

## Head

Head back,  
chin tucked,  
Ears, shoulder,  
hips aligned.

## Neck

Use headphones.  
Do not cradle  
phone between  
head and  
shoulder!

## Elbows

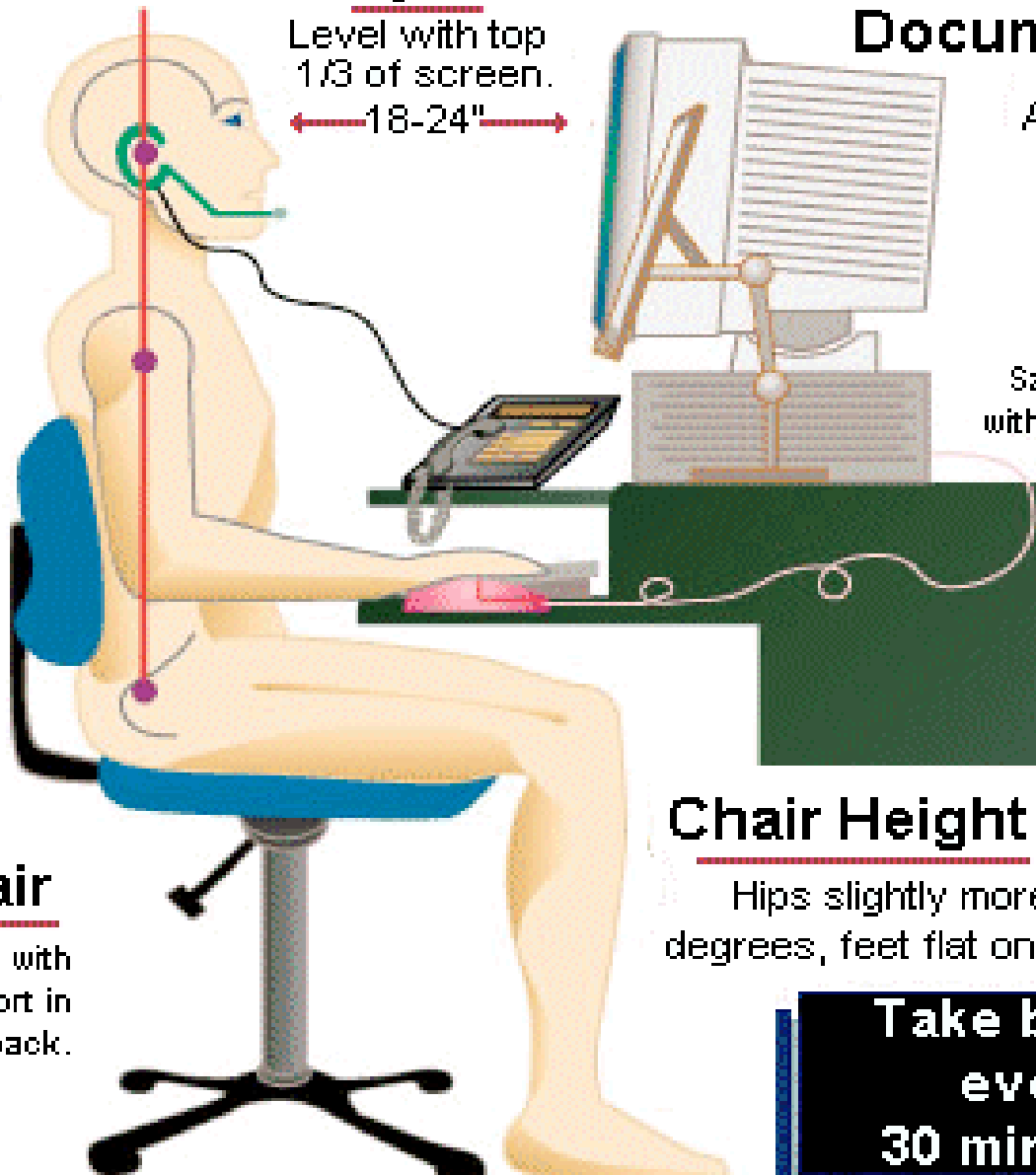
At sides - slightly  
more than 90  
degree bend.

## Chair

Fully adjustable with  
lumbar support in  
small of the back.

## Eyes

Level with top  
1/3 of screen.  
← 18-24" →



## Document Holder

Adjacent to and at  
same height as  
monitor.

## Keyboard

Same height as elbow  
with wrists slightly bent.  
Keystroke gently!

## Mouse

Adjacent to and  
at same height  
as keyboard.

## Chair Height

Hips slightly more than 90  
degrees, feet flat on the floor

**Take breaks  
every  
30 minutes!**