

What is the right way to sit? A sitting position **CHECKLIST**



		YES	NO
1	Are my shoulders relaxed – no lifting or drooping of shoulders?		
2	Are my forearms parallel to the floor?		
3	Are my elbows, forearms and wrists supported by armrests or the desk surface?		
4	Are my elbows bent at approximately 90 degrees?		
5	Are my feet flat on the floor or on a footrest?		
6	Are my knees slightly below the level of my hips?		
7	Is the seat depth correct? In other words, when I sit with my back against the backrest, do I have a 2-3 finger gap between the back of my knees and front edge of the seat?		
8	Does the backrest or lumbar support fit snugly into the curve of my lower back?		
9	Is my chair in a free-float position?		
10	Do I sit and work in a slightly reclined position?		
11	Do I take a break every hour?		

If you answered **'NO'** to any of the above questions, the chances are that your sitting position is not optimal. [Click here](#) to find out how to adjust your office chair and desk correctly.