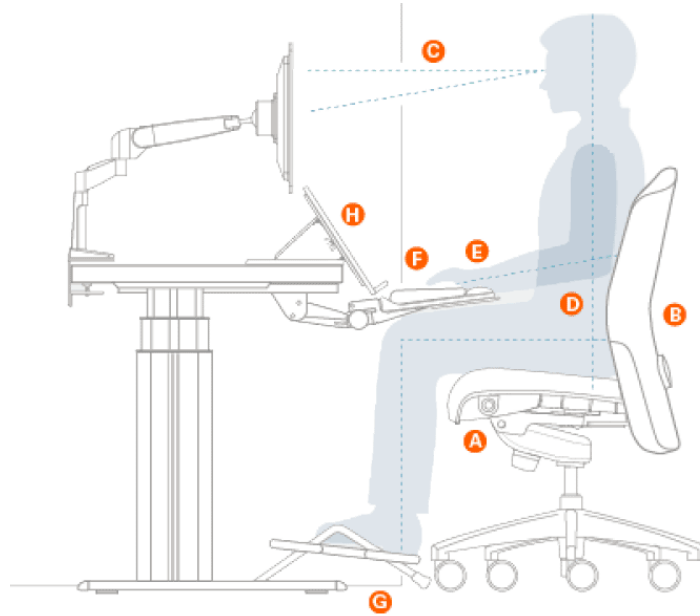




The Ergonomically Positioned Workstation

Poor posture at your workstation can lead to discomfort, muscle fatigue and injury. The following guidelines can help prevent these problems and guide you in making minor adjustments to your workstation. Remember to take breaks from your chair and alternate tasks. If you have a concern or just need a workstation check up, contact your company ergonomics lead or Industrial Rehabilitation at 376-2109 or 376-9040.



- A. Adjust seat height; thighs should be approximately parallel to the floor. Seat pan should be short enough (front to back) for knee clearance and with a waterfall front edge.
- B. Adjust back rest to accommodate the normal curve of the lower spine.
- C. Top one-third of the screen should be set at or below eye level; set distance from user at a minimum of 18" or typically at arm's length.
- D. Shoulders relaxed. Elbow angle is best at 90°-100° with keyboard platform set at 0°-6° negative tilt.
- E. Wrists should be a natural extension of the forearm, not angled up or down.
- F. Keyboard flat at or below elbow level with palm rest to support hands during rest.
- G. Feet should rest firmly on the floor; a footrest is needed if feet are not supported by the floor.
- H. Document holder is next to the monitor. Height and angle adjusted for the comfort of the user.