Item No.: ET223-BLACK
Installation guide

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.

<table>
<thead>
<tr>
<th>No.</th>
<th>Image</th>
<th>Spec</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>①</td>
<td>安装</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>②</td>
<td>安装</td>
<td>4</td>
</tr>
<tr>
<td>C</td>
<td>③</td>
<td>配件</td>
<td>8</td>
</tr>
<tr>
<td>D</td>
<td>④</td>
<td>配件</td>
<td>12</td>
</tr>
<tr>
<td>E</td>
<td>⑤</td>
<td>配件</td>
<td>16</td>
</tr>
<tr>
<td>F</td>
<td>⑥</td>
<td>配件</td>
<td>1</td>
</tr>
</tbody>
</table>

Technical data

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

Component list

<table>
<thead>
<tr>
<th>No.</th>
<th>Part</th>
<th>Qty</th>
<th>Part</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Feet</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Lifting Column</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Cable Management Tray</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Supporting Beam</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Side Bracket</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Hand Switch (optional)</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Control Box</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

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**STEP 1**: Install the Side Brackets

- Attach the side brackets (5) to the ends of the supporting beam (4) using screws (A) as shown 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 onto the base. There are no plated holes for this step. The wood screws are self-tapping so you will be making your own holes.
2. Loosen
3. Adjust
4. Tighten

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

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

**STEP 5**

Install the Control Panel and the Control Box:

- Use the wood screws provided to attach the hand control panel in your preferred spot. There are no plated holes for this step. The wood screws are self-tapping so you will be making your own holes.
- Port for hand switch
- Port for cable connected to the lifting column

**STEP 6**

Install the Cable Management Tray:

1. (Click and snap)
2. Buckle the other side

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

**Common fault treatment**

The following tips will help you detect and eliminate the common fault and error. If the warranty has not expired, please contact with your supplier. Only the manufacturer and professionals are capable of investigating and correcting these fault and error.

<table>
<thead>
<tr>
<th>Fault phenomenon</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>No response while long pressing down switch after connection with power supply</td>
<td>1. Check all the cables be connected and&lt;br&gt;2. Contact your supplier or dealer</td>
</tr>
<tr>
<td>No response while pressing up (beginning phase) is not connected with a power supply</td>
<td>1. Check all the cables be connected and&lt;br&gt;2. Contact your supplier or dealer</td>
</tr>
<tr>
<td>Rising in a low speed</td>
<td>1. Check the motor run as instructed&lt;br&gt;2. Contactor or relay</td>
</tr>
<tr>
<td>Go down but not go up</td>
<td>1. Contact your supplier or dealer</td>
</tr>
<tr>
<td>Downward sliding</td>
<td>1. Check downward, no sliding&lt;br&gt;2. Contactor or relay</td>
</tr>
<tr>
<td>Frequently Reposition</td>
<td>1. Check the motor run as instructed&lt;br&gt;2. Contactor or relay</td>
</tr>
</tbody>
</table>

Attention:

- Power supply: AC100V-240V, 50/60Hz
- Service Environment: 0-40°C
- Unplug the power plug before cleaning, wipe the outer surface with a damp cloth and rinse them with warm water, then dry them with a towel.
- The electric box contains electronic components, metal, plastic, 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 a potential risk of injury in case of incorrect use.
- When using the product, please wear non-slip, rubber-soled shoes and avoid wearing loose, easy-to-hang clothing.
- Slight noise caused by the transport belt or brake system due to structure will not have any effect on the use of the equipment.
- Contains or abrasive materials are forbidden to clean the equipment. Must ensure that the cleaner used will not pollute the environment.
- The components or abrasive materials are not to be used by the elderly or persons who cannot stand 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 should not play with the appliance.
- Cleaning and care 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 similar qualified persons to avoid a hazard.
- Please make sure there are no hazardous sources in your operating environment, e.g., do not store the tools around. Always be careful to read 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 or transportation.

**Waste disposal**

This marking indicates that this product should not be disposed of 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 "5-1";
  b. 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.
Desk/Credenza Shell Assembly Instructions

Applies to:

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.

List of Hardware:

<table>
<thead>
<tr>
<th>Part</th>
<th>Part</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wood Dowel</td>
<td>Cap</td>
</tr>
<tr>
<td>Cam Pin</td>
<td>Leveling Glide</td>
</tr>
<tr>
<td>Cam Lock</td>
<td>Grommet</td>
</tr>
</tbody>
</table>

Tools Needed:
-Phillips Screwdriver
- A helper!

Questions? Please call 1-800-443-5117.
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday
Box/Box/File Desk Pedestal Assembly Instructions

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

List of Hardware:

<table>
<thead>
<tr>
<th>Part</th>
<th>Part</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Large Bolts</td>
<td>3 Drawer Pulls with screws</td>
</tr>
<tr>
<td>1 set of keys</td>
<td>4 Leveling Glides</td>
</tr>
</tbody>
</table>

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