



# ARE YOU SITTING COMFORTABLY?

## Some tips on working from home

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# **Are You Sitting Comfortably?**

**Here are some tips for anyone who is working from home. We all need to figure out what works best for us, but this presentation contains useful advice on healthy computing. We hope you find it helpful.**

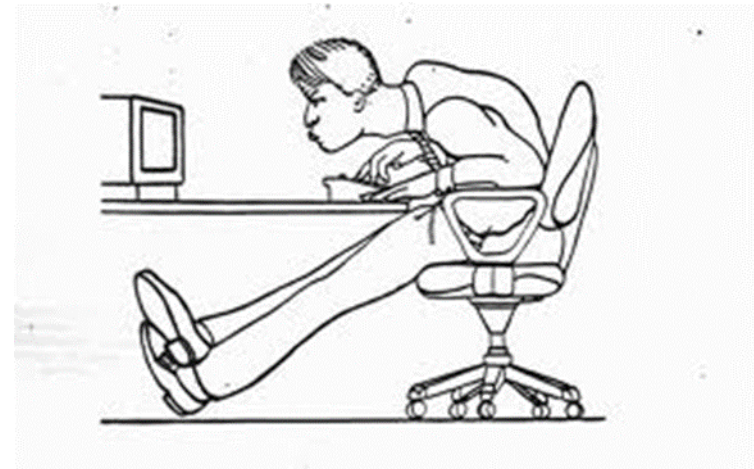
# What is Ergonomics?

**Ergonomics: Derived from two Greek words:-**

**Ergon – meaning work**

**Nomoi – meaning natural laws**

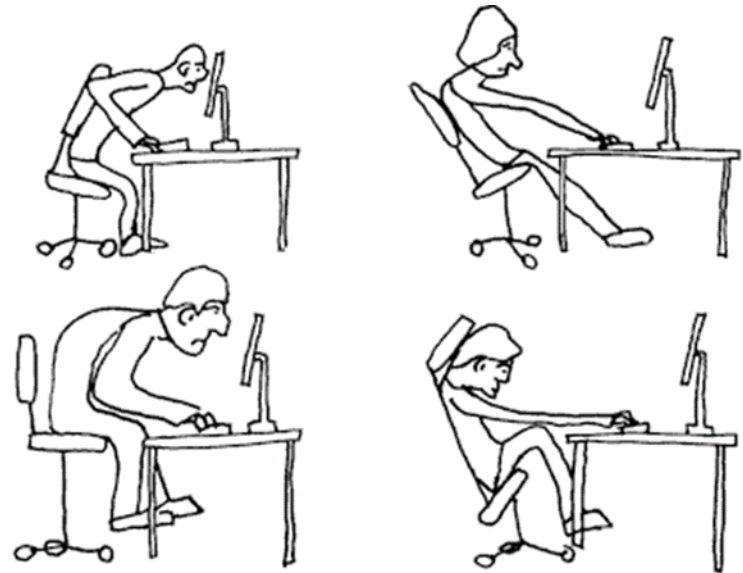
**So, ergonomics is the study of fitting the task to the human.**



# Bad Ergonomics

## Results in:-

- **Muscle fatigue**
- **Numbness/tingling**
- **Stiffness**
- **Aches and pains**
- **Cramping**
- **Decreased range of motion**
- **Decreased grip strength**
- **Swelling/redness**



# The Fight Against Gravity

## Two elements at work:-

- **Static posture – effort required to hold a position, even a comfortable one**
- **Force –once we move a body part from a neutral position, the amount of work required of our muscles quadruples.**



## **Risk factors:-**

- **Repetition**
- **Forceful exertions**
- **Awkward postures**
- **Contact stress**



# Ouch!

## Nerve injuries:-

**Thoracic Outlet Syndrome** (muscle tension at side of neck)

**Radial Tunnel Syndrome** (repetitive wrist and finger extension, turning of forearm)

**Cubital Tunnel Syndrome** (repetitive bending elbow, resting elbow on hard surface)

**Carpal Tunnel Syndrome** (compression at wrist)

**Tendonitis** (overuse, static or prolonged position results in inflammation)

**Fibromyalgia** (Pain in response to pressure)

## Prevention is better than cure....

- **Maintain a neutral position**
- **Take frequent breaks**
- **Upper arms close to body, elbows at 90-100 degrees**
- **Keep wrist straight - maximum wrist rotation of 15 degrees**
- **Position work equipment close to body**
- **Feet flat on floor**
- **Upper body weight on your “sit bones”**





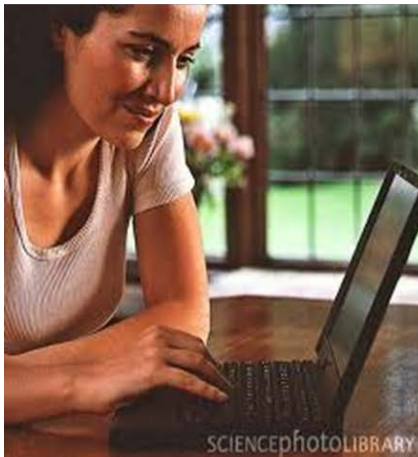
## Bad Workstation Design

- Chair and table at wrong height
- Feet not stabilised
- Reaching to mouse/keyboard
- Bending wrists to access keyboard
- Rotating trunk to see monitor
- Phone/document holder
- Monitor too low



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**Is this you?**



## Sitting Pretty

### Adjusting: Seat base height

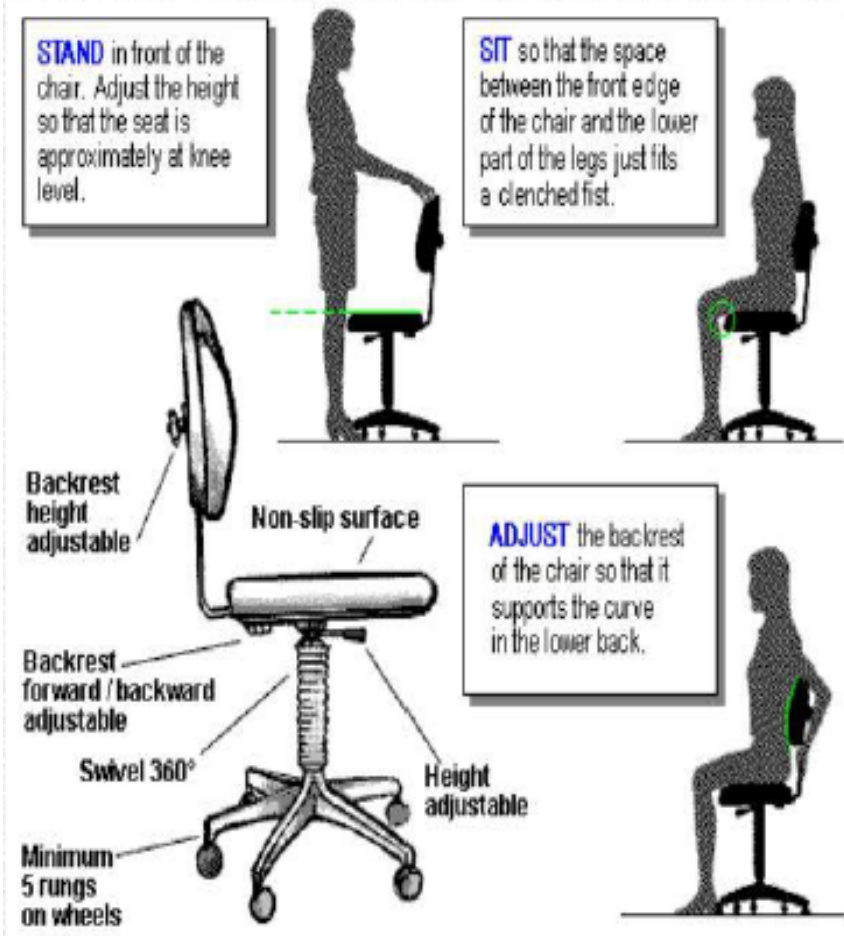
- Generally at knee height, but may need to be adjusted around table height
- Should be able to fit three fingers between back of knee and seat base
- Tilt between 90-120 degrees

### Seat back height/lumbar support

- Fits into the curve of your spine, just above waist

### Chair arms

- Should not interfere with movement/ getting close to work surface



## Adjusting the Table

- After adjusting the chair, bring it towards the table.
- Check that your elbows are level or just above the height of the table. (elbow at 90-120degree angle)
- If the angle is too great, the table is too low – use risers under the legs to raise the table.
- If the angle is too shallow, raise up your chair, and use a foot rest to stabilize your feet



## Footrest

- Used to stabilise feet, if they do not reach the floor.
- Fixed height/adjustable.
- Can use alternatives i.e. heavy box, telephone directory



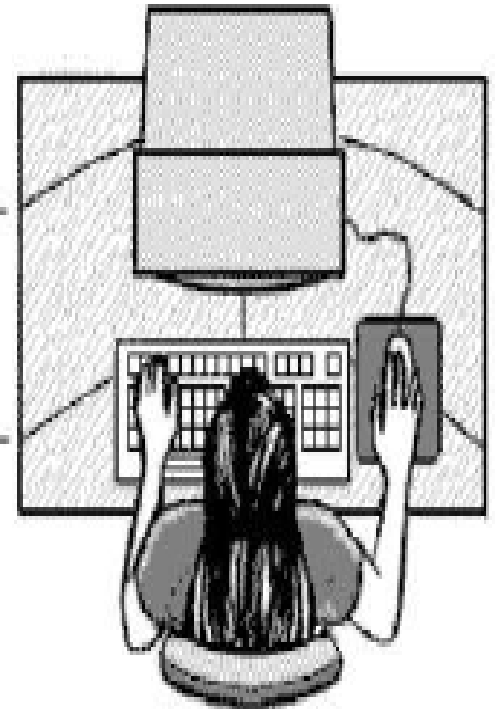
## Keep your Desk Organised:-

- Avoid trunk and neck rotation
- Keep items used often close to you
- Leg room under table

"Rare" zone: 26 in. +  
(~65 cm. +)

"Occasional" zone:  
10-20 in. (~25-50 cm.)

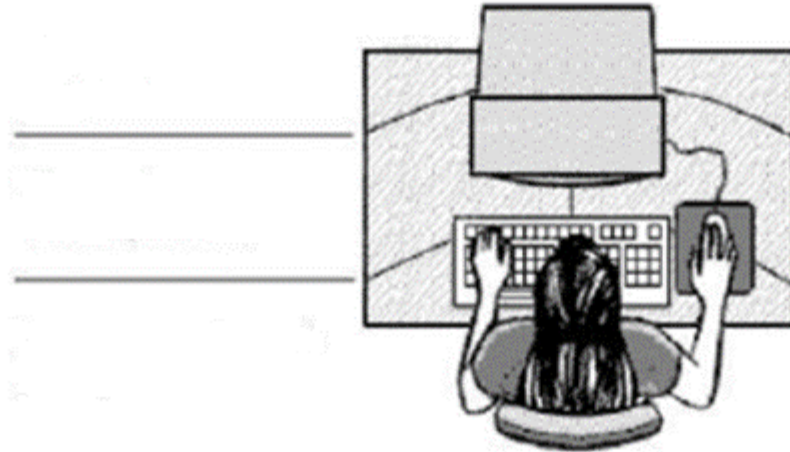
"Usual" zone: up to 10 in.  
(~25 cm.)





## On your table, where would you find...

- **Keyboard/mouse**
- **Phone**
- **Copy holder**
- **Notepad**
- **Penholder**
- **In/out tray**
- **Coffee cup**
- **Other .....**



## Positioning the table

- Screen free from glare
- Screen positioned at right angle to window
- Screen between lights/ fluorescent lights shielded
- Minimum noise/vibration
- Ventilation comfortable
- Room temperature comfortable
- Leads/flexes stowed safely





## Back:

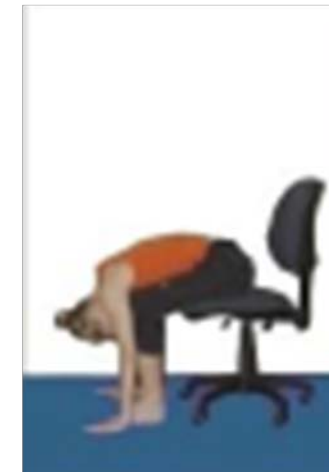
sit up tall, then slowly bend forwards from hips, resting chest onto knees for 10 seconds, then reverse slowly



## Neck:

Side neck stretch – tilt head to one side, hold for 15 seconds and return to centre. Repeat on opposite side

Diagonal neck stretch, turn and tilt head as if looking at your pocket, hold for 15 seconds and return to centre. Repeat on opposite side



## Eyes:-

- Massage your temple with your eyes closed
- With your eyelids still closed, move your eyes slowly in a clockwise and then anti clockwise direction

## Wrist/hand:-

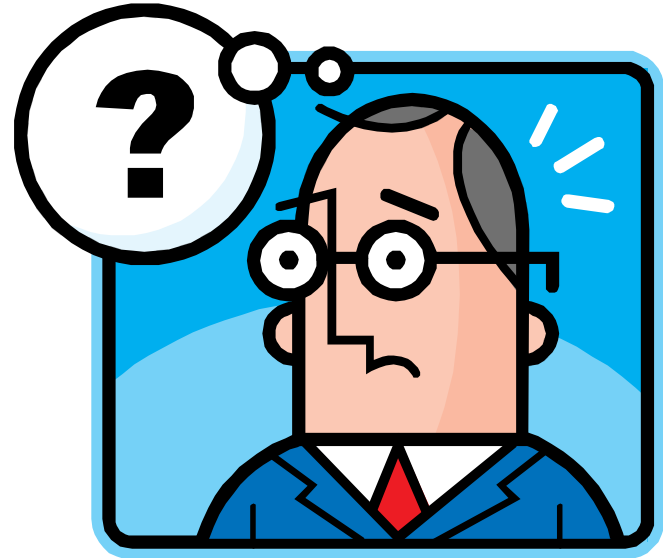
- With straight elbows and right wrist bend backwards, pull your right hand towards you with your left. Repeat with opposite hand
- Clench and release your hand a few times
- With straight elbows and right wrist bend forwards, pull your right hand towards you with your left. Repeat with opposite hand



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**QUESTIONS?**



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