SUPEASY zsg09

SUPEASY 5-Tier Wooden Desk Organizer

Model: zsg09

Introduction

Thank you for choosing the SUPEASY 5-Tier Wooden Desk Organizer. This manual provides essential information for the proper assembly, use, and maintenance of your new desk organizer. Designed to enhance your workspace, this organizer offers adjustable compartments for efficient storage of documents, books, and various office supplies.

Safety Information

- Keep all small parts and packaging materials away from children to prevent choking hazards.
- Assemble the organizer on a clean, flat, and stable surface to avoid damage or injury.
- Do not overload the shelves. Distribute weight evenly to maintain stability.
- Avoid exposing the organizer to excessive moisture or direct sunlight, which can damage the wood finish.
- Use only the provided hardware for assembly.

Package Contents

Please verify that all components are present before beginning assembly:

- Side Panels (2)
- Back Panel (1)
- Top Panel (1)
- Bottom Panel (1)
- Adjustable Shelves (4)
- Assembly Screws
- Small Screwdriver (for assembly)

Setup and Assembly

The SUPEASY Desk Organizer is designed for easy assembly. All necessary tools are included.

1. Unpack all components and lay them out on a soft, clean surface to prevent scratches.
2. Attach one side panel to the bottom panel using the provided screws. Ensure the pre-drilled holes align.
3. Slide the back panel into the grooves of the attached side and bottom panels.
4. Attach the second side panel, aligning it with the bottom and back panels, and secure with screws.
5. Insert the adjustable shelves into the desired slots. The curved design of the compartments facilitates easy insertion and removal.
6. Finally, attach the top panel to complete the structure, securing it with screws.

Image: Product dimensions showing 9.1 inches width, 13.4 inches depth, and 12 inches height. Each shelf is approximately 2 inches high.

Image: The desk organizer demonstrating its removable and adjustable shelves, allowing for customization of storage space for various items.

Operating Instructions

The SUPEASY Desk Organizer is designed for versatile use in organizing your workspace.

- **Adjustable Compartments:** Utilize the adjustable shelves to create compartments of varying heights. This allows you to store different sized items, from thin documents and notebooks to thicker binders and small office supplies.
- **Easy Access:** Each compartment features a curved design at the front, making it easier to retrieve files and documents without obstruction.
- **Versatile Storage:** Ideal for organizing A4 papers, letters, magazines, books, and other stationery items.

Image: The SUPEASY desk organizer filled with a calculator, sticky notes, pens, notebooks, and documents, demonstrating its practical use for organizing a desk.

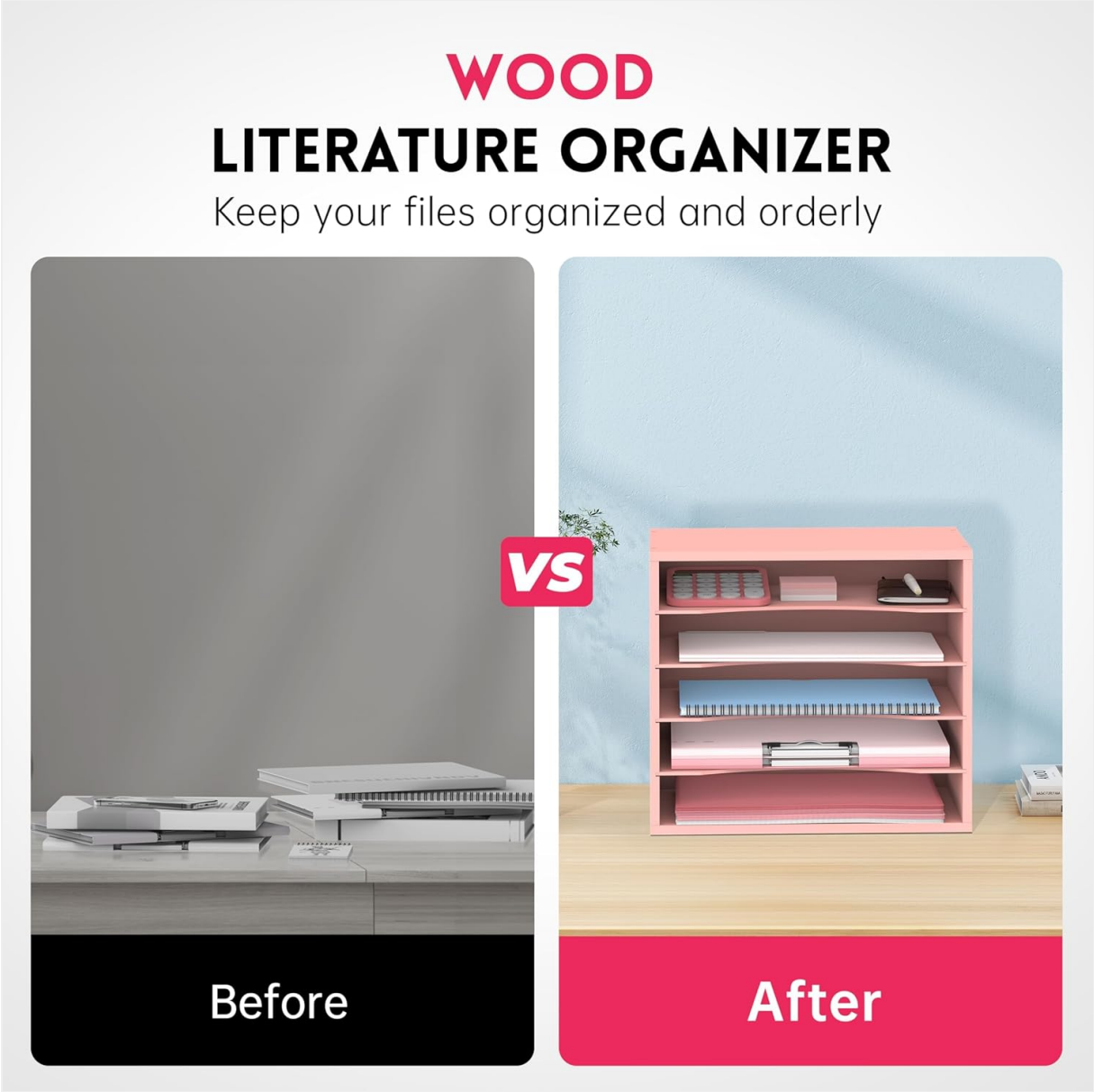

Image: A side-by-side comparison showing a cluttered desk (Before) and the same desk neatly organized with the SUPEASY wooden literature organizer (After).

Maintenance

Proper care will ensure the longevity and appearance of your SUPEASY Desk Organizer.

- **Cleaning:** Wipe the surface with a soft, damp cloth. Avoid using abrasive cleaners, harsh chemicals, or scouring pads, as these can damage the finish.
- **Moisture Protection:** The organizer features a double-layer paint finish for moisture resistance. However, avoid prolonged exposure to liquids. If spills occur, wipe them immediately.
- **Stability:** Periodically check and tighten any loose screws to maintain the organizer's stability.

Image: Diagram highlighting the material properties of the organizer, including waterproof, anti-wear, and smooth surface, indicating its durability and ease of maintenance.

Troubleshooting

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

- **Wobbly Structure:** Ensure all screws are securely tightened. If the issue persists, disassemble and reassemble, making sure all panels are correctly aligned.
- **Difficulty Inserting Shelves:** Check that the shelves are oriented correctly and that no debris is obstructing the grooves. Apply gentle, even pressure.
- **Scratches or Dents:** Minor imperfections can sometimes be touched up with a wood repair marker or furniture polish matching the organizer's color.

Specifications

Model Number	zsg09
Dimensions (L x W x H)	34.04 x 23.11 x 30.48 cm (13.4 x 9.1 x 12 inches)

Weight	3.65 Kilograms (8.05 lbs)
Material	High-Quality Wood (Chipboard with Melamine Board and Water-based Paint)
Color	Pink
Number of Tiers	5
Special Features	Adjustable compartments, curved design for easy access, moisture-resistant finish
Country of Origin	China

Warranty Information

SUPEASY products are manufactured with quality and durability in mind. This product comes with a standard manufacturer's warranty against defects in materials and workmanship. Please retain your proof of purchase for any warranty claims. For specific warranty terms and conditions, please refer to the documentation provided at the time of purchase or contact customer support.

Customer Support

If you have any questions, require assistance with assembly, or need further support regarding your SUPEASY Desk Organizer, please do not hesitate to contact our customer service team. We are committed to providing excellent support.

Contact Information:

Email: support@supeasy.com

Website: www.supeasy.com