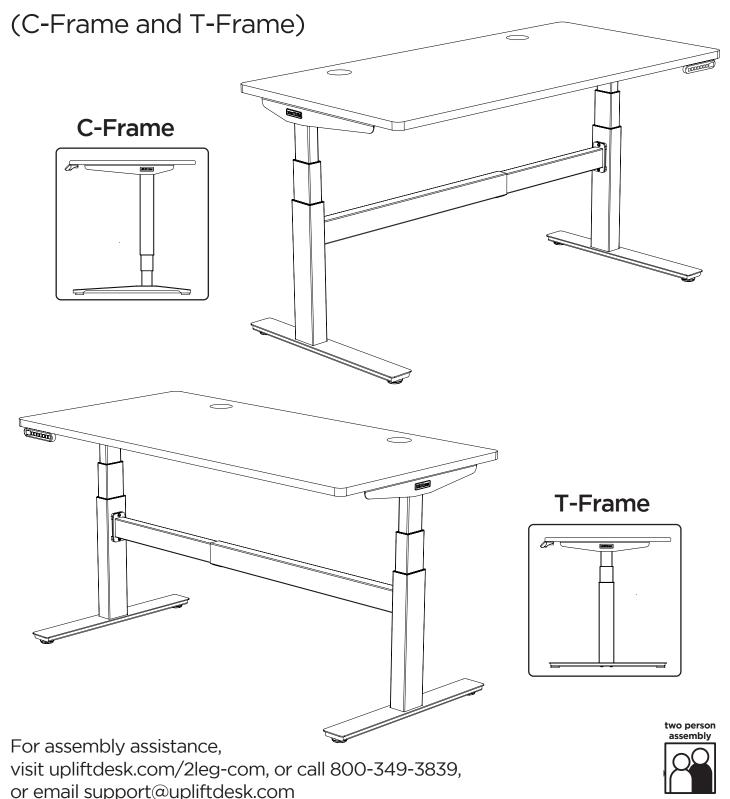
UPLIFT DESK®

2-Leg Standing Desk V2-Commercial Frame



Thank	you for choos	ing UPLIFT De	esk.	

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.

Safety and Warnings

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.



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 which can be damaged or 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.



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.

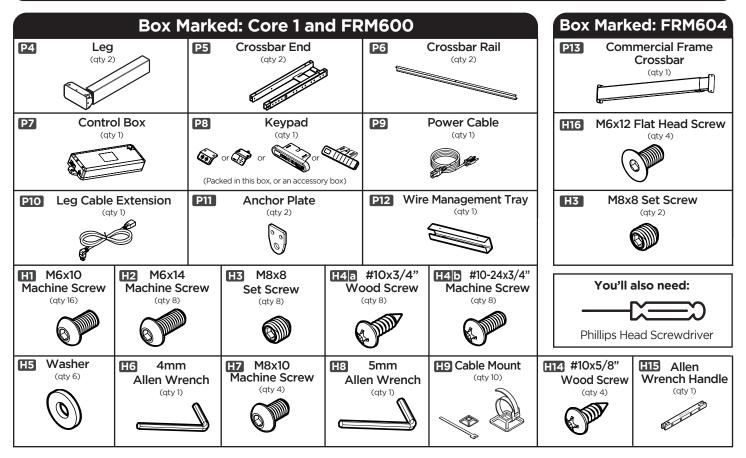


WARNING: In case of spilled liquid on any desk component, disconnect the desk from the power outlet immediately. Clean up the spill with a dry cloth and plug the desk back into the power outlet. There is a risk of desk failure or electric shock if desk components become wet.

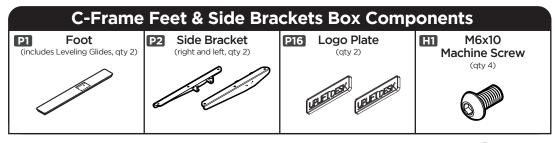


WARNING: Never use the desk if the power cord or plug is damaged as this can cause a risk of fire and electric shock. Contact UPLIFT Desk for a replacement power cord if it is damaged in any way.

Package Contents

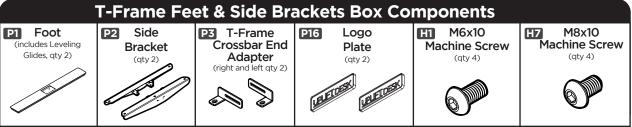


Note: The Logo Plate (**P16**) may come pre-attached to the Side Brackets (**P2**) and the four additional M6x10 Machine Screws (**H1**) won't be included.



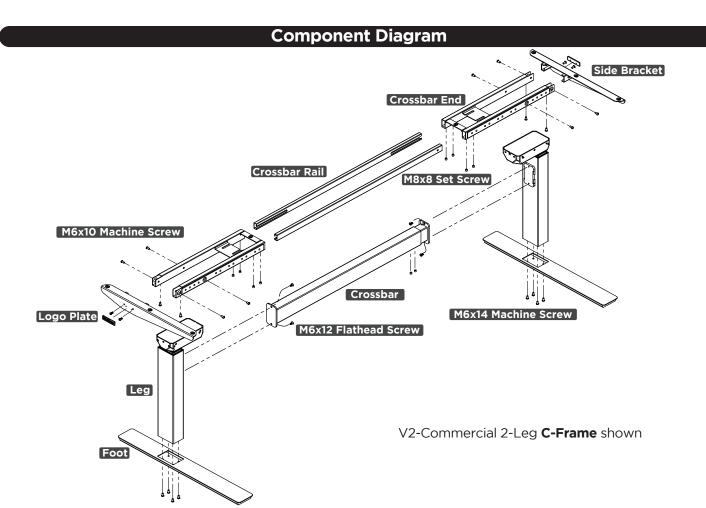
The assembly steps and components that are specific to the C-Frame type are noted by this "C" icon.





The assembly steps and components that are specific to the T-Frame type are noted by this "T" icon.



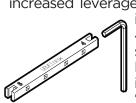


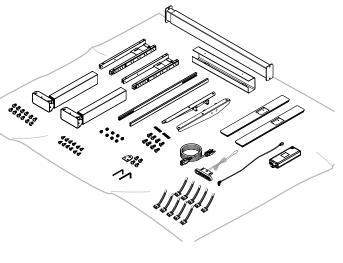
Desk Assembly Instructions

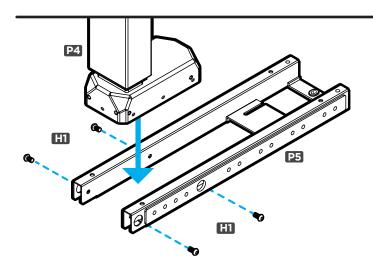
Step 1 - Inventory of Parts

- 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. Inspect the top surface of your desktop for damage before beginning your frame assembly. This will save you time if the desktop was damaged in shipment.
- E. The included Allen Wrench Handle (H15) provides increased leverage and a better grip when tighten-

ing the 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.

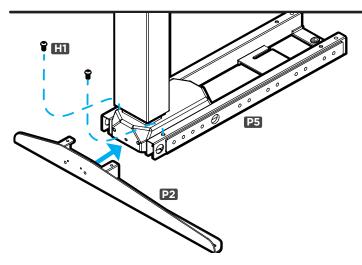






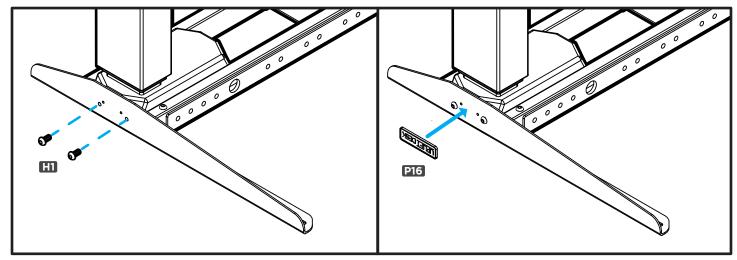
Step 2 - Crossbar End Attachment

- 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 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.



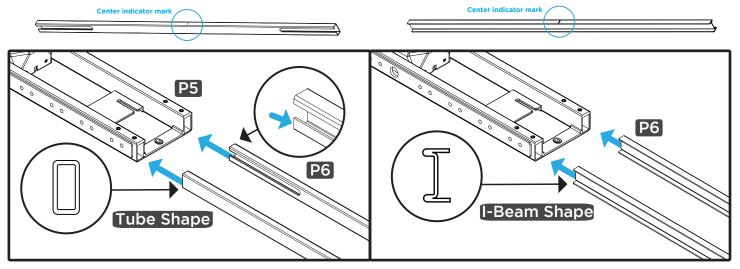
Step 3 - Side Bracket Attachment

- 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. Once both screws are started, tighten them both completely.
- B. Repeat this step for the 2nd Leg assembly.
- If your Side Brackets came with the Logo Plates (P16) pre-attached, continue on to Step 4.
- If your Side Brackets came with the Logo Plates (P16) detached and four extra M6x10 Machine Screws (H1) were in the Side Bracket box, follow steps C through E below.
- C. Insert two M6x10 Machine Screws (**H1**) through the two larger holes in the face of the Side Bracket (**P2**) and into the Leg. Once both screws are started, tighten them both completely.
- 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. When assembling the Legs in the orientation shown, the Logo Plate will need to be attached upside-down 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

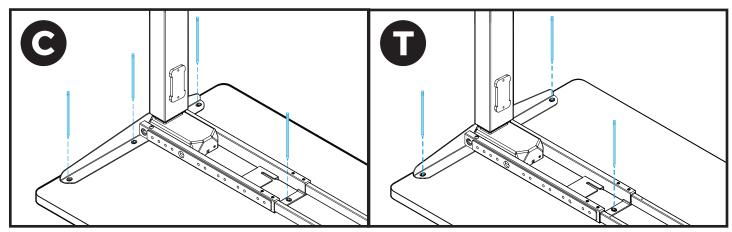
- A. If you have "**tube shape**" Crossbar Rails (**P6**), position them so that the center indicator marks are facing up and side slots face inward as shown here. Slide the Crossbar Rails into the Crossbar End (**P5**) of the Leg assembly shown with the center indicator marks facing up. This will be the right side Leg of your desk when it is flipped upright.
- A. If you have "I-beam shape" Crossbar Rails (P6), slide the Crossbar Rails into the Crossbar End (P5) of the Leg assembly shown with the center indicator marks facing up. This will be the right side Leg of your desk when it is flipped upright.



B. Place your desktop upside down on a debris-free blanket or carpet. If your desktop has threaded inserts or pre-drilled holes, they should be visible and facing up.

Step 5 - Drill Desktop Holes (If applicable)

- **Skip this step** and proceed to Step 6 if your desktop has threaded metal inserts or pre-drilled holes.
- A You will be drilling holes for the first leg assembly now, at a later step you will be drilling holes for the other leg assembly.



- B. Place the leg assembly so that the Side Bracket is centered between the front and back edges of the desktop and approximately 1/2" in from the side edge of the desktop.
- C. Make a pencil mark in the center of each of the Side Bracket holes and the Crossbar End hole. Then move the leg assembly out of the way and drill pilot holes using a 1/8" drill bit. **IMPORTANT:** 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.

7

Step 6 - Leg Assembly Attachment

- A. Align the holes in the Side Bracket with the holes on the desktop. 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 pre-drilled 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.

Machine Screw: flat end

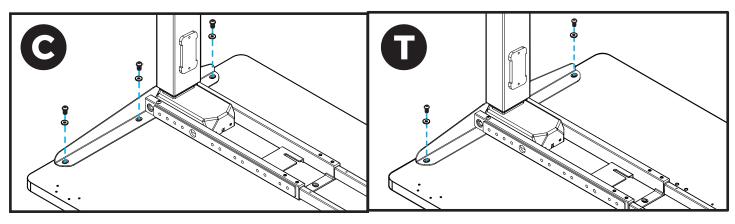


• For desktops that have pre-drilled holes: use the 3/4" Wood Screws (H4a) and Washers (H5) for the following steps.

Wood Screw: pointy end

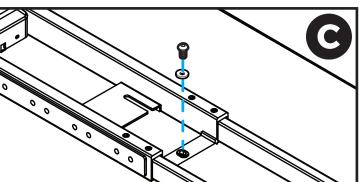


C. Use a Phillips Head Screwdriver and the screws and washers determined above to attach the Side Bracket to the desktop, but do not tighten the screws completely yet.



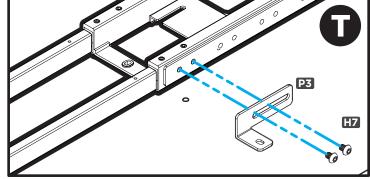
C-Frame

 Use one of the screws and washers determined above to fasten the Crossbar End to the desktop as shown in the image below, but do not tighten completely.



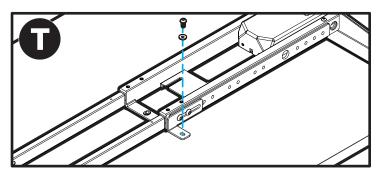
T-Frame

- **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 1 and 2 below:
- 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.

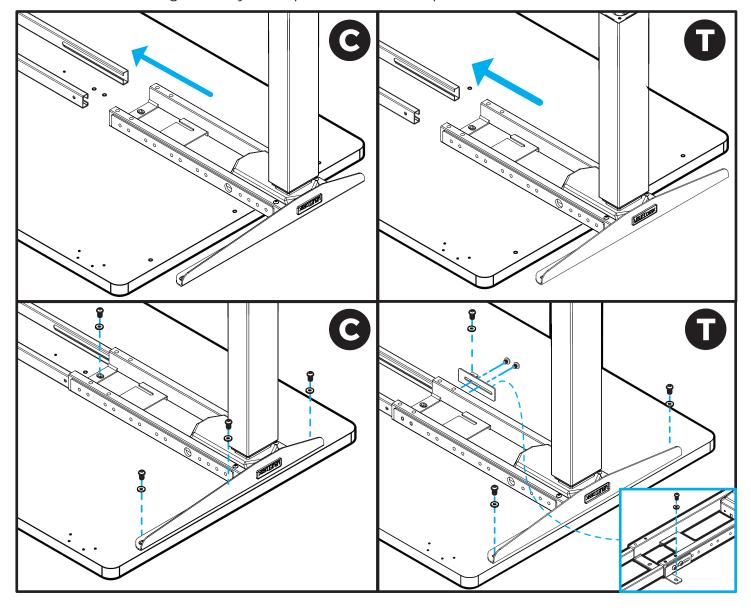


Step 6 (Continued)

2. Use one screw and washer to fasten the Crossbar End to the desktop as shown in the image below, do not tighten completely.



D. Position the other leg assembly onto the Crossbar Rails and repeat the steps above for the other leg. **Note:** If your desktop does not have threaded metal inserts or pre-drilled holes, you will need to pre-drill the holes for this leg assembly at this point as noted in Step 5.

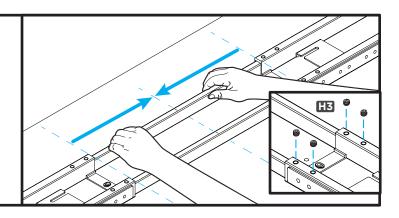


E. Tighten all screws installed so far in this step, eight for a C-Frame and six for a T-Frame.

Step 7 - Center Rail Alignment

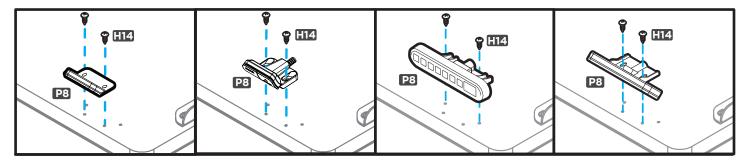
- A. Slide each Crossbar Rail (**P6**) left or right until the center indicator marks are approximately centered between the two Crossbar Ends.
- B. Insert four M8x8 Set Screws (**H3**) into each Crossbar End and tighten.

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



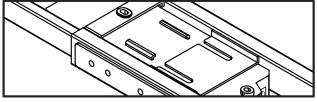
Step 8 - Keypad Attachment

- A. Choose which side of the desktop you'd like your Keypad (P8) 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. There are two pairs of Keypad mounting holes pre-drilled into each side of 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.
- C. If you do not have an UPLIFT desktop with pre-drilled Keypad mounting holes or you would like to attach the Keypad in a different location than the pre-drilled holes, position the Keypad where you would like to attach it and make a pencil mark at the center of each Keypad mounting hole and drill pilot holes with a 1/8" drill bit.. **IMPORTANT:** DRILL NO DEEPER THAN 1/2".
- D. Attach the Keypad with two Wood Screws (H14). Be careful to not over-tighten to avoid stripping.

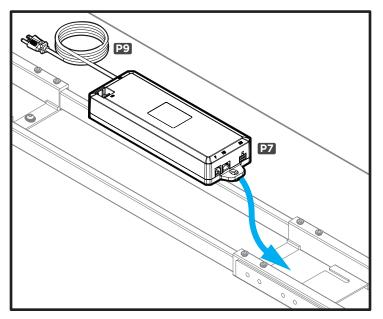


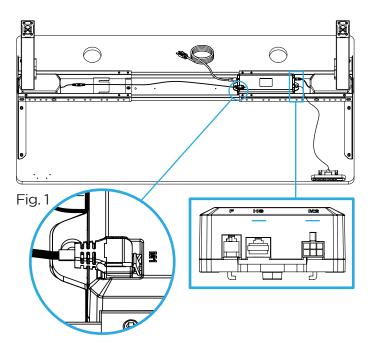
Step 9 - Control Box Attachment

- 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 so that the tabs on the bottom of the Control Box interlock with the slots in the Crossbar End (P5) as shown. Note: The Control Box must be attached to the frame for the desk to function properly.



Top view of Control Box tabs & Crossbar End slot. This is just an illustration, you won't be able to see this when installing.





Step 10 - Cable Connections

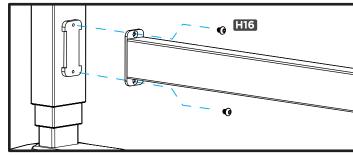
- A. Connect the cable of the Keypad (**P8**) into the Control Box (**P7**) port labeled "HS".
- B. Connect the short cable of the Leg closest to the Control Box directly into the white port of the Control Box marked "M2". This port is located on the same end as the Keypad port marked "HS".
- C. Connect the short cable of the other Leg into the Leg Cable Extension (**P10**). Be sure to connect the short Leg cable to the "straight" connector end of the Leg Cable Extension. Do NOT attempt to connect the short Leg cable to the "angled" connector end of the Leg Cable Extension.
- D. IMPORTANT: Referring to Fig. 1, connect the "angled" end of the Leg Cable Extension (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 Cable Extension with the cable running over the top of the Control Box. Doing so will damage the Leg Cable Extension and the Control Box.

P13

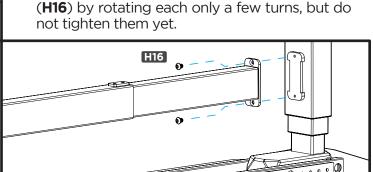
C. While a second person holds the Crossbar in place, line up the holes on one end of the Crossbar with the holes in the Crossbar mounting plate on the Leg. **Note:** Either end of the Crossbar can be attached to either Leg.
D. Loosely start two M6x12 Flat Head Screws

Step 11 - Crossbar Attachment

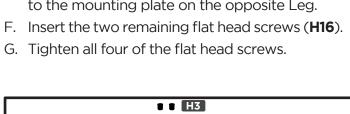
- A. Slide the two halves of the Commercial Frame Crossbar (**P13**) together as shown.
- B. Orient the Crossbar so that the Set Screw holes on the outer section (marked with an "*" in the illustration) are facing upwards and away from the desktop.

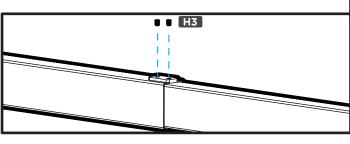


E. With the second person still holding the Crossbar, extend the other end of the Crossbar to the mounting plate on the opposite Leg.



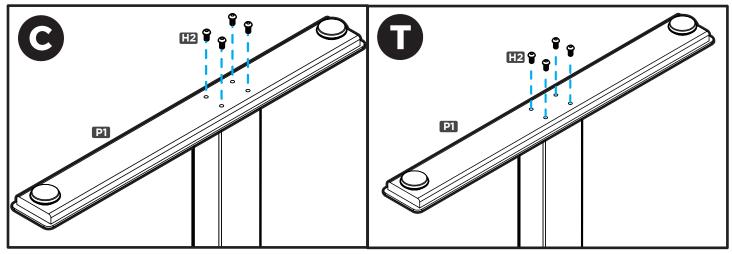
H. Insert the two M8x8 Set Screws (**H3**) into the two holes at the middle of the Crossbar where the two halves slide together and tighten them.





Step 12 - Feet 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.
- B. Loosely start 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 4mm Allen Wrench (**H8**) and Allen Wrench Handle. It's very important to the stability of the desk that these screws are tight.
- D. Repeat the previous steps to attach the second Foot.

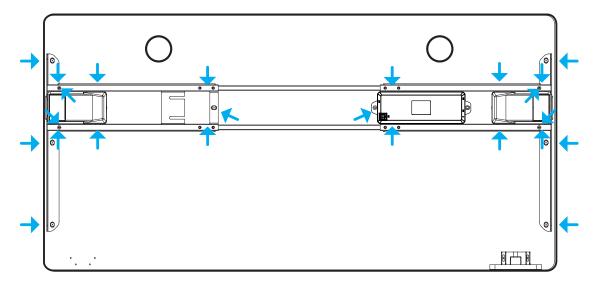


Step 13 - Caster Installation (Optional)

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 1/2" 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. Don't forget to check the Feet screws and the screw located underneath the Control Box on C-Frames.



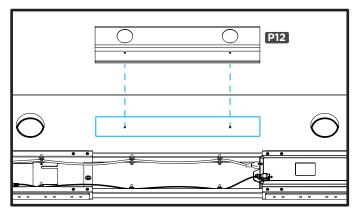
Accessory Installation

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 (H9)

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.

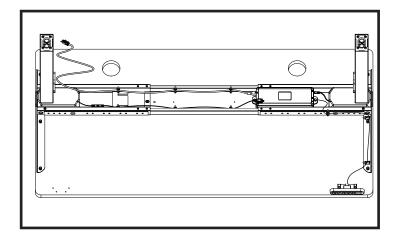
The adhesive backing on the anchor is very strong. Please carefully decide locations before adhering them to your desktop or desk frame. You can also use the hook and loop strips without the plastic anchor in places where it can be slid underneath frame parts. You might want to save some of the Cable Mounts for cable management of personal devices after completing the desk assembly.



Anchor Plates (P11)

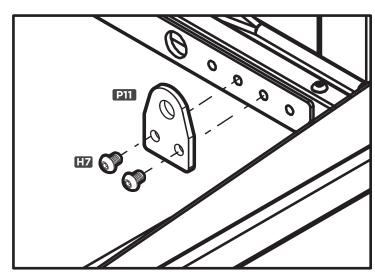
Various UPLIFT Desk accessories were designed to attach to the patented mounting points located along the sides of the Crossbar Ends on UPLIFT V2 and V2-Commercial desk frames. Some of these accessories require the use of the Anchor Plates (P11) included with the desk frame. Refer to the instructions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



Wire Management Tray (P12)

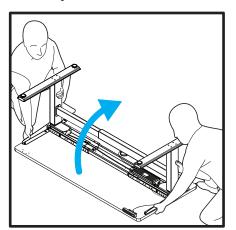
Most UPLIFT desktops include two pre-drilled holes about 12" apart located near the back of the desktop. If your desktop includes grommets, these holes will be located between them. These holes are meant for attaching the included Wire Management Tray (**P12**). If you choose to place the Tray in a different location, make a pencil mark at each mounting hole location and drill 1/8" pilot holes. Attach the Wire Management Tray to your desktop using two #10-5/8" Wood Screws (**H14**).

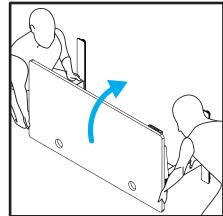


Step 14 - Desk Placement

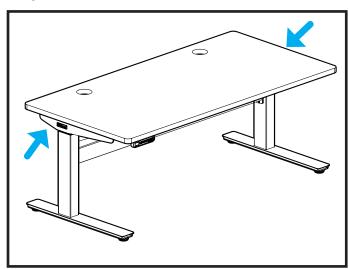
When preparing to flip the desk, be aware of loose cables and attached accessories, especially an accessory that might move on a track like a Keyboard Tray or CPU Holder.

- 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 support the frame Side Brackets when lifting.



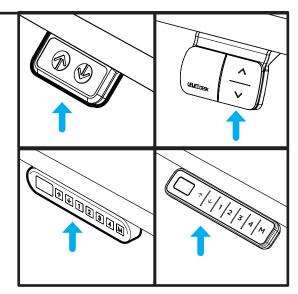
- If your desk has Casters: Moving is easy! If your Casters include locks, make sure they are unlocked and roll the desk to the desired location. Be sure to relock the Casters to keep the desk stationary.
- If your desk does not have Casters: Using two people, lift your desk (do not drag it) by holding onto the Side Brackets where indicated by arrows.
- D. Adjust the Leveling Glides or Casters 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.

Step 15 - Desk Reset Procedure

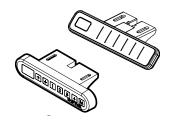
IMPORTANT! Before using your desk, perform the Initial Desk Reset Procedure below.

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 Programming instructions for further information on how to use your Keypad.

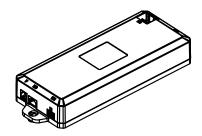


Programming (Advanced Keypad only)



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.



*Note: "RST" will look like

"ASr" on the display

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

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: 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: 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.

- I. 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:

- I. 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.

Programming (continued)

Display Units

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

- I. 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:

- I. 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:

- I. 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:

- I. 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.

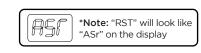
Note: If your desk memory settings were previously set outside of the new minimum and maximum height settings, they will default to the new minimum and maximum settings. To set new minimum and maximum height settings, you will need to first remove the current minimum and maximum settings.

Troubleshooting

If your desk does not respond when you try to raise it or lower it, or if the Keypad displays error messages from "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.

HO1 Overheated		Troubleshooting Solution	
		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.

Notes



Notes



UPLIFT DESK®

Work Better. Live Healthier

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

SAVE THESE INSTRUCTIONS

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