

# Ergonomic Desk Setup Guide

1. Visual Display Terminals (VDT) within the normal cone of vision ( $0^{\circ}$  to  $30^{\circ}$ )

2. Ears, shoulders, and hips line up vertically

3. Elbows bent at  $90^{\circ}$  angle while using keyboard (range  $70^{\circ}$  to  $110^{\circ}$ ) upper arm pointing towards floor

4. Elbows bent at  $90^{\circ}$  angle while using mouse

5. Hips as far back on chair as possible and bent at  $100^{\circ}$  to  $120^{\circ}$

6. No sharp edges pressing into employee

5. VDT at proper viewing distance

$0^{\circ}$

$15^{\circ}$

$30^{\circ}$

Mid-VDT height

5. Adequate thigh and leg clearance

6. Knees bent at a  $90^{\circ}$  angle (range  $70^{\circ}$  to  $110^{\circ}$ )

7. Feet supported

