

Office Posture



HEALTHY DESK POSTURE

Having healthy posture habits prevent common neck, shoulder and back problems and also improve your mood and energy throughout the day.

Here are some quick tips to help make sitting in front of a computer more comfortable:

- Keep your monitor at eye level, and place your keyboard close to your body.
- Sit in a chair with back support to avoid slumping
- Make sure your feet are firmly planted on the ground, or use a footstool if your feet don't reach the ground
- If possible, use a desk that can be converted to a standing desk to lessen the strain on your spine

Here are some quick tips to help make talking on the phone comfortable:

- Avoid tilting your head or holding a phone between your ear and shoulder
- Use a headset or headphones when possible to keep your head in a neutral position.
- Use a speakerphone when able to avoid tilting your neck

Here are some quick tips to improve your posture while texting:

- Try to keep your phone screen at eye level to avoid bending your neck
- Keep your neck relaxed and avoid shrugging your shoulders
- Use your index finger to prevent overuse of your thumb

General Tips

- Keep your muscles loose by taking standing or walking breaks every 30-45 minutes
- When possible, give your eyes a rest by looking away from your computer every 20 minutes and focusing on a distant object



HEALTHY PHONE POSTURE