

Unit 1 – Lesson 1

Comfortable Computing

- **Ergonomics**
 - The science that seeks to adapt work or working conditions to suit worker
- **Repetitive movements** and sitting at a workstation for extended periods of time can result in injuries in the form of:
 - Pain, tingling, numbness of the hands, headaches, neck pain
 - Soreness in legs, arms and back
 - Eyestrain, carpal tunnel syndrome
- These are all considered to be **Repetitive Strain injuries**



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The Chair

- Backrest of chair should have a **snug fit** against your back
- You should be **level** with the **monitor** when seated upright in your chair



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The Display

- The recommended viewing distance is to have your face about **one arm lengths away from the monitor.**
- If glare is a problem, position the screen at right angles to the light source
- Do not face a window
- Keep the screen clean
- Adjust the brightness and contrast controls
- Reflections can be eliminated by tilting the screen



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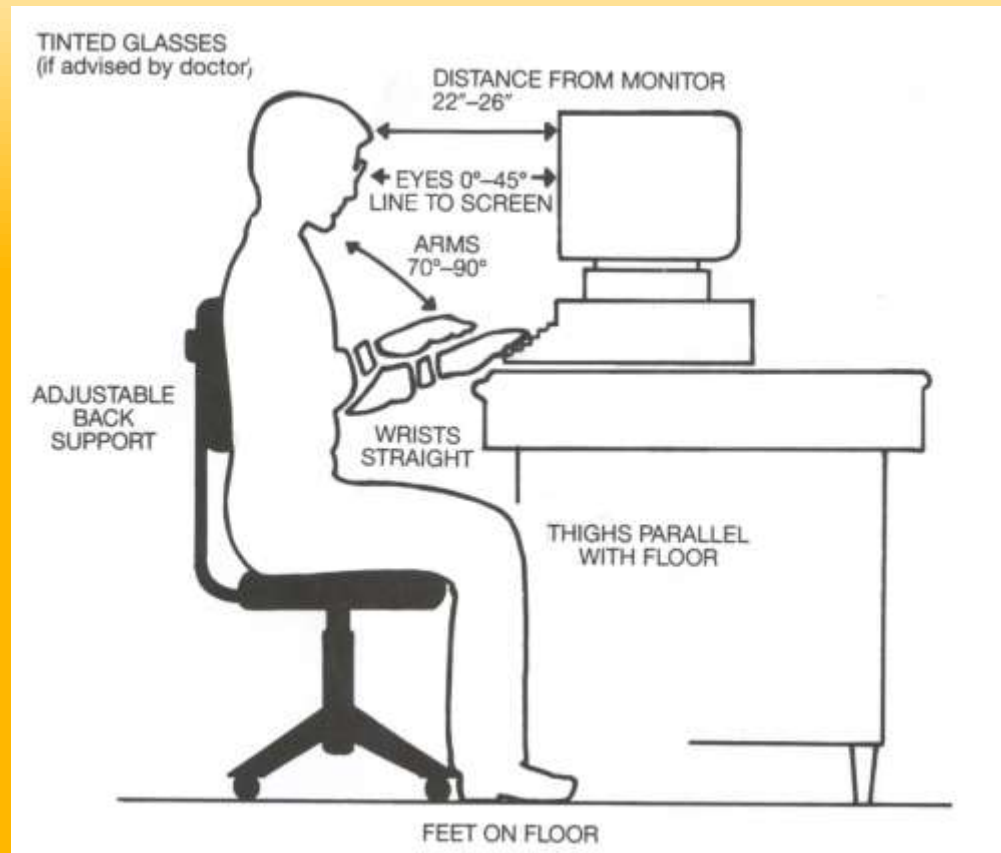
The Keyboard

- With computer keyboards, all you need is a **light touch** while typing
- **Don't type too hard:** it is bad for your joints and is also bad for the keyboard
- Your **wrists should be as straight as possible** and your arms should be parallel to the floor



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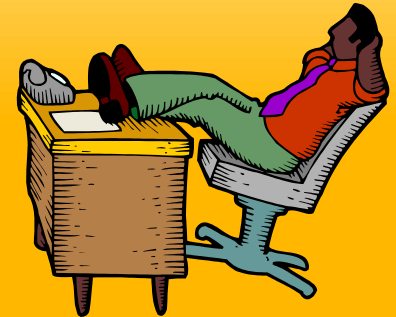
Your Computer Workstation



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Take Breaks and Stretches

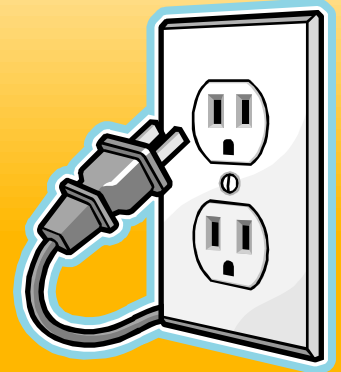
- Break up your computer tasks by getting up every once in a while to stretch or walk around
- A good rule of thumb is to only be in front of the computer for **50 minutes of every hour**



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Computer Lab Safety

- Make sure that all wiring and cables do not obstruct areas where people will be walking
- Be very careful that you don't get an **electric shock** when plugging and unplugging cables
- Food and beverages can damage the equipment in the lab therefore **no food or beverages** around the computers
- No horseplay in the computer lab



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Video Lab Safety

- The “**One Finger Rule**”:
 - If it takes more than **one finger of pressure**, it is too much and is considered forcing the object
- Ex. When inserting a video tape into a camera, it should go in easy by applying just one finger of pressure

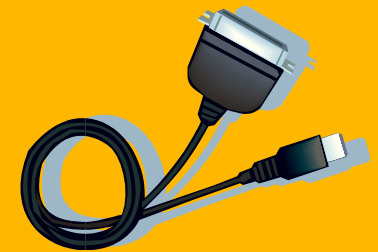


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Video Lab Safety

- **Cables**

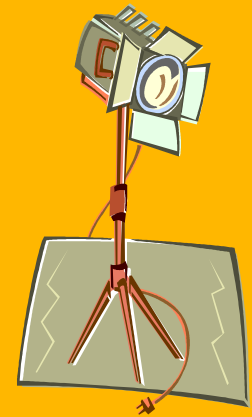
- All cables are to be **taped down** in high traffic areas
- E.g. - Anywhere someone could potentially walk through
- **Wrap cables** so the cable follows its natural path
- This prevents the cable from breaking if wrapped too tightly
- All cables are to be stored and **coiled after use**



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Video Lab Safety

- **Lighting**
 - All lights must have ...
 - Barn doors
 - Scrim (screen in front of light)
 - Be secured safely on a stand or grid
 - If on a grid a **safety chain must be used**
 - **Never touch a studio light** with bare hands



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Audio Lab Safety

- **Audio**

- Never blow into a microphone
- **Never swing a microphone** around by the cable
- When recording sound record at zero decibels
- Don't **red line** the recording
- Do not connect a line input to a mic input

