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## Fellowes 0007901

# Fellowes Lotus Sit-Stand Workstation User Manual

MODEL: 0007901

## Introduction

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Thank you for choosing the Fellowes Lotus Sit-Stand Workstation. This workstation is designed to seamlessly integrate movement into your daily routine, promoting improved wellness and productivity. Featuring patented Smooth Lift Technology, it offers stable and effortless transitions between sitting and standing positions. This manual provides essential information for the proper setup, operation, and maintenance of your workstation.



Figure 1: The Fellowes Lotus Sit-Stand Workstation, showcasing its spacious surface for a monitor, keyboard, mouse, and personal items.

## Safety Information

- **Weight Capacity:** Do not exceed the maximum weight capacity of 35 lbs (15.8 kg). Overloading can cause instability and damage.
- **Placement:** Ensure the workstation is placed on a stable, level, and sturdy desk surface capable of supporting its weight and the weight of all equipment.
- **Clearance:** Keep hands, fingers, and other objects clear of moving parts during height adjustment to prevent pinching or injury.
- **Cables:** Ensure all cables are properly managed and have sufficient slack to avoid snagging or disconnection during height adjustments.
- **Children and Pets:** Keep children and pets away from the workstation during operation.

## Package Contents

The Fellowes Lotus Sit-Stand Workstation arrives fully assembled. No additional assembly is required. Simply unpack and prepare for use.

## Setup

1. **Unpack:** Carefully remove the workstation from its packaging.
2. **Position:** Place the workstation on your existing desk. Ensure it is centered and stable.
3. **Arrange Equipment:** Place your monitor(s), keyboard, mouse, and other accessories on the workstation surface.
4. **Cable Management:** Utilize the integrated cord management system to route and secure your device cables, ensuring they have enough slack for full range of motion.
5. **Optional Monitor Arm:** If using the Fellowes Lotus Dual Monitor Arm Kit (sold separately), follow its specific installation instructions for attachment to the workstation.



Figure 2: Side profile of the workstation, illustrating its sleek design and how it sits on a desk.

## Operating Instructions

The Lotus Sit-Stand Workstation features Smooth Lift Technology for effortless height adjustment.

1. **Adjusting Height:** To raise or lower the workstation, grasp the handles located on the sides of the unit. Gently lift or press down to move the platform to your desired height. The workstation offers 22 different height settings and 17 inches of vertical adjustment. Release the handles once the desired height is reached; the workstation will lock into position.
2. **Cord Management:** The workstation includes innovative cord management channels to keep your workspace tidy. Route power and data cables through these channels to prevent tangles and ensure smooth movement.
3. **Device Charging Slot:** A dedicated slot is provided for charging mobile devices. Place your smartphone or tablet in this slot for convenient access and charging while you work.



Figure 3: User demonstrating the workstation in a sitting position, highlighting comfortable and ergonomic use.

## Maintenance

- **Cleaning:** Clean the workstation surfaces with a soft, damp cloth. For stubborn marks, a mild, non-abrasive cleaner can be used. Avoid harsh chemicals or abrasive materials that could damage the finish.
- **Inspection:** Periodically inspect the workstation for any signs of wear or damage. Ensure all components are secure and functioning correctly.
- **Lubrication:** The Smooth Lift Technology mechanism is designed for maintenance-free operation and does not require lubrication.

## Troubleshooting

- **Workstation does not move smoothly:**
  - Check for obstructions around or under the workstation.
  - Ensure the weight on the workstation does not exceed the 35 lb capacity. Redistribute weight if necessary.

- **Workstation feels unstable:**

- Verify that the workstation is placed on a flat and stable desk surface.
- Ensure weight is evenly distributed across the workstation surface.

## Specifications

<b>Item Model Number</b>	0007901
<b>Brand</b>	Fellowes
<b>Color</b>	Black
<b>Item Weight</b>	24 pounds (10.89 kg)
<b>Product Dimensions (L x W x H)</b>	24.3 x 32.8 x 5.5 inches (61.7 x 83.3 x 14 cm)
<b>Vertical Adjustment Range</b>	17 inches (43.2 cm)
<b>Height Settings</b>	22
<b>Weight Capacity</b>	Up to 35 lbs (15.8 kg)
<b>Mounting Type</b>	Tabletop
<b>Compatible Devices</b>	Monitors

## Warranty and Support

For warranty information and customer support, please refer to the official Fellowes website or contact Fellowes customer service directly. Keep your purchase receipt as proof of purchase for any warranty claims.