

Ergonomics 101



THE INTELLIGENT USE OF SPACE



Ergonomics

\ er · go · nom · ics \ Noun

The science of designing and arranging things people use for efficiency and safety.

According to the U.S. Department of Health and Human Services ergonomics is the science of fitting workplace conditions and job demands to employee capabilities. In other words, an ergonomic work space is a personalized work space. Back and neck strain, sore joints, and fatigue can all result from improperly positioned monitors, office chairs, and desks. A few simple adjustments can greatly reduce these strains and stresses.

MONITOR

As a general rule, your primary screen should be arm's length away. Tilt the monitor so there is no glare from overhead lights, and position the height so your forward line of sight rests on the upper ¼ of the screen. If you use two monitors equally, they should be placed side by side with no gap. If one monitor is used more heavily, the primary screen should be directly in front with the secondary screen slightly angled and to one side.

CHAIR

Adjust your office chair so it supports a comfortable posture, much like how you sit in your car – lower back against the chair back, shoulders relaxed, ears in line with the tops of your shoulders, and shoulders in line with your hips. Your feet should rest flat on the floor with hips and knees at roughly a 90 degree angle.

DESK

Your desk height should allow for use of the keyboard and mouse with your elbows at your sides and your arms at or below a 90-degree angle. You might need a slide-out keyboard tray for best comfort. The backs of your hands should be level with your wrists as you type.

MORE SPACE SYSTEM

All the personalized workspace options from Novus deliver a clean look, improved ergonomics, and the freedom to easily change your workspace by adding more monitors, tablets, and organizational accessories as necessary. The Novus More Space System is designed and developed by Novus Dahle GmGH & Co. of Lingen, Germany. Introduced in 1949, Novus offers numerous premium solutions for the modern workplace such as organizational shelving, Point of Sale solutions and more. For more information, please call (800) 995-1379 or visit www.NovusMoreSpace.com.



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