**E3 Compact Standing Desk Converter**

**UDA121**

**Package Contents**

- Main unit
- Allen wrench (4mm)

**Step 1**

Clear off the surface where you intend to use the unit. Ensure there is at least a 28 inch wide by 14 inch deep space for it.

**Step 2**

Unlock the work surface by sliding the locking tab to the left towards the unlocked padlock image. This tab keeps the work surface locked in place when the unit is fully lowered so that it is easier and safer to move. Once unlocked, hold work surface with both hands and lift slowly.

**Step 3**

The converter also includes a second locking tab on the front of the base. This locking tab can be used to set the work surface height at a preferred level and also lock it in place so that the converter does not unexpectedly lower while being used.

Use the included Allen wrench to loosen the locking tab screw and, while pressing on the work surface, adjust the height to a comfortable working level. Then tighten the screw again using the Allen wrench and flip the tab over the pin to lock the converter in place.

The locking tab is equipped with notches which allow the work surface to be easily adjusted between four different height settings without the need to loosen the locking screw. The height adjustment range within the four locking tab settings is approximately 3”.

**CAUTIONS & WARNINGS**

- **CAUTION:** Read all instructions before assembly. Failure to assemble properly may result in damage or personal injury.
- **CAUTION:** Keep hands clear during operation! Do not reach under the mechanism near the gas cylinder, or other moving parts.
- **CAUTION:** The maximum load capacity of the unit is 11 lbs. (5 kgs). Do not overload.
- **CAUTION:** Keep devices centered and away from the edge of the worksurface, to prevent them from falling.
- **CAUTION:** Make sure that the wires for your devices have enough slack. This will prevent your devices from being pulled off the unit workstation when raising the unit.
- **CAUTION:** When moving, remove all devices to avoid harm or damage, and lower the unit to its lowest position and lock in place with the tab (shown in Step 2).