Credits: 3

Course Description
Fundamentals of occupational safety and ergonomics with emphasis on legislation of industrial safety and ergonomic programs, including hazard recognition, analysis, control, and motivational factors pertaining to industrial accident and musculoskeletal disorder prevention.

Target Audience
This course is intended for students who have primary or collateral job duties in occupational safety and ergonomics as well as students interested in learning more about this subject.

Course Prerequisites
There are no prerequisites for this course.

Objectives
At the conclusion of this course the students will be able to:
1. Construct a fundamental overview of occupational safety and health and ergonomics and musculoskeletal disorders (MSDs).
2. Describe the development of federal safety standards (OSHA), and consensus standards.
3. Explain the fundamental concepts of occupational safety.
4. Identify MSD risk factors, complete a hazard assessment, and collaborate to identify hazard prevention and control methods, utilizing a multidisciplinary team problem solving approach.

Instructor:
W. Jon Wallace, CSP, MBA
Adjunct Assistant Professor
Safety Consultant
919.933.5548 (office)
jwallace@workplacegroup.net

Teaching Methods
This course contains 9 modules. Each module consists of all or some of the following components:
- Module introduction and Objectives
- Lectures – Web pages or PowerPoint with audio format
- Internet readings
- Written Assignments and/or online quiz assignments
- Discussion Assignments
- End of module quizzes

Communicating with me
There is a forum for problems and questions relating to the course and I will check the forum daily. I will moderate and facilitate all discussion forum assignments.

I travel as part of my job so it may take a few hours for me to respond. If you wish to communicate privately, don’t hesitate to email – I will respond within 24 hours.
Required Textbooks
- **Safety:** OSHA 29 CFR 1910 standards – all available online.
- **Ergonomics:** All available online.

Course Resources
- All available online.

Assignment Schedule
The schedule begins on page 3. Also, for quick reference, please refer to assignment schedule document.

Course Work Completion
All course material must be completed on time – otherwise an Incomplete (I) will be given.

Valuing Diversity
Promoting and valuing diversity in the classroom enriches learning and broadens everyone’s perspectives. Inclusion and tolerance can lead to respect for others and their opinions, which is valuable in itself and is critical to maximizing the learning that occurs in this course. Therefore, this class follows principles of inclusion, tolerance, and respect for multiple and diverse points of view.

Honor Code
All students must refrain from lying, cheating, and stealing as well as from engaging in conduct that significantly impairs the welfare or educational opportunities of others in the university community. This includes refraining from all forms of academic dishonesty, including plagiarism. Your full participation and observance of the Honor Code is expected at all times.

Online modules as well as quizzes are to be completed individually by each student. Assigned group projects shall be a collaborative effort performed by each respective group.

Other
1. By enrolling as a student in this course, you agree to abide by the UNC-Chapel Hill policies related to the Acceptable Use of online resources. Please consult the Acceptable Use Policy [http://help.unc.edu/1672](http://help.unc.edu/1672) on topics such as copyright, net-etiquette, and privacy protection.
2. As part of this course, you may be asked to participate in online discussions or other online activities that may include personal information about you or other students in the course. Please be respectful of the rights and protection of other participants under the UNC-Chapel Hill Information Security Policies [http://its.unc.edu/ITS/about_its/its_policies/index.htm](http://its.unc.edu/ITS/about_its/its_policies/index.htm) when participating in online classes.
3. When using online resources offered by organizations not affiliated with UNC-Chapel Hill, such as Google or YouTube, please note that the Terms and Conditions of these companies and not the University’s Terms and Conditions apply. These third parties may offer different degrees of privacy protection and access to rights to online content. You should be well aware of this when posting content to sites not managed by UNC-Chapel Hill.
4. When links to sites outside of the unc.edu domain are inserted in class discussions, please be mindful that clicking on sites not affiliated with UNC-Chapel Hill may pose a risk for your computer due to the presence of malware on such sites.
**Grading System**
Your final grade is based on the following percentages:
50% - Completing all module readings and assignments
20% - Group projects for Module 4 and 8
20% - Group project for Module 9
10% - Quizzes

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<tr>
<th>Grade</th>
<th>Grading Scale</th>
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<td>H</td>
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### Assignment Schedule

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<thead>
<tr>
<th>Assignment Schedule</th>
<th>Submission Method</th>
<th>Due Date</th>
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<tbody>
<tr>
<td><strong>Module 1</strong></td>
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<tr>
<td>Discussion Activity</td>
<td>Post to Discussion Forum</td>
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<tr>
<td><strong>Module 2</strong></td>
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<tr>
<td>Discussion Activity</td>
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<tr>
<td>Quiz</td>
<td>Online</td>
<td>August 24</td>
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<tr>
<td><strong>Module 3</strong></td>
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<tr>
<td>Activity (Quizzes)</td>
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<td>August 31</td>
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<td>Quiz</td>
<td>Online</td>
<td>August 31</td>
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<tr>
<td><strong>Module 4</strong></td>
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<tr>
<td>Means of Egress Group Project</td>
<td>Post to Discussion Forum</td>
<td>September 7</td>
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<td>Quiz</td>
<td>Online</td>
<td>September 7</td>
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<td><strong>Module 5</strong></td>
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<td>MSDS Exercise</td>
<td>Email</td>
<td>September 21</td>
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<td>Quiz</td>
<td>Online</td>
<td>September 21</td>
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<td><strong>Module 6</strong></td>
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<td>Hazard Assessment Activity</td>
<td>Email</td>
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<td>Hazard Recognition Activity</td>
<td>Email</td>
<td>September 28</td>
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<tr>
<td>Quiz</td>
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<td>September 28</td>
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<td><strong>Module 7</strong></td>
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<tr>
<td>Lockout Case Studies</td>
<td>Online at OSHA site (practice)</td>
<td>October 12</td>
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<td>Quiz</td>
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<td><strong>Module 8</strong></td>
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<td>Confined Space Group Project</td>
<td>Post to Forum</td>
<td>October 19</td>
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<td>Quiz</td>
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<td><strong>Module 9</strong></td>
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<td>First Assignment</td>
<td>Post to Forum</td>
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<td>Section 1, Guideline Activity 1</td>
<td>Email</td>
<td>November 2</td>
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<td>Section 2, Bad Design Activity</td>
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<td>November 9</td>
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<td>Section 3 Quiz</td>
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<td>November 16</td>
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<tr>
<td>Ergonomic Group Project</td>
<td>Post to Forum</td>
<td>December 4</td>
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### Group Projects

In addition to the assignment schedule, there will be three group projects in this course:

- **Module 4** – Life Safety Incident
- **Module 8** – Confined Space Incident
- **Module 9** – Ergonomics Case Study

07/23/2015