# Instructions for
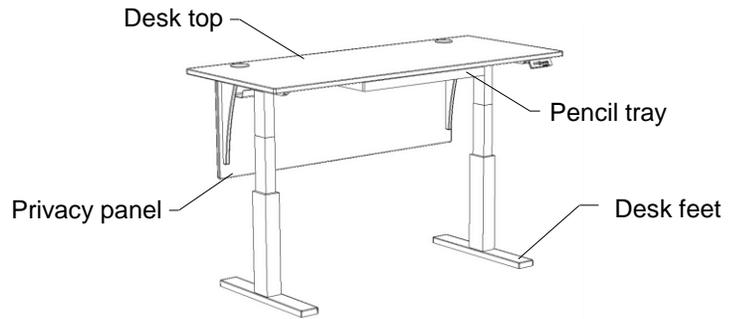# Invigo Desks

Desk top

Pencil tray

Privacy panel

Desk feet
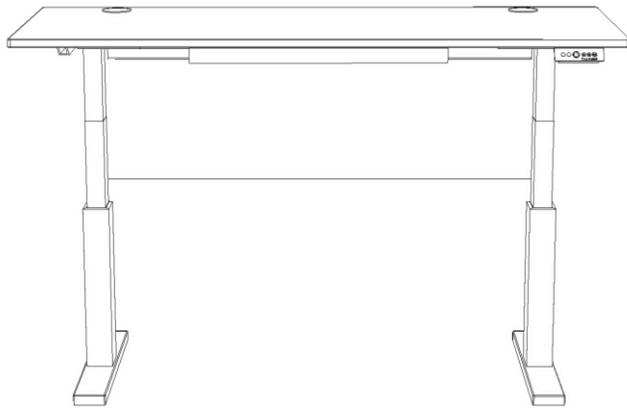
**Notice:** Drawings will not match every Invigo configuration

**Tools required** | none

## First Time Operation

☐ If using a power strip (not included), place it in the wire management tray.

Invigo desks include a generous wire management tray (**Figure 1**.) for routing the cords for all desktop accessories, powered inserts or other electrical devices. Users may wish to consolidate all cords into a power strip or surge protector (not included) so that a single cord runs from the desktop to the wall socket.

☐ Level the desk with the floor surface by turning one or more of the four leg-levelers underneath the desk feet (**Figure 2**).

☐ Attach plug end of desk power cable or power strip with desk power cord attached to standard 110V/60Hz wall socket. Ensure there is enough play in the cable to allow the table to raise and lower.

Wire Management tray
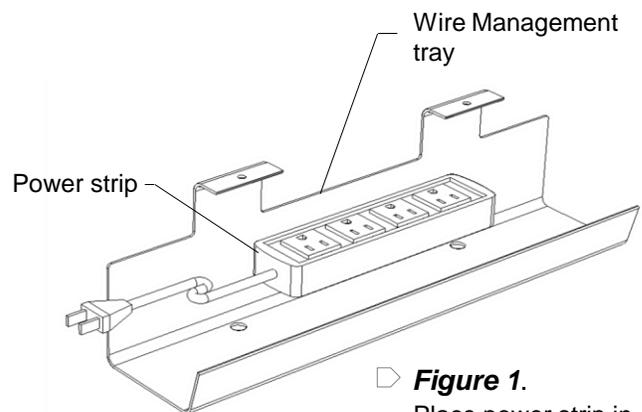
Power strip

▷ *Figure 1*.
Place power strip in wire management tray

Desk feet
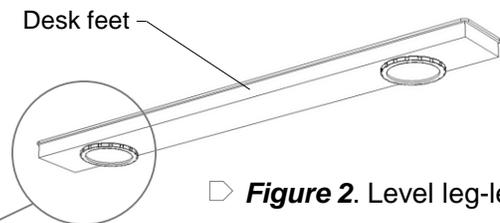
▷ *Figure 2*. Level leg-levelers

Desk foot
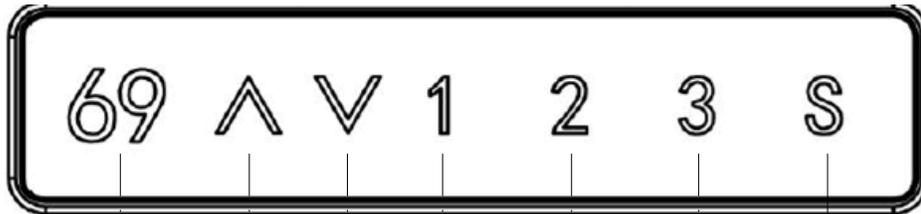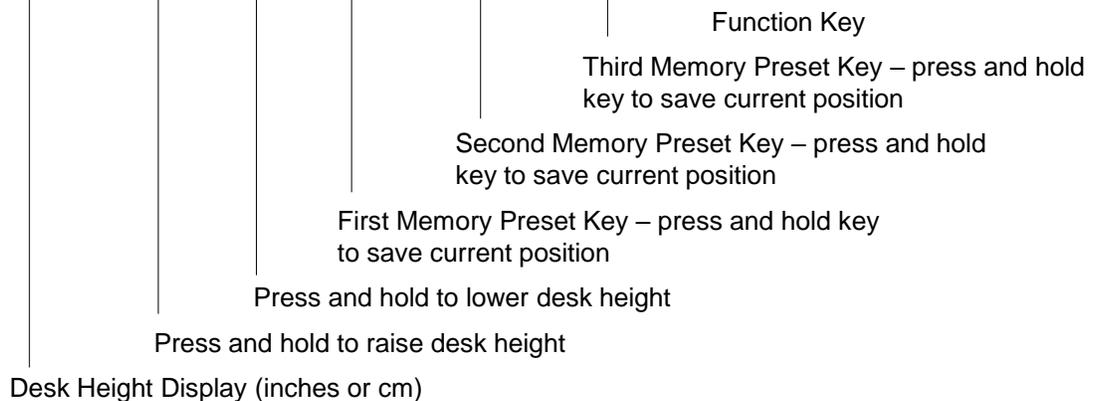
Leg leveler
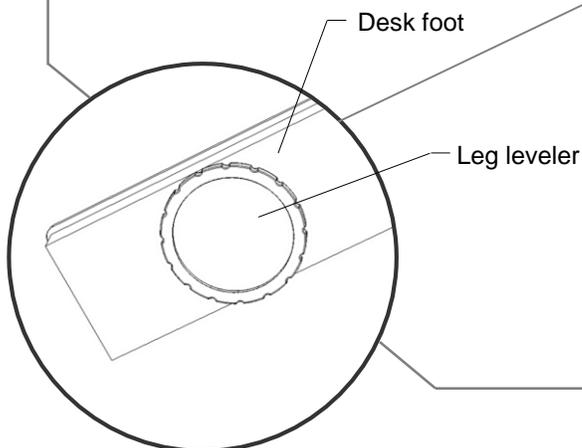
☐ Ensure that there are no obstacles either above or below the motion path of the desk and the power cable and that the desk is not touching any walls or other obstacles.

## Digital Controller Operation

☐ Basic operation



▷ *Figure 3*.
Controller diagram

Function Key

Third Memory Preset Key – press and hold
key to save current position

Second Memory Preset Key – press and hold
key to save current position

First Memory Preset Key – press and hold key
to save current position

Press and hold to lower desk height

Press and hold to raise desk height

Desk Height Display (inches or cm)

- **Reset**

  The reset procedure must be completed prior to initial use, after parts have been replaced or in certain troubleshooting situations.

  o **Press and hold the '^' and 'v' keys simultaneously (for approximately 5 seconds).** Legs will begin to move down at half of normal speed, controller will indicate '000' on the screen and controller will beep.
  o **Keep holding '^' and 'v' keys** until legs reach the lowest position, rebound 2-5mm, then stop.
  o **Release '^' and 'v' keys to complete initialization.**

- **Memory Presets**

  o **Press and hold the '^' or 'v' key** to desired height positions.
  o **Press and hold the '1', '2', or '3' key** (approximately 3 seconds) to set the memory position.

- **Minimum/Maximum Height Setting**

  Users are able to limit he upper or lower range of the desk according to the specific features of the room where the desk is being used. To set the minimum and maximum height:

  o **Minimum Height Setting**
    - **Adjust desk with '^' or 'v' keys to the desired minimum height.**
    - **Press and hold the 'S' key and '1' key simultaneously** (approximately 3 seconds). *Controller will beep and display the letter "L".* This will set the lowest position that the desk can be moved to.

  o **Maximum Height Setting**
    - **Adjust desk with '^' or 'v' keys to the desired maximum height.**
    - **Press and hold the 'S' key and '3' key simultaneously** (approximately 3 seconds). *Controller will beep and display the letter "H".* This will set the highest position that the desk can be moved to.

- **Unlock Minimum/Maximum Height Setting**

  o **Press and hold the 'S' key and '2' key simultaneously** (approximately 3 seconds). *Controller will beep and display the letter "C".* This will allow desk to move in full range.

  **Note: If one or more memory position(s) is/are set beyond the range of locked minimum/maximum position(s), those settings will be lost even after the table is unlocked. Follow the steps above to reset the memory positions.**

- **Metric (cm) vs. Imperial (inches) Mode**

  The Digital Display can be set to read either metric or imperial measurements. To switch between metric and imperial

  o **Press and hold the 'S' key and the 'v' key simultaneously** (approximately 3 seconds). *The height information will toggle between centimeters and inches.* The increment for inches mode is ½ inches and the increment for the metric mode is 1 centimeter.

- **Anti-Collision Sensitivity**

  Invigo Desks include an anti-collision safety feature that stops motion should the top encounter unexpected resistance. To adjust the sensitivity of this feature:

  o **Press and hold the 'S' key (for approximately 5 seconds).** Controller will beep and display will flash.
  o **Release 'S' key and then press '1', '2', or '3' within 3 seconds.** Controller will display the option that has been selected.
    - **001 = Anti-Collisions Sensitivity Off**
    - **002 = Low Sensitivity**
    - **003 = High Sensitivity**
  o **Anti-Collision Sensitivity level has been set.**

**Troubleshooting**

| Problem | Solution |
|---|---|
| **Lift motor has stopped, or legs only move down** | Unplug the base. Check the connection and plug in again. Reset the desk (procedure described above). |
| **Legs rising slowly** | Check if the input power is connected correctly |
| **Over 5cm height difference between legs.** | Check if the input power is connected correctly. |
| **Desk height lowers on its own** | Check if the weight on the desktop exceeds 80kg |
| **Desk frequently resets on its own** | Check if the weight on the desktop exceeds 80kg. |

Should any of the above solutions fail to resolve the problem, please contact us at info@copelandfurniture.com

# Care Instructions

To care for and preserve the finish on your new Copeland Furniture piece, please keep the following recommendations in mind.

- While our furniture has been finished with a durable top coat, the surface may be sensitive to dents and abrasions during the first 30 days in your home.
- Treat the surface finish gently so it does not dent or chip. Tape or stickers should not be put on the finish.
- For general care use a soft cloth to dust the furniture.
- Use damp cloth with a mild soap to clean-up spills or dirt. Dry the surface thoroughly.
- Please do not use any polishes, waxes or solvents to clean the surface of the furniture. This holds true for new Copeland Furniture pieces as well as items you may already have in your home.
- Please do not place any candles directly on the surface of your furniture. The perfumes and dyes in the candles may penetrate the finish.

## Special Note – Cherry Desk Tops

*Please read the following if you have purchased a Copeland product in cherry.* Furniture that has been crafted from cherry wood becomes darker with age. The change in color, from a reddish tan to a reddish brown, is most noticeable during the first six months of ownership. It is important to understand that exposure to light accelerates the natural oxidization process. An object left on a cherry wood surface for an extended period of time may retard the aging process in a limited area. Simply remove the object and, over time, the surface will attain a uniform reddish brown color.

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FURNITURE