CHECKING IN
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“Your attention to ergonomics is getting out of hand.”
**Wrong Sitting Posture**

- Neck:
  - Incorrect alignment.
- Shoulder:
  - Rounded shoulders.
- Low Back:
  - Not supported by the chair.
- Wrist:
  - Bent at an uncomfortable angle.

**Correct Sitting Position**

- Monitor:
  - Adjust distance and height, top of the monitor at eye level and slightly tilted.
- Arms:
  - Keep shoulders relaxed, arms parallel to the floor and shoulders.
- Chair:
  - Should have a backrest and armrests, and adjustable height.
- Legs:
  - Should be parallel to the floor.
- Feet:
  - Should be flat on the floor, use a footrest if necessary.

**Correct Standing Position**
ADJUST

• Adjust current equipment to achieve a neutral posture

  ✓ Chair height
  ✓ Keyboard height
  ✓ Mouse
  ✓ Monitor
  ✓ Phone
  ✓ Documents

• Environmental factors
  ✓ Light
  ✓ Sound
CHAIR

- Sit all the way back in your chair
- Position feet flat on the floor or use a foot rest
- Adjust chair height so knees are at a 90 degree angle
- Seat pan should be 2-3 inches from the back of your knee
- Lumbar support should provide support to the inward curve in your lower back
CHAIRS AT HOME

• Finding affordable ergonomic task chairs (Staples, Office Depot, used chairs)
• Add a comfortable cushion
• Add lumbar support
• Use a foot rest
KEYBOARD

✓ Position keyboard height so your shoulders are in a neutral, relaxed position
✓ Arms should be positioned by your side—avoid reaching forward or winging your arms
✓ Keep your wrists in neutral while typing
MOUSE

✓ Reposition the mouse so it is within reach to be able to keep shoulders in a neutral position
✓ Maintain a neutral wrist position while mousing
✓ Use a mouse that is the appropriate size for your hand
✓ Use larger arms muscles to mouse rather than the small muscles of your hand
✓ Consider mousing with your non-dominant hand
KEYBOARD AND MOUSE AT HOME

- Use an external keyboard and mouse
- ID the optimal surface height to work on
MONITOR

- Position monitor directly in front of user
- Position top of screen at eye level
- Monitor should be one arm’s length distance away from user when seated back in chair
- Position at a 90 degree angle from windows to minimize glare
MONITOR AT HOME

• Raise or lower the height of your monitor as needed
  – Books, reams of paper
  – Laptop stand
  – Monitor riser
BOOKS & DOCUMENTS

✔ Position items within close reach
✔ Position documents and books directly in front of you
✔ Use a book stand or document holder
STANDING WORKSTATION

• Sit-stand converters
• Anti-fatigue mat
WORK ZONES

- Normal Visual field
  - 30°

- 45° Head rotation

- Very rare reaches
  - Avoid working in this area

- Occasional work
  - 25 cm

- Usual work
  - 50 cm

- Never reach behind Shoulder line
  - 100 cm
ENVIRONMENTAL MODIFICATIONS

**Lighting**
- Sit perpendicular to incoming light to avoid glare
- Modify brightness and contrast
- Install software to aid with brightness (i.e., Flux)
- Wear blue light blocking glasses

**Sound**
- Calm, white noise background
- Use ear plugs or noise cancelling headphones
PACING

• Take a break from sitting every 30 minutes
• Change positions
• Alternate tasks
• Alternate leg positioning to increase circulation
• Take vision breaks
• Stretch! Move! Avoid prolonged static positioning
Lifestyle Redesign®
Telehealth Services

What we can help you with:

- Managing stress and anxiety
- Increasing motivation
- Improving sleep
- Modifying the home environment to support focus and ergonomics
- Establishing new, healthy routines
- Incorporating physical activity
- Connecting with others remotely
- Engaging in meaningful activities
- Managing time for work-life balance

If you're interested...

- To schedule an evaluation please call 323-442-3340 or email OTFP@med.usc.edu.
  - Remote sessions are being conducted using HIPAA-compliant Zoom.
LIFESTYLE REDESIGN® TELEHEALTH SERVICES

Want to determine if Lifestyle Redesign is right for you?

• **Free 15 minute consultations** with one of our occupational therapists available
  • Undergraduate students: Thursdays from 1-4PM
  • Graduate students: Fridays from 1:45-3PM

Sign up through your **MySHR** if you are interested!
QUESTIONS?

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