



General tips for sitting properly



GENERICON

HOW TO SIT RIGHT

Whether at work, in the car or in front of the television: We sit a lot and for a long time. Sitting incorrectly and the resulting complaints are often a logical consequence of our lifestyle.

Especially over a long period of time an incorrect sitting position can cause serious consequences. Regional muscle weakening in the back, abdominal and shoulder girdle area or even herniated discs - these are possible risks caused by a wrong sitting posture. Especially back problems, caused by wrong posture, can be avoided by sitting properly and consciously. Muscular balancing and strengthening exercises are the major key to prevent these serious issues concerning our daily well-being.

This guide provides you with valuable tips for a right sitting position at home, at work or even while driving your car. Simple exercises round off the program and should encourage participation and trying things out.

Your spine deserves to be fine!

Exercises

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Frequency

| | | |
|-----------|-----------|-----------|
| 1 x daily | 2 x daily | 3 x daily |
|-----------|-----------|-----------|

Indications

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| Doctor/Stamp |
|--------------|

Sitting in the office



HEIGHT OF THE WORKING TABLE

- With an erect spine, loose shoulders and angled arms the table height should be barely below the horizontal forearm line or lie on the table.
- This allows breathing over the rib cage and the active stomach (light tension necessary) also breathing be used consciously and deeply.
- The most important work items (PC mouse, telephone, writing pads) should be placed easily accessible.



HEIGHT OF THE OFFICE CHAIR

- Thighs should be horizontal or slightly sloping. Ensure not to put pressure above the back of the knee region.
- Make sure there is sufficient legroom.
- If the legs are too short, use additional work tools, such as leg support.
- Carry out active „venous pumps“ several times a day. Therefore perform powerful rising and lowering of your ankles.



SCREEN WORK AND SITTING POSITION

- In the standard working position, the upper edge of the monitor should lie just below eye level. The monitor surface should be aligned on the head, not on your torso!
- The optimal distance between your eyes and the monitor lies between 45 and 60cm.

Sitting in different positions, for example in the typical Formula One seat, as well as leaning to the right- these are well known sitting postures. Using these positions is medically sensible, but switching position at least every 30 minutes is crucial. Even leaning on an ergonomic chair with occasional pushing your lower spine or your scapula area backwards result in a supportive method of protecting your back during long periods of sitting.

TIPS

Stay hydrated - mind drinking still or tap water!

Keep moving - Change your positions frequently. Sitting, standing or walking mixed properly will keep mind and body well.

Stay active - change your sitting position frequently. Changing minor details of your sitting position will as well benefit to a healthy way of working.

Take a break - but stay active. Use your spare time and perform our short and effective exercises.

Take a deep breath - ensure to provide correct ventilation for your working place. Conscious breathing of fresh air will keep your mind sharp and your body active.

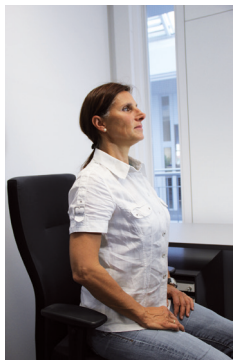
Seize your time off - exercise and strengthen your body!

Exercises



STRENGTHENING AND MOBILIZATION BACK AND SHOULDER BELT:

1. Let your upper body and arms loose and let them sink forward.
2. Then tense your back and slowly raise up. Hold this position for approximately 20 seconds.
3. Then press your fists against each other outwards with your thumbs.
4. Then put them backwards over the head into your neck.
5. Hold the tension in your scapula for 15 seconds.



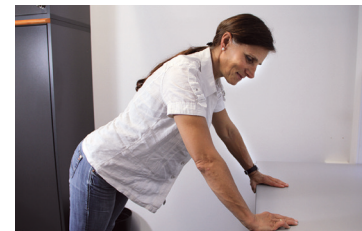
STRETCHING THE LATERAL SHOULDER AND NECK REGION

1. Bend your head aside. You can support this action slightly with your hand.
2. The other hand should be stretched and actively pushed downwards.
3. Take 3 to 5 deep breaths and feel the stretch.
4. Switch sides.



TABLE PUSH-UPS:

1. Stand with enough distance to a table or a dresser.
2. Grasp the edge of the table with stretched arms. Your shoulders should be positioned over the edge of the table.
3. Stretch and tense your body.
4. As with push-ups, bend and straighten your arms. Mind your body tension!
5. 3 to 10 repetitions.



FINGER GAMES AND VENOUS PUMP

1. Stretch your arms in front of your chest. Spread your fingers and then move your arms to the side. Make sure to use the 180° radius.
2. Fingers and hands make rapid rotating movements alongside the axis of your arms.
3. While sitting, lift heels and toes alternately.
4. If possible, bend and straighten the leg at the knee (hold for 15 seconds each).
5. Switch sides.



Sitting position while driving

Position of the backrest upright with contact to shoulders and back, arms bent and loose.



Headrest should support the head in the middle back of the head, with a distance of about 2 to 4 cm from the basic posture.

Thighs are loose. Front edge of the seat should not create a feeling of pressure in the hollow of the knee.



If possible, adjust the lumbar support via the car seat. Alternatively, use a flat pillow to support the lumbar spine.

Set the seat height rather high in order to provide a good and free field of view. For people with a body height below authorities require a seat pad.



In most cases you can adjust the steering wheel individually. Ensure to grab the wheel with both hands. Put your hands at the 10 and 3 position.

All rearview mirrors must be adjusted to the driver.

Ensure to wear suitable footwear. Be careful with mules, Flip flops, clogs High heels etc.



TIPS

Take a break!

Stay hydrated!

Fasten your seatbelt!
(remind your passengers too)

Use hands-free system for calls!
(bluetooth or via radio)

Exercises

WITH STOPPED ENGINE



EXERCISE 1

Try to squeeze the steering wheel with both arms and then pull apart. Ensure to flex the muscles of your torso.



EXERCISE 2

Move your buttocks down and in front. Your lower spine gets activated and is pushed back into the backrest. Maintain tension for 15 seconds, then release. 5 to 10 repetitions.



EXERCISE 3

Rock your buttocks on the seat, possibly supported with a seat cushion, like in a water bed. Ensure to keep your body in an upright position.

BESIDE THE CAR



EXERCISE 4

Lunge beside the car. Stretch your calf muscles through leaning your entire body forward. Hold this position for 20 seconds. Switch sides.



EXERCISE 5

Put your left heel on the edge of your cockpit (car door open). Your right hand is placed on your knee the left hand stretches forward to your ankle or the tip of your shoe of the same foot. Switch sides.



EXERCISE 6

Push up on the bonnet of your car. Hands slightly turned to the center of the bonnet. Eyes focussed on the bonnet not straight forward. 7 to 10 repetitions.



EXERCISE 7

Stand on one leg, arms stretched forward and eyes closed. Hold your position 10 to 20 seconds. Switch sides.



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