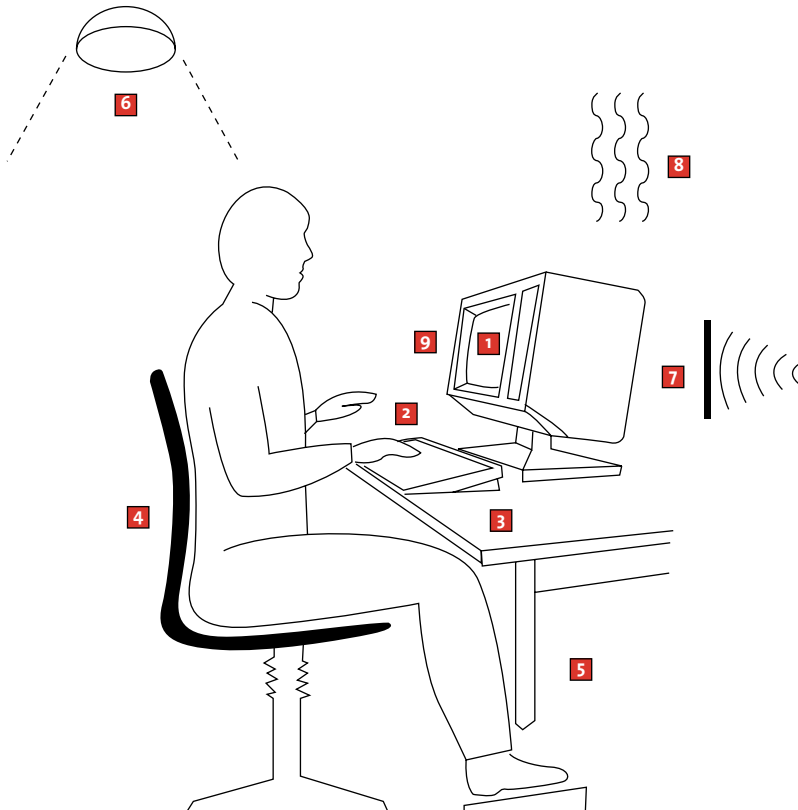
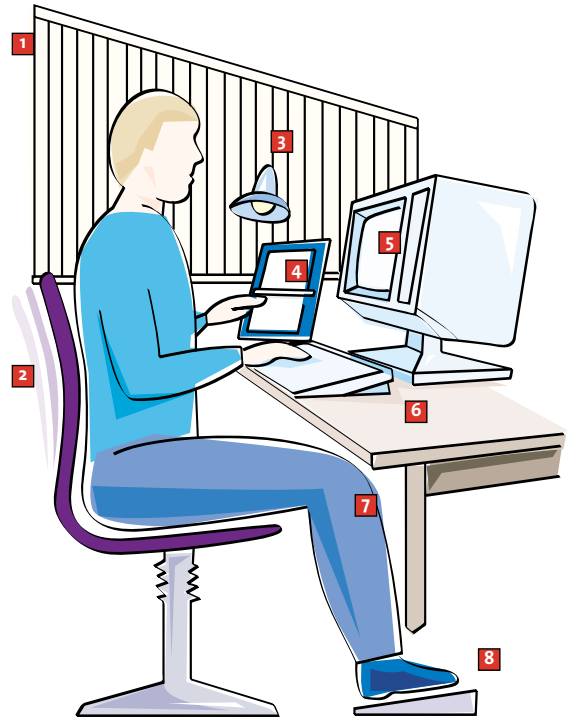


Example of Workstation Layout

- 1 Windows should be fitted with adjustable coverings to avoid reflection and glare
- 2 Chair should have fully adjustable set and backrest. Angle to be in range of 70° to 90°
- 3 Local illumination should be provided where required
- 4 Document holders should be arranged to minimise frequent head and eye movements
- 5 700mm max viewing range to screen
- 6 keyboard should be detachable so as to avoid strain of hands and arms
- 7 Knee and thigh clearance essential
- 8 Footrest should be provide if required by individual operator



- 1 Screen: Readable and stable image, adjustable, glare free
- 2 Keyboard: Usable, adjustable, key tops legible
- 3 Work surface: Allow flexible arrangement, spacious, glare free, document holder as appropriate
- 4 Work chair: Appropriate adjustability plus foot rest
- 5 Leg room and clearance: To facilitate postural change
- 6 Lighting: Provision of adequate contrast, no direct or indirect glare or reflections
- 7 Distracting noise minimised
- 8 No excess heat, adequate humidity
- 9 Software: Appropriate to the task and adapted to user capabilities, provide feedback on system status, no clandestine monitoring

Self-
assessment
for eWorkers