

# Watch Your Back!

## Workspace Ergonomics for a healthy happy spine.

- Use a wrist support pad to keep your wrists straight when using your keyboard or mouse.
- Wrists and elbows should be at the same level.
- Make sure your mouse is within easy reach and at the same level as your keyboard.

### KEYBOARD AND MOUSE



### MONITOR



- Monitor should be about arm's length away.
- The top of your screen should be slightly above eye level.

### DESK



- Keep objects such as telephone, pens, stapler within close reach to avoid strain from overreaching.

### FEET



- Use a footrest if your chair is too high so that your feet remain on a flat surface.

### PHONE



- Use a headset, when possible, to help reduce strain from holding the phone.

### CHAIR



- Make sure your chair gives you good back support.
- Use a lumbar pillow to help with support if necessary.
- Your chair height should be adjusted so that your feet rest flat on the floor and your thighs are parallel to the floor
- Elbows should be at 90 degrees when using keyboard.

Learn more at [thepmr.com/complete-guide-to-workplace-ergonomics](http://thepmr.com/complete-guide-to-workplace-ergonomics) or simply scan the QR code

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