

The University College of the North (UCN), in partnership with Safety Services Manitoba (SSM), are pleased to offer the following

Safety Courses

Train Remotely – Attend **VIRTUAL** Classes with a Live Instructor

Registered students will take this training from their home or workspace. Students will not be attending at one of our UCN campuses or Centres. Handouts and meeting login information will be emailed to registered students by the instructor. Students must have a laptop, tablet or smart phone with reliable internet capable of connecting to remote training with use of microphone and video.

Delivery/Dates/Times: Classes will be held over **Zoom** on dates and times noted below.

Course Code	Course Name	Course Hrs	Session Dates	Time	Deadline	Cost
EXT.0356 SR 42	Industrial Hygiene Basics	6	May 18 & 20, 2021	6-9pm CDT	May 11, 2021	\$299 plus gst
EXT.0309 SR 42	Ergonomics	6	May 25 & 27, 2021	6-9pm CDT	May 18, 2021	\$299 plus gst
EXT.0357 SR 42	Instructional Techniques/ Adult Learning	6	June 1 & 3, 2021	6-9pm CDT	May 25, 2021	\$299 plus gst

Instructors, course handouts and course links provided by Safety Services Manitoba.

To **register** or for further information
Contact Lindsay Cook at 204-734-4419 or lcCook@ucn.ca

The fee must accompany the registration form in order for your seat to be held. Pay by cash, check, Purchase Order, ATI, TAN, MasterCard/Visa. Courses are subject to cancellation due to insufficient enrolment. Refund Policy: 100% refund will be issued if course is cancelled by UCN. If student wishes to withdraw, a refund will be issued providing the original receipt and voluntary withdrawal form are submitted to UCN 5 business days prior to first day of class.

Further information and course offerings can be found at ucn.ca/cis



Course Descriptions

Industrial Hygiene Basics:

- The value of occupational hygiene and the role of the occupational hygienist.
- The role of health hazards encountered in the workplace.
- Hazard recognition techniques.
- Sources and potential routes of occupational exposure.
- Exposure assessment and the measurement processes involved.
- Methods of controlling exposure.
- The management of occupational hygiene programs.

Ergonomics:

- Ergonomic and human factor approached for office and industrial workplaces
- Anatomy and physiology
- Workplace injury causes, consequences, and treatment
- Occupational health and psychology
- Physical and mental risk factors
- Risk assessment
- Pain and performance at work
- Design ergonomics and anthropometrics

Instructional Techniques/Adult Learning:

- Understand the role and purpose of facilitating.
- Understand the qualities of effective facilitation
- Identify the needs of your audience based on adult learning principles and styles.
- Recognize group behaviors and know how to respond.
- Understand the five P's when preparing to facilitate.
- Tools and Methods of Facilitation.
- Understand the do's and don'ts of effective Facilitation.
- Understand the 7 principles of effective training.
- Understand how to exercise control when facilitating and how to deal with challenges.
- Create a winning training session that achieves your learning objectives.
- Assess and give appropriate feedback to your participants.
- Moderate your classroom and disruptions effectively.
- Facilitate training sessions with greater confidence.
- Build confidence by practicing and receiving feedback.
- Understand how to facilitate virtually and the challenges this brings.