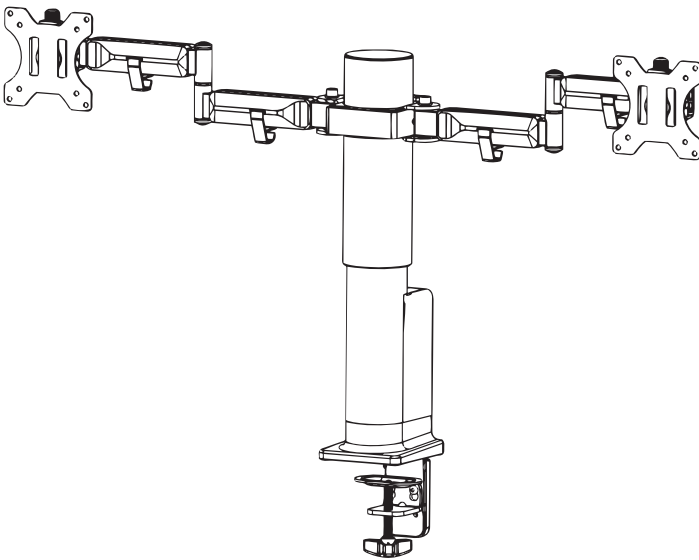




Electric Height Adjustable Dual Monitor Stand Instruction Manual



SKU: STAND-E-102A



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/stand-e-102a>

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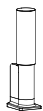
WARNING!

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. 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.

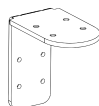
PACKAGE CONTENTS



A (x1)
Electric Stand



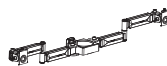
B (x1)
Lower Clamp Bracket



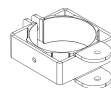
C (x1)
Upper Clamp Bracket



D (x1)
Clamp Cable Clip



E (x1)
Dual Arm



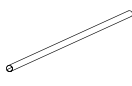
F (x1)
Single Arm Bracket



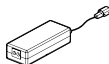
G (x4)
Arm Cable Clips



H (x2)
VESA Plate



I (x1)
Cable Sleeve



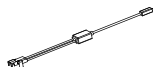
J (x1)
AC Adapter



K (x1)
Power Cable



L (x1)
Control Panel



M (x1)
Splitter Cable



N (x1)
Large Pad



O (x2)
Small Pad



P (x3)
Cable Clip



S-A (x4)
M6x12mm
Screw



S-B (x2)
Screw Cap



S-C (x2)
M3x8mm
Screw



S-D (x2)
ST3.5x18mm
Screw



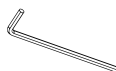
M-A (x8)
M4x12mm
Screw



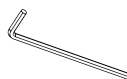
M-B (x8)
M5x12mm
Screw



M-C (x8)
M5 Washer



T-A (x1)
4mm Allen
Wrench



T-B (x1)
6mm Allen
Wrench

NOTE: SOME HARDWARE MAY NOT BE USED

TOOLS NEEDED



Pencil



Phillips
Screwdriver



Scissors

SUPPORTED MONITOR RANGES :

Most 20" - 32" screens

DO NOT EXCEED WEIGHT CAPACITY.

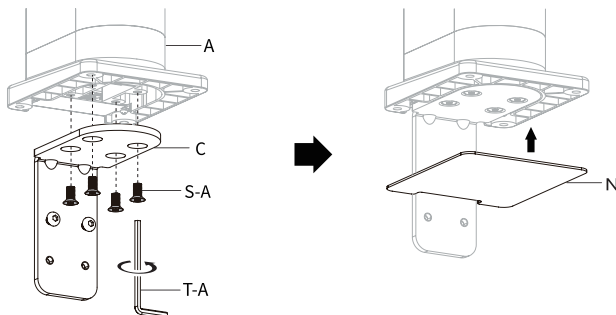
Failure to do so may result in serious injury.



ASSEMBLY STEPS

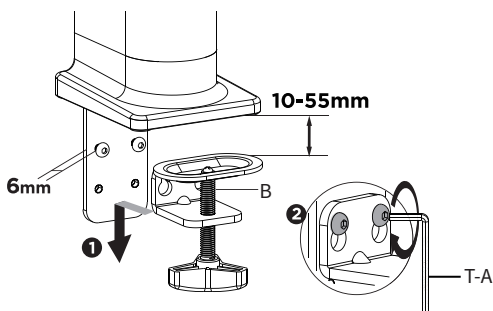
STEP 1

Attach Upper Clamp Bracket (**C**) to the bottom of the Electric Stand (**A**) using M6x12mm Screws (**S-A**) and a 4mm Allen Wrench (**T-A**). Remove protective film from Large Pad (**N**) then attach it to the bottom of the stand.

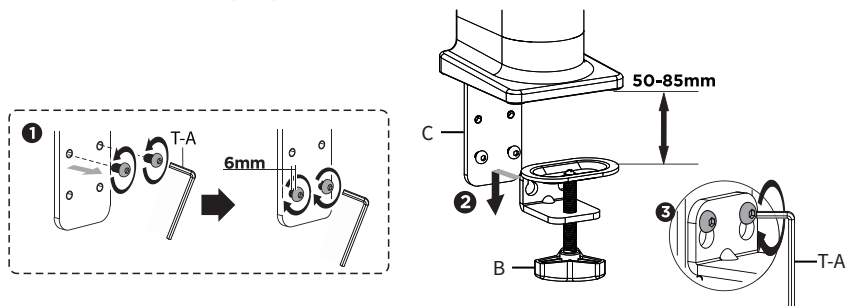


STEP 2

For desktops between 10-55mm (0.40"-2.15"), align the key slots on Lower Clamp Bracket (**B**) with the screws on Upper Clamp Bracket (**C**). Pull Lower Clamp Bracket (**B**) down and lock the screws on Upper Clamp Bracket (**C**) in place with the 4mm Allen Wrench (**T-A**).

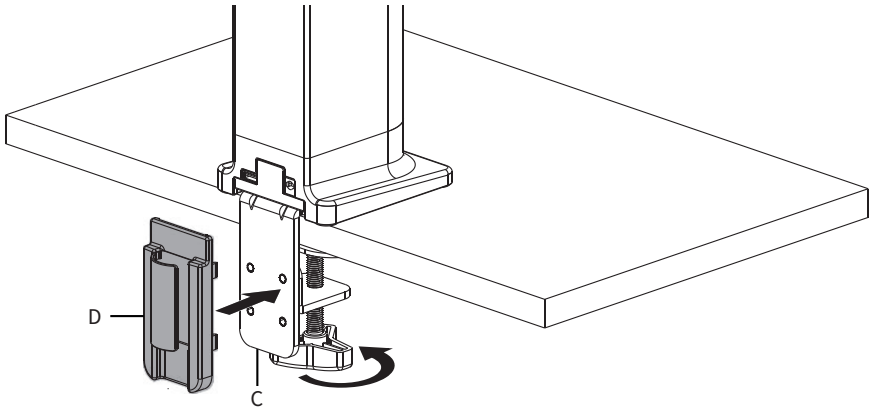


For desktops between 50-85mm (2"-3.35"), remove the screws on Upper Clamp Bracket (**C**) and reassemble them to the lower set of holes using 4mm Allen Wrench (**T-A**). Align the key slots on Lower Clamp Bracket (**B**) with the screws on Upper Clamp Bracket (**C**). Pull Lower Clamp Bracket (**B**) down and lock the screws on Upper Clamp Bracket (**C**) in place with the 4mm Allen Wrench (**T-A**).



STEP 3

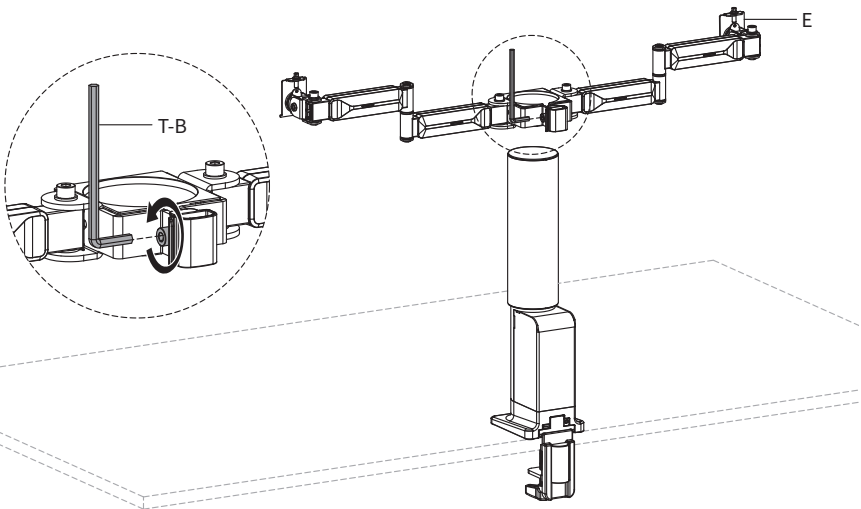
First, clamp the stand assembly onto desk. Press the Clamp Cable Clip (**D**) onto Upper Clamp Bracket (**C**).



Option A: Dual Monitor Setup

STEP 4

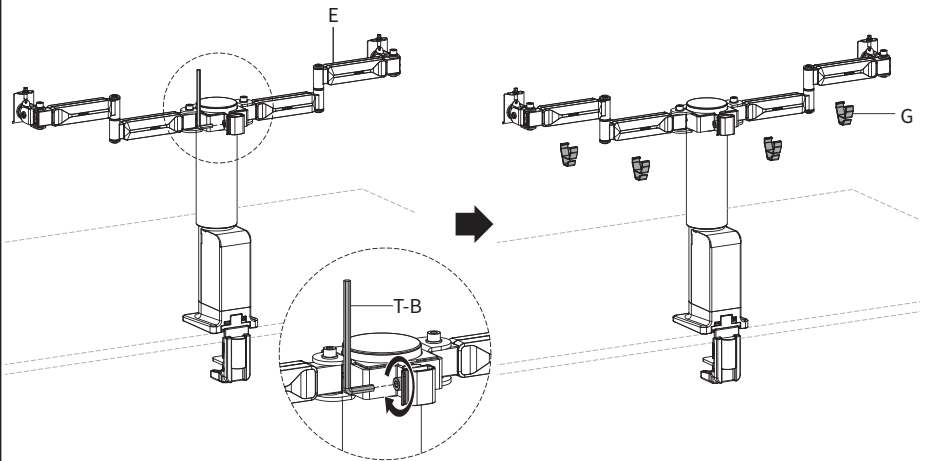
Partially loosen screw on Dual Arm (**E**) with 6mm Allen Wrench (**T-B**) and slide Dual Arm (**E**) onto the post of Electric Stand (**A**).



STEP 5

Re-tighten screw on Dual Arm (**E**) with arm assembly at the top of the post using the 6mm Allen Wrench (**T-B**). Attach an Arm Cable Clip (**G**) onto each arm segment.

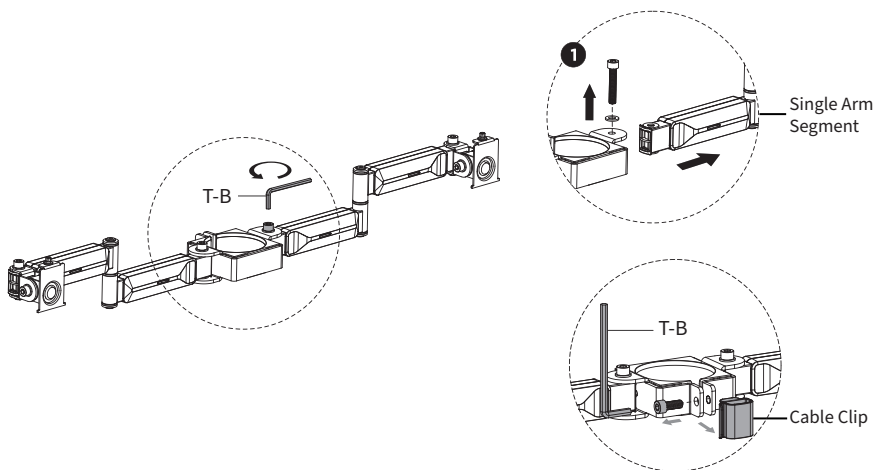
Note: The final arm position will be determined in step 13.



Option B: Single Monitor Setup

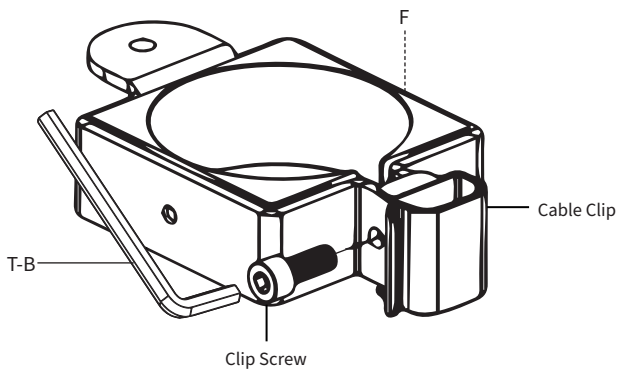
STEP 6

Remove a single arm segment and the cable clip from Dual Arm (**E**) using the 6mm Allen Wrench (**T-B**).



STEP 7

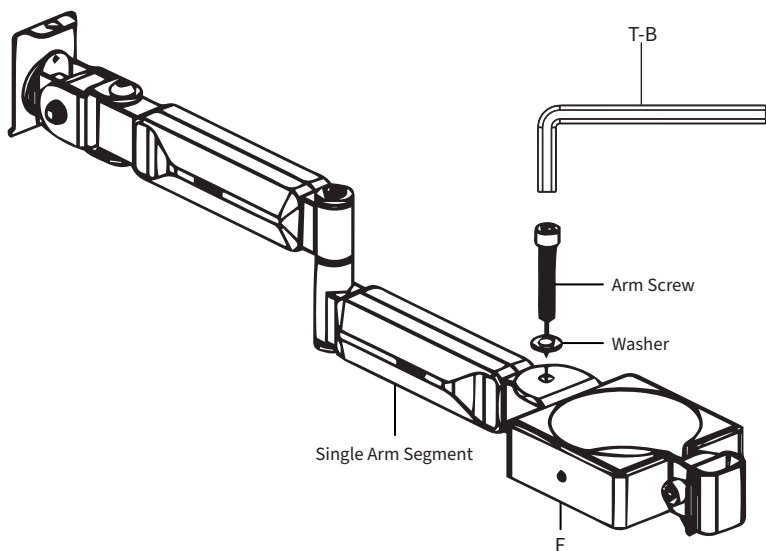
Loosely assemble the cable clip on Single Arm Bracket (**F**) using the 6mm Allen Wrench (**T-B**).



STEP 8

Attach the single arm segment to Single Arm Bracket (**F**) using the 6mm Allen Wrench (**T-B**).

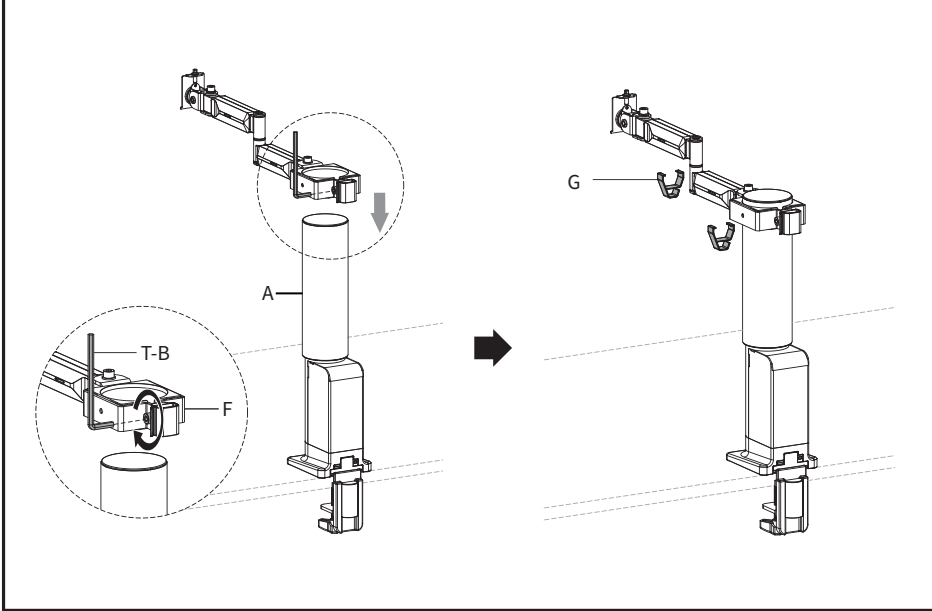
Note: This screw adjusts the joint tension. The tighter the screw the more resistance there will be when pivoting the arm.



STEP 9

Re-tighten screw on Single Arm Bracket (**F**) with arm assembly at the top of the post using the 6mm Allen Wrench (**T-B**). Attach an Arm Cable Clip (**G**) onto each arm segment.

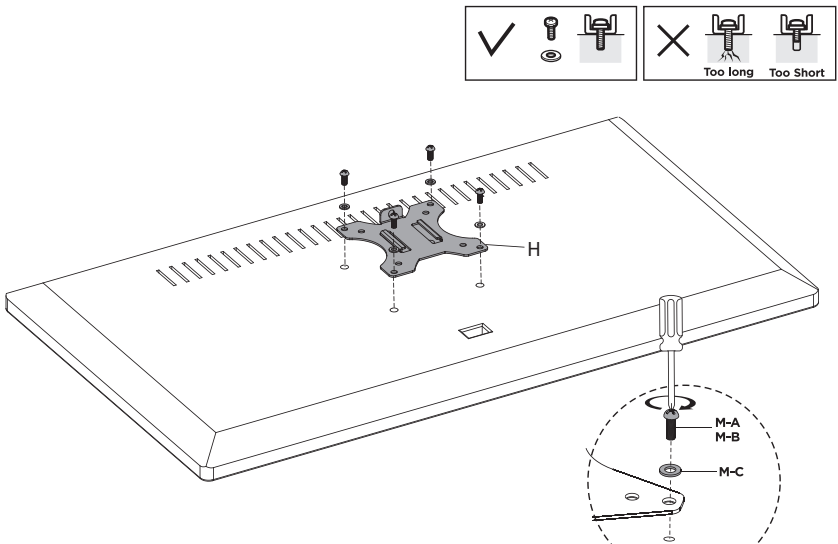
Note: The final arm position will be determined in Step 13.



Monitor Installation

STEP 10

Attach VESA Bracket (**H**) to monitors using either M4x12mm or M5x12mm bolts (**M-A, M-B**) and Washers (**M-C**) along with a Phillips Screwdriver.

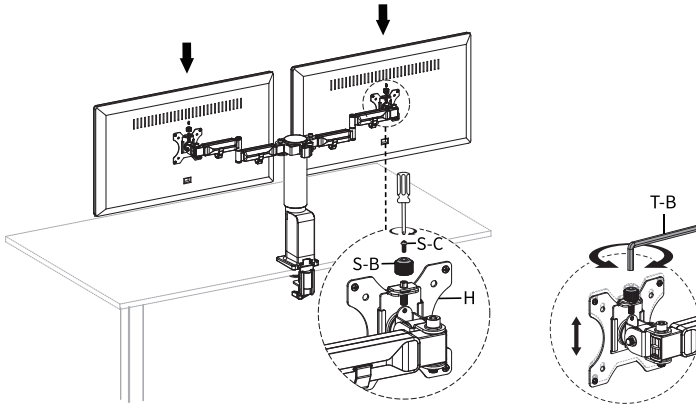


Max. Weight Capacity (per screen): 10kg (22lbs).

STEP 11

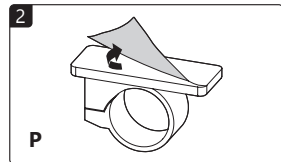
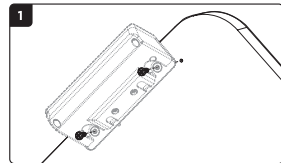
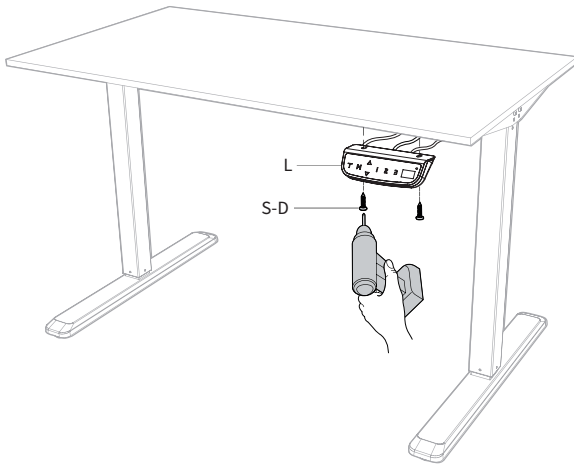
Slide monitors onto tilt joint located on the arm assembly. Lock VESA plate (**H**) in place with Screw Cap (**S-B**), M3x8mm Screw (**S-C**) and a Phillips Screwdriver. Adjust monitor height alignment by turning Screw Cap (**S-B**) by hand or using 6mm Allen Wrench (**T-B**).

Note: If you are having an issue with a monitor tilting down once installed on the arm, refer to Step 17 to tighten down the tilt joint.

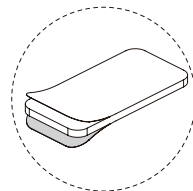
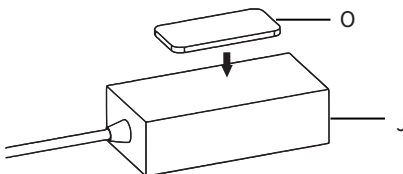


STEP 12

Attach the Control Panel (**L**) to the underside of the desktop using ST3.5x18mm Screws (**S-D**) as shown. Remove protective film from Cable Clip (**P**) and secure the unused cable to the desktop.

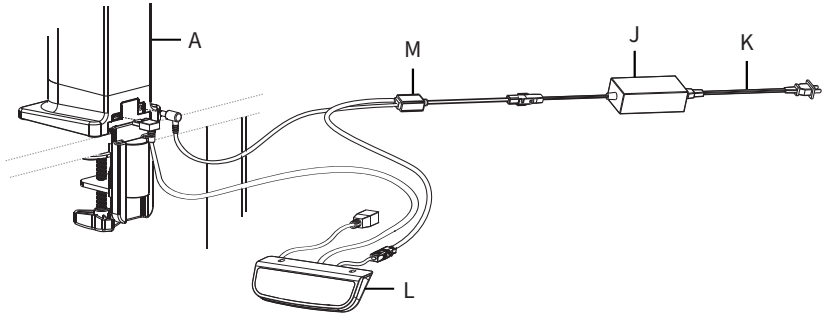


If desired, attach AC Adatper (**J**) to desktop using Small Pad (**O**), making sure the protective film is removed.



STEP 13

Connect cables between Electric Stand (**A**), Control Panel (**L**), Splitter Cable (**M**), AC Adapter (**J**), and Power Cable (**K**) as shown below.



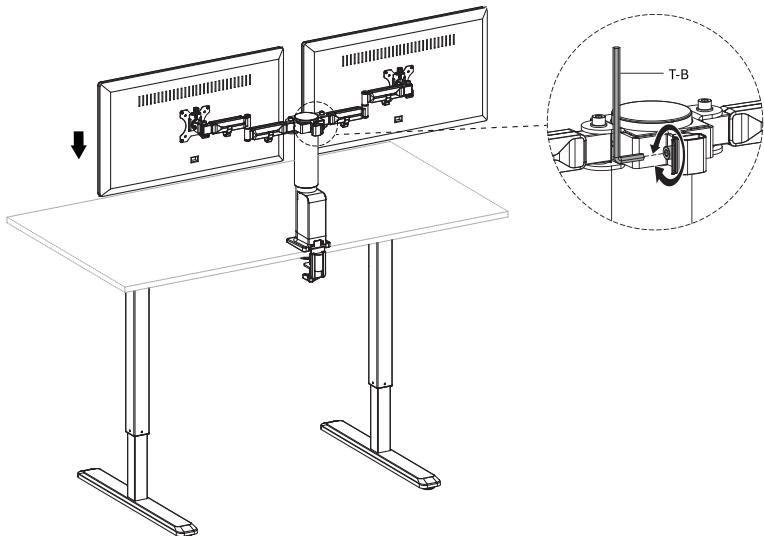
STEP 14

Initial Setup Procedure:

Referring to the control panel instruction manual, ensure the panel display is set to adjust stand height (see the “Shift Device Display” section). If you are using a height-adjustable desk, move your desk frame to a comfortable level for your normal sitting position. It is recommended to follow general ergonomic guidelines for working posture while considering your desk frame height.

Next, with the electric stand at its lowest height setting, loosen the arm bracket screw using the 6mm Allen Wrench (**T-B**) and manually adjust the arm assembly along the electric stand post until the top of the monitor screen is at eye level while in your normal sitting position. If this is not possible, position the arm assembly at the very top or the very bottom of the electric stand post respectively. Re-tighten the arm bracket screw to secure the arm assembly in this position.

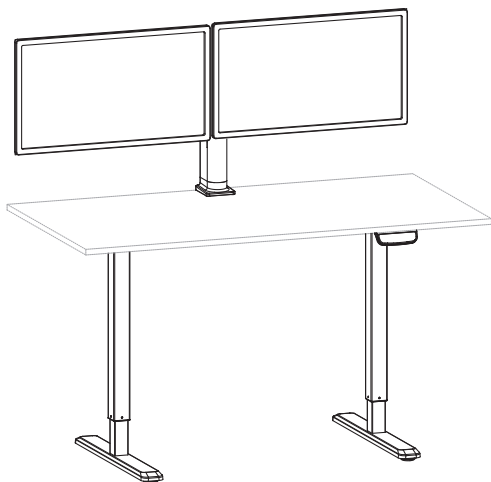
Note: You do not have to use the monitor at this height, but doing so reduces the amount of manual adjustment later on.



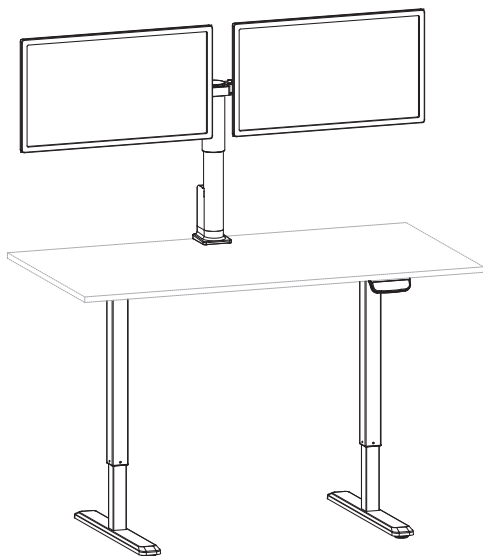
STEP 15

Setting Memory Positions:

Referring to the control panel instruction manual, ensure the panel display is set to adjust stand height. In your normal sitting position, move the stand until the monitors are at a comfortable level. It is recommended to follow general ergonomic guidelines for work posture while considering the optimal height of your monitors. Store this position in memory setting 1. Your monitor height should now be synced to memory setting 1.

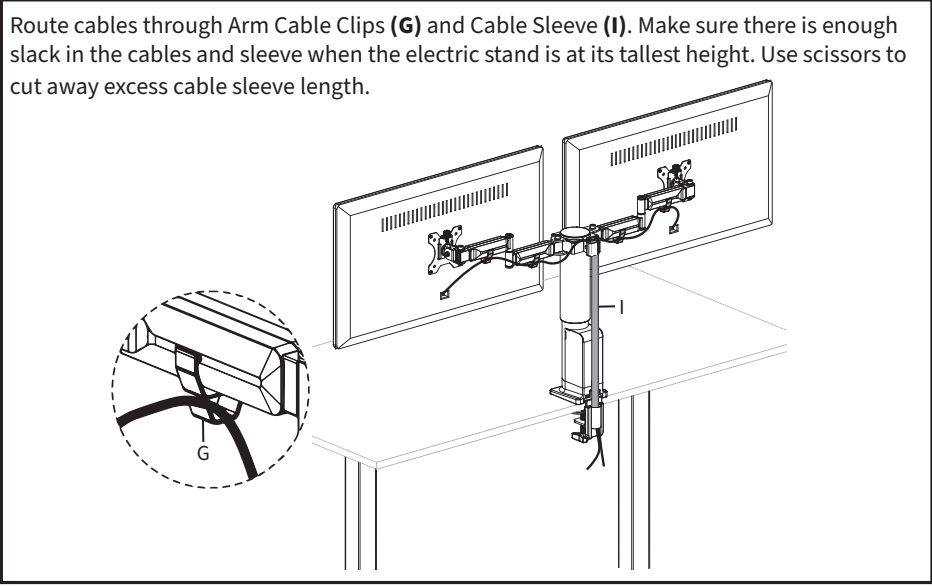


Referring to the control panel instruction manual, move the stand to a comfortable secondary position. Store this height location to memory setting 2. Repeat this procedure for storing a third working posture in memory setting 3 if desired.



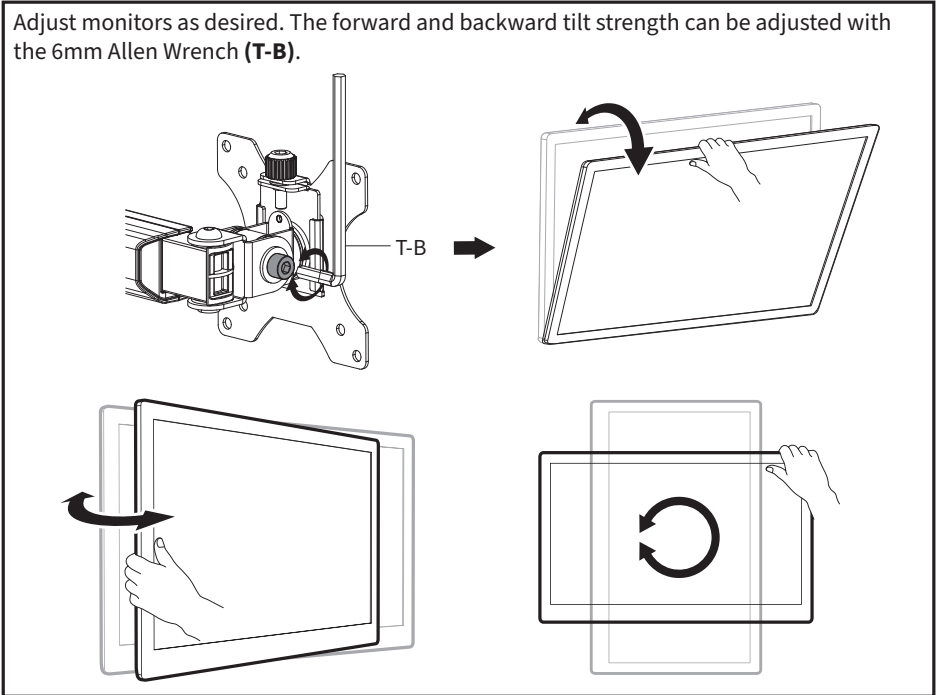
STEP 16

Route cables through Arm Cable Clips (**G**) and Cable Sleeve (**I**). Make sure there is enough slack in the cables and sleeve when the electric stand is at its tallest height. Use scissors to cut away excess cable sleeve length.



STEP 17

Adjust monitors as desired. The forward and backward tilt strength can be adjusted with the 6mm Allen Wrench (**T-B**).



Your workstation is now setup and ready to adjust monitor height between working positions at the press of a button. It can take some time to get used to monitor height adjustment between sitting and standing, and therefore slight adjustments to your monitor height memory settings are encouraged until you find the most ideal position for your specific working posture and individual needs, within reason of ergonomic principles.



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- 23% within < 15m
- 38% within < 30m
- 61% within < 1hr
- 83% within < 2hr
- 92% within < 3hr