

# Workstation Ergonomic Assessment Training

## Sample Course Outline

### Workstation Ergonomic Assessment Training Information

The course will cover the foundations of ergonomics, posture and related-human anatomy. We will demonstrate the process of conducting ergonomic assessments in workplaces and making adjustments to improve the ergonomic arrangements for the comfort, health and safety of your work colleagues.

The course will include practical demonstrations on how to complete assessments of workstations, analysing how individuals complete their tasks at their workstation. The assessment involves:

- seating
- desk
- monitor(s)
- keyboard
- mouse
- document placing

Ergonomic Assessment also considers the workers:

- posture
- repetitive movements
- individual limitations
- work habits
- work flow/process

### Target Audience

The Minerva Workstation Ergonomic Assessment Training Course is beneficial for managers, supervisors, safety staff, workers compensation and human resources staff who want to reduce the risk of injuries and occupational overuse syndrome (OOS) in their workforce.

### Course Outline

- Background and Statistics
- WHS Legislation / Risk Management
- Anatomy / Normal Curves of the Spine
- Postural Assessments
- Common Abnormalities
- Disc Loading
- The Importance of Good Vision
- Conducting Ergonomic Assessments
- Seated Posture
- Pause Gymnastics / Stretches
- Reaching / Precious Space
- Chair and Workstation Adjustments
- Making Workstation Modifications
- Upper Limb Conditions
- Occupational Overuse Conditions
- Mouse Work
- Influencing the Unwilling / Power of Pictures
- Documenting Workstation Assessments

# Workstation Ergonomic Assessment Training

## Course Outcomes

Participants will gain an understanding of conducting ergonomic assessments and modifications as well as an understanding of human anatomy and normal curves of the spine.

## Course Duration

½ day theory plus practical exercises.

## Achievement

Participants will learn how to correctly assess and set up workstations. Participants will be able to recognise postural issues and know where to go for further help with complex cases.

## The Presenter

This course will be presented by award winning Ergonomist and Registered Physiotherapist, Scott Cornwell. Scott graduated as a Physiotherapist in 1992 and Ergonomics in 1999. He has been conducting ergonomic assessments and modifications for 25 years. To broaden the network of people able to improve workstation ergonomics and workers' postures, Scott has been running training in ergonomic assessments and modifications for over 10 years. The training has been conducted across a range of industries, including local government, finance, insurance, call centres, distribution, manufacturing, retail, medical and education.

## *Previous Participant comments on this training include:*

*"It provided awareness of workstation set-up"*

*"Provided better knowledge of ergonomics in the office"*

*"Most enjoyable, interesting course I've done. Made WHS exciting!"*

*"Presenter was great" "Brilliant – very informative and well presented"*

*"Showed me a greater appreciation of body movement and workplace design"*

*"I thoroughly enjoyed this course".*

*Take care, be safe and we look forward to seeing you at the course.*

**Minerva Consulting Group**  
*invites you to*  
*visit our website*



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