



Office & Task Chair Buying Guide



The right chair can make a big difference in productivity and posture. While used interchangeably, office and task chairs are not the same. A task chair is a modified office chair that promotes good posture, is highly functional with simple designs and accommodates various body types and spaces. They are intended for shorter intervals of use, whereas an office chair provides more than eight hours of comfort. Office chairs are commonly referred to as computer or desk chairs. They are typically padded with seats that swivel and tilt. Other features include lumbar support, wheels and height-adjustable controls.

Task Chairs vs. Office Chairs

Ideal for
shared work
environments

Seat easily
slides under
desk

Height-
adjustable



Simple
design
patterns

Low to
mid-back

Rolls and
swivels

Designed
for long
periods
of use

Lumbar
support

Tilt & lock
mechanism



High back

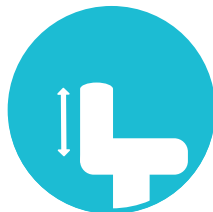
Adjustable
height &
arms

Rolls and
swivels

School Outfitters Tips



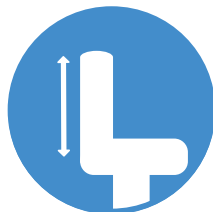
Ideal seat height is when the highest point of the seat is just below your kneecap. When seated, your feet should be flat on the floor and your knees at a 90-degree angle.



Chairs with short backs provide lower and mid-back support, plus greater flexibility to lean forward, stand up and move.



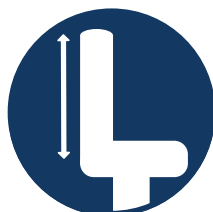
Seating duration will help determine the ideal chair type.



Mid-back styles fit the spine's natural curve and promote better posture.



Fully adjustable arm rests deliver ergonomic benefits with a customized fit.



High-back styles support the upper body and provide all day comfort.

Office and Task Chair Types



Plastic Office and Task Chair

Polypropylene is a popular material for plastic office and task chairs due to its unique characteristics. It is lightweight and flexible, making it easy to move and virtually indestructible. This type of chair has a seat and back made of plastic but is supported by a heavy-gauge steel frame and legs. Plastic is easy to clean and sanitize, plus requires very little maintenance.

[Shop Plastic Office & Task Chairs](#)



Fabric Upholstered Office and Task Chair

Office and task chairs upholstered in fabric are a comfortable and attractive option. There are typically a variety of color and pattern choices to complement any décor.

[Shop Fabric Upholstered Office & Task Chairs](#)



Mesh Office and Task Chair

Mesh fabric is a strong yet highly flexible material. Office chairs with mesh have it on the chair back and seat, unless it is upholstered. Mesh promotes air circulation while seated to help prevent discomfort that can occur from heat and sweat. Typical mesh office chairs have a slim design compared to traditional upholstered office chairs.

[Shop Mesh Office & Task Chairs](#)



Vinyl Office and Task Chair

Office and task chairs made of vinyl are durable and easy to clean when spills occur. Vinyl is available in a variety of softness levels and color choices. Due to its construction, it lacks the breathability of other options.

[**Shop Vinyl Office & Task Chairs**](#)



Leather Office and Task Chair

Leather office chairs have comfortable padding throughout the seat and back. Leather is an exceptionally durable material that can look like new for years, especially with periodic oil treatment. Plus, it's stain-resistant and often lasts three times longer than other fabrics.

[**Shop Leather Office & Task Chairs**](#)



Ergonomic Office and Task Chair

Ergonomic chairs adapt to the user for optimal comfort. Common features of ergonomic chairs include adjustable seat height and seat depth, lumbar support, arm height and tilt tension. They also boast easy swiveling, a padded seat and back, plus nylon casters. Another popular ergonomic seat choice is the kneeling chair, which features a comfortable padded seat and padded knee pads to help alleviate back pressure.

[**Shop Ergonomic Office & Task Chairs**](#)



Kneeling Chair

A kneeling chair is designed with a forward angled seat. By shifting the body forward and using shin rests the spine is more properly aligned and back pressure is alleviated. Many times, kneeling chairs are used in conjunction with a traditional office or task chair.

[**Shop Kneeling Chairs**](#)



Big and Tall Chair

Minimum weight and height specifications will designate an office or task chair as "Big and Tall". Typical minimums begin at 250 pounds or heights over 6' 4". Other features of big and tall chairs include higher back rests, wider seats and taller adjustable height ranges to improve comfort.

[**Shop Big and Tall Chairs**](#)



Executive Chair

The term “executive chair” refers to a higher end style that has a tall back, premium upholstery and additional adjustment options for a more comfortable fit. Other features that distinguish executive chairs from standard office chairs include thickly padded armrests, leather upholstery, cushioned seats and contoured backs.

[Shop Executive Chairs](#)



Teacher Chair

Chairs designed for teachers are adaptable to a variety of learning environments, with features like durable construction, heavy-duty casters for mobility, adjustable heights, lumbar support and more. Many are equipped without arms for easy movement in and out of the seat.

[Shop Teacher Chairs](#)

Greenguard & BIFMA Certifications



GREENGUARD Certified Office and Task Chairs

Products that are GREENGUARD Certified meet the stringent standards for low chemical emissions set by the Greenguard Environmental Institute (GEI), an industry independent organization that aims to improve indoor air quality. Products that are GREENGUARD Certified reduce people's exposure to chemicals and other pollutants, improving overall health. GREENGUARD Certification is GEI's first certification offering.



GREENGUARD Gold Certified Office and Task Chairs

GREENGUARD Gold Certification is GEI's second tier of certification. Products that are GREENGUARD Gold Certified meet an even lower level of chemical emissions plus health-based criteria for additional chemicals. GREENGUARD Gold products meet the indoor air quality needs of sensitive environments like schools, daycares and health care facilities.



BIFMA Certified Office and Task Chairs

The Business and Institutional Furniture Manufacturer's Association, or BIFMA, certification is a voluntary standard that a product has met stringent third-party sustainability requirements. This certification ensures the product is durable, has longevity and promotes a healthy work environment.