

# DeskRite 350 Electric Sit-Stand Desk Assembly Instructions





Recommended  
people for  
assembly: **2**



Estimated time  
to assemble:  
**20 minutes**

### Warning!

Do not swap control boxes between desks. Only connect power cable when desk is fully assembled. Power adapter only for use on your desk.

### Contents

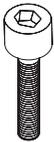
*Your package is likely to contain extra fastenings, should you need spares.*

**A**



8 x  
15mm M6  
Hex Bolt

**B**



8 x  
20mm M6  
Hex Bolt

**C**



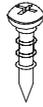
4 x  
Adjustable  
Feet Base

**D**



4 x  
15mm M8  
Hex Bolt

**E**



2 x  
17mm ø5  
Screws

**F**



6 x  
45mm ø4.5  
Screws

**G**



4 x  
60mm ø5  
Screws

**H**



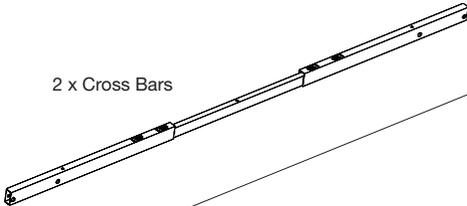
2 x  
Washers

**I**

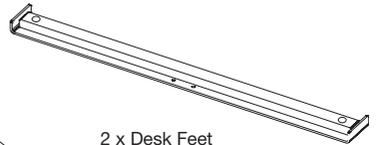


2 x  
18mm ø4  
Screws

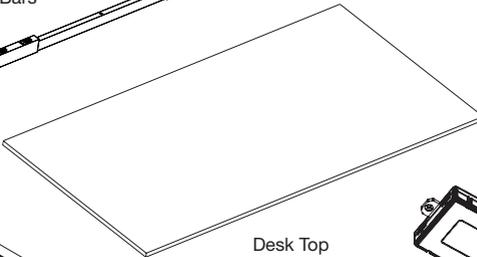
2 x Cross Bars



2 x Desk Feet



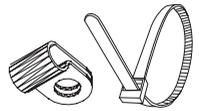
Desk Top



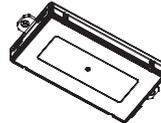
2 x Desk Top  
Support Arms



Assortment of  
Cable Clips and  
Cable Ties



Control Box



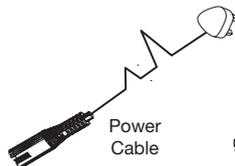
Allen Key



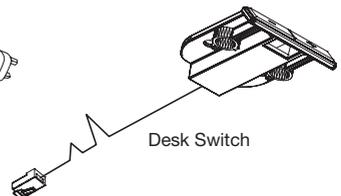
2 x Desk Legs

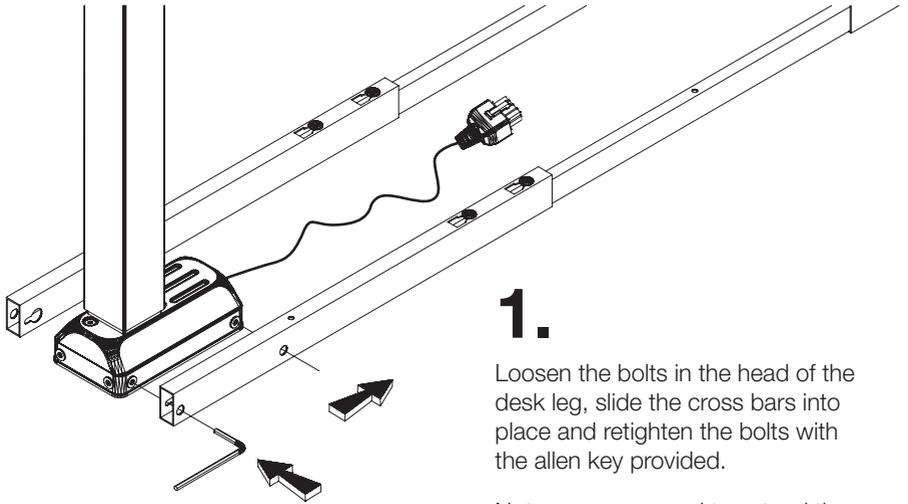


Power  
Cable



Desk Switch



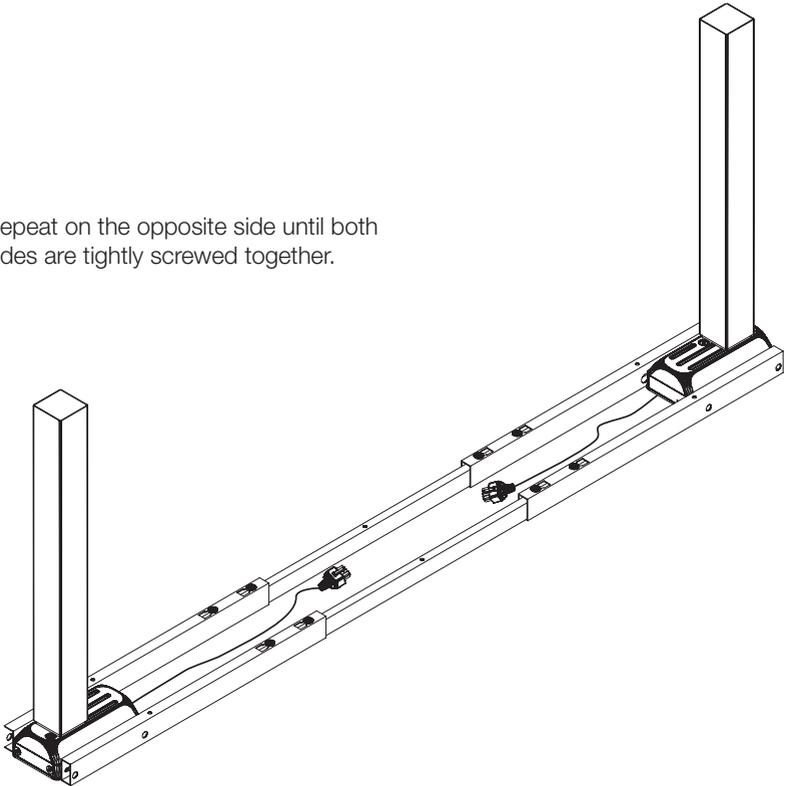


**1.**

Loosen the bolts in the head of the desk leg, slide the cross bars into place and retighten the bolts with the allen key provided.

Note: you may need to extend the cross bars to reveal the attachment slots and bolt holes.

**2.** Repeat on the opposite side until both sides are tightly screwed together.

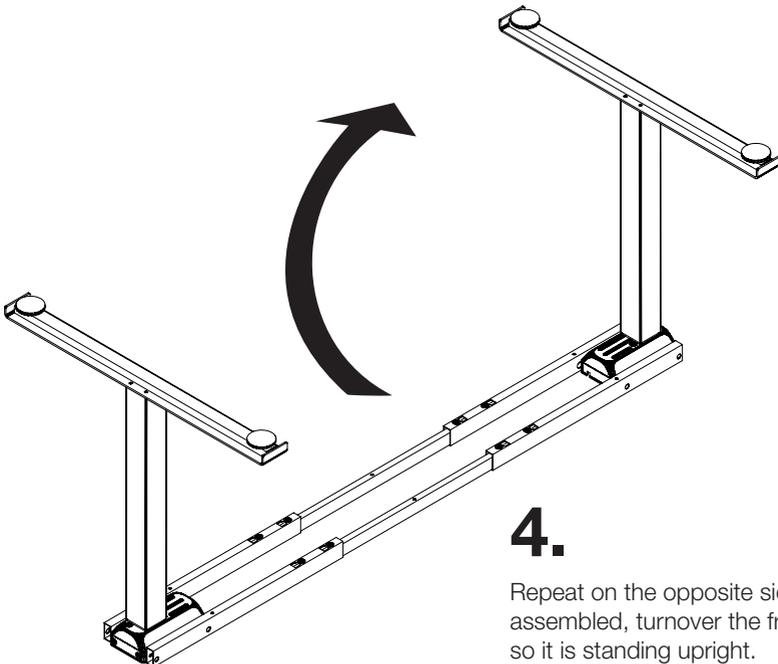
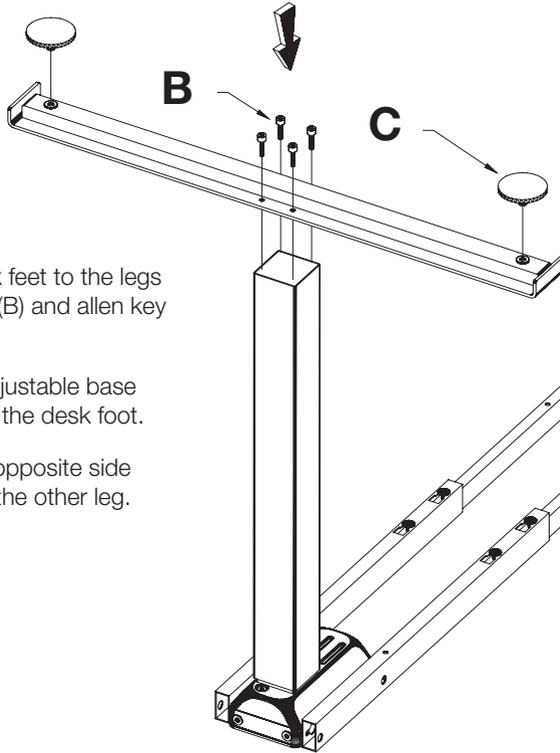


**3.**

Attach the desk feet to the legs using the bolts (B) and allen key provided.

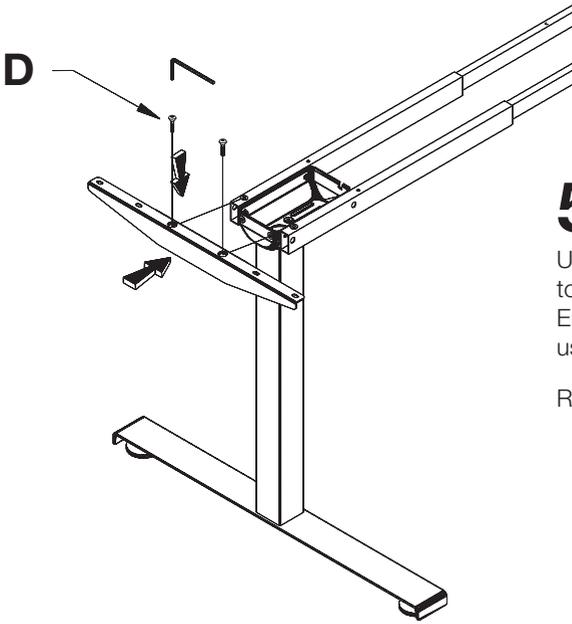
Screw in the adjustable base feet x 2 (C) into the desk foot.

Repeat on the opposite side of the desk for the other leg.



**4.**

Repeat on the opposite side. Once assembled, turnover the frame over so it is standing upright.



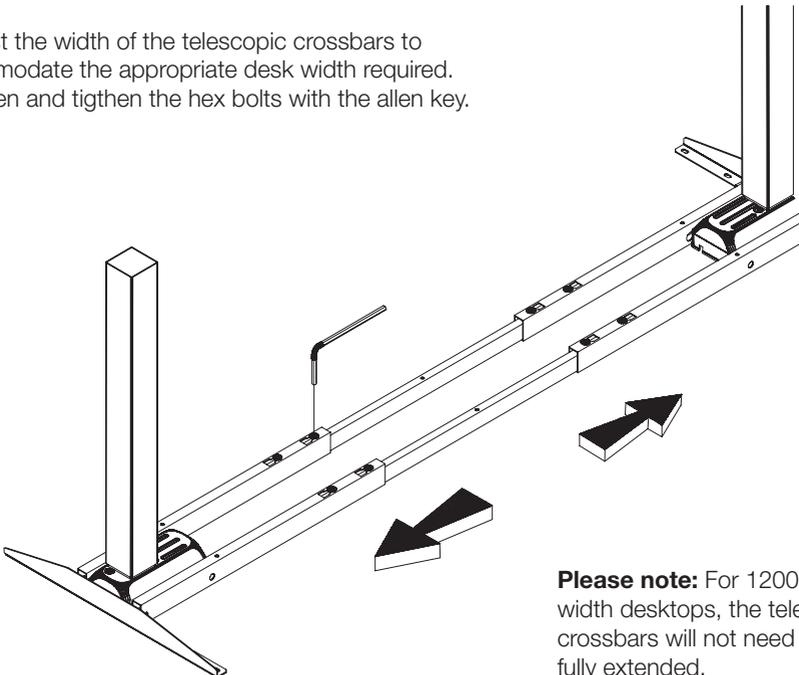
## 5.

Use the bolts (D) to attach the desk top support arms to the desk frame. Ensure they are securely fastened using the allen key provided.

Repeat on the opposite side.

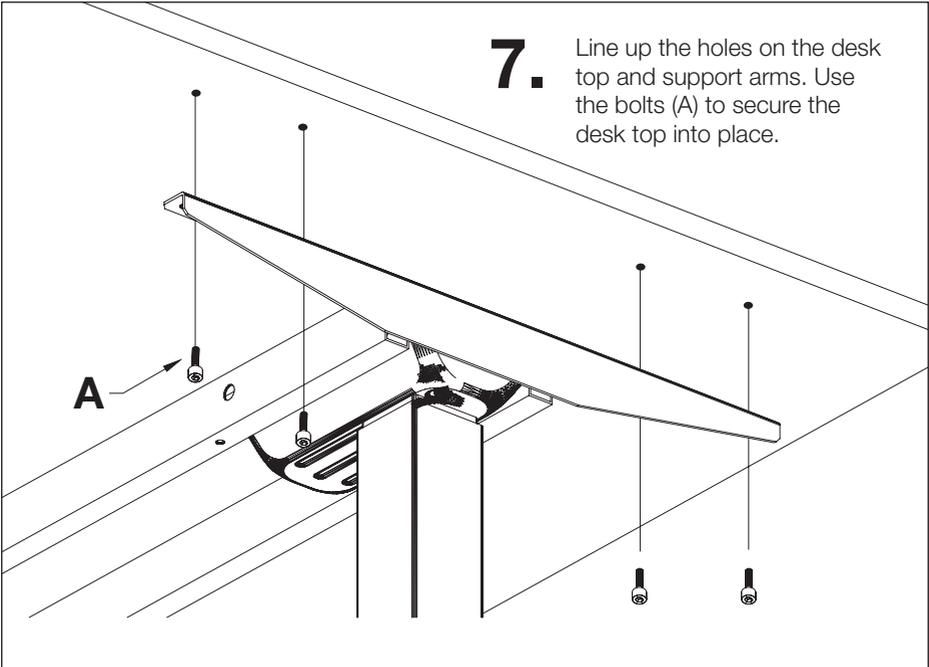
## 6.

Adjust the width of the telescopic crossbars to accommodate the appropriate desk width required. Loosen and tighten the hex bolts with the allen key.

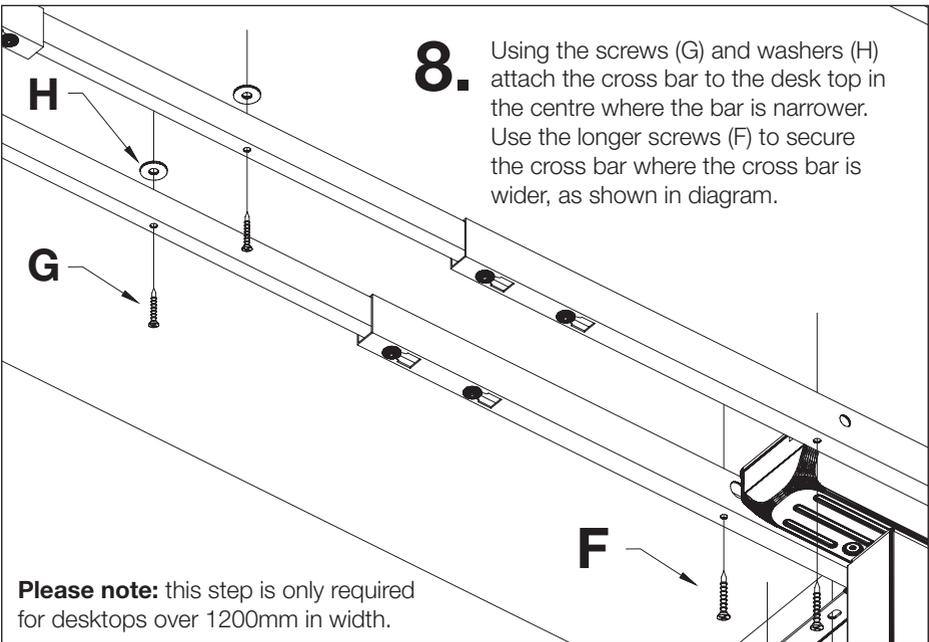


**Please note:** For 1200mm width desktops, the telescopic crossbars will not need to be fully extended.

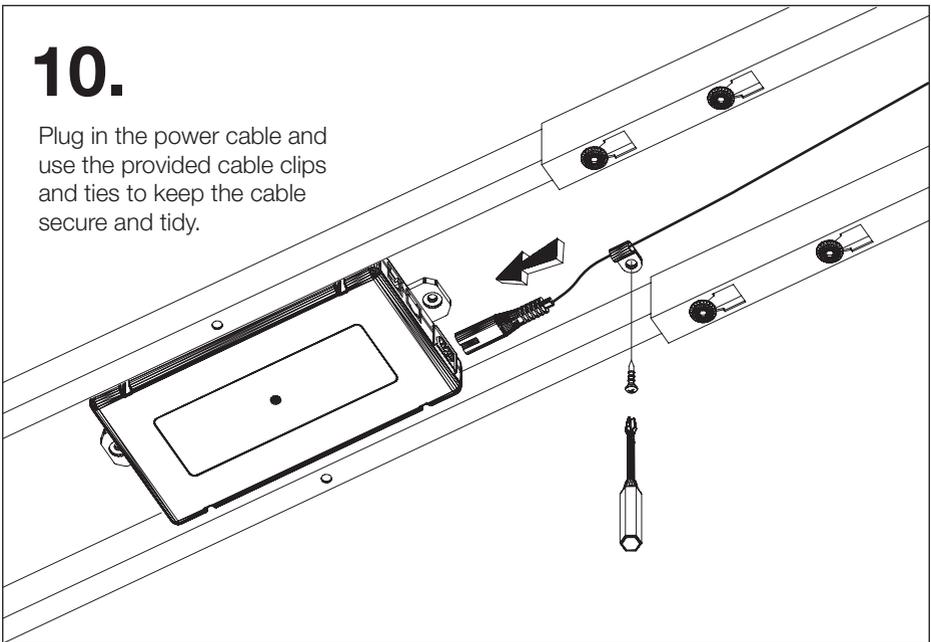
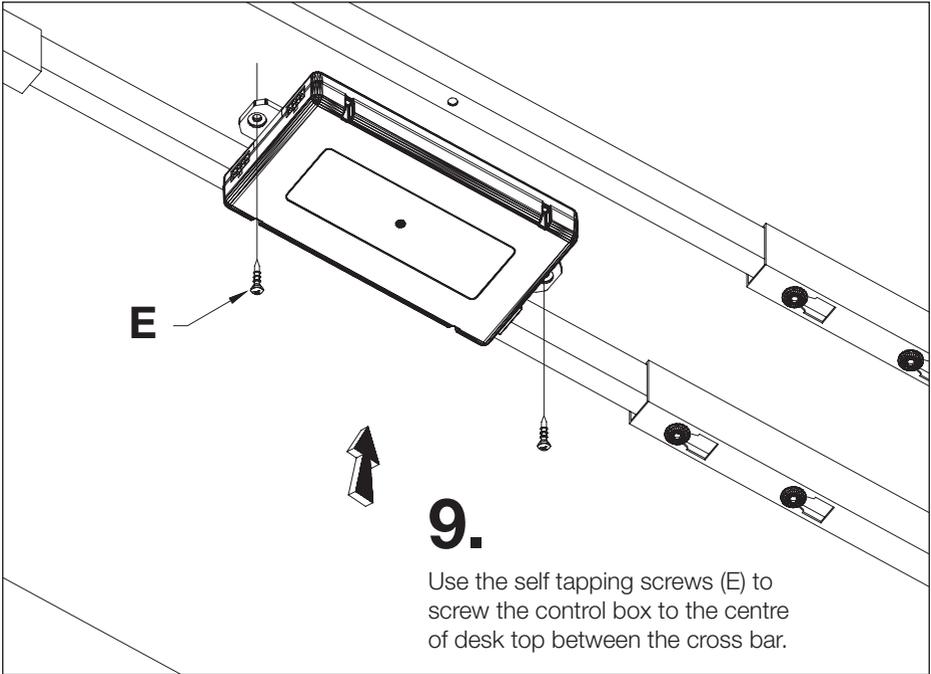
- 7.** Line up the holes on the desk top and support arms. Use the bolts (A) to secure the desk top into place.



- 8.** Using the screws (G) and washers (H) attach the cross bar to the desk top in the centre where the bar is narrower. Use the longer screws (F) to secure the cross bar where the cross bar is wider, as shown in diagram.

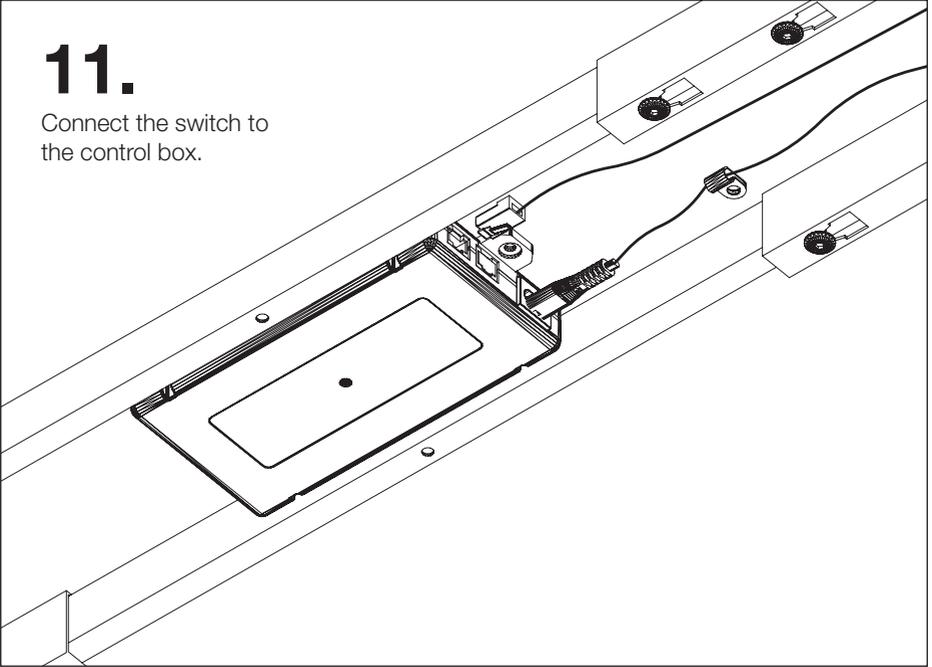


**Please note:** this step is only required for desktops over 1200mm in width.



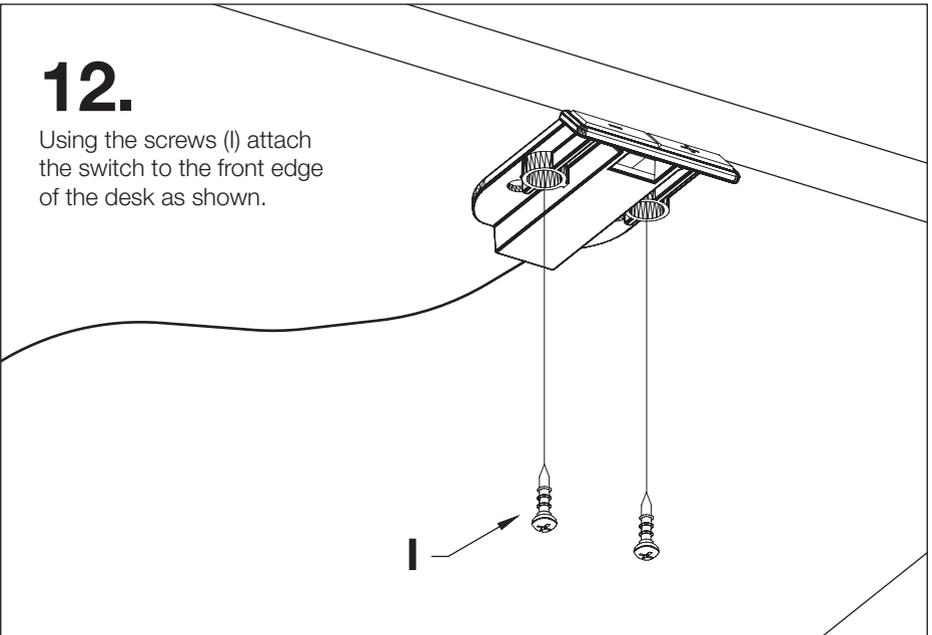
# 11.

Connect the switch to the control box.

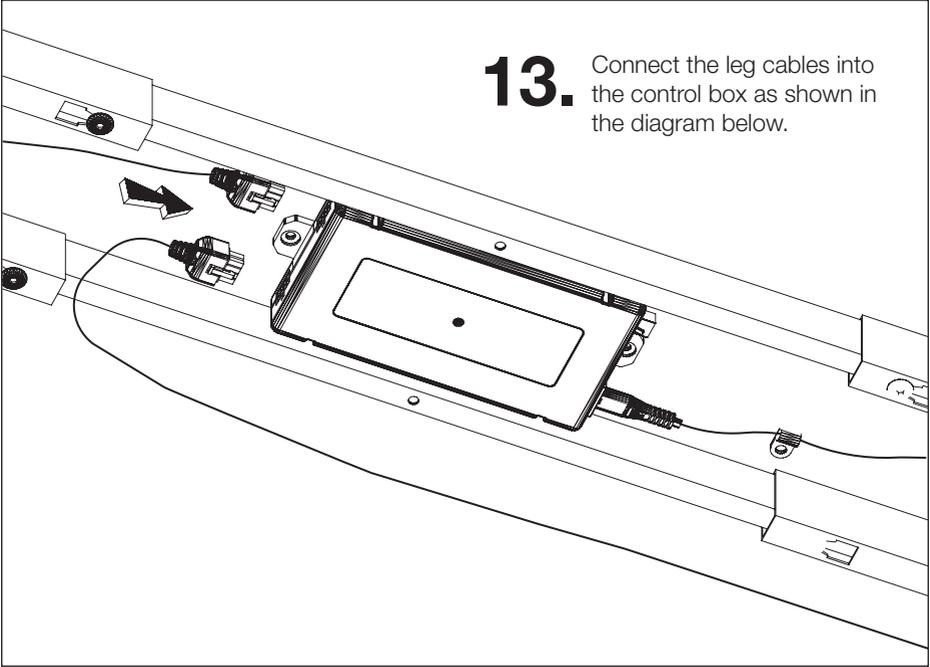


# 12.

Using the screws (I) attach the switch to the front edge of the desk as shown.



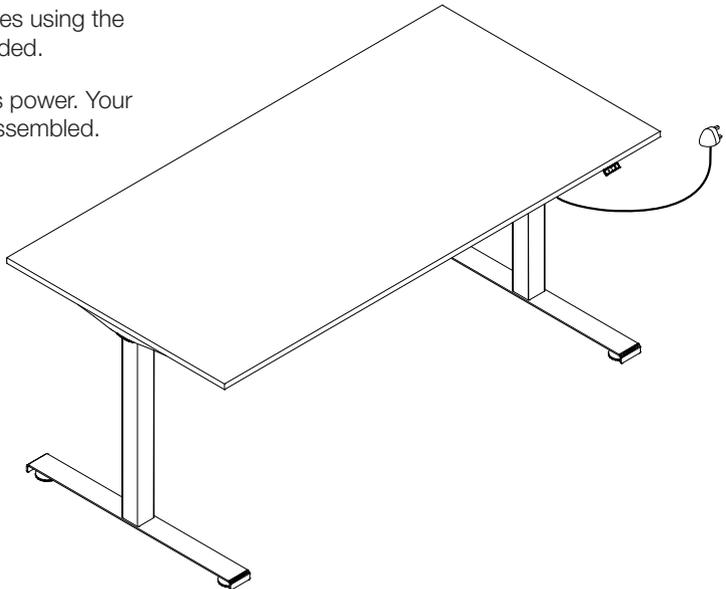
- 13.** Connect the leg cables into the control box as shown in the diagram below.



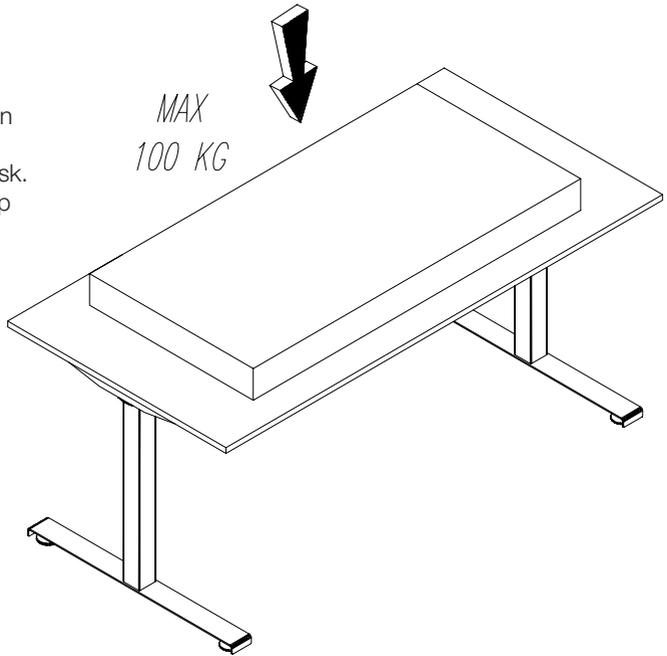
## 14.

Tidy up all the cables using the clips and ties provided.

Plug into the mains power. Your desk is now fully assembled.



Once finished you can place your office equipment on the desk. This desk can hold up to 100kg of weight.



# Once assembled...

1. Once you've assembled the desk, you will need to calibrate the electronic motor. To do this, lower the desk to its lowest setting by pressing the down (-) button. Now the desk is ready to be adjusted to a suitable height for you.
2. To find the right sitting or standing height, use the down (-) and up (+) button. Make sure your forearms are at a comfortable 90 degree angle to your body while you type.
3. As the desk is designed to be regularly switched from sitting to standing, the motor is designed for intermittent but not continuous use. Too much use will trigger 'cool down' mode. If your desk is equipped with a display, the words 'cooling time' will display. Once the motor is cool again you'll be able to resume use.
4. This desk is equipped with anti-collision technology. That means if it detects an obstacle while in transit, the mechanism will automatically stop and reverse a few centimetres.
5. If your desk stops working, it may need to be recalibrated. First, check that your desk is properly connected to the power supply. Next, disconnect one of the cables from the control box, leave for 5 seconds and plug it back in. You will then need to recalibrate the desk (see step 1).
6. If you're still experiencing problems or having doubts, disconnect the desk from the power supply and call our DSE help Team on 0345 345 0016.

**Other ergonomic office products available**



**Penguin**  
Ambidextrous Vertical Mouse



**Opløft**  
Sit-stand platform



**Number Slide Keyboard**  
with retractable number pad



**MoovRite**  
Rocking standing platform



**MultiLite**  
Document Holder and Writing Slope



**Vision**  
Laptop/Tablet Stand