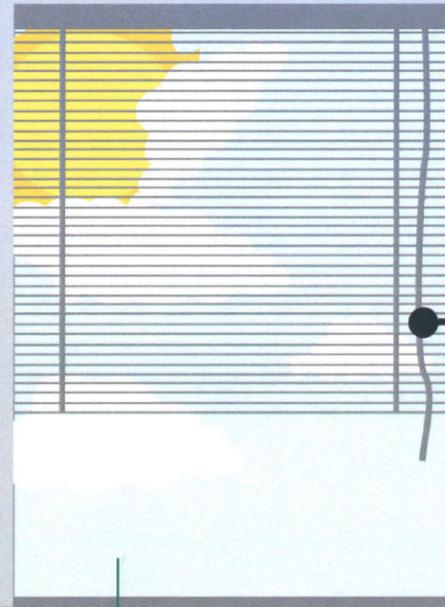


Your Body at Work: **Make Yourself Comfortable**

Everyone's ergonomic needs are different, if you experience any problems you should report these to your supervisor.

WWW.UMBC.EDU/SAFETY/ERGONOMICSINFO.HTML



Take a 5-minute stretch break every 1-2 hours.

Elbows at right angles.

Sit straight up in chair to support pelvis and lower back.

Hip angle between 96-110 degrees as is comfortable.

Thighs approximately parallel to floor.

Carpeting or flooring should be free of rips and tears.

Do not sit with knees against chair. Have approximately 2"-3" between knee and chair.



Monitor should be 18"-20" from body. Top 1/3 of screen should be at or below eye level.

Monitor perpendicular to window to reduce glare.

Keyboard should be on slight negative tilt, about 1" above thighs.

Mouse in plane or slightly above plane of keyboard. Avoid reaching for mouse.

Knee angle at 90 degrees with feet in front of you.

Feet flat on floor or on footrest.