If you spend **less than 2 hours** on a mobile device consider avoiding physical discomfort by practicing good sitting posture. This helps maintain spinal curvature, aid circulation and helps reduce gravitational demands on the neck. Stretch your arms and legs at regular intervals, and add an external mouse and keyboard when possible.

If you must use your lap to work on your mobile device, try to ensure that your knees and hips remain at the same level. To protect your neck, tuck your chin in as opposed to bending your entire neck down causing neck and shoulder strain. Consider using the device voice recognition program to recorder your data to your mobile device to avoid the repetitive motion disorders associated with prolonged keying in awkward positions.

If you find yourself **over 2 hours** on a mobile device increase the breaks and stretches. Consider changing to a more traditional ergonomic workstation. Visit Tulane.edu/OEHS/ergonomics for guidelines on Basic or Laptop Workstations.

---

**Helpful Accessories & Tips**

**CARRYING CASE WITH WHEELS** - A laptop carrying case should be constructed of lightweight materials to minimize total weight while being carried. It should also have an optional set of wheels and adjustable handle for longer hauls. Even if the case is being pulled, weight should be taken into consideration in packing. The rule of thumb is ONLY CARRY WHAT YOU NEED. **For back protection** while lifting, bend the knees and lift the case holding it close to your body, then bend your knees to lower or load it. If carrying the case, make adjustments to the straps that will allow you to stand and walk with correct posture. When pulling the case, adjust the handle to a length that will not compromise good posture. Ergonomic backpacks **when properly strapped** is an alternative.
HAND HELD/LAPTOP DEVICE STANDS - To reduce gravitational demands these mobile devices make on the neck, and eye strain elevated the device by using a stand or stacking system. Make certain there is ventilation between the device and the platform or stacking system this prevents the device from overheating. There is a large variety of stands for mobile use.

DOCKING STATION - Docking stations provide connections for standard-size components such as keyboards, monitors, and mice. Arriving at your workstation, you can simply plug your laptop into the docking station and it's ready to interface with the components already plugged in. With a docking station, you have the ergonomic advantages of full-sized components (keyboard, monitor, mouse) while preserving the laptop's portability—when you're ready to leave, disconnect and go.

DOCUMENT HOLDER - A variety of document holders are available in portable models. Consider purchasing light weight holder that can be packed and made readily available.

REST PADS - Rest pads include foot rests, keyboard wrist rests, mouse wrist rests, etc. These rest pads are particularly important for users who are at their computers for extended periods.

HEADSETS - If you are a heavy phone user minimize neck strain by using personal headset. For security and safety reasons try using a one ear style so you can be alert to your surroundings. Protect your hearing by keeping the volume settings at mid-range or below. And, avoid inner ear infections by not share earpieces.

Laptop Safety!
1. Periodically check the Battery Recall Listing for your laptops and handheld devices. A damaged or faulty battery has a high potential to start a fire.

2. Don't leave your computer plugged in, and sitting on a combustible surface, such as couch, bed, carpet, or paper cluttered on desk. It is suggested that you unplug your laptop when not in use and place it on a desk clear of free of combustible materials.

3. Make sure your power cord is not damaged; it can emit small electrical sparks that can start a fire. Unplug the power cord immediately and replace it as soon as possible!

4. Don't block the laptop’s fan and air vents when using it. This can happen when a laptop is used on a bed or pillow suffocating the laptop’s fans and air vents. Try using chill pads/coolers specifically designed for laptops.

5. Periodically spray compressed air through the laptop air vents in the reverse direction to loosen the lint and dust sucked up through the fan. The dust and lent contributes to the laptop overheating. Avoid placing the laptop on surfaces where dirt, dust or lint is present.

6. One suggestion is to run your laptop on AC with the battery removed. Only use the battery when you’re on the go.

7. In case of a battery or electrical fire: DON'T USE WATER! Use either a Class ABC Multipurpose (dry chemical) extinguisher or a Class BC Carbon Dioxide extinguisher. Learn where the closest Class ABC extinguishers are located in your area.

8. ONLY USE UL approved surge protectors with computer equipment, and

9. NEVER PIGGYBACK POWER CORDS!