

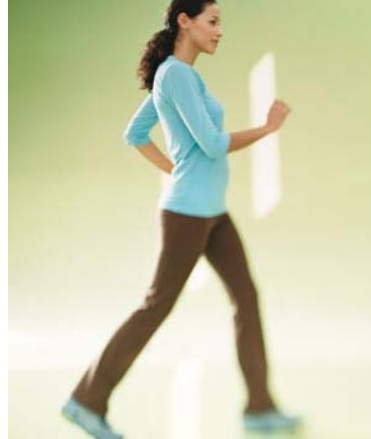
Ergonomic Tips: Breaks and Exercises for Office Workers

Ergo Tip: Get up and move your body for a few minutes every hour

Walking away from your desk every hour is one of the easiest things you can do to prevent muscle or joint strain from working at a computer.

Walking for exercise during your lunch break is also a healthy idea.

Walking gets blood flowing, corrects your posture, and places joints in neutral positions.



Ergo Tip: Give your eyes a rest



BLINK! Most computer users blink less than normal, which causes dryness and eye irritation – blink rapidly a few times a day, or close your eyes to rest periodically

FOCUS for a few seconds on things around your office (other than your monitor) that are a different distances – the further the better

RELAX Close your eyes and cup your hands gently over top - roll the eyes in one direction a few times, then repeat in the opposite direction

Ergo Tip: Remind yourself to take a break

Post a sticky note on your monitor, use a timer, hang this sheet at your desk, schedule breaks into your calendar, do whatever works for you!

Ergo Tip: Stretch to reverse static postures

- ✓ Hold each stretch for 10 to 15 seconds
- ✓ Ease into the stretch, then hold – no bouncing
- ✓ Breathe easy
- ✓ You should feel a stretch tension in the muscle – not pain
- ✓ Aim to do 1 or 2 stretches per break

If you have questions, discomfort while stretching, or an injury: consult your health care practitioner about the best stretches for your situation.



Bend head forward, hold, return to starting position.



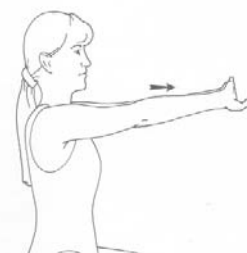
Bend head backward, hold, return to starting position.



Turn head slowly to look over left shoulder, then turn to look over right shoulder.



Pull head straight back keeping eyes and jaw level.



With fingers interlaced and palms out, straighten arms out in front of you until stretch is felt.



Place hands behind head and squeeze shoulder blades together. Recline chair and let elbows fall back for more chest stretch.



While tilting head to the left, gently pull right arm down with left hand until stretch is felt. Repeat to other side.



Tilt head toward shoulder, then slowly toward other shoulder.



Lean forward until stretch is felt. For greater stretch, move arms toward back legs of chair. To return put forearms on knees and push up.



Pull arm across chest until stretch is felt. Turn head away from pull. Repeat to other side.



Pull elbow behind head until stretch is felt. Repeat to other side.



With feet shoulder width apart, and 12 – 24 inches from wall, turn upper body and try to place hands on wall at shoulder height. Repeat to other side.



With hands in small of back, arch back until stretch is felt.



Cross left leg over right leg. Bend left knee slightly. Lean to left until stretch is felt over outside of right hip. Repeat to other side.