

Ergonomics

Helpful Hints

Watch that posture!!

- Head/neck upright and forward? Not bent, looking down or twisting!
- Do not cradle a phone between your shoulder and chin. Consider using a headset for extensive phone use or multi-tasking
- Elbows and upper arms should be close to your body; no overreaching!
- Wrists/hands should be straight during keyboard/mouse use, not extended out or up!
- Shoulders should be perpendicular to the floor, not stretched forward or elevated!
- Trunk should be perpendicular to the floor, no leaning forward!
- Knees should be comfortable
- Feet should be flat on the floor or footrest.

Take a break!!

- Take brief breaks (1-2 minutes) from keyboarding/mousing about every 30 minutes
- Break up activities that require repetition
- Stretch! Stand up, move around and do something else
- Rest/re-focus your eyes by looking away from the screen for 1-2 minutes at something distant.
- Change positions frequently

Remember:

- Have regular eye exams
- Exercise and maintain a healthy lifestyle
- Immediately report signs of discomfort or concerns