

AT YOUR DESK

If hours of sitting, filing, answering phones or using a keyboard are taking a toll on your hips, spine, shoulders and hands, consider the following tips and tools.



The Proper Chair

Use an adjustable chair that allows you to sit comfortably with your feet on the floor and your hands at your keyboard when your arms are bent at a 90- to 120-degree angle. Use a chair with good lumbar support to maintain the natural curve of your lower back.

A Sit-To-Stand Desk

Consider an adjustable desk that enables you to change positions — from a seated to standing position — throughout the day to prevent stiffness or too much stress on any particular joints.

Footrest

When sitting at your desk, your feet should be flat on the floor and your thighs should be parallel to the floor. If your feet don't sit flat when your chair is at a comfortable height for your desk, try a footrest to maintain proper posture.

Voice Recognition Software

If arthritis in your hands makes it difficult to use a mouse and keyboard, voice recognition software can allow you to perform tasks like writing emails, creating documents and conducting online searches with less stress on your fingers, hands and wrists.

Computer Monitor Platform

Your computer monitor should be at or slightly above eye level. Placing a platform under your computer monitor can raise it to the appropriate eye level, preventing the need to look up, down or to the side for extended periods.

Frequent Breaks

Take breaks throughout the day to stand up, walk around and do gentle stretching exercises. Some exercises can be done while sitting at your desk.