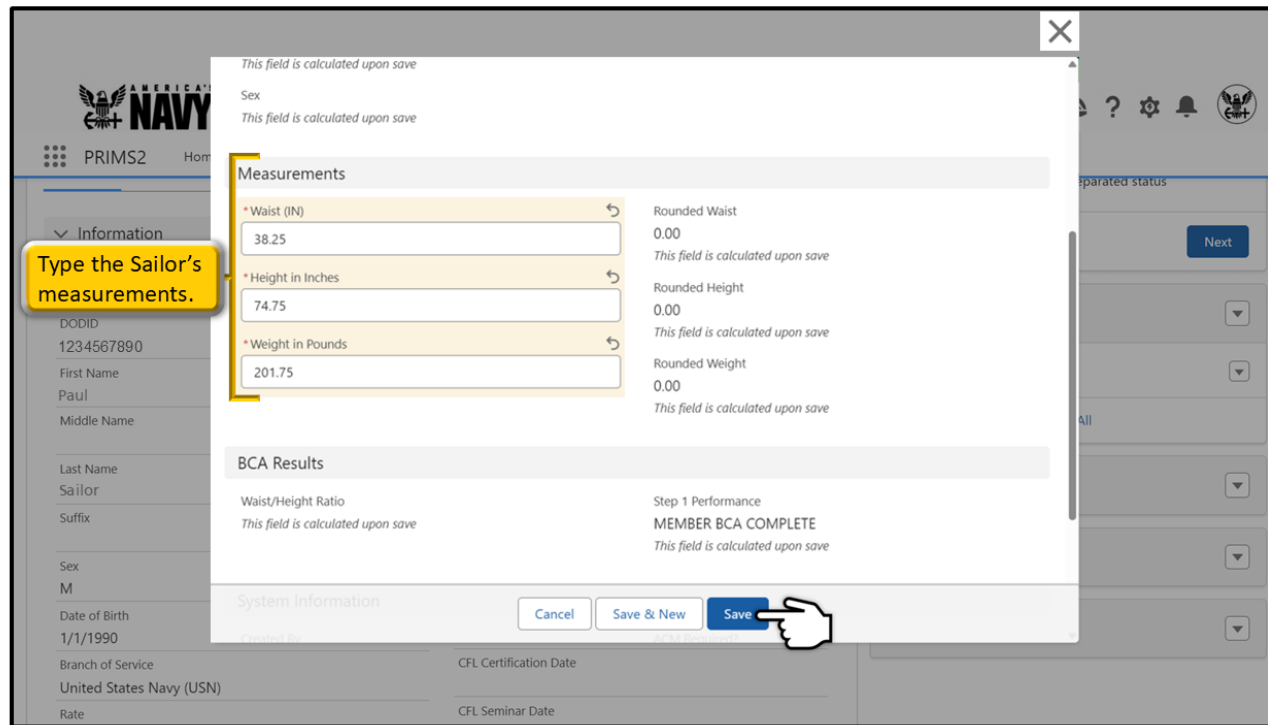
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



This field is calculated upon save

Sex

This field is calculated upon save

Measurements

* Waist (IN) 38.25 Rounded Waist 0.00
This field is calculated upon save

* Height in Inches 74.75 Rounded Height 0.00
This field is calculated upon save

* Weight in Pounds 201.75 Rounded Weight 0.00
This field is calculated upon save

BCA Results

Waist/Height Ratio This field is calculated upon save

Step 1 Performance
MEMBER BCA COMPLETE
This field is calculated upon save

System Information

Cancel Save & New Save



Step 7 of 9: In the **Waist (IN)**, **Height in Inches**, and **Weight in Pounds** fields, type the raw scores, then select **Save**.

How To Create a BCA

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Learning Targets



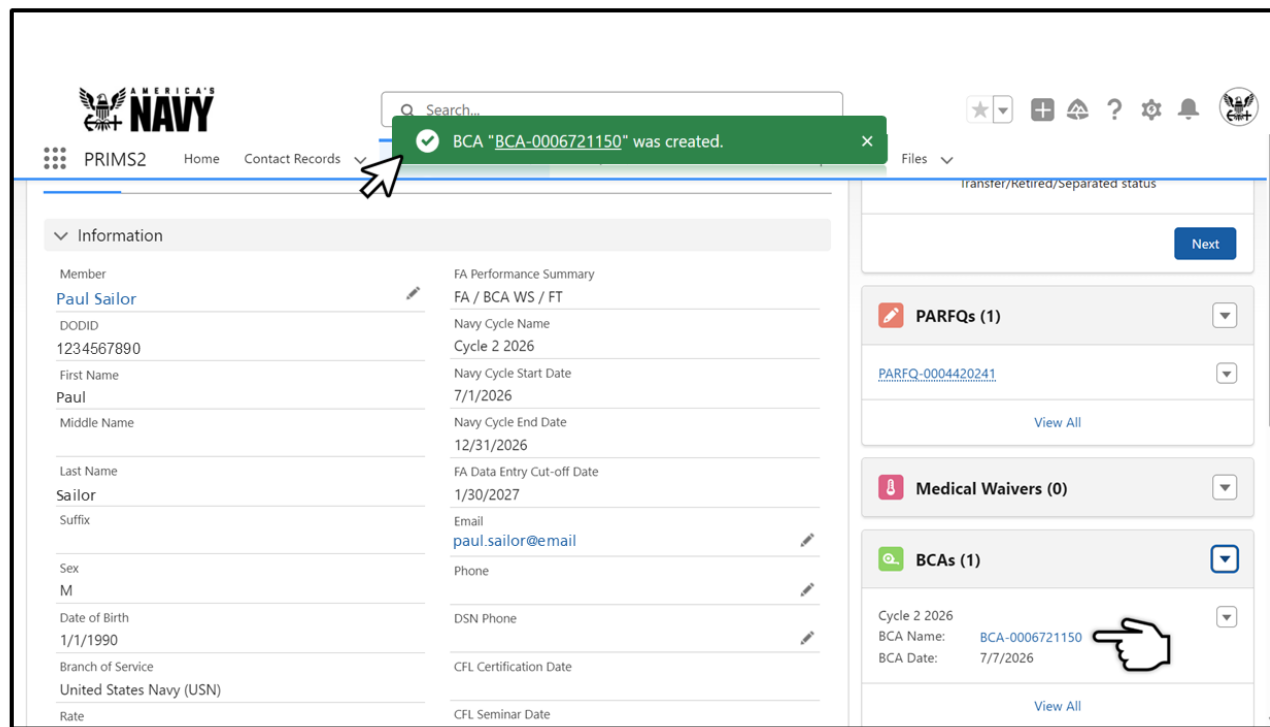
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, a green banner with a checkmark icon states: "BCA 'BCA-0006721150' was created." Below the banner, the main content area is divided into two columns. The left column, titled "Information", lists details for "Paul Sailor", including DODID (1234567890), First Name (Paul), Middle Name, Last Name (Sailor), Suffix, Sex (M), Date of Birth (1/1/1990), Branch of Service (United States Navy (USN)), and Rate. The right column, titled "FA Performance Summary", lists details for "FA / BCA WS / FT", including Navy Cycle Name (Cycle 2 2026), Navy Cycle Start Date (7/1/2026), Navy Cycle End Date (12/31/2026), FA Data Entry Cut-off Date (1/30/2027), Email (paul.sailor@email), Phone, DSN Phone, CFL Certification Date, and CFL Seminar Date. On the far right, there are three sections: "PARFQs (1)" with a dropdown menu showing "PARFQ-0004420241" and a "View All" link; "Medical Waivers (0)" with a dropdown menu; and "BCAs (1)" with a dropdown menu showing "Cycle 2 2026", "BCA Name: BCA-0006721150", and "BCA Date: 7/7/2026", with a "View All" link. A hand icon points to the "BCA Name" hyperlink. Navigation arrows are visible on the left and right sides of the interface.

Step 8 of 9: A banner displays to confirm the BCA's creation. Select the **BCA Name** hyperlink.

How To Create a BCA

Step-By-Step Instructions



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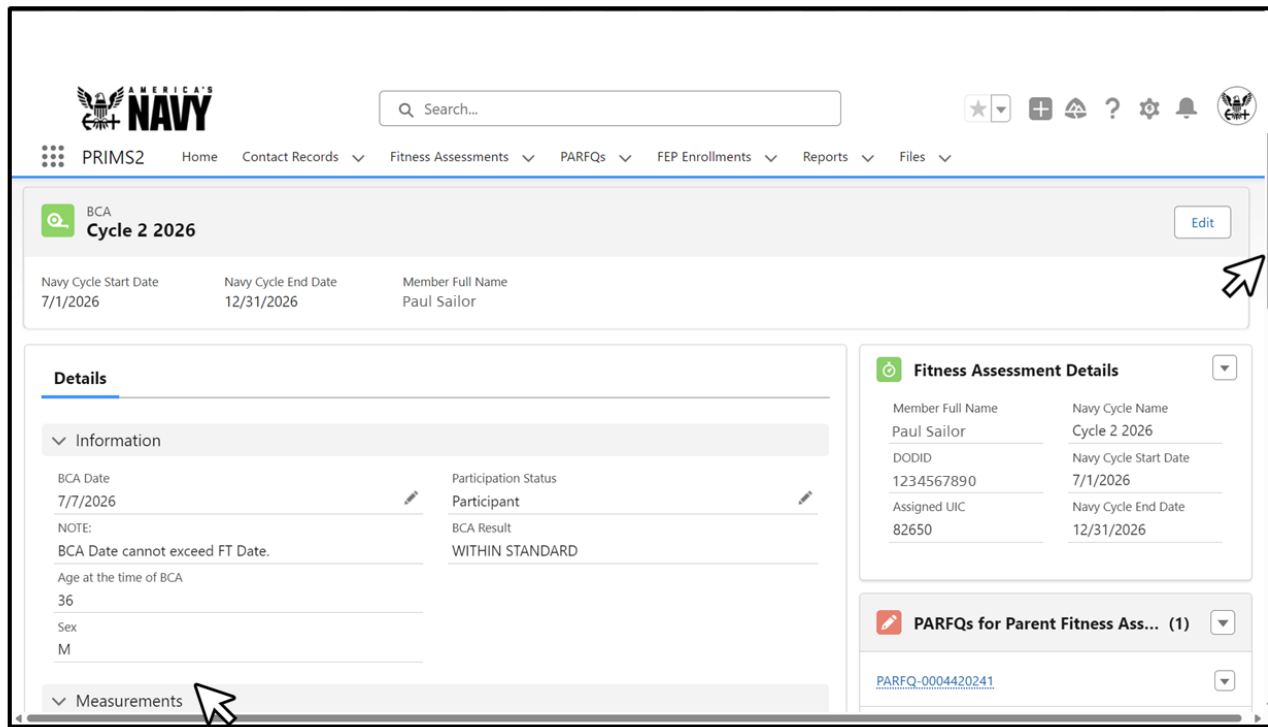
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



NAVY
PRIMS2

Search...

BCA Cycle 2 2026

Edit

Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
7/1/2026	12/31/2026	Paul Sailor

Details

Information

BCA Date	Participation Status
7/7/2026	Participant
NOTE: BCA Date cannot exceed FT Date.	BCA Result
Age at the time of BCA	WITHIN STANDARD
36	
Sex	
M	

Measurements

Fitness Assessment Details

Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026
DODID	Navy Cycle Start Date
1234567890	7/1/2026
Assigned UIC	Navy Cycle End Date
82650	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

Step 9 of 9: From the **BCA** page, scroll to view the **Measurement** details.

How To Create a BCA

Step-By-Step Instructions



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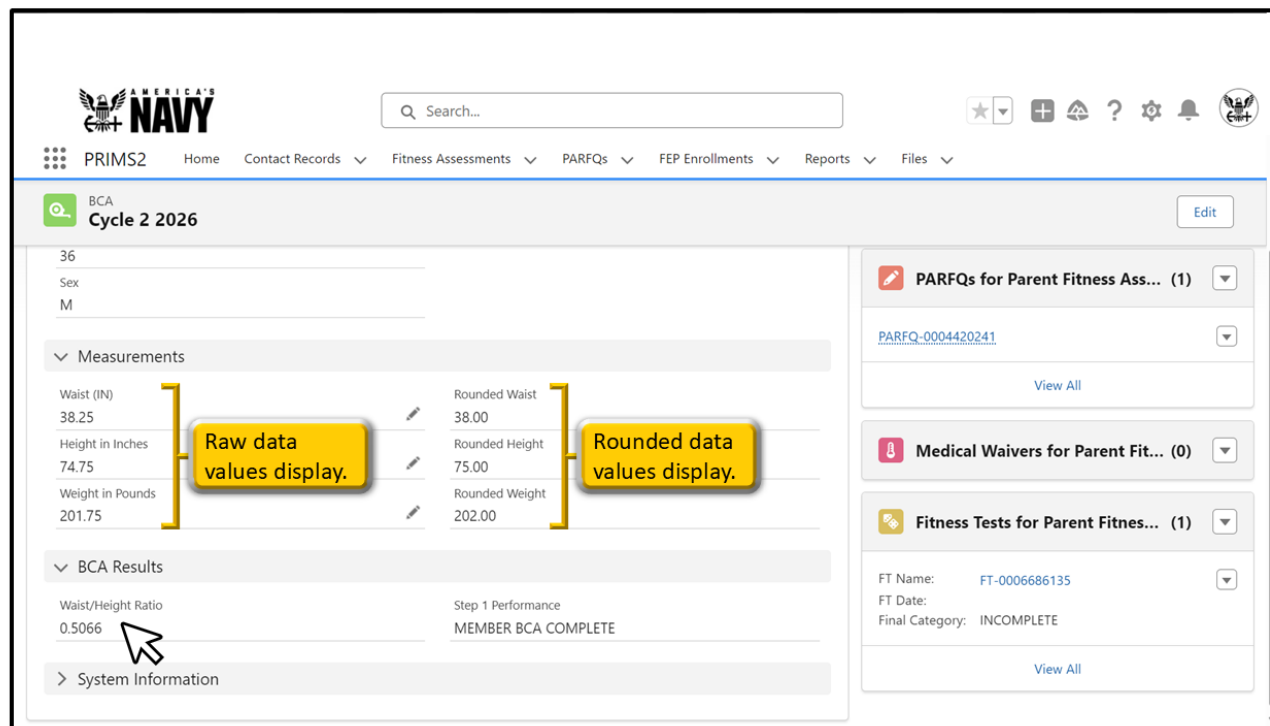
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026 [Edit]

36
Sex: M

Measurements

Raw data values display	Rounded data values display
Waist (IN): 38.25	Rounded Waist: 38.00
Height in Inches: 74.75	Rounded Height: 75.00
Weight in Pounds: 201.75	Rounded Weight: 202.00

BCA Results

Waist/Height Ratio: 0.5066
Step 1 Performance: MEMBER BCA COMPLETE

> System Information

PARFQs for Parent Fitness Ass... (1)
[View All]

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)
FT Name: FT-0006686135
FT Date:
Final Category: INCOMPLETE
[View All]

View the Measurement details and BCA Results.

Note: Beginning in CY2026, the WHtR is part of the updated BCA standard and is automatically calculated upon entry into PRIMS.

How To Create a BCA

Step-By-Step Instructions



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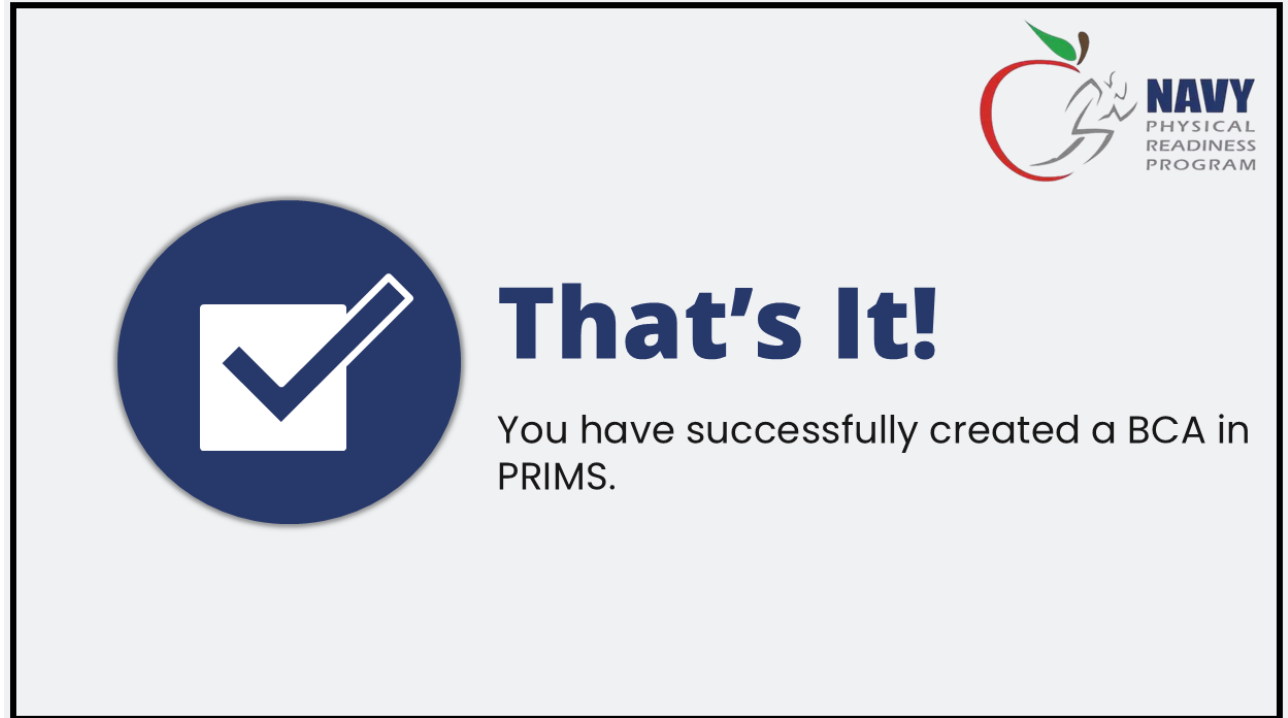
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Continue to How to Edit a BCA

How To Edit a BCA

Step-By-Step Instructions



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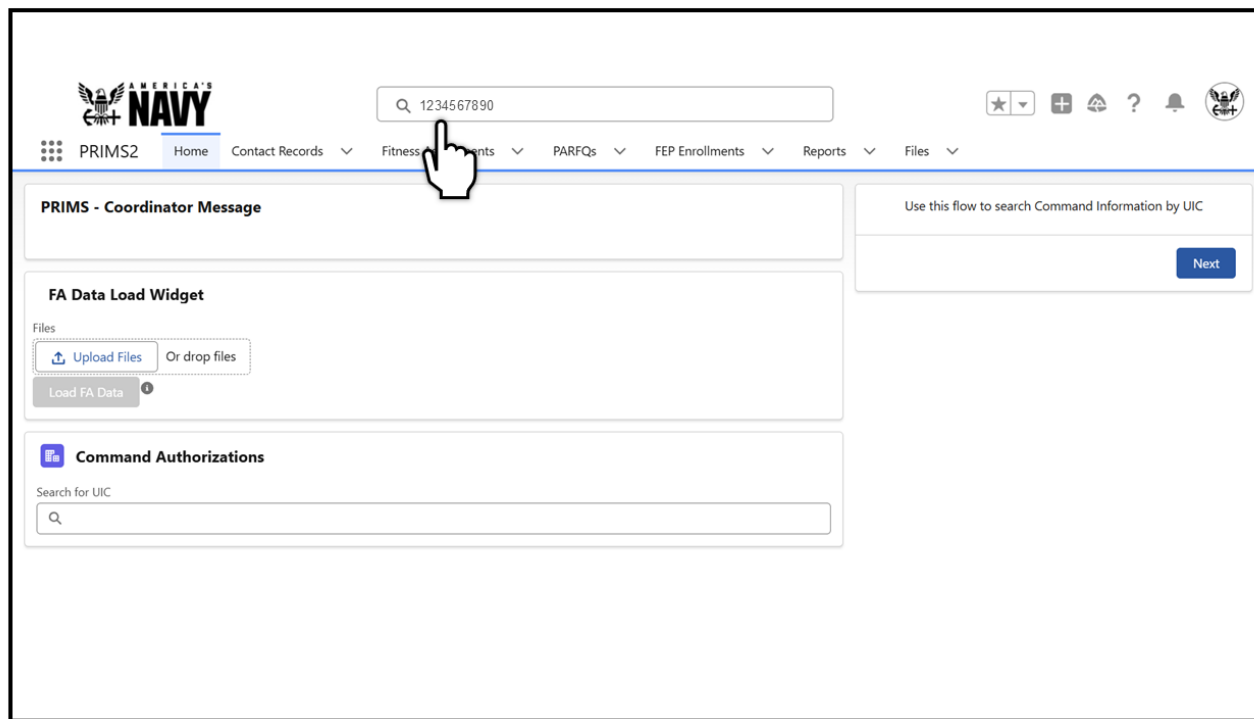
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "1234567890" and a magnifying glass icon. Below the search bar is a navigation menu with the following items: PRIMS2, Home, Contact Records, Fitness, PARFQs, FEP Enrollments, Reports, and Files. A hand cursor is pointing at the search bar. Below the navigation menu, there is a section titled "PRIMS - Coordinator Message". To the right of this section is a box with the text "Use this flow to search Command Information by UIC" and a "Next" button. Below the "PRIMS - Coordinator Message" section is a section titled "FA Data Load Widget". This section contains a "Files" section with an "Upload Files" button and a "Load FA Data" button. Below the "FA Data Load Widget" section is a section titled "Command Authorizations". This section contains a "Search for UIC" field with a magnifying glass icon. To the left of the screenshot is a large left-pointing arrow, and to the right is a large right-pointing arrow.



Step 1 of 8: In the **Search** field, type the **DODID**, then press the **Enter** key.



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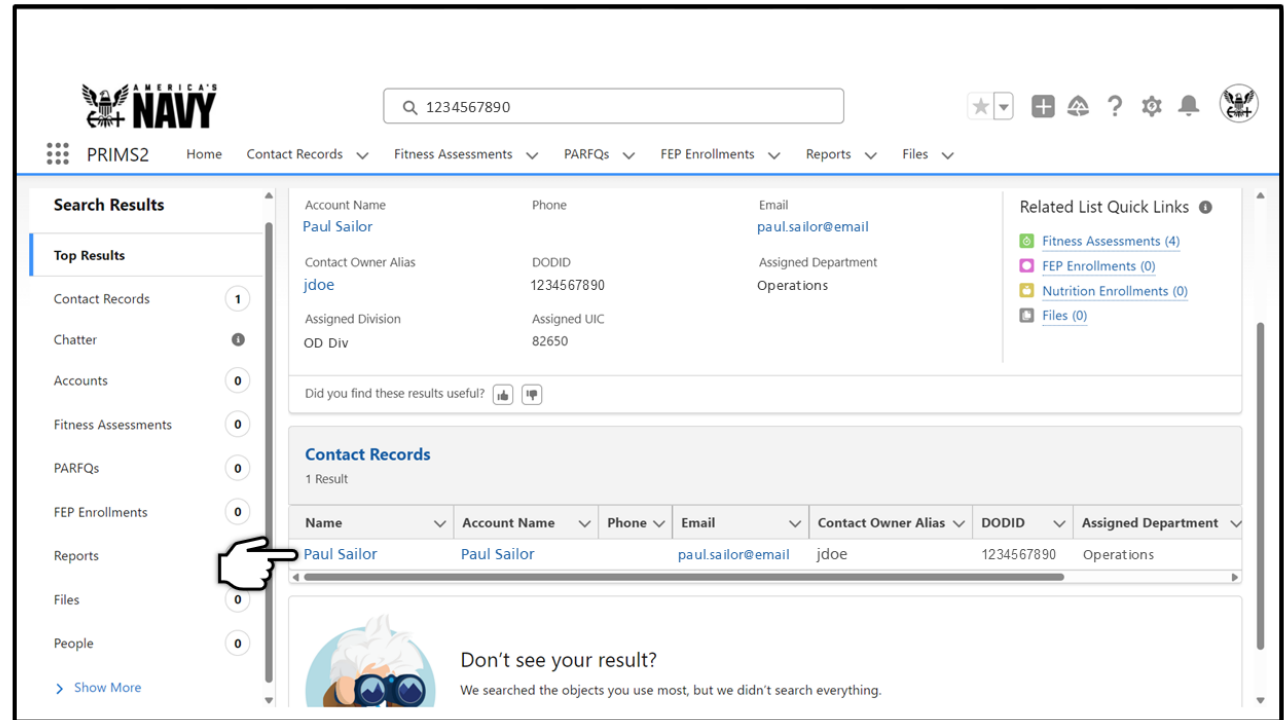
Learning Targets


Step-By-Step
Instructions


Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRISM2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' option is selected. The main content area displays search results for 'Paul Sailor'. It includes a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table has one row with the following data: Paul Sailor, Paul Sailor, 1234567890, paul.sailor@email, jdcoe, 1234567890, and Operations. A hand icon points to the 'Name' column header. To the right of the table, there's a 'Related List Quick Links' section with links to Fitness Assessments (4), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom of the interface, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 8: On the **Contact Records** tile, select the Sailor's **Name**.



Overview



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Learning Targets



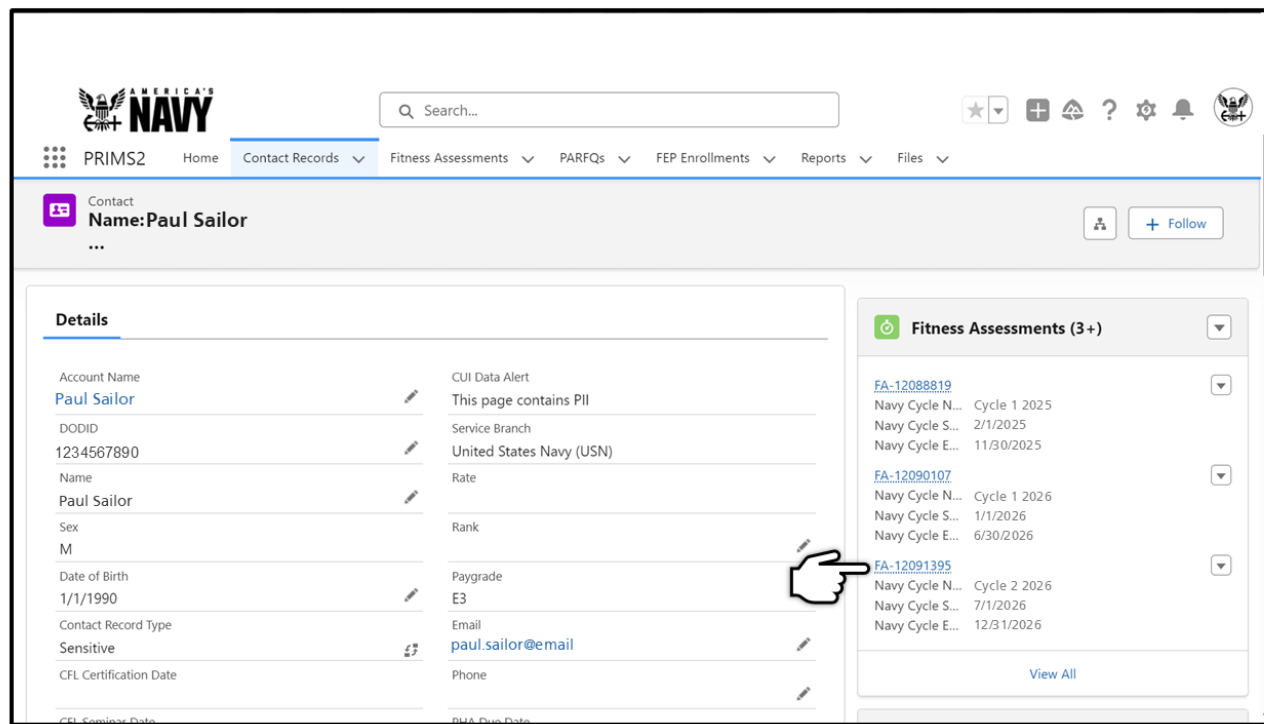
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Details

Account Name	Paul Sailor	CUI Data Alert	This page contains PII
DODID	1234567890	Service Branch	United States Navy (USN)
Name	Paul Sailor	Rate	
Sex	M	Rank	
Date of Birth	1/1/1990	Paygrade	E3
Contact Record Type	Sensitive	Email	paul.sailor@email
CFL Certification Date		Phone	

Fitness Assessments (3+)

- [FA-12088819](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12090107](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12091395](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 8: Select the current **Fitness Assessment (FA)**.



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Learning Targets



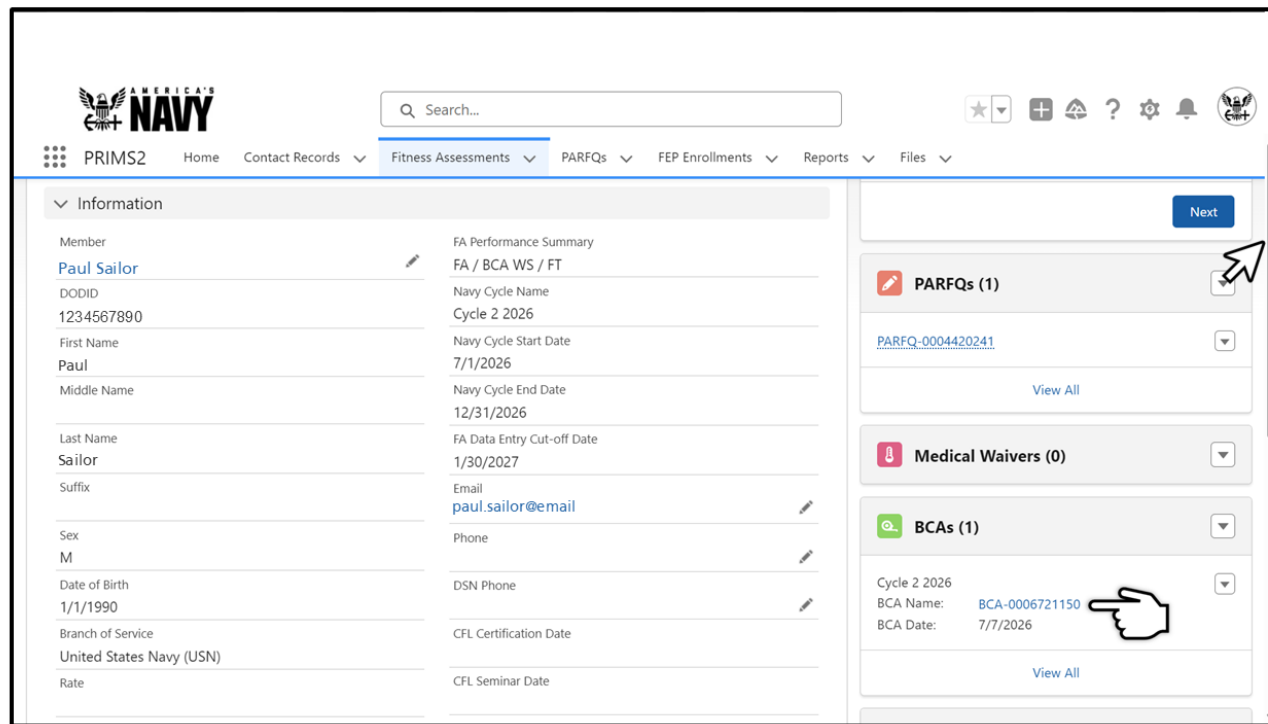
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Information

Member	Paul Sailor	FA Performance Summary	FA / BCA WS / FT
DODID	1234567890	Navy Cycle Name	Cycle 2 2026
First Name	Paul	Navy Cycle Start Date	7/1/2026
Middle Name		Navy Cycle End Date	12/31/2026
Last Name	Sailor	FA Data Entry Cut-off Date	1/30/2027
Suffix		Email	paul.sailor@email
Sex	M	Phone	
Date of Birth	1/1/1990	DSN Phone	
Branch of Service	United States Navy (USN)	CFL Certification Date	
Rate		CFL Seminar Date	

PARFQs (1)

[PARFQ-0004420241](#)

[View All](#)

Medical Waivers (0)

BCAs (1)

Cycle 2 2026

BCA Name: [BCA-0006721150](#)

BCA Date: 7/7/2026

[View All](#)

Step 4 of 8: Scroll to the **BCAs** tile then select the current **BCA Name** hyperlink.

How To Edit a BCA

Step-By-Step Instructions



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Learning Targets



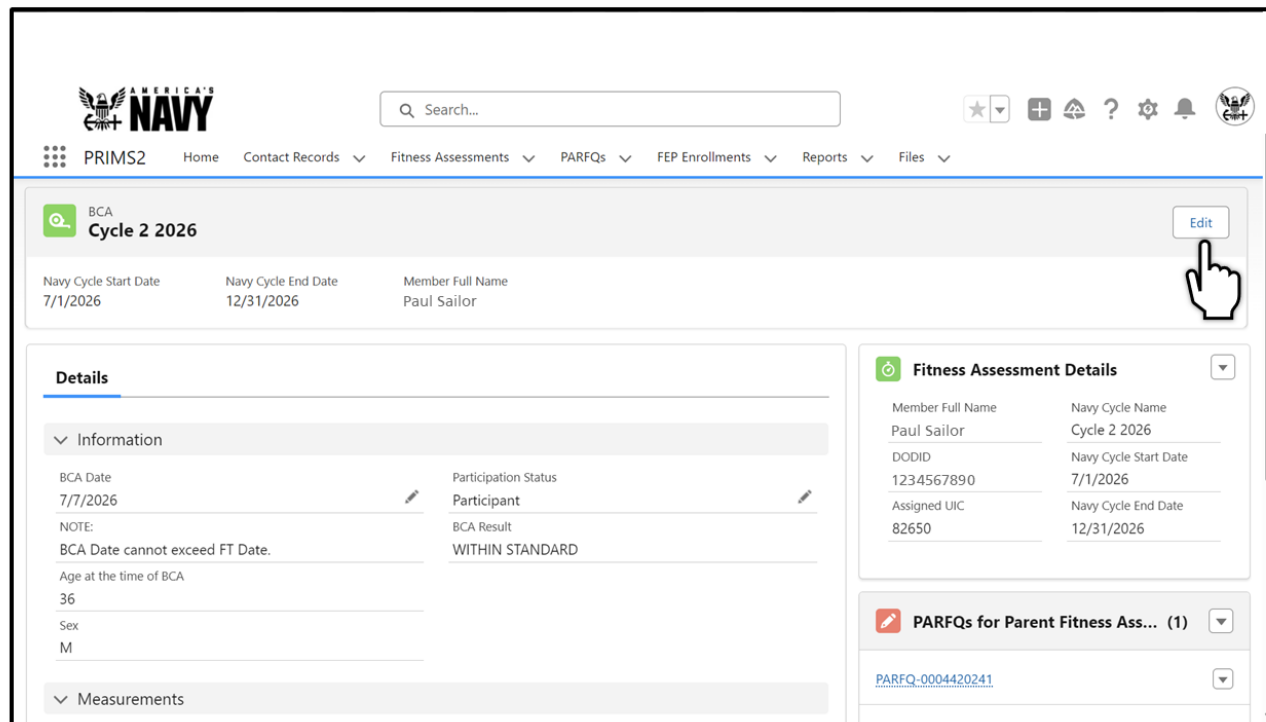
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'BCA Cycle 2 2026' page. At the top right, there is an 'Edit' button with a hand cursor icon pointing to it. The page displays various details for the member Paul Sailor, including cycle dates, participation status, and fitness assessment details.

BCA Cycle 2 2026	
Navy Cycle Start Date	Navy Cycle End Date
7/1/2026	12/31/2026
Member Full Name	
Paul Sailor	

Details

Information

BCA Date	7/7/2026	Participation Status	Participant
NOTE:	BCA Date cannot exceed FT Date.	BCA Result	WITHIN STANDARD
Age at the time of BCA	36		
Sex	M		

Measurements

Fitness Assessment Details

Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026
DODID	Navy Cycle Start Date
1234567890	7/1/2026
Assigned UIC	Navy Cycle End Date
82650	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

Step 5 of 8: Select **Edit**.



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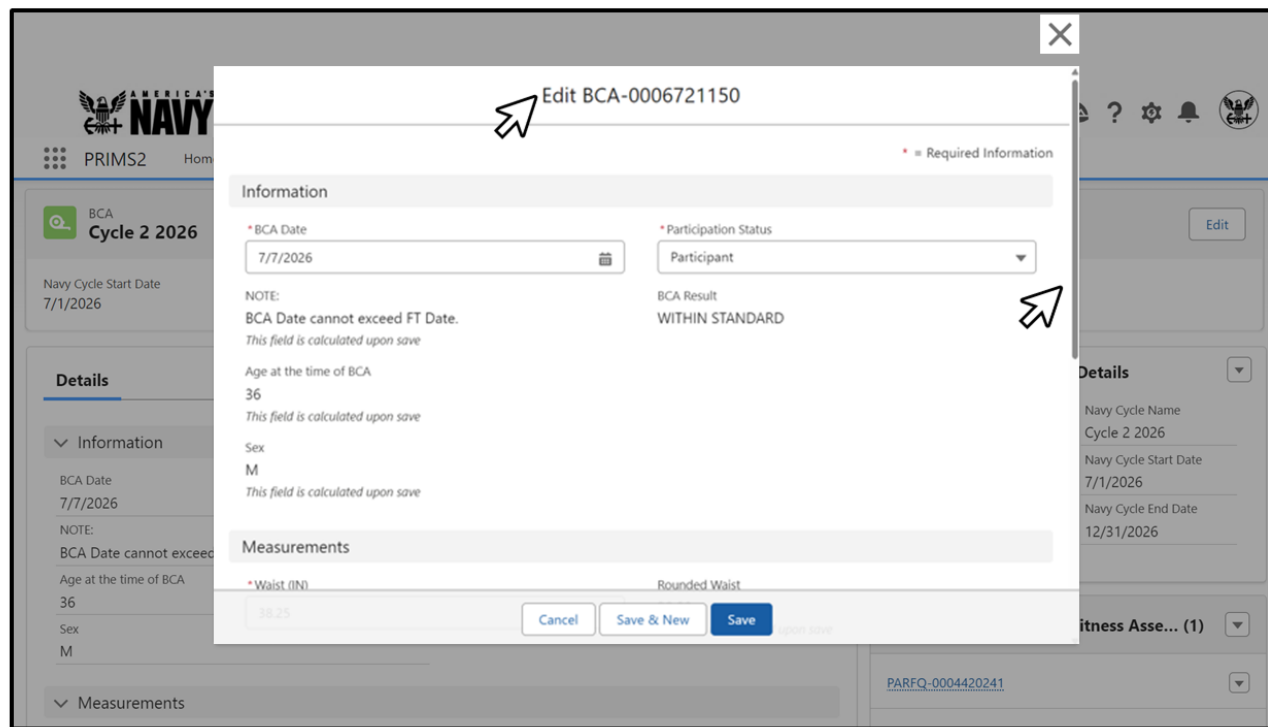
Learning Targets


Step-By-Step
Instructions


Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 6 of 8: From the **Edit** window, scroll to the **Measurements**.



Overview



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Learning Targets



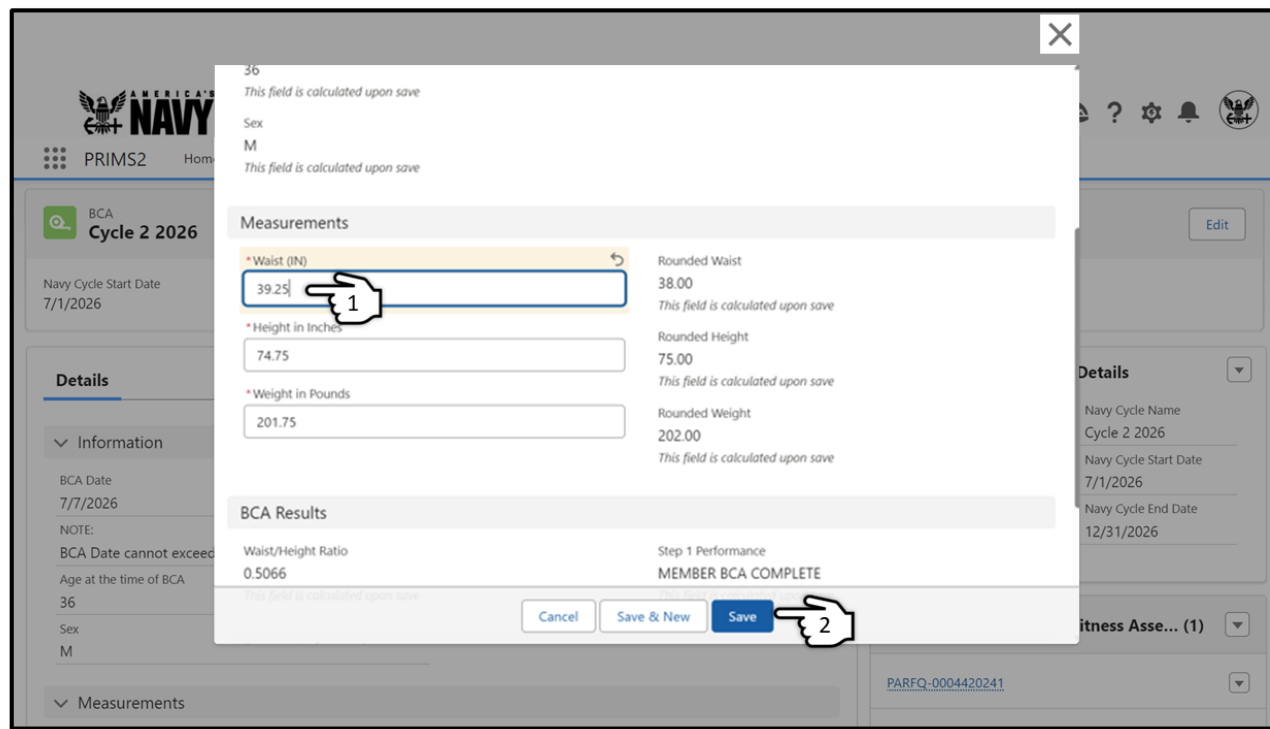
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



36
This field is calculated upon save

Sex
M
This field is calculated upon save

Measurements

*Waist (IN)
39.25
Rounded Waist
38.00
This field is calculated upon save

*Height in Inches
74.75
Rounded Height
75.00
This field is calculated upon save

*Weight in Pounds
201.75
Rounded Weight
202.00
This field is calculated upon save

BCA Results

Waist/Height Ratio
0.5066
This field is calculated upon save

Step 1 Performance
MEMBER BCA COMPLETE

Cancel Save & New Save

PARFQ-0004420241

Step 7 of 8: In the **Waist (IN)** field, type the updated measurement, then select **Save**.

Note: Once edit limits are reached, any additional corrections to the official CFA record must be submitted to MyNavy Career Center (MNCC) via Letter of Correction (LOC), endorsed by the CO/OIC.

How To Edit a BCA

Step-By-Step Instructions



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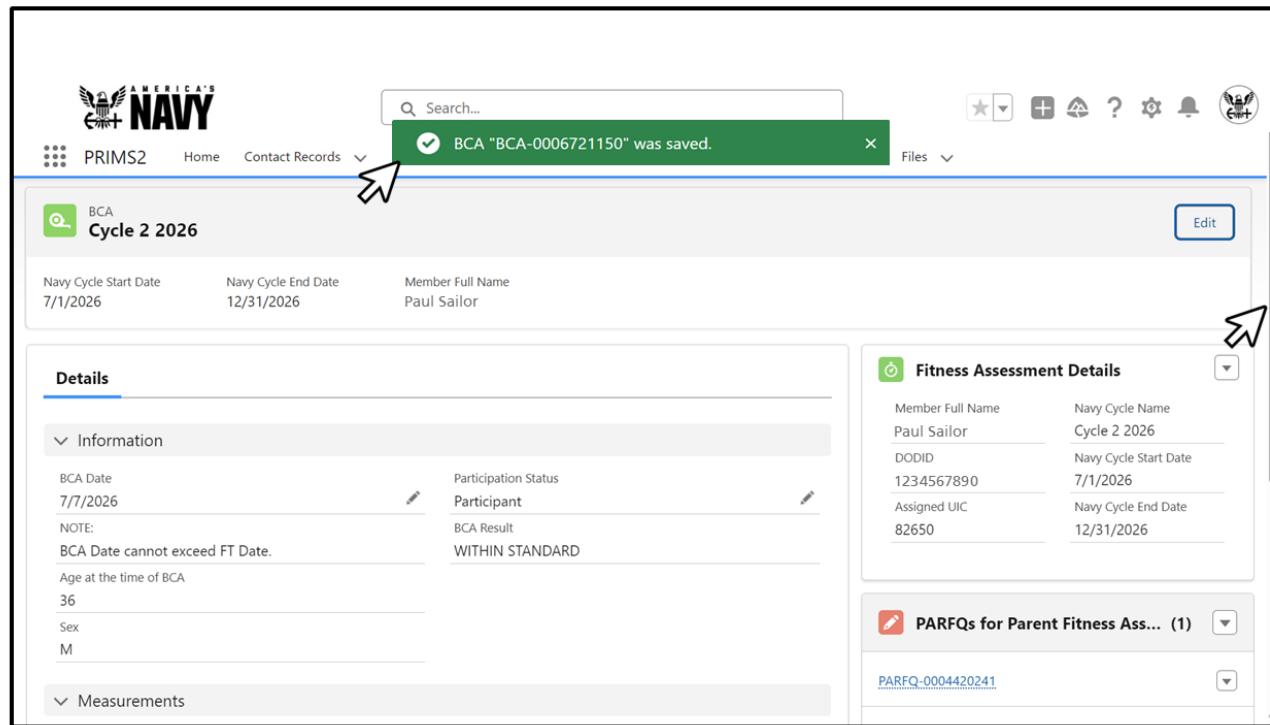
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

Search...

BCA "BCA-0006721150" was saved.

PRIMS2 Home Contact Records Files

BCA Cycle 2 2026 Edit

Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
7/1/2026	12/31/2026	Paul Sailor

Details

Information

BCA Date	Participation Status
7/7/2026	Participant
NOTE: BCA Date cannot exceed FT Date.	BCA Result
Age at the time of BCA	WITHIN STANDARD
36	
Sex	
M	

Measurements

Fitness Assessment Details

Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026
DODID	Navy Cycle Start Date
1234567890	7/1/2026
Assigned UIC	Navy Cycle End Date
82650	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

Step 8 of 8: A banner displays indicating the information was saved. Scroll to **Measurements**.



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Learning Targets



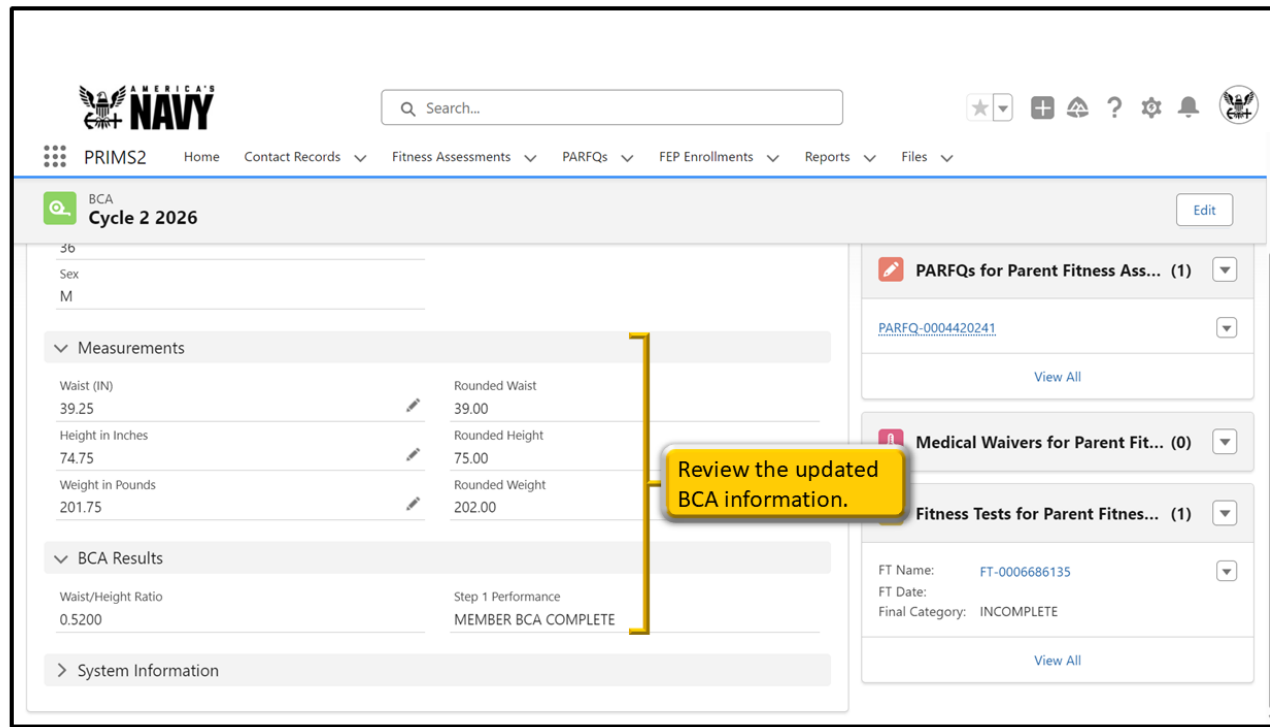
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026 Edit

3b
Sex
M

Measurements

Measurement	Value	Unit
Waist (IN)	39.25	Rounded Waist
Height in Inches	74.75	Rounded Height
Weight in Pounds	201.75	Rounded Weight

BCA Results

Measurement	Value
Waist/Height Ratio	0.5200
Step 1 Performance	MEMBER BCA COMPLETE

System Information

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

View All

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)

FT Name: FT-0006686135

FT Date:

Final Category: INCOMPLETE

View All

Review the updated BCA information.

Review the updated Measurement information and BCA Results.

How To Edit a BCA

Step-By-Step Instructions



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Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



That's It!

You have successfully edited a BCA in PRIMS.



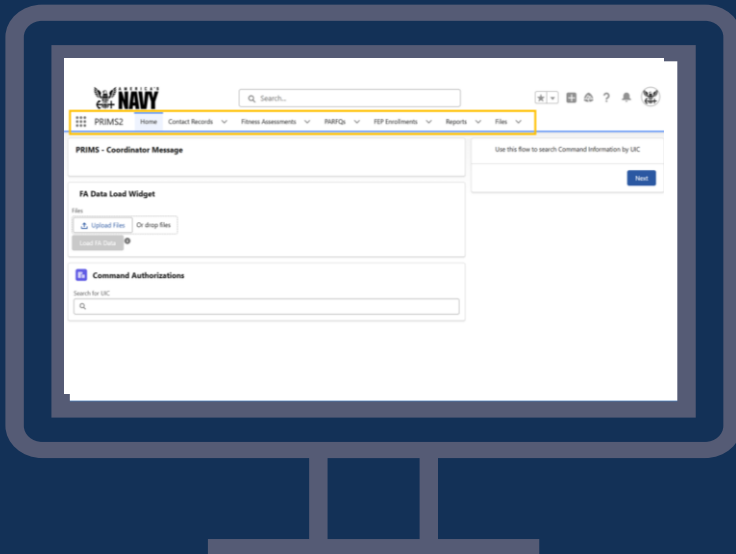
[Return to the Medical Waiver lesson](#)

[Continue to the CFT lesson](#)



ACFL PRIMS Training

Combat Fitness Test (CFT) *Platform Display*



Start Tutorial



Overview



Tutorial Navigation



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Quick Steps



Combat Fitness Test (CFT)

CFT Guidelines

In accordance with **OPNAVINST 6110.1 (series)** and Navy Physical Readiness Program standards, all Sailors assigned to Naval Special Warfare, EOD, Fleet Divers and Diving Officers will participate in the Command Fitness Assessment (CFA).

Note: All results must be accurately recorded and submitted through PRIMS within mandated timelines.

CFT Guidance

Combat Arms personnel must participate in scheduled CFA cycles unless medically waived, in a pregnancy or postpartum status, or prohibited by operational requirements.

How It Works



CFL and/or ACFLs administer the CFT.



Sailor completes the 4 identified CFT events in sequence.



CFL or ACFL records results on the appropriate CFT score sheet and enters data into PRIMS.



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a Selection.

- Use the **Navigation panel** on the left to move between lesson sections.
- Select the **Home** icon at any time to return to the course start page.

Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



Quick Steps

Job Aid to create a CFT that you can print & reference.



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Quick Steps





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Instructions



Quick Steps



As an ACFL, you must understand the administrative requirements for CFTs. Review these key facts about CFT administration and procedures:

- 1 CFAs must be administered by a qualified Command Fitness Leader (CFL) and/or Assistant Command Fitness Leaders (ACFLs).
- 2 CFTs must be administered by Combat Arms personnel qualified as a CFL and/or ACFL.
- 3 The CFT consists of the specified modalities in the following sequence.

✓ Swim ✓ Push-Ups ✓ Pull-Ups ✓ Run

Note: All modalities must be completed during a single session.



For additional guidance, see **PRP Guide-5B** within the Guides section of the **MyNavy HR Physical Readiness** site.

How To Create a CFT

PRIMS Quick Steps



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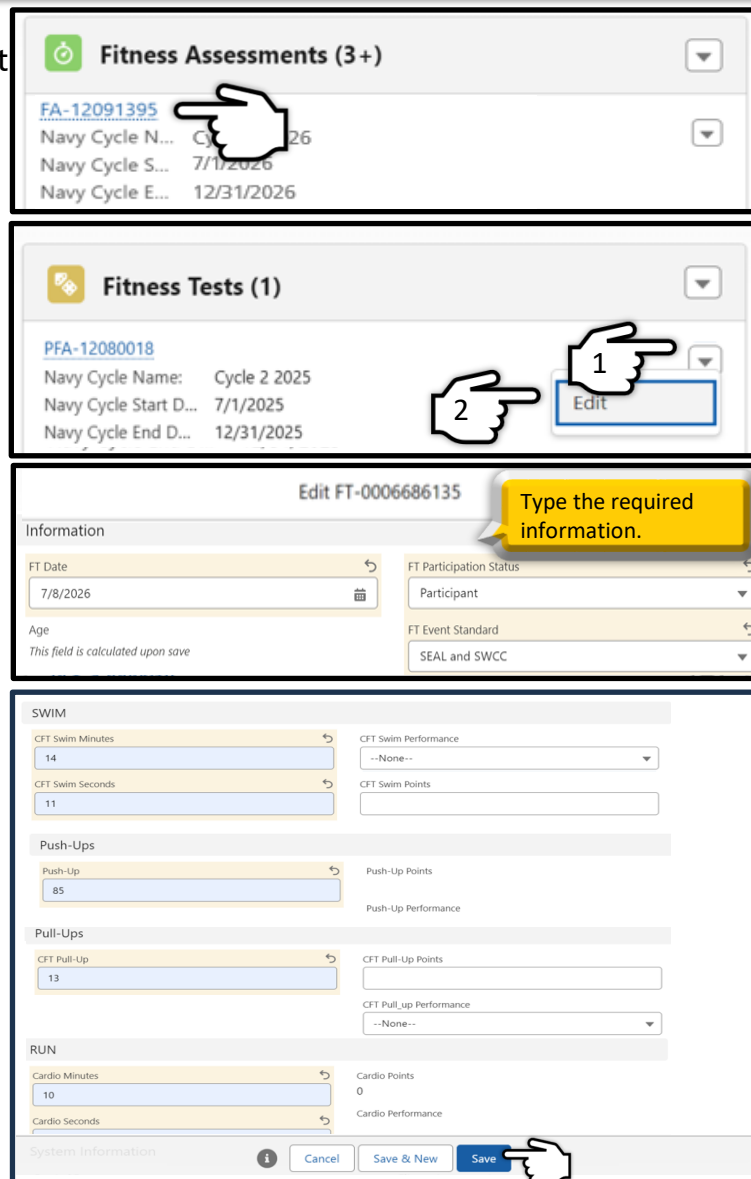


1 In the **Sailor's Contact Record**, Select the **Fitness Assessment (FA)** hyperlink.

2 Select the **Fitness Test (FT)** drop-down list and Select **Edit**.

3 Enter the **FT Date**, **FT Participation Status**, and **FT Event Standard**.

4 In the **Event** fields, enter each performed values. Then, select **Save**.



Fitness Assessments (3+)

FA-12091395
Navy Cycle N... Cycle 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

Fitness Tests (1)

PFA-12080018
Navy Cycle Name: Cycle 2 2025
Navy Cycle Start D... 7/1/2025
Navy Cycle End D... 12/31/2025

Edit FT-0006686135

Information

FT Date: 7/8/2026

FT Participation Status: Participant

FT Event Standard: SEAL and SWCC

SWIM

CFT Swim Minutes: 14

CFT Swim Seconds: 11

CFT Swim Performance: --None--

CFT Swim Points:

Push-Ups

Push-Up: 85

Push-Up Points:

Push-Up Performance:

Pull-Ups

CFT Pull-Up: 13

CFT Pull-Up Points:

CFT Pull-up Performance: --None--

RUN

Cardio Minutes: 10

Cardio Seconds:

Cardio Points: 0

Cardio Performance:

System Information

Cancel Save & New Save



Select a learning target below to begin the Step-by-Step walkthrough.



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This tutorial outlines the step-by-step process to:

1

View a CFT

2

Create a CFT

3

Edit a CFT

1 How To View a CFT

Step-By-Step Instructions



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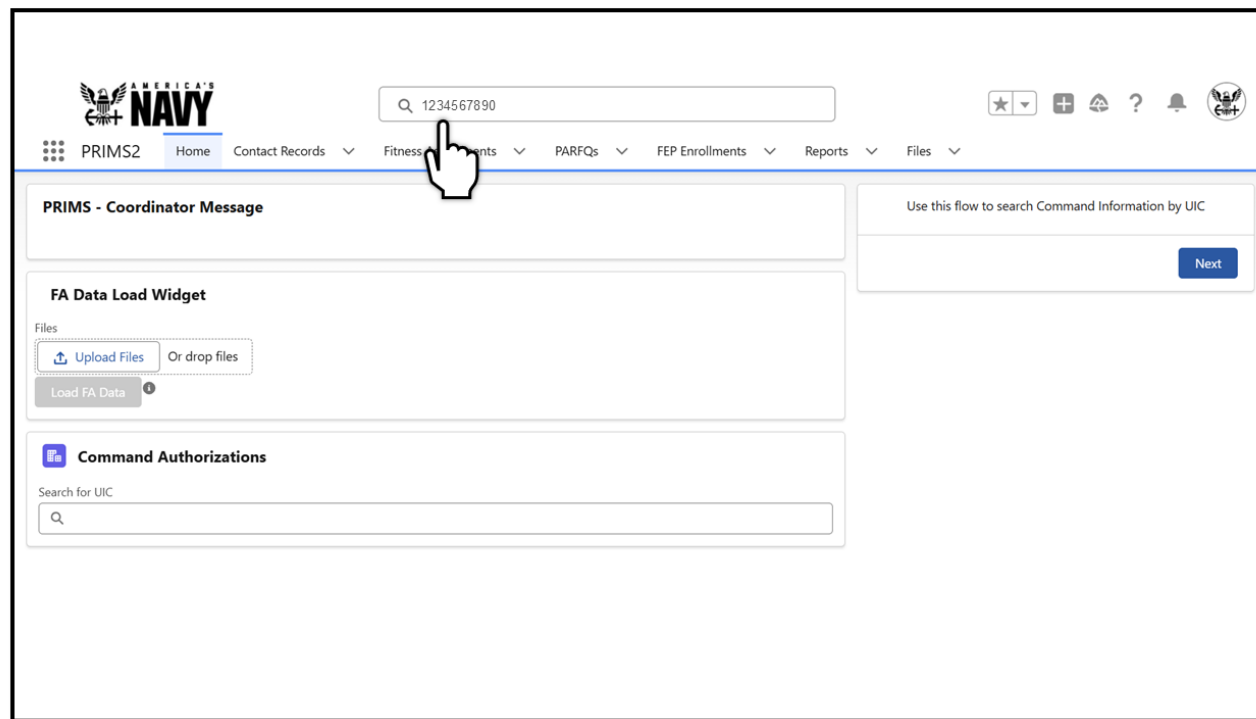
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 1 of 6: In the **Search** field, type the **DODID**, then press the **Enter** key.

1 How To View a CFT

Step-By-Step Instructions



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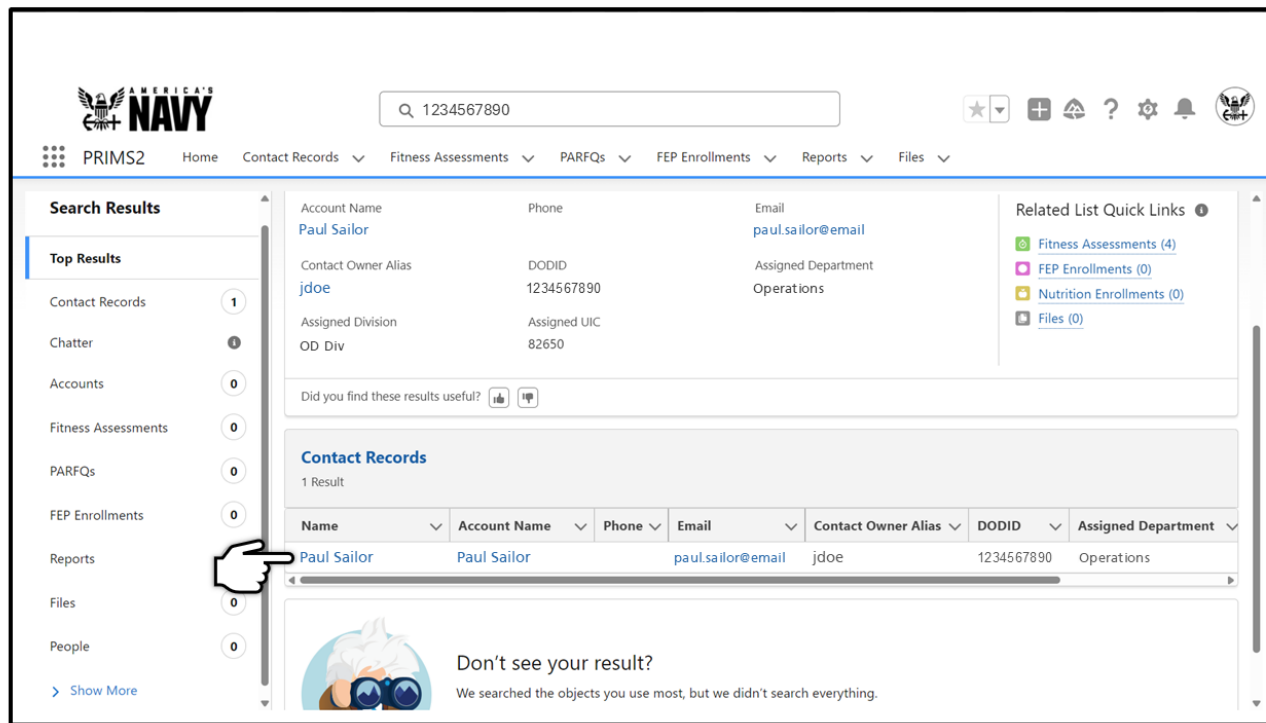
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 web application interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays search results for 'Paul Sailor'. On the left, there's a sidebar with a list of categories: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and People (0). A hand icon points to the 'Contact Records' category. The main content area shows a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table has one row with the data for 'Paul Sailor'. Below the table, there's a section titled 'Contact Records' with 1 result. At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 6: On the **Contact Records** tile, select the Sailor's **Name**.



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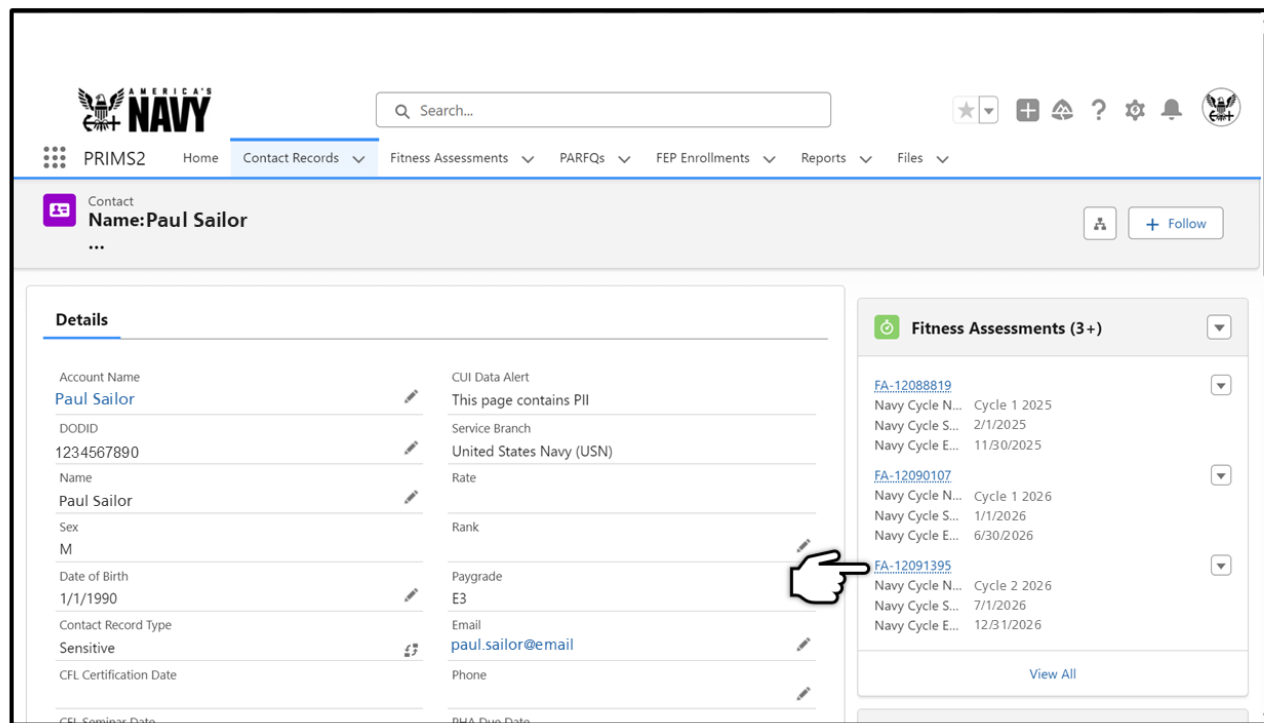
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Contact
Name: Paul Sailor

Details

Account Name Paul Sailor	CUI Data Alert This page contains PII
DODID 1234567890	Service Branch United States Navy (USN)
Name Paul Sailor	Rate
Sex M	Rank
Date of Birth 1/1/1990	Paygrade E3
Contact Record Type Sensitive	Email paul.sailor@email
CFL Certification Date	Phone

Fitness Assessments (3+)

- [FA-12088819](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12090107](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12091395](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 6: Select the current **Fitness Assessment (FA)**.

How To View a CFT

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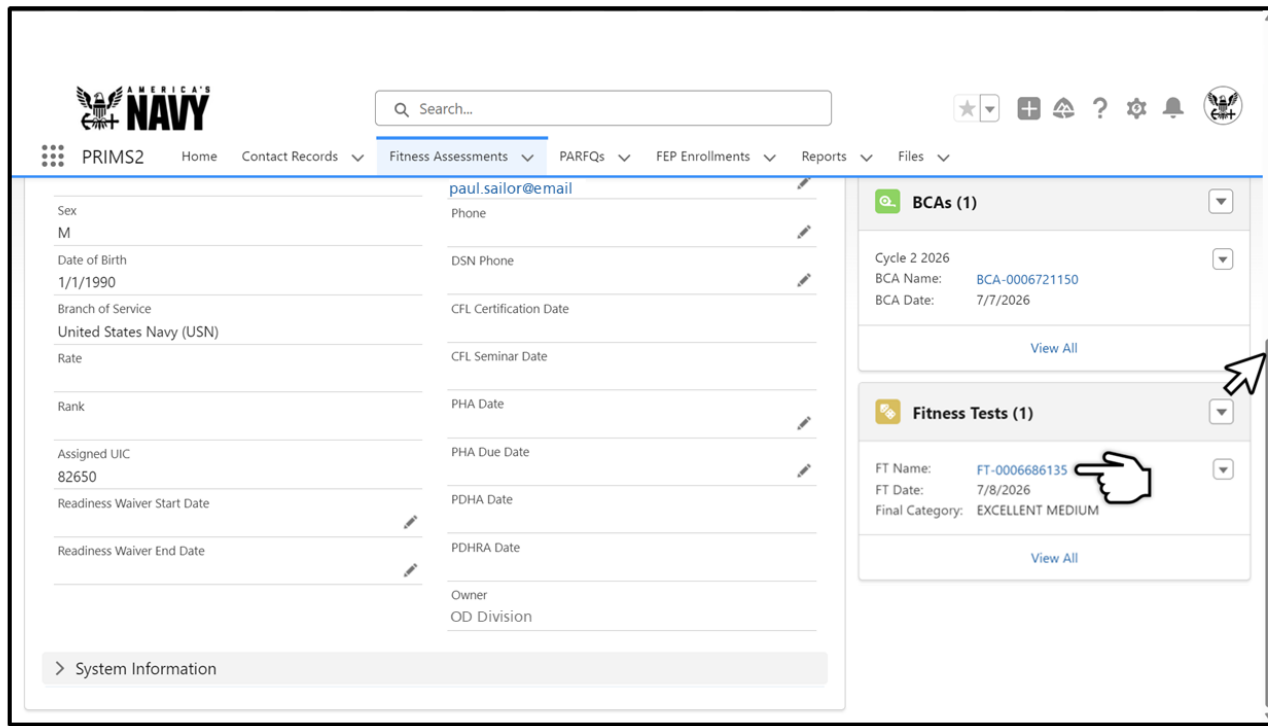
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY Physical Readiness Program interface. The top navigation bar includes a search bar and tabs for PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays a list of fitness assessments for a user named paul.sailor@email. The 'Fitness Tests (1)' section is highlighted, showing details for a specific test: FT Name: FT-0006686135, FT Date: 7/8/2026, and Final Category: EXCELLENT MEDIUM. A hand icon points to the 'Fitness Tests (1)' section, indicating the next step in the tutorial.

Step 4 of 6: Select the **Fitness Test** hyperlink.

1 How To View a CFT

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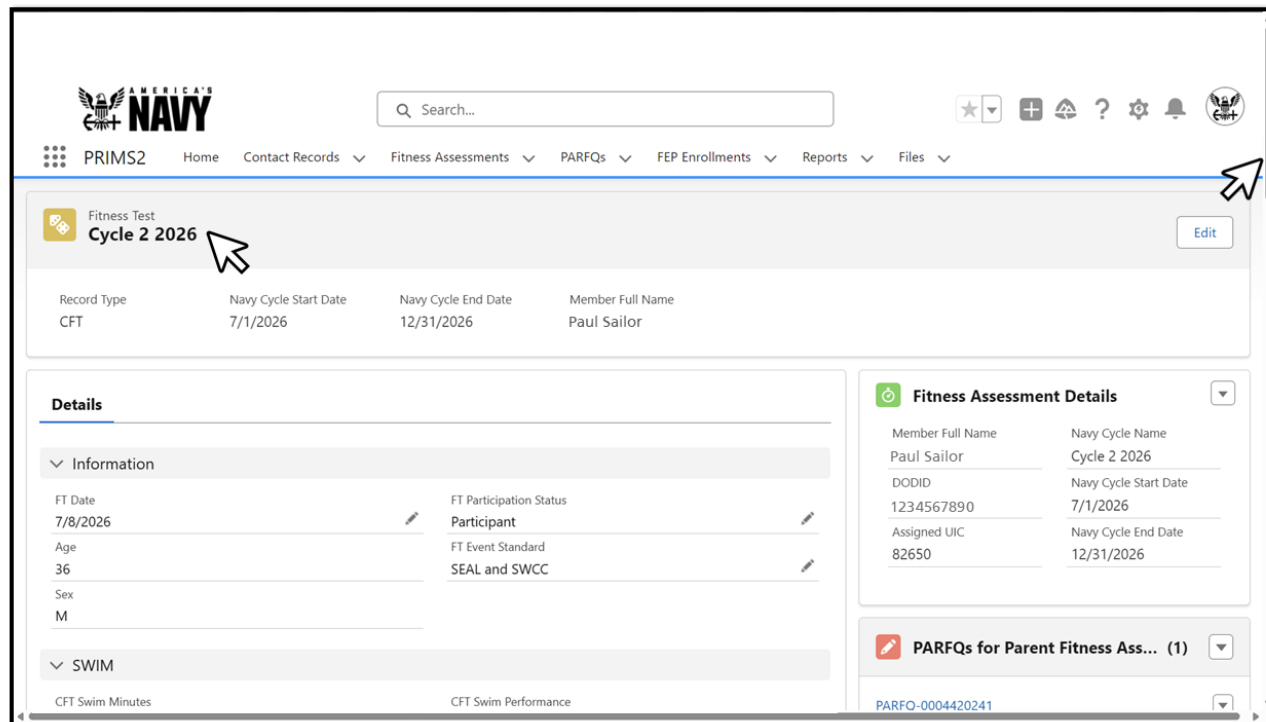
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Fitness Test Cycle 2 2026 [Edit](#)

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Details

Information

FT Date	7/8/2026	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

SWIM

CFT Swim Minutes

CFT Swim Performance

Fitness Assessment Details

Member Full Name	Paul Sailor	Navy Cycle Name	Cycle 2 2026
DODID	1234567890	Navy Cycle Start Date	7/1/2026
Assigned UIC	82650	Navy Cycle End Date	12/31/2026

PARFQs for Parent Fitness Ass... (1)

[PARFO-0004420241](#)

Step 5 of 6: From the **Fitness Test** page, scroll to view **Fitness Test** event details.

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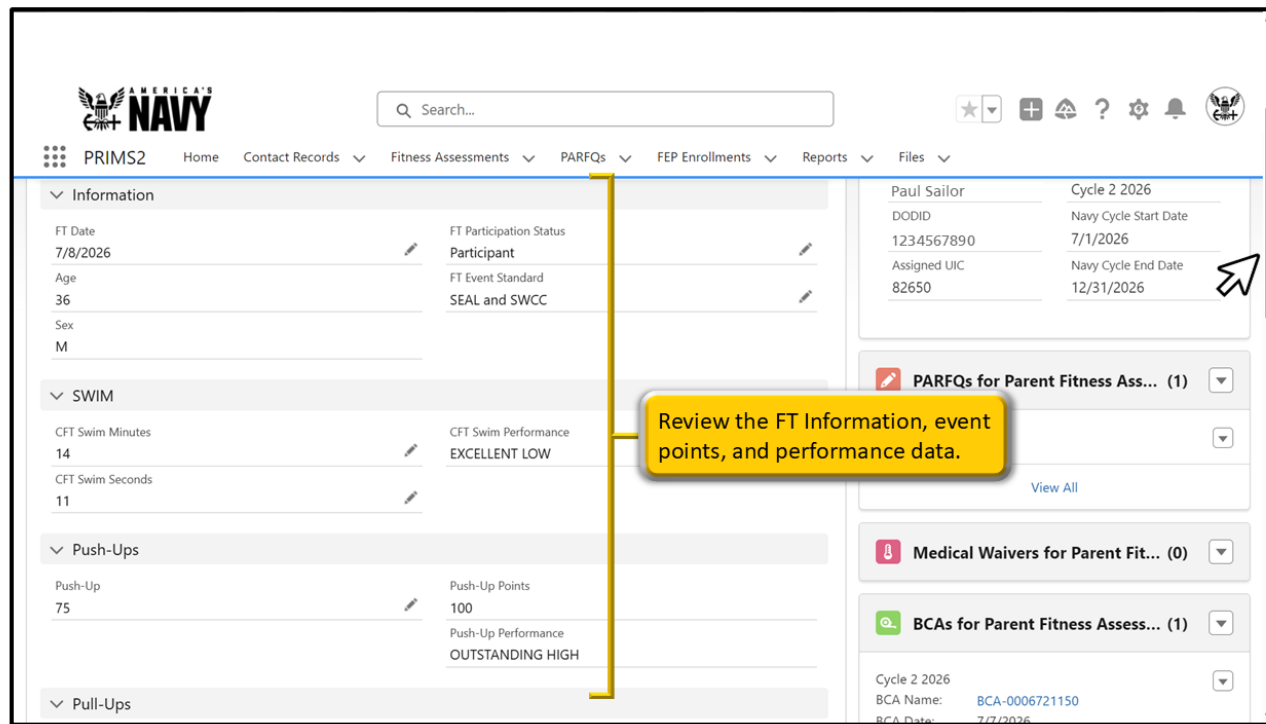
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Search...

Information

FT Date: 7/8/2026

Age: 36

Sex: M

FT Participation Status: Participant

FT Event Standard: SEAL and SWCC

Paul Sailor

Cycle 2 2026

DODID: 1234567890

Navy Cycle Start Date: 7/1/2026

Assigned UIC: 82650

Navy Cycle End Date: 12/31/2026

PARFQs for Parent Fitness Assessments (1)

Medical Waivers for Parent Fitness Assessments (0)

BCAs for Parent Fitness Assessments (1)

Cycle 2 2026

BCA Name: BCA-0006721150

BCA Date: 7/7/2026

SWIM

CFT Swim Minutes: 14

CFT Swim Seconds: 11

CFT Swim Performance: EXCELLENT LOW

Push-Ups

Push-Up: 75

Push-Up Points: 100

Push-Up Performance: OUTSTANDING HIGH

Pull-Ups

Review the FT Information, event points, and performance data.

Step 6 of 6: View the Information and Event details. Scroll to view additional details.

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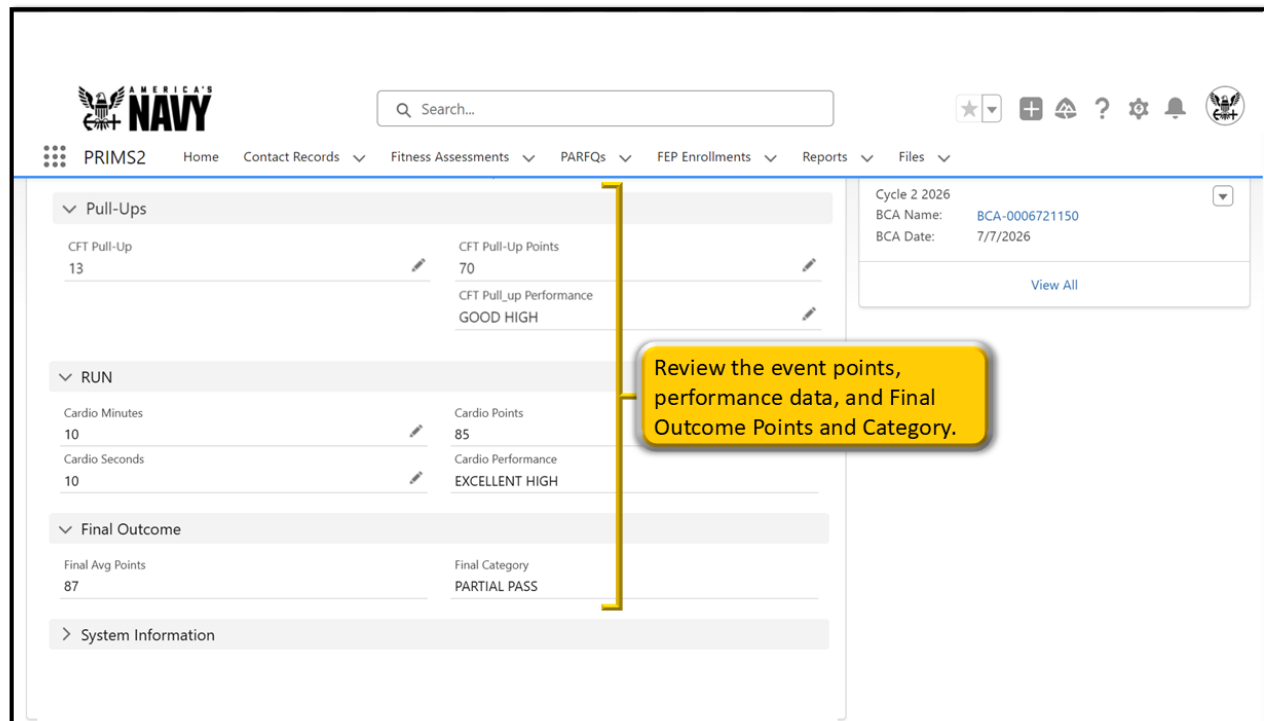
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Search...

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)

Pull-Ups	
CFT Pull-Up 13	CFT Pull-Up Points 70 CFT Pull-Up Performance GOOD HIGH

RUN	
Cardio Minutes 10	Cardio Points 85
Cardio Seconds 10	Cardio Performance EXCELLENT HIGH

Final Outcome	
Final Avg Points 87	Final Category PARTIAL PASS

> System Information

Review the event points, performance data, and Final Outcome Points and Category.

View the Final Outcome details.

1 How To View a CFT

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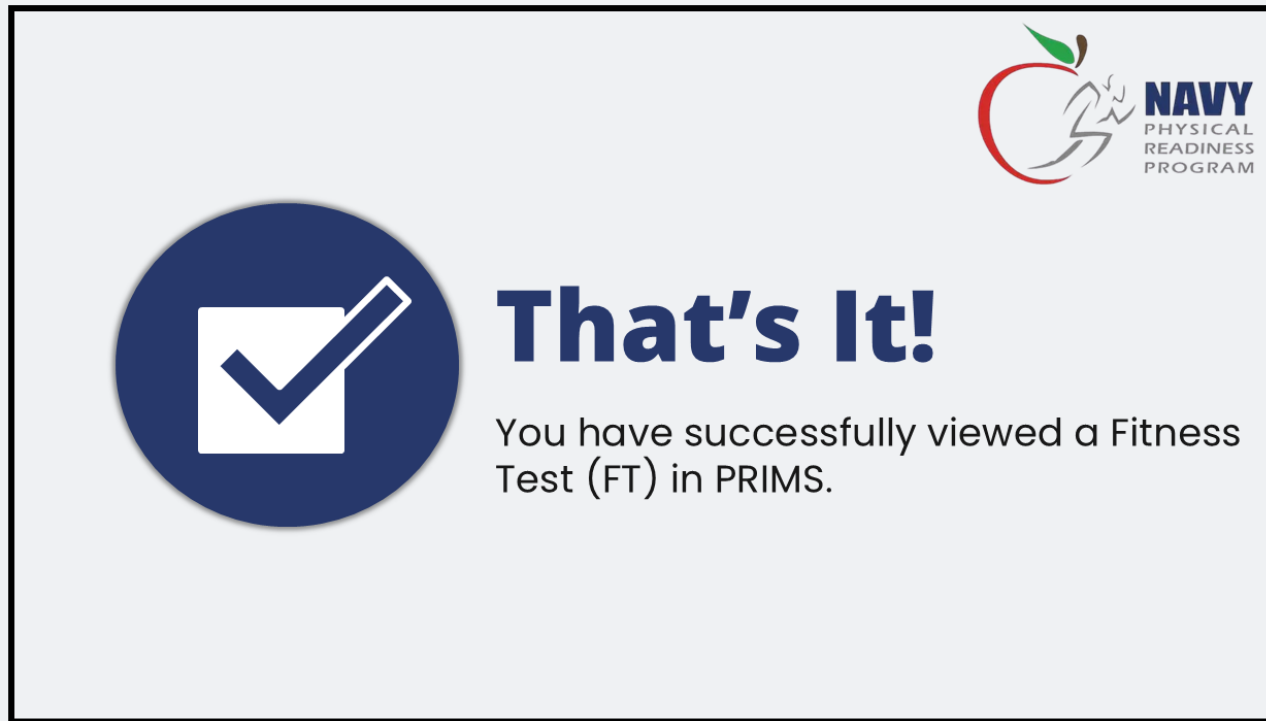
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Continue to How to Create a CFT

How To Create a CFT

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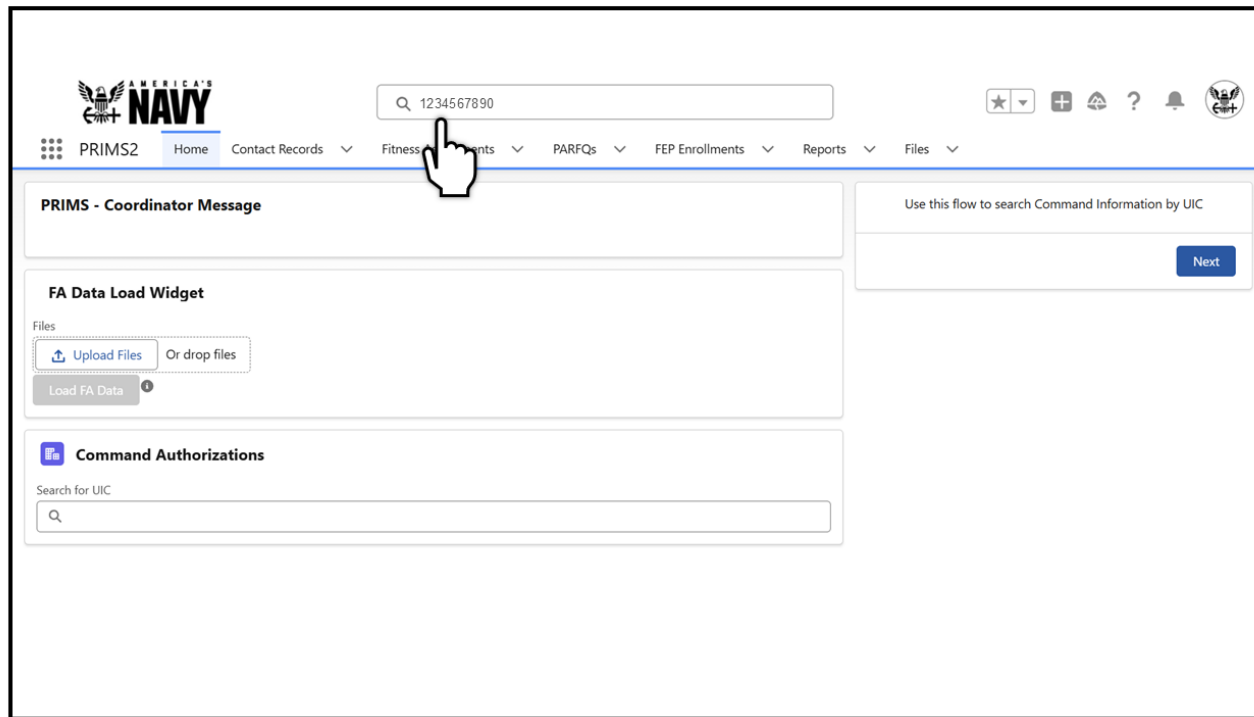
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 11: In the **Search** field, type the **DODID**, then press the **Enter** key.



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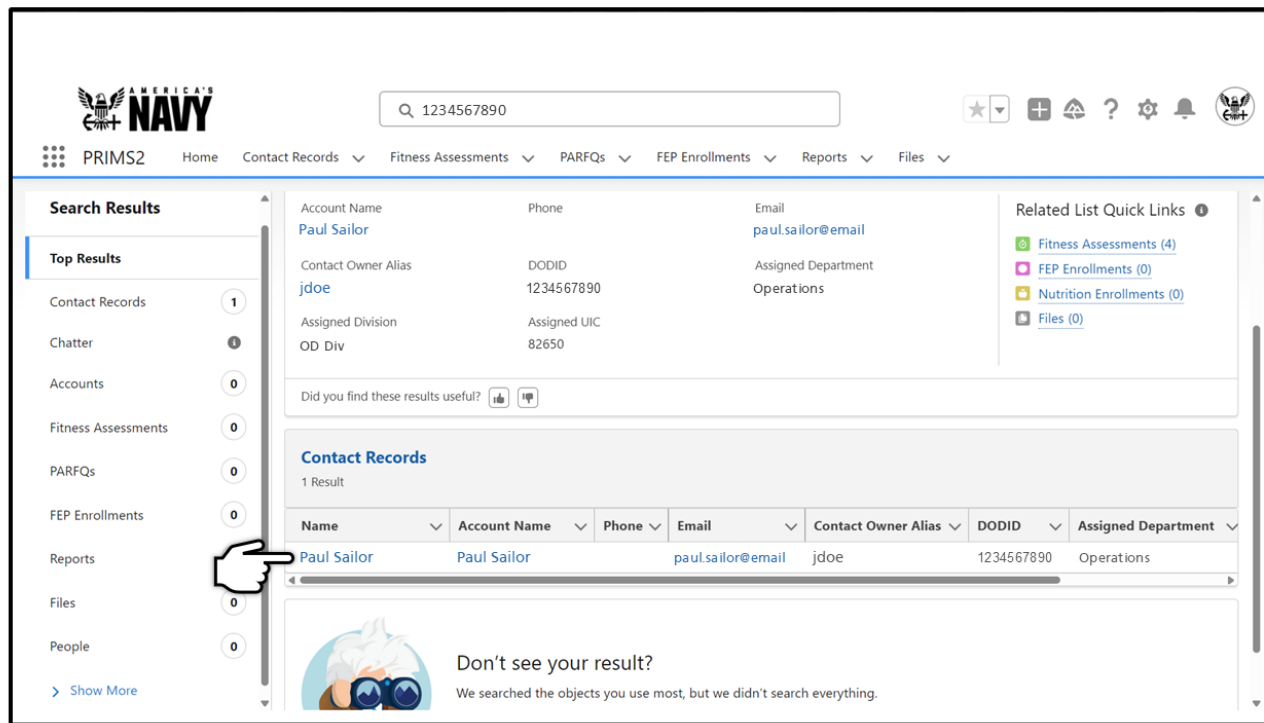
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 web application interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays search results for 'Paul Sailor'. On the left, there's a sidebar with a list of categories: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and People (0). A hand icon points to the 'Contact Records' category. The main content area shows a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table has one row with the data: Paul Sailor, Paul Sailor, 1234567890, paul.sailor@email, jdcoe, 1234567890, and Operations. Below the table, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 11: On the **Contact Records** tile, select the Sailor's **Name**.



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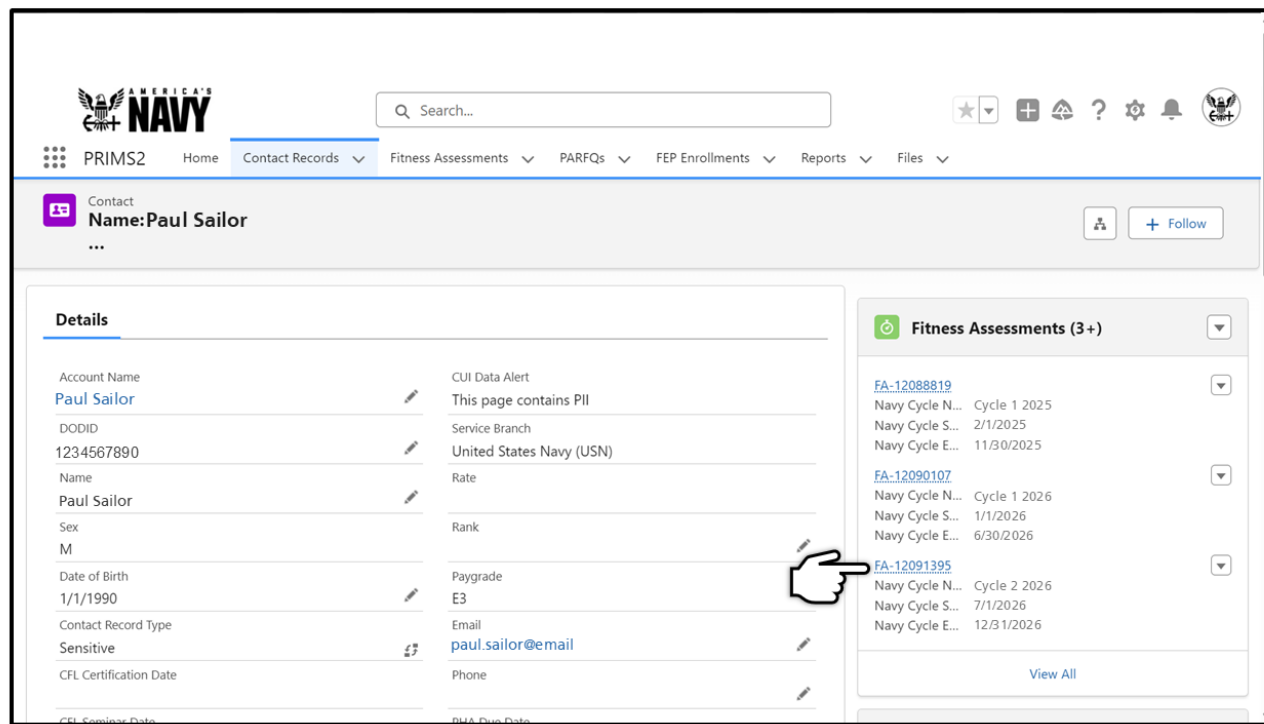
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Details

Account Name	Paul Sailor	CUI Data Alert	This page contains PII
DODID	1234567890	Service Branch	United States Navy (USN)
Name	Paul Sailor	Rate	
Sex	M	Rank	
Date of Birth	1/1/1990	Paygrade	E3
Contact Record Type	Sensitive	Email	paul.sailor@email
CFL Certification Date		Phone	

Fitness Assessments (3+)

- [FA-12088819](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12090107](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12091395](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 11: Select the current **Fitness Assessment**.

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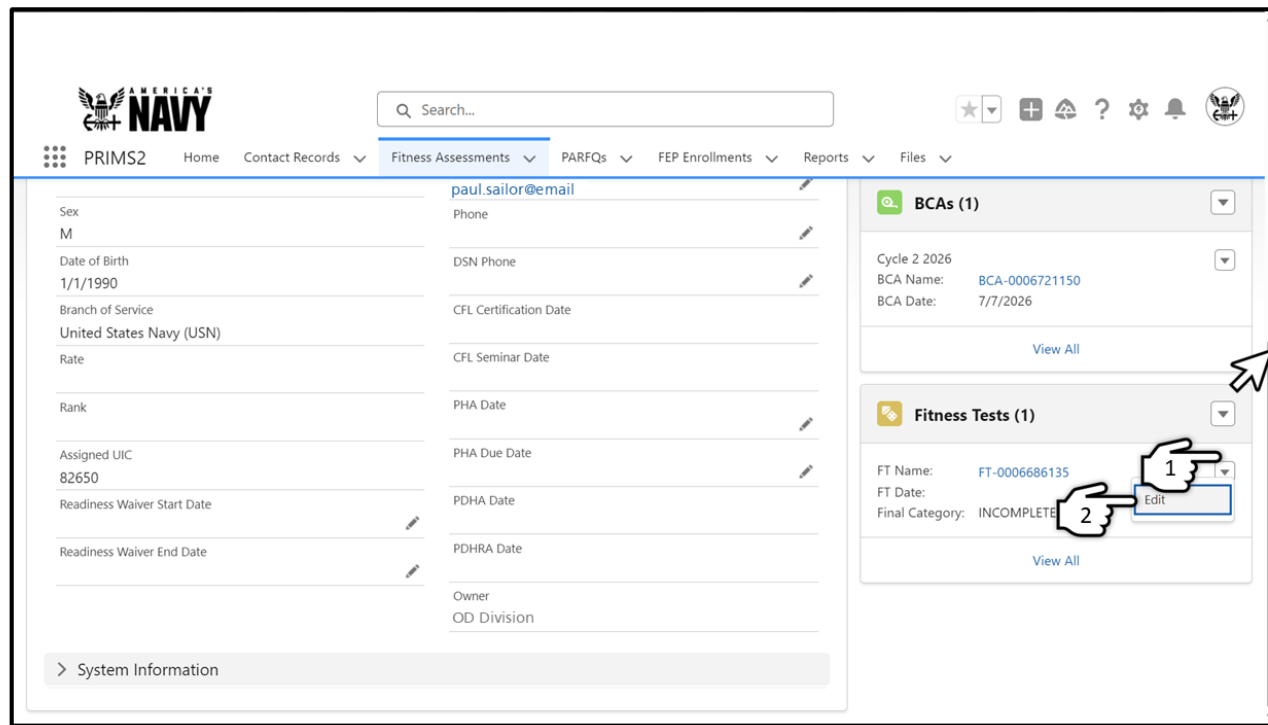
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 4 of 11: Select the **FT Name** drop-down list, then select **Edit**.

How To Create a CFT

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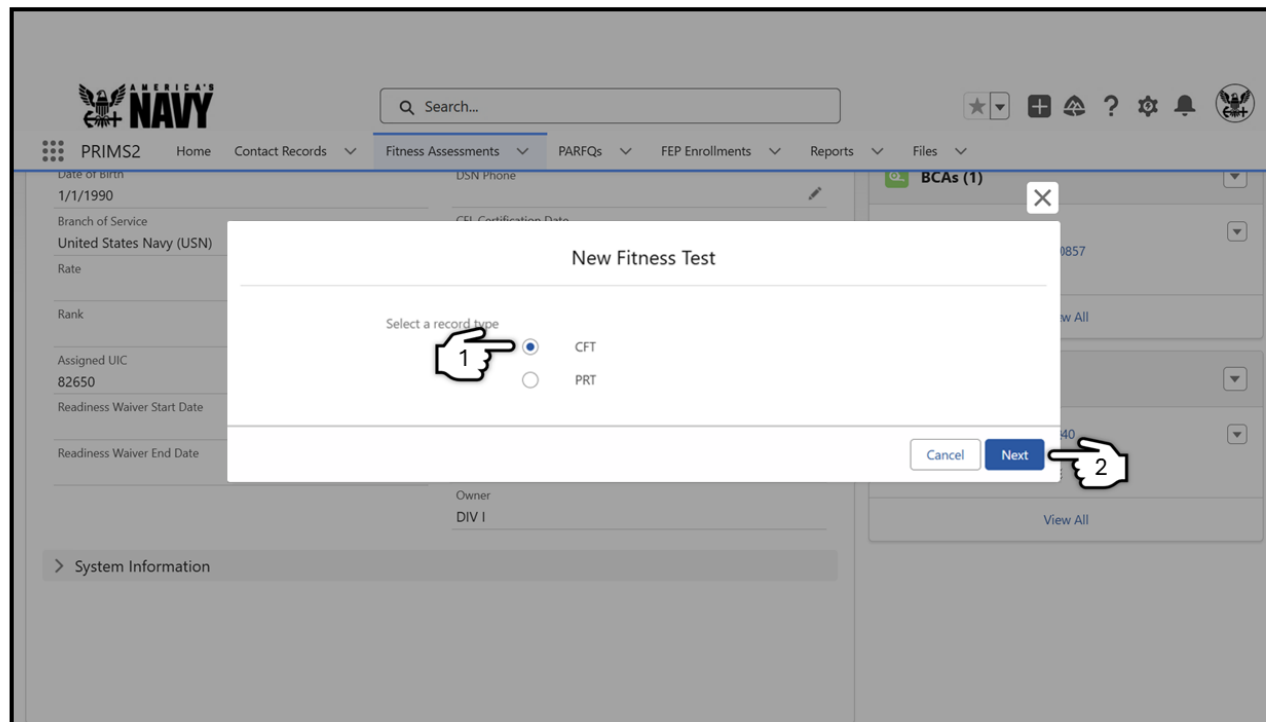
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 5 of 11: Select the **CFT** radio button, then select **Save**.



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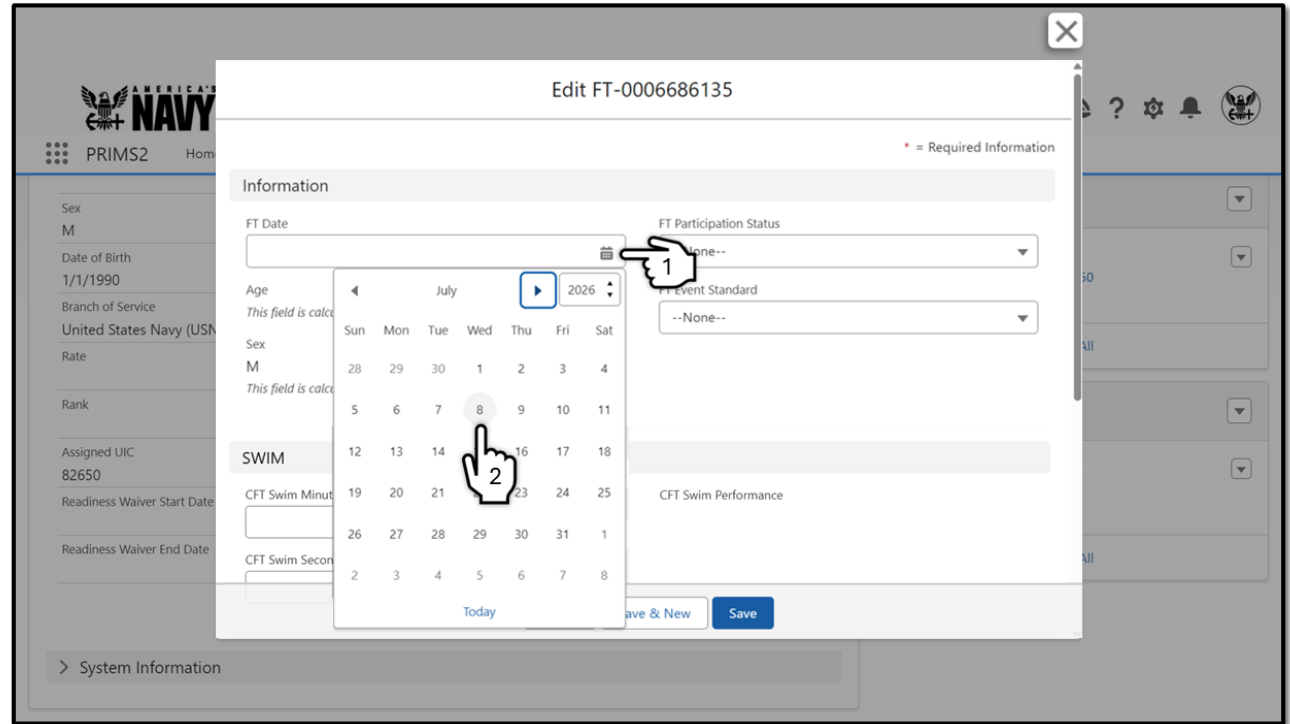
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 6 of 11: To enter the Fitness Test date, select the **Ft Date Calendar** icon, then select the **Date**.

How To Create a CFT

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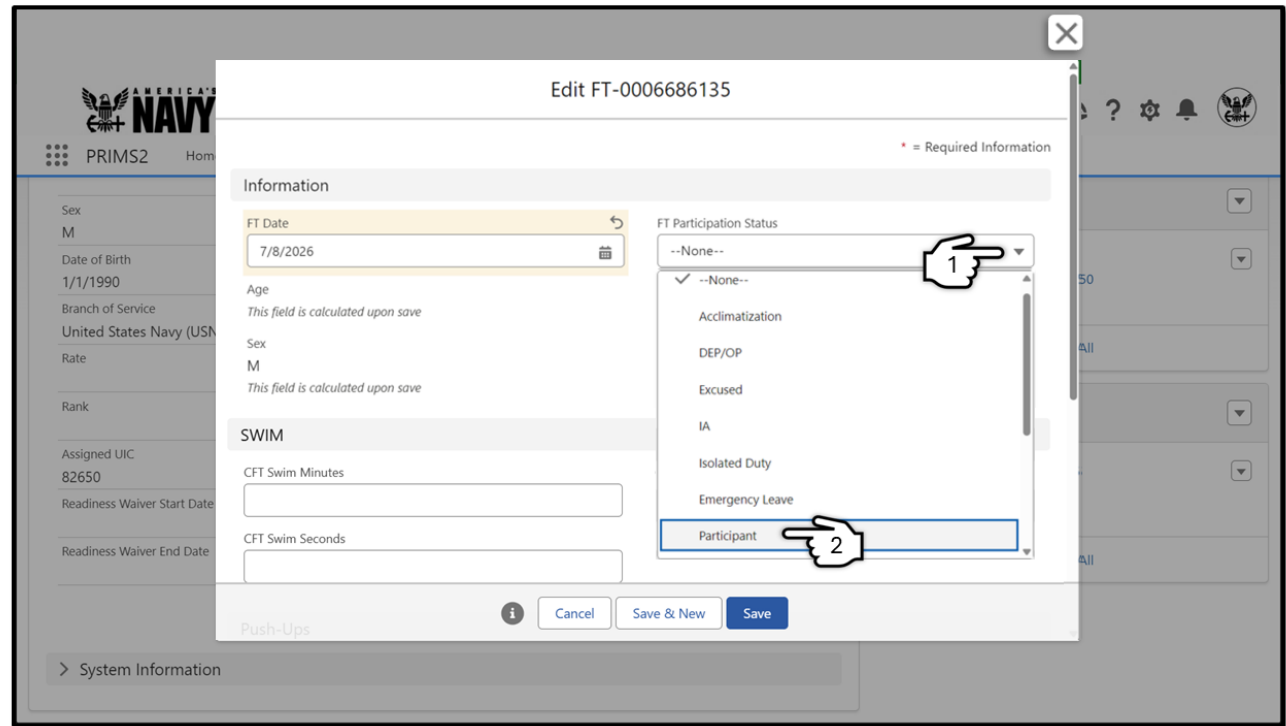
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY
PRIMS2 Home

Edit FT-0006686135

* = Required Information

Information

FT Date
7/8/2026

Age
This field is calculated upon save

Sex
M
This field is calculated upon save

Rank

SWIM

CFT Swim Minutes

CFT Swim Seconds

FT Participation Status

--None--

✓ --None--

Acclimatization

DEP/OP

Excused

IA

Isolated Duty

Emergency Leave

Participant

Cancel Save & New Save

Step 7 of 11: Select the **PRT Participation Status** drop-down list and select the **Status**.

How To Create a CFT

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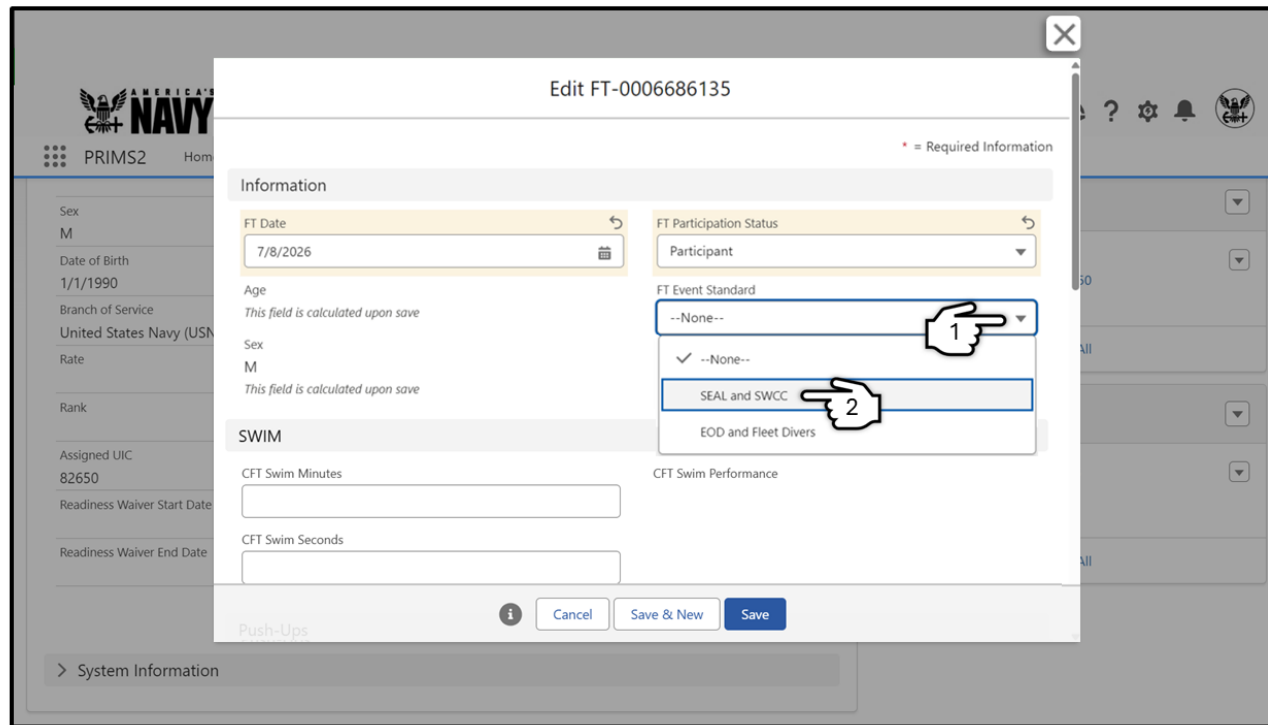
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 8 of 11: Select the **FT Event Standard** drop-down list and select the applicable **Standard**.



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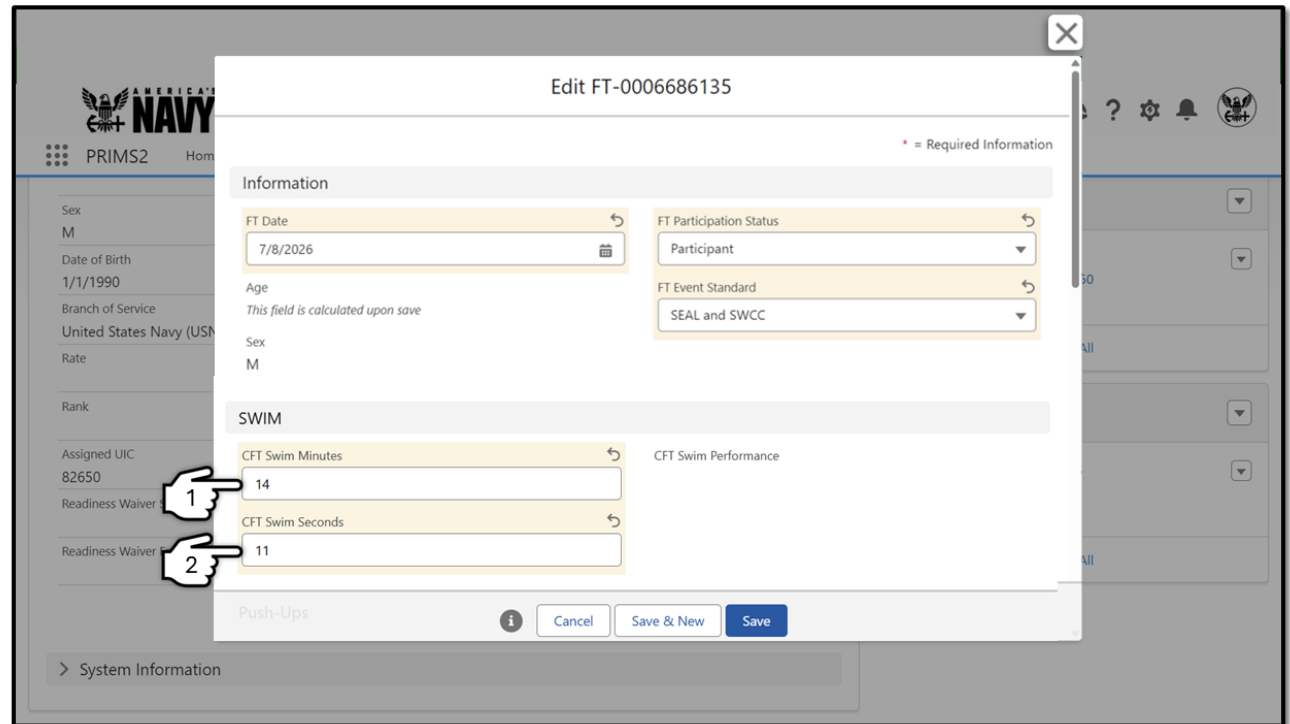
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (⋮) below the images. *Mobile Users:* Tap the **Dots** (⋮) below the images.



Step 9 of 11: In the **CFT Swim Minutes** and **CFT Swim Seconds** fields, type the swim minutes and seconds. Then scroll to view the **Push-Up**, **Pull-Up**, and **Run** event data fields.



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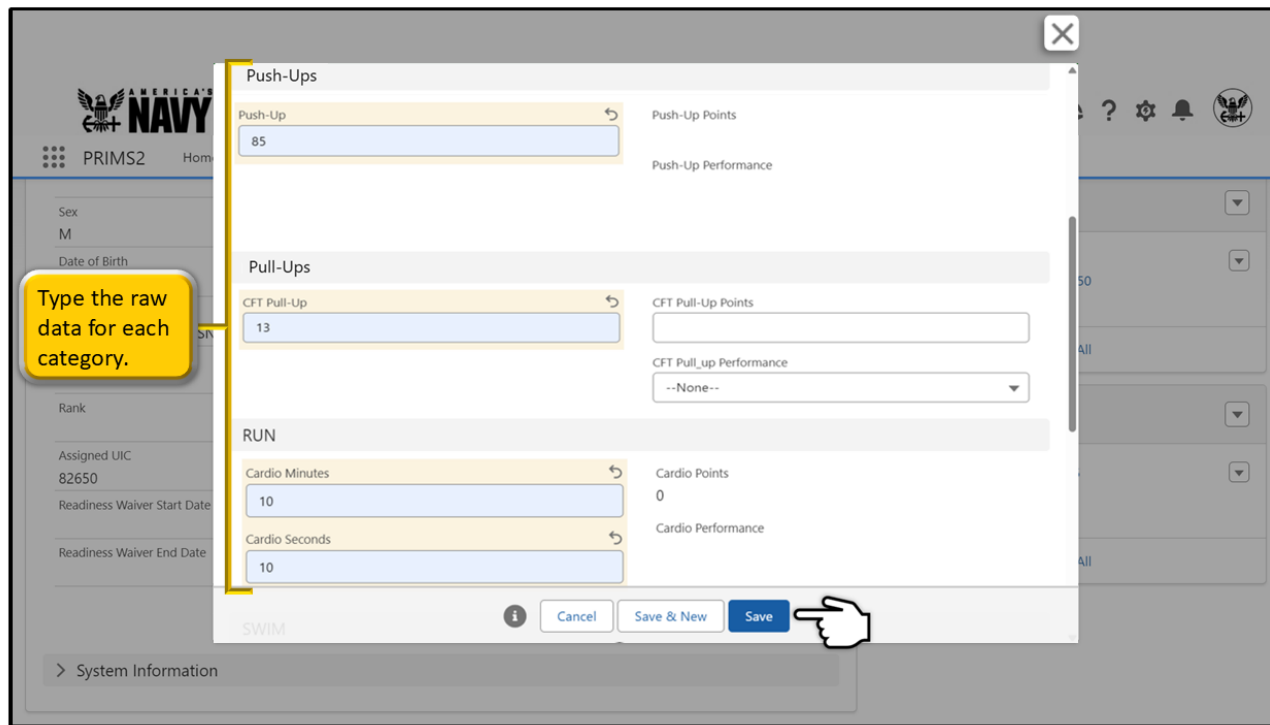
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (···) below the images. *Mobile Users:* Tap the **Dots** (···) below the images.



The screenshot shows a 'Push-Ups' modal window with the following fields:

- Push-Up:** Input field containing '85'.
- Push-Up Points:** Input field.
- Push-Up Performance:** Input field.
- Pull-Ups:** Section header.
- CFT Pull-Up:** Input field containing '13'.
- CFT Pull-Up Points:** Input field.
- CFT Pull-up Performance:** Dropdown menu showing '--None--'.
- RUN:** Section header.
- Cardio Minutes:** Input field containing '10'.
- Cardio Points:** Input field containing '0'.
- Cardio Seconds:** Input field containing '10'.
- Cardio Performance:** Input field.

At the bottom of the modal are buttons for 'Cancel', 'Save & New', and 'Save'. A hand icon points to the 'Save' button. A yellow box with the text 'Type the raw data for each category.' points to the input fields for Push-Ups, Pull-Ups, and Cardio Minutes/Seconds.

Step 10 of 11: In the **Push-Ups**, **CFT Pull-Ups**, and **Cardio Minutes** and **Seconds** fields, type the performed values, then select **Save**.



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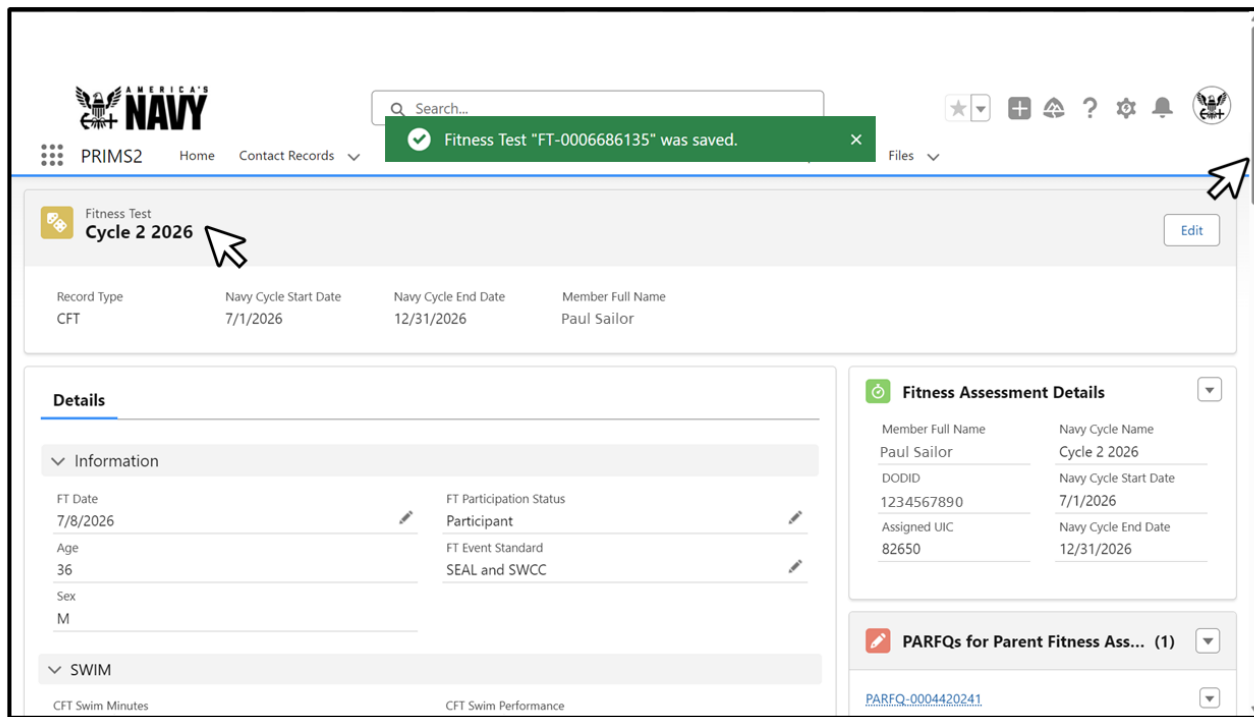
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. At the top, there is a search bar and a notification banner stating "Fitness Test 'FT-0006686135' was saved." Below the banner, the "Fitness Test Cycle 2 2026" is displayed. A table shows the following details:

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Below the table, the "Details" section is expanded, showing "Information" and "SWIM" sections. The "Information" section includes:

- FT Date: 7/8/2026
- Age: 36
- Sex: M
- FT Participation Status: Participant
- FT Event Standard: SEAL and SWCC

The "SWIM" section shows "CFT Swim Minutes" and "CFT Swim Performance". To the right, the "Fitness Assessment Details" section is expanded, showing:

- Member Full Name: Paul Sailor
- DODID: 1234567890
- Assigned UIC: 82650
- Navy Cycle Name: Cycle 2 2026
- Navy Cycle Start Date: 7/1/2026
- Navy Cycle End Date: 12/31/2026

At the bottom, there is a section for "PARFQs for Parent Fitness Ass..." with a dropdown menu showing "PARFQ-0004420241".

Step 11 of 11: A banner displays indicating the Fitness Test saved. Scroll to view the FT details.



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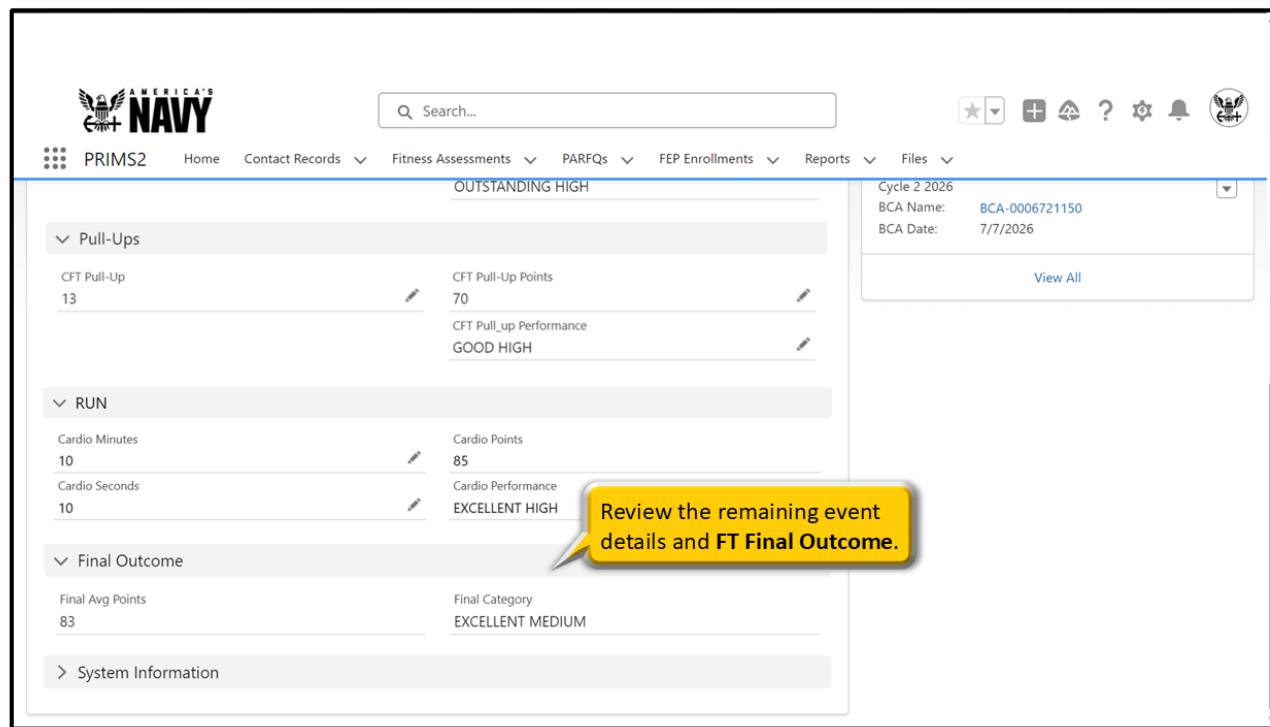
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

OUTSTANDING HIGH

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)

Pull-Ups

CFT Pull-Up 13	CFT Pull-Up Points 70
	CFT Pull-up Performance GOOD HIGH

RUN

Cardio Minutes 10	Cardio Points 85
Cardio Seconds 10	Cardio Performance EXCELLENT HIGH

Final Outcome

Final Avg Points 83	Final Category EXCELLENT MEDIUM
------------------------	------------------------------------

> System Information

Review the remaining event details and FT Final Outcome.

Review the additional event performed values and Final Outcome.

How To Create a CFT

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



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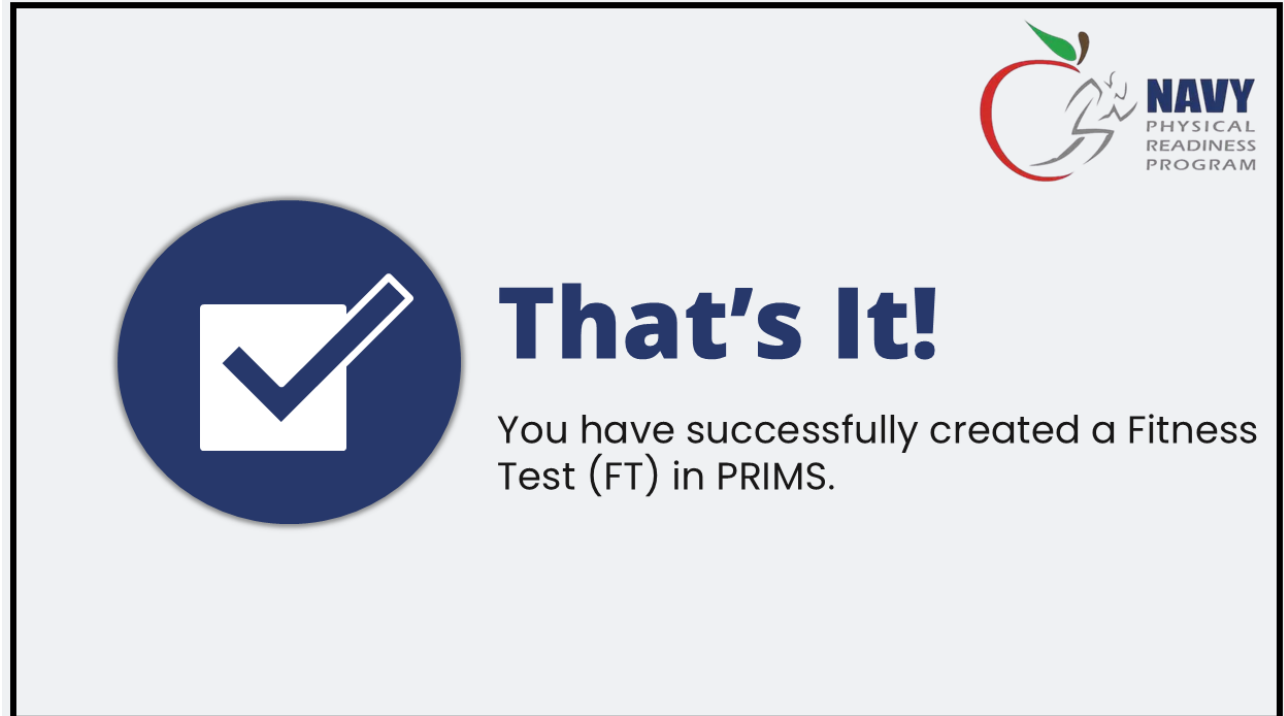
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Continue to How to Edit a CFT

How To Edit a CFT

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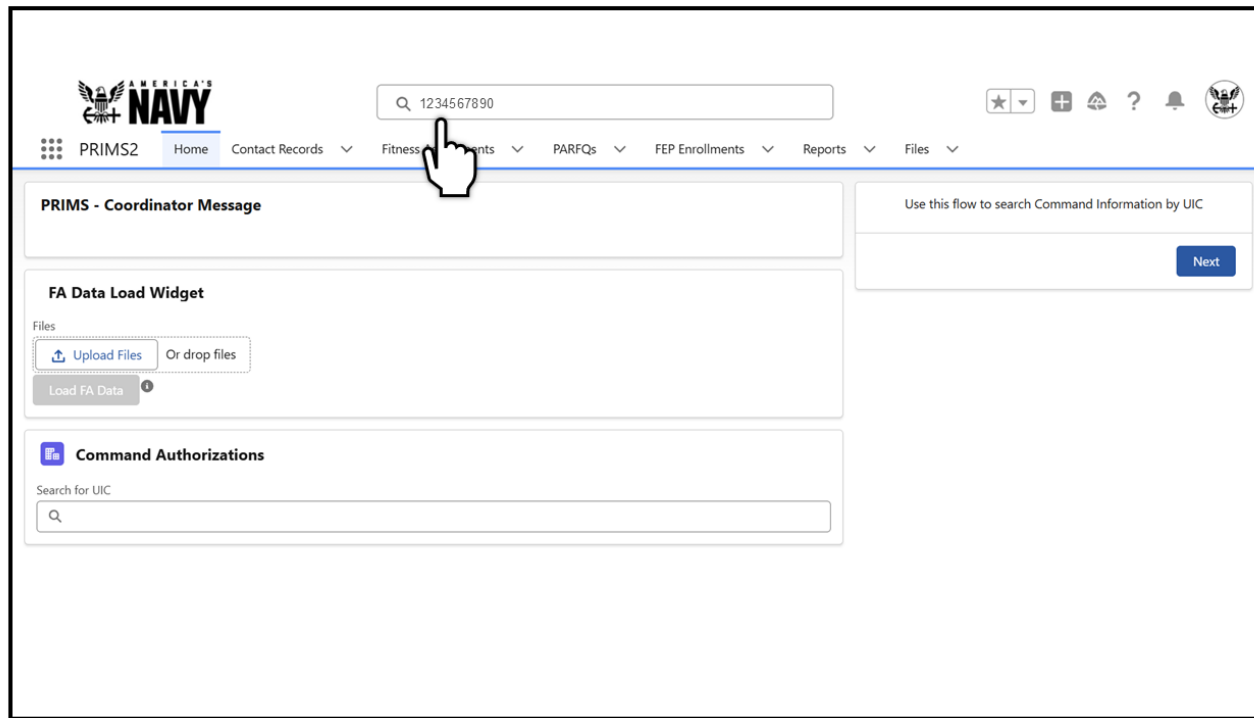
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "1234567890" and a magnifying glass icon. Below the search bar is a navigation menu with the following items: PRIMS2, Home, Contact Records, Fitness, PARFQs, FEP Enrollments, Reports, and Files. A hand cursor is pointing at the search bar. Below the navigation menu, there is a section titled "PRIMS - Coordinator Message". To the right of this section is a box with the text "Use this flow to search Command Information by UIC" and a "Next" button. Below the "PRIMS - Coordinator Message" section is a "FA Data Load Widget" with a "Files" section containing "Upload Files" and "Or drop files" buttons, and a "Load FA Data" button. Below the "FA Data Load Widget" is a "Command Authorizations" section with a "Search for UIC" field and a magnifying glass icon. Navigation arrows are visible on the left and right sides of the screenshot.



Step 1 of 10: In the **Search** field, type the **DODID**, then press the **Enter** key.



Overview



Tutorial
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Policy Insights



Learning Targets



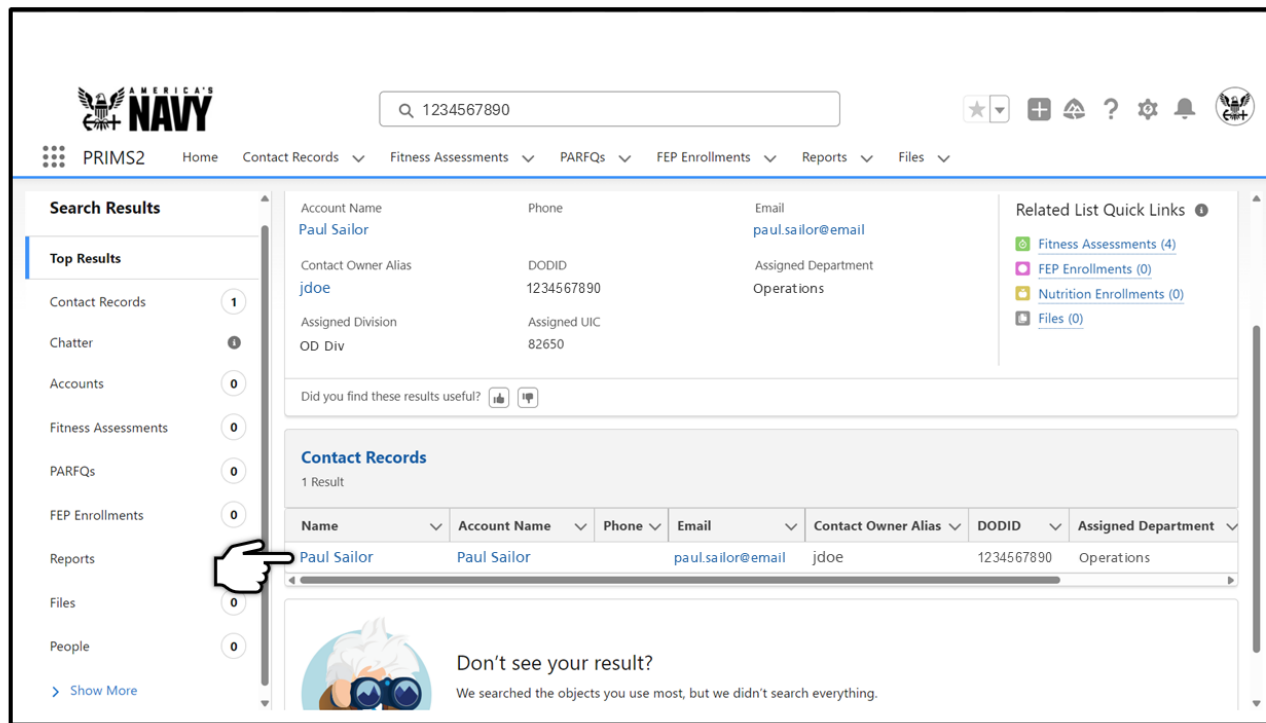
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with '1234567890' and a navigation menu with options like Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. Below the search bar, the 'Search Results' section is active, showing 'Top Results' for 'Paul Sailor'. A table lists contact records for 'Paul Sailor' with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The first result shows 'Paul Sailor' with account name 'Paul Sailor', phone '1234567890', email 'paul.sailor@email', contact owner alias 'jdcoe', DODID '1234567890', and assigned department 'Operations'. A hand icon points to the 'Name' column header. To the right, there are 'Related List Quick Links' for Fitness Assessments (4), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom, a message says 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 10: On the **Contact Records** tile, select the Sailor's **Name**.



Overview



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Policy Insights



Learning Targets



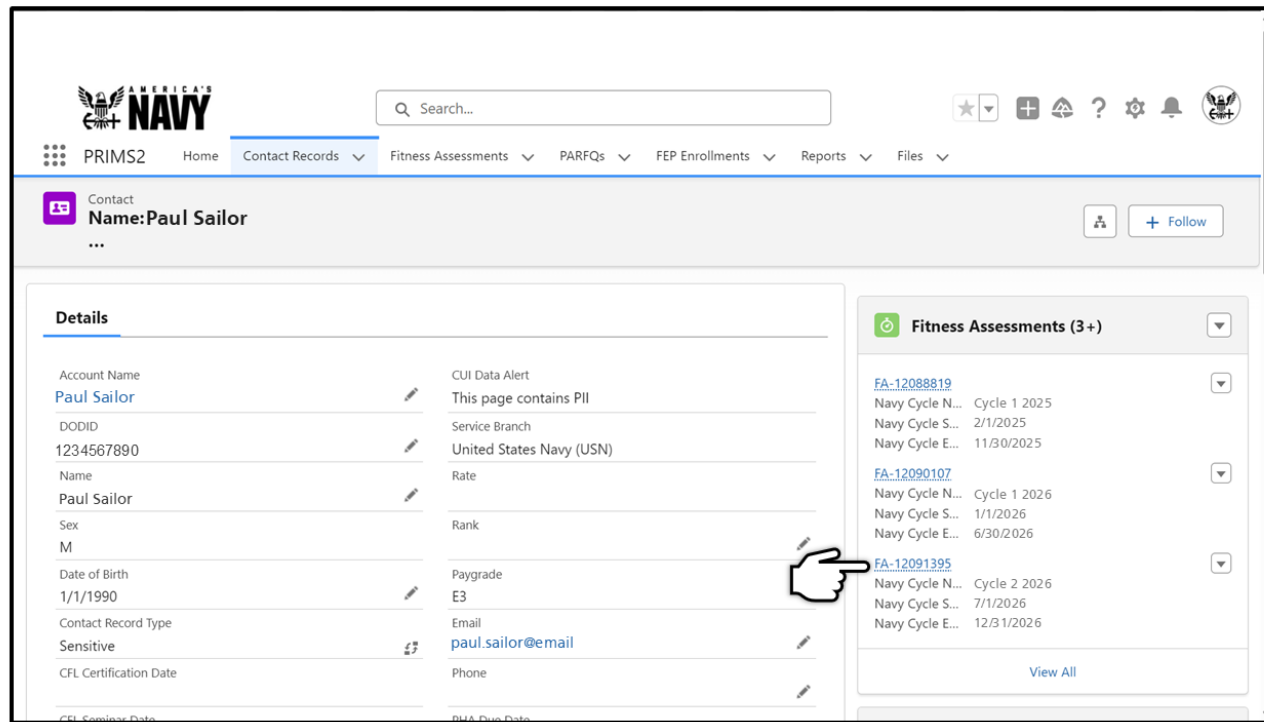
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'Contact Records' tab for 'Paul Sailor'. The 'Details' section on the left lists personal and service information. The 'Fitness Assessments (3+)' section on the right lists three assessments with links to view them. A hand cursor points to the 'FA-12091395' link.

Details	
Account Name	Paul Sailor
DODID	1234567890
Name	Paul Sailor
Sex	M
Date of Birth	1/1/1990
Contact Record Type	Sensitive
CFL Certification Date	
CUI Data Alert	This page contains PII
Service Branch	United States Navy (USN)
Rate	
Rank	
Paygrade	E3
Email	paul.sailor@email
Phone	

Fitness Assessments (3+)	
FA-12088819	Navy Cycle N... Cycle 1 2025
	Navy Cycle S... 2/1/2025
	Navy Cycle E... 11/30/2025
FA-12090107	Navy Cycle N... Cycle 1 2026
	Navy Cycle S... 1/1/2026
	Navy Cycle E... 6/30/2026
FA-12091395	Navy Cycle N... Cycle 2 2026
	Navy Cycle S... 7/1/2026
	Navy Cycle E... 12/31/2026

Step 3 of 10: Select the current **Fitness Assessment**.



Overview



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Learning Targets



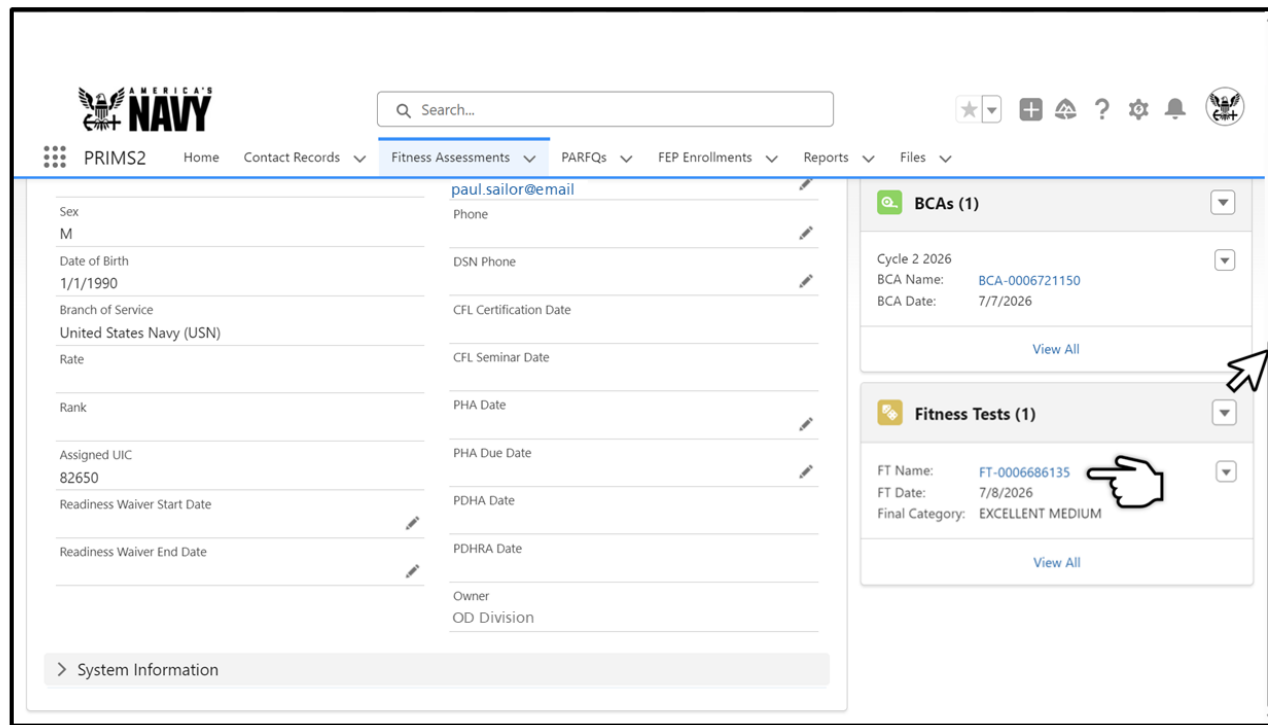
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY Physical Readiness Program interface. The top navigation bar includes the PRIMS2 logo, a search bar, and various icons. The main content area displays a user profile for 'paul.sailor@email' with fields for Sex (M), Date of Birth (1/1/1990), Branch of Service (United States Navy (USN)), Rate, Rank, Assigned UIC (82650), Readiness Waiver Start Date, Readiness Waiver End Date, DSN Phone, CFL Certification Date, CFL Seminar Date, PHA Date, PHA Due Date, PDHA Date, PDHRA Date, Owner (OD Division), and System Information. On the right, there are two sections: 'BCAs (1)' and 'Fitness Tests (1)'. The 'Fitness Tests (1)' section shows a table with columns for FT Name, FT Date, and Final Category. The 'FT Name' column contains the value 'FT-0006686135', which is highlighted with a hand cursor icon, indicating it is a hyperlink to be selected.

Step 4 of 10: Select the **FT Name** hyperlink.



Overview



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Learning Targets



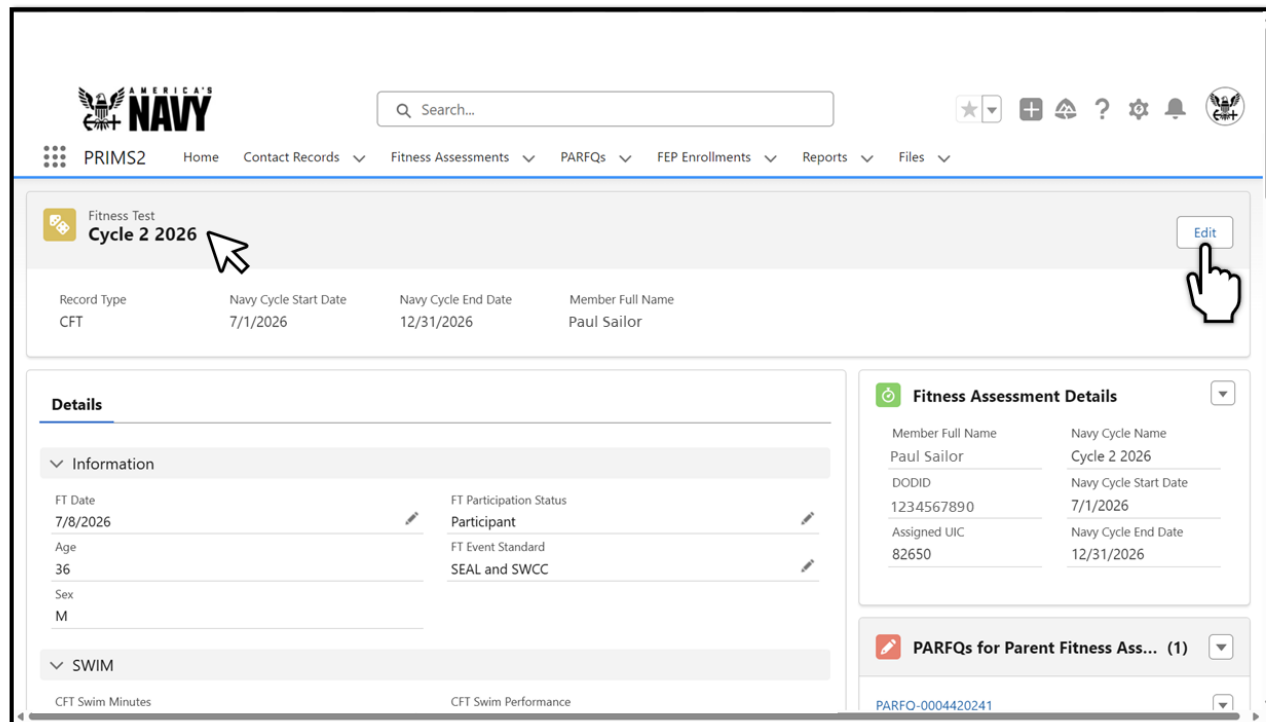
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Fitness Test Cycle 2 2026

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Details

Information

FT Date	7/8/2026	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

SWIM

CFT Swim Minutes

CFT Swim Performance

Fitness Assessment Details

Member Full Name	Paul Sailor	Navy Cycle Name	Cycle 2 2026
DODID	1234567890	Navy Cycle Start Date	7/1/2026
Assigned UIC	82650	Navy Cycle End Date	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

Step 5 of 10: From the **Fitness Test** page, select **Edit**.

How To Edit a CFT

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (···) below the images. *Mobile Users:* Tap the **Dots** (···) below the images.



Overview



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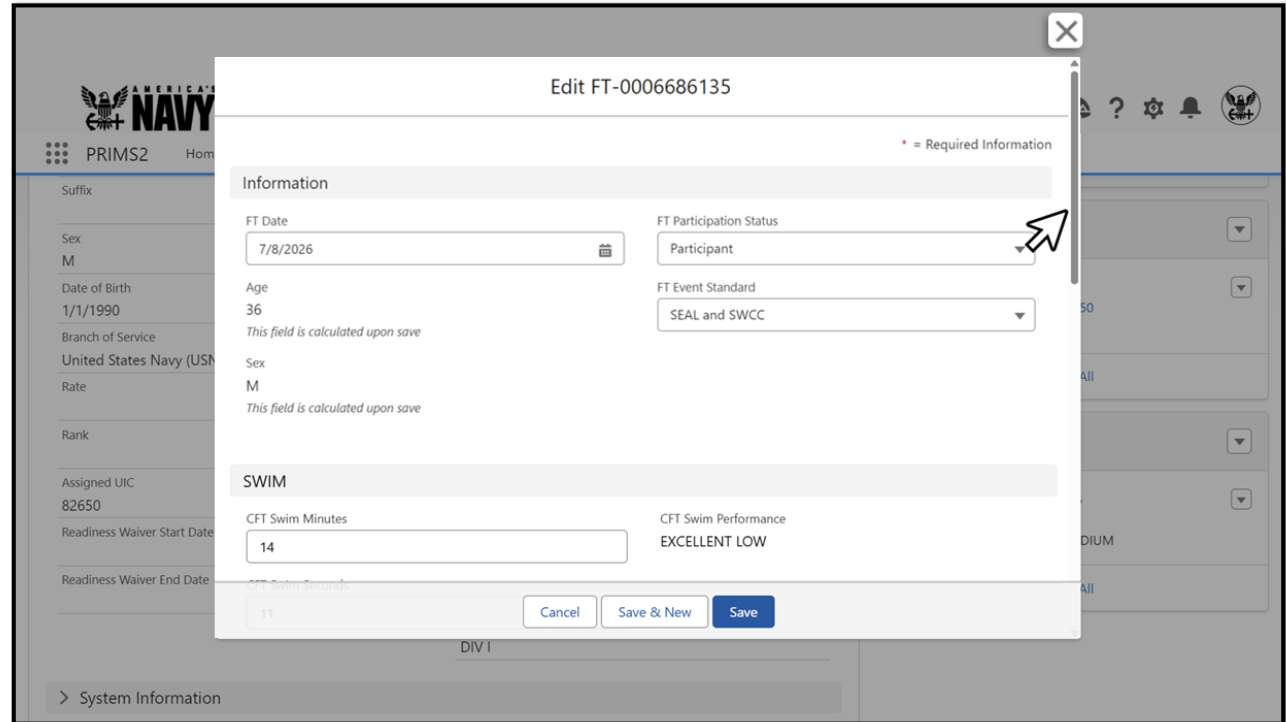
Learning Targets



Step-By-Step
Instructions



Quick Steps



Step 6 of 10: Scroll to the appropriate field required to edit. For this lesson, edit the **Push-Ups** event.

How To Edit a CFT

Step-By-Step Instructions



Overview



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Learning Targets



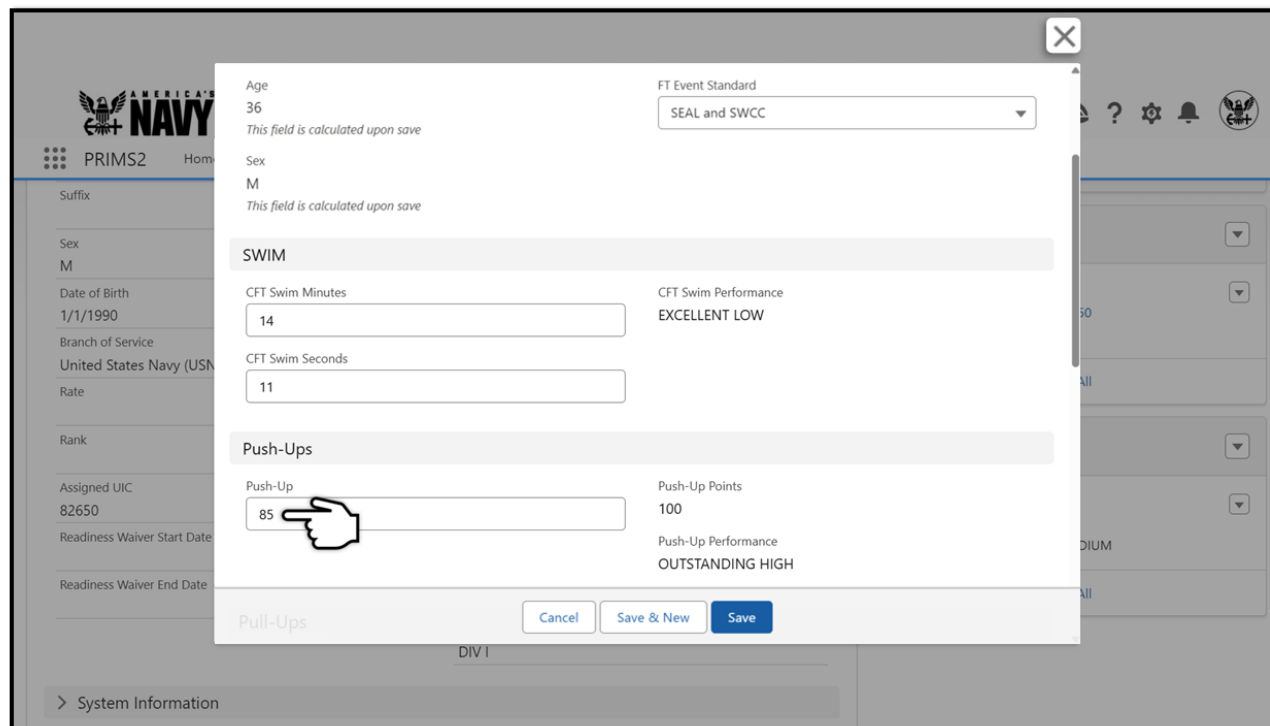
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (⋮) below the images. *Mobile Users:* Tap the **Dots** (⋮) below the images.



The screenshot shows a web application interface for editing a CFT. A modal window is open, displaying various fields for editing. The 'Push-Ups' section is highlighted, and the 'Push-Up' field is being edited. A hand icon points to the 'Push-Up' field, which contains the value '85'. The 'Push-Up Points' field contains the value '100'. The 'Push-Up Performance' field contains the value 'OUTSTANDING HIGH'. The 'SWIM' section is also visible, with 'CFT Swim Minutes' set to '14' and 'CFT Swim Performance' set to 'EXCELLENT LOW'. The 'Pull-Ups' section is partially visible at the bottom. The background shows a sidebar with navigation options and a main content area with a list of items.



Step 7 of 10: Select the **Push-Ups** field.

How To Edit a CFT

Step-By-Step Instructions



Overview



Tutorial
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Learning Targets



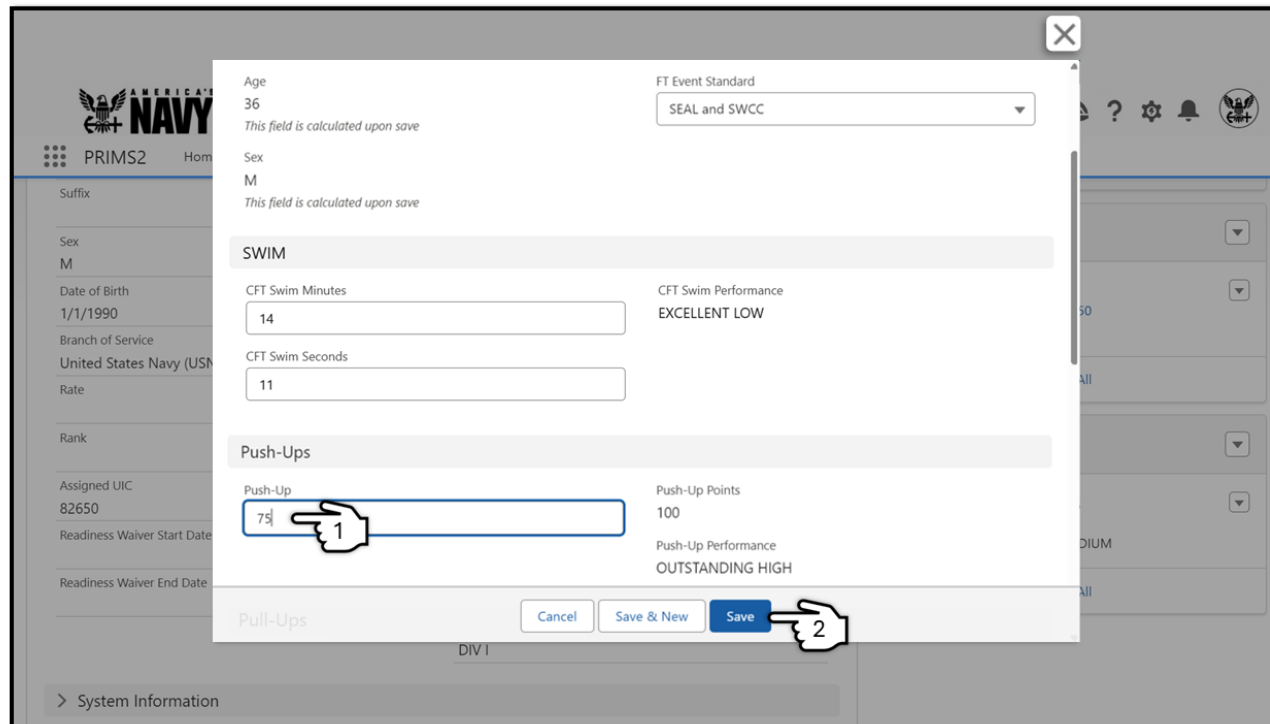
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



The screenshot shows a web application interface for editing a CFT. A modal form is open, displaying fields for personal information and performance metrics. The 'SWIM' section includes 'CFT Swim Minutes' (14) and 'CFT Swim Performance' (EXCELLENT LOW). The 'Push-Ups' section includes a 'Push-Up' input field (75) and 'Push-Up Points' (100). The 'Pull-Ups' section is partially visible. At the bottom of the modal are 'Cancel', 'Save & New', and 'Save' buttons. A hand icon with the number 1 points to the 'Push-Up' input field, and a hand icon with the number 2 points to the 'Save' button. The background shows a sidebar with navigation options and a main content area with a list of swimmers.

Step 8 of 10: Type the correct **Performed value**, then select **Save**.



Overview



Tutorial
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Policy Insights



Learning Targets



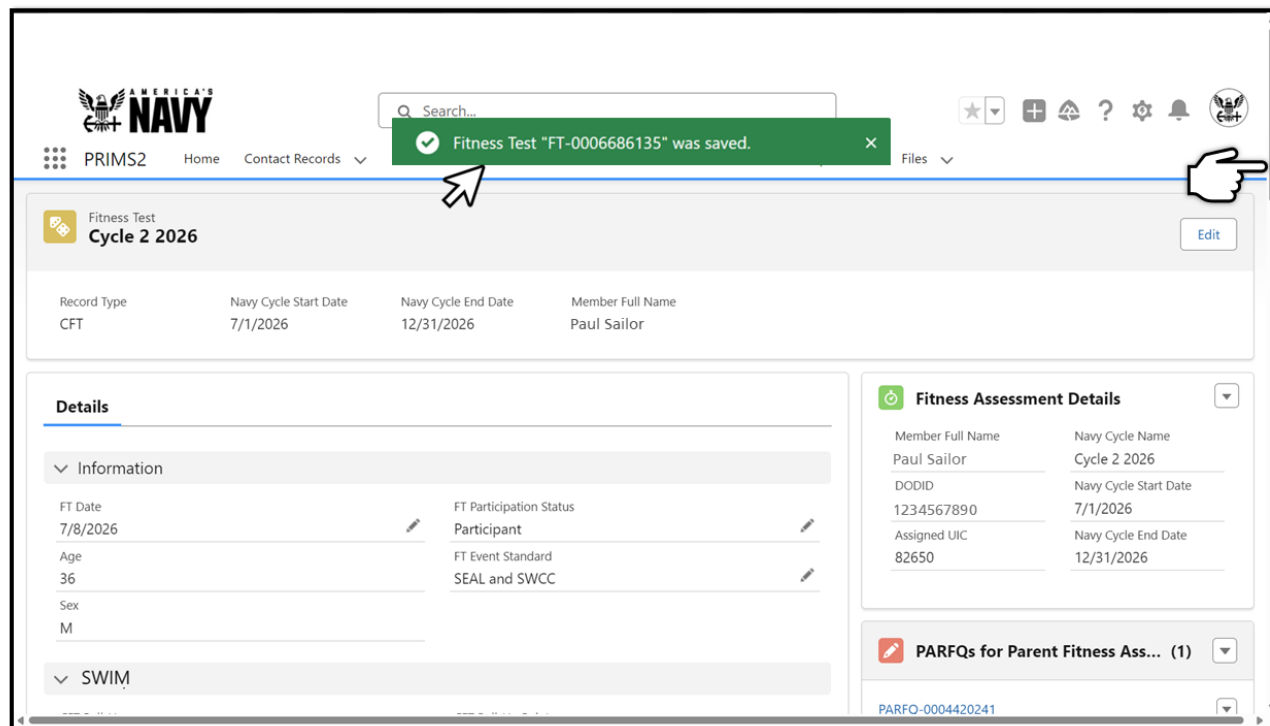
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records

Fitness Test "FT-0006686135" was saved.

Fitness Test Cycle 2 2026

Edit

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Details

Information

FT Date	7/8/2026	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

SWIM

Fitness Assessment Details

Member Full Name	Paul Sailor	Navy Cycle Name	Cycle 2 2026
DODID	1234567890	Navy Cycle Start Date	7/1/2026
Assigned UIC	82650	Navy Cycle End Date	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

Step 9 of 10: A banner displays indicating the Fitness Test (FT) was saved. Scroll to view the FT details.



Overview



Tutorial
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Policy Insights



Learning Targets



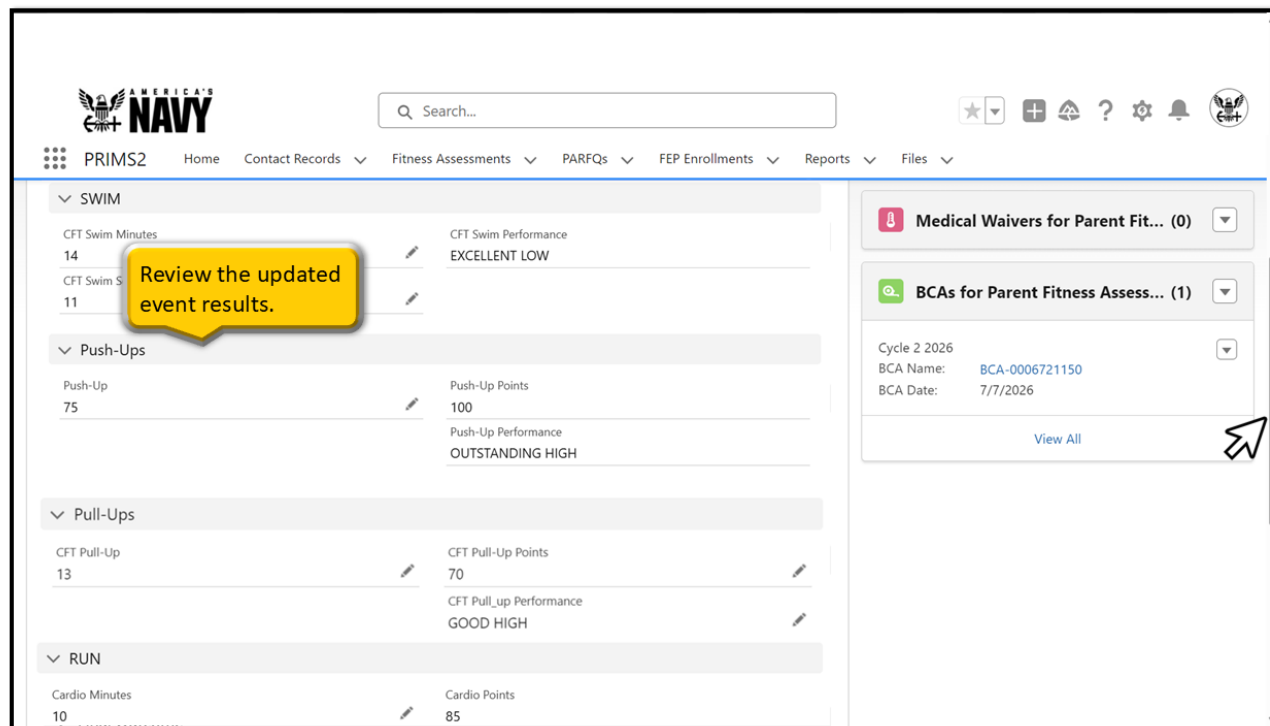
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

SWIM

Event	Score	Performance
CFT Swim Minutes	14	CFT Swim Performance
CFT Swim S	11	EXCELLENT LOW
Push-Ups		
Push-Up	75	Push-Up Points
		100
		Push-Up Performance
		OUTSTANDING HIGH
Pull-Ups		
CFT Pull-Up	13	CFT Pull-Up Points
		70
		CFT Pull-up Performance
		GOOD HIGH
RUN		
Cardio Minutes	10	Cardio Points
		85

Medical Waivers for Parent Fit... (0)

BCAs for Parent Fitness Assess... (1)

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)

Step 10 of 10: Review the FT information. Scroll to view the new Final Outcome.



Overview



Tutorial
Navigation



Policy Insights



Learning Targets



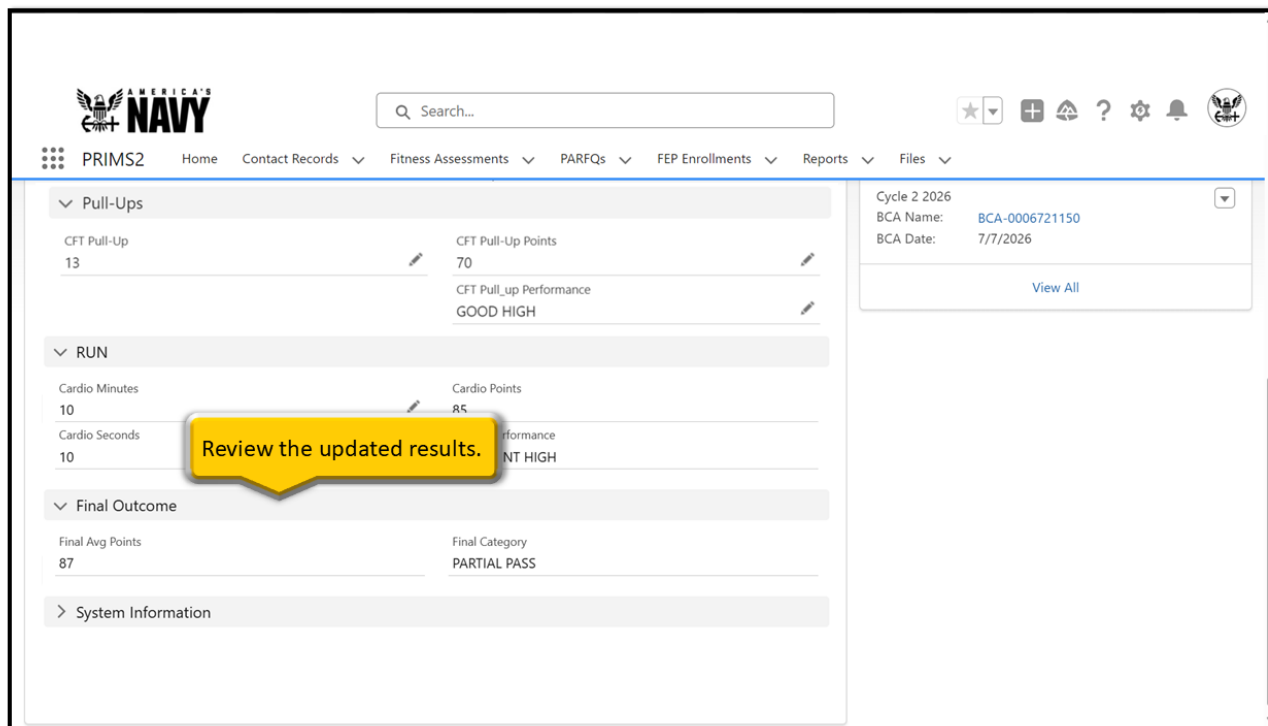
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Pull-Ups

CFT Pull-Up	13	CFT Pull-Up Points	70
CFT Pull-Up Performance	GOOD HIGH		

RUN

Cardio Minutes	10	Cardio Points	85
Cardio Seconds	10	Cardio Performance	NT HIGH

Final Outcome

Final Avg Points	87	Final Category	PARTIAL PASS
------------------	----	----------------	--------------

> System Information

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)



Review the updated Final Outcome.



Overview



Tutorial
Navigation



Policy Insights



Learning Targets



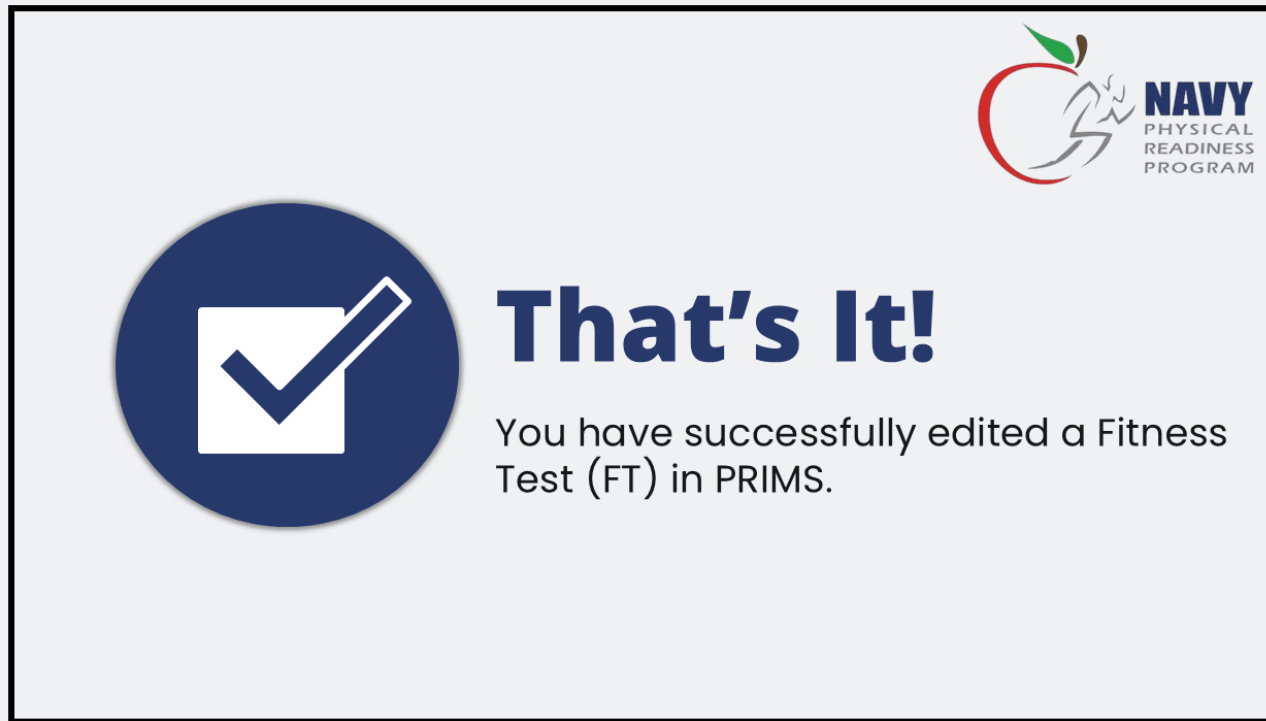
Step-By-Step
Instructions



Quick Steps



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[Return to the Medical Waiver lesson](#)

[Return to the BCA lesson](#)

Tutorial Complete

That's It!

You have successfully viewed, created, and edited a Medical Waiver, BCA, and CFT.



Overview



Tutorial
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Policy Insights



Learning Targets



Step-By-Step
Instructions



Quick Steps

