SITTING SMARTER

Your Sitting Posture
The key to sitting comfortably is to make sure that your body has the support it needs to maintain a "neutral posture". Neutral postures put the least amount of stress on your body during your work tasks. For seated tasks, like working on a computer, you can achieve neutral postures by making sure that your chair is adjustable to provide support for your back, legs and feet. Remember that even sitting with perfect posture can cause fatigue, so be sure to take occasional breaks to stand and stretch. Follow the checklist below to adjust your chair.

Locate all of the adjustments on your chair before you get started!

CHECK

Seat Height
Adjust so that your feet are flat on the floor and thighs are parallel to the floor. Use a foot for support if your chair does not go low enough or if you must raise your chair to comfortably reach desk height. If you feel pressure beneath your thighs or rest your feet on the legs of the chair, you may be sitting too high: lower or get a footrest. Phonebooks and boxes make great footrests.

Backrest Height
You must sit against the backrest to support your lower back (lumbar area). Raise or lower the backrest so that the most curved section of the backrest fits into your lower back. Need more support? Make your own lumbar support by using a rolled up towel, bubble wrap or a small pillow.

Backrest Angle
Adjust so that your upper body and thighs create a 90-110 angle.

Seat Tilt
Adjust so that you can maintain comfortable body position depending on task. For writing tasks, a slight forward tilt may be useful. For computer tasks, a neutral or slight negative tilt may be preferred.

Seat Size
If the chair seat is too deep, the back of your knees may hit the front edge of the seat. Try using a lumbar support to push you forward.

Arm Rests
Adjust so that armrests do not interfere with your ability to get close to your desk. Lower or remove armrests that keep you from working with arms comfortably at your side.

Things to Consider before Buying a Chair

One size does not fit all. Even the most adjustable chair will not fit every body. You may need to select several models if buying for a group.

Try if before you buy it. Try a chair first, before you purchase it to make sure it provides you with adequate support to match your body and work tasks. Learn how to use all the adjustments on the chair and adjust it to fit you.

Don’t be fooled by advertisers who describe their chairs as "Ergonomic". There are no guidelines that prohibit anyone from calling anything "ergonomic", even if it has minimal adjustments.

Look for chairs with the following adjustments: Seat height. Should adjust low enough for user to place feet flat on the floor, with legs parallel to the floor. Seat tilt. Useful for users who perform forward seated tasks, such as writing. Backrest height. This allows the user to adjust the position of the lumbar support. Backrest angle. Cushioned arm rests that are adjustable for height and width and which can be removed easily if not desired by the user.