

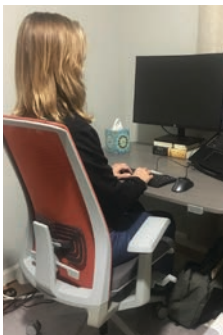
# TIPS & TRICKS

Discover the many easy ways you can comfortably work from home.

**Your goal is alignment:** relaxed shoulders, elbows at 90 degrees, wrists neutral, screen at eye level.

Don't worry if you have minimal furniture and equipment. Common household items will improve your current situation. It is simple and easy to stay ergo friendly at home!

## HOME OFFICE DESK

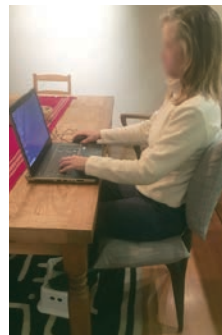


When using the keyboard and mouse, shoulders should be relaxed at your sides with your forearms parallel to the floor.

Use books or reams of paper to raise the monitor if it is too low.

Lean back into your chair for a relaxed posture with proper back support.

## LAPTOP ON THE TABLE



Place pillows behind your back and on your chair to provide proper cushioning and back support.

Add seat pillows until you can use the keyboard and mouse with your shoulders relaxed at your sides.

If your feet are not flat on the floor, use a step stool, box, or stack of books as a footrest.

## LAPTOP IN THE KITCHEN



Stand at the kitchen counter.

Use an external keyboard and mouse for optimal shoulder and arm positioning.

Using a sturdy base, raise the laptop to eye level.

Make a simple footstool and alternate bending each leg.

## LAPTOP ON THE COUCH



Place pillows under your legs and elevate the laptop to eye level.

A pillow behind your back provides proper cushioning and back support while keeping you at an upright angle.

## GENERAL TIPS:

- Take breaks
- Stretch your whole body—including face
- Prioritize movement
- Alternate sitting and standing
- Use meetings as a reminder to stand
- Shift your position whether sitting or standing
- Look around your home for ergo props and varied work locations
- For more information contact [info@balancedimage.com](mailto:info@balancedimage.com)