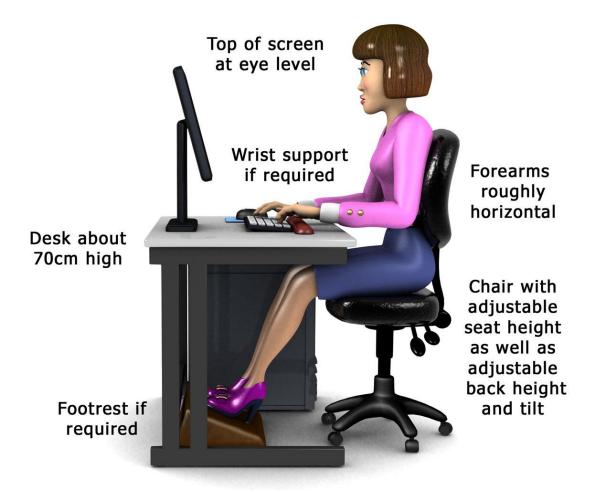
Are you sitting comfortably? Ideal seated position for DSE work



- 1. The seat back rest should be adjusted so you are sitting upright
- 2. Good lumbar support should be achieved (i.e. the lower back should be supported)
- 3. Seat height should be adjusted to achieve 4 7 below
- 4. There should be no excess pressure on the underside of your thighs and back of knees
- 5. There should be room under the desk to allow changes in posture (no obstacles)
- 6. Forearms should be horizontal and elbows approximately at right angles
- 7. There should be minimal bending of the wrists and hands, they should be horizontal
- 8. Screen height and angle should be adjusted to allow a comfortable head position with the neck and head straight
- 9. Ensure there is space in front of the keyboard to support your hands/wrists during pauses in keying. A mouse mat incorporating a gel wrist rest can be helpful
- 10. A foot support should be provided if your feet do not now touch the ground
- 11. If seat arm-rests are provided these should not prevent you from pushing your chair under the desk or should be adjustable in height

Remember to take regular "microbreaks" away from your screen - this should be 5-10 minutes away from your desk/workstation every hour.