**Exercise 4**

1. Ergonomics - designing jobs to fit people instead of making people fit the job.
2. Repetitive Strain Injury or RSI.
3. Eyestrain and irritation.
4. Recycle and dispose of electronic waste.
5. mobile phones while driving.
6. Internet addiction.

**Exercise 5:**

1. There should be clearance under the work surface. (d)
2. You should have your feet flat on the floor. (e)
3. Make sure your forearms and hands are in a straight line. (h)
4. Your lower back should be supported. (f)
5. Your screen should be positioned to avoid reflected glare. (b)
6. Keep your shoulders relaxed. (g)
7. You should have your thighs tilted slightly. (c)
8. Make sure the top of the screen is at or slightly below eye level (a)