

# Using e-learning to create safer work environments



### **Office Hazards, a Web and CD based program designed for National Health Scotland**

National Health Scotland (NHS) provides a national focus for improving health, and works with the Scottish Executive and other key partners to take action to improve health and reduce inequalities in Scotland. Safe and Healthy Working is a new occupational health and safety service for all employees and employers in Small and Medium Enterprises (SMEs) in Scotland.

### **THE NEED FOR E-LEARNING**

NHS approached Tata Interactive Systems for designing a program for Safe and Healthy Working to familiarize its users with the common hazards they could expect to find in an office, and help them deal with these hazards. The objective was to help them develop the analytical and observational skills to carry out an effective Risk Assessment of their own premises. The users were primarily the managers and employees of Small to Medium-sized Enterprises in Scotland. This program was designed to be a part of the [www.safeandhealthyworking.com](http://www.safeandhealthyworking.com) Web site, and also as a standalone CD-based program, accompanied by a user manual.

### HOW OUR SOLUTION HELPED

To make the training engaging, the project simulated a typical office environment and let the users explore as they went through the course. On entering the program, the users were presented with an aerial view of an industrial estate. It was followed by the introduction of the course, the information on Health and Safety law, and the process of risk assessment.



**The Office Hazards program is an effective example where e-learning can be used to present plain concepts in a more appealing manner, thereby keeping the learners engaged.**

There was a Reception area of an office from which all the topics of the course could be accessed. The content was presented in a series of 'rooms' representing a typical office environment: Reception, Manager's Office, General Office, Kitchen, and Copying and Filing Room. Within each room, a number of hazards and general guidance topics were presented. Each topic, when clicked by the user, gave further information about that segment.

The distinguishing features of the program included:

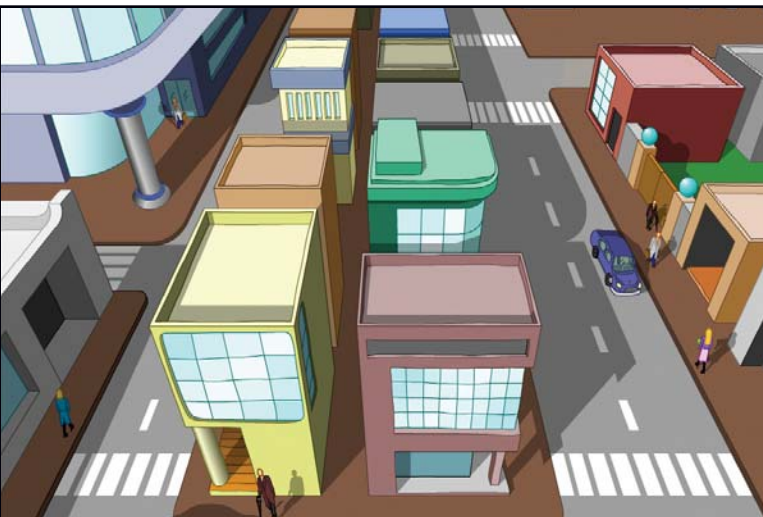
- A fully accessible HTML version
- Quickjump, for the ease of moving between topics without having to search for them in 'rooms'
- Risk Assessment, immediately after the learners were sensitized to each hazard
- PDF, Word, and Excel formats of the risk assessment form for ease of saving the data on computer for later use

### TECHNOLOGY USED

The program was developed using Flash, HTML, and Cold Fusion.

### SOME SAMPLE SCREENSHOTS

The screenshots offer a brief glimpse of the Office Hazards program, designed for NHS Scotland. To experience our products at work, you may view our demos by registering online at [www.tatainteractive.com](http://www.tatainteractive.com).



Screenshot depicting the aerial view of the industrial estate.

Reception area from which all the topics of the course could be accessed.



Inner screen showing the driving hazards module.

