

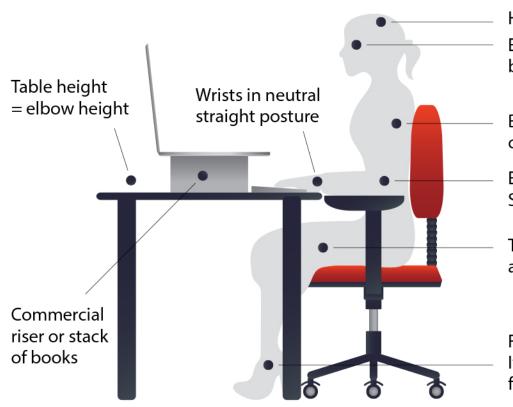
Some of you are familiar with a dedicated home workspace, but for many this is a new idea. Here's some great info that will help you work with proper ergonomics in mind.

Ergonomics @ Home

- Place laptop on a commercial riser or a stack of books
- Plug in an external keyboard and mouse
- Add a larger external monitor if possible
- Adjust workspace chair so feet are firmly planted and you are seated properly



Good Posture @ Home



Head upright and over your shoulders Eyes looking slight downward without bending from the neck

Backrest should support the natural curve of the lower back

Elbows bent at 90°, forearms horizontal Shoulders should be relaxed not raised

Thighs horizontal with a 90°-110° angle at the hip

Feet supported and flat on the floor If this isn't possible, then feet should be fully supported by a foot rest

Time Spent Working @ Home

Regardless of how good your working posture is, working in the same posture or sitting for long periods is not healthy. You should change your working position frequently throughout the day.



- Stretch your fingers, hands, arms, and torso
- Stand up and walk around frequently
- Every 20 minutes, look at an object 20 feet away for 20 seconds to relieve eye fatigue
- Perform some of your tasks while standing: phone calls, computing, and reading



Good Working Positions @ Home

- Keep frequently used items close to you
- Use keyboard shortcuts to reduce mouse use
- Use the speaker setting on your phone to avoid cradling between your head and neck
- Make sure lighting levels are adjusted for differing tasks

PTP @ Home

- Posture
- Time
- **Position**



ERGONOM CS **Brandon Higgins** Workers' Comp Manager 270-745-8841 wku ergonomics website

brandon.higgins@wku.edu