Stretches for the Arms and Hands

Wrist Circles (for forearms)

While standing or sitting upright in a chair...

1. Hold hands out with palms down.
2. Slowly rotate hands (as if drawing circles with fingertips).
3. Rotate inward, then reverse motion five times each.

Hand Flex (for hands and fingers)

While standing or sitting...

1. Slowly clench fists.
2. Slowly open and spread fingers.
3. Repeat five to ten times.

Wrist Flex and Extension (for forearms and hands)
While sitting or standing...

1. Extend both arms in front of you, with palms facing down.
2. Slowly bend (extend) both wrists so fingers point to the ceiling and hold for five seconds.
3. Next, bend (flex) both wrists so fingers point to the floor and hold for five seconds.
4. Relax and repeat.

Arm Massage (for forearm)
While sitting upright in chair...

1. Place arm in front of you with palm down.
2. Using opposite hand and beginning at wrist, apply gentle pressure with thumb.
3. Pressing firmly and slowly, move up and down arm three times.

Posture Guidelines
These guidelines apply to seated as well as standing postures.

Shoulders:

1. No elevated or shrugged shoulders.
2. Arms not raised above your shoulder.
3. Elbows should rest close to your torso.
4. Make sure to provide support if elbows are not close to your torso.
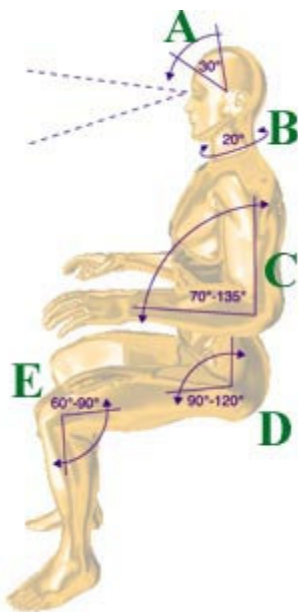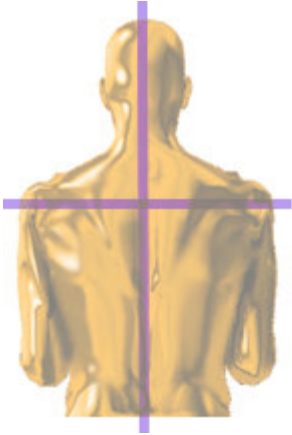
Head/Neck:
Maximum: 30° of forward bending. (**A**)
Maximum: 20° twist from side to side. (**B**)

Elbows:

Work in 70 - 135° range, with keyboard
tilted to match. (**C**)
Elbows should be relaxed near your torso.

Hand/Wrist:
Forearm, wrist, and hand should be fairly straight.
and not significantly bent in any direction.
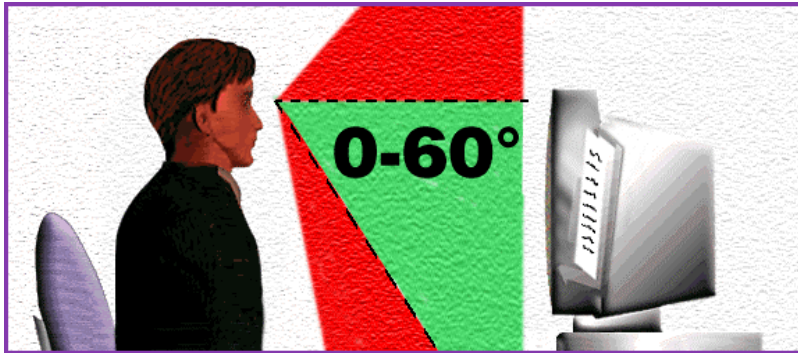During keying, fingers should be slightly
curved but not curled.

Torso/Thigh:
90 - 120° range. (**D**)
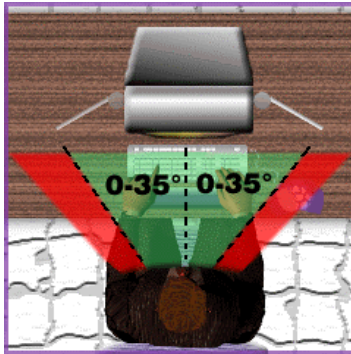
Thigh/Knee:

60 - 90° range. (**E**)

Primary work area: (shown in green)

The area where you frequently perform
tasks (e.g., typing, using the mouse)
without overextending your upper body.

Visual Zone:

The most frequently looked at objects
should be in the green zones.