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1) **PARTS AND FASTENERS INCLUDED**

- **Right Leg Column**
- **Left Leg Column**
- **Center Rail Support**
- **Trough Cover**
- **Mid Link**
- **Frame End with Control Panel**
- **Top Support Bracket**
- **Power Trough**
- ***120 Degree – Rear Column***
- ***Extended Corner – 3rd Leg Column***
- **End Link**
- **Mid Link**
- **Mid Link Connector**

* – Optional part included with corresponding Single Sided, 120 Degree, or Extended Corner configuration.
1)  **Parts and Fasteners Included Cont.**

- **In-Feed Leg**
- **Mid Link – Single Sided**
- **120 Degree Mid Link (120 Degree)**
- **120 Degree Mid Link Cover (120 Degree)**
- **End Link – Single Sided**
- **Mid Link – Single Sided**
- **Mid Link Connector – Single Sided**
- **End Panel Bracket – Double Sided**
- **End Panel Bracket – Single Sided**
- **Foot**
- **Screen Bracket – Single Sided**
- **Screen Bracket – Double Sided**
- **Cover – Double Sided**
- **Cover – Single Sided**

* - Optional part included with corresponding Single Sided, 120 Degree, or Extended Corner configuration.
1) PARTS AND FASTENERS INCLUDED CONT. 2

Control Box

Handset

Cable Ties

M8 x 1.25 Hex Head Bolt

M6 x 1.0 Button Head Hex Screw

Set Screw (pre-installed)

Wood Screw

Power Cable

Leg Cable

M6 x 1.0 Locknut with external tooth lock washer

*Programmable Handset

* – Optional part included with corresponding Single Sided, 120 Degree, or Extended Corner configuration.
2) TOOLS AND SUPPLIES REQUIRED

- Drill
- Phillips Bit
- Square Bit
- 4mm Hex Bit
- 10mm Socket
- 13mm Socket
- Tape Measure
3) Assembly: Standard Benching

3.1.1) Insert a Right Leg Column into a Frame End with Control Plate using (4) m6 x 1.0 Button head hex screws. Do not fully tighten at this time.

3.2.1) Attach a Top Support Arm using (2) M6 x 1.0 Button head hex screws. Do not fully tighten.

3.2.2) Once Frame and Arm are in place together, tighten all screws completely.

**Note** The two tabs on the support arm will slot into the frame end, surrounding the leg column.

3.3.1) Repeat previous steps to assemble remaining leg columns, frame ends, and top support brackets.
3) ASSEMBLY: STANDARD BENCHING CONT. 1

3.4.1) Connect one Right leg assembly and one Left leg assembly together using an End link and (2) M8 x 1.25 Hex Head bolts. *See section detail for alignment*

3.4.2) Repeat previous step on left leg assembly using a Mid link.

**Note** Mid-Link has a pass through-hole. End-Link will have one closed vertical face. Use the Mid-link when additional desk pairs are needed. Use the End-links where no additional desks will be used.

3.5.1) Slide center rail supports into leg assemblies so that the midpoint mark is facing up and the slot-cuts are facing inwards. Do not fully tighten set screws at this step.

**Note** Orientation of center rail supports

3.6.1) If not already, attach each stand-off using (4) M6 x 1.0 Button head hex screws

3.6.2) Insert levelers if not already in place.
3) ASSEMBLY: STANDARD BENCHING CONT. 2

3.7.1) Double check that legs, frame, and links are tight.

**Note** Center rails to still be loose at this time.

3.7.2) With (at least) one other person, carefully flip frame. Please note that the center rails will slide freely.

3.8.1) Loosely install (4) M6 x 1.0 Button head hex screws into end and mid-links.

3.8.2) Lower power trough into place using keyslots onto machine screws. Once it is in place, secure all screws.

**Note** Center rails may need to slide to accommodate for trough width.

3.8.3) After trough is in place, tighten all set screws on the bottom of the frames to secure the Center rails.

3.9.1) Attach power block to pre-installed brackets as shown. Brackets should click into place.

3.9.2) Once power block is installed, insert the outlets into place.

**Note** If wiring diagrams are needed, refer to instructions from electrical components.
3.10.1) Attach each control box to frame with control plate. (See detail view in Fig. 3.9)

3.10.2) Connect the cables from the leg columns to the control box via sockets labeled 'M1' and 'M2'.

3.10.3) Connect the handset to the control box via the socket labeled ‘HS’

3.10.4) Connect the power cable via the power socket.

3.11.1) Place worksurface(s) on top of frame.

3.11.2) Center surface so there is equal distance from the front and back worksurface edges to the top support arms.

3.11.3) Center surface so there is equal distance from side to side of the worksurface edges to the top support arms.

3.11.4) Attach worksurface to frame as shown, using wood screws.

3.11.5) Attach Handset to underside of worksurface using (2) wood screws.

**(Handset Instructions found near the end of this instruction packet)**

3.12.1) If attaching multiple pairs of desks, connect them using the Mid-Link Connector and (8) M6 x 1.0 Button Head Hex Screws
3) ASSEMBLY: STANDARD BENCHING CONT. 4

3.13.1) Attach a vertical cable manager to underside of worksurface using (2) wood screws.

3.13.2) Run cables through the cable manager and up through the bottom hole in the power trough.

**Note** If multiple pairs of desk are used, attach In-Feed leg to Mid Link Connector. See Fig 3.15 for detail.

3.14.1) Attach In-feed leg to bottom of link using (2) M6 x 1.0 Button head hex screws.

3.14.2) Run power in-feed through this leg and attach to power block in trough.

**Note** If multiple pairs of desk are used, attach In-Feed leg to Mid Link Connector. See Fig 3.15 for detail.
4) ASSEMBLY: OPTIONAL ADDITIONS

4.1.1) Attach screen bracket to mid and end links as shown using (4) M6 x 1.0 locknuts w/ external tooth lock washer. Fully tighten.

**Note** If no screens are being used, repeat this step using cover plates instead of screen brackets

4.1.2) Slide screen down onto brackets

4.2.1) Attach end panel bracket to end panel using (4) wood screws.

4.3.1) Slide end panel with attached bracket onto end link as shown.
4.3.2) Attach end panel bracket to end link using (4) M6 x 1.0 Button Head Hex Screws
5) ASSEMBLY: 120 DEGREE BENCH

5.1.1) Attach (3) Rear Columns to 120 degree mid link using (1) M8 x 1.25 hex head bolt per leg. Tighten.

5.2.1) Carefully flip base over and attach frame ends with controls plates to rear columns using (4) M6 x 1.0 Button head hex screws per leg. Tighten.

5.3.1) Use (2) M8 x 1.25 Hex Head Bolts to connect (1) End link to (1) Left Leg Column and (1) Right Leg Column as shown. Tighten.
5.4.1) Using Center Rails, slide end assembly and center assembly together as shown.

**Note** Set screws located on bottom of frames may need to be loosened to allow center rail to slide freely.

5.5.1) Loosely install (4) M6 x 1.0 Button Head Hex Screws into end and center link per power trough. Lower power trough into place using keyslots onto machine screws. Once it is in place, secure all screws.

**Note** Center rails may need to slide to accommodate for trough width.

5.5.2) After trough is in place, tighten all set screws on the bottom of the frames to secure the Center rails.

5.6.1) Attach In-feed leg to bottom of center triangle link using (2) M6 x 1.0 Button head hex screws.

**Note** If multiple pairs of desk are used, In-Feed leg may also be installed on the bottom of the Mid Link Connector. See Fig 3.15 for detail.
5) Assembly: 120 Degree Bench Cont. 2

5.7.1) Place worksurface(s) on top of frame.

5.7.2) Center surface front to back using the flat depths on each end shown as (d) to the left.

5.7.3) Center surface along the edges (w) so there is equal overhang of the support arms on each side.

5.7.4) Attach worksurface to frame, using wood screws.

5.7.5) Once surface is attached, tighten all set screws to fully secure center rails.
6) ASSEMBLY: SINGLE SIDED BENCH

6.1.1) Insert a Right Leg Column into a Frame End w/ Control Plate using (4) M6 x 1.0 Button head hex screws. Do not fully tighten at this time.

6.2.1) Attach a Top Support Arm using (2) M6 x 1.0 Button head hex screws. Do not fully tighten.

6.2.2) Once Frame and Arm are in place together, tighten all screws completely.

**Note** The two tabs on the support arm will slot into the frame end, surrounding the leg column.

6.3.1) Repeat previous steps to assemble remaining leg columns, frame ends, and top support brackets.
6) ASSEMBLY: SINGLE SIDED BENCH CONT.

6.4.1) Using Center Rails, slide end assembly and center assembly together as shown.

6.5.1) Use (8) M6 x 1.0 Hex Head Screws to attach Feet to columns as shown. Tighten

6.6.1) Use (2) M8 x 1.25 hex head bolts to attach (1) End Link and (1) Mid Link to leg columns as shown.

**Note** Mid-Link has a pass through-hole. End-Link will have one closed vertical face. Use the Mid-link when additional desk pairs are needed. Use the End-links where no additional desks will be used.

6.7.1) With (at least) one other person, carefully flip frame. Please note that the center rails will slide freely.

6.7.2) Loosely install (4) M6 x 1.0 Button Head Hex Screws into end and mid-links. Lower power trough into place using keyslots onto machine screws. Once it is in place, tighten all screws.

6.7.3) After trough is in place, tighten all set screws on the bottom of the frames to secure the Center rails.

**Note** Center rails may need to slide to accommodate for trough width
6) ASSEMBLY: SINGLE SIDED BENCH CONT. 2

6.8.1) Attach each control box to frame with control pate. (See detail view in Fig. 6.8)

6.8.2) Connect the cables from the leg columns to the control box via sockets labeled ‘M1’ and ‘M2’.

6.8.3) Connect the handset to the control box via the socket labeled ‘HS’.

6.8.4) Connect the power cable via the power socket.

6.9.1) Place worksurface(s) on top of frame.

6.9.2) Center surface so there is equal distance from the front and back worksurface edges to the top support arms.

6.9.3) Center surface so there is equal distance from side to side of the worksurface edges to the top support arms.

6.9.4) Attach worksurface to frame using wood screws.

6.10.1) Attach screen bracket to mid and end links as shown using (4) M6 x 1.0 locknuts w/ external tooth lock washer. Fully tighten.

**Note**: If no screen is being used, repeat this step using cover plates instead of screen brackets.

6.10.2) Slide screen down onto brackets.
7) ASSEMBLY: EXTENDED CORNER BENCH

7.1.1) Insert a Right Leg Column into a Frame End w/ Control Plate using (4) M6 x 1.0 Button head hex screws. Do not fully tighten at this time.

7.2.1) Attach a Top Support Arm using (2) M6 x 1.0 Hex Head Screws. Once both screws are in place, tighten completely.

**Note** The two tabs on the support arm will slot into the frame end, surrounding the leg column.

7.3.1) Repeat previous steps for (1) Left Leg assembly and (1) Extended Corner Leg.
7) Assembly: Extended Corner Bench Cont.

7.4.1) Connect one Right leg assembly and one Left leg assembly together using an End link and (2) M8 x 1.25 Hex Head bolts. *See section detail for alignment

7.4.2) Repeat previous step on left leg assembly using a Mid link.

**Note** Mid-Link has a pass through-hole. End-Link will have one closed vertical face. Use the Mid-link when additional desk pairs are needed. Use the End-links where no additional desks will be used.

7.5.1) Slide center rail supports into leg assemblies so that the midpoint mark is facing up and the slot-cuts are facing inwards. Do not fully tighten set screws at this step.

**Note** Orientation of center rail supports

7.6.1) Attach each stand-off using (4) M6 x 1.0 Button Head Hex Screws.

7.6.2) Insert levelers if not already in place.
7) ASSEMBLY: EXTENDED CORNER BENCH CONT. 2

7.7.1) Double check that legs, frame, and links are tight.

**Note** Center rails to still be loose at this time.

7.7.2) With (at least) one other person, carefully flip frame. Please note that the center rails will slide freely.

7.8.1) Loosely install (4) M6 x 1.0 Button Head Hex Screws into end and mid-links.

7.8.2) Lower power trough into place using keyslots onto machine screws. Once it is in place, secure all screws.

**Note** Center rails may need to slide to accommodate for trough width.

7.8.3) After trough is in place, tighten all set screws on the bottom of the frames to secure the Center rails.

7.9.1) Loosely attach extended corner frame to underside of benching frame using (4) M6 x 1.0 Button Head Hex Screws.
7.10.1) Using the center rails, slide extended corner leg assembly on the extender corner frame.

**Note** Center rails and extended corner frame to still be loose at this time.

7.11.1) Attach each control box to frame with control pate. (See detail view in Fig. 3.9)

7.11.2) Connect the cables from the leg columns to the control box via sockets labeled 'M1', 'M2', AND 'M3'.

7.11.3) Connect the handset to the control box via the socket labeled 'HS'.

7.11.4) Connect the power cable via the power socket.

7.12.1) Place worksurface(s) on top of frame.
7.12.2) Center surface along the spine of the bench (w) so there is equal overhang of the support arms on each side.
7.12.3) Center surface front to back using the flat depths shown as (d) to the left.

**Note** The extended corner frame has slotted holes to allow for frame adjustment based on surface size

7.12.4) Once centered, attach worksurface to frame using wood screws.
7.12.5) Attach Handset to underside of worksurface using (2) wood screws.
7.12.6) Tighten all set screws on center rails and extended corner frame.

**(Handset Instructions found near the end of this instruction packet)**
OPERATING SETUP

Initial calibration
Before you start using your desk normally, you’ll need to get all the parts synced. Based on your handset, follow the instructions below.

With Standard Up-Down Handset
1. Press and hold the DOWN button until the desk reaches its lowest position. Release.
2. Press and hold the DOWN button again for about 10 seconds. Release.
3. Press and hold the DOWN button again, this time until the desk first lowers slightly, then rises slightly, and finally stops. Release the DOWN button.
You’re all set.

With Memory Preset Handset
1. Press and hold the DOWN button until the display reads RST. Release.
2. Press and hold the DOWN button again, this time until the desk first lowers slightly, then rises slightly, and finally stops. Release the DOWN button.
You can now use your desk. See pages 24-25 for tips on making the most of your Memory Preset Handset.

Setting memory presets
1. Adjust the desk to the desired height.
2. Press M (the display will show S -).
3. Press a number 1 – 4.
4. Pressing that number will return your desk to the programmed height. By default, the desk will continue to move on its own once you’ve activated the preset, though pressing any other button will stop this movement. If you prefer to change this behavior, please refer to “Toggle between One Touch and Constant Touch Presets” on page 26.
Lock your desk
If you have a Memory Preset handset, your desk can be locked in place at any height, either as a safety precaution or just to keep your friends from messing with your settings. It unlocks just as easily, but we recommend guarding that secret.

To lock: Press and hold the M button for about 8 seconds. The display will first change to ‘S –’, then to ‘LOC’, indicating that the desk is now locked.
To unlock: Press and hold the M button for about 8 seconds until ‘LOC’ goes away and the height appears on the display.

Adjust the height readout
Our LED handsets display the approximate height of your desk top surface, in inches or centimeters. The accuracy may be affected by the thickness of your top, the evenness of your floor, etc. If you want it to be completely accurate, you can manually set the readout to match your measured height.
1. Press and hold the DOWN button until the desk reaches its lowest position. Release.
2. With a tape measure, measure the distance from the floor to your desk top surface. If it matches your readout, you’re all set.
   Otherwise, proceed to the next step.
3. Press and hold the DOWN button again, until the display flashes RST (looks like “AS Γ”). Release.
4. Press and hold the M button until it begins to flash the starting height. Note: the display will revert to RST after about 5 seconds. If that happens before you have a chance to make your changes, just press and hold M again.

To change the readout height:
5. Use the UP or DOWN button to adjust the display by 0.1 inch at a time until the display shows the correct height, as measured.
6. Wait about 5 seconds and the display will automatically return to RST, which indicates Reset Mode.
7. Complete the reset process by pressing and holding the DOWN button again while the desk lowers a little bit more, slightly rises, and then stops.
8. Release the button, and you should see the new starting height ±.1 inches. This height is saved, and your desk is ready to use!

Set custom upper and lower height limits
By default, the frame and handset are set to allow the maximum range of motion, from a retracted Lifting Column, to an extended one. If you would like to set a higher minimum height or a lower maximum height, you can do that! Before starting, make sure the desk is plugged in, and the LED display is showing a number. If the readout has gone dark, you can wake it up by pushing any button. If it is displaying something besides a number, perform the Reset Procedure on page 27.
CUSTOM SETTINGS FOR PRESET MEMORY HANDSET CONT.

Set custom upper and lower height limits continued

To set the upper limit:
1. Use the UP/DOWN buttons to move the desk to the desired maximum height.
2. Press the M button and release, then press the UP button and release. The display will flash S - to show that it is ready to set the upper limit.
3. Press and hold the M button for about 2 seconds. The display will show “999” and then return to the height readout. This indicates that the upper limit is set. All done!

To set the lower limit
1. Use the UP/DOWN buttons to move the desk to the desired minimum height.
2. Press the M button and release, then press the DOWN button and release. The display will flash S – to show that it is ready to set the lower limit.
3. Press and hold the M button for about 2 seconds. The display will show “000” and then return to your selected height. This indicates that the lower limit is set. You did it!

Warning: There are certain times when your desk might require a Reset Procedure to correct a balance, calibration or other issue. This procedure requires the legs to retract completely, beyond any lower height limits that might be set. Please ensure that you have the proper clearance below the desk base.

Note: If you had previously set any memory presets that were outside of your newly defined range, they won't work anymore. You can reuse the numbers.

2nd Note: If you want to set a new upper or lower limit that is outside of your set range, you will first have to restore the defaults.

To restore default upper and lower limits
1. Press the M button and release. "S -" will appear on the display.
2. Within 5 seconds, press the M button again and hold for about 2 seconds until the display shows “555”.
3. Release the button. The display will automatically change back to the height display, and your height limits will reset.
CUSTOM SETTINGS FOR PRESET MEMORY
HANDSET CONT. 2

Toggle between One Touch and Constant Touch presets
Our programmable handsets allow your desk to remember your favorite height settings. By default, if you press and release a memory preset button, the desk will move on its own to the programmed height. You can change this behavior so that the desk will only continue to move to the programmed height with continued pressure on that preset number. Here’s how to toggle this setting:

1. Press and hold the DOWN button until the desk reaches its lowest position. Release.
2. Press and hold the DOWN button again, until the display begins to flash RST (looks like “ASΓ”).
3. With the display still flashing RST, press and hold the 1 button for about 5 seconds. The handset will register the change in input method and display the corresponding readout:

<table>
<thead>
<tr>
<th>10.1 = One Touch</th>
<th>10.2 = Constant Touch</th>
</tr>
</thead>
<tbody>
<tr>
<td>The desk will keep moving to the preset height after you release the memory preset button.</td>
<td>The desk will only continue to the programmed height while you are holding the corresponding preset button.</td>
</tr>
</tbody>
</table>

4. To toggle to the next setting, press and hold the 1 button again for 5 seconds, until the displayed readout updates.
5. Once your preferred setting displays, release the button and wait about 5 seconds for the display to return to RST.
6. Complete the reset process by pressing and holding the DOWN button again while the desk lowers a little bit more, slightly rises, and then stops. Release the button. Your new preset touch setting is saved, and the desk is ready to use!

Change readout between inches and centimeters
By default, our programmable handsets display inches on models configured for 120-Volt power, and centimeters on models for 240-Volt power. If you’d like to break with tradition, you can easily change this setting.

1. Press and hold the DOWN button until the desk reaches its lowest position. Release.
2. Press and hold the DOWN button again, until the display begins to flash RST (looks like “ASΓ”).
3. Press and hold the 2 button for about 5 seconds. Your handset will register the unit change and display the corresponding readout:

<table>
<thead>
<tr>
<th>10.3 = Centimeters</th>
<th>10.4 = Inches</th>
</tr>
</thead>
<tbody>
<tr>
<td>The desk will keep moving to the preset height after you release the memory preset button.</td>
<td>The desk will only continue to the programmed height while you are holding the corresponding preset button.</td>
</tr>
</tbody>
</table>

4. To toggle to the next setting, press and hold the 2 button again for 5 seconds, until the displayed readout updates.
5. Once your preferred setting displays, release the button and wait about 5 seconds for the display to return to RST.
6. Complete the reset process by pressing and holding the DOWN button again while the desk lowers a little bit more, slightly rises, and then stops. Release the button. Your preferred unit setting is now saved, and the desk is ready to use!
Troubleshooting

*If your desk is not functioning properly, or if you have a Memory Preset Handset that reads “RST” or any error message (E01 - E13), confirm that all wired connections are secure (legs to cables, cables to Control Box). Once you’re certain that all connections are secure, perform the reset procedure below. If the error message persists after the reset procedure, contact 800-815-7251.

*If there is a difference in height between the two legs that exceeds 1.5”, stop the reset procedure and contact 800-815-7251.

*If the Memory Preset Handset displays “HOT”, let the desk cool down for 20 minutes.

Reset procedure

**CAUTION:** This will override any custom lower limit you might have set! Please ensure proper clearance for the Lifting Columns to retract.

With Standard Up-Down Handset

1. Press and hold the DOWN button until the desk reaches its lowest position. Release.
2. Press and hold the DOWN button again, for about 10 seconds. Release.
3. Press and hold the DOWN button again, this time until the desk first lowers slightly, then rises slightly, and finally stops. Release the DOWN button.

You’re all set!

With Memory Preset Handset

1. Press and hold the DOWN button until the desk reaches its lowest position. Release.
2. Press and hold the DOWN button until the display reads RST. Release.
3. Press and hold the DOWN button again, this time until the desk first lowers slightly, then rises slightly, and finally stops. Release the DOWN button.

You can now use your desk!