

Office Ergonomic Equipment



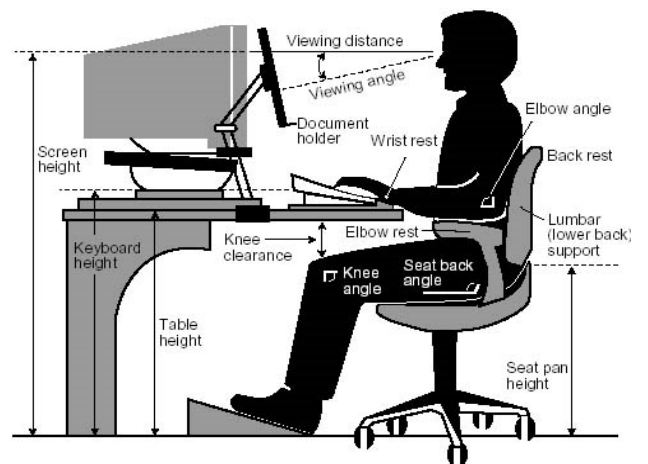
Ergonomics is an evolving science that endeavors to “fit the job to the person”. The properly designed workstation should take into consideration the tasks, tools, machines, equipment controls, lighting, temperature and work methods within the workplace environment.

When selecting ergonomic tools and equipment for the employee, height, weight, dominant hand, duration of data input and lighting are all factors in the decision process. Following are some ergonomic devices that should be considered when assessing your office workstation.

Ergonomic Desk Setup

If you sit behind a desk for hours at a time, you're not doomed to a career of neck and back pain or sore wrists and fingers. Proper office ergonomics — including correct chair height, adequate equipment spacing and good desk posture — can help you and your joints stay comfortable at work.

Ready to give your work space a makeover? Get started making your sitting workstation comfortable with this visual guide to sitting workstation ergonomics.



Computer Mouse

An ergonomic mouse is an important choice for a more comfortable user experience when using the computer. The ergonomic mouse allows the users hand, wrist, forearm and elbow to remain in a neutral position during usage. Thus, there is less stress on the body, wrist pain is reduced and long term joint issues may be eliminated. Use of an ergonomic mouse has also been proven to reduce the risk of carpal tunnel syndrome, arthritis, and tendonitis. Below are some tips and examples for purchasing of ergonomic devices.

Ergo Mouse Types

The ergonomic mouse has varying features that work with your body's natural posture and movements to keep you as comfortable as possible. Below are features to be aware of:

A wireless mouse is a good option for people who travel a lot and need to transport their materials. The mouse connects to your computer through Bluetooth technology.

The vertical mouse keeps the hand in a neutral, "handshake" position. These models can help reduce musculoskeletal disorders (MSD's) such as carpal tunnel syndrome and arm and elbow pain.

The trackball mouse is stationary and uses a small rolling ball to move the cursor. Users operate these by the thumb or fingers, reducing arm use and relieving mouse-related arm and shoulder strain.

The laser mouse responds to very minimal hand movements, thus saving your body from unnecessary and straining movements.

The Roller Mouse is a stationary mouse that sits in front of the keyboard. It eliminates the need to move your arm and is grip-free, allowing the hands and wrist to sit in a neutral position.

Mouse Purchasing Considerations:

Size: Since an ergonomic mouse is used to alleviate pain, the fit and feel of the mouse in your hand is something that many buyers mentioned. Remember there is different equipment for people who are right-handed, left-handed, or ambidextrous.

Battery: The wireless mouse is a great option. It helps if there is a battery saving option where the mouse powers off.

Buttons: Users stated that they liked when a mouse had programming options that allowed the equipment to be set to function with shortcuts in order to make computer use more efficient.

Ergonomic Mouse Types

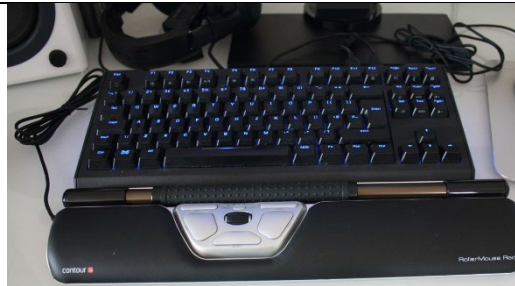
Vertical Mouse



Standard Mouse – Wired / Bluetooth



Roller Mouse



Ergonomic Keyboards

Each day millions of people spend their days behind desks, staring at screens, with their hands uncomfortably poised over their computer. An ergonomic keyboard can't get you out of the office, but it can at least give your hands some relief! These computer accessories are designed to ease the strain a traditional keyboard inflicts on your hands, wrists, and arms, as an ergonomic keyboard (unlike a traditional keyboard) is designed to fit the natural position of your hands. It can decrease discomfort in the hands and arms as well as reduce the pain from musculoskeletal disorders such as carpal tunnel syndrome.

Ergonomic Keyboard Types

Split Keyboard: As its name suggests, the split keyboard is either partially or completely split into two pieces. This style of keyboard sets the right and left hand keys at an angle to each other, so that your hands, wrists, and arms are able to remain in a natural position instead of an uncomfortably straight position.

“Wave” or Curved Keyboard: The “wave” or curved keyboard is similar to the split keyboard in that it allows your hands to rest in a natural position, but there are a few key differences. For one, the curved keyboard doesn’t always split up the keys into sections, instead it spaces out individual keys for better reach. This type of keyboard also arranges the keys in a curving, easy-to-reach pattern. Curved keyboards often have cushiony, curved wrist supports too.

Contoured Keyboard: Contoured keyboards have a lot of empty space separating the right and left hand keys, and the keys themselves are in little depressions or cups. The contoured keyboard supports and raises your hands and wrists, leaving your fingers to comfortably hang in place over the key depressions.

An important point to remember when using the keyboard – it needs to be set with a ‘negative pitch’ so that your arms, wrists, and hands remain in straight alignment and your fingers ‘fall’ to the keys. Do not use the keyboard feet located under the keyboard to elevate the back of the keyboard. That requires your fingers to ‘climb’ to the keys and your wrists to flex unnaturally.

Keyboard Purchasing Considerations:

Easy to switch: Many customers looking for ergonomic keyboards are tech consultants who must use lots of other people’s computers while at work. They say it’s important to find an ergonomic keyboard that keeps the keys in the standard QWERTY order so that you can still type easily when you have to use another person’s keyboard. Ergonomic keyboard reviewers also mention that getting used to their ergonomic keyboard and new hand position takes about two weeks on average but is well worth it.

Wireless Connectivity: Reviewers raved about wireless ergonomic keyboards, which not only support the hands and wrists but also allow you to set up your keyboard wherever is most comfortable instead of just wherever the cord reaches.

Durability: The top ergonomic keyboards were praised by reviewers for lasting multiple years. After all, computer accessories can be expensive, so you should make sure the one you purchase is durable and reliable.

Compatibility: Reviewers praised ergonomic keyboards that were compatible with all kinds of computers – Mac, Windows, etc. – because that meant they could use the same keyboard even if they got a new work computer or switched laptops at home. Shoppers who work in software development and IT also suggested looking for an ergonomic keyboard that was compatible with their job, allowing easy access to the function, CTRL, and other special keys necessary in their daily work.

Number Pad: Some ergonomic keyboards have a “number pad” that looks like a little calculator and is completely separate from the letter portion of the keyboard. This allows for more flexibility in setting up your workspace and could be great for people who type numbers often.

Wrist Support: If you have pain somewhere specific, get an ergonomic keyboard that’s tailored to your problem. A keyboard with wrist support may be really important if you have wrist trouble.

Ergonomic Keyboards:

Ergonomic – split keyboard - wireless



Split Design Wired – Wireless Keyboards



Ergonomic Office Chairs

Experts agree that your office chair is perhaps the most important component of your working environment. In fact, it is what most people should adjust first – before modifying their keyboards, desks, or monitor positions.

Ergonomic chairs are designed to suit a range of people; however, there is no guarantee that they will suit any one person in particular and no one chair will fit all users. For example, a chair could be too high and the arm rests too far apart for a short, slim person. In addition, chairs may not suit every task or arrangement at the workstation. A chair becomes ergonomic only when it specifically suits a worker's size (body dimensions), his or her particular workstation, and the tasks that must be performed there. It is possible to find the right chair although it is not always easy. Thus, when looking for chairs, look for the vendor that can provide a variety of chair sizes and options that will work for your work force.

Ergonomic Chair Purchasing Considerations:

Adjustability: Your ergonomic office chair should include these adjustment features:

The seat height must be adjustable and allow the users feet to sit flat on the floor. Check whether the seat height can be adjusted to the height recommended for the workers who will use it. Several chair types or models may have to be selected to accommodate short and tall workers, as well as larger workers.

Backrest: Backrest should be adjustable both vertically and in the forward / backward directions. Backrest should provide firm lumbar support.

Seat Depth: Seat pan should be adjustable to fit the tallest and shortest users.

Arm Rests: Adjustable arm rests are good for computer operators. Wider or narrower arm rests may also be required depending on the worker's size and job duties.

Stability: Chair with five point base is necessary for stability and maneuverability.

Ergonomic Task Chairs

Herman Miller Chairs			
Humanscale Chairs			
Haworth Chairs			
Serta Chairs			

Additional Resources:

Washington State Department of Labor and Industries Idea Bank
<http://www.lni.wa.gov/safety/SprainsStrains/ideasbank/default.asp>

OSHA Office etool
<https://www.osha.gov/SLTC/etools/computerworkstations/>

Ergonomics in Motion
<http://www.ergonomics.org/>

Ohio State Institute for Ergonomics
<https://ergonomics.osu.edu/>

The Ergonomics Center of North Carolina
<http://www.theergonomicscenter.com/>

National Institute for Occupational Safety and Health (NIOSH)
<http://www.cdc.gov/niosh/topics/ergonomics/>

Navy
<http://www.med.navy.mil/sites/nmcphc/Pages/Home.aspx>

Office Ergo
<http://office-ergo.com/>

Workplace safety is vital to keeping a workforce healthy. The key to keeping costs at a reasonable level in Washington State is to prevent injuries from occurring in the first place. By implementing the recommendations we have outlined, we are not guaranteeing that injuries will not occur, but we believe that with these items in place, they will give you a better chance at preventing costly claims. ***Our loss prevention service is advisory only and we assume no responsibility for management or control of customer safety activities nor for implementation of recommended corrective measures.*** This report is based on information supplied by the client and/or observations of conditions and practices at the time of the visit. We have not tried to identify all hazards. We do not warrant that requirements of any federal, state or local law, regulation or ordinance have or have not been met.