



## Quick guide working from home

### Organise your workspace as best you can

Sitting in front of a computer can be **hard on your body**. **BUT if you adjust your chair and your desk correctly and vary** your work positions while working in front of a computer, you can **reduce discomfort and strain on your body**.

It is a good idea to organize your workspace based on the tips below. You should also remember to let some fresh air into the room.

When working at your computer, make sure your **forearms are supported by your desk** so, as not to tense up your shoulders or let your upper body fall forward.

Make sure you have **enough space around your screen**, keyboard and mouse for you to be able to move your equipment around and **vary your working position**.



Your chair should allow you to place your feet flatly on the floor and thereby **avoid the discomfort of constant pressure on your upper legs**.

You can rest your feet on a footstool or some other moveable object. This will allow you to **adjust the height** you sit at and make you more comfortable at your desk.



Use an **external keyboard and mouse** so you can maintain a distance of 50-70 cm between your laptop screen and your eyes, and so that the top of the **screen is at the same level as your eye height**, so you are able to see just above the screen. The screen may have a slight angle pointed away from you.