

E-Series Height Adjustable Tables

AIS

electric height adjustable desk



ASSEMBLY & USE INSTRUCTIONS


















AIS

www.ais-inc.com

C-EHATINSTALL Revision 04.02-2020

E-Series Height Adjustable Tables

CAUTION / INFORMATION

	Make sure no obstacles are in the desk's path. Make sure the desktop is not touching any walls. Make sure all cords are appropriate length to accommodate the change in height.			WARNING Pinch Point Keep hands and fingers clear.
	Keep children away from electric height-adjustable desks, control units and handsets. There is a risk of injury and electric shock.			
	Keep all electrical components away from liquids.			
	Do not sit or stand on the desk frame. Do not crawl or lie under the desk frame.			
	Do not place any objects taller than 20" underneath the desk.			
	Do not open any of the components - the Legs, Control Box, or Switch. There is a danger of electric shock.			
	This product is designed with a duty cycle of 10% (2 min. on, 18 min. off).			
	In the event of a power outage or if the power cord is unplugged, a manual reset may be necessary - see USE section.			

USE / LIABILITY

This height adjustable desk has electric motors and is designed for use in dry work areas only.

The desk height is adjustable so that it can be positioned at the most ergonomically suitable height.

Any other use is at user's risk.

Under no circumstances does the manufacturer accept warranty claims or liability claims for damages caused from improper use or handling of the desk frame.

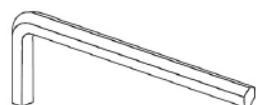
IMPORTANT:

Please read this manual carefully.
If this desk is sold, please provide this manual to the buyer.

E-Series Height Adjustable Tables

ASSEMBLY

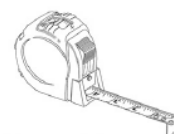
TOOLS



4mm Allen Wrench (included)

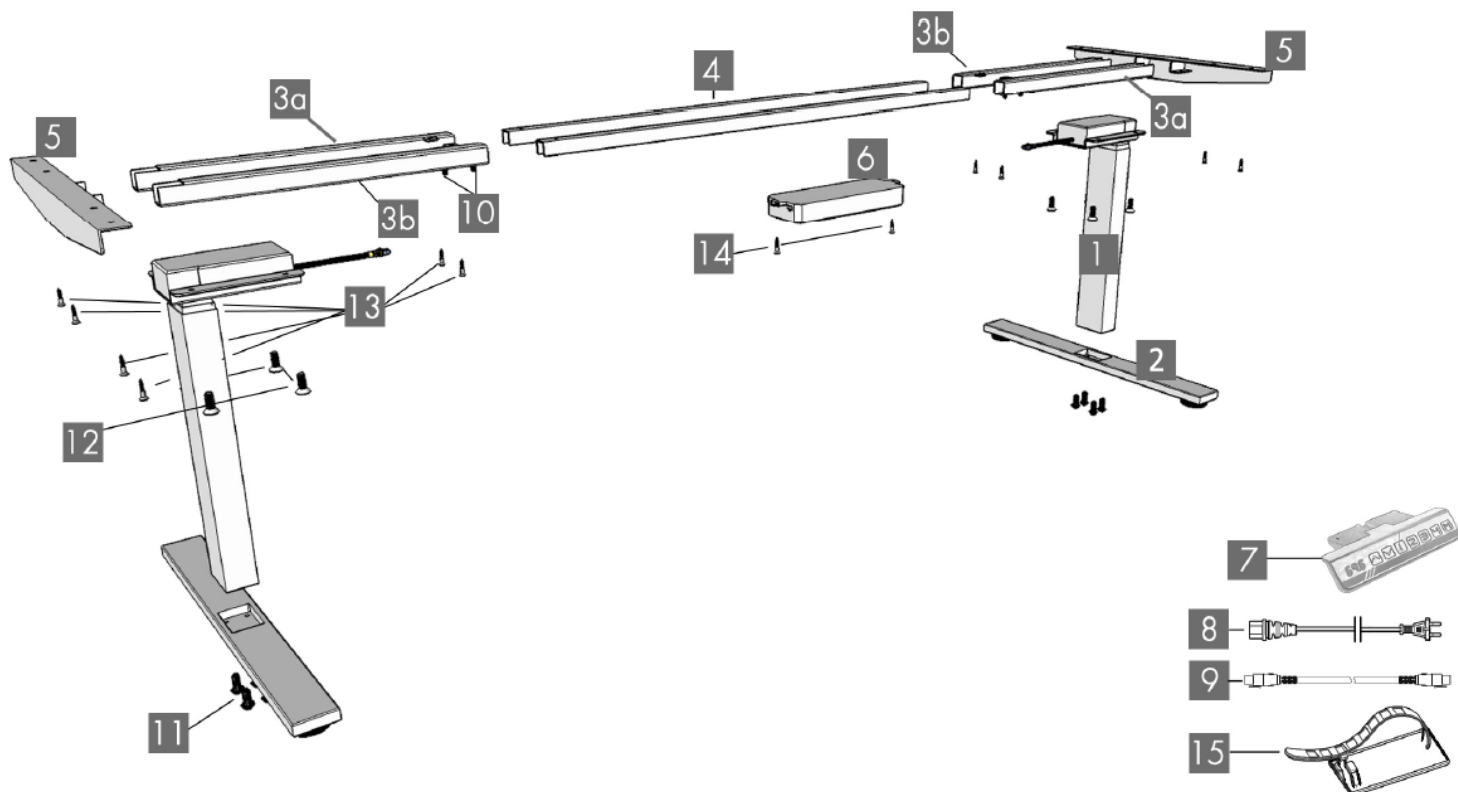


Phillips Head Screwdriver
and/or Power Drill



Tape Measure

PARTS LIST



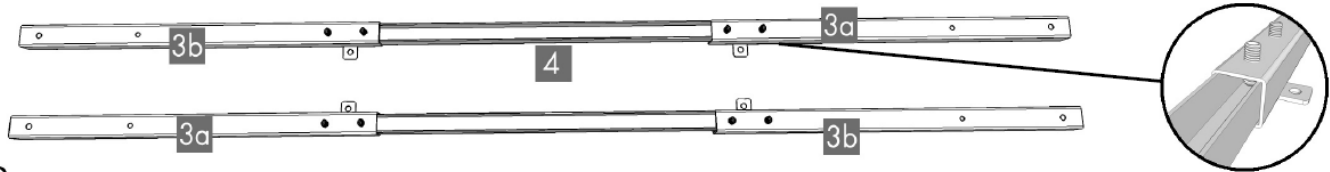
Part	Qty
1 Leg	2
6 Control Box	1
7 Handset	1
8 Power Cord	1
9 Cable (1.3m)	1

Part	Qty
2 Foot	2
3a Frame End A	2
3b Frame End B	2
4 Center Rail	2
5 Side Bracket	2

Part	Qty
10 M8x25 Set Screw (preinstalled)	8
11 M6x14 Machine Screw	8
12 M6x14 CS Machine Screw	8
13 M5x20 Wood Screw	12
14 M5x16 Wood Screw	4
15 Cable Clip	10

E-Series Height Adjustable Tables

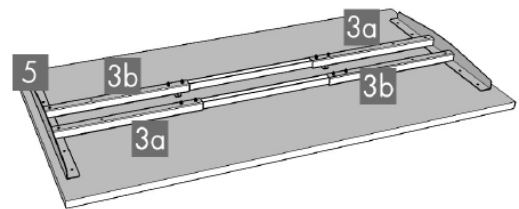
- 1 Lay out all components and hardware to ensure that you have all the components and hardware listed on the parts page.



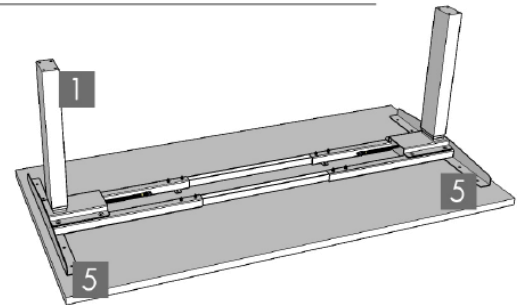
- 2 Working on the underside of the desktop or on a non-scratch surface, place the Center Rails (part 4) inside the Frame Ends A (part 3a) and 3b) as shown. The Center Rails (part 4) have the hollow side facing up and the tabs on the Frame Ends (parts 3a and 3b) are on the bottom - see inset.

- i** The tabs on the Frame Ends should face inboard **i**
- i** The Center Rails (part 4) have the open side facing upwards **i**
in the above image

- 3 Insert the Side Brackets (part 5) into the Frame Ends (parts 3a and 3b).

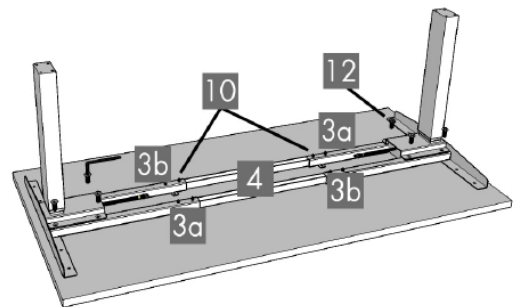


- 4 Place the Lifting Columns (part 1) in the Frame Ends as shown. If the desktop is predrilled, adjust all the components so that the holes in the frame ends and side brackets line up with the holes in the desktop. If the desktop is not predrilled, we recommend placing the side brackets at least 1/2" inboard of the desktop edges and centering the Side Brackets (part 5) fore and aft.

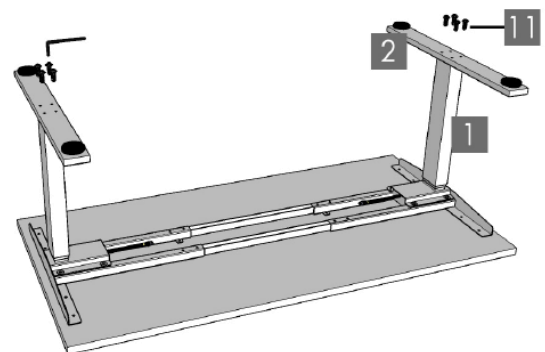


- 5 Using the supplied Allen Wrench and eight (8) M6x14 CS Machine Screws (part 12) attach the Lifting Columns (part 1) to the Frame Ends (parts 3a and 3b)

- 5 Center the Center Rails (parts 4) in the Frame Ends (parts 3a and 3b). Lock down the Center Rails with the eight (8) preinstalled M8x25 Set Screws (part 10).



- 6 For each leg (part 1), attach a Foot (part 2) with four (4) M6x14 Machine Screws (part 11) and tighten in a cross-pattern.



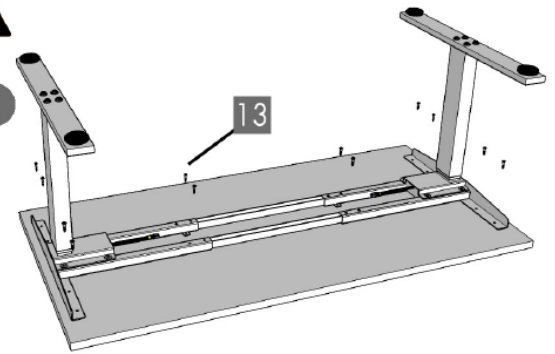
E-Series Height Adjustable Tables

! Double-check that the wood screws are not too long for your desktop and won't puncture the surface when screwed all the way in. **!**

i We recommend that you pre-drill any holes needed for fasteners if your desktop is not pre-drilled. Never use countersunk screws. **i**

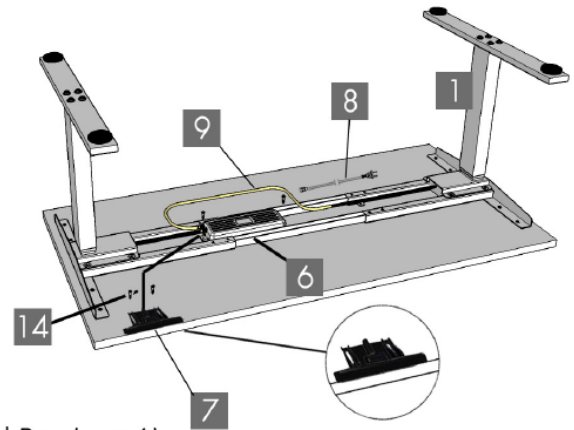
- 7 Double-check that the desk base is properly positioned on the underside of the desktop.

Attach the desk base to the underside of the desktop using twelve (12) M5x20 Wood Screws (part 13).



Attach the Control Box (part 6) to the underside of the desktop with two (2) M5x16 Wood Screws (part 14) close enough to one Leg (part 1) so that the cable from the Leg (part 1) reaches the Control Box (part 6). Connect the cable on the Leg (part 1) closest to the Control Box (part 6).

- 8 Attach the Handset (part 7) to the underside of the desktop so the front of the handset is flush with the front desktop edge (or recessed up to 1/8"). The handset may be placed anywhere along the front edge of the desktop but we recommend placing it toward an end so it does not interfere with your chair when seated. Use two (2) M5x16 Wood Screws (part 14) to attach the handset to the desktop.



Connect the Cable (part 9) to the other Leg (part 1) and to the Control Box (part 6).

Connect the Power Cord (part 8) to the Control Box (part 6).

Use the adhesive-backed Cable Clips (part 15) to secure the other cables so they do not sag.



Do not overtighten screws in this step.



Overtightening could cause damage to the components. **!**

- 9 Turn the assembled desk right-side up. With at least two people, grab the DESK BASE (not the desktop) and turn the desk right-side up. Adjust the pre-installed glides on the Feet (part 2) as needed.

- 10 Plug the Power Cord (part 8) into a 110v outlet.

E-Series Height Adjustable Tables

USE

 Make sure no obstacles are in the desk's path.  Make sure the desktop is not touching any walls.
Make sure all cords are appropriate length to accommodate the change in height.

IMPORTANT: You must RESET the desk prior to use.

RESET PROCEDURE: Press and hold the DOWN button on the Handset (part 7) until the desk reaches its lowest height. Release the DOWN button. Press and hold the DOWN button again until the LED display reads "RST" or about 10 seconds on non-LED handset models. Release the DOWN button. Press and hold the DOWN button again until the desk lowers a little bit more, slightly rises and stops. Release the DOWN button. Your desk is now ready to use.

The desk base can be adjusted by pressing and holding either the UP or DOWN button until the desired height is reached.

To program up to four presets (on some models): Use the up/down buttons to find a desired height, then press "M" followed by a number 1 - 4.

CAUTION: Once a preset button is pushed, the desk will move to the programmed height (see caution box above).

CAUTION: If a different control box is placed on a desk with partially extended legs, you must RESET prior to moving UP.

TROUBLE SHOOTING

If your desk is not functioning properly it may need to be reset. Follow the RESET procedure outlined in the USE section.

If your desk has a handset with an LED readout and it displays "RST" (reset), perform the reset procedure outlined in the USE section.

If the LED readout displays an error message ("Er1" - "Er13") confirm that all wired connections are secure (legs to cables, cables to control box). Then perform the reset procedure outlined in the USE section.

If the error message persists after the reset procedure, contact your seller.

If the height between the legs exceeds 1.5 inches, stop the reset procedure & contact your seller.

If the handset displays "HOT", let the base cool down for 20 minutes.

SPECIFICATIONS

	2-Segments	3-Segments
Height Range	26.25- 46" (without desktop)	21.5 - 47.8" (without desktop)
Base Width	42" min. - 72" max.	42" min. - 72" max.
Travel Speed	1.2" per second (no load)	1.5" per second (no load)
Load Capacity	1000N	1000N
Duty Cycle	10%. Max. 2 mins on, 18 mins off	10%. Max. 2 mins on, 18 mins off
	Soft start/stop	Soft start/stop
	Adjustable leveling studs	Adjustable leveling studs
	4 Memory presets (some models)	4 Memory presets (some models)

E-Series Height Adjustable Tables

PROGRAMMING (some models)

Press the DOWN button on the Handset (part 7) until the base reaches its lowest position. Press and hold the DOWN button again until the LED display reads "RST".

Press and hold the 1 button (about 5 seconds) while the LED flashes "RST" and then switches to either:



10.1 = One-Touch


10.2 = Constant-Touch

Release the 1 button. Press the 1 button again until the desired setting is reached. Once the chosen setting is displayed, release the button and wait about 5 seconds for the display to return to "RST".

Finish the reset process by pressing and holding the DOWN button until the desk lowers a little bit more, slightly rises and stops. Release the button. The new program setting is saved and your desk is now ready to use.

SETTING THE LED RETRACTED HEIGHT (some models)

Press the DOWN button on the Handset (part 7) until the base reaches its lowest position. Measure the distance from floor to the top surface of the desktop. If the number on the LED display does NOT match your measurement, follow these steps:

Press and hold the DOWN button until the LED display reads "RST".  Press and hold the "M" button (about 5 seconds) until the LED displays the flashing height. (If the display returns to "RST" before the next step is taken, repeat this step.) Use the UP/DOWN buttons to change the value of the starting height so that it matches your measurement. Wait about 5 seconds and the display will return to "RST."

Finish the reset process by pressing and holding the DOWN button again until the desk lowers a little bit more, slightly rises and stops. Release the button. The new starting height value is saved and your desk is now ready to use.

Note: the LED display has a ± 0.1 tolerance.

E-Series Height Adjustable Tables

SETTING THE UPPER & LOWER LIMITS (some models)

This base is designed to go to its minimum and maximum heights, allowing for the widest possible range. If you prefer to change the settings to a more narrow range, follow these steps:

Make sure the power is ON and a number reads in the LED display (if no number appears, please follow the Reset procedure described in the USE section).

To Set the Upper-Limit Position:

Use the UP/DOWN buttons to move the base to the desired maximum-height position. Press the "M" button and release. Press the UP button and release. The LED display will flash "S -". Press and hold the "M" button (about 2 seconds) until the LED display changes to "999". The display will automatically return to the selected height. The new upper limit is now set.

To Set the Lower-Limit Position:

Use the UP/DOWN buttons to move the base to the desired minimum-height position. Press the "M" button and release. Press the DOWN button and release. The LED display will flash "S -". Press and hold the "M" button (about 2 seconds) until the LED display changes to "000". The display will automatically return to the selected height. The new lower limit is now set.

To Remove the Upper/Lower Limit Positions:

Press the "M" button and release. The LED display will flash "S -". Within 5 seconds, press the "M" button again and hold for 2 seconds. The LED display will change to "555" and then automatically return to the height display. The upper and lower limits are now removed.



A RESET procedure requires the desk base to full retract (beyond any lower limit set). Please ensure that you have the proper clearance below the desk base.



After the upper and lower limits are set, the previous memory positions (1, 2, 3, 4) may be outside the new range of movement. If so, simply reset the memory positions.

If you attempt to revise a previously set upper or lower limit and it is outside of the existing range, you will need to remove the previously set upper/lower limits first.

HANDSET LOCK (some models)

To lock the handset:

Press and hold the "M" button (about 8 seconds) until the LED display switches to "S -" and then to "LOC." Release the button.

To unlock the handset:

Press and hold the "M" button (about 8 seconds) until the LED switches from "LOC" to the height display. Release the button.

CHANGING INCHES TO CENTIMETERS (some models)

Press the DOWN button on the Handset (part 7) until the base reaches its lowest position. Press and hold the DOWN button again until the LED display reads "RST".



Press and hold the 2 button (about 5 seconds) while the LED flashes "RST" and then switches to either:

10.3 = cm

10.4 = inches

Release the 2 button. Press and hold the 2 button again until the desired setting is reached. Once the chosen setting is displayed, release the button and wait about 5 seconds for the display to return to "RST".

Finish the reset process by pressing and holding the DOWN button until the desk lowers a little bit more, slightly rises and stops. Release the button. The new measurement setting is saved and your desk is now ready to use.