

## Self Comfort Check for Computer Users

**With this checklist, the more "YES" answers there are the better. This is particularly important for intensive computer users (more than 5 hours per day at the computer) as well as moderate computer users (3-5 hours per day at the computer). If NO answers start appearing consider having a Workstation Assessment. **Contact us.....****

	YES	NO
Are your shoulders relaxed, elbows close to the sides (i.e. arms are not reaching), forearms roughly horizontal and wrists straight while using the keyboard?		
Is there some space in front of the keyboard to allow you to rest your wrists when not actively keyboarding?		
Do your wrists remain "free" and not resting on the desk surface or wrist rest while keyboarding?		
When seated, is your lower back well supported and remaining in contact with the backrest of the chair while performing computer work?		
While sitting, are your knees bent (about 90°) and the thighs roughly horizontal?		
When seated, can your feet rest comfortably on the floor?		
While seated at your workstation are ears, shoulders and hips lined up vertically?		
Is your mouse located close to, and at about the same height as the keyboard?		
Is a document holder available for frequently used documents or reference materials?		
Are frequently used items such as files, telephone, etc. placed within easy reach?		
Do you take frequent vision breaks for refreshing the eyes?		
Do you take physical breaks and move about frequently during the day		