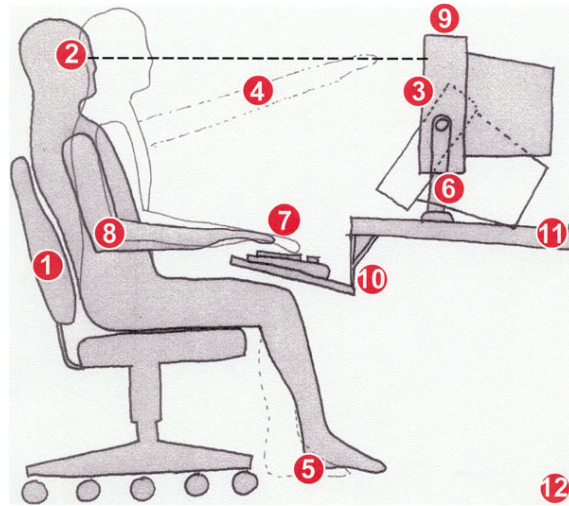


SUGGESTIONS FOR AN ERGONOMIC COMPUTER WORKSTATION



1. Use a good chair with a dynamic chair back and sit back in it
2. Top of monitor casing 2–3" (5–8 cm) above eye level
3. No glare on screen, use an optical glass anti-glare filter where needed
4. Sit at arms length from monitor (approximately 22"–26")
5. Feet on floor or stable footrest
6. Use a document holder, preferably in-line with the computer screen
7. Wrists flat and straight in relation to forearms to use keyboard, mouse, or input device
8. Arms and elbows relaxed, close to body
9. Center monitor and keyboard in front of you
10. Use a negative tilt keyboard tray with an upper mouse platform or downward tilting platform adjacent to keyboard
11. Use a stable work surface and stable (no bounce) keyboard tray
12. Take frequent short breaks (micro-breaks)