

University of Minnesota Duluth

Environmental Health and Safety Office

Ergonomics Program: Computer Workstation Survey

1. Does your workstation ensure proper posture, such as
 - Horizontal thighs? Yes No
 - Vertical lower legs? Yes No
 - Feet flat on floor or footrest Yes No
 - Neutral wrists? Yes No

2. Does your Chair
 - Adjust easily Yes No
 - Have a padded seat with rounded front? Yes No
 - Have an adjustable backrest? Yes No
 - Provide lumbar support? Yes No
 - Have casters? Yes No

3. Are the height and tilt of the work surface on which the keyboard is located adjustable? Yes No
4. Is the keyboard detachable? Yes No
5. Do keying actions require minimal force? Yes No
6. Is there an adjustable Document holder? Yes No
7. Are arm rests provided where needed? Yes No
8. Are glare and reflections avoided? Yes No
9. Does the monitor have brightness and contrast control? Yes No
10. Do you judge the distance between eyes and monitor to be satisfactory for your viewing needs? Yes No
11. Is there sufficient Space for Knees and feet? Yes No
12. Can workstation be used for either right- or left- handed activity? Yes No
13. Are adequate rest breaks provided for task demands? Yes No
14. Are high stroke rates avoided by Self pacing? Yes No

15. Are you trained in:
 - Proper posture? Yes No

*Adapted from NIOSH Elements of Ergonomics programs
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- Proper work methods? Yes No
- When and how to adjust workstation? Yes No
- How to seek assistance for your concerns? Yes No