



## INSTRUCTIONS AND ADVICE FOR USE

The Varidesk is a new concept in sit/stand working and we thought that it would be helpful to put together some practical guidelines that you should consider.

### Unpacking

The Varidesk works straight from the box and although it does not require tools or assembly you do need to consider manual handling issues. We would always recommend that two people should lift and carry the packaged desk. Instructions are included in the box and there are pictograms on the outer box advising the best way to handle the item.

Ensure that you have the box the right way up before you remove the Varidesk from its outer case. The item is very well packed and we would suggest that you take note of how it was organised in case you need to return the item, or for future storage of the desk to keep it safe.

### Setting up

The Varidesk should be placed upon the original desk so that its base is fully supported, even when the lower platform is pulled forward (Not applicable to 'Plus' models).

Test out the raising mechanism, before setting up any IT equipment, so that you understand the range of movement and heights that can be achieved.

Place one foot forward for balance, reach your hands either side of the Varidesk worktop and squeeze the handles upward, to touch the underside of the worktop whilst applying your weight so that the desk raises in a controlled manner. Release the handles and gently push the desktop downward, to ensure that it is locked in place.

There are several height settings and so it is worth testing out all the options, and to practise raising and lowering the Varidesk, to become confident in its use.

### Consider IT Equipment

- Length of leads to electrical output and any internal system/server cabling
- Position of the processor unit (CPU or thin client such as WISE box). Adding weight to the Varidesk raising platform will make it more difficult to raise. We would not recommend placing a standard CPU on the Varidesk. You also need to comply with the maximum weight load advice provided by the manufacturer. See packaging note for details.
- Weight of your monitor(s). Some screens are much lighter than others. Remember, these will be placed toward the rear of the Varidesk placing the weight furthest away from you when controlling the lift action.
- To reduce the problem with tangled or short leads we would recommend the use of cordless keyboards and mice, wherever possible. You may also consider use of a Short or Mini style keyboard (without numeric pad) to maximise useable space.

**Please do not hesitate to contact us for further advice: 01639 844500**