**Desk Ergonomics**

- Upper back straight with shoulders relaxed at your sides.
- Backrest of the chair supports curve in the lower back.
- Hips as far back in the chair as possible.
- Adjust seat to optimal height.
- Top of monitor at eye level or slightly below.
- Arms relaxed at sides with upper and lower arm forming a 90 degree angle.
- Knees at a 90 to 100 degree angle to the hips with adjustable leg room above.
- Feet flat on the ground or resting on a footrest.

### Helpful Tips

- Stay hydrated throughout the day.
- Avoid eating at your desk.
- Get up and move every half hour.
- Avoid slouching at your desk.
- Sanitize your desk and surfaces regularly.
- Stretch at your desk.
- Keep healthy snacks on hand.
- Get some fresh air.
- Remember to blink often when staring at a computer for long periods of time. Take a screen break to reduce eye strain.