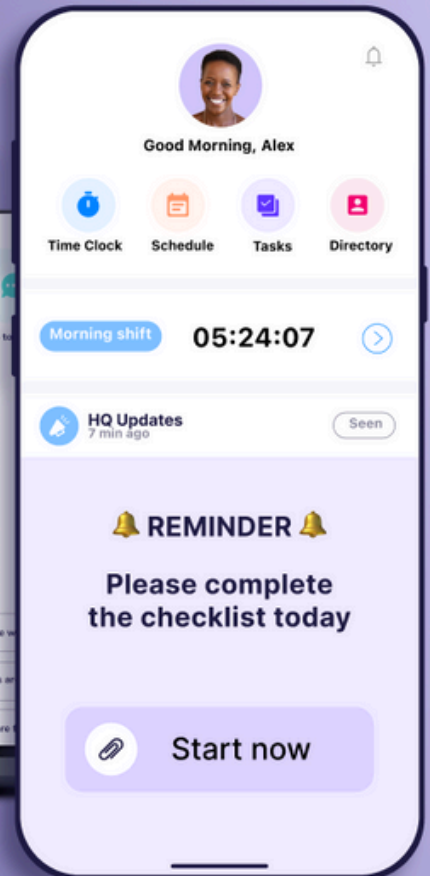


Computer Workstation Ergonomics Self-Assessment Checklist

Use our checklist as a starting point to customize yours to fit your business.



A Computer Workstation Ergonomics Self-Assessment Checklist is a valuable tool designed to help individuals evaluate their own workstation setup.

By using this checklist, you can make adjustments to improve comfort, reduce strain, and enhance productivity while working at a computer.

Regular self-assessments and adjustments can significantly help prevent repetitive strain injuries and other musculoskeletal disorders associated with poor ergonomics.

Computer Workstation Ergonomics Self-Assessment Checklist

Assessment Details:

Name: _____

Date of Assessment: _____

Chair and Seating:

- Chair Height: Are your feet flat on the floor, with thighs parallel to the ground?
- Lumbar Support: Does the chair support the curve of your lower back?
- Armrests: Are armrests adjustable and do they allow your shoulders to relax?

Desk and Work Surface:

- Desk Height: Is the height of the desk suitable for typing and viewing the monitor without strain?
- Workspace Layout: Is there enough space on your desk to place all necessary equipment within easy reach?

Monitor, Keyboard, and Mouse:

- Monitor Height: Is the top of the screen at or just below eye level?
- Monitor Distance: Is the monitor about an arm's length away?
- Keyboard Placement: Is the keyboard directly in front of you and at a height that allows your wrists to be in a neutral position?
- Mouse Position: Is the mouse close to the keyboard and easy to reach without straining?

Lighting and Glare:

- Screen Glare: Is there any glare on the screen from windows or lights?
- Task Lighting: Is additional lighting available and adjustable if needed?

Posture and Breaks:

- Posture: Are your ears aligned with your shoulders when viewed from the side?
- Eye Rest: Do you look away from the screen every 20 minutes to rest your eyes (20-20-20 rule)?
- Movement Breaks: Do you stand or stretch at least once every hour?

Environment:

- Noise Levels: Is the noise level acceptable for concentration?
- Air Quality: Is the air quality satisfactory, and is the area well-ventilated?

Comments & Additional Observations:

(Include notes on your current setup and any immediate adjustments you plan to make.)

Confirmation of Self-Assessment:

I confirm that I have assessed my workstation setup according to the checklist and plan to make necessary adjustments based on my findings.

Signature: _____ Date: _____

Utilizing the Computer Workstation Ergonomics Self-Assessment Checklist regularly is crucial for maintaining a healthy, comfortable, and productive workspace.

Making small adjustments based on this assessment can lead to significant improvements in physical comfort and overall work performance, helping to prevent the onset of workplace-related discomfort and injuries.

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