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October is National...

**Cyber Security Awareness Month - Eye Injury Prevention Month
Ergonomics Month - Diversity Awareness Month
Bullying Prevention Month - Great Shakeout Month (earthquakes)
PLUS Fire Prevention Week (9-15) - Teen Driver Safety Week (16-22)**

We often read or hear about celebrating something like National Preparedness Month (annually in September). 'Celebrate' is not the correct word for recognizing these events. Observe or commemorate or proclaim seem more fitting. But all are worthy of our time and attention. Following are courses, resources and tips related to these national October events:

October Courses...



**SECURITY
AWARENESS**
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**EMERGENCY COMM.
IN THE WORKPLACE**
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**GENERAL
ERGONOMICS**
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**EYE & FACE
PROTECTION**
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**WORKPLACE
DIVERSITY**
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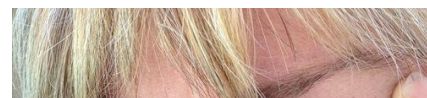


**WORKPLACE VIOLENCE
& BULLYING**
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October Resources...

Our world is connected and the majority of us couldn't get through a day without that connectivity. Cyber Security issues effect both the private and public sector - daily. Learn more about Cyber Security and sign up for newsletters by visiting the [Department of Homeland Security website](#). Check out our [CYBER SECURITY COURSE CATALOG](#).

Eye injuries hurt. I know -- that's me pictured.



Eye injuries occur 2.5 million times each year. If you'd like great safety tips for both at work and at home, visit the [US Department of Health & Human Services website](#) for Federal Occupational Health. Check out our [HEALTH AND SAFETY COURSE CATALOG](#).



Diversity...it's more than a buzz word.

In fact in 2016 it's become more important than ever for organizations and individuals to recognize, discuss, cultivate an environment of inclusiveness. Visit National Diversity Council's website to subscribe to their newsletter. A [Random House Blog](#) offers great ideas for teaching diversity to children and teens. Check out our [HUMAN CAPITAL](#) and [EMPLOYMENT LIABILITY COURSE CATALOGS](#).

October Tips...

ERGONOMICS MONTH:

There are many factors in good office ergonomics - your chair, it's height, your desk, it's height, the position of your computer monitor and keyboard, where your telephone is located, headset or not. Let's focus on one item: your computer mouse

Using your mouse causes you to use repetitive, small movements with your hand, wrist and fingers...all day long. Your muscles in your hand, arm, shoulders, neck and back can become tired and overworked, leading to soreness, strain, numbness, tingling, and outright pain. These are Workplace Musculoskeletal Disorders (WMSDs).

- Design your workstation so that everything is within easy reach
- Choose a mouse that fits your hand - one size does not fit all
- Choose the style of mouse that is most comfortable for you: traditional, trackball, column/vertical, and more
- Don't squeeze the mouse -- hold it with a relaxed grip
- Your forearm, wrist and fingers should all be in a straight line when sitting at your desk
- Move the mouse from your elbow, not your wrist
- Use the shortcut and function keys on your keyboard when possible to minimize use of the mouse
- Use a wrist rest -- however, using it incorrectly can put more stress on the carpal tunnel in your wrist, restricting blood flow

Feeling the strain? Home remedies include resting the hand and wrist for 2 weeks, immobilizing your hand and wrist with a splint or brace, using ice packs often on the hand and wrist, and taking anti-inflammatory drugs such as ibuprofen. When and if it feels better, then do strengthening and stretching exercises such as these shown on [WebMD.com](#).

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