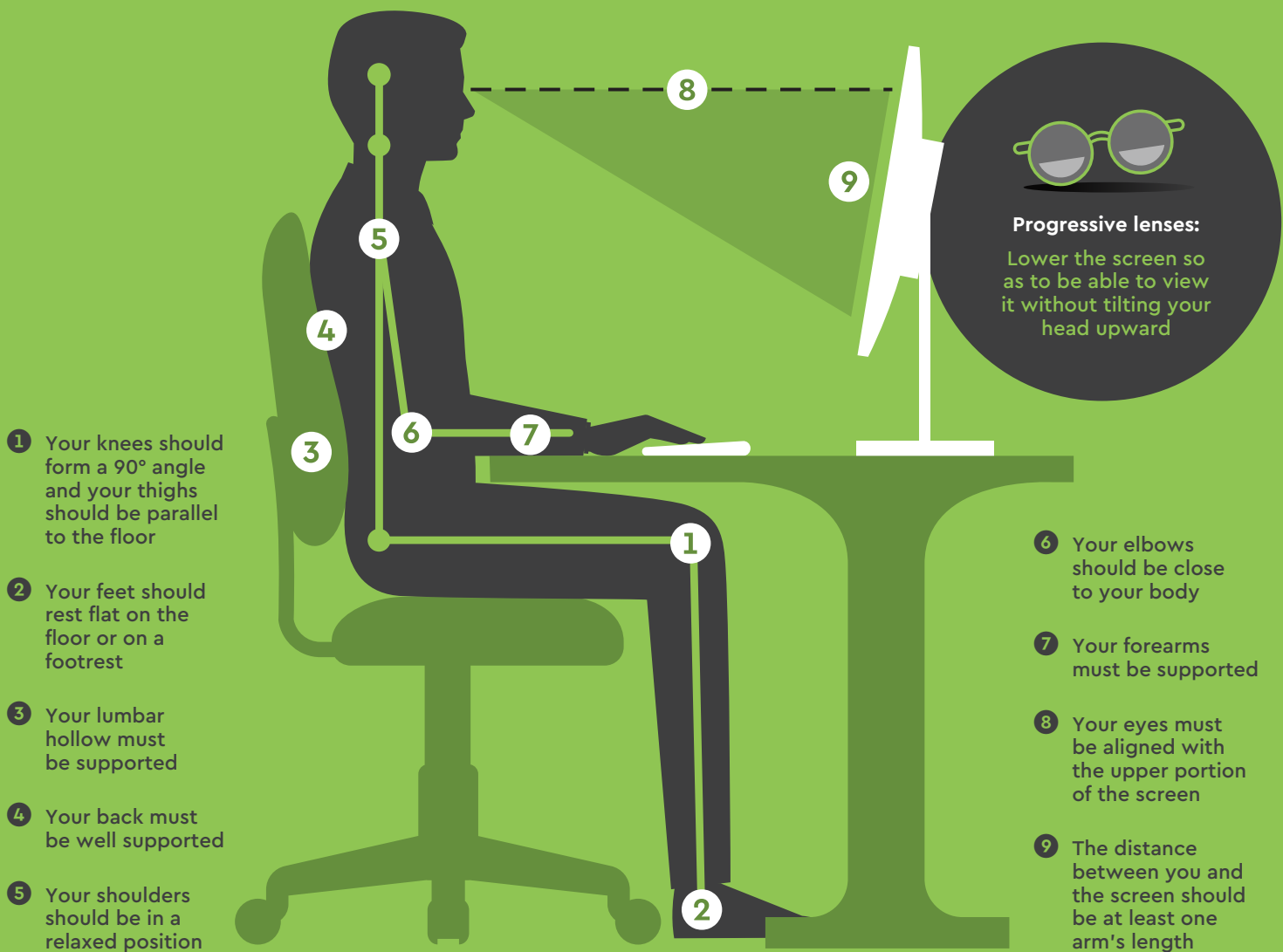


Office Ergonomics



Detailed Assessment Office Ergonomics



Cervical region

Possible cause(s)	Solution(s)
Constraining posture to consult the screen	<ul style="list-style-type: none"> Adjust the height of the screen
Projection of the head forward to consult the screen	<ul style="list-style-type: none"> Decrease the eye-screen distance
Incorrect positioning of the screens	<ul style="list-style-type: none"> Position the screens according to the frequency of use
The head swivels and tilts to view a paper document	<ul style="list-style-type: none"> Installing documents on a sloping surface Ideally, install the document holder between the keyboard and the screen

Dorso-lumbar region

Possible cause(s)	Solution(s)
Lack of spinal support	<ul style="list-style-type: none"> Adjusting the height of the backrest Adjusting the backrest angle Adjust the height of the seat (if necessary, install a footrest)
Frequent twisting of the trunk	<ul style="list-style-type: none"> Always face the work area Installing documents on a sloping surface Ideally, install the document holder between the keyboard and the screen

Shoulder

Possible cause(s)	Solution(s)
If working on a uniform surface Poor upper limb support	<ul style="list-style-type: none"> Push back the keyboard and mouse Get as close to the work surface as possible
If working with keyboard drawer Poor upper limb support	<ul style="list-style-type: none"> Adjust the height of the keyboard drawer Decrease the distance between the armrests Get as close as possible to the support surface
Position when handling the mouse	<ul style="list-style-type: none"> Bring the mouse closer to the keyboard Install the mouse to the left of the keyboard

Trapezoids

Possible cause(s)	Solution(s)
Keyboard too high	<ul style="list-style-type: none"> Lower the keyboard drawer Raise the seat of the chair (if necessary, install a footrest)
Armrests too high	<ul style="list-style-type: none"> Properly adjust the armrests of the chair
Poor upper limb support	<ul style="list-style-type: none"> Provide enough space on the work surface Properly adjust the armrests of the chair

Arms | Elbows | Forearms | Wrists

Possible cause(s)	Solution(s)
Wrist extension when typing	<ul style="list-style-type: none"> Adjusting the height of the chair Decrease keyboard tilt Move the keyboard away from the edge of the table
Wrist movement when handling the mouse	<ul style="list-style-type: none"> Keep the wrist in line with the forearm Manipulate the mouse with shoulder, elbow and wrist coordination. Increase the speed of the pointer
Inadequate elbow angle	<ul style="list-style-type: none"> Adjusting the height of the chair Adjust the height of the keyboard drawer

Legs

Possible cause(s)	Piste(s) de solution
Poor blood circulation	<ul style="list-style-type: none"> Adjust the seat height (if necessary, install a footrest) Adjusting the depth of the seat