Top Ten Tips

Comfortable Computing

1. Position the top of your monitor screen at eye level.

2. Tilt your monitor back 10° to 20° to keep the same focal length as your eyes scan from the top to bottom of screen.

3. Position your monitor no closer than 20” from your eyes. A good rule of thumb is an arm’s length distance. For a very large monitor, you’ll need more distance.

4. Your keyboard should be level with the height of your elbow, and there should be a right angle at your elbow when typing.

5. Tilt your keyboard back slightly so that your wrists remain in a neutral position.

6. Never use a wrist rest permanently for your keyboard or mouse.

7. Rest your eyes periodically by focusing on an object over 20 feet away.

8. Sit with feet flat on the floor, and directly in front of screen and keyboard.

9. Stand and stretch your back and arms at least every 20-30 minutes.

10. Ideally, arrange your workstation so you can stand periodically. Use an adjustable chair, display mount and/or keyboard tray whenever possible.