OEHS Recommendations
Ergonomic Placement of Single & Dual Monitors

1. The monitor should be raised so that the top of the viewing screen is at or below eye level, and approximately 20 to 40 inches from worker’s face, with a 15 to 20 degree tilt back, unless the angle causes additional glare.

2. If the workstation is setup for two or more monitors the primary task monitor should be positioned centered, same as above, with the other monitor positioned to the right or left at the same eye level as the primary task monitor (Figure 1). However, if both monitors are used equally, then center them directly in front with a slight outward “V” shape. It is recommended that the individual should use their eye movement to view the screens, in place of moving their head and neck back and forth (Figure 2).

3. A flat panel monitor arm for single or dual monitors is a good solution to make easy height and distance adjustments to the viewing screen(s). Also it frees up work space by eliminating the base of the monitor.

4. Matte finished LCD and flat screen CRT monitors are less prone to reflected glare. However, if the glare problem persists despite moving the monitor or adjusting lighting, an anti-glare filter over the viewing screen should aid in reducing serious glare problems caused by direct or indirect light sources.

5. A document holder should be placed at the same distance and height as the monitor, to reduce awkward movement and posture of head and neck, or eye strain. Another possibility is to position the document holder directly beneath the monitor, if written entries are necessary. This helps reduce frequent movement of head, neck, or back.

6. Always, check with your IT Person for recommendations and set up of multi monitor screens. With the right set up multiple screens can work off one keyboard and mouse.

7. Also, check with your vendors for recommendations on which monitor arm to order because of the additional monitor’s weight and compatible desk top installation.

Sources for article: OSHA.gov eTools, Details-Worktools.com; KHulsey.com; Ergoweb.com; Ergoware.com; Xybix.com; Microsoft Research article by Desney Tan; Wikipedia; 3M.com.

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