

Computer Ergonomics Quiz

- 1. When you organize your workstation, you should think in terms of keeping frequently used items within easy reach.**
 - a. True b. False

- 2. Your feet should be flat on the floor or supported by a footrest.**
 - a. True b. False

- 3. For most people, a comfortable distance between their eyes and the computer monitor is 12 to 18 inches.**
 - a. True b. False

- 4. Documents you need to refer to when working on the computer should be placed just above eye level at half the distance between you and your monitor.**
 - a. True b. False

- 5. A 20/20/20 break means:**
 - a. Taking a 20-minute coffee break every 20 minutes.
 - b. Focusing on something 20 feet away for 20 seconds.
 - c. Making a 20-second phone call every 20 minutes.

- 6. To reduce glare, which can cause eyestrain, adjust the screen brightness on your computer to low and set the contrast to high.**
 - a. True b. False

- 7. When working on a computer, adjust your chair so that you can sit with your back comfortably straight and your head level.**
 - a. True b. False

- 8. You should always rest your wrists on a padded wrist pad when you are keying.**
 - a. True b. False

- 9. Everybody's chairs should be set the same way.**
 - a. True b. False

- 10. When entering data, your forearms, wrists, and hand should be:**
 - a. Bent up
 - b. Bent down
 - c. Straight