



1 Minute Desk Check

It only takes 1 minute to check your workstation. It is important to adjust the chair and the desk equipment every time you change workstation.

Before you start work...

- Is the chair high enough that your elbows are at 90 degrees or more when typing?
- Is your back supported by the chair?
- Are your feet flat on the floor? (If not, is there a foot rest available?)
- Is the screen one arm's length away from you?
- Are the most important things within easy reach?

