

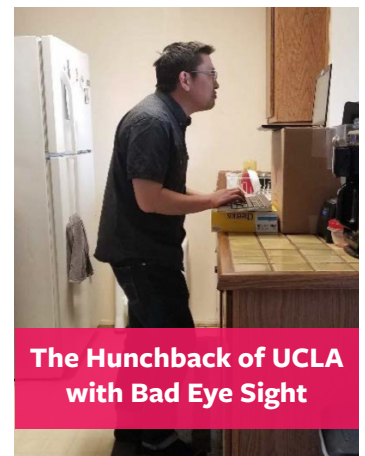
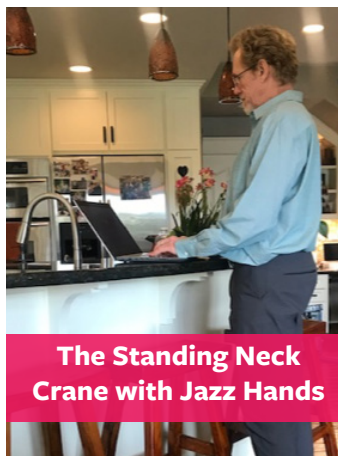
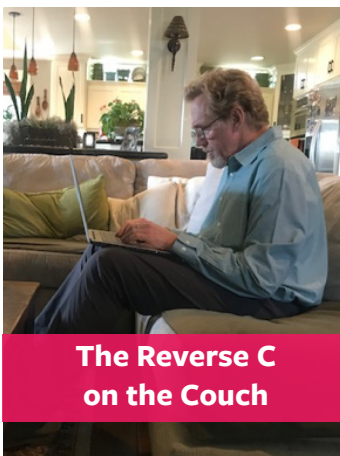
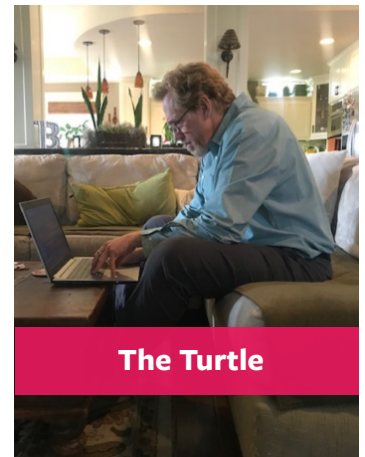
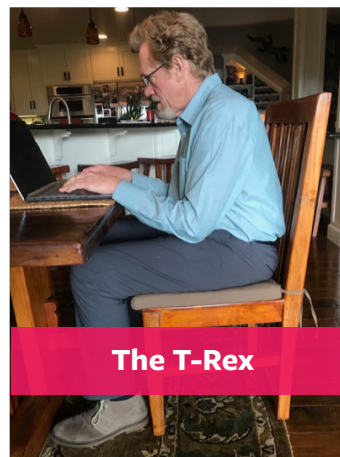


Ergo Tips for Alternative Workstations

Posture is EVERYTHING!

Postures to **AVOID**

All of these postures are harmful to your body. Avoid leaning forward and sitting without back support or with a bent neck!



Be it your dining room, kitchen, or bedroom, when working from home, it is important to remember that the proper ergonomics design of your computer workstation is important no matter where your home "office" may be. Many of you are now using your laptops more than ever, so below, please find some postures to avoid and some easy tips to improve your home workstation.

Short Term Posture - Sitting

These sitting positions should only be used for 30 minutes or less.

Achieving Optimal Posture on the Couch

- Pillows placed behind the back provide lumbar and upper back support.
- The upper arms hang relaxed by the sides of the torso.
- A pillow placed on the lap elevates the laptop slightly – this improves wrist position (and slightly improves monitor height.)



Pillows providing lumbar support and a pillow under the laptop to help raise the height.



Working on Your Posture at the Dining Room Table

- Placing pillows on the seat will place the laptop keyboard at the correct level (elbow height).
- Using the eyes and not the neck to look down, balances the head over the shoulders.
- The hands are in the correct position but, the monitor is still much too low. **This posture is only safe for short periods of time!**



Pillows on seat to help raise the elbow height to place



Short Term Posture - Standing

These standing positions should only be used for 30 minutes or less.

Using Boxes, Books, and an External Keyboard

The standing workstation is modified to an ideal set-up for this worker by the use of some simple props and an external keyboard and mouse.

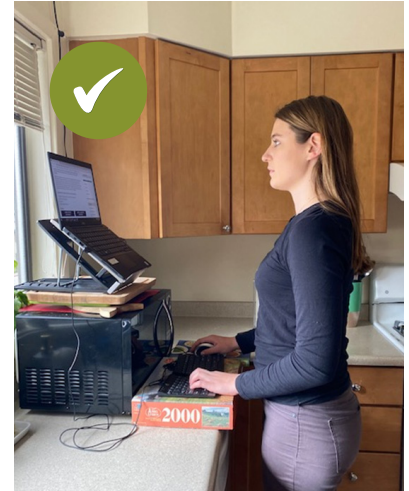
- A large box or microwave and a few books raise the height of the laptop. The goal here is to get the laptop screen (monitor) to the correct height for a balanced head posture (eyes aligned with top of screen).
- An external keyboard/mouse is placed on a book to improve the height of the work-surface (elbow height).



Tip: Wear supportive shoes when standing.

Boxes, books, and a microwave elevate the laptop to eye level.

Input devices are at elbow height.



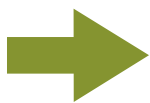
Long Term Posture - Sitting

These sitting positions can be used for working longer than 30 minutes.

Separate the keyboard, mouse, and screen:

- **Laptops are NOT designed for prolonged use!**
- The keyboard must be separated from the screen for an ergonomic workstation.
 - ▶ HDMI cable- Connects laptop to external TV/Monitor (Use laptop for input devices)
 - ▶ External Keyboard/Mouse
- Use cushions or pillows for lower and upper back support
- Feet are flat on the floor or on a footrest

Connecting to a screen that is at eye level.

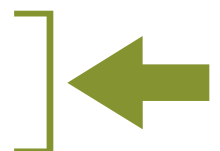


Boxes, and books elevate the laptop to eye level.

Input devices are at elbow height.



Cushions, towels, and pillows are used as an additional support and raise you to proper seating height.



Use a towel as additional support for lower back.