

Home offices: separate living-work areas

Continued from Page 4

Home. "They're engineered for endurance. Test drive one thoroughly before you buy; it should fit your body like a glove."

A swivel chair on wheels adjusted to proper height is a must. You need to be able to turn and move from one desk or work space to another smoothly and efficiently. Protect your carpet with a sheet of plastic or Plexiglass, available at office supply stores.

Use a conventional office chair for

desk work and a wing chair or chaise for reading reports. Moving from chair to chair can keep fatigue from setting in while you're sitting down.

Minimize back and eye strain by making sure your computer keyboard and screen are properly positioned. You should be looking slightly down when you look at the screen — gazing up for hours can cause neck pain.

Spare your shoulders and back by positioning the keyboard at elbow-height — slightly lower — when you're seated.

Glare is often a problem for computer users, too. Window shades or draperies that block out light may be your best bet. Or buy a "glare screen" to

put over the surface of the computer's monitor. The screens costs less than \$25 and are available from computer dealers and accessory suppliers.

Credits

This special Home and Garden section appearing today in all 12 Observer & Eccentric Newspapers was coordinated by Marie McGee, special sections editor. Advertising coordinators were Stacie Milton

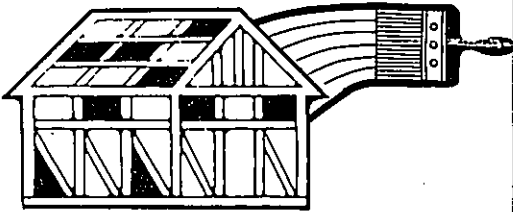
and Rex Hatt. Cover design was by Glennie Merrilatt, creative services director.

Questions in connection with the section should be directed to McGee at 591-2300, Ext. 313.

HOME & SERVICE INDEX

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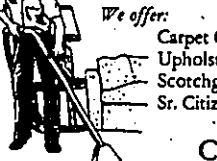
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