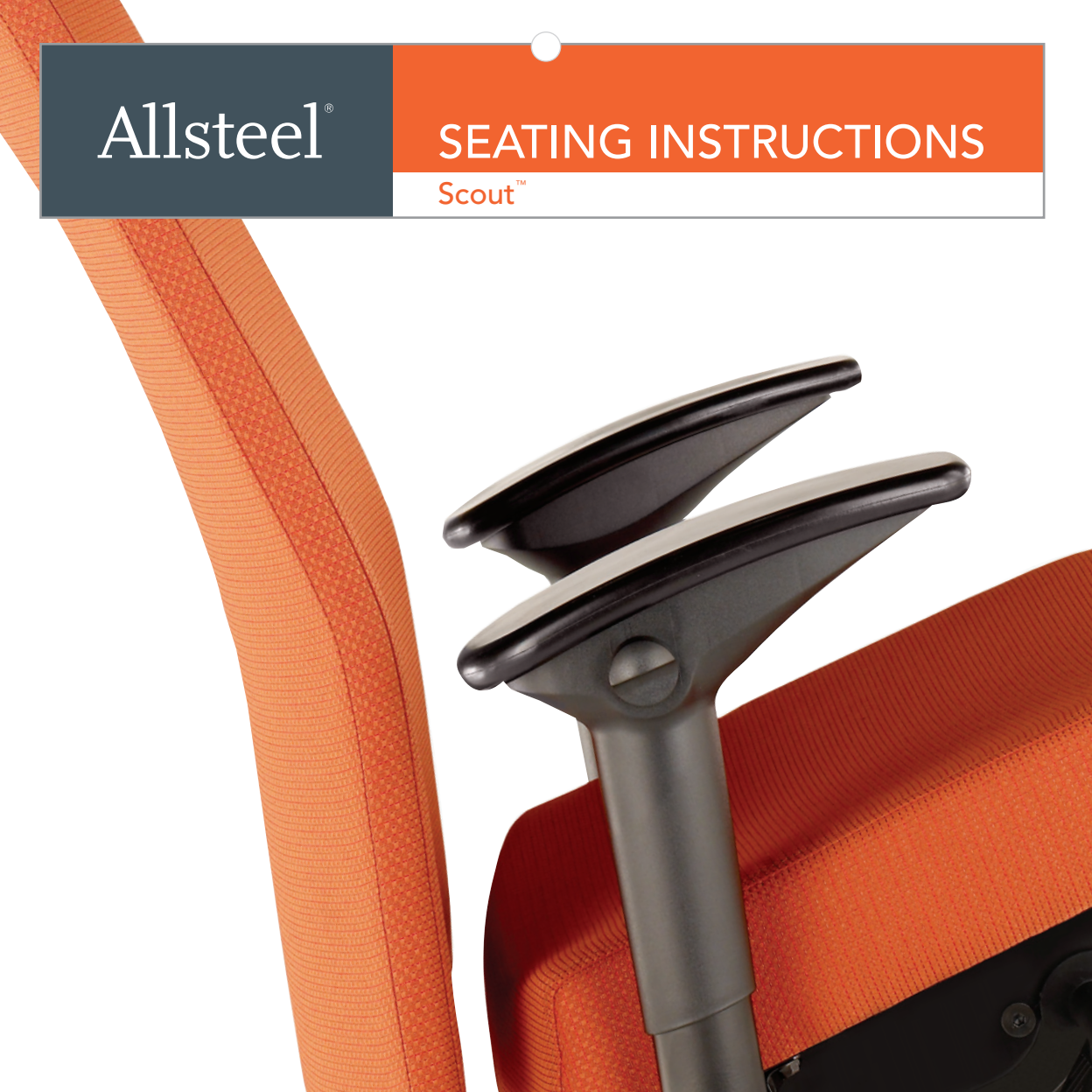


Allsteel®

# SEATING INSTRUCTIONS

Scout™





You're sitting in Scout.  
Way to be forward thinking.



### 1. Quick Adjust Back Height\*

Lift up on the back to adjust the height to one of five preset positions. Lift the back to its maximum height in order to release the internal back height mechanism and return the back to the lowest position.

### 2. Arm Height Adjustment

To adjust height, lift up on the arm trigger. Release trigger to lock the arm into desired placement.

### 3. Arm Width Adjustment

To adjust width, turn knob under seat clockwise to loosen. Adjust arm to desired width, then turn knob counter clockwise to lock position. Repeat with other arm.

### 4. Tilt Tension

Pull telescoping knob out and turn clockwise to increase tension, counter clockwise to reduce tension.

\*Available on upholstered models only.





## 5. Seat Height

To raise seat, lift your weight off the seat and pull up on the lever; release lever when your seat reaches desired height.

To lower the seat, lift up on the lever while you are seated; release lever when your seat reaches desired height.

## 6. Tilt Lock

While leaning forward, pull the telescoping knob out and turn counter clockwise to lock tilt position, lean back to activate. Turn the knob clockwise and lean back to unlock.

## 7. Seat Depth

To change seat depth, lift and hold the lever as you push the seat forward and backward. Release the lever to lock seat in place.



# User information: Installers do not remove.

Periodically inspect mechanisms for loose, broken, or missing parts. If any missing parts or loose or broken mechanisms are found, remove the chair from use until repairs are made using factory authorized parts.

Find out more about Allsteel products at **Allsteeloffice.com**.

Allsteel®

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Allsteel supports green initiatives in the contract  
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Advantage™ Gold certified product.

