

Neck



Sit tall, with back straight and head in neutral. Pull chin back and down slightly.



With arm out to the side, look the opposite direction with chin tucked down towards shoulder. Keep shoulders pressed down—away from the ear (stretch both sides).

Throughout the day

- Get up periodically and walk around to redistribute pressures in the discs of your back.
- Change your posture frequently to recruit fresh muscles and allow fatigued muscles time to recover.
- Perform stretches periodically (every 1/2 hour) throughout the day remembering the following:
 - Stretch to the point of light tension in the muscle.
 - Avoid bouncing and jerky movements.
 - Hold stretches for at least 10 seconds.
 - Don't hold your breath.

Contact your Office Ergo Rep for tips on how to arrange your office setup to suit your physical characteristics.

Arms/Wrists



With arm straight, bend wrist so that the fingers are pointing up, gently pull the hand back for an increased stretch, repeat with the fingers pointed downwards (stretch both sides).

Hands/Fingers



Spread fingers out as far as possible and then clench fists, repeat several times.



Office Stretch Break

Shoulders/Upper Back



Grasp hands together, round shoulders and pretend that someone is pulling your arms forward. Then with thumbs turned up pull arms back, squeezing the shoulder blades together.



Stand tall with back straight, shrug shoulders and hold, then push shoulders downwards and hold.



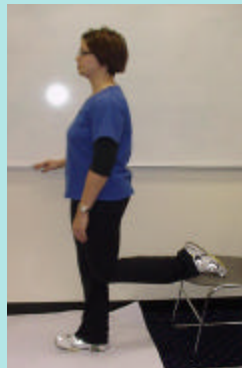
Stand tall with back straight, bend arm back, gently push arm back for an increased stretch (stretch both sides).

Back



This stretch can be done while sitting or standing. Sit or stand-up tall, stick chest out and push upwards. Hold this position and then relax, repeat several times. Avoid over-arching the back. Work within your comfortable range.

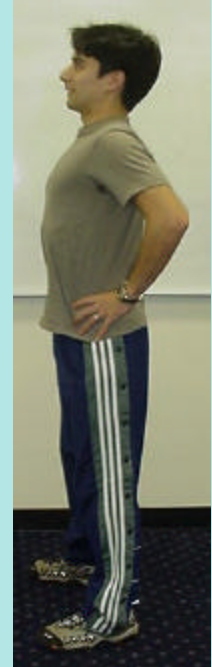
Quadriceps



Stand tall with foot on stable chair, balance yourself by holding on to something. If you do not feel a gentle stretch on the front of the bent leg, lift your leg up on something higher (Stretch both sides).

Gluteus

Sit tall in a chair and cross your leg over the opposite knee. Grasp the bent knee with both hands and gently pull towards you, hold (stretch both sides).



Hamstring



Sit in a chair that is propped up against a wall. Straighten one leg and support the upper body on the opposite leg. Slowly lean forward keeping the back straight and shoulders back (stretch both sides).

