Assembly Instructions ■

Ruckus® Post-Leg Desks & Activity Tables

June 2024

Note: Reference "Desk & Table Configurations" on pages 9-12 to help identify desktop or tabletop shapes and leg configurations.

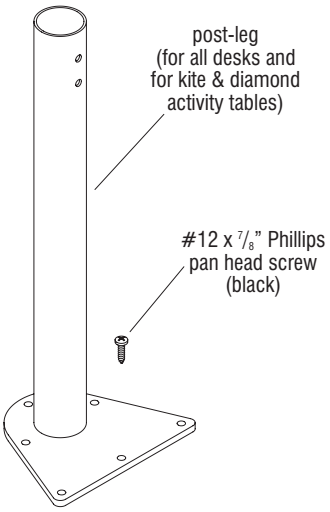
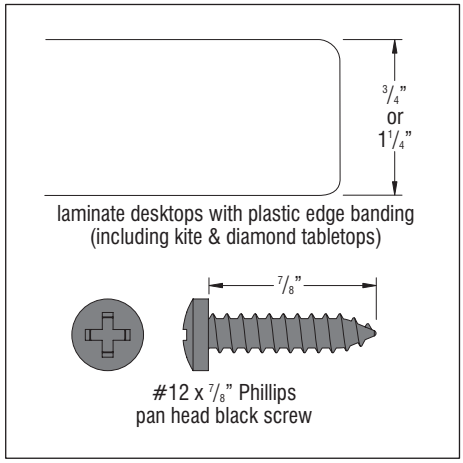


Figure 1



Detail A - Laminate Desktop with Plastic Edge Banding (including kite & diamond tabletops)

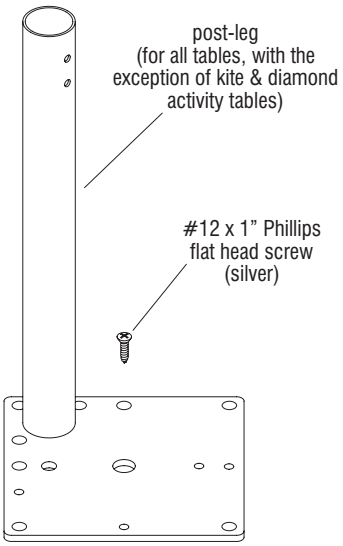
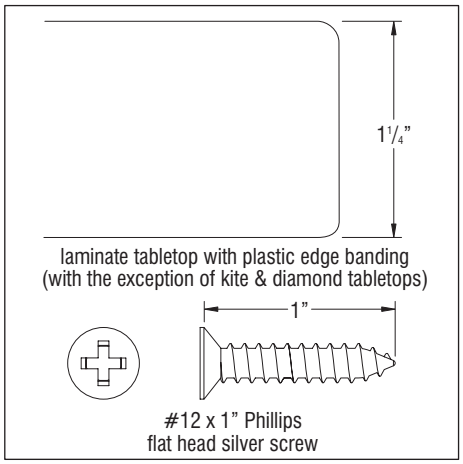


Figure 2



Detail B - Laminate Tabletop with Plastic Edge Banding (with the exception of kite & diamond tabletops)

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Ruckus Post-Leg Desks & Activity Tables - Overview

Note: The following instructions illustrate the assembly of a 24 x 36" Ruckus Post-Leg Rectangular Desk and a 24 x 48" Ruckus Post-Leg Rectangular Activity Table. Your unit may require a different number of legs, in a different configuration. Reference "Desk & Table Configurations" on pages 9-12 to help identify desktop or tabletop shapes and leg configurations.

Important: Thickness and composition of desktops and tabletops dictate which screws must be used to attach legs and accessories. Check to be sure you were supplied the correct screws for your desk or table. Using the incorrect screw could damage the top and/or cause a safety hazard.

Important: Ruckus Post-Leg Desks & Activity Tables consist of two different leg styles. Legs with a bell-shaped mounting plate are used on all post-leg desks, and on kite & diamond activity tables that have a top thickness of 3/4" or 1 1/4". Six black 7/8" long screws are used to secure the leg to the top (Figure 1 & Detail A). Legs with a square-shaped mounting plate are used on all activity tables, with the exception of kite and diamond tables. These legs are used on tabletops 1 1/4" thick. Eight silver, 1" long screws are used to secure the leg to the tabletop (Figure 2 & Detail B). Check to be sure you were supplied the correct screws for your desk or tabletop. Using incorrect screws could damage the top and/or cause a safety hazard.

1. Carefully remove contents from shipping cartons and assure that you have the correct hardware to use on the desktop or tabletop (Figures 1 & 2, Details A & B).

2. If a Ruckus Post-Leg Desk or Kite or Diamond Activity Table is to be installed, reference "Ruckus Post-Leg Desk or Kite and Diamond Activity Table - Leg Installation" instructions on page 2. If a Ruckus Post-Leg Activity Table is to be installed (with the exception of kite and diamond tables), reference "Ruckus Post-Leg Activity Table - Leg Installation" instructions on page 3.

Furnishing Knowledge®

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Ruckus Post-Leg Desk or Kite & Diamond Activity Table - Leg Installation

1. Place kite or diamond tabletop or desktop upside down on a soft protective surface.

   Note: Ruckus Post-Leg Desks and Activity Tables are available with three different leg variations: 29" fixed-height, 20-33" sit adjustable-height and 29-42" sit-stand adjustable-height. An additional fourth leg variation, 12-19" floor adjustable-height, is only available on certain desks and tables. All adjustable-height legs adjust with screws in 1" increments and consist of two parts, an upper and a lower post-leg member.

2. Position each post-leg over the pre-drilled mounting holes in the underside of the tabletop or desktop as illustrated. Secure the post-legs to the top using six **#12 x 7/8" Phillips pan head black screws** through each **bell-shaped base** (Figures 3 & 4).

   Important: Adjustable legs with a height range of 12-19" are shipped from the factory pre-set to 19" table height. Adjustable legs with a height range of 20-42" are shipped from the factory pre-set to 29" overall desk or table height position (when 1 1/4" tops are used). Proceed to "Ruckus Post-Leg Desk & Activity Tables - Leg Height Adjustment" Instructions on page 4.

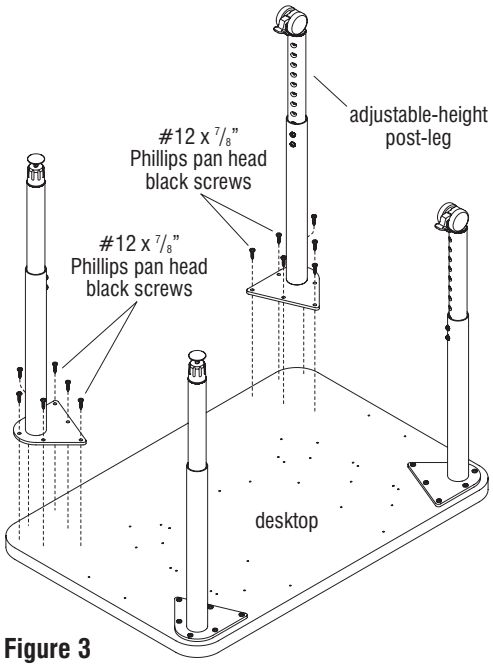


Figure 3

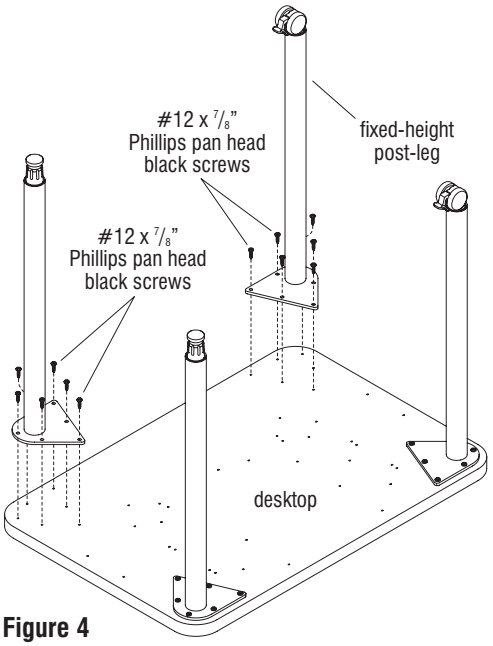


Figure 4

CAUTION

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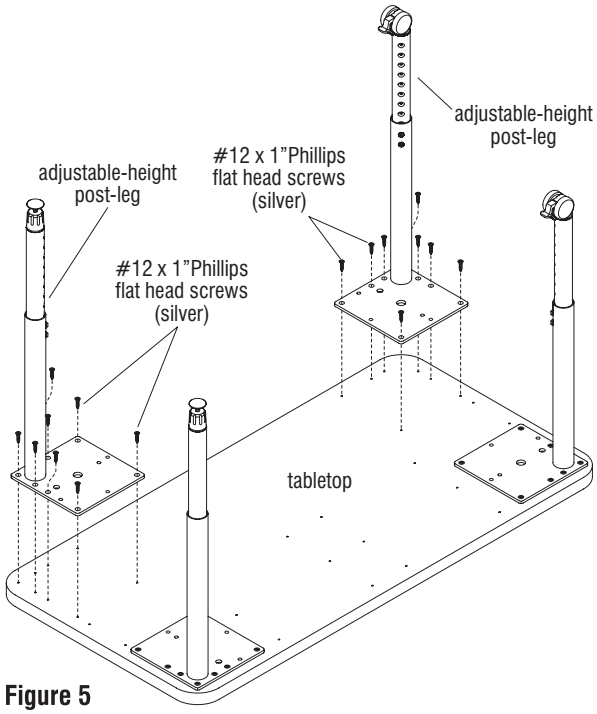


Figure 5

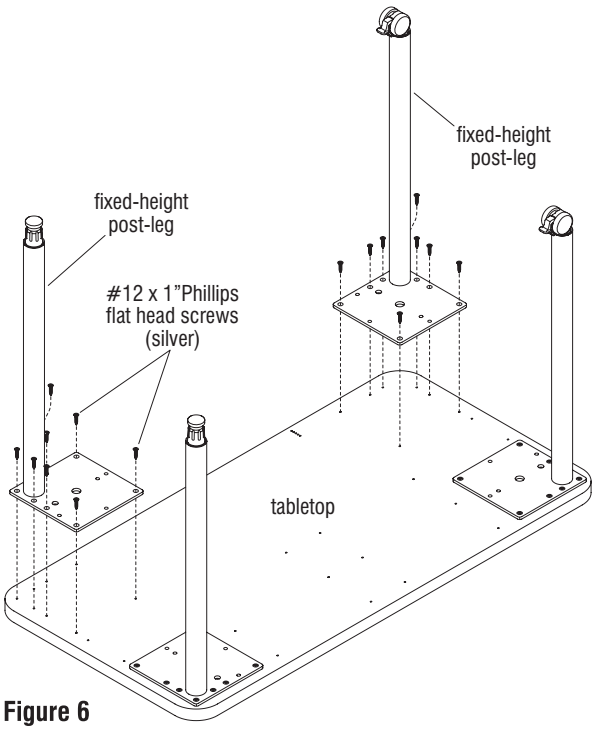


Figure 6

Ruckus Post-Leg Activity Table - Leg Installation

1. Place tabletop upside down on a soft protective surface.

   Note: Ruckus Post-Leg Activity Tables are available with three different leg variations: 29" fixed-height, 20-33" sit adjustable-height and 29-42" sit-stand adjustable-height. An additional fourth leg variation, 12-19" floor adjustable-height, is only available on certain desks and tables. All adjustable-height legs adjust with screws in 1" increments and consist of two parts, an upper and a lower post-leg member.

2. Position each post-leg over the pre-drilled mounting holes in the underside of the tabletop as illustrated. Secure the post-legs to the top using eight **#12 x 1" Phillips flat head silver screws** through each **square-shaped base** (Figures 5 & 6).

   Important: Adjustable legs with a height range of 12-19" are shipped from the factory pre-set to 19" table height. Adjustable legs with a height range of 20-42" are shipped from the factory pre-set to 29" overall table height position (when $1^1/_4$" tops are used). Proceed to "Ruckus Post-Leg Desk & Activity Tables - Leg Height Adjustment" Instructions on page 4.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Leg Height Adjustment - Ruckus Post-Leg Desks & Activity Tables

Important: The following instructions below illustrate a Ruckus Post-Leg Desk and Activity Table being adjusted upside down a soft, protective surface, however, the table leg height can be adjusted in the upright position. Your tabletop shape and leg configurations may vary.

1. Hold the adjustable-height lower post-leg member and remove two $^1/_4$-20 x $^1/_2$" hex Allen screws ($^5/_{32}$" Allen wrench) from the upper post-leg member. Move the lower member up or down to the desired height (1" increments). Align the two alignment holes on the lower member with two holes on the upper leg member and secure with two $^1/_4$-20 x $^1/_2$" hex Allen screws. Do not over-tighten. Repeat this process for the remaining legs (Figures 7 & 8).

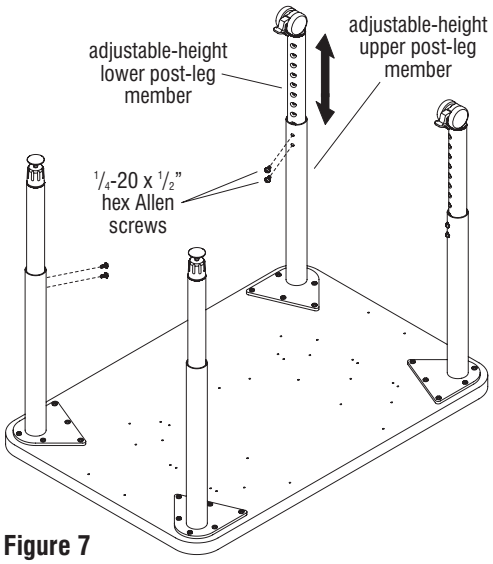


Figure 7

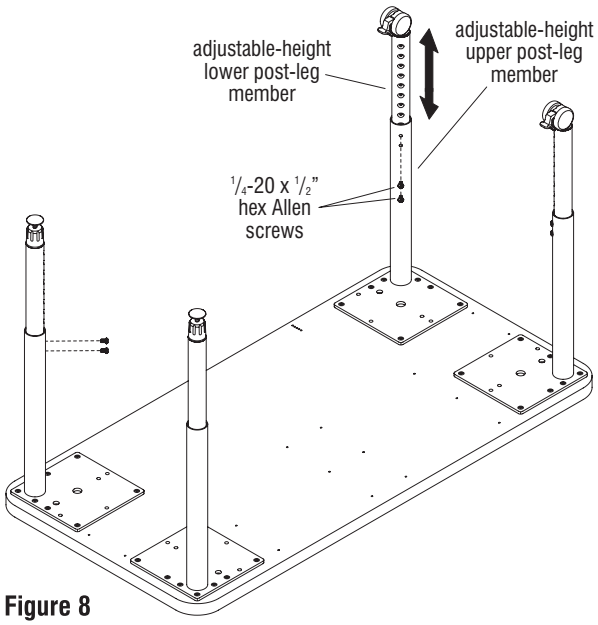
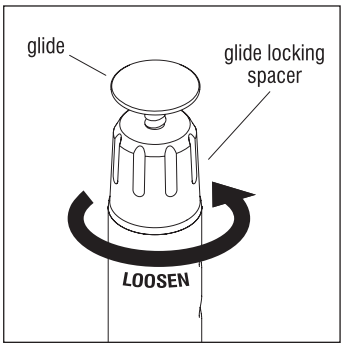


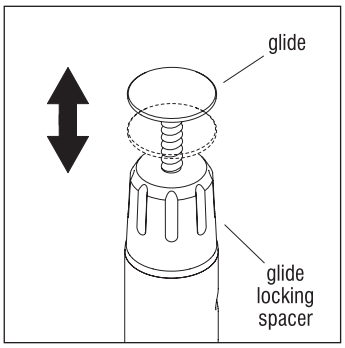
Figure 8

CAUTION

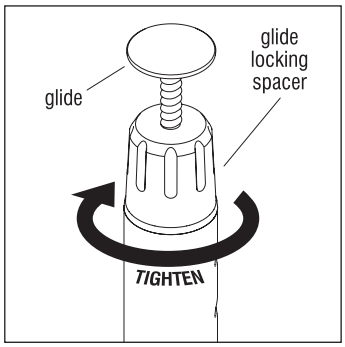
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



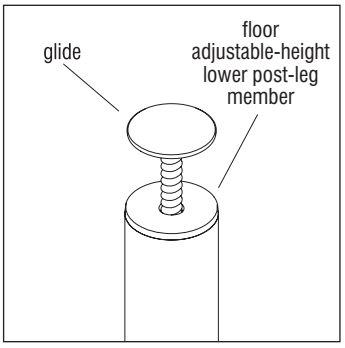
Detail C



Detail D



Detail E



Detail F

Note: Each table includes either all casters, all glides, or a caster and glide mix that includes casters for two legs and glides for the remaining. Figure 9 illustrates casters and glides on a 24 x 36" rectangular post-leg desk and Figure 10 illustrates casters and glides on a 24 x 48" rectangular post leg activity table. Your tabletop shape and leg configuration may vary.

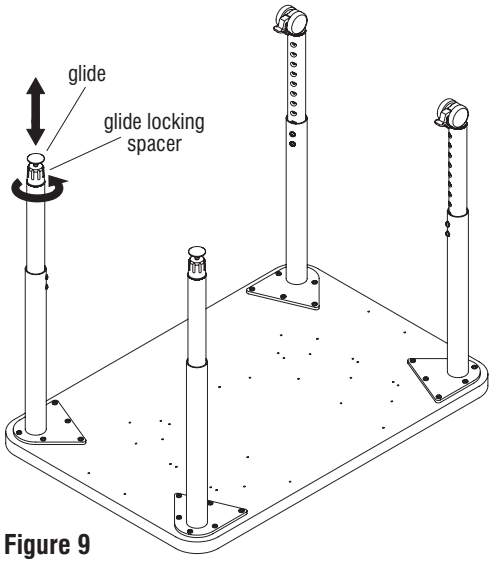


Figure 9

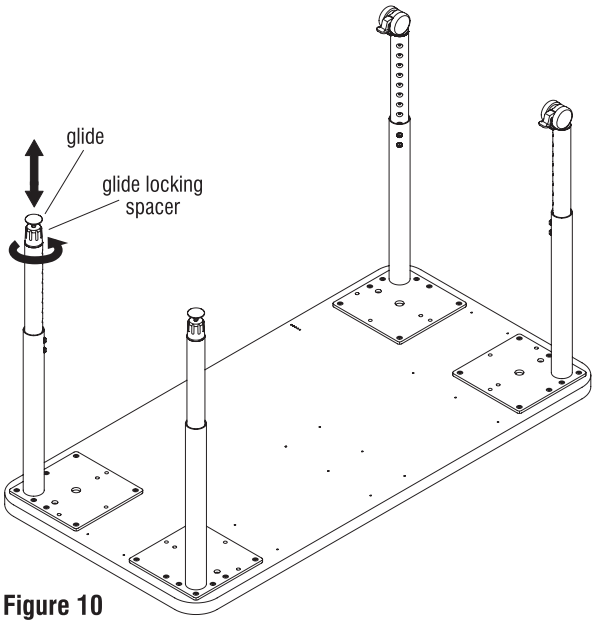


Figure 10

Caster Adjustment - Ruckus Post-Leg Desks & Activity Tables

Important: Check the tightness of the caster at the underside of each post-leg using a 1/2" hex wrench.

Glide Height Adjustment - Ruckus Post-Leg Desks & Activity Tables

Note: If the Post-leg desk or activity table being assembled has 29" fixed-height legs, 20-33" sit adjustable-height legs or 29-42" sit-stand adjustable-height legs, proceed to step 1 below. If the desk or table being assembled has 12-19" floor adjustable-height legs, proceed to step 2 below.

1. Glides are installed tight to the glide spacers at the bottom of each leg so that the glide legs match the height of the caster legs. One or more glides may be adjusted to account for un-level floor conditions. Simply twist the glide locking spacer counter-clockwise slightly to release (Detail C), then adjust the glide out to the desired location (Detail D), and twist the spacer tight again to the bottom of the post-leg (Detail E). Skip step 2 and proceed to "Undersurface Accessories Installation" instructions below.

2. Floor adjustable-height desk and table legs do not have glide spacers. One or more glides may be adjusted to account for un-level floor conditions. To raise the desk or table leg, rotate the glide counter-clockwise into the floor adjustable-height lower post leg member. To lower the desk or table, rotate the glide clockwise (Detail F).

Undersurface Accessories Installation

Important: If tote storage is to be installed to a Ruckus Post-Leg Desk or Activity Table, proceed to page 6. If a book basket, small book box or large book box is to be installed to a Ruckus Post-Leg Desk, proceed to page 7. If a book bag hook is to be installed, proceed to page 8. If no undersurface accessories are needed, carefully turn the table to the upright position and move the table to it's final location of use.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Tote Storage Installation

Important: The removable tote storage may be installed to the underside of all Ruckus Post-Leg Desks and Activity Tables using #10 x 3/4" Phillips head screws. Check to be sure you were supplied the correct screws for your tote storage unit. Using incorrect screws could damage the top and/or cause a safety hazard (Detail G).

1. Locate and identify the left- and right-hand slide rails, then orient them as illustrated in Figure 11. The openings on the slide rails must face each other and the V-shaped openings must face the front, "user side" of the top. Secure each rail to the top using three #10 x 3/4" Phillips head screws. Take care to keep the rails straight, and do not overtighten the screws (Figure 11).

2. Carefully turn the desk or table to the upright position (Figure 12).

3. Insert the top side rims of the tote into the installed pair of slide rails and slide into place (Figure 12).

4. If a book bag hook is to be installed, proceed to page 8, otherwise move the table to it's final location of use.

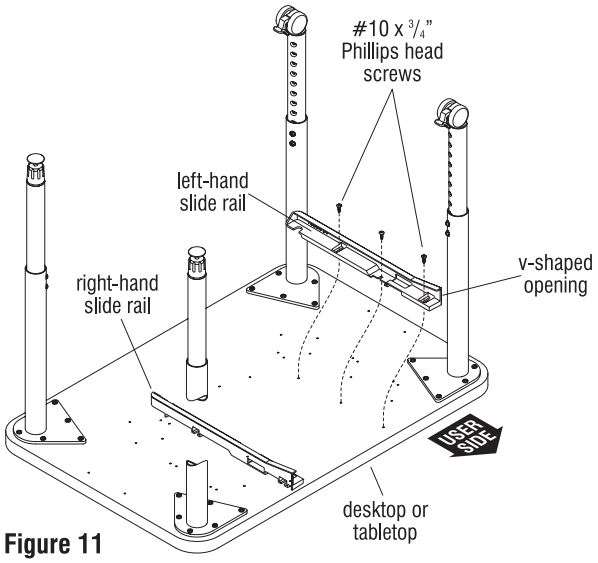


Figure 11

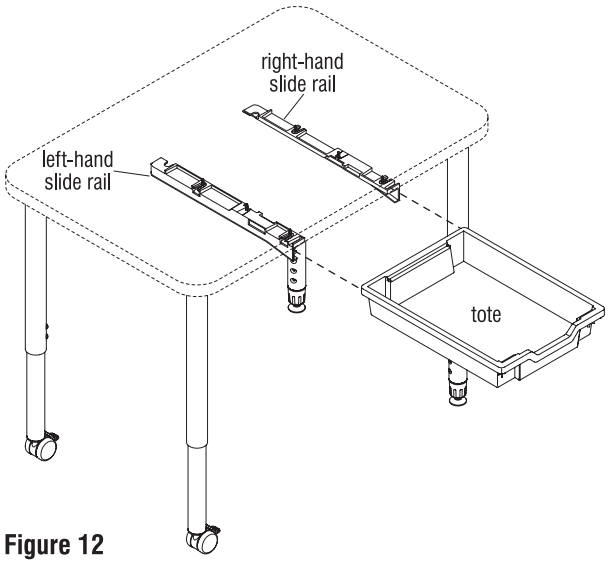
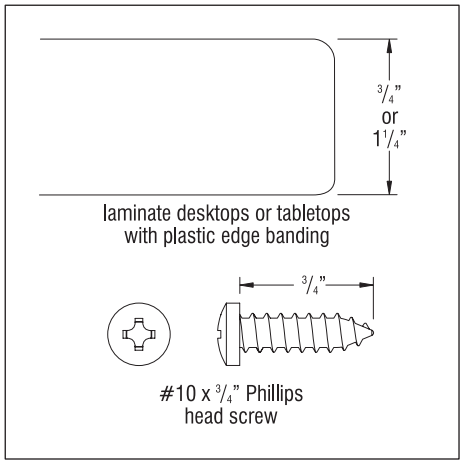


Figure 12



Detail G - Laminate Desktop or Tabletop with Plastic Edge Banding

CAUTION

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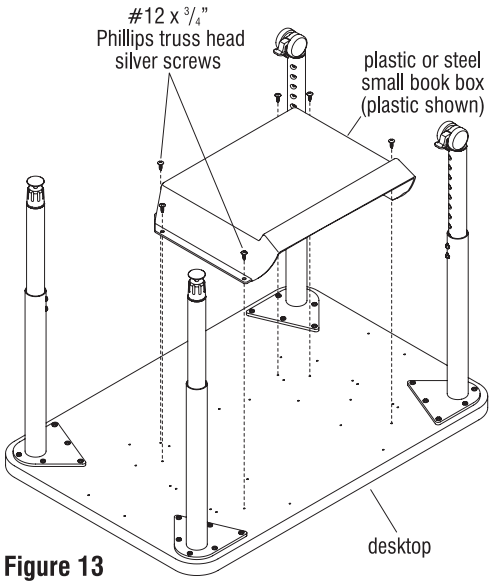


Figure 13

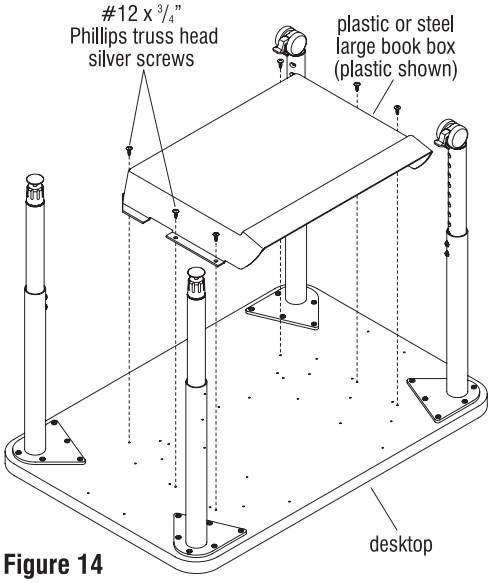


Figure 14

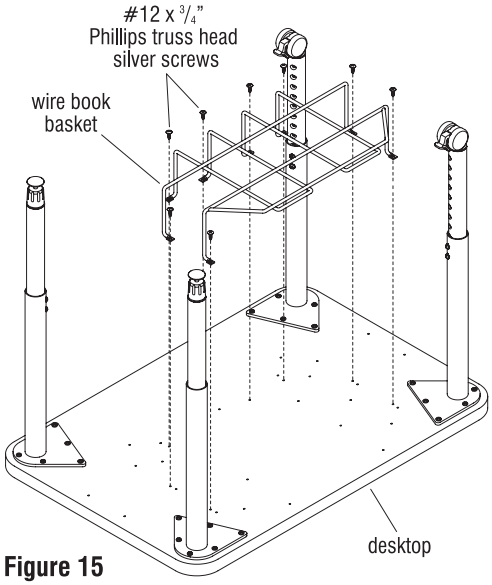
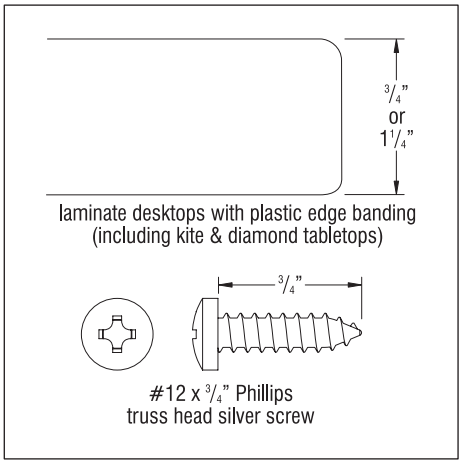


Figure 15



Detail H - Laminate Desktop with Plastic Edge Banding

Book Basket, Small Book Box and Large Book Box Installation

Important: The book basket, small book box and large book box may only be installed to the underside of Ruckus Post-Leg Desks using #12 x 3/4" Phillips truss head silver screws. Check to be sure you were supplied the correct screws for your tote storage unit. Using incorrect screws could damage the top and/or cause a safety hazard (Detail H).

1. Position the book basket, small book box or large book box as illustrated onto the underside of the desktop. Align the mounting holes on the storage unit with the pre-drilled mounting holes in the desktop. Using **six or eight #12 x 3/4" Phillips truss head silver screws** (eight if mounting the book basket), secure the storage unit to the desktop. Do not over-tighten screws (Figures 13, 14 & 15).

2. If a book bag hook is to be installed, proceed to page 8, otherwise carefully turn the desk to the upright position and move the table to it's final location of use.

CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Book Bag Hook Installation

Important: The following instructions below illustrate a book bag hook being installed to a Ruckus post-leg desk or activity table upside down a soft, protective surface, however, the hook can be installed while the unit is in the upright position. Your tabletop/worksurface shape and leg configurations may vary.

1. Carefully place the post-leg desk or activity table upside down on a soft, protective surface, if needed (Figures 16 & 17).

2. Position the book bag hook over the pre-drilled mounting hole locations on the underside of the tabletop/ worksurface so the loop faces to the tabletop/worksurface edge, then secure using two #12 x 3/4" Phillips reverse serrated screws. Repeat this process if an additional hook is to be installed (Figures 16 & 17 & Detail I).

3. Carefully turn the unit to the upright position and move the unit to it's final location of use (Figures 16 & 17).

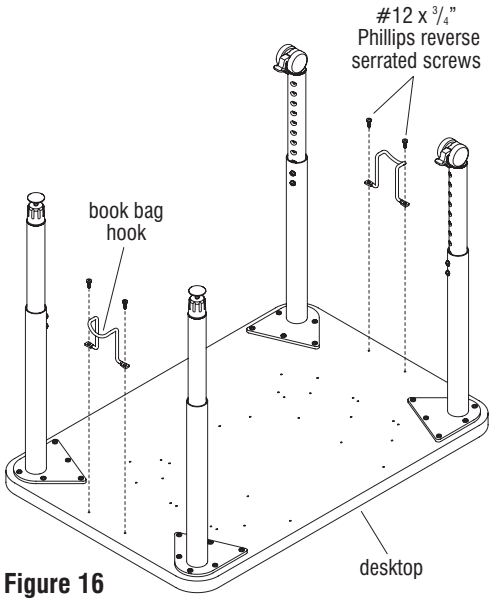


Figure 16

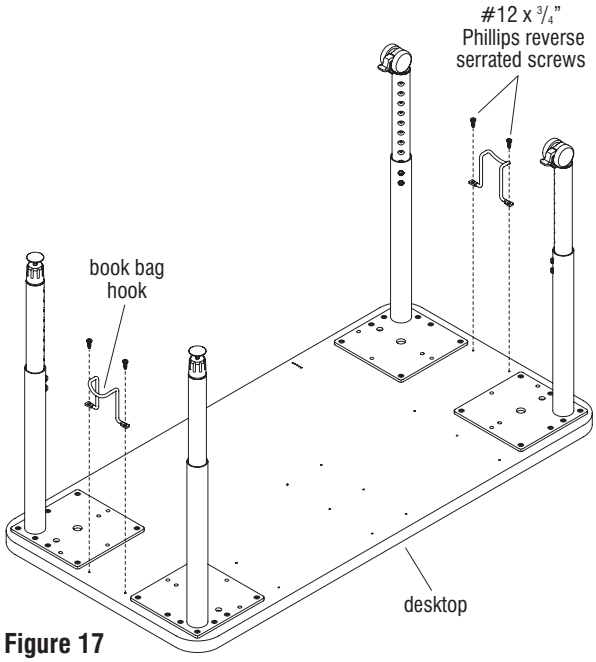
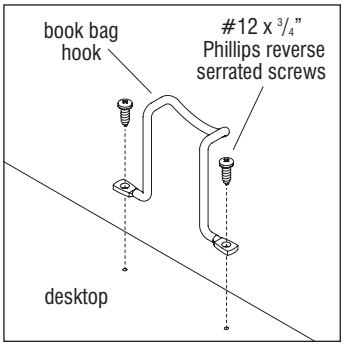


Figure 17

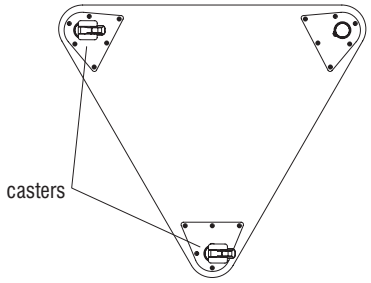


Detail I

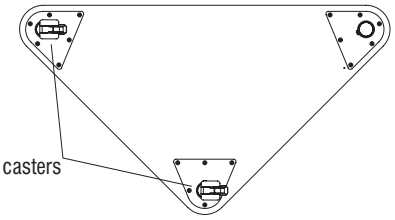
CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

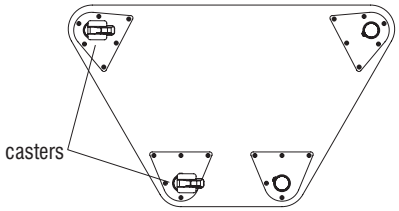
Note: The illustrations below are provided as a guide to help identify desktop or tabletop shapes, leg configurations and caster and glide locations.



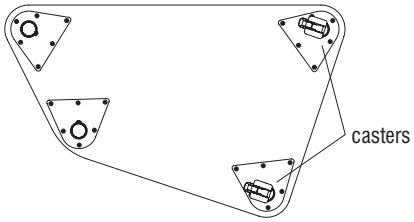
E-Triangle Desk



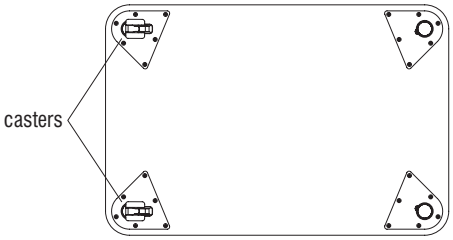
R-Triangle Desk



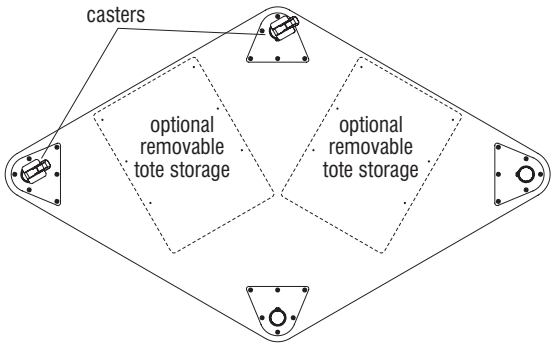
Trapezoid Desk



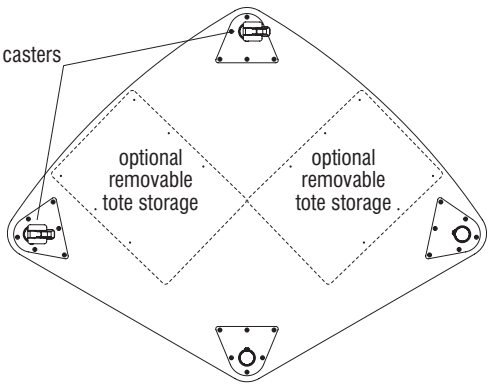
Oddquad Desk



Rectangular Desk



Kite Table



Diamond Table

Desk & Table Configurations - Ruckus Post-Leg Desks and Kite & Diamond Activity Tables

Note: The following instructions on this page are provided as a guide to illustrate different desk or table leg configurations for Ruckus Post-Leg Desks and Kite and Diamond Activity Tables. Your configuration may vary.

Note: It is important to orient bases of post-legs to align with all pre-drilled holes in underside of desktop or kite or diamond tabletop. Use all six **#12 x $^{7}/_{8}$" Phillips pan head black screws** when attaching each post-leg to the top, to ensure desk or table stability.

CAUTION

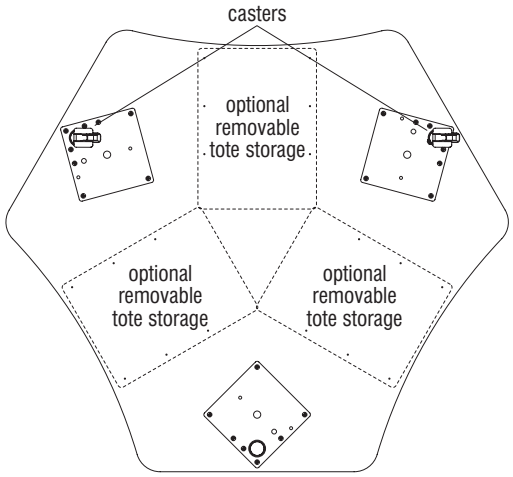
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Desk & Table Configurations - Ruckus Post-Leg Activity Tables

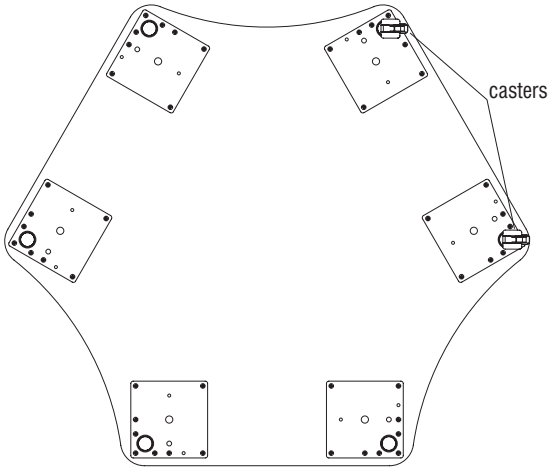
Note: The following instructions on this page are provided as a guide to illustrate different table leg configurations for Ruckus Post-Leg Activity Tables with the exception of kite or diamond activity tables. Your configuration may vary.

Note: It is important to orient bases of post-legs to align with all pre-drilled holes in underside of the tabletop. Use all eight **#12 x 1" Phillips pan head silver screws** when attaching each post-leg to the top, to ensure table stability.

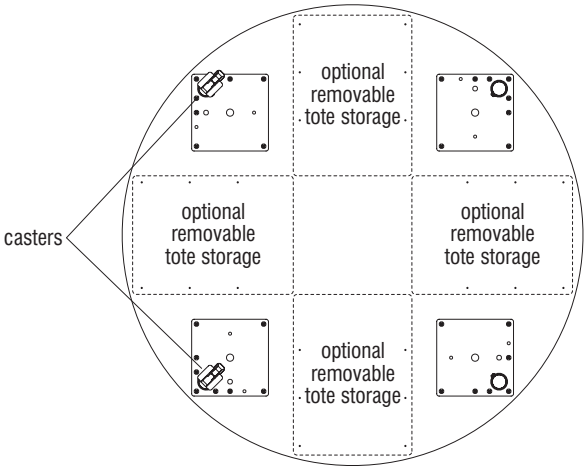
Note: The illustrations below are provided as a guide to help identify tabletop shapes, leg configurations and caster and glide locations.



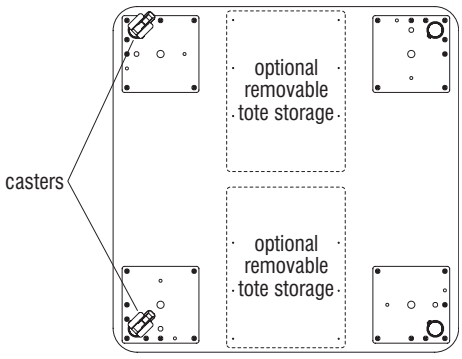
Sprocket Table



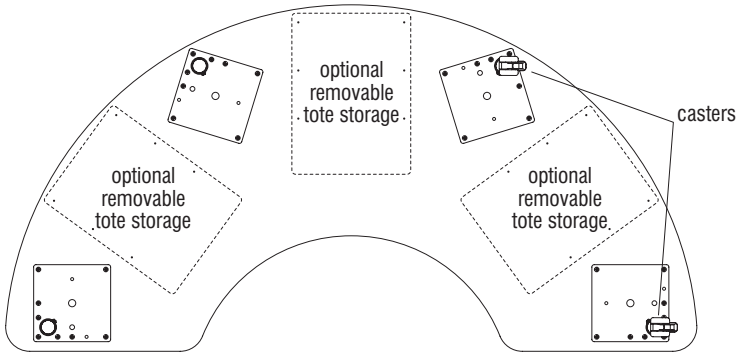
Sprocket Table



Round Table



Square Table

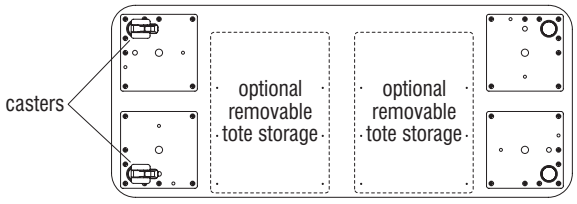


Kidney Table

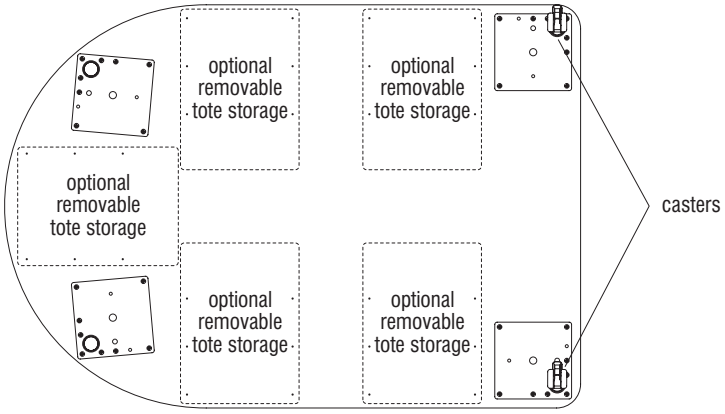
CAUTION

Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

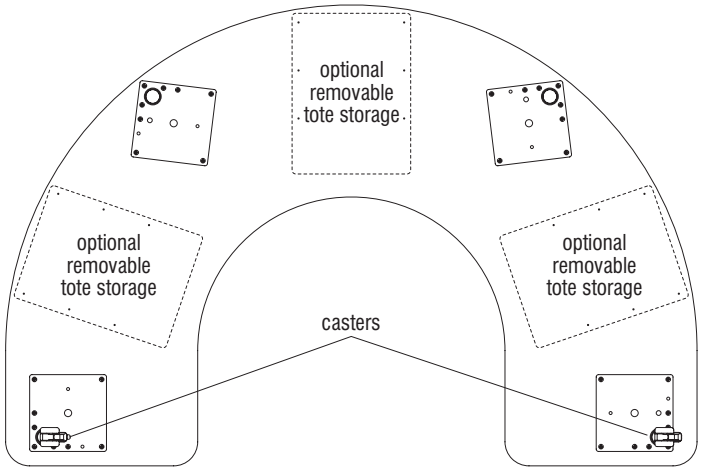
Note: The illustrations below are provided as a guide to help identify tabletop shapes, leg configurations and caster and glide locations.



Rectangular Table



D-Shaped Table



Horseshoe Table

Desk & Table Configurations - Ruckus Post-Leg Activity Tables (cont.)

Note: The following instructions on this page are provided as a guide to illustrate different table leg configurations for Ruckus Post-Leg Activity Tables with the exception of kite or diamond activity tables. Your configuration may vary.

Note: It is important to orient bases of post-legs to align with all pre-drilled holes in underside of the tabletop. Use all eight **#12 x 1" Phillips pan head silver screws** when attaching each post-leg to the top, to ensure table stability.

CAUTION

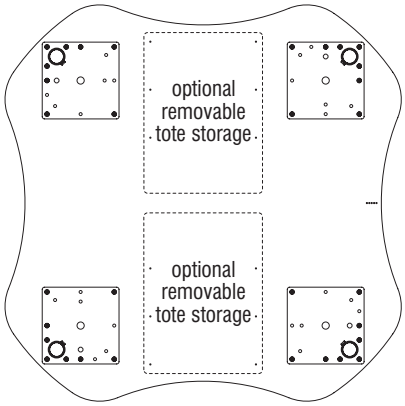
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Desk & Table Configurations - Ruckus Post-Leg Activity Tables (cont.)

Note: The following instructions on this page are provided as a guide to illustrate different table leg configurations for Ruckus Post-Leg Activity Tables with the exception of kite or diamond activity tables. Your configuration may vary.

Note: It is important to orient bases of post-legs to align with all pre-drilled holes in underside of the tabletop. Use all eight **#12 x 1" Phillips pan head silver screws** when attaching each post-leg to the top, to ensure table stability.

Note: The illustrations below are provided as a guide to help identify tabletop shapes, leg configurations and caster and glide locations.



Clover Table

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