

CSU Eastbay Ergonomic Recommendations for Remote Computer Use

What follows is a brief instruction about how to set up a workstation away from the office with a laptop computer.

If you have a laptop computer, an external keyboard, and a mouse: Adjust your chair so that your elbow is about at the level of the surface you will type on. Place your laptop on a platform or stack of books to raise the upper screen to eye level and your laptop will function as your monitor. Place the keyboard and mouse on the desk or table close to your sitting position (Photo #1). If your chair does not let you sit high enough or you are uncomfortable doing so, place a pillow on your lap with a tray or sturdy board (24" wide plus works the best) (Photo#2).

If you have no keyboard and mouse available: The best thing to do for most people is to place the laptop on a 3"-4" 3-ring binder (or anything triangular shaped) so that the laptop tilts up and raises the screen a bit. The keys of the laptop will angle toward you, which allows you to place the hands on the keys without raising the arms up and look at the screen without bending the neck down (Photo#3).



Photo#1: Chair is raised to table height, laptop used as a monitor raised on box, keyboard/mouse on table.



Photo#2: Chair below table height, Laptop used as monitor, pillow with box lid on lap used as keyboard tray.

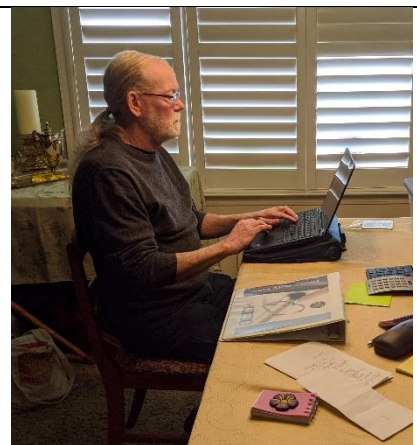


Photo #3: Chair below table height, laptop tilted to raise the screen and comfortably access keyboard/touchpad.

One last word: I hope this information helps you find some comfort while you work. Keep in mind, the best thing you can do for yourself while using the computer anywhere and in any position is to take adequate breaks. The same rule applies at home and work. **Every 20-30 minutes, stand up and move around for 5 minutes, or go do something else besides computer work.**

If you have any questions or concerns, please feel free to contact me by email, thomas.sneed@csueastbay.edu . We can set up a time to talk if you like. Stay well everyone.