ASSEMBLY INSTRUCTIONS

Steve's Station™ Advanced

Steve's Station Advanced
Shown in LD + 1 Configuration

GETTING STARTED

WELCOME

Thank you for purchasing Steve's Station!

If you have any questions or if we can help you in any way, please contact us at 800.325.3841.

TOOLS

These tools are required (but not provided) for assembly:

Box Knife	1/2" Socket
Ratchet	7/16" Socket
Socket Extension	Spirit Level
Wire Snips	3/8" Wrench or Adj Wrench
Four-wheel furniture dollies (2 ea)	

PARTS LIST

Before beginning installation of your Steve's Station table, check that you've received the proper kits. Contents for each kit are listed in the assembly step where they're used.

Product	Part #	Qty
SS. ADVANCED (STB) KIT	825-5713-00	1
ANTHRO DRIVER, 5/32" HEX	375-5000-00	2
3/16" LOOPED T-HANDLE HEX KEY 9"	375-5040-00	1
SS GLIDE WRENCH	225-4607-03	1
M6X14 FLAT-HD SCREW	325-5435-00	4
USB CABLE, 10-FT	400-5432-00	2
MONITOR BOOM ASSEMBLY	500-1112-03	1
UPPER CABLE CARRIER	835-5685-03	1
LOWER CABLE CARRIER	835-5465-61	1

STEP 1 – UNPACK

- Make sure you have enough space around the pallet to work. Allow about 8ft x 10ft plus space to stage accessories.

- Cut the strapping that secures the box to the pallet and remove the box.

- Remove and inventory the parts boxes inside using the Parts List on page 2 and above.

- Using the 1/2" socket and ratchet, remove the four 5/16" hex bolts securing the table to the pallet. One in each of the two black stabilizer brackets against the worksurface and one in each of the triangular hand-holds in the wood braces.

- Flatten the side of the cardboard tray nearest the table's worksurface. Roll your two furniture dollies up to the pallet and tuck the side of the tray under the edge of your dollies.

- With one or two people on each end of the table, use the hand-holds on the wood lifting frame to lift the table onto the dollies. Tables weigh as much as 450 lbs. Make sure you have enough people to safely perform this lift!

- Carefully move the table and its parts boxes to the installation destination.

STEP 2

ONCE YOU'RE IN THE ROOM

- Determine the location and orientation of the assembled table.

- Roll the table into place. Leave about two feet behind the table so you have room to move during assembly.

- With one or two people on each end of the table, use the hand-holds on the wood lifting frame to lift the table off the dollies and to the floor.

- If you have casters for the table, install them now. First, unscrew the feet that the table. If a foot is hard to turn by hand, use the Glide Wrench provided. Next, install a washer over each caster's threaded stem and install the casters.

- Using the hand-holds on the wood lifting frame, rotate the table onto its feet.

- Locate the kit box #825-5713-00 and find a 5/32" hex Anthro driver. Using that driver, remove the two screws securing the wood lifting frame to the table bracket (one screw per bracket).

- Slide each wood lifting frame away from the table and set aside. These frames and the black table brackets (which you'll remove later) can be returned to Anthro for re-use in the labeled, pre-paid return shipment box provided.

- Remove and discard the protective foam next to the bracket. Remove the blue tape on each safety plate under the shelf gussets.
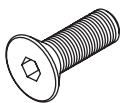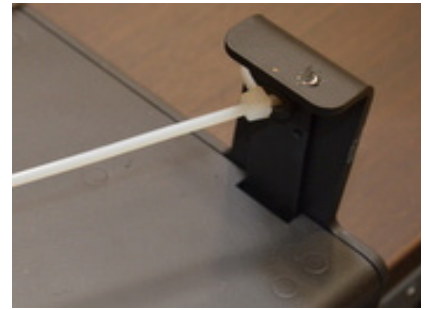
STEP 3

CONNECT THE POWER

- Open the rear door on the table and remove the power cable. Your table may have shipped with tape holding the door closed during transit; remove and discard the tape.

- Route the cable through the end of the cable enclosure and plug in the table. Check that the power strip is switched on and that connections on the Control Box are secure.

- From the front of the table, use the control buttons to move the table up to a comfortable working height.

- At the rear of the table, remove the black steel lifting brackets from the table frame using the Anthro driver. Return those to Anthro in the return box.

STEP 4

INSTALL THE MONITOR BOOM

■ Locate the box containing the monitor boom assembly (part #500-1112-03). Unpack the assembly. From the parts kit, grab the four M6X14 Flat-hd Screws (325-5435-00) from the kit.

■ Locate the zip tie holding the small metal plate to the base of the Monitor Easy Track. Using the wire cutters, clip and remove the zip tie.

■ From the back of the table, align the monitor boom assembly with the base as shown (a). To be sure the boom is aligned properly, the front of the boom needs to fit over the side metal base plates and come down all the way to the desk. This may require you to jiggle and push down on the boom to make sure it slides into place and is flush with the base of the Monitor Easy Track. Loosely attach the left side of the assembly (your left when you're standing at the back of the table) to the base using two ea 325-5435-00 screws, starting with the bottom screw.

■ On the right side, align the monitor boom assembly with the base and the small metal plate inside the assembly. (You can see the metal plate by looking through the round hole on the back of the monitor boom assembly.) Using your fingers, hold the parts in alignment while you finger-tighten one 325-5435-00 screw through the bottom set of holes. Use the Anthro driver or a hex key and use it to loosely install one 325-5435-00 screw through the top set of holes. Tighten lower left screw all the way.

■ Check that the monitor boom is level. From the back of the table, use the screw on top of the boom to adjust the level of the boom (b). Use the 3/16" hex key (provided) to tighten the screws on the side of the monitor boom assembly.

■ Slide the Monitor Easy Track to the middle of its range by squeezing the grip at the front of the track and pulling it toward you.

M6x14 Flat Hd Screw
325-5435-00

STEP 5

INSTALL MONITOR KNUCKLES AND EXTENSIONS

■ Now, install your Monitor Knuckles, Monitor Boom Extensions (if any), and CPU Holders using their enclosed instructions.

STEP 6

INSTALL THE UPPER CABLE CARRIER

- Locate the Upper Cable Carrier assembly (part #835-5685-03) and inventory its contents. It should contain:
  1 ea Upper Cable Carrier
  2 ea 10-24 X 1/2 BHS THRD FORM SCREW*BK* (325-5464-00)

- Select the installation point. Attach the bottom of the cable carrier by using the two 325-5464-00 screws. (a).

- Remove the fastener that secures the hinge plate to the carrier so the plate swings freely. Set aside the fastener. (b).

- With the hinge plate completely open, position the cable carrier over the top bar of the boom so the hooks on the carrier rest on the top of the boom. (c). Fold the plate under the tube and reattach the plate to the carrier with the fastener. (d)(e).

- Move the Monitor Easy Track forward and back, watching the cable carrier to make sure it moves smoothly and doesn't bind.

- The cable carrier can be repositioned after displays are installed on the table. Just reverse these steps to remove the carrier, select its new position, and reinstall.
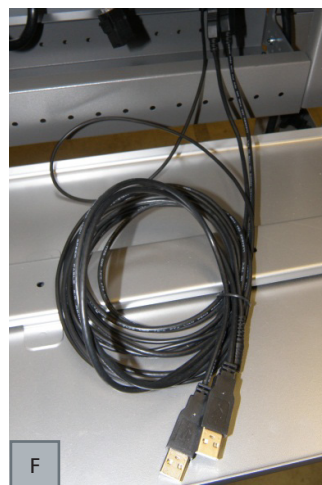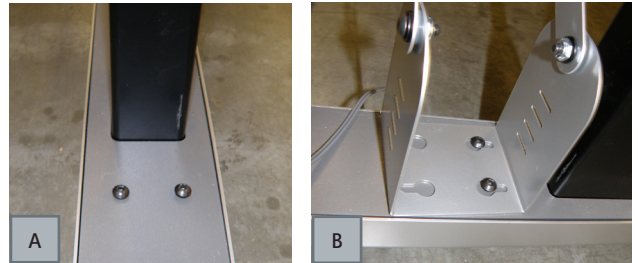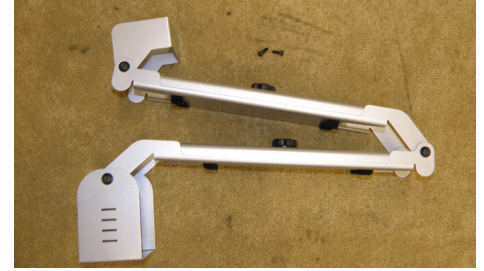
Self-threading Screw
325-5464-00

STEP 7

INSTALL THE LOWER CABLE CARRIER

- Locate the Cable Carrier assembly (part #835-5465-61) and inventory its contents. It should contain:

    1 ea Cable Carrier 835-5465-61
    2 ea 10-24x1/2" socket-head cap screws (325-5598-00)

- Determine which side of the table will receive the carrier. It should be located on the same side as your CPU Holder.

- Using the Anthro driver, loosen but do not remove the two button-head screws on the top of the foot, behind the leg. (A)

- Align the cable carrier with the table so that the hinged center of the carrier is inside the table footprint and the keyholes on the base of the carrier fit over the screw heads. Slip the base of the carrier over the screw heads, slide the carrier so that the screw heads are over the narrow end of the holes, and tighten the screws just until the base feels secure. (B - D)

- Install two 10-24x1/2" Socket-head Cap Screws (325-5598-00) into the threaded holes at the top of the cable carrier. Move the table to standing height and open the back door to the cable enclosure. Extend the cable carrier so that the screw heads at the top of the carrier slip through the keyhole slots at the end of the cable enclosure. Tighten the screws to secure the top of the carrier. (E)

- Remove the cable carrier cover trays by unscrewing the knobs. Set them aside.

- Pull the coiled audio cable and two USB cables out of the end of the cable enclosure. Raise the table to its full height, then unplug the table from the power. Feed the power cord, audio cable, and USB cables through the end of the cable enclosure and into the cable carrier. (F)

- Route the cables through the hook-and-loop fasteners at each end of the carrier, then replace the cover trays and knobs. (G)

A

B

C

D

E

F

G

Questions? Call us at **800.325.3841** or visit **anthro.com**. We're happy to walk you through the assembly!
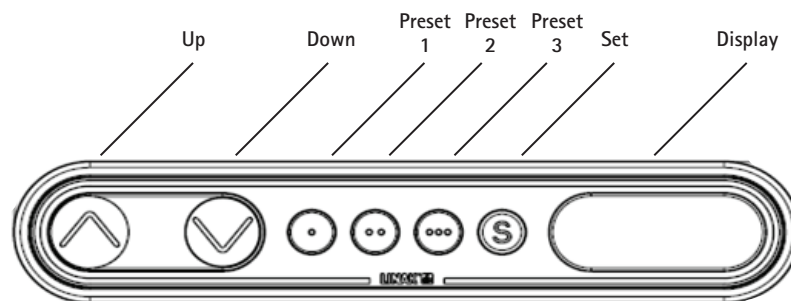
STEP 8

TEST THE TABLE

- Make sure the table is plugged in and the switch on the power bar is on.

- Remove the protective covers on the task lights. Turn on the task lights and check the dimmer controls.

- Turn on the ambient light; test the dimmer control. Expect a slight delay in the response of the light to the controls.

- Turn on the fan and check for air flow.

- Move the table to its lowest position. Check that the readout says 23.00" (26.00" for a table with casters). To reset the height display, see the Troubleshooting Guide.

- Raise the table to its full height.

- Check that the lower cable carrier extends properly. If it doesn't, loosen (but do not remove) the fasteners on the foot of the table. Adjust the cable carrier so that it's straight up and down, then tighten the fasteners.

- Slide the Monitor Easy Track forward and back and check for interference with the monitor boom or cable carrier.

- Test the Safety Stops. Locate the float plates on the left and right sides of the table where the legs meet the top.

- Use the keypad to move the legs down. While the legs are moving, press one float plate. The table should stop moving down and move up 2". Repeat for the other float plate.

STEP 9

PROGRAM THE HEIGHT PRESETS

- Move the table to the desired height using the △ and ▽ keys.

- Press the "S" button. The display will flash for two seconds. While the display is flashing, press one of the small buttons with dots to program that button with this position. The panel will confirm by showing a 1,2, or 3 on the display.

Steve's Station keypad

CLEANING INSTRUCTIONS

- Clean Steve's Station surfaces with a non-abrasive cleaner and a soft cloth. Durable finishes are designed to stand up to frequent cleaning.

TROUBLE–SHOOTING GUIDE

The fan doesn't blow.

- Check that the table is plugged into a working outlet.
- Check that the fan/light assembly is securely plugged into the power strip in the cable enclosure.
- Locate the bottom of the fan assembly under the worksurface. Trace the cords back to their connection point and make sure that the cords are securely connected.

The task lights don't go on or the dimmer doesn't work.

- Check that the table is plugged into a working outlet.
- Check that the fan/light assembly is securely plugged into the power strip in the cable enclosure.
- Locate the bottom of the fan assembly under the worksurface. Trace the cords back to their connection point and make sure that the cords are securely connected.

The ambient light doesn't go on or the dimmer doesn't work.

- Expect a slight delay in the response of the light to the controls.
- Check that the table is plugged into a working outlet. Check that the fan/light assembly is securely plugged into the power strip.
- If the light doesn't respond to the controls, check that the power connection and the RJ45 connection in the cable enclosure are secure.
- Replacement lamp: F28 T5/841.

The power strip in the cable enclosure doesn't provide power.

- Check that the table is plugged into a working outlet.
- Check that the switch's power strip is in the on position. If it's in the on position and the light is not on, turn the switch off and then on to reset it.

The switch on the power strip keeps turning off.

- Excessive load on the power strip will trip the circuit breaker. Try unplugging some of the items, then turn the switch off and on to reset.

The power strip on the worksurface doesn't provide power.

- Check that the table is plugged into a working outlet.
- The upper power strip plugs into the power strip in the cable enclosure. Check that this connection is secure.

The height control display is not on.

- Push the UP or DOWN button to bring the display out of SLEEP mode.
- Check that the table is plugged into a working outlet.

The table will not move – up or down.

- Check that the table is plugged into a working outlet.
- Locate the Control Box in the cable enclosure and check that the cord connections are secure.
- Check for and remove obstructions under the table that have triggered the safety stops.
- Remove the blue tape on each safety plate under the shelf gussets.

Error codes on the height adjustment display

- E01 - Position lost. Home the table: lower the table as far as it will go. Release the button, then press and hold for five seconds. The table will bump slightly as the legs reset.
- E02, E28, E39 - Overload or obstruction UP. The table won't go up because it is carrying too much load or is pushing against an obstruction. Reduce the load or remove the obstruction.
- E03, E32, E33, E36, E37, E40, E41 - Overload or obstruction DOWN. The table won't go down because it is carrying too much load or is pushing against an obstruction. Reduce the load or remove the obstruction.

The height display shows the wrong height

- Program the table's height display following these steps:
- Use the △ and ▽ keys to move table to its lowest position. Let go of the keys.
- Press △ and ▽ keys at the same time and keep them pressed for 5 seconds.
- Use the △ and ▽ until the readout says 23.00. Let go of the keys.
- The system will return to normal operation (and give a short blink) after 5 seconds of inactivity on the keys.

ANTHRO®
Technology Furniture®

300-5637-00