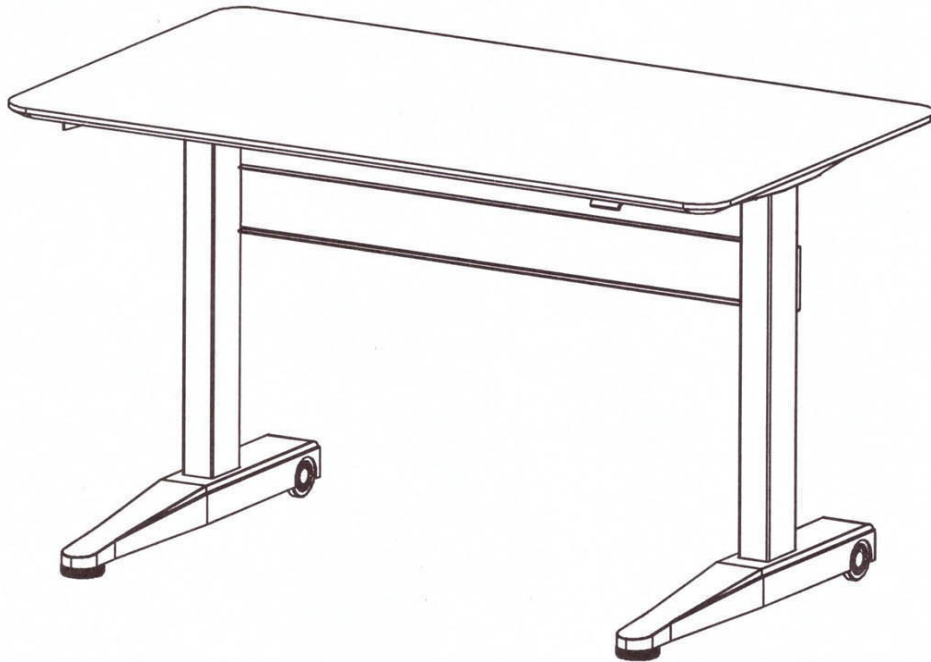
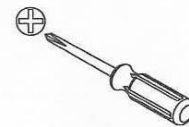


Y12687 -Y12789 Pneumatic Sit-Stand Tilt & Roll Table Assembly Instructions

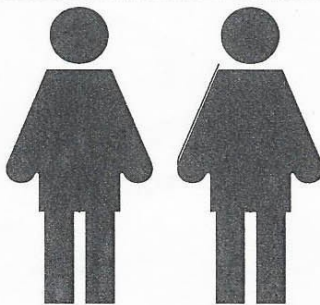


**Questions? Please call 1-800-443-5117.
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday**

Tools Needed:



Power Screwdriver or a Phillips Screwdriver



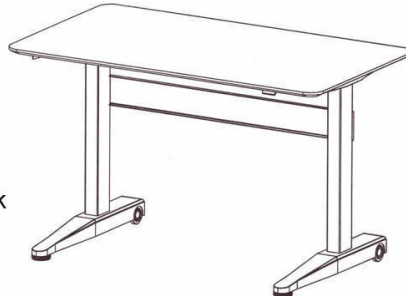
-Desktop may need to be pulled up to raise in cooler offices and environments.

-Potential tip hazard: Do not misuse. Supervise nearby children.

Y12687 -Y12789 Pneumatic Sit-Stand Tilt & Roll Table Assembly Instructions

Find our assembly video under "Assembly Instructions" on our website or at the link below:

<https://bcove.video/2VQGBEk>



Tools Needed:

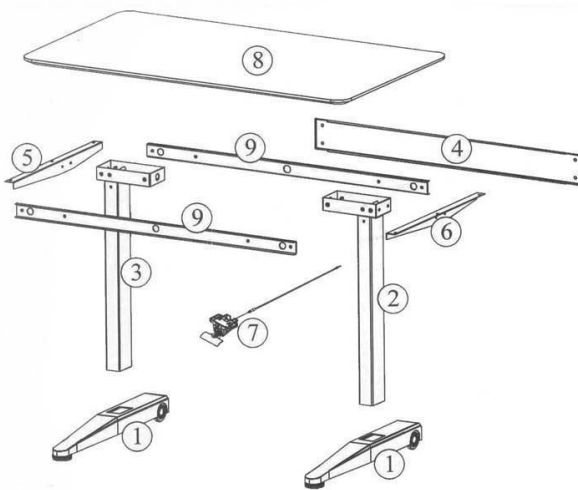


Power Screwdriver or a Phillips Screwdriver

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

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

List of Parts:

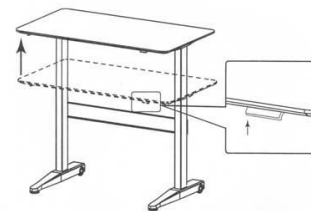


- | | |
|----------------------------|-----------------------------|
| 1 - Foot | 6 - Right Table Top Support |
| 2 - Right Leg | 7 - Paddle/Pneumatics |
| 3 - Left Leg | 8 - Table Top |
| 4 - Front Brace | 9 - Cross Beam |
| 5 - Left Table Top Support | |

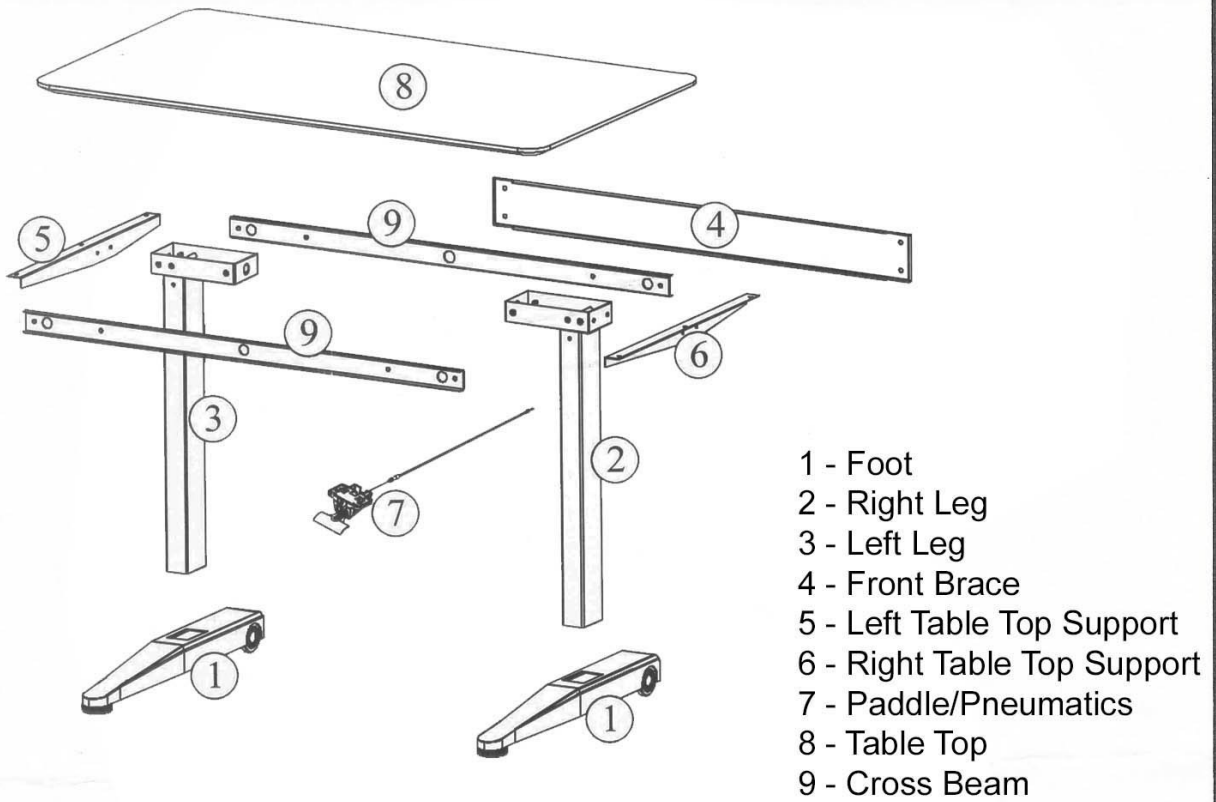
List of Hardware:

- A Leveling Glides x 2
- B M6x12mm Bolt x 12
- C M6x25mm Bolt & Washer x 8
- D M8 x10mm Bolt & Washer x 4
- E Wood Screws for Table Top and Paddle x 8
- F Allen Wrench x 1
- G Wrench x 1
- H Cable Clamp x 3
- I Wood Screw for Cable Clamps

To use: Once assembled, squeeze paddle to raise the table top. To lower, squeeze paddle and push down with your free hand or arm. To roll, tilt the table onto the caster side of the base.



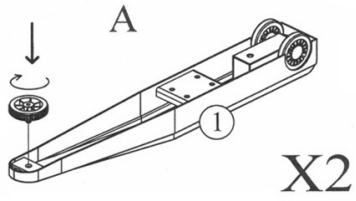
List of Hardware:



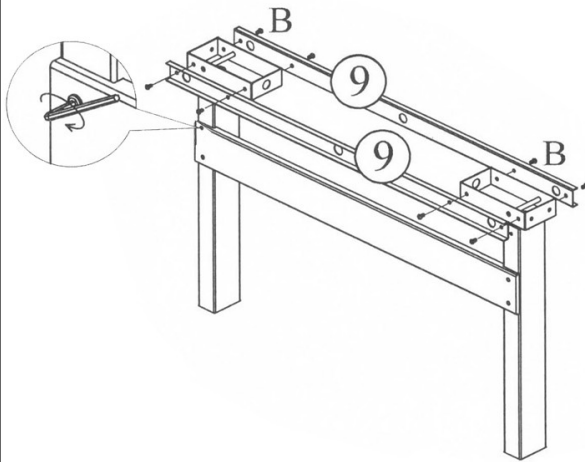
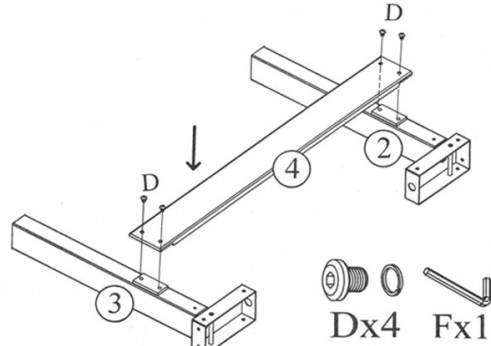
List of Hardware:

- | | | | | | |
|---|---|--|---|--|-----------------------------|
| A |  | Leveling Glides x 2 | F |  | Allen Wrench x 1 |
| B |  | M6x12mm Bolt x 12 | G |  | Wrench x 1 |
| C |  | M6x25mm Bolt & Washer x 8 | H |  | Cable Clamp x 3 |
| D |  | M8 x10mm Bolt & Washer x 4 | I |  | Wood Screw for Cable Clamps |
| E |  | Wood Screws for Table Top and Paddle x 8 | | | |

Step 1.) Insert "A" Leveling Glides into both Feet.

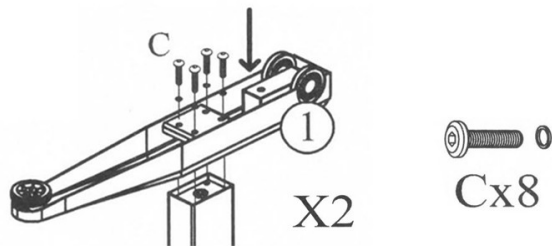


Step 2.) Use the "F" Allen Wrench and "D" screws and washers to attach Front Brace to both Legs. LEAVE SCREWS LOOSE FOR NEXT STEP! DO NOT FULLY TIGHTEN!

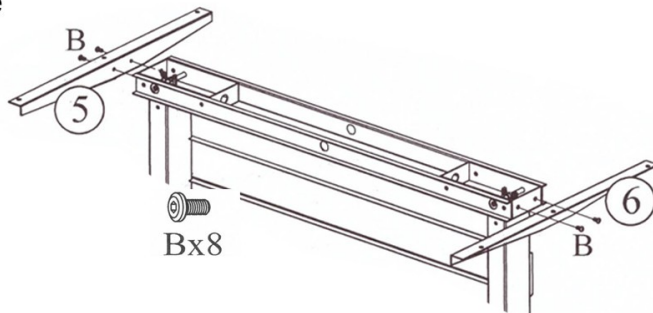


Step 3.) Use the "F" Allen Wrench to attach both Cross Beams with the "B" Screws. Then, fully tighten all screws, including those from the previous step.

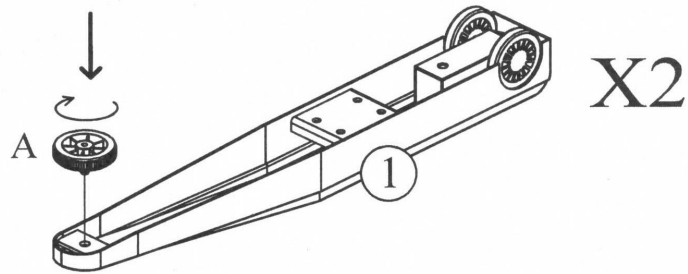
Step 4.) Use the "F" Allen Wrench to attach the Feet to the Legs with the "C" Screws and Washers.



Step 5.) Attach Left and Right Side Table Top Supports using "F" Allen Wrench and "B" Bolts.

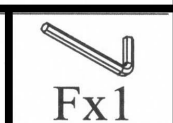
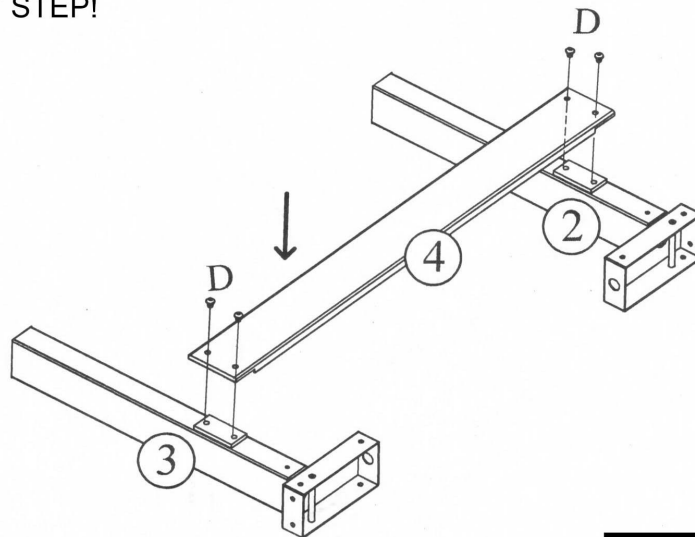


Step 1 Insert "A" Leveling Glides into both feet.



Step 2 Use the "F" Allen Wrench to attach the Front Brace to both Legs using "D" screws and washers.

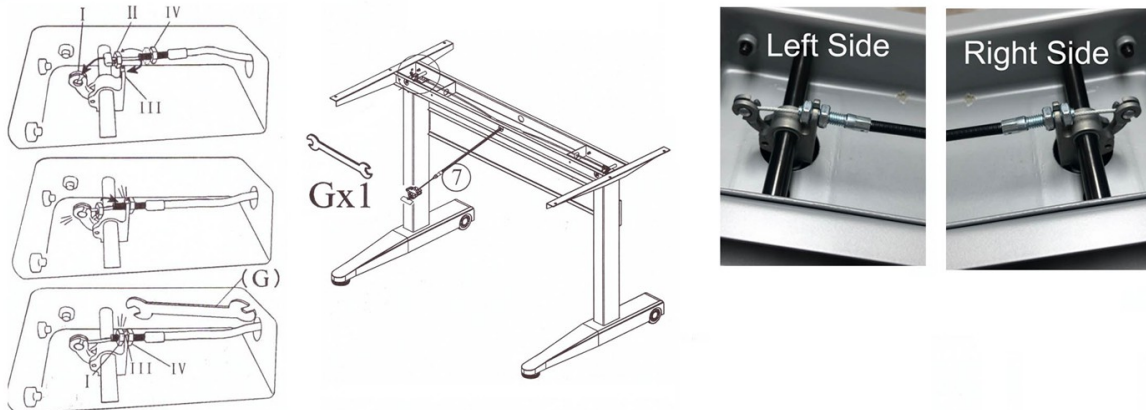
DO NOT FULLY TIGHTEN SCREWS! LEAVE LOOSE FOR THE NEXT STEP!



Step 6.) Insert the cables as shown in the diagrams below. Leave the nuts slightly loose.

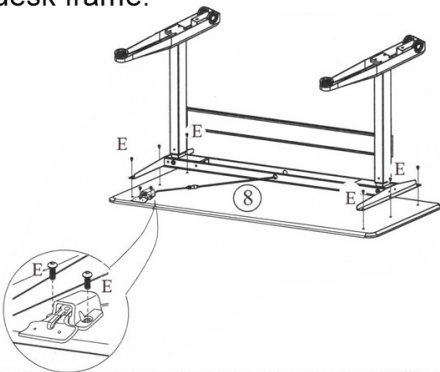
Now it is time to adjust the pneumatic cables on your table frame. This step is essential to the operation of the desk. Make sure the threaded ends of the cables are pulled through the bracket towards the center of the desk, as far as they can go. Then, use the “G” Wrench to tighten, once you have tested it to make sure the frame moves up/down.

See our video detailing this step at <https://bcove.video/2VQGBEk>

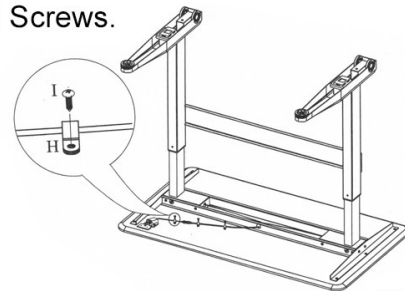


Step 7.) The next step is to attach the table top to the frame. Flipping the frame upside down is optional, but easier to assemble this way. Center the table top on the frame. Using a power Phillips screwdriver, use the “E” Wood Screws to drill through the holes in the frame into the underside of the table top. Use three screws on each side, for a total of 6. Once your table top is attached, use two additional “E” Wood Screws to attach the paddle to the underside of the top, along the edge, on either the left or right side. This step is also shown in our video referenced above.

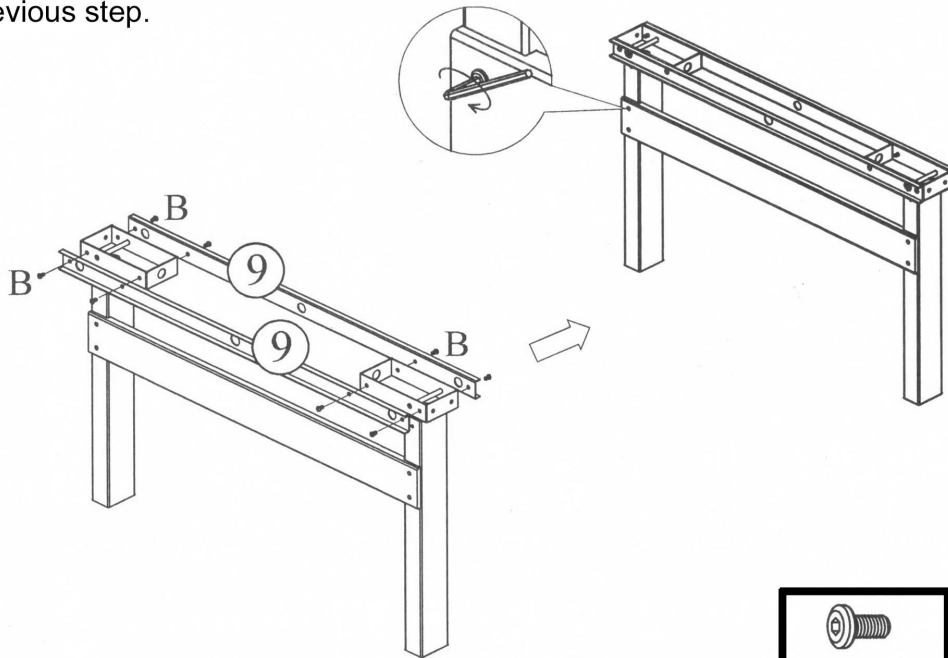
Special Note There are no piloted holes for attaching the table top or paddle. The “E” screws are self-drilling so you are making your own holes. You may see threaded inserts on your table top. Please disregard those as those are not for attaching this desk frame.



Step 8.) The last step is to attach the “H” cable clamps to the underside of the table top. Use the self-drilling “I” Wood Screws.



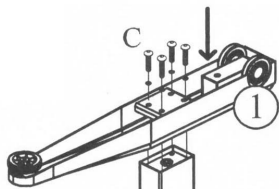
Step 3 Use the "F" Allen Wrench to attach the Rear and Front Cross Beams with the "B" Bolts. Then fully tighten all screws, including the ones from the previous step.



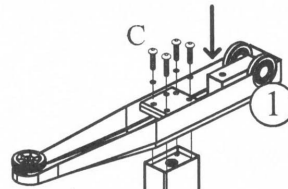
Bx8



Fx1



Step 4 Attach the Feet to the Legs using the "F" Allen Wrench and "C" Bolts and washers.

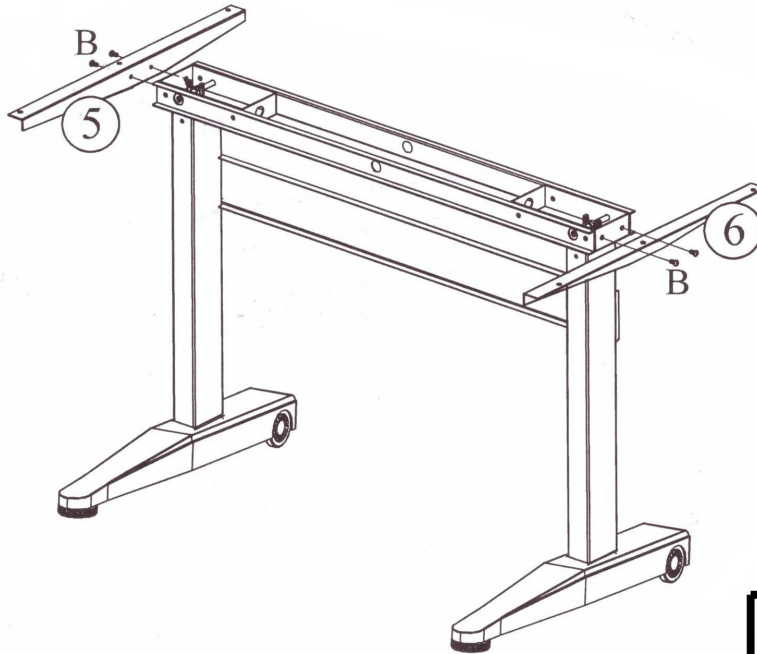


Cx8



Fx1

Step 5 Attach Left and Right Side Table Top Supports using "F" Allen Wrench and "B" Bolts.



Bx4

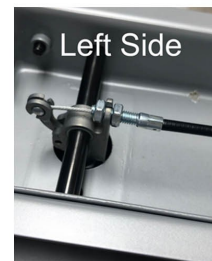
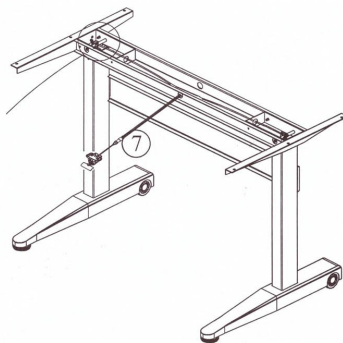
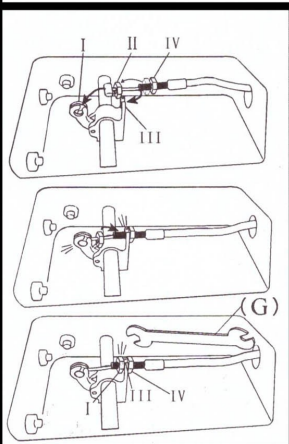


Fx1

Step 6 Insert the cables as shown in the diagrams below. Leave the nuts slightly loose.

Now it is time to adjust the pneumatic cables on your table frame. This step is essential to the operation of the desk. Make sure the threaded ends of the cables are pulled through the bracket towards the center of the desk, as far as they can go. Then, use the "G" Wrench to tighten, once you have tested it to make sure the frame moves up/down.

See our video detailing this step at <https://bcove.video/2VQGBEk>

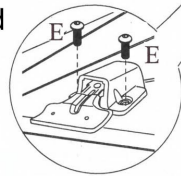
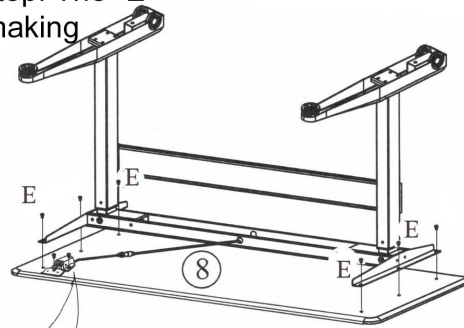


Gx1

Step 7 Now it is time to attach the table top to the frame. Flipping the frame upside down is optional, but is easier for some to assemble this way. Center the table top on the frame. Using a power or Phillips screwdriver, use the “E” wood screws to drill through the frame into the top. Use three screws per side, total of six.

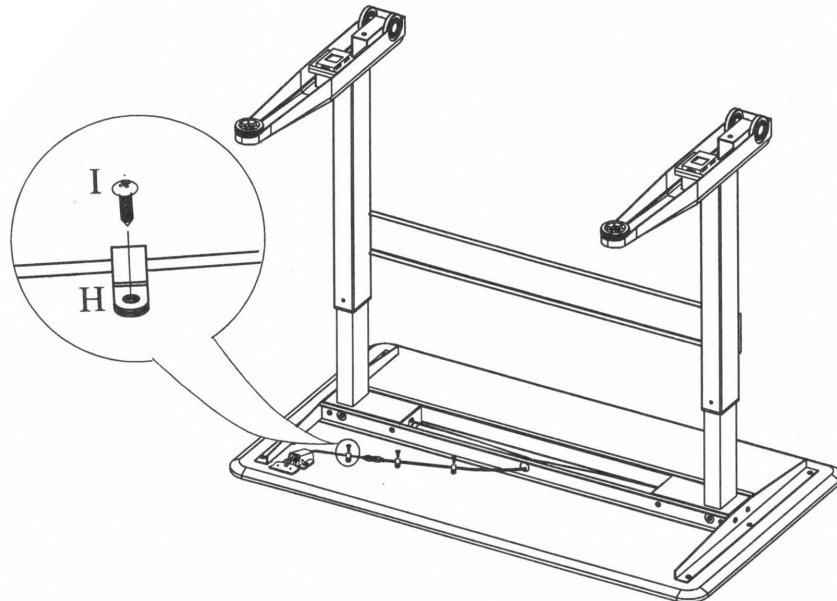
Note There are no predrilled holes for this step. The “E” wood screws are ‘self-drilling’ so you will be making your own holes. Sometimes you may see threaded inserts in the underside of the top. Those holes are not used for assembly of this frame.

Once your table top is attached, use two “E” screws to attach the paddle to the underside of the top, by the table edge, in your preferred spot.

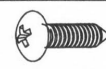


Ex1

Step 8 The last step is to connect the “H” cable clamps to the underside of the top. Use the “I” self-drilling wood screws to attach the clamps.

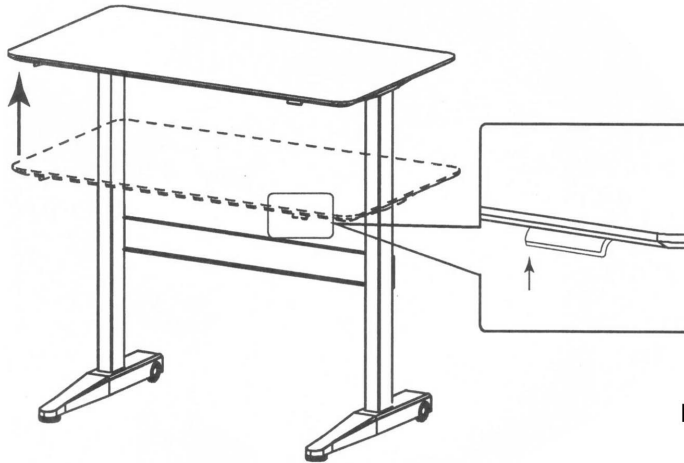


Hx3



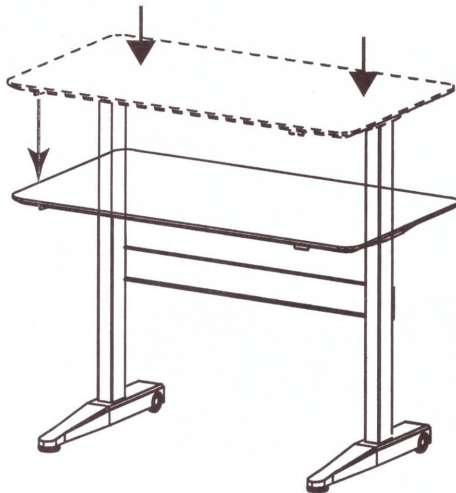
Ix3

OPERATING MANUAL



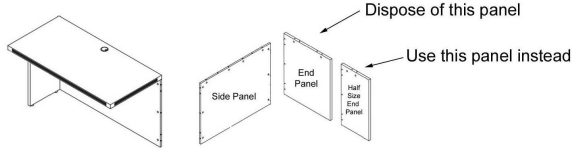
Very simple to use!
Squeeze the paddle to
raise the table top to your
preferred height.

Desktop may need to be manually
pulled up in cooler environments



To lower, squeeze the paddle
and push down with your arm
or hand.

Reversible Bridge on Height Adjustable U-Workstation



BK/CH/FL/MJ/ML/MWAL/WH2045 + 2045B

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

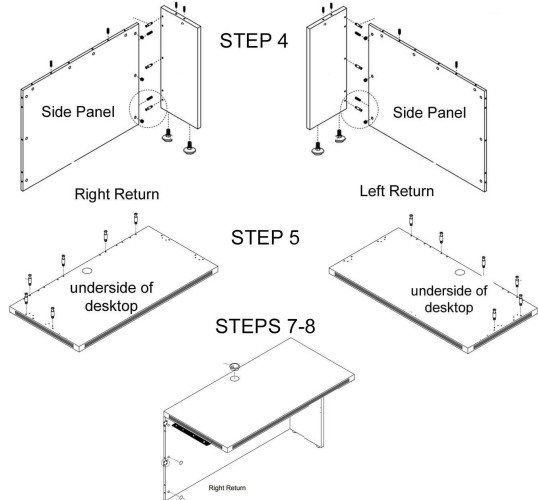
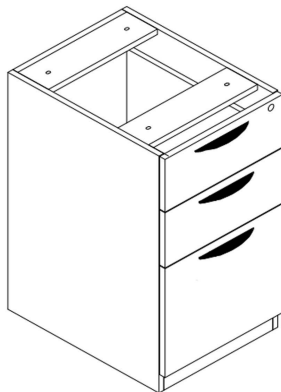
Tools Needed:

- 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 bridge will be Left or Right handed. Locate your Desktop, Side Panel and End Panel. In a separate box, you will find your Half Size End Panel. Dispose of the full size End Panel, as the Half Size End Panel will take its place.
- 3.) Insert all Leveling Glides on Side Panel and Half Size End Panel.
- 4.) Use the Cam Locks, Cam Pins and Dowels to connect the Half Size End Panel to the Side Panel.
- 5.) Then, attach the Desktop to the Side Panel and Half Size End Panel using the Dowels, Cam Locks and Cam Pins provided.

Box/Box/File Desk Pedestal Assembly Instructions

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



- 6.) Your next step is to make sure the desktop is level. This can be adjusted by screwing/unscrewing the leveling glides.
- 7.) Now it is time to place your bridge in between the assembled front desk and back desk. You will connect the bridge to the back desk using the Desktop Bracket and M6 machine screws. Then, connect the Side Panel to the Side Panel of your back desk using the Side Panel Brackets and Wood Screws.
- 8.) Your last step is to insert the Grommet into the desktop and use the Shallow and Deep Covers over the Cam Locks.

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

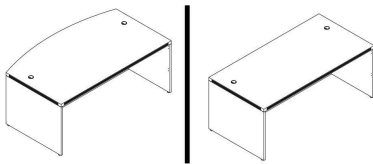
List of Hardware:

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

Desk/Credenza Shell Assembly Instructions



Applies to:

(BK/CH/MJ/ML/MWAL/WH) 2001/2002/2043/2089/3624/7124

List of Hardware:

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

Tools Needed:
-Phillips Screwdriver
- A helper!

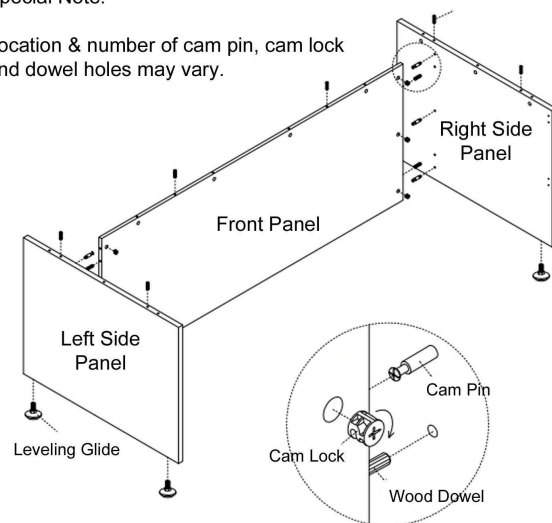
1.) Assemble on carpet or cardboard to protect parts during assembly. Assembly will require 2 people for safety.

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.

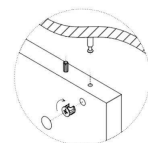
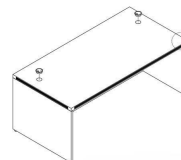
Special Note:

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



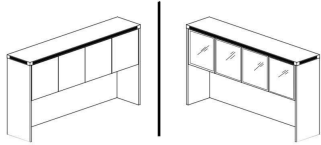
4.) Next, insert all cam pins, dowels and cam locks on the top edges of the side panels and front panels. Locate the desktop and with a helper, carefully set the desktop on top of the assembly shown above. Twist cam locks to secure the connection.

5.) Your last step is to insert the grommet(s) provided into the desktop. Cover the cam locks with the caps provided.



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









4-Door Hutch Assembly Instructions



Applies to:
BK/CH/FL/MJ/ML/WH2044
MJ2025-CHL

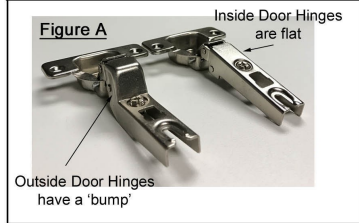
Questions? Please call 1-800-443-5117.
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday

List of Hardware:

Part	Part	Part
		Qty 4 
		Qty 4 
		Qty 8 

Tools Needed:

-Phillips Screwdriver
-A Helper



1.) Locate the Back Panel, Left & Right Side Panels and Center Shelf. Insert all wooden dowels, cam pins and cam locks. Connect Back Panel to the Center Shelf. Then connect the Left Side Panel, then Right Side Panel. Once all panels are connected, use your screwdriver to twist the cam locks to secure the connections.

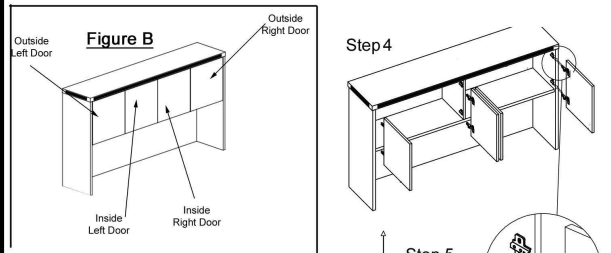
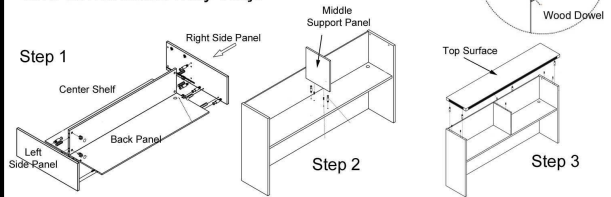
2.) Connect the Middle Support Panel in same method.

3.) Attach Top Surface in same method.

4.) Attach all 8 Hinge Plates to the inside walls of the hutch. Use two per door. The holes are piloted. **DO NOT TIGHTEN DOWN THE SCREWS ALL OF THE WAY. LEAVE WIGGLE ROOM!**

Special Note:

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



4.) Your next step is to attach the hutch doors.

See Figure "B" which identifies the Outside Doors and Inside Doors. There are different hinges that connect the inside & outside hinges.

See Figure "A" to help identify. Attach two hinges per door. Use the hinges with the 'bump' on the Outside Left & Right Doors and the flat hinges on the Inside Left & Right Doors. The holes are piloted. Use the screws provided. Once the hinges are attached, slide the hinges over the Hinge Brackets, fitting the screw head of the Hinge Bracket in the slot of the Hinge. Once fitted, slightly tighten the set screw. Now, set your hutch on your desk. Use the double-sided tape to securely adhere to desktop.

5.) Next, it is time to adjust the doors so that they properly align. Using your screwdriver, turn the Set Screw on the hinge to adjust the depth and the screws on the hinge plate to move the door up/down.

6.) Last step is to install Cam Lock Caps and Grommet cover.

Video on Hinge Door Adjustment available at link:
<http://www.modernofficefurniture.com/office-furniture-assembly-instructions.html>
"How to Adjust Hinges on 4-Door Hutch"