Ten Tips for Healthy Computing

1. Always place your documents directly in front of you at a natural reading angle to avoid stressful neck twisting.

2. Adjust your screen face to avoid reflection of overhead lighting.

3. Position the top of your screen at or slightly below your line of sight.

4. Position your screen at this distance to avoid eye strain from screen flicker.

5. Keep your forearms parallel to floor and your elbow angle at 90° to 110° for proper blood circulation and no muscle tension. Keep your wrist flat and straight. Relax your shoulders. We have a tendency to raise them up while we work and this leads to headache. (I'll bet your shoulders are raised up right now!)

6. Keep your back straight and in a slightly reclined position with firm lumbar support.

7. Position your keyboard with the home row keys at finger-tip height.

8. Adjust your chair so that your thighs are parallel to floor allowing proper blood circulation to legs and feet. Keep your feet flat on the floor or use a footrest.

9. Rest your eyes. Follow the 20/20/20 rule. Every 20 minutes take 20 seconds to look 20 feet away.

10. Change postures often. Get up and move around! Mix up your daily tasks so that you don't sit for long periods.

Reference:  http://www.ezinput.com/