

## **How to Set Up Your Ergonomic Home Office: Six Essential Ergonomics Tips for Remote Workers**

### **1. Keep Moving**

Even with the perfect office set up, you shouldn't sit in a chair all day. Instead, take a break! Change your position, stretch, and adjust your chair when needed. Try making a change every 25-28 minutes.

You can also switch between sitting and standing throughout the day.

### **2. Chin Up**

Your head and neck posture are important as well. Keeping your chin tucked toward your chest can lead to neck, shoulder, and back pain. Instead, you want to keep your body relaxed.

There are a few updates you can make to your ergonomic home office for your neck, including:

- Adjusting the position of your monitor
- Keep the center of the screen at eye level
- Using a headset

To keep your monitor at eye level, place your monitor on a surface to raise it to a better location.

### **3. Rest Your Eyes**

Take a break and look away from your screen every 20 seconds. Make sure your ergonomic office is lit well and without glare from your monitor screen.

### **4. Perfect Your Posture**

Without realizing it, you might start leaning toward your screen. To avoid back problems, you need to improve your posture.

Remember to sit all the way back in your chair. The ideal angle from your leg to back is 90 – 100 degrees.

### **5. Keep Arms Close**

Avoiding sitting too far from your keyboard and mouse. Stretching too far to type can hurt muscles throughout your body.

Keep your elbows comfortably close to your body core.

### **6. Reposition Your Chair**

Finally, consider a comfortable chair that will keep you from leaning and straining.

## Handheld Devices

Many people are spending more and more time with their tablets and smart phones, but these are not free of ergonomic stressors. Here are some things to remember when computing on the go.

- Texting and some other small-screen features can be hard on the thumbs. Limit typing time to no more than 10-15 minute sessions.
- Stretch often when spending extended concentrated time on your device.
- If you use a stylus, try to find one with a larger grip handle.
- Think about maintaining a neutral posture while on your device. You may elect to use something to support the arms so that you are not holding them aloft for long periods and/or maintaining a prolonged bent-neck posture.

## Resources

Posture - <https://ehs.yale.edu/sites/default/files/files/ergo-awkward-posture.pdf>

Stretching - <https://ehs.yale.edu/sites/default/files/files/workstation-stretching-routine.pdf>

Workstation Ergonomics - <https://ehs.yale.edu/sites/default/files/files/ergo-workstation.pdf>