

## Tips to reduce computer related health problems



Follow these simple steps to reduce, or eliminate, computer related eyestrain and cumulative trauma disorders:

- Position yourself and your computer to eliminate, or at least minimize, glare on your screen. This may require shielding the lights around your desk.
- Never shine a lamp directly onto the computer screen.
- Place the computer at right angles to the window.
- Move bright metal, or glass objects, away from your terminal.
- Adjust the brightness and contrast on the computer itself.
- Take your eyes off the screen and focus on a faraway object for a few seconds.
- Also try other eye exercises, like rolling your eyes, blinking, or closing your eyes tightly for a few seconds.
- Place your document at about the same height as the computer screen and make sure that it's close enough to the screen so you don't have to continue looking back and forth.
- Adjust your chair so the bottom of your feet reach and rest comfortably on the floor and the back of your knees are slightly higher than the chair's seat.
- If the seat itself is adjustable, tilt it slightly forward to decrease stress on the hips and lower back.
- Lean all the way back in the chair so that your body is fully supported.
- Adjust your screen to your height and the task at hand. The screen's top viewing line should be no higher than your eyes.
- The screen itself should be 18 to 24 inches from your face.
- Position your keyboard properly. It should be placed on lower-than-normal work surface in order to keep the arms in a downward position and not interfere with the blood flow to the hands and fingers.
- Forearms should be parallel to the floor and wrists in line with the forearms.
- Organize your workstation so that everything you need to use is within comfortable reach.
- Shift positions regularly.

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