

# 5 STEPS

to working on  
your laptop

# Step 1

## Laptop Selection

- Use a laptop that is appropriate for the task.
- Choose a screen size that works for you.
- Use a laptop that is not too heavy.
- Is the keyboard easy to read and use?

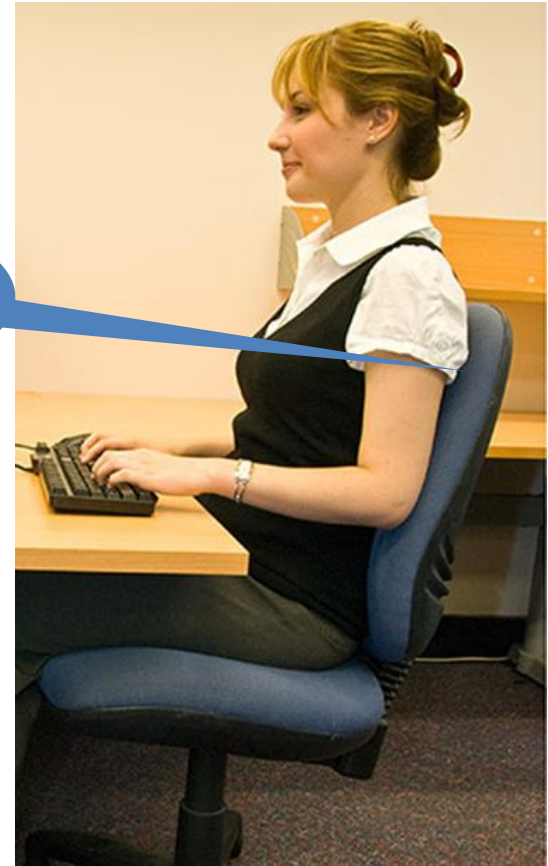


# Step 2

## Appropriate Chair and Posture

- Sit in a comfortable chair and relax against the chair back.
- Use the support of the chair to help you maintain proper ergonomic posture. (Note: some people are comfortable sitting forward and using the chair back for support. If Posture and comfort are good this is fine.)

Step 2



# Step 3

## Mouse

- For other than casual laptop use, some people prefer to use a small, lightweight transportable wireless mouse.



# Step 4

Step 4

- Breaks
- Remember to give yourself micro-breaks as often as you need to.
- Little recovery periods can help prevent the stress and tension from accumulating and continuing to build up.



# Step 5

- Relax
- Every 15 or 20 minutes, take your eyes off the laptop screen and focus on an object in the distance to allow your eyes to relax and avoid eyestrain and headaches.

Step 5

