A S S E M B L Y I N S T R U C T I O N S

flipIT® MetalDesk

SFI- K19 / K23 MetalDesk
DFI- K19- K23 MetalDesk

This manual demonstrates assembly showing the SFI- 362630-K23 Single User MetalDesk with thermofoil top and metal base panels.

Double user desks assemble is the same way, the tops and modesty panels being wider; the number of flipIT units being two.

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Tools Required

Power Driver
#2 Phillips Driver
Slot Screwdriver
3/8" wrench
3/8" socket (optional)

WARNING: Power Tools are Dangerous
Please wear eye protection and follow power tool manufacturer's safety rules for safe use. SMARTdesks will not be liable for misuse of tools and power tools.

Parts Identification

Two machine screws with lock washers and nuts for installing the power strip to the modesty panel

Three 8/10 half inch wood screws for fixing the modestey panel to the top.

Six 1/4-20 hex/#2 Phillips drive screws for installing base panels to top using installed inserts.

Ten machine screws used for attaching modesty panels to base panels and CPU hangar bar to base panels.

CPU Hanger assembly (two parts)

CPU Hanger Bar, width appropriate for double or single desk.

flipIT Kits appropriate to your order have their own parts list and instructions. Assembly procedure is also covered in this set of instructions.

Four floor leveler glides to be installed in base panels.

Top may be thermofoil (shown) or HPL with PVC edge, depending on the order. This is a single user desktop, a double user desktop will be about twice as wide and have 2 cutouts for flipIT kits to be installed.

Each top is pre-drilled for the installation of keyboard trays and the modestey panel.

Each top has inserts installed for affixing the base panels.

The modesty panel for the single user desk is shown. The double user model is about twice as wide.

The laser cut pattern is optional and may be customized.

The opposite side includes a wire management channel along the bottom edge.

Two base panel ends have cutouts for wire management pass-thoughs from desk to desk. Take care to orient these opposite the user side.

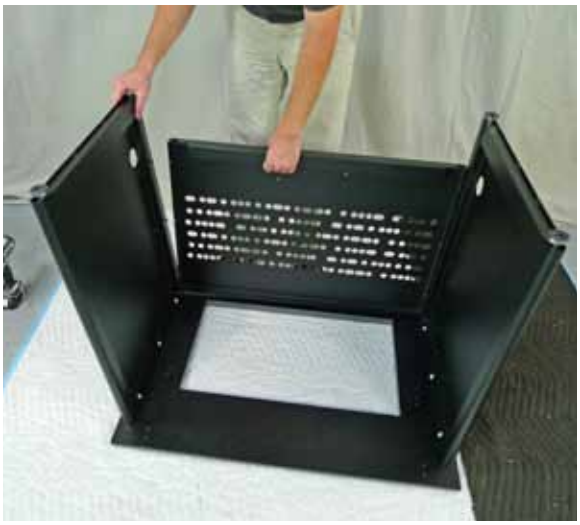
Floor leveler glides are shown installed.

Prepare a work area that has clean carpet, or lay down cardboard, or furniture blanket to protect the desktop work surface.

Place desktop on soft surface with pilot holes facing up.

Poition base panels over inserts with wire management holes on the modesty panel side. Use 1/4-20 hex head /#2 Phillips drive bolts to loosely install the base panels; three for each panel. (See below, as to why the bolts are installed only about half way).

On each of the base panels, install machine screws about half way; three locations per side.



Flex the loosely installed base panels to permit capture of the machine screws by the modesty panel.

Tighten the sides of the modesty panel to both base panel ends.

Use three wood screws to install the modetsy panel to the desktop using #2 Phillips drive screw gun.

Tighten 1/4-20 bolts into inserts using 3/8" hex drive or #2 Phillips drive screw gun. Do not over-torque inserts.

Use four machine screws to install the CPU hanger bar to the base end panels with #2 Phillips drive screw gun.

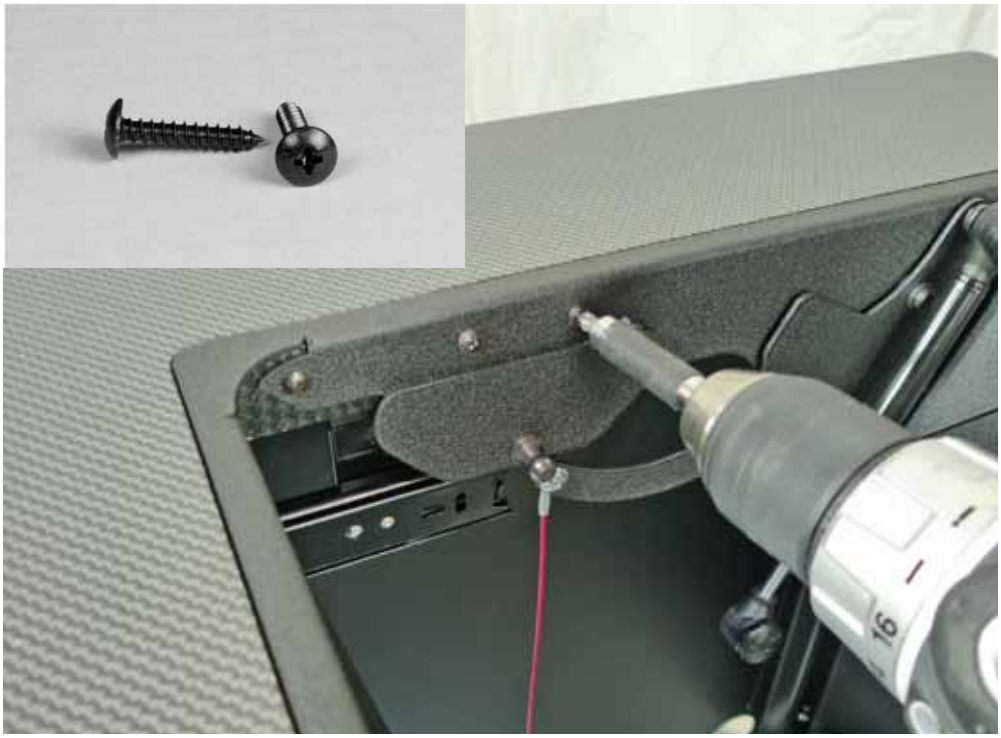
Use two machine screws with lock washers and nuts for installing the power strip to the modesty panel

Install heavy duty L brackets using self-tapping machine screws in the 3rd or 4th hole from the top of the bracket to provide storage clearance for the user's keyboard. Using more space may encroach the user's knee space.

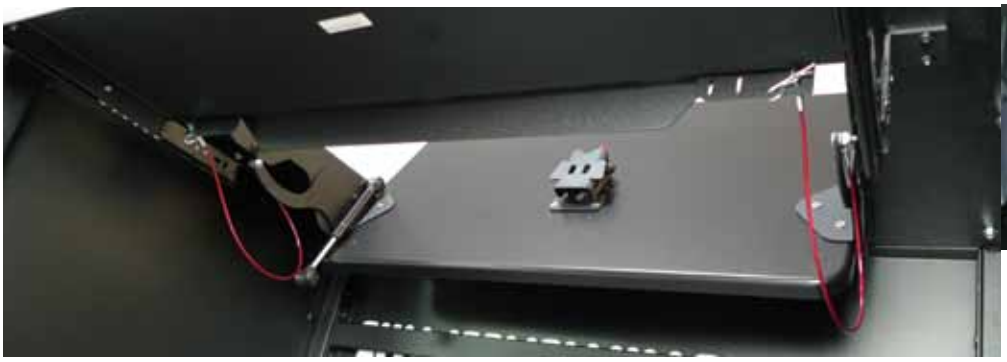
Eight #2 Phillips drive wood screws are provided with the flipIT Kit for installing the keyboard tray.

Turn the desk over and place it on its feet. The K19 or K23 flipIT may be installed as specified by the user to accommodate up to 20 or 24 inch widescreen monitors. Case width of the monitor is critical: Max width for K-19 is 18.75"; K23 max width is 23".

Start with an angled approach, then set the flipIT in the cutout.



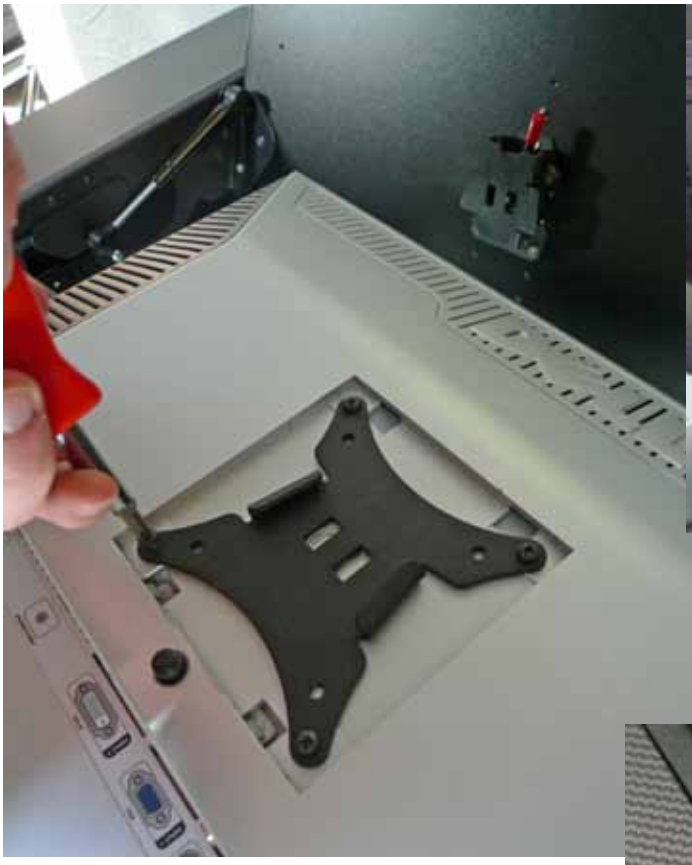
Six #2 Phillips drive wood screws are provided with the flipIT Kit for installing the collar. Three are installed in the left front side to provide added support for the pneumatic cylinder. The other three corners take one screw per corner.



Fit cable ends through slots provided in the keyboard tray, then secure the ends with beta pins.

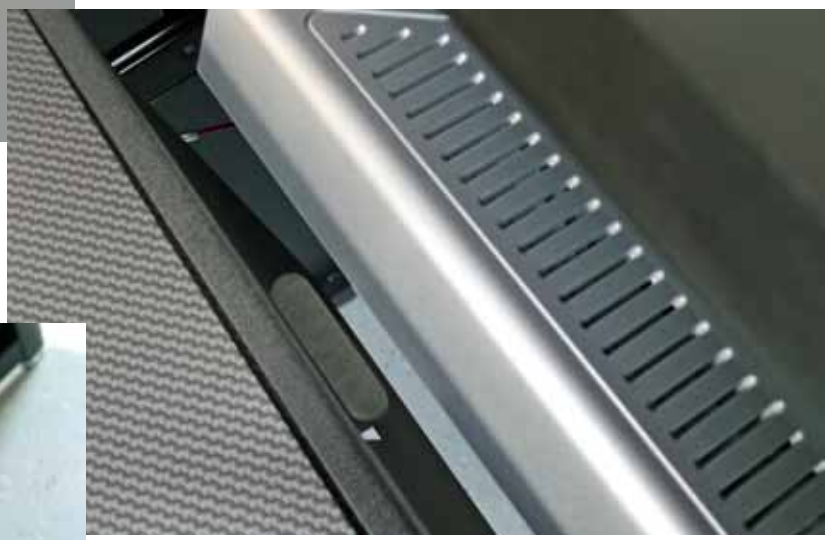
To install the gas spring, or pneumatic cylinder, remove the locking hub, press the end onto the mounting stud, then press the locking hub back into position. The silver shaft end should be lower so it receives lubrication in operation. If it is oriented the other way, the performance life of the gas spring will be reduced.

The lid will now remain open until the weight of the monitor is added.



The VESA mounting bracket is in two pieces that nest together when instaled. The bracket ships attached to the lid and is secured with a cable tie. Remove the cable tie and affix the bracket onto the monitor using holes 100mm or 75mm square: the VESA standard. Use the 6mm screws that come with the monitor.

Try closing the monitor lid and see if there is about 1/2" clearance between the top of the monitor and the lid rest. If there is less than that clearance, yet the monitor clears, that is acceptable. If there is more than 1/2" clearance, the monitor lid may not remain closed.



Monitor bracket may be repositioned, if needed, to achieve 1/2" maximum clearance between the monitor top and the lid rest. Mounting positions are provided in 1/2" increments.

The CPU hanger is designed to hang on the cross bar of the desk. Its width is adjustable to the CPU size. Lock nuts are provided to make the custom fit.








It is best to have the CPU available for making the final installation. If the IT integrator will be doing this part of the installation, have the lock nuts loose enough for them to make this final adjustment.