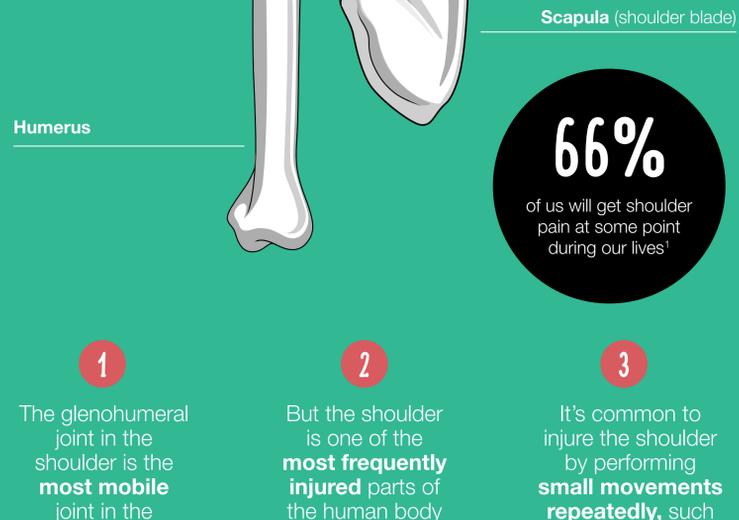


Simple guide to looking after your SHOULDERS at work

Our shoulder joints are more complex than you might think and the shoulder girdle is a pivotal part of our bodies. Good positioning and ergonomic equipment help us prevent shoulder pain when we're doing office work. Here's an overview:

Your **shoulder girdle** is the set of bones which connect to the arm on each side.



66% of us will get shoulder pain at some point during our lives¹

- 1 The glenohumeral joint in the shoulder is the **most mobile** joint in the human body
- 2 But the shoulder is one of the **most frequently injured** parts of the human body
- 3 It's common to injure the shoulder by performing **small movements repeatedly**, such as when we type or use a mouse

What's the most common source of shoulder pain?



Helping prevent shoulder pain



Keep moving! Remember to get up from your desk frequently, take multiple short breaks, walk around and do some gentle neck and shoulder stretches throughout the day.

If your shoulders stay in one position for too long, it could cause imbalance in the muscles and strain on the shoulder ligaments and tendons.

Ergonomic kit and positioning to help

The positioning of your keyboard, mouse and paperwork is very important in reducing your risk of shoulder pain.

SMALL ADJUSTMENTS → BIG IMPACT

Compact keyboard

Here's an easy, low-cost fix! Use a **compact keyboard** at your desk to:



Whenever you reach forward or to the side, you increase work in the muscles around the shoulder and neck, which can lead to fatigue and pain. It's best to have your upper arms relaxed and close to your body.

Make sure your forearm isn't jutting out at an angle to move your mouse around

Height-adjustable desk

A height-adjustable desk helps you position yourself so that **your arms are parallel to your desk**.

If you are sitting too low or your desk is too high, you risk sustained contraction of the shoulder muscles as you lift your arms to use the keyboard and mouse. The effect? This contraction reduces blood flow to your tissues, leading to discomfort and fatigue.

Try standing to work too! Your whole body will benefit from changing your posture.

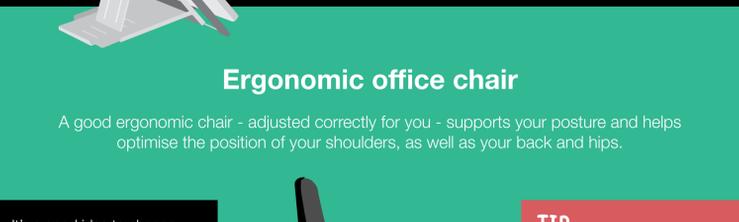


Monitor arm

A monitor arm allows you to easily adjust the height, angle, tilt and distance of your screen or screens:



Avoid these positions:



Laptop stand

The low position of a laptop can encourage you to bend your neck forwards and **hunch** your shoulders. To help avoid shoulder pain, use a **laptop stand** to elevate your view and use a separate keyboard and mouse.

Ergonomic office chair

A good ergonomic chair - adjusted correctly for you - supports your posture and helps optimise the position of your shoulders, as well as your back and hips.

It's a good idea to choose **adjustable armrests** for your chair to help support the weight of your arms and **reduce muscle strain in your shoulders**. These support your elbows and forearms while you type away at your desk and may help to prevent muscle fatigue in the shoulders and arms. If you didn't have this support, you could drift forwards, lean on the desk and feel your shoulders rounding.



TIP Don't let your chair armrests jam into your desk! This would prevent you from getting close enough and affect your posture. If you sit too far away from your desk, you may bring your shoulders forwards, creating tension. Armrests should be retracted out of the way, lowered or removed if they are hitting the desk.

Document holder

Document holders help you keep your paperwork ahead of you and close to you. They help you avoid hunching your shoulders and twisting.

AVOID: Don't place paperwork flat on your desk in front of your keyboard, causing you to fully flex your neck to read from it and reach over it to type. Avoid this common cause of stress to your shoulders and neck!



Help if you already have shoulder pain

Pain persisting? Always get an appointment with a medical practitioner. Musculoskeletal pain may start to show an improvement within about 10 days, but do get support when you need to.

- Arm support** Placing your arm on an ergonomic arm support can help relieve shoulder fatigue, repetitive strain disorders and wrist pain. It clamps onto your desk and supports your arm while you work.
- Split keyboard** You can adjust the angles of a split keyboard to help to reduce shoulder tension and promote healthy posture. They help keep your shoulders in a more relaxed, neutral position.
- Roll bar mouse** A centralised mouse is very helpful in minimising tension to the shoulder, as you don't need to move your arm sideways at all.
- Trackball mouse** Using a trackball mouse enables you to use both hands in a neutral and relaxed position close to the body. It helps eliminate the repeated movements that can aggravate shoulder pain.
- Footrest** Using a footrest can actually benefit your shoulders! It helps you position yourself at the right height for your workstation, so that your arms are parallel with your desk and your arms aren't reaching upwards.