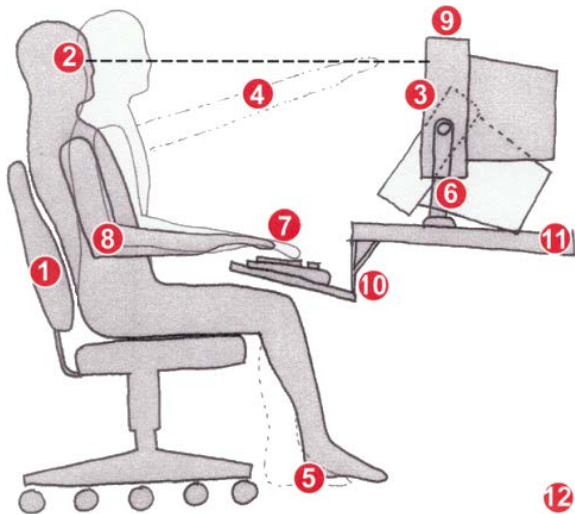


12 Tips for an Ergonomic Workstation
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1. Use a good chair with a dynamic chair back and sit back.
2. Top of monitor casing 2-3" (5-8 cm) above eye level
3. No glare on screen, use an optical glass anti-glare filter where needed
4. Sit at arms length from the monitor
5. Feet on floor or stable footrest
6. Use a document holder, preferably in-line with the computer screen
7. Wrists flat and straight in relation to forearms to use keyboard/mouse/input device
8. Arms and elbows relaxed close to body
9. Center monitor and keyboard in front of you
10. Use a negative tilt keyboard tray with an upper mouse platform or downward tilt-able platform adjacent to keyboard
11. Use a stable work surface and stable (no bounce) keyboard tray
12. Take frequent short breaks (microbreaks)