

ERGONOMICS FOR WORKSPACE AT HOME



WHAT IS ERGONOMICS?

*The study of people's
efficiency in their
working environment.*



WHY DOES ERGONOMICS MATTER?

When you're doing a job and your body is stressed by an awkward posture, extreme temperature, or repeated movement your musculoskeletal system is affected. Your body may begin to have symptoms such as fatigue, discomfort, and pain, which can be the first signs of a musculoskeletal disorder.





ERGONOMICS AT HOME

10 DO'S AND DON'TS

DON'T: HUNCH OVER YOUR LAPTOP

- Use an external monitor or laptop stand to prop up the screen
- Your eye line should be level with the address bar of the web browser



DO: WORK AT AN APPROPRIATE HEIGHT



Find a working height so that your elbows naturally fall flush with your table/desk height. This will promote better wrist alignment rather than impingement or carpal tunnel stress.

DO:
USE AN OFFICE CHAIR...IF POSSIBLE

Try and choose an office chair with adjustable features that protect your lumbar spine and your neck



VS



DON'T: GIVE UP ON YOUR CURRENT CHAIR

- If you don't have an office chair, there are a few options to try with the chair you have.
 - Sit on a firm cushion
 - Sit on a tightly folded towel



- This will raise your hips, increase the curve of your spine, and increase comfort while sitting

DON'T: LET YOUR FEET DANGLE



- Adjust your chair height so that your thighs nearly parallel to the floor, and your hips are slightly above your knees.
- If your chair height cannot be changed, use books or boxes to prop up your feet.

DO: FOLLOW THE 20/20/20 RULE

- Every **20** minutes working at a computer
- Spend **20** seconds
- Looking at something **20** feet away

20/20/20 TO PREVENT DIGITAL EYE STRAIN

TAKE A **20** SECOND BREAK

EVERY **20** MINUTES

LOOK AT SOMETHING **20** FEET AWAY

Visit www.aa.org for more tips on how to protect your eye health and to find a doctor of optometry near you for your annual comprehensive eye exam.

AMERICAN OPTOMETRIC ASSOCIATION

TO PREVENT DIGITAL EYE STRAIN

TAKE A **20** SECOND BREAK

EVERY **20** MINUTES

LOOK AT SOMETHING **20** FEET AWAY

Visit www.aa.org for more tips on how to protect your eye health and to find a doctor of optometry near you for your annual comprehensive eye exam.

AMERICAN OPTOMETRIC ASSOCIATION

The infographic is divided into two sections. The top section features three circular icons: a laptop, a clock, and a person's head profile. Each icon is accompanied by a circular callout containing the text 'TAKE A 20 SECOND BREAK', 'EVERY 20 MINUTES', and 'LOOK AT SOMETHING 20 FEET AWAY' respectively. The bottom section uses large, bold numbers '20' to represent each part of the rule, with the corresponding action text below them. Both sections include a footer with the American Optometric Association logo and a website link.

DON'T: USE YOUR COUCH AS A WORK STATION

Although tempting, and comfortable at first, working all day from a horizontal or semi-horizontal position can lead to muscle numbness and discomfort.



DO: CUSTOMIZE YOUR WORKSPACE TO FIT YOU

- Find a workspace to make your own.
- Sharing a work space means continually having to adjust various aspects of the space.
- Often, it may seem easier to just skip these adjustments all together leading to decreased ergonomics and increase discomfort.



DO: MAKE SURE TO EAT LUNCH AND HYDRATE



- While working at home is can be easy to skip lunch by snacking.
- It is important make or eat a meal not just nutritionally, but also to give yourself a chance to get up, move around, and give your eyes and brain a rest.

DO: GET MOVING!

Regardless of if you are working from the office or at home, it is incredible important to get up and walk around.



RISKS OF SITTING TOO MUCH

- Sitting spends less energy than standing or moving
- Research has linked sitting for long periods with a number of health concerns including
 - Obesity
 - Increased blood pressure
 - High blood sugar
 - Excess body fat
 - Abnormal cholesterol levels
 - Increased risk of death from cardiovascular disease and cancer



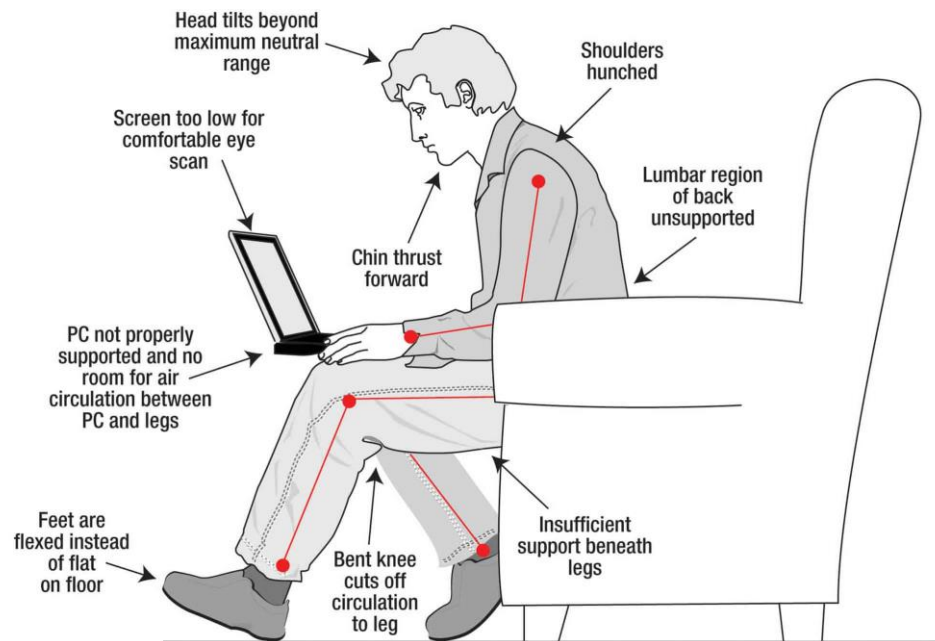
AVOID SITTING TOO MUCH OF FOR TOO LONG



- There are a number of innovative solutions to avoid the risks of being sedentary in the workplace or at home.
 - Take a break from sitting every 30 minutes.
 - Stand while talking on the phone or watching presentations, or videos.
 - Try a standing desk, or improvise using a high table or counter.
 - Walk and talk meetings.
 - Try reading on the treadmill.

A LAPTOP ON TOP OF YOUR LAP

- Think again! Here are a few issues with using a laptop computer on your lap.



SELF-CARE AND ERGONOMICS

- Another important aspect of efficiency and productivity while working at home is self-care.
- Here are a few specific self-care considerations we will discuss:
 - Getting enough sleep
 - Maintaining a healthy diet
 - Keeping up with hygiene
 - Managing distractions



GETTING ENOUGH SLEEP

- Getting a full night of quality sleep allows both the body and brain to recuperate.
- Try to maintain consistency in bed time and wake up time, especially when working from home.



MAINTAINING A HEALTHY DIET



- Sustain your energy throughout the day.
- Avoid crashing, and grogginess from unhealthy foods.
- Keep yourself hydrated!

MANAGING DISTRACTIONS

- Remove unnecessary distractions.
 - Television
 - Social Media
 - Phone calls and texting



MANAGING DISTRACTIONS

- Plan for necessary distractions.
 - Managing family matters
 - Walking breaks
 - 20/20/20 rule



QUESTIONS?

