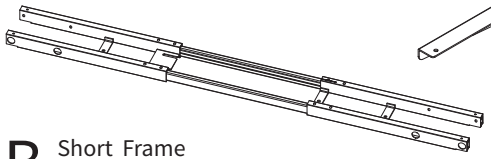
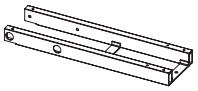
Assembly & Installation Instructions: Ascent 3-Leg SB-ASC2-3-23-SM-DRMS, SB-ASC3-3-23-SM-DRMS

Parts Included, Frame Set

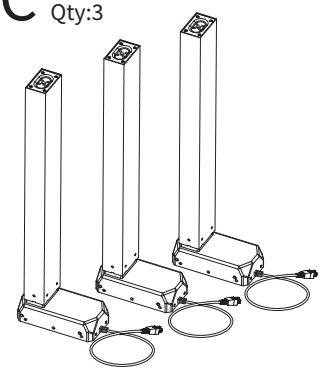
A Long Frame
Qty: 1



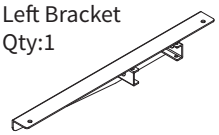
B Short Frame
Qty: 1



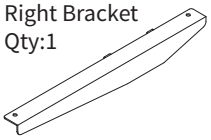
C Legs
Qty:3



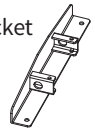
D Left Bracket
Qty:1



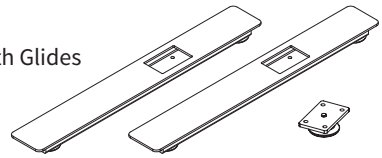
E Right Bracket
Qty:1



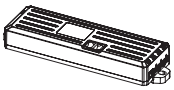
F Center Bracket
Qty:1



G Feet with Glides
Qty:3

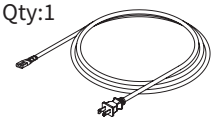


H Control Box
Qty:1



I Switch
Qty:1

J Power Cord
Qty:1



K Leg Extension Cord
Qty:2

Hardware pack

L 4 mm Allen Wrench
Qty: 1

M M6 × 14 mm Allen Head Screw
Qty: 18

N M6 × 10 mm Allen Head Screw
Qty: 20

O #12 × ¾" Phillips Head Wood Screw
Qty: 13

P #12 × 9⁄16" Phillips Head Wood Screw
Qty: 2

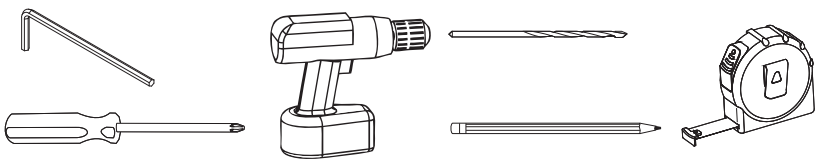
Q Cable Clip
Qty:15

Required & Sold Separately

Worksurface

Tools Required

4 mm Allen Wrench (H) Provided
#2 Phillips Head Screwdriver or Drill/Driver
Drill with ⅛" drill bit
Tape Measure
Pencil



TT-ET2 AI#: 90.014.01.0457v.B & TT-ET3 AI#: 90.014.01.0458v.B

⚠CAUTION:

INFORMATION:
Make sure no obstacles are in the desk's path. Make sure the desktop is not touching any walls.
Make sure all cords are appropriate length to accommodate the change in height.
Keep children away from electric height-adjustable desks, control units and handsets. There is a risk of injury and electric shock.
Keep all electrical components away from liquids.
Do not sit or stand on the desk frame. Do not crawl or lie under the desk frame.
Do not place any objects taller than 20" underneath the desk.
Do not open any of the components - the Legs, Control Box, or Switch. There is a danger of electric shock.
This product is designed with a duty cycle of 10% (2 min. on, 18 min. off).
In the event of a power outage or if the power cord is unplugged, a manual reset may be necessary. See the initialization process (Step 11).

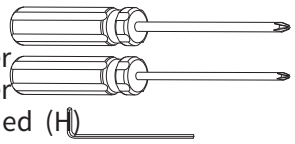
USE/LIABILITY:
This height adjustable desk has electric motors and is designed for use in dry work areas only.
The desk height is adjustable so that it can be positioned at the most ergonomically suitable height.
Any other use is at user's risk.
Under no circumstances does the manufacturer accept warranty claims or liability claims for damages caused from improper use or handling of the desk frame.

IMPORTANT:
Please read this manual carefully.
If this desk is sold, please provide this manual to the buyer.
Before moving workstation, set to lowest position and then move to desired location.

IMPORTANT NOTE!
You must complete initialization (Step 11) at the end of assembly or your workcenter WILL NOT FUNCTION PROPERLY.

✓ Verify that you have all the tools needed for the assembly

You will need the following tools:



or

#2 tip Phillips screwdriver or drill/driver
#3 tip Phillips screwdriver or drill/driver
M4 tip bit or 4 mm Allen Wrench provided (H)

If you do not have a pre-drilled worksurface, you will also need:

⅛" drill bit

1 Attach Legs to Frame

Place one of the Legs (C) into the Long Frame End (A).

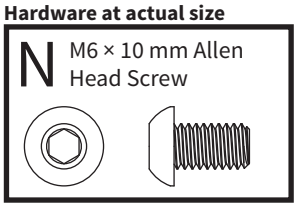
Line up the holes on the Legs (C) with the holes on the Long Frame (A) end. Insert four M6 × 10 mm Allen Head Screws (N) through the holes in the Frame End going into the Leg and tighten securely with the supplied Allen Wrench (J).

Repeat for the other side of the Long Frame.

Place the remaining Leg (C) into the Short Frame End (B). Attach with four M6 × 10 mm Allen Head Screws (N).

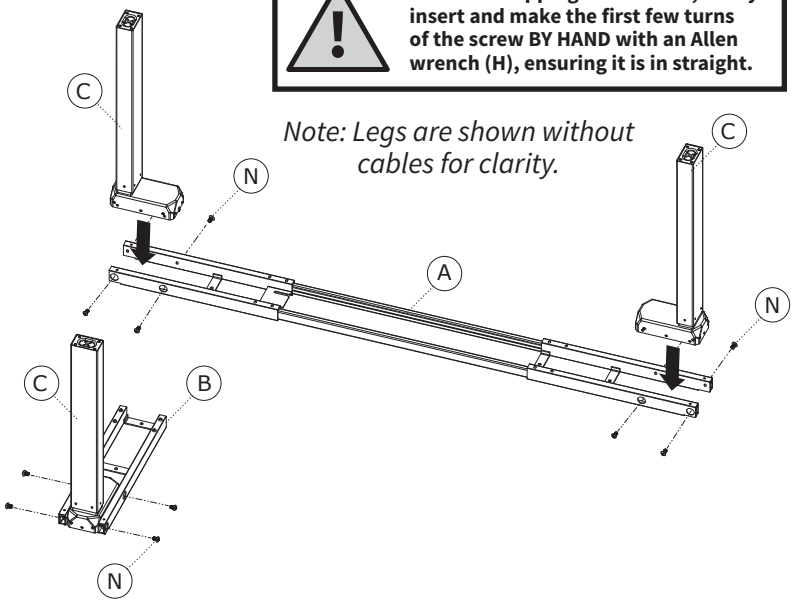
Hardware at actual size

N M6 × 10 mm Allen Head Screw



To avoid stripping the threads, always insert and make the first few turns of the screw BY HAND with an Allen wrench (H), ensuring it is in straight.

Note: Legs are shown without cables for clarity.



2 Attach Side Brackets

Note: The Frame end with the Control Box bracket should be placed towards the center of the desk.

Slide the Left and Right Brackets (D & E) into the far Frame ends until flush. Insert two M6 × 14 mm Allen Head Screws (M) through the holes in the Brackets and into the Frame.

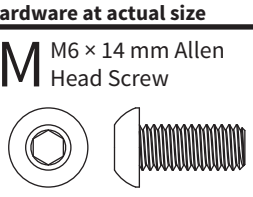
Slide the Center Bracket (F) onto the frame end at the center of the desk until flush and insert two M6 × 14 mm Allen Head Screws (M) through the holes in the Bracket and into the Frame.

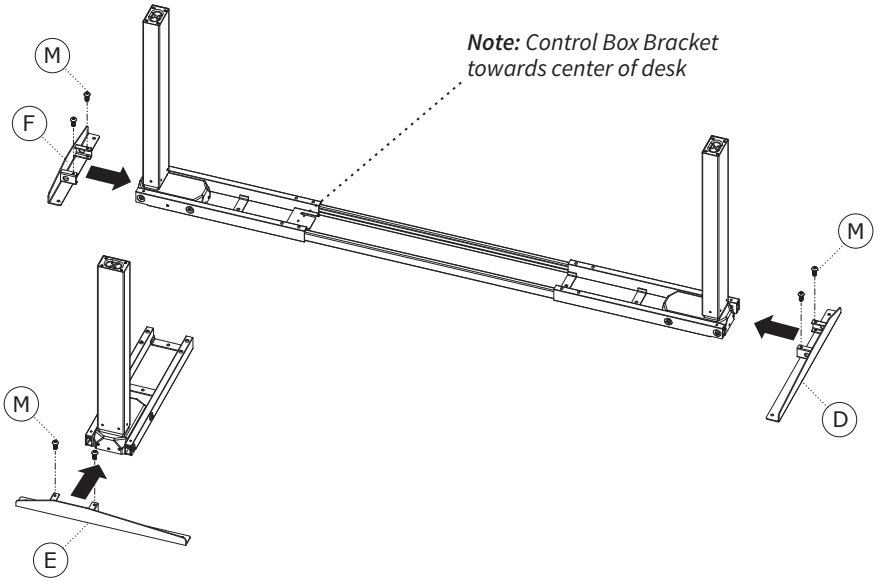
Using the supplied Allen Wrench (L), rotate each screw just a few turns. After both screws are inserted, tighten screws securely.

Repeat for all three locations.

Hardware at actual size

M M6 × 14 mm Allen Head Screw





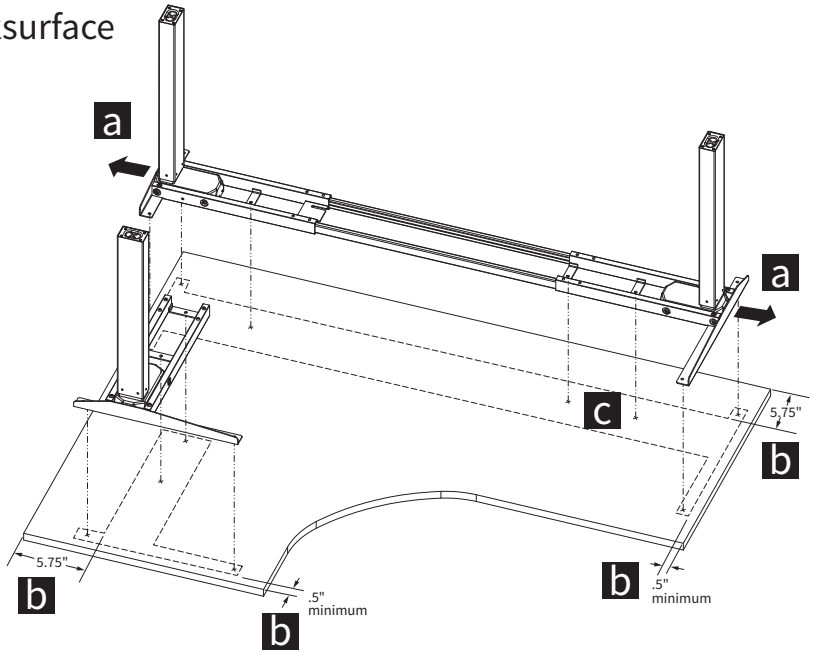
3 Adjust Frameset to Width of Worksurface

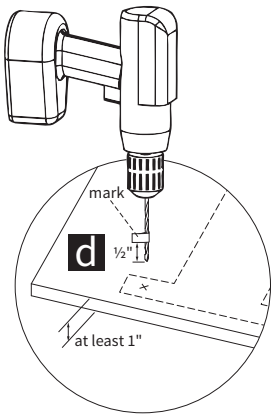
a Adjust the width of the Frame assembly to fit the worksurface by sliding the two halves outward.

b Position to leave at least .5" of the worksurface width on each end beyond the frame width and 5.75" from the back of the Worksurface to the back of the Frame.

c Mark the position of the eleven mounting holes on the bottom of the worksurface.

d CAREFULLY drill pilot holes at the eleven locations. **Do not drill all the way through your worksurface!**





DO NOT DRILL ALL THE WAY THROUGH THE WORKSURFACE!
You may want to mark your drill bit so that you do not drill all the way through your worksurface! These instructions and the hardware included assume that you are using a standard 1" thick worksurface. If you have a worksurface that is thinner than 1", you will need to use different fasteners to attach your frame.

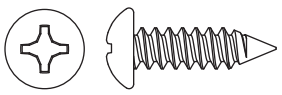
4 Attach Frame Set to Worksurface

Double-check that the desk base is properly positioned over the pilot holes.

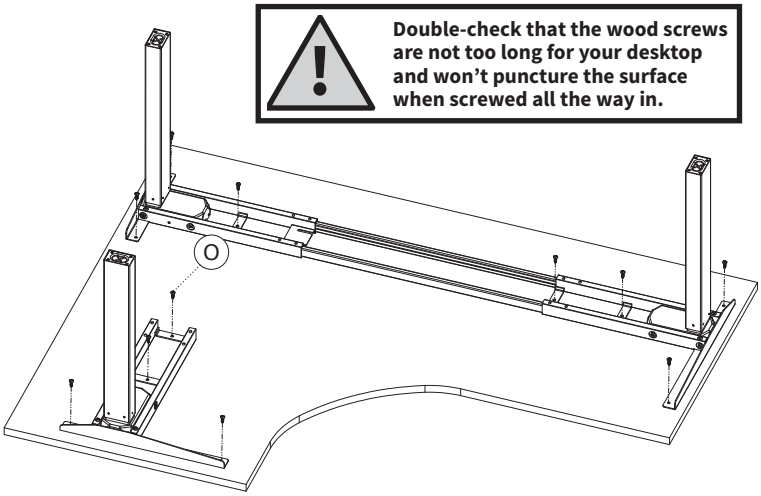
Attach the desk base to the underside of the desktop using seven #12 × ¾" Phillips Head Wood Screws (O).

Hardware at actual size

O #12 × ¾" Phillips Head Wood Screw



Double-check that the wood screws are not too long for your desktop and won't puncture the surface when screwed all the way in.

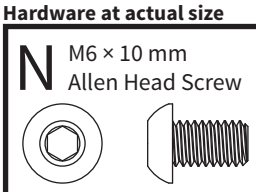


5 Lock Frame Width

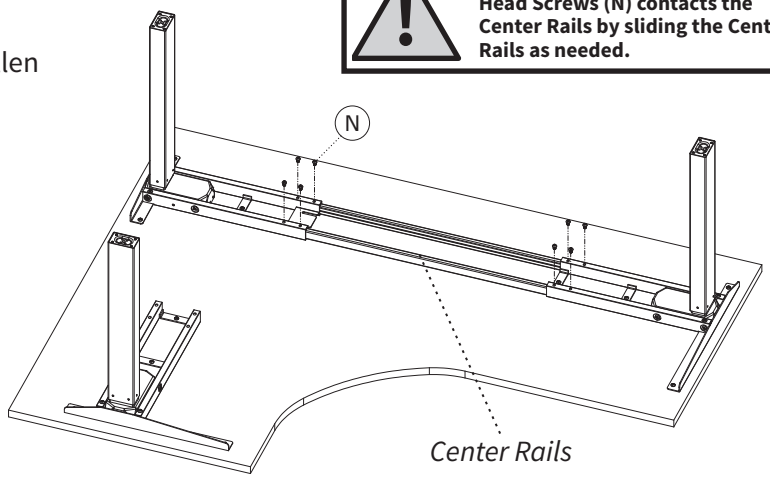
Lock the position of the Frame using eight M6 × 10 Allen Head Screws (N) using the Allen Wrench.

Hardware at actual size

N M6 × 10 mm Allen Head Screw



Ensure that the M6 × 10 mm Allen Head Screws (N) contacts the Center Rails by sliding the Center Rails as needed.



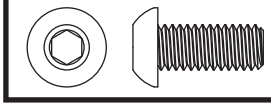
6 Attach Feet

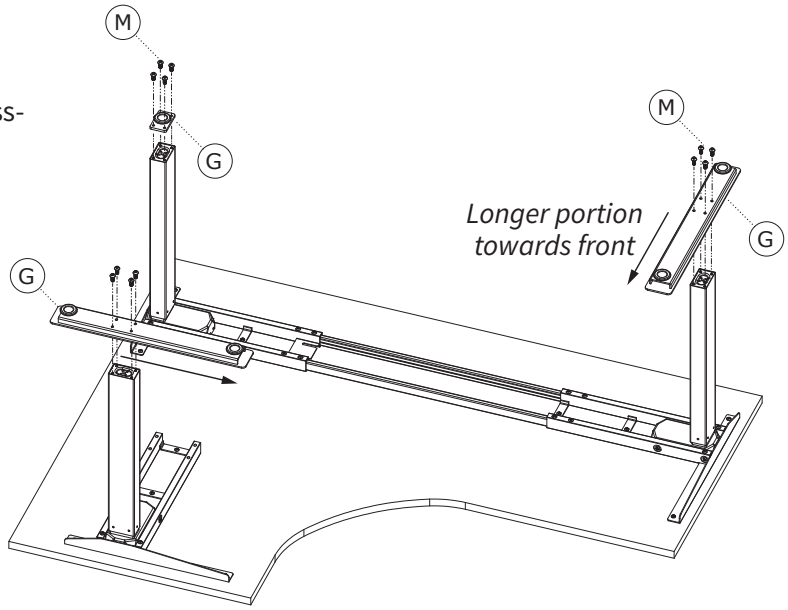
Attach the Feet (G) with four M6 × 14 mm Allen Head Screws (M) and tighten in a cross-pattern.

NOTE: The longer portion of the Outside Feet face the front.

Hardware at actual size

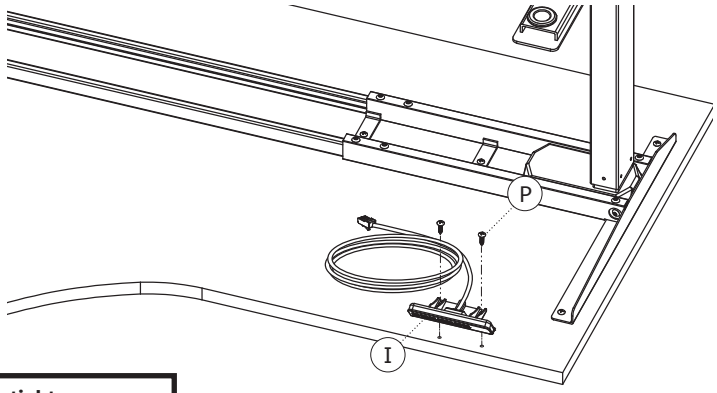
M M6 × 14 mm Allen Head Screw





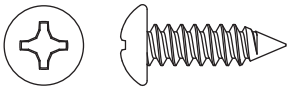
7 Attach Switch

Attach the Switch (I) into pre-drilled holes, or flush with the front desktop edge (or recessed up to ⅛".) Place the Switch toward an end so it does not interfere with your chair when seated. Use two #12 × 9⁄16" Phillips Head Wood Screws (P) to attach. **Do not overtighten!**



Hardware at actual size

P #12 × 9⁄16" Phillips Head Wood Screw



Do not overtighten screws in this step. Overtightening could cause damage to the component.

8 Attach Control Box & Connect Cables

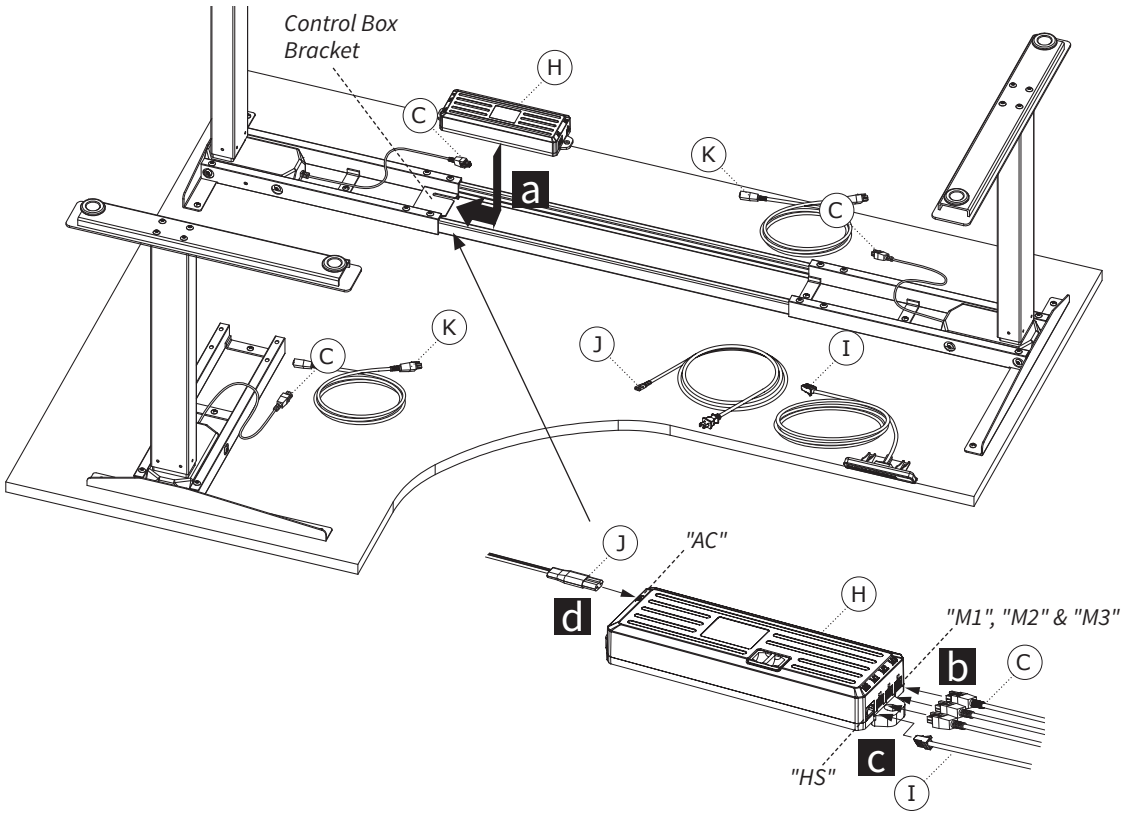
a Slide the Control Box (H) onto the Control Box Bracket on the Frame.

b Connect the cables exiting the Legs (C) to the Control Box directly into the "M1", "M2" and "M3" ports on the Control Box (H). Depending on your worksurface width, you will probably need to use the Leg Extension Cords (K) to reach the Control Box for the far legs.

c Connect the Switch (I) cable to the "HS" port on the Control Box (H).

d Connect the Power Cord (J) to the "AC" port on the Control Box (H).

Use the adhesive-backed Cable Clips (Q) to secure all cables so they stay up and out of the way.

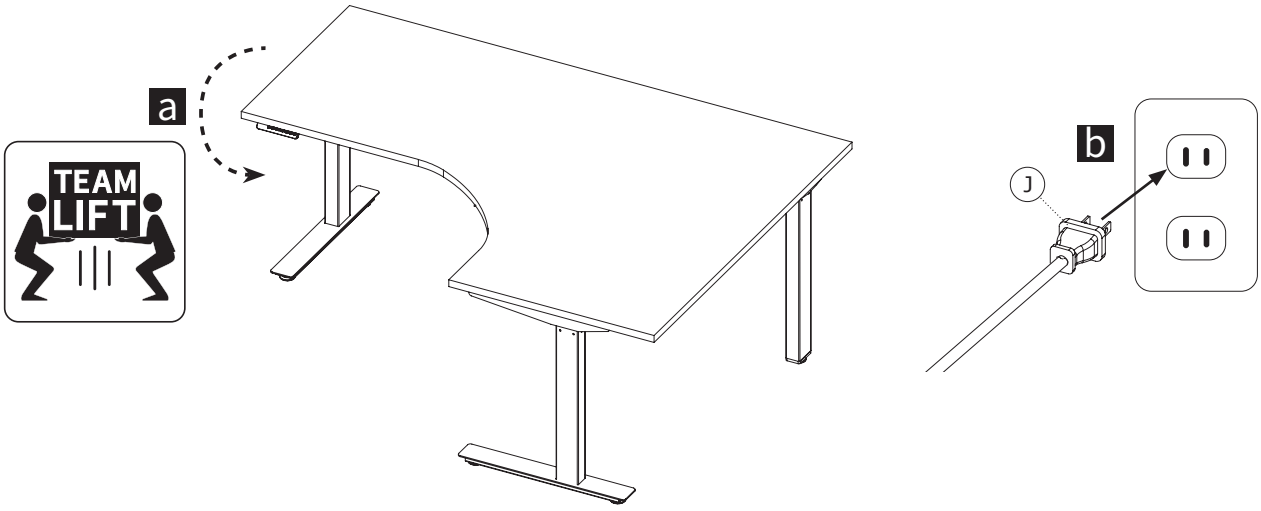


9 Put Workcenter Upright and Connect Power Cord to the Power Supply

a With the Workcenter at its lowest height, turn the assembled desk right-side up with **at least two people**.

NOTE: Grab the desk Frame (not the desktop) and turn the desk right-side up. Use at least two people. CAUTION, Workcenter is very heavy!

b Plug the Power Cord (J) into a 110 V outlet.



10 Adjust Feet Glides

If necessary, adjust Leveling Glides on workcenter feet to level the worksurface. Unscrew to increase height, screw in to decrease height.

11 Initialize Legs

a Press and hold the DOWN button on the Switch (G) until the desk reaches its lowest height. Release the DOWN button.

b Press and hold the DOWN button again until the LED display reads “RST” or about 10 seconds on non-LED handset models. Release the DOWN button.

c Press and hold the DOWN button a third time until the desk lowers a little bit more, slightly rises and stops. Release the DOWN button. Your desk is now ready to use.

You must complete this initialization step or your workcenter will NOT function properly.

Hold down the down arrow until workcenter moves slightly upwards!

✓ Cleaning Instructions

To clean the Ascent legs, apply cleaner to a soft cloth.

Suggested cleaners: Windex or Formula 409.
Do not use solvents and do not saturate or spray cleaners directly onto workcenter base.