



Wellness Weekly

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OFFICE ERGONOMICS

What is Office Ergonomics? “Adjusting the workspace to best fit the employee”. Office ergonomics can help you become more comfortable at work while reducing stress and injury caused by awkward positions and repetitive tasks.

Tips for working on the computer:

- **Head:** held straight & squarely over shoulders
- **Eyes:** top of computer screen at eye level
- **Shoulders:** relaxed, not raised or hunched
- **Arms:** supported comfortably & close to the body
- **Wrists:** naturally straight and flat
- **Elbows:** bent approximately 90 degrees & positioned close to the body
- **Back:** sufficiently supported to maintain its natural curve
- **Hips:** bent approximately 90 degrees
- **Knees:** bent approximately 90 degrees & positioned with two to three finger spaces between the edge of seat and back of knees
- **Feet:** placed flat on the floor or supported by a footrest



For further information regarding office ergonomics, please refer to the [Canadian Centre for Occupational Health & Safety](#) and the McMaster Risk Management Manual #405: Ergonomics Safety Program.

HEALTHY WORKPLACE SESSIONS

Take Control of You

Tuesday, May 5th | Gilmour Hall
Room 111 (Council Room)

Difficult economic times extract an emotional toll on all of us. This seminar will help you understand how to develop more resilience in your life and respond more effectively to the pressures and stressors of your working and private lives. Register [here](#).

TAKE A BREAK!

Going for a brisk walk, visiting one of our many employee lounges or grabbing a snack are all great ways to keep yourself sharp at your job. By taking some time for yourself, the time you spend at your job will be more productive and enjoyable.

NAOSH WEEK



The [Environmental and Occupational Health Support Services](#) department is thrilled to announce an exciting week of events for North American Occupational Safety & health Week.

The celebration includes a vendor fair on May 7th, accompanied by a BBQ for all staff as well as great prizes. The Health & Safety Award of Excellence will be presented at 12:15. Training Sessions will also be available all week. Visit the [EOHSS website](#) for further details and to register.

The Wellness Weekly is written by [Deb Garland](#), Healthy Workplace Program Coordinator

Miss a week or wish to print a PDF of this week's news? Go to our website to [download](#) a copy.

Note: The contents of The Wellness Weekly are intended for general informational purposes and are not a substitute for proper medical advice. Please consult your family physician or health care professional before beginning any exercise regime—especially if you are: pregnant, nursing or have chronic health concerns. Discontinue any exercise that causes you pain and seek immediate medical treatment.