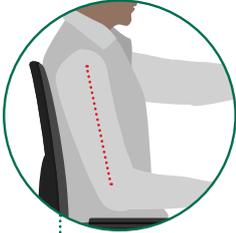


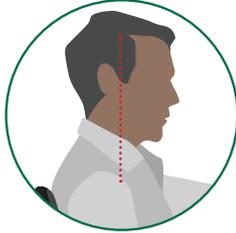
# Laptop Helpful Hints

For good laptop use with standard keyboards

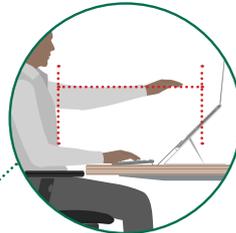
Arms relaxed by your side



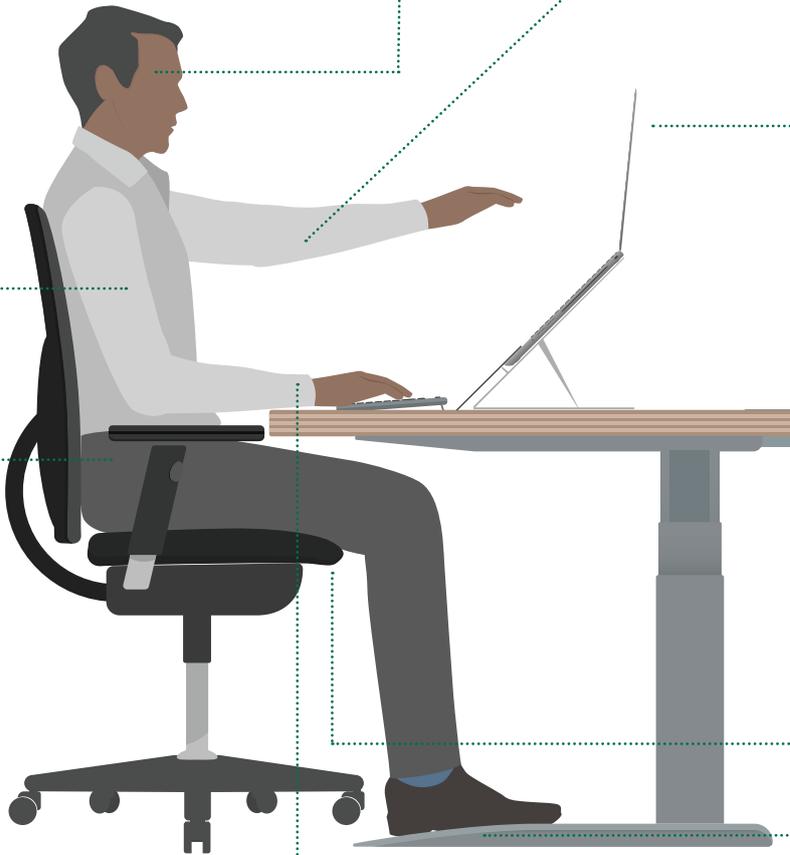
Balanced head, not leaning forward



Screen approximately arms length from you



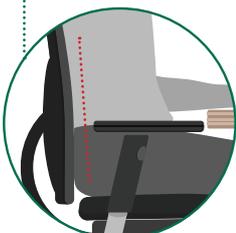
Top of screen about eye level



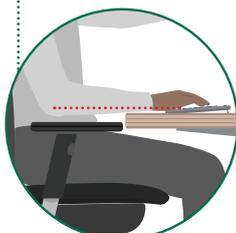
Always remember to move throughout your working day to promote good health.



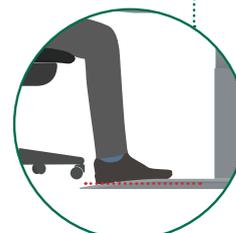
Sit back in chair ensuring good back support



Forearms parallel to desk



Feet flat on floor or on a foot rest



Space behind knee

