



Manuals.plus /

› 4 EVER WINNER /

› 4 EVER WINNER Small Desk with Drawers, Computer Desk with File Cabinet & Monitor Stand, Home Office Desks with Drawers, Wood Writing Desk for Bedroom, Off White

4 EVER WINNER CD Off White

4 EVER WINNER Small Desk with Drawers, File Cabinet, and Monitor Stand (Model: CD Off White)

User Instruction Manual

INTRODUCTION

Thank you for choosing the 4 EVER WINNER Small Desk. This manual provides essential information for the safe assembly, operation, and maintenance of your new desk. Please read these instructions carefully before beginning assembly and retain them for future reference.

IMPORTANT SAFETY INFORMATION

- Always assemble the desk on a stable, flat surface.
- Use appropriate tools and follow the instructions carefully to avoid injury.
- This desk is heavy; ensure it is properly anchored to the wall or floor to prevent tipping.
- Never attempt to move the desk when it is fully assembled to avoid injury or damage.
- Keep all small parts and packaging materials away from children and pets.

PRODUCT OVERVIEW

The 4 EVER WINNER Small Desk is designed for home office or bedroom use, offering a functional workspace with integrated storage. Key features include:

- Spacious desktop for various tasks.
- Integrated monitor stand for ergonomic viewing.
- Multiple drawers, including a file drawer for A4-sized folders.
- Additional storage rack/shelves for books and supplies.
- Constructed from thick wood for structural stability.



Figure 1: Front view of the 4 EVER WINNER Small Desk, showcasing the monitor stand, main drawer, and side drawers with file cabinet.



Figure 2: Detailed product dimensions: 44 inches wide, 38.2 inches high, and 20.5 inches deep. The desk can support up to 132 lbs.

44" Spacious Desktop



Figure 3: The 44-inch spacious desktop provides ample room for a laptop, accessories, and other work essentials.



Computer Desk with **Drawers** and **Under Shelf**



Figure 4: Close-up view highlighting the desk's features, including the monitor stand, multiple drawers, and an under-shelf storage area.

ASSEMBLY INSTRUCTIONS

Your 4 EVER WINNER Small Desk requires assembly. All necessary hardware kits and clear instructions are included in the packaging. Please follow these general guidelines:

1. **Unpack and Inventory:** Carefully unpack all components and hardware. Verify that all parts listed in the instruction manual are present. If any parts are missing or damaged, contact customer support immediately.
2. **Prepare Workspace:** Assemble the desk on a clean, flat, and stable surface to prevent scratching or damage to the desk components or your floor.
3. **Tools:** A screwdriver is included. For easier assembly, a larger screwdriver and an awl (to start pilot holes for self-tapping screws) may be beneficial.
4. **Follow Step-by-Step Instructions:** Refer to the provided assembly manual for detailed, illustrated steps. Pay close attention to the orientation of each piece.
5. **Secure Connections:** Ensure all screws, cams, and other fasteners are tightened securely, but do not overtighten to avoid stripping or damaging the wood.
6. **Drawer Assembly:** Assemble drawers according to the instructions, ensuring smooth operation of the slides.

7. **Final Placement:** Once fully assembled, carefully lift and place the desk in its desired location. Avoid dragging the desk to prevent structural stress.

Note: Some users have found the assembly instructions to be challenging. Take your time, review each step thoroughly, and compare pieces to diagrams before securing them.

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Video 1: A brief overview of the assembled desk, demonstrating the drawers and overall structure. This video provides a visual reference for the completed product.

OPERATING INSTRUCTIONS

The 4 EVER WINNER Small Desk is designed for straightforward use. Here are guidelines for utilizing its features:

- **Desktop Usage:** The main desktop surface is suitable for laptops, monitors, keyboards, and other work or study materials. Ensure weight is distributed evenly.
- **Monitor Stand:** Use the integrated monitor stand to elevate your display to an ergonomic height, reducing neck and eye strain. The stand also provides additional storage space underneath.
- **Drawers:**
 - The top drawer is ideal for small office supplies, pens, and personal items.
 - The lower drawers, including the file drawer, are designed for organizing documents, folders (A4 size), and larger items.
 - Open and close drawers gently to ensure longevity of the drawer slides.
- **Storage Shelves:** The open storage shelves beneath the desktop are perfect for books, binders, decorative items, or small storage boxes.
- **Cable Management:** Utilize any pre-drilled holes or gaps for routing cables to maintain a tidy workspace.

MAINTENANCE

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

- **Cleaning:** Wipe surfaces with a soft, damp cloth. Avoid harsh chemicals, abrasive cleaners, or excessive moisture, which can damage the finish.
- **Spills:** Clean up spills immediately to prevent staining or water damage.
- **Heat and Moisture:** Avoid placing hot items directly on the desk surface. Use coasters or protective pads. Keep the desk away from direct sunlight and excessive humidity.
- **Hardware Check:** Periodically check all screws and fasteners to ensure they remain tight. Retighten as necessary, but do not overtighten.
- **Moving the Desk:** If you need to move the desk, always lift it rather than dragging it to prevent damage to the legs and joints. For significant moves, consider disassembling and reassembling.

TROUBLESHOOTING

Problem	Possible Cause	Solution
Desk is wobbly.	Uneven floor; loose fasteners.	Ensure the desk is on a level surface. Check and tighten all assembly screws and bolts.
Drawers do not slide smoothly.	Improperly installed drawer slides; obstruction in the track.	Verify that drawer slides are installed correctly and are free of debris. Ensure drawers are not overloaded.
Parts missing or damaged during delivery.	Shipping error or manufacturing defect.	Contact 4 EVER WINNER customer service with your purchase details for assistance.

PRODUCT SPECIFICATIONS

Brand: 4 EVER WINNER

Model Number: CD Off White

Color: Off White

Product Dimensions (D x W x H): 20.5" x 44" x 38.2"

Item Weight: 65 Pounds

Base Material: Engineered Wood

Top Material Type: Engineered Wood

Finish Type: Wood

Special Features: Monitor Stand, Drawers, File Cabinet, Storage Shelves

Number of Drawers: 4 (including 1 file drawer)

Number of Shelves: 3

Assembly Required: Yes

Includes All Assembly Tools: Yes

WARRANTY AND CUSTOMER SUPPORT

This 4 EVER WINNER desk comes with a Limited Warranty. For specific details regarding warranty coverage, claims, or any questions about your product, please refer to the warranty information included in your packaging or contact 4 EVER WINNER customer support directly.

If your storage desk is damaged, lost, or scratched during delivery, our professional customer team will assist you in resolving the issue.

