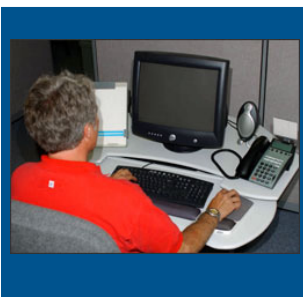


# ERGO BULLETIN

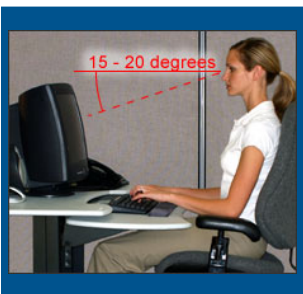
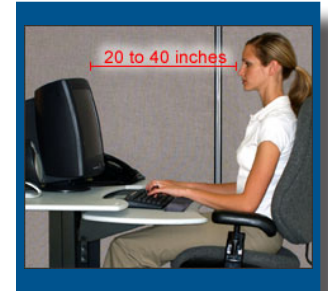
## Monitor Your Monitor Use: 9 Tips

Monitors come in many shapes and sizes, from the original CRTs to the newest flat-panel LCDs. No matter what size or style monitor you use, a few simple adjustments can make your computer use both comfortable and productive. Take a few moments to look at the position and adjustment of your monitor. Are you ergonomically correct?



- 1. Center Monitor:** The monitor should be placed directly in front of you as you sit at your keyboard and mouse.
- 2. Monitor Depth:** The suggested viewing distance is typically an arm's length away or approximately 20"- 40" inches. If the monitor seems too far back, try increasing the font size before moving the monitor forward.
- 3. Monitor Height:** The top of the monitor should fall 2-3" below eye level. This places the center portion of the screen at the best viewing angle.

- 4. Bifocal and Progressive Lens Users:** Try sitting slightly more reclined in your chair with the monitor tilted back to a comfortable viewing angle. If necessary, lower your monitor height to improve your neck posture and line of sight.
- 5. Monitor Tilt:** Try tilting the top of the monitor back slightly. This may improve neck postures and improve text clarity. If overhead lighting is an issue, keep the screen fully vertical to reduce the risk of glare.
- 6. Lighting:** Turn off all lighting located behind or directly on top of the monitor. Ask to remove bulbs from overhead florescent fixtures to reduce brightness, use window blinds during periods of bright sunlight. Task Lamps (incandescent or florescent) are recommended for work areas or documents, not your monitor.



- 7. Brightness/Contrast Settings:** Adjust screen brightness to mimic the working environment "bright room = bright screen." Next, adjust contrast to make the text stand out from the background. Remember to keep the screen clean!
- 8. 20/20/20 Rule:** Every 20 minutes of continuous computer use you should take 20 seconds to look 20 feet away or just close your eyes. Giving your eyes a break can reduce the risk of headaches, dry eyes and/or eye strain.
- 9. Eye Exams:** Frequent computer users should maintain yearly visits with their eye doctor. Make sure to discuss any signs, symptoms or changes in vision.

Photos courtesy of U.S. Dept. of Labor, Occupational Safety & Health Administration



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