



WORK BETTER™

Are You Working Well?

Improve your working lifestyle with this Desk Exercise Sheet

Sitting at your desk for long periods of time is not good for your health. Even if you have your computer station set up for correct posture, there are still things you should also be doing.

Physical activity is good for mind and body, it not only promotes mental wellbeing and reduces stress level, but regular movement can help ease back problems and other aches and pains.

Nothing beats getting away from your desk for a walk, but when that's not possible, try building these simple desk exercises into your daily working routine.



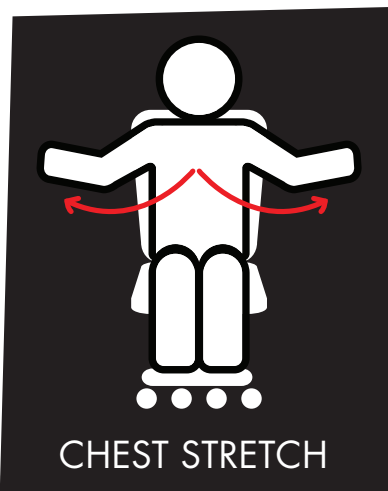
PERFECT POSTURE



THE SIT-STRETCH



WALL PRESS



CHEST STRETCH



THE LEG-UP



CHAIR TWIST

Prevention is always better than a cure. Let Fellowes show you how to #WorkSmart.

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Follow these simple exercises for a healthier working environment

PERFECT POSTURE

Good posture is important for keeping your back, neck and other joints healthy. Try the following tips to improve your posture-especially if slouching at your desk has become a habit.

- Sit with your bottom right at the back of your seat and rest against the back of your chair for support.
- Rest your forearms on your desk with your elbows at a 90° angle.
- Relax your shoulders, don't allow them to elevate or round.
- Make sure both of your feet are flat on the floor, and your knees are level with your hips.
- Adjust your chair and use a footrest or other support if needed.
- Imagine there is a piece of string coming through your body and out of the top of your head to the ceiling. This will prevent slumping and help keep you upright.



THE SIT STRETCH

Long periods of sitting with your knees and hips flexed can cause the muscles at the back of your legs (hamstrings) to shorten and become tight. Address this problem with the following stretch:

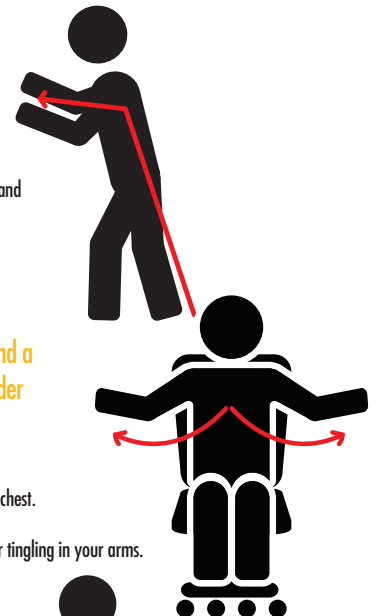
- Perch on the edge of your seat and stretch your right leg out in front of you.
- Rest your heel on the floor with your foot pointing up.
- Lean forward slightly from your hips and look straight ahead. You should feel a gentle stretch but no pain along the back of your right leg.
- Hold the stretch for 20 seconds, repeat three times and then switch legs.



WALL PRESS

Press-ups are a great way to build some fitness training into your workday. All you need is a flat surface-and it doesn't have to be the office floor:

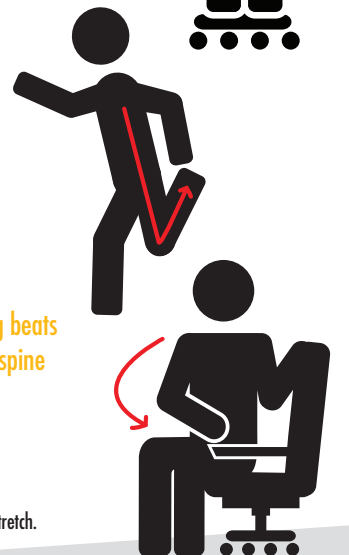
- Stand with your feet hip-width apart. Stretch out your arms and rest your palms against the wall at shoulder-height and slightly wider than shoulder-width apart.
- Take a couple of tiny steps back, engage your tummy muscles and slowly bend your arms at the elbows. Keep your back and neck straight and look at the wall in front of you.
- Lower yourself until you are a couple of inches away from the wall, then push yourself back up to your starting position.
- Make sure you lead with your chest so your arms are doing the work. Do not allow your back to arch.
- Aim for three sets of ten press-ups. To make this exercise more challenging, move your legs further back.



CHEST STRETCH

Working on a keyboard with arms and hands outstretched can lead to rounded shoulders and a slumped posture. Your chest muscles can become tight and the muscles between your shoulder blades might be underused. The following stretch will help correct this muscle imbalance:

- Sit forward from the back of your chair.
- With your thumbs pointing towards the ceiling, open your arms out to the side until you feel a stretch in the front of your chest. Ensure your shoulders are back and down.
- Aim to switch on the muscles between your shoulder blades by gently drawing them together. You should not feel pain or tingling in your arms.
- Hold the stretch for 20 seconds and repeat three times.



THE LEG-UP

Spending too much time sitting can make the muscles on the front of your thighs (quadriceps) tight. Over time, this can leave you at greater risk of injury to your knees and lower back. Try the following to stretch out your quads:

- Stand in front of your desk and place your left hand on it for balance.
- Standing on your left leg, raise your right heel towards your right buttock.
- Grab hold of your right foot with your right hand. You should feel a stretch along the front of your thigh.
- Hold the stretch for 20 seconds, repeat three times and then switch legs.

CHAIR TWIST

Regular movement can help ease back problems and other aches and pains. Nothing beats getting away from your desk for a walk, but when that's not possible mobilize your spine and reduce feelings of stiffness in your back with this simple stretch:

- Sit slightly forward in your chair and rotate your head and upper body to the right.
- Take your left arm and cross it over your body so that it meets your chair's right armrest. If this feels difficult rest your left hand on the side of your right knee.
- Rest your right hand on the top of the back of your chair and keep your feet flat on the ground while performing this stretch.
- Hold this position for 20 seconds, repeat three times and then switch.

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This exercise sheet has been produced in partnership with optispine
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