Work Area

- Your work surface should be large enough to accommodate your computer and working materials. Frequently used items should be within easy reach.
- Work surface should be high enough for legs to move freely about, low enough so that your arms remain straight and perpendicular to the floor.
- Any accessories under the desk should be placed so that your leg movements are not restricted.
- For fixed height surfaces, adding a keyboard tray may be good. If you can’t add a keyboard tray:
  - Use the desk as a starting point and adjust your chair height so that your arms and wrists are parallel to the floor.
  - Adjust arm rests to support upper arms.
  - Add a footrest if your feet do not rest comfortably on the floor.
  - Adjust monitor if needed.