APEX PRO MAX

PRODUCT ASSEMBLY INSTRUCTIONS

DESKHAUS

⚠ WARNING

Read all instructions and review all illustrations before installing. Failure to observe these warnings could result in a fire or electrical shock. Use two or more people when moving products or personal injury may result. Ensure there are no obstacles in unit's path and that it is clear of walls during movement. Cords must be appropriate length to accommodate change in height. Keep children away from height adjustable base. Keep electrical components away from liquids. Do not sit or stand on base or work surface. Do not open any components. Designed for a 10% duty cycle, two minutes on and eighteen minutes off. In the event of a power outage, or if the power cord is unplugged, a reset is required.

APEX PRO MAX

PARTS	QTY
1. Column	4
2. Top Support	2
3. Foot	2
4. Collapsing Channel	2
5. Short Cross Bar	2
6. Long Cross Bar	1
7. Control Box	1
8. Hand Switch	1
Power Cord	1
M6 14mm Screw	24
M6 10mm Screw	32
7/8" Wood Screw	14
16mm Wood Screw	2
Feet Pads	4
Cable Ties	20
Cable Extensions	4
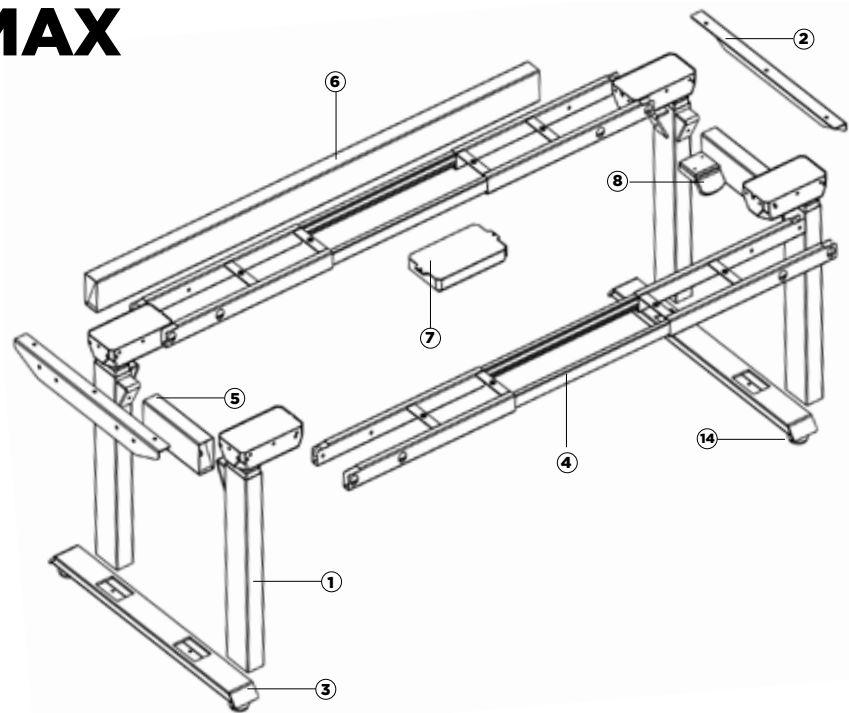
PARTS INCLUDED:

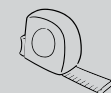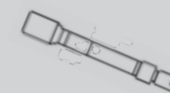| M6 14mm	M6 10mm	7/8 WOOD SCREW	16mm WOOD SCREW	M8 12mm	4mm HEX KEY	CABLE TIES
X24	X32	X16	X2	X6		X20

TOOLS NEEDED:

PHILLIPS BIT   CORDLESS DRIVER   TAPE MEASURE   13mm SOCKET HEAD + EXTENSION

IMPORTANT: Do not tighten machine screws fully until the end of each step to allow for proper centering.

1

ASSEMBLE COLUMNS TO COLLAPSING CHANNELS

Assemble using the M6 10mm length screws. These are the **shorter screws** that are included. (4 per column)

Notes
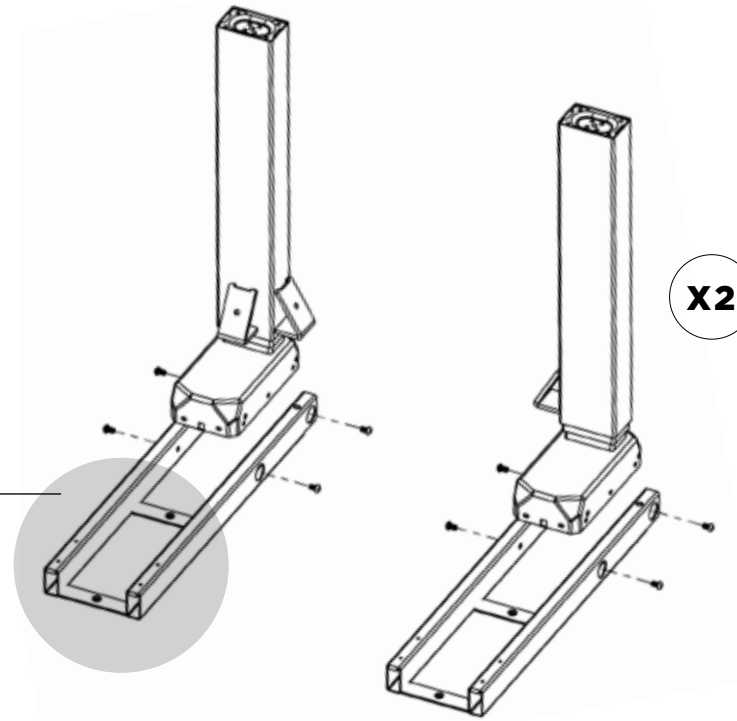*You need to separate the channels and attach each of the 4 columns individually

PARTS	QTY
Column	**4**
Collapsing Channel	**2**
M6 10mm Screw	**16**

X2

*Please note orientation of all screw holes making sure channels are not upside down.

X16

2

ASSEMBLE SHORT CROSS BAR BETWEEN COLUMNS

Assemble using the M8 12mm length screws.
(2 per side)

*Note- You will need a socket extension to reach the bolts inside the cross bar
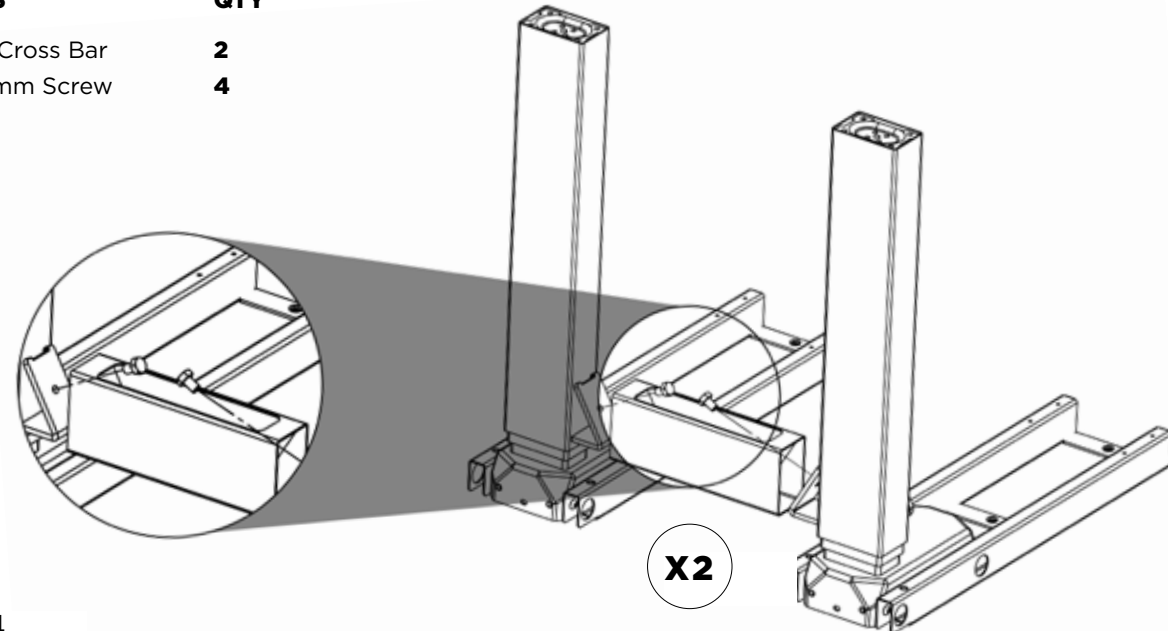
PARTS	QTY
Short Cross Bar	**2**
M8 12mm Screw	**4**
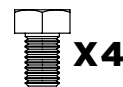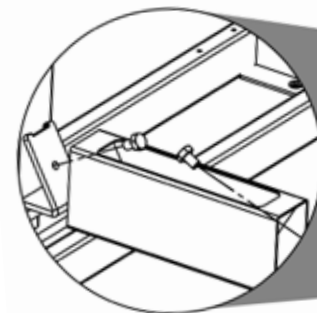
X4

X2

3

ASSEMBLE TOP SUPPORTS AND ATTACH FEET TO COLUMNS

Assemble using the M6 14mm length screws. These are the **longer screws** that are included. (Do this for both sides)

PARTS	QTY
Foot	2
Top Supports	2
M6 14mm Screw	24
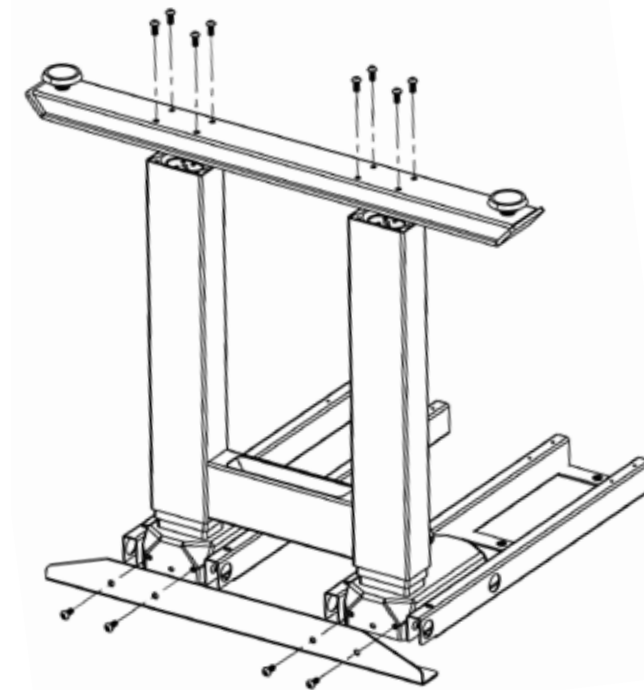
X24

IMPORTANT: Do not tighten machine screws fully until the end of each step to allow for proper centering.
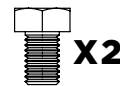
4

CONNECT LONG CROSS BAR TO COLUMNS

Secure long cross bar using M8 12mm Screws.

X2
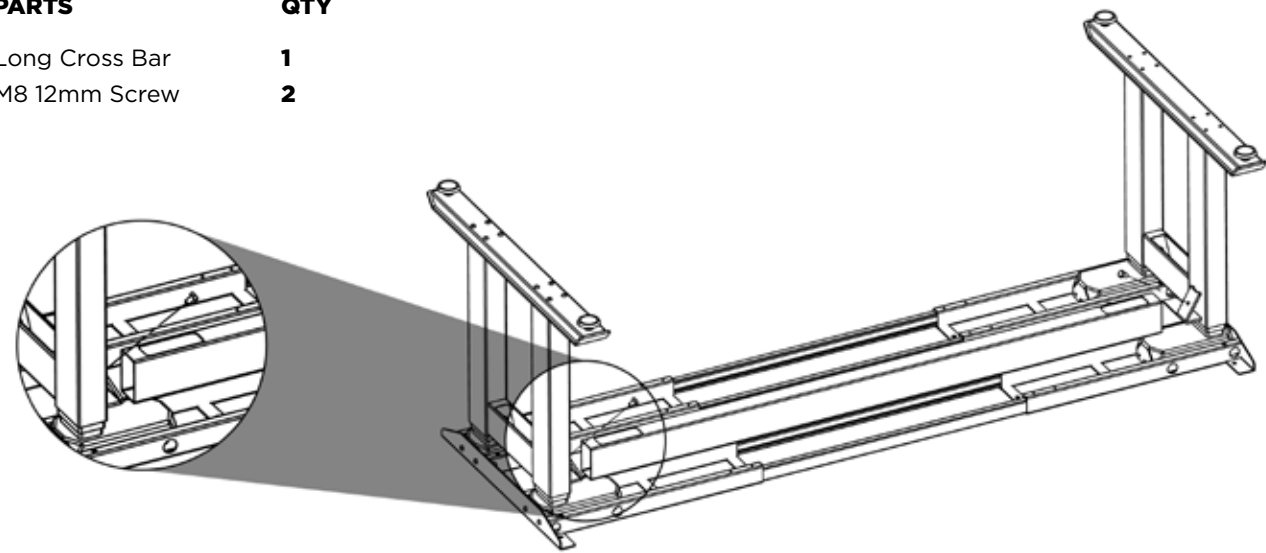
5

LOCK ADJUSTABLE CHANNELS

Assemble using the M6 10mm Screws. These are the **shorter screws** that are included. (8 per channel)

Make sure the control box and hand switch are fastened in a location where all the cables will connect without being in tension.

*Note - Consider placement of control box and plan for cable management of all cables including hand switch before locking channels
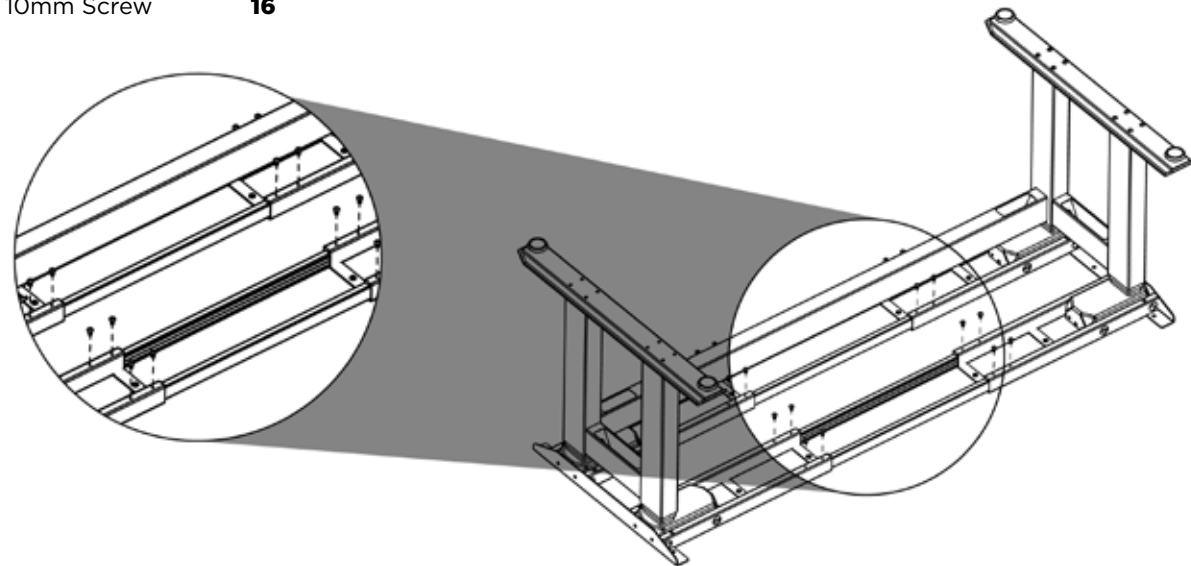
X16

6

FASTEN FRAME AND CONTROL BOX TO DESK SURFACE

Assemble using the 7/8" length wood screws. (14 screws total) Secure control unit with 16mm wood screws (2 screws total)

*Notes
*Center base on desk surface front to back and left to right.
*Pre-drilling holes is required for solid wood tops and optional for HPL tops.
*It may be necessary to plug in power and raise the base to allow proper space when fully fastening top to base.

PARTS	QTY
7/8" Wood Screw	**14**
16mm Wood Screw	**2**

X14   **X2**
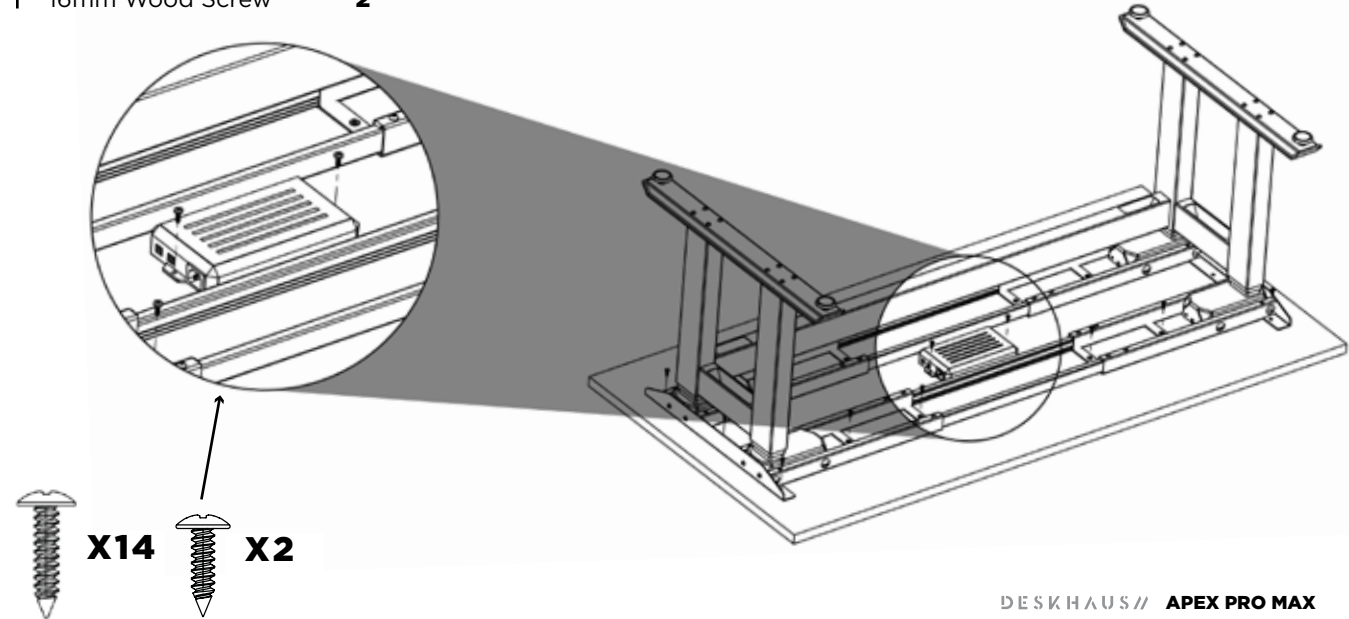
7

CONNECT POWER CORDS

Connect hand switch to control box.
Connect (4) column power cords to control box.
Connect power cord to control box.

*Note - Use column cable extensions if needed.

X1

X1

X1

X1

X4
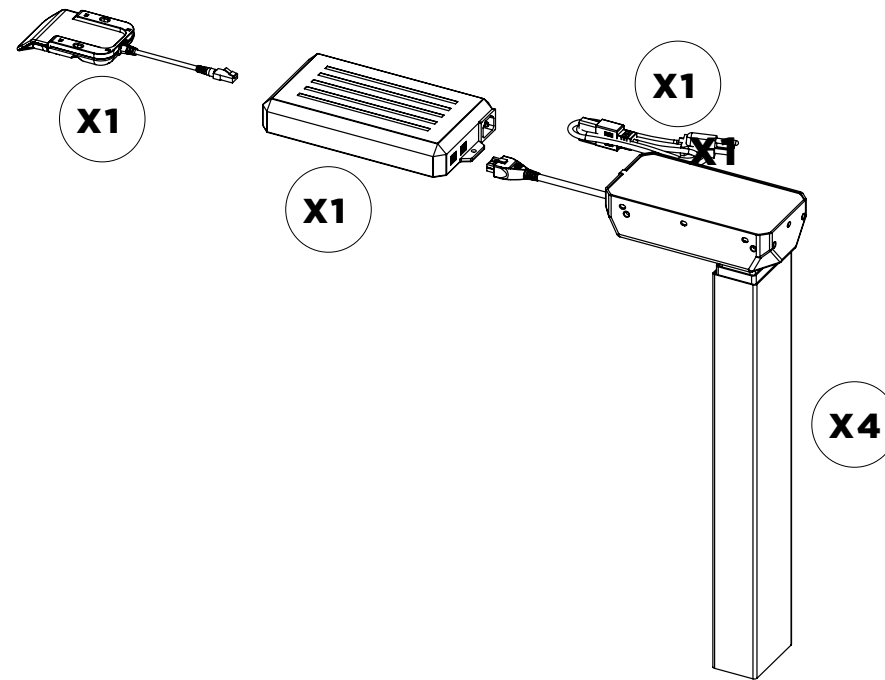
8

ATTACH HAND SWITCH

Secure with (2) wood screws. These are the screws that are included with your hand switch. Secure all cables with included cable ties. Using two people, flip table over and plug power cable into electrical outlet.

X2
(Included with hand switch)

DESKHAUS// **APEX PRO MAX**

OPERATION INFORMATION

HEIGHT CALIBRATION

1. Hold the down button/direction (SmartPaddle) on the handset until the desk reaches its lowest height, then release.
2. Measure the height from the floor to the top of your desktop. If the displayed height does not match your measurement, follow the next steps.
3. Hold the down button/direction (SmartPaddle) again until the LED display reads "Reset".
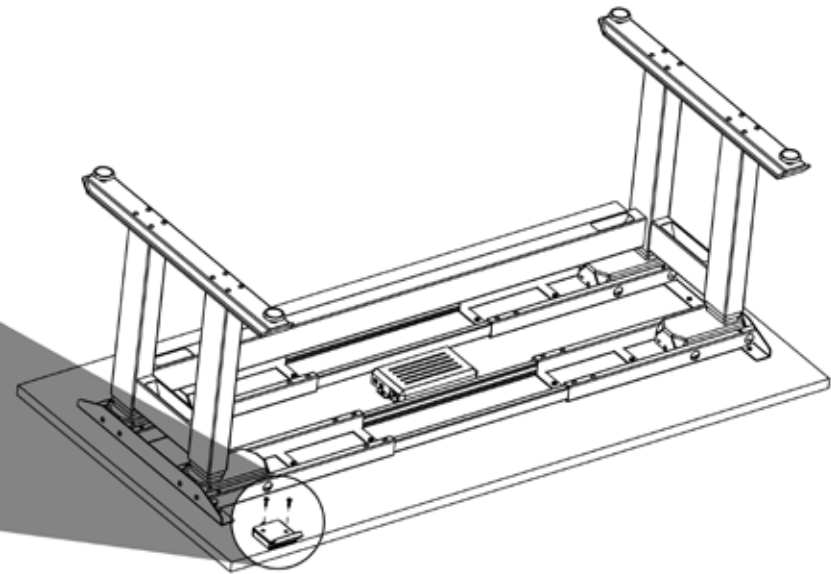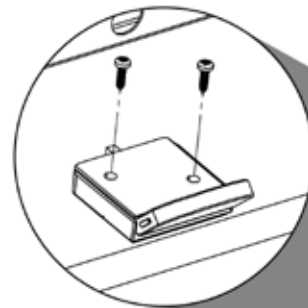4. Press the "M" or side button (SmartPaddle) until the numeric display begins flashing.
5. Press Up or Down until the read out matches your measurement.
6. Wait for the display to return to "Reset", hold the down button/direction (SmartPaddle) until the desktop lowers slightly and rises slightly and the display changes back to the numeric height setting, then release.

Note: When using your handset for the first time, you must reset the handset if the display shows "Reset" to ensure that it is properly calibrated. To reset the handset, keep pressing the paddle down to the lowest height and release. Then press the paddle down again for 5 seconds until the display shows "Reset" and returns back to a normal digital number to finish the reset. Your handset is now ready to use.

RAISING THE TABLE
Hold the paddle up and the height adjustable desk will rise. Release the paddle and it will stop.

LOWERING THE TABLE
Hold the paddle down and the height adjustable desk will lower. Release the paddle and it will stop.

USING THE MEMORY FUNCTION

Setting the memory for seated height
Adjust the desk to your preference below 35.5 inches (seated height). Press the side button on the handset once and the ♥ will show on the display. Press the side button one more time to save the current height. The display should show ♥ -2

Setting the memory for standing height
Adjust the desk to your preference above 35.5 inches (standing height). Press the side button on the handset once and the ♥ will show on the display. Press the side button one more time to save the current height. The display should show ♥ -1

OPERATION INFORMATION CONTINUED

AUTOMATICALLY REACH THE STANDING HEIGHT
If you have saved a standing height, then pressing the handset paddle up twice quickly will automatically adjust the desk from sitting to standing height.

AUTOMATICALLY REACH THE SITTING HEIGHT
If you have saved a sitting height, then pressing the handset paddle down twice quickly will automatically adjust the desk from standing to sitting height.

SETTING UP ACTIVITY REMINDERS
Press and hold the side button on the handset for 5 seconds to enter the settings. Pressing the side button again will enter the activity reminder settings. Here, you can use the paddle to adjust the duration of the timer between 30 min, 40 min, and 50 min. Press the side button to confirm. If you want to cancel the reminder, enter this menu again.

ADDITIONAL FEATURES

UPPER AND LOWER LIMIT
Enter the settings menu and navigate with the paddle to the upper and lower limit settings. Press the side button to enter the settings, and select an upper limit, or to cancel the limit.

LOCKING HANDSET
If you want to lock the handset, enter the settings menu and navigate to the lock settings with the paddle. Press the side button to enter the settings, and choose to lock the handset. We don't recommend locking your handset as it should be easily adjustable.

VIBRATION MODE
Enter the settings menu and navigate to the vibration settings. Press the side button to enter the settings and toggle this on or off with the paddle.

RESETTING THE BASE
If the display reads an error code, hold the the down button down until display reads "Reset" then release. Hold the down button again until the base reaches its lowest height and displays the height number readout. Reset is now complete. *(For a list of Error codes see our Troubleshooting on the next two pages.)*

TROUBLESHOOTING

ERROR CODE	PARTS AFFECTED	CONDITION	SOLUTION
E01	Column plugged into M1 Port	1. Column has been modified in a way that prevents movement 2. Column has exceeded the weight limit 3. Control box tells column to travel beyond its mechanical limits 4. Column has a mechanical failure	1. Check that there is no interference, then perform base reset 2. Check that weight limit has not been exceeded then perform base reset 3. If column doesn't slow down before stop (makes clunk sound) control box may need to be exchanged 4. If none of the above conditions, column needs to be replaced
E02	Column plugged into M2 Port		
E03	Column plugged into M3 Port		
E04	Column plugged into M4 Port		
E05	Column plugged into M5 Port		
E06	Column plugged into M6 Port		
E07	Column plugged into M1 Port	1. Column is not plugged into port correctly 2. Column cord/plug is damaged 3. Control box port is damaged	1. Verify that all plugs are seated within the control box port then perform base reset 2. Unplug columns, turn control box around, plug columns back in, if a new port error code is displayed, then the column needs to be replaced 3. Unplug columns, turn control box around, plug columns back in, if the same error code is displayed, then the control box needs to be replaced
E08	Column plugged into M2 Port		
E09	Column plugged into M3 Port		
E10	Column plugged into M4 Port		
E11	Column plugged into M5 Port		
E12	Column plugged into M6 Port		

ERROR CODE	PARTS AFFECTED	CONDITION	SOLUTION
E13	Control box error with master / slave connection	1. Cord not plugged in correctly 2. Cord/plug is damaged 3. Control box problem	1. Verify that all plugs are seated within the control box port then perform base reset 2. Inspect cord/plug for damage, replace if needed 3. If above is correct then control box replacement is required (note that Master/Slave system is a custom install customer service may be required)
H01	Control box duty cycle	1. Continuous movement of columns over 4 minutes 2. Room temperature too high for heating elements	1. Desk must rest for 16 minutes 2. Environment temperature may be too high for operation
LOC	Control box / handset lock	1. Control box program has the handset locked 2. There is a handset circuit error	1. Perform the handset un-lock operation 2. Replace handset if un-lock doesn't solve problem

* MOST ERROR CODES CAN BE SOLVED BY RESETTING THE BASE

If the display reads an error code, hold the the down button down until display reads "Reset" then release. Hold the down button again until the base reaches its lowest height and displays the height number readout. Reset is now complete.

DESKHAUS//