# Desk posture setup checklist

Work through these actions at the desk, then repeat the movement steps every working day.

- [ ] Set the chair height so both feet rest flat on the floor, or use a footrest.
- [ ] Keep the hips level with the knees or slightly higher.
- [ ] Sit back in the chair and support the lower back with a lumbar roll or rolled towel.
- [ ] Relax the shoulders and keep the elbows close, bent between 90 and 120 degrees.
- [ ] Place the screen straight ahead with the top line at or below eye level, 20 to 40 inches away.
- [ ] Keep the middle row of the keyboard level with the elbows and the mouse within easy reach.
- [ ] Stand up and walk at least once every hour.
- [ ] Switch sitting positions often and stretch gently between breaks.
- [ ] Stop any exercise that makes pain worse.
- [ ] See a doctor if back pain lasts beyond a few weeks or comes with numbness, tingling or weakness.

**Notes**

For general education only. Not a substitute for professional medical advice.
Read the full article: https://healthhorizonguide.com/chiropractic/how-to-fix-posture-while-sitting-at-a-desk/