

Laptop Setup Guide

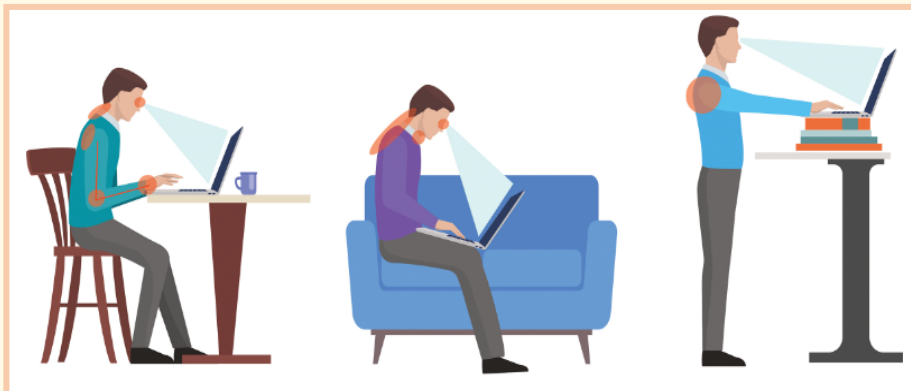
WHS-PRO-GUI-007h



Celebrating
50
YEARS
1970 - 2020

Flexibility vs Safety

The lightweight and portable nature of laptops enable them to be used at any place, at any time and in any way. However, this flexibility needs to be balanced against the safety hazards of poor ergonomic set up. Using a laptop without any ergonomic accessories means compromising on either neck, back or wrist posture and for this reason, prolonged use of laptops (>30 minutes) is not recommended.



Neck, shoulders, elbows, wrists and eyes can fatigue from prolonged laptop use. This is easily rectified through the use of a laptop riser or external monitor together with an external mouse and keyboard which will help you achieve optimal workstation ergonomics.



OPTIMAL LAPTOP SETUP

1. Connect an external mouse and keyboard to the laptop
2. Raise the screen height so that the top of the screen is in line with your eyes. This can be done using a laptop riser, or by connecting to an external monitor.

If the laptop riser or external monitor does not result in optimal height, place a sturdy object underneath to further increase the height e.g. paper reams, hard-cover books.

You will need:

- External monitor / Laptop riser
- External Mouse & keyboard

Follow the Seated Workstation Setup Guide to ensure all other aspects of your workstation are set up ergonomically.

Further reading: [WorkSafe QLD—Safe Use of Laptops](#)



Electronic copies of this guideline are current. All other copies are uncontrolled and currency can only be assured at the time of printing .