

DSE Workstation Setup Guide

Based on UK Display Screen Equipment (DSE) guidance.

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Simple tips to improve comfort when working with display screen equipment.



Why workstation setup matters

Poor workstation setup can contribute to back pain, neck strain and fatigue.

A few simple adjustments can make a significant difference to comfort and productivity when working with computers.



1

Monitor Position

Position the screen directly in front of you. The top of the screen should be roughly at eye level, with the screen at a comfortable viewing distance.

2

Chair Setup

Sit fully back in the chair with your lower back supported. Adjust the chair so your forearms are roughly horizontal and your feet are flat on the floor or supported by a footrest.

3

Keyboard & Mouse

Keep the keyboard and mouse close together and within easy reach. Keep your wrists straight and your shoulders relaxed while working.

4

Desk Layout

Keep frequently used items within easy reach and allow enough room to work comfortably.

5

Take Regular Breaks

Take short breaks or changes of activity throughout the day. Changing posture regularly helps reduce fatigue and muscle strain.

Additional setup considerations

- Check for glare or reflections on the screen and make sure lighting is comfortable.
- This guide provides general workstation setup tips and does not replace an individual DSE assessment.

Need help with workstation setup?

All About The Office provides DSE workstation assessments to help businesses improve employee comfort and workstation ergonomics.

Need a DSE workstation assessment?

Visit: www.allabouttheoffice.co.uk/dse-workstation-assessments