

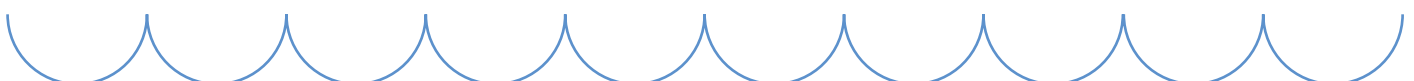
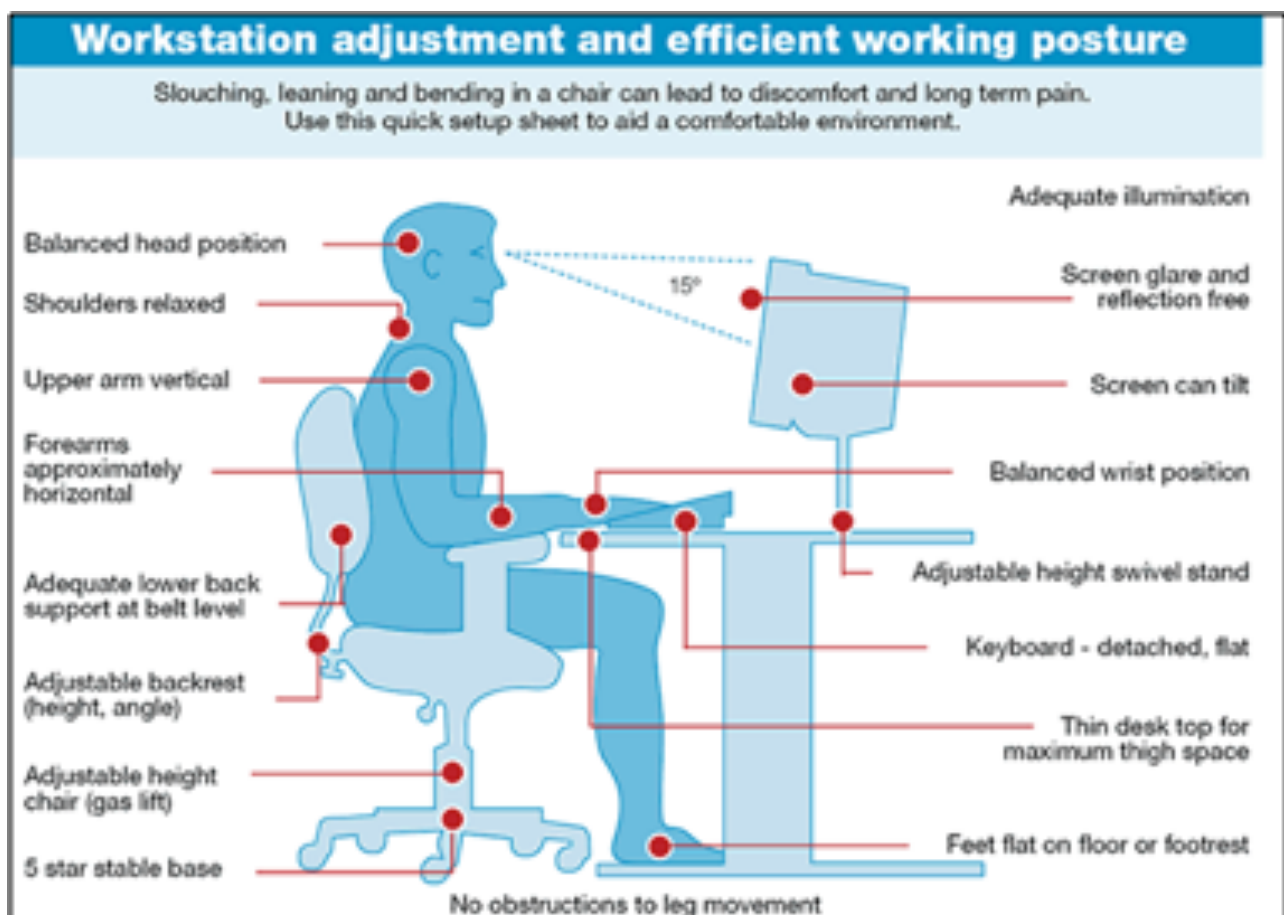
Flow Office Ergonomic Advice Sheet

Nowadays we will inevitably need to spend time sitting at a desk or computer. We often end up slumped forwards using coffee to keep our eyelids open.

It is important to remember that we are designed to move and alter our desk habits to accommodate some movement.

Here are some handy tips to help you:

- Put a red dot on your desk or computer; every time you notice it, think about your posture
- Take regular breaks
- Instead of having a bottle of water at your desk, get up and walk to the water machine or tap
- Set a timer on your phone so that every hour you are getting up and changing position
- Don't have lunch at your desk – try and get out into the fresh air or an area away from your desk
- If you are trying to work something out in your head, get up and walk around or try and get outside



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Tap your toes and circle your ankles to get the blood circulating into your feet



Slide your feet back and forth to move your knees and hips. You can also march your knees



Sitting on the edge of your chair. Imagine your pelvis is a bucket. Tilt the water out of the bucket forwards then backwards to mobilise your lower back and pelvis



Tuck your chin in as if something is flat against your face. Feel the stretch at the top of your neck. Then think about a helium balloon on your crown drawing you up tall



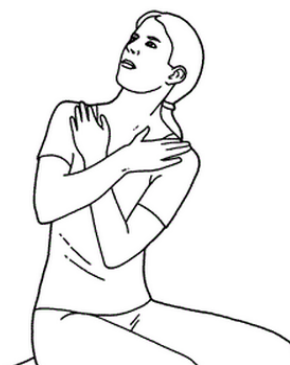
Straighten one knee out in front. Hold for 5 seconds, repeat a few times then on the other leg to work the thigh muscles



Relax your shoulders back and down, letting your shoulder blades sink down your back into your back pockets



Reach your arms back behind you to open your chest and stretch back out of the flexed posture we often sit in at a desk. Hold for about 10 seconds



Twist your upper body round and upwards, as if trying to look at a light on the ceiling behind. Feel pull in upper back. Hold for 10 seconds

