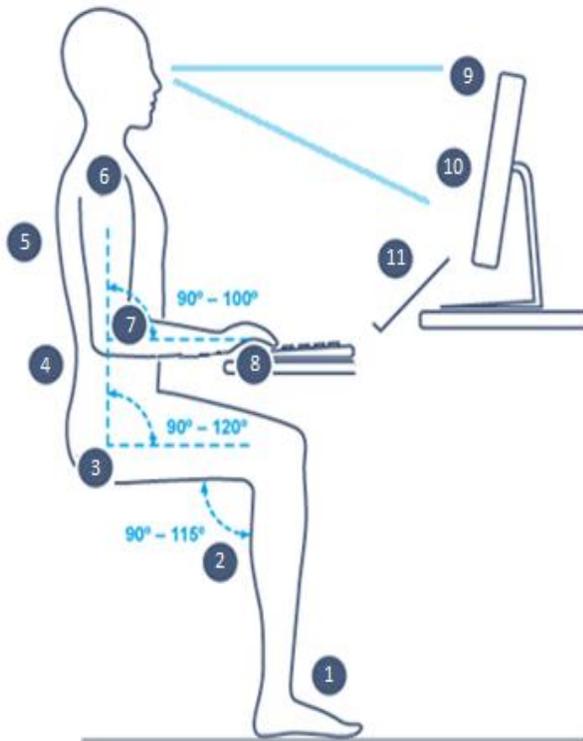


Working remotely during this pandemic brings significant challenges. Finding a correct ergonomic set-up at home to do computer work for 8 hours (or more) per day is a challenge, but critically important. Although taking the laptop to your bed or couch may be tempting, you should avoid it as it will likely result in awkward postures that will affect your body and productivity. Instead, we suggest the following:



1. The feet should be firmly supported on the floor or on a footrest. If needed, you can use old binders or books as foot rest.
  2. Maintain the knee angle at approximately 90-115 degrees. Also, make sure that there is at least 1-2 inches of clearance between the back of your knee and the front edge of the seat.
  3. Comfortable hip angle is between 90 and 120 degrees.
  4. Make sure your lower back is resting on the chair. If you need more back support, use cushions or roll a small towel to place in your lower back area.
  5. Sit back against the chair to get appropriate upper body support.
  6. Keep upper arms as close as possible and in-line with torso. Avoid reaching for the keyboard or mouse to minimize shoulder and neck stress.
  7. Set the height of the keyboard and mouse to achieve an elbow angle of between 90-100 degrees. Armrests should be adjusted to provide gentle and occasional support. You should not be hunching your shoulders or leaning heavily on the armrests.
  8. If available, use a separate keyboard and mouse with your laptop so you can adjust your screen to be at the right height. Set up the keyboard and mouse at about elbow height or slightly lower, so your wrists are as straight as possible when you place your hands on the keyboard.
  9. Set the top of visible screen at eye height to optimize neck posture. Adjust up or down as needed if you wear progressive lenses. Keep the head balanced over the shoulders.
  10. Set the distance of the monitor to approximately 20-40 inches from you or at arm's-length to avoid leaning forward into the monitor.
  11. If you have one, use a document holder for data entry tasks.
- Move your screen, turn off lights, or close window blinds if needed to avoid glare.
  - Take breaks regularly to move around and to look at objects other than a screen.
  - Contact Noel Crespo ([Noel.Crespo@ucf.edu](mailto:Noel.Crespo@ucf.edu)) or Jose Vazquez ([Jose.Vazquez@ucf.edu](mailto:Jose.Vazquez@ucf.edu)) if you have any questions, or would like additional information.