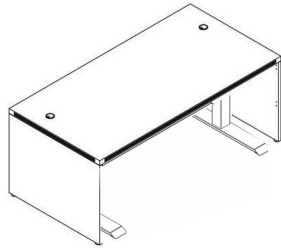


### Electric Lift Desk Shell Assembly Instructions



Applies to:

(BK/CH/MJ/ML/MWAL/WH) 2001/2002/2043/2089/3624/7124  
& ET-223 Electric Lift Base

#### List of Hardware:

Part	Part
 Wood Dowel	 Cap
 Cam Pin	 Leveling Glide
 Cam Lock	 Grommet

#### Tools Needed:

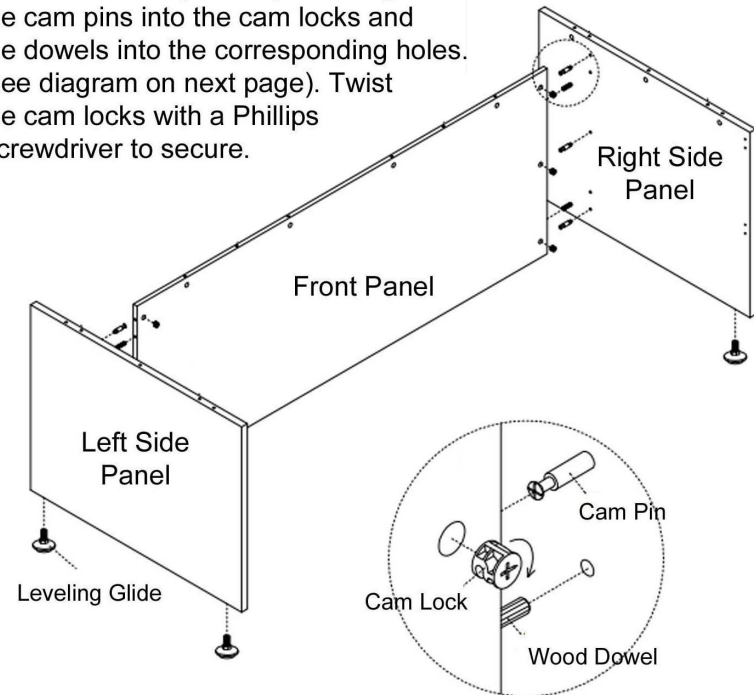
- Phillips Screwdriver
- A helper!

#### Part 1: Desk Shell Assembly

1.) Assemble on carpet or cardboard to protect parts during assembly. Assembly will require 2 people for safety.

2.) Locate left & right side panels. Screw in the leveling glides by hand. Then, insert wood dowels & cam pins. The wood dowels fit into the slightly larger holes, compared to the cam pin holes

3.) Locate front panel and insert all cam locks on the left & right sides. Then, align one of the side panels and connect the panel by inserting the cam pins into the cam locks and the dowels into the corresponding holes. (see diagram on next page). Twist the cam locks with a Phillips Screwdriver to secure.



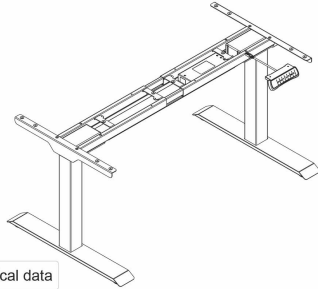
4.) Set the Desktop aside for final install once Electric Lift Frame has been assembled.

See next page for electric lift frame assembly.

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

**Item No.: ET223-BLACK**

Installation guide



Technical data

Column Stage	3
Max. Weight Capacity	125KG
Height Range	580-1230mm
Width Range	1100-1900mm

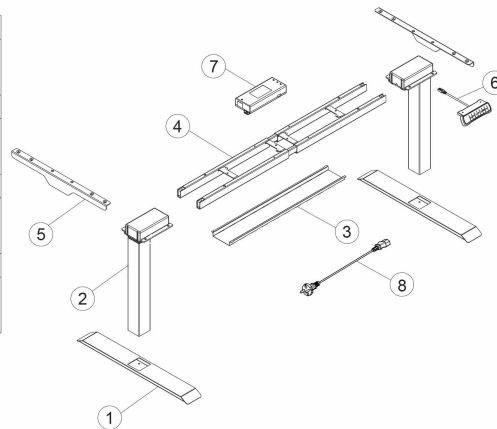
Accessory list

Attention: The drawings below are for guidance only and they may differ slightly from the product and fittings received. Please contact our customer service department should you have any queries.

No.	Image	Spec	Qty
A		M6	4
B		M6	4
C		M6	8
D		M6	12
E		S14.2	16
F		Allen Key 4x4mm	1

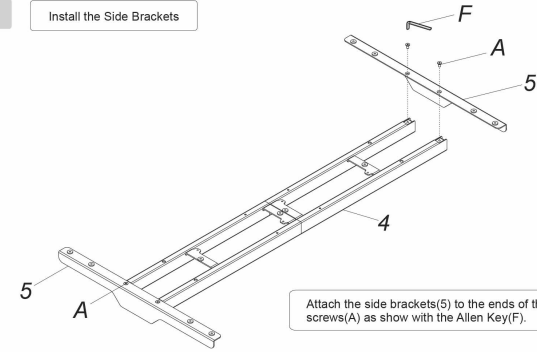
Component list

No.	Part	Qty	No.	Part	Qty
1	Feet	2	2	Lifting Column	2
3	Cable Management Tray	1	4	Supporting Beam	1
5	Side Bracket	2	6	Hand Switch (Option)	1
7	Control Box	1	8	Power Plug	1



**STEP 1**

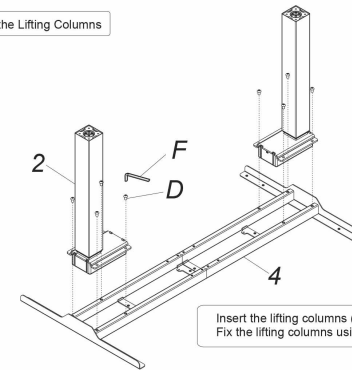
Install the Side Brackets



Attach the side brackets(5) to the ends of the supporting beam (4) using screws(A) as show with the Allen Key(F).

**STEP 2**

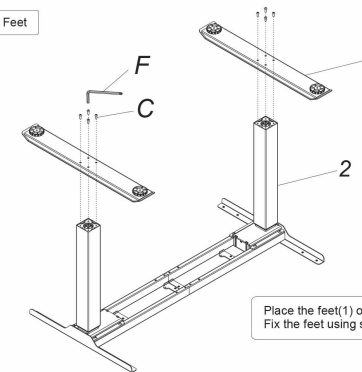
Install the Lifting Columns



Insert the lifting columns (2) into the ends of the supporting beam(4). Fix the lifting columns using screws(D) with the Allen Key(F).

**STEP 3**

Install the Feet



Place the feet(1) on the bottom of the lifting column(2). Fix the feet using screws(C) with Allen Key(F).

### STEP 4

#### Install the Tabletop

**1** Center the top on the base and use the wood screws to drill the top into the base. There are no piloted holes for this step. The wood screws are self-drilling so you will be making your own holes.

**2** Loosen

Adjust

Tighten

The expansion distance of the supporting beam can be adjusted according to the actual use.

**E** x12

**F** 4x4

**Attention:** When the supporting beam is greater than 1720mm, the installation method is as follows: Method 2 in Step 6.

#### Method 2

Install the cable management tray as Method 1, Step 6.

**3**

**4**

**B** x4

**D** x4

**F** 4x4

When the supporting beam stretches over 1720 mm, the cable management tray needs to be mounted on the middle of the supporting beam.

Do not stretch the support beam beyond this hole

### STEP 5

#### Install the Control Panel and the Control Box

**7**

**6**

Use the wood screws provided to attach handset/control panel in your preferred spot. There are no piloted holes for this step. The wood screws are self-drilling so you will be making your own holes.

**8**

Power port

Port for hand switch

Port for cable connected to the lifting column

**3V**

#### Common fault treatment

The following tips will help you detected and eliminate the common fault and error. If the fault you met is not listed below, please contact with your supplier. Only the manufacturer and professionals are capable for investigating and correcting those fault and error.

Fault phenomenon	Method
No response while long pressing down arrow after connected with a power supply	1. Check if all the cables be connected well 2. Contact your supplier or dealer
No response while pressing up arrow/down arrow after connected with a power supply	1. Check if all the cables be connected well 2. Contact your supplier or dealer
Rising in a low speed	1. Check if overloaded, max loading: 125kg; 2. Contact your supplier or dealer
The motor not move as instructed	1. Check if overloaded, max loading: 125kg; 2. Contact your supplier or dealer
Go down but not go up	1. Reposition 2. Contact your supplier or dealer
Downward sliding	1. Check if overloaded, max loading: 125kg; 2. Contact your supplier or dealer
Frequently Reposition	1. Check if overloaded, max loading: 125kg; 2. Contact your supplier or dealer
Overwork (Duty cycle: Max 2min on/18min OFF)	1. Restart after suspend for 18mins while connecting with power; 2. Contact your supplier or dealer
Not enough up/down height	1. Press "M" and "N" together for 3 seconds or more, after hearing continuous beeping for twice, it will restore factory settings; 2. Contact your supplier or dealer

#### Attention

- Power supply: AC100V-240V/50/60Hz
- Service Environment: 0-40°C
- Unplug the power plug before cleaning, wipe the dust on surface with slight wet dishcloth when cleaning, be careful not to let the drops into the internal parts, not loose the connector.
- The electric box contains electronic components, metals, plastics, wires etc., so dispose of it in accordance with each country's environmental legislation, not the general household waste.
- Check carefully to ensure correct and complete assembly before using.
- Be familiar with all functions and program settings of the product before first use.
- Children are forbidden to play on the product because of unforeseen action when playing, so any dangerous consequences caused by this improper action will not be on.
- Slight noise caused by the V-ribbed belt or brake system due to structure will not have any effect on the use of the equipment.
- Corrosive or abrasive materials are forbidden to clean the equipment. Must ensure that the cleaner used will not pollute the environment.
- This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved. Children shall not play with the appliance.
- Cleaning and user maintenance shall not be made by children without supervision.
- If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or a similarly qualified person in order to avoid a hazard.
- Please make sure there is no hazard sources in your operating environment, e.g., do not litter the tools around. Always be careful to treat the packaging materials in order to avoid any possible danger, e.g. plastic bag may lead to choking hazard to children.
- Keep the original package of the equipment if necessary in case of the future use in transportation.

### STEP 6

#### Install the Cable Management Tray

#### Method 1

**1** Slide one side

**2** Buckle the other side

**3** Tighten

**B** x4

**F** 4x4

Firstly, rotate the screws (B) incompletely into the supporting beam (4) with Allen Key (F), which means do not tighten them. Next, slide one side of the cable management tray (3) into the screws (B), then the other side. Finally, tighten the screws (B) with Allen Key (F).

#### Waste disposal

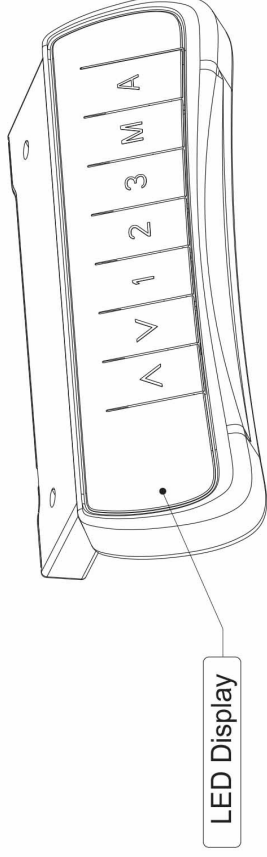
This marking indicates that this product should not be disposed with other household wastes. To prevent possible harm to the environment or human health from uncontrolled waste disposal, recycle it responsibly to promote the sustainable reuse of material resources. To return your used device, please use the return and collection systems or contact the retailer where the product was purchased. They can take this product for environmental safe recycling.

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

## Item No.: HS11A-1

Operation Instruction

### 1. Product Outline



### 2. Product Specification

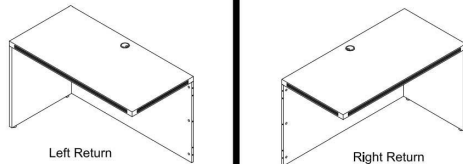
#### Introduction to the Buttons:

- (1) "**▲**" : Adjust the desk upwards
- (2) "**▼**" : Adjust the desk downwards
- (3) "**1**" : Position 1, first height position saved by the user
- (4) "**2**" : Position 2, second height position saved by the user
- (5) "**3**" : Position 3, third height position saved by the user
- (6) "**M**" : Height memory function
- (7) "**A**" : Alert button to remind users changing posture

### 3. Operating Instructions












- **Height Adjustable Function:**  
Press the "**▲**" or "**▼**" button to adjust the height. The LED display shows the current height.
- **Height Memory Function:**
  - a. Press UP or DOWN button and adjust the height to the desired height. Press "**M**" to save the height, and the screen will display "**5-**";  
Press "**1**", "**2**", or "**3**" then, that is, save the height to the corresponding position 1 or 2 or 3, which will show in the display screen as "**5-1**", "**5-2**", or "**5-3**";
  - b. Press "**1**", "**2**" and "**3**" button directly to automatically adjust the memory height you saved.

## 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

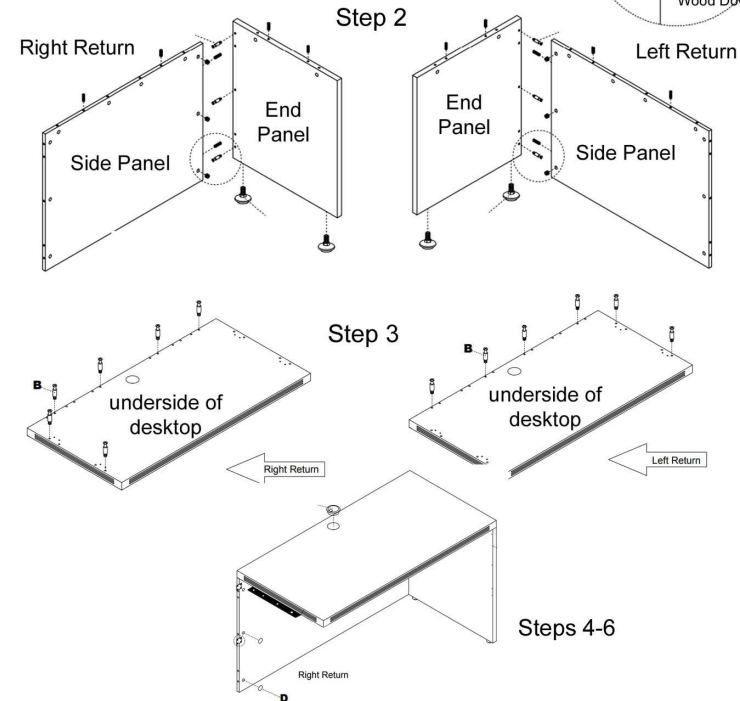
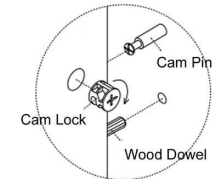
### Tools Needed:

- 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.



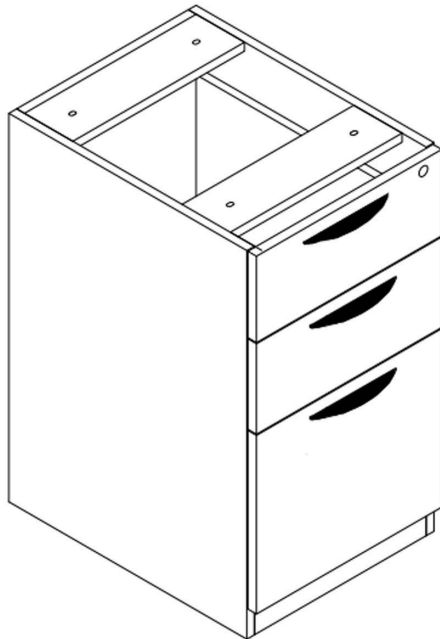
- 4.) Now it's time to attach the return to your desk. Locate the large flat bracket and M6 machine screws (it may be attached to the desktop already. If not, center the bracket over the edge and install 4 of the screws). With a helper, have one person hold the return desk stable while the other screws 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.




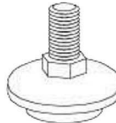
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## Box/Box/File Desk Pedestal Assembly Instructions

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.

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






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www.modernofficefurniture.com

## Reversible Desk Return CH/FL/MJ/ML/MWAL/WH2045B Half Panel

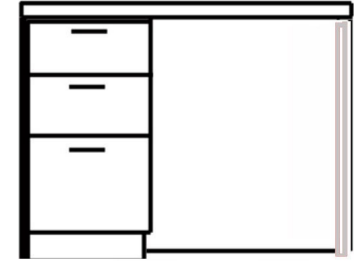
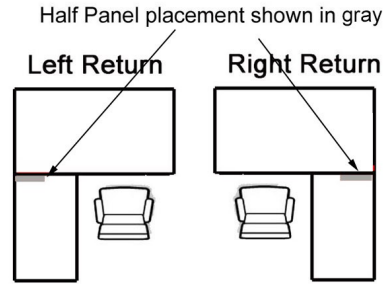
For installation on Electric Lift L-Desks  
with non-adjustable returns.



Part	
	Wood Screw
	Qty 20
	Bracket
	Qty 2
	Leveling Glide

## ASSEMBLY INSTRUCTIONS

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



**Tip: Make sure your drawer pedestal is connected to your return desk with the four bolts included with the file. If that does not stabilize the desk as desired, install this half panel for additional support.**



1.) Screw in both leveling glides into Half Panel.

2.) Attach the Brackets as shown. There are no pilot holes, so please use the self-drilling wood screws to attach.



