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**Digital Literacy I: Fundamentals**  
*Unit 1 Computer Ergonomics*  
*LAB 1 Ergonomic Computing (Instructor)*

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**Explanation**

Exercising proper computer ergonomics requires conscious awareness and on-going practice; the goal is to avoid health risks that may occur through repetitive computer use. Throughout this Unit, students have been encouraged to exercise proper ergonomics each and every time they use a PC whether at school, home, work, or elsewhere until it becomes second nature.

In step one of the lab procedure, students are instructed to connect an external monitor to their notebook-pc using a VGA cable. Once the PC is powered-on, the student should be given assistance as needed to display the screen contents on the external monitor.

After successful completion of the lab, remind students that computer ergonomics is a lifelong practice and shouldn't end with completion of the Unit. Encourage students to continue practicing proper ergonomics every time they use a computer.

**Prompts**

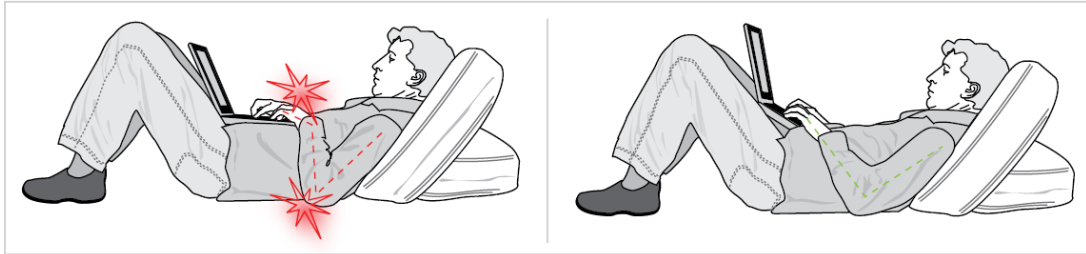
1. Why is it important to utilize an external monitor, USB keyboard, and mouse for a notebook-pc?
  - a. The keyboard and monitor on a notebook-pc are attached; it's not possible to arrange the devices independently, so both cannot be in an ergonomic position at the same time.
2. Is it better for your health to sit while using a computer or is it better to stand? Explain why.
  - a. Most times, it's better to stand because (a) sitting puts more pressure on your lower back than standing, and (b) standing encourages voluntary body movement. However, if standing begins to cause discomfort, it's better to sit.
3. Name three body parts that are most affected by your chair adjustment.
4. How would you re-arrange your devices for a standing workstation?





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5. Why does the user on the left show signs of pain and fatigue, but not the user on the right?



**Assessment Rubric**

CRITERIA	POOR 1-3	FAIR 4-7	GOOD 8-10	Score
Posture	Slouching or hunched over in chair, not sitting up straight	Occasionally remembers to sit up straight but not always. Slouches or hunches in chair on occasion.	Sits up straight and tall while sitting at the computer.	
Wrists	Pounding on the key board. Wrists are constantly resting on the desk/table.	Occasionally wrists are off the desk/table and in the proper typing position while typing.	Wrists are always off the desk/table in the proper hand position while typing at the computer.	
Body Mechanics	Not focused at computer, hunched over, slouching, head tilted to the side, wandering eyes.	Periodically on task in the proper typing position with head and neck towards the screen	Always focused on the computer in the proper typing position, flat back, light fingers on the computer, neck straight and sitting tall.	





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