

## Ergonomics Roundtable of Sacramento Presents:

When: September 30th  
9:00 to 1:00

### Office Ergonomics Training

Based on members interest, the Ergonomics Roundtable is coordinating a 4-hour Office Ergonomics Training provided by *HumanTech* for \$200 each.

The following is an overview of the course:

The 4-hour Office Ergonomics Training provides participants with the awareness and understanding of office ergonomics. Training topics includes:

Introduction to the Four Point of Contact for the Office Environment:

- Eyes to Source
- Hands to Input Devices
- Body to Chair
- Feet to Floor

Understanding the impact of poor workstation setup on health, productivity, and quality of work.

Understanding contributing factors to work-related musculo-skeletal disorders.

Identifying ergonomic challenges in the office using the Ergonomic Workstation.

Checklist

Implementing solutions using the Problem-Solution Matrix.

Setting up an office workstation based on the ABC Process

Basic office ergonomic design guidelines for:

- ✓ workstations
- ✓ seating
- ✓ keyboards/mouse
- ✓ monitor

Selecting office equipment based on preferred features, functions, and benefits.

Coaching on how to conduct one-on-one office ergonomic assessments.

Attendees will receive a certificate from *HumanTech*.

Where:

#### Woodland Healthcare

632 W. Gibson Road  
Woodland, CA 95695

Cost: \$200

#### Mail Checks to: Ergonomics Roundtable

4621 Siesta Lane  
Fair Oaks, CA 95628

Due **NO Later than:**  
Sept. 23rd

Please Contact  
Alice Welborn, ASAP at  
[awwelborn@sbcglobal.net](mailto:awwelborn@sbcglobal.net)  
or 916-929-7620 if you are  
interested in attending.

Space allows for only 25  
people!!

Payment must be in no later  
than September 23rd.  
Unfortunately, we will not  
be able to provide any  
refunds.

