

Sit-Stand Desk Workstation

BASE STAND MODEL

P/N 21649

User's Manual

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SAFETY WARNINGS AND GUIDELINES

Please read this entire manual before using this device, paying extra attention to these safety warnings and guidelines. Please keep this manual in a safe place for future reference.

- This device is intended for indoor use only.
- Do not operate the gas spring release lever until the workstation is fully assembled.
- Ensure that the weight of equipment placed on the workstation does not exceed 33 lbs. (15 kg).
- Securely tighten the screws, but take care not to over tighten them.
- Keep the included Allen Key and Wrench in a safe place for future use.

INTRODUCTION

Leading workplace health advocates recommend height adjustability and sit-stand mobility as top ways to improve ergonomics. You don't have to stay in one position all day, because the sit-stand desk allows you to effortlessly change from a sitting to a standing position whenever you want. It provides full desk space for a laptop or desktop monitor, keyboard, and mouse. The extended height means that even very tall people can find perfect sitting and standing positions. Our desk is continuously adjustable to all points in between, so you can find a truly comfortable custom fit.

FEATURES

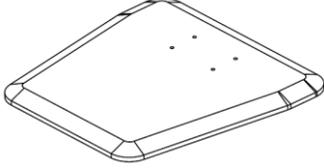
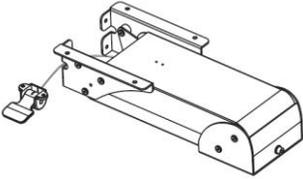
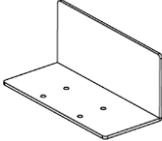
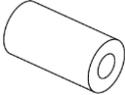
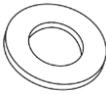
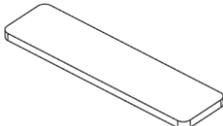
- Adjustable from 6.1" ~ 17.7" above the desk height
- Supports loads up to 33 lbs. (0 ~ 15 kg)
- Can be placed on any desk, table, or other flat surface

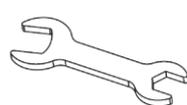
CUSTOMER SERVICE

The Monoprice Customer Service department is dedicated to ensuring that your ordering, purchasing, and delivery experience is second to none. If you have any problem with your order, please give us an opportunity to make it right. You can contact a Monoprice Customer Service representative through the Live Chat link on our website www.monoprice.com during normal business hours (Mon-Fri: 5am-7pm PT, Sat-Sun: 9am-6pm PT) or via email at support@monoprice.com

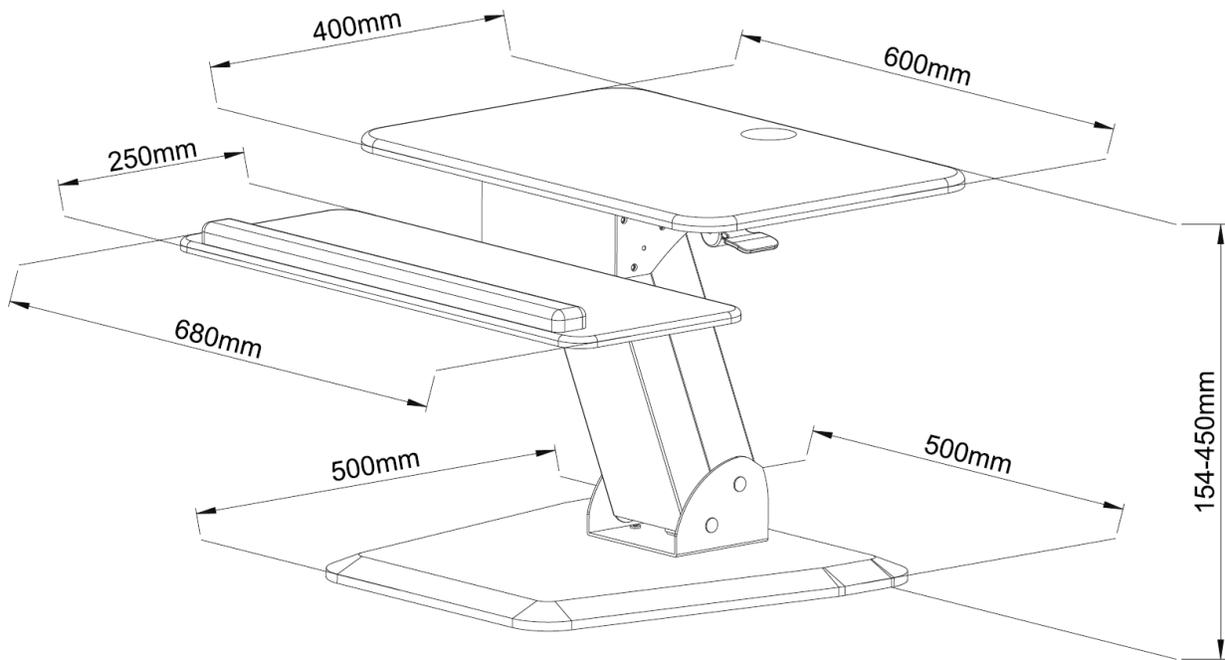
PACKAGE CONTENTS

Please take an inventory of the package contents to ensure you have all the items listed below. If anything is missing or damaged, please contact Monoprice Customer Service for a replacement.

		
1x Desktop (a)	1x Base (b)	1x Keyboard Tray (c)
		
1x Gas Spring Arm (d)	1x L Plate (e)	1x Wrist Rest (f)
		
4x M6x12 Bolts (g)	4x M6x12 Bolts (h)	4x M6x28 Bolts (i)
		
2x M6x35 Bolts (j)	2x Spacers (k)	4x M6 Washers (l)
		
4x M6 Nuts (m)	2x Square Pads (n)	4x Round Pads (o)

		
<p>1x Allen Key (p)</p>	<p>1x Wrench (q)</p>	

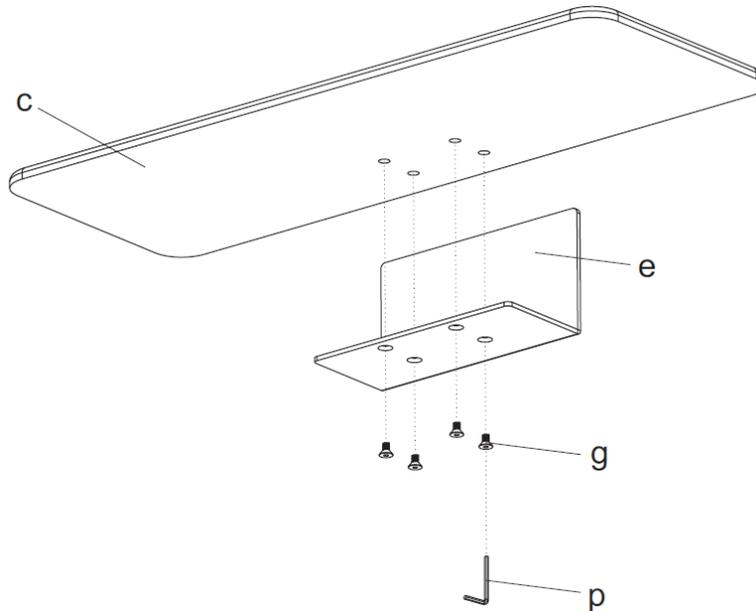
PRODUCT DIMENSIONS



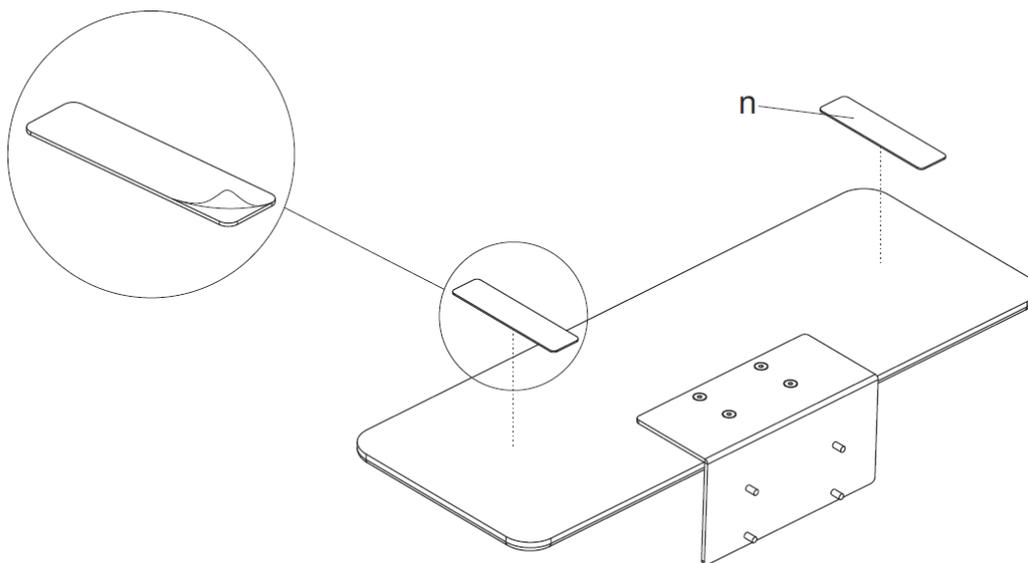
ASSEMBLY INSTRUCTIONS

Perform the following steps to assemble the sit-stand desk workstation.

1. Using 4x **M6x12 Bolts (g)** and the **Allen Key (p)**, attach the **L Plate (e)** to the **Keyboard Tray (c)**.



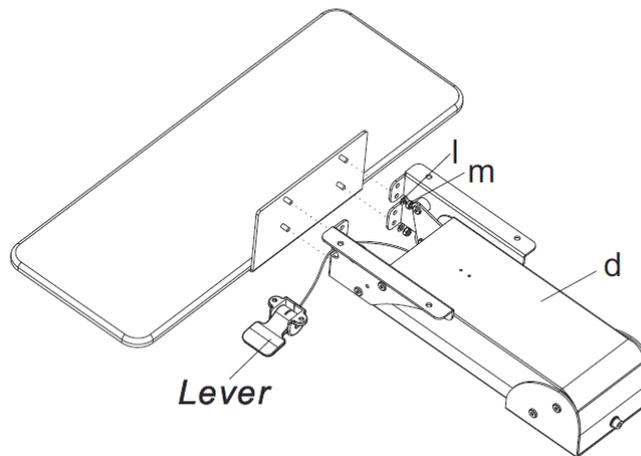
2. Peel the protective film from each of the 2x **Square Pads (n)** and attach them to the bottom of the **Keyboard Tray (c)**.



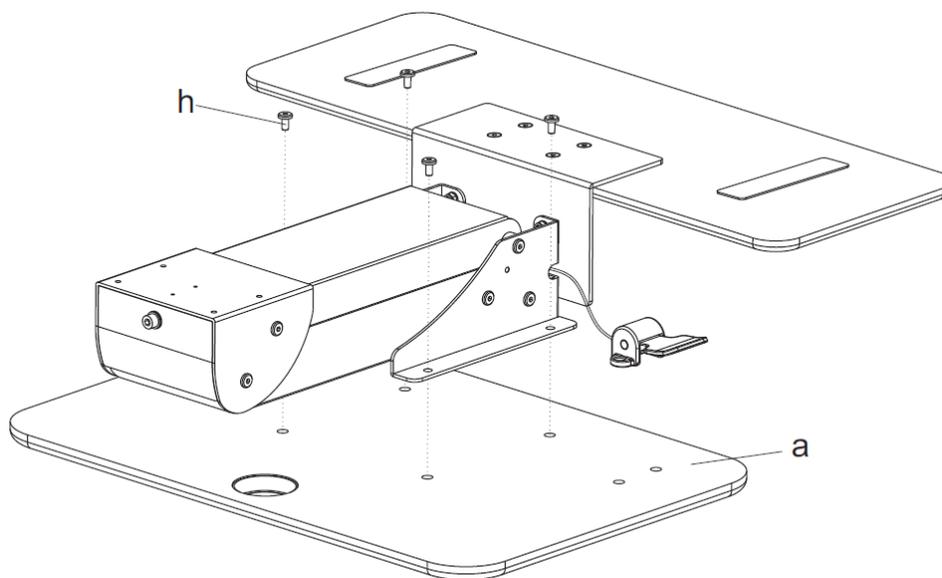
3. Feed the cable for the lever through the left or right side gap, as shown below, then attach the **L Plate (e)** on the Keyboard Tray assembly to the **Gas Spring Arm (d)** using 4x **M6 Washers (l)**, 4x **M6 Nuts (m)**, and the **Wrench (q)**.

Warning do not operate the Lever until the workstation is fully assembled!

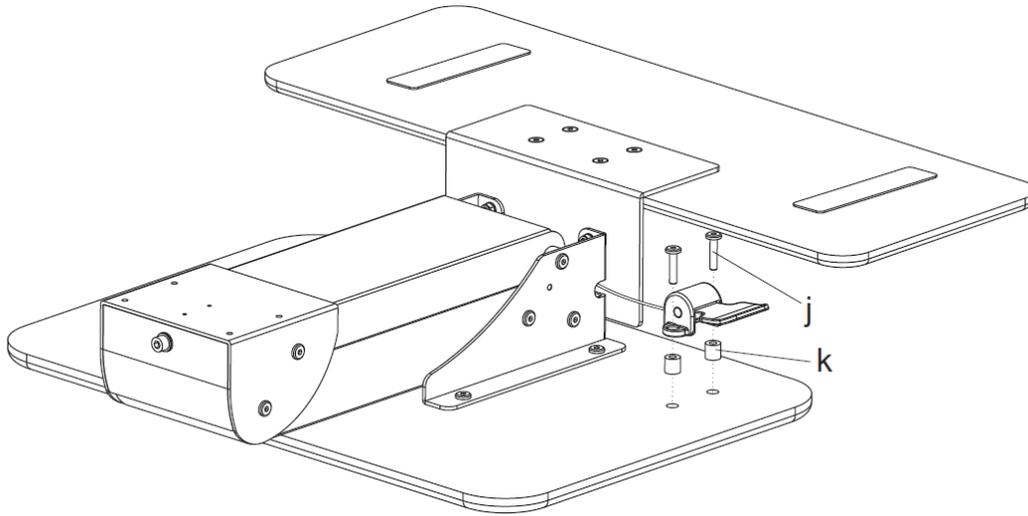
*Note that the **L Plate (e)** can be installed in two positions. Install it in the low position to put the Keyboard Tray at the same level as the desktop or install it in the high position to put the Keyboard Tray slightly above the level of the desktop.*



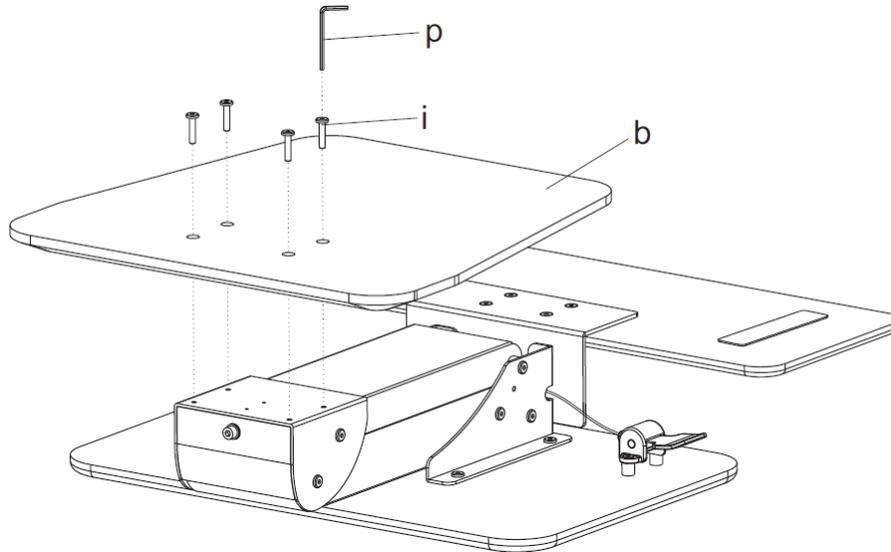
4. Using 4x **M6x12 Bolts (h)** and the **Allen Key (p)**, attach the Gas Spring Arm assembly to the **Desktop (a)**.



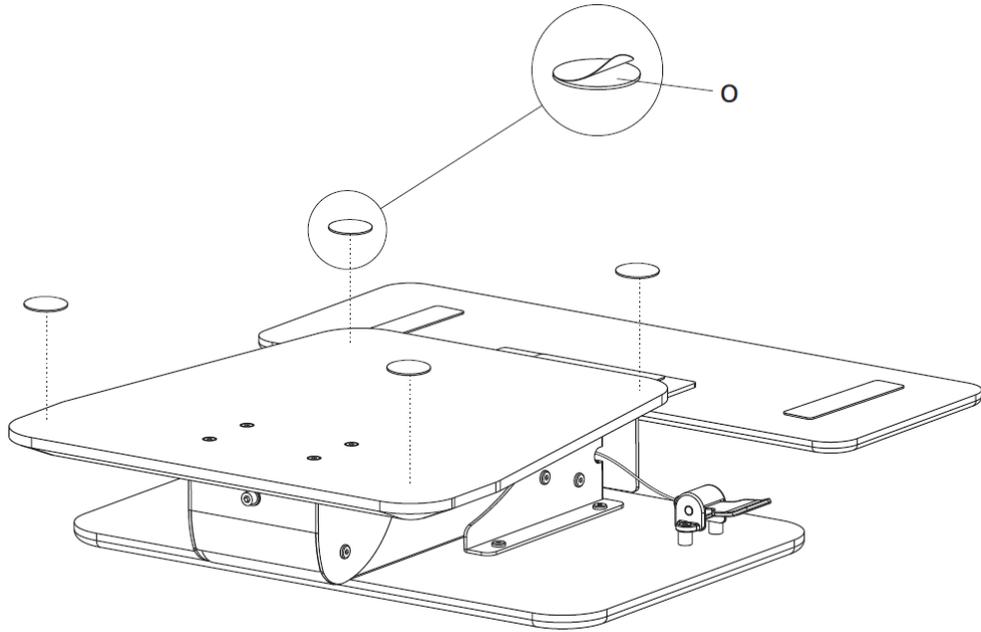
5. Place 2x **Spacers (k)** over the holes on the bottom of the **Desktop (a)**, then attach the **Lever** to the **Desktop (a)** using 2x **M6x35 Bolts (j)** and the **Allen Key (p)**.



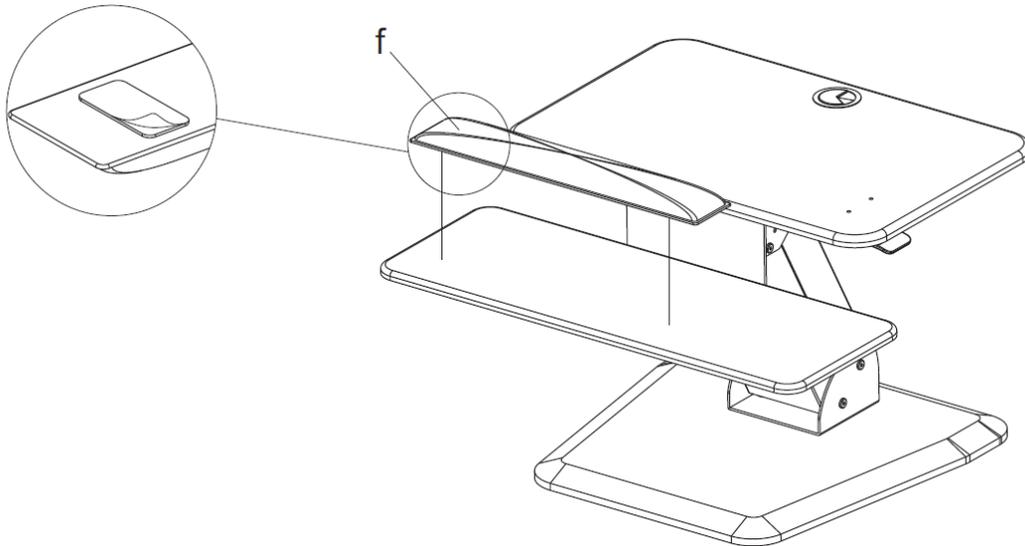
6. Attach the **Base (b)** to the Gas Spring Arm assembly using 4x **M6x28 Bolts (i)** and the **Allen Key (p)**.



7. Peel the protective film from each of the 4x **Round Pads (o)** and then attach them to the corners of the **Base (b)**.

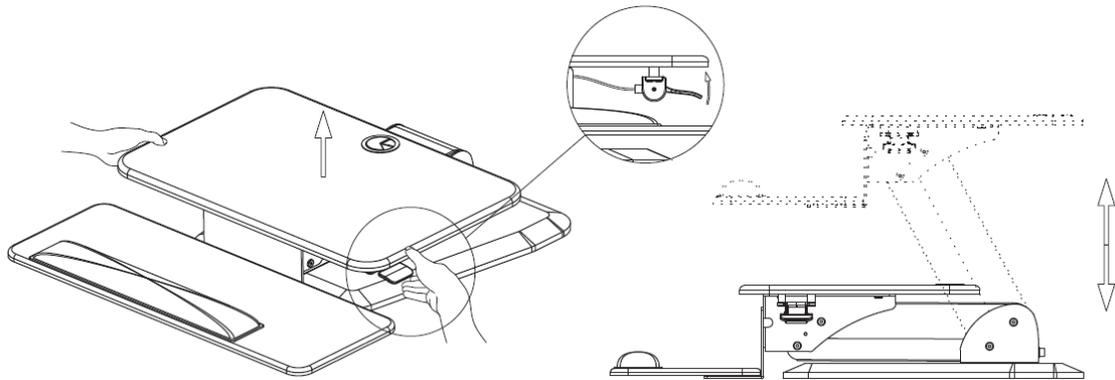


8. (Optional) Peel the protective film from the pads on the bottom of the **Wrist Rest (f)**, then attach it to the **Keyboard Tray (c)**.



9. Place your monitor on the **Desktop (a)** and your keyboard and mouse on the **Keyboard Tray (c)**.

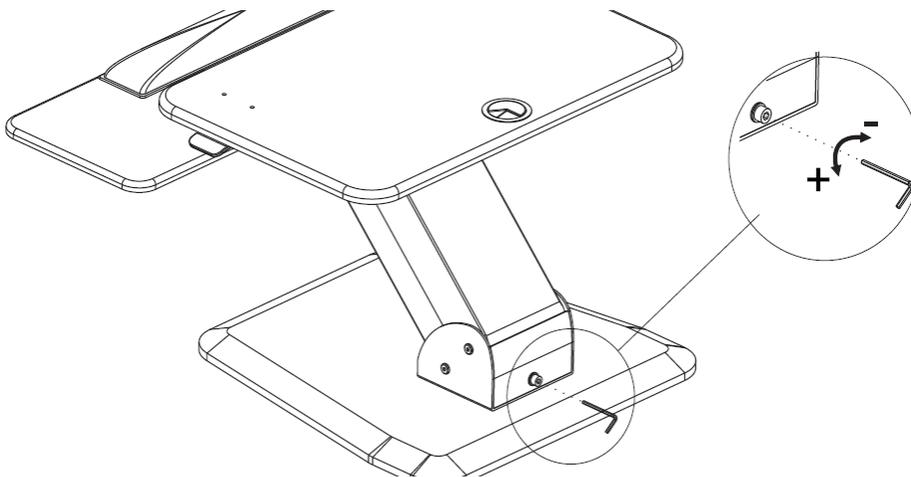
10. Press the Lever, then lift and lower the workstation to determine if the Gas Spring Arm needs to be adjusted.



11. If the workstation is difficult to lift and it lowers too easily, use the **Allen Key (p)** to turn the gas spring adjustment counterclockwise.

If the workstation raises too easily, but takes effort to lower, use the **Allen Key (p)** to turn the gas spring adjustment clockwise.

Continue lowering and raising the platform and adjusting the gas spring pressure until the tension properly counterbalances the weight of the monitor, keyboard, and mouse and it takes approximately equal force to lower or raise the workstation.



TECHNICAL SUPPORT

Monoprice is pleased to provide free, live, online technical support to assist you with any questions you may have about installation, setup, troubleshooting, or product recommendations. If you ever need assistance with your new product, please come online to talk to one of our friendly and knowledgeable Tech Support Associates. Technical support is available through the online chat button on our website www.monoprice.com during regular business hours, 7 days a week. You can also get assistance through email by sending a message to tech@monoprice.com