



Working from Home The New Normal

As we're adapting to the new normal, many of us attempting to be "safer at home" have moved our work life to home. Some of us may have home offices specific to this purpose, many of us find ourselves working from dining room tables, folding tables or small corners away from the kids doing homework. We need to consider what can be done to make us more comfortable in our new work environment.



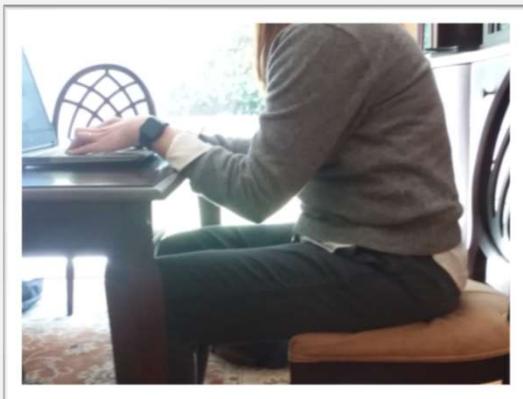
Concentrate on Neutral Postures

- Neck – facing forward not to the side, chin parallel to the floor. Working from a laptop? make your eyes do the work, raise or lower the lid/monitor to get your neck in neutral posture.
- Shoulders - relaxed, not raised up to your ears.
- Arms - close to the body, not reaching out to a desk top, mouse or keyboard.
- Chair/Arms – when seated the elbow should be approximately “desk” height.
- Chair/Back – Don't lean forward, sit back in the chair to support your back.
- Legs - hips 90 degrees or greater, knees 90 degrees or greater.
- Feet flat on the floor or supported.
- Eyes – Look into the distance for a few seconds, refocus, relax

Try a few easy ways to set up your work area....

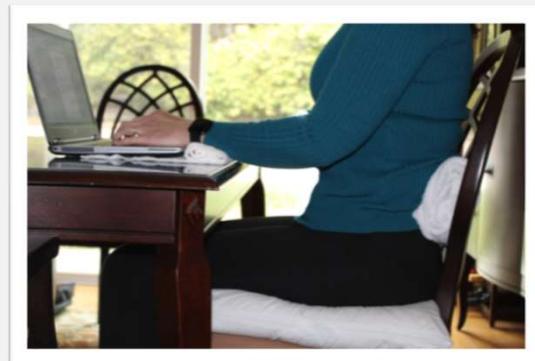


- Wrist rest – Hand Towel, washcloth



- Don't Slouch or lean into your computer.

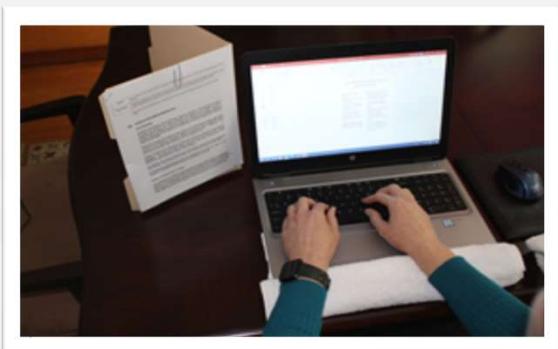
- Choose the best chair for height, then adapt - add a pillow for height. Try to get your elbows level with your desktop



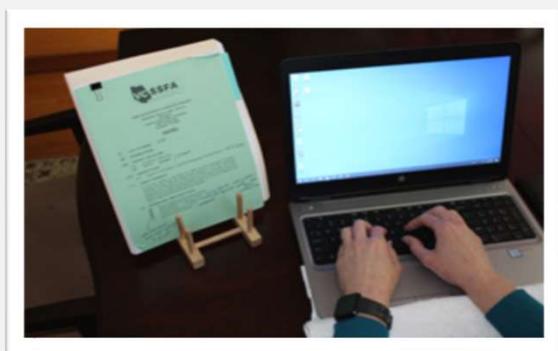
- Back Support – Loosely roll a towel and place it in the small of your back for low back support.
- Foot support - flat on the ground or use old books or a weighted box.

A few more suggestions....

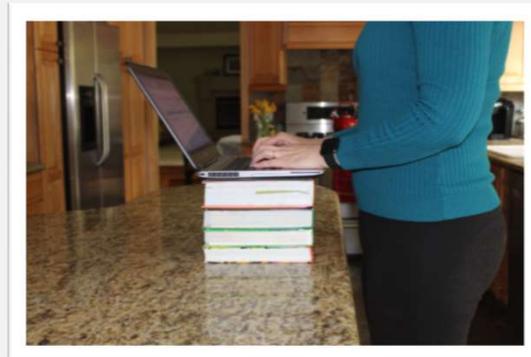
- Working on a laptop?
Change up your location –
Move around, different
locations (table, couch,
standing) for an hour at a
time



- Document holder for one
sheet - file folder with
paper clip



- Document holder for files –
book stand, recipe stand,
wooden plate stand or
plate rack



- Sit/Stand - kitchen counter,
use the top of an short
bookshelf, or an old stack
of books other options.



Remember its
important to:
**Move, Take Breaks
& Stretch Often!**