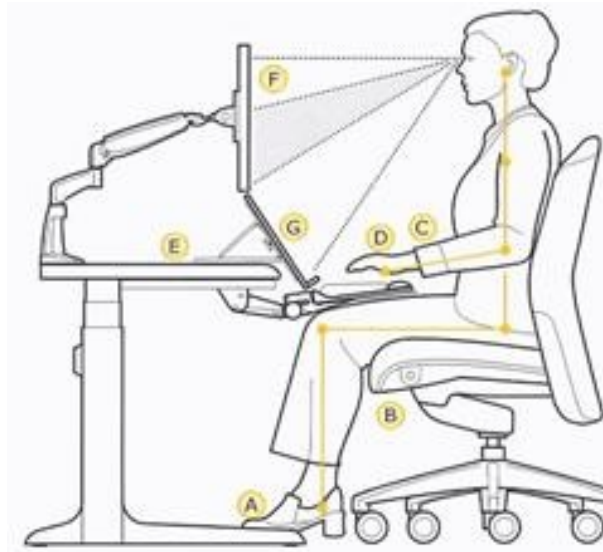


Alexander's Computer Workstation Ergonomics, Since 1990

Phone: (707) 894-9777 CA Small Business Certification # 744

Email: [steve@ergoguy.com](mailto:steve@ergoguy.com) Web: [www.ergoguy.com](http://www.ergoguy.com)

## Ideal Computer Workstation Work in "Neutral"



- A) Seat level so feet are flat on floor or with foot rest if necessary
- B) Seat depth allows back of knees a small clearance so you can get full back support without cutting off knees... upper legs parallel or slightly below hips...back of chair 90 to 120 degree from parallel with floor
- C) Keyboard/Mouse at a slight NEGATIVE tilt with forearms slightly below elbows
- D) Wrists straight...not bent up or down or side to side
- E) If adjustable, set work surface at a height that allows you to reduce reaching and bending.
- F) If not wearing eye glasses or if you are wearing single lens glasses, monitor should be adjusted so the first line you are looking at is eye level (generally so top of monitor is even with top of head)...The distance to the monitor should be adjusted so that when sitting with full back support YOUR eyes focus comfortably on data without having to sit forward on chair or lean forward to focus... Conversely you should not be too close so that you slide chair back, lean away from monitor and reach to keyboard and mouse
- G) When a document holder is used, it should be just below monitor and in line with monitor...Lower eyes...not head...to read data. A second less desirable solution is to have document as close to monitor as possible on side at same level as monitor.