

**Task Title: Watch Ergonomics Video and Complete Checklist**

OALCF Cover Sheet – Practitioner Copy

**Learner Name:** \_\_\_\_\_

**Date Started:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Successful Completion:** Yes  No

**Goal Path:** Employment  Apprenticeship

Secondary School  Post Secondary  Independence

**Task Description:**

In this task the learner will watch a video about ergonomics to complete a checklist based on their work environment.

**Main Competency/Task Group/Level Indicator:**

- Find and Use Information/Read continuous text/A1.1
- Find and Use Information/Extract info from films, broadcasts, and presentations/A3
- Communicate Ideas and Information/Complete and create documents/B3.1a
- Use Digital Technology/D.1

**Materials Required:**

- Pen/pencil and paper
- Computer or digital device
- Learning space (desk, chair, computer)

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### Notes for Instructors/Facilitators

Either as a class using one main computer screen, or using individual computer screens, watch the following video with your learner(s):

<http://www.youtube.com/watch?v=KC6nYJ0F6tU>.

If watching as a group, pause at the moments in the video as outlined in the tasks. Provide a copy of the Ergonomics Checklist. Allow learner(s) to make adjustments to their learning space, based on the video and checklist result.

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## Learner Information

Having an ergonomically correct work and learning space is important for overall health.

Copy and paste or type the URL for “Ergonomics – Corporate Educational Video” into the web browser of the computer:

<http://www.youtube.com/watch?v=KC6nYJ0F6tU>

Have the Ergonomics Checklist and a pen or pencil beside the computer.

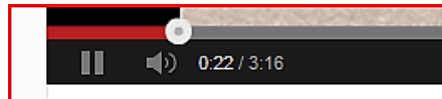
## Ergonomics Checklist

1. Check any of the health problems you experience while working at a desk and computer, either while at work, at home or in the classroom:
  - Headaches and/or migraines
  - Pain or soreness in wrists
  - Pain or soreness in neck
  - Pain or soreness in elbows
  - Pain or soreness in back
  - Irritability
  - Sore eyes
  - Blurred vision
  
2. Check that your chair is at the right height to
  - ensure your eyes are level to the screen and about 18 inches away from the monitor.
  - ensure your feet are able to be planted flat on the floor.
  - ensure your wrists rest comfortably at the level of the keyboard and your arm is at a 90-degree angle.
  
3. Is your mouse
  - at the same height as your keyboard?
  - next to your keyboard?
  - on a mouse pad with a gel wrist support?
  
4. If you use a phone regularly while working at your computer station
  - are you able to use both hands instead of cradling the phone between your head and your neck? or
  - do you have a headset to keep your hands free for typing?
  
5. Do you have lumbar support for your back
  - through built in support on your chair?
  - through a lumbar cushion used on your chair?
  
6. Make sure you move, stretch and do light exercises every 30-60 minutes.
  
7. Make sure you report any ongoing aches and pains to your supervisor or instructor.

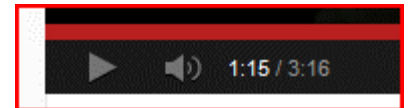
## Work Sheet

**Task 1: Begin watching the video. Press the pause button on the video screen at the 40 second mark, after the narrators have talked about health problems. Complete Number 1 on the Ergonomics Checklist. Once done, press the play button on the video screen.**

**Pause Button**



**Play Button**



Answer: No written response is required here. Answer should be recorded on the Ergonomics Checklist.

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**Task 2: Press the pause button on the video screen at the 1:50 minute mark, after the narrators have talked about chair and body positions. Complete Number 2 on the Ergonomics Checklist and make any changes you are able to your chair and desk space. Once done, press the play button on the video screen.**

Answer: No written response is required here. Answer should be recorded on the Ergonomics Checklist.

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**Task 3: Press the pause button on the video screen at the 2:15 minute mark, after the narrators have talked about the mouse and phone positions. Complete numbers 3 and 4 on the Ergonomics Checklist and make any changes you can to your mouse, mouse pad and phone. Once done, press the play button on the video screen.**

Answer: No written response is required here. Answer should be recorded on the Ergonomics Checklist.

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**Task 4: Press the pause button on the video screen at the 2:30 minute mark. Complete number 5 on the Ergonomics Checklist. Once done, press the play button on the video screen.**

Answer: No written response is required here. Answer should be recorded on the Ergonomics Checklist.

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**Task 5: Review your Ergonomics Checklist and highlight or circle any changes you need to make to your work space to make it a more safe and healthy environment.**

Answer: No written response is required here. Answer should be recorded on the Ergonomics Checklist.

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## Answers

Answers will vary.

### Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.1	reads short texts to locate a single piece of information			
	decodes words and makes meaning of sentences in a single text			
	follows the sequence of events in straightforward chronological texts			
	follows simple straightforward instructional texts			
A3	extract information from films, broadcasts and presentations			
B3.1	makes entries using familiar vocabulary			
D.1	follows simple prompts			
	locates specific functions and information			

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This task: Was successfully completed  Needs to be tried again

Learner Comments:

Instructor (print):

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Learner (print):

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