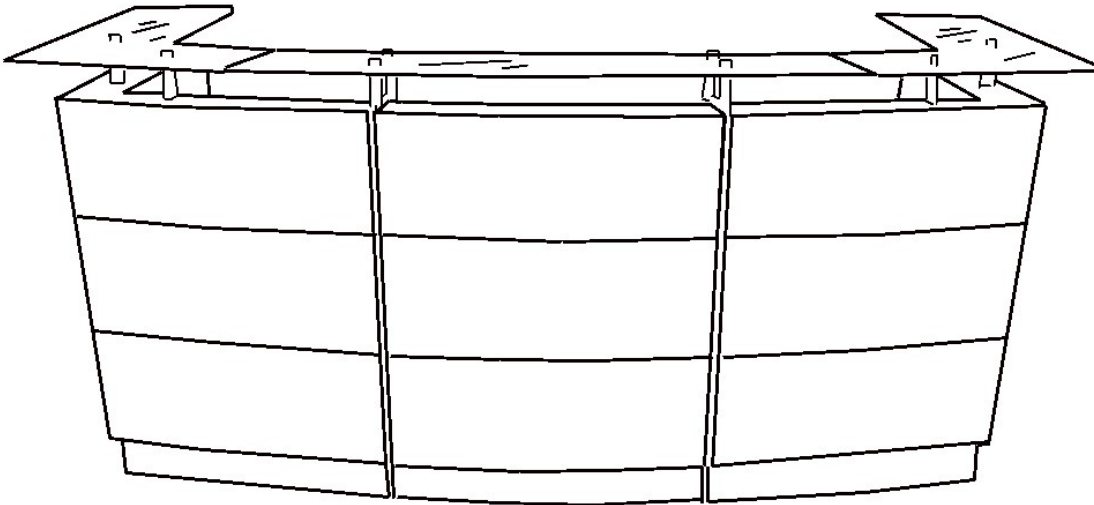


***Glasstop Reception Station  
Assembly Instructions***



**Y10750, Y10752 & Y10754**

**Thank you for your purchase!**

As you assemble your furniture, please take the time to follow the directions step by step. It is important that you follow these steps to save any possible frustration in the assembly process. We have underlined several key points that we feel will make the process much easier for you.

## **TIPS:**

- Please assemble on a clean, carpeted surface to prevent scratches to this real wood product. Begin by laying out all pieces on the floor to more easily identify each part.
- Please note that the hardware for this unit is the same package that is supplied to our larger desks. There will be extra cam/pin sets that will not be needed.

## **TOOLS NEEDED:**

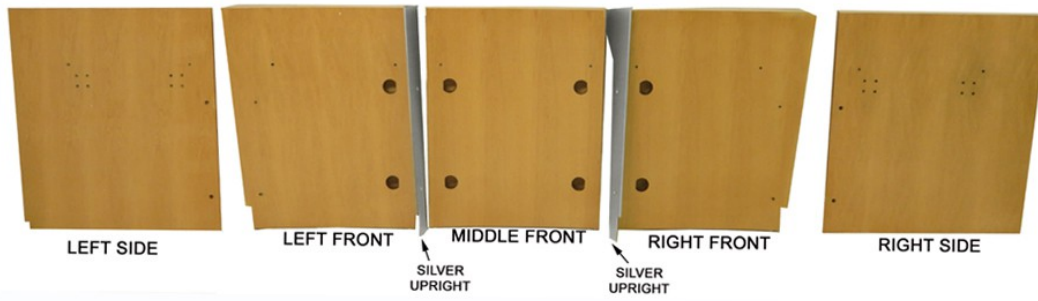
- Phillips and Straight Blade Screwdrivers
- Rubber Mallet
- Power Screwdriver helpful
- Socket Set or small Crescent Wrench

### **Fastening System**

Connections are made using a very common cam lock/cam pin assembly method. The cam pin is screwed into the plastic insert as far as the collar of the pin will allow. It is important to screw the pin in as far as possible so that the cam lock is able to grab the cam pin head and pull the pieces together tightly. When connecting two pieces, the cam pin head will go through the hole of the connecting piece. Then, put the round cam lock into position and tighten about 1/2 - 3/4 turn to lock together.

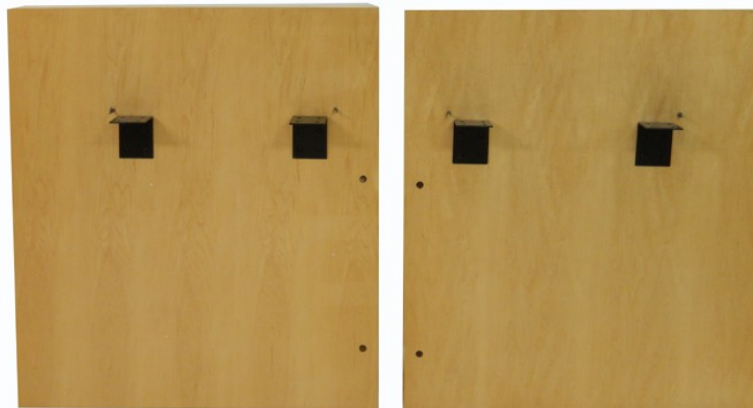
*Questions? Call 1-800-443-5117*

**Step 1:** Align panels along wall or on carpeted floor in the order they will be connected: LEFT SIDE, LEFT FRONT, MIDDLE FRONT, RIGHT FRONT, and RIGHT SIDE as shown in photo below:



**Step 2:** Attach two cam pins in each panel.

**Step 3:** Attach two large L-Shaped Brackets in each Side Panel with four 5/8" bronze flat head screws. Do not tighten screws yet.



**Step 4:** Place desktop on cartons or other support at approximate 29" height for ease of assembly. Attach RIGHT SIDE to desktop using 2 brackets and 2 cam locks. Once all screws on brackets are aligned, then tighten all.



**Step 5:** Attach RIGHT FRONT with 4 cam locks. It will be necessary to use a rubber mallet to knock into position and tighten each cam lock as you go.



**Step 6:** Insert two 7" threaded rods all of the way into the RIGHT FRONT panel.

**Step 7:** Connect MIDDLE FRONT panel with 2 cam locks. Cam locks are really only for positioning. The desk will gain its strength from the threaded rods in the next step.



**Step 8:** Slide the SILVER UPRIGHT between the RIGHT FRONT and MIDDLE FRONT and then slide the two 7" threaded rods back from the RIGHT FRONT and into the MIDDLE FRONT panel. Tighten each end with a washer and a nut.





**Step 9:** Connect LEFT SIDE panel with 2 cam locks and the two large L-shaped brackets. Once all screws are aligned in the L-bracket, tighten all screws.



**Step 10:** Slide two 7" threaded rods into the FRONT MIDDLE panel. Attach FRONT LEFT panel with 4 cam locks. Then, slide in the 2nd SILVER UPRIGHT panel and fasten the 7" threaded rods as previously explained in Step 8.



**Step 11:** Attach black plastic hardware covers by tapping in with rubber mallet.



## KEYBOARD ASSEMBLY

**Step 12:** Attach slides to each side of drawer with 3 wood screws.

**Step 13:** L-shaped brackets are connected to slides with one machine screw per bracket.



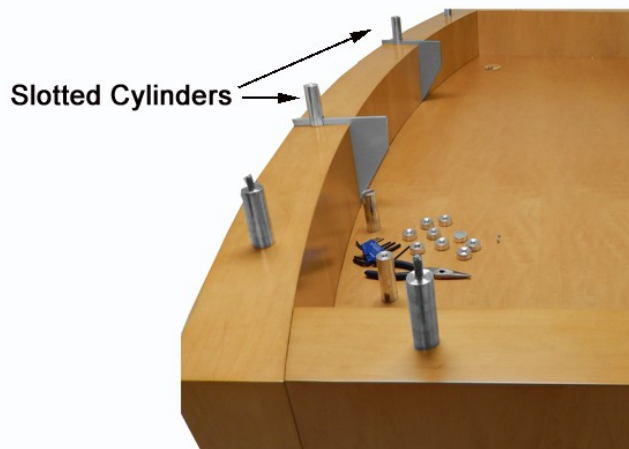
**Step 14:** Screw keyboard brackets to underside of desk wherever you desire with wood screws provided.



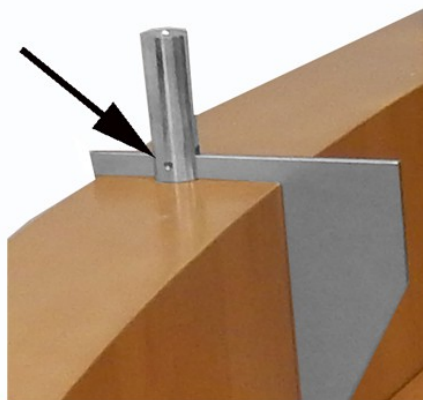
## GLASS COUNTERS

**Step 15:** Attach six 1" double threaded dowels into inserts in reception top.

**Step 16:** Attach six 3-1/2" chrome cylinders.



**Step 17:** Add 4 slotted cylinders over silver vertical posts and position at proper height with adjacent cylinders using set screws.



**Step 18:** Position glass countertops over threaded rods and screw on the chrome caps.

