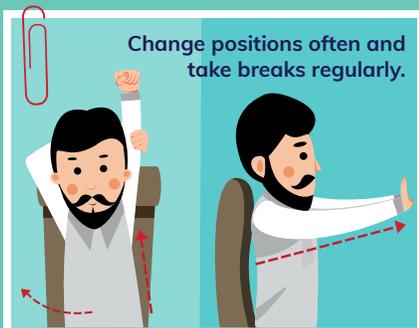


An Ergonomics Guide to Computer Workstations

Adapted from AIHA's *An Ergonomics Guide to Computer Workstations*, 3rd edition



With so many people needing to telework these days, AIHA wants to help you stay healthy while working from home.

Follow these guidelines to make your remote office work for you.

- If your feet cannot rest firmly on the floor, use an object such as a large 3-ring binder as a footrest.
- Adjust your chair or use cushions so that your thighs are about parallel to the floor and knees at about a 90 degree angle.
- If you need more back support than your chair provides, use cushions or roll a small towel to place in your lower back area.
- If available, use a separate keyboard and mouse with your laptop so you can adjust your screen to be at the right height.
- Set up the keyboard and mouse so that you are working at about elbow height or slightly lower, with wrists close to straight.
- Elevate your monitor on a box or books so that the top of the screen is eye level or slightly lower.
- Adjust the monitor to be about an arm's-length viewing distance away.
- Move your screen, turn off lights, or close window blinds to avoid glare.
- Change positions often. Move from seated to standing positions.
- Take breaks regularly to move around and to look at objects other than a screen.

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HEALTHIER WORKPLACES A HEALTHIER WORLD