

tangram[™] + Steelcase[®]

SALLY.

WORKSTATION USER GUIDE



Welcome!

Get To Know Your New Workstation



01/ Product User Guides

02/ Ergonomic Adjustments

Operating your MID Height Adjustable Desk



OPERATING THE CONTROLLER

Up and Down Movement:

- Press the UP arrow continuously, the legs will move up.
- Press the DOWN arrow continuously, the legs will move down.
- Release arrows to stop movement.

Memory Preset Positions:

- Use the UP and DOWN arrows to set table at desired height.
- Press the POSITION SETTING BUTTON (M) followed by one of the 3 PRESET POSITION BUTTONS (1, 2, 3). The memory position is set. There are 3 presets available.
- To return to a memory preset PRESS and HOLD the desired number.



Note: It is recommended that the legs not be moved up and down continuously for more than 2 minutes within a 20 minute interval or exceed the unit lift capacity.

Note: If the unit overheats, the LED display will show "HOT". Let the unit cool for 20 minutes.

Operating your Think Task Chair



COMFORT DIAL

With four recline settings: Full recline, boosted mid-back stop, upright back lock

FLEXIBLE SEAT EDGES

Ensuring a pressure-free sit no matter your sitting style

SEAT HEIGHT ADJUSTMENT

SEAT DEPTH ADJUSTMENT

4-DIMENSIONAL (4D) ARMS

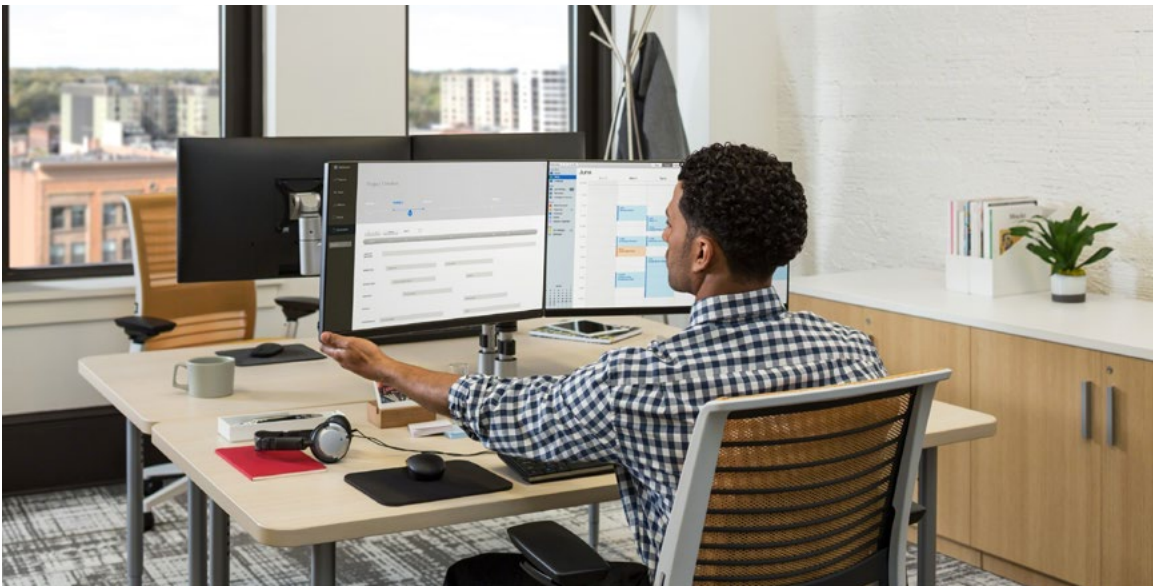
Adjusts armrest height, depth, width, and pivot

HEIGHT ADJUSTABLE LUMBAR SUPPORT

CLICK BELOW
for more information

LEARN MORE —>

Operating your CF Series Dual Monitor Arms



MONITOR ARM CONTROLS

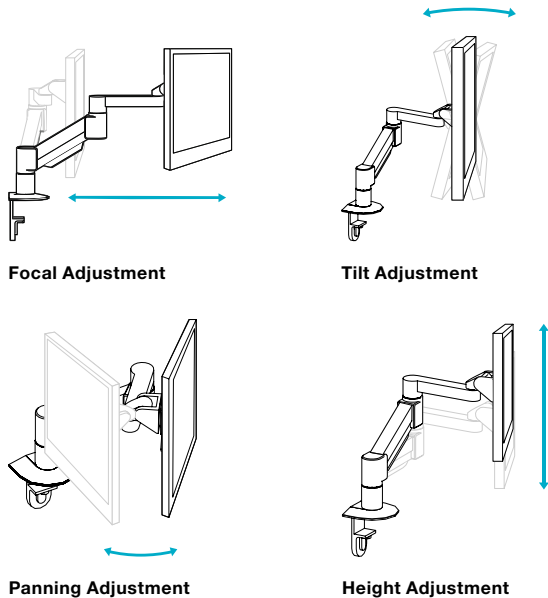
To reposition the arm on the post:

Height Adjustment

- Slide the arm upward
- Move the outer retention ring up
- Place the inner retention ring into the appropriate height location hole
- Slide the outer retention ring back over the inner retention ring and slide the arm downward into position

Focal Length Adjustment

- For comfort, easily bring monitors closer for detailed work or move them farther away with the touch of a hand, without altering the height or angle of the screens.



Custom Fit Ergonomics of Your Workstation

HERE ARE SOME TIPS TO HELP BEGIN
YOUR WELLBEING JOURNEY.

Seated Ergonomics

1. Back has full contact with the backrest (sit all the way back in chair).
2. Lower back fits into curved lumbar support.
3. Tension is adjusted so backrest reclines easily, yet provides smooth, even support, and encourages postural change.

Upper Body Ergonomics

4. Elbows and forearms can rest comfortably on the arms of your chair, without bearing weight.
5. Forearms should be at a 90-110 degree angle to the floor.
6. Wrists should be straight when keying or mousing, not bent up or down.

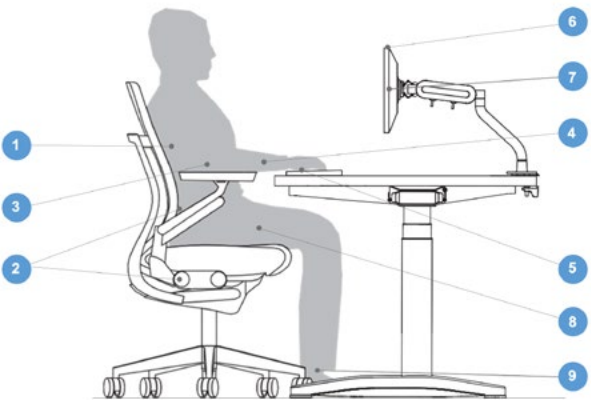
Monitor Adjustments

7. Top of monitor is at eye level or slightly lower and directly in front of worker so head is not turned.
8. Monitor should be 20" to 30" from the eyes or approximately an arm's length away.

Lower Body Ergonomics

9. Thighs are parallel to the floor.
10. Feet are flat on the floor or on a footrest.
11. Avoid locking knees to help maintain good posture.
12. Feet should be flat on the floor, hip width apart.

WHEN SEATING



WHEN STANDING



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