

## Workstation Posture

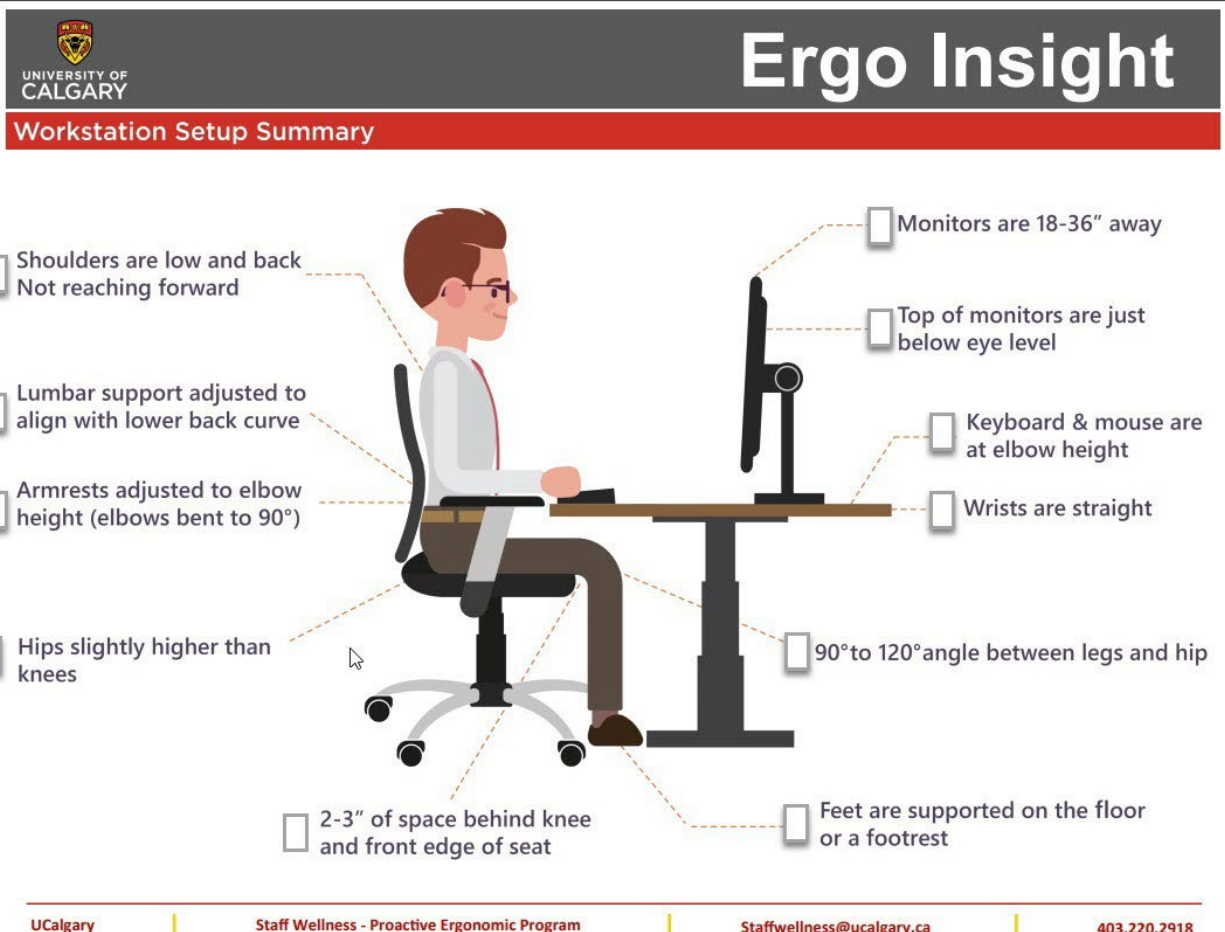


Diagram: <https://www.ewiworks.com/>

Take a photo or video of yourself working to ensure you are using good posture and work practices.

## Computer Workstation

Computer workstation: Use the [Office Self Adjustment Tool](#) (15-minute interactive video) to set up your workstation.

# Trouble Shooting – Workstation Setup

## ISSUE

- 1 Feet are not fully supported (perched)



## RECOMMENDATIONS

- 1 Use a footrest and move legs periodically throughout the day, keeping your lower leg position within 90 – 120 degrees for the majority of your shift.



Diagram: <https://www.ewiworks.com/>

- 2 Hips are lower than knees



Diagram: <https://www.ewiworks.com/>



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- 2 Raise the chair so thighs are parallel to the floor.

- 3 Elbows are below keyboard height



Diagram: <https://www.ewiworks.com/>

- 3 a) Install a keyboard tray or b) raise seat to the appropriate height and use a footrest.



a)

Diagrams: <https://www.ewiworks.com/>



b)

**❌ ISSUE**

- 4 Shoulders are not relaxed  
No upper back support



**✅ RECOMMENDATIONS**



- 4 Use a chair with an upright locking position and proper upper back support.

Take a microbreak every 20 minutes and look 20 feet away from your monitor or precision work task, for 20 seconds, to help relax your neck, shoulders and eyes.

- 5 Microscope too low causing poor posture



Diagram: <https://www.ewiworks.com/>



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- 5 Position the microscope higher using the adjustments. Sit close to the work task with an upright posture.

- 6 Reaching and twisting

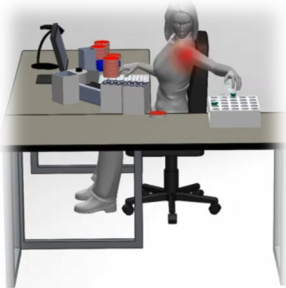


Diagram: <https://www.ewiworks.com/>



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- 6 Sit with shoulders and hips square to your work task. Use swivel chairs for working at L desks. Move close to the task.

- 7 The armrests do not lower



Diagram: <https://www.ewiworks.com/>



Diagram: <https://www.ewiworks.com/>

- 7 Remove armrests or use an alternate chair to achieve wrist neutral posture and relaxed shoulders.

8 Wrists are not neutral



Diagram: <https://www.ewiworks.com/>



Diagram: <https://www.ewiworks.com/>

9 Monitor height cannot be adjusted



Image: Pexels Pixabay.com



Diagram: <https://www.ewiworks.com/>



Diagram: <https://www.ewiworks.com/>



Image: Varden Papikyan – Unsplash.com

8 Raise the keyboard/mouse using a riser to achieve wrist neutral posture.

Place tray in a flat position to achieve wrist neutral posture.

Place "G" - "H" keys at midline (belly button).

9 Too low: raise the monitor using books larger than the base of the monitor.

Too high: consider installing a monitor arm or an adjustable base.



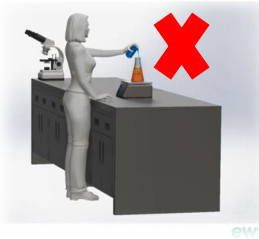
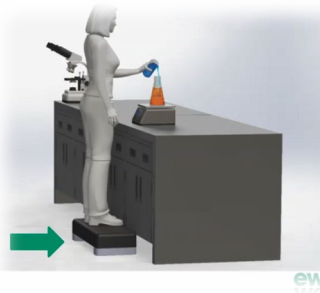
Diagram: <https://www.ewiworks.com/>

**ISSUE****RECOMMENDATIONS****10** Glare is detected

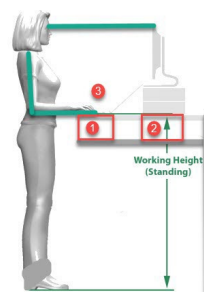
Image: Bethany Legg Unsplash.com

Diagram: <https://www.ewiworks.com/>

**10** Adjust the monitor distance to approximately an arms length away. Place at a further distance when using large screens and for individuals with good vision. Slightly tilt the monitor to decrease glare. Change monitor/workstation location or angle, if able.

**11** Prolonged or repetitive shoulder activities, above 90 degrees, with elbow outstretchedDiagram: <https://www.ewiworks.com/>Diagram: <https://www.ewiworks.com/>

**11** Move equipment and materials closer. Use a step to decrease above shoulder reaching. Remove step after use to avoid a tripping hazard.

**12** Standing workstation with equipment positioned too low.Diagram: <https://www.ewiworks.com/>

**12** Add risers under the monitor and keyboard/mouse. Ensure the risers are sturdy and are larger than the base of the equipment.

**13** Temperature  
Prolonged exposure to cold or hot environments

**13** Energy is required to maintain normal body temperature. When working in hot or cold environments your capacity is decreased for other demanding tasks.

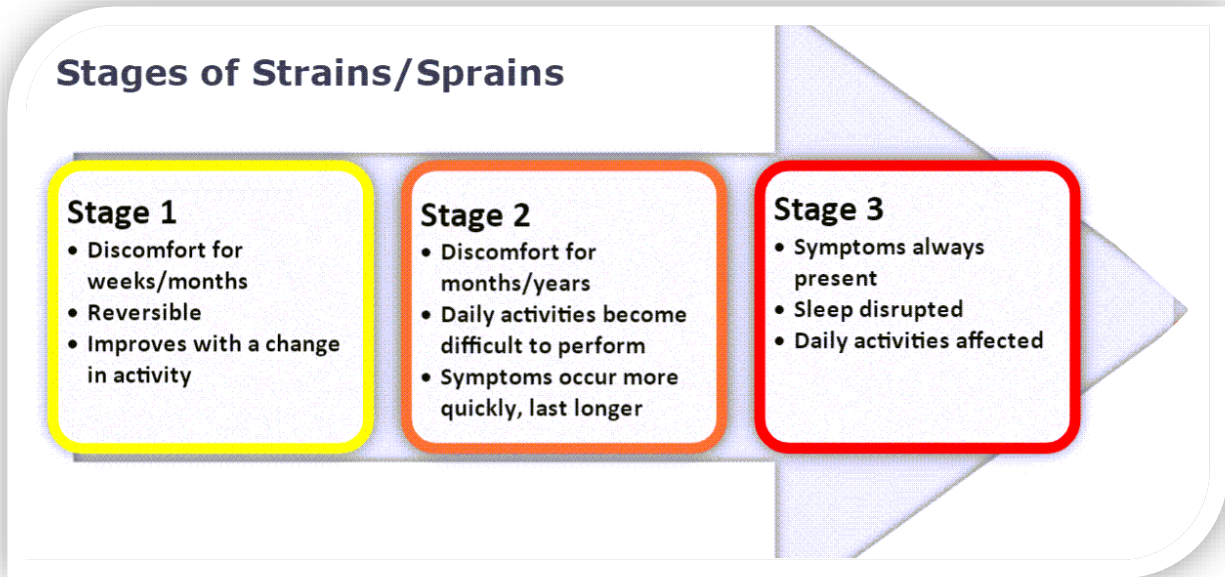
- Dress appropriately for the work environment.

Hot environments:

- Stay hydrated.
- Alternate activities, if able, to a cooler environment and/or take scheduled breaks in an alternate location.

Cold environments

- Perform a work warmup to improve blood flow to the working muscles.
- Dress in layers when required to alternate between environments.
- Take consistent microbreaks. Cold temperatures and wearing gloves increase grip strength requirements which may result in muscular fatigue.



Diagrams: <https://www.ewiworks.com/>

Early detection of discomfort is extremely important to mitigate injury progression. Refer to the **Proactive Ergonomic Program** website for further symptom prevention and management information.