TEN TIPS FOR COMPUTER USERS

Position the monitor in front of you with the top of the monitor near eye level, at about arm's length away.

Position the document holder close to the monitor, near eye level.

Tilt the monitor or adjust lighting to avoid glare.

Rest the feet flat on the floor or on a footrest.

Most important!
Stretch or walk at least once per hour and keep moving throughout the day.

Relax neck, shoulders and arms with head upright.

Position wrists straight, at or below elbow height.

Support your back.

Position knees at or below hip height.

Adjust the chair to fit you.

Place the mouse next to the keyboard, at or below elbow height.

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Adapted from 12 Golden Tips for Office Workers, 1996
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