



Ergonomic Tips for Your Home Office

Keep Moving

- Even with the perfect office set-up, do not sit in a chair all day
- Change position every 25 minutes; stretch or adjust the chair
- Switch between sitting and standing throughout the day

Chin Up

- Head and neck posture are vital; keeping your chin tucked toward your chest can lead to neck, shoulder and back pain
- Adjust your monitor, keeping the screen's center at eye level; place the monitor on a surface to raise it higher
- Use a headset to talk

Rest Eyes

- Look away from the screen every 20 minutes

Perfect Posture

- Sit all the way back in your chair with your legs at a 90-degree angle

Keep Arms Close

- Avoid sitting too far from the keyboard and mouse
- Keep your elbows comfortably close to your body

Chair Is Key

- Consider a comfortable chair that prevents leaning and straining

Handheld Devices

- Limit texting to no more than 15 minutes at a time
- Stretch often if spending extended time on handheld devices
- If using a stylus, find one with a larger grip handle
- Support your arms rather than holding them aloft for long periods
- Avoid prolonged bent-neck posture