REMORTE WORKSTATION ERGONOMICS
Use this guide to configure an at-home workstation to reduce stress, muscular, and mental fatigue and promote an ergonomic work environment.

Essential Components
- Neutroposture, with neck-and-back aligned, not leaning forward.
- Elbows should be at least level or slightly below:
  - Back relaxed, supported if possible
  - Shoulders back and relaxed, well-arched forward or pruched
- Eyes straight or bent, 190-90-120 degree
- Wrists-straight or bent

Posture
- Sit and kneel instead of standing for sitting or reclining.

Neutral Neck
- Neck and back aligned
- Back relaxed/supported
- Shoulders back
- Elbows tucked and bent 90-120°
- Wrists straight
- Knees bent in neutral position
- Neutral foot

Be Creative
- If you don’t have an additional mouse, keyboard, mouse, laptop stand, or standing work station, be creative while trying to rework it into a standard work station.
- To achieve a standing workstation, find a tall surface:
  - A kitchen counter, dining room, mirror, table, etc.
- Elevate the keyboard by using hard surfaces which allow for ventilation
- Avoid placing laptops on pillows, backs, comforters, and lap. It can cause overheating and harm to the skin.
- Provide support to your back, knees, and thighs wherever possible
  - A pillow, rolled up towel, yoga mat, blankets, etc.
- Use flat mats, yoga mats, kitchen mats, etc. while standing to reduce fatigue

It is Important...
- While working remotely, to take frequent breaks and configure the workstation to provide a healthy, flexible, and productive work environment.
- Take regular micro-breaks, stretch, move around, get the blood flowing:
  - Every 30-45 min
- Keep your posture and be kind to your body, specifically your vision, muscles, and mental health!
- Alternate standing, sitting, or standing throughout the day to reduce fatigue and increase your productivity.

EH&S Resources
For more information and additional resources (e.g., Workplace Assessment Checklist, General & Office Ergonomics Training, Ergonomics Assessment Request form), visit the EH&S Ergonomic website here
https://ehs.fiu.edu/file-library/programs/ergonomics/ergonomics-safety.html

Navigate to: ehs.fiu.edu > Safety Programs > General > Ergonomics