Step 1
Insert the casters into each end of the base, then insert the cylinder into the base.

Step 2
Lower the seat onto the cylinder.

Step 3
Sit in the chair, and flip the lever on the left side to the "up" position (figure 1). Lean back until you feel it click.

This unlocks the tilt to allow the seat to be upright.

Step 4
There's a compartment under the seat, which could store these instructions or other small items.
Adjustment Guide

**Headrest Height**
Hold the headrest and push forward lightly, you will feel the headrest unlock, allowing you to adjust it to your desired height.

**Armrest Height**
Hold armrest by the front, and pull lightly toward the back of the chair. You will feel the arm unlock, allowing you to adjust them to your desired height.

**Armpad Angle**
Grasp armpads and rotate them inward or outward to adjust elbow support to suit specific tasks. An inward position works during keyboard use, while an outward position is recommended during mousing.

**Recline Adjustment**
a. Sit in the chair and flip up the lever under the left-hand side of the seat to unlock the seat tilt. Lean back to desired position and lower the lever to lock the seat in place.
b. To return chair back to upright position, flip the lever up and lean back until you hear/feel a click, then sit forward.
c. Turn the crank on the right-hand side of the seat to adjust the recline tension.

**Seat Height**
Squeeze lever under the right-hand side, beside the crank (a), to raise and lower the height of the seat (b).

**Back Height**
Press forward on the back, until you feel the back unlock, allowing you to adjust it to your desired height.

**Lumbar Adjustment**
Adjust the depth of the lumbar support by turning the wheel located on the back of the chair.