Your office may have been relocated, but the importance of ergonomic hazard assessment and injury reduction remains. Watch the following video: <https://www.youtube.com/watch?v=ZLwIP8cBaWA>

Ergonomics is reviewing the kind of work you do, the environment you work in and the tools you use to do your job. The goal is to set up your home office space so that it fits you and the job you are doing. This applies even if your work space is currently the kitchen table or your child’s desk.

**Safety first!** Reviewing your home office ergonomics is similar to completing a hazard assessment. Improving home office ergonomics can help you increase your comfort while working and lower stress and injury potential that may be caused by awkward positions and repetitive tasks.

Ergonomics focuses on the interaction of multiple variables

* Workstation set-up, how you sit and how long you stay in one position
* How you do certain tasks, the kind of movements you make and whether you make the same movements over and over
* Your work area, including light, noise and temperature
* The tools you use to do your job and whether they are set up to fit your needs

Goals

* Reduced headaches or eye strain
* Reduced neck and back pain
* Prevention of bursitis or tendon problems that are linked to doing the same task over and over again (repetitive tasks)

Quick hints: 5 things to consider when setting up your home office:

Not everyone has the perfect home office set up. Here’s how you can support feeling your best with items you may have at home:

1. **Prepare and maintain your body**
   * Increases to your body temperature help with blood supply and alertness. Reduces muscle tension, soreness and the potential for injury.
2. **Set up your workstation**
   * Make sure you’ve got a stable base, hinge at the hips and anchor your shoulders to your chair.
3. **Laptop basics** 
   * Use a mouse instead of your trackpad, connect your laptop to a monitor if you can.
   * If you have a monitor, make sure it is set up at eye level so you are not looking down or up.
4. **Sitting posture** 
   * Shoulders supported against a slightly reclined backrest, head balanced over shoulders, arms at sides of body.
5. **Household items that could assist in making your temporary workplace more comfortable.** 
   * If you don’t have a monitor, put your laptop on a stable stack of books and connect a keyboard so your screen is at eye-level.
   * Place a rolled-up towel behind your back for additional lumbar support
   * Have a small step-stool? Place it under your feet for additional support