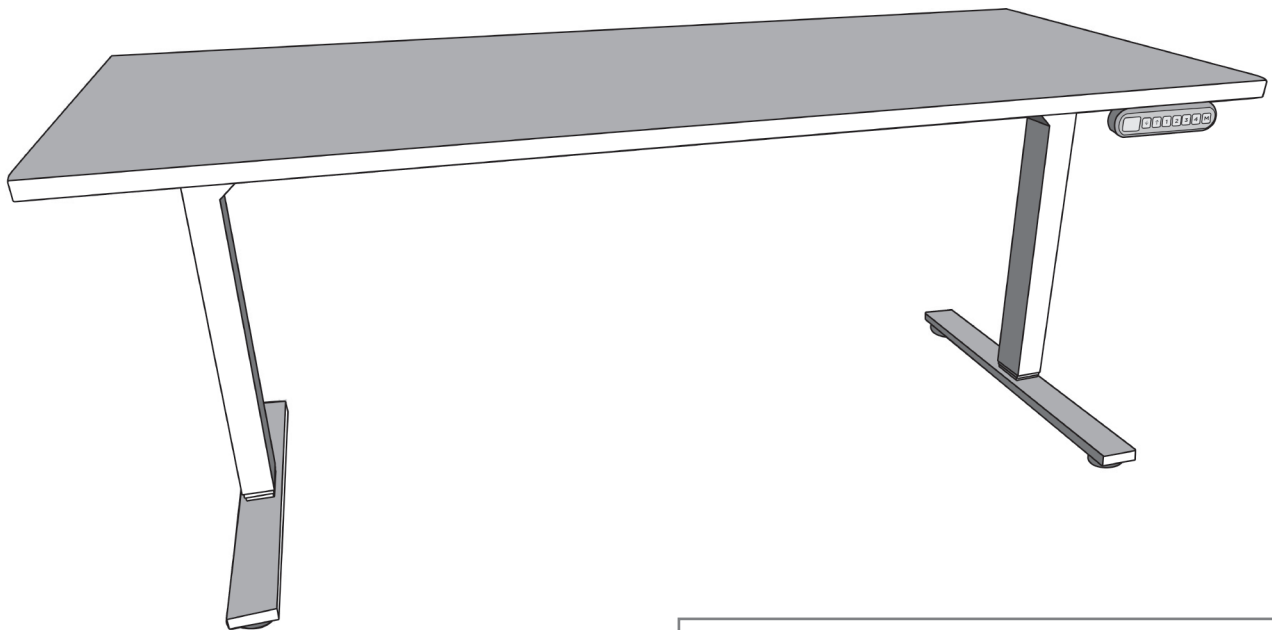


# UPLIFT DESK®

## UPLIFT 2-Leg Height Adjustable Standing Desk

- ANSI/HFES BIFMA Compliant -  
(Version v4 Control Box)



Also watch our assembly video  
<http://bit.ly/19y2WWH>



## DIRECTIONS FOR ASSEMBLY AND USE

### TABLE OF CONTENTS

### PAGE

1	Safety and Warnings	2
2	Usage	2
3	Parts List	3
4	Assembly Instructions	4
5	Desk Placement	7
6	Programming	7
7	Troubleshooting	9
8	Technical Specifications	9

### SAVE THESE INSTRUCTIONS:

Any user or installer of desk base must study this manual carefully. If this desk is sold, please provide the manual to the buyer, installers, or support personnel operating the product.

## 1. SAFETY AND WARNINGS

When using an electrical furnishing, basic precautions should always be followed, including the following: Read all instructions before using the desk.

**FAILURE TO COMPLY WITH OR OBSERVE ALL ASSEMBLY, SAFETY, AND OPERATION INSTRUCTIONS AND WARNINGS REGARDING THE USE OF THIS PRODUCT MAY RESULT IN SERIOUS PROPERTY DAMAGE OR BODILY INJURY.**

**DANGER** - To reduce the risk of electric shock, always unplug this furnishing from the electrical outlet before moving, cleaning, or before adding or removing parts and accessories.

**WARNING** - To reduce the risk of burns, fire, electric shock, injury to persons, or property damage:

- Close supervision is necessary when this furnishing is used by, or near children, invalids, or disabled persons. Keep children away from electric height-adjustable desks, control units, and keypads. There is a risk of injury and electric shock.
- Use this table only for its intended use as described in these instructions. Do not use attachments not recommended by the manufacturer.
- Keep the table close to the power socket/outlet to be easily accessible.
- Never operate this table if it has a damaged cord or plug, if it is not working properly, if it has been dropped or damaged, or dropped into water.
- Keep the cords away from heated surfaces.
- Do not open any of the components: legs, control box, or keypad. There is a danger of electric shock. Do not insert anything into any seam or opening.
- Keep all electrical components away from liquids.
- Do not operate where aerosol (spray) products are being used or where oxygen is being administered.
- Do not use outdoors.
- Inappropriate use of this product may cause property or bodily injury.
- Check surroundings on all sides before using the desk. Body parts and property can be crushed if trapped between an immobile obstacle and the desk's range of motion.
- Ensure the length of power cords are of appropriate length for desk travel. Monitors, computers, speakers, anything with a cord that is not long enough for the desk's range of motion could be pulled down and cause other items to fall, and cause damage to property.
- Please provide this manual to any users, installers, or support personnel operating the product.
- Make sure no obstacles are in the desk's path.
- If casters are not installed, use a two-person lift and lift the desk so that it can be moved without dragging. Dragging the desk may cause the frame and screws to pull loose from the desktop.
- Maximum weight capacity of this product is 355 lb. Do not overload your desk.
- Desk contains pinch points. Keep hands and fingers clear of moving parts.

## 2. USAGE

This height adjustable desk has an electric motor 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. These desks are designed only for the purposes included in this manual. They should not be used in environments with high humidity or dampness. Any other use is at user's risk.

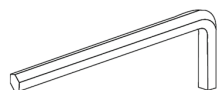
Do not move around, crawl, or lie under the desk frame. Do not sit or stand on the desk frame.

Children should never use the desk unless they are supervised by adults.

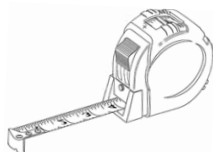
**Liability:** Under no circumstances does the manufacturer accept warranty claims or liability claims for damages caused from improper use or handling of the desk frame other than that which is described in this operation manual.

### 3. PARTS LIST

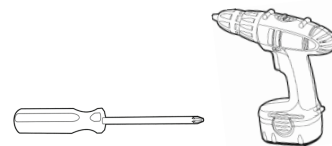
#### Tools required



Allen wrench (included)



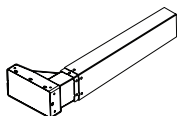
Tape Measure



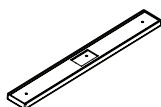
Phillips Head Screwdriver and/or Power Drill

#### Components

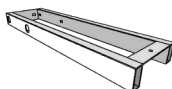
**1** Leg  
(qty 2)



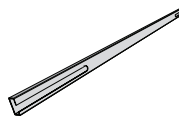
**2** Foot  
(qty 2)



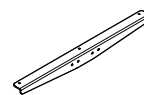
**3** Crossbar end  
(qty 2)



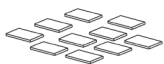
**4** Crossbar rail  
(qty 2)



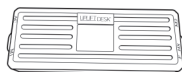
**5** Side bracket  
(qty 2)



**6** Adhesive pads  
(qty 10)



**7** Control box  
(qty 1)



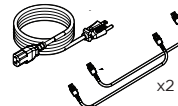
**8** Keypad  
one of two types  
(qty 1)



**9** Leveling stud  
pre-installed  
(qty 4)



**10** Cables  
(qty 1 power cable and  
2 connecting cables)



**11** M6x14 Machine screw  
(qty 16)



**12** M6x10 Machine screw  
(qty 16)



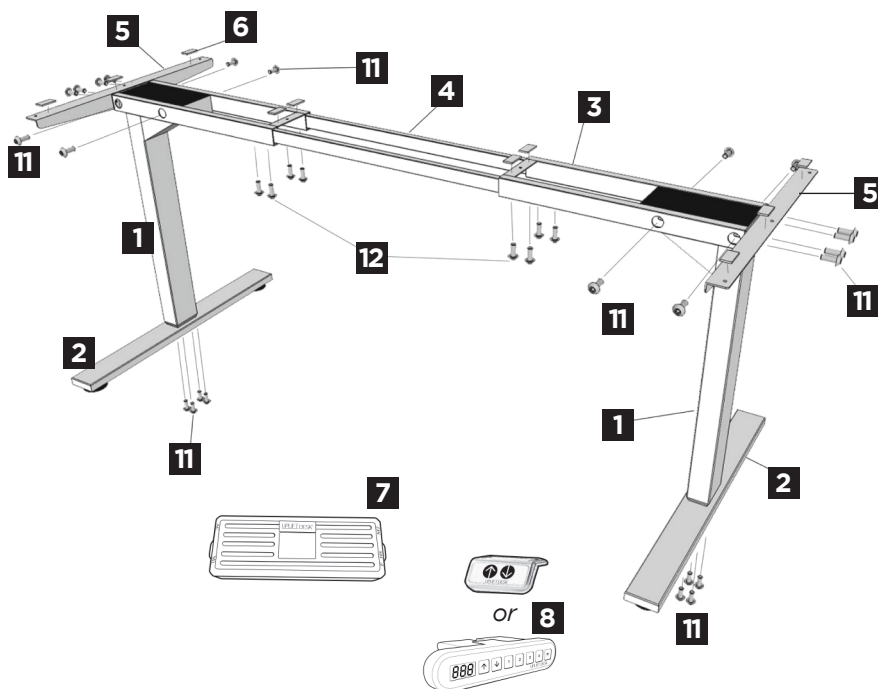
**13** #10x5/8 Wood screw  
(qty 12)



**14** Cable clip  
(qty 10)



Please count all pieces before disposing of any carton or packing material. Use a padded or carpeted area for assembly to avoid damage. For ease and safety, we recommend two people for assembly.



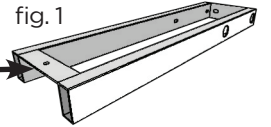
part	Description	Qty
<b>1</b>	Leg	2
<b>2</b>	Foot	2
<b>3</b>	Crossbar end	2
<b>4</b>	Crossbar rail	2
<b>5</b>	Side bracket	2
<b>6</b>	Adhesive pads	10
<b>7</b>	Control box	1
<b>8</b>	Keypad	1
<b>9</b>	Leveling studs (pre-installed in feet)	4
<b>10</b>	Cables (Power & two connector wires)	3
<b>11</b>	M6x14 Machine screw	16
<b>12</b>	M6x10 Machine screw	16
<b>13</b>	#10x5/8 Wood screw (not pictured)	4
<b>14</b>	Cable clips (not pictured)	10

## 4. ASSEMBLY INSTRUCTIONS

- A. Fully separate the Crossbar ends (part 3) you will find the Crossbar rails (parts 4) inside.

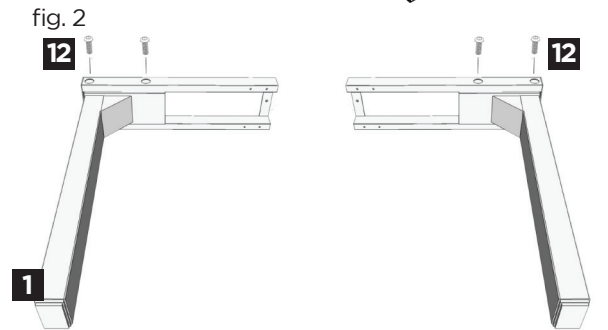


- B. Position the Crossbar ends (part 3) on their sides. You will be inserting the Legs (part 1) into the Crossbar ends from below. When positioned correctly, the mount tabs will be facing up (fig. 1).



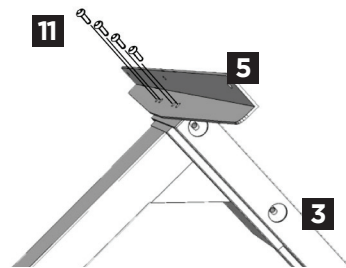
Now, place the Legs (part 1) into the Crossbar ends from the bottom (fig. 2). Using the supplied Allen wrench, insert four (4) M6x10 Machine screws (part 12) into the Crossbar ends, and **rotate each screw only a few turns**. Do not tighten fully until step D.

If you drop a screw inside the Crossbar end, simply tilt to retrieve the screw.



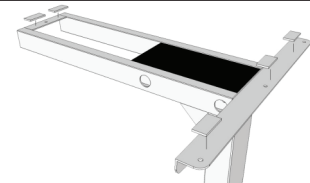
- C. Take the two Side brackets (part 5) and attach them to the Leg assemblies, using four (4) M6x14 Machine screws (part 11) each. Use the Allen wrench, and **rotate each screw only a few turns**. Do not tighten fully until step D.

If you are having trouble getting all the screws started, it is because other screws are too tight. You'll need to back out some screws in order to loosen the tolerance of the screw holes.

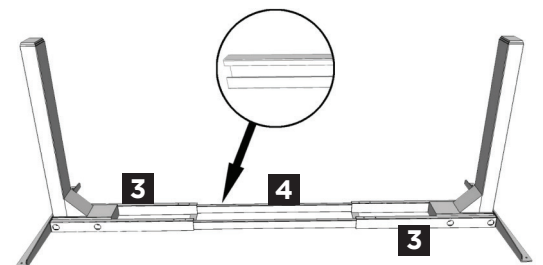


- D. Once all of the parts are connected, you can now tighten the eight (8) Screws from Step B and the eight (8) Screws from Step C (16 screws in total).

- E. Remove backing from the Adhesive pads (part 6) and position along the assembly as shown. Be sure to not cover any of the holes.

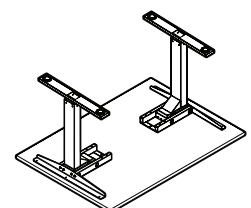


- F. Slide Crossbar rails (part 4) back into Crossbar ends (part 3). Ensure the slots of the Crossbar rails are facing inward. The slot on the Crossbar rail is offset; it will need to be aligned in a specific way to allow for the already installed Machine screws. Make sure that the Crossbar rail (part 4) can slide all the way to the end of the Crossbar end (part 3). If it doesn't fit, take the Crossbar rail out and flip it over, with the slots facing inward and near the top of the edge, further from the floor.

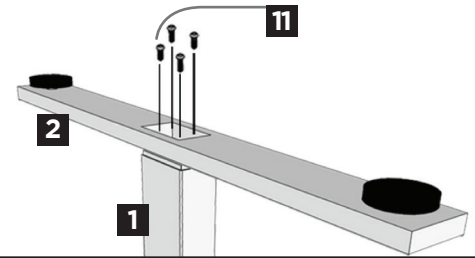


**Note:** Do not use the Crossbar rails if your desktop is less than 43" wide. A Crossbar rail will make your frame too wide to fit onto these desktops.

Set aside the Crossbar rails and space the halves of the frame accordingly on the underside of the desktop.



**G.** Attach each Foot (part 2) with four (4) M6x14 Machine screws (part 11) and tighten bolts in a cross pattern.



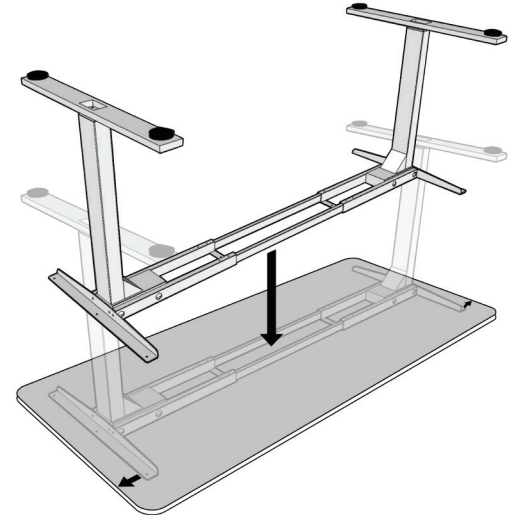
**H.** Your desktop may or may not be pre-drilled. Please check both sides of the desktop before placing the desk base on it for pre-drilling! Carefully place the frame upside down on the underside of the desktop.

**Note: minimum top size: 43" wide x 24" deep**

Adjust the width of the base to fit the desktop by sliding the two halves outward (42.125" to 74.75" max).

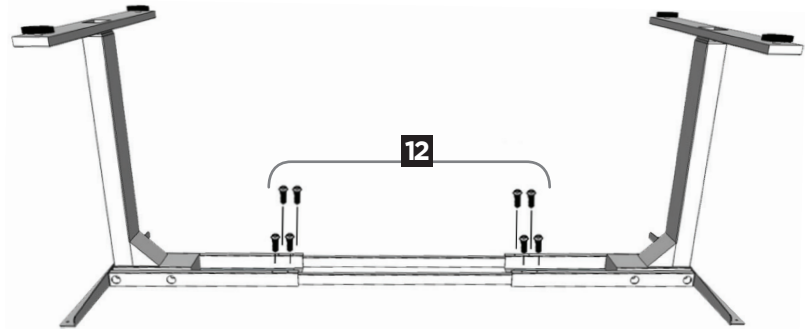
If your desktop is not pre-drilled, place the base where you want it. Some will want the frame to be all the way to the edge of the desk. We recommend leaving at least 1/2" of desktop width on either side of the Side brackets.

The desk feet are deeper than the Side brackets. If your top is 25.5"-27.5" deep and you want the rear edge of the top in line with the rear edges of the feet, offset your desktop toward the back.



**I.** Secure the Center rails at both ends using eight (8) M6x10 Machine screws (part 12), four (4) per side. Maximum width is 70".

Ensure that the Machine screw hits the metal center rail by sliding the center rail as needed.

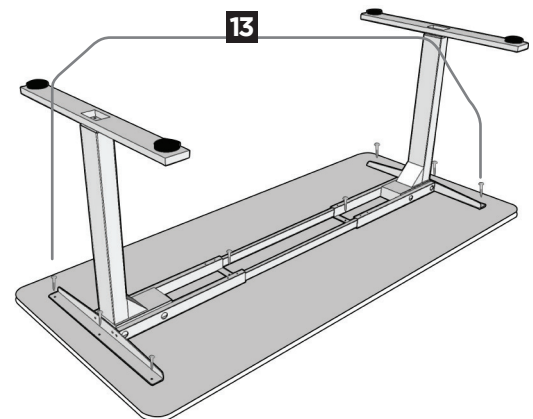


**J.** Choose the screw to fasten your frame to your desktop.

If you have an UPLIFT Laminate, Solid Wood or Reclaimed Wood desktop, use the #10x5/8 Wood screws (part 13)

Double-check that the desk frame is properly positioned on the underside of the desktop.

Attach the desk frame assembly to the underside of the desktop using eight (8) of the screws that you have chosen.

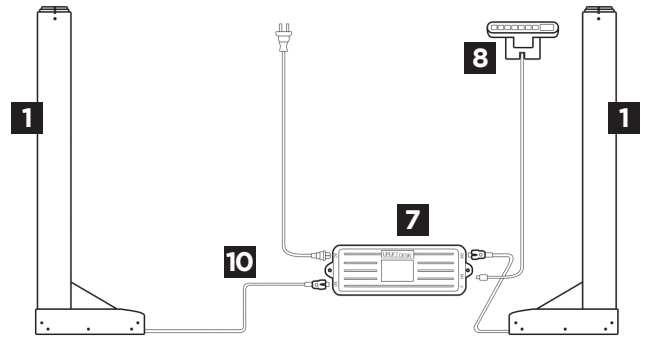


3 per Side bracket	6 total
1 per Crossbar end	2 total



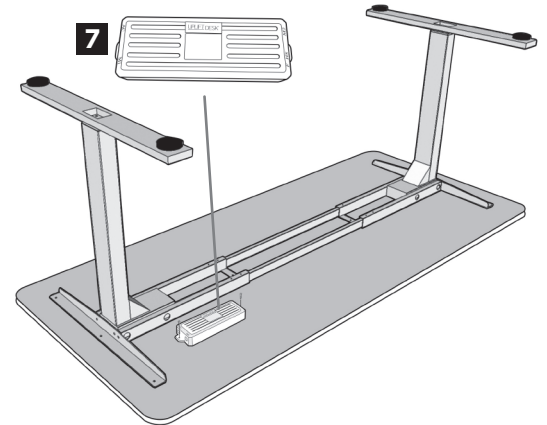
K. Using the wires, connect the Legs (part 1) to the Control box (part 7) and the Keypad (part 8) Wires as per the diagram below.

Do this so you can place the Keypad and Control Box under your desk in such a way so that the cables can reach.



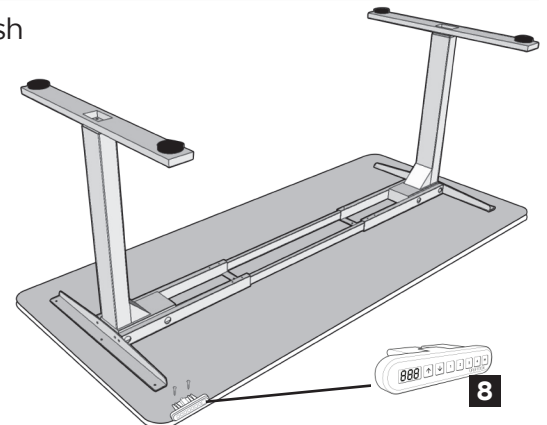
L. Use two (2) of the #10x5/8 Wood screws (part 13) to attach the Control box (part 7). Ensure enough clearance at the wire ports for cable connections. Use the pre-drilled hole locations, or place where preferred.

**Note:** Do not over-tighten the screws, it may break the plastic



M. Place the Keypad (part 8) so the front of the Keypad runs flush with the desktop edge (or recessed up to 1/8"). The Keypad can be placed anywhere along the front edge of the desk, but we recommend placing it near the side so it doesn't interfere with your chair or legs when seated. Use the pre-drilled hole locations, or place where preferred.

Use two (2) of the #10x5/8 Wood Screws (part 13) to attach the Keypad (part 8) to the desktop. Use the adhesive-backed Cable clips (part 14) to secure all wires so they don't sag.



N. Turn the assembled desk right-side up. With two people, grab the desk by the frame and desktop equally, and turn the desk right-side up. Adjust the Leveling studs (part 9) on the Feet (part 2) as needed.



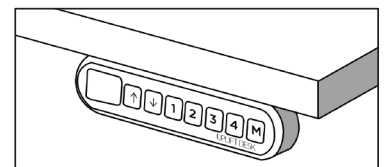
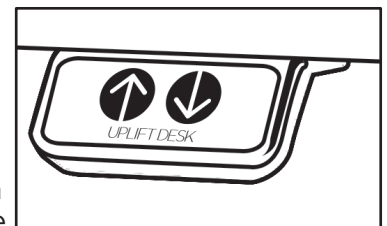
**NOTE: Make sure no obstacles are in the desk's path.  
Make sure cords are a length that will accommodate the change in height.**

O. Plug the Power Cable into a 110v outlet.

**IMPORTANT! You must RESET the desk prior to use!**

Press and hold the DOWN button on the Keypad until the desk reaches its lowest height. Release the DOWN button. Press and hold the DOWN button again until the LED display reads "RST" or about 10 seconds on non-LED keypad models. Release the DOWN button. Press and hold the DOWN button again until the desk lowers a little bit more, slightly rises and stops. Release the DOWN button. Your desk is now ready to use.

If you have the Advanced 1-touch digital keypad, you can program up to four presets: Use the up/down buttons to find a desired height, then press "M" followed by a number 1 - 4.



## 5. DESK PLACEMENT

Following desk assembly, adjust the Leveling studs or casters (sold separately) on the feet so that the desk is level and does not shift its position.

When moving the desk, if casters are not installed, use a two-person lift and lift the desk so that it can be moved without dragging. Dragging the desk may cause the frame and screws to pull loose from the desktop.

When moving the desk, DO NOT lift the desk by the desktop alone, or the frame, alone. Support both the frame and the desktop equally. Favoring one over the other can stress the fasteners connecting the desk frame to the desktop. Lower the desk completely and lift the desk by grasping the frame.

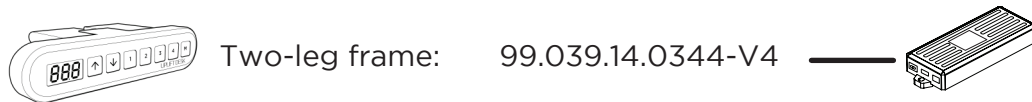
Choose a placement for the desk that's a safe distance from window frames, radiators, furniture, etc., so that people do not get stuck or trapped by the desk.

Check cord clearance, so that they don't get jammed. Then connect the desk to the 120v outlet and the desk is ready for use.

Do not place any objects underneath the desk that are taller than 20".

## 6. PROGRAMMING (Advanced 1-touch digital keypad only)

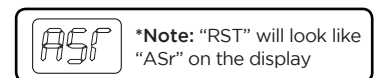
These UPLIFT Desk programming instructions are compatible only with the Advanced 1-Touch Digital Memory Keypad and control boxes with the following numbers located on the silver sticker:



### HEIGHT CALIBRATION

Make sure the numeric display matches the actual height of the desktop in 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 desktop. 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 desk to the measured height.
6. Once display changes back to "RST", press the DOWN button until the desktop lowers slightly, then rises slightly and the display changes back to the numeric height setting.



### KEYPAD LOCK

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

**To lock:** Press and hold "M" button until display changes to "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 four commonly used desk heights and recall them quickly.

1. Press 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 recall any of those heights, press the numbered button to bring desk to assigned height.

## 6. PROGRAMMING (continued):

### CONSTANT-TOUCH & ONE-TOUCH

These steps allow the desktop 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. 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. Press the DOWN button until the desk 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 desktop lowers slightly, then rises slightly and the display changes back to the numeric height setting.



### MINIMUM & MAXIMUM HEIGHT SETTINGS

The desk frame 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. Press the UP or DOWN button to move the desk to the desired maximum height.
2. Press the “M” button once, and then the UP button once. The Display will flash “S-” 
3. Press and hold the “M” button until the Display shows “999”,  and then changes to numeric value of new upper limit.

#### To Set a new minimum desk height:

1. Press the UP or DOWN button to move the desk to the desired minimum height.
2. Press the “M” button once, and then the DOWN button once. The Display will flash “S-” 
3. Press and hold the “M” button until the Display shows “000”  and then changes to numeric value of new lower limit.

#### Removing adjusted maximum and minimum heights:

1. Press the “M” button (the display will show “S-”). 
2. Press the “M” button again until the display shows “555”  and changes to the current numeric height setting.

**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 desk 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 desktop lowers slightly, then rises slightly and the display changes back to the numeric height setting.



## 6. PROGRAMMING (continued):

### ANTI-COLLISION SENSITIVITY

The desk has an Anti-Collision Sensitivity that will stop the desk's movement if it hits something on the way down or up. You can change this Sensitivity level by doing the following:

1. Press the DOWN button until the desk reaches the lowest position. Release button.
2. Press the DOWN button until display flashes "RST".
3. Press the UP button until display shows "10.5", "10.6", or "10.7" and goes back to "RST".

"10.5" is code for the 10 kg (22 lbs) setting (most sensitive setting, false positives are sometimes possible).

"10.6" is code for the 15 kg (33 lbs) setting

"10.7" is code for the 20 kg (44 lbs) setting (least sensitive setting).

**Note:** While "RST" is still flashing, you can press the UP button as many times as you'd like to toggle between the three settings.

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

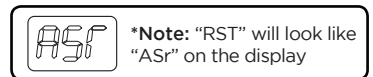
## 7. TROUBLESHOOTING

If your desk does not respond when trying to raise or lower it, or if the Keypad displays error messages ("Er1" through "Er13") check to make sure all the cables are secure (legs to cables, cables to control box).

If the problem persists, perform the reset procedure below.

- Reset Instructions -

- 1- Unplug the power cord and hold the DOWN button for 30 seconds.
- 2- Plug the power cord back in.
- 3- Press and hold the DOWN button on the Keypad until the desk reaches its lowest height. Release the DOWN button. Press and hold the DOWN button again until the LED display reads "RST" or about 10 seconds on non-LED keypad models. Release the DOWN button. Press and hold the DOWN button again until the desk lowers a little bit more, slightly rises and stops. Release the DOWN button. Your desk is now ready to use.
- 4- The Keypad will then display the current height, and you should be able to operate it now.
- 5- You may need to do this if the desktop is ever unplugged or loses power.



If the error messages persist after the reset procedure, or if there is a height difference between the legs which exceeds 1.5", stop the reset procedure and contact The Human Solution (800.531.3746 or info@thehumansolution.com).

If the Keypad displays "HO1", then it is hot. Let the base cool down for 20 minutes.

If the desk seems to be uneven, try the reset instructions above. If that does not work you may need to adjust the leveling studs at the bottom of the foot.

## 8. TECHNICAL SPECIFICATIONS

<b>Height Range</b>	22" - 48" (without desktop)
<b>Base Width</b>	42.25" min - 70" max
<b>Travel Speed</b>	1.5" per second (varies, slowest w/ maximum load)
<b>Weight Capacity</b>	355 lbs
<b>Duty Cycle</b>	10%, Max. 2 mins on, 18 mins off
	4 Memory presets Soft Start/Stop Adjustable leveling studs

© **Copyright Notice:** This guide is a component of the UPLIFT Desk™. This guide is a part of the scope of delivery, even if the item is resold. This guide is also available on the UPLIFT Desk website: [upliftdesk.com](http://upliftdesk.com). Excerpts or copies may not be forwarded to third parties or used in any other published form without the prior written consent of UPLIFT Desk. These instructions are subject to United States copyright law.





# UPLIFT DESK<sup>®</sup>

1-800-349-3839  
info@upliftdesk.com  
www.upliftdesk.com