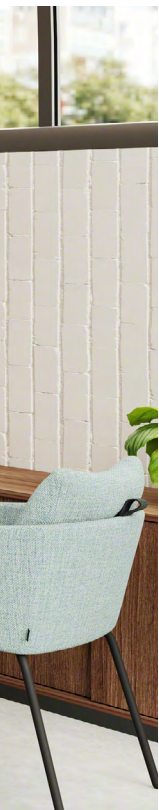
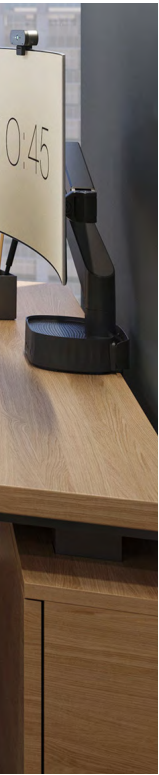




Welcome Guide





Welcome!

Get To Know Your New Workspace

01/ Color Coded Floorplan

02/ Design Renderings

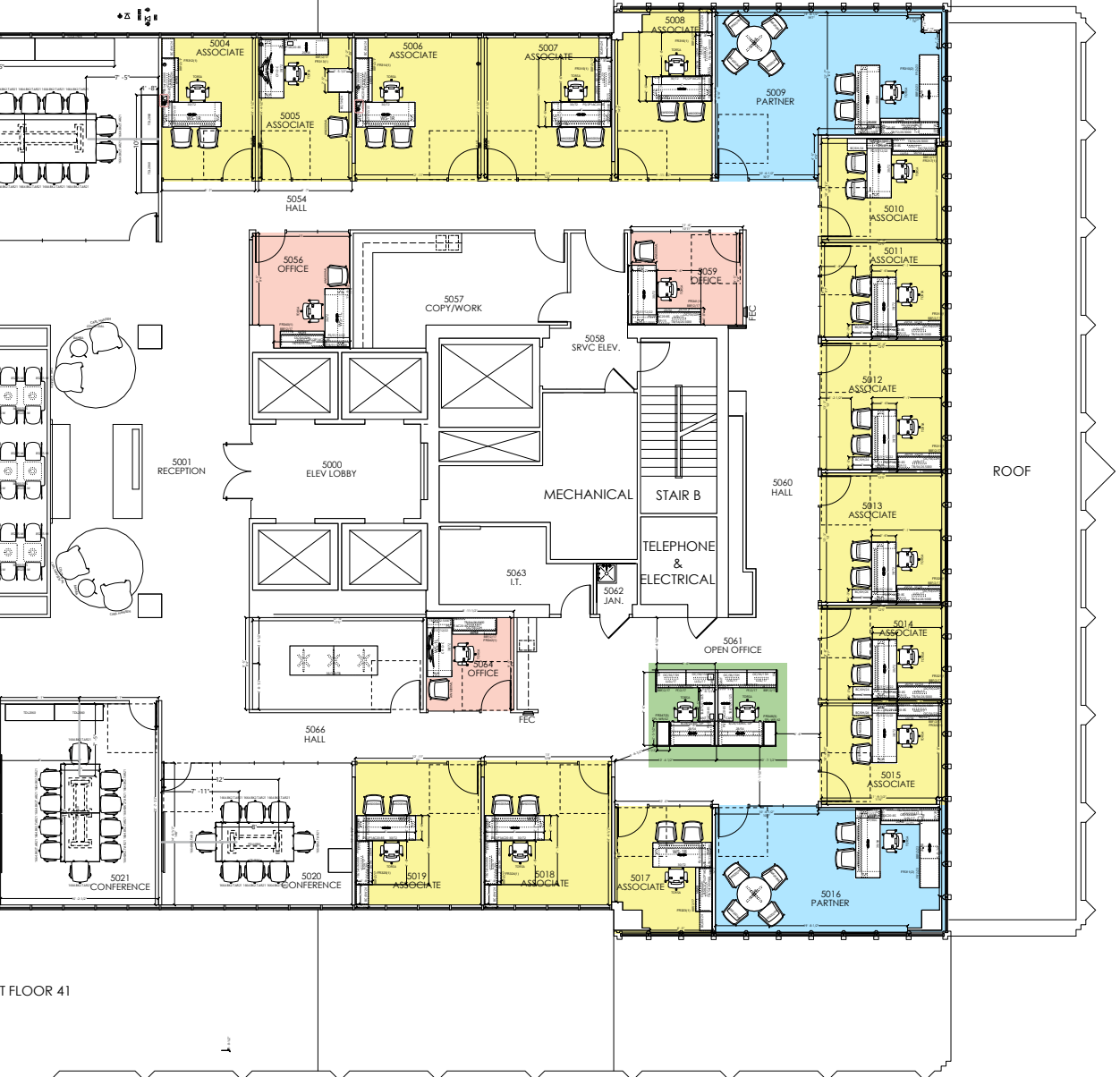
03/ Product User Guide

04/ Ergonomic Adjustments

Color Coded Floorplan



T FLOOR 41



ROOF

Partner Office



Typical Office



Associate Offices



Workstation



Operating your Elective Elements Height Adjustable Desk

Applies to Private Offices



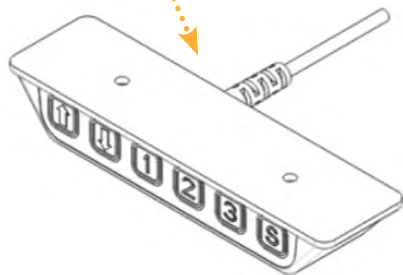
3 PRESET PROGRAMMABLE CONTROLLER

Operating The Controller

- Press and hold up or down to adjust the desk height.
- To move to a saved height, press and hold memory button 1–3.
- The button must be held continuously for the desk to move.

Store Height Into Memory

- Use up or down to set your desired height.
- Press S, then press memory button 1–3 to save.
- Repeat to save additional heights.



NEED HELP?

TROUBLESHOOT →

Operating Your Migration SE Height Adjustable Desk

Applies to Workstation



OPERATING THE CONTROLLER

The desk adjusts via the simple touch controller.

- Lift up or press down on the controller to reach the desired desk height.
- The desk will continue to move up or down until the controller is released or the minimum or maximum height is reached.

Note: The user must continuously lift up or press down the controller in order for the desk to move.



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for more information

NEED HELP?

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[TROUBLESHOOT](#) —>

Operating Your Sit On It Torsa Task Chair



SEAT HEIGHT ADJUSTMENT

Use the rear lever. To raise: lift the paddle while taking your weight off the seat, then release at the desired height. To lower: stay seated, lift the paddle, and release when it's where you want it.



SEAT DEPTH ADJUSTMENT

Use the front lever. Lift the paddle and shift your hips forward to deepen the seat or back to shorten it. Release, and the seat locks into the nearest position.



TILT LOCK

Adjusts recline firmness with fingertip control. Turn the handwheel on the front of the mechanism clockwise for more tension, counterclockwise for less.



TILT TENSION

Use the knob on the right side of the seat. Turn clockwise to increase tension, counterclockwise to decrease. Arrows on the knob show the direction.

CLICK BELOW
for more information

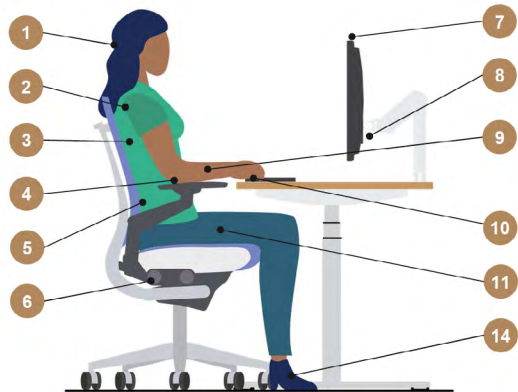
LEARN MORE —>

Ergonomic Guidance

Tips to Work Comfortably

1. Neck is straight and head is balanced evenly
2. Shoulders are completely relaxed so arms hang naturally, close to body
3. Back has full contact with the backrest (sit all the way back in your chair)
4. Elbows and forearms can rest comfortably on the arms of your chair, without bearing weight
5. Lower back fits into curved lumbar support
6. Tension is adjusted so backrest reclines easily, yet provides smooth, even support, and encourages postural change
7. Top of monitor is at eye level or slightly lower and directly in front of you so your head is not turned
8. Monitor should be 20" to 30" from the eyes or approximately an arm's length away
9. Forearms should be parallel to the floor
10. Wrists should be straight when keying or mousing, not bent up or down
11. Thighs are parallel to the floor
12. Neutral spine position, avoid slouching or overextension
13. Avoid locking knees to help maintain good posture
14. Feet are flat on the floor or on a footrest or foot pad.

WHEN SEATING



WHEN STANDING



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for more information

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