



# 1. Computer or monitor work



How is the work station organized or laid out? Note: For background information, see other side.

In conclusion, the current situation	is acceptable	needs improvement
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What *specific* improvements can be made?

Should we analyze the situation or the proposed solutions in more detail?	no	yes - more detail on other side
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# 1. Computer or monitor work

Ergonomic  
design

We looked at ...	Why be concerned? (consequences)	Recommendations
<b>Layout</b>	<p>If accessories - screen/monitor, keyboard, mouse, document holder - are poorly placed, have poor posture, tired muscles and pain in:</p> <ul style="list-style-type: none"><li>• nape of the neck - especially if screen/monitor or document holder is too high or too low</li><li>• shoulder &amp; arms - especially if the keyboard is badly placed</li><li>• wrists &amp; hands - when flexed or twisted or resting on edge of the table</li></ul>	<ul style="list-style-type: none"><li>• Avoid reflections - the screen/monitor should not face a window or have one directly behind it</li><li>• Choose furniture &amp; equipment that allows the person to work with their neck upright, the shoulders relaxed, wrists in neutral position (straight) and elbows at a 90° or more</li><li>• Adapt arrangement of materials for the task:<ul style="list-style-type: none"><li>- document holder facing the person, to let them read the information (e.g. coding work)</li><li>- screen/monitor facing the person where tasks require them to look at it continuously</li></ul></li></ul>

Translated and adapted from SOBANE materials, available at [www.sobane.be/fr/tms\\_obs.html](http://www.sobane.be/fr/tms_obs.html)

