ERGONOMICS AT HOME AND WORK

Ergonomics Made Simple

Many computer workstation users pay little attention to their ergonomics because it sounds so complicated. Let's start with a simple approach so you can make ergonomics work for YOU. It can be as easy as 1-2-3.

Set up for success - The science of fitting the workstation to the worker enables working from a neutral posture, where our muscles work less and burn less energy. Some tips include:

- Align your keyboard, mouse, and monitor.
- Position your monitor at arm's length and adjust the height so the top of the monitor is eye level (while sitting upright).
- Place your keyboard height so your arms and elbows make a 90° angle.
- Change the chair height so your feet rest firmly on the floor.

Use your body properly – What good would the costly ergonomic chair be if you sat with a slouch? The location and height of the computer monitor could be perfect for you, yet you still crane your neck while reading the display. You could have premium adjustability with your armrests yet still not allow your neck and shoulder muscles to relax and be supported. The list could go on and on. The key is you must use your body properly in order for the scientifically adjusted workstation to be effective.

Interact with your environment – You must make intentional choices while working every day. For example:

- If you type what you read, use an inline document holder with an adjustable angle feature.
- If you read and edit hard copies, move the inline document holder in front of you and raise the angle of the platform (so the document sits upright in front of you).
- If your height changes enough when wearing heels vs. flat shoes, adjust your chair height or use a footrest.
- If your work area is cold, wear a sweater.

It's that simple to make a good ergonomic foundation work for you. Put this foundation into practice to reduce physical stressors that accumulate throughout the day. You'll then go home with plenty of energy left over to enjoy your family, friends, and life.

Ergonomics for Working from Home
As the response to the COVID-19 coronavirus remains, many organizations are still having employees work remotely. If you're one of those employees, take a minute and review this safety talk so you can set yourself up to work comfortably at home.

It's important to understand that sometimes the things we do at home can lead to symptoms that show up at work. That's why the principles of computer and workstation ergonomics are essentially the same whether you're working in the office or at home. To achieve maximum comfort when using your electronic devices at home you should:

- Keep your arms close to your body with your elbows bent at about a 90° angle
- Keep your wrists straight
- Sit with your knees bent at about a 90° angle with your feet resting comfortably
- Support the curve of your back (lumbar)
- Minimize the bend in your neck
- Vary your posture
- Take frequent breaks

Set up for Success Tips
Here are some valuable tips to help you work ergonomically smart at home:

- If you have a computer workstation at home, make this your first option instead of your tablet or phone.
- While sitting in your chair, position your keyboard to achieve a 90° bend in your arms with wrists straight.
- When looking at the laptop or tablet screen, adjust the screen tilt to improve the distance from your eyes to the screen and if needed, increase the text size to reduce the bend of your neck.
- If you use your laptop exclusively at home, consider getting a monitor, ergonomic keyboard, and mouse to go with it.

In all cases, make sure to support your lower back (lumbar). If you have an adjustable chair, position the lumbar support at the curve of your lower back. When sitting on the sofa or a lounge chair, you can use a rolled-up towel or pillow.