Xsede™Height Adjustable

Xsede Fixed Center Screen Accessory Rail Mount

Tools Required

- Box Cutter/Utility Knife
- Cordless Drill **(optional; for M4 Allen drive ONLY)**
- (2) M4 Allen wrench key/drive **(1 provided in bench box)**

Hardware Required

1 - Center Screen **(accessory rail mount)**
4 - M6-1 X 12 Button Head Cap Machine Screws
4 - M6 Rhombus Nuts
4 - M8-1.25 X 8MM Set Screws
2 - End Caps
1 - Bench Base **(ordered separate)**

Installation

Note: Center Screens should be installed after bases/tops.

1. Using a knife, open box removing center screen w/brackets and parts bag. **See Figure A.**
2. Push button head screws through holes on brackets and thread rhombus nuts onto button head screws on the bottom side of bracket. **See Figure B. Note: Thread rhombus nuts just enough they hold onto button head screws. Over threading won't allow the rhombus nuts to turn in extrusion. See Step 4.**
3. Slide screen in-between bench base/work surfaces and set screen gently on aluminum accessory rail. The edge of screen and edge of work surface will set flush to each other. Use a straight edge if need be for keeping work surfaces and screens aligned. **See Figure C, Note: check rhombus nuts are oriented as shown in Figure B correctly before completing this step. This is to make sure screen drops into accessory rail.**
4. Tighten button head screws into rhombus nuts using M4 Allen wrench drive. Rhombus nuts will turn as you tighten button head screws.
5. Sight down side view of base and check for alignment of screen to screen ***requirements***. If screens are leaning a certain way, see next step. If not, skip to step 10. **See Figure D.**
6. If screens are setting at an angle, loosen connector bolts and nuts holding brackets and screen together using (2) M4 Allen wrench key/drives. **See Figure E.**

Figure A

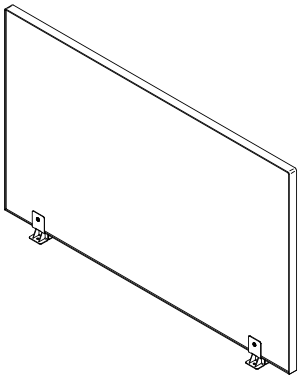


Figure B

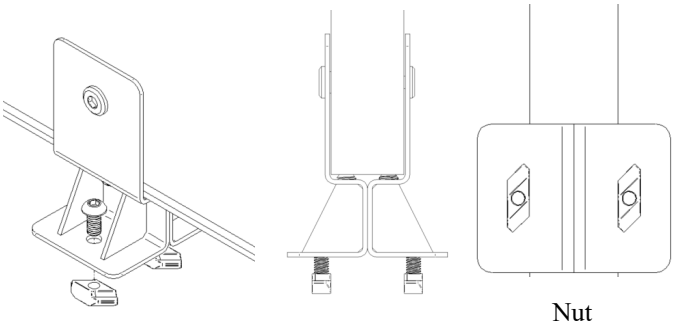


Figure C

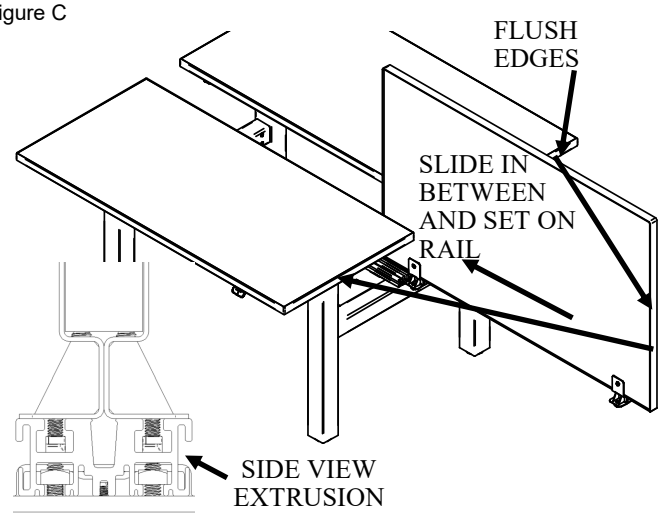


Figure D

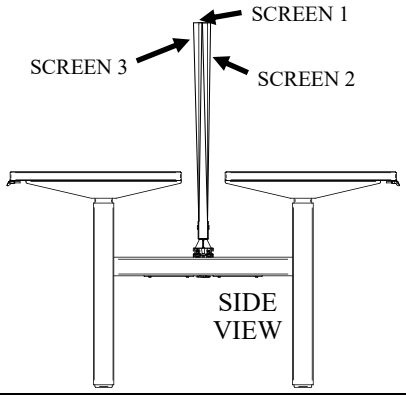
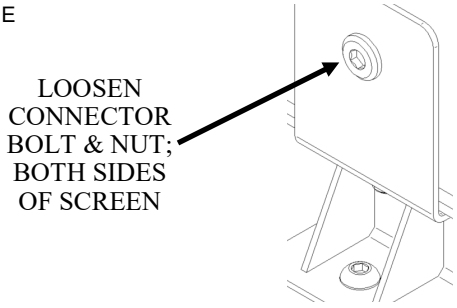


Figure E



Proper product installation, in accordance with these instructions, is the responsibility of the installing agent. If you have any questions concerning these instructions, please call Kimball Office Customer Care.

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7. Once connector bolt/nut are loosened, locate M8 set screws underneath channel of screen bracket on both sides. **See Figure F for set screw location. Follow Figure G for alignment.** If screen is leaning to the right, tighten set screws on opposite side of bracket. If screen is leaning to the left, tighten set screws on opposite side of bracket. To loosen and tighten set screws, use M4 Allen wrench key provided in bench base parts box.
8. Sight down screens one last time before proceeding to next step.
9. Once screen alignment is set, tighten connector bolts and nuts together using (2) M4 Allen drive/keys.
10. Remove Tesa tape and end caps from parts bag. Apply tape to inside of end cap and place over aluminum extrusion at the end of each row as shown in **Figure C. Press end cap to ensure tape is adhered to aluminum extrusion.**

Figure F

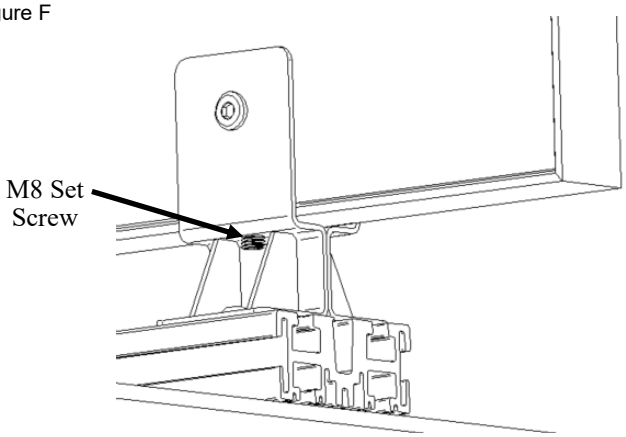
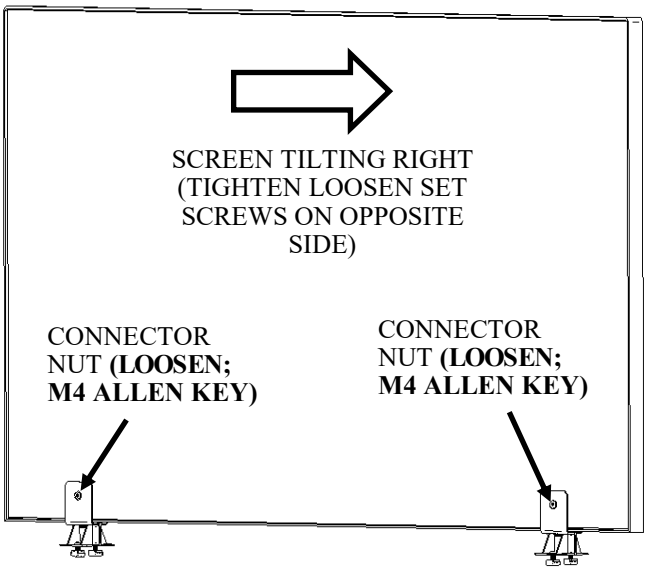


Figure G



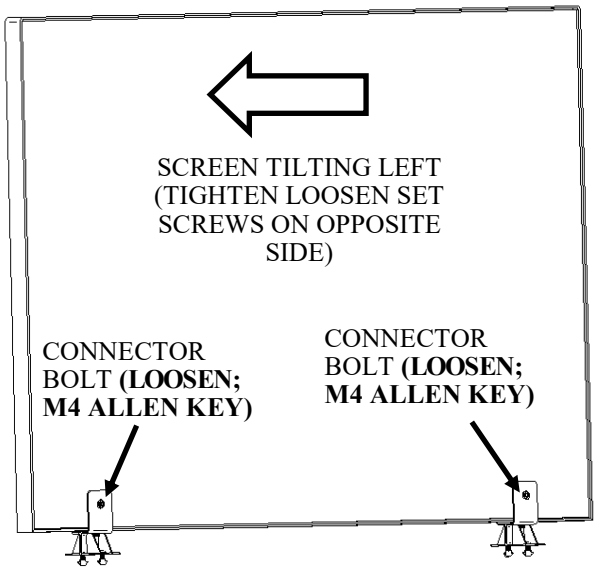
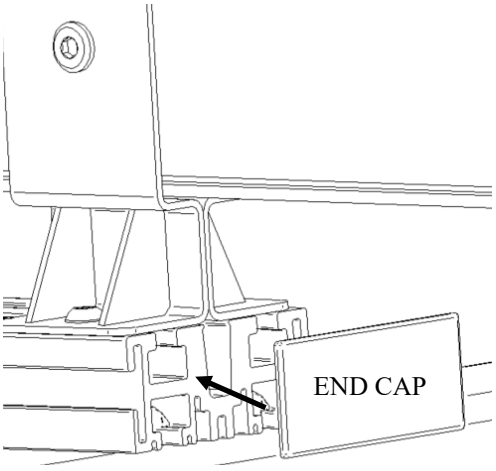


Figure H



Xsede Fixed Center Screen Cross Rail Mount

Tools Required

- Box Cutter/Utility Knife
- Cordless Drill w/#3 Phillips head bit drive
- (2) M4 Allen wrench key/drive
- 7/16” socket/wrench

Hardware Required

1 - Center Screen **(cross rail mount)**
8 - 1/4-20 X 3” Pan head Phillips machine screw
8 - 1/4-20 Hex nuts
1 - Bench Base **(ordered separate)**

Installation

Note: Center Screens should be installed after bases/tops.

1. Using a knife, open box removing center screen w/brackets and parts bag. **See Figure A.**
2. Slide screen in-between bench base/work surfaces and set on top of crossrails over 4 slots. The edge of screen and edge of work surface will set flush to each other. Use a straight edge if need be for keeping work surfaces and screens aligned. **See Figure B.**
3. To attach brackets to crossrails, push (8) 1/4-20 X 3” bolts through top of bracket holes into crossrail slots. Thread (8) 1/4-20 hex nuts on bottom side of crossrail onto 1/4-20 bolts to secure brackets. Tighten using cordless drill and #3 Phillips drive. **See Figure C.**
4. Sight down side view of base and check alignment of screen to screen ***requirements***. If screens are leaning a certain way, see next step. **See Figure D.**
5. If screens are setting at an angle, loosen connector bolts and nuts holding brackets and screen together using (2) M4 Allen wrench key/drives. **See Figure E.**

Figure D

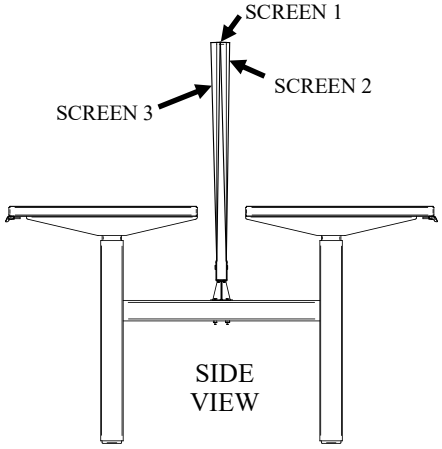


Figure A

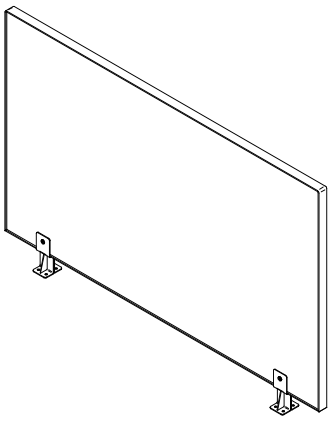


Figure B

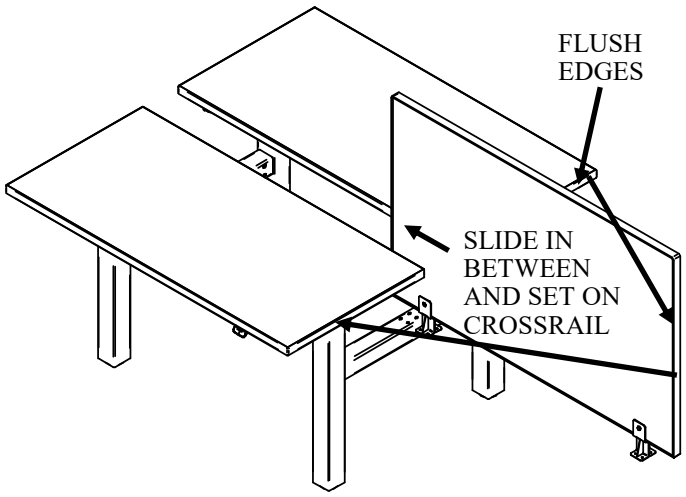


Figure C

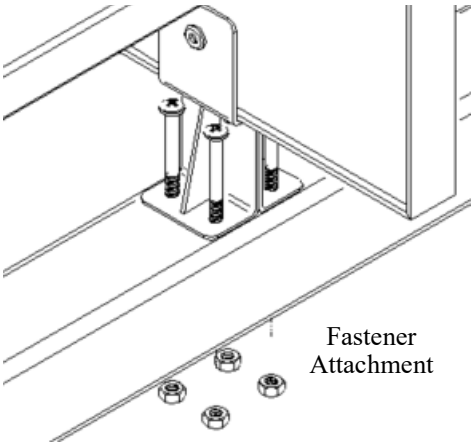
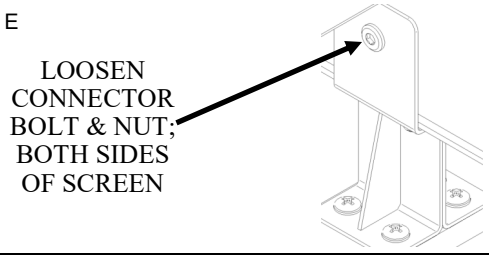


Figure E



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7. Once connector bolt/nut are loosened, locate M8 set screws underneath channel of screen bracket on both sides. **See Figure F for set screw location. Follow Figure G for alignment.** If screen is leaning to the right, tighten set screws on opposite side of bracket. If screen is leaning to the left, tighten set screws on opposite side of bracket. To loosen and tighten set screws, use M4 Allen wrench key provided in bench base.
8. Sight down screens one last time before proceeding to next step.
9. Once screen alignment is set, tighten connector bolts and nuts together using (2) M4 Allen drive/keys.

Figure F

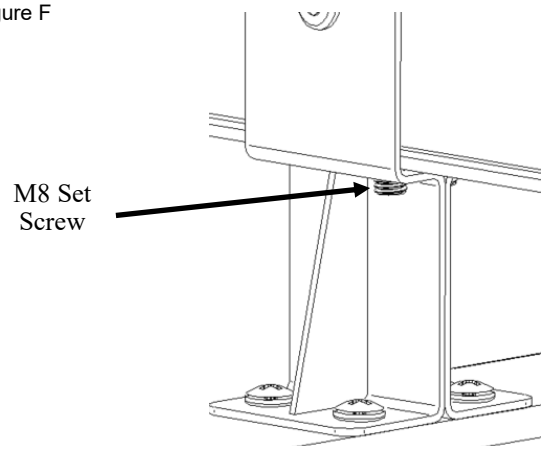
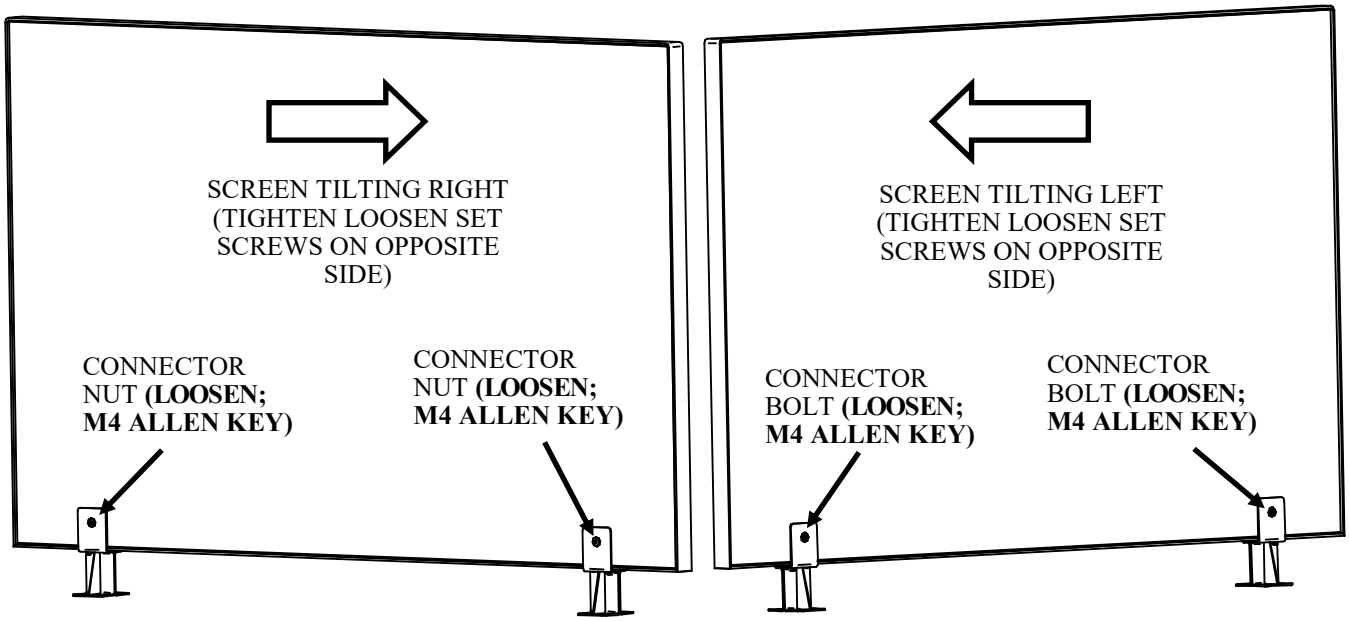


Figure G



Xsede Privacy Screen Assembly

Tools Required

- Box Cutter/Utility Knife
- Cordless Drill w/#2 Phillips head bit drive

Hardware Required

1 - Privacy Screen (Full/Privacy Screen)
2 - Privacy Screen Brackets
8 - 1/4-20 X 3/4" Pan Head Phillips Wood Screws
2 - 1/4-20 X 1/2" Pan Head Phillips Machine Screws **(used for screen alignment)**
8 - Screen Spacers 1/4" Thick
1 - Bench Base - or - **(ordered separate)**
1 - Freestanding Single Base - or - **(ordered separate)**
1 - Freestanding L-Base - **(ordered separate)**

Installation

Note: Privacy Screens should be installed after bases/tops.

1. Using a knife, open box removing screen, brackets, and parts bag. **See Figure A.**
2. Lay screen on a non-marring surface for assembly.
3. Slide screen spacers over threaded inserts. Place screen brackets over (4) holes positioning as such shown in **Figure B**. Attach using drill w/#2 Phillips drive 1/4-20 X 3/4" machine screws through spacers into inserts. **Note: Don't over tighten or threaded inserts *might* pull out of core.**
4. When assembling screen to L-base or Single base, there is a range to mount screen either flush to top - or maximum 1" wire gap. **This is to ensure table stability. Don't exceed 1" gap between surface and screen. See Figure D for mounting options.**
5. When attaching screens to bench base, there ***MUST*** be a 1" gap in between screens for prevention of pinched fingers when screens raise and lower. **See Figure D.**
6. To attach privacy screens, the edge of screen and edge of work surface will set flush to each other as shown in **Figure C, left picture.** Full privacy screen will be attached centered inside worksurface with 6" offset each side, **Figure C, right picture.** For screen attachments, using drill w/#2 Phillips drive, attach all #8 X 3/4" wood screws, 4 for each bracket to worksurface.

Figure A

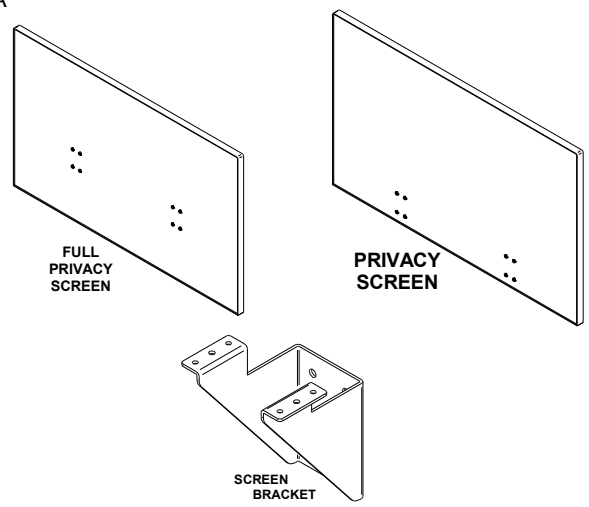


Figure B

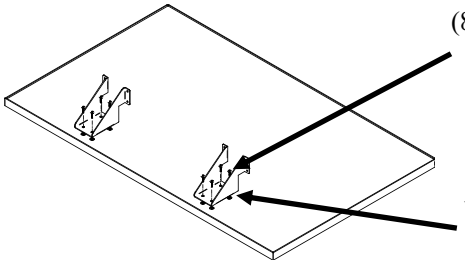


Figure C

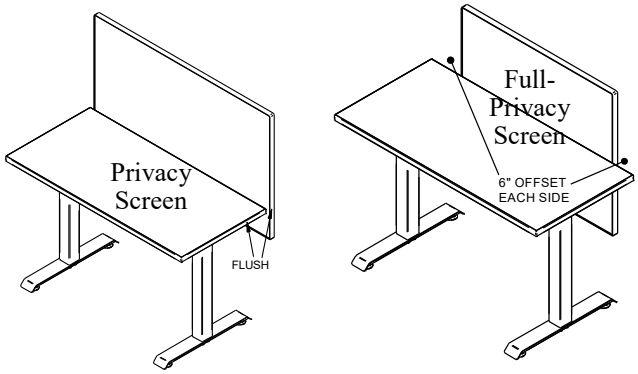


Figure D

PRIVACY SCREEN MOUNTS

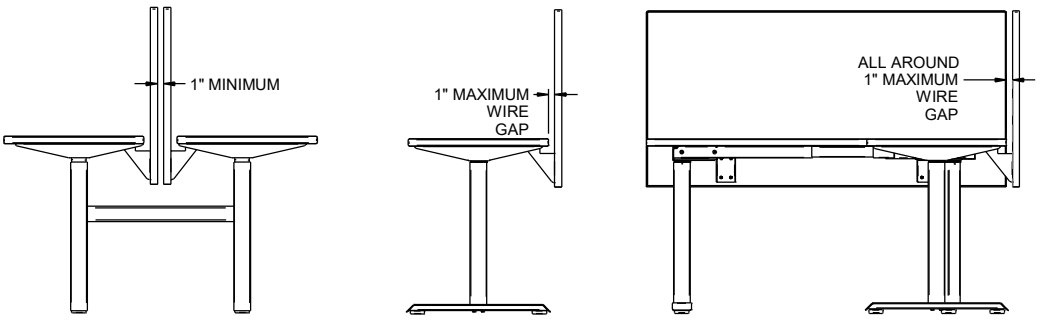
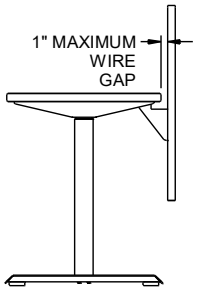


Figure D

FULL PRIVACY MOUNT



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Installation (cont.)

7. After screens have been attached, sight down side view for ***required*** alignment of screen to screen. **See Figure E.**
8. To align screens vertically, locate the 1/4-20 X 1/2" pan head machine screw in parts bag. Thread screw into screen brackets on both sides until tension is felt. This will indicate screw is flush with the bottom of the work surface.
9. ***Screen leaning in:*** use #2 Phillips bit drive and unscrew back wood screws and tighten 1/4-20 X 1/2" Phillips machine screw until desired vertical position is obtained.
10. ***Screen leaning out*****:** use #2 Phillips bit drive and unscrew front wood screws. Tighten 1/4-20 X 1/2" Phillips machine screw until desired vertical position is obtained.
11. Screw #8 X 3/4" wood screws back into work surface using #2 Phillips bit drive. **Note: Don't over tighten to prevent screen from pulling out of alignment.**

Figure E

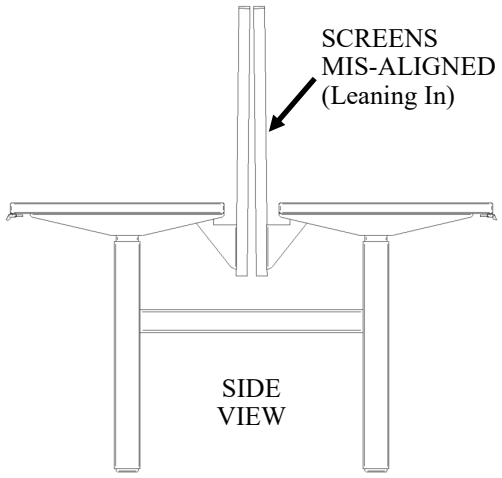

Figure F