Quick Tips For Setting Up Your Chair

Adjust the height of the seat back to fit the curve of your back. Make sure your low back is fully supported. Avoid sitting on the edge of the seat.

Adjust tilt to recline slightly to relieve pressure on low back.

Adjust chair height so feet are flat on floor and the back of the knees is at an open angle. A footrest may be needed.

Adjust height/width of arm rests to the level where you can place your forearms on the armrest while keeping your shoulders relaxed. Arm rests are to be used in between typing, not while typing/using the mouse.

Adjust the seat pan, if possible. Allow 1-3 fingers distance between the back of your knees and the edge of the seat.

Move around. Remember to change your position frequently, every 20-30 minutes.