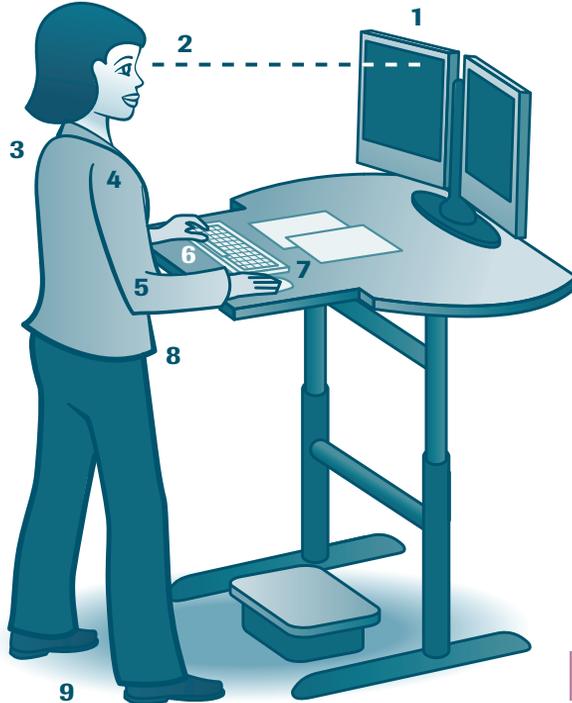# Practical Tips for Using a Standing Desk

1 Screen vertical, not tilted upwards.

2 Top of screen parallel to eye level (to maintain neutral neck posture - monitor may be lower if wearing bifocal or progressive lenses).

3 Shoulder blades back, chest open. Engage upper back muscles.

4 Don't shrug. Relax shoulders.

5 Elbows bent at 90-100 degrees, by side of body.

6 Keyboard and mouse fall just below your fingers.

7 Wrists straight, keyboard and mouse on same surface.

8 Hips level. Keep lumbar curve.

9 Stand with feet wider apart than normal stance to reduce fatigue in lower back and hips. Place one foot up on a footrest at times to help relax your lower back.

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Ideal Workstation Set-up

1 Feet flat on the floor (or a footrest)

2 Three-finger gap between the back of the knee and the front edge of the chair's seat pan

3 90 - 110 degree angle in hips and knees

4 Lumbar support at correct height (in small of back)

5 Elbows bent at 90 degrees, by side of body

6 Wrists straight, keyboard and mouse on same surface

7 Relax the shoulders and breathe

8 Back and shoulder blades supported against the backrest of chair, backrest locked

9 Top of screen parallel to eye level (to maintain neutral neck posture - monitor may be lower if wearing bifocal or progressive lenses)

10 Screen vertical, not tilted upwards

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