

3 PRINCIPLES TO RESPECT

1 Respect the body's natural alignment

2 Avoid mechanical pressures

3 Limit static muscular work

10 TIPS AND TRICKS TO BE MORE **ERGONOMIC**

1 Use auxiliary equipment with your laptop



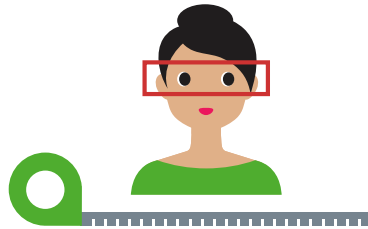
2 Use headphones when using your mobile device




3 Keep the equipment frequently used nearby



4 Apply the 20-20-20 rule: Every 20 minutes, look away at a distance of 20 feet (6 metres) for 20 seconds



5 Progressive lenses? Lower the screen to view it without moving your head




2 screens? Set them up side by side on the same level

If the same % of use, put both screens in front of you




If not the same % of use, put the lesser-used screen on the right



Get up at least once every hour



6



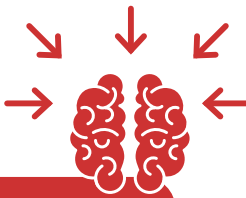
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8 Frequently vary your working position during the day



9 Choose a room that will minimize distractions and promote concentration

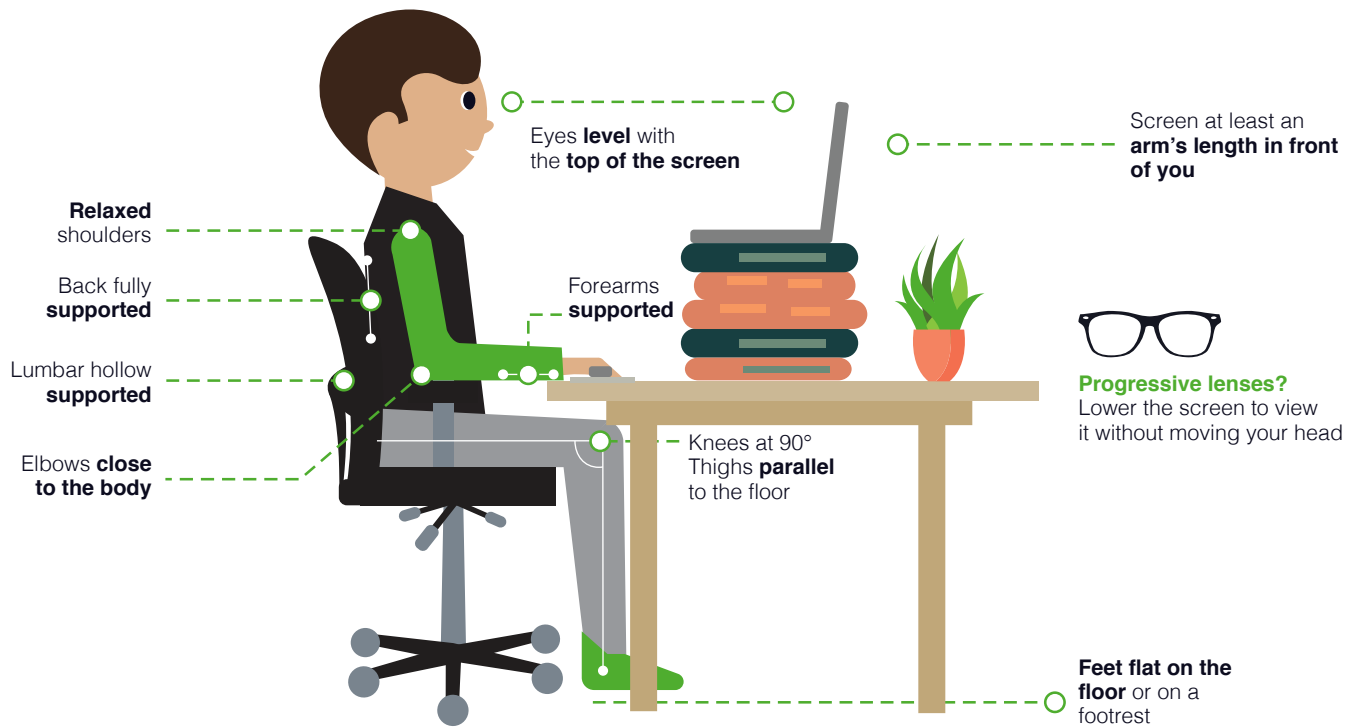


10 Be creative! Use what you have on-hand to optimize the position of your equipment and promote neutral postures





OFFICE ERGONOMICS : EVERYWHERE



STRETCHING EXERCISES

Four rules to follow:

Stretch regularly during the day



Hold the stretch for a minimum of 15 seconds



Avoid sudden movements



Feel muscle tension but no pain

