

Head

Head back,
chin tucked,
Ears, shoulder,
hips aligned.

Neck

Use headphones.
Do not cradle
phone between
head and
shoulder!

Elbows

At sides - slightly
more than 90
degree bend.

Chair

Fully adjustable with
lumbar support in
small of the back.

Eyes

Level with top
1/3 of screen.

← 18-24" →



Document Holder

Adjacent to and at
same height as
monitor.

Keyboard

Same height as elbow
with wrists slightly bent.
Keystroke gently!

Mouse

Adjacent to and
at same height
as keyboard.

Chair Height

Hips slightly more than 90
degrees, feet flat on the floor

**Take breaks
every
30 minutes!**