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## Black Electric Mobile Compact Desk

### Instruction Manual



**SKU: DESK-V111VT**



Scan the QR code with your mobile device or follow the link for helpful videos and specifications related to this product.

<https://vivo-us.com/products/desk-v111vt>

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GET IN TOUCH | Monday-Friday from 7:00am-7:00pm CST



help@vivo-us.com



www.vivo-us.com  
*Chat live with an agent!*



309-278-5303

# ⚠ WARNING!

If you do not understand these directions, or if you have any doubts about the safety of the installation, please call a qualified technician. Check carefully to make sure there are no missing or defective parts. Improper installation may cause damage or serious injury. Do not use this product for any purpose that is not explicitly specified in this manual and do not exceed weight capacity. We cannot be liable for damage or injury caused by improper mounting, incorrect assembly or inappropriate use.

## ⚠ WARNING: CHOKING HAZARD

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.

## ⚠ ELECTRICAL SAFETY INSTRUCTIONS

THIS PRODUCT IS POWERED BY ELECTRICITY. IN ORDER TO AVOID BURNS, FIRE AND ELECTRIC SHOCK, PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY.

- DO NOT CLEAN PRODUCT WHILE POWER IS CONNECTED.
- DO NOT DISASSEMBLE OR REPLACE COMPONENTS WHILE POWER IS CONNECTED.
- NEVER OPERATE THE SYSTEM WITH A DAMAGED CORD OR PLUG. PLEASE CONTACT YOUR SELLER TO REPLACE DAMAGED PARTS.
- NEVER OPERATE SYSTEM IN DAMP ENVIRONMENTS OR IF ANY ELECTRICAL COMPONENTS HAVE MADE CONTACT WITH LIQUIDS.
- ALTERATIONS OF THE GIVEN POWER UNIT ARE NOT ALLOWED.
- OUTDOOR USE IS PROHIBITED.

## PACKAGE CONTENTS



**1** (x1)  
Desktop



**2** (x1)  
Desk Support  
Bracket



**3** (x1)  
Desk Support  
Bracket



**4** (x1)  
Support Frame



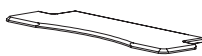
**5** (x1)  
Control Panel



**6** (x1)  
Leg



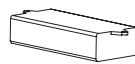
**7** (x2)  
Support  
Bracket



**8** (x1)  
Keyboard  
Tray



**9** (x2)  
Keyboard  
Brackets



**10** (x1)  
Control Unit



**11** (x1)  
Base



**12** (x1)  
Plastic Sleeve



**13** (x1)  
Power Cable



**A** (x4)  
Caster



**B** (x18)  
M5x14



**C** (x6)  
M5x12 Flat  
Head Screw



**D** (x2)  
M4x12



**E** (x12)  
M6x12



**F** (x1)  
4mm Allen  
Wrench



**G** (x2)  
Cable Clip



**H** (x1)  
Wrench

**NOTE:** Some extra screws are included.

## TOOLS NEEDED



# WARNING

## PINCH POINT

DO NOT place hands on or near support bars. Moving parts can crush and cut. Pinch points are created during lifting and lowering the worksurface. Failure to follow these instructions may result in serious personal injury.



DO NOT EXCEED WEIGHT CAPACITY.

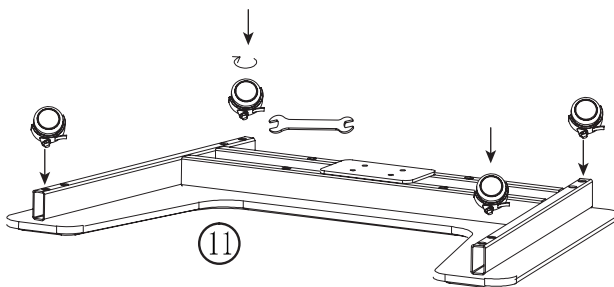
Failure to do so may result in serious injury.



## ASSEMBLY STEPS

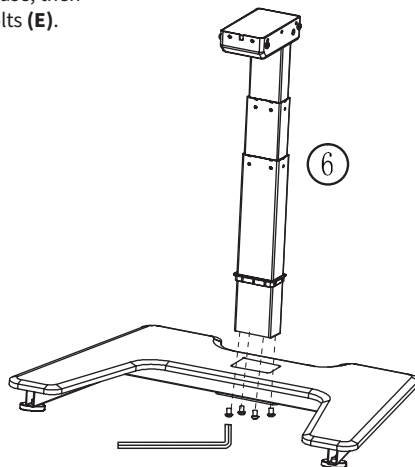
### STEP 1

Screw the casters **(A)** into the underside of the base **(11)** using the provided wrench **(H)**.



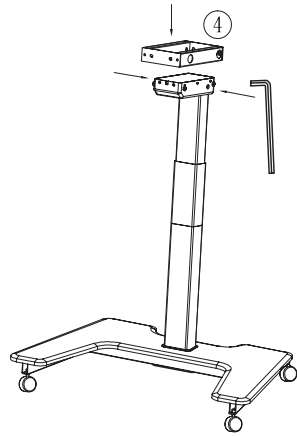
### STEP 2

Install the plastic sleeve **(12)** to the top of the base, then install the leg **(6)** to the base using x4 M6x12 bolts **(E)**. Tighten bolts with the Allen wrench **(F)**.



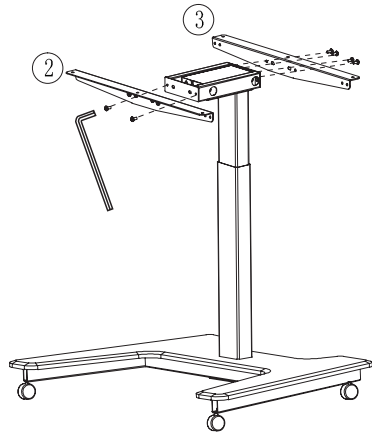
### STEP 3

Place the support frame **(4)** on top of the leg with the slots facing down and long end forward, making sure the pre-installed bolts on the leg insert into the slots. Tighten bolts with the Allen wrench **(F)**.



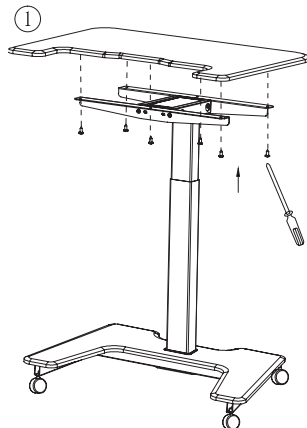
### STEP 4

Install the desk support brackets **(2, 3)** to the front and back of the support frame using x6 M6x12 bolts **(E)**, and tighten with the Allen wrench **(F)**.



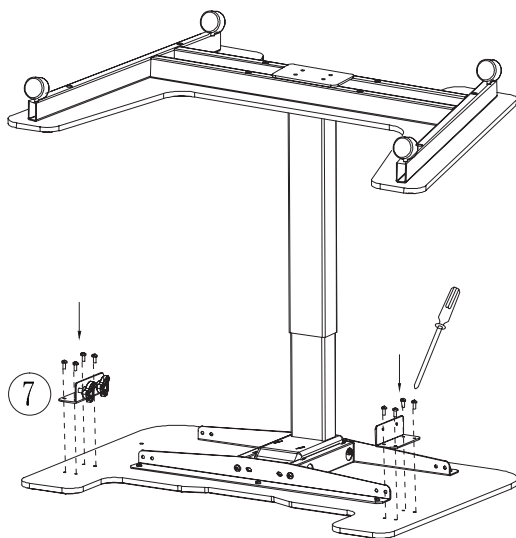
### STEP 5

Install the desktop **(1)** to the top of the frame using x6 M5x14 screws **(B)**, and tighten with a Phillips screwdriver.



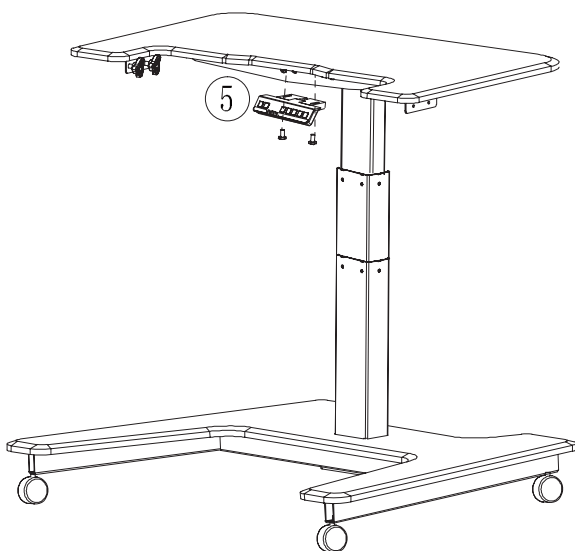
## STEP 6

Mount support brackets (**7**) to the bottom of the desktop using x8 M5x14 screws (**B**), and tighten with a Phillips screwdriver.



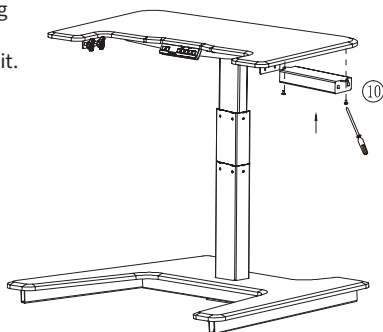
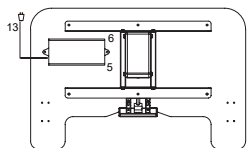
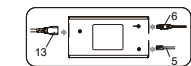
## STEP 7

Mount the control panel (**5**) to the front of the desktop using x2 M4x12 bolts (**D**).



## Step 8

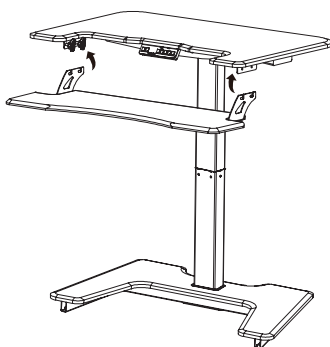
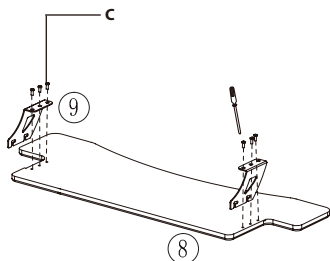
Install the control unit (10) to the bottom of the desktop using x2 M5x14 screws (B), and tighten with a Phillips screwdriver. Connect the motor and control panel cables to the control unit. (**NOTE:** Make sure the connections for the motor and control panel are facing towards the center of the desk).



**NOTE:** It may be necessary to plug the motor cable into the control unit (10) before installing the control unit.

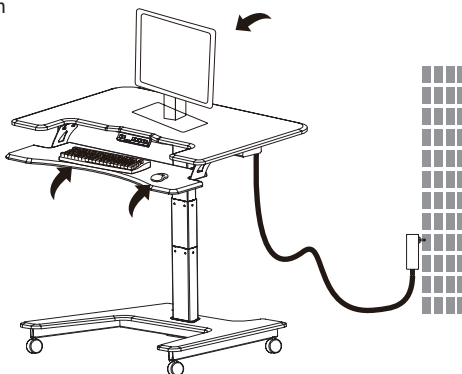
## Step 9

Secure keyboard brackets (9) to keyboard tray (8) by using x6 M5x12 flat head screws (C).

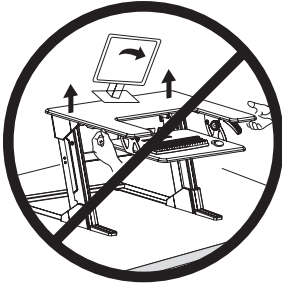


## Step 10

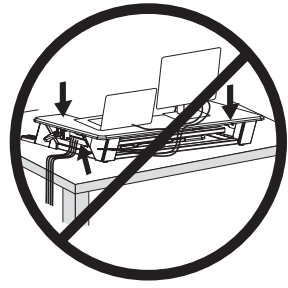
Plug the power cable (13) into an AC wall outlet, then use the control panel to adjust the height.



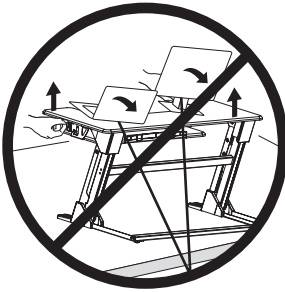
**⚠ CAUTION!**



Keep monitor and laptop base fully on the desktop.



Follow the cable routing instructions to avoid the potential to pinch cables.



Leave enough slack in cable to allow for full range of vertical motion (15° / 38 cm).



Raise desktop slowly to keep items stable.

Failure to follow these instructions may result in property damage and/or personal injury.



Open **Monday - Friday 7:00am - 7:00pm** CST,  
our dedicated support team can offer immediate assistance with rapid response times. If any parts are received damaged or defective, please contact us. We are happy to replace parts to ensure you have a fully functioning product.



309-278-5303

**AVG. RESOLUTION TIME** *(within office hrs):* **5M 4S**

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**AVG. RESOLUTION TIME** *(within office hrs):* **< 15 M**

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**AVG. RESPONSE TIME** *(within office hrs):* **1HR 8M**  
- 23% within < 15m  
- 38% within < 30m  
- 61% within < 1hr  
- 83% within < 2hr  
- 92% within < 3hr