TrendSpaces Desk Series
Desk/Credenza Assembly Instructions
L-Desk Assembly Instructions
(PLT2472, PLT3066, PLT3672 & PLT2448
PLTLEG2472, PLTLEGD30, PLTLEGD36 & PLTLEGD24)

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

2.) Screw in leveling glides on all frames.

3.) Next, assemble metal desk frame by attaching the cross beam to the left & right side legs. The bolts for the cross beam are already in the legs. Just back out, place beam and screw back in.

4.) Next, attach frame to desk top using the pointed tip, self-threading wood screws included with the desk top. To properly align, assemble upside down. Align and connect frame one side at a time with the edge of the frame aligned to the edge of the desktop. Use a power screwdriver to screw in 2-1/2” screw with washer through the frame and securely attach to top. Proceed to opposite leg/side and attach in same manner.

5.) If you purchased an L-desk, attach the return desk end leg to the desktop with the two bolts, that are taped to the leg.

6.) The mounting bracket will already be installed on the return desktop. Use the 1” pointed tip, self-threading wood screws included with desktop to connect to main desk.

Questions? Please call 1-800-443-5117.
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday.
Small Office Electric Lift
Height Adjustable Table/Return/Bridge

For Y12386, Y12387 and Y12388 Desks,
Adjustable Bridge for Y12382 U-Desk,
Adjustable Return for Y12383 & Y12384 L-Desks
and Y12407 cubicle add-on

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Tools Needed:

Phillips Screwdriver  Power Screwdriver

List of Parts:

A (6pcs)  B (4pcs)  C (2pcs)  D (4pcs)
M8x10mm Machine Screw  ST5.0x18mm (optional) Wood Screw  ST4.2x18mm Wood Screw  M8x20 Machine Screw

E
Allen Wrench

NOTICE – These instructions must be saved for future use – Instructions must be followed
Assemble upside down. Attach Center Post to the Long/Short Arms using the (A) Machine Screws provided. Use the Allen Wrench included to secure the screws.

Turn your desktop face down on floor. Then, place the electric lift assembly on the underside of your desktop to attach with the (B) Wood Screws provided. The screws have pointed tips to easily drill into the desktop. Use your Phillips Screwdriver or Power Screwdriver to drill your own holes.

Attach the Base to the Center Post by using the (D) Machine Bolts with the Allen Wrench.

Use the (C) Wood Screws to attach the Handset on the left or right side, under the desktop.
With a helper, turn the assembled desk right side up. Then plug into electrical outlet to use.

Handset Instruction

The whole handset surface is a button panel. If there is no press within 30 seconds, the screen is locked and M1/M2/M3/M4 keys are locked correspondingly, you should press Up or Down key first, it can be used when the display screen light up.

- **Up or Down Key**
  To adjust the height of the desk, keep pressing on “up” or “down” until it fits your best position.

- **Display screen**
  Display the height value of the desk.

- **Memory Key (M1/ M2/ M3/ M4)**
  After setting memory keys, the desk can lift automatically to memory height.
  - How to set memory mode
    Please keep pressing M1/M2/M3/M4 key for 5 seconds, until “be” sound, the memory height is successfully saved. Then press M1/M2/M3/M4, the desk moves to memory height automatically.

- **Safety function**
  When the desktop is on the rise or down, encountered reverse resistance, the desk will rebound.

- **Hot display**
  1. When desk keep working for 2 to 5 minutes, screen show “hot”
  2. After the screen show “hot”, press any key will not working, the handset can automatically reworking after 5 minutes.

- **Setting solution for desk function**

  1. Press M4 until hear the second beep sound (around 10s).
  2. Use “+” or “-” key to choose A, b, c, d, e, f.

  - A Press M4:
    1. max sensitivity
    2. better sensitivity
    3. general sensitivity
    4. less sensitivity
    5. insensitive
  - b Press M4:
    1. 1 cm
    2. 2 inch
  - c Press M4:
    - Using “<” or “>” key to set basic height
  - d Press M4:
    - Using “<” or “>” to adjust the height
  - e Press M4:
    1. general sensitivity
    2. less sensitivity
  - f Press M4:
    - Using “<” or “>” key to set basic height

  Pass M3 BACK to the setting surface, the data reserved
  Pass M3 BACK to the main surface, all setting complete
Y11129 Steel Modesty Panel
Assembly Instructions
(MMP6016-SLV)

Note: Holes are not predrilled on the underside of the worksurface due to the self-threading design of the pointed tip, coarse thread wood screws provided. The four wood screws will ensure a strong hold when screwed directly into the wood.

Positioning of the modesty panel is left to the personal preference of the user. It can either be placed flush to the front edge of the desk, or, set back several inches from the front edge.

Step 1: Modesty Panel is easiest to attach when desk is upside down. Attach the two angled brackets to the modesty panel itself with the four bolts and washers provided. Screw silver caps on other side of panel once done.

Step 2: Next, measure your desktop and determine if you want your panel to overhang, be flush with, or be inset from the edge of the desktop. Line up modesty panel and mark holes where the angled bracket will attached to the underside of the desk.

Step 3: Using a screwdriver or drill, attach the bracket by screwing the pointed wood screws into underside of the desk, over the marks. Once done, with a helper turn the desk upright.

List of Hardware:

<table>
<thead>
<tr>
<th>Part</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wood Screw</td>
<td>4</td>
</tr>
</tbody>
</table>

Tools Needed:

- Screwdriver or power screwdriver
- A Helper.

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