

GEC 436966WG

Global Industrial 436966WG Tilting Adjustable Height Mobile Laptop Desk

INSTRUCTION MANUAL

1. INTRODUCTION AND PRODUCT OVERVIEW

Thank you for choosing the Global Industrial Tilting Adjustable Height Mobile Laptop Desk. This versatile desk is designed to enhance productivity and comfort in various environments, including offices, schools, hospitals, medical clinics, conference rooms, and homes. Its key features include a large tilting desktop, adjustable height for both sitting and standing positions, and mobile casters for easy relocation.

This manual provides comprehensive instructions for the safe assembly, operation, and maintenance of your new laptop desk. Please read all instructions carefully before assembly and use.



Figure 1: Assembled Global Industrial Tilting Adjustable Height Mobile Laptop Desk. This image shows the desk's white desktop, the central adjustable height pole, and the mobile base equipped with casters for portability.

2. SAFETY INSTRUCTIONS

To ensure safe operation and prevent injury or damage, please adhere to the following safety guidelines:

- **Weight Capacity:** Do not exceed the maximum weight capacity of 24 lbs (10.9 kg) on the desktop. Overloading can cause instability and damage.
- **Stable Surface:** Always place the desk on a flat, stable, and level surface.
- **Secure Adjustments:** Ensure all knobs and locking mechanisms are securely tightened after making height or tilt adjustments.
- **Caster Locks:** Engage the caster locks when the desk is in a desired stationary position to prevent unintended movement.
- **Children and Pets:** Keep children and pets away from the desk during assembly and adjustment to prevent pinching or tipping hazards.
- **Maintenance:** Regularly inspect the desk for loose parts, damage, or wear. Do not use if any

components are damaged.

3. PARTS LIST

Before beginning assembly, verify that all components are present and undamaged. If any parts are missing or damaged, do not proceed with assembly and contact customer support.

- Main Desktop (36"W x 15-3/4"D MDF)
- Adjustable Height Pole (Powder coated steel)
- Base Frame (Powder coated steel)
- Casters (4 total, 2 with locking mechanism)
- Height Adjustment Knob
- Tilt Adjustment Knob/Lever
- Assembly Hardware (screws, bolts, wrenches, etc. - specific to model)

4. SETUP AND ASSEMBLY

Assembly is required for this product. Please follow these steps carefully:

1. **Unpack Components:** Carefully remove all parts from the packaging and lay them out on a clean, soft surface to prevent scratches.
2. **Attach Casters to Base:** Insert the four casters into the designated holes on the base frame. Ensure the two locking casters are positioned on the same side for easier access.
3. **Assemble Base Frame:** Connect any multi-part sections of the base frame as per the included diagram, securing with provided hardware.
4. **Attach Adjustable Pole to Base:** Secure the adjustable height pole to the assembled base frame using the provided bolts and tools. Ensure it is firmly attached and upright.
5. **Attach Desktop to Pole:** Mount the main desktop onto the top of the adjustable pole. Align the mounting holes and secure the desktop using the provided screws. Ensure the tilting mechanism is correctly oriented.
6. **Secure Knobs:** Ensure the height adjustment knob and tilt adjustment lever are properly installed and functional.
7. **Final Check:** Before use, gently shake the desk to ensure all connections are secure and the desk is stable.

5. OPERATING INSTRUCTIONS

5.1 Adjusting Height

The desk's height can be adjusted from 27-3/8 inches to 40 inches to accommodate both sitting and standing positions.

1. Locate the height adjustment knob on the vertical pole.
2. Loosen the knob by turning it counter-clockwise.
3. Carefully raise or lower the desktop to your desired height.
4. Once the desired height is reached, tighten the knob firmly by turning it clockwise to secure the desktop in place.

5.2 Tilting the Desktop

The large main desktop can be tilted for ergonomic comfort while working, reading, or writing.

1. Locate the tilt adjustment lever or knob beneath the desktop.
2. Release the locking mechanism (e.g., pull lever, loosen knob).
3. Adjust the desktop to the desired angle. The desktop can tilt 360 degrees.
4. Secure the desktop in place by engaging the locking mechanism (e.g., push lever, tighten knob).

5.3 Moving the Desk

The desk is equipped with four casters (two swivel, two locking) for easy maneuverability.

- To move the desk, ensure the caster locks are disengaged.
- Gently push or pull the desk to its new location.
- To secure the desk in place, engage the locks on the two locking casters by pressing down on their levers.

6. MAINTENANCE

Regular maintenance will help prolong the life and functionality of your laptop desk.

- **Cleaning:** Wipe surfaces with a soft, damp cloth. Avoid abrasive cleaners or solvents that may damage the finish.
- **Hardware Check:** Periodically check all screws, bolts, and knobs to ensure they are tight. Retighten as necessary.
- **Caster Inspection:** Keep casters free of debris (hair, dust, etc.) that may impede their movement. Clean as needed.
- **Surface Protection:** Use coasters or desk pads to protect the desktop surface from spills, scratches, and heat.

7. TROUBLESHOOTING

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

- **Desk is Wobbly:**
 - Ensure all assembly hardware is securely tightened.
 - Verify the desk is on a flat and level surface.
 - Check if the height adjustment knob is fully tightened.
- **Difficulty Adjusting Height:**
 - Ensure the height adjustment knob is sufficiently loosened.
 - Check for any obstructions in the pole mechanism.
- **Desktop Does Not Tilt or Stay in Position:**
 - Ensure the tilt adjustment lever/knob is properly engaged or tightened.
 - Check for any foreign objects obstructing the tilting mechanism.
- **Casters Not Rolling Smoothly:**

- Remove any hair, dust, or debris wrapped around the caster wheels.
- Ensure caster locks are fully disengaged.

If problems persist after attempting these solutions, please contact customer support.

8. SPECIFICATIONS

Feature	Specification
Model	436966WG
Overall Top Dimensions	36"W x 15-3/4"D
Overall Height Range	27-3/8" to 40"H
Top Material	MDF
Base Material	Powder coated steel
Top Weight Capacity	24 lbs (10.9 kg)
Color	White
Wheel Diameter	2 inches
Casters	4 Casters (2 Locking)
Assembly Required	Yes
UPC	707022457385

9. WARRANTY AND SUPPORT

9.1 Warranty Information

This Global Industrial Tilting Adjustable Height Mobile Laptop Desk comes with a **1 Year Limited Warranty**. This warranty covers defects in materials and workmanship under normal use. Please retain your proof of purchase for warranty claims.

9.2 Customer Support

For technical assistance, missing parts, or warranty inquiries, please contact the manufacturer's customer support. Refer to the product packaging or the retailer's website for specific contact information.