



training \* coaching \* competency

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**Title of course** Ergonomics in the workplace  
**Duration of course** ½ day  
**Start and end time** to suit client

### **Introduction**

Understanding good ergonomics in the workplace can help employees stay healthy and avoid injury while working at their desk. Being able to work efficiently and safely at their desk is part of their competency to work. This short course covers safe desk working and explains the HSE guidelines.

### **Intended for:**

This course is designed to help everyone be more comfortable and proficient while using their computer. It will also advise how to reduce the risk of experiencing painful and disabling injuries or disorders such as RSI.

### **Course content:**

1. Safe desk working
2. Principles of ergonomics
3. HSE guidelines
4. Basic manual handling
5. Posture
6. Your equipment
7. DSE checklist (VDU HSE)
  - Display screens
  - Keyboards
  - Mouse / trackball
  - Software
  - Furniture
  - Environment
8. Stress reducers

### **Outcomes:**

Delegates will be able to:

- ◆ appreciate the importance of safe desk working
- ◆ understand the principles of ergonomics
- ◆ find and understand the HSE guidelines
- ◆ carry out a self DSE assessment
- ◆ have an awareness of RSI / WRULD
- ◆ do simple exercises to relieve tension at the desk

cont ....

For more information please contact: [training@ays-ltd.co.uk](mailto:training@ays-ltd.co.uk)

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**Numbers:** Classroom situation min 4 – max 10

**Previous experience:** None

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