

# Seating in your workplace—*Useful tips*

In a nutshell, an office chair should **allow** the user to find the most comfortable position. The word **allow** is emphasised because so many chairs are simply not adjustable *enough*. When choosing a chair, look for:

- ◆ Seat height adjustment, which permits a wide range of seat height settings
- ◆ Seat tilt adjustment, where the seat can be angled forward, set level or tilted backwards.
- ◆ Back height adjustment, easily altered by the user, preferably while sat in the chair.
- ◆ Back angle adjustment, where the back's 'angle of attack' can be altered to suit a task.
- ◆ Arm height adjustment, to let the user select a height which supports their arm weight.
- ◆ Arm width adjustment, offering support while the user's arms are kept close to their sides.
- ◆ Appropriate support for the lumbar (lower) and thoracic (upper) part of the back.
- ◆ A seat cushion which prevents excess pressure under the thighs and behind the knees.

Chairs do not need all these features; however, most if not all, can be found on the models we have selected to sell online

Good posture can be easily achieved when a chair and desk are well set up for the task in hand.

- ⇒ When settling down to work, try to:
- ⇒ Leave plenty of space for your legs under the desk.
- ⇒ Make sure your chair armrests do not collide with the desk or prevent you sitting as near as you want to your workstation.
- ⇒ Keep your forearms approximately horizontal. The right kind of armrests should help you achieve this.
- ⇒ Try to avoid undue extension, flexion or awkward deviation of the wrists.
- ⇒ Keep your mouse, mouse pad and arm as near to your body as you can.
- ⇒ Set your computer screen height to prevent awkward neck positions. Looking straight at a screen is much better than peering up, down or sideways at it for hours on end.
- ⇒ Leave ample room in front of the keyboard, so arms and wrists can be well rested during pauses.
- ⇒ Consider using a footrest, if you cannot rest your feet on the floor once the chair and desk heights are in set at correct and comfortable heights.
- ⇒ Take a look at our FlexDesk. It is one of the best products we have ever seen to help prevent or alleviate tension in your neck and back while working.

<http://www.backcare-ergonomics.com/flexdesk.htm>

<http://www.csergonomics.co.uk>

