

Best Practices

for using Active Workstations

Get the most out of your LifeSpan treadmill desk, standing desks, and standing accessories.



Measurable Success

Have you considered what you want to accomplish through adding stay-active equipment to the workplace?

Perhaps you are seeking:

- More active employees
- [WELL Certification](#)
- Reduced healthcare costs
- Improved employee retention
- To become a destination workplace

If you are looking to achieve any of the above and more, partnering with LifeSpan and our products starts with having a clear and defined goal. Once you have your goal, you can periodically evaluate and modify for the best results.





Placement

Flexible options to walk, stand or pedal at work



WALK



STAND



PEDAL



OPEN AREAS

Allows everyday activities to become engaged, productive experiences. Grouped standing or treadmill desks allow employees an alternative to sitting.

PRIVACY PODS

Provides an opportunity for personal or work-related privacy. Depending on the pod size, a standing desk, treadmill desk, or bike table could work well in this setting.

INDIVIDUAL OFFICE

Gives workspaces a modern makeover that keeps employees moving. A standing desk offers flexibility to sit or stand and an under desk bike can replace an office chair.

MEETING ROOMS

Creates a stimulating environment to discover new solutions. A quad of treadmill desks with two side by side facing two across is great for kicking off discussions.



Expert Tips

Things you might want to consider.



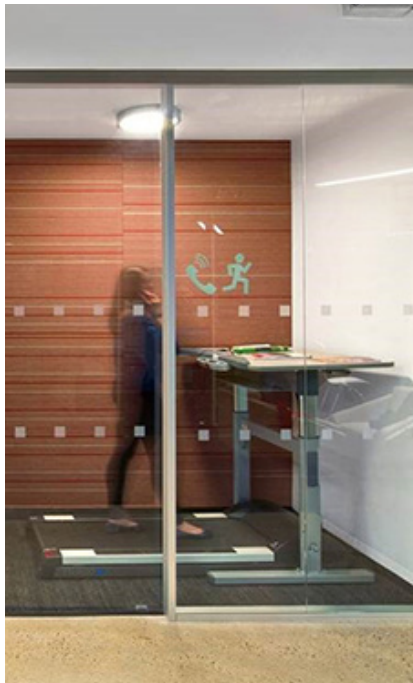
ENGAGING PLACEMENT

Have the units face toward the space instead of away and make sure to allow for ample room to step on and off the treadmill. Employees can feel self-conscious if they feel like they are being stared at from behind.



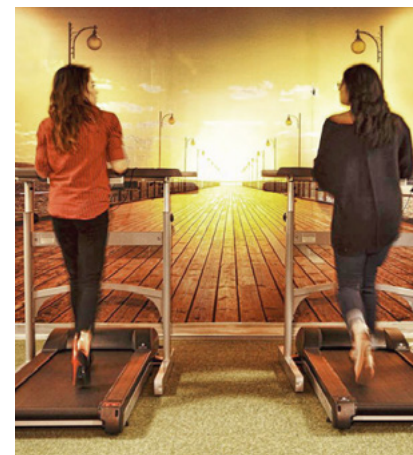
EASY COLLABORATION

Don't put equipment in a room with four walls where visibility is entirely blocked. Treadmill desks and bike desks are used less frequently when employees can't regularly see them.



A PLACE TO THINK

Even though our treadmill desks are quiet when used at a reasonable speed, some employees can feel intimidated to use a treadmill desk if they think using it will disrupt nearby co-workers. Placing a treadmill desk in a privacy pod with a glass wall or an open area ensures they can walk when they need to switch things up without worrying about distracting those around them.



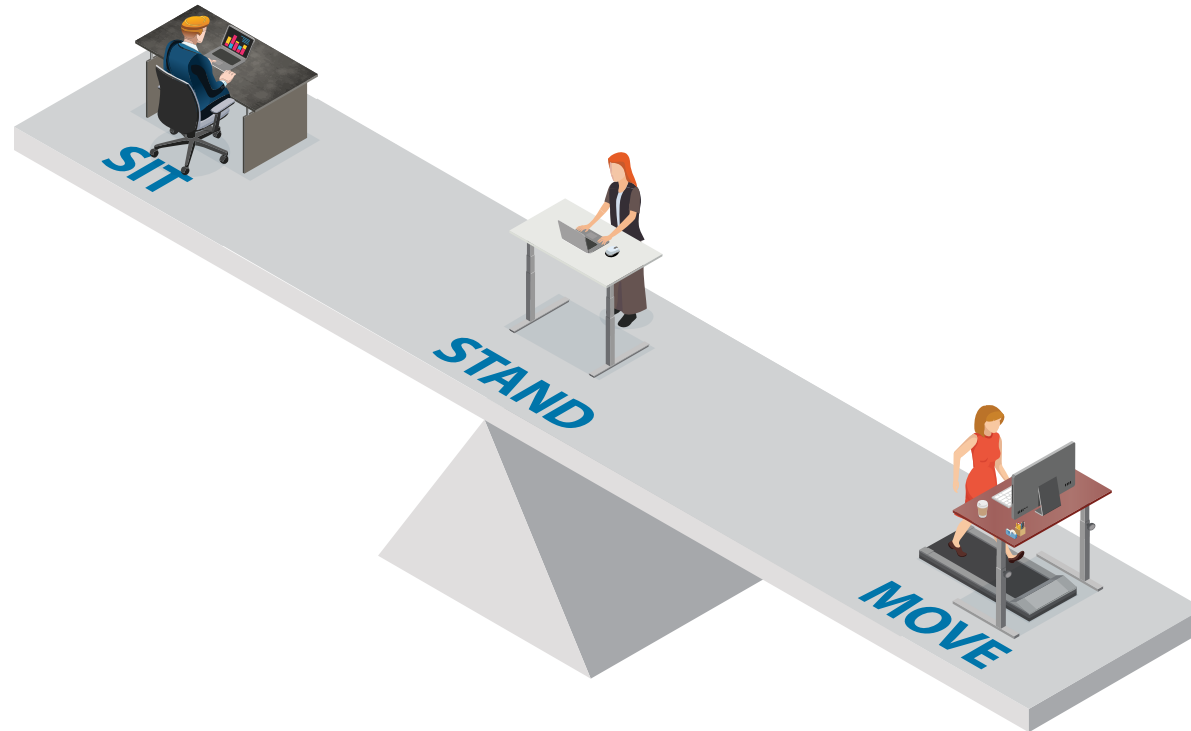
WORKING TOGETHER

While Privacy Pods are always great for individual concentration, zoom meetings, or a place to think, it is best to place treadmill desks next to each other in an open space for better work collaboration and encourage employees to use them together.



The Right Balance

How much should you sit, stand or move?



A good starting point is to have 25-50% of the work day include varied movement.
Give yourself time to adjust.



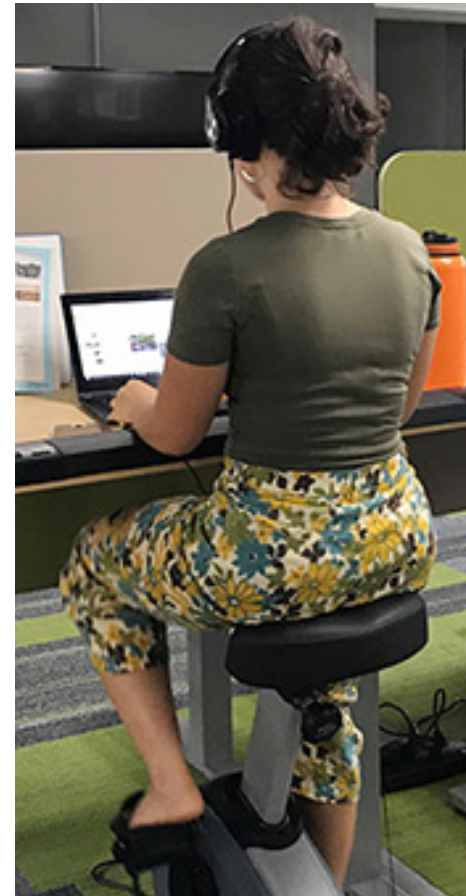
Workday Activities

Alternative choices for movement while working.



FOCUS & PROBLEM SOLVING

Deep concentration activities such as writing a proposal or reporting might best be done best while standing on a balance board or sitting on a yoga ball office chair. This gives your employee the option to add movement into their day.



LIGHT & MEDIUM ACTIVITY

Light to medium intensity activities such as participating on a conference call, reading and answering email, or making minor adjustments to spreadsheets and word-processing documents can be performed with ease while simultaneously walking or pedaling.



It's important to allow employees to explore adding movement to their workday in the way that is best for each individual, but for someone who has never used a standing desk or a bike or treadmill desk, there are some ways to use the equipment that are natural fits with specific workday activities, such as walking on a treadmill desk while listening in during a conference call, or pedaling while responding to an email.



Motivation

Create a work culture that embraces wellness.



PRODUCT ORIENTATION

Set up a special training to teach employees how to get the most out of the new treadmill and bike desks around the office.

Some things you might want to go over are:

- Appropriate footwear and apparel
- Recommended room temperature
- How to safely increase usage of equipment to avoid muscle strain or fatigue
- Appropriate walk speed settings
- Which equipment to use during specific workday activities



HOLD A COMPETITION

Employees are more likely to increase their activity in the workplace when they can engage with other employees and achieve benchmarks for success.



COMMUNICATION

Let employees know about the equipment and that it's okay to use. Send an email or put up a poster in the break room or near the equipment — just make sure employees know it's there for them.



EXECUTIVE SPONSORSHIP & LEADERSHIP INVOLVEMENT

It's no secret that any successful business starts at the top. Encourage company leadership to set the example for their departments and teams. Employees who see their CEO, boss or team leader using a treadmill desk or bike desk will understand that it's okay for them to use it too.

A healthy work culture can be contagious, so let it catch on!



Communication

Getting the word out!



POSTERS

Place a poster in a break room or high traffic area to motivate employees.



E-NEWSLETTER

Let employees know about the equipment, where it's located, tips for using it and more.



TABLE TENTS

This is a great way to let employees know any rules for using the equipment, or simply that it's okay for them to use it in the first place.



Questions

We would love to help!

If you need help getting started with LifeSpan's Active Workstation, please reach out to us and we'll help you customize a plan that is right for you and your organization's needs.

Business Support

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