

Task Title: Watch Ergonomics Video and Complete Checklist

# OALCF Cover Sheet – Practitioner Copy

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

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

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

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| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Successful Completion:**  Yes No

**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)

# 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.

# 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

1. 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.

1. Is your mouse

* at the same height as your keyboard?
* next to your keyboard?
* on a mouse pad with a gel wrist support?

1. 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?

1. Do you have lumbar support for your back

* through built in support on your chair?
* through a lumbar cushion used on your chair?

1. Make sure you move, stretch and do light exercises every 30-60 minutes.
2. 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 |  |  |  |

This task: Was successfully completed Needs to be tried again 

Learner Comments:

Instructor (print): Learner (print):

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