

# A guide to adjusting your Gregory chair

Your chair is one of the most important tools you will use at work. It is important that the chair fits and supports your body. The following steps are designed to assist you in maintaining a maximum level of support whilst sitting.







## Good posture

An example of good posture while seated at a desk, note the spine is maintained in the healthy, upright 'S' curve of good posture.





#### **Seating Position**

To enjoy the ergonomic benefits of the Gregory deluxe seat technology, ensure you are seated with your pelvis as far back as possible on the rear section of the seat, with your back supported by the backrest. Failure to sit on the rear portion of the seat will reduce the ergonomic benefits of the chair.



### **Back Height**

Adjust the height of the back of the chair so that it provides support to your lower back. Position two hands on either side of the backrest and lift it up, it will automatically stop at each of the levels. Stop when you reach the correct position which is where the curve is located in your lower back for ideal lumbar support.



#### Seat Height (front right lever)

Using the seat height lever control lever, adjust the height of your chair so that your hips are slightly above your knees when your feet are flat on the floor or footrest.



## Seat Depth (front left lever) - if fitted

Adjust seat slider so the thighs are well supported and you can sit right back in the chair whilst maintaining a 1-3 finger clearance between the front edge of the seat and the back of the knee.



## Seat Tilt (back right lever)

Occasionally tilt the seat forwards or backwards to relieve pressure on the underside of your thighs. This is done by lifting the control lever and moving forwards or backwards till you find a comfortable position.

\*Prior to sitting, ensure the seat tilt is in a neutral position not tilting forward.



## Arm rests (if fitted)

Arm rests should be set to a level where it is possible to rest both forearms approximately horizontally on the rests without straining your shoulders downward or upwards. Adjust these by lifting the small lever on the side of the arm. Remember to lift your arms off the rest (or drop it down) when typing.



# Back Angle (back left lever)

Using the back angle lever, adjust the angle of the back so that it gives you comfortable support. For keyboard activities, the backrest should be in a relatively upright position.



## For video demonstrations

please scan the QR code >>>

These videos will show you how to correctly sit on and adjust your gregory chair.



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