

QuickStand™

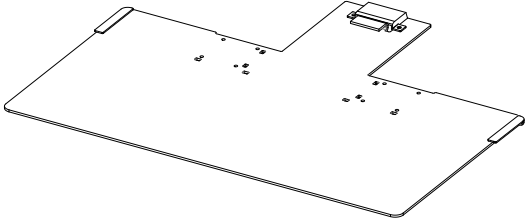
INSTALLATION INSTRUCTIONS



ADDITIONAL MOUNTS AVAILABLE

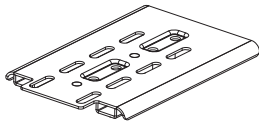
Freestanding Base

For use with a flat work surface



Grommet Mount/Bolt-through Kit

For use with a Grommet Hold or Bolt-through holes on a work surface



PARTS REQUIRED

Single QuickStand Parts

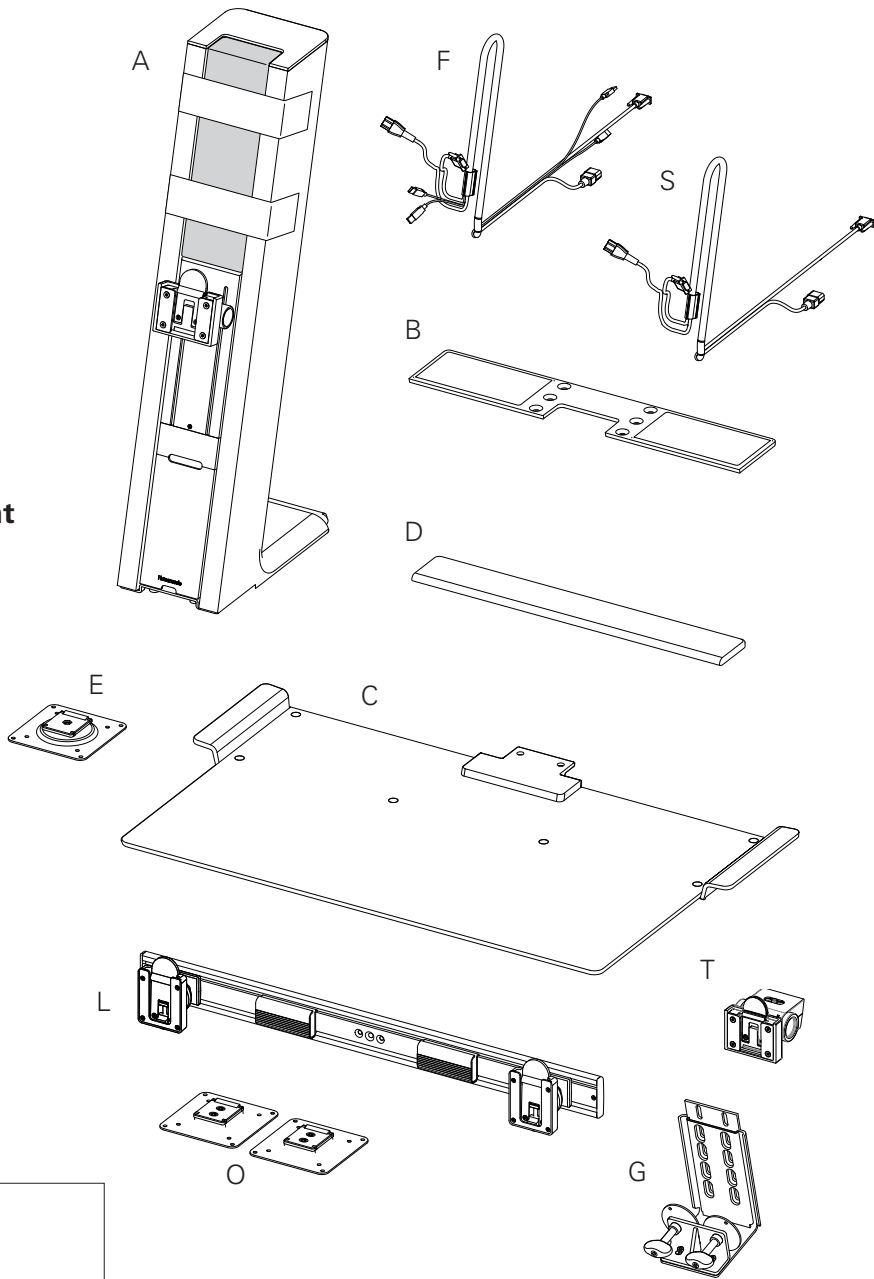
- A (1) QuickStand Unit
- B (1) Base Plate
- C (1) Platform
- D (1) Palm Support
- E (1) VESA Plate
- F (1) Cable Harness **if specified*
- G (1) Clamp Mount **if specified*
- H (6) M8 x 18 mm Flat Head Machine Screws
- I (4) M4 x 18 mm Pan Head Phillips
- J (4) M4 x 8 mm Pan Head Phillips
- K (4) VESA Spacer

Additional Parts Crossbar Monitor Mount

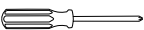
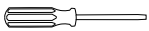
- L (1) Dual Monitor Crossbar
- M (1) M6 x 22 mm Flat Head Machine Screws
- N (2) M5 x 18 mm Flat Head Machine Screws
- O (2) VESA Plate
- P (8) M4 x 18 mm Pan Head Phillips
- Q (8) M4 x 8 mm Pan Head Phillips
- R (8) VESA Spacer
- S (1) Secondary Cable Harness

Additional Parts Heavy Monitor Mount

- T (1) Heavy Monitor Mount



Tools Required

- | | |
|---|---|
|  |  |
| 3 mm Hex Key (supplied) | Box Knife |
|  |  |
| 4 mm Hex Key (supplied) | Tape Measure |
|  |  |
| 5 mm Hex Key (supplied) | #2 Phillips Screwdriver |
|  |  |
| 6 mm Hex Key (supplied) | Flat-Head Screwdriver |

Hardware

- | | | | |
|---|--|---|---|
| H |  | M |  |
| I |  | N |  |
| J |  | P |  |
| K |  | Q |  |
| | | R |  |



WARNING

Read all instructions carefully before installing this product or attempting to use it

This product contains a loaded mechanism that is under tension. Do not attempt to remove or alter any part of this product or in any way modify or tamper with any component of this product other than as set forth in these instructions. Failure to comply with the instructions provided may result in property damage or serious injury.

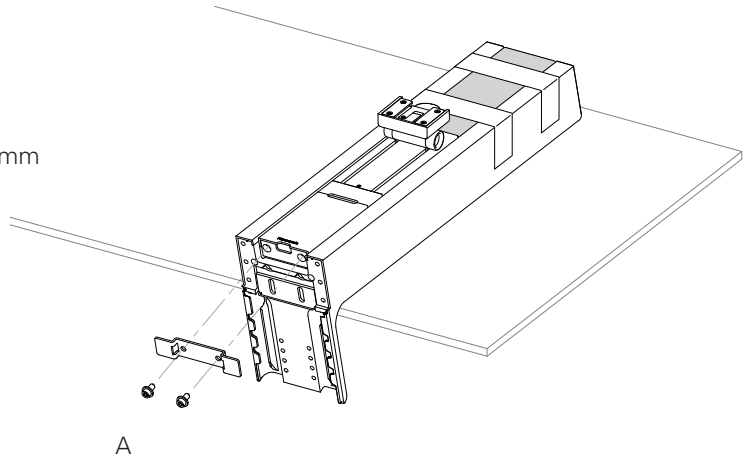
Do not remove bracing box attached to QuickStand unit until your QuickStand is fully assembled

STEP 1

Remove Shipping Plate

Tools: 6 mm Hex Key

- Lay the QuickStand unit on the work surface so the monitor mount faces up and unscrew the (2) M8 x 10 mm Cap Head Machine Screws holding the Shipping Plate in place (fig. A)
- Set aside the (2) M8 x 10 mm Cap Head Machine Screws and the Washers for Step 3

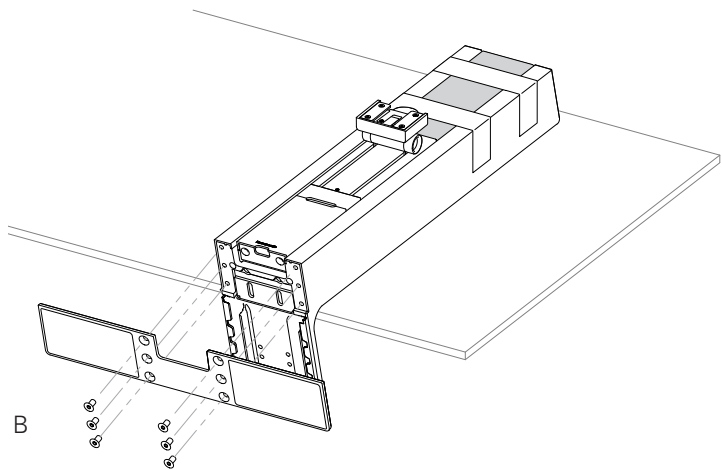


STEP 2

Attach Base Plate

Tools: 5 mm Hex Key

- Secure the Base Plate in place using (6) M8 x 18 mm Flat Head Machine Screws (fig. B)

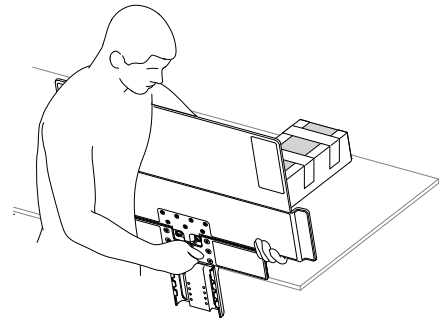
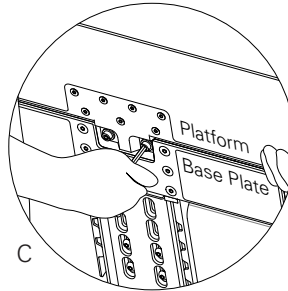


STEP 3

Attach Platform

Tools: 6 mm Hex Key

- Ensure the Platform is equally spaced from the Base Plate on either side (fig. C)
- Using the (2) M8 x 10 mm Cap Head Machine Screws and the Washers from step 1, secure the Platform to the QuickStand unit



IF USING A BOLT-MOUNTED OR FREESTANDING BASE PLEASE SEE THE INSTRUCTIONS IN THEIR CORRESPONDING BOXES.

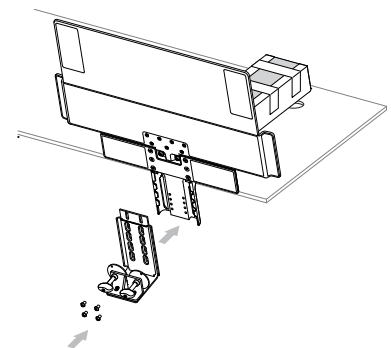
IF USING A CLAMP-MOUNTED BASE PROCEED TO STEP 4.

STEP 4 (IF USING A CLAMP MOUNTED BASE)

Install Base Clamp

Tools: 5 mm Hex Key

- Use the (4) M8 x 10 mm Pan Head Machine Screws to attach the Base Clamp



STEP 5

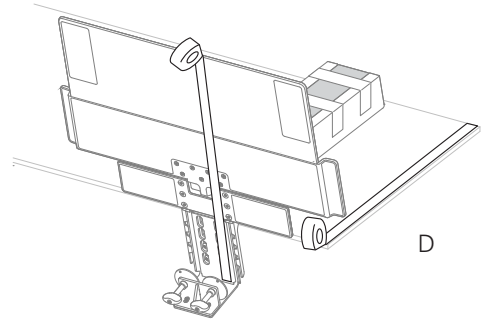
Measure Work Surface Depth

IMPORTANT: Please check the depth of your work surface

- If you are installing a QuickStand with a Large Platform, your QuickStand is pre-set to attach to a 29" (750 mm) deep work surface
- If you are installing a QuickStand with a Small Platform, your QuickStand is pre-set to attach to a 23" (600 mm) deep work surface

Tools: Measuring Tape

- The distance between the front edge of the Platform to the inside face of the Base Clamp must be equal to the work surface depth (fig. D)
- If the Base Clamp is in the correct position, please proceed to step 7
- If the Base Clamp needs to be adjusted, please proceed to step 6



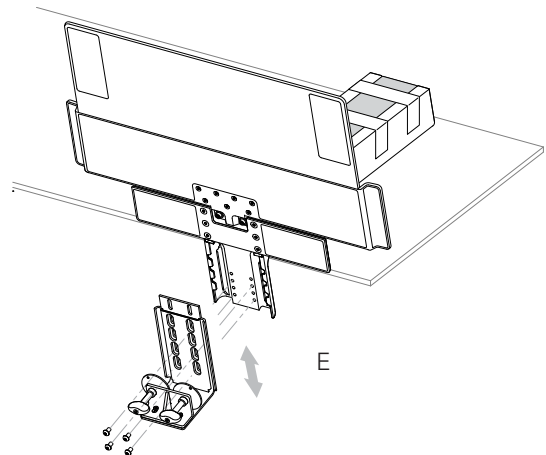
STEP 6

Adjust Base Clamp for Correct Work Surface Depth

Tools: Measuring Tape
5 mm Hex Key

- Loosen or remove the (4) M8 x 10 mm Pan Head Machine Screws and slide/reposition the Base Clamp to achieve the correct work surface depth (fig. E)

NOTE: If you will be installing the Grommet Mount/Bolt-through base instead of the clamp, please refer to the Grommet Mount/Bolt-through kit instructions now.

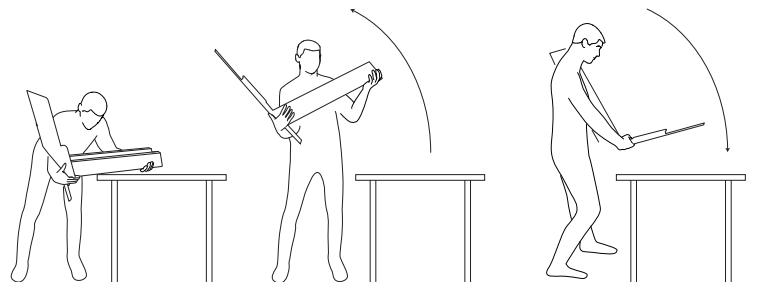
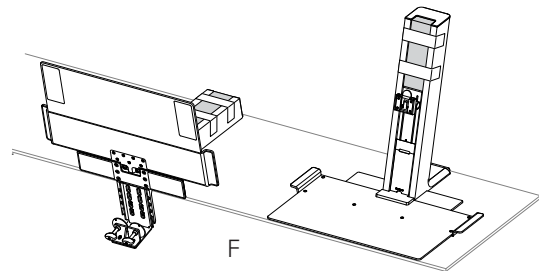


STEP 7

Attaching QuickStand to the Work Surface

IMPORTANT: Your QuickStand unit is heavy. If needed, please have assistance when lifting.

- Carefully lift your QuickStand unit from its horizontal position to its vertical position (fig. F)
- **For Clamp Mount:** Tighten the two thumbscrews to clamp your QuickStand unit to the back edge of the work surface
- **For Bolt Mount:** Slide the Base Plate over the Pair Bolt and use 2 M8 Flange Nuts to tighten until secure

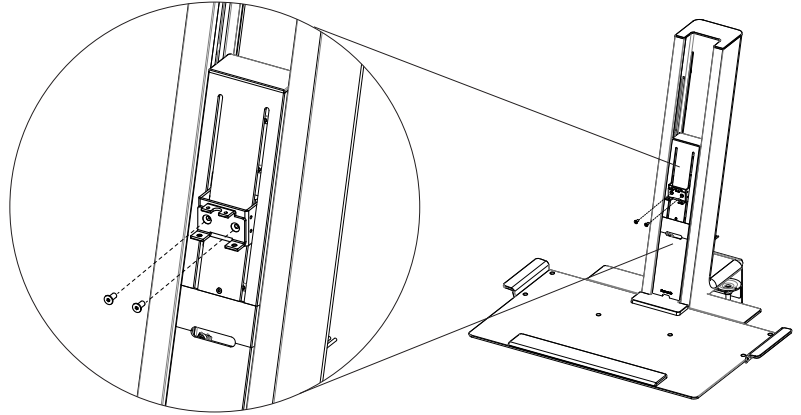


IF USING LIGHT MONITOR MOUNT SKIP TO STEP 11.
IF USING A CROSSBAR WITH TWO MONITORS SKIP TO STEP 12
IF USING HEAVY MOUNT PROCEED TO STEP 8.

STEP 8 (IF USING HEAVY MONITOR MOUNT)

Attach Mounting Bracket

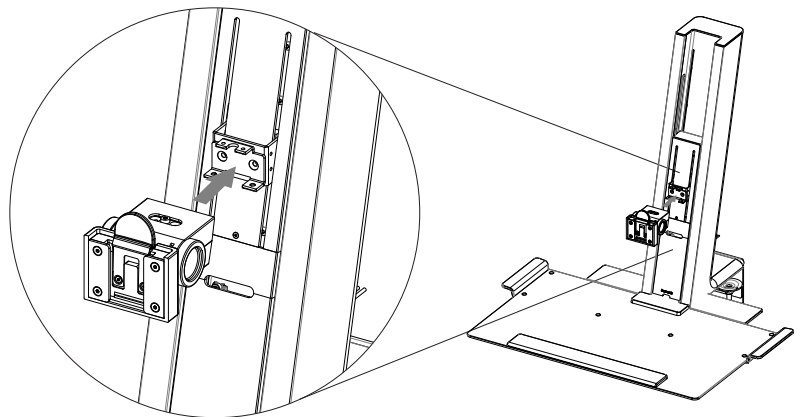
- Remove the plastic cover from the Mounting Interface and attach the sheet-metal Mounting Bracket



STEP 9 (IF USING HEAVY MONITOR MOUNT)

Attach Heavy Monitor Mechanism

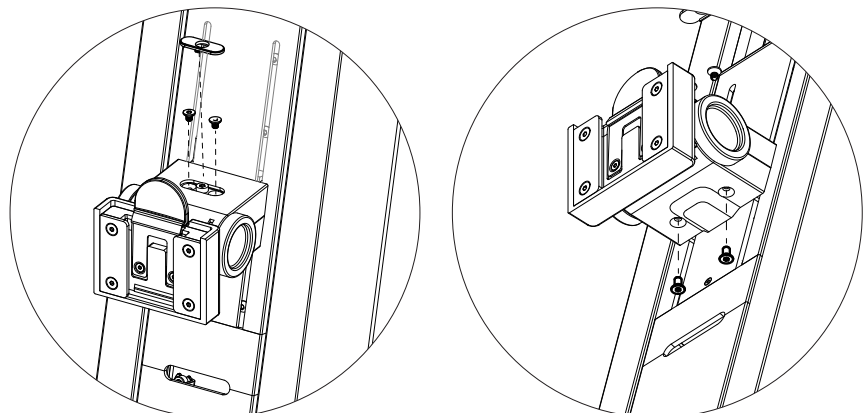
- Slide the mechanism over the bracket



STEP 10 (IF USING HEAVY MONITOR MOUNT)

Attach Heavy Monitor Mechanism

- Attach the top and bottom fasteners
- Install the small (elliptical) top cover

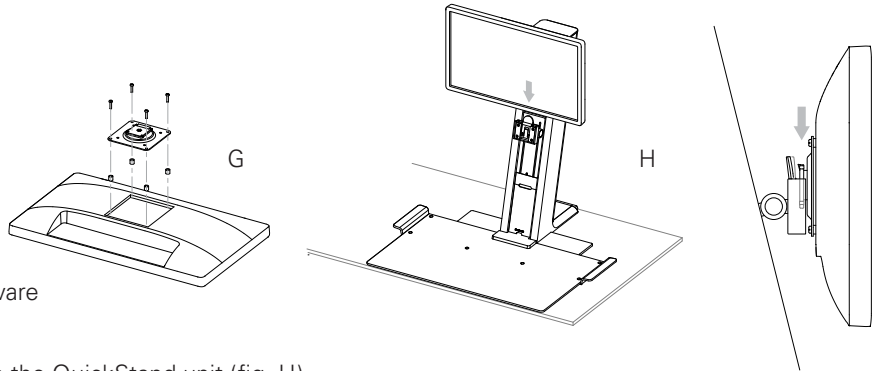


STEP 11

Mounting Single Monitor

Tools: #2 Phillips Screwdriver

- Make sure the top of the VESA Plate is facing towards the top of the monitor before securing
- Screw down the VESA Plate using the hardware kit supplied (fig. G)
- Slide the monitor into the quick-connector on the QuickStand unit (fig. H)
- Once your monitor is in position, please proceed to Step 14

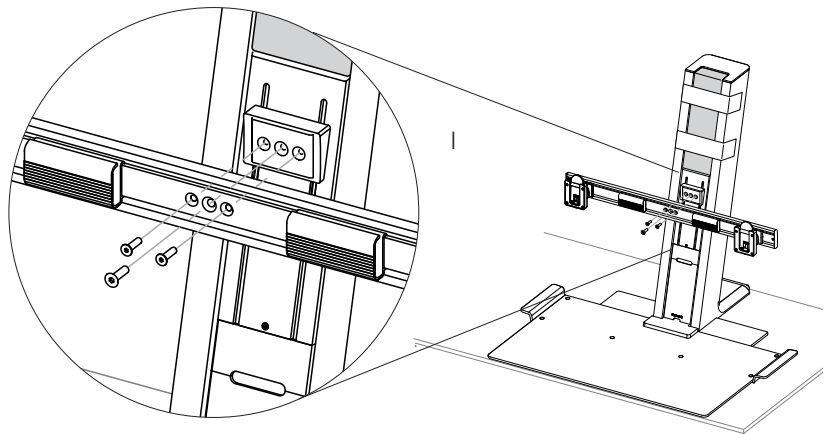


STEP 12

Attaching Crossbar for Dual Monitors

Tools: 3 mm Hex Key
4 mm Hex Key

- Attach Dual Monitor Crossbar to QuickStand unit using the hardware kit supplied (fig. I)

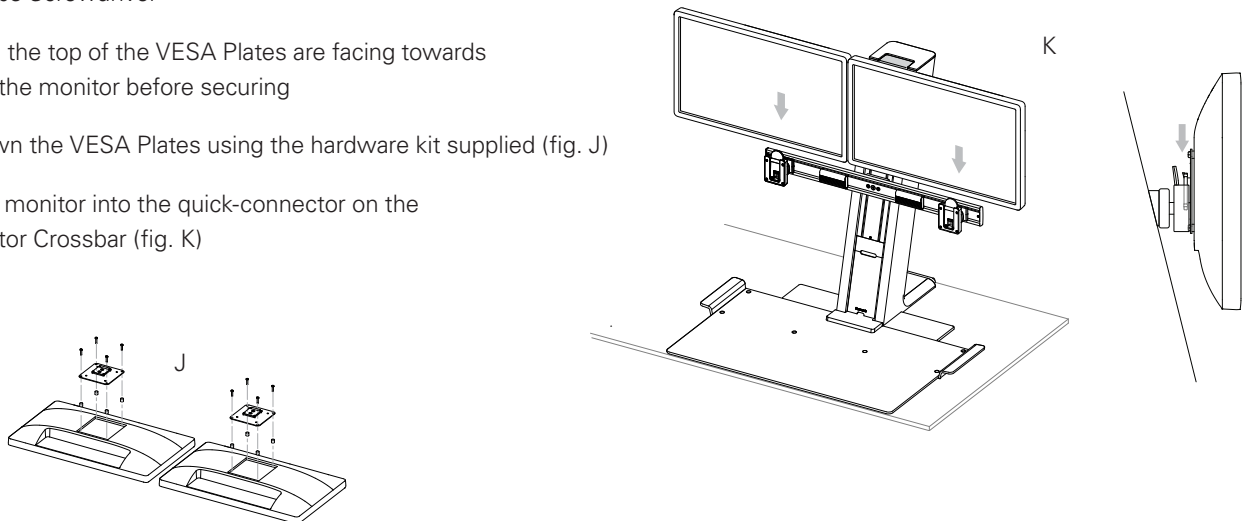


STEP 13

Attaching Dual Monitors

Tools: #2 Phillips Screwdriver

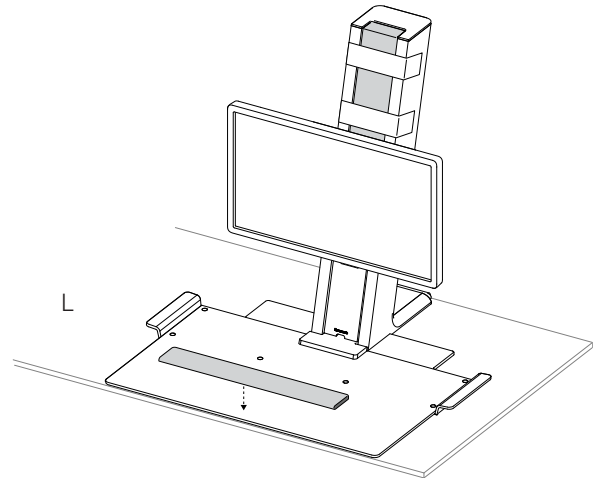
- Make sure the top of the VESA Plates are facing towards the top of the monitor before securing
- Screw down the VESA Plates using the hardware kit supplied (fig. J)
- Slide each monitor into the quick-connector on the Dual Monitor Crossbar (fig. K)



STEP 14

Secure Palm Support

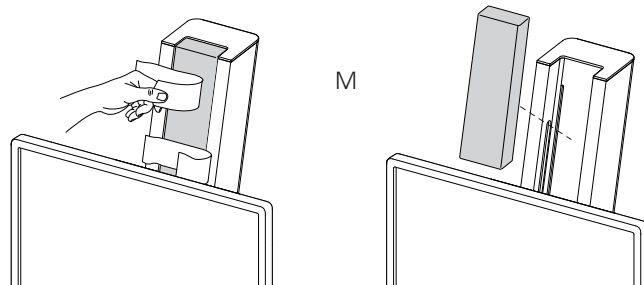
- Peel off sticker backing from Palm Support and place down in your desired position on the front edge of the Platform (fig. L)



STEP 15

Removing Brace Box

- Remove tape and lift out box (fig. M)

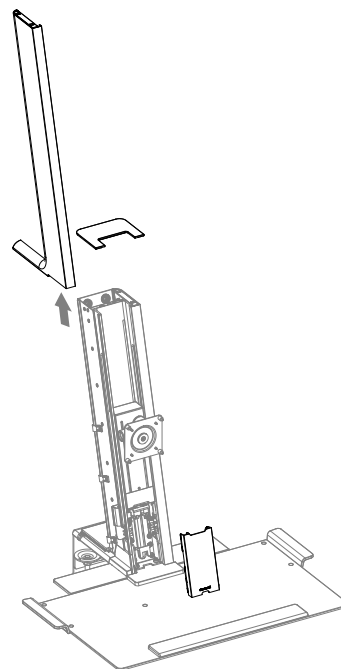


STEP 16

Installing Cable Harness

- Remove the top, side and front covers from column

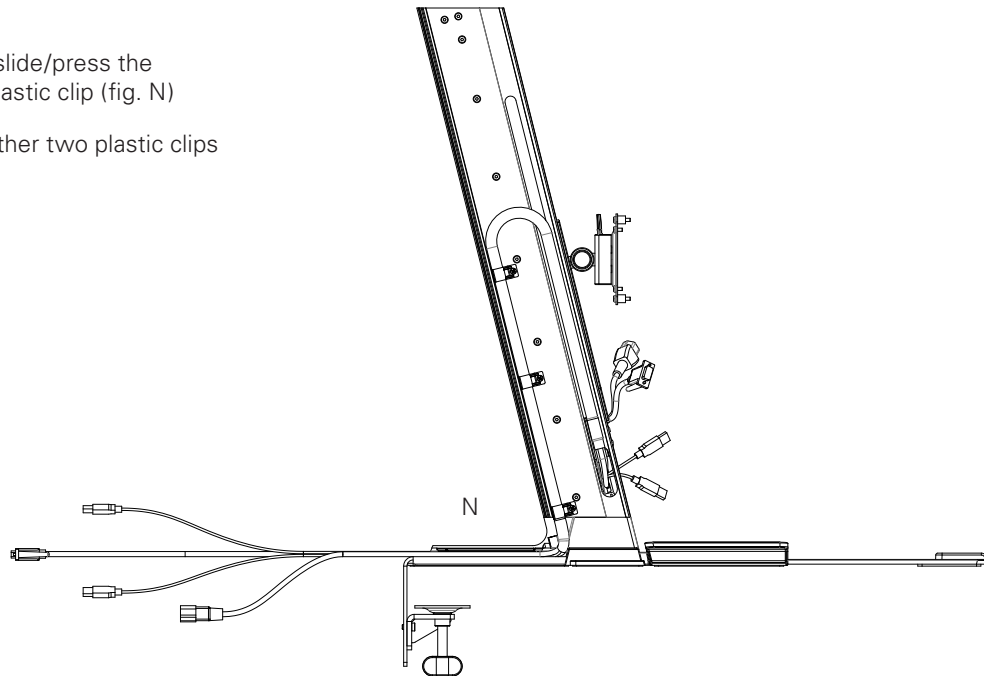
NOTE: The Platform MUST be in the lowest position for steps 16-19 in order to install the cable harness



STEP 17

Installing Cable Harness

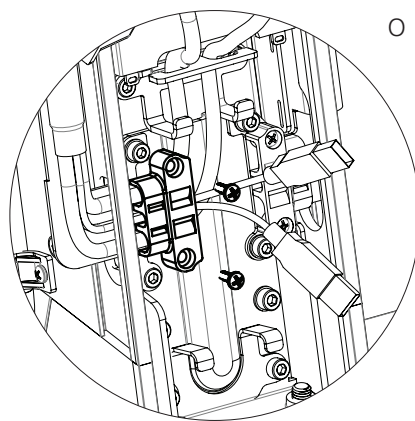
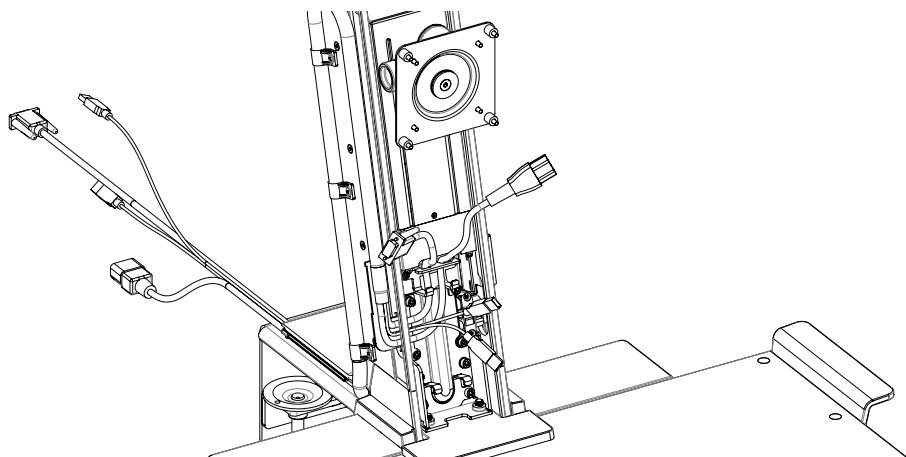
- Using the Green tape as reference, slide/press the cable harness through the bottom plastic clip (fig. N)
- Slide/press cable harness through other two plastic clips



STEP 18

Installing Cable Harness

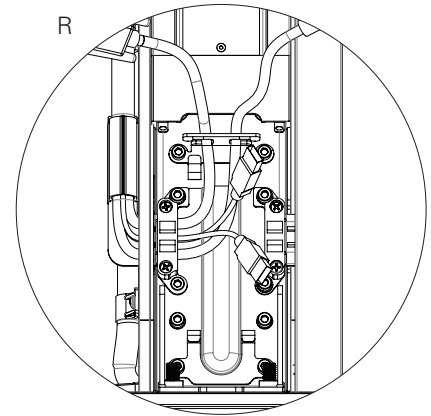
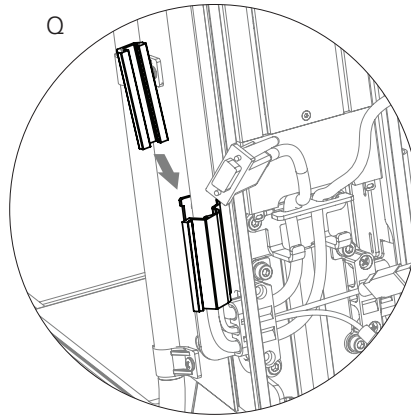
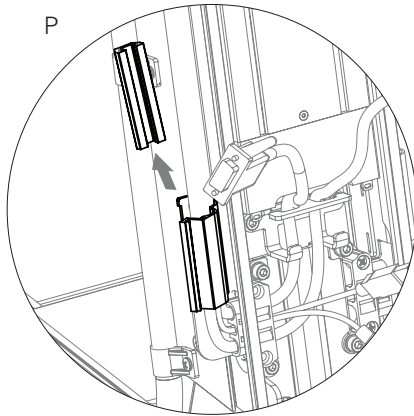
- Slide USB and video cables through opening on side of tower. The platform must be in the down position in order to be able to feed the cables through
- Feed the cables through the channels on the plastic clamp and fasten the clamp onto the tower using screws (fig. O)



STEP 19

Installing Cable Harness

- Open Dynamic Cable Clamp (fig. P) by removing the clamp sleeve
- Secure the Cable Harness into Dynamic Cable Clamp
- Close Dynamic Cable Clamp by firmly pressing on both sides of clamp and sliding the clamp sleeve on (fig. Q)
- Slide Cables through Cable Management Bracket (fig. R)



IF USING DUAL MONITORS PLEASE REPEAT STEPS 16 - 19 WITH THE SECOND CABLE HARNESS ON THE RIGHT SIDE OF THE UNIT.

PLEASE NOTE THAT THE SECOND CABLE HARNESS WILL NOT CONTAIN USB CABLES

ADJUSTING QUICKSTAND

In order to be able to raise and lower your QuickStand with ease, it is important to spend some time adjusting the tension adjuster which is located in the top of the QuickStand unit

STEP 20

Adjusting Weight Capacity

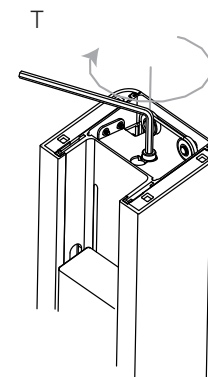
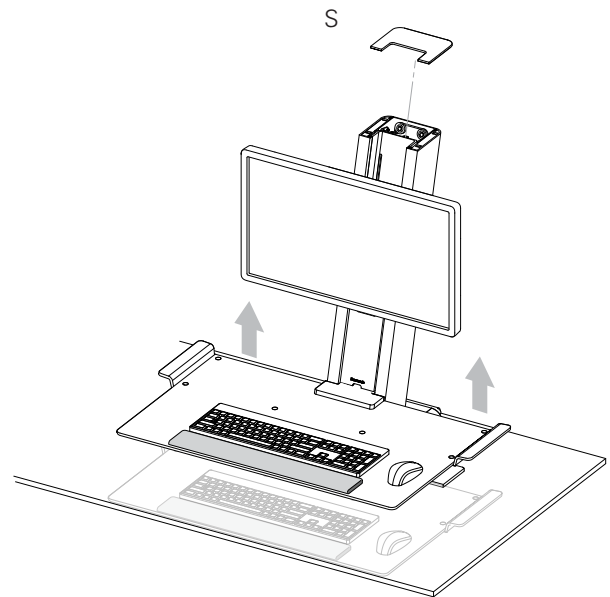
WARNING: Do not use a Power Drill to adjust the tension adjuster

Tools: 6 mm Hex Key

- Remove top cover from QuickStand unit to expose the Tension Adjuster Screw (fig. S)
- Slowly begin to turn the Tension Adjuster Screw clockwise to increase the tension (fig. T)
- We recommend turning the Tension Adjuster Screw 10 revolutions at a time before checking to see if your QuickStand is correctly balanced
- Once you have adjusted your QuickStand, try raising and lowering a few times until it fluidly adjusts. Your QuickStand should stay where you set it
- If you need to make further adjustments, please follow these steps again

+ Increase Weight Capacity – If the platform is too heavy to raise but easy to lower and does not stay in place when raised, turn the Tension Adjuster Screw clockwise to increase tension

— Decrease Weight Capacity – If the platform is too easy to raise but difficult to lower and does not stay in place when lowered, turn the Tension Adjuster Screw counter-clockwise to increase tension

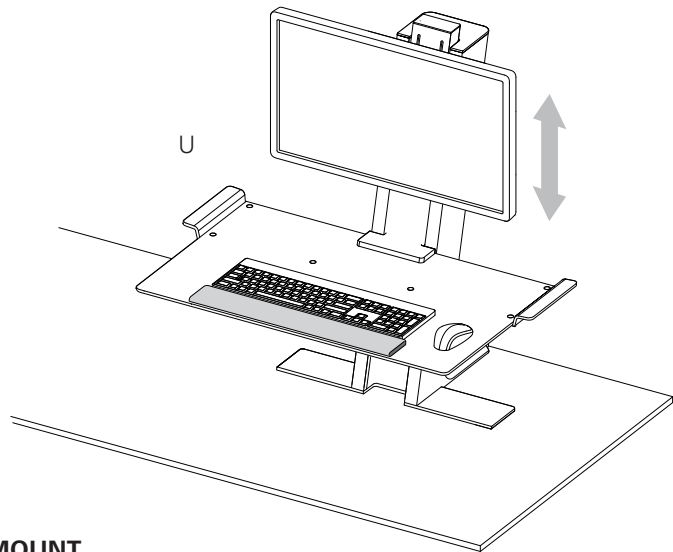


STEP 21

Adjusting Monitor Height

QUICKSTAND WITH LIGHT MOUNT

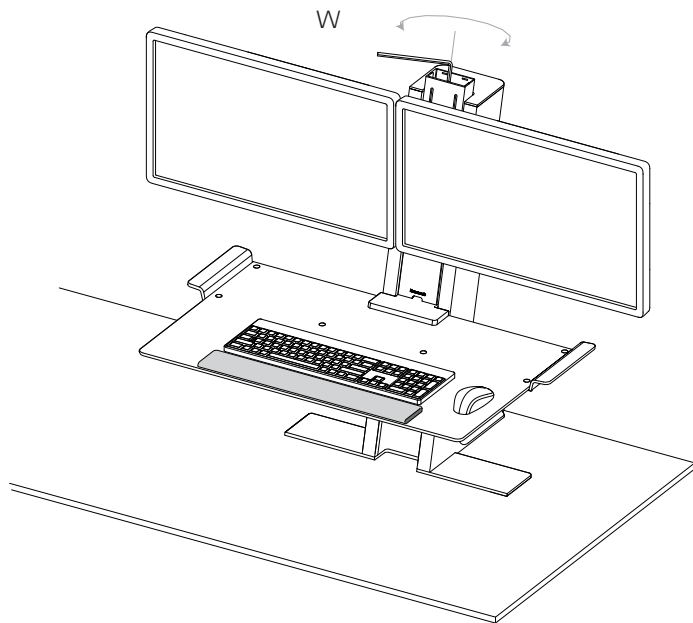
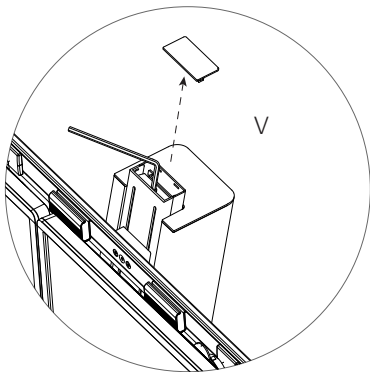
- Hold each side of your monitor and manually raise or lower until it is in the correct position (fig. U)



QUICKSTAND WITH HEAVY MONITOR OR CROSSBAR MOUNT

Tools: 6 mm Hex Key

- Remove top cover of the carriage assembly (fig. V)
- Slowly begin to turn the Monitor Height Adjustment Screw clockwise to raise the monitors and counter-clockwise to lower the monitors (fig. W)

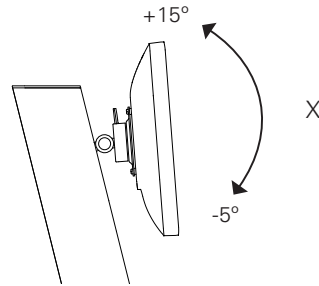


STEP 22

Adjusting Monitor Tilt

SINGLE AND DUAL QUICKSTAND

- Hold the top and bottom of your monitor and manually adjust the monitor tilt until the desired angle is achieved (fig. X)

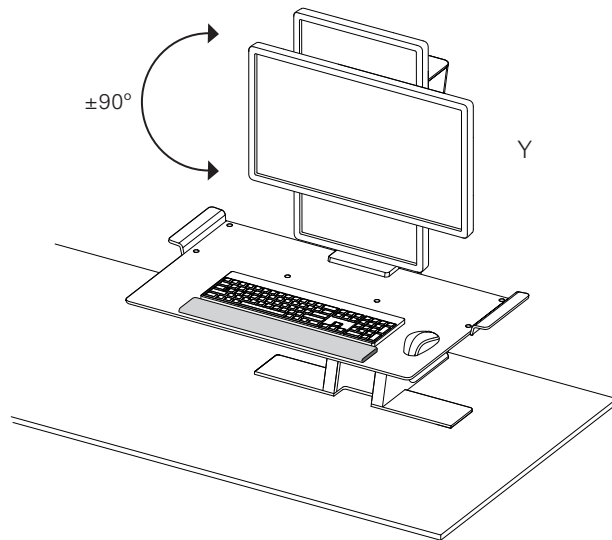


STEP 23

Adjusting Monitor Orientation

SINGLE AND DUAL QUICKSTAND

- Hold each side of your monitor and manually turn the monitor until the desired orientation of either landscape or portrait is achieved (fig. Y)



STEP 24

Correctly Setting Up Your Workstation

SINGLE AND DUAL QUICKSTAND

- Adjust the platform until the keyboard is at or just below elbow height
- If needed, manually adjust the monitor up or down until the top line of text on the screen is at eye level

