Installation Guide

**Rest-A-Desk PRO Fully-Reclinable
Computer System and Accessories**

This product and manual is not intended as a substitute for professional medical advice, diagnosis or treatment. Consult a medical professional before making any major changes to your lifestyle.

Message from the Inventor

Dear Rest-A-Desk User,

Congratulations on your purchase of Rest-A-Desk! I designed this device to help alleviate and prevent back pain for computer users, although this accommodation will certainly be of comfort to anyone.

A few things to remember when using Rest-A-Desk:

1. Make sure the unit is properly setup before use. In order to ensure your painless experience from purchase to use, we have contracted with SPAR, Inc. to provide optional nationwide professional on-site setup of your Rest-A-Desk. If you have chosen professional setup, after your order ships you will receive your shipment tracking number and where to call to schedule the Rest-A-Desk unpacking and setup.

2. Chronic back pain is made worse by inactivity. The first thing a back doctor will tell you is, "Try to keep moving." *Fear avoidance* is when someone avoids situations that they fear will aggravate their symptoms.[1] As pain and fear are embraced, activity decreases, mobility and pain tolerance are reduced,[2] and the sufferer's condition can tumble into chronicity and disability.[3]

   You can be pro<u>active</u> about your pain by being as <u>active</u> as possible, which may only mean getting out of your bed or chair once an hour to move/walk a little. This can prevent your muscles from stiffening up, and will make your computing with Rest-A-Desk more pleasant as well.

3. Take care in following all instructions and warnings. Failure to do so will void the product warranty and seller's liability.

4. To prevent neck or eye strain, please take note of the ergonomic suggestions on p. 28 regarding the optimal adjustment of your monitor.

5. The first word in Rest-A-Desk is "rest." In order to fully enjoy the design benefits of Rest-A-Desk, train yourself to relax into your chair/bed and headrest/pillow. Adjust Rest-A-Desk so that you can both (a) reach your keyboard comfortably (while resting your arms is ideal); and (b) view your monitor comfortably, without being tempted to raise your head or neck off your pillow/headrest. Let gravity be your friend. Periodically adjusting your angle of recline (don't forget to also readjust your keyboard and monitor!) is also a good way to give your back a break.

6. Because your pain relief is our mission, we offer a 30-day money-back guarantee. This way, you have time to enjoy your Rest-A-Desk and still contact us if there is anything that we can do to exceed your expectations with Rest-A-Desk.

   Did you know?

   A. Customers are more likely to tell friends about bad experiences than good experiences

   B. A company's true brand reputation comes from how they address customer concerns

   Before sharing your opinion on Rest-A-Desk with others (in person or online), please kindly give us a chance to resolve any of your concerns with ordering, product, or service. You can reach me directly at jeffg@restadesk.com.

Cheers,

Jeff

Jeff S. Gauer, Ph.D.

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[1] Troup, Foreman, Baxter & Brown, 1987; Waddell, Sommerville, Henderson, Newton & Main, 1993.
[2] Linton & Hallden, 1998; Linton, Buer, Vlaeyen, & Hellsing, 2000; Symonds et al., 1996.
[3] Cinciripini & Floreen, 1982; Ready, Sarkis, & Turner, 1982; Waddell, 1992; Weiser, 1997.

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Rest-A-Desk™

The purpose of this guide is to describe attaching the Rest-A-Desk base to the dual-channel column support arm.

Parts Reference

The following parts and hardware are included:

Item #	Description	Qty
1	Aluminum Base Plate with 8 Sets of Inset Thru-Holes	1
2	Aluminum Dual-Channel Support Column	1
3	Top Cap with Hex Key	1
4	Screws for Top Cap	4
5	Hey Key for Base Plate	1
6	Screws for Base Plate	4
7	Rest-A-Desk clear stickers (sheet of 3)	1

*See *Installation Note* below for hardware application.

Tools Required: Screws and hex keys (provided).

Installation Note: The column threads are aluminum (not the hardest of metals), so take care not to force or strip the threads.

Warning Always set Rest-A-Desk under a bed/chair leg or other item that weighs at least 90 lbs. (41 kg.). Never use Rest-A-Desk with a light chair or rocking chair unless the base is weighted down by something at least 90 lbs. (41 kg.). Failure to comply will void the product warranty and the seller's liability.

1. The base has as eight (8) sets of thru-holes, to allow you to place Rest-A-Desk on the left- or right side of your recliner or bed. Decide where you want your Rest-A-Desk, then select the correct set of holes. The diagram on the right shows the direction of your arms (e.g., the channel open sides).

2. Using the hex wrench provided, tighten four (4) screws (inset side) into the column. Take care not to strip the column threads. Do not over-tighten (hand tighten only).

Insert the screws into the base, then carefully tighten the screws

3. Place the base and column under a bed/chair leg or other item that weighs at least 90 lbs. (41 kg.). If the base is too long to place under the head of your bed, set it up from the foot of your bed. Never use Rest-A-Desk with a light chair or rocking chair unless Rest-A-Desk is weighted by something at least 90 lbs. (41 kg).

4. After mounting your arms and computer holder, add the top cap and tighten using the four (4) screws and hex wrench provided. A typical installation is shown on the right:
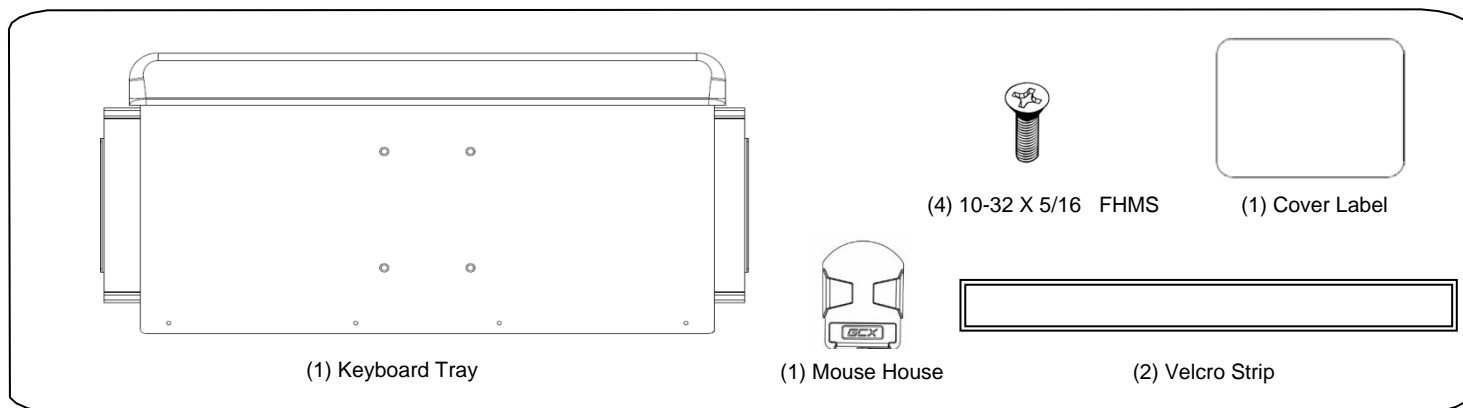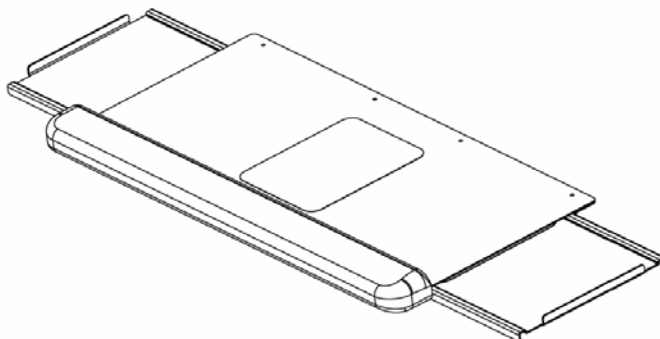

5. Three clear Rest-A-Desk stickers are included in your order. Feel free to place two stickers on the flat sides of the column.
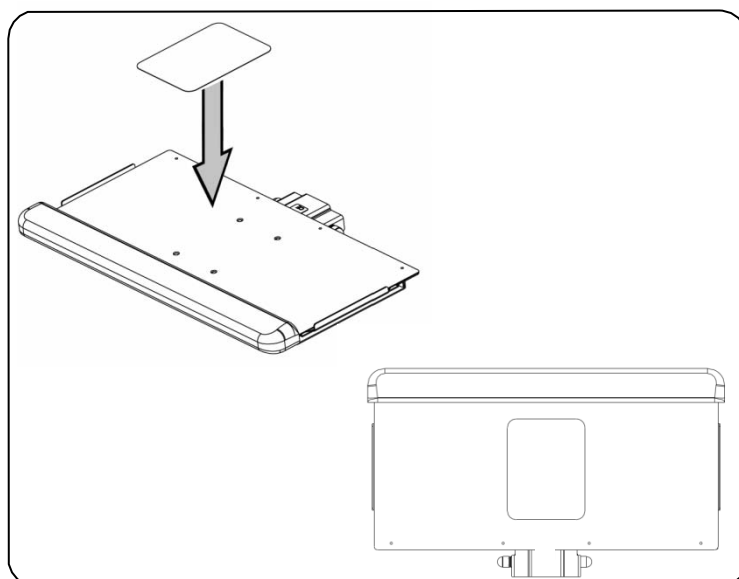
![Rest-A-Desk™ logo]
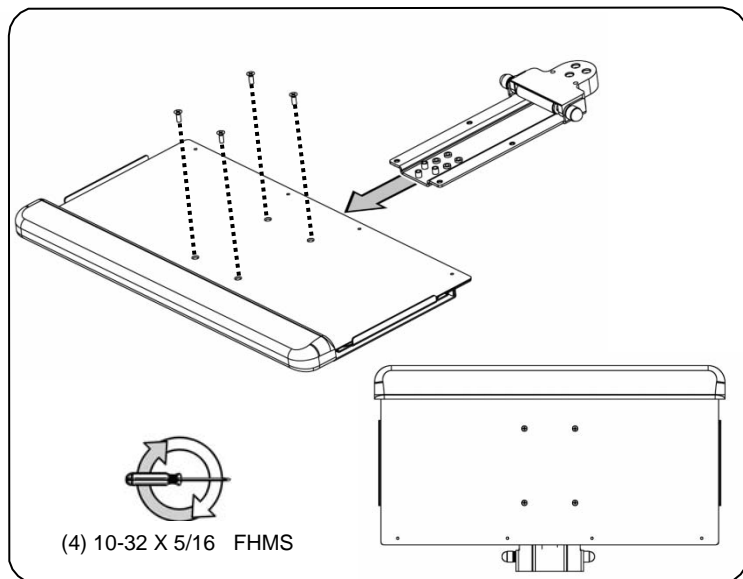
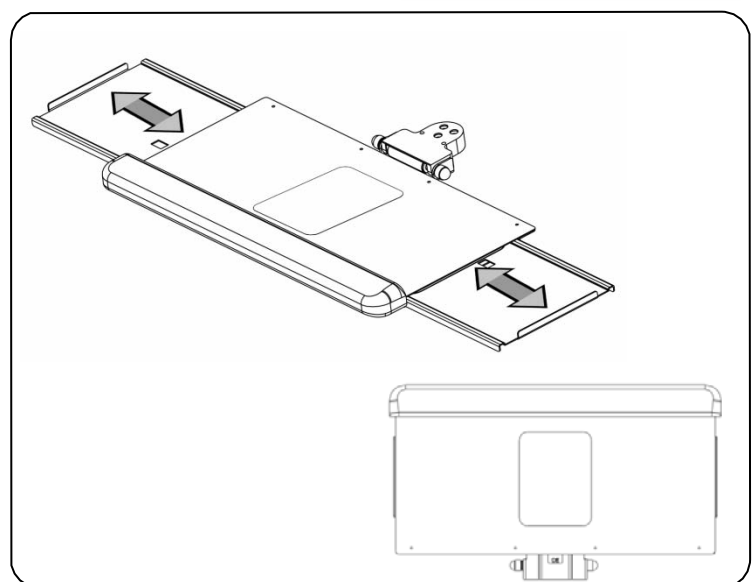# Installation Guide
Keyboard Tray for RADKBD w/Wrist Rest, Slide-Out Mouse Trays and Mouse House

(4) 10-32 X 5/16 FHMS

(1) Cover Label

(1) Keyboard Tray

(1) Mouse House

(2) Velcro Strip

Installation Note: *clean all surfaces before applying label and Velcro strip's*

(4) 10-32 X 5/16 FHMS

1st

2nd

(2)Velcro Strip

Keyboard Available for Purchase Separately

Velcro Strips

Bottom view

1st
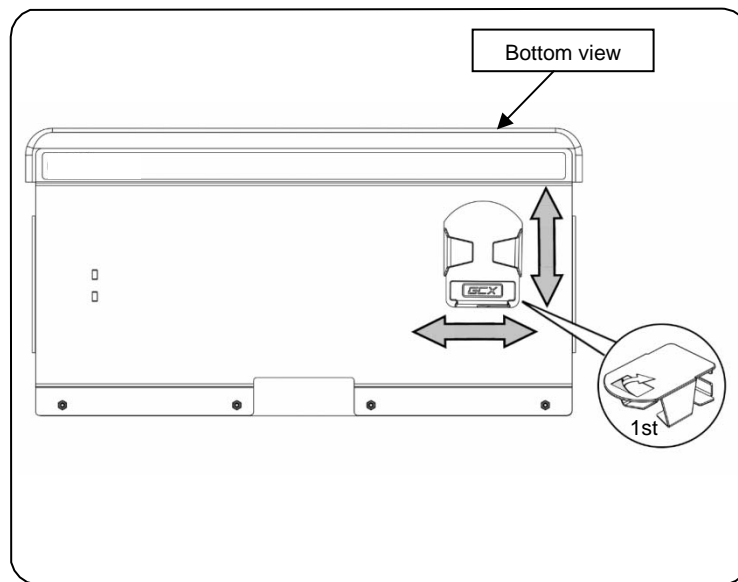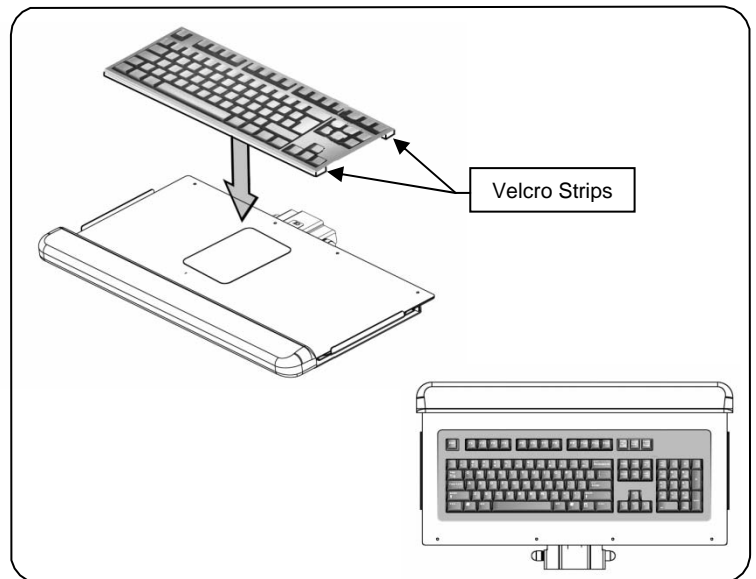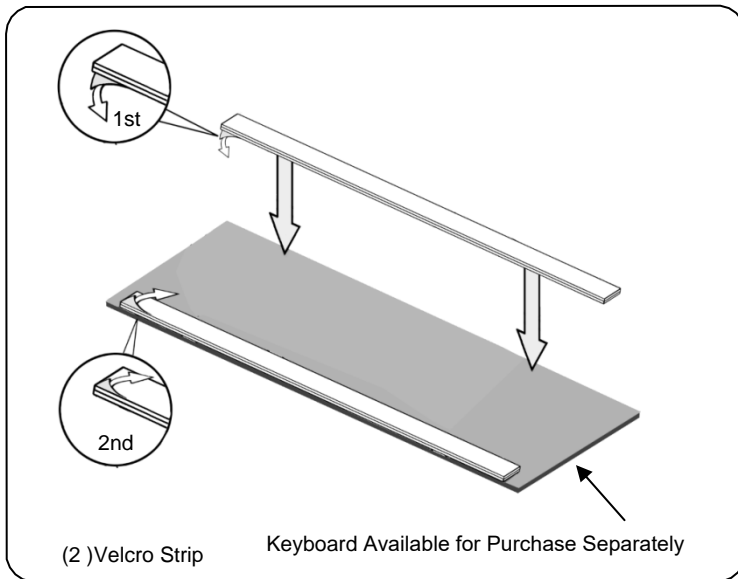
Routine Maintenance

Periodically inspect all fasteners associated with the mounting assembly. Tighten or adjust as necessary for optimal operation and safety.

Cleaning the Mounting Assembly

1. The mounting assembly may be cleaned with most mild, non-abrasive solutions commonly used in the hospital environment (e.g. diluted bleach, ammonia, or alcohol solutions).
2. The surface finish will be permanently damaged by strong chemicals and solvents such as acetone or trichloroethylene.
3. Steel wool or other abrasive material should never be used.
4. Damaged caused by the use of unapproved substances or processes will not be warranted. We recommend testing of any cleaning solution on a small area of the mounting assembly that is not visible to verify compatibility.
5. Never submerge or allow liquids to enter the mounting assembly. Wipe any cleaning agents off the mounting assembly immediately using a water-dampened cloth. Dry the assembly thoroughly after cleaning.

CAUTION: Rest-A-Desk makes no claims regarding the efficacy of the listed chemicals or processes as a means for controlling infection. Consult your hospital's infection control officer or epidemiologist. To clean or sterilize mounted devices or accessory equipment, refer to the specific instructions delivered with those products.

Installation Guide
RADKA Keyboard Arm and RADKT Keyboard Tray

Install Time: 10-15 minutes

The purpose of this manual is to describe general installation and adjustment procedures for the RADKA arm and RADKT tray. This manual should be used in conjunction with any keyboard-specific installation guides used in mounting the keyboard. Please read this manual and all keyboard-specific installation material before installing or using this product.

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1.0   Parts Reference

The following parts and hardware are included with this installation kit and labeled accordingly:

Item #	Description	Qty
1	RADKA Keyboard Arm with Folding Keyboard Bracket	1
2	1/8" Hex Wrench	1
3	Adjustable Stop	1

2.0　Tools required

The tools listed below are required to install and adjust the RADKA keyboard arm.

Provided

- 1/8" Hex Wrench

Not Provided

- #2 Phillips Screwdriver
- 1/2" (13mm) Socket Wrench
- 1/2" Open End, Boxed or Second Socket Wrench
- 3/4" (19mm) Socket Wrench
- Scissors, utility knife or similar cutting tool

3.0　Installation and Maintenance Warnings

This section contains warnings regarding the installation and maintenance of the arm. This section must be read in its entirety before installing and maintaining the arm. Failure to follow these warnings may result in damage to equipment or injury to personnel and may void product liability claims.

⚠️ **Warnings**

- Do not position the arm or mounted keyboard above a patient. Note that the arm has a wide range of motion both up/down and side to side. Please consider carefully the proximity of the mounting assembly to other furniture, equipment, and the user. If being used in a medical setting, we recommend that risk management personnel verify that the application is appropriate prior to installation and use of the arm.

- Before the arm is mounted to the column, verify that the channel has been installed and approved in accordance with the column installation guide.

- Ensure that the weight of the keyboard tray and keyboard being mounted are within the weight limit of the arm - 10 lbs (4.5kg).

- Do not use power tools to make any adjustments on the keyboard arm.

- The mounted keyboard or arm may move suddenly due to normal wear or improper adjustment of the tilt and swivel functions (see Sections 6.4 and 6.5), improper counterbalance (Section 6.1) or ultimately, gas spring end of life. The gas spring has a limited life span and will lose some strength over a long period of time. The arm should be inspected and maintained at least once a year. This inspection must include the steps outlined in Section 6.0.

- Due to risk of personal injury or damage to the equipment, the arm housing must never be disassembled by non-manufacturer personnel. Failure to comply comply will void the product warranty and the supplier's liability.

- Note that the arm has a wide range of motion both up/down and side to side. Please consider potential pinch points that may cause personal injury.
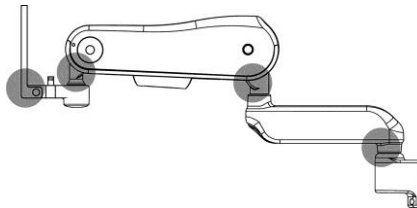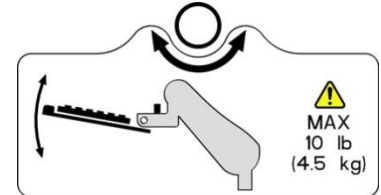
- Remove the keyboard and/or keyboard tray only when the arm is at the highest position. Due to the counter balance function, the arm may naturally rise to the highest position when weight is removed. This can happen suddenly if the weight is removed at any height other than the highest point.

4.0 Installing the Keyboard Arm on the Column

4.1 Install one adjustable stop from the column top, and slide down inside the channel to the desired mounting height. After making sure the adjustable stop is level, tighten the center screw with a #2 Phillips screwdriver to secure in place.

Adjustable Stop
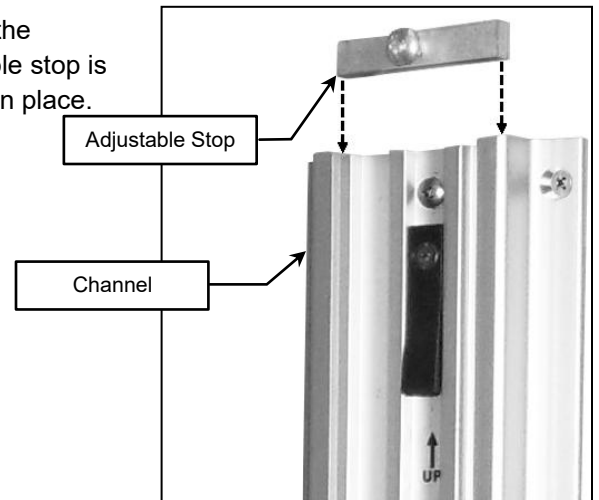
Channel

4.2 While supporting the bottom of the arm, guide the slide into the top of the column channel (right) and position it directly above the Adjustable Stop. **Installation Note:** The RADKA Arm with Extension may require additional support under the extension while mounting in the channel.

Installation Note: The column channel is tight, but the RADKA Keyboard Arm will slide along the channel. You may find it helpful ask another person to help move the arm. To get movement down the channel, you may find it helpful to stand on the base and wiggle the arm side-to-side or forward/backward .

3/4"(19mm)

Adjustable Stop

Extension

Slide

Adjustable Stop
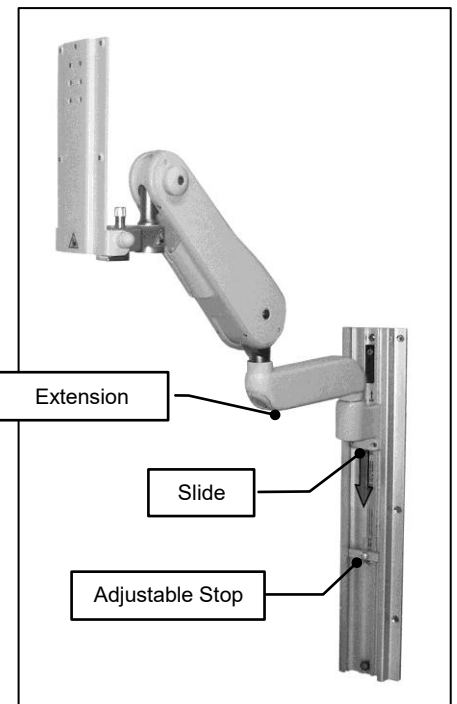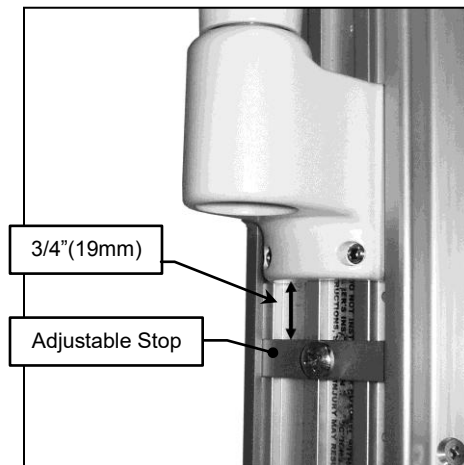
4.3 Using a 1/8" hex wrench (supplied), tighten (clockwise) the (2) set screws in the slide to secure the arm in position.

Installation Note: There will be resistance when turning the (2) set screws due to the locking patch material on the threads. The screw tips must be driven against the column channel to secure the arm.

1/8" Hex Wrench

Set Screws (2)
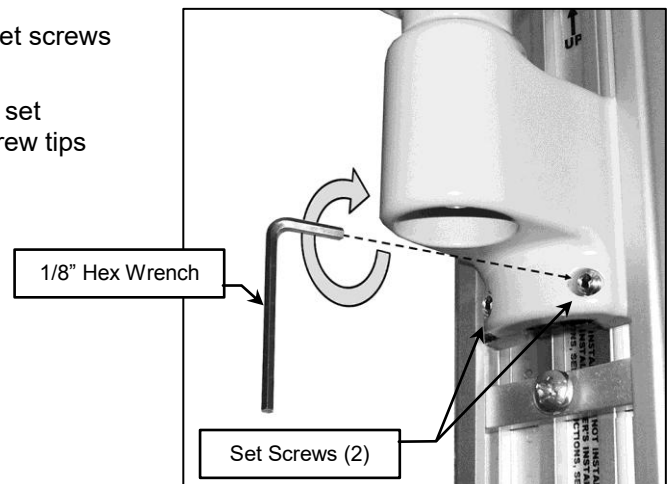
5.0   Adjusting the Arm

⚠ **Caution:** Before the RADKA arm is properly adjusted, be sure the weight of the keyboard and tray on the arm can be supported while making adjustments. Use more than one person if required. Some of the following pictures do not show the mounted keyboard for detail purposes.

Installation Note: Adjustments are factory pre-set for a keyboard and tray weighing approximately 7.3 lbs. (3.3kg). Adjustments to counterbalance, friction, tilt tension and pivot tensions may all be required to achieve a proper installation. Detailed instructions for making adjustments follow in the sections below. When properly adjusted the arm will maintain position throughout the height range and can be positioned safely and with a desired feel throughout the full range of motion. Refer to the Routine Maintenance Check List , section (9), for a quick guide to these functional checks.

5.1   **Counterbalance Adjustment –** Before re-setting the counterbalance, first use a 3/4" socket wrench to loosen (clockwise) the friction adjustment screw (lower right view) until the washer under the screw spins freely. Do not remove the adjustment screw. Place approximately 5 lbs additional weight on top of the mounted keyboard tray (shown below), then grasp the tray and move the arm to a level horizontal position. Using a 1/8" hex wrench, tighten (clockwise) or loosen (counter clockwise) the adjustment screw. The adjustment screw is located under the center pivot point on the RADKA Arm with Extension. Counterbalance is correctly adjusted when the mounted keyboard tray with keyboard and the extra 5 lbs weight can be moved up or down with minimal force and does not rise or fall after releasing the arm. The full range of adjustment is approximately 18 turns.


1/8" Hex Wrench
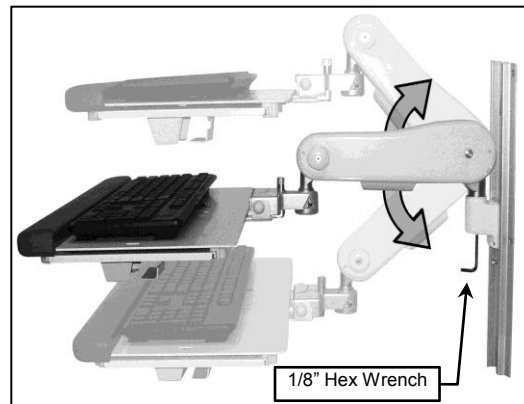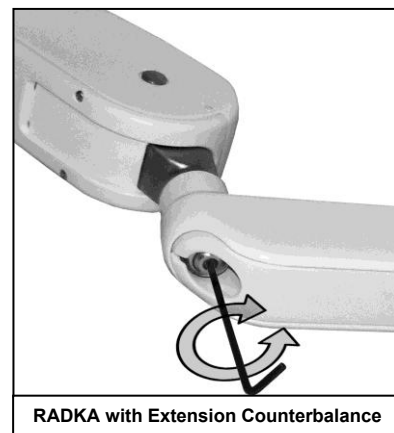
Counterbalance

RADKA with Extension Counterbalance

5.2   **Installation Note:** The arm is designed to maintain position throughout the height range, while providing resistance to the approximately 10 to 20 lbs of downward force that is applied when the user rests their wrists on the tray while typing. This resistance is provided by increasing friction within the arm.

Friction Adjustment: Before starting the friction adjustment, first remove the additional 5 lbs of weight placed on top of the keyboard – but be careful because the arm will rise up when the weight is removed. Using a 1/8" hex wrench, tighten (clockwise) the friction adjustment screw to approximately 15-30 in-lbs. Do not over-tighten the friction adjustment screw. The friction is correctly adjusted when the arm will stay located at any position throughout the height range, and the user can comfortably rest their wrists on the keyboard tray without the arm moving in the downward direction.

Friction Adjustment Screw
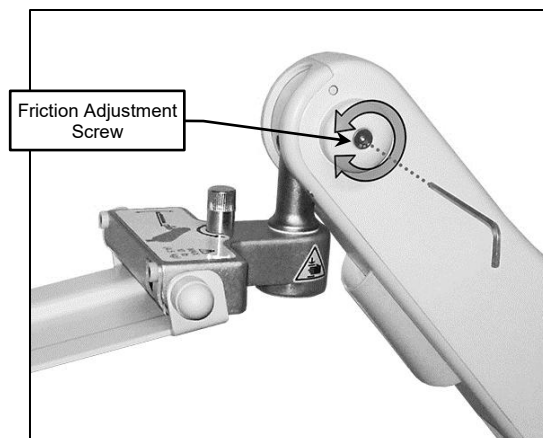
5.3   Tilt Adjustment– The angle at which the keyboard tray sits when folded down for use can be adjusted between +10° and -10° from level. To adjust the tilt angle, slightly raise the keyboard tray and then turn the Adjustment Knob, clockwise to decrease the angle or counter-clockwise to increase the angle. Lower the tray back down to verify the new tilt angle. Repeat this process until the desired tilt angle is achieved.
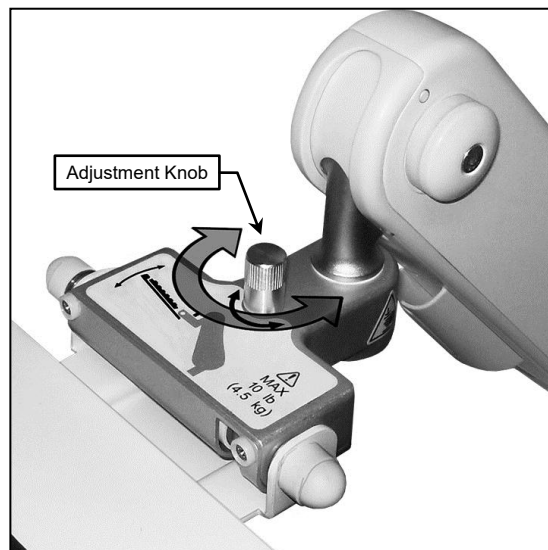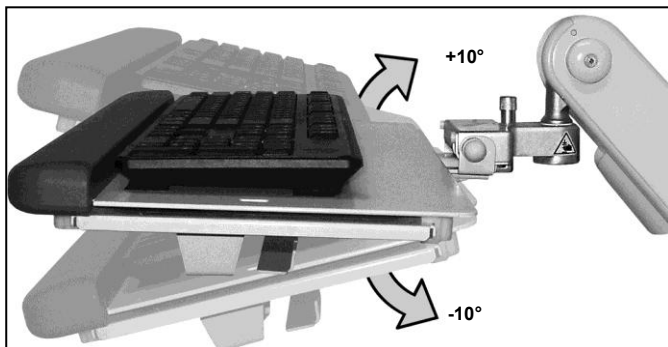
5.4   Folding Tension Adjustment – If the keyboard tray becomes difficult to fold up into the vertical position, or will not maintain the folded up position, then adjust the folding tension. Start by removing both protective caps covering the folding tension adjustment bolt. Using a 1/2" (13mm) wrench on each end of the bolt and nut assembly, tighten or loosen the folding tension adjustment bolt until the desired folding tension is achieved. Replace the protective caps when done.
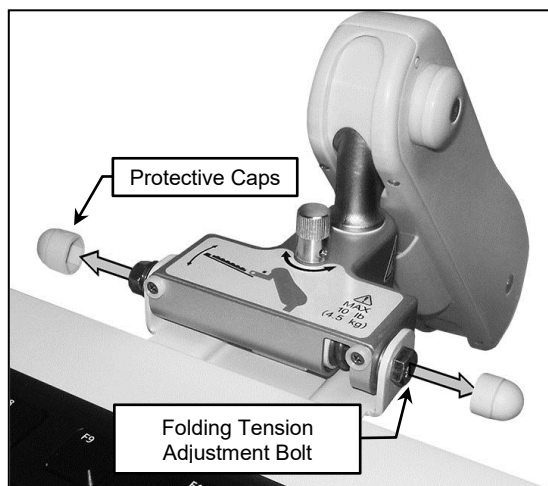
5.5   Swivel Tension Adjustment – Remove the swivel cap by inserting the end of the 1/8" hex wrench into the swivel cap and rotating outward (Fig. A) or by pulling straight down on the cap (Fig. B). Tighten (+) or loosen (-) the swivel tension nut with a 1/2" or a 13 mm socket wrench until desired tension is achieved (Fig. C). Do not remove the swivel tension nut. Total adjustment is approximately 1/2 turn. Snap the swivel cap back into place.
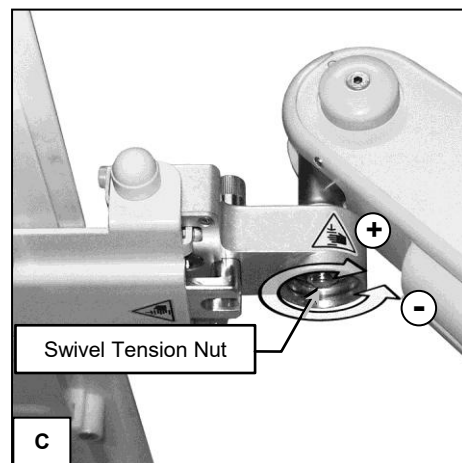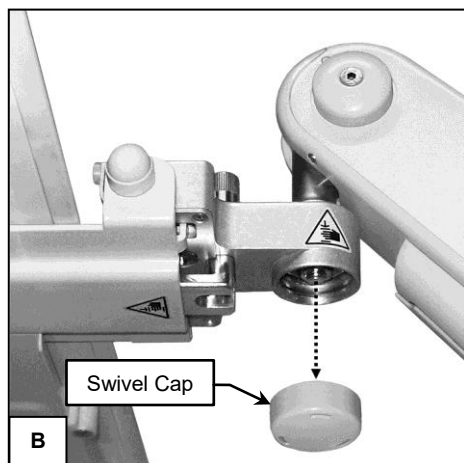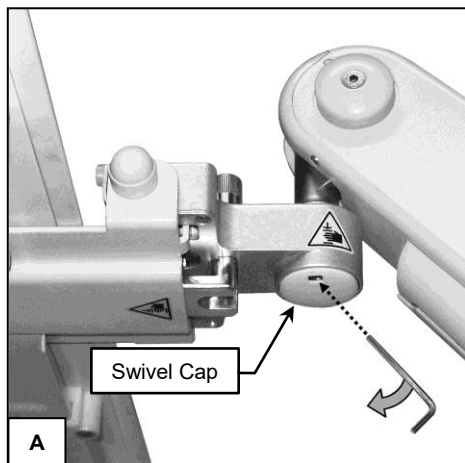
5.6 **Rear Pivot Tension Adjustment** – To adjust the tension at the rear pivot point (closest to channel), tighten (+) or loosen (-) the pivot tension nut with a 3/4" or a 19 mm socket wrench until desired tension is achieved. Do not remove the pivot tension nut.
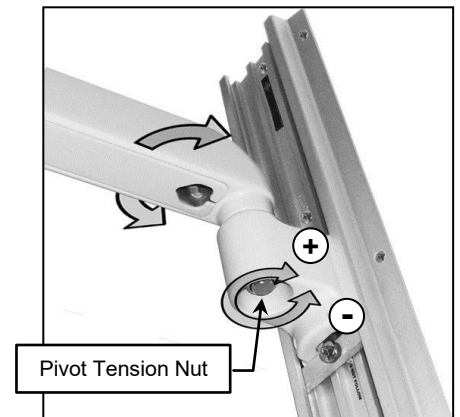
Pivot Tension Nut

5.7 **Center Pivot Tension Adjustment (RADKA with Extension**)- Insert finger into the front of the cable cover and pull down to remove (Fig. A). Tighten (+) or loosen (-) the pivot tension nut with a 3/4" or a 19 mm socket wrench until desired tension is achieved (Fig. B). Push the cable cover up into the arm until the tabs on the side of the cable cover snap into place (Fig. C). Do not remove the pivot tension nut.

Installation Note: For optimal arm performance and ease of movement, the rear pivot tension should be adjusted slightly tighter than the center pivot tension.

Cable Cover

A

Pivot Tension Nut

B

Cable Cover Tabs

C
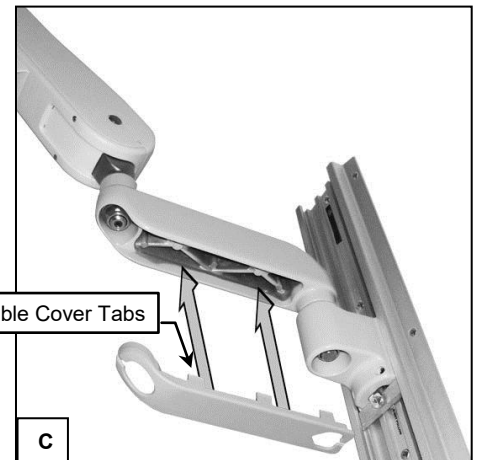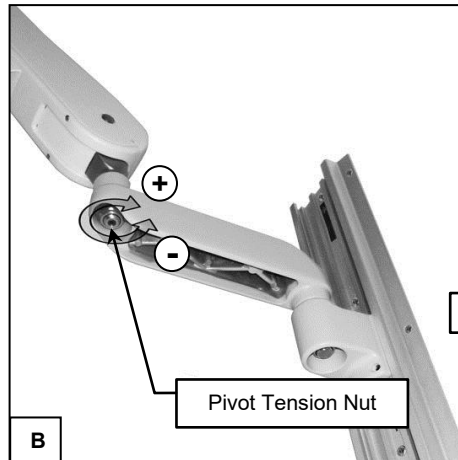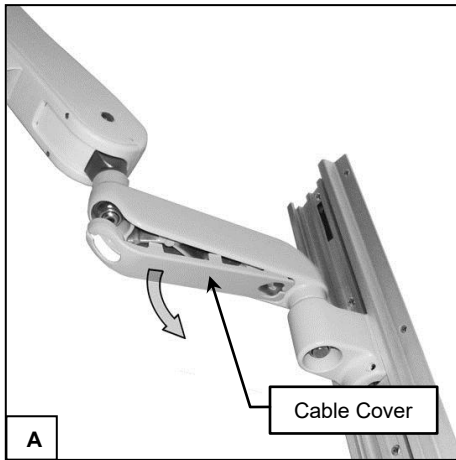
6.0 Cable Management

6.1 RADKA Cable Management- The RADKA keyboard arm has two cable management features that allow placement and routing of cables.

6.1.1 A flexible cable guide beneath the arm manages cables going between the front and rear of the arm. To install cables, use your thumb and press cables through the center seam of the cable guide (see Fig. A below).

**6.1.2** A "pass-through" channel slide allows cables to run behind the arm within the channel. **Note:** If cable connectors are too large to fit through the pass-through, try placing the cables in the path of the slide before installing the arm in the channel.

⚠️ **Caution**

Keep fingers outside of cable guide when installing cables.

A

Press cables into cable guide with thumb.

Cable Guide

Pass-through Slide

VHM-25 Cable Routing
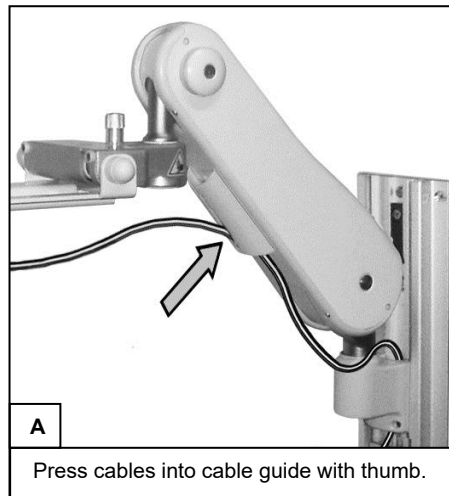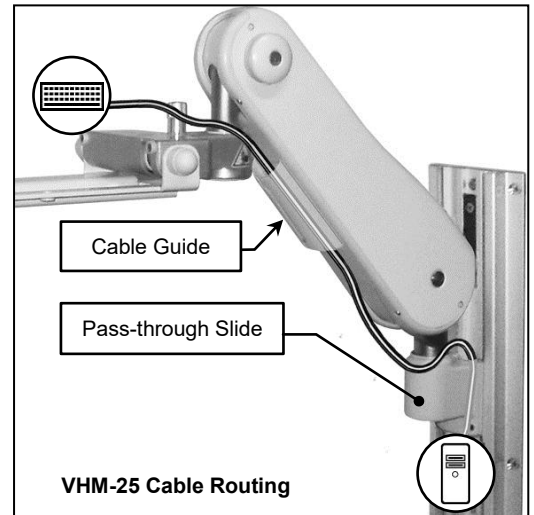
6.2 RADKA keyboard arm- The RADKA keyboard arm has three cable management features that allow placement and routing of cables.

6.2.1 A flexible cable guide beneath the arm manages cables going between the front of the arm and the extension. To install cables, use your thumb and press cables through the center seam of the cable guide (see Fig. A above).

6.2.2 An open cavity beneath the extension with a removable cable cover manages cables going between the arm and the pass-through slide. To install cables, remove the cable cover by inserting finger into the front of the cable cover and pulling down (Fig. B). Push the cables into cable cover access holes as shown (Fig. C). Reinstall the cable cover by pushing it up into the arm until it snaps into place (Fig. D).

6.2.3 A "pass-through" channel slide allows cables to run behind the arm within the column. **Note:** If cable connectors are too large to fit through the pass-through, try placing the cables in the path of the Slide before installing the arm in the Channel.


B

C

D

Cable Guide

Cable Cover

Pass-through Slide

RADKA keyboard arm

Correct cable placement.

Pinch Point

Incorrect cable placement.
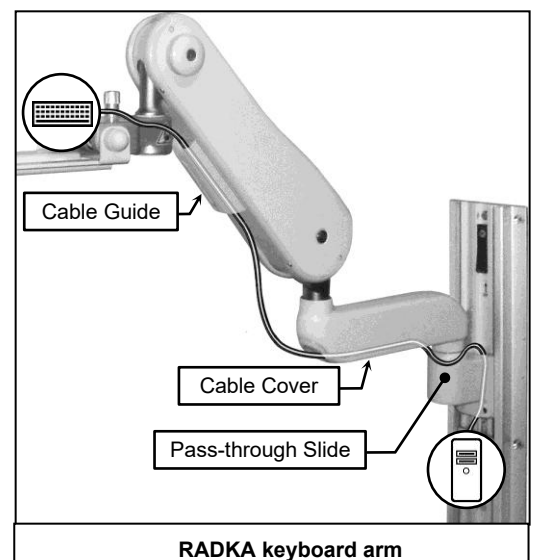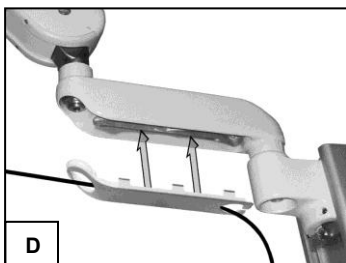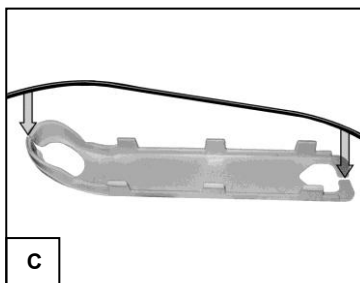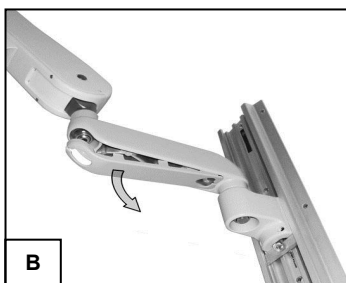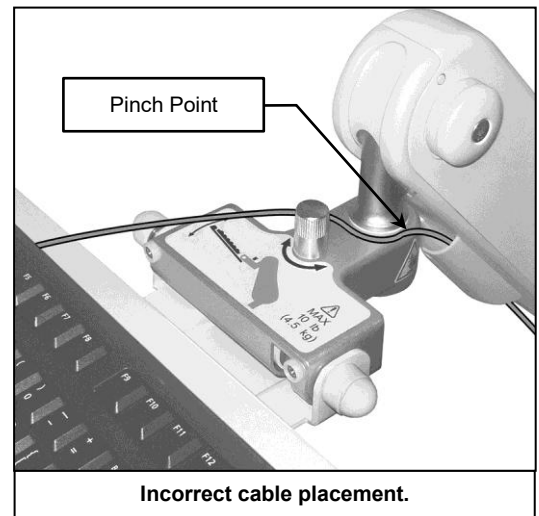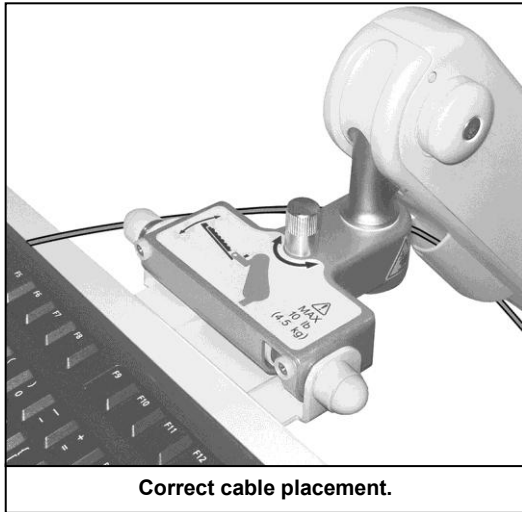
7.0 Routine Maintenance

The RADKA keyboard arm should be inspected and adjusted at least once a year. This inspection must include the steps listed in the checklist below:

✓	Routine Maintanance Checklist	Section
	With the keyboard tray and keyboard mounted, move the arm through its entire vertical range of motion. The load should maintain its position at every point in the travel of arm. If necessary, the counterbalance and friction mechanisms may be adjusted.	6.1, 6.2
	Grasp the mounted keyboard tray and fold it up and down through its entire range of motion. There should be enough tension or resistance in the folding mechanism to prevent the keyboard from folding down unexpectedly when not in use. If necessary, the folding tension may be adjusted.	6.4
	Grasp the mounted keyboard tray and swivel it from side to side. The tray should swivel with some tension or resistance, not loosely. If necessary, the swivel tension may be adjusted.	6.5
	Grasp the Arm and pivot it from side to side at the rear attachment. The arm should pivot with some tension or resistance, not loosely. If necessary, the pivot tension may be adjusted.	6.6
	Grasp the Arm (RADKA) and pivot it from side to side at the center attachment. The arm should pivot with some tension or resistance, not loosely. If necessary, the pivot tension may be adjusted.	6.7
	Inspect fasteners for looseness. Tighten as required for optimal operation and safety.	4.1,4.3

8.0 Cleaning the Arm

The RADKA keyboard arm may be cleaned with most mild, non-abrasive solutions commonly used in the hospital environment (e.g. diluted bleach, ammonia, or alcohol solutions).

The surface finish will be permanently damaged by strong chemicals and solvents such as acetone and trichloroethylene.

Steel wool or other abrasive material should never be used.

Damage caused by the use of unapproved substances or processes will not be warranted. We recommend testing any cleaning solution on a small area of the arm that is not visible, to verify compatibility.

Never submerge or allow liquids to enter the arm. Wipe any cleaning agents off of the arm immediately using a water-dampened cloth. Dry the arm thoroughly after cleaning.

CAUTION: Rest-A-Desk makes no claims regarding the efficacy of the listed chemicals or processes as a means for controlling infection. Consult your hospital's infection control officer or epidemiologist. To clean or sterilize mounted instruments or accessory equipment, refer to the specific instructions delivered with those products.

9.0 Troubleshooting the Arm

Symptom	Possible Cause	Remedy
Mounted keyboard tray and keyboard does not appear level or parallel to the floor.	Channel not plumb. Check with level.	Adjust Channel to plumb, or reinstall Channel.
	Weight of keyboard tray and keyboard not compatible with Load Rating of the Arm.	Mount on arm with compatible Load Rating.
	Swivel hardware loose.	Adjust Swivel Tension Nut (section 6.5).
	Pivot hardware loose.	Adjust Pivot Tension Nut (section 6.6 or 6.7).
	Mounting surface (e.g. wall, side of anesthesia machine, etc.) not structurally sound (does not hold mounting hardware).	Mounting surface must be reinforced or Channel must be relocated.
	Channel loose at mounting surface.	Check for plumb and tighten, or relocate (reinstall) Channel.
Mounted keyboard tray and keyboard drifts up or down.	Arm not counterbalanced correctly for weight of the keyboard tray and keyboard.	Perform counterbalance and friction adjustments (section 6.1 and 6.2).
	Weight of mounted keyboard tray and keyboard not compatible with Load Rating of Arm.	Use arm with compatible Load Rating.
Mounted keyboard tray and keyboard are too difficult or too easy to move up or down.	Arm not counterbalanced correctly for weight of keyboard tray and keyboard.	Perform counterbalance and friction adjustments (section 6.1 and 6.2).
Arm pivots too freely.	Pivot tension is too loose.	Adjust Pivot Tension (section 6.6 or 6.7).
Arm is difficult to pivot.	Pivot tension is too tight.	
Keyboard tray and keyboard swivels too freely.	Swivel tension is too loose.	Adjust Swivel Tension (section 6.5).
Keyboard tray and keyboard is difficult to swivel.	Swivel tension is too tight.	
Keyboard tray and keyboard is difficult to fold up.	Folding tension is too tight.	Adjust Folding Tension (section 6.4).
Keyboard tray and keyboard will not maintain folded up position.	Folding tension is too loose.	
Arm inadvertently slides down Channel.	Set Screws (2) in Slide are loose.	Reposition Arm, tighten set screws in slide, and secure Adjustable Stop (section 4.2 and 4.3).
	Adjustable Stop is loose or missing.	Install or secure Adjustable Stop (section 4.1).

Handle for Flat Panel Displays 11.5-18.5" (29-47 cm) Wide (RADSMH)
Handle for Flat Panel Displays 18.5-27" (47-69 cm) Wide (RADWMH)

Installation Note: The Handle is designed to mount directly to the rear of a flat panel display with a 75mm x 75mm VESA mounting pattern. Displays with a 100mm x 100mm mounting pattern require Mounting Kit for 75/100m VESA Compatible Flat Panel Displays. The Handles are adjustable to fit typical flat panel displays from 11.5-18.5" (29-47 cm) wide (not diagonal measurement).

The purpose of this guide is to describe attaching the handle to a flat panel display. If you are using your monitor arm (RADMA) without monitor handles, proceed to the next section.

Parts Reference

The following parts and hardware will be used in this procedure:

Item #	Description	Qty
1	Handle Assembly	1
2	M4 x 12mm Pan Head Machine Screw (PHMS)	4
3	M4 x 14mm PHMS	4
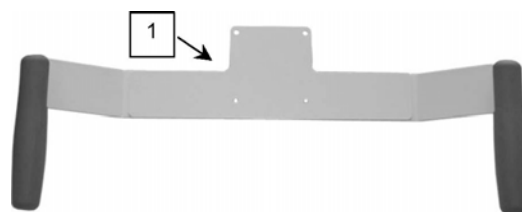
Tools Required: Phillips screwdriver, 3/8" wrench or nut driver.

Attaching the Monitor Handles to a Flat-Panel Display

1. Using a 3/8" nut driver or wrench, loosen the four (4) adjustment screws. This allows the handle assembly to be adjusted to the width of the display while being mounted. Do not fully tighten the individual handles until the assembly has been mounted between the display and mounting plate.

Loosen Adjustment Screws (4)
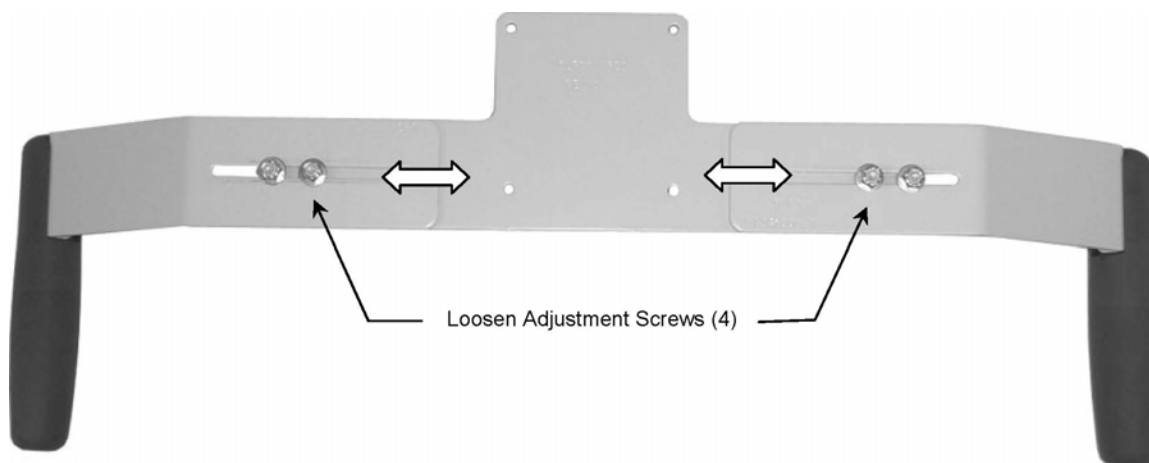
2. Fasten Handle to rear of display with four (4) M4 PHMS as shown in examples below. Handle may be attached with grips up or down as shown below. See Installation Note on page 1 and illustration at bottom of this page for use with a display with a 100x100mm mounting pattern.
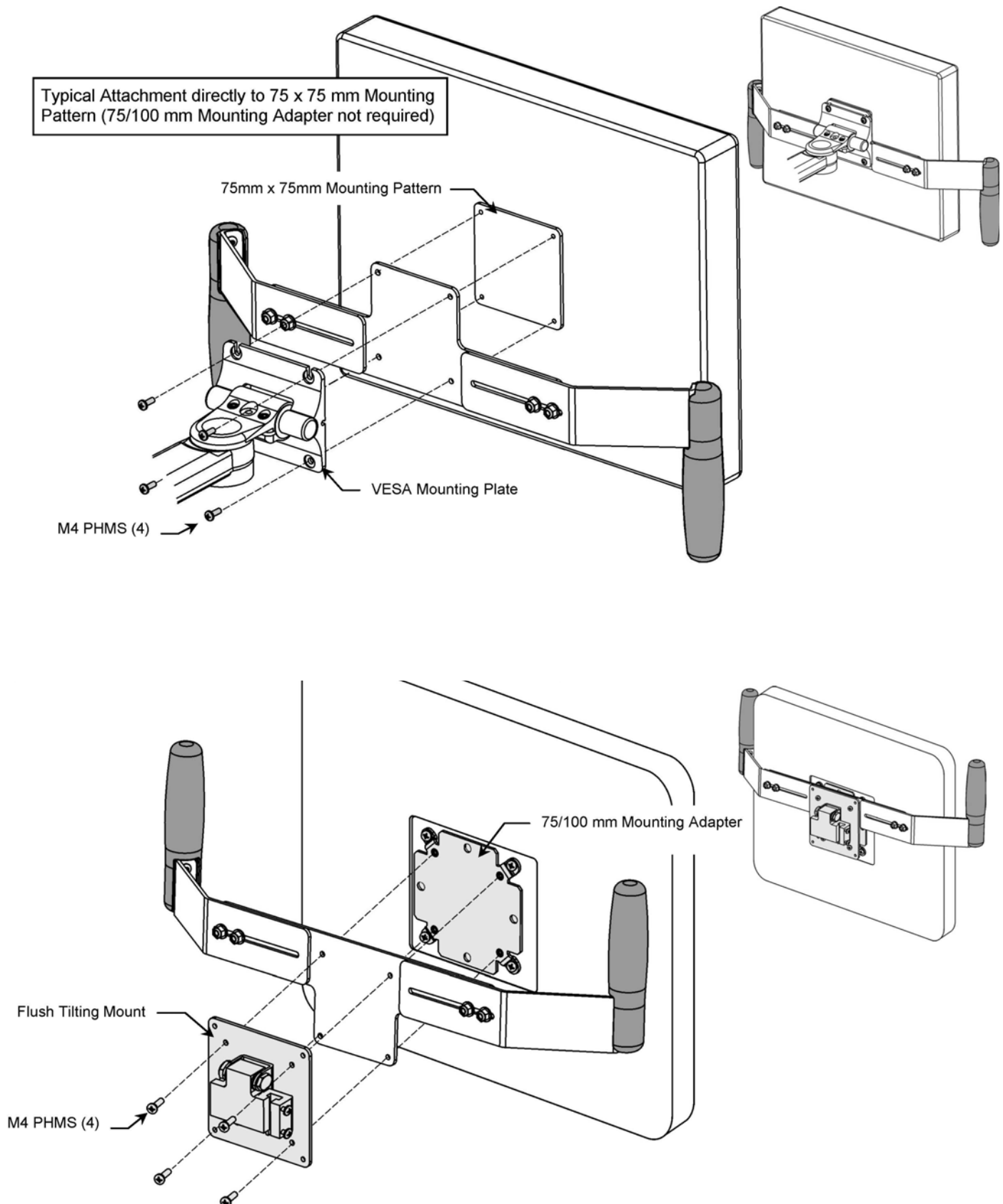
3. Adjust handles as necessary and tighten all four (4) adjustment screws.

Typical Attachment directly to 75 x 75 mm Mounting Pattern (75/100 mm Mounting Adapter not required)

75mm x 75mm Mounting Pattern

VESA Mounting Plate

M4 PHMS (4)

75/100 mm Mounting Adapter

Flush Tilting Mount

M4 PHMS (4)

Routine Maintenance

Periodically check all mounting hardware. Tighten as necessary for optimal operation and safety.

Cleaning the Mounting Assembly

1. The mounting assembly may be cleaned with most mild, non-abrasive solutions commonly used in the hospital environment (e.g. diluted bleach, ammonia, or alcohol solutions).

2. The surface finish will be permanently damaged by strong chemicals and solvents such as acetone and trichloroethylene.

3. Do not use steel wool or other abrasive material to clean the mounting assembly.

4. Damage caused by the use of unapproved substances or processes will not be covered by warranty. We recommend testing any cleaning solution on a small area of the mounting assembly that is not visible to verify compatibility.

5. Never submerge or allow liquids to enter the mounting assemblies. Wipe any cleaning agents off the mounting assembly immediately using a water-dampened cloth. Dry all mounting assemblies thoroughly after cleaning.

CAUTION: Rest-a-Desk makes no claims regarding the efficacy of the listed chemicals or processes as a means for controlling infection. Consult your hospital's infection control officer or epidemiologist. To clean or sterilize mounted instruments or accessory equipment, refer to the specific instructions delivered with those products.

Installation Guide
RADMA Variable Height Monitor Arm with 7" (17.8 cm) Angled Extension

Install Time: 10-15 minutes

The purpose of this manual is to describe general installation and adjustment procedures for the RADMA monitor arm. This manual should be used in conjunction with any instrument-specific installation guides used in mounting the monitor or display. Please read this manual and all instrument-specific installation material before installing or using this product.

Table of Contents

1.0 Parts Reference

The following parts and hardware are included with this installation kit and labeled accordingly:

Item #	Description	Qty
1	Monitor Arm (part #RADMA)	1
2	1/8", 5/32", and 2.5mm Hex Wrench	1 Ea.
3	M4 x 6,8,10,12,16,20,25,30mm Pan Head Machine Screws (PHMS)	4 Ea.
4	Nylon Spacers (3/8" x 1/2") and (3/8" x 5/8")	4 Ea.
5	Adjustable Stop	1
6	16 in. [40.6 cm] Cable Cover (includes instructions)	1
7	M4 x 16mm Flat Head Socket Cap Screw (FHSCS)	2

2.0 Tools required

The tools listed below are required to install and adjust the arm.

Provided
- 1/8" Hex Wrench
- 5/32" Hex Wrench
- 2.5mm Hex Wrench

Not Provided
- #2 Phillips Screwdriver
- 1/2" (13mm) Socket Wrench
- 3/4" (19mm) Socket Wrench
- 1/2" Open End Wrench
- Scissors, utility knife or similar cutting tool

3.0 Installation and Maintenance Warnings

This section contains warnings regarding the installation and maintenance of the arm. This section must be read in its entirety before installing and maintaining the arm. Failure to follow these warnings may result in damage to equipment or injury to personnel and may void product liability claims.

⚠ Warnings

- Do not position the arm or mounted display directly above the user. Note that the arm has a wide range of motion both up/down and side to side. Please consider carefully the display being mounted and the proximity of the mounting assembly to other furniture, equipment, and the user. If being used in a medical setting, we recommend that risk management personnel verify that the application is appropriate prior to installation and use of the arm.

- Before the arm is mounted to the column, verify that the column has been installed and approved in accordance with the column installation guide.

- Ensure that the weight of the display being mounted is within the weight limit of the arm – 20 lbs (9.1 kg).

- Do not use power tools to make any adjustments on the arm.

- The mounted device or arm may move suddenly due to normal wear or improper adjustment of the tilt and swivel functions (see Sections 6.2 and 6.3), improper counterbalance (Section 6.1) or ultimately, gas spring end of life. The gas spring has a limited life span and will lose some strength over a long period of time. The arm should be inspected and maintained at least once a year. This inspection must include the steps outlined in Section 9.0.

- Due to risk of personal injury or damage to the equipment, the arm housing must never be disassembled by non-manufacturer personnel. Failure to comply will void the warranty.

- Note that the arm has a wide range of motion both up/down and side to side. Please consider potential pinch points that may cause personal injury.
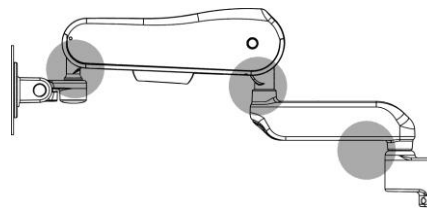

- Remove the display only when the arm is at the highest position. Due to the counter balance function, the arm will naturally rise to the highest position when weight is removed. This can happen suddenly if the weight is removed at any height other than the highest point.
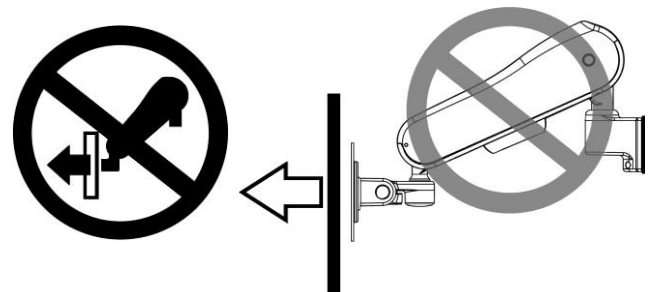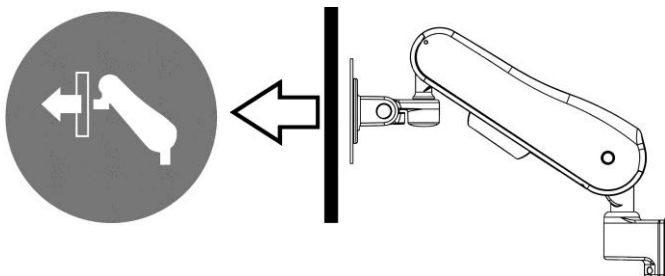
4.0 Installing the Monitor Arm on the Column

4.1 Install one adjustable stop from the column top, and slide down inside the channel to the desired mounting height. After making sure that the adjustable stop is level, tighten the center screw with a #2 Phillips screwdriver to secure in place.

Adjustable Stop
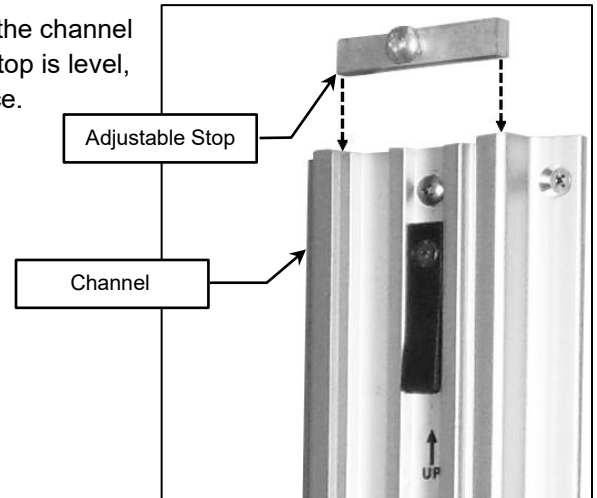
Channel

4.2 While supporting the bottom of the arm, guide the slide into the top of the column channel (right) and position it directly above the adjustable stop.

Installation Note: The column channel is tight, but the RADMA Monitor Arm <u>will</u> slide along the channel. You may find it helpful ask another person to help move the arm. To get movement down the channel, you may find it helpful to stand on the base and wiggle the arm side-to-side or forward/backward .

Extension

RADMA Arm with Extension

Slide

Adjustable Stop
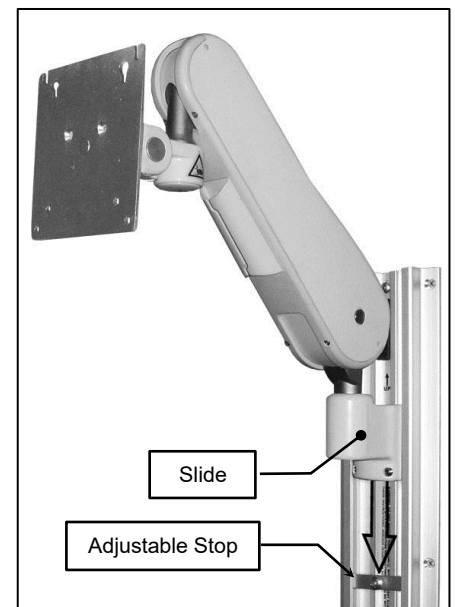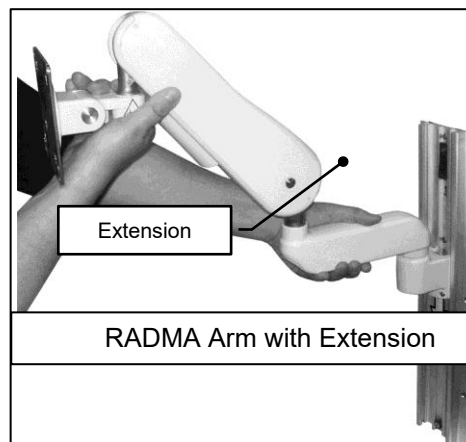
4.3 Using a 1/8" hex wrench (supplied), tighten (clockwise) the (2) set screws in the slide in order to secure the arm in position.

Installation Note: There will be resistance when turning the (2) set screws due to the locking patch material on the threads. The screw tips must be driven against the channel in order to secure the arm.

1/8" Hex Wrench

Set Screws (2)
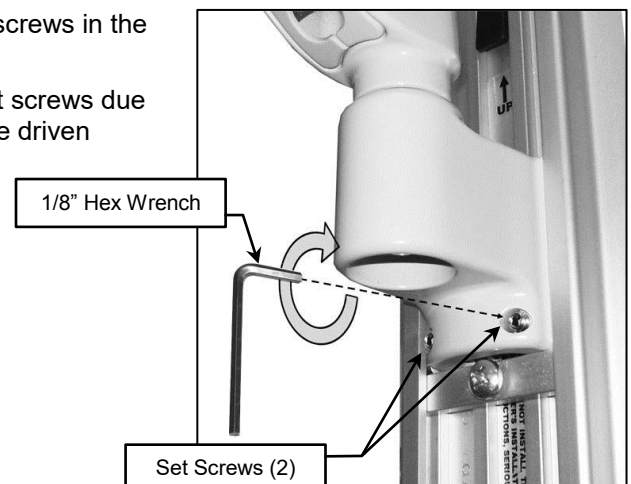
## 5.0   Mounting a Display on the Arm (if using monitor handles, attach them before the monitor arm)

WARNING: This mounting kit provides an assortment of hardware for a wide variety of display-mounting applications. It is the responsibility of the installer of this product to ensure that all screws used to mount the display have a minimum thread engagement of (4) 360º turns into threaded inserts in the rear of display when mounted. It is also the responsibility of the installer to ensure that screws are not inserted too far into the display, causing damage to internal components. Failure to adhere to this warning could result in damage to equipment or injury to users.

Installation Note: If the VESA mounting pattern is located in a recessed area of the display in which the VESA Mounting Plate will not fit, See *Using Nylon Spacers* (below), then follow mounting procedures on this page.

5.1   Optional: Locking the VESA rotation function- The mounted display can be rotated 90° from landscape to portrait (see section 6.6). If this function is not needed for the installation, it can be locked out by installing the optional VESA Rotation Lock Screws prior to installing the display (see diagram on right).   To install these screws, rotate the VESA Mounting Plate to the orientation shown and align the holes in the VESA plate with the threaded holes in the housing behind it. Next, install the (2) M4 x 16mm FHSCS using a 2.5mm hex wrench (provided).

VESA Rotation Lock Screws

(2) M4 x 16mm FHSCS

VESA Mounting Plate

Locking the VESA Rotation Function
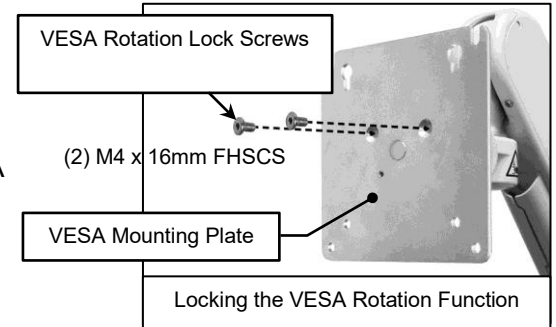
5.2   Thread (2) M4 Pan Head screws into the top (2) threaded holes of the VESA mounting pattern located on the back of the display, leaving 4mm of thread exposed. Lift the display onto the VESA Mounting Plate by guiding the M4 Pan Head screws into the (2) slots in top of Plate (100mm x 100mm VESA pattern), or through the (2) Keyholes (75mm x 75mm VESA pattern). Thread (2) M4 Pan Head screws into the lower mounting holes. **Tighten all screws to secure**. To help prevent stripping the M4 screws in this procedure, use a # 2 Phillips screwdriver. This procedure is the same for both mounting plate types.

M4 Pan Head Screws

Alternate 75mm VESA Mounting Plate

VESA Mounting plate
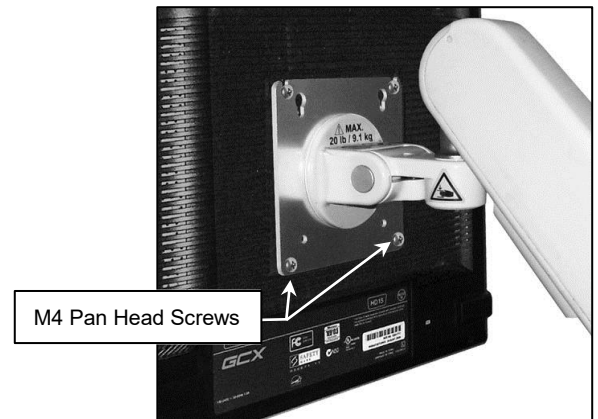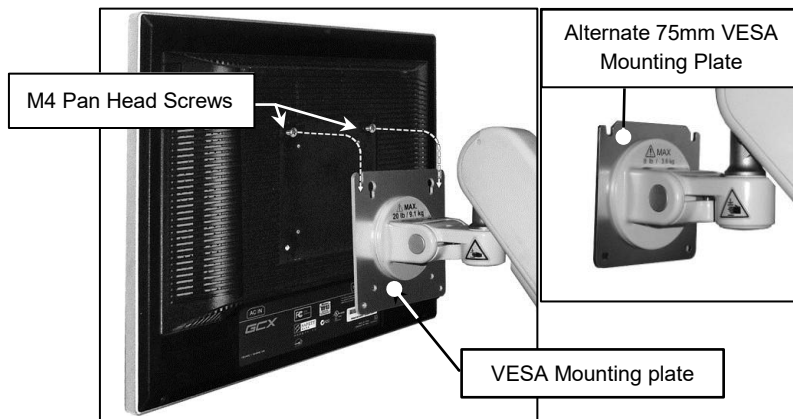
M4 Pan Head Screws

5.3   **Using Nylon Spacers-** An assortment of nylon spacers and longer M4 Pan Head screws (see *Parts Reference on page 1*) are included for extending the VESA Mounting Plate out of a recessed mounting area in a display housing. Select the appropriate length nylon spacers and M4 Pan Head screws to mount the display with a minimum of (4) 360º turns of thread engagement. An additional person may be needed to hold the display when installing the nylon s pacers between the display and the VESA Mounting Plate. To help prevent stripping the M4 screws in this procedure, use a # 2 Phillips screwdriver. This procedure is the same for both mounting plate types.


VESA Mounting Plate

Alternate 75mm VESA Mounting Plate

(4) Nylon Spacers

(4) M4 Pan Head Screws
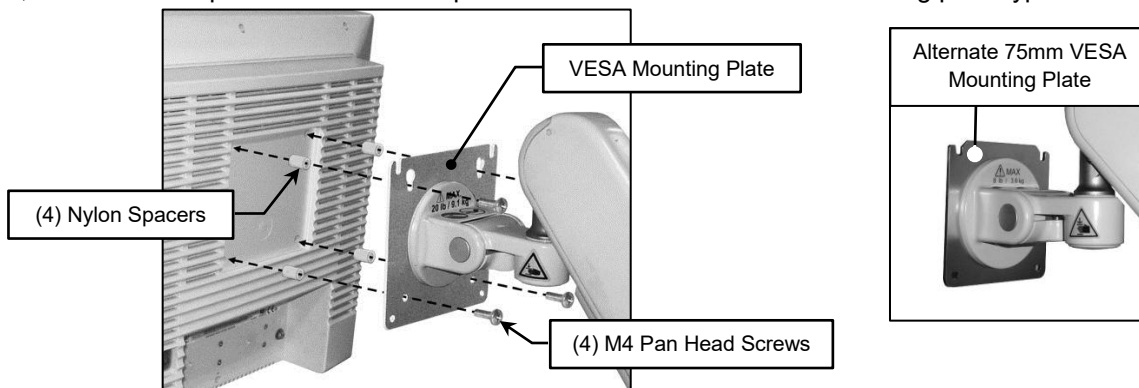
6.0   Adjusting the Arm

⚠️ **Caution:** Before the RADMA arm is properly counterbalanced, be sure the weight of the display on the arm can be supported while setting the counterbalance. Use more than one person if required. Some of the following pictures do not show the mounted display for detail purposes.

Installation Note: Adjustments are factory pre-set. Adjustments to counterbalance, tilt tension and pivot tensions may all be required to achieve a proper installation. Detailed instructions for making adjustments follow in the section below. When properly adjusted, the mounted display will "float" throughout the height range and can be positioned safely and with a desired feel throughout the full range of motion. Refer to the Routine Maintenance Check List , section (9), for a quick guide to these functional checks.

6.1   Counterbalance Adjustment – Grasp the mounted display and move the arm to a level horizontal position. Using a 1/8" hex wrench, tighten (+) or loosen (-) the adjustment screw. The adjustment screw is located under the center pivot point on the RADMA Arm with Extension. Counterbalance is correctly adjusted when the mounted instrument can be moved up or down with minimal force and does not rise or fall after releasing the arm.
The full range of adjustment is approximately 18 turns.

**RADMA Arm
Counterbalance**
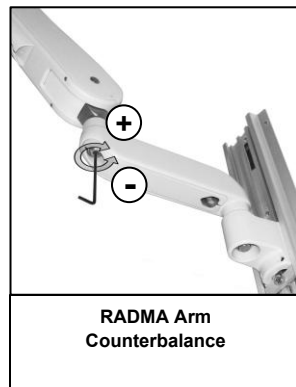
6.2   Tilt Tension Adjustment – Using a 5/32 hex wrench, tighten (+) or loosen (-) the Tilt Tension Adjustment Screw until desired tilt tension is achieved. Adjustment range is approximately 1/2 turn total. Do not remove or over-torque the adjustment screw.

Tilt Tension Adjustment Screw

5/32" Hex Wrench
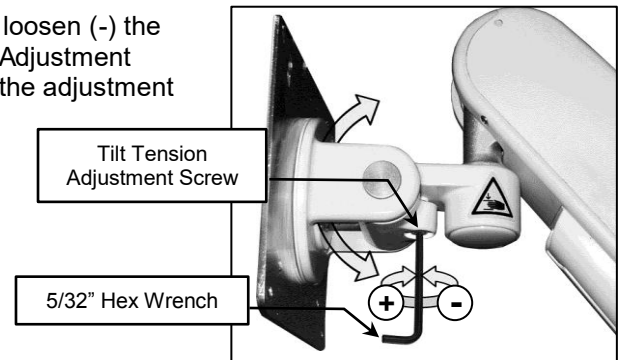
6.3   Swivel Tension Adjustment – Remove the swivel cap by pulling straight down on the cap (Fig. B). Tightgen (+) or loosen (-) the swivel tension nut with a 1/2" or a 13mm socket wrench until desired tension is achieved (Fig. C). Do not remove the swivel tension nut. Total adjustment is approximately 1/2 turn. Snap the swive cap back into place.


Outter Style Swivel Cap

Pull Down

B

Swivel Tension Nut

Swivel Cap

C
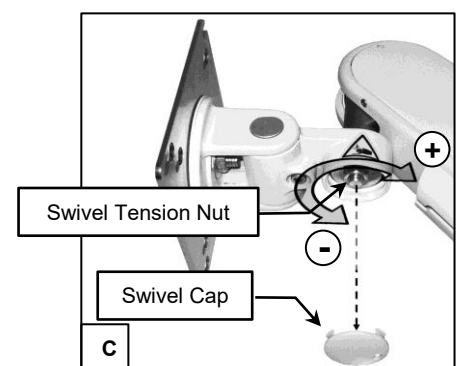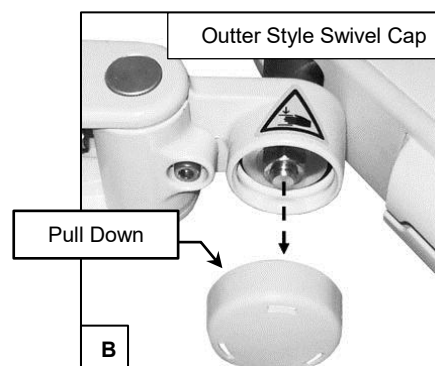
6.4 **Rear Pivot Tension Adjustment** – To adjust the tension at the rear pivot point (closest to the column channel), tighten (+) or loosen (-) the pivot tension nut with a 3/4" or a 19 mm socket wrench until desired tension is achieved. Do not remove the pivot tension nut.
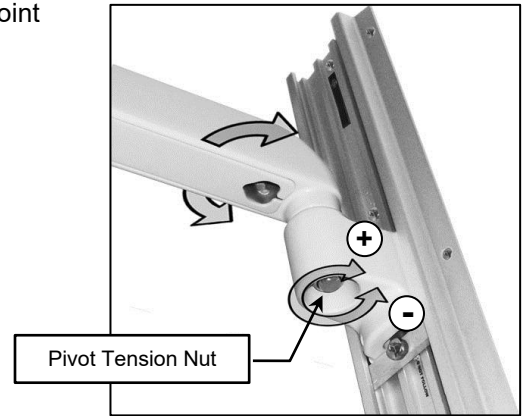
Pivot Tension Nut

6.5 **Center Pivot Tension Adjustment (RADMA with Extension)**- Insert finger into the front of the cable cover and pull down to remove (Fig. A). Tighten (+) or loosen (-) the pivot tension nut with a 3/4" or a 19 mm socket wrench until desired tension is achieved (Fig. B). Push the cable cover up into the arm until the tabs on the side of the cable cover snap into place (Fig. C). Do not remove the pivot tension nut.
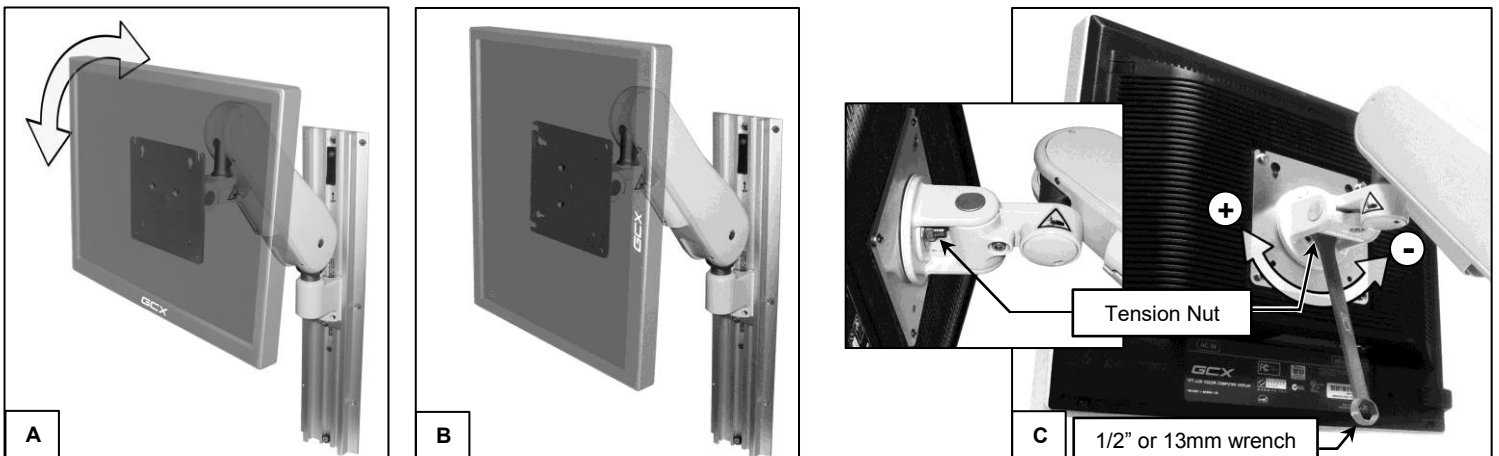
Installation Note: For optimal arm performance and ease of movement, the rear pivot tension should be adjusted slightly tighter than the center pivot tension.

Cable Cover

A

Pivot Tension Nut

B

Cable Cover Tabs

C
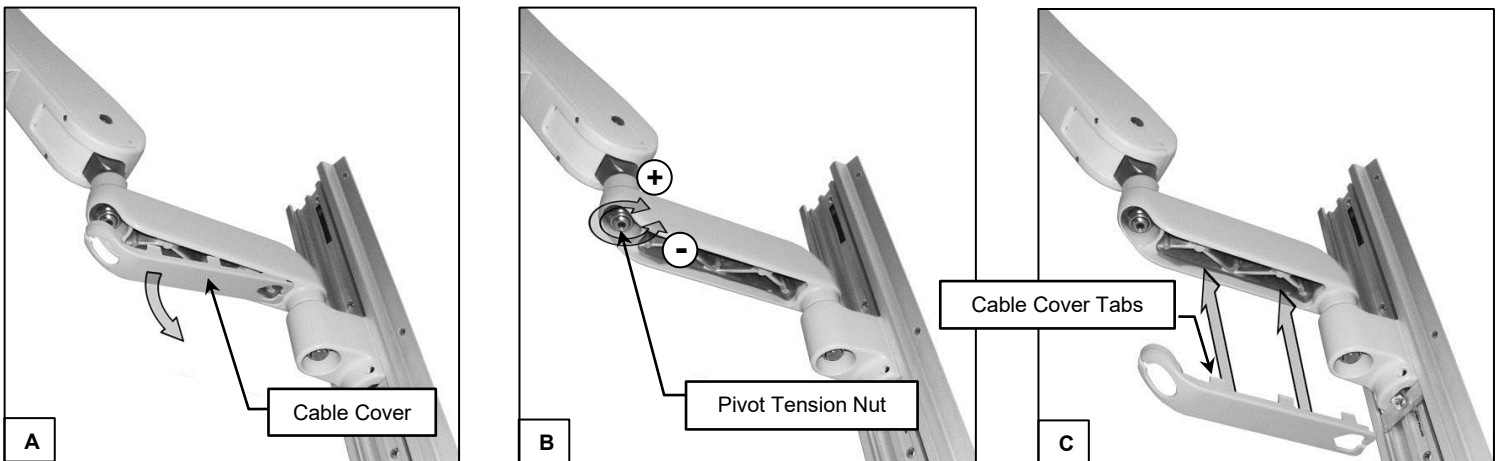
6.6 **VESA Rotation Tension Adjustment**
Installation Note: This section does not apply if VESA mounting plate is locked. See Section 5.1 for details.

The display can be rotated 90° from landscape to portrait (A-B) by grasping the sides of the display and rotating counter clockwise. The rotation tension can be adjusted by tightening (+) or loosening (-) the rotation tension nut with a 1/2" or 13mm open end wrench (Fig. C). Total adjustment range is approximately 1/2 turn. Do not remove the rotation tension nut.

A

B

Tension Nut

C   1/2" or 13mm wrench

7.0   Cable Management

A

Press cables into cable guide with thumb.

⚠️ **Caution:** Keep fingers outside of cable guide when installing cables.
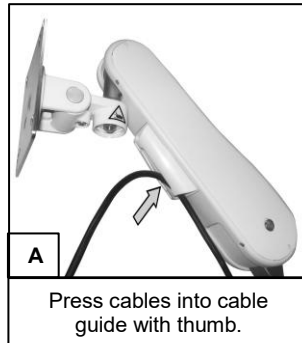
7.1 The RADMA Monitor Arm with Extension has three cable management features that allow placement and routing of cables.

7.1.1 A flexible cable guide beneath the arm manages cables going between the front of the arm and the extension. To install cables, use your thumb and press cables through the center seam of the cable guide (see Fig. A above).

7.1.2 An open cavity beneath the extension with a removable cable cover manages cables going between the arm and the pass-through slide. To install cables, remove the cable cover by inserting a finger into the front of the cable cover and pulling down (Fig. B). Push cables into the cable cover access holes as shown (Fig. C). Reinstall the cable cover by pushing it up into the arm until it snaps into place (Fig. D).

B

C

D

Cable Guide

Cable Cover

Pass-through Slide

RADMA Cable Routing
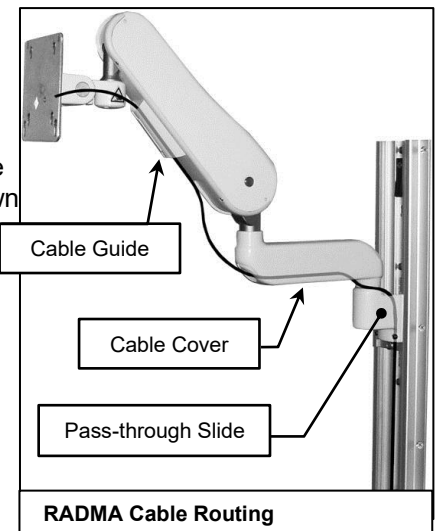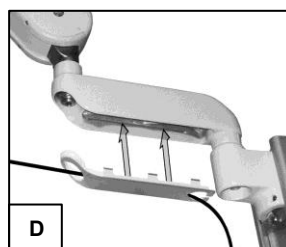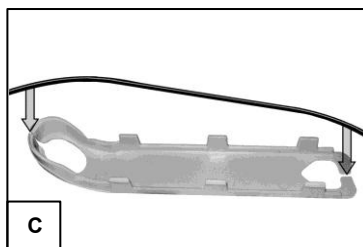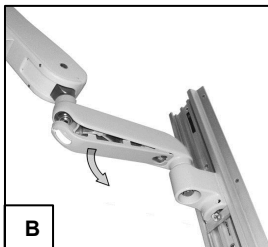
7.1.3 A "pass-through" channel slide allows cables to run behind the arm within the channel. **Note:** If cable connectors are too large to fit through the pass-through, try placing the cables in the path of the slide before installing the arm in the column channel.

⚠️ **Warning:** Route cables away from potential pinch points. A service loop of cable may be needed to accommodate all motion and to prevent cable binding, connector damage, or cable guide damage.

Correct cable placement

Pinch Point

Incorrect cable placement
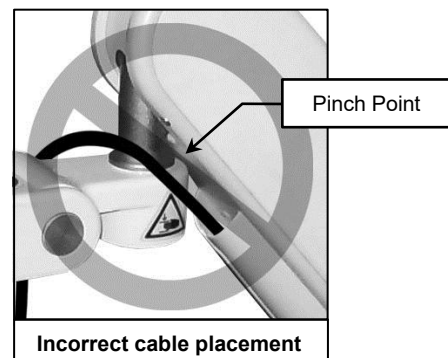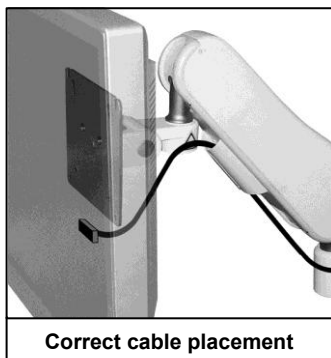
8.0 Ergonomic Tips

After you have adjusted your bed or recliner to your most comfortable position, consider the following suggestions to maximize your comfort while using Rest-A-Desk:

Remove or reduce glare
- ✓ See if any (inside or outside) lights are reflecting off the screen; make adjustments as needed
- ✓ Rest your eyes periodically for a minute or two every hour; this is also good time for some slow, relaxing breaths.

Position your monitor
- ✓ Center the monitor in front of you, with the top of the screen level with your eyes
     For 20" or larger monitors, position the screen 3-4" above eye level
- ✓ Set up the floor base and support column so that the monitor is at least one arm's length away from you

Maintain your monitor
- ✓ Adjust the monitor brightness so that it matches the area behind the screen
- ✓ Clean the screen periodically with a cloth and cleaner specifically for computer screens

9.0 Routine Maintenance

The RADMA Monitor Arm should be inspected and adjusted at least once a year. This inspection should include the steps in the checklist below:

✓	Routine Maintanance Checklist	Section
	With the display mounted, move the arm through its entire vertical range of motion. The load should maintain its position at every point in the travel of arm. If necessary, the counterbalance mechanism may be adjusted.	6.1
	Grasp the mounted display and tilt it forward and back, through its entire range of motion. There should be enough tension or resistance in the tilt mechanism to prevent the display from tilting forward unexpectedly when in use. If necessary, the tilt tension may be adjusted.	6.2
	Grasp the mounted display and swivel it from side to side. The display should swivel with some tension or resistance, not loosely. If necessary, the swivel tension may be adjusted.	6.3
	Grasp the arm and pivot it from side to side at the rear attachment. The arm should pivot with some tension or resistance, not loosely. If necessary, the pivot tension may be adjusted.	6.4
	Grasp the arm and pivot it from side to side at the center attachment. The arm should pivot with some tension or resistance, not loosely. If necessary, adjust the pivot tension.	6.5
	Grasp the sides of the display and rotate it from right to left (If not locked out **Sec. 5.1**). The display should rotate with some tension or resistance, not loosely. If necessary, the adjust the rotation tension.	6.6
	Inspect fasteners for looseness. Tighten as required for optimal operation and safety.	6.1,6.2, 6.3

9.1 Cleaning the Arm

The RADMA arm may be cleaned with most mild, non-abrasive solutions commonly used in hospital environments (e.g. diluted bleach, ammonia, or alcohol solutions). The surface finish will be permanently damaged by strong chemicals and solvents such as acetone and trichloroethylene. Steel wool or other abrasive material should never be used. Never submerge or allow liquids to enter the arm. Wipe any cleaning agents off of the arm immediately using a water-dampened cloth. Dry the arm thoroughly after cleaning.

Damage caused by the use of unapproved substances or processes will not be warranted. We recommend testing any cleaning solution on a small area of the arm that is not visible, to verify compatibility.

CAUTION: Rest-A-Desk makes no claims regarding the efficacy of the listed chemicals or processes as a means for controlling infection. Consult your hospital's infection control officer or epidemiologist. To clean or sterilize mounted instruments or accessory equipment, refer to the specific instructions delivered with those products.

9.2 Troubleshooting the Arm

Symptom	Possible Cause	Remedy
Mounted display does not appear level or parallel to the floor.	Channel is not plumb. Check with a level.	Adjust the channel to plumb, or reinstall channel.
	Weight of display is not compatible with the load rating of the arm.	On arm, mount display with a compatible load rating.
	Swivel hardware is loose.	Adjust the swivel nut (section 6.3).
	Pivot hardware is loose.	Adjust Pivot Nut (section 6.4 or 6.5).
	Mounting surface (e.g. carpet or floor) is not level.	Reinforce or level the surface on which you have set your base.
	Channel is loose at the mounting surface.	Check for plumb and tighten.
	Display may be rotated.	Adjust VESA rotation tension (section 6.6).
Mounted display drifts up or down.	Arm is not counterbalanced correctly for the weight of the display.	Perform counterbalance adjustment (section 6.1).
	Weight of the mounted display is not compatible with the load rating of arm.	Use arm with compatible load rating.
Mounted display difficult to move up or down.	Arm not counterbalanced correctly for weight of mounted instrument.	Perform counterbalance adjustment (section 6.1).
Arm pivots too freely.	Pivot tension is too loose.	Adjust pivot tension (section 6.4 or 6.5).
Arm is difficult to pivot.	Pivot tension is too tight.	
Display swivels too freely.	Swivel tension is too loose.	Adjust swivel tension (section 6.3).
Display is difficult to swivel.	Swivel tension is too tight.	
Display is difficult to tilt.	Tilt tension is too tight.	Adjust tilt tension (section 6.2).
Display will not maintain tilt position.	Tilt tension is too loose.	
Arm inadvertently slides down the column channel.	The set screws (2) in the slide are loose.	Reposition the arm, tighten the set screws in the slide, and secure the adjustable stop (section 4.3).
	The adjustable stop is loose or missing.	Install or secure the adjustable stop (section 4.1).
Display rotates too freely.	VESA rotation is too loose.	Adjust the VESA rotation (section 6.6).
Display is difficult to rotate.	VESA rotation is too tight.	

Installation Guide

Computer Holder

The purpose of this guide is to describe installing the computer holder and mounting a laptop or desktop computer, or a gaming console.

Installation Note: Rest-A-Desk offers two sizes of computer holder. We recommending using RADCHL for laptops and RADCHD for desktop computers or gaming consoles.

Parts Reference

The following parts and hardware are included with this installation kit (see photos for parts; tools & hardware not shown):

Item #	Description	Qty
1	Computer Holder with Slide (2 Slides on RADCHL)	1
2	Adjustable Stop	1
3	1/8" Hex Key	1
4	*1/4-20 Socket Head Cap Screw (SHCS)	2
5	*Flat Washer	2
6	*3/16" Hex Wrench	1

*See *Installation Note* below for hardware application.

RADCHL (1 Slide)   RADCHD (2 Slides)
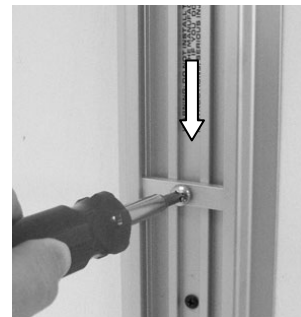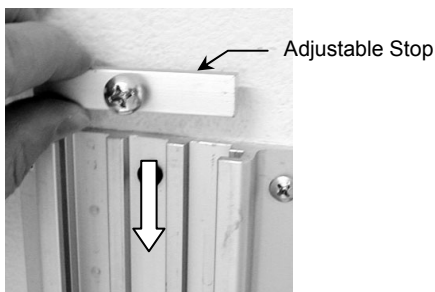
 Adjustable Stop
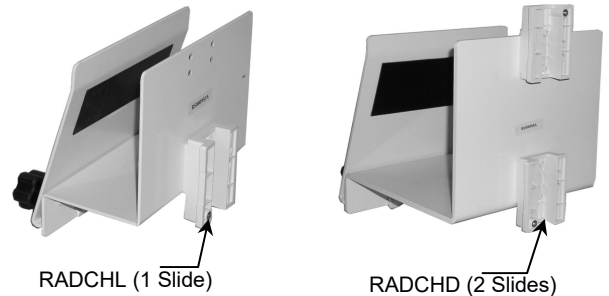
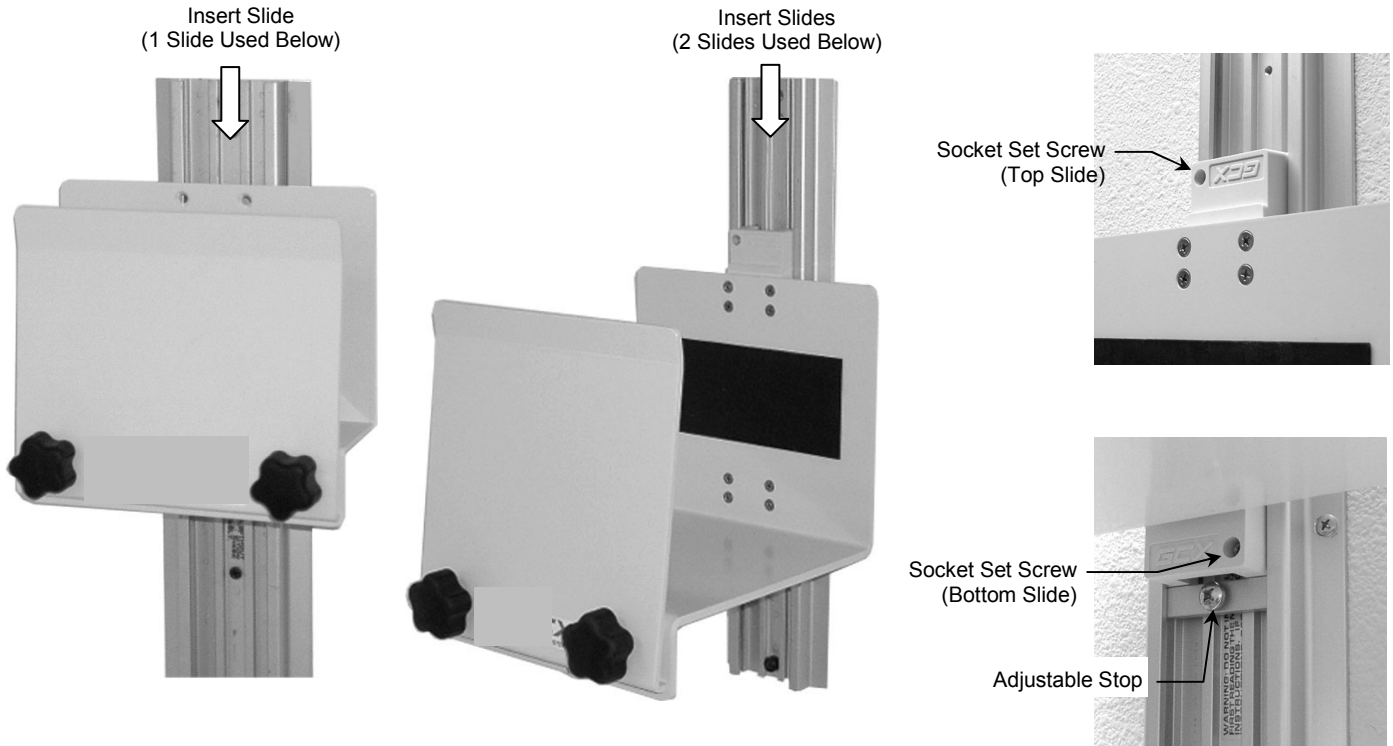**Tools Required:** 1/8" and 3/16" hex keys (provided).

Installing the Computer Holder and Mounting the Computer or Console

Installation Note: The computer holder is equipped at the factory with clamping knobs for securing the computer or console in the holder. Socket head cap screws (SHCS) are provided as an alternative for applications requiring increased security. Simply remove the clamping knobs and replace them with two (2) socket head cap screws (SHCS) and flat washers (provided). A hex wrench is provided for this modification. Clamping knobs are shown in this installation guide.

1. Insert the adjustable stop in top of the column and slide it to the desired mounting position. Secure the adjustable stop in the channel by tightening the center screw.

Adjustable Stop

2. Insert channel slide(s) into the column channel and guide the unit to the desired height (the top of the adjustable stop). Using the 1/8" hex wrench provided, tighten socket set screw on each slide to secure holder (below right).

Insert Slide
(1 Slide Used Below)

Insert Slides
(2 Slides Used Below)

Socket Set Screw
(Top Slide)

Socket Set Screw
(Bottom Slide)

Adjustable Stop

3. Loosen the two (2) clamping knobs on front of the holder to allow inserting the computer or console. Slide into the holder and tighten the clamping knobs to secure. A typical CPU mounting is shown below.

CPU

Clamping Knobs (2)
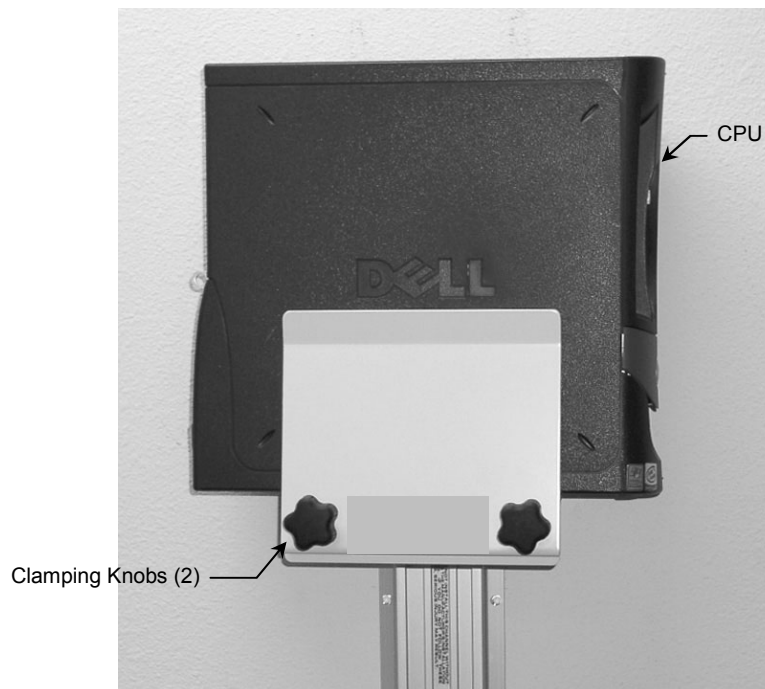
The cable cover provides an aesthetic shield and may be used for cable management along the column channel.

The purpose of this guide is to describe installation of the cable cover along the column channel.

Parts Reference

The following parts will be used in this procedure:

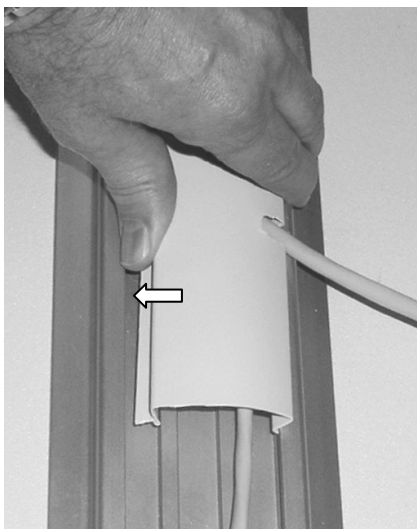| Item #	Description	Qty
RADCC15	Cable Cover, 16' (part #RADCC16)	3

Tools Required: Scissors, utility knife, or similar cutting tool.
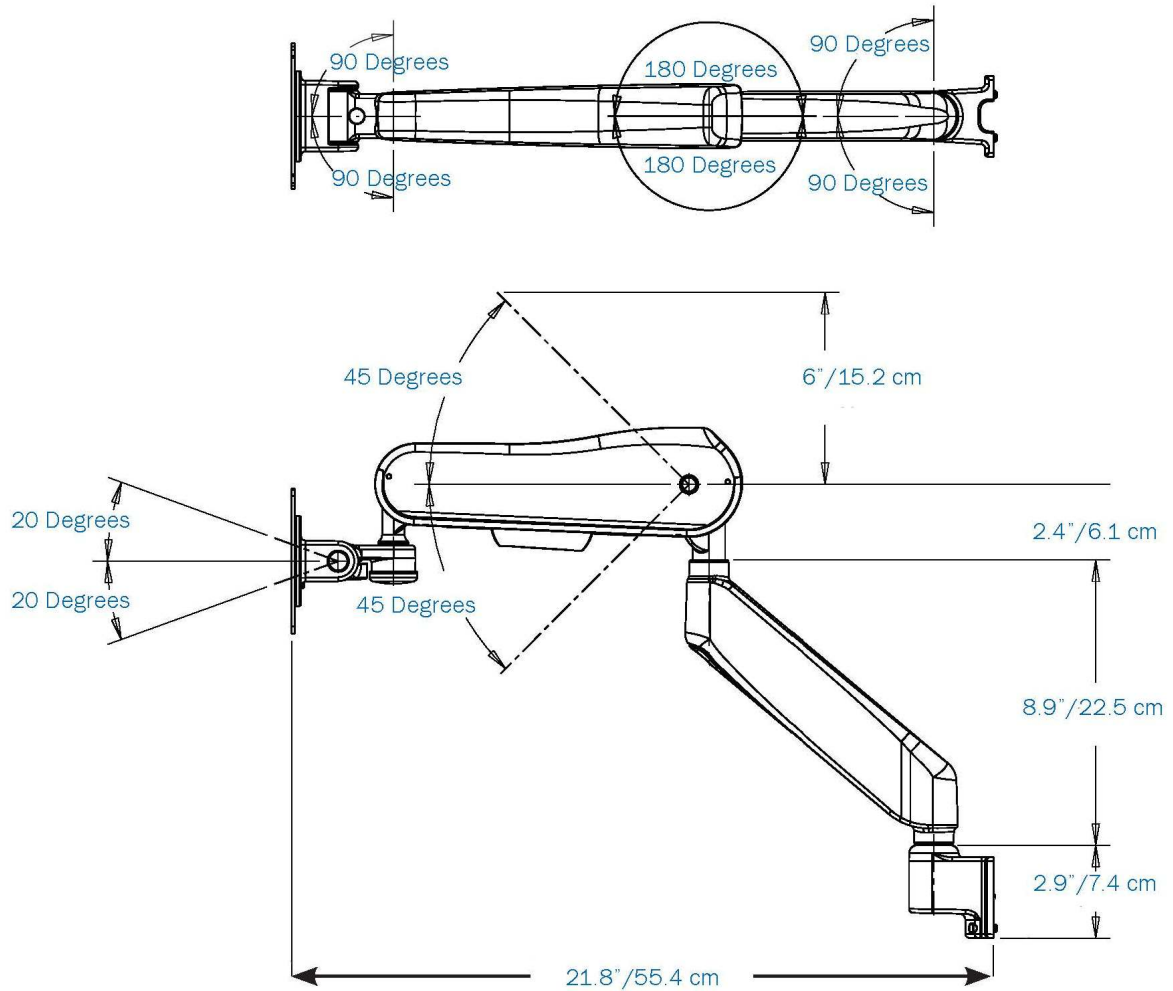
Installing the Cable Cover

1. Cut the cable cover with scissors for a custom fit (see below left). The back side of the cover is scored in sections for easier cutting, or may be cut as required anywhere along the cover. **Cable management:** Scored notches are also provided for routing cables through the side of the cover, if required. Using a utility knife or similar cutting tool, cut along the scored line to create a cable-routing notch (see below center and right).
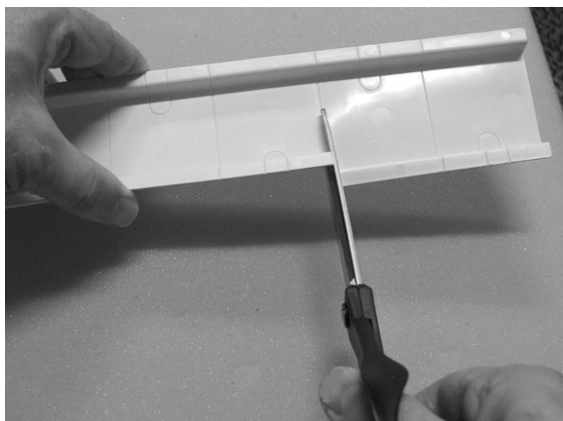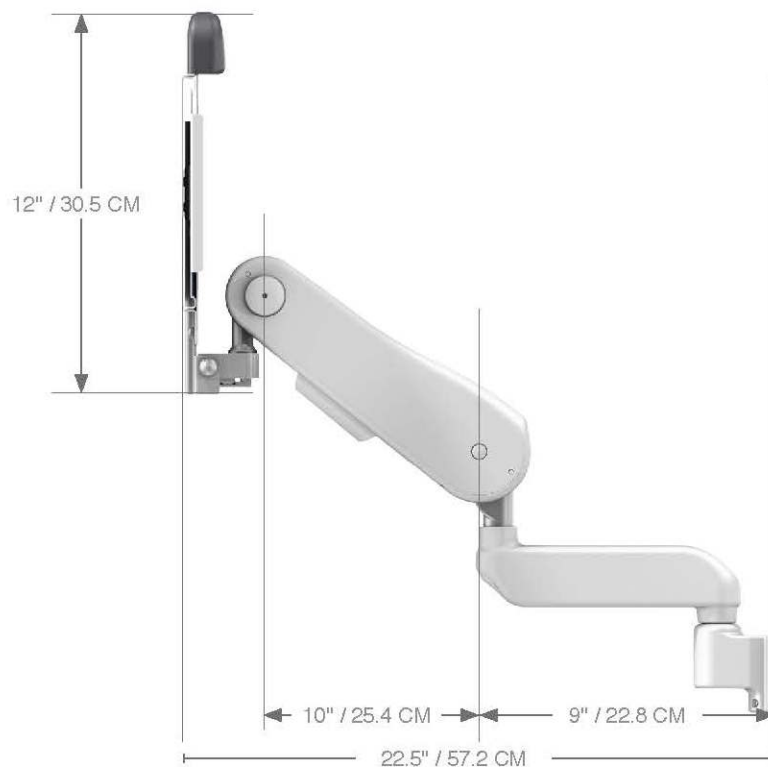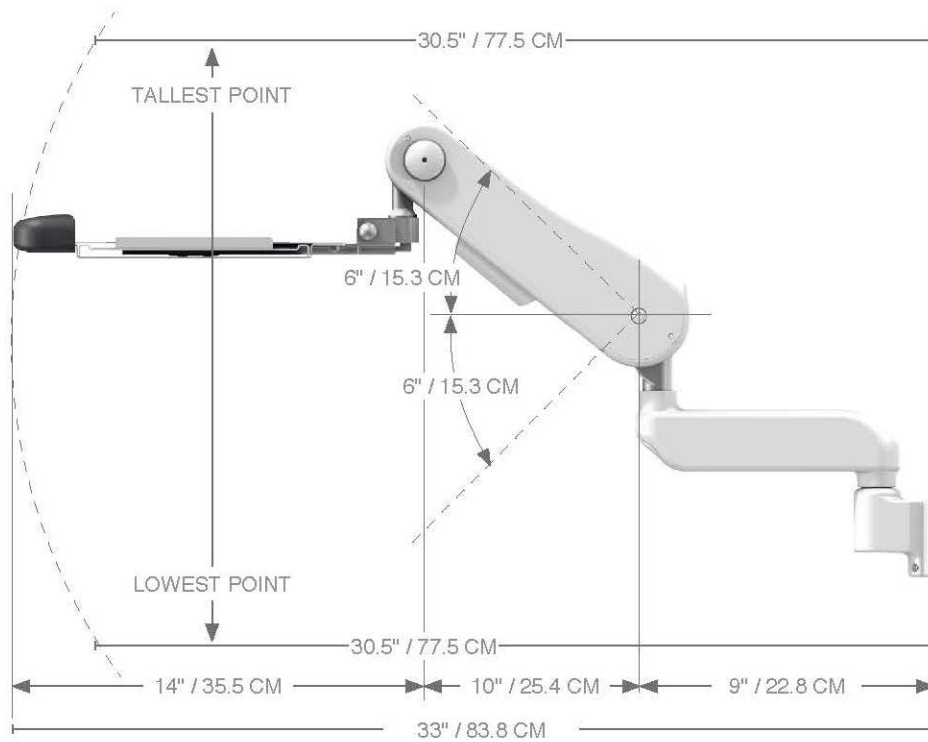

2. Press one side of the cover into the channel, routing cables behind the cover and through the notches. Squeeze the cover and insert the other side into the column channel.
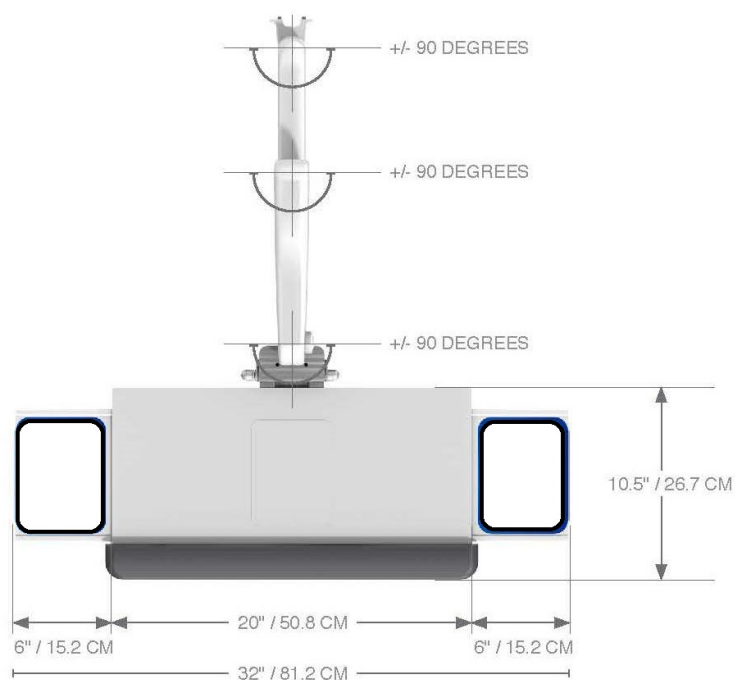
RADMA Monitor Arm

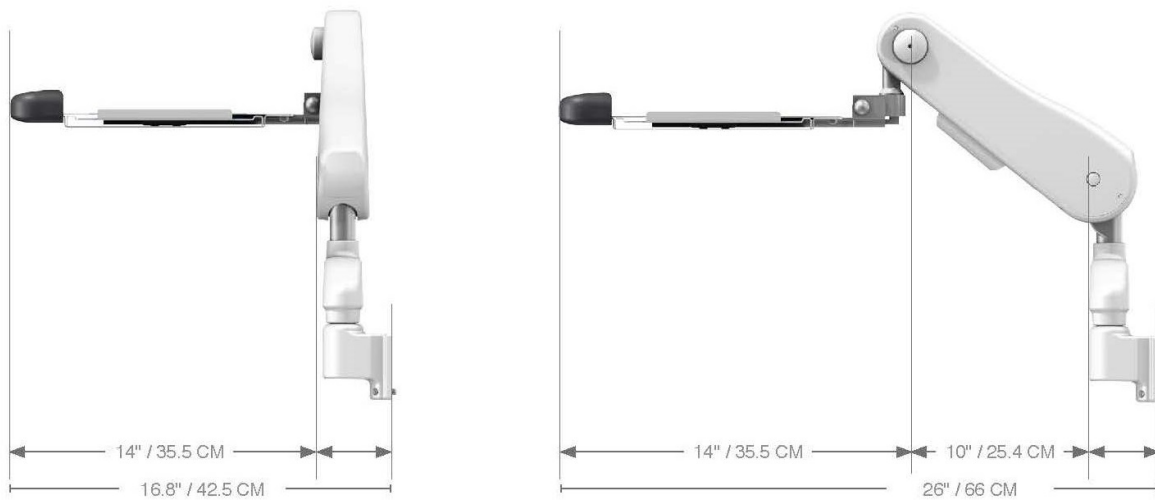# RADKA Keyboard Arm and RADKT Keyboard Tray

30.5" / 77.5 CM

TALLEST POINT

6" / 15.3 CM

6" / 15.3 CM

LOWEST POINT

30.5" / 77.5 CM

14" / 35.5 CM   10" / 25.4 CM   9" / 22.8 CM

33" / 83.8 CM

12" / 30.5 CM

10" / 25.4 CM   9" / 22.8 CM

22.5" / 57.2 CM

14" / 35.5 CM
16.8" / 42.5 CM

14" / 35.5 CM   10" / 25.4 CM
26" / 66 CM

+/- 90 DEGREES

+/- 90 DEGREES

+/- 90 DEGREES

10.5" / 26.7 CM

20" / 50.8 CM
6" / 15.2 CM   6" / 15.2 CM
32" / 81.2 CM

Rest-A-Desk™

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