

Office Ergonomics Furniture & Equipment Purchasing Guide



About this guide:

This guide contains technical guidelines for office chairs and sit-stand workstations and examples of products that have been identified as ergonomically sound for office and computer workstation users. Please note that this is not an exhaustive list of products and vendors where the product is available for purchase. Departments that are unsure if their desired furniture or equipment purchase are recommended to review this guide and contact EHS at ergosafe@sfu.ca with any questions.

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1.0 Introduction

To assist in the prevention of workplace musculoskeletal injuries and comply with regulatory requirements, the EHS department has developed this resource to assist departments in selecting suitable office furniture and equipment.

The goal of this document is to provide information and examples of furniture and equipment that are suitable for use in an office environment. SFU does not necessarily endorse or classify any piece of equipment as superior to other equipment. One person may benefit from specialized equipment and another may not, as ergonomics can be very specific to the individual. It's important to consider all aspects of the workstation such as: personal characteristics such as height, workstation layout and task demands and try to make changes with existing equipment before purchasing new equipment. Additionally, this guide does not replace the recommendations that could be made from a medical professional.

2.0 Workstation Assessments

EHS offers individual ergonomics assessments to all active SFU employees in all SFU work environments. The process outlined below applies to primary (on campus) and secondary workstations.

Workstation Ergonomics Assessment Process

The steps below outline the process for requesting an ergonomics assessment from EHS. Take these steps before you make changes to your workstation or purchase any equipment or products:

Step 1: Access the Safety Management System Platform

- Visit <http://safety.sfu.ca>
- Log in using your SFU credentials

Step 2: Navigate to Ergonomics Assessment Request

- On your Start Page Dashboard, click "Perform or Request Inspections/View Assests" in the Actions panel
- Click the green "Open Inspection Requests" button
- Click "New Inspection Request"

Step 3: Complete the New Inspection Request Form

- Select the ergonomic assessment you are requesting: office, lab, or task assessments (WorkSafe BC MSI WorkSheet)
- Select your name or the name of the person you are requesting for
- For office assessments:
 - Click "Perform Office Ergonomics Self-Assessment Checklist"
- For lab and task assessments:
 - Click "Submit Inspection Request"

Step 4: Complete the Pre-Inspection Checklist (office ergonomics assessment only)

Employees are required to complete self-assessments when requesting office ergonomics assessments.

- Complete the "Office Ergonomics Self-Assessment Checklist" to identify any potential ergonomic issues in your workspace.
 - You can either:
 - Complete the self-assessment electronically on the Safety Management System platform.
 - Alternatively, upload a PDF of a self-assessment you've completed offline.
- Access the checklist [here](#).

For assistance, please contact ergosafe@sfu.ca

3.0 Office Equipment Demos

A selection of mice, keyboards, chairs and sit-stand units are available to be viewed and tested out. Some mice are available for staff to trial for 1 week before purchasing. Equipment listed in this guide will have a “demo available” beside the item. An appointment is required to view and test out demo chairs and sit-stand workstations at the EHS office located on the SFU Burnaby Campus in Discovery 1.

4.0 Contact & Resources

For questions about office furniture & equipment or to schedule a demo please contact ergosafe@sfu.ca. For more information and training links, please visit the [Ergonomics webpage](#).

5.0 Purchasing Equipment and Products

With supervisor approval, purchasing products can be conducted following your internal department protocols. Contact your preferred Vendor for final quotes.

- **Chairlines vendor contact:** robw@chairlines.com or order products via www.chairlines.com
- **Staples vendor contact:** For furniture contact Helen.Mazzocchio@Staples.com or order products on your department's [Eway account](#).
- **Ergo Canada** supplies many ergonomic computer accessories and provides detailed information about the ergonomic benefit of each product. Visit website at www.ergocanada.com




6.0 Office Chairs





The following chart offers technical guidelines that should be followed when purchasing a new office chair. *Please note: this list is not exhaustive.*

Category	Guideline
Height Adjustable	15 to 22" (including options for shorter/taller chairs)
Seat Depth	Adjustability is preferred to allow the seat pan to slide forward/backward to fit the user's upper legs for support. 16 to 20" or options for smaller seat pan.
Backrest Height	≤17.7" support for shoulders. (may need a neck support option). Available in various sizes is preferred (low, mid, high back).
Lumbar Support	Height adjustable is required and sufficient support to hold various weights. Depth adjustability preferred.
Backrest Angle	Allow upright and at least 15 Degree reclined posture
Dynamic recline	Must have tilt lock or sufficient tension to support the user
Seat Width	19" (with options for narrower or wider chair, armrests that can be adjusted)
Armrest Height	Adjustable (7 to 11") and removable unless they can go low enough as not to interfere with pulling in close to the desk
Armrest Width	Adjustable preferred if the distance between armrests can adjust between 15 and 20" or provide option for narrower seat pan.

Chair Base	5 legged, reinforced moulded fiberglass base with a minimum of 120 mm pneumatic lift. Other sizes available upon request.
Casters	Soft wheel casters for hard floor surfaces, can be switched out for carpet casters if required.
Mechanism	North American made product, 360 degree swivel Designed for person's weighing up to 250 Kg.

The following list below are examples of chairs that are appropriate for general office use. Prices are estimates only and does not include delivery, set-up, other options, taxes, etc. Contact Purchasing or the Vendor for final quotes.

Product Name	Demo chair features & adjustability	Web Links	Pricing & Additional Options
ergoCentric geoCentric  Demo available	<ul style="list-style-type: none"> • Seat height & depth • Armrest height, width, 360° swivel • Til with adjustable tilt tension • Tilt lock • Spring tension • Backrest height • Backrest angle 	Resource: How to Use: https://www.ergocentric.com/resource/multi-tilt Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • Mid & tall back options • Air lumbar • Adjustable headrest • Small, plus, extra long seat sizes • Armrest options • Casters • Counter height available
ergoCentric tcentric  Demo available	<ul style="list-style-type: none"> • Mesh back • Seat height & depth • Armrest height, width, 360° swivel • Tilt with adjustable tilt tension • Tilt lock • Spring tension • Backrest height • Backrest angle 	Resource: How to Use: https://www.ergocentric.com/resource/multi-tilt Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • Upholstered or mesh seat • Air lumbar • Adjustable headrest • Small, plus, extra long size seats • Armrest options • Casters • Counter height available
ergoCentric airCentric  Demo available	<ul style="list-style-type: none"> • Seat height & depth • Armrest height, width, 360° swivel • Til with adjustable tilt tension • Tilt lock • Spring tension • Backrest height • Backrest angle 	Resource: How to Use: https://www.ergocentric.com/resource/multi-tilt Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • Air lumbar • Adjustable headrest • Small, plus, extra long size seats • Armrest options • Casters • Counter height available

Product Name	Demo chair features & adjustability	Web Links	Pricing & Additional Options
All seating You Chair  Demo available	<ul style="list-style-type: none"> • Mesh back • Seat height & depth • Backrest height • Lumbar support tension • U-shaped back suspension • Armrest forward/backward, diagonal, height, width • Tilt with adjustable tilt tension • Tilt lock 	How to adjust your You chair: http://www.allseating.com/ergonomics/how-adjust-your-you-chair Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • High back • Headrest • Mesh seat • Armrest options • Available as stool
Global Vion 6322-8  Demo available	<ul style="list-style-type: none"> • Seat height & depth • Armrest height & width & forward/backward • Multi tilt 	Making the most of your Vion chair: https://youtu.be/-oSuTrxK1yM Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • 30 models available including high back, upholstered back, different mechanisms, heavy duty seating, stools • Other armrest options • Lumbar pad
Global Factor 5541-8  Demo available	<ul style="list-style-type: none"> • Seat height & depth • Armrest height & width • Height adjustable lumbar support • Multi tilt 	Making the most of your Factor chair: https://youtu.be/ooUCctow3fo Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • 6 models available including high back, low back, stool, armless, • High back • Other armrest options
Hon Ignition 2.0  Demo available	<ul style="list-style-type: none"> • Low back backrest height • Adjustable seat height • Adjustable seat pan • Height & width adjustable armrests • Adjustable lumbar support • Synchro tilt 	Two Minute Adjustment Tutorial: https://youtu.be/u2JCjI7Lu-M Webpage link	Pricing Additional cost features available <ul style="list-style-type: none"> • Midback backrest height • Upholstered or mesh back • Mesh seat • Available as stool

If you are purchasing a chair and unsure if it is suitable, feel free to contact the Ergonomics Program Manager to review the chair. Large scale renovations that involve new furniture purchases should also consult the Ergonomics Program Manager.

7.0 Sit-stand workstations

7.1 Height Adjustable Desks

Height adjustable desks are not a basic requirement, however they can be helpful for people who require a medical accommodation or users who face long hours of sedentary work as they can provide easy postural changes throughout the day. They are also useful for users who share a workspace.

For medical accommodations, please contact your supervisor.

It is important that height adjustable desks fit the greatest number of people in both the sitting and standing positions. The following recommendations are designed to fit people who fall within the 5th to 95th percentile.

Recommended Height Range:

The recommended height range for the desks is 22.6" to 48.7" which accommodates the 5th to 95th percentile. This recommendation is based on the CSA Z412-17 standard for office ergonomics and the BIFMA G1-2013 furniture guidelines.

If an employee falls outside of these height ranges, further equipment may be needed, such as a footrest for shorter people or a higher desk for taller people. Please contact the Ergonomics Program Manager to discuss options.

Please note: when deciding on which desk to purchase, it is also important to measure how high the chair can be raised. Some chairs do not go high enough and there for either a keyboard tray will also be needed or a different height adjustable desk will be required.




Technical Guidelines

Category	Guideline
Height Adjustable	Between 22.6" and 48.7" to accommodate the 5 th percentile female to the 95 th percentile male. This is approx. 5'0" to 6'4" and is aligned with the CSA Z412-17 ergonomic guidelines and BIFMA G1-2013 furniture guidelines. Avoid desks that do not go below 29" as this makes it harder for most users to sit or stand comfortably.
Ease of use	Portable or electric options. Ensure feasibility of the user (ability to lift up and down) including space for paper, writing, etc.
Desk Depth	Desks should be a minimum of 30" of depth especially when using dual monitors to reduce the amount of visual fatigue and eyestrain.

Purchasing Information:

The list below is not exhaustive but demos of the following are available for viewing. Departments can choose to work with a vendor of their choice as long as the desk depth and height ranges meets the recommended height range noted above.



Product Image	Product Information	Pricing & Availability
Ergotron WorkFit-D Sit-Stand Demo available	<ul style="list-style-type: none">Manual lift systemHeight adjustable from 30.6" - 50.6"Work surface dimensions: 47.6" x 23.5" x 0.87"	Pricing Staples: contact for pricing Chairlines: \$1050+

Product Image	Product Information	Pricing & Availability
	Note: A footrest or keyboard tray may be required for use by shorter individuals.	More info: https://www.ergotron.com/en-ca/products/product-details/24-271#?color=birch
Heartwood Calpyso Demo available 	<ul style="list-style-type: none"> • Extended Height Range: 24.4" - 50" (excludes 1" top) • Heavy duty 3-stage steel frame • 3 programmable memory positions including home button • Actuator system with synchronized motor driving each leg • Anti-collision function - stops automatically if it hits an immovable object • Base colour options: Black, Silver or White Metal to choose 	Pricing (for 24" x 48" table, larger sizes = greater cost) Staples: \$759+ Chairlines: \$930+ More info: https://www.heartwooddl.com/series/29/height-adjustable.html Sizes: Various sizes can be ordered: 24" deep, 30" deep, x 48", 54", 60", 72", 78" widths; L shaped tables (demo is 24" x 48")
Heartwood Athena 	<ul style="list-style-type: none"> • Standard height range: 27.5" - 45.5" • Heavy duty 3-stage steel frame • 3 programmable memory positions including home button • Actuator system with synchronized motor driving each leg • Anti-collision function - stops automatically if it hits an immovable object • Base colour options: Black, Silver or White Metal to choose 	Pricing (for 24" x 48" table, larger sizes = greater cost) Staples: \$599+ Chairlines: \$719+ More info: https://www.heartwooddl.com/series/29/height-adjustable.html Sizes: Various sizes can be ordered: 24" deep, 30" deep, x 48", 54", 60", 72", 78" widths; L shaped tables (demo is 24" x 48")

7.2 Mobile Desks

Mobile desks are flexible workstations that can be easily adjusted, relocated, or repositioned to accommodate different work environments. They are useful for home offices, shared workspaces, and teaching environments.

Product Image	Product Information	Pricing & Availability
Ergotron TeachWell Mobile Digital Workspace Demo available	<ul style="list-style-type: none"> • Height adjustment range: 31.8" - 51.8" • Work surface dimensions: 31"L x 21"W • Keyboard tray dimensions: 26.3"L x 9.4"W 	Pricing Staples: \$1420+ Chairlines: \$1359+




Product Image	Product Information	Pricing & Availability
	<ul style="list-style-type: none"> • Lockable front wheels • Cable management box can store one standard six-outlet power strip, two power bricks, and associated cables 	<p>More info: https://www.ergotron.com/en-ca/products/product-details/24-220#?color=black</p>
<p>LearnFit Sit-Stand Desk, Short</p> 	<ul style="list-style-type: none"> • Height adjustment range: 29"-45" • Work surface dimensions: 24"L x 22"W • Lockable front wheels • Has backpack hook, cup holder, tablet slot, and pencil tray 	<p>Pricing Staples: \$840+ Chairlines: \$699+</p> <p>More info: https://www.ergotron.com/en-ca/products/product-details/24-547#?surface%20height%20option=Short&color=grey</p>


7.3 Height Adjustable Platforms/Units

Height adjustable platforms/units are adjustable devices that can sit on top of an existing desk and can be raised to accommodate standing work. Functionally, height adjustable desks are superior to using these platforms as they can reduce desk space and may have more limitations around height for shorter or taller people. Please take note of the height ranges when purchasing these platform/units.

When purchasing a height adjustable platform or unit there are a few important criteria to keep in mind:



- How high does your chair go? You want to ensure that if you choose a desktop platform that your chair can go high enough to maintain optimal angles when working. To see the requirements for optimal angles refer to the SFU Ergonomics Self-Assessment Checklist.
- Are you someone who normally needs a keyboard tray? A rule of thumb is measure from the ground to your elbows in sitting and standing position to ensure that you get the right height for your body. If you do need a keyboard tray, then ensure that you purchase a height adjustable platform/unit that comes with one. Keep in mind, some units sitting on top of a desk add an extra inch or so to the height of the desk.



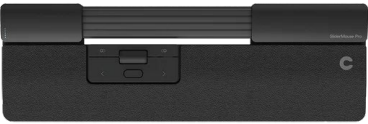

Product Image	Product Information	Pricing & Availability
<p>Ergotron Workfit TX Demo available</p> 	<ul style="list-style-type: none"> No installation Unit range of motion: 17" Monitors can be positioned freely on platform or monitor arms can be purchased separately Keyboard tray drops below the desk and can be adjusted independently of the work surface (0.8"-3.8") Requires manual raising and lowering by grasping handles on either side of the unit Weight Capacity: 40 lbs Fits on 24" deep desks Dimensions: Upper level: 32" x 27" + keyboard tray: 28" x 8" 5 year warranty 	<p>Pricing Staples: \$727.99 Chairlines: \$765+</p> <p>Product link: https://www.ergotron.com/arae/products/product-details/33-467#?color=black</p> <p>Dimensional drawings: https://www.ergotron.com/portals/0/reserved/resources/dim-wftx-orig.pdf</p>
<p>Ergotron WorkFit-TL Demo available</p> 	<ul style="list-style-type: none"> No installation Unit range of motion: 15" Monitors can be positioned freely on platform or monitor arms can be purchased separately Keyboard does not drop below the desk At it's top height, they keyboard tray can be raised 15.75" above the desk Monitor platform, at it's lowest, sits 5" above the desk, this may be too high for many users, partifcularly for those wearing bifocals. At it's top height, the platform can be raised to 20" above the desk Weight Capacity: 40 lbs Fits on 24" deep desks Dimensions: Upper level: 37.5" x 23" 5 year warranty 	<p>Pricing Staples: \$727.99 Chairlines: \$644+</p> <p>Product link: https://www.ergotron.com/arae/products/product-details/33-406#?color=black</p> <p>Dimensional drawings: https://www.ergotron.com/portals/0/reserved/resources/dim-workfit-tl-orig.pdf</p>
<p>Ergotron Workfit LX Demo available</p> 	<ul style="list-style-type: none"> Attaches to desk via grommet hole or clamp Suitable for people 5'5" and under. This unit will <u>not</u> work for those taller than this. Easily extends or retracts the arms for control of the distance between the screen and keyboard. Attached together as one unit 20" vertical lift and 62" sideways motion Monitors can rotate 360 degrees and tilt 75 degrees 	<p>Pricing Staples: contact for pricing Chairlines: \$717+</p> <p>More info: https://www.ergotron.com/en-ca/products/product-details/45-405#/</p> <p>Dimensional drawings: https://media.ergotron.com/reserved/resources/dim-lxdeskcombo-orig.pdf</p>







Product Image	Product Information	Pricing & Availability
	<ul style="list-style-type: none"> • Convenient to move if you have students who need to view your monitor • Can come with dual monitors. • Weight capacity: 7-25 lbs • 5 year warranty 	
<p>Richelieu Sit2Stand</p> 	<ul style="list-style-type: none"> • Height Range: 18" (45.7 cm) of vertical height adjustment to accommodate the majority of individuals. • Single action quick release adjustment from sitting to standing. • Small footprint that can slide effortlessly out of the way to free up desk space. Slide in/slide out work surface for additional workspace and storage. • Keyboard tray: 27.5" (69.9 cm) keyboard tray allows space for full sized keyboard and mouse. • Rear cable management clips in column and crossbar keep cables organized and out of view. 	<p>Pricing</p> <p>Impact Office Furnishings: \$795 (dual monitors)</p> <p>Contact: John@impactoffice.ca</p> <p>For more product information: https://www.richelieuergo.com/ca/en/category/height-adjustable-bases-and-sit-stand-solutions/sit-stand-desktop-solutions/sit2stand-series-sit-stand-workstation/1191569</p> <p>Also available for single monitor Longer crossbar available to accommodate larger monitors.</p>


8.0 Mice

There are many different designs of ergonomic computer mice available. Most mice are designed to position the wrist and hand in a more neutral posture. For more information on mice, refer to the Ergonomics Program Manual.

Item Name	Product Details
<p>Evoluent Vertical Mouse</p>  <p>Available from: Chairlines, Staples (Eway), www.ergocanada.com</p>	<ul style="list-style-type: none"> • Good thumb and full hand support • Right- and left- handed versions • Available in size S/M and L/XL • Maintains neutral handshake position • Wired or wireless (USB connector) • For detailed information about ergonomic benefits, visit www.ergocanada.com
<p>Logitech Lift Demo available</p> 	<ul style="list-style-type: none"> • Right- and left- handed versions • For small to medium hands • Maintain neutral handshake position • Wireless (USB Connector & Bluetooth) • For detailed information about ergonomic benefits, visit www.ergocanada.com




Item Name	Product Details
<p>Available from: Chairlines, Staples (Eway), www.ergocanada.com</p>	
<p>Roller Red Mouse by Contour Demo available</p>  <p>Available from: Staples (Eway), www.ergocanada.com</p>	<ul style="list-style-type: none"> • Place in front of keyboard to eliminate reaching to mouse • Cursor movement by rollarbar • 6 programmable buttons, 10 cursor speeds • Use with left and right hand simultaneously • Wired or wireless (USB connector) • For detailed information about ergonomic benefits, visit www.ergocanada.com
<p>Contour RollerMouse Pro3 Demo available</p>  <p>Available from: Staples (Eway), www.ergocanada.com</p>	<p>https://contourdesign.com/collections/all-products/products/rollermouse-pro3</p> <ul style="list-style-type: none"> • Place in front of keyboard to eliminate reaching to mouse • Cursor movement by rollarbar • 6 programmable buttons, 10 cursor speeds • Use with left and right hand simultaneously • Wired • Slimmer design for shorter travel distance • For detailed information about ergonomic benefits, visit www.ergocanada.com
<p>Contour SliderMouse Pro WL, Slim WR, VL Demo available</p>  <p>Available from:</p>	<p>https://contourdesign.com/collections/slidermouse/products/slidermouse-pro-vegan-leather-slim</p> <ul style="list-style-type: none"> • Place in front of keyboard to eliminate reaching to mouse • Cursor movement by larger navigation bar • 6 programmable buttons, 10 cursor speeds • Detachable wrist rest • Use with left and right hand simultaneously • Wires or wireless • Slimmer design for shorter travel distance
<p>Contour RollerMouse Pro WL, Reg. WR, VL Demo available</p>  <p>Available from: Staples (Eway)</p>	<p>https://contourdesign.com/products/rollermouse-pro-vegan-leather-regular</p> <ul style="list-style-type: none"> • Place in front of keyboard to eliminate reaching to mouse • Cursor movement by rollerbar • 6 programmable buttons, 10 cursor speeds • Detachable wrist rest • Use with left and right hand simultaneously • Wired or wireless

Item Name	Product Details
<p>Contour Unimouse Demo available</p>  <p>Available from: Chairlines, www.ergocanada.com</p>	<p>https://contourdesign.com/collections/all-products/products/unimouse-right</p> <ul style="list-style-type: none"> • An articulating hinge lets you adjust the angle of the body tilt and can be collapsed and extended to accommodate a wide variety of hand sizes. • The thumb support rests on a ball joint and can be rotated in any direction. • Available in wired or wireless • Dimensions: 8.75"L x 5.75"W x 2.75"H • For detailed information about ergonomic benefits, visit www.ergocanada.com
<p>Goldtouch Ergonomic Mouse</p>  <p>Available from: Staples (Eway), www.ergocanada.com</p>	<ul style="list-style-type: none"> • Angled design for comfort and positioning • Wired and wireless version available • Detachable flange to promote use of arm to move mouse • Easy click buttons • Windows & Mac • Dimensions: 4.5"L x 3.125"W x 2"H at the thumb, 1"H at the small finger • Right- and left- handed versions
<p>Handshoe Mouse by Hippus NV</p>  <p>Available from: Chairlines, Staples (Eway) www.ergocanada.com</p>	<ul style="list-style-type: none"> • Provides optimal support to thumb and full hand • Light-click and 2-finger clicking capabilities • Wired • Available in 4 sizes (XS-L) • Right- and left- handed versions • For detailed information about ergonomic benefits, visit www.ergocanada.com
<p>Penguin Ambidextrous Vertical Mouse</p>  <p>Available from: Chairlines, Staples (Eway)</p>	<ul style="list-style-type: none"> • Wired or Wireless • Ambidextrous use • Ability to change direction of scroll • 3 buttons: left and right and scroll wheel click
<p>Apple Magic Trackpad</p>  <p>Available from: Apple Store</p>	<ul style="list-style-type: none"> • Wireless • Touch/gesture pad • Low profile design
<p>Kensington Orbit Trackball</p> 	<ul style="list-style-type: none"> • Ambidextrous • Trackball cursor control • Scroll ring around trackball • Stationary position reduces repetitive arm movements • Wired

Item Name	Product Details
Available from: Staples (Eway), www.ergocanada.com	<ul style="list-style-type: none"> For detailed information about ergonomic benefits, visit www.ergocanada.com
Kensington Expert Mouse  Available from: www.ergocanada.com	<ul style="list-style-type: none"> Wired Track ball mouse Weight: 0.75 lbs PC and Mac compatible For detailed information about ergonomic benefits, visit www.ergocanada.com




9.0 Keyboards

Many new types of keyboards are available, including split and angled keyboards with alternative key arrangements. Some workers have found that these types of keyboards help to reduce discomfort. For more information about keyboards, refer to the Ergonomics Program Manual.

Item Name	Product Information
Kinesis Freestyle 2 Keyboard Demo available  Available from: Chairlines, Staples, www.ergocanada.com	<ul style="list-style-type: none"> Compact, split and angled 9" cable connection between pieces (20" version available) VIP3 accessory with three height adjustments Mac and PC versions Wired Optional accessory kits for number pad, tenting, palm support available (Demo available)
Contour Balance Keyboard BLK Wired US Demo available  Available from: www.ergocanada.com	<p>https://contourdesign.com/collections/all-products/products/balance-keyboard-us</p> <ul style="list-style-type: none"> Full sized but compact keyboard reducing need to reach Thin design reduces upward bend at the wrists Wired and wireless (USB connector) Dimensions: 15.4"L x 4.7"W x 0.9"H Designed to be compatible with the Roller Red Mouse
Apple Magic Keyboard  Available from: Staples (Eway), Apple Store	<ul style="list-style-type: none"> Compact keyboard reduces mouse distance, minimizing awkward shoulder postures. Compatible with Mac or iPad

10.0 Keyboard Trays


Keyboard trays can be installed on the underside of the desk to provide a lower surface and more neutral position for the keyboard and mouse.



Item Name	Product Information
<p>Cobra PU27 Sit Stand Combo</p>  <p>Available from: Chairlines</p>	<ul style="list-style-type: none"> • Slim profile maximizes knee space • Able to tilt from +10° to -20° • Can swivel 360° allowing the board to be swung out of the way when not in use • Tray can be adjusted to be approximately 6.5" above the work surface and 5.5" below • Track is 23.5" and installs easily • * Recommend ordering without palm support in front of mouse <p>Note: This product can facilitate standing work, however, ensure the workstation's computer monitors can also be raised to the correct height for standing work.</p>
<p>Humanscale 6G-500</p>  <p>Available from: Chairlines</p>	<ul style="list-style-type: none"> • Easy dial-a-tilt and height adjustability (7") • 21.625" track • Adjusts 1.75" above and 5.25" below the desktop • Tilt adjustment of 0-15° • Comes with the Humanscale 500 Big Board – 27"L x 10.625"W
<p>Workrite Leader 6</p>  <p>Available from: Chairlines</p>	<ul style="list-style-type: none"> • Teflon coated steel track with built-in rear track stop (22") • 8.88" height range (2.38 above, 6.5 below) • 30° Tilt range (-20° to + 10°) • Arm swivels 360 ° on the track • Made from 60% recycled steel, black powder coat finish • Platform is 0.25" phenolic laminate, board dimensions: 27.75"L x 11.25"W • Removable palm pad, made from medium density foam with black vinyl leather-like cover, or molded gel-foam in black finish

11.0 Footrests

A footrest can be a necessary support when the chair is raised for a user to reach the work surface and feet are unsupported. It also can increase comfort by allowing adjustable angles between the legs and feet, and provide a means to create variations in the work postures.



When looking for a footrest, it's important to consider some necessary features, such as; non skidding surface, a sufficient size to allow freedom of movement and adjustable to allow the foot to move 90 degrees to ankle.




Item Name	Product Information
<p>Safco Foot Rest</p> 	<ul style="list-style-type: none"> • Tilt angle slides to any position • Black with chrome stand • 5" height-adjustable foot rest

<p>Available from: Chairlines</p>	
<p>Kensington SoleMate Comfort with Memory Foam</p>  <p>Available from: Staples, www.ergocanada.com</p>	<ul style="list-style-type: none"> • Features a half-inch thick memory foam pad to absorb shock • Height adjustable from 3.5" to 5" • Tilt range adjustable up to 18-degree
<p>3M Foot Rest</p>  <p>Available from: Staples (Eway), www.ergocanada.com</p>	<ul style="list-style-type: none"> • Height and tilt adjustable • Durable, heavy-duty steel base • Tilt range of about +/-20 degrees • Size: 22"L x 18"W x 13"D • Height Range: 4" to 4.75"

12.0 Monitor Arms and Risers


Monitor arms and risers allow a monitor to be raised by increments ensure optimal height for eye level.

Item Name	Product Information
<p>ZG2 Dual Monitor Arms Demo available</p>  <p>Available from: Staples (Eway)</p>	<p>https://www.ergocentric.com/product-category/monitor-supports/zgonic-monitor-arms/</p> <ul style="list-style-type: none"> • 11.4" height adjustment range • Extends out up to 26.5" • Support 2 monitors up to 24.3 lbs each • Support monitor screen size up to 34" • Easily turn one or both screens from landscape mode to portrait mode
<p>Ergotron LX Monitor Arm Demo available (clamp)</p>  <p>Available from: Chairlines, Staples, www.ergocanada.com</p>	<ul style="list-style-type: none"> • Ease of height and distance adjustability is convenient for multiuser workstations. • Extends 25" and allows 13" of height adjustment • Clamp and grommet clamp standard • Supports monitors up to 25 lbs • Tall pole also available if more height adjustability needed
<p>Ergotron LX Dual Side by Side Monitor Arm Demo available (clamp)</p>	<ul style="list-style-type: none"> • Ease of height and distance adjustability is convenient for multiuser workstations. • 13" (33 cm) height range

Item Name	Product Information
 <p>Available from: Staples, www.ergocanada.com</p>	<ul style="list-style-type: none"> • Extends LCDs out up to 25" (64 cm) with an extension range of 18" (46 cm); push your displays out of the way when not in use • Easily turn one or both screens from landscape mode to portrait mode • Cable management feature routes cables under the arm • Max Screen Size: 27" • Weight Capacity: 7-20 lbs each
 <p>Available from: Staples (Eway)</p>	<ul style="list-style-type: none"> • Stacking columns raise the monitor from 1" to 5-7/8" in increments of 1-5/8" • Platform size: 15"L x 12"W
 <p>Available from: www.ergocanada.com</p>	<ul style="list-style-type: none"> • Measures 11 1/4" x 11 1/4" • Can support up to 125 lbs • Interlocks with other 1" or 2" VuRysers

13.0 Wrist Supports




Wrist supports help encourage neutral wrist posture when typing. Not recommended for a mouse as it impedes the ability to mouse properly.

Item Name	Product Information
 <p>Available from: www.ergocanada.com</p>	<ul style="list-style-type: none"> • Designed to reduce pressure against sensitive tissues on the underside of the wrists when using the keyboard • Size: 19.0"L x 2.8"W x 0.75"H

14.0 Laptop Stands


Elevates the laptop screen to ensure neutral postures while viewing to help reduce neck or back problems. Laptop stands should always be used in conjunction with an external keyboard and mouse.

Item Name	Product Information
Contour Laptop Riser	https://contourdesign.com/collections/all-products/products/laptop-riser <ul style="list-style-type: none"> • Raises laptop to align screen to eye level • Height adjustable from 1.8" to 6" above desk surface

Item Name	Product Information
 <p>Available from: www.ergocanada.com</p>	<ul style="list-style-type: none"> • Up to 70-degree tilt angle • Fits laptops 11" to 15.6"
Kensington SmartFit Easy Riser Laptop Cooling Stand  <p>Available from: Staples</p>	<ul style="list-style-type: none"> • Raises laptop to align screen to eye level • Padded inserts provide a secure, stable fit and keeps your laptop in place • Up to 50-degree tilt angle • Fits laptops 12" to 17"
Fellowes Laptop Riser  <p>Available from: Staples (Eway)</p>	<ul style="list-style-type: none"> • Raises laptop to align screen to eye level • Fits laptops up to 15" or 10 lbs • Not ideal for travel as it does not fold flat • Should be used in conjunction with an external keyboard and mouse

15.0 Document Holders

Document holders keep documents between the monitor and keyboard to help reduce head, neck and eye movements. Choose a design that offers a versatile angle and height adjustment for easy viewing.


Item Name	Product Information
3M DH630 In-Line Document Holder  <p>Available from: Chairlines, www.ergocanada.com</p>	<ul style="list-style-type: none"> • Line-guide • 14" wide back-plate • Clips up to 150 sheets • Skid free base • Dimensions: 14" x 12" x 3"

16.0 Headsets

Visit this website to find headsets that are compatible with your Mitel landline:
<https://compatibility.plantronics.com/deskphone>. Contact your preferred vendor to source.


17.0 Corner Makers

Transform an L-Shaped desk into a corner workstation by attaching a platform to the 90° corner.

Item Name	Product Information
<p>Humanscale DE200 Series Corner Sleeve</p>  <p>Available from: www.ergocanada.com</p>	<ul style="list-style-type: none"> • Measure the width of your desk and the length of the corner to determine appropriate corner maker. • DE200 (fits desks 1" to 1.5" thick) • DE250 (fits desks 1.5" thick to 2.5" thick) • 16" diameter

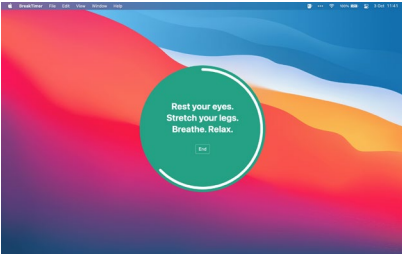

18.0 Anti Fatigue Mats

Anti fatigue mats are designed to reduce fatigue that is caused by standing for long periods.

Item Name	Product Information
<p>Fellowes Anti-Fatigue Wellness Mat</p>  <p>Available from: Chairlines, Staples (Eway)</p>	<ul style="list-style-type: none"> • Encourages subtle movement to prevent fatigue • Bevelled edges help avoid trip hazards • 5 Year Limited Warranty • Size: 36"L x 24"W x 0.75"H

19.0 Software

Utilize software to reduce digital eyestrain and remind you to take breaks.

Item Name	Product Information
<p>Break Timer</p> 	<ul style="list-style-type: none"> • Free download at https://breaktimer.app/ • Microbreak reminder • Allows you to configure how often and how long your breaks should be • Recommended: 30 sec - 2 min breaks every 30 min
<p>Flux</p> 	<ul style="list-style-type: none"> • Free Download at https://justgetflux.com • Cross-platform computer program that adjusts a display's colour temperature according to location and time of the day • Can reduce glare • Can reduce eye strain