

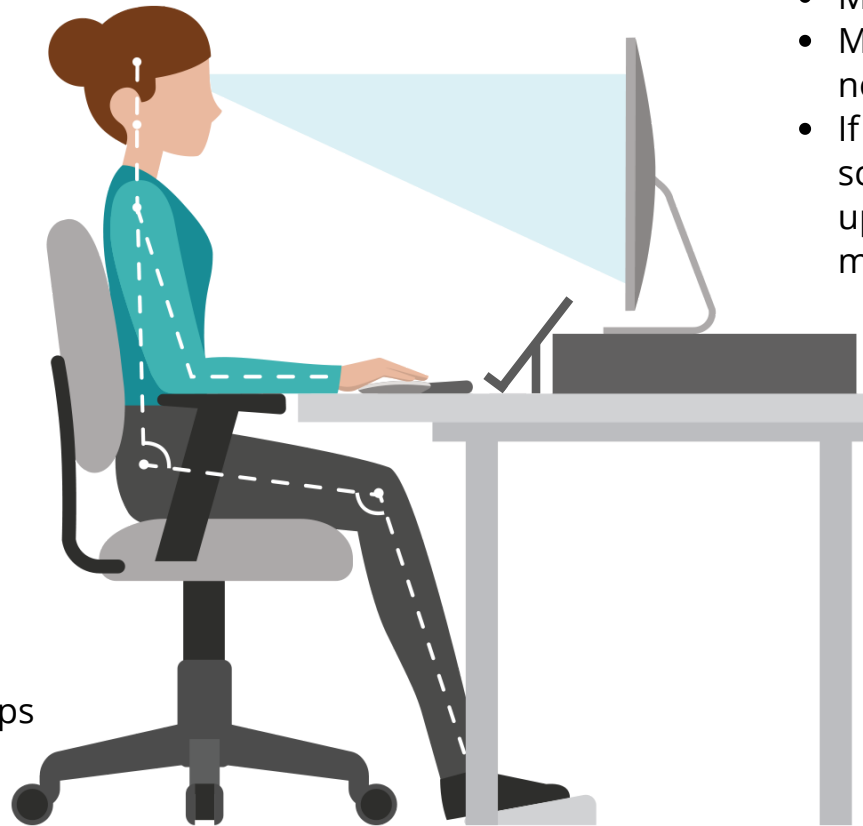
# IDEAL WORKSTATION SET UP

## KEYBOARD AND MOUSE

- Elbows are relaxed at side of body
- Elbows are bent at 90 degrees
- Wrists are straight
- Mouse next to keyboard
- keyboard and mouse at or slightly below elbow height
- Wrists do not rest while typing; float
- Move mouse with entire arm, do not rest; float

## CHAIR

- Knees at or slightly lower than hips
- Sit on back of thighs
- Lumbar support if needed
- Sit back into the chair
- Align Ears, shoulders, elbows and hips



## MONITOR

- Top of viewing screen is at eye level
- Monitor is centered to the body
- Monitor is close enough that you do not lean forward to see the screen
- If wearing multi-focal lenses, adjust screen to your stature, then adjust up/down in 1/2" increments until neck movement is minimal

## DOCUMENT HOLDER

Paper documents are placed between keyboard and monitor

## FOOT SUPPORT

(IF NEEDED)

Feet are supported by the floor or footrest

