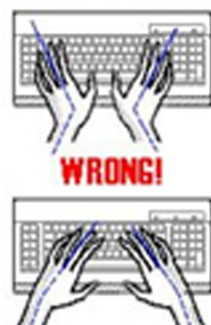
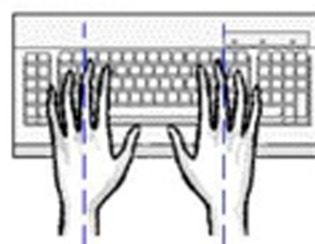
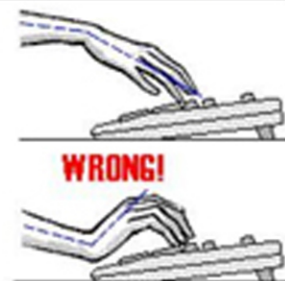
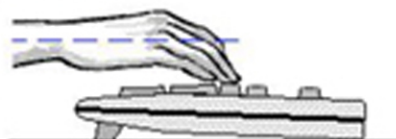


**RIGHT!**



**RIGHT!**



**STAND** in front of the chair. Adjust the height so that the seat is approximately at knee level.



**SIT** so that the space between the front edge of the chair and the lower part of the legs just fits a clenched fist.



Backrest height adjustable

Backrest forward / backward adjustable

Swivel 360°

Minimum 5 rungs on wheels

Non-slip surface

Height adjustable

**ADJUST** the backrest of the chair so that it supports the curve in the lower back.



**"Rare" zone:** 26 in.+  
(~65 cm.+)

**"Occasional" zone:** 10-20 in.  
(~25-50 cm.)

**"Usual" zone:** up to 10 in.  
(~25 cm.)



Adequate leg room should be available under the work surface. Materials should not be stored under the work surface.

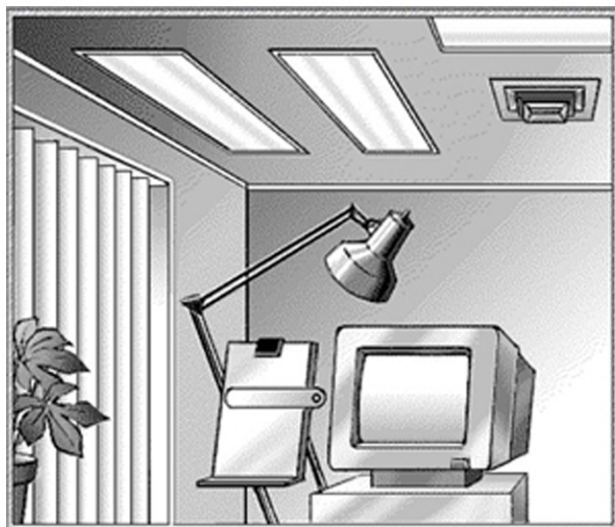
The work surface should accommodate all required materials. Items used infrequently should be stored elsewhere.

The height of the work surface should be adjusted to the level of the elbows with the arms hanging by the sides.

**If using an unadjustable work surface on a temporary basis:**

Adjust the chair height so that the level of the elbows is approximately the same height as the keyboard.

If the feet do not rest flat on the floor or if excessive pressure is felt on the back of the legs, a footrest should be used (a phone book works well!)



**"Rare" zone:** 26 in.+  
(~65 cm.+)

**"Occasional" zone:**  
10-20 in. (~25-50 cm.)

**"Usual" zone:** up to 10 in.  
(~25 cm.)



**Usual Zone:** This area should contain only items that are used most frequently, e.g. keyboard, mouse, note pad.

**Occasional Zone:** This area should contain items that are used periodically, e.g. telephone, calculator, in-out tray, rolodex.

**Rare Zone:** This area should contain only items that are seldom used or for display only, e.g. pen/pencil cup, desk plant, photos, clock.

