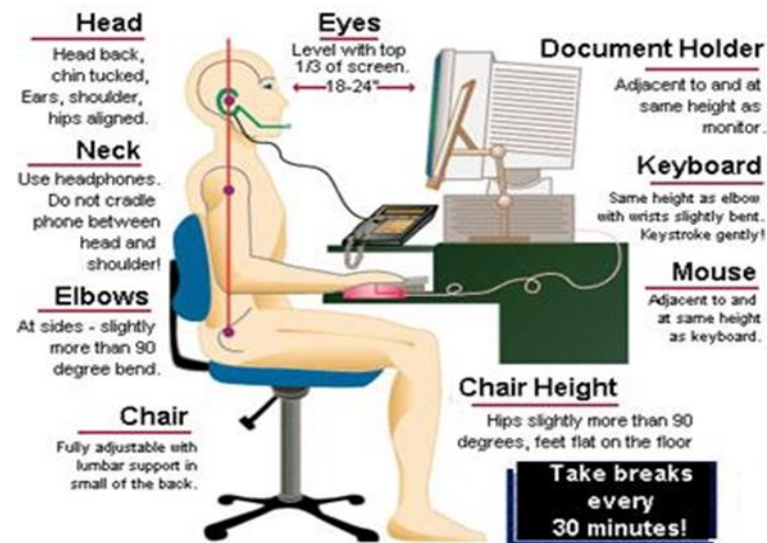
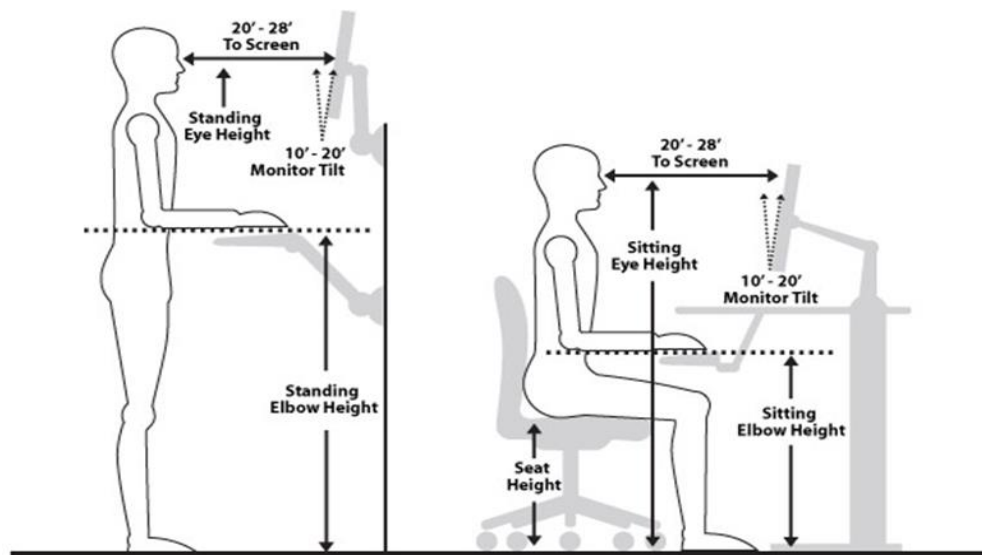


Office Ergonomics

Many of today's workplaces are recipes for musculoskeletal and repetitive strain disasters. Thankfully, it's all preventable. Avoid personal injury with the following information on ergonomics in the office. The human-centred focus of ergonomics can help improve safety, efficiency and overall quality of life. Here are three diagrams that you may find useful.



Summary

- Feet flat on the floor or on a foot rest, with ankles in front of the knees
- Joints (hips, knees, elbows and ankles) open slightly (90° to 120°)
- Thighs horizontal to the floor
- Head aligned with the spine (ears, shoulders and hips are all in a straight line)
- Elbows at an angle between 90° and 120°
- Forearms supported and kept between horizontal and 20° up
- Wrists straight and aligned with the forearms
- Working object (papers, computer monitor, etc.) positioned so that it is 10° to 30° below the line of vision
- Stand up and move around whenever possible

