ARMS: If you circled “NO” to “Are elbows at or above keyboard height and are wrists in a straight line with the forearm?”, TRY:
- Placing books under your chair OR
- Raising your chair height (if it adjusts) OR
- Lowering the chair height (if it adjusts) OR
- Placing the keyboard in your lap OR
- Folding in the “legs” under the keyboard

HEAD: IF you circled “NO” to “Is the ear in a vertical line with the shoulder?”, TRY:
- Lifting your head up OR
- Leaning back in your chair OR
- Placing a book under the monitor to raise the height OR
- Tilting the monitor up (if chin is down)

SHOULDERs: IF you circled “NO” to “Are the shoulders in a vertical line with the elbows?”, TRY:
- Moving your chair in so your stomach almost touches the desk and push the keyboard back so your forearms rest on the desktop OR
- Placing the keyboard in your lap OR
- Moving the mouse closer to the desk edge and the keyboard OR
- Raising the height of your chair

KNEES: IF you circled “NO” to “Are the knees slightly below the level of the hips?”, TRY:
- Raising your chair height OR
- Lowering your chair height OR
- Placing a book under your bottom OR
- Sitting on one or more books

TOES: IF you circled “NO” to “Are the feet fully resting on the floor or a footrest?”, TRY:
- Putting a binder or book under your feet OR
- Lowering your chair height OR
- Putting both feet on the floor

SPINE: IF you circled “NO” to “Are the shoulders in a vertical line with the hips?”, TRY:
- Scooting back in the chair OR
- Moving your chair closer to the desk OR
- Putting something behind your back OR
- Raising the monitor height

EYES: IF you circled “NO” to “Is the monitor positioned an arm’s length away?”, TRY:
- Sliding the monitor closer OR
- Sliding the monitor further away from the front of the desk OR
- Moving your chair closer (or further away from) the desk OR
- Tilting the monitor up