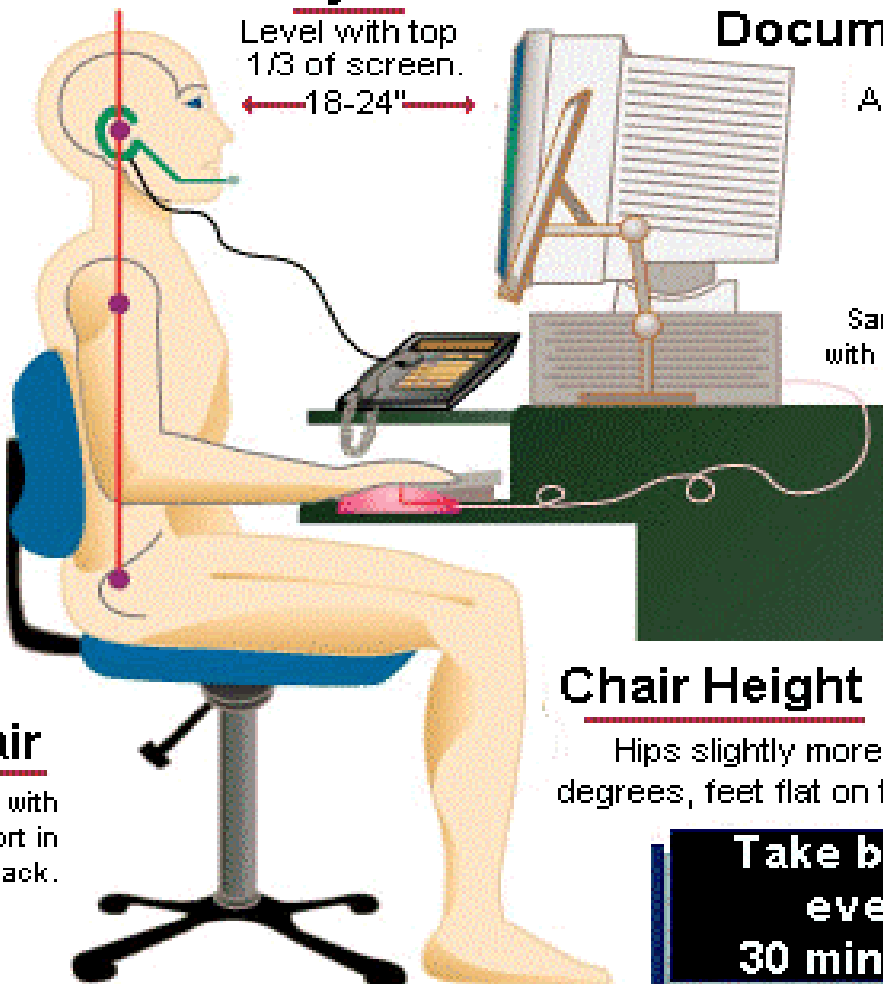


IS YOUR COMPUTER WORKSTATION OPTIMIZED FOR COMFORT AND EFFICIENCY?



The diagram shows a person sitting at a desk with a computer monitor, keyboard, and mouse. A vertical red line indicates the spine's alignment. A horizontal double-headed arrow above the monitor indicates a distance of 18-24 inches from the eyes to the top of the screen. A black box at the bottom right contains the text 'Take breaks every 30 minutes!'.

Head
Head back, chin tucked, Ears, shoulder, hips aligned.

Neck
Use headphones. Do not cradle phone between head and shoulder!

Elbows
At sides - slightly more than 90 degree bend.

Chair
Fully adjustable with lumbar support in small of the back.

Eyes
Level with top 1/3 of screen.
18-24"

Document Holder
Adjacent to and at same height as monitor.

Keyboard
Same height as elbow with wrists slightly bent. Keystroke gently!

Mouse
Adjacent to and at same height as keyboard.

Chair Height
Hips slightly more than 90 degrees, feet flat on the floor

Take breaks every 30 minutes!

A “neutral” body position is the safest and most efficient position in which to work. Awkward posture puts stress on muscles, tendons, and joints that could lead to ergonomic disorders.