Carpal tunnel syndrome and tendonitis are types of repetitive strain injuries. Symptoms may include swelling, pain and tingling in your hand or arm. Correct wrist position can prevent repetitive strain injuries.

### Correct

![Correct Wrist Position]

Wrists should be neutral (straight). When you type, let your wrists float above the wrist rest. When you aren’t typing, rest your wrist on the pad.

### Incorrect

![Incorrect Wrist Position]

Keep your wrists level. Avoid bending your wrists up or down while you type.

### Incorrect

![Incorrect Wrist Position]

While typing, don’t rest your wrists on the edge of the keyboard or table. This creates pressure points that can cause injury.

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**Who to Contact**

**Frank Gonzales**  
CEAS, CET  
Frank.Gonzales@colostate.edu  
491-2724

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**Environmental Health Services**  
141 General Services Building  
Campus Delivery 6021  
Fort Collins, CO 80523-6021  
Phone (970) 491-6745  
Fax (970) 491-4804  
www.ehs.colostate.edu/ergonomics

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**Ergonomic Evaluations**  
Group/Dept Ergo Training Sessions  
Ergonomic Equipment Loans  
Chair & Equipment Showroom  
Awareness Training
**OUR GOAL**

PREVENT THE PAIN AND SUFFERING ASSOCIATED WITH ERGONOMIC-RELATED INJURIES. THIS IS DONE THROUGH EVALUATIONS OF WORKSTATIONS AND WORK PRACTICES, AND IMPLEMENTATION OF ERGONOMIC CONTROL STRATEGIES.

**WHAT IS ERGONOMICS**

The science concerned with designing safe and comfortable machines for humans. For example, one branch of ergonomics deals with designing furniture that avoids causing backaches and muscle cramps. In the computer field, ergonomics plays an important role in the design of monitors and keyboards.

**WHY IS ERGONOMICS IMPORTANT**

- Increased productivity, as employees are able to spend longer periods at their workstations
- Improved concentration due to fewer physical distractions

**SERVICES AVAILABLE**

- Individual Ergonomic Evaluations
- Group ergonomic training (offered in your building/department)
- Ergonomic Equipment loans (chairs, keyboard trays, document holders, etc.)
- Chair demo and training

**HOW DO I GET AN ERGONOMIC EVALUATION?**

1. Contact Environmental Health Services. (Email or phone)
2. Fill out the symptom check list. (currently received via email) Make sure to specify pain or concerns.
3. Schedule a time for EHS to come to your office and evaluate your work station.
4. Receive a written report of suggestions

**WHAT WILL THE ERGONOMIC EVALUATION INCLUDE**

An Ergonomic specialist will come to your office and evaluate your personal workspace. After discussing personal needs and typical daily tasks, the ergonomics specialist will give a recommendation of possible changes to the work station in order to make your workspace ergonomically correct. Upon completion of the workstation evaluation you will be able to try ergonomic equipment deemed necessary at no charge.

- Schedule an Ergo Evaluation
- Details in Ergo Evaluation

**AT ABSOLUTELY NO CHARGE**

EHS can provide ergonomic services to you at no charge. So why not take advantage today?

**Tips on Posture**
Sit with your lower back touching the chair while keeping your feet flat on the floor or a foot rest with your knees and hips in approximately 90 degree angles. Your elbows when typing should be close to your body in 90 degree angles. Keep the wrists straight while typing and keep the mouse at the same height and orientation as the keyboard. Position your monitor about an arms length away directly in front of you with document holders as close to the screen as possible. Avoid excessive and repetitive reaching.