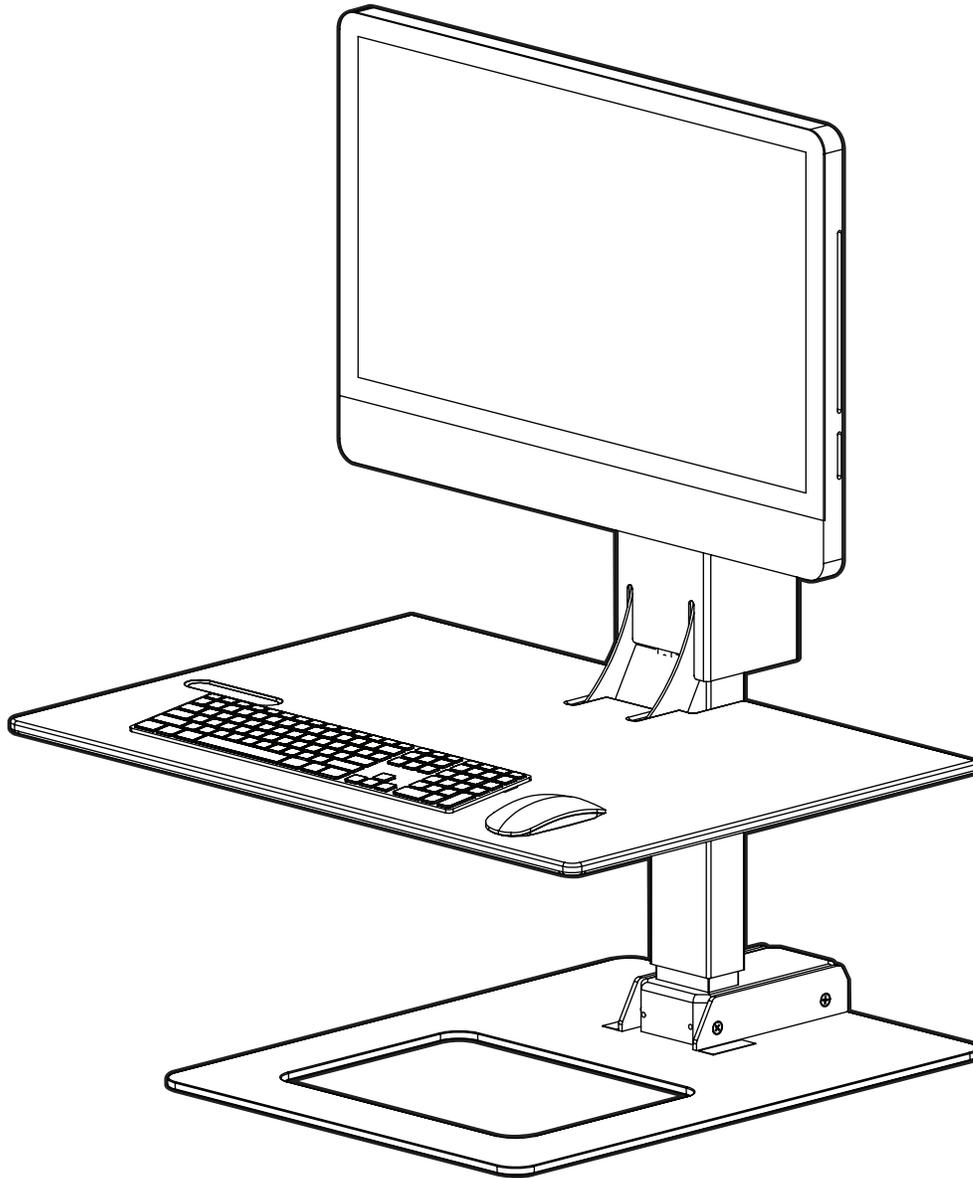# UPLIFT DESK®

E7 Electric
Standing Desk Converter

For assembly assistance,
visit upliftdesk.com/e7-converter or call 800-349-3839
or email support@upliftdesk.com

one person assembly

Thank you for choosing **UPLIFT Desk.**

Package contents

|		
Worksurface bracket	VESA mount	Pan head screws (M6x14; qty 2)
Lifting column	VESA bracket	Flat head screws (M6x14; qty 8)
Base	Slot cover	Pan head screws (#10-24x5/8"; qty 13)
Housing	Keypad	Pan head screws (M6x10; qty 4)
Worksurface	Power cable	Pan head screws (M4x12; qty 4)
Keyboard tray bracket	Connecting cable	VESA screws (qty 1)
Keyboard tray	Cable clips (qty 2)	Felt pads (qty 4)
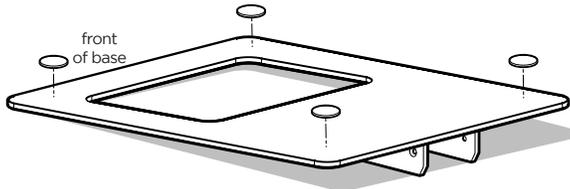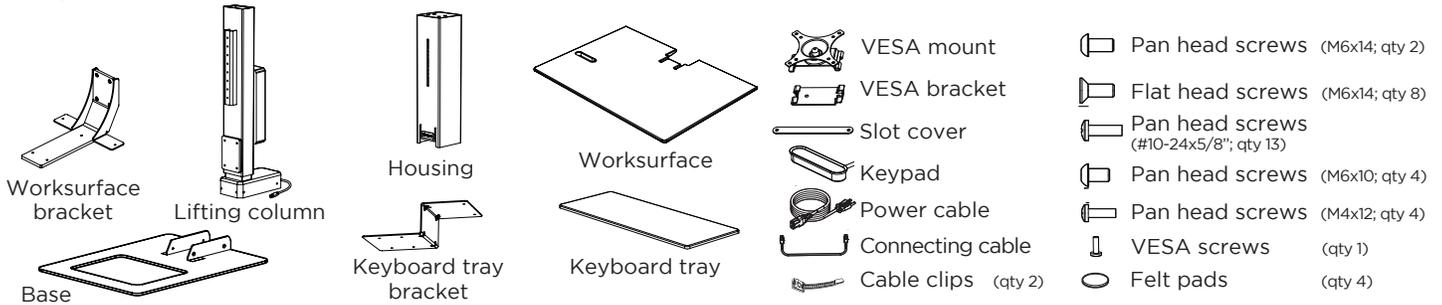
Step 1

Position your base upside down, and place the Felt pads at the four corners of the Base. Once in place, flip it over and place the base on your desk, with the front lined up with the front edge of your desk.
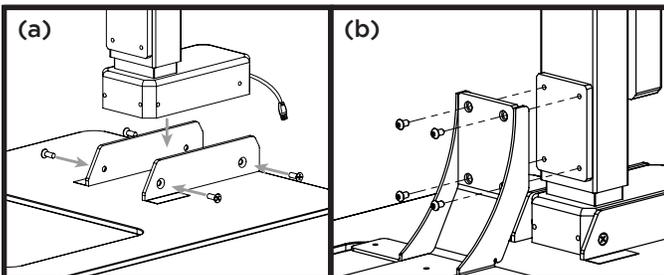
front of base

Step 2

(a) Attach the Lifting column to the Base using four M6x14 Flat head screws. Make sure the vertical column is facing towards the front.

**(b)** Attach the Worksurface bracket to the front of the Lifting column using four M6x10 Pan head screws.
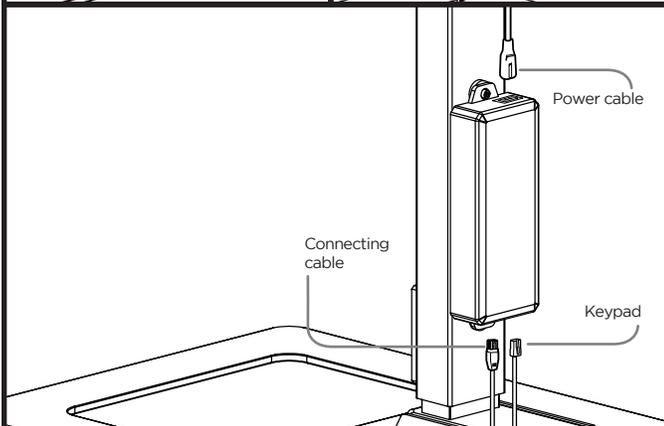
Step 3

Plug the Lifting column's cable into the Connecting cable, then plug the Connecting cable into the port marked "M1" in the Control box. Plug the Keypad into the port marked "HS" and finally plug the Power cable into the control box, and then into a 120Vac wall outlet. Press the "up" arrow on the Keypad to raise the Worksurface to a higher level for Steps 4 and 5.

IMPORTANT: While raising the Worksurface keep the Keypad steady by firmly holding it against the base or desktop.

Note: If surface does not rise perform the reset instructions in the TROUBLESHOOTING section on page 6-7.

Power cable

Connecting cable
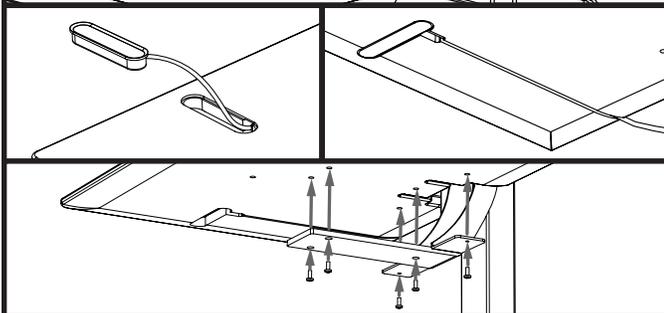
Keypad

Step 4

Unplug the Keypad only! Feed the end of the Keypad's wire through the top side of the Worksurface and fit the Keypad into the pocket as shown. Press Keypad cable into the wire channel on the underside of the Worksurface. Attach Worksurface onto the Worksurface bracket using five #10-24x5/8" Pan head screws. Plug the Keypad back into the Control box.
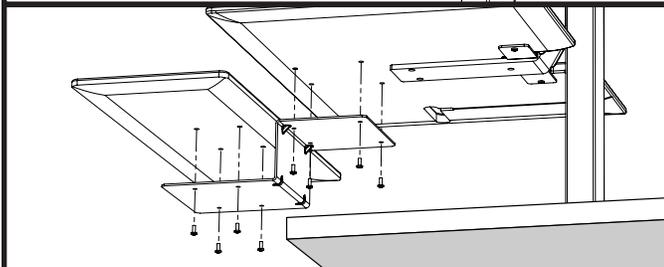
Step 5

Attach the Keyboard tray bracket to the Worksurface using four #10-24x5/8" Pan head screws. Then attach the Keyboard tray to the Keyboard tray bracket also using four #10 24x5/8" Pan head screws.

Caution: Make sure that Keyboard tray of the assembled unit is clear of the desk edge. When the unit is at it's lowest position, the Keyboard tray will be lower than the desk's surface.

(a)
(b)
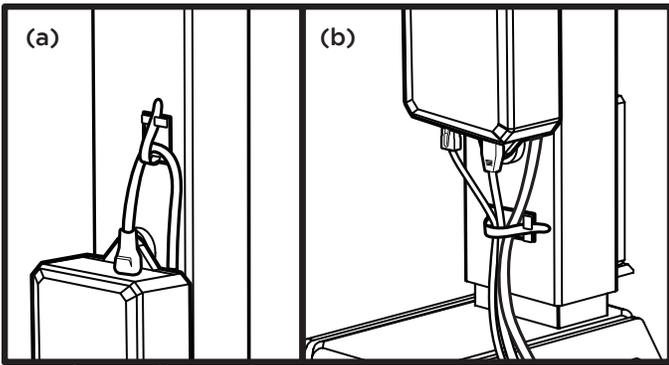
Step 6

Take a moment to group your wires tightly together, to prevent them from splaying too widely, getting caught in moving parts, or interfering in Step 7. We recommend using the two Cable clips with adhesive here:

(a) Above the Control box to keep the Power cord close to the Lifting column. For additional securing, the cable can run behind the Control box.

(b) About 2" below the Control box, on the top segment of the lifting column (as shown). Leave slack to allow the lifting column to rise all the way up.
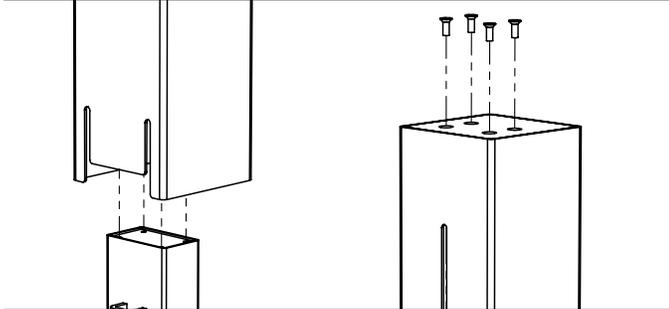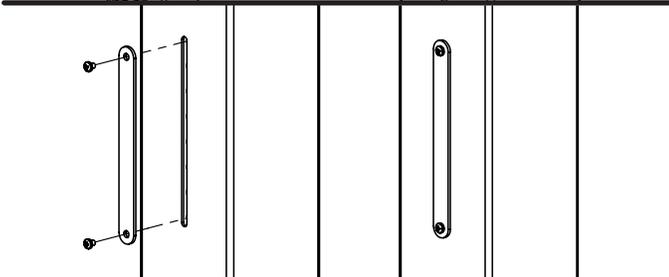

Step 7

Press the down button on the Keypad and lower the unit down to lowest setting. Slide the Housing over the Lifting column.
**Caution:** As you slide on the Housing, be mindful of where the cables are.
Make sure the screw holes on the Housing match up with the screw holes on the Lifting column and attach using four M6x14 Flat head screws.

NOTE 1:

If you have a free standing monitor or laptop and do not plan on attaching a monitor directly to the Lifting column using the provided VESA mount, you may cover up the open slot with a Slot cover and two M6x14 Pan head screws.


(a)
(b)
(c)
(monitor not pictured)
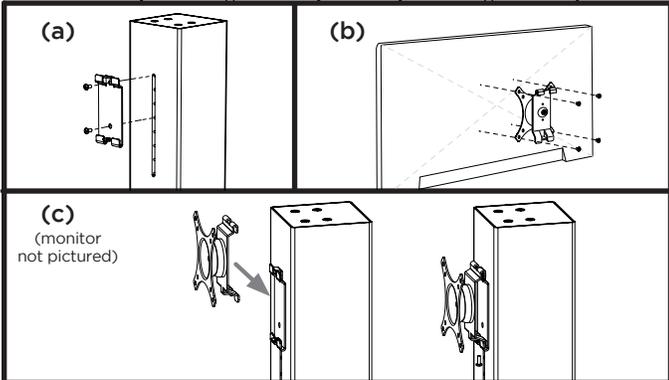
Step 8

(a) Attach the VESA bracket to the Lifting column using two M6x14 Pan head screws. Note: there are five different height settings; choose the height that is best suited for your monitor.

(b) Attach the VESA mount to your Monitor using the four M4x12 Pan head screws. Ensure that the hooks on the VESA mount are facing down and toward the bottom of the Monitor, as shown. Maximum monitor weight should not exceed 17.6 lbs (8 kg.)

(c) Hook the Monitor assembly to the VESA bracket, and secure with the VESA screw, which is provided with the VESA mount.
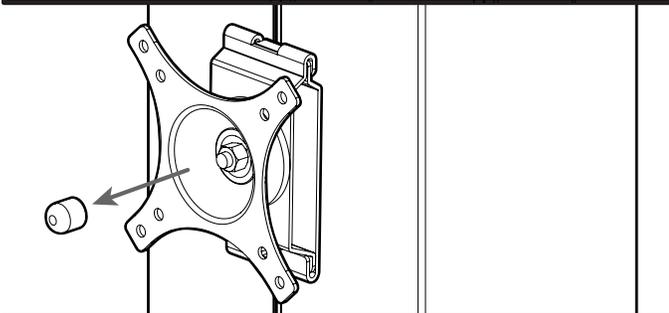
NOTE 2:

The VESA mount provides multiple axis adjustment for your monitor. If you find that your monitor does not stay in place after adjustment, remove the VESA mount from the monitor, remove the plastic cap from the inside of the VESA mount and tighten the nut.

Alternately, if the Monitor is not adjustable at all, loosening the nut slightly will allow it the necessary give to move the Monitor. It might take a few attempts to find the right balance.
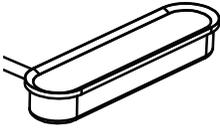
These programming instructions are compatible only with the Keypad that is included in this package.
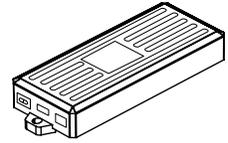
HEIGHT CALIBRATION

Make sure the numeric display matches the actual height of the worksurface at its lowest position.

1. Press the DOWN button until the desk reaches the lowest position.
2. Measure the height from the floor to the underside of the worksurface. If the displayed height does not match your measurement, follow the next steps.
3. Press the DOWN button until display flashes "RST".
4. Press the "M" button until the numeric display begins flashing.
5. Press the UP or DOWN button to set unit to the measured height.
6. Once display changes back to "RST", press the DOWN button until the unit lowers slightly, then rises slightly and the display changes back to the numeric height setting.

> **ASr** *Note:* "RST" will look like "ASr" on the display
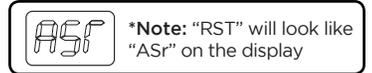
KEYPAD LOCK

The keypad can be locked to prevent accidental activation or movement of the unit.

To lock: Press and hold "M" button until display changes to "LOC" *LOC*

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

NOTE: If a power outage occurs, the program will automatically return to the unlocked setting.

MEMORY SETTINGS

Save up to two commonly used heights and recall them quickly.

1. Press the UP or DOWN button to move the unit to the desired height.
2. Press the "M" button.
3. Press the "1 or 2" button to assign the current height to a number on the keypad.
4. To recall any of those heights, press the numbered button to bring unit to assigned height.

CONSTANT-TOUCH & ONE-TOUCH

These steps allow the unit to be set to either One-Touch or Constant-Touch. One-Touch requires only a single touch of the "1 or 2" button to move the unit to a preset memory location. **One-Touch is the default setting.** Constant-Touch requires a continuous touch of the "1 or 2" button to move the unit to a preset memory location.

Change between One-Touch and Constant-Touch:

1. Press the DOWN button until the unit reaches the lowest position.
2. Press the DOWN button again until display flashes "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 press the "1" button as many times as you'd like to toggle between the two settings.

4. Press the DOWN button until the unit lowers slightly, then rises slightly and the display changes back to the numeric height setting.

MINIMUM & MAXIMUM HEIGHT SETTINGS

The unit ships defaulted to its minimum and maximum height limits. These steps allow the upper and lower limits to be adjusted to your preference.

To set a new maximum desk height:

1. Use the UP or DOWN button to bring the desk to the desired **maximum** height.
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. ———————————————— 5-
3. Hold the "M" button until the Display shows "999" then changes to numeric value of new upper limit. ———————————————— 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. ———————————————— 5-
3. Hold the "M" button until the Display shows "000" then changes to numeric value of new lower limit. ———————————————— 000

Removing adjusted maximum and minimum heights:

1. Press the "M" button once and the display will show "S-". ———————————————— 5-
2. Hold the "M" button again until the display shows "555" then changes to the current numeric height setting. ———————————————— 555

Note: If 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 outside of the current settings, you will need to first remove the current minimum and maximum settings.

DISPLAY UNITS

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

1. Press the DOWN button until the unit reaches the lowest position. Release button.
2. Press the DOWN button 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 press the "2" button as many times as you'd like to toggle between the two settings.
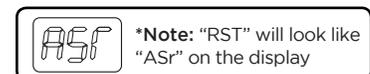
4. Press the DOWN button until the unit lowers slightly, then rises slightly and the display changes back to the numeric height setting.

TROUBLESHOOTING

If your converter does not respond when you try to raise it or lower it, or if the Keypad displays error messages ("EO1" or "EO7"), check to make sure all the cables are secure (Lifting column to cable, cable to Control box). 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 Lifting column reaches its lowest height, then release. Hold the DOWN button again until the LED display reads "RST" (or for about 10 seconds on non-LED keypads), then release. Hold the DOWN button again until the Lifting column lowers a bit more, then slightly rises and stops, then release. Your desk is now ready to use.

   | ASr | *Note: "RST" will look like "ASr" on the display |

4. The Advanced Keypad will should display the current height, and the unit should be operational.
5. You may also need to do this if the unit is ever 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	**Firmware or connectivity issues**	Check all cables to ensure they're all firmly plugged in, and perform Reset procedure above.
E07	**Hall sensor error**	Perform Reset procedure described previously.

If the error message persists after performing the Reset procedure, contact UPLIFT Desk at the email address or phone numbers listed at the bottom of each page of these instructions.

⚠ CAUTIONS & WARNINGS

⚠ **CAUTION:** Read all instructions before assembly. Failure to assemble properly may result in damage or personal injury.

⚠ **WARNING:** Keep hands clear of the column while it is rising and falling. Do not touch it.

⚠ **CAUTION:** Only plug into 120Vac outlets. (Input: 120Vac, 60Hz, 200W max)

⚠ **CAUTION:** The maximum load capacity of the unit is 110 lbs. Do not overload.

⚠ **CAUTION:** Keep devices centered and away from the edge of the main worksurface, to prevent them from falling.

⚠ **CAUTION:** Make sure that the wires for your monitor and devices have enough slack to prevent your devices from being pulled off the unit workstation when raising the unit.

⚠ **CAUTION:** When relocating the unit, remove all devices to avoid harm or damage, and adjust the unit to its lowest position.

⚠ **CAUTION:** When relocating the unit, move it carefully with two people, to avoid injury and damage to the product and surroundings.

UPLIFT DESK®

Work Better. Live Healthier

512-614-3152
800-349-3839
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.