

10 TIPS TO BE COMFORTABLE AT YOUR DESK



1 Adjust your seat height so your elbows are at a 90 degree angle when you are typing.

2 Use a footrest if your feet are not comfortably on the floor.

3 Sit close to your desk, and keep your lower back in contact with the backrest of your chair.

4 Place the main monitor directly in front of you about fingertip distance away. Ensure that you can comfortably read the information on your screen.

5 Adjust the monitor height until your eyes are level with the top section of the screen. Tilt the monitor up slightly.

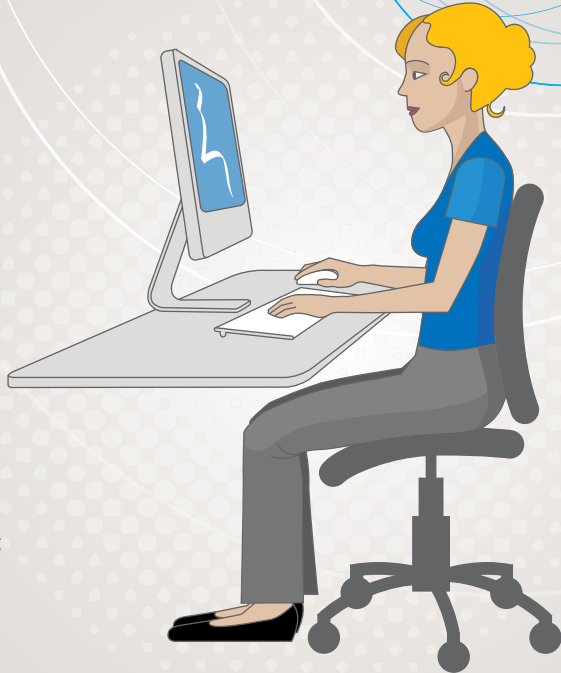
6 Have your keyboard and mouse directly in front of your monitor, and hold your mouse with a relaxed hand.

7 Keep your wrists in line with your forearms when you are typing and using the mouse.

8 Keep the area under your desk clear so you can comfortably stretch your legs.

9 Take frequent stretch breaks and get up and move regularly.

10 Look away from the screen every 10 to 15 minutes, focus on distant objects and blink regularly.



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CHARTERED PHYSIOTHERAPISTS IN HEALTH AND SAFETY AND ERGONOMICS

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Occupational Physiotherapy Solutions (OPS) is a QQI (FETAC) quality assured company providing **consultancy and training services** in the areas of people handling, manual handling and office ergonomics. The two directors **Muriel Johnson** and **Lelia Jennings** are chartered physiotherapists who have specialised in the areas of ergonomics and health and safety.

OPS provide a range of integrated advisory, training and support services to assist employers meet the requirements of workplace health and safety legislation.

These services include:

- Manual and people handling policy development and training
- Manual and people handling risk assessments and handling plans
- DSE/VDU workstation assessments for office staff
- Advice on office equipment and furniture
- Specialised ergonomic workplace assessments
- Assistance with return to work strategies and workplace accommodations

If you are interested in enquiring about any of our consultancy services or booking a place on one of our training courses please email us at info@oops.ie

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