

2. INSTALLATION AND LICENSE

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INTRODUCTION

Ergo/IBV is a software application to assess work-related ergonomic risks developed by the Instituto de Biomecánica of Valencia (IBV).

Ergo/IBV is structured into the following assessment **modules**:

- **ErgoCheck**
- **Manual Material Handling – Single and Multiple**
- **Manual Material Handling – Variable ***
- **Manual Material Handling – Sequential ***
- **Manual Material Handling – Injured**
- **Manual Patient Handling [MAPO] ***
- **Repetitive tasks**
- **OCRA Multitask ***
- **Postures [OWAS]**
- **Postures [REBA]**
- **EN 1005-3 [FORCES]**
- **Office**
- **ErgoMater**

(*) optional modules

This application includes assessment procedures for ergonomic risks that meet the criteria set out in Article 5 of "Regulation of Prevention Services", included in the "Guidelines for Action" of the Work Inspection and Social Security (ITSS).

The application also includes a configuration mode that allows you to activate the use of the technical criteria set out in the standards ISO 11228, part 1, part 2 and part 3.

The evaluator should select the most suitable **module** to calculate the risk of the task under study. Sometimes you can choose to use more than one module to analyze the same task, since the assessment procedures are not necessarily mutually exclusive. Once the risk assessment module has been selected, the program displays user-friendly windows to enter the task data required to calculate the risk and get the reports.

Moreover, the module **Anthropometric design of the Workstation** allows you to obtain a report that includes design recommendations for the workstation based on the characteristics both of the workstation and the

tasks. Optionally, you can measure the worker, which will also allow you to get recommendations for a custom adjustment of the workstation.

Ergo/IBV integrates the **Occupational Health Community**, a web portal where you can obtain information related to this area and exchange experiences with other application users. Ergo/IBV also allows you to access **ErgoBD**, a database which includes design criteria, examples of good practice, ergonomic products catalogs, literature, regulations, and other information of interest in order to help with the ergonomic design of workstations.

No special computer skills are required to use the software, basic knowledge as a computer user is enough; in any case, this manual describes its operation in detail.

SYSTEM REQUIREMENTS

The Ergo/IBV software requires a computer with the following characteristics:

- Operative System Windows Vista/7/8.1/10 running the 32-bit versions, Windows 7, Windows 8.1, Windows 10, Windows Server 2008 R2 and Windows Server 2012 R2 running the 64-bit version.
- An internet connection to access the *Occupational Health Community*, the user manual and online updates.
- Windows Internet Explorer version 8 or later.
- The video integrated in Ergo/IBV requires the following elements to watch the video on your computer:
 - If you are using a miniDV camera, you will need a card with IEEE 1394 port (FireWire or i.LINK).
 - If you are using a DVD camera, you will need a DVD player, and DVD codecs which are compatible with Microsoft Media Player.
 - If you are using other video files, you will need the video codecs associated to them.

PROGRAM INSTALLATION

Possible configurations

Ergo/IBV is designed to be installed and run on a Windows operating system in any of its workstation editions (Home, Professional, Enterprise, etc.). It is also possible to install the application in Windows Server and run it remotely by using Terminal Services.

The Ergo/IBV application requires installing a software license. When this license activates, it is written permanently on the motherboard of the computer and cannot be changed to another computer. Licenses can be for a user or for N simultaneous users. All licenses will always be visible on all the computers belonging to the same local area network (LAN). If the license is for more than one user, it is advisable to install it in Windows Server, so that the license can always be accessed. The application must be installed on every computer where you want to use Ergo/IBV, and when running it, a free license should be accessible from all the computers of the same LAN.

This way, you can have a configuration for a single computer with a single license (*Figure 1*), in which case you must install both Ergo and the license on the computer where you want to use the application. Additionally, it is also possible to have one configuration for several computers in the same LAN with a multi-user license installed on a server (*Figure 2*), in which case Ergo/IBV should be installed on every computer, whereas the license only on the server. In addition, any mixed solution is possible by distributing licenses in a way that suits your needs.



Ergo/IBV +
1 License

Figure 1. Single-user configuration

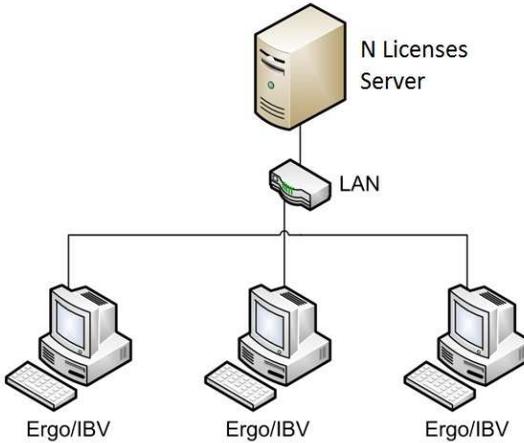


Figure 2. Multi-user configuration

If the licenses provided by the IBV do not match the settings you need for your business, contact the IBV before activating them. Once you activate a license on a computer, you cannot change it to another computer.

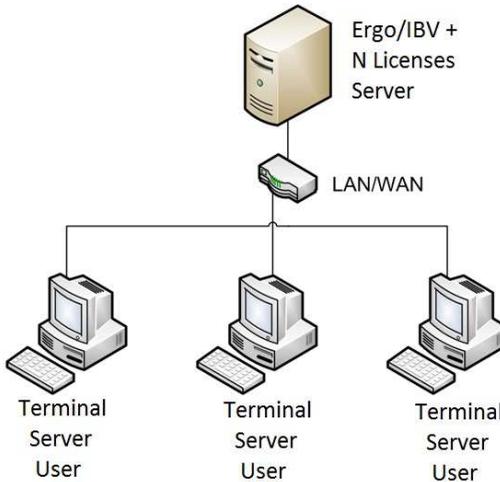


Figure 3. Terminal Server configuration

As mentioned at the beginning of this section, if you have Windows Server with a license to use *Terminal Services*, you can install both the license and the application in the server (*Figure 3*). In this case, access to Ergo/IBV depends on the server configuration, but does not necessarily have to be restricted to LAN networks, it could be also accessed through wide area networks (WAN).

Ergo/IBV Installation

In order to install the Ergo/IBV application, you must log in as a local administrator or user with the same privileges. Otherwise, the application will not install correctly.

In order to install the software, you must run the *setup.exe* file and the program will guide you through the whole installation so that you just have to follow the instructions.

License activation

The license installation starts when Ergo/IBV is installed, and it is completed with a **license activation**. If the license is not activated, the installation process will not be completed and you will not have your business license.

When you first run the application, it will tell you that no license has been detected and will ask you to activate a business license. You must answer that you want to activate the license and the activation screen in *Figure 4* will appear, where you should enter the *activation code* provided with the product. If this action is not carried out with administrator privileges, the activation process may fail.

If you are configuring the system with a network license (as shown in *Figure 2*), you do not need to install Ergo/IBV in the server to activate the license. You only have to install the license drivers (*haspdinst_ErgoIBV.exe -i*) and run the utility *ActivacionLicencia.exe*. You will find the executables in ergo.ibv.org/faqs or in the *Utils* subdirectory in the Ergo/IBV folder of the application.

The license will be installed on the computer where Ergo/IBV is running; once installed, it is not possible to change it to another computer. Therefore, you must be sure that you are installing the license on the right computer. If you have a network license, this point is especially important, since the other computers in the local network can only see the licenses when the computer on which you installed it is switched on.

Moreover, the license is protected against cloning; therefore, if you activated it on a virtual machine, a future migration could deactivate the license.

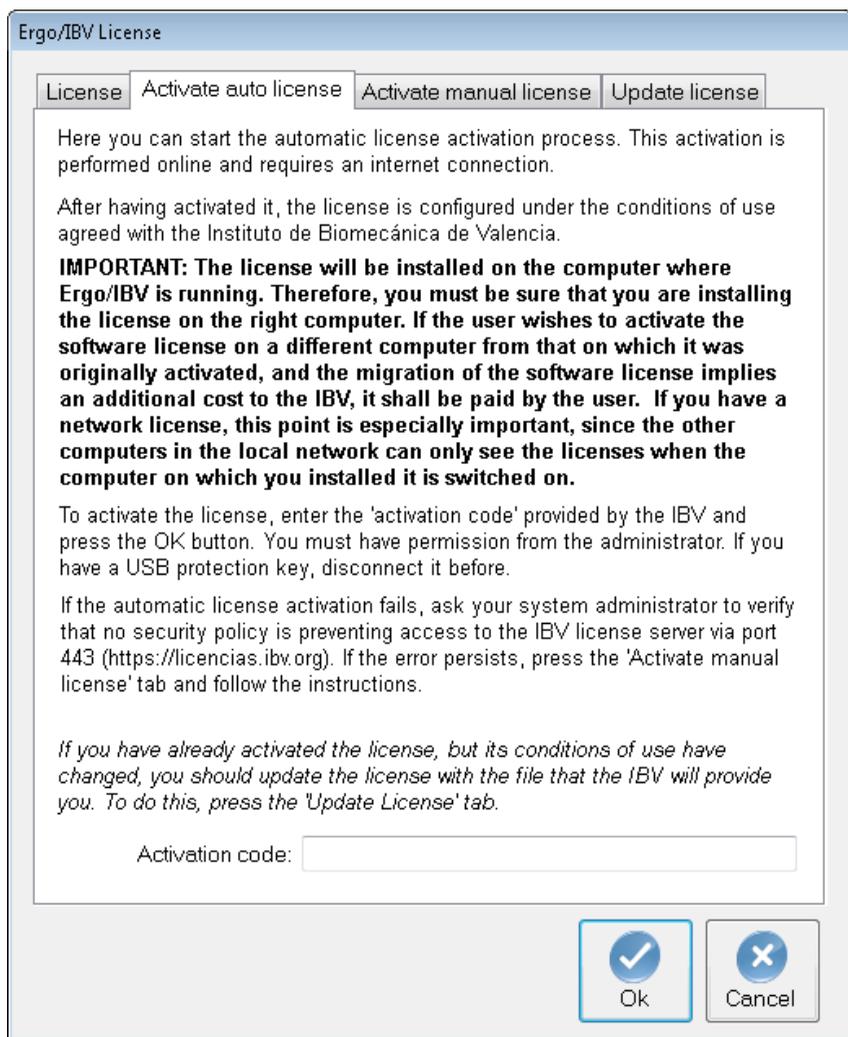


Figure 4. Ergo/IBV license activation

In order to activate the application correctly, make sure that you have administrator permissions and that you can access the server *licencias.ibv.org*

via the 443 port. If the automatic license activation fails, contact your system administrator in order to change the security settings. If the activation still fails, you can activate the license manually (Figure 5) by following the instructions on the screen and exchanging files by e-mail with the IBV Customer Service.

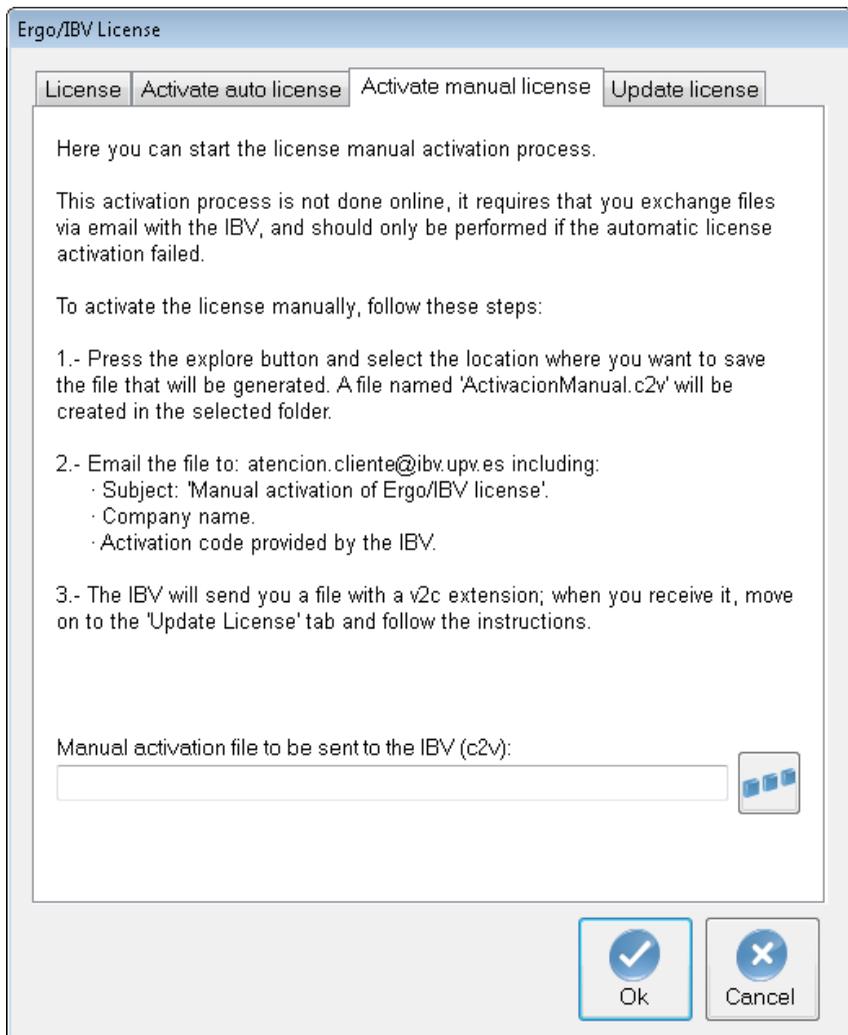


Figure 5. Manual activation of the Ergo/IBV license

LICENSE UPDATE

If the conditions of your Ergo/IBV license change in the future because of a new version of Ergo/IBV, because you purchase new optional modules, or for any other reason, the license must be updated.

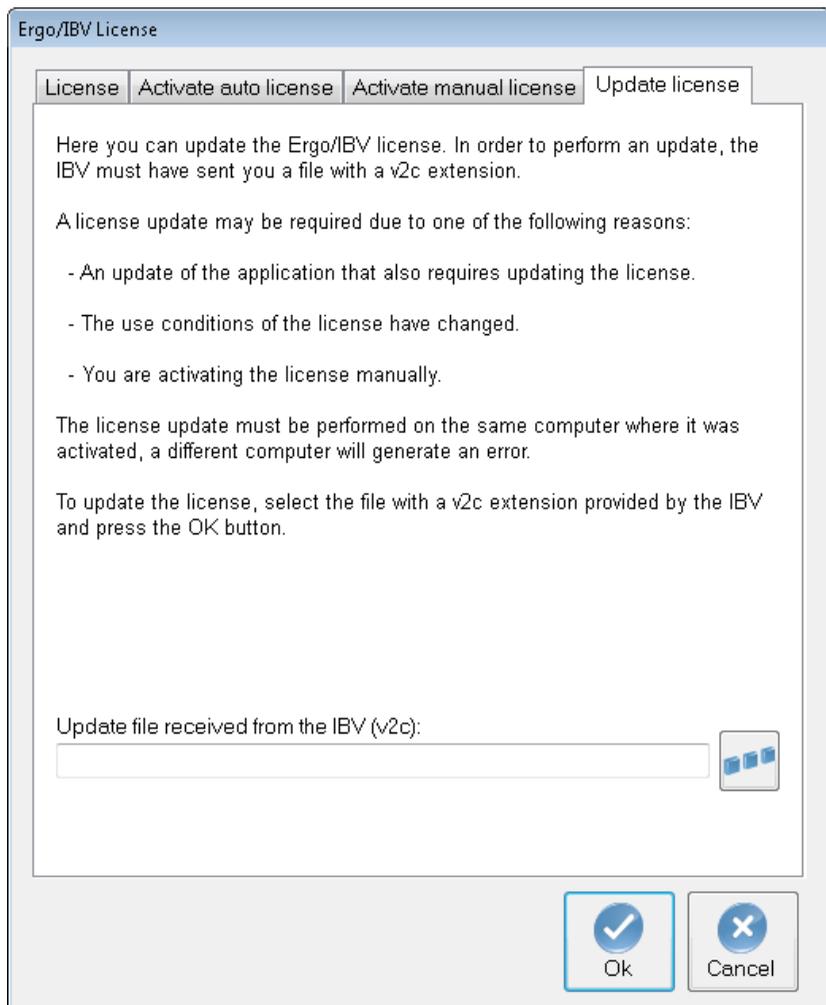


Figure 6. Update of the Ergo/IBV license

The license must be updated on the same computer where it was activated; if it is updated on a different computer, the update will not complete.

To do this, either when the software asks you to, or through the menu option *Utilities | License*, access the screen shown in *Figure 6*, where you should select the license update file (extension v2c) provided by the IBV and press the *OK* button.