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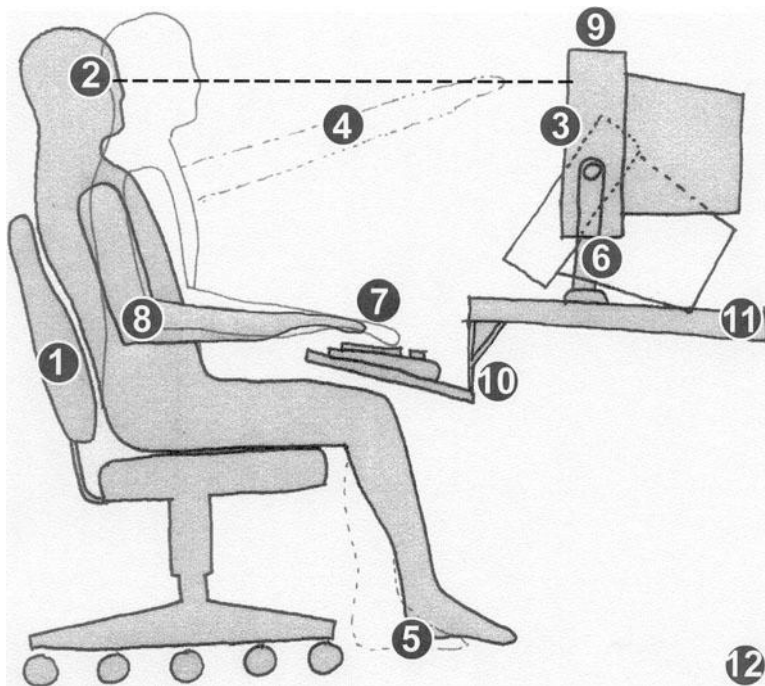
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Guidelines for computer users

Aim

Improve sitting position

Reduce tension headache, repetitive strain injuries and other work-related problems



1. Use a good chair with a dynamic chair back and sit backward
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 if needed
4. Sit at arms length from monitor
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/input device
8. Arms and elbows relaxed close to body

9. Centre monitor and keyboard in front of you
10. Use a negative tilt keyboard tray with an upper mouse platform or downward tillable platform adjacent to keyboard
11. Use a stable work surface and stable (no bounce) keyboard tray
12. Take frequent short breaks (microbreaks)

If you would like further information, the Occupational Safety & Health Administration offers an interactive website that gives a detailed information about the correct working station.

<http://www.osha.gov/SLTC/etools/computerworkstations/index.html>

The ergonomic society U.K. provides links to many businesses that offer ergonomic equipment <http://www.ergonomics.org.uk/resources/links/productserv.htm> (look under computing equipment).