Troubleshooting Head and Neck Discomfort

Standard Operating Procedure
Date: 06/12/17
Revision #: 02

Is your monitor directly in front of your keyboard so your neck is not turned during viewing?

Correct Posture: Neck muscles are relaxed.

Incorrect Posture: To correct, move monitor directly behind keyboard.

If wearing single prescriptions, contacts or no glasses at all, is the top of the monitor horizontal to your eyes so the main content on the screen is lower than horizontal?

Correct Posture: Ideal viewing is 15 degrees below horizontal.

Incorrect Posture: To correct, raise or lower monitor height.

If wearing bifocals, is the top of your screen horizontal the middle of your glasses?

Correct Posture: Monitor height is lower to see from middle to lower part of glasses.

Incorrect Posture: To correct, lower monitor height.

Do you avoid cradling the phone between the shoulder and your ear?

Correct Posture: No compression of blood supply or nerves of neck.

Incorrect Posture: To correct, hold receiver in hand or use speaker phone or headset.