

# LEAP

Improving Health and Wellbeing

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Assembly & User Instructions



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# Assembly

- |  |   |  |   |   |
|--|---|--|---|---|
|  | Make sure no obstacles are in the desk's path.<br>Make sure the desktop is not touching any walls.<br>Make sure all cords are appropriate length to accommodate the change in height. |   |  | <b>▲WARNING</b><br>Pinch Point<br>Keep hands and fingers clear. |
|  | Keep children away from electric height-adjustable desks, control units and handsets. There is a risk of injury and electric shock.   |  |   |   |
|  | Keep all electrical components away from liquids.   |  |   |   |
|  | Do not sit or stand on the desk frame.<br>Do not crawl or lie under the desk frame.   |  |   |   |
|  | Do not place any objects taller than 20" underneath the desk.   |  |   |   |
|  | Do not open any of the components - the Legs, Control Box, or Switch.<br>There is a danger of electric shock.   |  |   |   |
|  | This product is designed with a duty cycle of 10%<br>(2 min. on, 18 min. off).  |  |   |   |
|  | In the event of a power outage or if the power cord is unplugged,<br>a manual reset may be necessary - see USE section.   |  |   |   |
|  | <b>IMPORTANT:</b> You must <b>RESET</b> the desk prior to use.  |  |   |   |

## Use / Liability

This height adjustable desk has electric motors and is designed for use in dry work areas only.

The desk height is adjustable so that it can be positioned at the most ergonomically suitable height.

Any other use is at user's risk.

Under no circumstances does the manufacturer accept warranty claims or liability claims for damages caused from improper use or handling of the desk frame.

# Parts List

## Tools



4mm Allen Wrench (included)

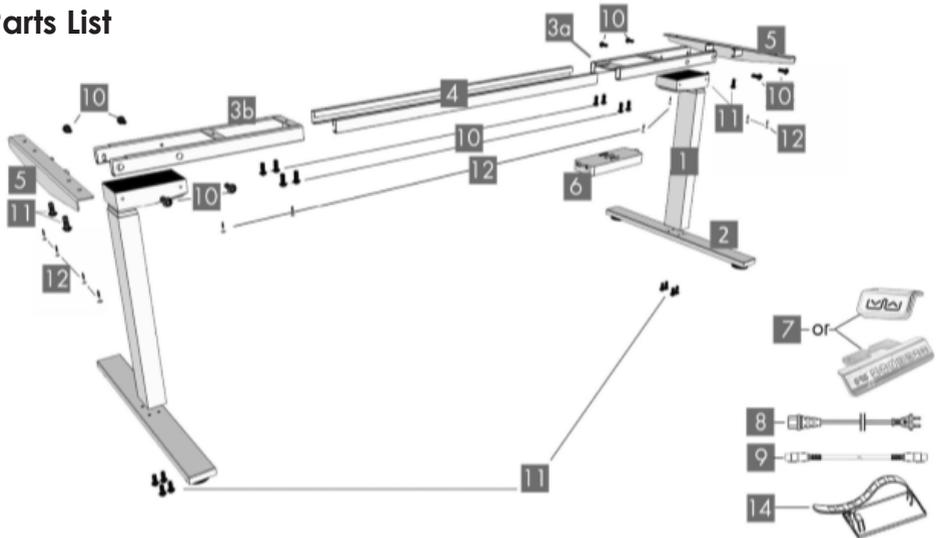


Phillips Head Screwdriver  
and/or Power Drill



Tape Measure

## Parts List

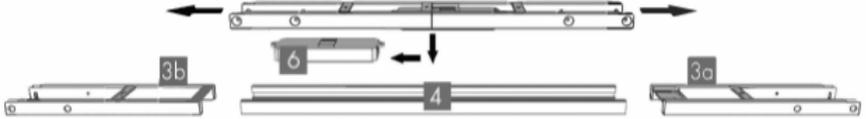


Part	Qty	Part	Qty	Part	Qty
1 Leg	2	2 Foot	2	10 M6x10 Machine Screw	16
6 Control Box	1	3a Frame End-CB	1	11 M6x14 Machine Screw	12
7 Handset	1	3b Frame End	1	12 M5x20 Wood Screw	11
8 Power Cord	1	4 Center Rail	2	13 M5x16 Wood Screw	2
9 Cable (1.3m)	1	5 Side Bracket	2	14 Cable Chip	10

# Assembly

Lay out all components and hardware to ensure that you have all the components and hardware listed on the parts page. Slide the Control Box (part 6) off the Frame End-CB (part 3a) and set aside. Fully separate Frame End (part 3b) from Frame End-CB (part 3a). You will find the Center Rails (part 4) inside.

1

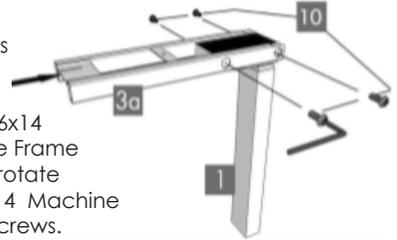


Place one of the Legs (part 1) into the Frame End-CB (part 3a) ensuring that the bar (arrow) is on "top" in relation to the Leg (part 1).

2

Line up the holes on the Leg (part 1) with the holes on the Frame End-CB (part 3a).

Using the supplied Allen Wrench, insert four (4) M6x14 Machine Screws (part 10) through the holes in the Frame End-CB (part 3a), going into the Leg (part 1) and rotate each screw just a few turns. After all four (4) M6x14 Machine Screws (part 10) are inserted, tighten all four (4) screws. Do the same for the other Leg (part 1) and the Frame End (part 3b).



3



The Frame End-CB (part 3a) should be placed on the side of the desk where you plan to mount the Control Box (part 6) and the Handset (part 7).

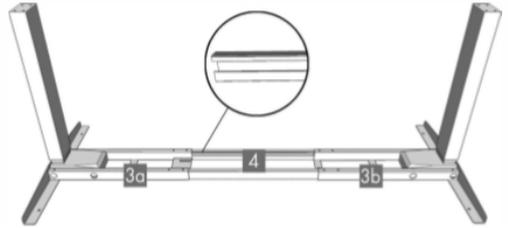
Slide the Side Bracket (part 5) into the Frame End-CB (part 3a). Insert two (2) M6x14 Machine Screws (part 11) through the two (2) holes in the bottom of the Frame End (part 3a) going into the inserted Side Bracket (part 5). Using the supplied Allen Wrench, rotate each screw just a few turns. After both M6x14 Machine Screws are inserted, tighten both screws.

Do the same for the other frame end/leg assembly.

# Assembly

4

Slide the two (2) Center Rails (part 4) into the two Frame Ends (parts 3a & 3b) ensuring: a) the slots in the Center Rails (part 4) face inward b) the slots in the Center Rails (part 4) are closer to the top edge when the assembly is upside down (see inset).



5

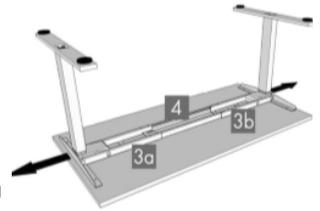


For each leg assembly, attach a Foot (part 2) with four (4) M6x10 Machine Screws (part 11) and tighten in a cross-pattern.

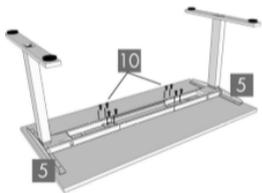
6

Your desktop may or may not be pre-drilled. Check both sides of the desktop before placing the desk base on the underside of the desktop.

Adjust the width of the desk base to fit the desktop by sliding the two halves outward. We recommend leaving at least 1/2" of the desktop width (on each end) protruding beyond the frame width and centering the side brackets (part 5) before and after.



7



If the desktop is pre-drilled, perform Step 8 before Step 7.

If the desktop is not pre-drilled, lock the position of the Center Rails (part 4) using eight (8) M6x10 Machine Screws (part 10).



Ensure the the M6x10 Machine Screws (part 10) contacts the Center Rails (part 4) by sliding the Center Rails (part 4) as needed.

# Assembly



Double-check that the wood screws are not too long for your desktop and won't puncture the surface when screwed all the way in.



We recommend that you pre-drill any holes needed for fasteners if your desktop is not pre-drilled. Never use countersunk screws.

Double-check that the desk base is properly positioned on the underside of the desktop.

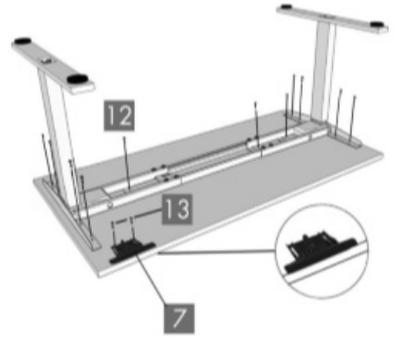
8

Attach the desk base to the underside of the desktop using eleven (11) M5x20 Wood Screws (part 12).

Attach the Handset (part 7) so the front of the handset is flush with the front desktop edge (or recessed up to 1/8"). The handset may be placed anywhere along the front edge of the desktop but we recommend placing it toward an end so it does not interfere with your chair when seated. Use two (2) M5x16 Wood Screws (part 13) to attach the handset to the desktop.



Do not overtighten screws in this step. Overtightening could cause damage to the components.



Slide the Control Box (part 6) onto the Frame End-CB (part 3a).

Connect the cable exiting the Leg (Part 1) that is attached to the Frame End-CB (part 3a) directly into the Control Box (part 6).

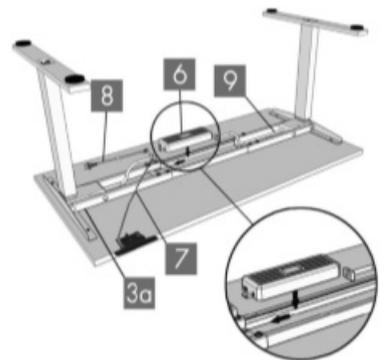
Connect the Cable (part 9) to the other Leg (part 1) and to the Control Box (part 6).

Connect the Handset (part 7) cable to the Control Box (part 6).

Connect the Power Cord (part 8) to the Control Box (part 6).

Use the adhesive-backed Cable Clips (part 14) to secure the cables so they do not sag.

9



# Assembly

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Turn the assembled desk right-side up. With at least two people, grab the DESK BASE (not the desktop) and turn the desk right-side up. Adjust the pre-installed glides on the Feet (part 2) as needed.

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11

Plug the Power Cord (part 8) into a 230v outlet.

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12

## RESET PROCEDURE

Press and hold the DOWN button on the Handset (part 7) until the desk reaches its lowest height. Release the DOWN button. Press and hold the DOWN button again until the LED display reads "RST" or about 10 seconds on non-LED handset models. Release the DOWN button. Press and hold the DOWN button again until the desk lowers a little bit more, slightly rises and stops. Release the DOWN button. Your desk is now ready to use.

The desk base can be adjusted by pressing and holding either the UP or DOWN button until the desired height is reached.

To program up to four presets (on some models): Use the up/down buttons to find a desired height, then press "M" followed by a number 1 - 4.

## CAUTION

Once a Preset button is pushed, the desk will move to the programmed height (see caution below).



Make sure no obstacles are in the desk's path. Make sure the desktop is not touching any walls. Make sure all cords are appropriate length to accommodate the change in height.



**IMPORTANT:** You must RESET the desk prior to use.

# Trouble Shooting

If your desk is not functioning properly it may need to be reset. Follow the RESET procedure outlined in the USE section.

If your desk has a handset with an LED readout and it displays "RST" (reset), perform the reset procedure outlined in the USE section.

If the LED readout displays an error message (\*Er1\* - \*Er13\*) confirm that all wired connections are secure (legs to cables, cables to control box). Then perform the reset procedure outlined in the USE section.

If the error message persists after the reset procedure, contact your seller.

If the height between the legs exceeds 1.5 inches, stop the reset procedure & contact your seller.

If the handset displays "HOT", let the base cool down for 20 minutes.

# Specifications

<b>Height Range</b>	27" - 47" (without desktop)
<b>Base Width</b>	42" minimum - 74" maximum
<b>Travel Speed</b>	1-2" per second (no load)
<b>Load Capacity</b>	1000N
<b>Duty Cycle</b>	10% Maximum 2 mins on 18 mins off
	Soft start/stop
	Adjustable leveling studs
	4 Memory presets (some models)

1

## Resetting the base

When the LED display shows an error code, press the 'DOWN' button for up to 5 seconds until the LED changes to a flashing 'RST'

Press the 'DOWN' button again until the base has lowered and then slightly risen. The base is now ready for use.

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2

## To set the Upper-Limit Position

Use the 'UP' button to move the base to the desired max height position.

Press the 'M' button and release. Press the 'UP' button and release. The LED display will flash 'S'. Press and hold the 'M' button for about 2 seconds, or until the LED display changes to '999'. The display will automatically return to the selected height. The new upper limit has now been set.

## To set the Lower-Limit Position

Use the 'DOWN' buttons to move the base to the desired minimum height position.

Press the 'M' button and release. Press the 'DOWN' button and release. The LED display will flash 'S'. Press and hold the 'M' button for about 2 seconds or until the LED display changes to '000'. The display will automatically return to the selected height. The new lower limit has now been set.

## To remove the Upper/Lower Limit Position

Press and hold the 'M' button until the LED display flashes 'S' and then release it. Within roughly 5 seconds, press the 'M' button again and hold for 2 seconds. The LED display will change to '555' and then automatically return to the height display. The upper and lower limits are now removed.

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3

## To lock the Handset

Press and hold the 'M' button (for roughly 8 seconds) until the LED display switches to 'S' and then to 'LOC'. Release the button.

## To unlock the handset

Press and hold the 'M' button (about 8 seconds) until the LED display switches from 'LOC' to the height display. Release the button.

# Programming

4

## Setting the LED retracted height

Press the 'DOWN' button until the base reaches its lowest position.

Press the 'DOWN' button again until the LED flashes 'RST'.

Press the 'M' button until the LED shows the current starting height.

Then use the UP/DOWN buttons to revise the starting height.

The display will automatically return to a flashing 'RST'.

Press the 'DOWN' button again until the base has lowered, then slightly risen.

The new retracted height has been set.

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5

## Changing the Pre-set Program

Follow the reset instructions until the Led flashes 'RST'

After this has happened, hold down the '1' button to switch the program.

Display will automatically return to a flashing 'RST'.

Press the 'DOWN' button until the base has lowered and then risen slightly.

The program has been set.

\*10.1 is the One-touch program – meaning you can press the pre-set button and desk will go to required height that was pre-set.

\*10.2 is the Constant-touch program – meaning you must hold down the button until desk goes to required height.

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6

## Changing between Inches / Centimetres

Press the 'DOWN' button until the base reaches its lowest position

Press the 'DOWN' button again for about 5 seconds, or until LED changes to a flashing 'RST'

Press the '2' button to switch the setting.

6

The display will automatically return to a flashing 'RST'.

Press the 'DOWN' button until the base has lowered a little and then slightly risen.

The new setting is displayed.

Repeat this process to switch back.

\*10.3 is centimetres

\*10.4 is Inches

7

## Changing the Anti-Collision Sensitivity

Press the 'DOWN' button on the handset until the base reaches its lowest position.

Press and hold the 'DOWN' button until LED display reads 'RST'.

Press and hold the 'UP' button for about 5 seconds while the LED flashes 'RST' and then switches to either:

10.5 – 10kg pressure (most sensitive)

10.6 – 15kg pressure (mid sensitivity)

10.7 – 20kg pressure (least sensitive)

Release the 'UP' button. Press and hold the 'UP' button again until the desired setting has reached.

Once the chosen setting is displayed, release the button and wait roughly 5 seconds for the display to return to 'RST'

Finish the reset process by pressing and holding the down button until the desk lowers a bit then rises and stops. Release the button. The new anti-collision sensitivity setting is saved, and your desk is now ready to use.

8

## Setting the memory pre-set buttons

Press the 'M' button once and the display will change to 'S -'. Then select and press one of the Memory pre-set buttons. The position has been saved.

Using the Up/Down buttons, move the base to the next desired position and repeat process.



- Increase productivity
- Prolong life expectancy
- Improve circulation
- Burn fat

Standing just 15 min per hour provides great health benefits.



**LEAP**

TAKING HEALTH SERIOUSLY