**Workstation Setup**

**Elbows**
Above the desk, at 90-110 degrees

**Shoulders**
Relaxed as opposed to hunched

**Wrists**
In line with forearms

**Hips, Knees, Ankles**
At 90 degrees whilst seated

**Feet**
Flat on the ground or footrest
For prolonged standing, consider a mat

**Head**
Upright with ears aligned with shoulders

**Eyes**
Looking at the top third of the screen. Consider the use of a laptop raiser with your laptop

**Seat length**
Should be long enough to provide support beneath thighs

**Backrest**
Angled at 90-110 degrees with adequate lumbar support in line with lower back

**Keyboard and Mouse**
G and H of keyboard aligned with your nose. Mouse gripped loosely

**Laptop**
Used with a riser, external keyboard and external mouse

**Health Tips**
- **20-20-20**
  Every 20 minutes, focus on an object 20 metres away, for 20 seconds
- **Take regular breaks**
- **Keep hydrated**
  Drink plenty of water and limit your caffeine intake
- **Avoid eating lunch at your desk**
- **Exercise regularly**
- **Stretch**
  Stretching classes can be organised for your work area by emailing uwahealth-sseh@uwa.edu.au

**Further Assistance**
Safety and Health provide ergonomic assessment and advice to UWA staff and post-graduate students with dedicated office space.

To book online: safety.uwa.edu.au/forms/ergonomic_assessment or contact us on 6488 3938