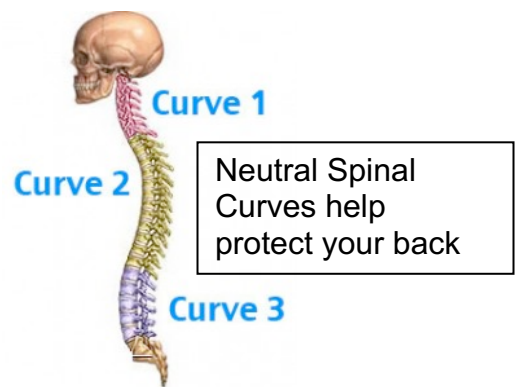
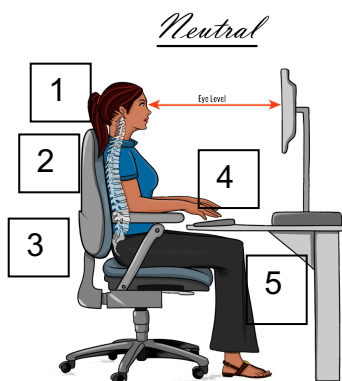
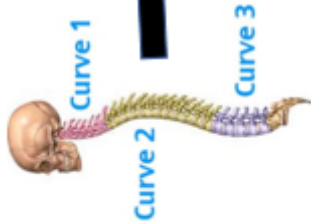


Desk set up to maximize neutral positions & minimize strain

<u>Number in Picture</u>	<u>Joints Protected</u>	<u>Desk Strategy</u>	<u>Goal</u>
1	Neck	<ol style="list-style-type: none"> 1. Raise screen: line the top third of your screen with the height of your eyes. Screen directly in front of you. 2. Position screen arm length away 3. Hold the phone to your ear with your hand, use speaker phone, or hands-free device. Do not tuck phone between ear and shoulder. 	<ol style="list-style-type: none"> 1. Maintains natural, inward, curve of the spine in your neck. Also encourages good posture. 2. An arm distance from screen will reduce need to stretch head forward; this distance also reduces eye strain. 3. Reduce awkward positioning.
2	Shoulder/Elbow	<ol style="list-style-type: none"> 4. Adjust armrests and position keyboard at a height that allows your shoulders to relax and elbows to be 70° to 110° 5. Position mouse on left side of keyboard and mouse with your left hand. 	<ol style="list-style-type: none"> 4. Shoulders are relaxed rather than “hiked”; 70° to 110° reduces strain 5. Compared to mouse on the right side, mouse on the left side of the keyboard decreases the distance the user reaches for the mouse.
3	Lower Back	<ol style="list-style-type: none"> 6. Adjust chair such that you can feel your lower back supported; “lumbar support.” 	<ol style="list-style-type: none"> 6. Maintain the inward curve in your lower back. This engages your abdominal muscles rather than your spinal muscles.
4	Wrist/Hand	<ol style="list-style-type: none"> 7. Place your keyboard flat on your desk by flipping the “angle legs” to “off” position. 	<ol style="list-style-type: none"> 7. Flat keyboard will encourage your wrist to be in a neutral position
5	Knees/Ankles	<ol style="list-style-type: none"> 8. Adjust chair such that knees and ankles are at 70° to 110°. 	<ol style="list-style-type: none"> 8. 70-110° reduces strain
	General	<ol style="list-style-type: none"> 9. Position high-use items nearer to you 10. Change positions as often as possible. 	<ol style="list-style-type: none"> 9. ↓ reach = ↓ awkward position. 10. ↓ Static positioning; To be covered in detail at later L&L





Protect your back during physical tasks

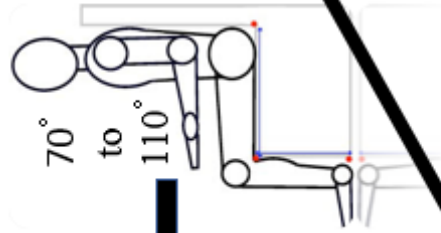
- 1) Feet spread shoulder width apart, knees bent
- 2) Bum stuck out to create lower spinal curve



7 minutes of every hour

Work in a neutral position that allows your body to relax into itself

1



2

Change positions, work in different positions, sit and stand and move...



Vary activities through your day



Balance different positions



Work in different positions