

ODK Low Desk with 4-Tier Rack and Monitor Stand

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MODEL: LOW DESK WITH 4-TIER RACK AND MONITOR STAND

Brand: ODK

1. Introduction

Thank you for purchasing the ODK Low Desk with 4-Tier Rack and Monitor Stand. This manual provides detailed instructions for assembly, operation, and maintenance to ensure safe and efficient use of your new desk. Please read this manual thoroughly before assembly and keep it for future reference. If you have any questions or encounter issues, please contact ODK customer support.



Image: ODK Low Desk with 4-Tier Rack and Monitor Stand in Vintage Brown finish, showcasing its L-shaped design with integrated shelving and a monitor riser.

2. Safety Information

- Always assemble the product on a soft, clean surface to prevent scratches.
- Ensure all parts are present and undamaged before beginning assembly.
- Do not overtighten screws, as this may damage the wood panels.
- Keep small parts and packaging materials away from children.
- Use the provided tools for assembly. Do not use power tools unless specified.
- For heavy or large components, it is recommended to have two people for assembly.
- Place the desk on a level surface to prevent wobbling.
- Do not exceed the specified load capacities for the desktop and shelves.

3. Package Contents

Please verify that all components listed below are included in your package. Refer to the assembly video for visual identification of parts.

Parts Composition Overview

Video: ODK Low Desk with Rack Assembly Video (Right Shelf Specification) - This video provides a comprehensive overview of all parts included and detailed assembly steps.

Before assembly, please thoroughly inspect all parts. If any parts are missing or damaged, please contact customer support.

4. Assembly Instructions

Follow these step-by-step instructions for assembling your ODK Low Desk. The assembly video provides visual guidance for each step.

Step 1: Rack Frame Assembly

1. Attach the four adjusters (Part 13) to the bottom of the rack frames (Parts A and B).
2. Connect Part C to the rack frames (Parts A and B) using two screws (Part 3) at the designated screw holes (b). Ensure correct orientation of Part C's holes.
3. Attach Board I and one Board G to the assembled rack frames (Parts A and B). Secure each with four screws (Part 5).

Note: Board G can be installed at various positions indicated by dashed lines in the diagram, according to your preference. To ensure smooth assembly in later steps, first tighten the screws on side A, and then lightly pre-tighten the screws on side B (70%-80% tight).

Step 2: Main Desk Frame Assembly

4. Attach two adjusters (Part 13) to the main desk frame (Part E). Then, connect Part F to Part E and secure with two screws (Part 4).
5. Attach the two crossbars (Part D) to the main desk frame using four screws (Part 3). Pay attention to the orientation of the holes in Part D.

Step 3: Shelf and Desktop Installation

6. Attach the metal brackets (Part 11) to Board H using two screws (Part 1).
7. Install Board H onto the rack, securing it with four screws (Part 5). Then, pass two screws (Part 2) through Part C to further fix Board H.
8. Place the desktop (Part J) onto the assembled frame. Ensure there are no gaps between Board H and Desktop J, and that they are level. Secure Desktop J by passing two screws (Part 1) through Part 11 and four screws (Part 2) through Part D.

Caution: When attaching the desktop, use the correct screws. Overtightening or using the wrong screws may cause the desktop to crack.

Step 4: Cross Reinforcement Brackets

10. Attach the anti-sway crossbar (Part N) to the lower section of the desk frame using four screws (Part 1).
11. Attach the anti-sway crossbar (Part M) to the upper section of the rack using four screws (Part 1).

Step 5: Storage Box Assembly

11. Unfold the fabric storage box (Part O) and insert the bottom panel (Part P) to give it shape.
12. Attach the handle (Part 10) to the storage box and tighten the screw (Part 6) using the provided wrench (Part 14).

Step 6: Monitor Stand Assembly

12. First, fix four connecting pieces (Part 8) to the monitor stand base (Part K).
13. Next, align the holes on the side of the monitor stand side panel (Part L) with the top of the connecting pieces (Part 8) and firmly push them in.
14. Then, fit the screws (Part 7) into the inner holes of the side panel (Part L). Finally, tighten the screws (Part 7) with the wrench (Part 14).

15. Attach the non-slip rubber feet (Part 9) to the bottom of the monitor stand.

Final Step: Place Storage Boxes

14. Place the two assembled storage boxes into the appropriate positions on the rack.

This completes the assembly of your ODK Low Desk with Rack. Please ensure all screws are fully tightened for stability.



Image: The desk's reversible design allows the rack to be placed on either the left or right side to suit your room layout.

5. Operating Instructions

- **Adjustable Rack:** The 4-tier storage rack can be assembled on either the left or right side of the desk. The shelf heights are adjustable to accommodate various items, from books to PC cases.
- **Monitor Stand:** The included monitor stand helps elevate your screen to an ergonomic viewing height, reducing strain on your neck and shoulders. It features non-slip rubber feet and can be moved freely on the desktop. The space underneath can store keyboards up to 45cm in length.
- **Storage Drawers:** The desk includes two fabric drawers for convenient storage of small items. These can be

placed in the middle section of the rack or removed to create a larger open space for bulkier items.

- **Spacious Desktop:** The 120cm wide desktop provides ample space for your computer, notes, and other work essentials, enhancing efficiency and concentration.

4段の棚板ですっきり収納

棚板は置くものに合わせて高さを調整可能



Image: Illustration showing how the shelf height can be adjusted to fit different items.

6. Maintenance

- **Cleaning:** Wipe the desk surfaces with a soft, damp cloth. Avoid using harsh chemicals or abrasive cleaners that may damage the melamine finish.
- **Spills:** Clean up spills immediately to prevent staining or damage to the wood panels.
- **Stability Check:** Periodically check all screws and connections to ensure they remain tight. Retighten if necessary to maintain stability.
- **Avoid Excessive Weight:** Do not place excessively heavy items on the shelves or desktop beyond their stated load capacities.
- **Heat Protection:** Use coasters or protective pads under hot items to prevent damage to the desktop surface.

7. Troubleshooting

- **Desk is Wobbly:**
 1. Ensure all screws are fully tightened.
 2. Check that the desk is placed on a level surface. Adjust the leveling feet (Part 13) if needed.
 3. Verify that the X-shaped crossbars (Parts M and N) are correctly installed and tightened, as they provide anti-sway stability.
- **Missing Parts:** If you find any parts missing upon opening the package, please refer to the 'Package Contents' section and contact ODK customer support with your purchase details.
- **Damaged Parts:** If any parts are damaged during shipping or assembly, please contact ODK customer support for assistance.
- **Difficulty Assembling:** Review the assembly video and instructions carefully. Ensure you are using the correct screws for each step. If issues persist, contact customer support.

8. Specifications

Brand	ODK
Color	Vintage Brown
Material	PB Board, Metal
Product Dimensions	120 cm (Width) x 70 cm (Depth) x 88.5 cm (Height)
Desktop Load Capacity	50 kg
Shelf Load Capacity	10 kg (per shelf)
Finish Type	Powder Coated (Frame), Melamine Coated (Panels)
Special Feature	Space Saving, Reversible Design, Adjustable Shelves, Monitor Stand

9. Warranty and Support

ODK is committed to providing high-quality products. In the unlikely event that you encounter any initial defects with your purchased product, please do not hesitate to contact our customer support team. We are available to assist you with any questions, concerns, or issues you may have regarding your ODK Low Desk.

Please retain your proof of purchase for warranty claims.

For support, please visit our official website or contact us through the platform where you made your purchase.