

KEEP WELL: HOW TO SET UP YOUR DESK AT HOME

It is important that if you are working on a laptop, you organise your desk in an ergonomic way. Here are some tips to help you set up your workspace at home.

LAPTOP SET UP WITHOUT ADAPTATION:



1,2 VIEWING ANGLE, HEAD AND NECK POSITION

Target: The top of the screen should be at eye level or just below eye level.

Picture: This angle is quite steep and results in the head and neck bending forward.

3 BACK POSITION AND SUPPORT

Target: Ensure a vertical upright back, keep the shoulders square and relaxed. The chair should support a natural spinal curve.

Picture: Not everyone working from home/working remotely may have an office chair. However the type of chair you use should be upright and provide support to the lower back.

4,5 FOREARM & WRIST POSITION

Target: The hands wrists and forearm should form a level line from the keyboard to the elbow. The wrists should not be bent and should reside (float) above the keyboard during use. The wrist should be kept free of the desk surface when using the mouse. The mouse should be moved through a combination of elbow and shoulder movements, the wrist should not be involved. The forearm will form a 90-degree angle with the upper arm.

Picture: The elbow is lower than the wrist, causing the wrist to bend.

6 LEGS AND FOOT PLACEMENT

Target: Feet flat on the floor. The chair will not make contact with the back of the knees. Thighs are parallel to the floor.

Picture: In this case both feet are placed flat on the floor there is no excess or pressure on the back of the legs.

IMPROVED SET UP USING LAPTOP STAND, SEPARATE KEYBOARD AND MOUSE:



1,2 VIEWING ANGLE, HEAD AND NECK POSITION

The laptop stand brings the head up, straightening the neck, shoulders and back. If a laptop stand is not available then books may be used to improve the viewing angle.

3 BACK POSITION AND SUPPORT

A cushion can be used to support a more upright posture especially where employees may be working from a kitchen chair.

4,5 FOREARM & WRIST POSITION

A 90-degree angle is found between the upper arm and the forearm there is no pressure on the wrists. Again cushions can be used to elevate the seating position to achieve a neutral position of the forearm, wrist and hands, which are all level.

6 LEGS AND FOOT PLACEMENT

A footrest should be used to ensure the thighs remain almost parallel to the floor, with the hip slightly higher than the knee. Space is maintained between the back of the knees and the edge of the chair. A footrest can be anything such as a plastic box.

Adapted from the HSE Guideline Document on [Working from home during COVID-19 –Workstation Setup](#).

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