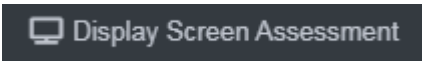




### How to complete a iProtectU DSE Self Assessment:

1. Enter the IPU System  
<https://maynooth.iprotectu.ie/dashboard>
2. Click on Display Screen Assessment button on the left hand side  

3. On the first two questions answer “Yes” (as shown below) and on the “Workplace or Home Assessment” Question, click what is applicable based on the assessment  
i.e. Click “Workplace” if it is an assessment based in the office;  
Click “Home” if it is an assessment based in your home setting.

 Do you use display screen equipment (DSE) daily, as part of your normal work, continuously for an hour or more?


YES

 Is this a DSE self assessment?

YES

**NOTE** Self assessment of DSE has been selected. Any advisory responses and actions required will be forwarded to your manager for approval.

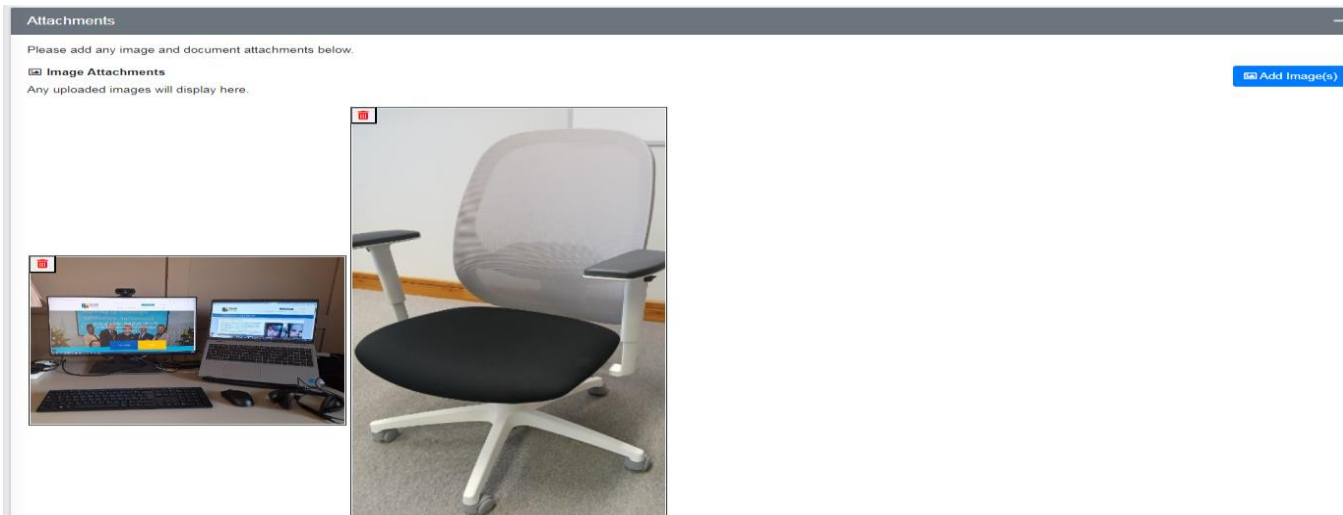
#### Workplace or Home Assessment

 Please select type of assessment (Default Workplace)?

HOME

**NOTE** Home Working DSE has been selected. Please answer the questions for the main area of work.

4. Answer all the remaining questions in the assessment accurately as per the workstation that is being assessed.
5. Pictures of your work station and work chair are to be uploaded so that a review can be completed on the equipment set up. This is to be included under the “Image Attachments” section of the assessment form:



6. On completion of the assessment click “Submit Form” and the form will be automatically sent to the Health and Safety Office to review.

