
HAS 979: Ergonomics Essentials

Subject Outline

6 credit points

Subject Information

Autumn, 2026, Wollongong
Flexible

Flexible Delivery A combination of online and on-campus or location based components where the on-campus/location component is **COMPULSORY**.

Subjects with a delivery mode of On Campus and/or Flexible with International Student enrolments will be delivered in accordance with the ESOS National Code. That is, online learning experiences (such as lectures, tuition, and resources) will be supplementary to in-person learning experiences such as scheduled classes and/or scheduled contact hours.

UOW may need to modify teaching locations, teaching delivery, and assessment delivery at short notice in response to unforeseen circumstances such as health or environmental factors.

For up-to-date information please refer to your subject's Moodle site.

The Faculty of Science, Medicine and Health

The Faculty of Science, Medicine and Health offers a range of undergraduate and postgraduate programs designed to meet the needs of a diverse student population. We carry out world-leading research which is strongly aligned with our teaching program

As a student of our faculty, you will be actively engaged in learning with extensive clinical, laboratory and/or field work experiences, use of advanced educational technologies and opportunities for enriching work experience. More information about the Faculty of Science, Medicine and Health and our School is available on our web pages: <https://www.uow.edu.au/science-medicine-health/>

Within many of our courses, attending a workplace experience or clinical placement is an exciting part of your course program. Whilst integral to your learning, these health-related placements also let you experience what it's like to work as a professional in real-life workplace settings. More information about requirements for Health Placements is available on our webpage: <https://www.uow.edu.au/student/health-placements/>

Teaching Staff

Teaching Role	Coordinator
Name	Dr Robyn Coman
Telephone	0242215348
Email	rcoman@uow.edu.au
Room	29.113
Consultation Times	Monday 13:30 - 14:30 (By appointment.) Wednesday 13:30 - 14:30 (By appointment.) Friday 13:30 - 14:30 (By appointment)

Teaching Role	Lecturer
Name	Dr Robyn Coman
Telephone	0242215348
Email	rcoman@uow.edu.au
Room	29.113
Consultation Times	Monday 13:30 - 14:30 (By appointment.) Wednesday 13:30 - 14:30 (By appointment.) Friday 13:30 - 14:30 (By appointment)

Teaching Role	Lecturer
Name	Ms Claire Folland
Email	mfolland@uow.edu.au
Consultation Times	Please email for appointment

Expectations of Students

UOW values are intellectual openness, excellence and dedication, empowerment and academic freedom, mutual respect and diversity, recognition and performance. We will provide a safe, equitable and orderly environment for the University community, and expect each member of our community to behave responsibly and ethically ([Student Conduct Rules](#)).

We expect that students demonstrate these values and professional behaviour, both face to face and online, making genuine efforts to complete their studies successfully, arriving on time to class, taking part constructively in class discussions and activities, demonstrating appropriate professional and ethical conduct in all communication with UOW staff and community members, and submitting assignments on time (or completing a request for Academic Consideration in advance if needed).

Guiding Communication Principles for Students

Moodle Announcements will be the primary platform for communication of general information to students

- Students should ensure they regularly check the main announcements forum at the top of each subject's Moodle site. Information distributed via a Moodle Announcement MAY not be duplicated on any other forum on the Moodle site.
- Moodle Discussion forums pertinent to specific assignments will be used but will not replace or be used for overarching subject announcements.
 - Assignment discussion forums for specific assignments will be clearly labelled in the forum description to identify the purpose of the forum (e.g. 'Please ask any questions you have about Assessment Task 1 in this discussion forum') - students should check and ask any assignment questions on these forums and not through email.
 - The Moodle assignment discussion forums should always be used in the first instance when inquiring about assessment tasks.
- It is the student's responsibility to check all subject Moodle sites regularly for information and notifications.

SOLS messages will be used for all central communication relating to the following:

- Administrative matters relating to student enrolment
- Critical information relating to course or subject, e.g. Changes to assignments, policy updates, class cancellations or changes
- Timetable information
- Security and emergency information
- Students are encouraged to check SOLS messages daily as these messages are often of high priority

SOLS and Moodle announcements can NOT be responded to.

Appropriate Online Behaviour

The University is committed to providing a safe, respectful, equitable and orderly environment for the University community, and expects each member of that community to behave responsibly and ethically. Students must comply with the University's [Student Conduct Rules](#) and related policies including the [IT Acceptable Use Policy](#) and [Bullying Prevention Policy](#), whether undertaking their studies face-to-face, online.

For more information on appropriate communication and etiquette in the online environment please refer to the guide [Online and Email Etiquette](#).

Copyright

Commonwealth of Australia

Copyright Regulations 1969

© 2026 University of Wollongong

The original material prepared for this guide is covered by copyright. Apart from fair dealing for the purposes of private study, research, criticism or review, as permitted under the Copyright Act, no part may be reproduced by any process without written permission.

Hardcopies of this document are considered uncontrolled please refer to your Moodle site for the latest version.

Table of Contents

Section A: General Information	7
Learning Outcomes	7
Subject Learning Outcomes	7
Subject Description	7
Course Handbook	7
Subject Details: Practical Activities, eLearning, Readings and Materials	7
Subject eLearning	7
Safety Guidelines	7
EMBEDDED Work Integrated Learning	8
Using Generative Artificial Intelligence (GenAI)	8
Major Text(s)	8
Recommended Readings and Other Resources	8
Lectures, Tutorials and Attendance Requirements	12
Lecture Times *	12
Lecture Program *	12
Recording of Teaching and Learning Activities	15
Your Privacy - Recording of Teaching and Learning	15
Tutorial/Seminar/Workshop Times	15
Tutorial/Seminar/Workshop Program	16
Recent Improvements to Subject	17
Extraordinary Changes to the Subject Outline	17
Learning Analytics	17
Section B: Assessment	18
Assessment Summary	18
Additional Assessment Information	23
Minimum Requirements to Pass this Subject	23
Hurdle Assessment	23
UOW Grade Descriptors	24
Assessment Learning Outcome Matrix	24
Submission, Retention and Collection of Written Assessment	25
Extensions	25
Late Submission of Assessment Tasks and Penalties	25
Collection	25
Retention	25
Scaling	25
Supplementary Assessment	26
Review and Appeal of Academic Decisions	26
Assessment Quality Cycle	26
Academic Integrity	26
Referencing	26
Section C: General Advice for Students - Policies and Procedures	27
Student Services and Support	27
Student Support Coordinator (SSC)	27
Student Advocacy Service	27
AskUOW	27
Library Services	28
Academic Integrity Policy	28
Code of Practice - Research	28
Honours Policy	28
The Code of Practice - Work Integrated Learning (Professional Experience)	28
Copyright Policy	28
Course Progress Policy	28
Examination Rules and Procedures	28
Ethical Objection by Students to the Use of Animal and Animal Products in Coursework Subjects	28
Coursework Rules	29

Human Research Ethics	29
Inclusive Language Guidelines	29
Intellectual Property Policy.....	29
Review and Appeal of Academic Decisions Policy	29
Student Academic Consideration Policy.....	29
The Student Charter - Your Rights and Responsibilities	29
Student Assignment of Intellectual Property (IP) Policy	29
Student Conduct Rules.....	30
Teaching and Assessment: Assessment and Feedback Policy	30
Teaching and Assessment: Code of Practice - Teaching.....	30
Teaching and Assessment: Subject Delivery Policy	30
Workplace Health & Safety Policy	30

Section A: General Information

Learning Outcomes

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Describe and reflect on the nature and complexity of ergonomics domains (physical, cognitive & organisational), scope and applications within the design of work.
2. Critique and analyse the nature, causation and extent of the issue of work-related musculoskeletal disorders (MSDs).
3. Evaluate the characteristics of 'good' workplace layout and equipment design according to ergonomic principles.
4. Assess workplace ergonomics issues through application of appropriate HFE tools, and critique and develop recommendations for changing work design to optimise individual and organisational performance.
5. Describe, examine and apply principles of work-related determinants of health.
6. Demonstrate and apply workplace injury management principles and processes.

Subject Description

This subject will introduce students to the discipline of ergonomics. The subject is designed to provide an overview of ergonomics to provide understanding and basic skills. The Discipline of Ergonomics (or Human Factors) is the scientific discipline concerned with the understanding of interactions among humans and other elements of a system, and the profession that applies theory, principles, data and methods to design in order to optimise human well-being and overall system performance. Three major aspects of ergonomics will be included: biological, cognitive and organisational. Ergonomists contribute to the design and evaluation of tasks, jobs, products, technologies, environments and systems in order to make them compatible with the needs, abilities and limitations of people. The subject will provide students with an understanding of factors that contribute to work related injuries, and the principles and processes involved in workplace injury management. This subject is the basis for the British Occupational Hygiene Society Syllabus, W506/M203 Ergonomics Essentials.

Course Handbook

Information about subject pre-requisites, co-requisites and restrictions as well as course completion requirements and Course Learning Outcomes can be found in the [Course Handbook](#).

Subject Details: Practical Activities, eLearning, Readings and Materials

Subject eLearning

The University uses the eLearning system Moodle to support all coursework subjects. The subject Moodle site can be accessed via your SOLS page.

Safety Guidelines

The rules below are general rules that are required when participating in labs or practical activities. Before commencing these activities you are to ensure that you understand specific procedures and policy related to safety.

- All first year students undertaking Chemistry (CHEM101/102/104/105) must complete the Moodle WHS Induction (see the subject Moodle site for more details below)
- Before commencing any activity you are to ensure that you understand specific procedures and policy related to the lab in which you work and safety in general.

- You may need to review a Risk Assessment and complete a Participant Acknowledgement form before commencing any experiments/practical work. These materials will be made available by the lab supervisor/Subject Coordinator.
- You must inform the Subject Coordinator of any medical conditions which may impact upon your ability to participate in these activities before commencing the practical.
- All Reasonable Adjustment cases (Access Plans) must be discussed with the Subject Coordinator prior to commencing the activity.
- Participation in the lab/practical/field/simulation activities may be denied to students who do not abide by these, and other conditions which may be specified by the Subject Coordinator.
- Never use any equipment or attempt any experiment without checking the safety implications with your laboratory supervisor or experienced delegated laboratory worker.
- Undergraduate students are not permitted to work after hours unless there is appropriate approval and supervision.

EMBEDDED Work Integrated Learning

This subject contains elements of 'Embedded WIL'. Students in this subject will experience activities that relate to or simulate professional practice as part of their learning.

Using Generative Artificial Intelligence (GenAI)

UOW is committed to embracing gen AI as a tool to enhance learning and development of important digital and work-readiness skills.

Your subject coordinator will provide specific guidance on the use of gen AI in your assessment tasks via your Subject Outline and/or your subject Moodle site. If gen AI use is permitted, it should be used thoughtfully, critically, and in ways that support your own learning.

Guidance on appropriate use of AI in assessments, including how to [acknowledge GenAI](#) can be found on the [Using Generative Artificial Intelligence in Assessment website](#)

You are responsible for all work you submit, and ethical use of gen AI is an important part of maintaining academic integrity. Misuse or unauthorised use may breach the [Academic Integrity Policy](#).

Major Text(s)

Bridger, R.S. (2025), *Introduction to Ergonomics*, 5th edn, CRC Press: Boca Raton, ISBN 9781032717210

Hedge, A (2016). *Ergonomic Workplace Design for Health, Wellness, and Productivity*. 1st Edn. Taylor & Francis, Boca Raton. ISBN 9781466598430

Elbert, K.K. (2025) *Fitting the Human: Introduction to Ergonomics/ Human Factors Engineering*. 8th edn. CRC Press, Boca Raton, ISBN 9781032674575

Lehto, M & Landry, S (2022), *Introduction to Human Factors and Ergonomics for Engineers*, 2nd edn. Taylor & Francis, Boca Raton.

Wilson, J & Sharples, S (2015), *Evaluation of Human Work*, 4th edn, CRC Press, Boca Raton.

If there is a textbook available for purchase, you can find the details at University Bookshop <https://unishop.uow.edu.au/>

Recommended Readings and Other Resources

Student Manual

Ergonomics Essentials Student Manual. University of Wollongong (2021). Available on eLearning site. Extensive references are also provided in the student manual.

Recommended readings

AIHS (Australian Institute of Health and Safety) 2019, *Chapter 5: Safety. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 03 February 2026, <https://www.ohsbok.org.au/chapter-5-1-global-concept-safety/>

AIHS (Australian Institute of Health and Safety) 2021, *Chapter 6: Global Concept: Health. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, <https://www.ohsbok.org.au/chapter-6-1-global-concept-health/>

AIHS (Australian Institute of Health and Safety) 2021, *Chapter 7: The human as a biological system. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, [Chapter 7: The Human – As a Biological System – The OHS Body of Knowledge](https://www.ohsbok.org.au/chapter-7-1-the-human-as-a-biological-system-the-ohs-body-of-knowledge/)

AIHS (Australian Institute of Health and Safety) 2012, *Chapter 8.1: The human – basic psychological principles. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 29 January 2024, <https://www.ohsbok.org.au/chapter-8-1-the-human-basic-psychological-principles/>

AIHS (Australian Institute of Health and Safety) 2019, *Chapter 9.1: Socio-political context for OHS in Australia. 2nd Ed. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, [Chapter 9.1: Socio-political context for OHS in Australia – The OHS Body of Knowledge \(ohsbok.org.au\)](https://www.ohsbok.org.au/chapter-9-1-socio-political-context-for-ohs-in-australia-the-ohs-body-of-knowledge-ohsbok.org.au)

AIHS (Australian Institute of Health and Safety) 2020, *Chapter 20: Fatigue. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, [Chapter 20: Fatigue – The OHS Body of Knowledge \(ohsbok.org.au\)](https://www.ohsbok.org.au/chapter-20-fatigue-the-ohs-body-of-knowledge-ohsbok.org.au)

AIHS (Australian Institute of Health and Safety) 2024, *Chapter 15: Hazard as a concept. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, [Chapter 15: Hazard as a concept – The OHS Body of Knowledge \(ohsbok.org.au\)](https://www.ohsbok.org.au/chapter-15-hazard-as-a-concept-the-ohs-body-of-knowledge-ohsbok.org.au)

AIHS (Australian Institute of Health and Safety) 2024, *Chapter 22.2: Vibration. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, <https://www.ohsbok.org.au/chapter-22-2-vibration/>

AIHS (Australian Institute of Health and Safety) 2019, *Chapter 32.2: An Introduction to User-Centred Safe Design. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, <https://www.ohsbok.org.au/chapter-32-2-user-centred-safe-design-approach-to-control/>

AIHS (Australian Institute of Health and Safety) 2019, *Chapter 35: Mitigation of Health Impacts. In The Core Body of Knowledge for Generalist OHS Professionals. Tullamarine, VIC: Australian Institute of Health and Safety*, viewed 3 February 2026, <https://www.ohsbok.org.au/chapter-35-mitigation-health-impacts/>

Caponecchia, C, Coman, R, Gopaldasani, V, Mayland, E & Campbell, L 2020. 'Musculoskeletal disorders in aged care workers: a systematic review of contributing factors and interventions.' *International Journal of Nursing Studies*, Oct;110:103715. doi: 10.1016/j.ijnurstu.2020.103715. Epub 2020 Jul 15. PMID: 32758908.

Heads of Workers Compensation Authorities Australia / New Zealand (2019), *Principles of Practice for Workplace Rehabilitation Providers*, viewed 3 February 2026, https://www.sira.nsw.gov.au/__data/assets/pdf_file/0012/1195968/HWCA-Principles-of-Practice-for-Workplace-Rehabilitation-Providers-2019_.pdf

Health & Safety Executive (HSE) n.d., *Managing human failures: Overview*, viewed 3 February 2026, [Managing human failures: Overview - HSE](https://www.hse.gov.uk/management/overview/)

Health & Safety Executive (HSE) n.d., *Introduction to Human Factors*, viewed 03 February 2026, <https://www.hse.gov.uk/humanfactors/introduction.htm>

Human Factors & Ergonomics Society of Australia (HFESA) 2015, *Position Statement on Prolonged Unbroken Sitting Time*, viewed 03 February 2026, [HFESA Position Statements - Human Factors and Ergonomics Society of Australia](#)

International Ergonomics Association (IEA) 2026, *What is ergonomics (HFE)?*, viewed 03 February 2026, <https://iea.cc/about/what-is-ergonomics/>

McAtamney, L & Corlett, N 1993. 'RULA: A survey method for investigation of work-related upper limb disorders.' *Ergonomics*, vol. 24, no. 2, pp 91-99.

McGill, S 2007, *Low back disorders: evidence-based prevention and rehabilitation*, 2nd Edn, Champaign, IL: Human Kinetics

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) 2021, *Human Factors*, viewed 03 February 2026, [Human factors | NOPSEMA](#)

NIOSH 2004, *Easy ergonomics: A guide to selecting non-powered hand tools*. DHHS (NIOSH) Publication No. 2004-164, viewed 03 February 2026
<https://www.cdc.gov/niosh/docs/2004-164/pdfs/2004-164.pdf?id=10.26616/NIOSH PUB2004164>

NIOSH 2024, *Upper Limb Musculoskeletal Disorders Consortium*, viewed 09 January 2025, [Upper Limb Musculoskeletal Disorders Consortium | Ergonomics | CDC](#)

Oakman, J, Clune, S & Stuckey, R 2019. *Work-related musculoskeletal disorders in Australia, 2019*. Canberra: Safe Work Australia, viewed 03 February 2026, https://www.safeworkaustralia.gov.au/system/files/documents/1912/work-related_musculoskeletal_disorders_in_australia_0.pdf

Oakman, J, Macdonald, W & Kinsman, N 2019. 'Barriers to more effective prevention of work-related musculoskeletal and mental health disorders.' *Applied Ergonomics*, vol. 75, pp 184-192.

Oakman, J, Macdonald, W, 2019. 'The APHIRM toolkit: an evidence-based system for workplace MSD risk management.' *BMC Musculoskeletal Disorders*, 20, 504. <https://doi.org/10.1186/s12891-019-2828-1>

Reason, J 2000. 'Human error: models and management.' *BMJ*. 2000 Mar 18; 320(7237): 768–770. doi: 10.1136/bmj.320.7237.768.

Richter, HO, Sundin, S & Long, J 2019. 'Visually deficient working conditions and reduced work performance in office workers: Is it mediated by visual discomfort?', *International Journal of Industrial Ergonomics*, vol. 72, pp. 128–136

Safework Australia 2013, *Sizing up Australia. The next step*, viewed 03 February 2026, <https://www.safeworkaustralia.gov.au/system/files/documents/1702/sizing-up-australia-chapter1-report-summary.pdf>

Safework Australia 2015, *Principles of Good Work Design*, viewed 03 February 2026, <https://www.safeworkaustralia.gov.au/system/files/documents/1702/good-work-design-handbook.pdf>

Safework Australia 2018, *Model Code of Practice, How to manage WHS Risks*. viewed 03 February 2026
https://www.safeworkaustralia.gov.au/system/files/documents/1901/code_of_practice_-_how_to_manage_work_health_and_safety_risks_1.pdf

Safework Australia 2018, *Model Code of Practice. Hazardous Manual Tasks*, viewed 03 February 2026
<https://www.safeworkaustralia.gov.au/system/files/documents/1905/model-cop-hazardous-manual-tasks.pdf>

Standards Australia 2019, *Mechanical vibration and shock – Hand-arm vibration – Measurement and evaluation of the vibration transmissibility of gloves at the palm of the hand. Amendment 1*, ISO 10819:2013/AMD 1:2019, Standards Australia, Sydney.

Standards Australia 2016, *Ergonomics principles in the design of work systems*, ISO 6385:2016, Standards Australia, Sydney.

Standards Australia 2018, *Risk Management - Guidelines*, AS ISO 31000:2018, Standards Australia, Sydney.

Standards Australia 2018, *Occupational health and safety management systems - Requirements with guidance for use*, AS/ NZS ISO 45001:2018, Standards Australia, Sydney.

Standards Australia 2019, *Ergonomics of human-system interaction — Part 210: Human-centred design for interactive systems*. ISO 9241-210:2019 (en), Standards Australia, Sydney.

Standards Australia 2021, *Occupational health and safety management - Psychological health and safety at work - Guidelines for managing psychosocial risks*. ISO 45003:2021, Standards Australia, Sydney.

State Insurance Regulatory Authority (SIRA) NSW 2021, *Guidelines for workplace return to work programs*, viewed 03 February 2026, [Guidelines for workplace return to work programs | SIRA: Workers compensation claims management guide \(nsw.gov.au\)](https://www.sira.nsw.gov.au/resources-library/workers-compensation-resources/publications/workers-compensation-policies/workers-compensation-guide-for-employers)

State Insurance Regulatory Authority (SIRA) NSW 2020, *When a worker is injured: A workers compensation guide for employers*, viewed 03 February 2026, <https://www.sira.nsw.gov.au/resources-library/workers-compensation-resources/publications/workers-compensation-policies/workers-compensation-guide-for-employers>

State Insurance Regulatory Authority (SIRA) NSW 2021, *Workers Compensation Guidelines*, viewed 03 February 2026, [Workers compensation guidelines | SIRA: Workers compensation claims management guide \(nsw.gov.au\)](https://www.sira.nsw.gov.au/resources-library/workers-compensation-resources/publications/workers-compensation-policies/workers-compensation-guide-for-employers)

University of Queensland (UQ), Minerals Industry Safety and Health Centre 2012, “*Further risk assessment methods*” for Hazardous Manual Tasks. Robin Burgess-Limerick, viewed 03 February 2026, <http://www.burgess-limerick.com/download/mantra2.pdf>

Waddell, G, & Burton, K A 2006. *Is work good for your health and wellbeing? The Stationery Office*, viewed 03 February 2026, [IS WORK GOOD FOR YOUR HEALTH AND WELL-BEING? \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/44444/is-work-good-for-your-health-and-wellbeing.pdf)

Worksafe Queensland 2019, *Ageing Workforce Report: Employer readiness to support the needs of Australia's ageing workforce*, viewed 03 February 2026, [australias-ageing-workforce-report-2019.pdf \(worksafe.qld.gov.au\)](https://www.worksafe.qld.gov.au/ageing-workforce-report-2019.pdf)

References

General Ergonomics information:

International Ergonomics Association (IEA) 2026: [Home - International Ergonomics Association \(iea.cc\)](https://www.ergonomics.org.au/)

Human Factors & Ergonomics Society of Australia (HFESA) (2026): <https://www.ergonomics.org.au/>

Health & Safety Executive (HSE) n.d., *Human Factors & Ergonomics*: <http://www.hse.gov.uk/humanfactors/index.htm>

This is not an exhaustive list of references. Students should also use the library catalogue and databases to locate additional resources.

Lectures, Tutorials and Attendance Requirements

Lecture Times *

UOW may need to modify teaching locations, teaching delivery, and assessment delivery at short notice in response to unforeseen circumstances such as health or environmental factors.

For up-to-date information please refer to your subject's Moodle site.

Up to date timetable and delivery information is located at <http://www.uow.edu.au/student/timetables/index.html>

You can access your personal timetable by logging into SOLS and selecting 'My Timetable'

Lecture Program *

Week Beginning (Monday)	Topics covered	eLectures/ Online Tutorials	Readings	Tasks Due
Week 1 2 March 2026	<p><u>Online Delivery:</u> <u>Topic/s:</u></p> <ul style="list-style-type: none"> • Introduction to Ergonomics & Human Factors • Work related determinants of health. • Socio-political influences on work: Legislation, Codes of Practice, Standards, Guidance publications. 	<u>eLecture 1.1, 1.2 & 1.3</u>	<p><u>Topic 1:</u> <u>Student Manual:</u> Sections 1, 2.1.1 - 2.1.6, 7.1 <u>Texts:</u> Bridger. 5th Ed. (2025). Ch 1; Lehto & Landry. 2nd Ed. (2022) pp 3-4 OHS BoK, Ch9.1 HSE. (2024). Introduction to human factors. IEA (2025). What is Ergonomics. AS/ NZS ISO 45001:2018. SWA (2018). How to manage WHS Risks. Code of Practice.</p>	
Week 2 9 March 2026	<p><u>Online Delivery:</u> <u>Topic/s:</u></p> <ul style="list-style-type: none"> • Occupational Ergonomics • Human Error 	<p><u>eLecture 2.1 & 2.2</u> <u>Online Tutorial</u> <u>(ZOOM):</u> 10/03/2026. 1600hrs – 1700hrs. See Moodle site for links.</p>	<p><u>Student Manual:</u> Sections 2.1.7 – 2.1.11 OHS BoK Ch5 2019 (Dekker) HSE (2024). Managing human failures. Overview. NOPSEMA (2021). Worksafe QLD (2019)</p>	
Week 3 16 March 2026	<p><u>Online Delivery:</u> <u>Topic: Biological Ergonomics</u></p> <ul style="list-style-type: none"> • <i>Body systems</i> • <i>Anthropometry</i> • <i>Work physiology</i> 	<p><u>eLectures 3.1 & 3.2</u> <u>Online Tutorial</u> <u>(ZOOM):</u> 17/03/2026. 1600hrs – 1700hrs. See Moodle site for links.</p>	<p><u>Student Manual:</u> Section 2.2 <u>Texts:</u> Bridger (2025) Ch 2-3; KK Elbert. 8th ed. (2025) Ch 1-4 OHS BoK Ch7.1 (Johnstone et al) SWA (2017). Sizing up Australia.</p>	
Week 4 23 March 2026	<p><u>Online Delivery:</u> <u>Topic: Psychology at work:</u></p> <ul style="list-style-type: none"> • <i>perception & cognition</i> • <i>memory</i> • <i>decision making</i> • <i>perception of risk</i> • <i>signal detection theory</i> • <i>vigilance</i> • <i>motivation & behaviour.</i> • <i>work stress</i> • <i>work organisation</i> 	<p><u>eLectures 4.1 & 4.2</u> <u>Online Tutorial</u> <u>(ZOOM):</u> 24/03/2026. 1600hrs – 1700hrs. See Moodle site for links.</p>	<p><u>Student Manual:</u> Section 2.3 <u>Texts:</u> Bridger (2018) Ch 12 & Ch 16 pp 620-621; Elbert. 8th Ed. (2025) Ch 9,12,13 OHS BoK Ch8.1 (Caponecchia) OHS BoK Ch20 (Paterson et al) SWA (2022). Model Code of Practice. Managing Psychosocial hazards at work.</p>	<p>Assessment 1 (Task 1A) (5%) Online Quiz. Duration: 40 minutes. Quiz opens: 27/03/2026. 4.00pm. Quiz closes: 27/03/2026 11.55pm</p>

<p>Week 5 30 March 2026</p>	<p>Online Delivery: <u>Topic/s:</u> <u>Developing an Ergonomics Strategy at work</u> <u>Ergonomics methods and techniques:</u> <i>Work Design; Ergonomics Risk Management; Measurements & Information Gathering (e.g. Hazardous Manual Tasks Code of Practice, Nordic questionnaire, Copenhagen Questionnaire, BORG RPE)</i></p>	<p><u>eLectures 5.1, 5.2 & 5.3</u> <u>Online Tutorial</u> <u>(ZOOM): 31/03/2026.</u> 1600hrs – 1700hrs. See Moodle site for links.</p>	<p><u>Student Manual:</u> Sections 2.4, 3 & 7 <u>Texts:</u> Wilson & Sharples (2015) HTA. p157 <i>ISO 6385:2016</i> <i>AS ISO 31000:2018</i> OHS BoK Ch34.2 (Horberry et al) OHS BoK Ch15 (Pryor) SWA (2018). <i>Model Code of Practice. Hazardous Manual Tasks.</i></p>	<p>Assessment 2 (Task 1B) (10%). Report. Due 05/04/2026 11.55pm.</p>
<p>Week 6 6 April 2026</p>	<p>Online Delivery: <u>Topic/s: Musculoskeletal disorders (MSDs):</u> <i>Definitions, causes, physical & psychosocial risk factors.</i> <u>Low back disorders:</u> <i>Hazardous manual tasks, risk assessment, risk controls.</i> <i>Ergonomics assessment tools: ManTRA, QEC.</i> <u>Work related upper limb disorders:</u> <i>Hazardous manual tasks, risk assessment, risk controls.</i> <i>Ergonomics assessment tools: RULA</i></p>	<p><u>eLectures 6.1, 6.2 & 6.3</u> <u>Online Tutorial</u> <u>(ZOOM): 07/04/2026.</u> 1600hrs – 1700hrs. See Moodle site for links.</p>	<p><u>Student Manual:</u> Section 4.1 & 4.2 Burgess-Limerick (2012). MANTRA Oakman, Clune & Stuckey (2019); Oakman, Macdonald & Kinsman (2019); Oakman & Macdonald (2019). Caponecchia et al (2020) McAtamney & Corlett (1993). NIOSH (2017)</p>	
<p>Week 7 13 April 2026</p>	<p>Online Delivery: <u>Topic/s: Workplace, Job & Product Design.</u></p> <ul style="list-style-type: none"> • Principles of Workplace & Work Systems Design • Workstation & Equipment Design • Danger & Information Signals • Displays & controls 	<p><u>eLectures 7.1, 7.2 & 7.3</u> <u>Online Tutorial</u> <u>(ZOOM): 14/04/2026.</u> 1600hrs – 1700hrs. See Moodle site for links.</p>		
Mid session recess				
<p>Week 8 27 April 2026</p>	<p><u>BLOCK TEACHING SESSION: COMPULSORY ON CAMPUS ATTENDANCE REQUIRED</u> <u>NON-ATTENDANCE WILL RESULT IN A TECHNICAL FAIL</u> <u>(Note: Block week has been amended due to impact of NSW Anzac Day Public Holiday)</u> <u>Thursday 30th April 2026 (08.30 am - 4.30 pm) & Friday 1st May 2026 (08.30am - 4.30 pm)</u></p>			
<p>Day 1: 30 April 2026 0830hrs – 1630hrs</p>	<p><u>Topic/s:</u> <u>Psychology at Work</u> (extending & applying Week 4 content) <u>Ergonomics Methods & Techniques</u> (extending & applying Week 5 content). <u>Musculoskeletal Disorders (MSDs)</u> (extending & applying Week 6 content)</p>	<p><u>Group Activities:</u> MSDs: Ergonomics Assessment tools. MSD case studies. Activity: Hand tool design.</p>	<p><u>Student Manual:</u> Sections 5.1 & 5.2 <u>Text:</u> Hedge (2017) pp 3-24 NIOSH (2004). SWA (2015) <i>Principles of Good Work Design.</i></p>	
<p>Day 2: 1 May 2026</p>	<p><u>Topic/s:</u></p>	<p><u>Group Activities:</u></p> <ul style="list-style-type: none"> • Workplace Assessment: 	<p><u>Student Manual:</u> Sections 4.2, 5.1, 5.2 & 6 <u>Text:</u> Hedge (2017) pp 3-24</p>	

0830hrs – 1630hrs	<p><u>Workplace, Job & Product Design</u> (extending & applying Week 7 content). <u>Physical Factors of the Work Environment: Ergonomics perspective.</u> <i>Vision & Lighting; Noise; Thermal environment; Smell, Taste & Tactile Senses; Vibration (WBV & HAV); Clothing & Personal Protective Equipment (PPE)</i> <u>Case Studies</u></p>	<p>physical environment</p> <ul style="list-style-type: none"> • <u>Ergonomics assessment equipment</u> • <u>PPE</u> <p>Assessment Task 3: <u>Undertake ergonomics evaluation.</u> Prepare presentation. Assessment Task 4: Discussion of proposed ergonomics evaluations.</p>	<p><i>ISO 10819:2013.</i> OHS BoK Ch22.2 (Groothoff) Richter et al (2019)</p>	
Week 9 04 May 2026	<p><u>Online Delivery:</u> <u>Topic/s:</u></p> <ul style="list-style-type: none"> • Principles of Human Computer Interaction (HCI) • Standards and Social Aspects 	<p><u>eLecture 9.1 & 9.2</u></p> <p>Online Tutorial (ZOOM): 05/05/2026. 1600hrs – 1700hrs.</p> <p>See Moodle site for links.</p>	<p><u>Student Manual: Sections 5.2.5 & 7</u> <i>ISO 9241-210:2019</i></p>	<p><u>Assessment Task 2 (15%):</u> Class Presentation (Groupwork). Ergonomic evaluation of work task. Via ZOOM. Date/Time TBC.</p>
Week 10 11 May 2026	<p><u>Online Delivery:</u> <u>Topic:</u> <u>Workplace Injury Management:</u></p> <ul style="list-style-type: none"> • Workers compensation legislative framework. • Biopsychosocial approach to workplace injury management. <ul style="list-style-type: none"> ○ Workers compensation management in NSW (SIRA NSW) 	<p><u>eLectures 10.1 & 10.2</u></p> <p>Online Tutorial (ZOOM): 12/05/2026. 1600hrs – 1700hrs.</p> <p>See Moodle site for links.</p>	<p>AIHS (2019) HWCA (2019) SIRA (NSW) (2020). <i>When a worker is injured: A workers compensation guide for employers.</i> SIRA (NSW) (2021) <i>Workers Compensation Guidelines.</i> Waddell & Burton (2006)</p>	
Week 11 18 May 2026	<p><u>Topic:</u> <u>Workplace Injury Management (cont):</u></p>	<p><u>eLecture 11.1 & 11.2</u></p> <p><u>Online Tutorial (ZOOM):</u> 19/05/2026. 1600hrs – 1700hrs. See Moodle site for links.</p>	-	
Week 12 25 May 2026	<p><u>Online Delivery:</u> <u>Topic: Review. Assessment Task 3.</u></p>	<p>Online Tutorial (ZOOM): 26/05/2026. 1600hrs – 1700hrs. See Moodle site for links.</p>	-	-
Week 13 1 June 2026			-	<p><u>Assessment Task 3 (40%)</u> <u>Part A:</u> Video Presentation. Due: 05/06/2026 11.55pm <u>Part B:</u> Written Report Due: 05/06/2026 11.55pm</p>

08 June 2026	Study Recess
13 June 2026	Exams <u>Assessment 4: Final Exam</u>

*Public Holiday 3 April, 6 April, 8 June

Recording of Teaching and Learning Activities

The University of Wollongong supports the recording of UOW educational content as a supplemental study tool, to provide students with equity of access, and as a technology-enriched learning strategy to enhance the student experience.

If you make your own recording of a lecture, class, seminar, workshop or any other educational session provided as part of your course of study you can only do so with the explicit permission of the lecturer and those people who are also being recorded.

You may only use educational content recorded through the delivery of subject or course content, whether they are your own or recorded by the university, for your own educational purposes. Recordings cannot be altered, shared or published on another platform, without permission of the University, and to do so may contravene the University's Copyright Policy, Privacy Policy, Intellectual Property Policy, IT Acceptable Use Policy and Student Conduct Rules. Unauthorised sharing of recordings may also involve a breach of law under the Copyright Act 1969.

Most lectures in this subject will be recorded, when they are scheduled in venues that are equipped with lecture recording technology and made available via the subject Moodle site within 48 hours.

Your Privacy - Recording of Teaching and Learning

In accordance with the Student Privacy & Disclosure Statement, and Lecture Recording Procedures when undertaking our normal teaching and learning activities, the University may collect your personal information. This collection may occur incidentally during the recording of lectures in equipped venues (i.e. when your identity can be ascertained by your image, voice or opinion), or via the delivery of online content therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely via the Learning Platform;
- Recordings are made available only for the purpose for which they were recorded, for example, as a supplemental study tool or to support equity and access to educational resources;

If you have any concerns about the use or accuracy of your personal information collected in a lecture recording, you may approach your Subject Coordinator to discuss your particular circumstances.

The University is committed to ensuring your privacy is protected. If you have a concern about how your personal information is being used or managed, please refer to the University's Privacy Policy or consult our Privacy webpage <https://www.uow.edu.au/privacy/>

Tutorial/Seminar/Workshop Times

The Faculty uses the SMP Online Tutorial System and your class times and locations can be found at <https://www.uow.edu.au/student/timetables/index.html>. Please note that class times on the timetable are provisional and may change.

Tutorial/Seminar/Workshop Program

Where the restrictions require temporary adjustments for delivery and tutorial/seminar/workshop arrangements, any necessary changes will be advised and provided by your Subject Coordinator. Please check Subject Moodle site regularly

Week	Week Commencing	Topics Covered	Readings and Activities
2	09 Mar 2026	Tutorial Session. ZOOM. Monday 10th March 2025. 1600hrs - 1700hrs	Week 1 content
3	16 Mar 2026	Tutorial Session. ZOOM. Monday 17th March 2025. 1600hrs - 1700hrs	Week 2 content
4	23 Mar 2026	Tutorial Session. ZOOM. Monday 24th March 2025. 1600hrs - 1700hrs	Week 3 content
5	30 Mar 2026	Tutorial Session. ZOOM. Monday 31st March 2025. 1600hrs - 1700hrs	Week 4 content
6	06 Apr 2026	Tutorial session. Monday Monday 7th April 2025. 1600 hrs - 1700hrs.	Week 5 content
7	13 Apr 2026	Tutorial Session. ZOOM. Monday 14th April 2025. 1600hrs - 1700hrs	Week 6 content
	20 Apr 2026	Mid-Session Recess	
8	27 Apr 2026	<u>BLOCK TEACHING SESSION</u> <u>COMPULSORY ON CAMPUS ATTENDANCE</u> <u>REQUIRED</u> DAY 1. Thursday 1st May 2025. 0830hrs - 1630hrs. DAY 2. Friday 2nd May 2025. 0830hrs - 1630hrs.	
10	11 May 2026	Tutorial Session. ZOOM. Monday 12th May 2025. 1600hrs - 1700hrs	Week 9 content
11	18 May 2026	Tutorial Session. ZOOM. Monday 19th May 2025. 1600hrs - 1700hrs	Week 10 content.
12	25 May 2026	Tutorial Session. ZOOM. Monday 26th May 2025. 1600hrs - 1700hrs	Week 11 content.
	08 Jun 2026	Study Recess	
	13 Jun 2026	Examinations	
	20 Jun 2026	Examinations	

The above program may be subject to change.

Recent Improvements to Subject

The Faculty of Science, Medicine and Health is committed to continual improvement in teaching and learning and takes into consideration student feedback from many sources including, direct student feedback to tutors and lecturers and responses to the Subject and Course Evaluation Surveys. Feedback is also used to inform comprehensive reviews of subjects and courses.

11th edition	Dr Robyn Coman. School of Medicine, Indigenous and Health Sciences, UOW. Changes to assessment tasks: Order of Task 1A and 1B changed. Task 1A now quiz. Task 3 - Ergonomic evaluation (individual). Part A changed to pre-recorded video presentation. AI requirements for all assessment tasks reviewed and amended.	2026
10th edition	Dr Robyn Coman. School of Health & Society, UOW. Updated eLectures as required. Change to assessment tasks: Task 1 changed to report and quiz; Task 2 online quizzes changed to final exam; Task 4 - Ergonomic evaluation. Video changed to presentation to lecturer via ZOOM.	2025
9th edition	Dr Robyn Coman. School of Health & Society, UOW. Updated eLectures as required.	2024
8th edition	Dr Robyn Coman. School of Health & Society, UOW. Updated eLectures as required. Change to assessment tasks: weighting changes; Task 4 - Added video of workplace.	2023
7th edition	Dr Robyn Coman. School of Health & Society, UOW. Changes for flexible delivery. Updated eLectures as required.	2022
6th edition	Dr Robyn Coman. School of Health & Society, UOW. Changes for remote delivery. Week 4 – 13, 2020.	2021
5th edition	Dr Robyn Coman. School of Health & Society, UOW. Course change. Subject now core for Graduate Certificate in OHS & Graduate Certificate in Occupational Hygiene. As a result, changes in subject description, subject learning outcomes and assessment tasks.	2020

Extraordinary Changes to the Subject Outline

In extraordinary circumstances the provisions stipulated in this Subject Outline may require amendment after the Subject Outline has been distributed. All students enrolled in the subject must be notified and have the opportunity to provide feedback in relation to the amendment, where practicable, prior to the amendment being finalised.

Learning Analytics

Learning Analytics data (such as student engagement with Moodle, access to recorded lectures, University Library usage, task marks, and use of SOLS) may be used by the Subject Coordinator and your faculty's Head of Students to assist in analysing student engagement, and to identify and recommend support for students identified who may be in need of assistance. If you have questions about the kinds of data the University uses, how we collect it, and how we protect your privacy in the use of this data, please refer to

<https://www.uow.edu.au/privacy/>

Section B: Assessment

Assessment Summary

Assessment Item	Form of Assessment	%
Assessment 1	Quiz	5%
Assessment 2	Report	10%
Assessment 3	Presentation	15%
Assessment 4	Report	40%
Assessment 5	Exam	30%
TOTAL MARKS		100%

Please note: Copies of student work may be retained by the University in order to facilitate quality assurance of assessment processes.

Assessment 1: Quiz - Task 1A

Marking Criteria	<ul style="list-style-type: none"> Multiple choice questions (one answer/ response): Marks for correct response, no marks deducted for incorrect response. Multiple choice questions (multiple responses): Marks for correct responses, marks deducted for incorrect responses. True/ False questions: Marks for correct response, no marks deducted for incorrect response.
Length	Duration: 30 minutes.
Weighting	5%
Assessment Due	27 Mar 2026 (Friday in Session Week 4) Final submission time: 11:55pm
Type of Collaboration	Individual assessment
Style and format	Online quiz. Access via Moodle site.
Generative AI use	Generative AI CANNOT be used in this task.
Assessment submission	Online via Moodle
Assessment return	Via Moodle
Detailed information	<p>Online Quiz Quiz opens: 27/03/2026 1600hrs. Quiz closes: 27/03/2026 2330hrs. Duration: 30 minutes Open Book Content: Introduction to Ergonomics & Human Factors; Work related determinants of health; Socio-political influences on work: Legislation, Codes of Practice, Standards, Guidance publications; Occupational ergonomics; Human Error. Marked out of 20. Consisting of the following questions:</p> <ul style="list-style-type: none"> Multiple choice questions (one answer) (1 mark each) True/ false questions (1 mark each) Multiple choice questions (more than one answer) (1 mark each) <p>Assessments must be attempted or a Technical Fail may result.</p>

Assessment 2: Report - Task 1B

Marking Criteria	<p><u>Content (8%):</u></p> <ol style="list-style-type: none"> 1. Identification and discussion of contributing factors (2%) 2. Identification of relevant ergonomics domain/s (1%) 3. Identification and discussion of relevant Legislation, Standards, Codes of Practice, and/or policies (2%). 4. Discussion and evidence of search process (3%) <p><u>Report presentation (2%):</u></p> <p>Structured report (1%) Appropriate referencing (1%).</p>
Length	1000 words
Weighting	10%
Assessment Due	05 Apr 2026 (Sunday in Session Week 5) Final submission time: 11:30pm
Type of Collaboration	Individual assessment
Style and format	<p>Structured report. Typed, double-spaced on A4 pages, and shall include:</p> <ul style="list-style-type: none"> • Cover page: Title; Name & Student No.; Subject Name & No.; Lecturer; Due date (NOT included in word count) • Index/contents: (NOT included in word count) • Body of report (1000 words) • References. UOW Harvard style. (NOT included in word count) • Appendices (NOT included in word count)
Generative AI use	The use of Generative AI is permitted in this assessment to refine layout and writing; but MUST BE DECLARED and should only be used to enhance your report, not develop it.
Assessment submission	<p>Online via Moodle</p> <p>This assessment task has been set up to be checked by Turnitin, a tool for checking if it has unreferenced content. You can submit your assessment task to Turnitin prior to the due date and Turnitin will give you an originality report. You can then make any changes that may be required and re-submit your final version by the due date.</p>
Assessment return	Via Moodle
Detailed information	<p>Content:</p> <ul style="list-style-type: none"> • Assessment of basic academic skills. • Online content Weeks 1 – 3 <p>Task: Review allocated case study (refer to Moodle site). Prepare written report addressing the following:</p> <ol style="list-style-type: none"> 1. Identify and briefly discuss factors that may have contributed to the injury/ incident in the case study, and discuss these factors with reference to the different levels of the ergonomics work system (i.e. worker machine interaction; work environment/ work station; organisation; industry/ societal environment.) 2. Identify and briefly discuss the domains of ergonomics that are relevant to the case study. 3. Identify & briefly discuss legislation, standards, codes of practice, and/or policies that are relevant to the case study, such as: <ul style="list-style-type: none"> • WHS legislation (e.g. NSW WHS Act & Regulations)

	<ul style="list-style-type: none"> • Australian & International Standards (Access SAI Global database via UOW Library) • Codes of Practice (e.g. NSW Code of Practice for Hazardous Manual Tasks) <p>4. Discuss search process undertaken to obtain the information for (3). Include supporting evidence in Appendix (e.g. screen shots of UOW library searches). Present responses to items (a) – (d) in a structured report. All assessments must be attempted, or a Technical Fail will result.</p>
--	---

Assessment 3: Presentation - Task 2: Ergonomic Evaluation and Presentation

Marking Criteria	<p><u>Group PowerPoint Presentation</u>: will be marked using the following criteria:</p> <p>1. Content (10%):</p> <ul style="list-style-type: none"> • Identification & description of workplace/ tasks/ issues (3%) • Assessment (3%) • Control recommendations (2%) • Literature review (1%) • PowerPoint/ Graphics (1%) <p>2. Presentation (5%): Individual mark for each group member.</p> <ul style="list-style-type: none"> • Clear presentation of content in slide/s (1%) • Voice fluent, audible, modulating (1%) • Establishes a relationship with audience (e.g. interaction) (1%) • Confident & enthusiastic about content (1%) • Timing (1%)
Length	Maximum 10 slides. Duration: 15 minutes
Weighting	15%
Assessment Due	Presentation: Week 9. Via ZOOM. Date/Time TBC. PowerPoint: Week 9. Submit to Dropbox provided.
Type of Collaboration	Group work
Style and format	PowerPoint presentation via ZOOM in Week 9. Date/Time TBC.
Generative AI use	The use of Generative AI is permitted in this assessment to refine layout and writing of the presentation; but MUST BE DECLARED and should only be used to enhance your writing, not develop it.
Assessment submission	Online via Moodle
Assessment return	Via Moodle
Detailed information	<p><u>Group Assessment Task</u> Undertake an ergonomics evaluation of an allocated case study:</p> <ul style="list-style-type: none"> • Identify and assess the relevant issues with reference to Ergonomics principles. • Apply appropriate ergonomics assessment tools. (Using tools covered in subject for evaluation of hazardous manual tasks. Not psychosocial assessment tools.) • Provide ergonomics risk control recommendations. • Present findings in a PowerPoint presentation via ZOOM in Week 9. <p>All assessments must be attempted, or a Technical Fail will result.</p>

Assessment 4: Report - Task 3: Comprehensive Ergonomics Evaluation

<p>Marking Criteria</p>	<p>Content:</p> <p><u>PART A: Video Presentation (10%)</u></p> <ul style="list-style-type: none"> • Video Presentation. PowerPoint with presenter video. (Not just audio). • Prepare PowerPoint presentation on ergonomic evaluation undertaken. • Explain how manual task is performed and issues you have identified. • Include de-identified photographs of workplace and worker performing task. • Present results of ergonomics assessment and risk control recommendations. • Should be consistent with a presentation to management. <p>Length: 5 minutes (maximum). Submit PowerPoint presentation to 'FeedbackFruits' Dropbox provided.</p> <p><u>PART B: Written Report (30%)</u></p> <ul style="list-style-type: none"> • Describe workplace, manual task and the ergonomics issues identified (5%) • Evaluate identified ergonomics issues associated with performance of the identified manual task through application of appropriate ergonomics assessment tools (ONLY tools/ techniques covered in the subject) (10%) • Recommend ergonomics risk control strategies consistent with the Hierarchy of Risk Controls (5%) • Review of relevant literature (5%) <p>Report presentation:</p> <ul style="list-style-type: none"> • Ergonomic report suitable for industry (2.5%) • Appropriate referencing/ appendices (2.5%)
<p>Length</p>	<p>Length of report: 10 – 12 pages (page count excludes: Cover page, Table of Contents, References and Appendices).</p>
<p>Weighting</p>	<p>40%</p>
<p>Assessment Due</p>	<p>05 Jun 2026 (Friday in Session Week 13) Final submission time: 11:30pm</p>
<p>Type of Collaboration</p>	<p>Individual assessment</p>
<p>Style and format</p>	<p><u>PART A: Presentation.</u> Video presentation. PowerPoint with presenter video. Submitted via 'FeedbackFruits' Dropbox. <u>PART B: Written Report</u> Structured industry style report.</p>
<p>Generative AI use</p>	<p>The use of Generative AI is permitted in this assessment to refine layout and writing of the presentation (Part A) and the report (Part B); but MUST BE DECLARED and should only be used to enhance your writing, not develop it.</p>
<p>Assessment submission</p>	<p>Online via Moodle</p> <p>This assessment task has been set up to be checked by Turnitin, a tool for checking if it has unreferenced content. You can submit your assessment task to Turnitin prior to the due date and Turnitin will give you an originality report. You can then make any changes that may be required and re-submit your final version by the due date.</p>

Assessment return	Via Moodle
Detailed information	<p><u>Undertake a comprehensive ergonomics assessment of a manual task:</u></p> <p>1. Identification of a hazardous manual task: Identify a manual task from your own workplace (or friend/ relative's workplace etc) that poses ergonomic issues for the worker. Assess a worker performing the task (NOT YOURSELF). Workplace/ worker MUST be willing for you to take photographs.</p> <p>2. Description of workplace, manual task and the issues identified:</p> <ul style="list-style-type: none"> • Provide extensive description of workplace, manual task and the ergonomics issues. • Use diagrams (e.g. floor plan, work process) and photographs (e.g. deidentified photographs of worker performing task). • Include discussion of MSDs: definition, risk factors (i.e. physical and/or psychosocial). <p>3. Evaluation of manual task:</p> <ul style="list-style-type: none"> • Undertake evaluation of the issues identified through application of appropriate ergonomics assessment tools <u>that have been covered in the subject</u> (e.g. Nordic Questionnaire; Code of Practice for Hazardous Manual Tasks; RULA; QEC, ManTRA). Do not use other tools/ techniques you may have found. Do not use psychosocial assessment tools. • Present results of ergonomics evaluation (e.g. Tables, graphs). • Include data collection checklists etc in the Appendix (e.g. QEC checklist). <p>4. Discussion & Conclusions:</p> <ul style="list-style-type: none"> • Discuss findings of evaluation with reference to relevant WHS Legislation, Codes of Practice (i.e. Code of Practice for Hazardous Manual Tasks), Guidance publications and peer reviewed publications (i.e. journal articles). • Provide ergonomics risk control recommendations (i.e. changes to the manual task) based on findings of evaluation and consistent with the 'Hierarchy of Risk Controls'. <p>5. Literature Review: <u>Review of literature should be evident throughout report.</u> Source and evaluate ergonomic research literature and relevant legislation, standards, etc. specific to identified ergonomic issues at the workplace. Key references are provided in eLectures, Lectures and Subject Outline. 6. Present findings in video presentation (Part A) and in industry style report (Part B).</p> <p><u>PART A: Presentation.</u> Video presentation. Powerpoint with presenter video. Submit via 'FeedbackFruits' dropbox. Prepare powerpoint presentation on ergonomic evaluation undertaken. Explain how manual task is performed and issues you have identified. Present results of ergonomics assessment and risk control recommendations. Should be consistent with a presentation to management. Length: 5 minutes (maximum).</p> <p><u>PART B: Written Report</u> Report Presentation: Report should be typed double-spaced on A4 pages and shall include:</p> <ul style="list-style-type: none"> • Cover page: Title; Name & Student No.; Subject Name & No.; Lecturer; Due date (NOT included in page count) • Index/contents (NOT included in page count)

	<ul style="list-style-type: none"> • Abstract or Executive Summary (not more than one page) • Introduction • Methodology: for ergonomics evaluation. • Results: findings/observations • Discussion & Conclusions <p><u>All assessments must be attempted, or a Technical Fail will result. To pass the subject students must receive a pass grade or higher in this assessment. This is a HURDLE assessment where you have pass grade (50%).</u></p>
--	--

Assessment 5: Exam - Task 4. Final Exam.

Marking Criteria	<ul style="list-style-type: none"> • Multiple choice questions (one answer/ response): Marks for correct response, no marks deducted for incorrect response. • Multiple choice questions (multiple responses): Marks for correct responses, marks deducted for incorrect responses. • True/ False questions: Marks for correct response, no marks deducted for incorrect response. • Short answer questions.
Length	Final exam. Online. Content: Applied knowledge, application-based context. Questions: multiple choice, True/False, Matching, Fill in the blanks etc., short answer questions. Duration: 2 hours
Weighting	30%
Assessment Due	The final exam will be held during the UOW exam period, and students should ensure they are available during this period. Students will receive a SOLSmail advising when full details of the delivery format, and date of the final exam are available in the SOLS Exam Timetable.
Type of Collaboration	Individual assessment
Style and format	Final exam. Online. Via Proctorio.
Generative AI use	Closed book exam. Cannot use Generative AI.
Detailed information	All assessments must be attempted, or a Technical Fail will result.

Additional Assessment Information

All assessments must be attempted, or a Technical Fail will result.

Attendance at on-campus workshops is compulsory. Non-attendance will result in a Technical Fail.

Minimum Requirements to Pass this Subject

All assessments must be attempted, or a Technical Fail will result.

To pass the subject students must receive a pass grade (50%) or higher in Assessment Task 3: Comprehensive Ergonomics Evaluation.

Hurdle Assessment

Subjects may include a hurdle assessment. A hurdle assessment is an assessment that requires a minimum level of performance as a condition for passing the subject. Examples include, achievement of a pass grade or above in a skills-based assessment or final examination. Hurdle assessments are applied to subjects to ensure students:

1. meet learning outcomes
2. demonstrate you can complete a task safely and/or meet professional standards.

For more on hurdle assessments see the Assessment and Feedback Policy [Section 8: Hurdle Assessments \(50-51-52\)](#).

Failure to meet a hurdle assessment requirement may constitute grounds for the award of a Technical Fail (TF) grade in this subject.

Should this subject contain a hurdle assessment, it will be stated under the specific assessment in Section B: Assessments.

UOW Grade Descriptors

The UOW Grade Descriptors are general statements that communicate what our grades represent, in terms of standards of performance, and provide a frame of reference to ensure that assessment practice across the University is appropriate, consistent and fair. Grade Descriptors are expressed in general terms so that they are applicable to a broad range of disciplines. Grade Descriptors are available here <https://www.uow.edu.au/student/exams/results/>. For more information on the UOW grade descriptors refer to the Teaching and Assessment: Assessment and Feedback Policy: [Teaching and Assessment: Assessment and Feedback Policy](#)

Assessment Learning Outcome Matrix

Learning Outcomes	Measures - Assessment weighting				
	Task 1A	Task 1B	Task 2: Ergonomic Evaluation and Presentation	Task 3: Comprehensive Ergonomics Evaluation	Task 4. Final Exam.
	(5%)	(10%)	(15%)	(40%)	(30%)
Describe and reflect on the nature and complexity of ergonomics domains (physical, cognitive & organisational), scope and applications within the design of work.	✓	✓		✓	✓
Critique and analyse the nature, causation and extent of the issue of work-related musculoskeletal disorders (MSDs).				✓	✓
Evaluate the characteristics of '\good\' workplace layout and equipment design according to ergonomic principles.	✓	✓	✓	✓	✓
Assess workplace ergonomics issues through application of appropriate HFE tools, and critique and develop recommendations for changing work design to optimise individual and organisational performance.			✓	✓	
Describe, examine and apply principles of work-related determinants of health.	✓	✓		✓	✓
Demonstrate and apply workplace injury management principles and processes.					✓

Submission, Retention and Collection of Written Assessment

Assessed work must be handed in by the date and time listed under each assessment task. All assessment tasks must represent the enrolled student's own ORIGINAL work and must not have been previously submitted for assessment in any formal course of study.

Extensions

Students requesting an extension of time to submit an assessment task, deferred exam or exemption of a compulsory attendance requirement, must apply using Academic Consideration through SOLS. Students must apply before, or on the assessment/s due date and where evidence is required, students must provide evidence no later than three working days after the assessable item's due date for their request to be considered. **For information on the Academic Consideration Policy, eligibility requirements and how to apply, see:** <https://www.uow.edu.au/student/admin/academic-consideration/>

Late Submission of Assessment Tasks and Penalties

Assessed work must be submitted in by the date and time given. If an assessment is submitted late, it will be marked in the normal way, and a penalty will then be applied.

In the absence of an approved request for Academic Consideration in the form of an extension, assessment tasks must be submitted in line with the assessment instructions.

- An assessment task that is submitted late will receive a penalty of 5% of the total possible marks for each 24-hour period, or part thereof, that it is late.
- Work submitted after seven calendar days will not be marked and will be given a mark of 0.
- No assessment task can be handed in for a mark once the assessment task has been returned to students.
- Penalties accrue on each day that the assessment task is late, including Saturday, Sunday and public holidays

Note: Assessments must still be submitted to meet minimum performance requirements even though no mark is to be awarded.

Collection

Students will be notified when they can collect or view their marked assessment. In accordance with University Policy marked assessments will usually only be held for 21 days after the declaration of marks for that assessment.

Retention

The university may retain copies of student work in order to facilitate quality assurance of assessment processes, in support of the continuous improvement of assessment design, assessment marking and for the review of the subject. The University retains records of students' academic work in accordance with the University Records Management Policy and the State Records Act 1988 and uses these records in accordance with the University Privacy Policy and the Privacy and Personal Information Protection Act 1998.

Scaling

Marks awarded for any assessment task or part of any assessment task, including an examination may be subject to scaling at the end of the session. Marks will be scaled only when unpredicted circumstances occur and in order to ensure fairness of marking across groups of students. The method of scaling will depend on the type of scaling required by the circumstances. When scaling is deemed necessary, it will follow a detailed consideration by the Unit Assessment Committee and/or the Faculty Assessment Committee of the marks of the group of students concerned. Scaling will not affect any individual student's rank order within their cohort. For more information please refer to [Finalisation of Student Results Policy](#) for details.

Supplementary Assessment

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. For information about eligibility criteria and the form and timing of supplementary assessments see the [Supplementary Assessment Procedure](#)

Review and Appeal of Academic Decisions

A student may request an explanation of a mark for an assessment task or a final grade for a subject consistent with the student's right to appropriate and useful feedback on their performance in an assessment task. A student may also seek further explanation for other academic decisions such as Academic Consideration, Supplementary Assessment or Credit for Prior Learning. If a student is not satisfied with the explanation, or have further concerns, they may have grounds for a formal review. For further information refer to [Review and Appeal of Academic Decisions Policy](#)

Assessment Quality Cycle

The UOW Assessment Quality Cycle provides a level of assurance that assessment practices across the University are appropriate, consistent and fair. Quality assurance activities are undertaken to support the continuous improvement of assessment and promote good practices in relation to assessment design, marking and review of the subject prior to subsequent delivery.

Academic Integrity

The University's Academic Integrity Policy, faculty handbook and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the university to be intentionally or recklessly helping other students to cheat. Uploading an assessment task, subject outline or other course materials without express permission of the University is considered academic misconduct and students place themselves at risk of being expelled from the University.

Students should visit the following University website and become familiar with the University's policy on plagiarism [Academic Integrity Policy](#)

Referencing

The Author-Date (Harvard) referencing system should, unless otherwise specified for a particular assessment (check Details of Assessment Tasks), be utilised. A summary of the Harvard system can be accessed on the Library website at: <http://uow.libguides.com/refcite>

Section C: General Advice for Students - Policies and Procedures

Student Services and Support

There are a range of services available to students that are provided free of charge. A good place to get to know services that may be of use to you is the [Get Started @ UOW](#) or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	https://www.uow.edu.au/about/services/woolyungah-indigenous-centre/about-us/
Careers advice	https://www.uow.edu.au/student/careers/
Counselling	https://www.uow.edu.au/student/support-services/counselling/
Student Accessibility and Inclusion (SAI)	https://www.uow.edu.au/student/support-services/sai/
Information Tech.	https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted
Study Skills	https://www.uow.edu.au/student/support-services/academic-skills/

Student Support Coordinator (SSC)

If you have a temporary or ongoing issue or a problem that is affecting your study, including issues that are related to belonging to an equity group, then the Student Support Coordinators may be able to help. There are Student Support Coordinators available to assist students who are studying at all UOW Campuses and in all UOW Faculties. Contact details can be found on the UOW website: <https://www.uow.edu.au/student/support-services/coordinators/>

Student Advocacy Service

The Student Advocacy Service (SAS) is free, confidential and independent service for all UOW students. The SAS provides advocacy and referral for a range of academic, procedural and administrative issues. For more information visit: <https://www.uow.edu.au/student/support-services/advocacy/>

AskUOW

AskUOW is your primary administrative and information contact during your studies.

Our purpose is to ensure students have access to the information they need, at the time they need it. We can help with a wide range of enquiries, including key topics such as:

- Applying for [academic consideration](#)
- Fees and scholarships
- Official documentation and student letter requests
- Student forms such as course transfer and leave of absence applications
- Student ID card issuance and replacement
- Subject enrolment
- Transport concession cards and Opal cards
- Updating personal details

Get instant answers 24/7 online using [AskUOW](#). Log in with your UOW username and password.

For further support contact askuow@uow.edu.au or call on 1300 275 869 (1300 ASK UOW) or +61 2 4221 3927.

Library Services

Save yourself time and enhance your studies: connect with information specialists and resources anytime, anywhere.

- For Library support connect with [Live Chat](#) or [contact the Library](#).
- For self-help see [Frequently Asked Questions](#) or browse [Library guides](#) to find information, databases and skills tutorials.
- [Research consultations](#) are available to UOW Postgraduate, Honours and Deans Scholar students.

Academic Integrity Policy

Academic integrity involves upholding ethical standards in all aspects of academic work, including learning, teaching and research. It involves acting with the principles of honesty, fairness, trust and responsibility and requires respect for knowledge and its development. The Policy can be found at:

<https://policies.uow.edu.au/document/view-current.php?id=26>

Code of Practice - Research

This Code mandates the current policy and best practice relating to procedures for responsible research. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=11>

Honours Policy

This policy sets out the responsibilities of all parties involved in managing students undertaking Honours Programs. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=36>

The Code of Practice - Work Integrated Learning (Professional Experience)

The Code of Practice - Work Integrated Learning (Professional Experience) sets out what is expected from students, the University and Host Organisations in providing work integrated learning professional experience programs. It applies to professional experience programs that form the whole or part of a subject or course offered at the University. The Code assists in promoting a productive work integrated learning experience for students and in promoting relevant UOW Work Integrated Learning Design Principles.

<https://policies.uow.edu.au/document/view-current.php?id=12>

Copyright Policy

The purpose of this Policy is to outline responsibilities and procedures regarding the use of third party copyright material, with the objectives of reducing staff and UOW exposure to the risks associated with the use of third party copyright material, assisting staff to make full legal use of the materials at their disposal by clearly identifying responsibilities and promoting copyright compliance. The Policy can be found at:

<https://policies.uow.edu.au/document/view-current.php?id=135>

Course Progress Policy

The Course Progress Policy establishes the requirements, definitions and procedures to be used in determining the standards of acceptable course progress. The Policy can be found at:

<https://policies.uow.edu.au/document/view-current.php?id=30>

Examination Rules and Procedures

The UOW rules and procedures outline exam conditions, student conduct in exams, and the procedures for exam management. Further information can be found here: <https://www.uow.edu.au/student/exams/>

Ethical Objection by Students to the Use of Animal and Animal Products in Coursework Subjects

This policy provides a framework for recognition of and responses to students' ethical or religious objection to animal use in coursework subjects at the University of Wollongong. For the purpose of this policy, animal use includes killing of animals in experimental work, dissection of animals that are already dead, use of animal tissues, use of animal-derived products (such as sera). These uses are relevant to teaching and assessment. Further information about this policy can be found here: <https://policies.uow.edu.au/document/view-current.php?id=154>

Coursework Rules

The Coursework Rules (hereafter the Rules) govern the admission, enrolment, progression through, and qualification for a coursework award offered by the University. Further information can be found here: <https://policies.uow.edu.au/document/view-current.php?id=4>

Human Research Ethics

The Human Research Ethics Committee protects the welfare and rights of the participants in research activities. Further information can be found here: <https://www.uow.edu.au/research-and-innovation/researcher-support/ethics/human-ethics/>

Inclusive Language Guidelines

UOW endorses a policy of non-discriminatory language practice in all academic and administrative activities of the University. Further information is available from: <https://policies.uow.edu.au/document/view-current.php?id=239>

Intellectual Property Policy

UOW's IP Intellectual Property Policy provides guidance on the approach taken to Intellectual Property (IP), including its ownership, protection and exploitation. Further information about the management of IP is available at <https://policies.uow.edu.au/document/view-current.php?id=146>

Review and Appeal of Academic Decisions Policy

UOW aims to provide a transparent and consistent process for resolving a student concern about an academic decision that has affected their academic progress, including a mark or grade. Further information is available at: <https://policies.uow.edu.au/document/view-current.php?id=40>

Student Academic Consideration Policy

The purpose of the Student Academic Consideration Policy is to enable student requests for academic consideration for assessable components of a subject to be evaluated in a fair, reasonable, timely and consistent manner throughout the University. **For information on the Policy, eligibility and how to apply see:** <https://www.uow.edu.au/student/admin/academic-consideration/>

The Student Charter - Your Rights and Responsibilities

The Student Charter is based on principles that guide all members of the University and that promote responsible partnerships within and beyond the University community. <https://www.uow.edu.au/student/charter/>

Student Assignment of Intellectual Property (IP) Policy

This policy applies to all Students (under-graduate and post-graduate) of the University of Wollongong (UOW). It may also apply to other persons by agreement. This policy sets out the approach taken by UOW in relation to Student assignment of intellectual property. Further information about this policy can be found here: <https://policies.uow.edu.au/document/view-current.php?id=146>

Student Conduct Rules

These Rules outline the required conduct of students of UOW, and direct staff and students to University Rules, standards, codes, policies, guidelines, procedures and other requirements which specify acceptable and unacceptable student conduct, and the management of alleged student misconduct.

<https://policies.uow.edu.au/document/view-current.php?id=6>

Teaching and Assessment: Assessment and Feedback Policy

The purpose of this Policy is to set out the University of Wollongong's approach to effective learning, teaching and assessment, including the principles and minimum standards underlying teaching and assessment practice.

The Policy can be found at: <https://policies.uow.edu.au/document/view-current.php?id=38>

Teaching and Assessment: Code of Practice - Teaching

This Code is a key document in implementing the University's Teaching and Assessment Policy and sets out the specific responsibilities of parties affected in relation to learning, teaching and assessment, as well as procedures for teaching staff. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=9>

Teaching and Assessment: Subject Delivery Policy

This Policy sets out specific requirements in relation to the delivery of Subjects. The policy can be found at:

<https://policies.uow.edu.au/document/view-current.php?id=39>

Workplace Health & Safety Policy

The Workplace Health and Safety (WHS) unit at UOW aims to provide structures, system and support to ensure the health, safety and welfare of all at the campus. Further information is available from:

<https://policies.uow.edu.au/document/view-current.php?id=177>