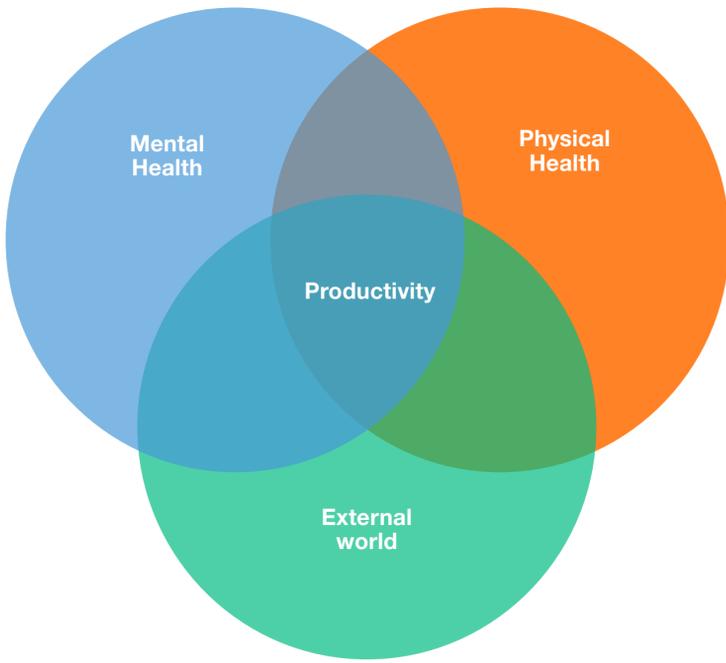


# Working from home your health check-up

If you're struggling to get comfortable or work productively from home, there are some simple self-checks you can carry out to identify a solution.



We tend to feel our most productive when we're comfortable and content in a pleasant, distraction-free environment.



## Physical health check-up

Are you experiencing any new aches and pains?  
Check your position and posture.

### Make sure your:

Eyes are about level with top of screen

Screen is face-on, central and not in direct glare

Forearms are level with desk surface (you may need to adjust height of chair)



Arms are relaxed - not gripping mouse

Back makes contact with back of chair (use cushion or towel for support)

Feet are supported on the floor (use box or stack of books)

## Mental health check-up

How are you feeling at the moment? Sudden changes to our working patterns can unsettle us and trigger an unexpected emotional response.

### Ask yourself:

Would it help to discuss any issues with my manager or HR department?

Am I taking enough breaks?

Am I doing enough of what I enjoy?

What am I grateful for? Take time to focus on the good

Am I making use of technology to stay in touch with colleagues and feel included?

Do I need to establish a better work routine i.e. write up a schedule, create daily habits like a morning walk, or lunchtime video chat?

## External environment check-up

It's amazing how much the world around us impacts how we feel internally. Working from home, especially if you share your space with others, can make this a challenge.

### Check:



#### Your equipment

Can your employer provide you with ergonomic accessories to improve your working position, such as a laptop stand, separate keyboard and mouse?



#### Workspace

Have you set out a designated area of the house for work? It could be a room or just a corner. Once work is over, dismantle the workstation or cover it to create a feeling of separation between work and home.



#### Working pattern

Do other members of the household respect your working patterns? Decide together about rotas, childcare and other commitments so you can fit life around work.



#### Lighting and airflow

Try not to work in direct light, but equally don't spend the whole day in the dark. Open the curtains, open the window, get plenty of fresh air.



#### Cleanliness

How clean is your workspace? Declutter every evening so you have a clear place to start in the morning.



#### Moving

Are you moving around? Ideally, you should try to complete different tasks in different locations e.g. take a call in a soft seat, or walk around. Make sure prolonged inputting takes place at a suitable workstation.

## What next?

Book in a call with one of our trained DSE assessors who can help you get set up comfortably. Visit [www.posturite.co.uk/dse-telephone-consultation.html](http://www.posturite.co.uk/dse-telephone-consultation.html) to arrange an appointment now.