SUBJECT: COMPUTER STUDIES
CLASS: JSS 2
TERM: SECOND TERM
WEEK;   4
TOPIC: **Computer Safety Measures.**

Computer Safety Measures.

Introduction

Accident is an undesirable, unwanted and unpleasant occurrence that happens to man unexpectedly causing injury the person, damage to equipment and environment. It is such a common phenomenon and inevitable in a working environment, hence, there is need to proactively ensure and observe simple safety measures or rules.

Definition of Safety

Safety is a proactive step or measure taken to prevent an unforeseen, unpleasant and undesirable occurrence.

Computer Safety Measures

When using computers, safety measures must be taken to protect both the computer system and the people that are using it, by doing this; the computer's life span can be prolonged. It can also be referred to as the control of recognized hazards.

Some safety measures include:

 1. **Monitor Placement**:

The top edge of the monitor should be at the level of the eye or slightly lower than it. You can use a stand to raise the monitor to an appropriate level on your desk.

2. **Posture**:

When you are seated, your feet should be flat on the floor and you should not lean forward or slouch in your chair. You should shift position often and stand up to stretch your arm and legs at least one hour.
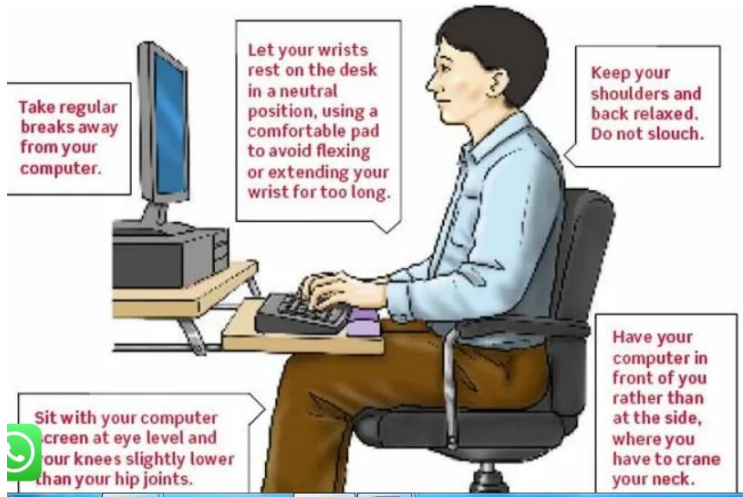
3. **Chair**:

An adjustable chair that provides support for the lower back should be used.

4. **Ergonomic Keyboard:**

They are designed to reduce the risk of the waist and hand injury that results from prolonged use or repetition movement. An ergonomic keyboard includes an alternate key layout and plans set to minimize strain while typing.

5. To prevent wrist strain while typing, keep your elbow level with the keyboard and your wrist straight and higher than your fingers while you use a mouse, move the mouse with your entire arm instead of your wrist.

General Safety Measures

1. The lighting in the room or office should be moderate
2. Keep liquid away from the computer
3. Protect the computer from dust
4. A glare filter should be used to reduce or prevent eye strain

The following point summarizes the safety measures every computer user is expected to take in the process of using the computer systems:

1. Good sitting habit must be exercised.
2. Using antiglare protection should be recommended.
3. Switch off equipment when not in use.
4. Always keep your computer clean physically.
5. Avoid dropping liquid on any part of computer system.

ASSIGNMENT

1. State clearly and concisely, five measures to be taken when using a computer