# University of South Australia

#### WHS GUIDELINE

## **WorkPace Ergonomic Software for Computer-Based Workstations**

#### 1. Introduction to WorkPace

WorkPace is a software program designed by Wellnomics to reduce the risk of musculoskeletal disorders when working at computer-based workstations. Wellnomics unique software runs in the background monitoring the user's computer use and when and how often they take breaks. It then provides training, breaks and exercise reminders tailored to their individual needs to reduce their injury risk.

Each staff member can view data on current and past usage via the WorkPace dashboard located on their computer task bar.

### 2. Installation of WorkPace

- WorkPace can be installed onto a staff member's computer-based workstation or notebook.
- Staff can install the WorkPace software themselves by following the instructions on the IT WorkPace Software Licensing webpage.
- The software may be recommended to a staff member following a formal assessment of their workstation setup.
- When it is used as part of a rehabilitation program, more comprehensive data recording and monitoring may be undertaken after consultation with the staff member, to assist in their recovery.
- A base configuration or customisation of the software is recommended to be used which
  ensures recording of at least the basic usage statistics.

Staff are encouraged to seek guidance on setup and use of WorkPace from their campus WHS Consultant.

## 3. WorkPace Data Recording and Monitoring

The WorkPace Program collects a range of data including:

- time using the Computer counted as any time in which there was mouse or keyboard activity within the last 30 seconds.
- time using the Mouse counted as any time in which there was a mouse click or mouse movement within the last 5 seconds.
- time using the Keyboard counted as any time in which there was keypress within the last 5 seconds.
- compliance with WorkPace breaks.

Access to the data collected on staff use is only granted to Wellnomics. Statistics produced from WorkPace are used solely for the intended purpose of managing health and safety issues and promoting good ergonomic practice. WorkPace is not designed to measure productivity or efficiency and will not be used for this purpose.

Summarised group data can be made available to managers but an individual staff member's data will only be made available to the individual staff member. Once the WorkPace software has been installed onto a staff member's computer, it will collect data daily. Users can set a password to protect their data. Wellnomics can view and report on data for all users.

Although the data outlined above can be collected, the only data that will be made available to UniSA by Wellnomics will be Group statistics and the total number of staff, including usernames within each group that are assessed as being in a high-risk profile.

Further information is available at:

Wellnomics - Micro-pause and stretch break coaching tool