



# ERGONOMICS: OFFICE ERGONOMICS: WORKING IN COMFORT

OSHA General



## Course Syllabus

### TMC4028 - Ergonomics: Basics of Ergonomics

In the past we often performed a variety of tasks that helped us stay fit. Now, work moves faster, is more specialized, and our bodies have less variety in the movements made on the job. You probably don't even realize how your job can effect your body. Until you begin to feel the strain.

We need to learn how to work by considering what is best for our bodies. That's what ergonomics is all about. Ergonomics;designing the job to fit the person, rather than making the person fit the job. It's the science of designing tools and equipment, the layout of workplaces, and the overall organization of work to improve employee well being and workplace efficiency.

This program will show your workers how to use ergonomic guidelines to make their work more comfortable. They will also learn proper body mechanics and how stretching can help them do their jobs better, safer, and more efficiently.

### Who should take this course?

Training for all office workers.

### Course Length:

60 ~ 105 minutes

## Course Learning Objectives

- Explain the factors that put your body at risk.
- Use body mechanics to control ergonomic risks.
- Alter workspace design to implement improvements.
- Alter the work area to improve visual comfort.
- Utilize ergonomic suggestions to avoid eye strain.
- Use good work habits to keep your body fit.
- Recognize the importance of stretching.
- Use the correct stretch to benefit each body part.

## To Purchase this Training

**Go To:** [EnviroGuardTraining.com](http://EnviroGuardTraining.com)

**Call:** 800-206-9884

**Fax:** 909-624-1772

**Email:** [SalesInfo@EnviroGuard.com](mailto:SalesInfo@EnviroGuard.com)

## Formatting and Pricing

Individual courses can be purchased direct from [EnviroGuardTraining.com](http://EnviroGuardTraining.com). May be combined with FIT 2. Contact [bsantoro@enviroguard.com](mailto:bsantoro@enviroguard.com) for multiple attendee discounts or to develop a custom training program to meet your needs.

**Format:** E-Learning

**Catalog#** TMC4028(E)