



Office Ergonomics—Adjust your workstation to work for you



Summary:

Do you use a computer for extended periods?
Learn simple tips to adjust your chair and desk to prevent hand and neck strain.

Objectives:

Learn how to:

- Adjust your chair to support your back
- Put monitor in best position to prevent neck strain
- Adjust your keyboard tray

Dates and Times:

January 28, 2016: 11:30am-noon and 3:00-3:30pm

To access the webinar go to:

<http://madwd.adobeconnect.com/osha/>
TOLL-FREE CALL IN: 1-866-844-9419
PARTICIPANT CODE: 64514943

People who want to participate in a group, may gather together in a conference room for the webinar.

In case of cancellation, please check the DLS website at www.mass.gov/dols, or call 508-616-0461.

Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can. Also include a way we can contact you if we need more information. Please allow at least two weeks (14 days) advance notice. Last minute requests will be accepted, but may be impossible to fulfill. Send an e-mail to Dennis Johnson (DJohnson1@detma.org) Executive Office of Labor and Workforce Development/Diversity/ADA Office or call 617-626-5111.