

.b3737214(E)
.b3737226(F)

TABLE OF CONTENTS

| | Page |
|---|------|
| Reading this booklet can be beneficial to your health | 1 |
| The computerized office | 1 |
| What is ergonomics? | 2 |
| Musculoskeletal disorders | 3 |
| Your workstation | 4 |
| Looking at your computer screen | 5 |
| The keyboard and you | 6 |
| Are you sitting comfortably? | 7 |
| Looking good | 8 |
| Visual demands and eyestrain | 10 |
| Rest breaks | 11 |
| The computer user's workout | 11 |
| Your workstation checklist | 14 |
| VDT Workplace | 15 |
| Acknowledgements | 16 |

16 805 244 c) b 3737214
 16 805 246 (A) b 3737226



Dept. of Foreign Affairs
 Min. des Affaires étrangères

MAY 16 2005

Return to Departmental Library
 Retourner à la bibliothèque du Ministère