# Double Standing Desk

Assembly Guide



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### **A** Caution

- Please read these instructions fully prior to assembly and verify that all components are present before you start the assembly process.
- Two-person assembly required.
- Do not change the specifications or modify this product, including the adjustable legs, control box or handset or use for any other purpose beyond its intended use as a desk.
- This product contains electric components and the risk of electric shock. Keep dry and away from moisture.
- Do not modify any of the electric components or use if any of the components or electric cords are damaged or parts are exposed.
- Make sure all cords are an appropriate length to accommodate the full range of height of the adjustable lifting columns.
- Keep children away from adjustable desktop lifting columns and electrical components to avoid risk of shock and injury.
- Tipping Hazard. Do not sit or stand on the desk.
- If any parts are missing, broken, damaged, or worn, stop use of the product until Branch authorized replacement parts are received.
- Failure to follow these warnings could result in serious injury or death and void any warranty.
- Keep this manual for future reference.

### Components





Place the Desktop upside-down on a clean flat surface and position the Support Beam on top. Use the Allen Wrench to loosen the 4 set screws on the Support Beam and adjust the Beam width to align to the pre-drilled holes in the Desktop. Do not screw the Beam to the Desktop, you'll do that in a later step. Re-Tighten the 4 set screws on the Support Beam to lock in the width. Carefully lower the Support Beam over the Legs (x2), paying extra attention to the Leg Cables. Attach the Support Beam to the Legs using the M6\*12 Screws (x4 per Leg). Repeat these steps for the other Desktop.



Attach the Connection Beams (x2) to the legs using the M8\*16 Screws (x8). Using two people, carefully flip the table over and then install the Cable Tray (x1) to the Connection Beams using the M6\*16 Screws (x8).



Attach the Screen Clips (x2) to the Connection Beams using the M6\*16 Screws (x8). Next, attach the Desktop Brackets (x4) to the ends of Support Beams using the M6\*12 Screws (x8). Push the Rubber Cushions (x16) into the open holes of the Desktop Brackets. Then insert the Plastic Pads (x16) through bottom of each Rubber Cushion. Last, insert the Plastic Lid (x2) into the sides of the Connection Beams.



Attach the Desktops (x2). Align the pre-drilled holes in the Desktop to the Support Beam (as done in Step 1). Secure with the 8\*25 Screws (x24). Position and screw down the Control Box (x2) with the 8\*19 Screws (x8) and Control Switch (x2) with the 5\*19 Screws (x4). For each Desk, connect the two Leg Motor wires, Control Switch wire, and power cable into the Control Box.

### User Guide



#### System Initialization

Press and hold on both up and down arrow buttons together until the lifting column is at its lowest stand and you hear a beep, and the display shows the number for the lowest height. If the system doesn't work after this process, try repeating the procedure above again.

#### Setting Memory Function

When the desk rises to the height which you want to memorize, please press and hold the "M" button till the display flashes and then press "1" button. Position 1 is now memorized. Repeat the above procedure for positions 2, 3 & 4. These four number buttons can memorize four different heights repeatedly. These heights won't be lost in case the power is turned off.

#### Changing between cm. and in.

1. Press the "1," "2," and "M" buttons together for about 5 seconds until it displays "C-E" (flashing)

2. Press button "1" within 5 seconds until it displays "C." You are now in centimeters.

3. Press button "2" within 5 seconds until it displays "E." You are now in inches.

### **Optional Elements**



Optional:

Attach the Power Boxes to the bottom of the Desktops using the included Screws (x8). Connect the power cord to building power.

### Contact

Have a question, comment, or suggestion?

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## Branch