V·I·V·O

Desk Riser with Dual Monitor Mount
Instruction Manual
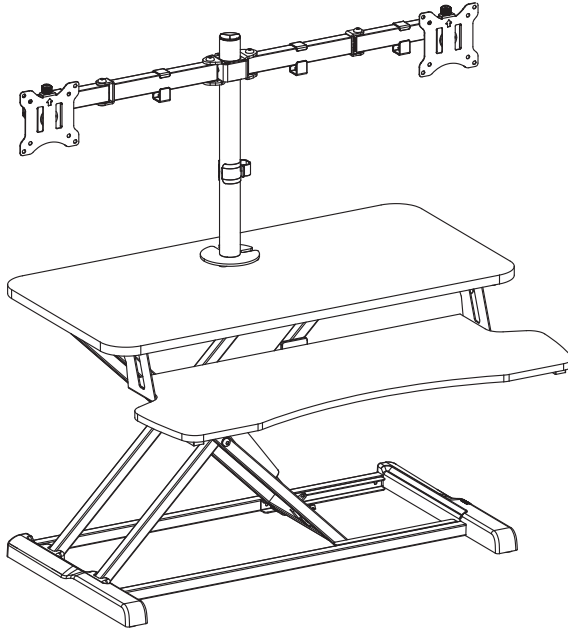
Scan the QR code with your mobile device or follow the link for helpful videos and specifications related to this product.

https://vivo-us.com/products/desk-v000k-m2

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

help@vivo-us.com

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Chat live with an agent!

309-278-5303

⚠ WARNING!

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

⚠ WARNING: CHOKING HAZARD

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

PACKAGE CONTENTS

A (x1) Desk	**B** (x1) Keyboard Tray	**C** (x1) Stopper	**D** (x3) Pad	**E** (x4) Rubber Feet	**F** (x2) Cable Clips
G (x1) Arm	**H** (x1) Pole	**I** (x2) VESA Plate	**J** (x1) Pole cable Clip	**K** (x4) Arm Cable Clip	**L** (x1) Pole Cap
M (x1) Grommet Plate	**N** (x1) Hand Bolt	**O** (x1) Support Plate	**P** (x5) Rubber Pads	**Q** (x2) Knob	

S-A (x2) ST4.2x12mm Screw	**S-B** (x4) M5x10mm Screw	**S-C** (x2) M3x8mm Screw	**M-A** (x8) M4x12mm Screw	**M-B** (x8) M4x16mm Screw
M-C (x8) M5x12mm Screw	**M-D** (x8) M5x16mm Screw	**M-E** (x8) M5 Washer	**M-F** (x8) Spacer	**T-A** (x1) 6mm Allen Wrench

TOOLS NEEDED

Scissors

Phillips Screwdriver

DO NOT EXCEED WEIGHT CAPACITY.
Failure to do so may result in serious injury.

33lbs (15kg) DESKTOP	4.4lbs (2kg) KEYBOARD TRAY	17.6lbs (8kg) PER SCREEN
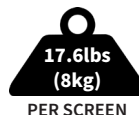
⚠ WARNING
PINCH POINT
DO NOT place hands on or near support bars. Moving parts can crush and cut. Pinch points are created during lifting and lowering the worksurface. Failure to follow these instructions may result in serious personal injury.

⚠ CAUTION!

| Keep monitor and laptop base fully on the desktop. | Follow the cable routing instructions to avoid the potential to pinch cables. | Leave enough slack in cable to allow for full range of vertical motion (15" / 38 cm). | Raise desktop slowly to keep items stable. |

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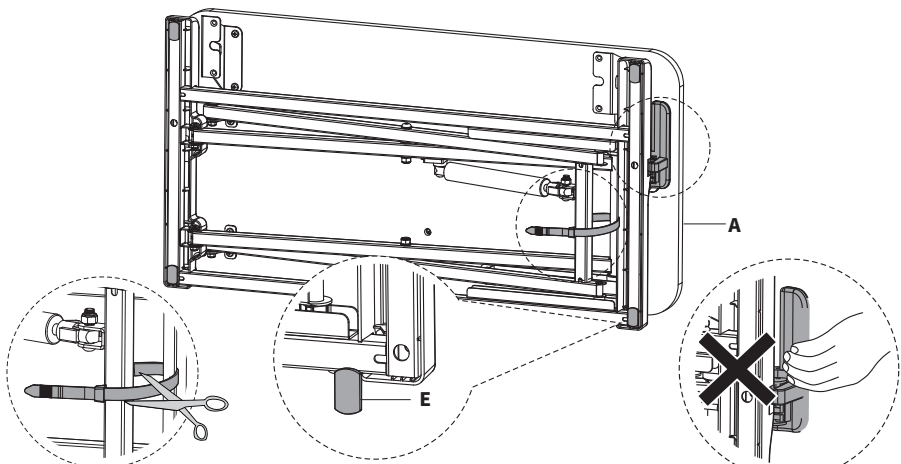
ASSEMBLY STEPS

STEP 1

Apply Pads **(D)** to the underside of Keyboard Tray **(B)**. Install Stopper **(C)** on Keyboard Tray **(B)** using ST4.2x12mm Screws **(S-A)** in the pre-drilled holes and a Phillips screwdriver.
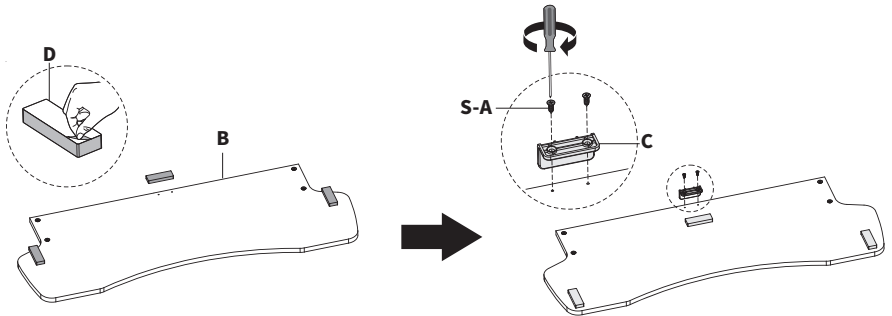
STEP 2

Install Rubber Feet **(E)** to the bottom of Desk **(A)**. Then cut the large shipping tie.
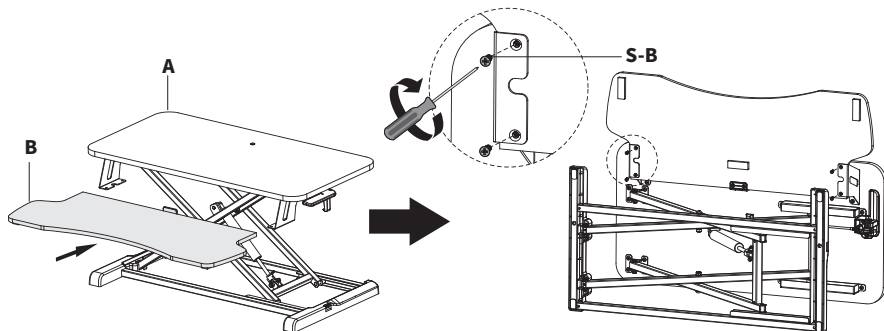**NOTE: DO NOT** squeeze the handle on Desk **(A)** while cutting the shipping tie.

STEP 3

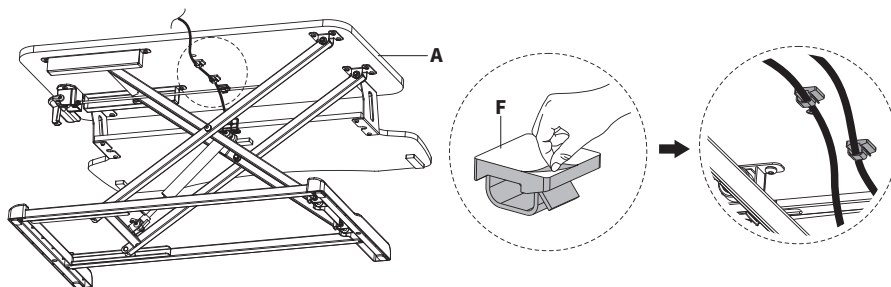Raise Desk **(A)** by lifting the handle on the right side of the frame.
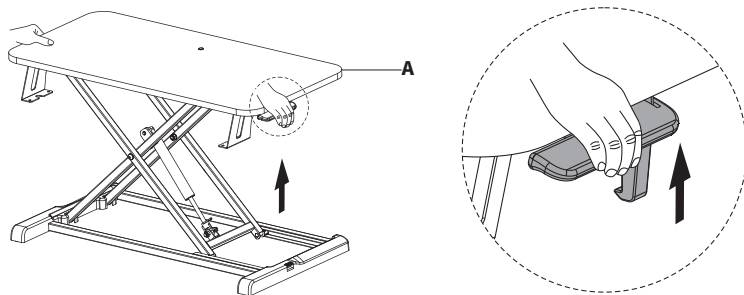
STEP 4

Place Keyboard Tray **(B)** on the metal brackets on Desk **(A)**. Secure Keyboard Tray **(B)** to brackets using M5x10mm Screws **(S-B)** and tighten with a Phillips screwdriver.

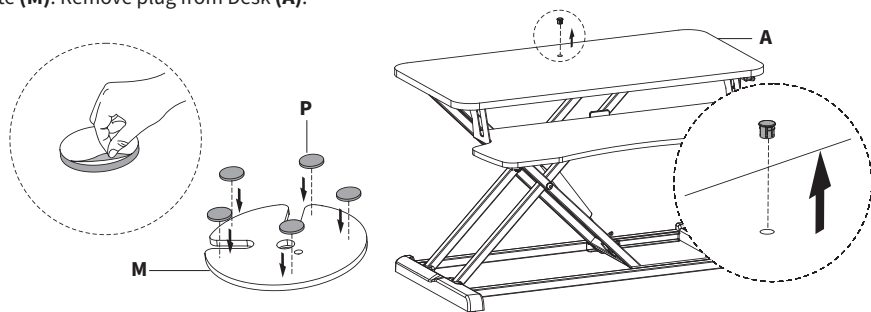## STEP 5

Apply Cable Clips **(F)** to underside of Desk **(A)**.
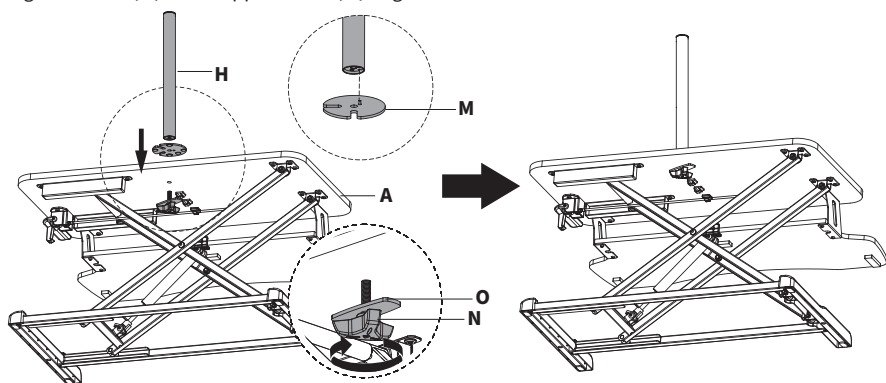
STEP 6

Insert Pole Cap **(L)** into Pole **(H)**.

STEP 7

Remove adhesive backing from Rubber Pads **(P)** and place them on the underside of over Grommet Plate **(M)**. Remove plug from Desk **(A)**.
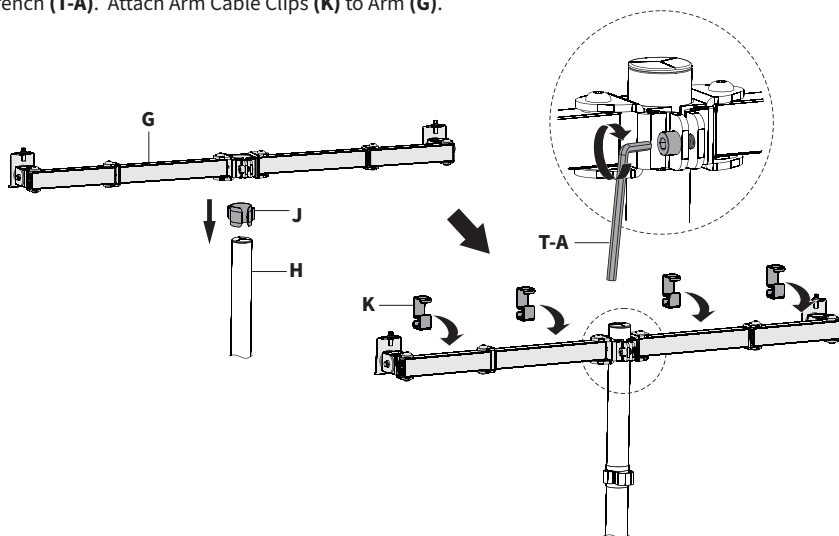

STEP 8

Position Pole **(H)** with Grommet Plate **(M)** over the grommet hole of Desk **(A)**, and install to desktop using Hand Bolt **(N)** with Support Plate **(O)**. Tighten and secure.
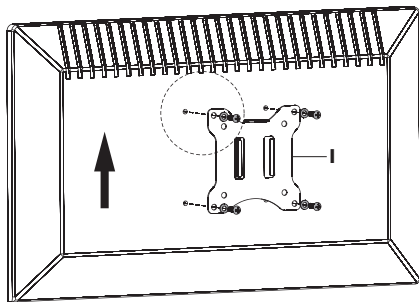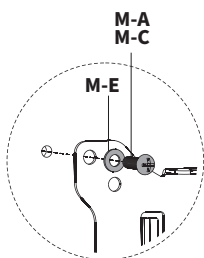

STEP 9

Slide Pole Cable Clip **(J)** and Arm **(G)** onto Pole **(H)** and secure at the desired height using 6mm Allen Wrench **(T-A)**. Attach Arm Cable Clips **(K)** to Arm **(G)**.
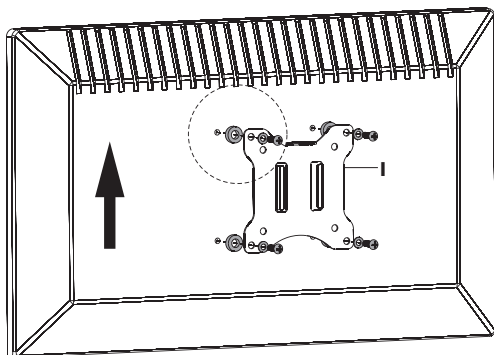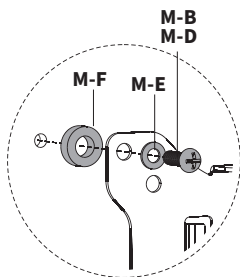
STEP 10

Flat Back Monitor
Install VESA Plates **(I)** to monitors using Screws **(M-A or M-C)** and M5 Washers **(M-E)**.
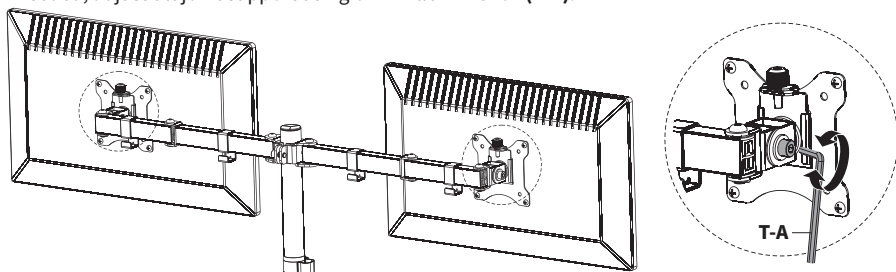
M-A
M-C

M-E

I

Curved / Recessed Back Monitor
Install VESA Plate **(I)** to monitors using Screws **(M-B or M-D)**, M5 Washers **(M-E)** and Spacers **(M-F)**.

M-B
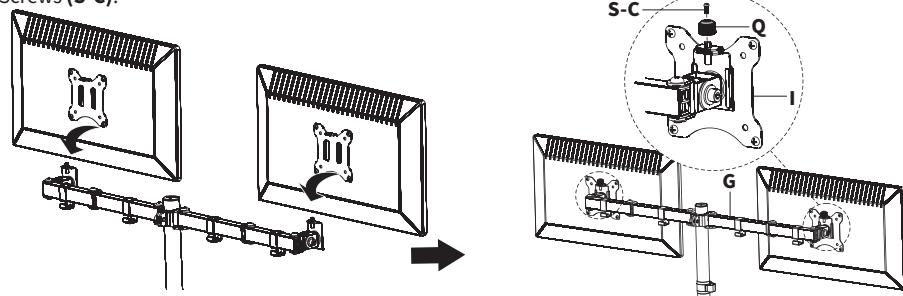**M-D**

M-F **M-E**

I

STEP 11

If needed, adjust tilt joint support using 6mm Allen Wrench **(T-A)**.

T-A

STEP 12

Slide the VESA Plates **(I)** with monitors onto the Arms **(G)**. Secure using the Knobs **(Q)** with M3x8mm Screws **(S-C)**.
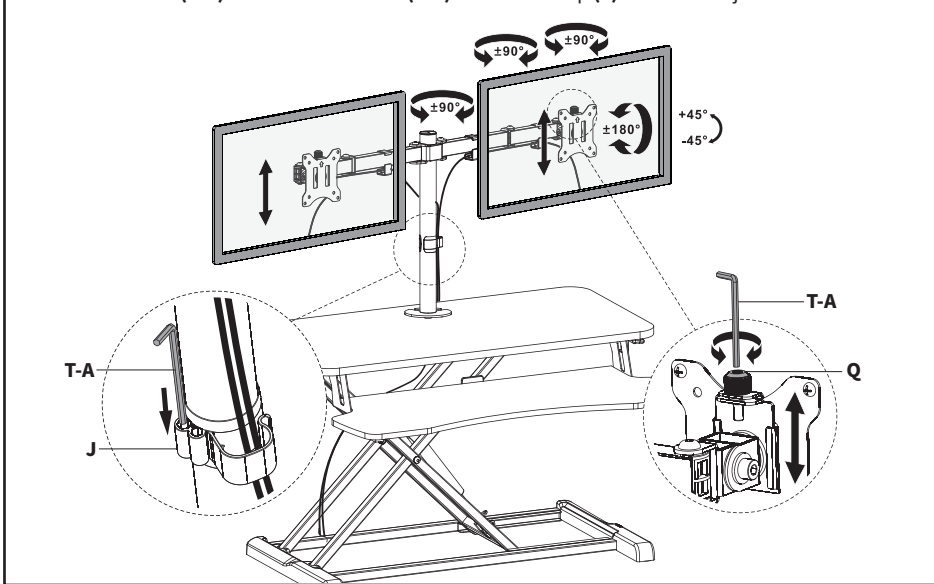
S-C
Q

I

G

STEP 13

Route cables through Arm Cable Clips **(K)** and Pole Cable Clip **(J)**.
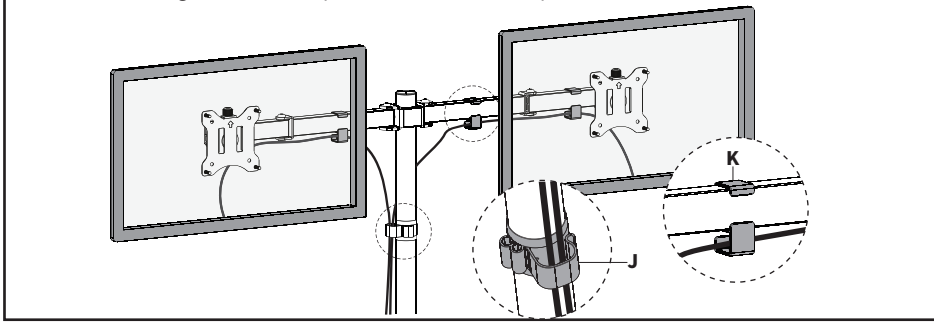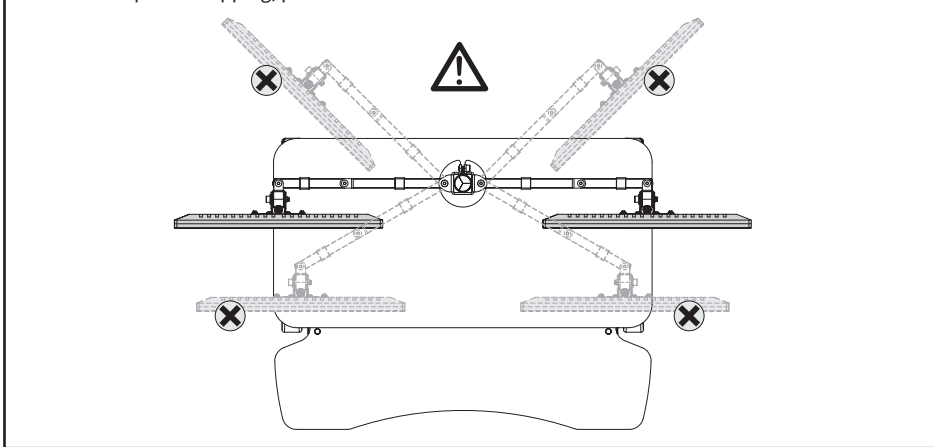

STEP 14

Adjust monitor position and rotation as desired. Adjust monitor alignment by turning Knob **(Q)** with 6mm Allen Wrench **(T-A)**. Store Allen Wrench **(T-A)** in the Pole Clip **(J)** for future adjustments.

CAUTION: To prevent tipping, please be careful not to extend the arms too far forward or backward.

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our dedicated support team can offer immediate assistance with rapid response times. If any parts are received damaged or defective, please contact us. We are happy to replace parts to ensure you have a fully functioning product.

309-278-5303   AVG. RESOLUTION TIME *(within office hrs)*: **5M 4S**

www.vivo-us.com   AVG. RESOLUTION TIME *(within office hrs)*: **< 15 M**
Chat live with an agent!

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