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## Digital Literacy I: Fundamentals

### *Unit 1 Computer Ergonomics*

### *LAB 1 Ergonomic Computing*

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#### Objectives

- Setup an ergonomic workstation for a notebook computer
- Exercise ergonomic body mechanics and posture while using a notebook computer

#### Equipment Required

- Notebook computer
- USB mouse
- Items to setup an ergonomic workstation for back, foot, and wrist support. NOTE: store-bought products or household alternatives may be used
- USB keyboard (provided by HFC)
- External monitor (provided by HFC)
- 15-pin VGA cable (provided by HFC)

#### Introduction

Computer users need to understand and exercise ergonomic techniques to avoid physical health problems such as cumulative trauma disorders or repetitive stress injuries. In this lab, you will demonstrate an understanding of computer ergonomics by setting up a workstation, and exhibiting proper body posture and mechanics while using a notebook computer.

In order to perform the lab Procedure, students should know how to connect peripheral devices, arrange the mouse, keyboard, and monitor in an ergonomic manner, setup an adjustable chair, and position their body while using a notebook computer.





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#### Procedure

1. Connect an external monitor, USB mouse, and keyboard to your notebook-pc. Once connected, place the PC aside so that it doesn't block your view of the external monitor.
2. Adjust or modify your workstation to be ergonomically correct:
  - a. Adjust the seat height, arm rests, and lumbar (lower back) support
  - b. Position the external monitor
  - c. Position the mouse and keyboard
3. Power-on your PC, connect to the Internet, and open a web browser.
4. Demonstrate ergonomic body-mechanics while using the computer:
  - a. Visit <http://www.gcflearnfree.org/typing> and follow the tutorial for two minutes demonstrating ergonomic body mechanics. It is not necessary to complete the entire tutorial; do not be concerned about your typing speed or accuracy.
  - b. Visit <http://www.gcflearnfree.org/mousetutorial> and follow the tutorial for two minutes demonstrating ergonomic body mechanics. It is not necessary to complete the entire tutorial; do not be concerned about your dexterity with the mouse.





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