

This webinar will walk you through the basic steps of writing an essay that is both professional and effective.

Information about accessing the grading rubric for this assignment is provided below.

Unit III Annotated Bibliography

Using the CSU Online Library, choose at least five articles—two of which must be professional, peer-reviewed journal articles—on the effects of accidents on individuals and the importance of safety and health training (including refresher training). After a careful review of these articles, write an annotated bibliography in proper APA format. The annotated bibliography must be around three pages in length.

The CSU Success Center offers a great resource regarding annotated bibliographies. The webinar below is designed to walk you through the process of creating an annotated bibliography. Topics covered will include selecting proper sources, highlighting key points, and summarizing contents of the source.

Annotated Bibliographies:

<https://columbiasouthern.adobeconnect.com/a1174888831/annotatedbib/>

Information about accessing the grading rubric for this assignment is provided below.

Unit IV Project

Incorporating your instructor's comments and feedback from the Unit I PowerPoint assignment, develop a safety training program that incorporates the four topics listed below into a topic of your choice. Topic examples might be falls or chemical hazards.

The four topics to be incorporated into your training program are

1. accidents and their effects;
2. hazard analysis/prevention and safety management;
3. the OSH act, standards, and liability; and
4. theories of accident causation.

Also, your training program must include some form of trainee interaction and an examination/evaluation that tests their understanding.

Your training program should be at least three pages in length and in the appropriate APA format. This page length minimum does not include the title page, references, or trainee examination, including the answer sheet.

OSHA provides a great resource of sample safety and health programs intended to provide examples of written programs on various workplace safety and health topics. The link below will help you see how you might write your safety training program for this project:

https://www.osha.gov/dcsp/compliance_assistance/sampleprograms.html#General%20Safety%20and%20Health%20Programs.

Information about accessing the grading rubric for this assignment is provided below.

Unit V Project

Develop an inspection checklist, which includes considerations for the following:

- ergonomic hazards (including vision hazards, excessive light, excessive noise, pinch points, improper seating or standing, use of anti-fatigue mats, vibration and improper position),
- associated musculoskeletal and/or cumulative trauma disorder associated with each ergonomic hazard identified,
- excessive lifting tasks (and apply the lifting formula with consideration of back compressive forces), and
- areas of excessive temperature (and include the use of appropriate hydration tools).

Your inspection checklist should consist of at least two pages. Retain this checklist because it will be expanded upon in Unit VI and utilized in Unit VII.

Tip: It might be helpful to complete a simple web search in order to gain formatting and template ideas regarding inspection checklists.

Information about accessing the grading rubric for this assignment is provided below.

Unit VI Project

Continuing on with the inspection checklist created in Unit V, expand on the inspection checklist, and include considerations for the following:

- Fire hazards and other issues of life safety
 - This area should include items such as existing fire systems, recommendations for any new systems, fire hazards (including the storage of flammable items and/or materials), emergency lighting, illuminated exit signs, and means of egress
- The need for any industrial hygiene testing for lighting, noise, vibration, or any other similar hazard
- The identification of any confined spaces or permit-required confined spaces
 - Is there a written program?
 - Are there permits available?
 - Is there a need for industrial hygiene testing?
- Computers, automation of processes and/or machinery, and/or the use of robotics

Your inspection checklist should consist of at least two pages. Please be sure to cite all sources used. Save this expanded checklist for use in Unit VII.

Information about accessing the grading rubric for this assignment is provided below.

Unit VII Course Project

Utilizing the checklists prepared in Units V and VI, review your current organizational safety program, and look specifically for the following:

- hazard identification;
- provisions for the identification and/or treatment of muscular, skeletal, or cumulative trauma disorders;
- environmental safety; and
- ethical decision making and corporate culture.

If you do not have a current organization, use the safety program from an organization that has displayed their program on the Internet, or have a friend or family member provide you with the safety program from their organization. If you are still unable to obtain a safety program, then ask local industries in your area for a copy of their safety program.

Review the safety program you have chosen. In your review, write an essay to address your findings and recommendations, and provide applicable references as needed. This project should be at least three pages in length (not counting the title and reference pages), and it should be created using APA style guidelines.

Information about accessing the grading rubric for this assignment is provided below.

Unit VIII Essay

Choose at least five articles—two of which must be professional, peer-reviewed journal articles from the CSU online library—on the importance of ethical decision making for the environment and the development of a safety-first corporate culture.

Using your research, write an essay that focuses on the importance of emergency evacuation based on ethical decision making for the environment and the development of a safety-first corporate culture. Your essay should be written using APA style and consist of three to five pages.

Information about accessing the grading rubric for this assignment is provided below.

APA Guidelines

The application of the APA writing style shall be practical, functional, and appropriate to each academic level, with the primary purpose being the documentation (citation) of sources. CSU requires that students use APA style for certain papers and projects. Students should always carefully read and follow assignment directions and review the associated grading rubric when available. Students can find CSU's Citation Guide in the myCSU Student Portal by clicking on the "Citation Resources" link in the "Learning Resources" area. This document includes examples and sample papers and provides information on how to contact the CSU Success Center.

Grading Rubrics

This course utilizes analytic grading rubrics as tools for your professor in assigning grades for all learning activities. Each rubric serves as a guide that communicates the expectations of the learning activity and describes the criteria for each level of achievement. In addition, a rubric is a reference tool that lists evaluation criteria and can help you organize your efforts to meet the requirements of that learning activity. It is imperative for you to familiarize yourself with these rubrics.