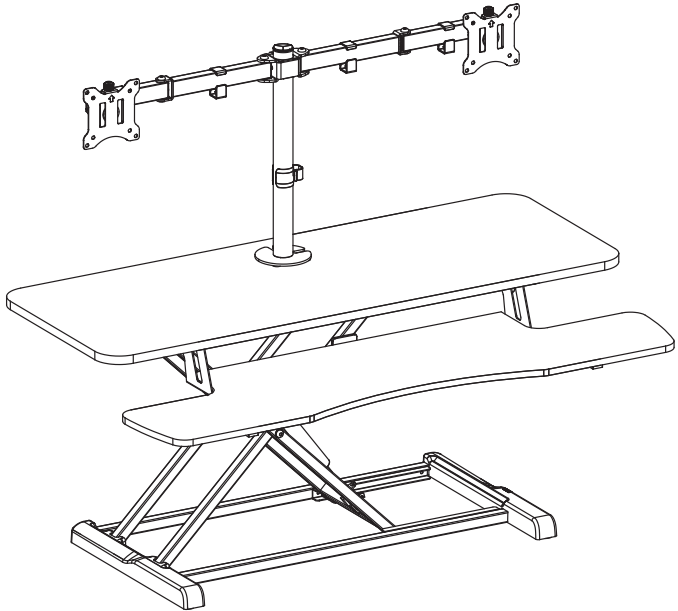




---

## Desk Riser with Dual Monitor Mount

### Instruction Manual



**SKU: DESK-V042KB-M2**



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



www.vivo-us.com  
*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.

**DO NOT EXCEED WEIGHT CAPACITY.**

Failure to do so may result in serious injury.



**DESKTOP**



**KEYBOARD TRAY**



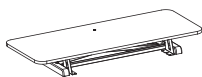
**PER SCREEN**



### **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 WORK SURFACE. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN SERIOUS PERSONAL INJURY.

# PACKAGE CONTENTS



**A (x1)**  
Desk



**B (x1)**  
Keyboard Tray



**C (x1)**  
Stopper



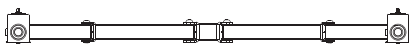
**D (x3)**  
Pad



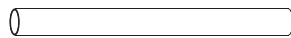
**E (x4)**  
Rubber Feet



**F (x2)**  
Cable Clip



**G (x1)**  
Swivel Arm



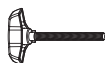
**H (x1)**  
Pole



**I (x2)**  
VESA Plate



**J (x1)**  
Grommet  
Plate



**K (x1)**  
Clamp  
Bolt



**L (x1)**  
Support Plate



**M (x1)**  
Pole Cable  
Clip



**N (x4)**  
Arm Cable  
Clip



**O (x1)**  
Pole Cap



**P (x5)**  
Rubber Pad



**S-A (x2)**  
ST4.2x12mm Screw



**S-B (x4)**  
M5x10mm Screw



**S-C (x2)**  
M3x8mm Screw



**S-D (x2)**  
Knob



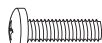
**M-A (x8)**  
M4x12mm  
Screw



**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**

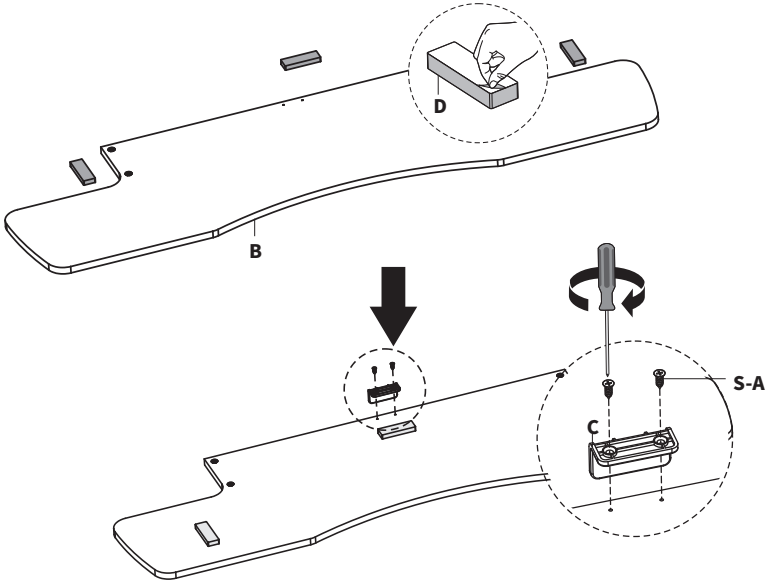


**Phillips  
Screwdriver**

# ASSEMBLY STEPS

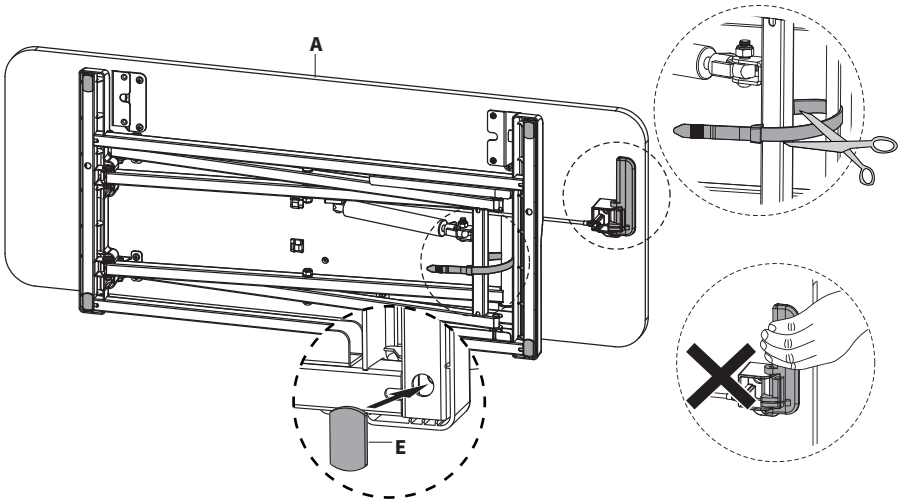
## STEP 1

Apply Pads (D) to underside of Keyboard Tray (B). Assemble Stopper (C) to Keyboard Tray (B) using ST4.2x12mm Screws (S-A) and a Phillips screwdriver.



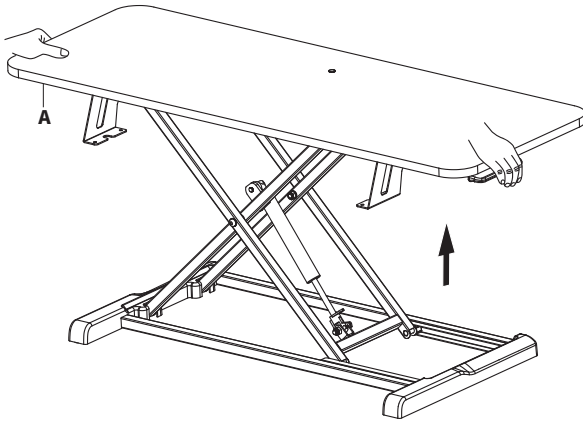
## STEP 2

Install Rubber Feet (E) to the bottom of Desk (A). Remove shipping tie from desk and set right side up on solid surface. **NOTE: DO NOT** squeeze the handle on Desk (A) while cutting the shipping tie.

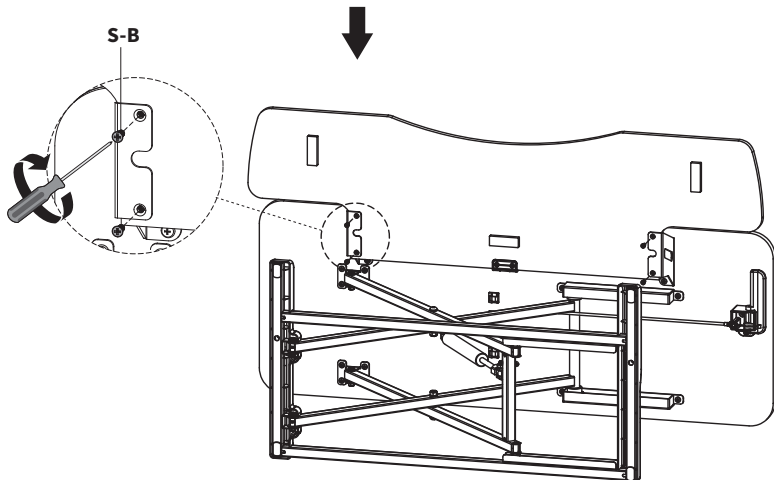
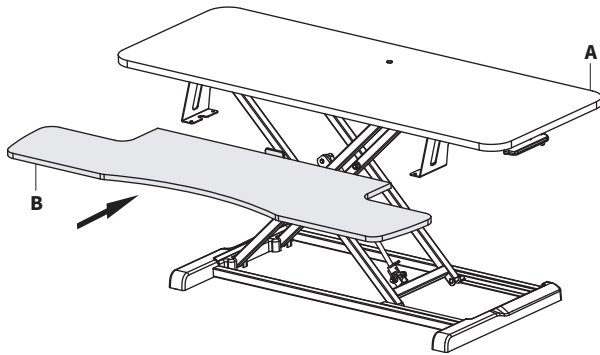


### STEP 3

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

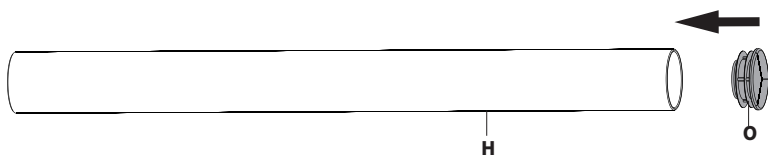


Place Keyboard Tray **(B)** on the metal brackets on Desk **(A)**. Secure Keyboard Tray **(B)** to brackets using M5x10mm Screws **(S-B)** and tighten with a Phillips screwdriver.



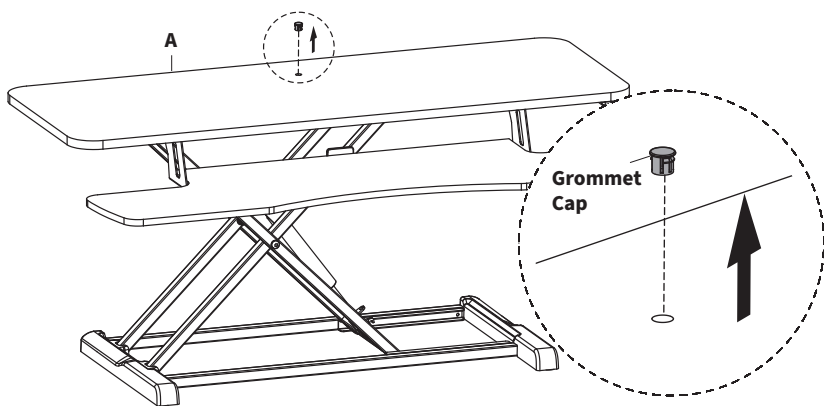
## STEP 4

Install the Pole Cap (**O**) onto the top of the Pole (**H**).

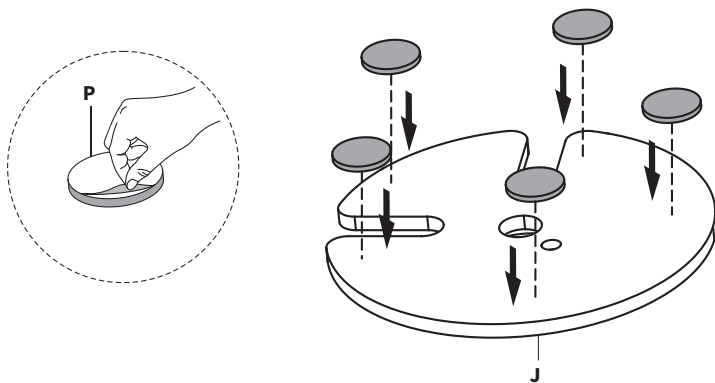


## STEP 5

Remove the grommet cap from the top of the Desk (**A**).

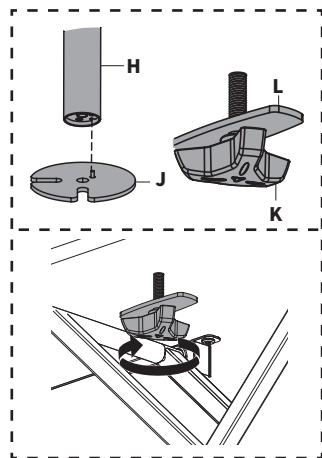
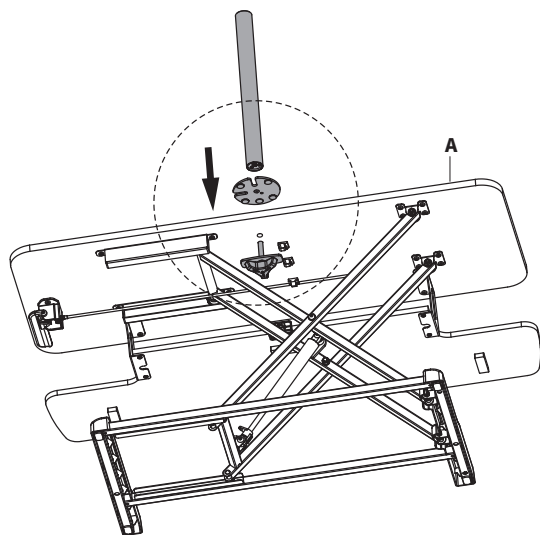


Remove adhesive cover and install the Rubber Pads (**P**) onto the underside of the Grommet Plate (**J**) in an even, circular pattern.



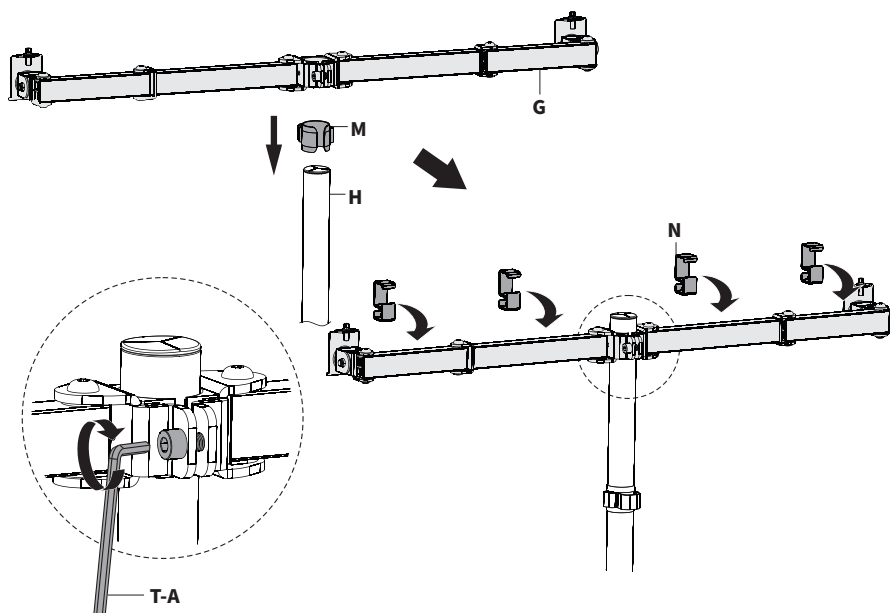
## STEP 6

Place the Pole (H) onto the Grommet Plate (J). Slide Support Plate (L) onto Clamp Bolt (K), then thread Bolt through mounting hole in Desk (A), anchoring into Pole with Grommet Plate.



## STEP 7

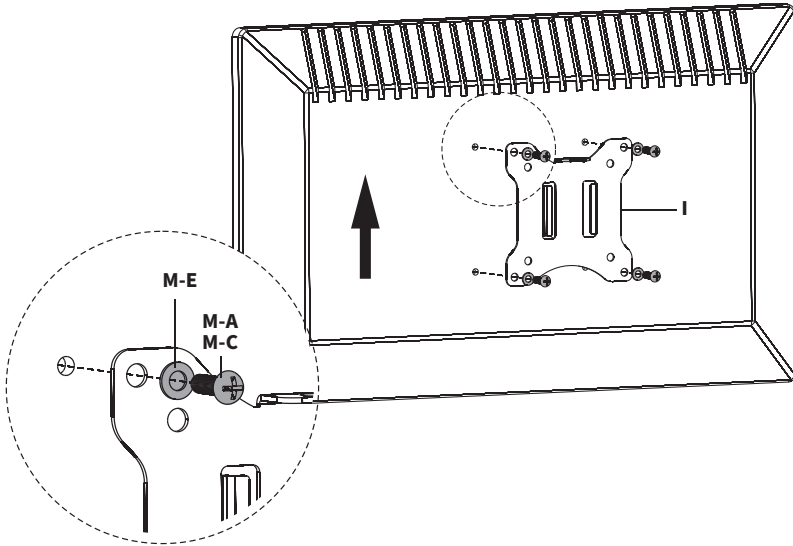
Slide Pole Cable Clip (M) and Swivel Arm (G) onto Pole (H). Secure Swivel Arm in place using 6mm Allen Wrench (T-A). Attach Arm Cable Clips (N) to Swivel Arm.



## STEP 8

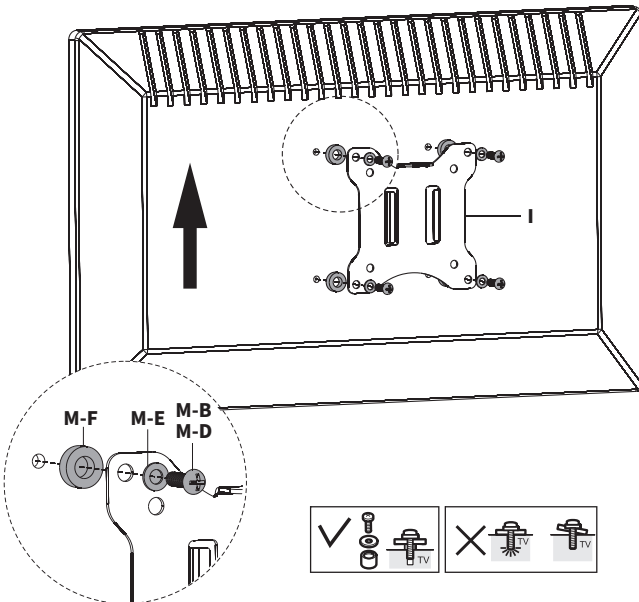
### Flat Back Monitors

For flat back monitors, install VESA Plates (I) to monitors using appropriate Screws (M-A, M-C), M5 Washers (M-E) and a Phillips screwdriver, being careful not to overtighten.



### Recessed Back Monitor

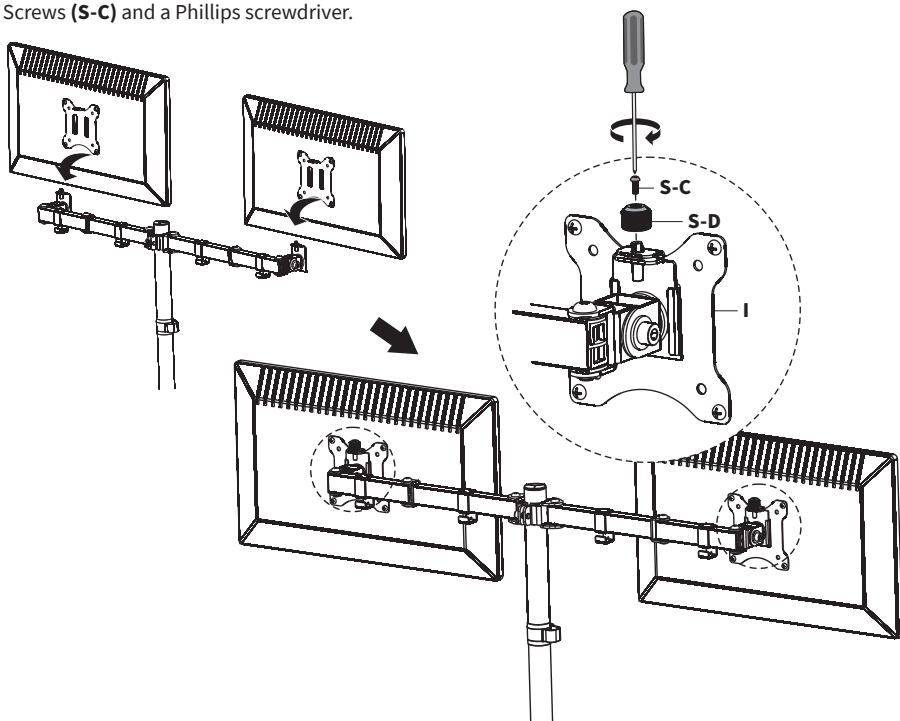
Install VESA Plates (I) to monitors using appropriate Screws (M-B, M-D), M5 Washers (M-E), Spacers (M-F) and a Phillips screwdriver, being careful not to overtighten.





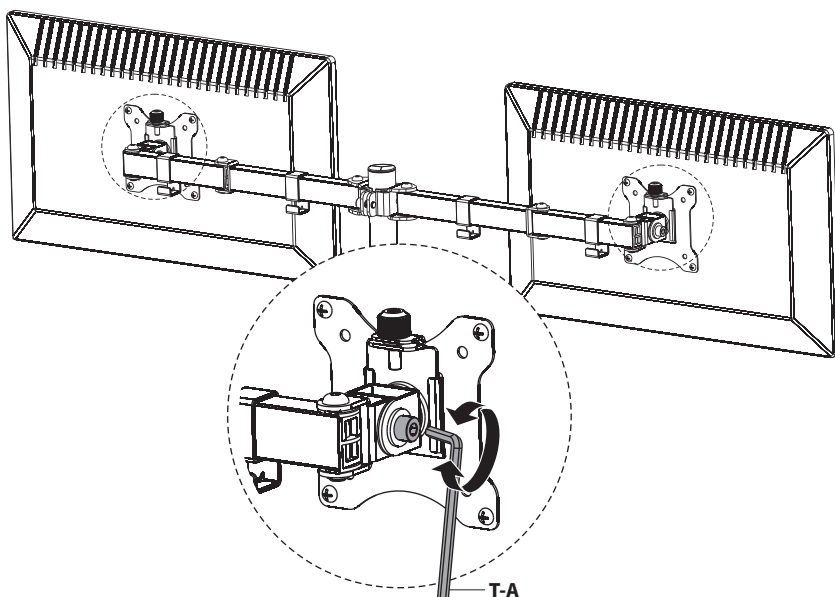
## STEP 9

Slide monitors onto Swivel Arm (G). Place Knobs (S-D) on VESA Plates (I) and secure using M3x8 Screws (S-C) and a Phillips screwdriver.



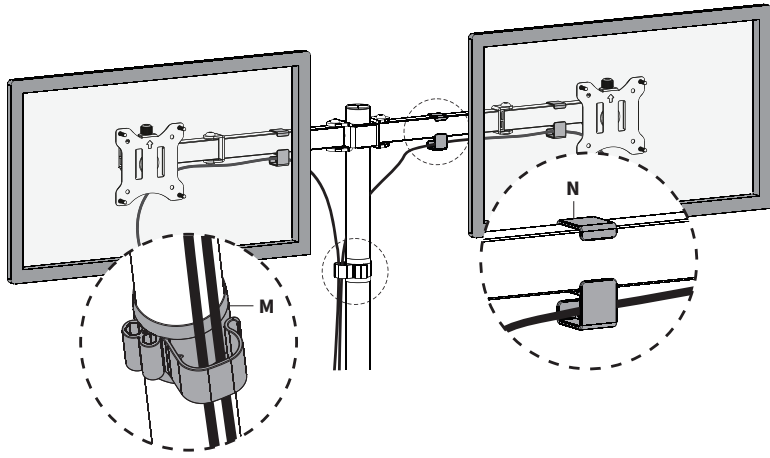
## STEP 10

Adjust monitor tilt by using the 6mm Allen Wrench (T-A) to loosen and tighten the joint.

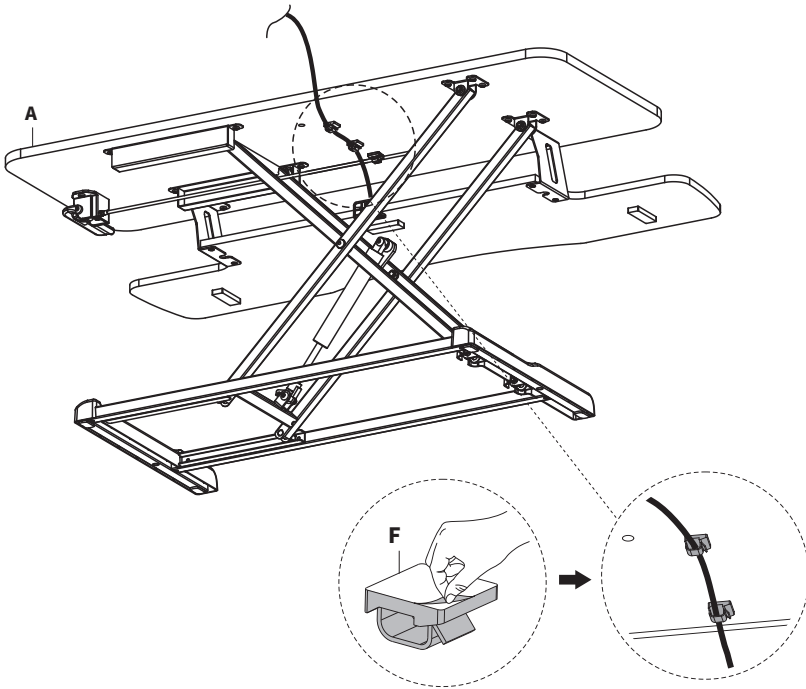


## STEP 11

Manage cables using Arm Cable Clips (**N**) and Pole Cable Clip (**M**).

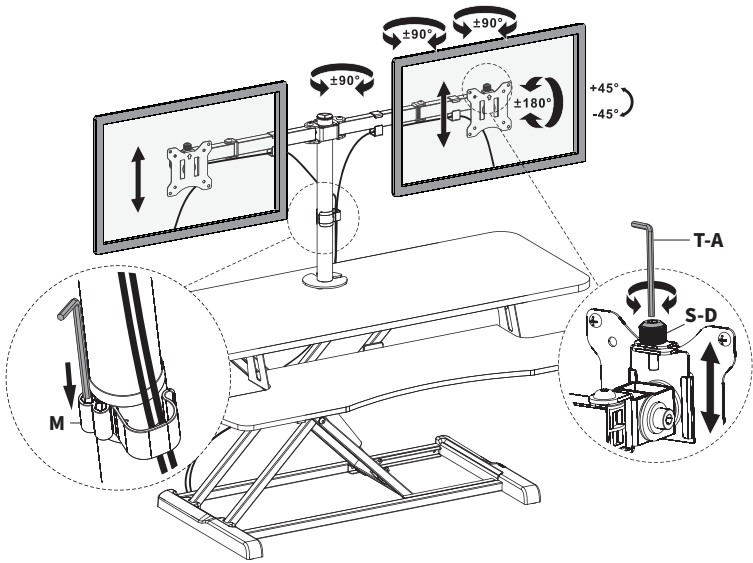


Apply Cable Clips (**F**) to underside of Desk (**A**) and route cables.



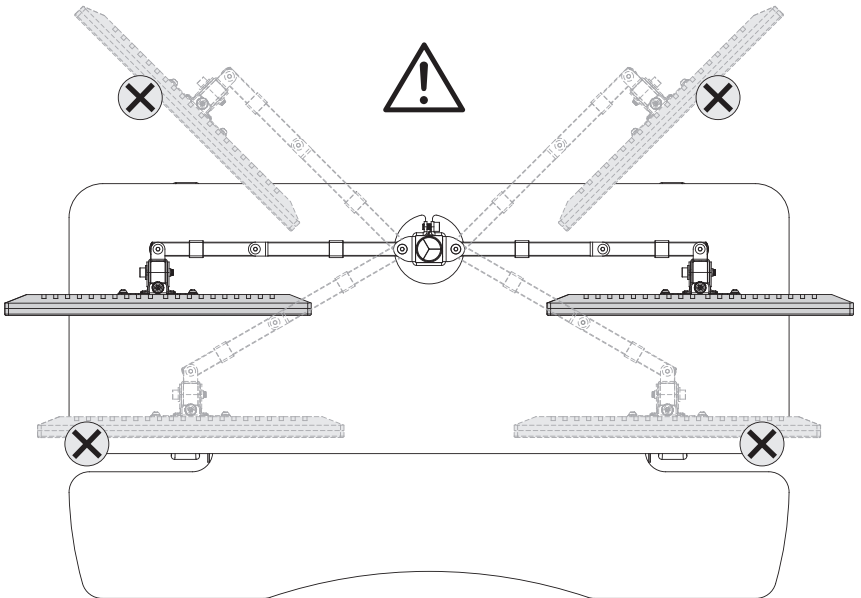
## ADJUSTMENTS

Adjust the height of the monitor by loosening Knob **(S-D)** with 6mm Allen Wrench **(T-A)**. Place the 6mm Allen Wrench in into the Pole Cable Clip **(M)** for quick access. Position the monitors into a comfortable viewing orientation.



## WARNING

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





Love your new VIVO setup and want to share?  
Tag us in your photo! [@vivo\\_us](#)

LAST UPDATED: 01/11/24  
REV2



Open **Monday - Friday 7:00am - 7:00pm** CST,  
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](http://www.vivo-us.com)  
*Chat live with an agent!*

**AVG. RESOLUTION TIME** (*within office hrs*): **< 15 M**



[help@vivo-us.com](mailto: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

FOR MORE VIVO PRODUCTS, CHECK OUT OUR WEBSITE AT: [www.vivo-us.com](http://www.vivo-us.com)