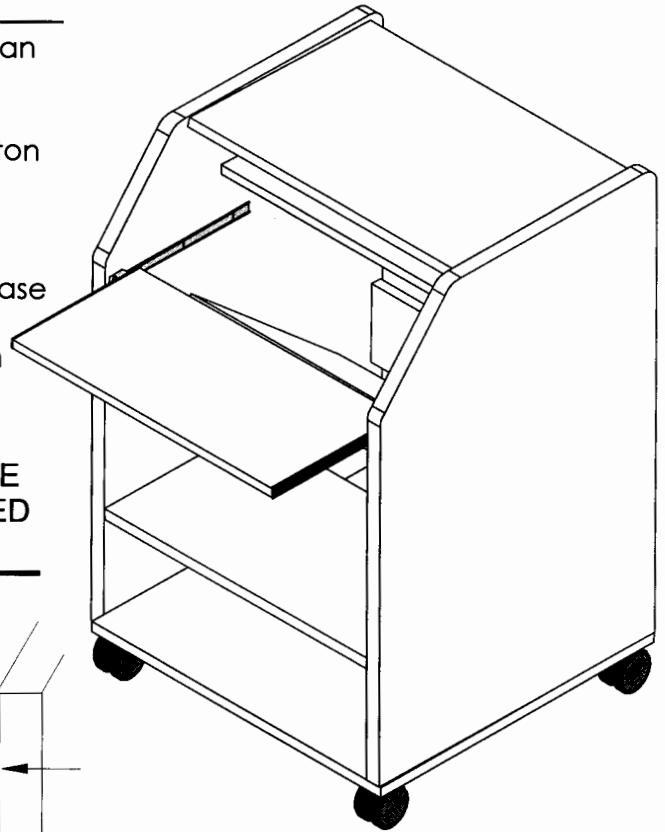


# Vertiflex™ Products

## E-Z VIEW™ MODEL 600 ASSEMBLY INSTRUCTIONS

### NOTES ON ASSEMBLY

- Use caution during assembly, unbanded edges can be sharp and may chip if mishandled.
- Remove staples, (if any) from carton and use carton to set parts on during assembly.
- Page two of this instruction sheet contains an illustrated parts list and phone number to call in case of missing hardware. The parts list also contains drawings of the screws and other hardware as an easy identification guide.

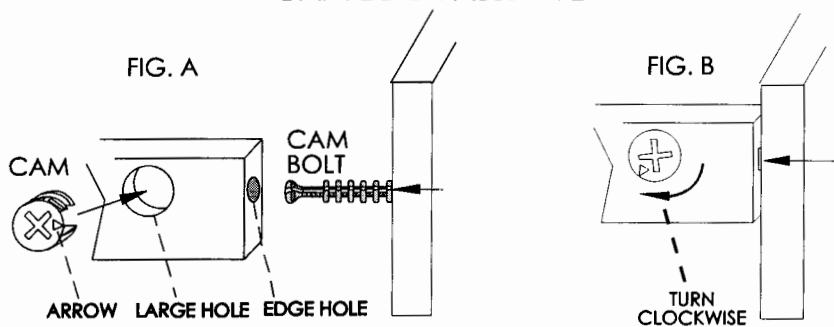


### TOOLS REQUIRED

#2 PHILLIPS SCREWDRIVER  
#6 FLAT SCREWDRIVER  
HAMMER

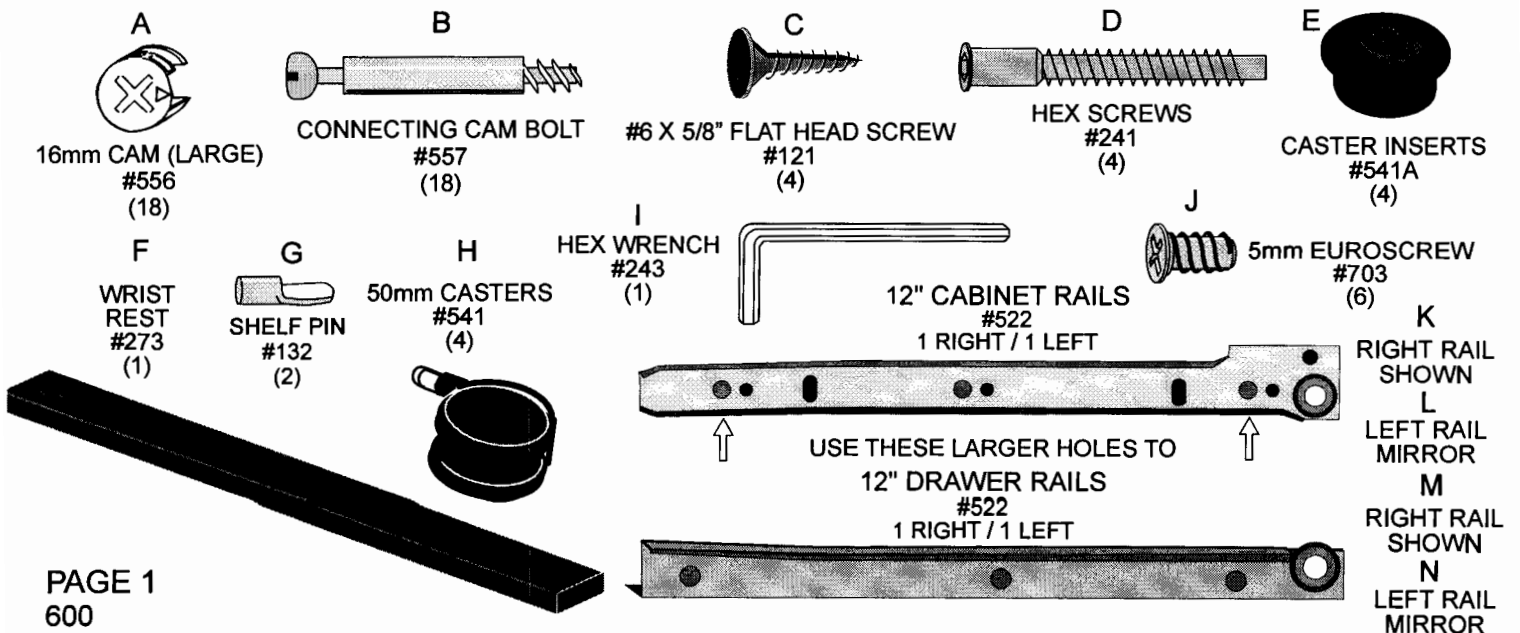
POWER TOOLS ARE  
NOT RECOMMENDED

### CAM LOCK ASSEMBLY



- Insert CAM, with arrow pointing to edge hole, into large hole in face of panel as shown in FIG. A
- Fully insert CAM BOLT, installed on adjoining panel, into edge hole as shown in FIG. A and FIG. B
- Turn CAM clockwise 1/3 rotation to lock panels together. FIG. B. For additional security, CAM may be turned another 1/4 turn.

### HARDWARE



# 1. IDENTIFY ALL PARTS.

If any parts are missing OR you have questions about assembly, please call CUSTOMER SERVICE 1-800-966-5511 Monday - Friday 8am. TO 4:30pm. (Central)

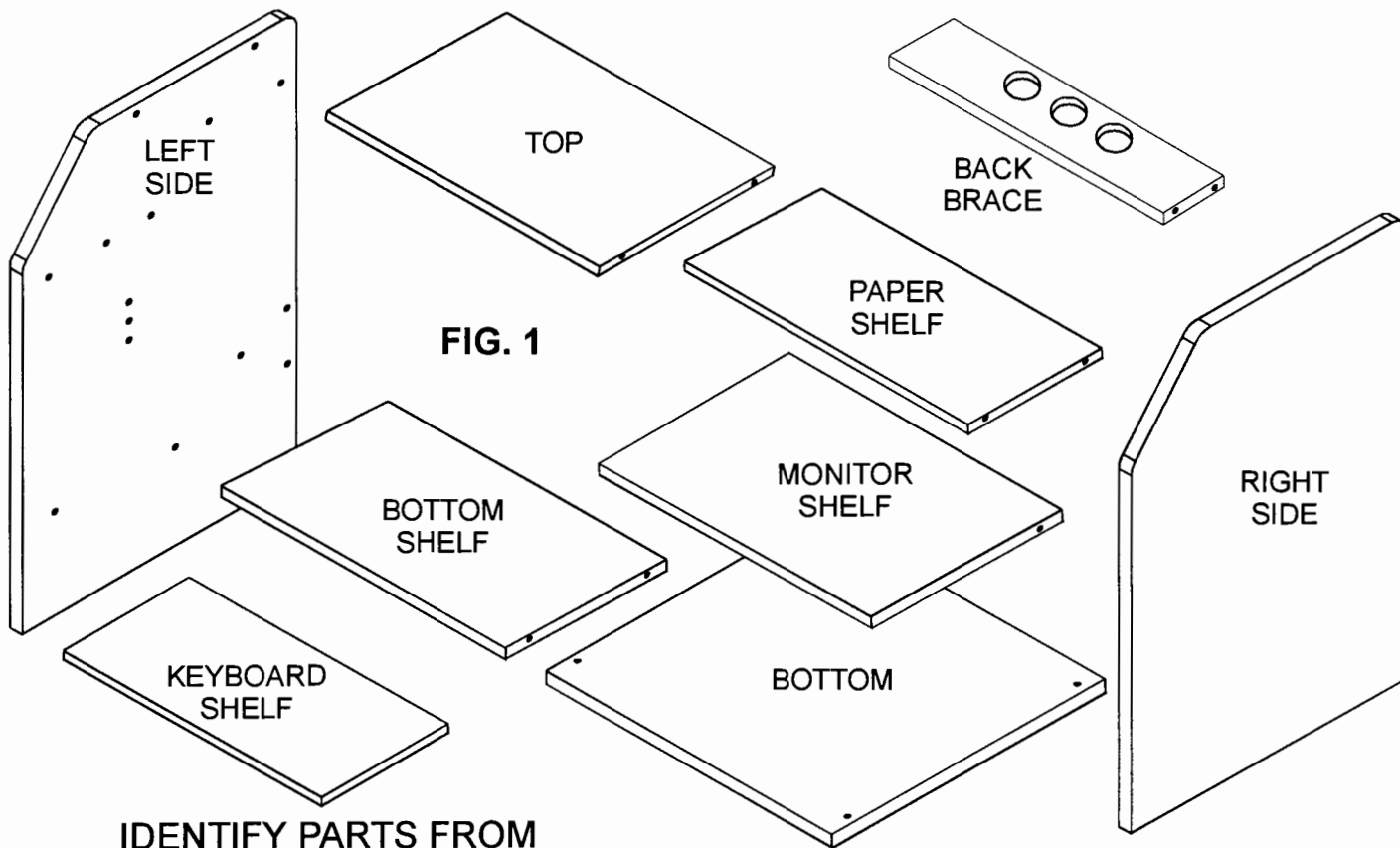


FIG. 1

IDENTIFY PARTS FROM PARTS LIST BELOW:

NO.	WOOD PART LIST	WOOD PART SIZES			WOOD PART NUMBERS
		THICKNESS	WIDTH	LENGTH	
1	RIGHT SIDE	5/8"	X 23-7/8"	X 31-3/4"	600-RSIDE + COLOR
1	LEFT SIDE	5/8"	X 23-7/8"	X 31-3/4"	600-LSIDE
1	TOP	5/8"	X 15-3/4"	X 22-3/4"	600-TOP
1	PAPER SHELF	5/8"	X 11"	X 22-3/4"	600-PAPRSHLF
1	MONITOR SHELF	5/8"	X 13-7/8"	X 22-3/4"	600-MONSHLF
1	BACK BRACE	5/8"	X 6"	X 22-3/4"	600-BACKBRCE
1	BOTTOM SHELF	5/8"	X 12"	X 22-3/4"	600-BOTTSHLF
1	KEYBOARD SHELF	5/8"	X 10"	X 21-7/8"	600-KEYBRD
1	BOTTOM	5/8"	X 23-3/4"	X 24"	600-BOTTOM

# 2. INSTALL DRAWER RAILS

Lay KEYBOARD SHELF, drilled side facing up, on a flat, non-scratch surface. NOTE: Lot label indicates FRONT of KEYBOARD SHELF. Align and attach (1) 12" RIGHT DRAWER RAIL (M) to left side of panel, wheel on rail to the REAR, using (2) #6 X 5/8" FLAT HEAD SCREWS (C) as shown. FIG. 2 Align and attach (1) 12" LEFT DRAWER RAIL (N) to right side of panel, wheel on rail to the REAR, using (2) #6 X 5/8" FLAT HEAD SCREWS (C). NOTE: Front end of rails will sit back 5/8" from edge. Set KEYBOARD SHELF aside for later installation on unit.

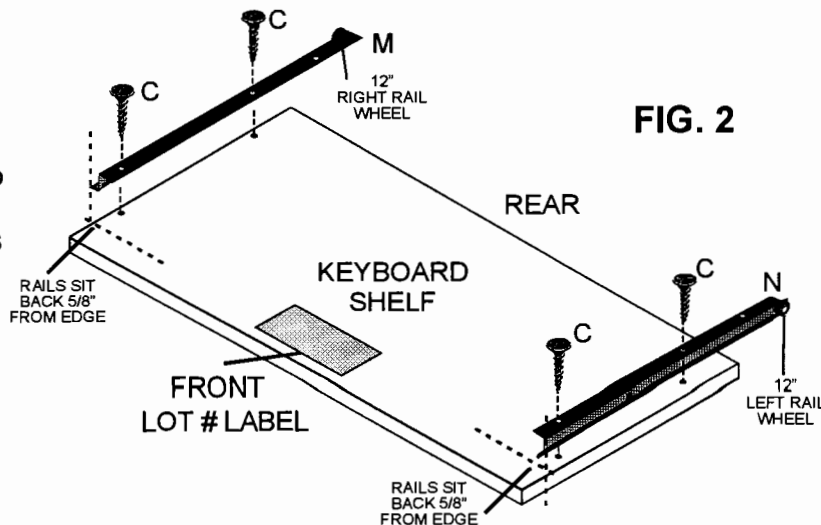
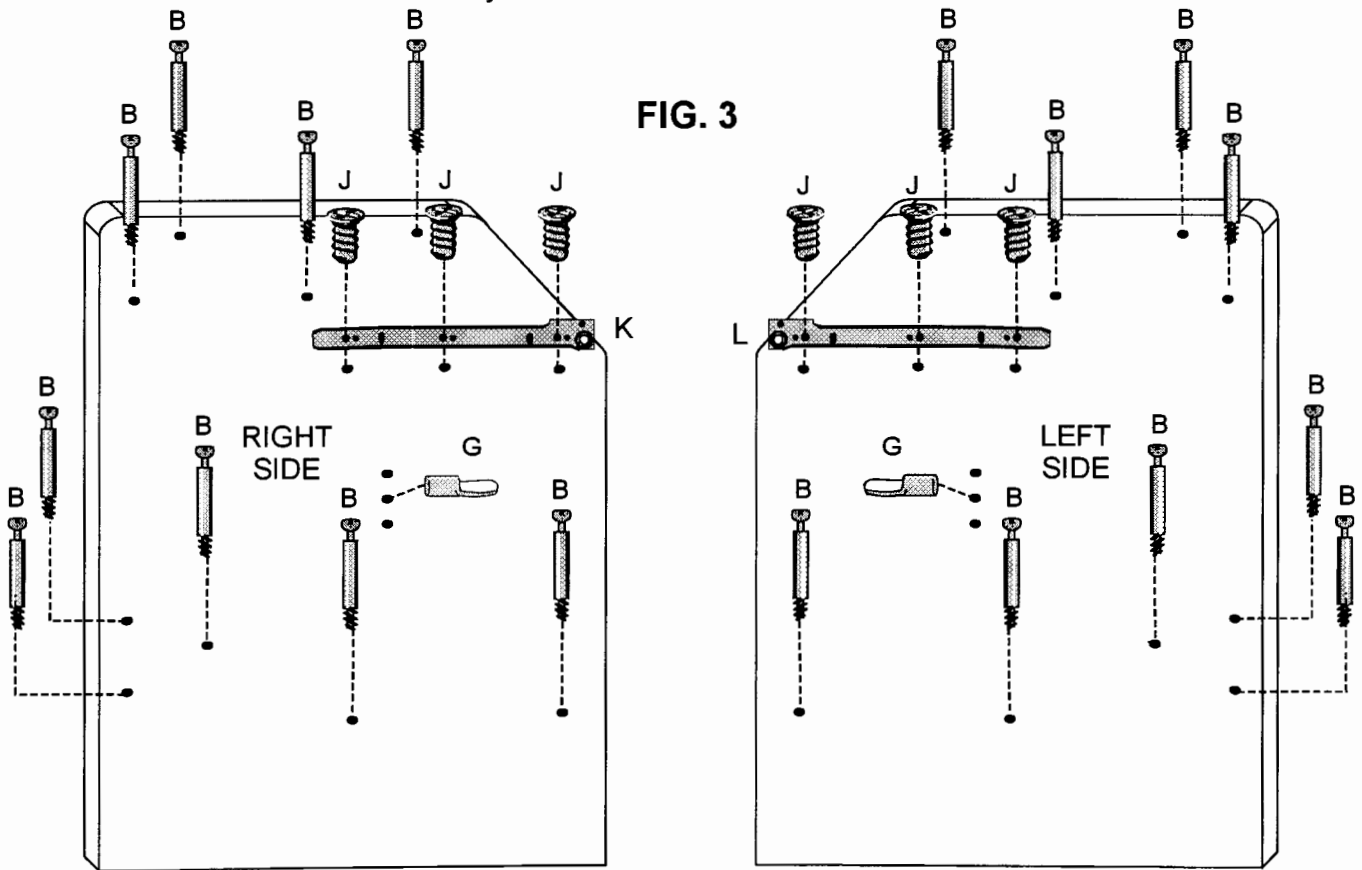


FIG. 2

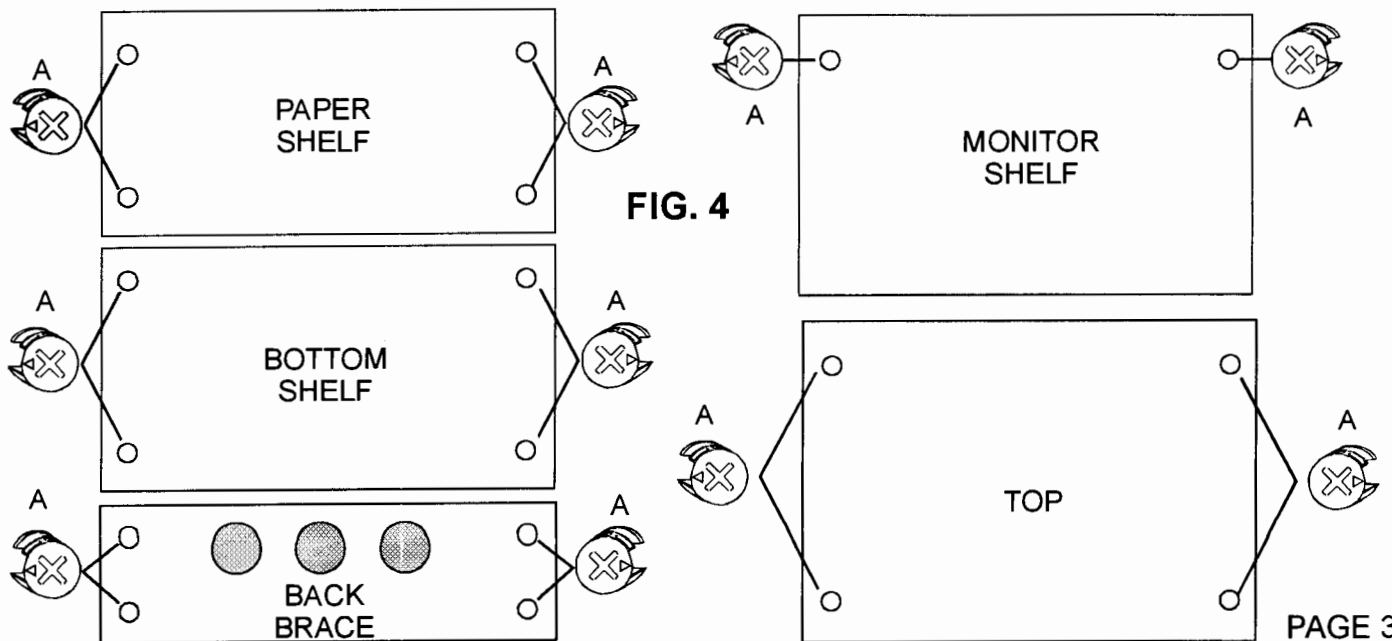
### 3. PREPARE PARTS

Lay RIGHT and LEFT SIDES on a flat, non-scratch surface, holes facing up. FIG. 3 Install (9) CONNECTING CAM BOLTS (B) to positions as shown. Insert (1) SHELF PIN to middle position in series of holes near center of panel. Align and attach (1) 12" RIGHT CABINET RAIL (K) to RIGHT SIDE using (3) 5mm EUROSCREWS (J). Repeat for LEFT SIDE using (1) 12" LEFT CABINET RAIL as shown. Set RIGHT and LEFT SIDES aside for later assembly.



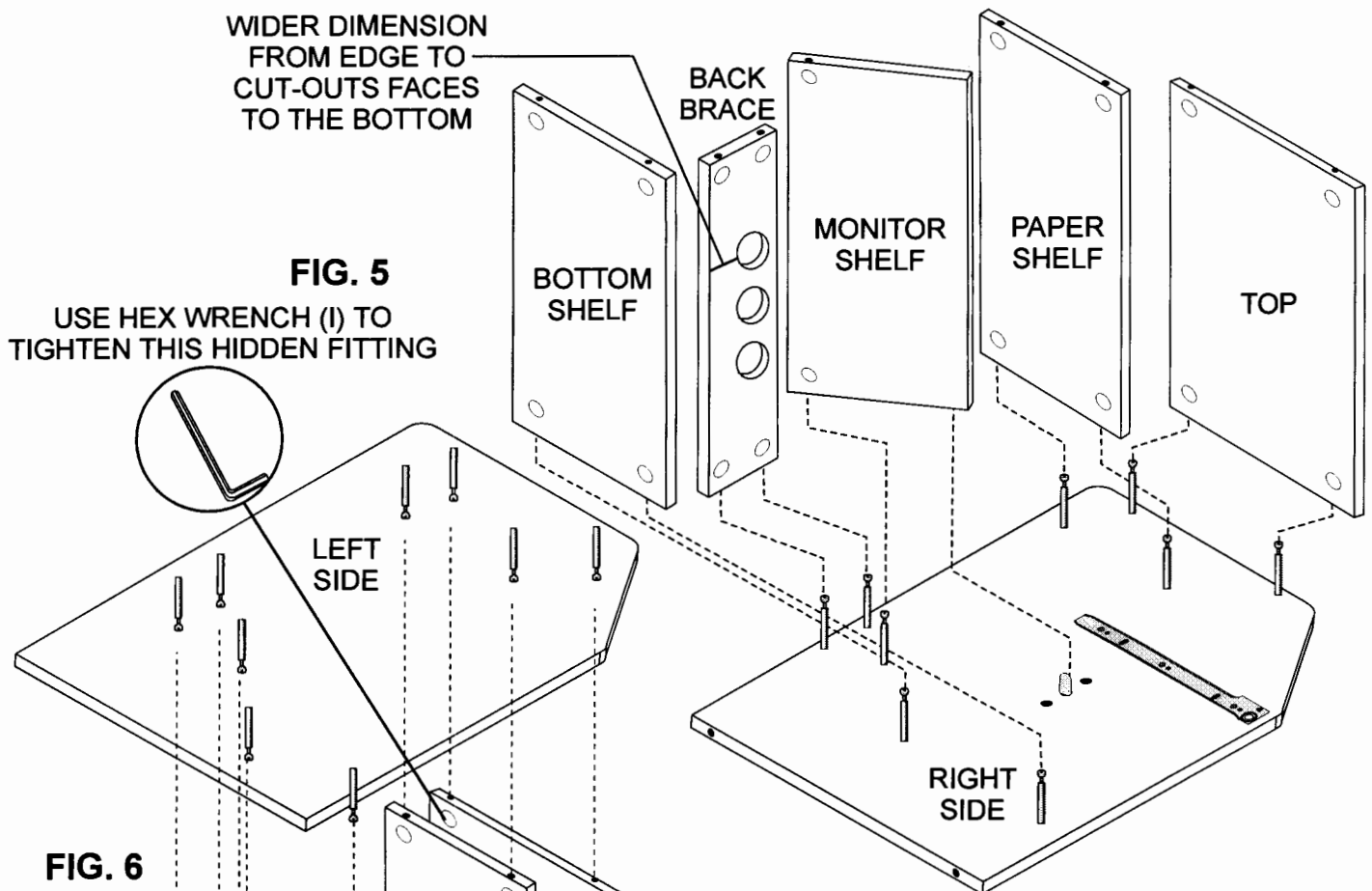
### 4. PREPARE PARTS

Lay PAPER SHELF, BOTTOM SHELF, BACK BRACE, MONITOR SHELF, and TOP on a flat, non-scratch surface, large holes facing up. Insert 16mm CAMS (A) into each panel as shown, insuring that ARROW on CAM points to edge with corresponding hole. FIG. 4



## 5. ASSEMBLE

Lay RIGHT SIDE on a flat, non-scratch surface, CONNECTING CAM BOLTS facing up. FIG. 5 Align and attach TOP. Tighten CAMS. Attach PAPER SHELF. Tighten CAMS. Attach BACK BRACE with wider dimension from edge to CUT-OUTS facing to the bottom of the unit. Tighten CAMS. Attach BOTTOM SHELF. Tighten CAMS. Attach MONITOR SHELF. NOTE: Insure that free end of MONITOR SHELF sits above (1) SHELF PIN (G). Tighten CAM. NOTE: All CAMS on internal parts must face in direction as shown.

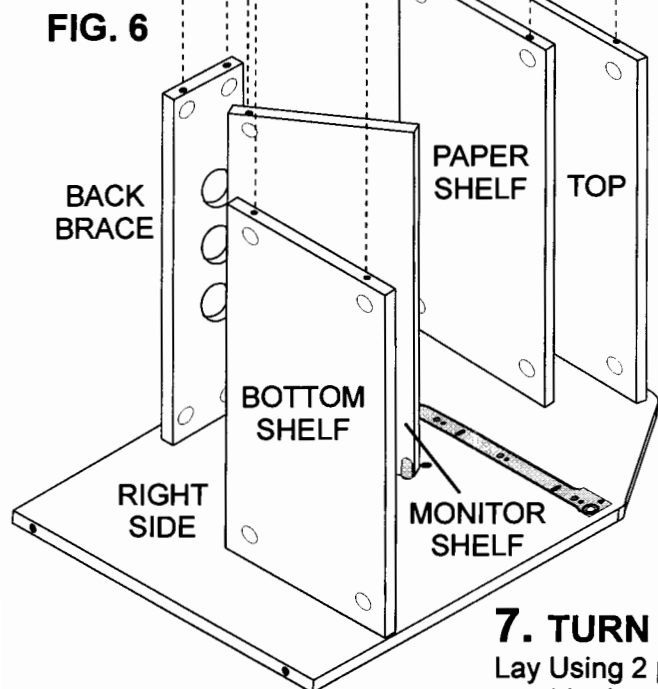


**FIG. 5**

USE HEX WRENCH (I) TO TIGHTEN THIS HIDDEN FITTING

## 6. ASSEMBLE

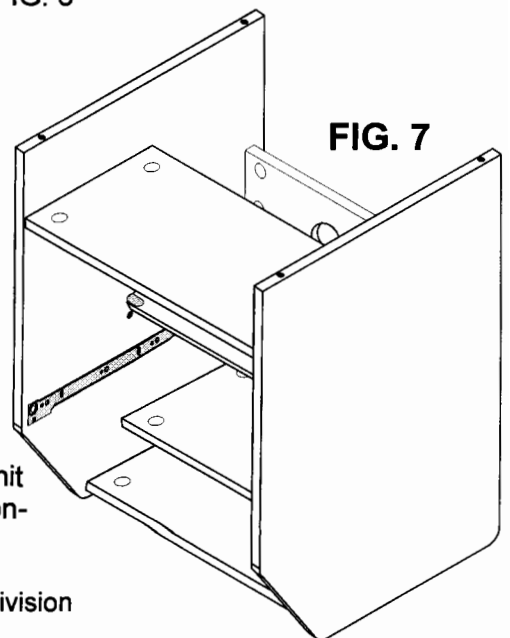
Lay Align and attach LEFT SIDE to TOP, PAPER SHELF, MONITOR SHELF, BACK BRACE, and BOTTOM SHELF. Tighten all CAMS. FIG. 6



**FIG. 6**

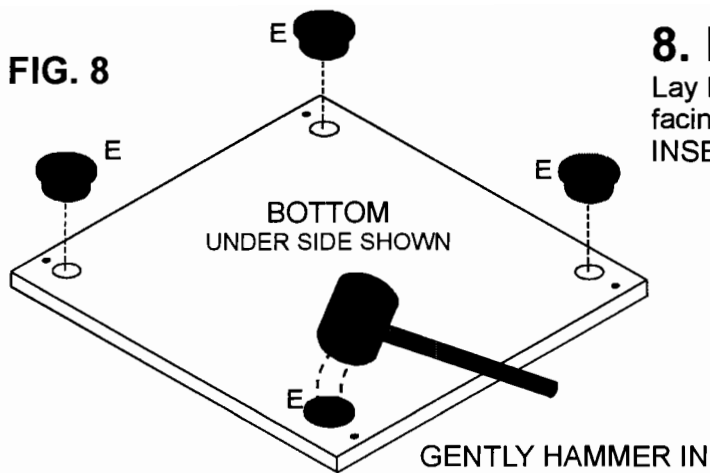
## 7. TURN UNIT ONTO TOP

Lay Using 2 people, carefully turn unit up-side down onto TOP on a flat, non-scratch surface. FIG. 7



**FIG. 7**

**FIG. 8**

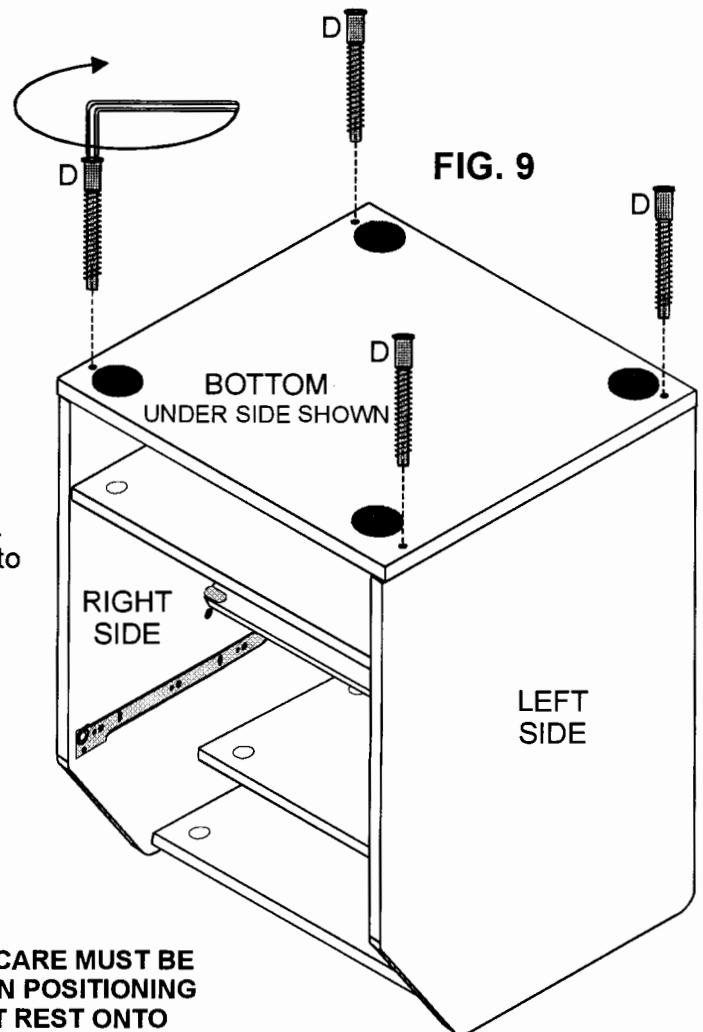


## 8. PREPARE BOTTOM

Lay BOTTOM on a flat, non-scratch surface, large holes facing up. FIG. 8 Align and gently hammer in (4) CASTER INSERTS (E) into large holes until seated against BOTTOM.

## 9. ASSEMBLE

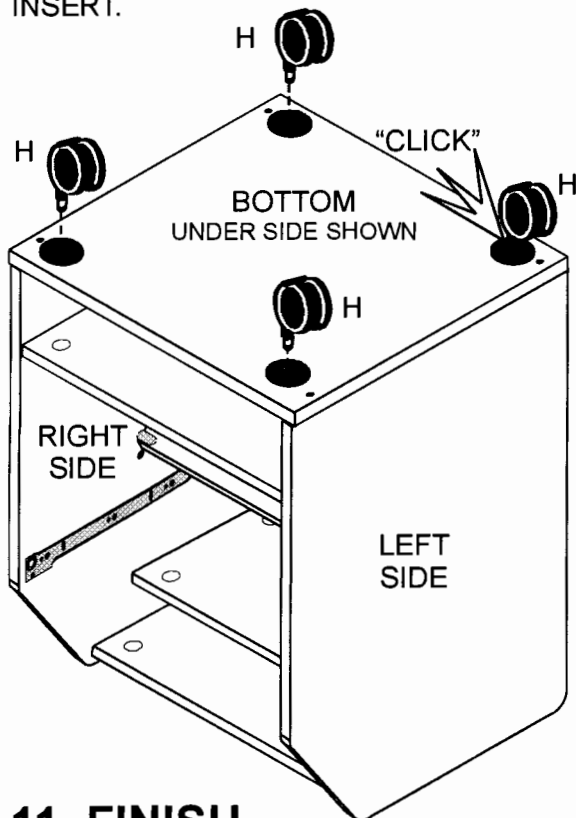
Align and attach BOTTOM to RIGHT and LEFT SIDES using (4) HEX SCREWS (D). FIG. 9 Tighten with HEX WRENCH (I) by turning clockwise.



**FIG. 9**

## 10. INSTALL CASTERS

Align and insert (4) CASTERS (H) into CASTER INSERTS. FIG. 10 Some force may be required to "click" CASTER into INSERT.

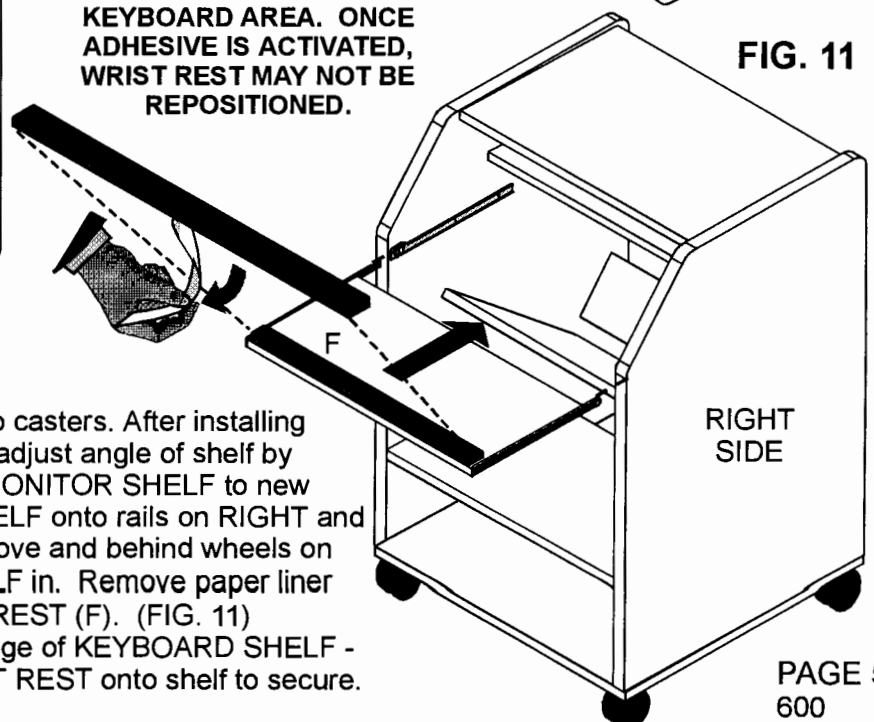


**FIG. 10**

**NOTE: CARE MUST BE TAKEN IN POSITIONING WRIST REST ONTO KEYBOARD AREA. ONCE ADHESIVE IS ACTIVATED, WRIST REST MAY NOT BE REPOSITIONED.**

## 11. FINISH

Using 2 people, carefully turn unit over onto casters. After installing computer monitor onto MONITOR SHELF, adjust angle of shelf by adjusting SHELF PINS (G) under front of MONITOR SHELF to new position. Align and install KEYBOARD SHELF onto rails on RIGHT and LEFT SIDES. Position wheel on RAILS above and behind wheels on CABINET RAILS. Push KEYBOARD SHELF in. Remove paper liner from adhesive strip on the back of WRIST REST (F). (FIG. 11) Carefully align WRIST REST along front edge of KEYBOARD SHELF - centering it from side to side. Press WRIST REST onto shelf to secure.



**FIG. 11**