

Keyboard/Mouse

- place your mouse beside the keyboard; &
- ideally, place both at your seated elbow height.

Chair Height

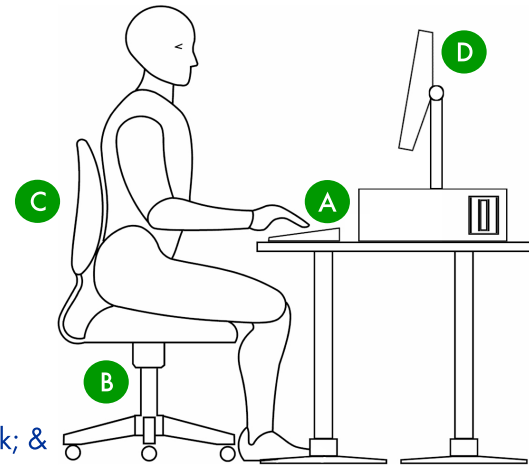
- adjust seat height so your arms are relaxed, elbows at 90 degrees, and wrists are straight when keying; &
- ensure your knees are bent comfortably and your feet are supported on the floor/footrest.

Chair Back

- adjust your backrest height to match the curve in your low back; &
- adjust your backrest angle to 0 - 10 degree recline.

Monitor

- position at arm’s length, directly in front of you; &
- position the top of screen at eye level.



Why Stretch?

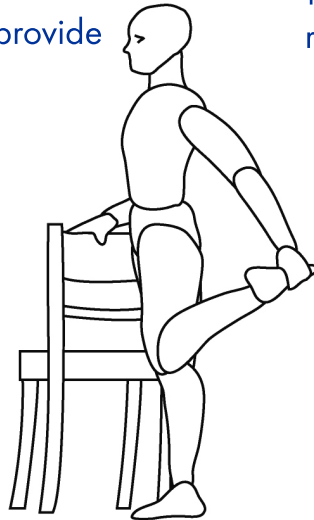
- increase your flexibility and range of motion;
- improve your posture and circulation; &
- increase energy levels and provide stress relief.

When to Stretch?

- before you start work or a physical task;
- after work or your workout; &
- at home, during your breaks, or whenever you feel muscle tension.

Tips

- warm up first;
- stretch slowly until you feel a “pulling” sensation **NOT** pain; &
- hold each stretch for 10 seconds and repeat 3 times.



CAUTION: If you have a pre-existing injury or experience any discomfort or pain while stretching, consult your health care provider before continuing.