



BHS BEAT Suggestions

Head and Neck

Ideally your head and neck should be straight with no tilt of the head to look at your computer screen (we will test the screen height later). Your chair should also support your spine from the upper to low back and allow you to get in the best position to allow your spine to be straight and comfortable.

Upper Back

Ideally your upper back should be straight (no slouching). Your chair should also support your body and allow you to get in the best position to allow your spine to be straight.

Low Back

Ideally your low back should be relaxed and support the natural forward curve.

Shoulders

Ideally your shoulders should be in a relaxed and neutral position while sitting at your desk. Your chair should give you enough support to allow you to get in the best position to allow your spine to be straight and comfortable. If your chair has armrests the height should be adjusted to allow your elbows to sit on them with the shoulders in a relaxed posture.

Elbows

The elbows should be as close to 90 degrees as possible and resting comfortably on the arm rests of your office chair.

Forearm/Wrist

Your elbows should be resting comfortably on the armrests of your chair with your forearms somewhat flat to slightly higher than the desk or table where your keyboard and mouse are located.

Hips

Your hips should be at about a 90-degree angle or your thigh should be flat from the hip to the knee.

Knees

The knees should be in a straight line from the hip so that the thigh is flat on the chair

Seat

Your chair should support your spinal curves to help you relax while seated. You should be able to adjust the height of your chair so that your feet rest flat on the floor or on a footrest and your thighs are parallel to the floor. The height of the armrests should match the height of the desk to avoid creating any pinch points in the forearm.

Monitor

Your monitor should be placed directly in front of you, and at about an arm's length away. The top of the screen should be at or slightly below eye level. The monitor should be directly behind your keyboard to help keep your body position aligned. If you wear bifocals, lower the monitor an additional 1 to 2 inches for more comfortable viewing. Place your monitor so that the brightest light source is to the side.

Keyboard and Mouse

Place your keyboard and mouse within easy reach and on the same surface. While typing or using your mouse, keep your wrists straight, your upper arms close to your body, and your hands at or slightly below the level of your elbows.