Staff Wellness
Occupational Health
Proactive Ergonomics Program
Equipment Guide
Table of contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preferred Providers</td>
<td>3</td>
</tr>
<tr>
<td>Equipment and Furniture Purchases</td>
<td>3</td>
</tr>
<tr>
<td>Retailers</td>
<td>3</td>
</tr>
<tr>
<td>Proactive Ergonomics Program Guide</td>
<td>4</td>
</tr>
<tr>
<td>Short-Term Loan Equipment Program</td>
<td>4</td>
</tr>
<tr>
<td>Risers and Stands</td>
<td>5</td>
</tr>
<tr>
<td>Keyboard &amp; Mouse Purchasing Checklist</td>
<td>6</td>
</tr>
<tr>
<td>Keyboards</td>
<td>7</td>
</tr>
<tr>
<td>Mice</td>
<td>9</td>
</tr>
</tbody>
</table>
Preferred Providers

Equipment and Furniture Purchases
The employee’s department is responsible for the purchase of ergonomic equipment and furniture. UCalgary has specified preferred vendors for office supplies and furniture. As per the “Supply Chain Management Policy” (section 4.13), “Employees will only use suppliers from this list to procure goods or services. When specific categories are not listed or when Preferred Suppliers cannot meet Requestors requirements, SCM will work with the Requestor to source an appropriate supplier.” Vendors are listed according to University of Calgary policy and do not reflect the Ergonomic Program Advisor’s selection or preference.
Refer to University of Calgary Supply Chain Management Policy for more information.

Retailers

Equipment
ErgoCanada: https://www.ergocanada.com/ Email: sales@ergocanada.com Tel: 866-335-3746
Grand and Toy: Kevin Jackson Kevinjackson@grandandtoy.com 780-443-5061
The Proactive Ergonomics Program equipment and furniture list assists leaders and staff/faculty with office equipment and furniture. It is a guideline for workstation setup and is not specifically endorsed by the University of Calgary, Proactive Ergonomics Program. Contact the Preferred Provider sales representative for preferred pricing and furniture and equipment specifications.

Prior to purchasing furniture and equipment, follow the Staff Wellness, Proactive Ergonomics Program Steps to ensure proper workstation setup is completed with existing equipment.

**Short-Term Loan Equipment Program**

Staff and Faculty who require recommended equipment or furniture for their workstation may be approved for a short-term loan through the Staff Wellness, Proactive Ergonomics Program. Contact Staff Wellness for eligibility.
## Risers and Stands

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Description</th>
<th>Supplier</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fellowes Notebook Riser</td>
<td>15 9/16&quot;W x 11 9/16&quot;D x 6 1/2&quot; H- Supporting front edge, non-skid rubber feet and tilt adjustment</td>
<td>Grand and Toy</td>
</tr>
<tr>
<td>Fellowes Professional Series Laptop Riser</td>
<td>Workstation with 4-port USB hub Notebook stand</td>
<td>Grand and Toy</td>
</tr>
<tr>
<td>Fellowes Designer Suites Monitor Riser</td>
<td>16&quot;W x 9 9/16&quot; D (Range between 4 3/8” &amp; 6”) Supports monitors up to 21” or 40lbs</td>
<td>Grand and Toy</td>
</tr>
<tr>
<td>Herman Miller Ollin Laptop and tablet mount</td>
<td>Mount only Order arm separately</td>
<td>Contemporary</td>
</tr>
<tr>
<td>Matias - iRizer Adjustable Stand</td>
<td>A portable stand for standard-size tablet devices. Adjustable to five angle settings (20°, 30°, 40°, 50°, and 70°).</td>
<td>ErgoCanada</td>
</tr>
</tbody>
</table>
An external keyboard and mouse are essential for proper workstation setup.

- **Wireless or wired:**
  - Wireless typically require battery replacement and a small USB.
  - Wired require space for extra USB ports and cords.

- **Size:**
  - Compact keyboards fit most keyboard trays. The small size decreases reaching distance to the mouse, however if you have wide shoulders, compact keyboards are not recommended.
  - Measure the worksurface to ensure the keyboard size allows for comfortable mousing.
  - Do you require a number pad? Some keyboards have detached number pads, left hand number pads or retractable pads to assist with decreased reaching when mousing.

- **Type:**
  - Vertical mice and sculpted keyboards allow for a more neutral forearm position. Some vertical mice can be cumbersome when alternating between mousing and keyboarding, and some sculpted keyboards are too wide or too large. If shopping in-person, try various keyboards and mice, using a proper wrist and elbow position.
  - If you do not require a specialized keyboard or mouse, you can purchase standard equipment for low cost, similar to the brands in the catalogue.
<table>
<thead>
<tr>
<th>Keyboards</th>
<th>Microsoft Sculpt Ergonomic Keyboard</th>
<th>Adesso Win Touch Pro with Guide Point Touchpad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microsoft Sculpt Comfort Keyboard</td>
<td>Contoured design keeps wrists in neutral position</td>
<td>Mouse pad on keyboard (similar to a laptop bracket)</td>
</tr>
<tr>
<td>Includes ergonomic palm support</td>
<td>Includes right-handed mouse</td>
<td>45.7 cm x 22.9 cm x 2.5 cm</td>
</tr>
<tr>
<td>Microsoft Sculpt Ergonomic Keyboard</td>
<td>Split keyboard layout keeps wrists &amp; forearms in relaxed position</td>
<td><strong>ErgoCanada</strong>&lt;br&gt;Grand and Toy</td>
</tr>
<tr>
<td>Cushioned palm rest</td>
<td>Reverse tilt Design</td>
<td><strong>ErgoCanada</strong>&lt;br&gt;Grand and Toy</td>
</tr>
<tr>
<td>Detached wireless numeric pad and mouse</td>
<td>17.8” W x 8.39” D</td>
<td><strong>ErgoCanada</strong>&lt;br&gt;Grand and Toy</td>
</tr>
<tr>
<td>Adesso Win Touch Pro with Guide Point Touchpad</td>
<td>ErgoCanada Grand and Toy</td>
<td><strong>ErgoCanada</strong>&lt;br&gt;Grand and Toy</td>
</tr>
</tbody>
</table>

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)

### Keyboards

- **Microsoft Sculpt Comfort Keyboard**
  - Contoured design keeps wrists in neutral position
  - Includes ergonomic palm support
  - Includes right-handed mouse

- **Microsoft Sculpt Ergonomic Keyboard**
  - Split keyboard layout keeps wrists & forearms in relaxed position
  - Cushioned palm rest
  - Reverse tilt Design
  - Detached wireless numeric pad and mouse
  - 17.8” W x 8.39” D

- **Adesso Win Touch Pro with Guide Point Touchpad**
  - Mouse pad on keyboard (similar to a laptop bracket)
<table>
<thead>
<tr>
<th>Equipment Guide</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evoluent Reduced Reach Keyboard</td>
<td>Left hand number pad for right hand mousing</td>
</tr>
<tr>
<td></td>
<td>40.3 cm x 17.1 cm x 2cm</td>
</tr>
<tr>
<td>Posturite Number Slide Keyboard</td>
<td>Compact keyboard for employees who use their number pad infrequently and mobile workers</td>
</tr>
<tr>
<td></td>
<td>Low profile keys</td>
</tr>
<tr>
<td></td>
<td>Wired or wireless</td>
</tr>
<tr>
<td>Logitech Wireless Compact Keyboard</td>
<td>Compact</td>
</tr>
<tr>
<td></td>
<td>Long battery life</td>
</tr>
<tr>
<td></td>
<td>Six hot keys</td>
</tr>
<tr>
<td></td>
<td>12 programmable F-keys</td>
</tr>
<tr>
<td></td>
<td>Advanced 2.4 GHz wireless</td>
</tr>
<tr>
<td></td>
<td>Logitech unifying receiver</td>
</tr>
<tr>
<td></td>
<td>Plug and play simplicity</td>
</tr>
<tr>
<td></td>
<td>Whisper quiet, framed keys</td>
</tr>
<tr>
<td>Logitech Keys-to-go Keyboard</td>
<td>Portable keyboard</td>
</tr>
<tr>
<td></td>
<td>Bluetooth wireless pairing</td>
</tr>
<tr>
<td></td>
<td>Easy to keep clean</td>
</tr>
<tr>
<td>ErgoCanada</td>
<td></td>
</tr>
<tr>
<td>Grand and Toy</td>
<td></td>
</tr>
<tr>
<td>ErgoCanada</td>
<td></td>
</tr>
<tr>
<td>Grand and Toy</td>
<td></td>
</tr>
</tbody>
</table>
# Mice

<table>
<thead>
<tr>
<th>Product</th>
<th>Features</th>
<th>Compatibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kinesis DXT 2 Fingertip Mouse</td>
<td>Allows for a neutral wrist position while allowing hand to work with a light touch fingertip hold</td>
<td>ErgoCanada, Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Precision cursor control</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ambidextrous</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wired or wireless</td>
<td></td>
</tr>
<tr>
<td>Adesso iMouse E1</td>
<td>Vertical design allows for neutral wrist positions</td>
<td>Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Two buttons on the side of the mouse allow for back and forth browsing</td>
<td></td>
</tr>
<tr>
<td>Evoluent Vertical Mouse 4</td>
<td>Supports hand in upright neutral position</td>
<td>ErgoCanada, Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Pointer speed controls on the side allow convenient adjustment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Right or left</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Medium/large hand size</td>
<td></td>
</tr>
<tr>
<td>Posturite Penguin Ambidextrous Vertical Mouse</td>
<td>Allows for him to rest alongside the vertical structure</td>
<td>ErgoCanada, Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Encourages whole arm movement</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fine cursor control still possible</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Central Bow-Tie switch allows for switch between left and right hand</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ambidextrous</td>
<td></td>
</tr>
<tr>
<td>Logitech MX Master 3</td>
<td>15”W x 9”D x 3.5”H</td>
<td>ErgoCanada, Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Comfortable hand position</td>
<td></td>
</tr>
<tr>
<td>Logitech MX Vertical</td>
<td>USB</td>
<td>ErgoCanada, Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Bluetooth, 2.4 GHz</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vertical position for neutral wrist position</td>
<td></td>
</tr>
<tr>
<td>Staff Wellness – Occupational Health</td>
<td>Proactive Ergonomics Program</td>
<td>Equipment Guide</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-----------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Contour Unimouse</td>
<td>Contour Rollermouse Pro3</td>
<td>Cirque Smart Cat Pro</td>
</tr>
<tr>
<td>Adjustable thumb and tilt position</td>
<td>Roller bar to mouse</td>
<td>Highly responsive cursor control combined with advanced functionality. Cursor tracking with the Smart Cat Pro is accurate.</td>
</tr>
<tr>
<td>Fits various hand sizes</td>
<td>PC and Mac</td>
<td>Both single and multi-finger gestures to provide quick access to standard functions of left and right clicking, zoom, scroll, pan and as well as other actions. Four one-touch zones that can be custom programmed for a wide range of shortcuts or actions. The four mechanical buttons by default perform standard left, right and middle clicks but can also be programmed to complete custom commands or functions.</td>
</tr>
<tr>
<td>Left or right</td>
<td>Reduce reaching</td>
<td>ErgoCanada Grand and Toy</td>
</tr>
<tr>
<td></td>
<td>Open relaxed hand</td>
<td>ErgoCanada Grand and Toy</td>
</tr>
<tr>
<td>Grand and Toy</td>
<td></td>
<td>ErgoCanada Grand and Toy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ErgoCanada Grand and Toy</td>
</tr>
<tr>
<td>Logitech TrackMan Marble Mouse</td>
<td>Hippus HandShoe Mouse</td>
<td>Handshoe Mouse Shift</td>
</tr>
<tr>
<td>Ambidextrous</td>
<td>Small, medium and large</td>
<td>Small, medium and large</td>
</tr>
<tr>
<td>Button controls for the internet</td>
<td>Left or Right</td>
<td>Ambidextrous</td>
</tr>
<tr>
<td>Smooth tracking</td>
<td>Hand relaxed</td>
<td>Hand relaxed</td>
</tr>
<tr>
<td></td>
<td>Mainly move arm versus hand and wrist</td>
<td>Mainly move arm versus hand and wrist</td>
</tr>
<tr>
<td>ErgoCanada</td>
<td></td>
<td>ErgoCanada</td>
</tr>
<tr>
<td>Grand and Toy</td>
<td></td>
<td>ErgoCanada Grand and Toy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ErgoCanada Grand and Toy</td>
</tr>
</tbody>
</table>