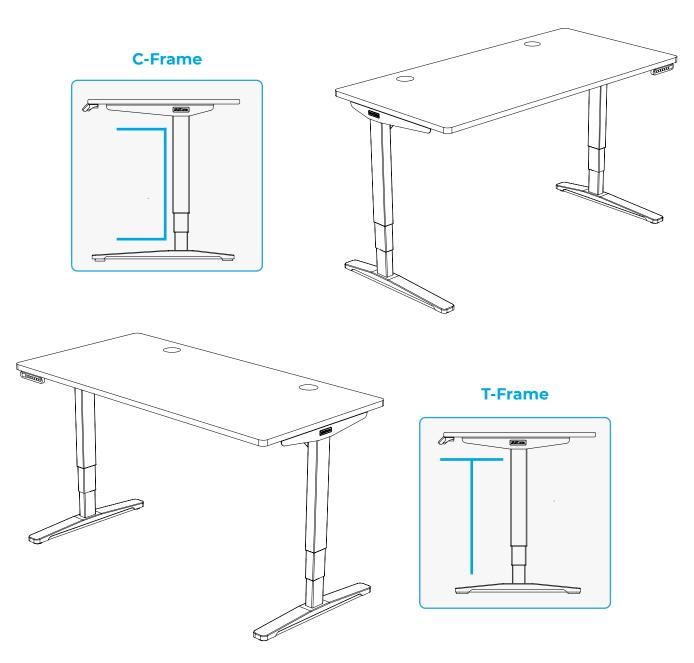
# UPLIFT DESK®

# V2 2-Leg Standing Desk (C-Frame and T-Frame)



For assembly assistance, visit upliftdesk.com/2leg-com or call 800-349-3839 or email support@upliftdesk.com

two person assembly



#### Safety and Warnings



**WARNING:** Keep fingers and body parts clear of the moving desk. Check the desk's surroundings on all sides before raising or lowering the desk to ensure there are no obstacles that can be damaged or can damage the desk.



**WARNING:** Ensure all cords and cables have enough slack so they don't pull as the desk moves up and down.



**WARNING:** Keep children away from the desk unless supervised. Misuse of the desk can cause personal injury. If children cannot be supervised at all times, use the desk's safety lock feature or remove the power cord to prevent its operation.



**WARNING:** The desk is designed for use in dry environments, use indoors only. Use of desk outdoors or in damp locations can cause risk of electric shock, fire, or personal injury.



**WARNING:** Only plug the desk into a properly grounded, 120V power outlet. Using a voltage converter is considered improper use and can cause damage to the desk.



**WARNING:** Do not open or insert any object into a desk frame component such as the motor housing or control box. Doing so may cause damage and presents a risk of electric shock.



**WARNING:** In case of spilled liquid on any desk component, disconnect the desk from the power outlet immediately. Clean up the spill with a dry cloth and plug the desk back into the power outlet. There is a risk of desk failure or electric shock if desk components become wet.



**WARNING:** Never use the desk if the power cord or plug is damaged as this can cause a risk of fire and electric shock. Contact UPLIFT Desk for a replacement power cord if it is damaged in any way.



**WARNING:** Risk of serious injury or death. Adjusting the height of the desk can pinch or crush body parts trapped between the desk and stationary objects. Do not place feet or other body parts on any items located under the desk other than on approved items such as foot rests and desk mats.



**WARNING:** Be sure there is a gap of at least 1 inch between the moving parts of the standing desk and objects located next to it to avoid pinch and crush hazards. Move the desk through its full range of motion to ensure the 1 inch gap is maintained above, below, and all around the desk.

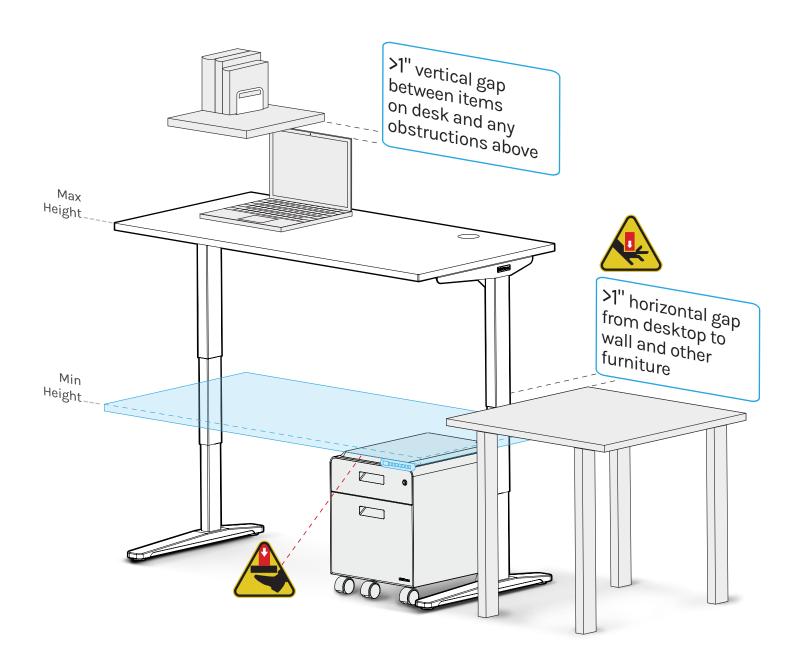


**WARNING:** Persons with limited mental or physical capabilities who are unable to comprehend the safe operation of the height adjustability feature must not operate the desk.



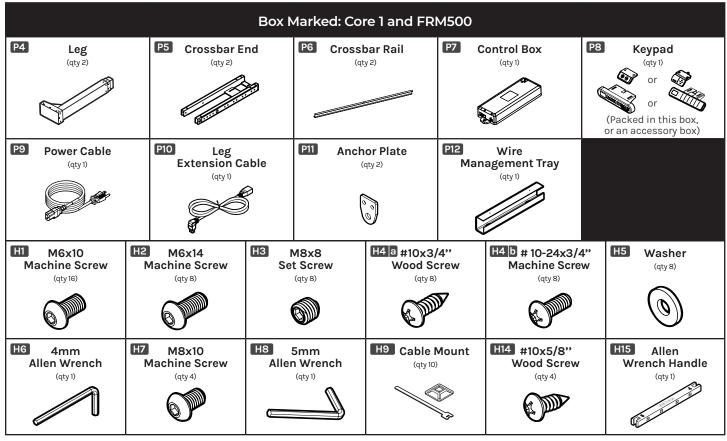
**WARNING:** Inspect the desk regularly and stop using immediately if you notice any damaged or loose parts. Only replace damaged desk parts with authorized UPLIFT Desk parts and instructions.

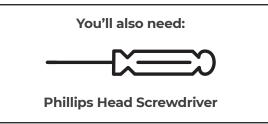
Please read these instructions carefully. This desk is height adjustable to fit the user's height. Inappropriate use of this desk can cause property damage and/or bodily injury. Under no circumstances does the manufacturer accept warranty or liability claims for damages caused from improper use of this desk. Please provide these instructions to any new user or owner of the desk.

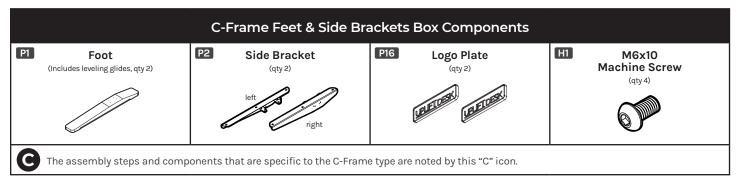


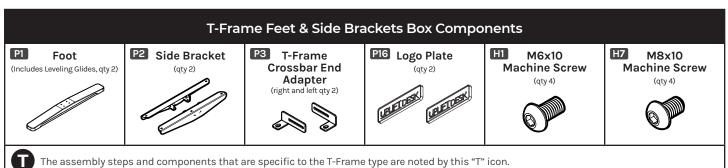
**Note:** Desk image is for reference only. Desk shape and leg quantity or style may change based on the desk configuration ordered.

#### **Package Contents**

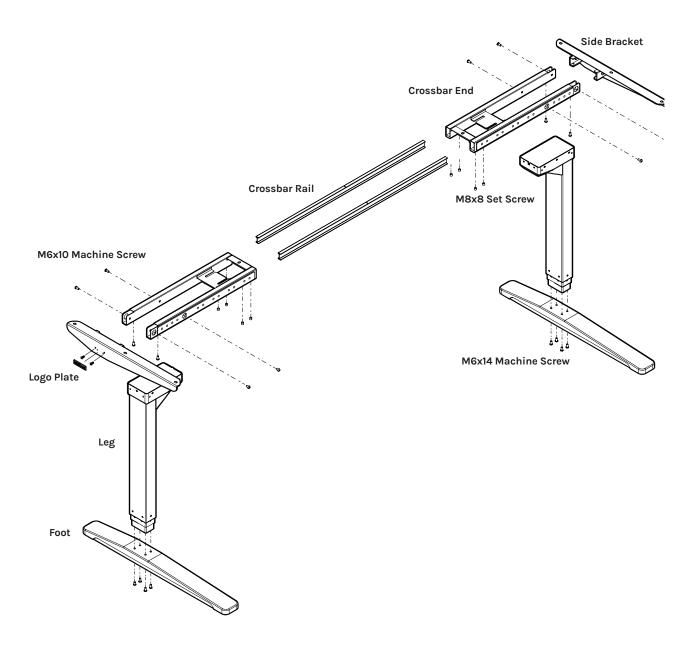






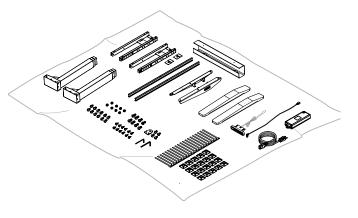


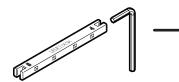
# Component Diagram



V2 2-Leg **C-Frame** shown

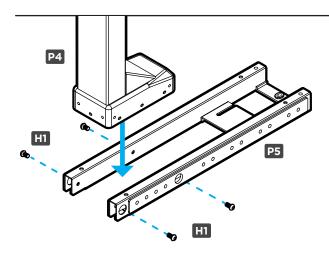
#### Desk Assembly Instructions





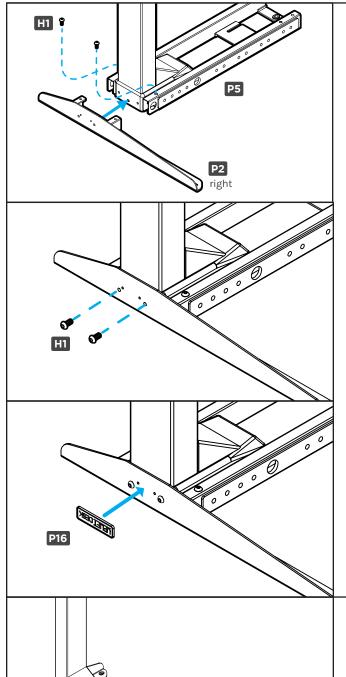
# Step 1 - Inventory of Parts

- A. For ease and safety, we recommend using two people for assembly. Before assembly, consider where you want your desk to be located. Since your new desk is height adjustable, you will want it located a safe distance from anything that could obstruct the desk from being raised or lowered (like a wall mounted shelf or cabinet). With an Advanced Keypad, you can set the upper and lower height limits for your desk to avoid any potential collisions.
- B. To avoid any damage to your floor or desktop, we recommend assembling your desk on a debris-free carpet or blanket.
- C. Ensure you have received all components and hardware before disposing of any packing material. Lay out the components from all boxes and make sure the items and quantities match what is shown in each of the package contents sections in these instructions.
- D. The included Allen Wrench Handle (H15) provides increased leverage and better grip while tightening frame screws. Insert the 4mm Allen Wrench (H6) into the side marked with the number "4". Push the Allen Wrench all the way into the slot of the handle until it "snaps" securely into place.



# Step 2 - Crossbar End Attachment

- A. Place one of the Crossbar Ends (P5) upside down as shown.
- B. Position one of the Legs **(P4)** so that the back of the Leg and the back of the Crossbar End are aligned and flush.
- C. Using the smaller 4mm Allen Wrench (H6), loosely insert four M6x10 Machine Screws (H1) through the Crossbar End holes and into the Leg as shown, but do not tighten them.
- D. Once all four screws have been started, tighten them using the 4mm Allen Wrench **(H6)**.
- E. Repeat this step for the second Leg assembly.

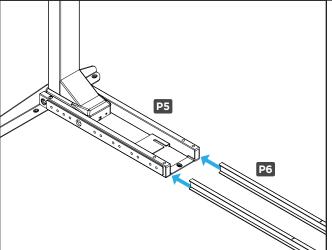


# Step 3 - Side Bracket Attachment

- A. Slide the tabs of the Side Bracket (P2) into the Crossbar End (P5) and insert two M6x10 Machine Screws (H1) through the top of the Crossbar End as shown. Loosely start each screw by hand, but do not tighten them completely.
- B. Insert two Machine Screws (H1) through the two larger holes in the face of the Side Bracket (P2) and into the Leg (P4).
- C. Once the four screws are from Steps A and B have been started, tighten them all completely with the 4mm Allen Wrench (H6).
- D. Attach the Logo Plate **(P16)** by pressing the posts on the Logo Plate firmly into the two smaller holes in the side of the Side Bracket. The Logo Plate conceals the two screws in the face of the Side Bracket.

**Note:** When assembling the Legs in the orientation shown, the Logo Plate will need to be attached upsidedown so that it is right-side-up when the desk is flipped over.

E. Repeat this step for the second Leg assembly.

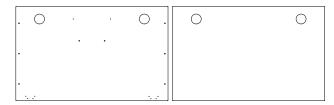


# Step 4 - Crossbar Rail Installation

A. Slide the Crossbar Rails **(P6)** into the Crossbar End **(P5)** of the Leg assembly shown. This Leg assembly will be the right side Leg of your desk when it is flipped upright.

**Note:** For T-Frames it does not matter which Leg assembly you use in this step since they are the same.

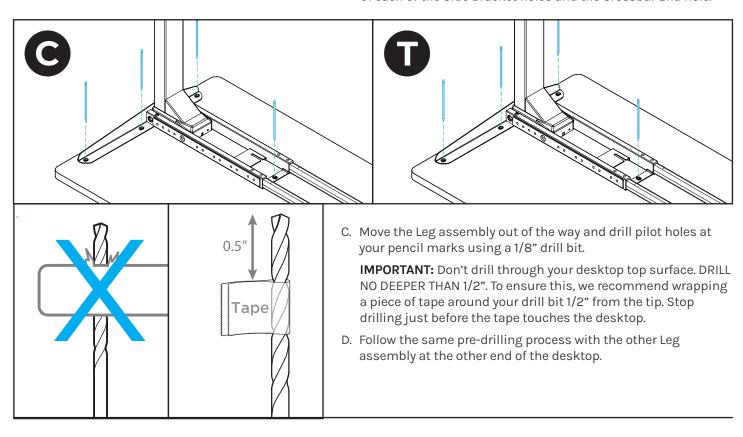
## with pre-drilled holes without pre-drilled holes



# Step 5 (if applicable) - Drill Desktop Holes

Skip this step and proceed to Step 6 if your desktop has threaded metal inserts or pre-drilled holes. See images showing a desktop with pre-drilled holes and inserts and without pre-drilled holes and inserts.

- A. Select the top surface of your desktop and make sure that side is facing down. Make sure you only drill into the bottom surface of your desktop.
- B. Place the Leg assembly from Step 4 onto the desktop as shown so that the Side Bracket (P2) is centered between the front and back edges of the desktop and approximately 1/2" in from the side edge of the desktop and make a pencil mark in the center of each of the Side Bracket holes and the Crossbar End hole.



# Step 6 - Leg Assembly Attachment

- A. Align the holes in the Side Bracket **(P2)** of the Leg assembly as shown with the holes on the desktop. This is the Leg assembly with the Crossbar Rails inserted. When adjusting the location of the Leg assembly on your desktop, lift it up to move it instead of sliding it. This will help protect your desktop and keep the pre-installed rubber grommets in the Side Bracket and Crossbar End from becoming dislodged. If they do become dislodged, they can be easily reinserted.
- B. **IMPORTANT:** Determine the correct screws to use based on whether your desktop has threaded metal inserts or predrilled holes.
  - For desktops that have threaded metal inserts: use the 3/4" Machine Screws (H4b) and Washers (H5) for the following steps. Do not use the Wood Screws with the pointy end.
- For desktops that do not have threaded metal inserts: use the 3/4" Wood Screws (H4a) and Washers (H5) for the following steps.

Machine screw: flat end

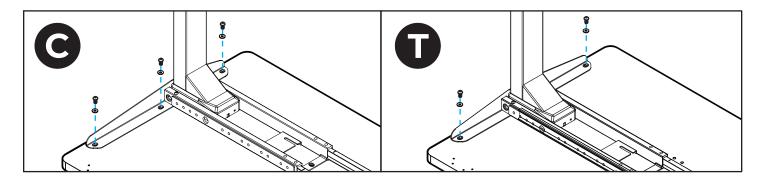


Wood screw: pointy end



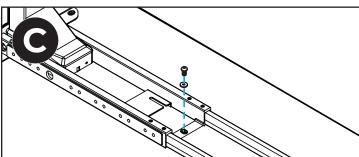


C. Use a Phillips Head Screwdriver and the Screws and Washers determined above to attach the Side Bracket to the desktop, but do not tighten the screws completely yet.



#### **C-Frame**

A. Use one Screw and Washer to fasten the Crossbar End to the desktop as shown in the images below, but do not tighten completely.

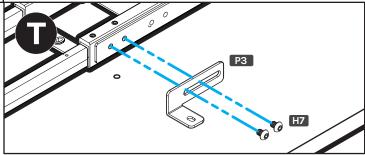


#### T-Frame

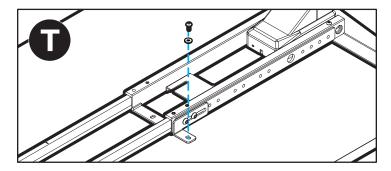
If you drilled pilot holes in Step 5, use one Screw and Washer to attach the Crossbar End to the desktop, but do not tighten completely.

If your desktop has pre-drilled holes or threaded metal inserts, proceed with Steps A and B below:

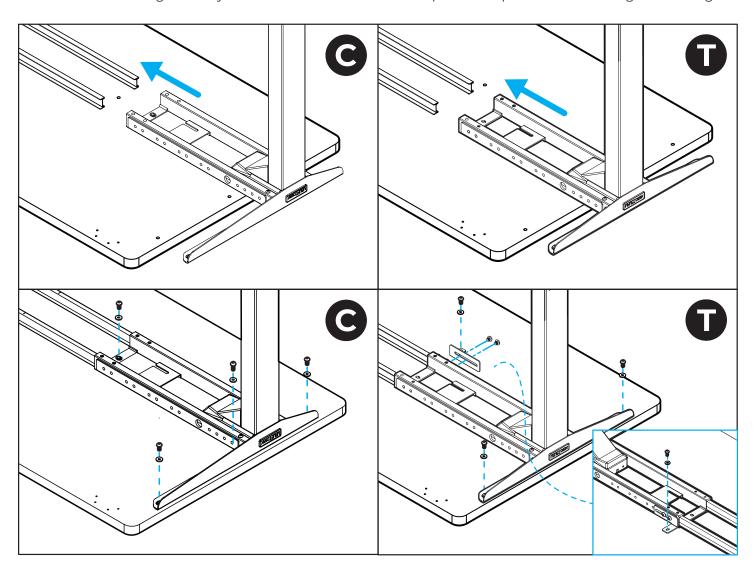
A. There is a left and a right Crossbar End Adapter (P3). Select the one that can be positioned as shown and attach it to the Crossbar End (P5) in the orientation shown using two M8x10 Machine Screws (H7), but do not tighten the screws yet.



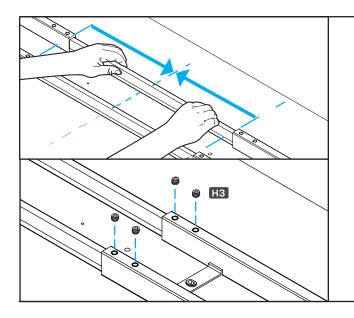
B. Use one Screw and Washer to fasten the Crossbar End to the desktop as shown in the image below, do not tighten completely.



C. Position the other Leg assembly onto the Crossbar Rails (P6) and repeat the steps above for attaching the other Leg.



D. Tighten all of the screws that were started in this step.



# Step 7 - Center Rail Positioning

A. Slide each Crossbar Rail **(P6)** left or right until the center indicator marks are approximately centered between the two Crossbar Ends **(P5)**.



B. Insert four M8x8 Set Screws **(H3)** into each Crossbar End and tighten.

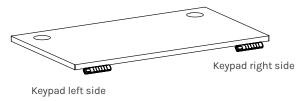
**IMPORTANT:** Ensure that all eight set screws make contact with the Crossbar Rail inside the Crossbar Ends.

# Step 8 - Keypad Attachment

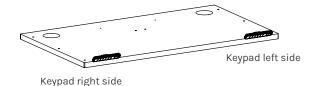
There are two pairs of Keypad mounting holes pre-drilled into each side of UPLIFT desktops to accommodate several different Keypad designs.

If you are using a desktop that does not include pre-drilled holes for the Keypad **(P8)** attachment, locate the Keypad approximately where shown in the image. Refer to Step 5 to make pre-drilled holes for the Keypad attachment; be careful not to drill through your desktop surface.

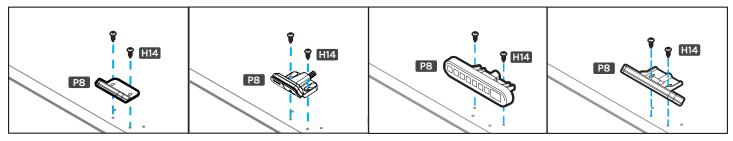
#### Top of desktop

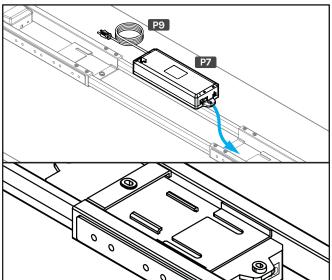


#### **Bottom of desktop**



- A. Choose which side of the desktop you'd like your Keypad to be located. Remember that you are assembling your desk upside down, so the Keypad will be on the opposite side once the desk is upright.
- B. Align the Keypad with the pre-drilled desktop holes that best align with the Keypad's mounting holes.
- C. Using a Phillips Head Screwdriver, attach the Keypad to the desktop with two #10x5/8" Wood Screws (H14). Be careful to not over tighten to avoid stripping.

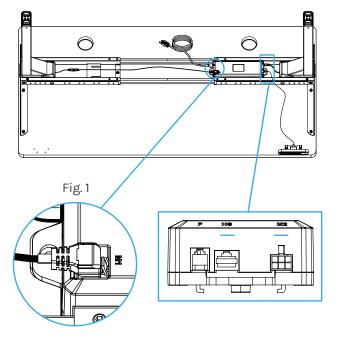




Top view of desk showing the Control Box tabs and Crossbar End slots (the desktop has been removed from the diagram for illustrative purposes).

# Step 9 - Control Box Attachment

- A. Connect the Power Cable **(P9)** into the port on the Control Box **(P7)** marked "AC".
- B. Position the Control Box near the Leg on the side of the desk you have attached your Keypad and point the Power Cable end away from the Leg.
- C. Slide the Control Box onto the Crossbar End (P5) so that the tabs on the bottom of the Control Box interlock with the slots in the Crossbar End as shown. Note: The Control Box must be attached to the frame for the desk to function properly.



# **Step 10 - Cable Connections**

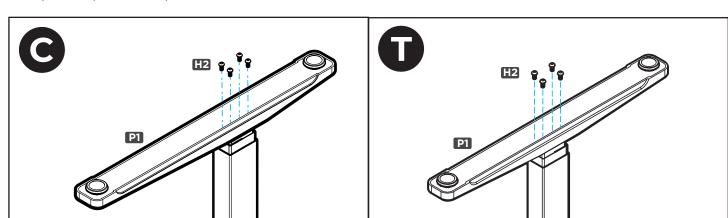
- A. Connect the cable of the Keypad (P8) into the Control Box (P7) port labeled "HS".
- B. Connect the short cable of the Leg closest to the Control Box directly into the white port of the Control Box marked "M2". This port is located on the same end as the Keypad port marked "HS".

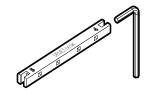
IMPORTANT: Referring to Fig. 1, connect the "angled" end of the Leg Extension Cable (P10) into the white port marked "M1" located on top of the Control Box with the cable pointing away from the Control Box. Do NOT attempt to connect the Leg Extension Cable with the cable running over the top of the Control Box. Doing so will damage the Leg Extension Cable and the Control Box.

C. Connect the other end of the Leg Extension Cable with the "straight" connector into the short cable of the other Leg. Do NOT attempt to connect the short Leg cable to the "angled" connector end of the Leg Extension Cable.

# Step 11 - Foot Attachment

- A. Place one of the Feet **(P1)** on top of one of the Legs as shown. **Note:** If you are assembling a C-Frame, make sure the long end of the Foot is facing towards the front of the desk in the same direction as the long ends of the Side Brackets. The end of the Leg should fit inside the rectangular hole in the Foot on the opposite side as the leveling glides.
- B. Loosely insert four M6x14 Machine Screws **(H2)** through the Foot and into the end of the Leg, but don't tighten the screws yet.
- C. Once all four screws have been started, tighten them using the smaller 4mm Allen Wrench and Allen Wrench Handle.
- D. Do one final tightening of all Foot screws. Tight Foot screws add significant stability.
- E. Repeat the previous steps to attach the second Foot.



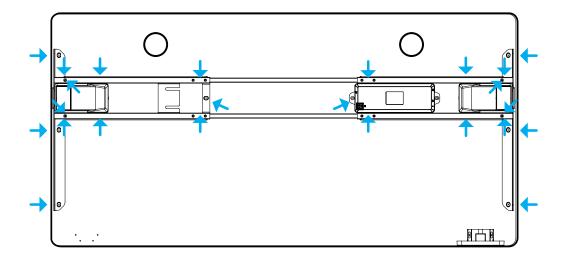


# Step 12 - Caster Installation (optional)

If you purchased Casters for your desk, we recommend installing them now.

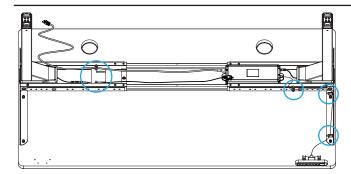
- A. First, remove the pre-installed Leveling Glides from the Feet by rotating them counterclockwise to unthread them from the mounting holes.
- B. Install a Caster in each of the Leveling Glide holes by turning the stem of the Caster clockwise, threading it into the hole. Use a 12mm or ½" flat wrench to tighten Casters that include a hex nut on the threaded stem for tightening.

**IMPORTANT:** Take this moment to double check that all of the screws indicated with arrows are tight. This is an important step and it is much easier to ensure they are tight now before flipping the desk upright. Also, the desk frame screws may not have been completely tightened during the initial assembly. Since the desk is upside down, take the opportunity to ensure all frame screws are tight using the Allen Wrench. We supplied Loctite pre-applied to all screws to keep them tight over time, so if you tighten thoroughly this one time you're all set. Don't forget to check the Feet screws and the screw located underneath the Control Box on C-Frames.



#### Accessory Installation

Now is a good time to install any accessories such as a Wire Management Tray, CPU Holder, Keyboard Tray, or other items that attach to the underside of your desktop. This section will cover accessories that are included with your desk frame. For other accessories, refer to the instructions that were provided with those products.

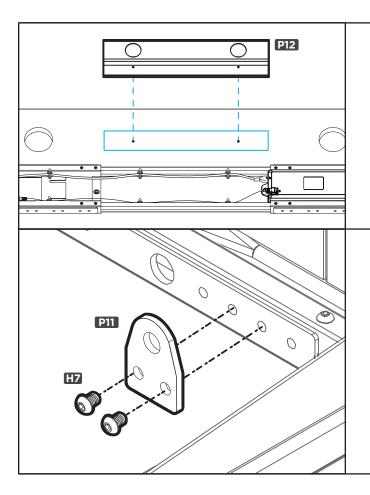


#### **Cable Mounts**

**Note:** The adhesive backing on the Cable Mounts is very strong, please carefully decide locations before adhering them under your desktop or desk frame. Do not attach them to the top surface of your desktop. Some potential Cable Mount locations are shown circled.

Use the included Cable Mounts **(H9)** to organize your wires and keep them tidy and out of the way. The Cable Mounts can help prevent cables from snagging on stationary objects while the desk is moving. The Cable Mounts consist of an adhesive-backed plastic anchor and a reusable hook and loop strip.

You can also use the hook and loop strips without the plastic anchor in places where it can be slid underneath frame parts. You might want to save some of the Cable Mounts for cable management of personal devices after completing the desk assembly.



# Wire Management Tray (optional)

Most UPLIFT desktops include two pre-drilled holes about 12" apart located near the back of the desktop. If your desktop includes grommets, these holes will be located between them. These holes are meant for attaching the included Wire Management Tray (P12). If you choose to place the Tray in a different location, refer to Step 5 to make pre-drilled holes for the Wire Management Tray attachment; be careful not to drill through your desktop surface. Attach the tray to your desktop using two #10x5/8" Wood Screws (H14).

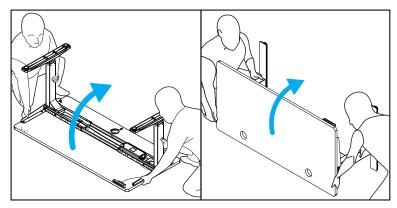
# **Anchor Plates (optional)**

Various UPLIFT Desk accessories were designed to attach to the patented mounting points located along the sides of the Crossbar Ends (P5) on UPLIFT V2 and V2-Commercial desk frames. Some of these accessories require the use of the Anchor Plates (P11) included with the desk frame. Refer to the instructions provided with each accessory for specific mounting instructions.

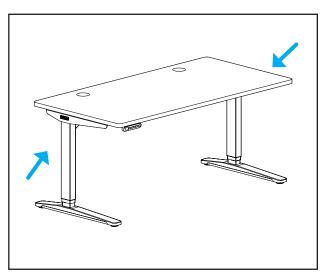
If the Anchor Plates are required, attach them using two of the M8x10 Machine Screws **(H7)** per Anchor Plate and tighten the screws using the 5mm Allen Wrench **(H8)** and Allen Wrench Handle **(H15)**.

#### **Desk Placement**

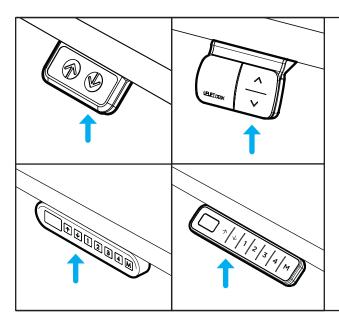
When preparing to flip the desk, be aware of loose cables and attached accessories, especially an accessory that might move on a track like a Keyboard Tray or CPU Holder.



- A. With one person located at each end of the desk, support the desk frame and the desktop equally and begin to tilt it slowly towards the back of the desk so that the Keypad is facing up and the back of the Feet are touching the floor.
- B. Readjust your grip and continue to rotate the desk until it is rightside up with both Feet completely on the floor.
- C. Position your desk where you would like it to be. Never lift the desk by just the desktop, doing so will put undue stress on the attachment screws. Be sure to hold the frame Side Brackets when lifting.



- If your desk has Casters: Moving is easy! If your Casters include locks, make sure they are unlocked and roll the desk to the desired location. Be sure to relock the Casters to keep the desk stationary.
- If your desk does not have Casters: Using two people, lift your desk (do not drag it) by holding onto the desktop and Side Brackets together where indicated by arrows.
- D. Adjust the Leveling Glides as needed to level the desk.
- E. Check your desk's surroundings to make sure there will be no obstacles within the desk's path while it is being raised or lowered. Do not place any objects underneath the desk that are taller than 21" and be aware of any accessories mounted underneath your desk.
- F. Ensure that the Power Cord and all accessory cords are long enough to accommodate the raising and lowering of your desk.
- G. Plug your desk into a grounded, 120V power outlet.



#### **Desk Reset Procedure**

**IMPORTANT:** Before using your desk, perform the Initial desk Reset Procedure below.

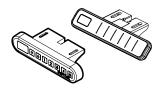
#### **Initial Desk Reset Procedure**

A. Press and hold the DOWN button for approximately 10 seconds, then release the button. If you have a Keypad with a display, it will read "RST".



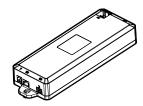
- B. Press and hold the DOWN button again, the desk will lower a little, then rise a little, and then stop.
- C. Release the button. Your desk is now ready for use! If you are using an Advanced Keypad, see additional Keypad instructions for further information on how to use your Keypad.

#### Programming (Advanced Keypads only)



These UPLIFT Desk programming instructions are compatible only with Advanced Keypads.

For Advanced Paddle Keypad programming steps, refer to the instructions received with that Keypad.



# **Height Calibration**

This feature will help you ensure that the numeric display matches the actual height to the top of the desktop in the desk's lowest position. This is particularly helpful if you have added Casters to your desk.

- 1. Hold the DOWN button on the Keypad until the desk reaches its lowest height, then release.
- 2. Measure the height from the floor to the top side of the desktop. If the displayed height does not match your measurement, follow the next steps.
- 3. Hold the DOWN button again until the Keypad display reads "RST".
- 4. Press the "M" button until the numeric display begins flashing.
- 5. Press the UP or DOWN button to set the desk to the measured height.
- 6. Once the display changes back to "RST", hold the DOWN button until the desktop lowers slightly, then rises slightly, and the display changes back to the numeric height setting, then release.

# **Keypad Lock**

Warning! If your Keypad does not offer the Lock feature and there are unsupervised children present, remove and secure your power cord to prevent the desk from being operated.

If a power outage occurs, the Control Box will automatically return to the unlocked setting. The Keypad can be locked to prevent accidental activation or movement of the desk and to prevent desk settings from being accidentally changed by others.

• To lock the Keypad: Press and hold the "M" button. The display will show "S-" then it will show the current numeric height setting of the desk and finally will change to "LOC". Do not release the "M" button until "LOC" is displayed.



• To unlock the Keypad: Press and hold the "M" button until the display changes to a numeric height setting.

# **Memory Settings**

Save up to four commonly used desk heights and recall them quickly.

- 1. Use the UP or DOWN button to move the desk to the desired height.
- 2. Press the "M" button.
- 3. Press the "1, 2, 3, or 4" button to assign the current height to a number on the Keypad.
- 4. To return the desk back to any of the saved heights, press the number button of the desired saved height.

#### Constant-Touch & One-Touch

These steps allow the desk to be set to either One-Touch or Constant-Touch. One-Touch requires only a single touch of the "1, 2, 3, or 4" button to move the desktop to a preset memory location. **One-Touch is the default setting of the Control Box when received.** Constant-Touch requires a continuous touch of the "1, 2, 3, or 4" button to move the desktop to a preset memory location.

# Change between One-Touch and Constant-Touch:

- 1. Hold the DOWN button on the Keypad until the desk reaches the lowest height, then release.
- 2. Hold the DOWN button again until the display reads "RST".
- 3. Press and hold the "1" button until the display shows "10.1" (One-Touch) or "10.2" (Constant-Touch) and goes back to "RST".

Note: While "RST" is still flashing, you can continue to press and hold the "1" button to toggle between the two settings.

4. Hold the DOWN button once more until the desk lowers slightly, then raises slightly, and the display changes back to the numeric height setting, then release.



#### **Programming (continued)**

## **Display Units**

Change the numeric display to show the desk height in either inches or centimeters.

- 1. Hold the DOWN button on the Keypad until the desk reaches the lowest height, then release.
- 2. Hold the DOWN button again until display flashes "RST".
- 3. Press the "2" button until display shows "10.3" (centimeters) or "10.4" (inches) and goes back to "RST".

  Note: While "RST" is still flashing, you can continue to press and hold the "2" button to toggle between the two settings.
- 4. Hold the DOWN button once more until the desk lowers slightly, then raises slightly, and the display changes back to the numeric height setting, then release.

# Minimum & Maximum Height Settings

The desk frame ships with the Control Box set to the lowest minimum height and the highest maximum height. The following steps allow the minimum and maximum height limits to be changed to your preference.

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- 1. Move the desk to the desired **maximum** height pressing the UP or DOWN button.
- 2. Press the "M" button once, and "S-" will appear on the display. Immediately follow by pressing the UP button once, so the "S-" flashes once.
   3. Hold the "M" button until the display shows "999" then changes to numeric value of new upper limit.

# To set a new minimum desk height:

- 1. Use the UP or DOWN buttons to bring the desk to the desired **minimum** height.
- 2. Press the "M" button once, and "S-" will appear on the display. Immediately follow by pressing the DOWN button once, so the "S-" flashes once.
- 3. Hold the "M" button until the display shows "000" then changes to numeric value of new lower limit.

# Removing adjusted maximum and minimum heights:

- 1. Press the "M" button once and "S-" will appear on the display.
- 2. Hold the "M" button again until the display reads "555" and then changes to the current numeric desk height setting.

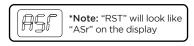
**Note:** If your desk memory settings were previously set outside of the new minimum and maximum height settings, they will default to the new minimum and maximum settings. To set new minimum and maximum height settings, you will need to first remove the current minimum and maximum settings.

#### **Troubleshooting**

If your desk does not respond when you try to raise it or lower it, or if the Keypad displays error messages from "EO1" through "EO12", check to make sure that all the cables to the Legs and Control Box are secure. If the problem persists, perform the reset procedure below.

#### **Reset Procedure**

- 1. Unplug the Power Cord and hold the DOWN button on the Keypad for 30 seconds.
- 2. Plug the Power Cord back in.
- 3. Hold the DOWN button until the desk reaches its lowest height, then release. Hold the DOWN button again until the LED display reads "RST" (or for about 10 seconds on the Basic Keypad without display), then release. Hold the DOWN button again until the desk lowers a bit, then slightly rises and stops, then release. Your desk is now ready to use.



- 4. Advanced Keypads and the Basic Display Keypad will display the current desk height and you should be able to operate the desk.
- 5. You may also need to perform this Reset Procedure if the desk is unplugged or loses power.

Code	Description	Troubleshooting Solution	
H01	Overheated	The desk motor has a 10% duty cycle to protect from overheating. For example, in a 20 minute period if your desk motor is activated for 2 minutes you will want to let it rest for 18 minutes. Otherwise you may see an H01 code on your keypad	
E01-E06	Firmware or connectivity issues	oncok an capico to cheard they to an infinity plagged in, and perform keed	
E07-E012	Legs are uneven	Perform Reset procedure above	

If the error message persists after performing the Reset Procedure above or if there is a height difference between the Legs which exceeds 1.5", contact UPLIFT Desk at the email address or phone number listed on these instructions.

# Starting & Stopping

If your desk is continuously starting and stopping as you try to raise or lower it, check to make sure the Control Box is attached securely to the frame. The Control Box MUST be attached to your frame in order for your desk to function properly.

# **Notes**



# UPLIFT DESK®

Work Better. Live Healthier

512-614-3152 800-349-3839 info@upliftdesk.com **upliftdesk.com** 

#### SAVE THE INSTRUCTIONS

If this product is sold, please provide this manual to the buyer, installers, or support personnel operating the product.