

Improve workstation comfort and productivity.



Work got you on the edge of your seat?

When you use these tips, you can sit back, relax and enjoy improved posture and comfort while you work.

- Avoid overcrowding computer work areas and remove clutter from under your desk.
- If feet don't rest flat on the floor, use a footrest or other object to provide support.
- Place the phone on the side of your non-dominant hand and frequently used items within easy reach.
- Adjust your computer monitor to avoid glare and keep the screen clean.
- Place the keyboard directly in front and close to you, keeping your arms bent at 90 degree angles.



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Source: Centers for Disease Control and Prevention

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