

# Ergonomic tips and resources

For many of us, working from home has allowed us to carry on with our work during the COVID-19 pandemic. As we have experienced over the last three months, working from home comes with its own challenges: from getting used to different tools and technology, to not having an adequate workspace set up.

Here are four tips and resources to help set you up for success. Even making small changes can make a big difference to how you feel!

## 1. Equipment

*In the coming weeks, employees will be sent more information about retrieving equipment from their workspaces.* Until then, you are encouraged to choose the right chair, desk, monitor, mouse and keyboard and ensure they are adjusted properly.

## 2. Lighting

Your home office should have appropriate lighting, including natural light (if possible).

## 3. Lifestyle

Most importantly, you are encouraged to adjust your lifestyle to a new environment. Diet, exercise, changing your position frequently, stretching and being mindful are key to staying fit, balanced, happy and avoiding discomfort.

## 4. Resources

The City's ergonomic provider, [Injury Prevention Plus](#), has a number of articles, short videos and a webinar on home office set up.

Check out this [webinar on working from home](#) to get started.

As the COVID-19 pandemic continues, you, or members of your family may find that you need more support. Access support through the Employee and Family Assistance Program (EFAP) 24/7 by phone: 1-844-880-9142, TTY: 1-877-338-0275, the My EAP app (available through Apple, Android & BlackBerry app stores) or at [workhealthlife.com](#). If you need crisis support, call the number above and request urgent services. Additional Employee Wellness resources are available on [Ottawa.ca/wellness](#).