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EMMA + OLIVER EOH-OBOK-37002

EMMA + OLIVER Black Adjustable Height Steel Mobile Computer Desk User Manual

Model: EOH-OBOK-37002

1. Introduction

Thank you for choosing the EMMA + OLIVER Black Adjustable Height Steel Mobile Computer Desk. This manual provides essential information for the safe assembly, operation, and maintenance of your new desk. Please read these instructions thoroughly before use and retain them for future reference.

This mobile computer desk features a vented surface ideal for keeping laptops cool, a tilting work surface that swivels 360 degrees, and an adjustable height steel frame with dual-wheel casters for mobility. It is designed for versatile use in various environments.



Figure 1: EMMA + OLIVER Black Adjustable Height Steel Mobile Computer Desk (Overall View)

2. Safety Information

Please observe the following safety precautions to prevent injury or damage to the product:

- **Secure the Desk:** Always secure the desk when in use to prevent tipping. Ensure casters are locked when the desk is in a stationary position.
- **Height Adjustment:** Be cautious when adjusting the height to avoid injury. Ensure all locking mechanisms are properly engaged after adjustment.
- **Assembly:** Follow assembly instructions carefully to ensure safety and proper function. Do not overtighten screws.
- **Weight Capacity:** Do not exceed the recommended weight capacity of the desk surface. Overloading can cause instability and damage.
- **Placement:** Place the desk on a level surface. Avoid placing it near heat sources or in direct sunlight for prolonged periods.
- **Children and Pets:** Keep children and pets away from the desk during assembly and adjustment.

3. Package Contents

Before assembly, verify that all components are present and undamaged. If any parts are missing or damaged, please contact customer support.

- Desk Top with Vented Surface and Pen/Pencil Cup Holder
- Adjustable Height Steel Frame Post
- Base with Caster Mounts
- Dual Wheel Casters (4 total, 2 locking)
- Assembly Hardware (screws, wrenches, etc.)



Figure 2: Side view illustrating the adjustable height post.

4. Assembly and Setup

Assembly typically requires one person. Follow these steps to assemble your mobile computer desk:

1. **Attach Casters to Base:** Insert the dual-wheel casters into the designated holes on the base frame. Ensure two locking casters are placed on one side for stability.
2. **Secure Frame Post to Base:** Attach the adjustable height steel frame post to the center of the base using the provided hardware. Tighten securely.
3. **Mount Desk Top:** Carefully place the desk top onto the adjustable height post. Align the mounting holes and secure the top with the remaining hardware.
4. **Check Stability:** Once assembled, gently shake the desk to ensure all connections are secure and stable.



Figure 3: Detail of the desk base and casters.

5. Operating Instructions

5.1 Adjusting Height

The desk's height can be adjusted to suit your preference for sitting or standing.

1. Locate the height adjustment knob or lever on the steel frame post.
2. Loosen the knob/lever to allow the desk top to move freely up or down.
3. Adjust the desk to your desired height (between 22" and 36.5" H).
4. Tighten the knob/lever firmly to secure the desk at the chosen height. Ensure it is fully locked before placing items on the desk.

5.2 Tilting Work Surface

The work surface can be tilted for ergonomic comfort and swivels 360 degrees.

- To tilt the surface, locate the tilting mechanism beneath the desk top.
- Adjust the angle as needed. The top and bottom lips help keep papers and devices in place.
- The entire desk top can swivel 360 degrees for optimal positioning.

5.3 Using Casters

The dual-wheel casters allow for easy movement of the desk.

- To move the desk, unlock the two locking casters.
- Roll the desk to your desired location.
- Once in position, engage the locks on the two locking casters to prevent unintended movement.



Figure 4: Features including tilting surface and cup holder.

6. Maintenance

Proper care will extend the life and appearance of your desk.

- **Desk Top:** Wipe the laminate top with a damp cloth. Avoid abrasive cleaners.
- **Frame:** Wipe the steel frame with a dry cloth.
- **Hardware:** Periodically check all screws and bolts to ensure they are tight. Retighten if necessary.
- **Casters:** Keep casters free of debris to ensure smooth movement.

7. Troubleshooting

If you encounter any issues with your desk, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
Desk is wobbly or unstable.	Loose hardware; uneven surface.	Ensure all screws and bolts are tightened. Move desk to a level surface.
Height adjustment mechanism is stuck.	Adjustment knob/lever is too tight or too loose; internal mechanism obstruction.	Loosen the knob/lever slightly. If still stuck, check for any obstructions. Do not force.
Casters do not roll smoothly or lock.	Debris in casters; locking mechanism malfunction.	Clean any debris from the caster wheels. Ensure the locking lever is fully engaged/disengaged.

If the problem persists, please contact EMMA + OLIVER customer support for assistance.

8. Specifications

Brand	EMMA + OLIVER
Model Number	EOH-OBOK-37002
Overall Dimensions	22.5" W x 17.5" D x 22" - 36.5" H
Top Size	22" W x 13.75" D
Lip Size	0.7" H x 9.65" L (top and bottom)
Base Height	2"
Weight	10 Pounds
Color	Black
Materials	Laminate (Top), Alloy Steel (Frame), Plastic (Casters)
Finish Type	Powder Coated (Frame)
Special Features	Adjustable Height, Tilting Work Surface, 360° Swivel Top, Vented Surface, Mobile with Locking Casters, Pen/Pencil Cup Holder
Assembly Required	Yes (Recommended 1 person)
UPC	889142470830



Figure 5: Product dimensions diagram.

9. Warranty and Support

The EMMA + OLIVER Black Adjustable Height Steel Mobile Computer Desk comes with a manufacturer's warranty.

- **Warranty Type:** Limited Warranty
- **Warranty Description:** 5-year limited warranty on non-moving metal parts, 2-year warranty on other parts.

For warranty claims, technical support, or any questions regarding your product, please contact EMMA + OLIVER customer service. Refer to your purchase documentation for specific contact details.

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