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Flat Panel Display Arm Retrofit Kit Assembly Instructions

Widescreen Format FPA-0-1621-NK-

-XK for No Keyboard Size
Option

Keyboard Size Options: 24 / 28 / 30

This kit ships with a 100mm VESA plate. If all four of the 100mm VESA plate holes do not line up with the holes on the back of monitor, you may require a smaller (75mm) VESA plate, which is sold separately. Also available with a Privacy/Glare Visor (sold separately). Contact Customer Service for more information.

Step 1.

Cut opening for viewport (Figure 1A). When ordering with a keyboard, prepare surface for keyboard drawer (Figure 1B).

Step 2.

Using the hole pattern on the **Desk Mount Extension Tube** (A2) as a template, locate and drill holes (Figure 1A). *Please note drill size and hole depth.*

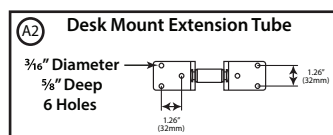
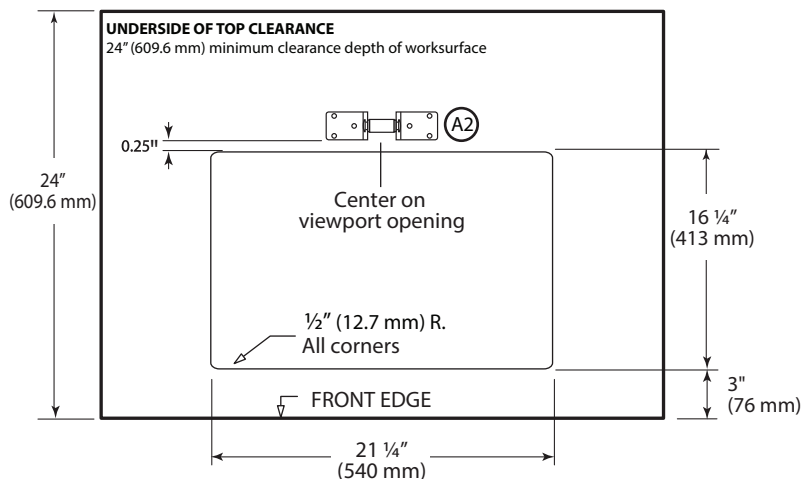


Figure 1A



Includes:
Flat Panel Display Arm,
Keyboard Drawer, Glass,
and Trim Ring.

Also Available:
Privacy/Glare Visor
(Sold Separately)

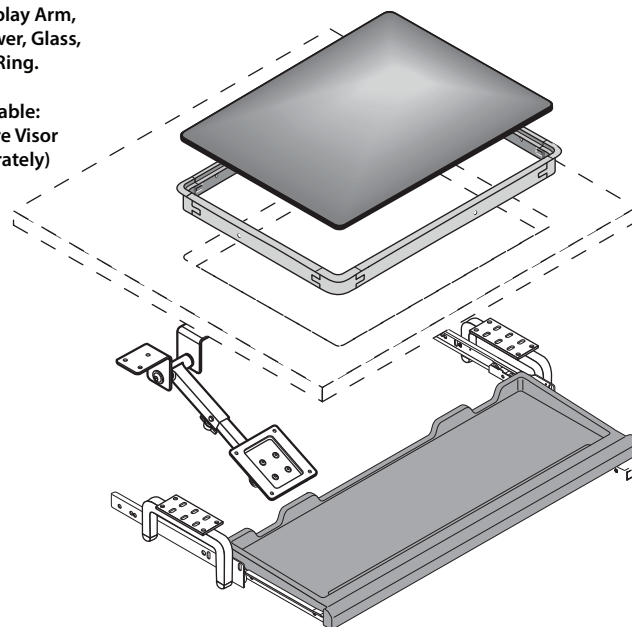
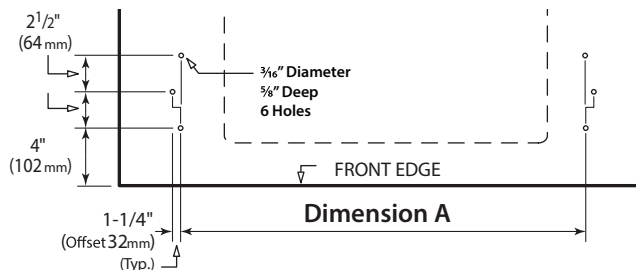


Figure 1B Hole Pattern for Keyboard Drawer



Keyboard Drawer Size	Dimension A
24"	22 19/32" (574 mm)
28"	26 1/8" (664 mm)
30"	28 1/16" (713 mm)

PACKING LIST

QTY	REF #	ITEM #	DESCRIPTION
1	A1		100mm *VESA Plate
1	A2	FPA-8-2006	Desk Mount Extension Tube
1	A3		VESA Plate Extension Tube
1	B	014138	Wing Screw
10	C	31454	Screw, #14 x 3/4", PHP, Zinc
1	D	20060126	Keyboard Hanger w/ Glide - Left
1	E	20060127	Keyboard Hanger w/ Glide - Right
1	F	Varies	Keyboard Drawer
1	G	1621	Glass, 16" x 21"
2	H	1131462	Screw, #14 x 1-1/2", PHP, Zinc
4	J	0141158	Screw, #6 x 5/8", PHP, Black
4	K	50900034	Trim Ring Corner
2	L	50900828	Trim Ring Straight - 13"
2	M	50900037	Trim Ring Straight - 18"
4	N	91200	Screw, M4-0.7 x 8mm, PHP, Zinc

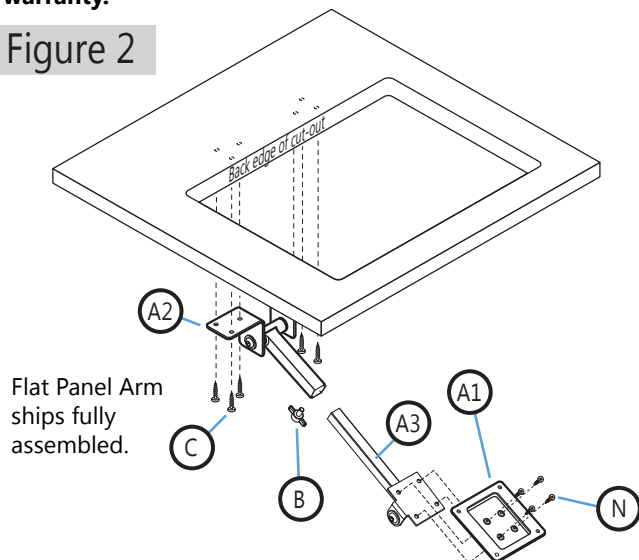
*VESA 100 Standard

Step 3.

Align holes in **Desk Mount Extension Tube** (A2) with holes in worksurface (Figure 2) and attach using 6 screws (C). The **Flat Panel Display Arm** comes fully assembled.

WARNING: Removing the set screws or oiling the joints could cause the flat panel display to fall and void the warranty.

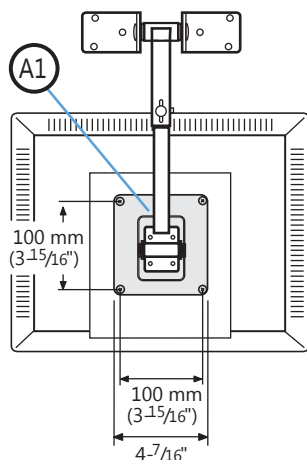
Figure 2



Step 4. Attach Flat Panel Display to VESA plate

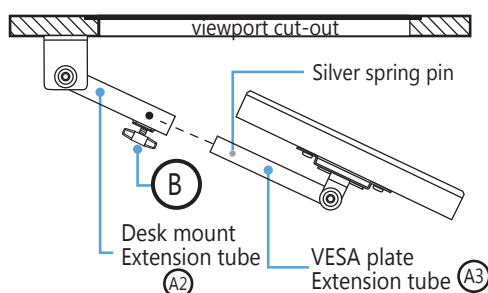
Remove flat panel display base. Attach flat panel display to **VESA plate** (using screws located on the back of your flat panel display supplied by manufacturer). See Figure 3

Figure 3



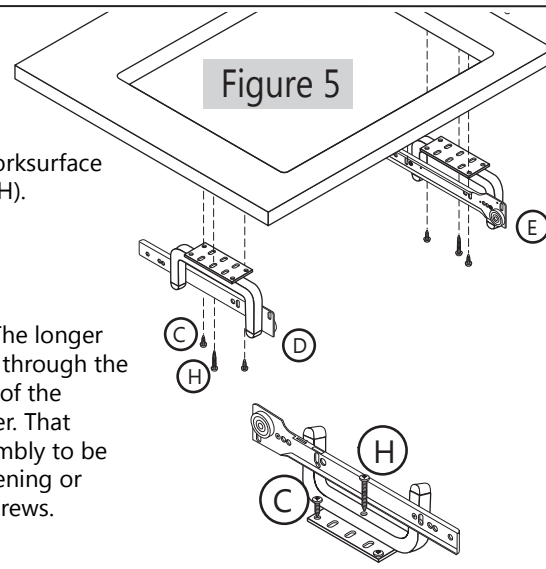
Depress **silver spring pin** on **VESA plate extension tube** and slide it into the **desk mount extension tube**. Tighten **wing nut** (B, Figure 4). See "Monitor Angle" for adjustment guidance. **When installing some Apple® flat panel displays, a VESA Adapter may be necessary. Contact Customer Support for more information.**

Figure 4



Step 5

Attach **keyboard hangers** (D, E, Figure 5) to underside of worksurface with screws (C, H).



IMPORTANT: The longer screws (H) pass through the tubular section of the keyboard hanger. That allows the assembly to be leveled by loosening or tightening the screws.

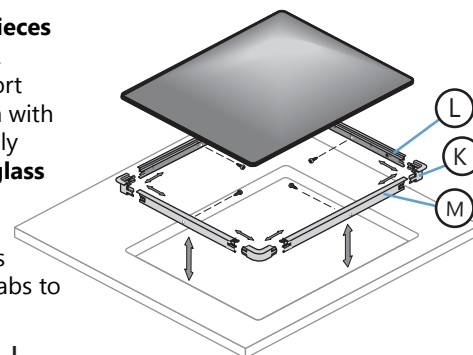
Locking Tab:

Locked when pushed towards user and unlocked when pushed away.

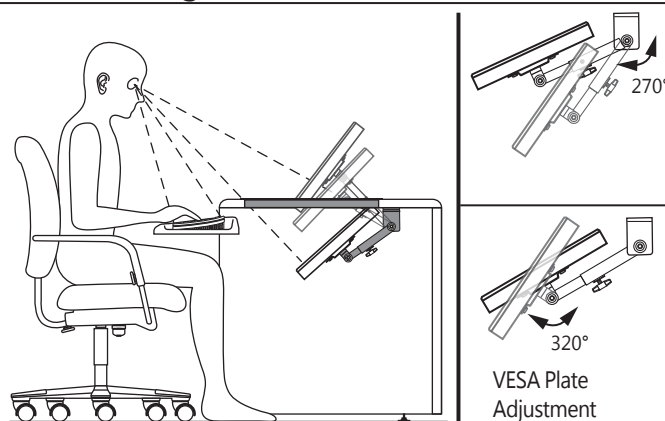
Step 6. Install trim ring & viewport glass

Snap **trim ring pieces** (K, L, M) together.

Insert into viewport cutout and attach with screws (J). Carefully insert **viewport glass** (G) into trim ring. Slide Keyboard drawer into glides and use locking tabs to secure in place.



Monitor Angle



1. Position screen as high as possible without raising glass.
2. Aim screen slightly above user's eyes. (Bottom of screen should be closer to eyes than top of screen).
3. Preferred location is with top edge of flat panel display at back edge of glass.
4. For semi-recessed positions, remove viewport glass and raise flat panel display.