

Ten Tips to Maximize Comfort and Efficiency at Your Sitting or Standing Computer Workstation

1. Whether you are sitting or standing at your workstation, it is important to untuck your tailbone and find your low back curve.
2. When sitting, your chair seat should be parallel with the ground and at a height that keeps your hips, knees and ankles at about 90 degrees. When standing, your hips should be directly over your ankles so you feel the weight of your body in your heels.
3. When sitting, use the back of your chair and align your ears over your hips. When standing, align your shoulders and ears over your hips.
4. When standing, be sure your feet are pointing forward and not angled out to the sides. Your knees should point forward, too.
5. Align your keyboard so you can type without reaching. Your upper arms should hang straight down from your shoulders. This keeps the shoulder and neck muscles relaxed. Keep your elbows at about 90 degrees.
6. Keep the mouse close to the edge of the desk to minimize reaching.
7. Type and mouse with a flat wrist and do not touch the desk, keyboard or wrist-rest while typing. Glide over the keyboard.
8. Place your monitor at a comfortable distance based on your individual preference. Two-thirds of the monitor should be below eye level. If you have more than one monitor, divide the space based on the percentage of use.
9. Learn how to adjust your equipment to fit your needs and allow for variety in your positions.
10. Spend **most** of your time in good body posture, but other positions are good, too. Your body needs variety. Move as much as you are able and still complete your tasks.

4060 Vinton St., STE 200, Omaha, NE 68105

402-651-9719

MayerWellness@gmail.com

MayerWellness.com

