

# How to set up your workstation

## Sitting at a desk

### Upper back

Sit fully back in chair

### Shoulders

Relaxed and not hunched

### Screen

Top of screen level with eyes and arm's length away

### Back

Supported with lumbar rest

### Hands

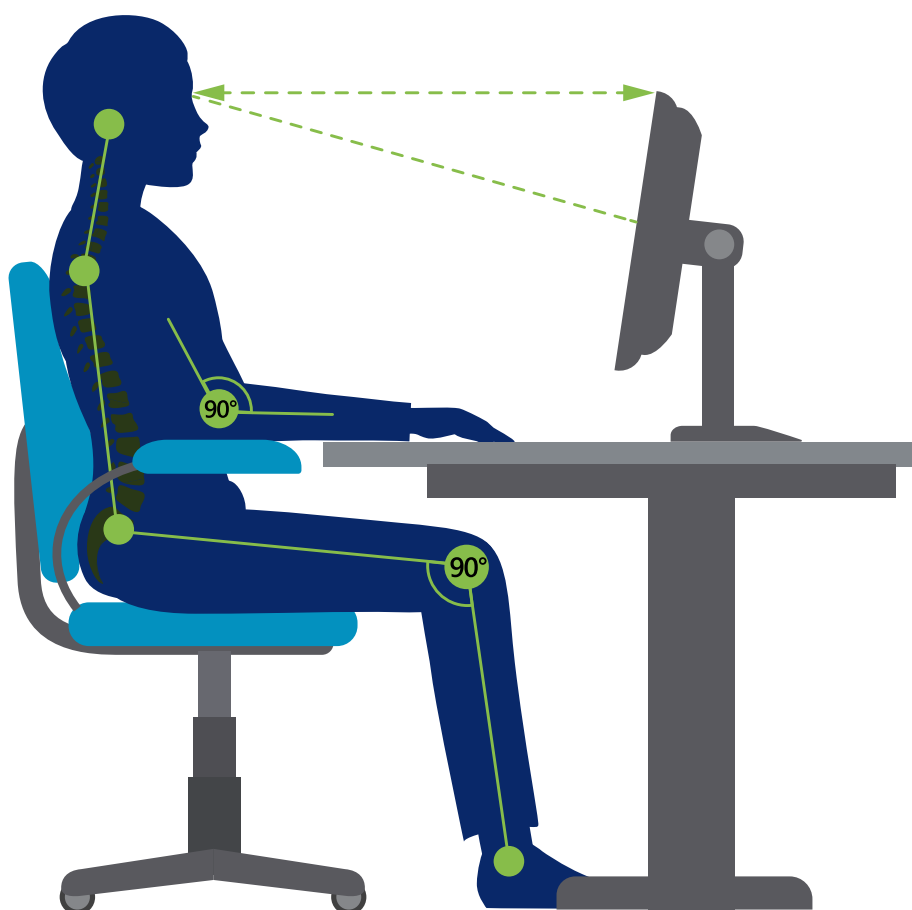
Keep mouse and keyboard close

### Elbows

Bent at 90 to 120 degrees and resting at your side

### Chair height

Adjust height until feet are flat on floor, thighs parallel to floor and knees and hips at 90 to 120 degrees



### Seat

Gap of 2-3 cms between front of seat and back of knees

### Feet

Fully supported, use an adjustable footrest if needed

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