# Dual Monitors

General Guidelines

- Position your monitors immediately next to each other so that you can use eye movements to view the screens, in place of head and neck movements.
- Position your monitor height so that the top is at or slightly below eye level. If your monitors are 30" or larger, your eye level should be in the upper 1/3 of the screen. If you wear glasses with multi-focal lenses, lower your monitor until you no longer tilt your head back to clearly view the screen.
- Place the monitors at the same height. This can be a challenge if the monitors are different sizes or have different frames. In this case, align the tops of the monitors.
- Where possible, use flat panel monitors with small frames; this keeps the screens closer together and minimizes neck rotation. Use monitors of the same size with the same resolution to minimize eyestrain.
- Adjust lighting to minimize direct glare on the monitor screen or direct light in your sight.
- Consider that the space taken up by two monitors is wider than one and move other desktop items accordingly.
- If your work surface is not deep enough to set your monitors up at the proper distance, consider using a keyboard tray which positions you further away.

One Monitor is Used the Majority of the Time

If the monitors are not used equally (i.e., one monitor used for one viewing and the other used for data input), the primary monitor and the keyboard should be placed directly in front of the user and the secondary monitor immediately to the side (see image to the right). In general, the secondary monitor should be at about a 30 degree angle to the primary monitor, and center line of the keyboard should be no more than 12 inches from center line of the primary monitor.

If documents are regularly used to input data, they should be placed in a document holder and positioned in line with the primary monitor and directly in front of the keyboard (see image to the right).
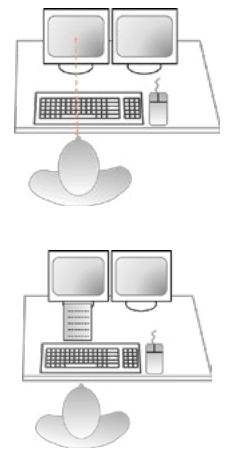
Both Monitors are Used Equally

If both monitors are used equally, position monitors next to each other and align with the keyboard. Center the keyboard in front of the user.

If documents are regularly used to input data, they should be placed in a document holder and positioned aligned with the center line of the dual monitors, and directly in front of the keyboard.