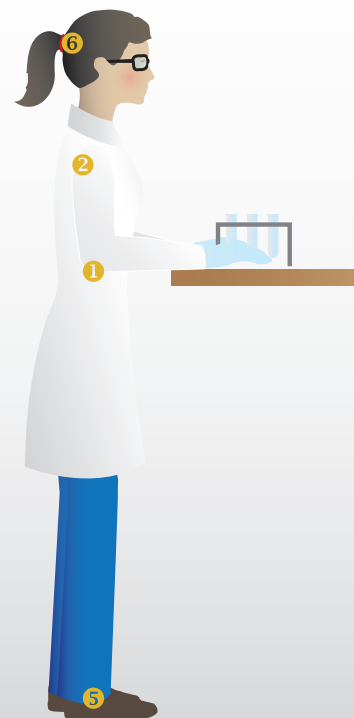




Workstation Setup



Set up your desk to position frequently used items within a forearm's length and less frequently used items within a stretched out arm's length

1 Elbows

Above the desk, at 90-110 degrees

2 Shoulders

Relaxed as opposed to hunched

3 Wrists

In line with forearms

4 Hips, Knees, Ankles

At 90 degrees whilst seated

5 Feet

Flat on the ground or footrest

For prolonged standing, consider a mat

6 Head

Upright with ears aligned with shoulders

7 Eyes

Looking at the top third of the screen.

Consider the use of a laptop raiser with your laptop

8 Seat length

Should be long enough to provide support beneath thighs

9 Backrest

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

10 Keyboard and Mouse

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

11 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