

# Workshop Schedule

*Applied ergonomics training that makes a difference*

## 2018

### **Industrial Ergonomics Process Workshop (IEPW)/OSHA 2255: Principles of Ergonomics**

This comprehensive workshop guides participants through each facet of the cyclic ergonomics process from basic ergonomics principles through control development and workstation design guidelines.

A practical approach to controlling musculoskeletal disorders in the workplace starts with an ergonomics program and ergonomics team. A detailed ergonomics process must be in place in order to effectively introduce ergonomics into the workplace. Participants are taught the components of successful ergonomics teams and ergonomics programs to help jump-start ergonomics initiatives in their workplace.

The next step is identifying the problem. Participants are taught how to identify problem areas and use basic job analysis techniques to help screen and prioritize their efforts. The Industrial Ergonomics Screening Tool is presented as a first pass to identifying jobs with ergonomic risk in the workplace. Many jobs require concentrated evaluation effort requiring more in depth "deep-dive" analysis tools. Participants learn how to select and utilize key ergonomics analysis tools to define work-place risk, evaluate hand/wrist intensive tasks, and quantify manual materials handling activities. Participants are encouraged to bring videotapes of their own working environments as workshop exercises utilize videotape analysis, allowing participants to apply the techniques discussed. Hands-on workshops also help participants hone their analysis skills. The analysis tools covered include:

- Center Industrial Ergonomics Screening Tool
- NIOSH Lifting Equation and Composite Lift Index
- Liberty Mutual Manual Material Handling Tables
- Rapid Upper Limb Assessment (RULA)
- Strain Index
- Muscle Fatigue Analysis
- Hand Activity Level (HAL)
- ErgoDATA

Once the analysis is performed, the ergonomics team should devise a plan to implement control measures. Possibly the most pivotal stage of an ergonomics process is transforming the recommendations from concept to reality. Workstation design guidelines allow participants to develop a solution that is feasible, effective, and justifiable. Participants will employ guidelines and specifications to create feasible solutions with the first iteration. The implementation and verification of solutions and follow-up timelines will be discussed. Special control measures for specific populations, such as the aging workforce, will also be presented. The Ergonomics Center's Industrial Technology Showcase provides a hands-on introduction to potential solutions by allowing participants to explore numerous ergonomics tools and products.

Class is held from 8:00AM–5:00PM Monday through Wednesday and 8:00AM–12:00PM on Thursday.

Fee: \$1400 which includes a Professional Membership

3.0 Continuing Education Units (CEUs) awarded through NC State University

**DATES: February 26-March 1, July 17-20 (workshop will be held in N. Myrtle Beach, SC), and October 15-18.**



**NC STATE UNIVERSITY**

## Office Ergonomics Accreditation Program (OEAP)

The Office Ergonomics Accreditation Program is designed to assist office-oriented businesses in obtaining high quality, cost-effective ergonomics expertise in-house. In this program, individuals obtain a working knowledge of office ergonomics issues and the evaluation techniques to effectively deal with risk and incidence of musculoskeletal disorders in the work-place. As an Accredited Office Ergonomics Evaluator (AOEE), individuals are taught the skills necessary to evaluate an individual workstation and make prioritized recommendations for corrective action. Accredited individuals will obtain a high quality education, practical, hands-on training and application, and theoretical proficiency through examination.

Individuals who complete all requirements of the Accredited Office Ergonomics Evaluator receive credentials which signify that the individual has demonstrated the ability to perform the following:

- Evaluate an individual office workstation
- Adjust existing equipment to the user
- Recommend and/or purchase needed equipment
- Train the employee on the basics of workstation setup and proper adjustment of equipment
- Follow up with workers who have been evaluated to track their progress and answer any questions

*The credentials provided by OEAP do NOT denote a qualification to diagnose an illness or injury, prescribe any level of treatment, or evaluate environments other than the office.*

Class is held from 8:00AM–5:00PM. Fee: \$1000 for non-members/\$500 for Professional Members  
1.6 Continuing Education Units (CEUs) awarded through NC State University

**DATES: April 24-25 and September 18-19**

## Advanced Topics in Office Ergonomics (ATOE)

This one-day workshop takes a look at topics that surface outside the traditional single office evaluation, and is designed for participants who have experience with office ergonomics issues. It provides discussions and hands-on labs for topics such as ergonomics program development, ROSA, alternative computing environments, and the lean office. Addressing workers' compensation cases, providing accommodations for special needs, and common material handling issues will also be covered.

Class is held from 8:00AM–5:00PM. Fee: \$500 for non-members/\$250 for Professional Members  
0.7 Continuing Education Units (CEUs) awarded through NC State University

**DATES: April 26 and September 20**

## Practical Solutions in Office Ergonomics (PSOE)

This one-day workshop provides participants with the essential skills to manage office ergonomics issues in a practical hands-on training environment. Intended for people who work in offices, design office work areas, or purchase office work-stations and equipment, this workshop highlights ergonomic issues that contribute to musculoskeletal disorders (MSDs) in the office environment and emphasizes practical solutions for their control. Participants will learn how to evaluate jobs and work areas, establish priorities, identify ergonomic control measures, and utilize the principles of job and workstation design to provide options for personal accommodation and office environment improvement.

Class is held from 8:00AM–5:00PM. Fee: \$350 for non-members/\$175 for Professional Members  
0.7 Continuing Education Units (CEUs) awarded through NC State University

**DATES: May 16 and October 10**

**The Ergonomics Center of North Carolina**

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