

5 Steps To a Healthier Workspace

Ergonomics is the ultimate productivity factor in a healthy working environment.

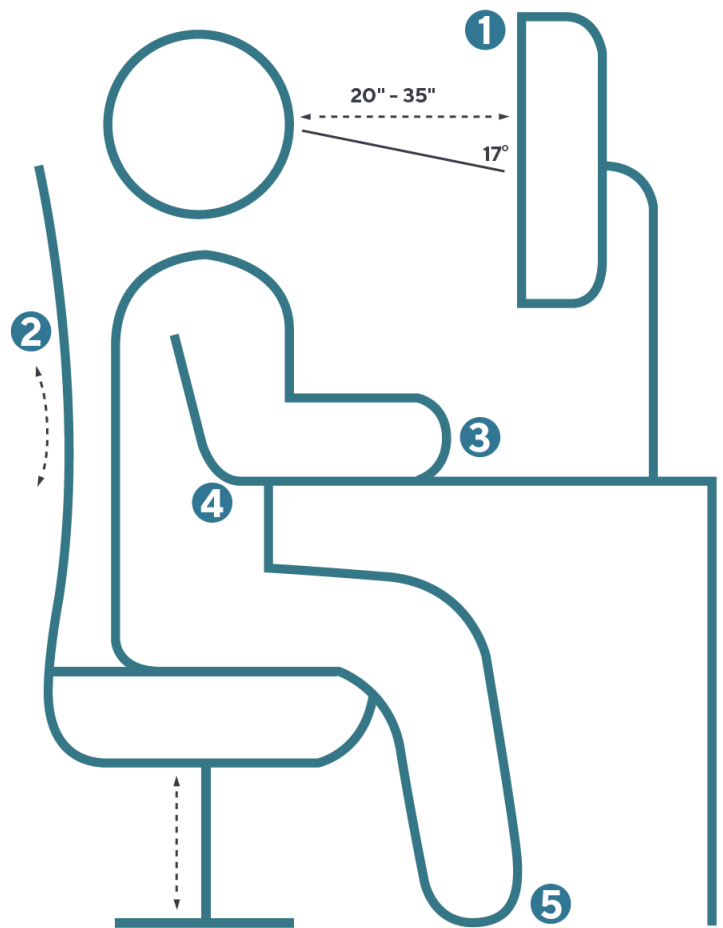
1.
Top of monitor screen should be 2"-3" above eye level. Centre monitor and keyboard in front of you.

2.
Use a good chair with a dynamic back that is angled slightly to the rear.

3.
Wrists flat and straight in relation to forearms to use keyboard/mouse/input device.

4.
Sit at arms length from monitor and keep arms and elbows relaxed and close to body.

5.
Rest feet on the floor or on a stable foot rest (move feet frequently for circulation).



✓ Use a document holder, preferably in-line with the computer screen.

✓ Ideally use a negative tilt keyboard tray with an upper mouse platform or downward tilt-able platform adjacent to keyboard.

✓ Use a stable work surface and stable (no bounce) keyboard tray

Remember, take frequent short breaks and stretch.