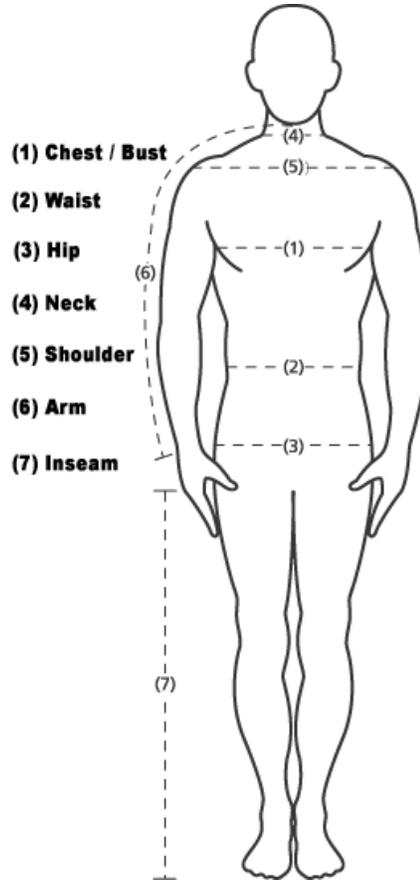




CADET MEASUREMENT WORK BOOK CADDO PARISH SCHOOLS DISTRICT



CADET SIZING WORKSHEET

NAME: _____

DATE: _____

FEMALE

HEAD	BUST	WAIST	HIPS	SLEEVE	HEIGHT

TAB 1

HAT

TAB 2

COAT

TAB 3

SHIRT

TAB 4

SLACKS

MALE

HEAD	NECK	CHEST	WAIST	INSEAM	HEIGHT

TAB 5

HAT

TAB 6

COAT

TAB 7

SHIRT

TAB 8

TROUSER

BDU

TAB 9

BDU SHIRT

TAB 10

BDU PANT

SHOES AND BOOTS

SIZE

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FITTING PROCEDURES

Physical Measurements.

Measure using tape, record the basic body measurements of each individual to determine the initial size for selection of the try-on garment. Each measurement must be taken over the appropriate subgarment to ensure proper fit.

Initial Selection for Try-On.

Using results of the physical measurements make selection of the initial try-on garment by referring to the size prediction tables provided for each type of garment. Each individual may require a minimum of two sizes for try-on..

Marking for Alterations.

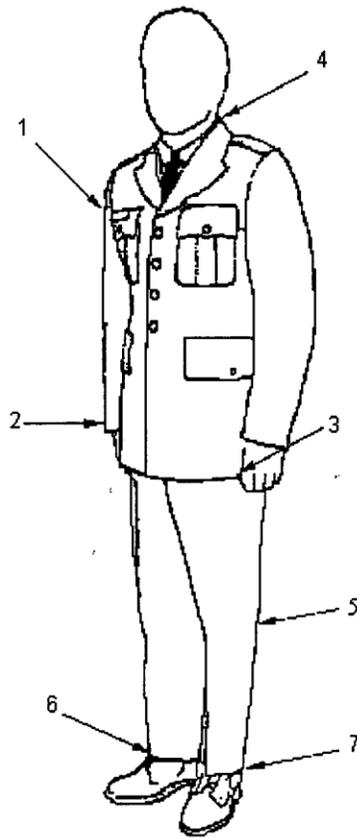
The closest fitting item will be put on and marked for alterations.

Final Check.

When alterations have been completed, the garment should be put on and checked for proper fit. The jacket and trousers should fit smoothly with no vertical, horizontal, or diagonal wrinkles or creases. Horizontal creases usually indicate the garment is too tight; vertical creases indicate the garment is too loose; and in jackets, diagonal creases in the shoulder area generally indicate that one shoulder is lower than the other.

**SEE SIZE PREDICITON TABLES
For initial try on size**

(SEE ATTACHED TABLES)

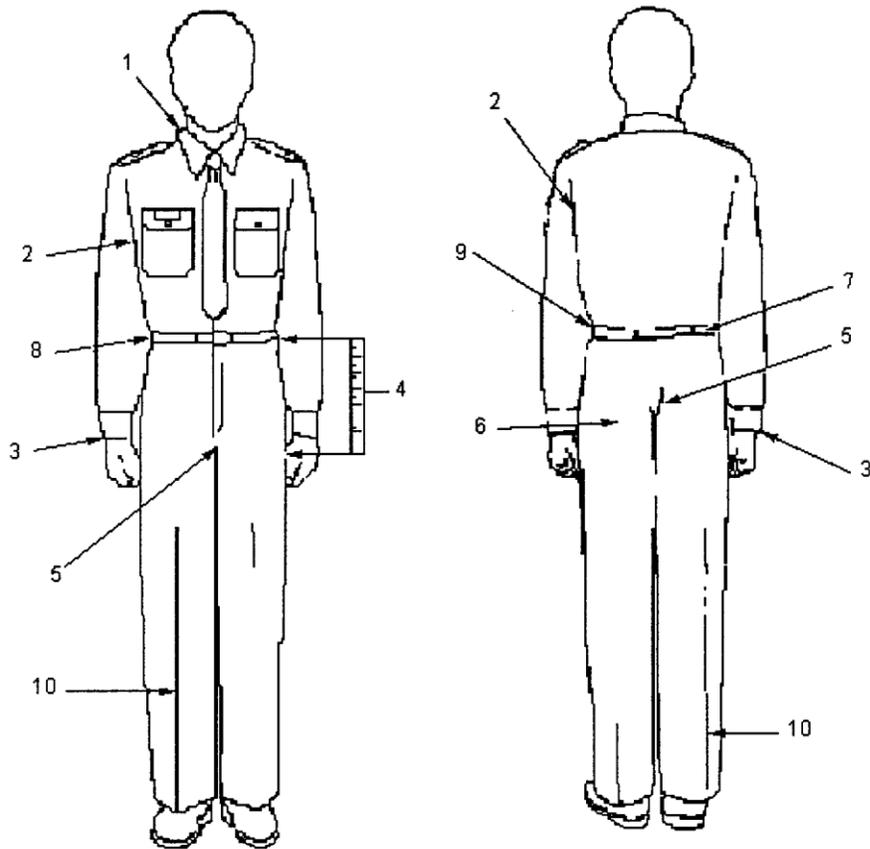


1. Coat fits easily over chest and shoulders.
2. Sleeves fall 1 inch below bottom of wristbone, covering the shirt sleeve.
3. Bottom edge of coat extends below crotch (approximately to the tip of the thumb).
4. Shirt collar shows at least 1/4-inch to 1/2-inch above coat collar at the center back of the coat.

5. The trousers may have a slight break in the front.

6. The bottom of the front crease of the trousers will reach the top of the instep and be cut on a diagonal.

7. Back edge of the trousers will fall approximately midway between the top of the heel and the top of the standard shoe in the back.



1. Collar fits snugly but not uncomfortably.

2. Fits easily over back and chest allowing free use of the arms.

3. Sleeves fall to lower part of the wristbone.

4. Rise should fit without looseness or constriction.

5. Crotch must have slight ease.

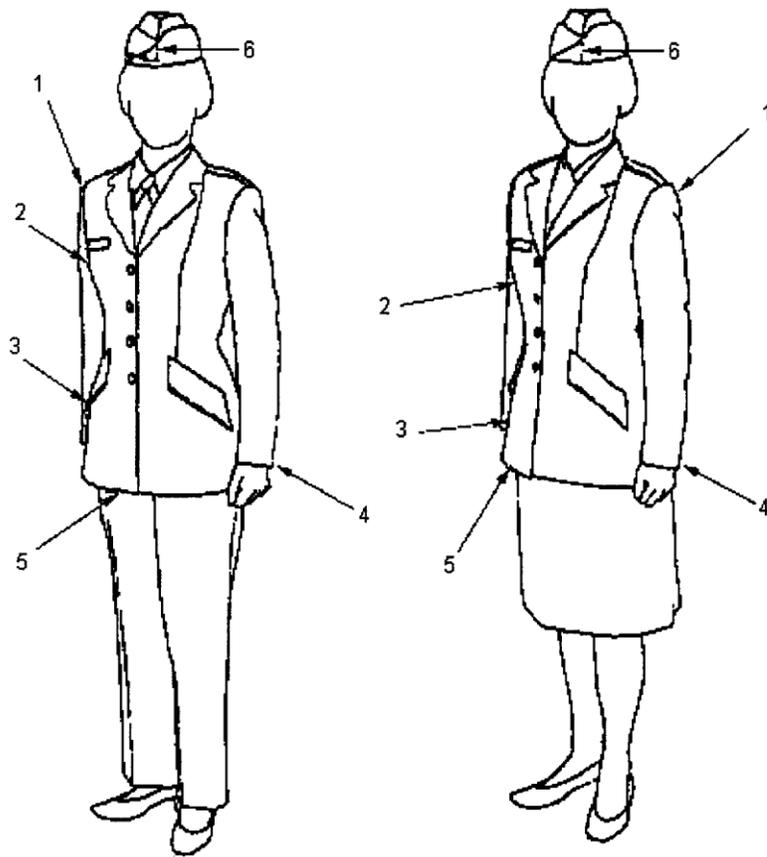
6. Seat must be an easy fit; no wrinkles below back waist.

7. Waist must have about 1/2-inch of ease.

8. Waistband bottom is at top hipbone, plus or minus 1/2-inch.

9. Waist measure must be taken over shirt snug, not tight.

10. Trousers crease must hang straight, not twisted. The trousers may have a slight break in the front.



1. Coat fits smoothly across shoulders.

2. Coat fits across bust without strain.

3. Coat fits easily over the hips and conforms to waistline curve without blousing.

4. Sleeves should fall one inch below the bottom of the wristbones.

5. Coat length is determined by individual's backwaist measurement.

6. The cap will be worn with the front vertical crease centered on the forehead in a straight line with the nose so the front lower portion of the cap is approximately one inch above the eyebrows.

HOW TO MEASURE

HEIGHT

NOTE: This measurement must be reported in all INCHES.

Have the individual stand erect with heels together, eyes looking forward, and weight evenly distributed on both feet.

Using a standard height measuring device, a wall chart, or a ruler and marker, measure from the top of the head to the floor. Record this measurement to the nearest quarter inch.

WEIGHT

Have the individual stand on the scale with weight evenly distributed on both feet. Record the measurement to the nearest pound.

NECK

Wrap the tape around the base of the individuals neck, back to the starting point. Record this measurement to the nearest quarter inch.

WAIST

Wrap the tape around the individuals body following the waist elastic, back to the starting point. Record this measurement to the nearest quarter inch.

ABDOMEN

Wrap the tape around the individuals body at the fullest part of the abdomen below the waist, back to the starting point.

Keep the tape parallel to the floor. Record this measurement to the nearest quarter inch.

THIGH

Have the individual stand with feet apart.

Wrap the tape around one leg at the fullest part of the thigh, back to the starting point. Record this measurement to the nearest quarter inch.

LEG (OUTSEAM)

Have the individual stand without shoes.

Hold the end of the tape measure in place at the side waistline.

Let the tape hang downward, over the hipbone, and extend to the floor.

Measure from the top of the waist elastic to the floor. Record this measurement to the nearest quarter inch

LEG (INSEAM)

Have the individual, standing without shoes, hold the broad edge of the ruler against the inner thigh, comfortably up and in the crotch.

The tape is hanging downward against the leg, from the middle of the crotch to the floor.

Keep the ruler parallel to the floor.

Measure from the crotch to the floor. Record this measurement to the nearest quarter inch

BACK COAT LENGTH

Have the individual place a ruler just under his buttocks.

Place the tape measure at the neck base mark.

Holding the tape measure in place, extend the tape straight down the center of the back, past the waist, and continue to the ruler placement.

Measure from the neck base mark to the top of the ruler. Record this measurement to the nearest quarter inch.

BACK WAIST

Place the tape measure at the base of the neck.

Holding the tape measure in place, extend the tape straight down the center of the back, to the waist. Record this measurement to the nearest quarter inch.

BACK WIDTH

NOTE: This measurement MUST be reported accurately in order for the garment to be correctly made. Please double check this measurement.

Place the tape measure at one shoulder point mark.

Extend the tape across the back, following the slope and shape of the upper back and shoulders, to the other shoulder point mark. Record this measurement to the nearest quarter inch

SLEEVE LENGTH (LEFT AND RIGHT)

NOTE: This measurement MUST be reported accurately in order for the garment to be correctly made. Please double check this measurement.

Have the individual stand with the arm extended away from the body and bent at the elbow to form a right angle.

Place the tape measure at the neck base mark.

Extend the tape past the shoulder, over the elbow, and to the rubber band at the wrist. Record this measurement to the nearest quarter inch.

SPECIAL CLOTHING ORDER REQUEST DATA

SCHOOL _____

DATE _____

CADET INFORMATION

First Name _____ Last Name _____

Gender Male/Female _____ Rank _____ DOB _____

PROFILE INFORMATION

SHOULDERS: ___Normal ___Sloping ___Square

POSTURE: ___Normal ___Forward/Stooped

BACK: ___Normal ___Sway Back

SEAT: ___Normal ___Flat ___Full

MEASUREMENT INFORMATION

<u>Measurement(s)</u>	<u>Value</u>
Height	_____
Weight	_____
Neck	_____
Back Waist Length	_____
Back Width	_____
Shoulder Circumference	_____
Across Shoulders	_____
Sleeve Length (Left Arm)	_____
Sleeve Length (Right Arm)	_____
Biceps	_____
Bust	_____
Waist	_____

Hips _____

Abdomen _____

Thigh _____

Seat _____

Leg Outseam _____

Leg Inseam _____

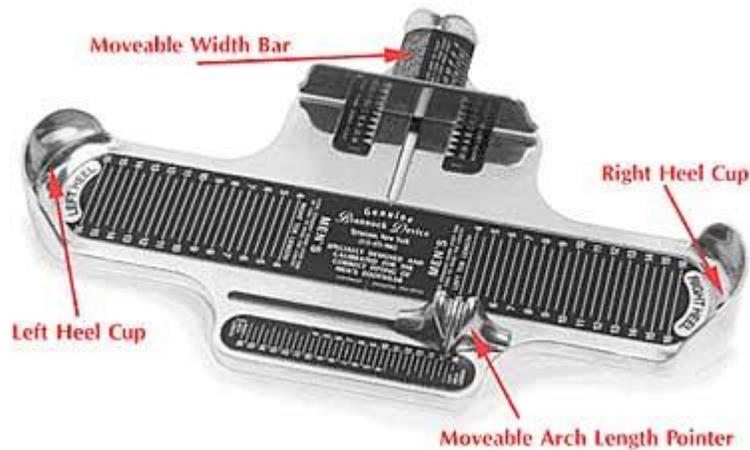
Chest _____

SHOE SIZING

1. Prepare the Device

Prepare the Brannock Foot-Measuring Device® as shown in the photo below. The width bar should be set to its widest position and the arch length indicator should be slid back, so the foot can be positioned easily on the device.

Note: Some devices have dual calibrations for the heel-to-toe, arch, and width measurements. Be sure to read the colored area which corresponds to the calibration you are fitting.



2. Position the Foot

Have the customer remove their footwear and stand, placing their right heel into the right heel cup. The customer should stand with equal weight on both feet to ensure that the foot being measured has elongated and spread to its maximum size. Be sure the heel is properly located against the back of the heel cup, by grasping the customer's ankle and device together, as illustrated in photo.

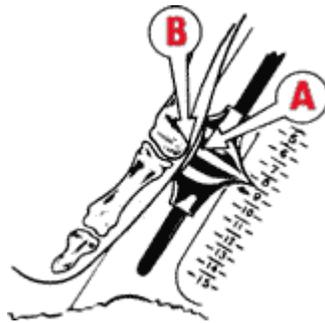




3. Measure Lengths

Heel-to-Toe Length

Press the toes flat against the base of the device and look straight down over the longest toe (not necessarily the first toe) to read toe length. Make sure the customer's socks are snug against the toes (without drawing the toes back) to yield an accurate measurement.



Arch Length (Heel-to-Ball)

Place your thumb on the ball joint of the foot (as shown in the photo to the right). Slide the pointer (A on diagram) forward so the inside curve of the pointer fits the ball joint of the foot and the two high ribs come in contact with your thumb. When the pointer is properly located, the lower middle rib will be against the ball joint on the side of the foot (B on diagram). This yields the arch measurement. The arch length represented in the diagram is 8 1/2.



4. Find the Correct Shoe Size

Compare the arch length to the heel-to-toe length and use the larger of the two measurements as the correct shoe size. If the arch length and heel-to-toe length are the same, this will be the shoe size. If the heel-to-toe length is larger than the arch length, then fit to the heel-to-toe size. If arch length is larger than heel-to-toe, then fit to arch length.

EXAMPLE:

HEEL-TO-TOE MEASUREMENT	ARCH MEASUREMENT	SHOE SIZE
8	8	8
8	8 1/2	8 1/2
8 1/2	8	8 1/2

It is important that both measurements be taken and compared to find the proper shoe size. Simply using the heel-to-toe length may result in an improper fit.



5. Measure the Width

Slide the width bar firmly to the edge of the foot. Locate the customer's shoe size (as determined in step four) on the sliding width bar. Find the width measurement which lines up to the shoe size on the width bar. If the shoe size falls between widths, choose a wider width for a thick foot, a narrower width for a thin foot.

If the foot is extremely fleshy or has a high instep, it may be necessary to fit an extra width wider. If the foot is extremely thin, compress the foot slightly with the width bar and determine the size while holding the bar in this position.

6. Measure the Other Foot

Reverse the device end-for-end and measure the other foot following the steps described above. Be sure to measure both feet, then fit the larger foot. It is common to have feet of different sizes.