



Are you still feeling pain?

Are you still feeling pain even though you've made adjustments to your workstation?

Speak to your health and safety advisor.

Still unsure? Contact:

Log into Healthy Working to help your advisor understand the steps you've already taken

- cardinus.com
- 020 7469 0262
- info@cardinus.com

Move more, feel better



Stand up and change your position frequently.
Aim to **move every 15 to 20 minutes** or whenever
you notice poor posture or experience fatigue.

Still unsure? Contact:

Log into Healthy Working to find new
ways to combat poor posture

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Three tips for related arms and stress-free movement

Make sure your **wrists do not bend** up, down or sideways while using the keyboard or mouse.

Make sure your seat **height is adjusted** to help prevent shrugging or hunching your shoulders.

Make sure you do **not need to overstretch** or reach for your mouse or keyboard.



Still unsure? Contact:

Log into Healthy Working to find ways to stop other aches and pains throughout the body

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Are you sitting comfortably?

Adjust the tilt of your backrest so that your **upper body is leaning back slightly**. An angle of 90°-120° is (usually) most comfortable.

Still unsure? Contact:

Log into Healthy Working for more comfort-giving, happiness-inducing tips

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Three tips for monitor happiness

Position is key

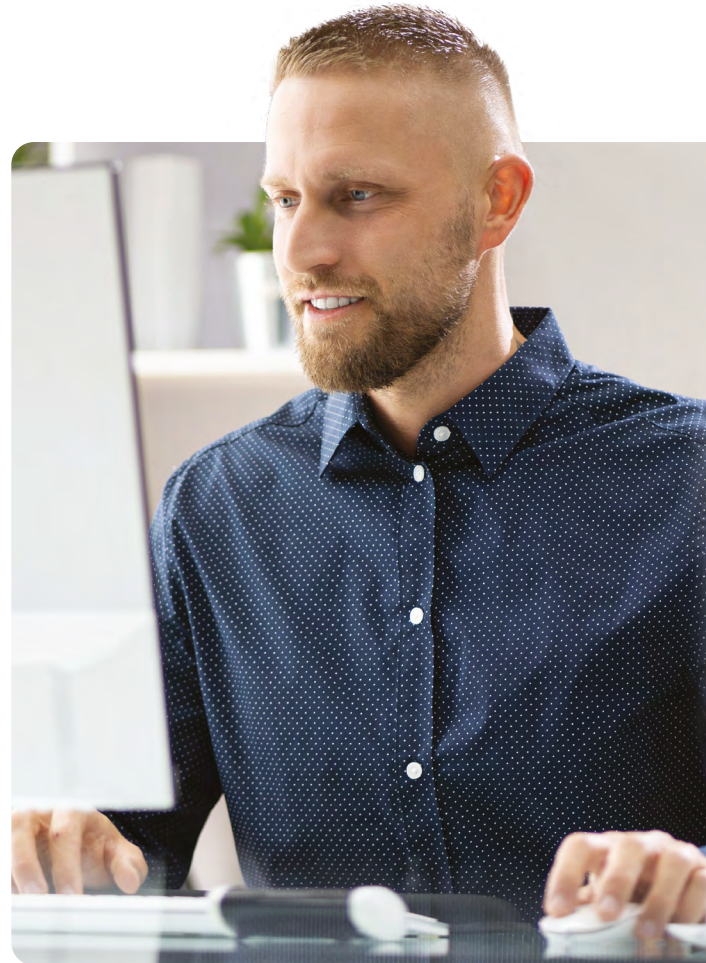
Ensure your monitor is free from glare and reflections

Eye level

Your eyes should be level with the top of the screen's viewing area

Arm's length

Keep it at arm's length (roughly) so you do not strain your eyes



Still unsure? Contact:

Log into Healthy Working to
keep strains and pains at bay!

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Look into the future



Staring at one point places prolonged stress on the eye muscles. **Every 20 minutes focus on a distant object for 20 seconds**, allowing your eyes to relax and recover.

Still unsure? Contact:

Log into Healthy Working for help
with refocusing the eyes

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If you're dining, don't go 'al-desko'

As many as two thirds of office workers eat lunch at a desk. This is bad news for productivity and mental fatigue. So get up from the desk and **hit the break out room!**

Still unsure? Contact:

Log into Healthy Working to find
ways to stop fatigue in its tracks

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Do you feel supported?



To help your back support your weight, **your feet should be flat on the floor or supported by your knees**, which should be positioned slightly lower than your hips.

Still unsure? Contact:

Log into Healthy Working to understand
how the way you sit can cause you pain

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Jump up and get down!



Get up and move around periodically so that you aren't using the computer for long periods of time without a break. **A 10 minute break every hour should help!**

Still unsure? Contact:

Log into Healthy Working to help
you reduce your aches and pains

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Keep your keyboard close...

Ideally, your keyboard should be **10-15cm away** from the front of your desk. If it's further away, you might consider making some adjustments.

Still unsure? Contact:

Log into Healthy Working to learn how to position the rest of your desk's equipment

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Don't forget to **blink**

Research shows that **computer users blink less** when staring at their screen, increasing the likelihood of **eyes becoming dry.**



Still unsure? Contact:

Log into Healthy Working and take your next step towards greater wellbeing!

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Tap, tap, complete

Reduce mouse use by **learning a few keyboard shortcuts:**

Copy	CTRL	C	Cut	CTRL	X
Paste	CTRL	V	Undo	CTRL	Z
Bold	CTRL	B	Underline	CTRL	U
Italic	CTRL	I	Print	CTRL	P

Still unsure? Contact:

Log into Healthy Working for tips to make your workday more productive

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Learn to love the letter L

Keep an L shape between your upper and lower arms when typing so that you **maintain a relaxed neutral posture.**

Still unsure? Contact:

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