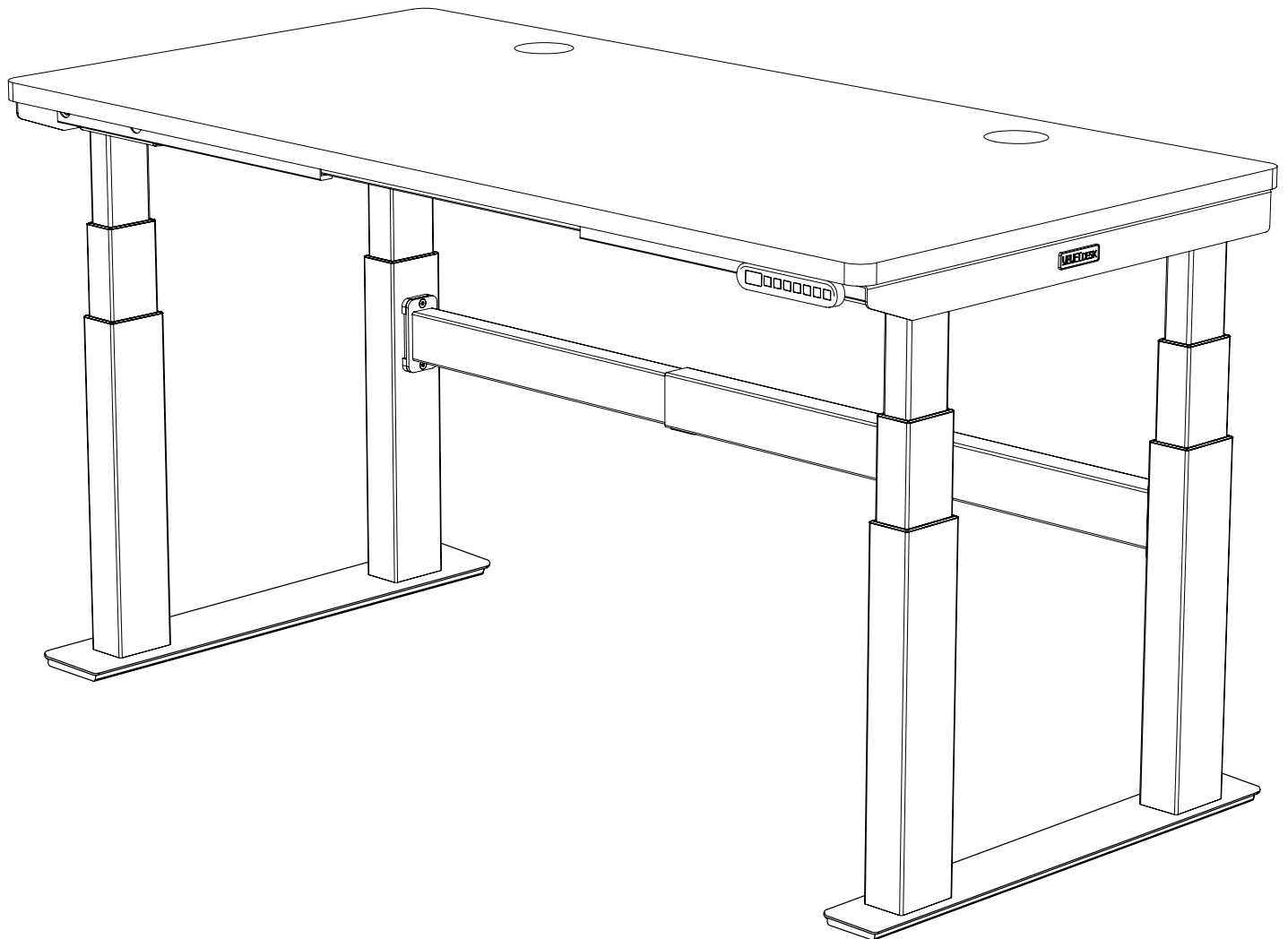


UPLIFT DESK®

V2-Commercial 4-Leg Standing Desk Frame



For assembly assistance,
visit upliftdesk.com/4leg-com or call 800-349-3839
or email support@upliftdesk.com

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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.

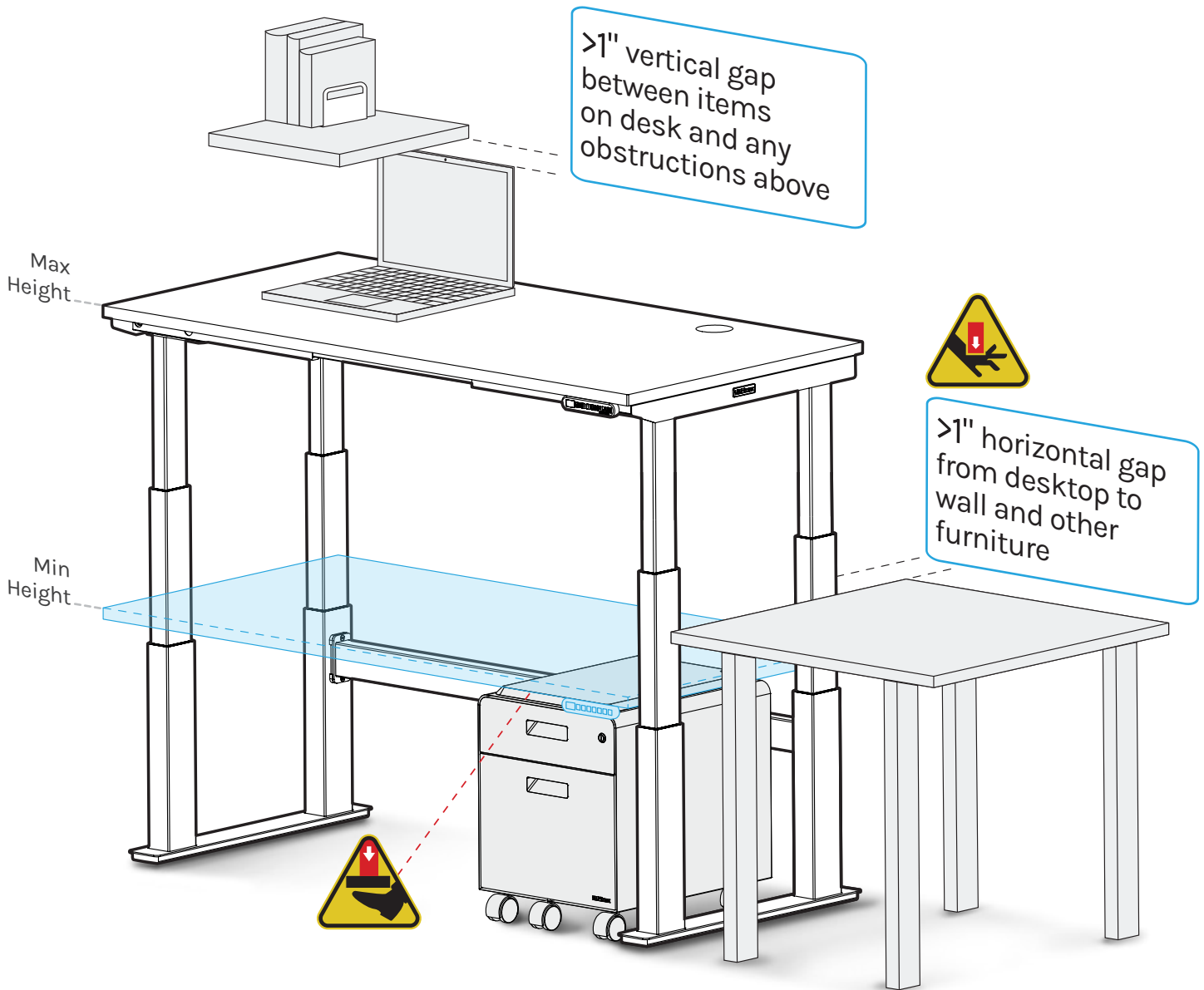


WARNING: Persons with limited mental or physical capabilities who are unable to comprehend the safe operation of the height adjustability feature must not operate the desk.



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.

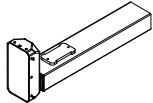
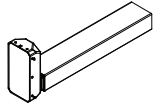
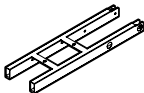

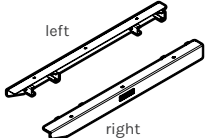
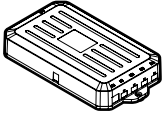
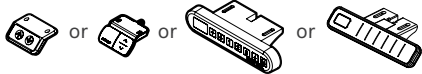
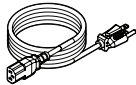
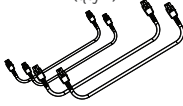
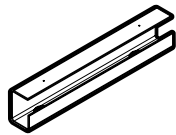

Please read these instructions carefully. This desk is height adjustable to fit the user's height. Inappropriate use of this desk can cause property damage and/or bodily injury. Under no circumstances does the manufacturer accept warranty or liability claims for damages caused from improper use of this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





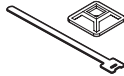
Note: Desk image is for reference only. Desk shape and leg quantity or style may change based on the desk configuration ordered.

Package Contents

Components (packed in multiple boxes)

| | | | | | |
|---|---|--|--|---|---|
| P1 a Back Leg (qty 2)  | P1 b Front Leg (qty 2)  | P2 Crossbar End (qty 4)  | P3 Crossbar Rail (qty 4)  | P4 Side Bracket (qty 2) left right  | P5 Control Box (qty 1)  |
| P6 Keypad (qty 1) or  (Packed in this box, or an accessory box) | | P7 Power Cable (qty 1)  | P8 Leg Extension Cable (qty 4) (2 long & 2 short)  | P9 Wire Management Tray (qty 1)  | P11 Foot (qty 2)  |

Hardware (packed in multiple boxes)

| | | | | | | |
|---|---|--|--|---|--|--|
| H1 M6x10 Machine Screw (qty 24)  | H2 M6x14 Machine Screw (qty 16)  | H3 M8x8 Set Screw (qty 16)  | H4 a #10x3/4" Wood Screw (qty 4)  | H4 c #10-24x5/8" Flat Head Machine Screw (qty 6)  | H4 d #10x5/8" Flat Head Wood Screw (qty 6)  | H5 Washer (qty 4)  |
| H6 4 mm Allen Wrench (qty 1)  | H9 Cable Mount (qty 20)  | H12 Adhesive Pads (qty 8)  | H14 #10x5/8" Wood Screw (qty 6)  | H15 Allen Wrench Handle (qty 1)  | H17 Small Hole Plug (qty 4)  | H18 Large Hole Plug (qty 4)  |

Box Marked: FRM604

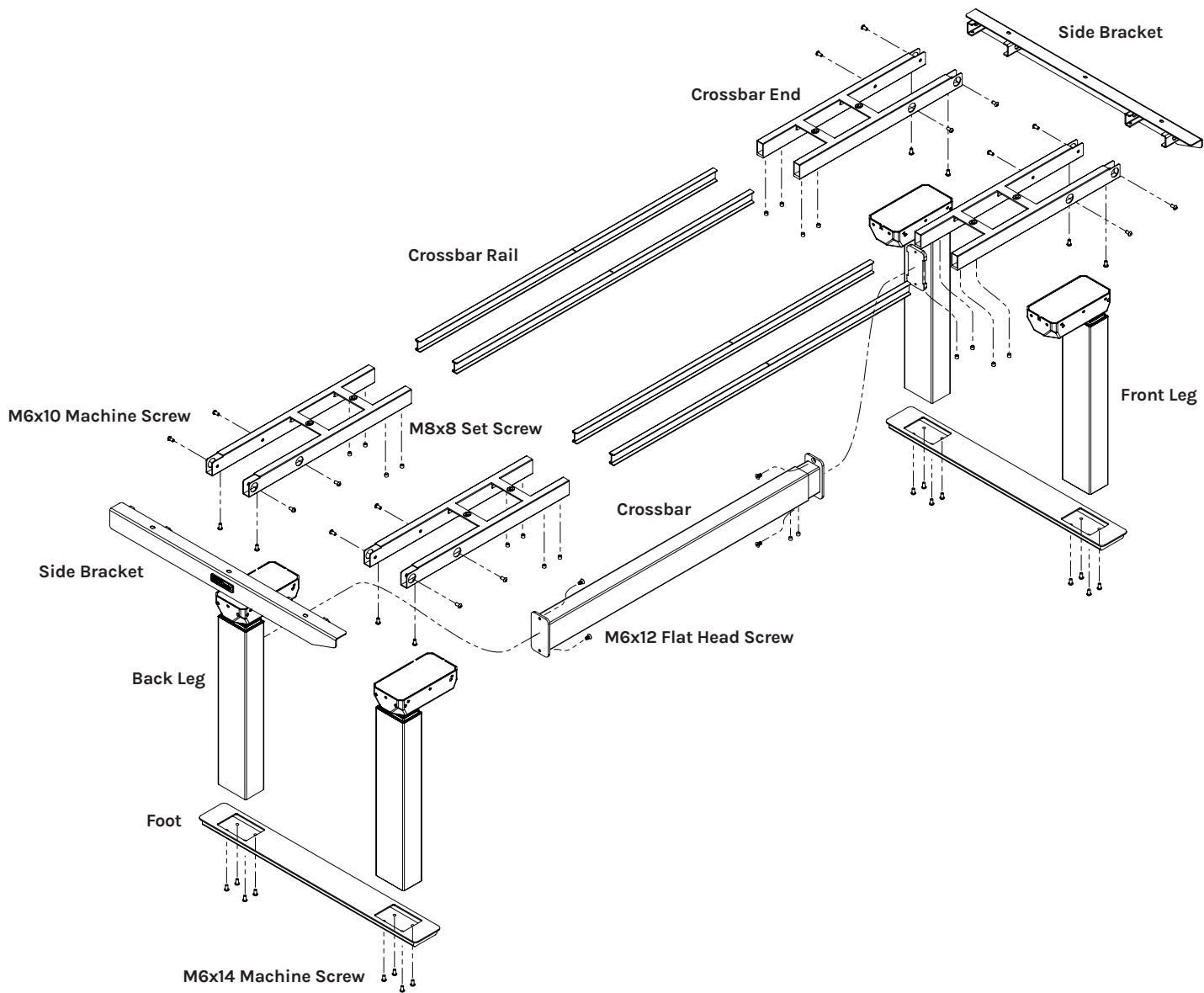
| | | |
|---|--|--|
| P10 Crossbar (qty 1)  | H3 M8x8 Set Screw (qty 2)  | H16 M6x12 Flat Head Screw (qty 4)  |
|---|--|--|

You'll also need:

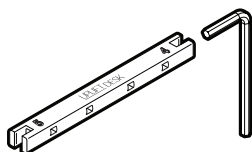
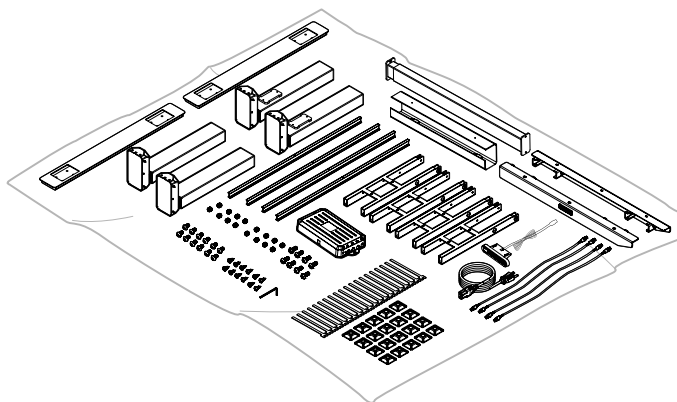


Phillips Head Screwdriver

Component Diagram



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 4 mm 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.

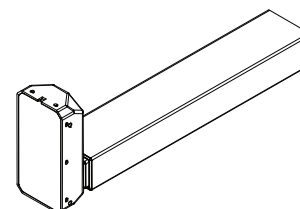
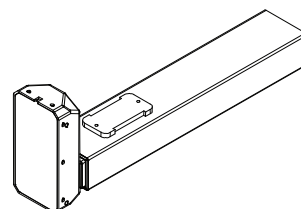
Step 2 - Crossbar End Attachment

- A. Place one of the Crossbar Ends (**P2**) upside down as shown.
- B. Position one of the Back Legs (**P1a**) so that the back of the leg and the back of the Crossbar End are aligned and flush.

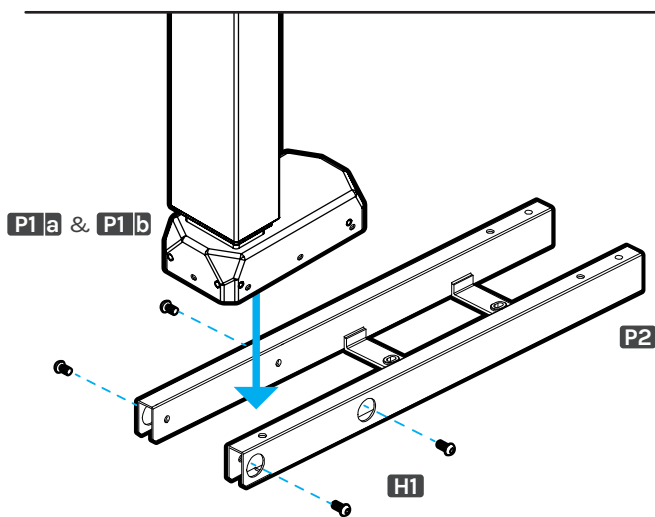
NOTE: Back Legs have a plate welded on for attachment of the Crossbar (**P10**). See images of Front and Back Legs below for reference.

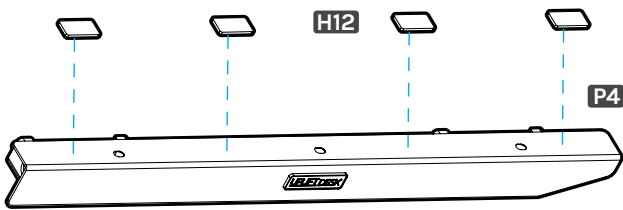
(**P1a**) Back Leg with (Crossbar attachment plate)

(**P1b**) Front Leg



- C. Using the 4 mm 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 Allen Wrench.
- E. Repeat this step for the second Back Leg (**P1a**) and the two Front Legs (**P1b**).

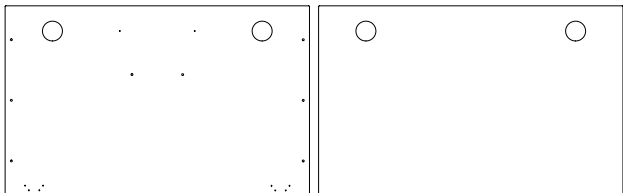




Step 3 - Adhesive Pad Application

- Peel the backing off of four Adhesive pads (**H12**) and place onto one of the Side Brackets (**P4**) on the side adjacent to the UPLIFT DESK logo plate where shown.
- Repeat for the second Side Bracket.

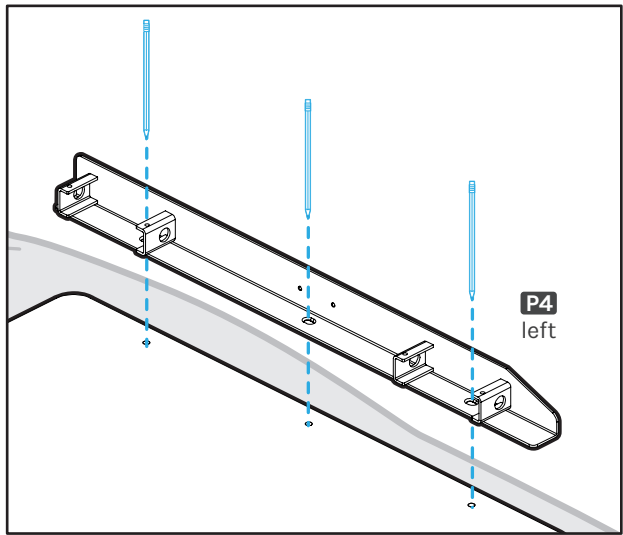
with pre-drilled holes without pre-drilled holes



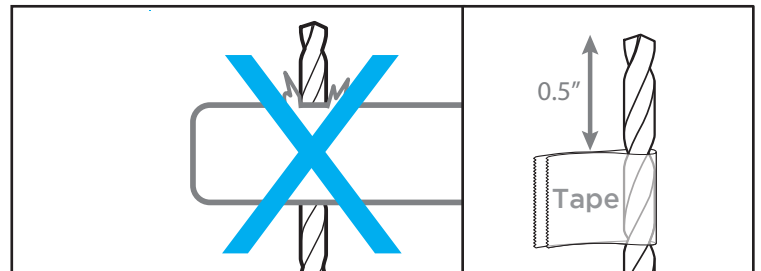
Step 4 (if applicable) - Drill Side Bracket Holes

Skip this step and proceed to Step 5 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.

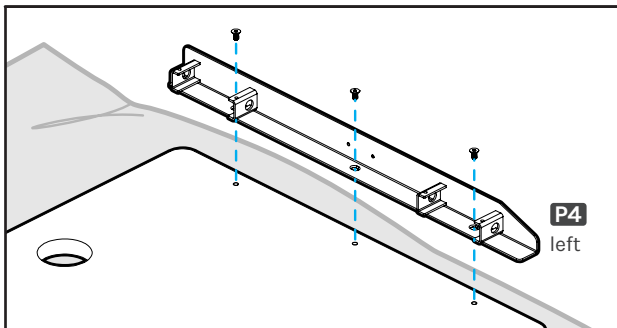
- Select the top surface of your desktop and make sure that side is facing down. Make sure you only drill into the bottom surface of your desktop.
- Place the left Side Bracket (**P4**) onto the desktop as shown so it's centered between the front and back edges of the desktop and approximately 1/2" from the side edge of the desktop. Make sure the tapered end of the Side Bracket is towards the front of the desktop where the four Keypad attachment holes are located and make a pencil mark in the center of each of the three holes in the Side Bracket.



IMPORTANT: Don't drill through your desktop top surface. DRILL NO DEEPER THAN 1/2". To ensure this, we recommend wrapping a piece of tape around your drill bit 1/2" from the tip. Stop drilling just before the tape touches the desktop.



- Move the Side Bracket out of the way and drill pilot holes at your pencil marks using a 1/8" drill bit.
- Follow the same pre-drilling process with the other Side Bracket at the other end of the desktop.



Step 5 - Side Bracket Attachment (first side)

- A. Align the holes in the Side Bracket (**P4**) with the holes or threaded metal inserts in the desktop. Note: Be sure that the tapered end of the Side Bracket is pointing towards the front of the desktop where the four Keypad attachment holes are located.

IMPORTANT: Determine the correct screws to use based on whether your desktop has threaded metal inserts or pre-drilled holes.

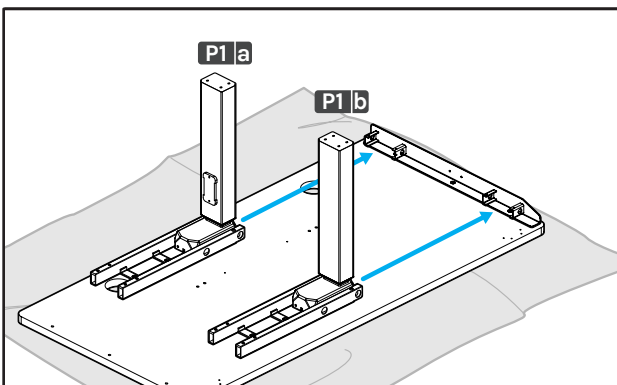
- **For desktops that have threaded metal inserts:** use the #10-24x5/8" Flat Head Machine Screws (**H4c**) for the following steps. Do not use the wood screws with the pointy end.
- **For desktops that have pre-drilled holes:** use the #10x5/8" Flat Head Wood Screws (**H4d**) for the following steps.

- B. Use a Phillips Head Screwdriver and the screws above to attach the Side Bracket to the desktop.

Machine screw: flat end



Wood screw: pointy end



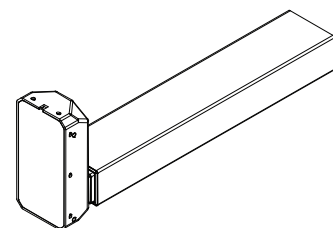
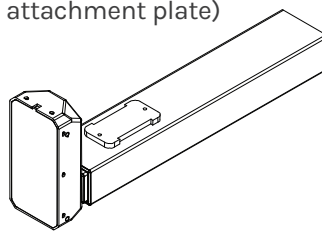
Step 6 - Leg Attachment (first side)

- A. Slide a Back Leg Assembly (**P1a**) and a Front Leg Assembly (**P1b**) from Step 2 onto the tabs of the Side Bracket (**P4**) as shown.

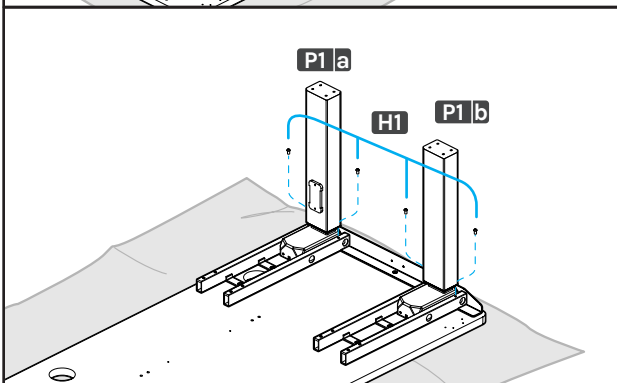
IMPORTANT: The Front Legs do not have Crossbar attachment plates in the middle of the leg (see reference images of Front and Back Legs below). The front legs should be mounted closer to the tapered end of the Side Bracket as shown.

(**P1a**) Back Leg (with Crossbar attachment plate)

(**P1b**) Front Leg



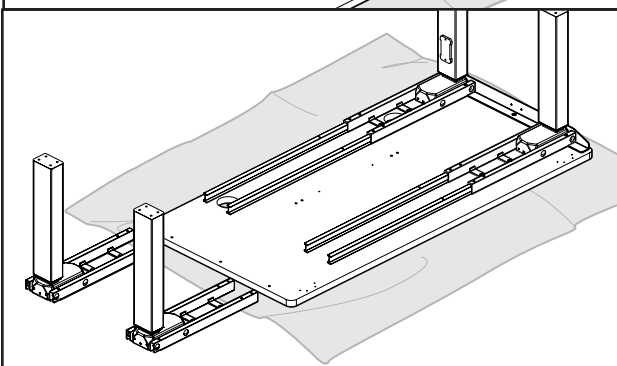
- B. Loosely insert two M6x10 Machine Screws (**H1**) through the top of each Crossbar End (**P2**) and into the Side Bracket as shown. Once all four screws have been started, tighten them using the 4 mm Allen Wrench (**H6**).

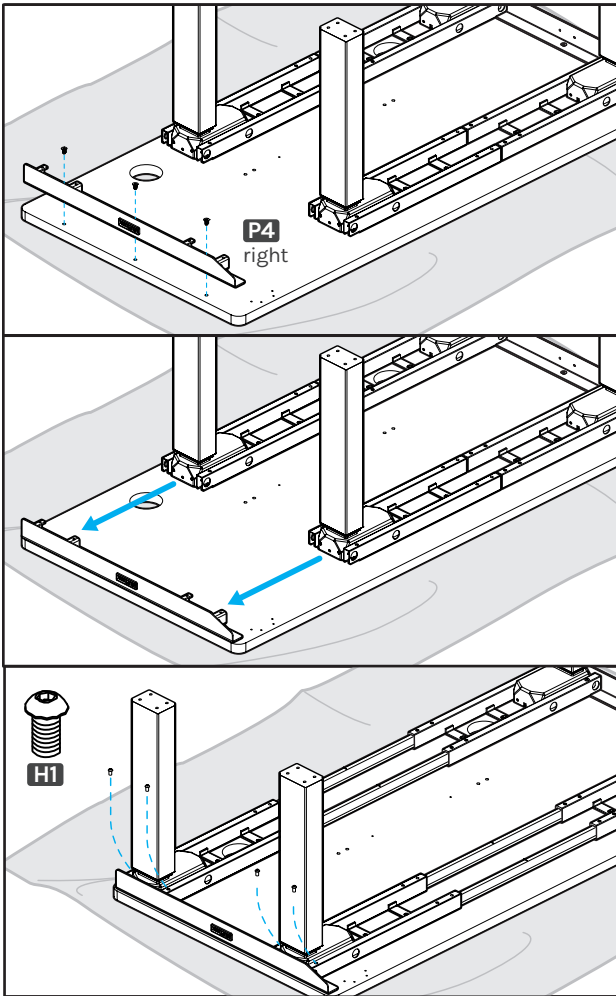


Step 7 - Crossbar Rail Installation

- A. Insert two Crossbar Rails (**P3**) into each Crossbar End (**P2**) as far as they will go.
- B. Take the remaining Back Leg Assembly (**P1a**) and Front Leg Assembly (**P1b**) and slide them onto the Crossbar Rails as far as they will go.

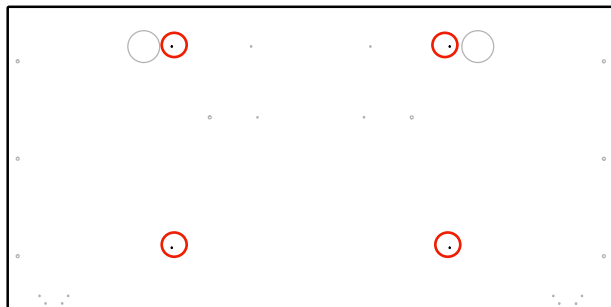
NOTE: Be sure that the two Back Leg Assemblies and the two Front Leg Assemblies are positioned across from each other.





Step 8 - Side Bracket Attachment (second side)

- Align the holes in the right Side Bracket (**P4**) with the holes or threaded metal inserts in the desktop at the other end.
- Use a Phillips Head Screwdriver and the screws used in Step 5 to attach the Side Bracket to the desktop.
- Slide the second set of leg assemblies back towards the Side Bracket and onto the tabs of the Side Bracket.
- Loosely insert two M6x10 Machine Screws (**H1**) through the top of each Crossbar End (**P2**) and into the Side Bracket as shown. Once all four screws have been started, tighten them using the Allen Wrench.

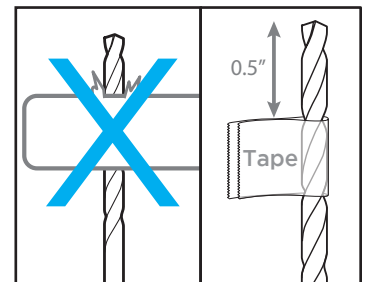


Step 9 (if applicable) - Drill Crossbar End Holes

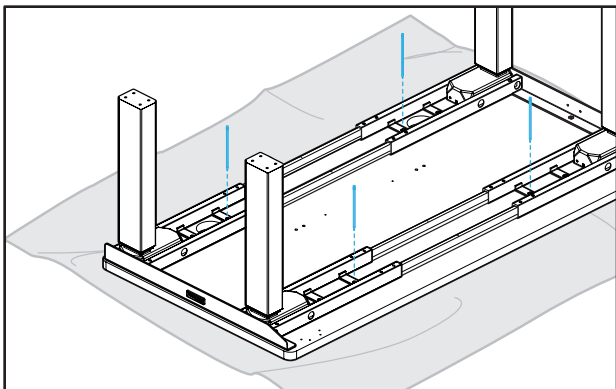
See image showing a desktop with pre-drilled holes for the Crossbar Ends (circled). Skip this step and proceed to Step 10 if your desktop has pre-drilled holes for the Crossbar End.

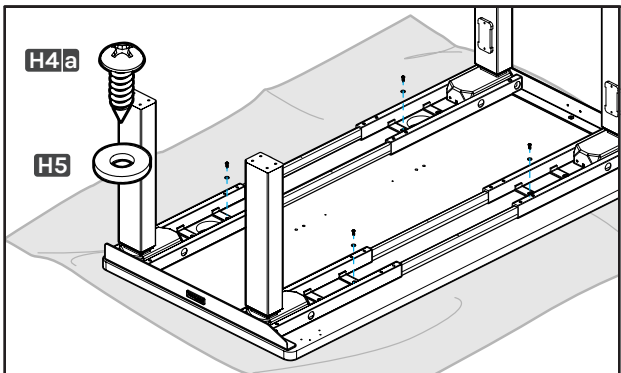
- If you are using a desktop that does not include pre-drilled holes for the Crossbar End (**P2**) attachment, you will need to pre-drill holes for the attachment screws now.
- Make a pencil mark in the center of each of the holes at the end of each of the 4 Crossbar Ends where shown.

IMPORTANT: Don't drill through your desktop top surface. DRILL NO DEEPER THAN 1/2". To ensure this, we recommend wrapping a piece of tape around your drill bit 1/2" from the tip. Stop drilling just before the tape touches the Crossbar Ends.



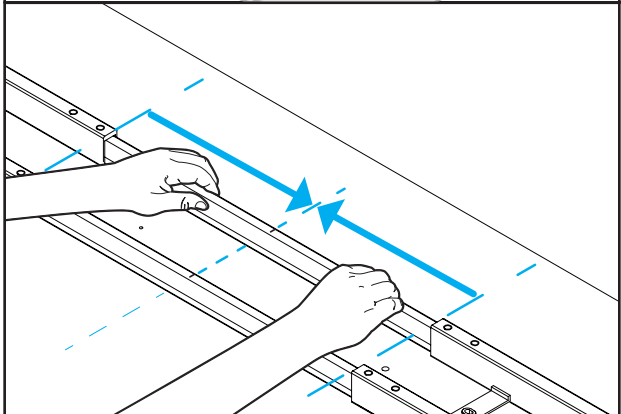
- Drill pilot holes at your pencil marks using a 1/8" drill bit.





Step 10 - Crossbar End Attachment

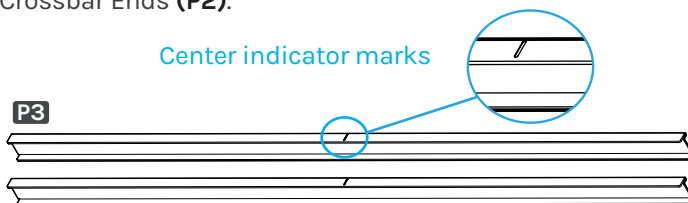
- Using a Phillips Head Screwdriver, loosely insert one #10x3/4" Wood Screw (**H4a**) and one Washer (**H5**) through each Crossbar End and into the desktop as shown.
- Once all four screws are started, tighten them but be careful to not overtighten to avoid stripping.



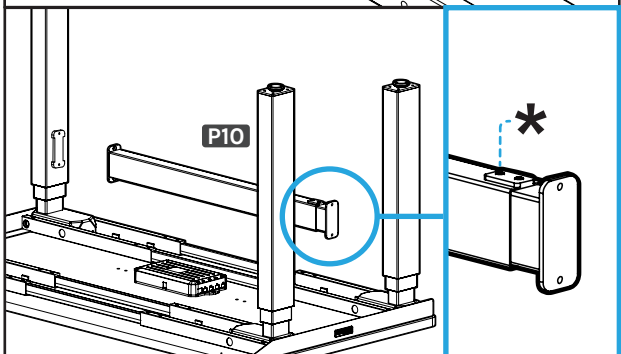
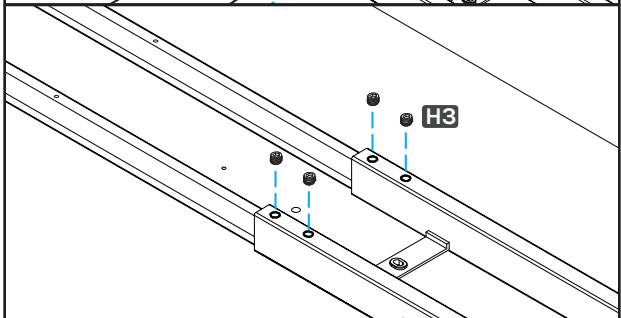
Step 11 - Crossbar Rail Positioning

- Slide each Crossbar Rail (**P3**) left or right until the center indicator mark is located approximately in the middle of the Crossbar Ends (**P2**).

Center indicator marks



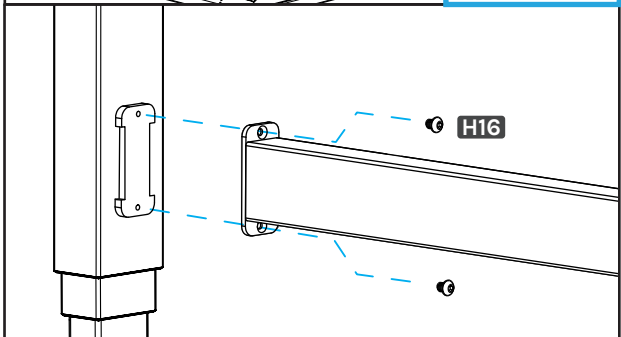
- Insert four M8x8 Set Screws (**H3**) into the holes in each Crossbar End and tighten using the 4 mm Allen Wrench (**H6**).

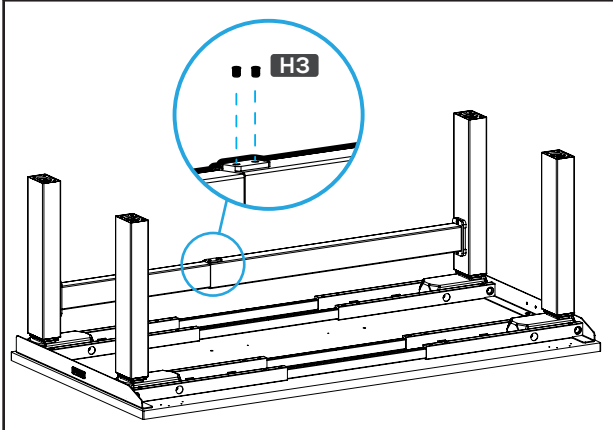
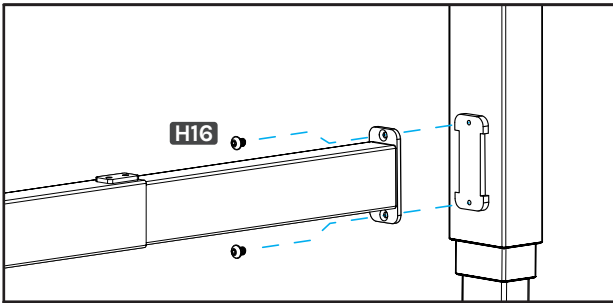


Step 12 - Crossbar Attachment

- Slide the two halves of the Crossbar (**P10**) together as shown.
- Orient the Crossbar so that the metal tab with holes on the outer section (marked with an "*" in the illustration) are facing upwards and away from the desktop.
- While a second person holds the Crossbar in place, line up the holes on one end of the Crossbar with the holes in the Crossbar mounting plate on one of the Back Leg Assemblies. Loosely start two M6x12 Flat Head Screws (**H16**) by rotating each only a few turns, but do not tighten them yet.

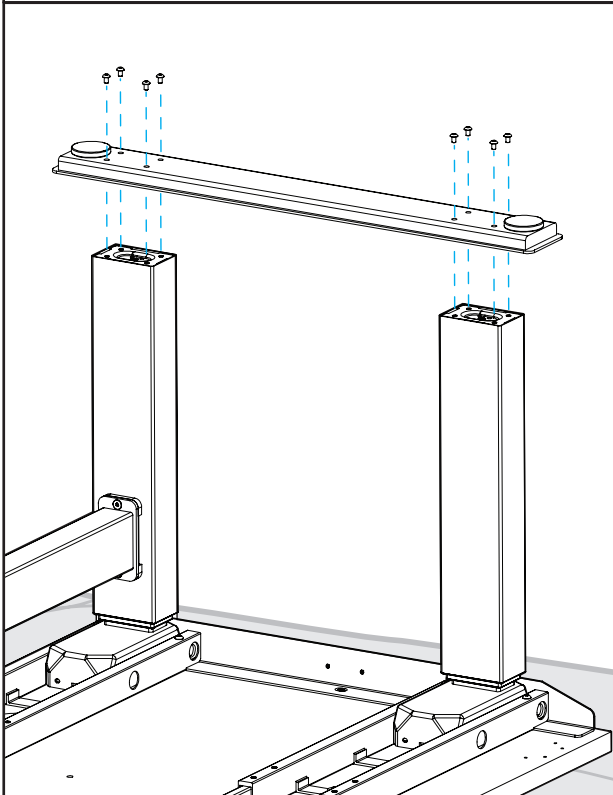
NOTE: Either end of the Crossbar can be attached to either Leg Assembly.





Step 12 (Continued)

- D. With the second person still holding the Crossbar, extend the other end of the Crossbar to the mounting plate on the opposite Back Leg Assembly and loosely insert the two remaining Flat Head Screws.
- E. Once all four of the screws are started, tighten them using the Allen Wrench (**H6**).
- F. Insert two M8x8 Set Screws (**H3**) included with the Crossbar into the two holes at the middle of the Crossbar assembly where the two telescoping halves slide together and tighten them using the Allen Wrench.

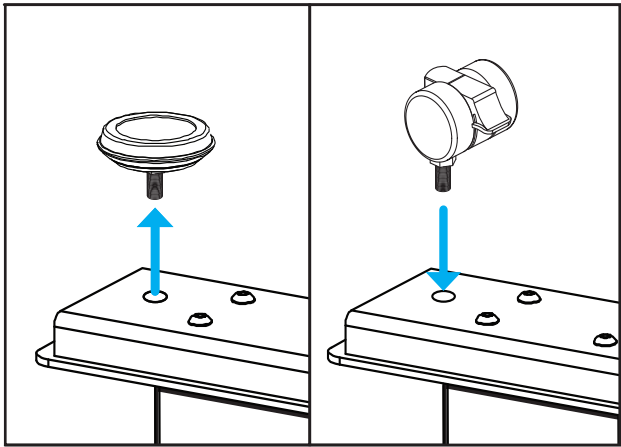


Step 13 - Foot Attachment

- A. Place a Foot (**P11**) on top of Front Leg (**P1b**) and Back Leg (**P1a**) on one side of the desk with the pre-installed leveling glides facing up as shown. The ends of the legs should fit inside the rectangular holes in the Foot on the opposite side as the leveling glides.
- B. Loosely insert eight M6x14 Machine Screws (**H2**) through the holes in the Foot and into the eight threaded holes in the ends of the two legs.

Note: If you are having difficulty getting the ends of the legs into the Foot or aligning the holes of the Foot and legs, use the 4 mm Allen Wrench (**H6**) to loosen, **WITHOUT REMOVING**, the four screws that attach the Legs to the Crossbar Ends (**P2**). Be sure to firmly tighten these screws again once the Foot has been fastened to the legs.

- C. Once all eight screws have been started, tighten them with the 4 mm Allen Wrench.
- D. Repeat the previous steps for the second Foot.
- E. Do one final tightening of all foot screws. Tight foot screws add significant stability.



Step 14 - Caster Installation (optional)

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

- First, remove the pre-installed Leveling Glides from the Feet by rotating them counterclockwise to unthread them from the mounting holes.
- 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 12 mm or 1/2" flat wrench to tighten Casters that include a hex nut on the threaded stem for tightening. Tighten firmly.

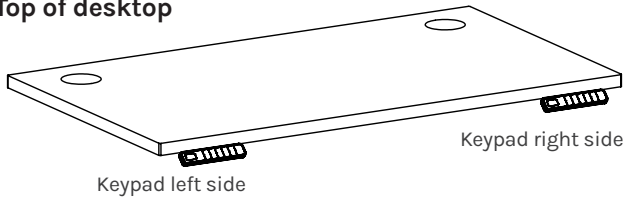
Step 15 - Keypad Attachment

There are two pairs of Keypad mounting holes pre-drilled into each side of most UPLIFT desktops to accommodate several different Keypad designs. Align the Keypad with the pre-drilled desktop holes that best align with the Keypad's mounting holes.

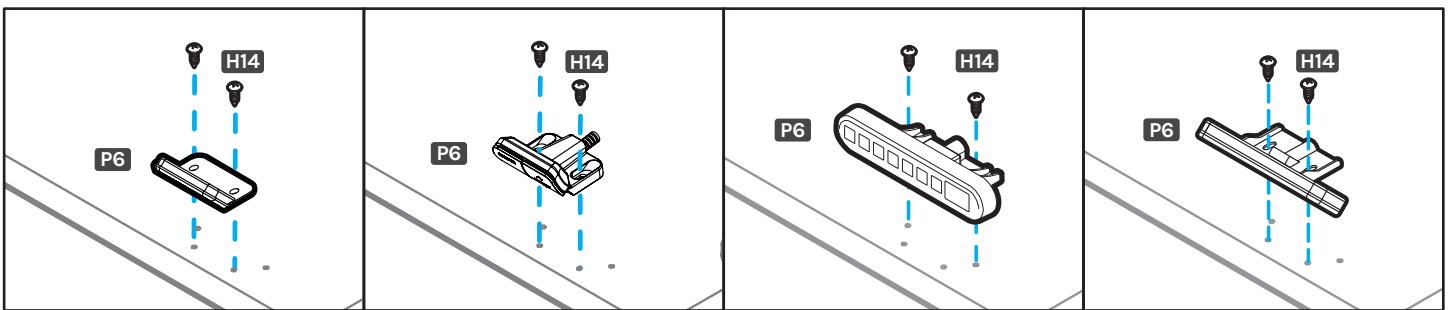
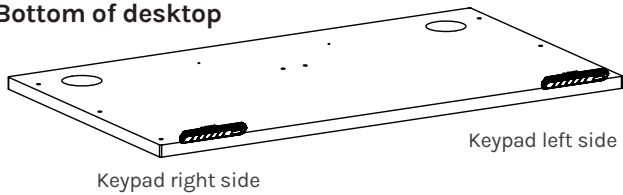
If you are using a desktop that does not include pre-drilled holes for the Keypad (**P6**) attachment, locate the Keypad approximately where shown in the image. Refer to Step 4 to make pre-drilled holes for the Keypad attachment; be careful not to drill through your desktop surface.

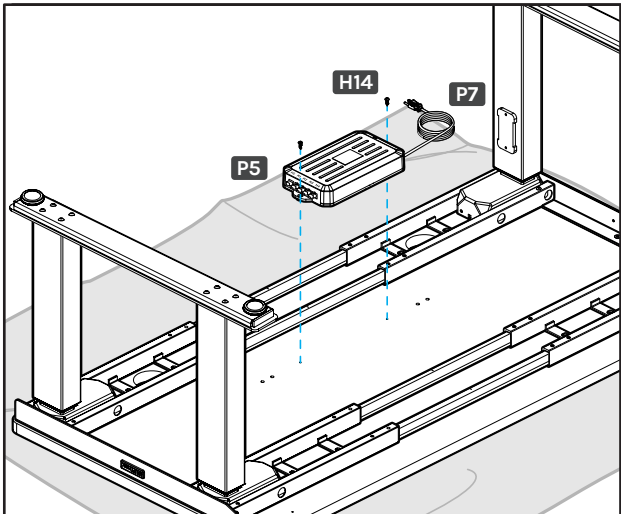
- Choose which side of the desktop you'd like your Keypad (**P6**) to be located. Remember that you are assembling your desk upside down, so the Keypad will be on the opposite side once the desk is upright.
- Align the Keypad with the pre-drilled desktop holes that best align with the Keypad's mounting holes.
- Using a Phillips Head Screwdriver, attach the Keypad to the desktop with two #10x5/8" Wood Screws (**H14**). Be careful not to overtighten to avoid stripping.

Top of desktop



Bottom of desktop

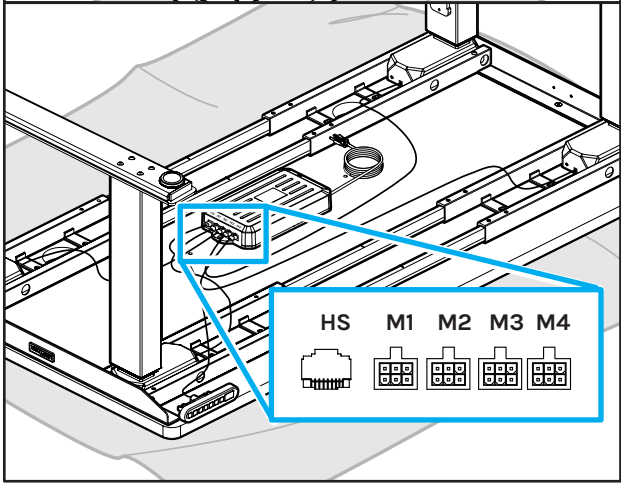




Step 16 - Control Box Attachment

If you are using a desktop that does not include pre-drilled holes for the Control Box (**P5**) attachment, locate the Control Box approximately where shown in the image. Refer to Step 4 to make pre-drilled holes for the Control Box attachment; be careful not to drill through your desktop surface.

- Connect the Power Cable (**P7**) into the port on the Control Box marked “AC”.
- Align the Control Box with the pre-drilled holes.
- Using a Phillips Head Screwdriver, attach the Control Box to the desktop with two #10x5/8” Wood Screws (**H14**). Be careful to not overtighten to avoid stripping.



Step 17 - Cable Connections

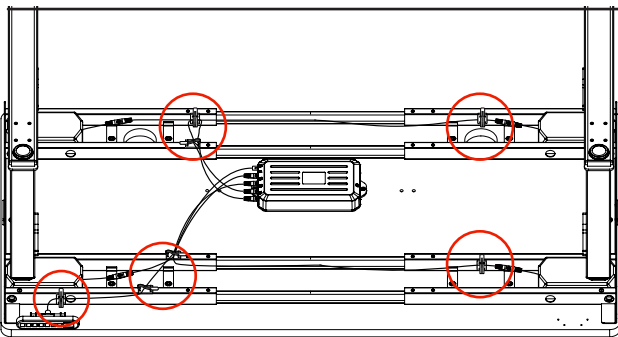
- Connect a Leg Extension Cable (**P8**) to the end of each of the leg cables.
- Connect the other ends of the Leg Extension Cables to the ports on the Control Box marked M1, M2, M3, and M4.

Note: Leg Extension Cables can be connected to any port on the Control Box, there is no specific order. If any of the shorter Leg Extension Cables do not reach one of the ports on the Control Box, you can swap it with one of the longer cables.

- Connect the end of the Keypad (**P6**) cable into the port on the Control Box marked “HS”.

Accessory Installation

Now is a good time to install any accessories such as the 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.

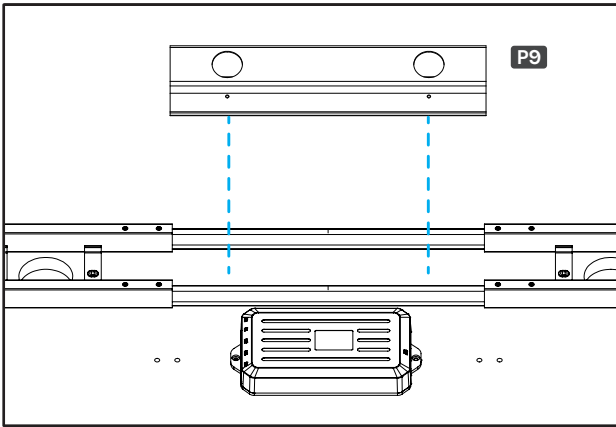


Cable Mounts

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.



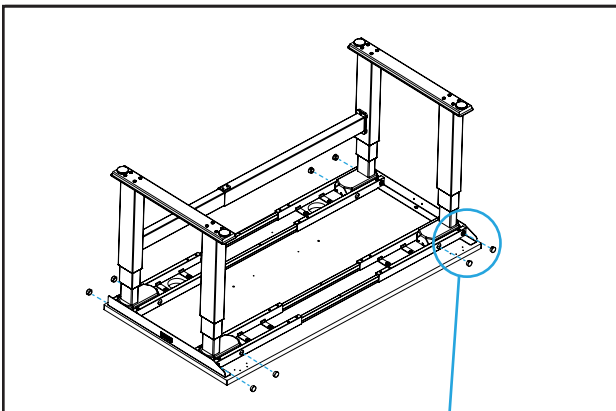
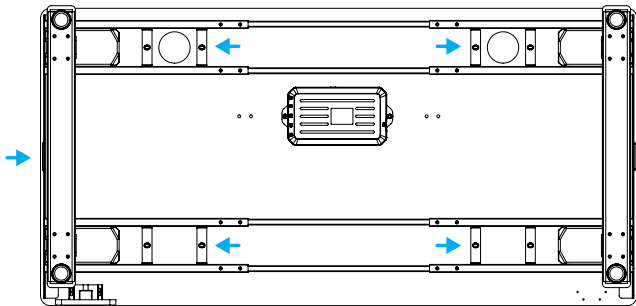
Wire Management Tray (optional)

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 (P9). If you choose to place the tray in a different location, refer to Step 4 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).

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 4 mm 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.

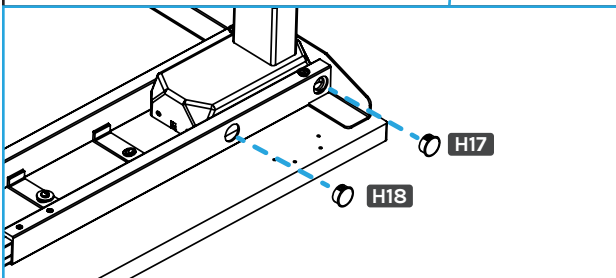
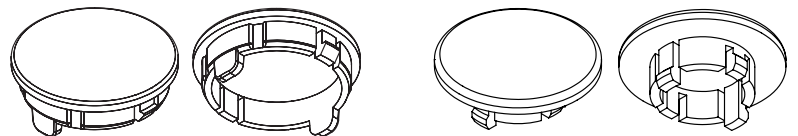


Hole Plugs (optional)

If you prefer to cover the four large holes in the front and back of the upper frame section, use the provided Small Hole Plugs (H17) and Large Hole Plugs (H18). The smaller plugs fit in the holes that are closer to the side of the desk and the frame Side Bracket while the larger plugs fit in the holes further away from the sides of the desk. See images for reference.

Large Hole Plugs (H18).

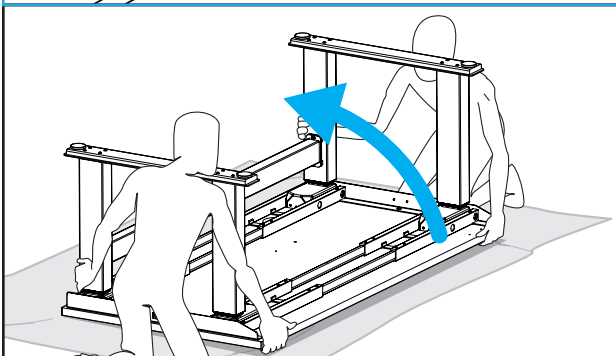
Small Hole Plugs (H17).

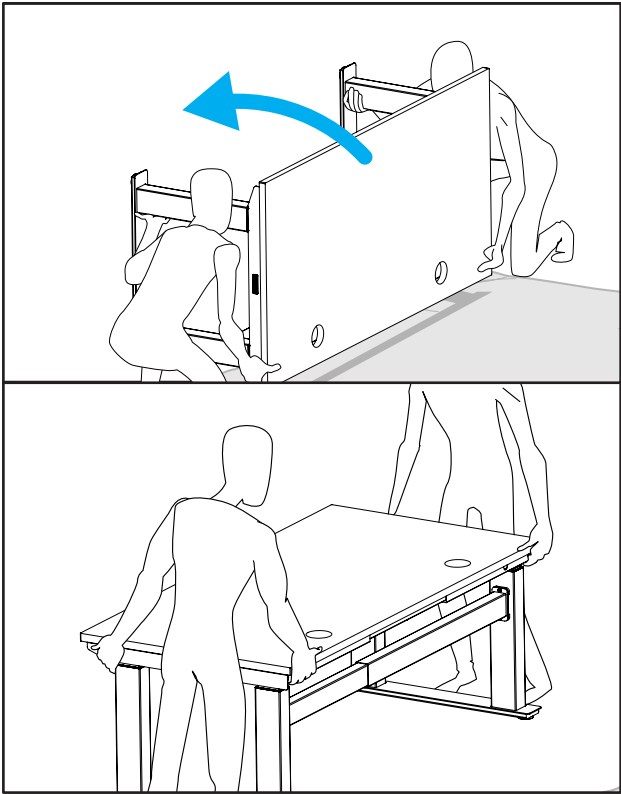


Desk Placement

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.

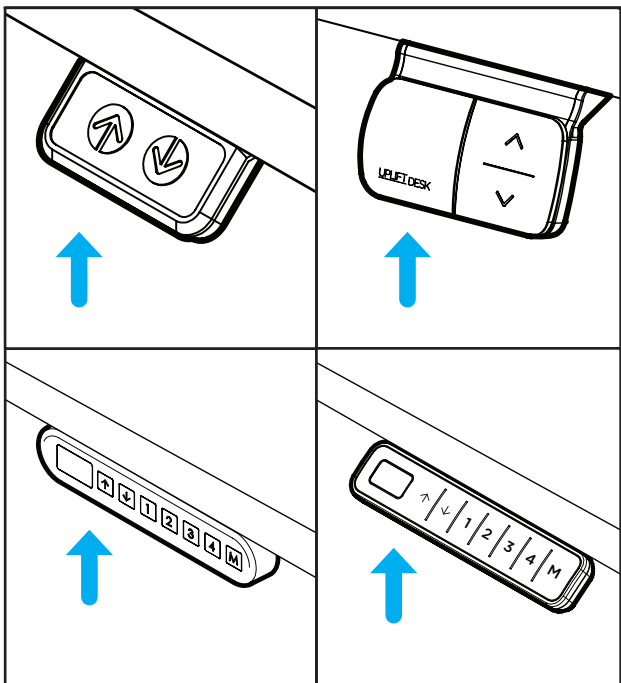
- A. With one person located at each end of the desk, support the desk frame and the desktop equally and begin to tilt it slowly towards the back of the desk so that the Keypad is facing up and the back of the Feet are touching the floor.





Desk Placement (Continued)

- 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.
- 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.



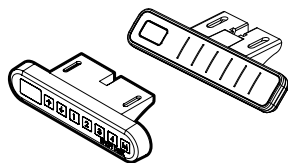
Desk Reset Procedure

IMPORTANT! Before using your desk, perform the Initial Desk Reset Procedure below.

Initial Desk Reset Procedure

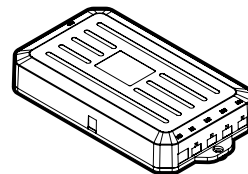
- Press and hold the DOWN button for approximately 10 seconds, then release the button. If you have a Keypad with a display, it will read "RST".
- Press and hold the DOWN button again, the desk will lower a little, then rise a little, and then stop.
- Release the button. Your desk is now ready for use! If you are using an Advanced Keypad, see the Programming section for further information on how to use your Keypad.

Programming (Advanced Keypads only)



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

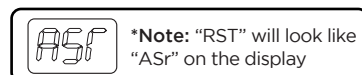
For Advanced Paddle Keypad programming steps, refer to the instructions received with that Keypad.



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 display reads "RST".
3. Press the "1" button until 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.

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.

To set a new maximum desk height:

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.

S-
999

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.

S-
000

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.

S-
555

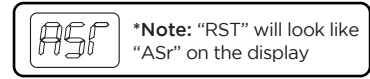
Note: If your desk memory settings were previously set outside of the new minimum and maximum height settings, they will default to the new minimum and maximum settings. To set new minimum and maximum height settings, you will need to first remove the current minimum and maximum settings.

Troubleshooting

If your desk does not respond when you try to raise it or lower it, or if the Keypad displays error messages from “E01” through “E012”, 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 | Check all cables to ensure they're all firmly plugged in, and perform Reset Procedure above |
| E07-E012 | Legs are uneven | Perform Reset procedure above |

| 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 | Check all cables to ensure they're all firmly plugged in, and perform Reset Procedure above |
| 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.

UPLIFT DESK®

Work Better. Live Healthier

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upliftdesk.com

SAVE THE INSTRUCTIONS

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



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