

Setting up a Temporary Home Office

Over the past few months most office-based employees have transitioned to working from home. As we adjust to this new work environment, it's important to ensure you're working from the best possible ergonomic set up. It might be tempting to work from the couch, but this may result in low back or neck discomfort. Sitting at a kitchen table or desk and using good body mechanics will allow you to work efficiently and comfortably.



Use items already in your house and take the necessary time to set-up a temporary workspace that is safe and supports smart ergonomics.



Chair:

Choose a chair, not a couch.

Sit all the way back, with neutral spine, and shoulders relaxed. *Use a pillow or rolled towel for additional lumbar support.*

Keep elbows at sides and flexed at 90 degrees. *Use a folded towel to raise seated height.*

Ensure 2-3 fingers worth of distance between the chair and back of knee.

Laptop Riser:

Ensure the top 1/3 of the screen is at eye level. *Use a box or reams of paper to adjust the laptop height.*

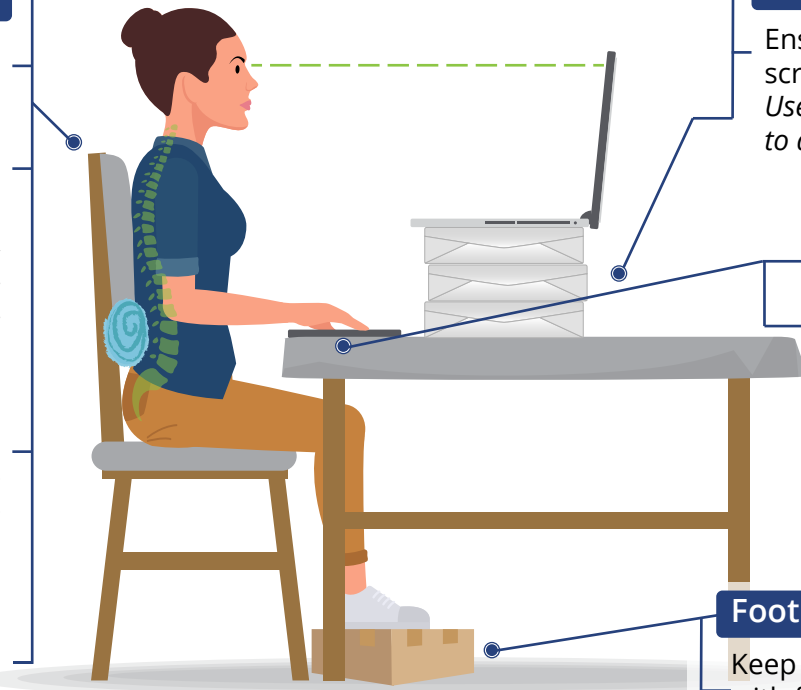
External Keyboard and Mouse:

Keep wrists straight and forearms/wrists floating. *Use a mouse and external keyboard so the keyboard is at optimal height.*



Footrest:

Keep thighs parallel to floor with feet supported. *Use a sturdy box or reams of paper to support feet.*



Other reminders:

- Take frequent breaks (every 30 to 60 mins) and alter posture.
- Use phone calls to walk/stretch.
- Limit the duration of mobile phone use.
- Use ear buds, headphones, or speaker for calls.

Looking for additional support?

Use the links below to find additional information.



Self-Assessment: Briotix Health's free online, self-guided ergonomic tool
<https://virtualoffice.briotix.works>



Learn More: View a free, 30-minute webinar for step-by-step guidance on setting up an ergo-friendly home work space.
<https://health.briotix.com/temporary-home-office>