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How to arrange your computer workstation to avoid pain in the neck & back

If you can adjust the height of the keyboard relative to the ground you start from the ground up. If you can not adjust the height of the keyboard you start from the keyboard out.

From Ground up

1. Adjust the height of the chair so the feet are flat on the floor, & the thighs rest comfortably on the seat pan of the chair, & your back is against the backrest of the chair.
2. With the fingers resting on the keyboard adjust the height of the keyboard so the shoulder girdles are comfortably relaxed & the forearms are parallel to the ground.
3. If the chair has adjustable armrests adjust them so they support the forearms while fingers on the key board. Ideally the armrests should not bump into the keyboard
4. Finally adjust the height of the monitor up or down so the center of the screen is at eye level.

From Key Board out:

1. With your back against the backrest of the chair, your fingers resting on the keyboard adjust the height of the chair so that the shoulder girdles are relaxed with the forearms parallel to the ground.
2. If the chair has adjustable armrests adjust them so they support the forearms while fingers on the key board. Ideally the armrests should not bump into the keyboard
3. Adjust the height of the monitor up or down so that the center of the screen is at eye level.
4. If you are shorter than 5'4' tall it is most likely that you will need a foot stool so that your feet can be firmly supported, with the thighs comfortable on the seat pan of the chair.