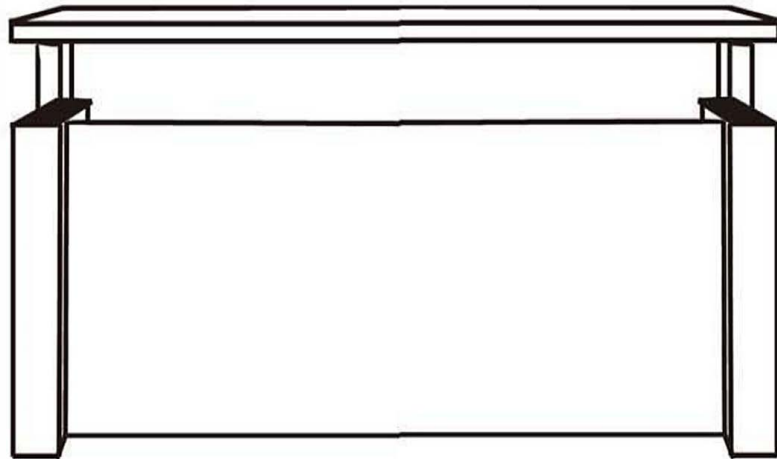








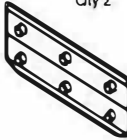



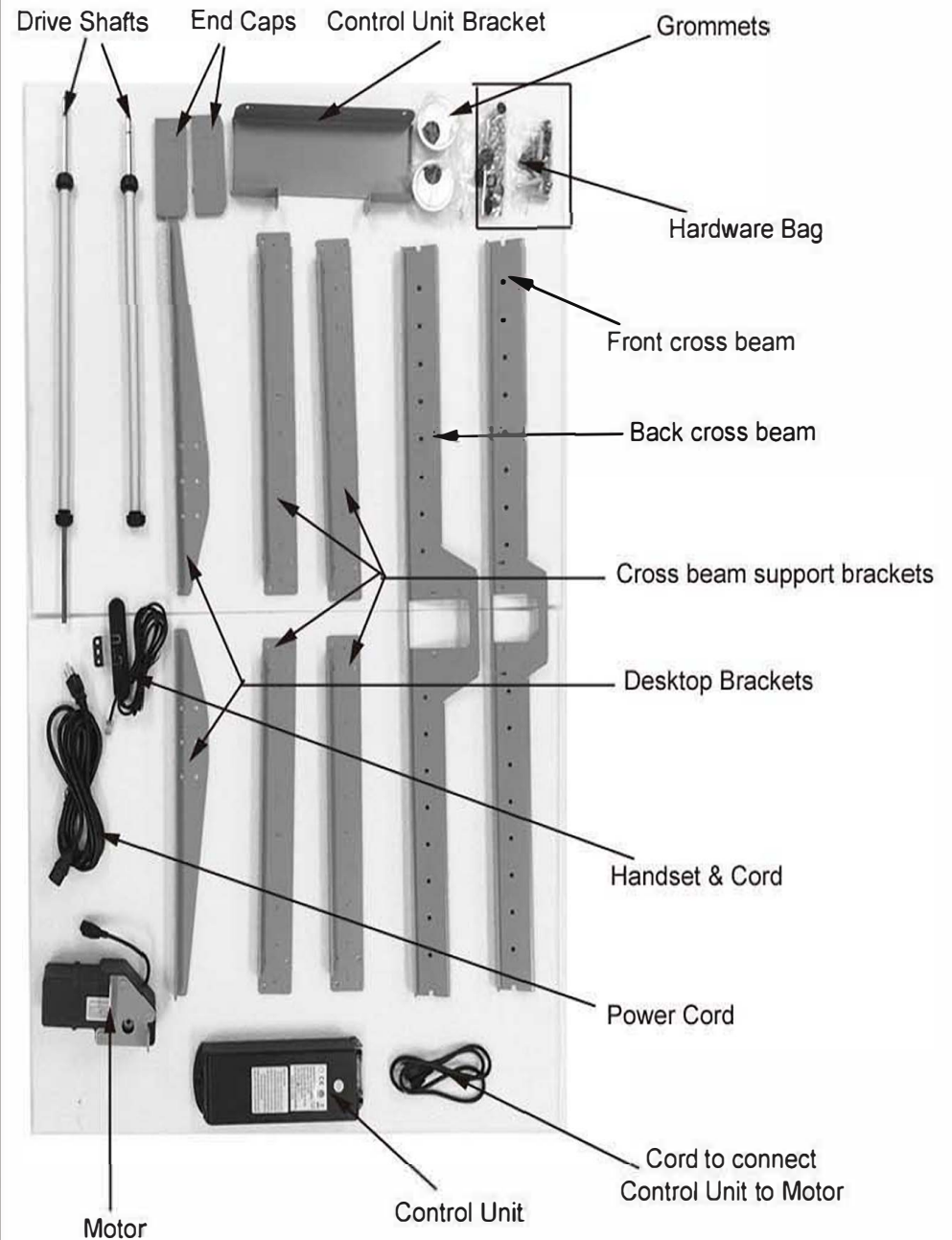
Assembly Instructions for Adjustable Height Executive Desks Y11741-Y11752



List of Hardware:

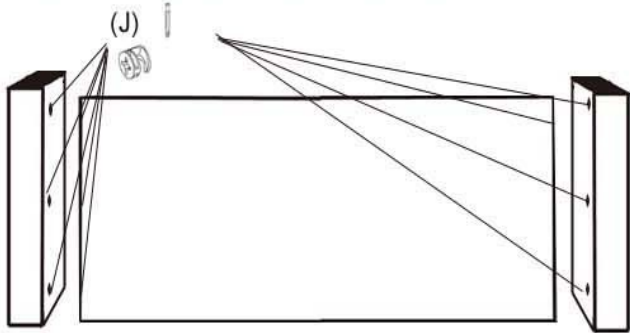
A	B	C	D Qty 19	E Qty 4
				
4MM Allen Wrench	5MM Allen Wrench	Wrench	M8x20 Machine Screw	M6x8 Machine Screw
F Qty 10	G Qty 4	H Qty 4	I Qty 2	J Qty 6
				
ST4 8x20 Wood Screw	Large Washer	Small Washer	End Cap	Cam Lock/Pin Set

List of Parts:

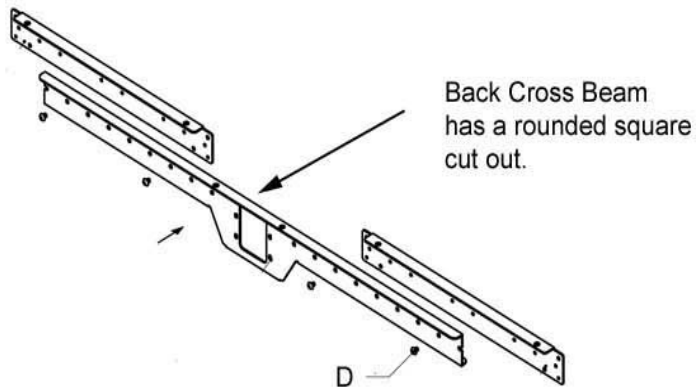


1.) Identify Left and Right Side Panels with assembled legs. Side Panels will be marked with L and R. Screw in Leveling Glides.

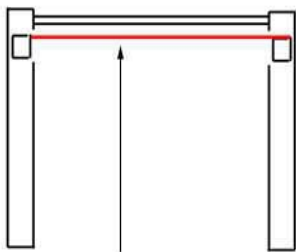
2.) Next, attach 3 cam pins to each left and right side panel. Stand up leg panels in position and attach front desk panel with (J) cam locks.



3.) Now, assemble the Back Cross Beam with two Cross Beam Supports, using the (D) M8x20 Machine Screws. Use two D screws to attach each Cross Beam support. Make sure length of entire cross beam matches the width of the desk.

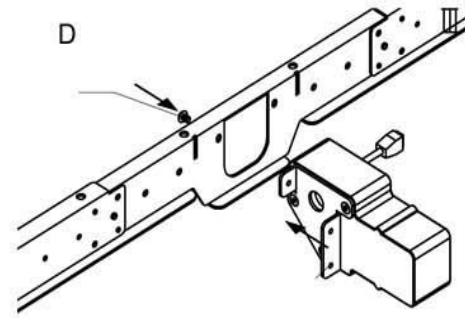


4.) Attach the back cross beam to the adjustable leg frame using two (D) screws per side.

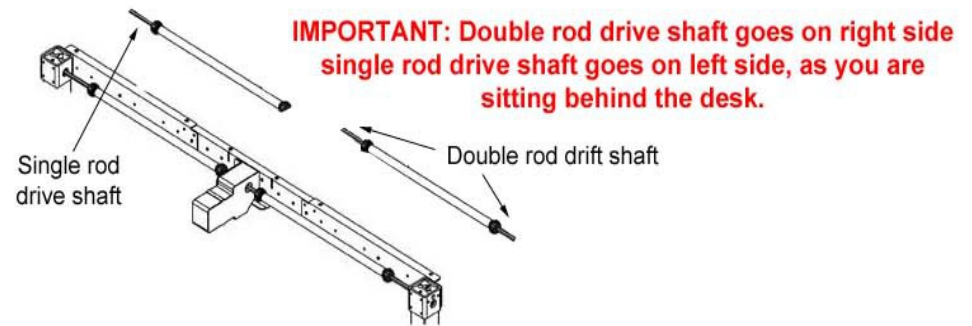


Attach Back Cross Beam to the side closest to the modesty panel

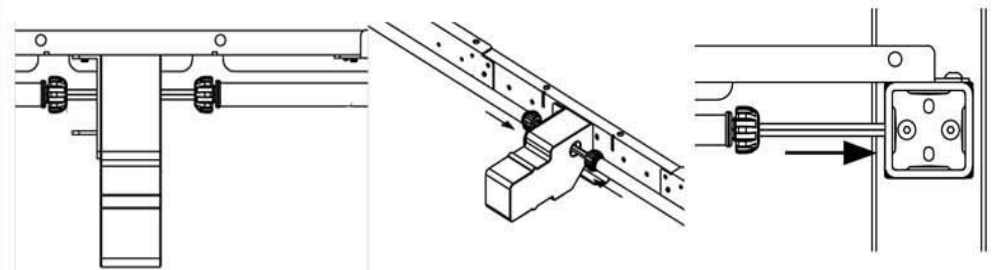
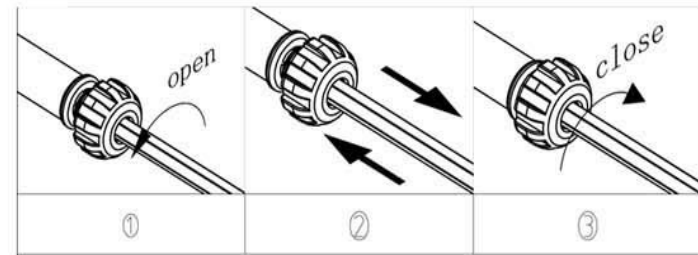
5.) Place the Motor inside the cutout. Use one (D) screw to attach bracket.



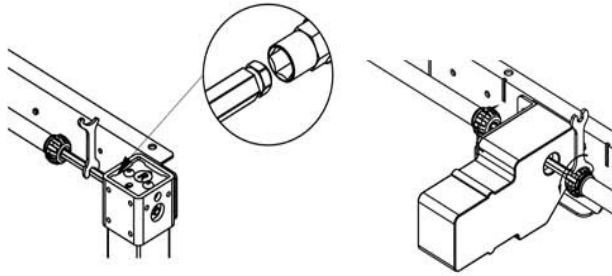
6.) The next step is to attach the Drive Shafts to the Motor.



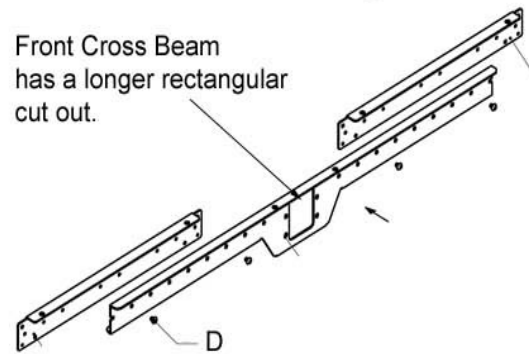
The Drive Shafts twist open and closed. Twist both open to allow you to slide the metal rod in and out of the shaft. Twist both shafts open and insert into motor and adjustable leg frames.



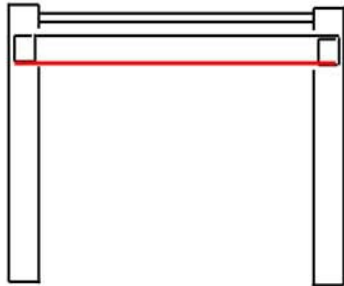
7.) Use (C) Wrench to tighten Drive Shafts.



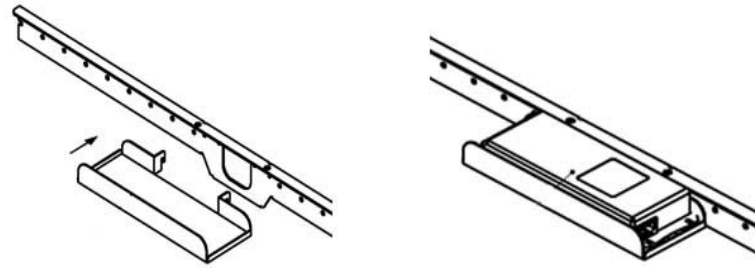
8.) Next, assemble Front Cross beam following same instructions as indicated in Step 3.



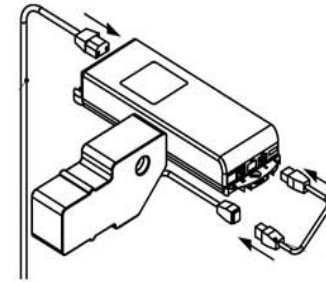
9.) Place Front Cross Beam so that the motor fits through the cutout. Attach motor with two (D) screws. Then, attach the front cross beam to the adjustable leg frame using two (D) screws per side, like shown in Step 4.



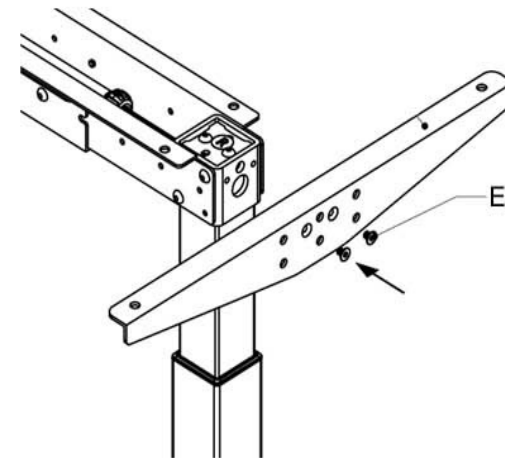
10.) Attach the Control Unit Bracket next. This fits into the slots on the Back Support Bracket. No screws needed to attach. Then, set control unit in bracket.



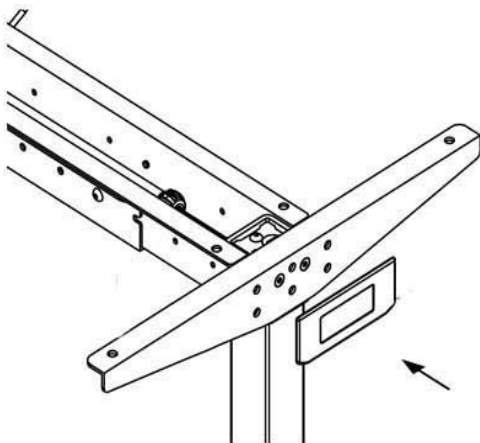
11.) Connect Control Unit to Motor as shown. Also connect power cord to motor and handset.



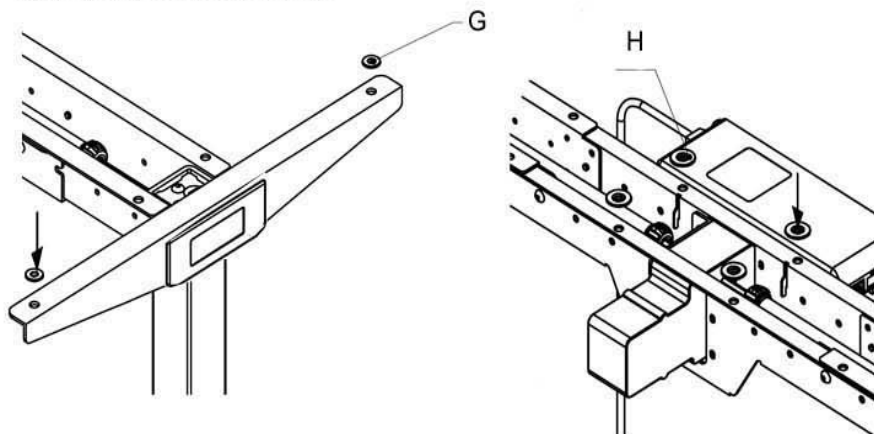
12.) Plug the power cord into a power outlet. Using the handset, raise the adjustable legs a few inches to make attaching the Desktop Brackets easier. Attach the Desktop Brackets with two (E) M6x8 Screws each.



13.) Next, snap on the Desktop Bracket End Caps.



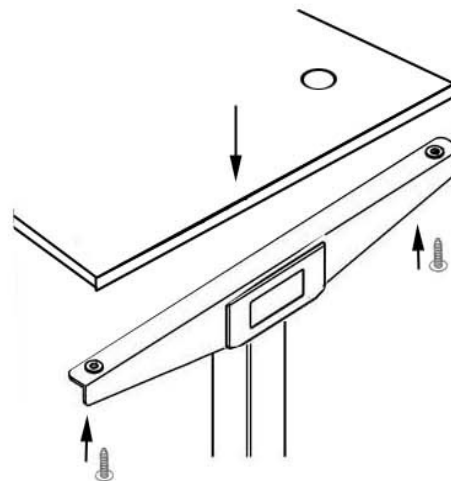
14.) Place (G) Washers on the Desktop Brackets as shown. Place (H) washers over Cross Beams as shown.



15.) It is time to mount the desktop. With a helper, lay the desktop on top of the assembled frame, making sure the front and back edges are flush with the desktop brackets and that there is 2" of desktop overhang on the side panels.

*****IMPORTANT***** It may be necessary to make use of the black washers included to level and adjust your desktop so that it is even with both side panels of the desk. After leveling, you will need to reinitialize the memory by pushing "M" and "Up" and then releasing. This will raise the desktop to the tallest height and then lower it to the desk height by stopping when it senses that is touching one of the side panels.

16.) Once the desktop placement is correct and the desk top is level, use a power screwdriver to drill the woodscrews into the desktop, through the frame to connect. Insert grommets once desktop is connected on all corners.



17.) Mount handset to underside of desktop with screws provided.

18.) Make sure all cords are connected to motor and plug your desk into a power outlet. Then see Initialization process on the follow page. **IMPORTANT: THE INITIALIZATION MUST BE COMPLETED IN ORDER TO ENSURE PROPER DESK FUNCTION.**



See next page

Questions? Please call 1-800-443-5117.
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday



HEIGHT ADJUSTABLE TABLES OPERATING INSTRUCTIONS

A. INITIALIZATION

1. Make sure the worksurface is securely affixed to the mechanism.
2. Press and hold **M** and ▲ at the same time for three seconds. The screen will show **SET** and starts the initialization process. Please be sure the area around the table is clear of any obstructions. The table will automatically go to the lowest position, then the highest position, then back down to the mid-way point.
3. The initialization process is now done and your table is ready for regular use.
 - I. On the occasion, the table requires user input to start the initialization process. Follow Step 2 as noted and the screen will show **SET**. If the table does not automatically begin moving, press the ▲ button once and it will trigger the process to begin.
4. You can re-initialize the table at any point. It is recommended to re-initialize the table if the worksurface is changed or reconfigured in any way.

B. OPERATION

1. Press and hold the ▲ or ▼ to set the table to your desired position. The table will reach a maximum height of 46" and minimum height of 27".

C. MEMORY SETTINGS

1. Once you have adjusted your desk to your desired height, you can set the particular height to a memory key on the handset.
2. Press and hold the **M** button on the handset for a few seconds until the screen shows **SET**. Then press the number on the handset where you want the position stored. You may store up to four positions using numbers **1** thru **4** on the handset.
3. Once you have set your memory position, simply press the number on the handset and the table will automatically adjust to the stored height. To stop the table during automatic adjustment, tap any button on the handset.

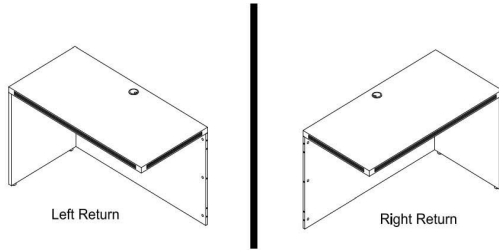
D. PINCH + COLLISION PROTECTION

1. Pinch + Collision Protection allows the table to "sense" when it encounters an obstruction while moving up or down. This feature will automatically stop the table and reverse it slightly to prevent any damage to the motor.
2. Press and hold **M**, ▼ and **3** the same time for three seconds to activate Pinch + Collision Detection. A small dot on the lower right of the handset LED screen will appear when the feature is activated.
3. To adjust the sensitivity setting of Pinch + Collision Detection, press and hold the **M**, ▲ and **1** button at the same time for three seconds. To adjust the settings, repeat this step. The LED will show the settings at 1, 2, or 3.
 - I. Setting 1 is anti-pinch with light resistance
 - II. Setting 2 is for anti-collision with medium resistance
 - III. Setting 3 is for anti-collision with heavy resistance
4. To turn off the feature, press and hold the **M**, ▼ and **3** button again for three seconds. The small dot on the lower right of the handset LED will disappear.

E. CALIBRATING THE HEIGHT












1. Calibrate the height of the unit to ensure the readout on the handset matches the measurement to the top of the worksurface.
2. Press and hold ▼ until the mechanism is at its lowest setting.
3. Measure the distance from the floor to the top of the worksurface using a tape measurer.
4. Press and hold **M**, **1** and ▼ for three seconds until the screen begins to flash.
5. Adjust the readout using the ▲ or ▼ to match the measurement you took in Step 3.
6. Press **M** to confirm your selection.

Reversible Desk Return Assembly Instructions



Applies to:
BK/CH/FL/MJ/ML/WH2045

List of Hardware:

Part	Part	Part
 Wood Dowel	 Shallow Cover	 Worksurface Bracket
 Cam Pin	 Deep Cover	 Side Panel Brackets (2)
 Cam Lock	 Grommet	 M6 Screw
 Wood Screw		 Leveling Glide

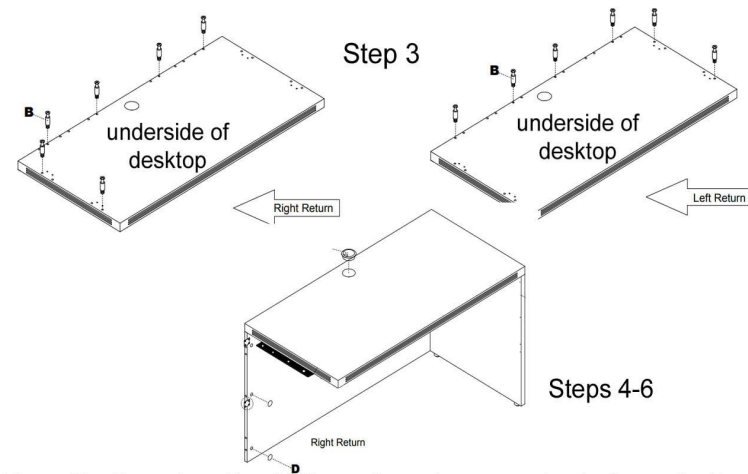
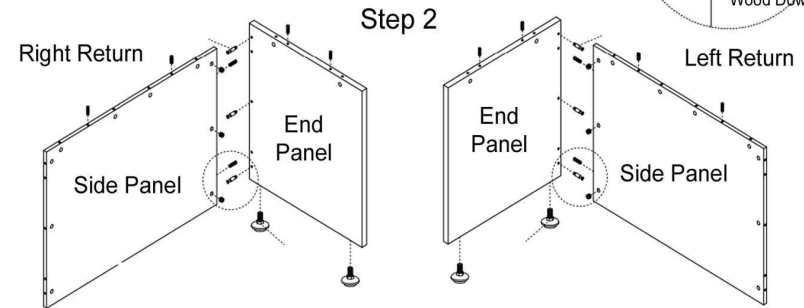
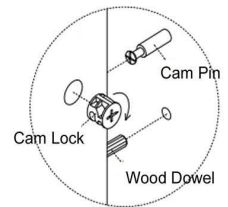
Tools Needed:

- Phillips Screwdriver
- Power Screwdriver
- A Helper

- 1.) Assemble on carpet or cardboard to protect parts during assembly. Assembly will require 2 people for safety.
- 2.) Determine if the return will be left or right handed (see diagram next page). Locate Side Panel & End Panel and arrange like shown in drawing. Insert leveling glides, then insert all cam pins, cam locks and wood dowels. Then connect the panels by inserting the dowels into the holes on opposite panel and inserting cam pins into cam locks (see diagram). Then, twist the cam locks with a Phillips Screwdriver to secure connection.
- 3.) Next, locate the Desktop and insert hardware. Then, set the desktop on the lower assembly and twist cams to securely connect.

Special Note:

Location & number of cam pin, cam lock and dowel holes may vary.



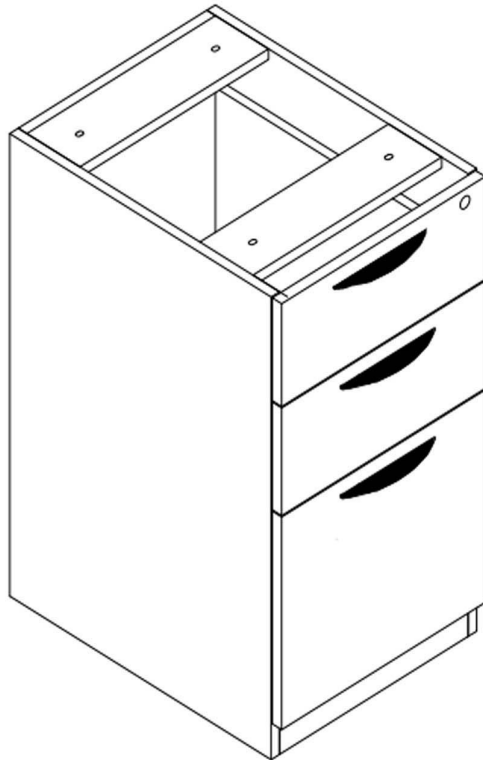
- 4.) Now it's time to attach the return to your desk. Locate the large flat bracket and M6 machine screws (it may be attached to the desktop already. If not, center the bracket over the edge and install 4 of the screws). With a helper, have one person hold the return desk stable while the other screws the machine screws into the desk.
- 5.) Once installed & leveled, use the wood screws to install the offset side panel brackets. This will further secure the side panel, but is an optional step. A power screwdriver is helpful.
- 6.) Lastly, insert the grommet into the desktop and use the caps provided to cover the cam locks.

Questions? Please call 1-800-443-5117.




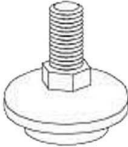
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday

Box/Box/File Desk Pedestal Assembly Instructions

Applies towards:
 BK/CH/FL/MJ/ML/WH2066



List of Hardware:

Part	Part
 4 Large Bolts	 3 Drawer Pulls with screws
 1 set of keys	 4 Leveling Glides

- 1.) Install 4 leveling glides.
- 2.) Use the screws to attach drawer pulls.
- 3.) To install under desk, remove the top box drawer (or top two box drawers) by locating the black tabs inside of the left & right drawer slides. Push down on one and push up on the other. This will release the drawer from the slides. Use 4 large bolts to connect to threaded holes on underside of desk. Once done, simply insert drawers back into the slides. They will snap in place.