

Ergonomic Tips for Computer User

1. Ensure there are no reflections or glare from your monitor because it can cause you to strain your eyes. Over time, this leads to tired eyes and general fatigue that can lower your ability to effectively learn and study.
2. Set up your computer for your own needs, remembering you can adjust aspects such as color, brightness, font, and contrast to your own preference and taste.
3. Make sure your monitor is in line with your face, so you don't need to position yourself in uncomfortable positions to view it. The best position to avoid strain is to be able to view your monitor at a slightly downward angle.
4. Pay attention to your posture at regular intervals when you're working or studying. It's easy to let things slip when you're busy. Generally speaking, your back should be both straight and supported. Your legs and elbows should be at 90 degrees.
5. Sit at a chair that provides good, solid back support, and keep your feet either flat on the floor or on a footrest. Doing so will help to reduce any pressure on your lower back area.
6. Adjust your chair height, so your knees are about level with your hips. If you can't place your feet on the floor, use a footrest instead.
7. Avoid the temptation to rest your elbow on the edge of your table or on its surface, as this will eventually cause discomfort. You can always protect your elbows with pads or two rolled cloths if necessary.
8. Don't bend or twist your neck or trunk. It's good practice to keep frequently used items in front of you, rather than having to contort yourself into unnatural positions to reach them.
9. Keep your shoulders relaxed and your elbows close to your sides, so you don't strain yourself in any way.
10. Ensure your wrists are maintained in a neutral position when using your mouse, keyboard, or calculator.
11. Mix up your tasks, so you're not sitting in the same position for hours and making the same types of movements over prolonged periods — potentially putting yourself at risk of carpal tunnel syndrome.
12. Don't tense your hands as you're typing. Try to remain as relaxed as possible.
13. Avoid grasping your mouse too tightly — your grip should be relaxed at all times, as if you're typing.
14. Stand up and walk around every so often. Your body isn't designed to sit still for long periods at a time. Try some light stretching exercises to rid your body of any accumulated tension. These can include:
 - a. Tilting your head to one side, holding, and repeating on the other side
 - b. Bringing your shoulders up to your ears slowly, and holding for a few seconds
 - c. Standing up and stretching your arms above your head as high as possible
 - d. Holding your arm straight out in front of you, pulling your hand backwards with the opposite hand, before pulling downwards — hold this position for a few seconds, then repeat with your other hand
 - e. To help alleviate eye strain, the American Optometric Association recommends following the 20-20-20 rule. For every 20 minutes you work, you should take a 20 second break to look at something 20 feet away.

Source: <https://www.vistacollege.edu/blog/resources/25-ergonomic-tips-when-working-at-a-computer/>