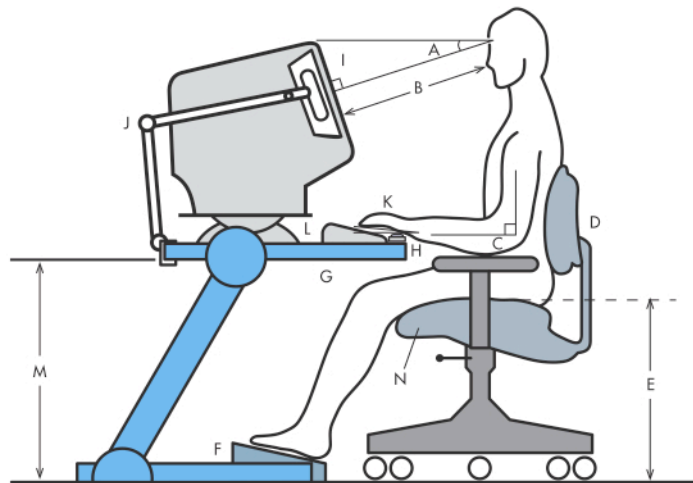


Figures from “A Guide to Work with Computers” published by the Hong Kong Labour Department

Additional comments by Judith Anne Gould BPhy(Hons), MPhil July 2012

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A GUIDE TO WORK WITH COMPUTERS

- A. Comfortable viewing angle (15° - 20°), eyes should be level with the first line on your screen
- B. Comfortable viewing distance, you should be able to touch the screen easily e.g. 350 – 600mm
- C. Forearm and arm held at approximately a right angle, with or without arm rest support
- D. Adjustable back rest
- E. Adjustable seat height
- F. Feet on the floor or use an adjustable foot rest if required
- G. Adequate knee/desk clearance
- H. Wrist rest if required for keyboard and mouse (use intermittently)
- I. Monitor, keyboard, shoulders and pelvis should always be parallel to each other
- J. Adjustable document holder at the same height as the monitor, (swap sides intermittently) or use a Microdesk® in front of keyboard to hold documents
- K. Wrist keep in line with forearm – maintain wrist in a handshake position
- L. Screen support adjustable for rotation, tilting and height
- M. Adjustable table height if possible
- N. Rounded or scrolled edge seat pad