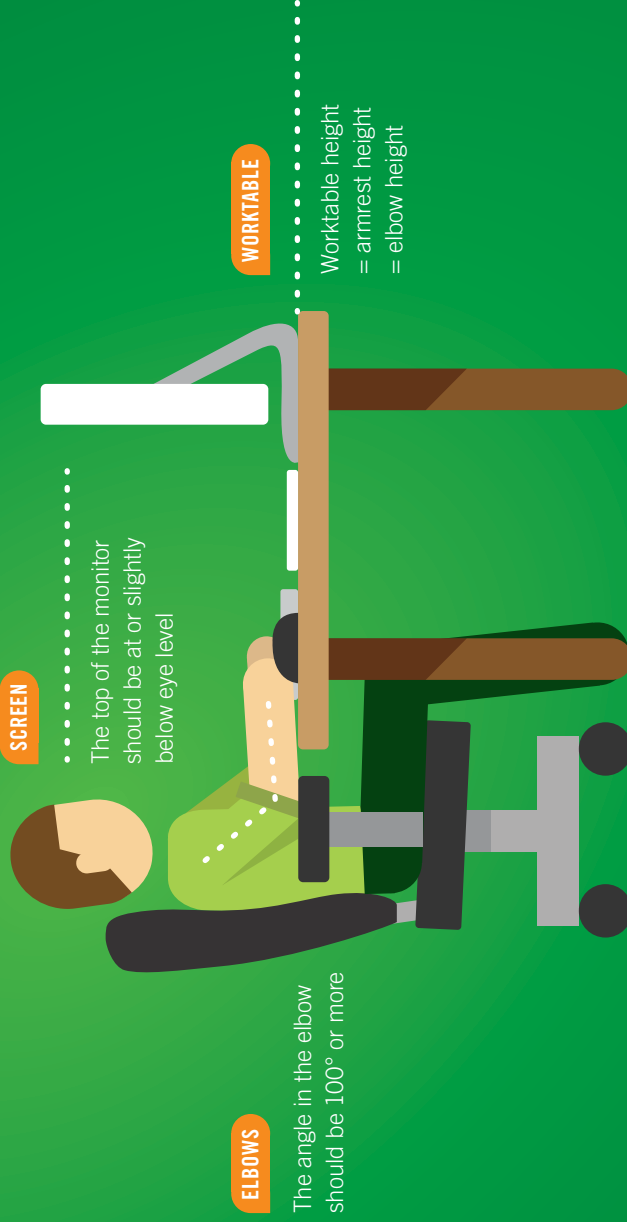
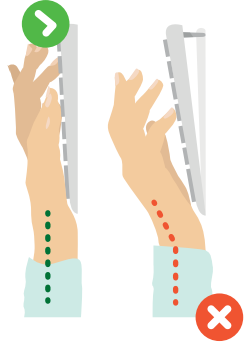


Adjusting the work station and working methods



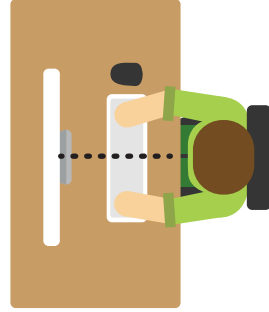
KEYBOARD

The keyboard should be placed flat in front of the user at ±10-15 cm from the edge of the worktable and the keyboard feet should be folded.



PLACEMENT

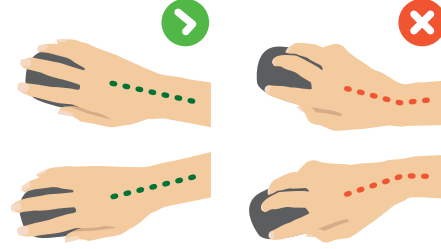
The screen, keyboard and the user should all be in a straight line.



MOUSE

The mouse should be placed next to the keyboard, and released when you are not using it; use keyboard shortcuts as an alternative to the mouse.

The mouse should be operated via the arm, not the wrist or the fingers.



DOCUMENTS

Documents are best placed between the keyboard and the screen.

