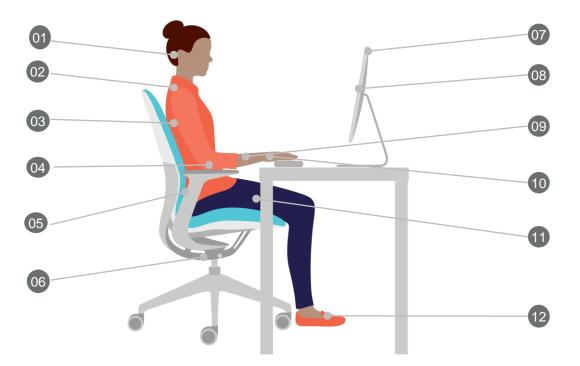
## **Home Office Ergonomics**

Some reminders on how to work at home:



- 1 Neck is straight and head is evenly balanced
- 2 Relax shoulders so arms hang naturally and close to body
- 3 Back has full contact with the backrest (sit all the way back in your chair)
- 4 Rest elbows and forearms comfortably on the arms of the chair, without bearing weight
- 5 Use a pillow or roll a towel to provide lumbar support
- 6 Adjust the height of your chair as best possible to accommodate your working surface height

- 7 Top of monitor is at eye level or slightly lower and directly in front, so head is not turned
- 8 Monitor should be at least an arm's length away
- 9 Forearms should be at a 90-110-degree angle to the floor
- 10 Wrists should be straight when typing, not bent up or down
- 11 Thighs are parallel to the floor
- 12 Feet are flat on the floor or on a footrest

Remember, you still need to switch positions frequently—even if you're on your feet. Even just one hour each day spent standing can help maintain or renew energy levels and focus.