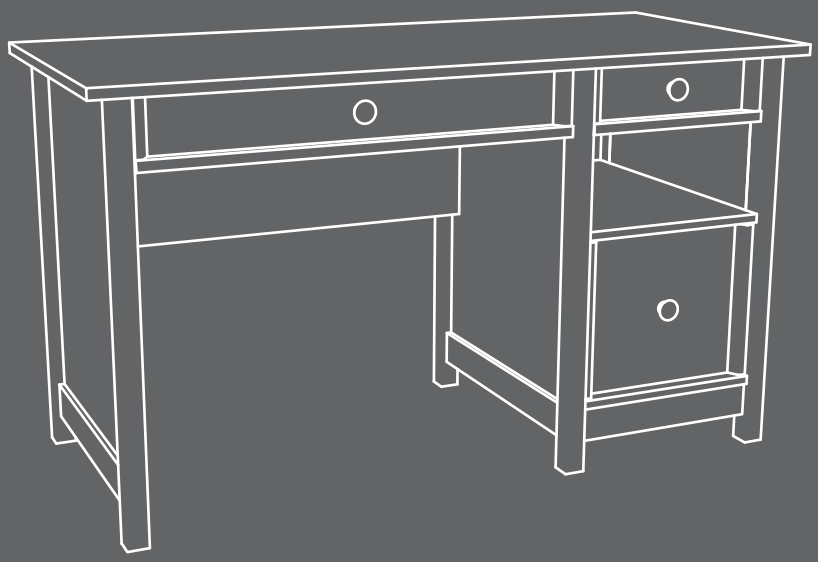
www.teknikoffice.co.uk

Teknik



Sit and surf.

Computer Desk

5414142 Cobblestone Grey
5414141 Cottage Green
5414693 Sherbet Yellow

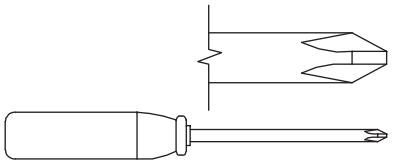
NOTE: THIS INSTRUCTION BOOKLET CONTAINS **IMPORTANT** SAFETY INFORMATION.

PLEASE READ AND KEEP FOR FUTURE REFERENCE.

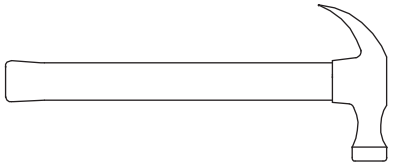
Table of Contents

Part Identification	2-3
Hardware Identification	4
Assembly Steps	5-28
Français	29-32
Español	33-36
Safety	37-38
Warranty	39

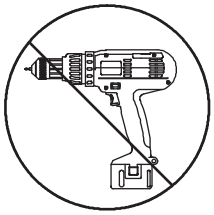
Assembly Tools Required



No. 2 Phillips Screwdriver
Tip Shown Actual Size



Hammer
Not actual size ☺



Skip the power trip.
This time.

Part Identification

While not all parts are labeled, some of the parts will have a label or an inked letter on the edge to help distinguish similar parts from each other. Use this part identification to help identify similar parts.

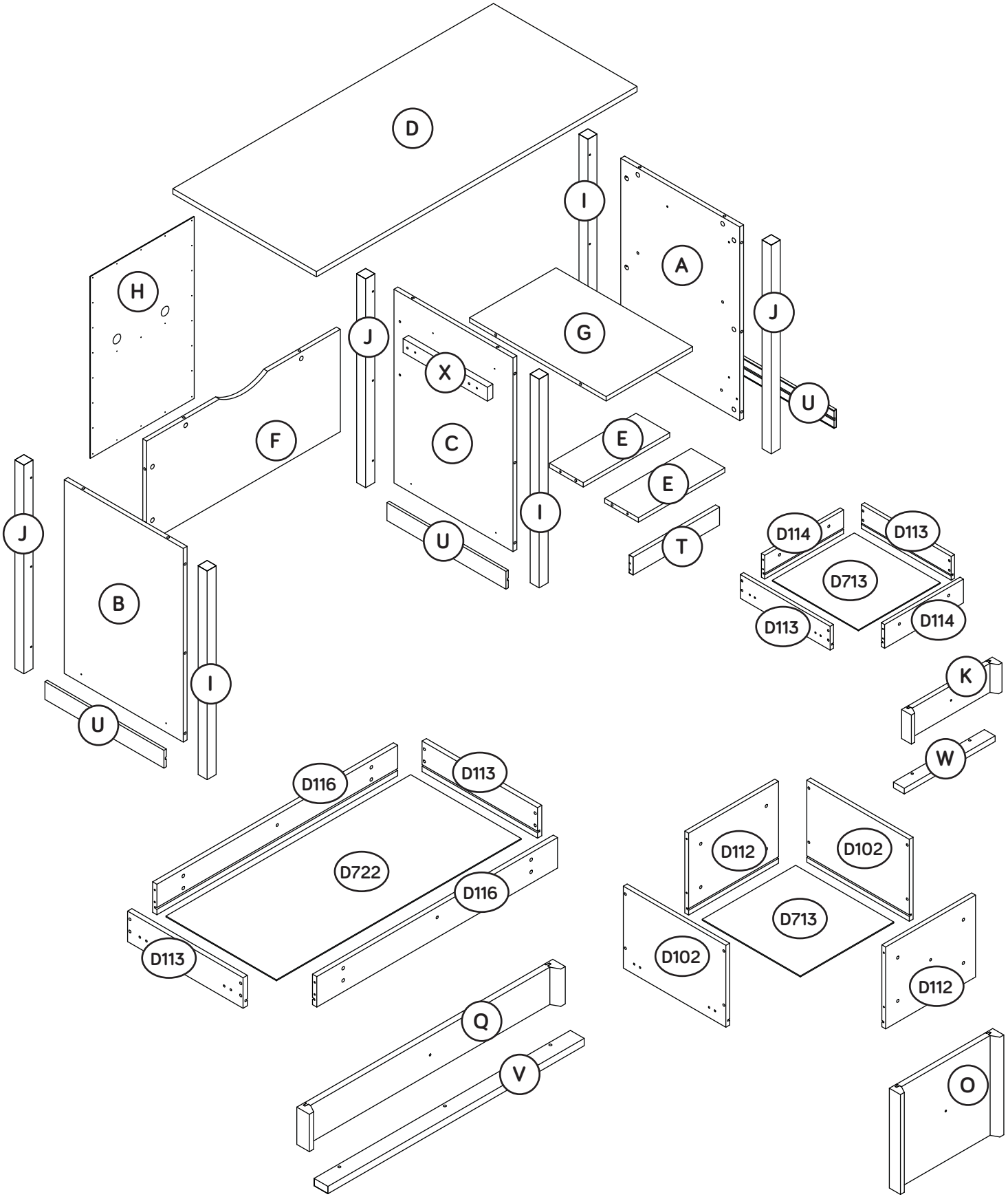
A	RIGHT END (1)
B	LEFT END (1)
C	UPRIGHT (1)
D	TOP (1)
E	BOTTOM (2)
F	MODESTY PANEL (1)
G	SHELF (1)
H	BACK (1)
I	LEFT FRONT/RIGHT BACK LEG (3)

J	RIGHT FRONT/LEFT BACK LEG (3)
K	SMALL DRAWER FRONT (1)
O	LARGE DRAWER FRONT (1)
Q	PENCIL DRAWER FRONT (1)
T	SKIRT (1)
U	LOWER END MOLDING (3)
V	PENCIL DRAWER MOLDING (1)
W	DRAWER MOLDING (1)
X	EXTENSION BLOCK (1)

D102	LARGE DRAWER SIDE (2)
D112	LARGE DRAWER FRONT/BACK (2)
D113	DRAWER SIDE (4)
D114	SMALL DRAWER FRONT/BACK (2)
D116	PENCIL DRAWER FRONT/BACK (2)
D713	DRAWER BOTTOM (2)
D722	LARGE DRAWER BOTTOM (1)

Part Identification

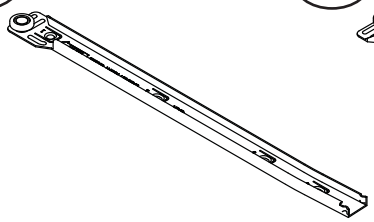
Now you know our ABCs.



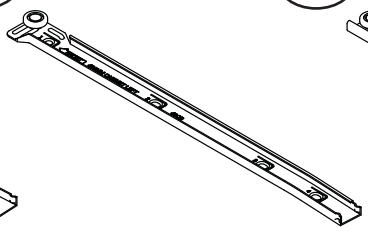
Hardware Identification

Screws are shown actual size. You may receive extra hardware with your unit.

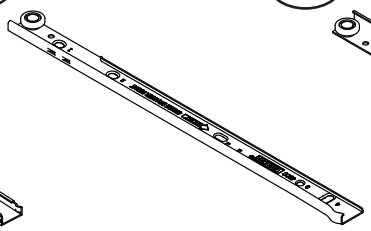
40CA CABINET RIGHT - 2



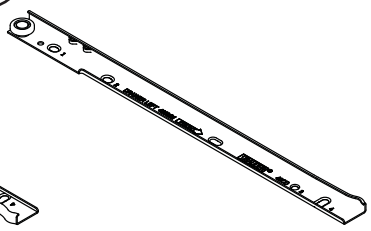
40CB CABINET LEFT - 2



40CC DRAWER RIGHT - 2

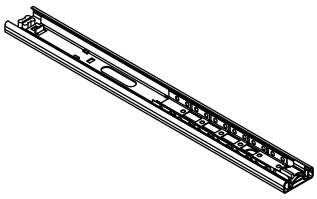


40CD DRAWER LEFT - 2

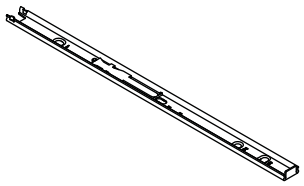


(EXTENSION SET SHOWN SEPARATED)

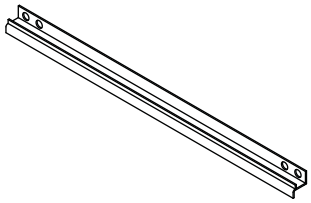
Y EXTENSION RAIL - 2



Z EXTENSION SLIDE - 2

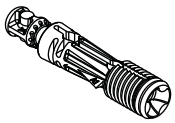


3B FILE GLIDE - 2

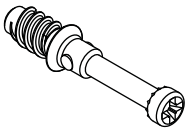


1F HIDDEN CAM - 36

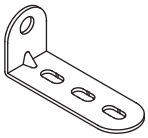
2F CAM DOWEL - 18



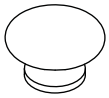
8F CAM SCREW - 18



19G LARGE METAL BRACKET - 2

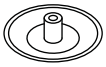


63K KNOB - 3

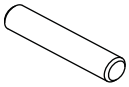


1N NAIL - 25

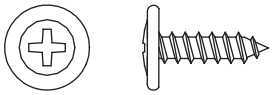
33P CAM COVER - 5



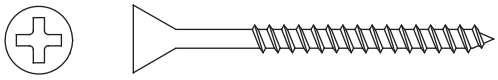
1R METAL PIN - 4



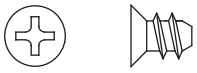
1S BLACK 9/16" LARGE HEAD SCREW - 4



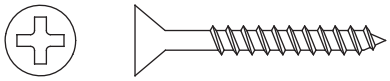
2S BLACK 1-7/8" FLAT HEAD SCREW - 7



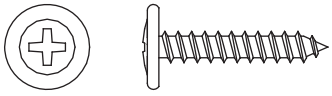
3S GOLD 5/16" FLAT HEAD SCREW - 24



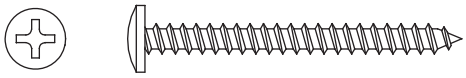
7S BLACK 1-1/4" FLAT HEAD SCREW - 2



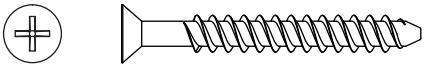
17S BLACK 7/8" LARGE HEAD SCREW - 10



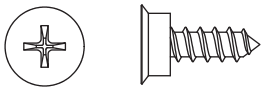
27S BLACK 1-5/8" PAN HEAD SCREW - 3



30S BLACK 1-9/16" FLAT HEAD SCREW - 24

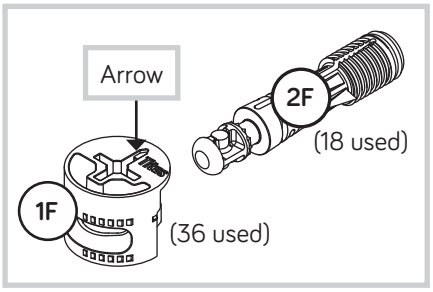


32S BLACK 9/16" FLAT HEAD SCREW - 6

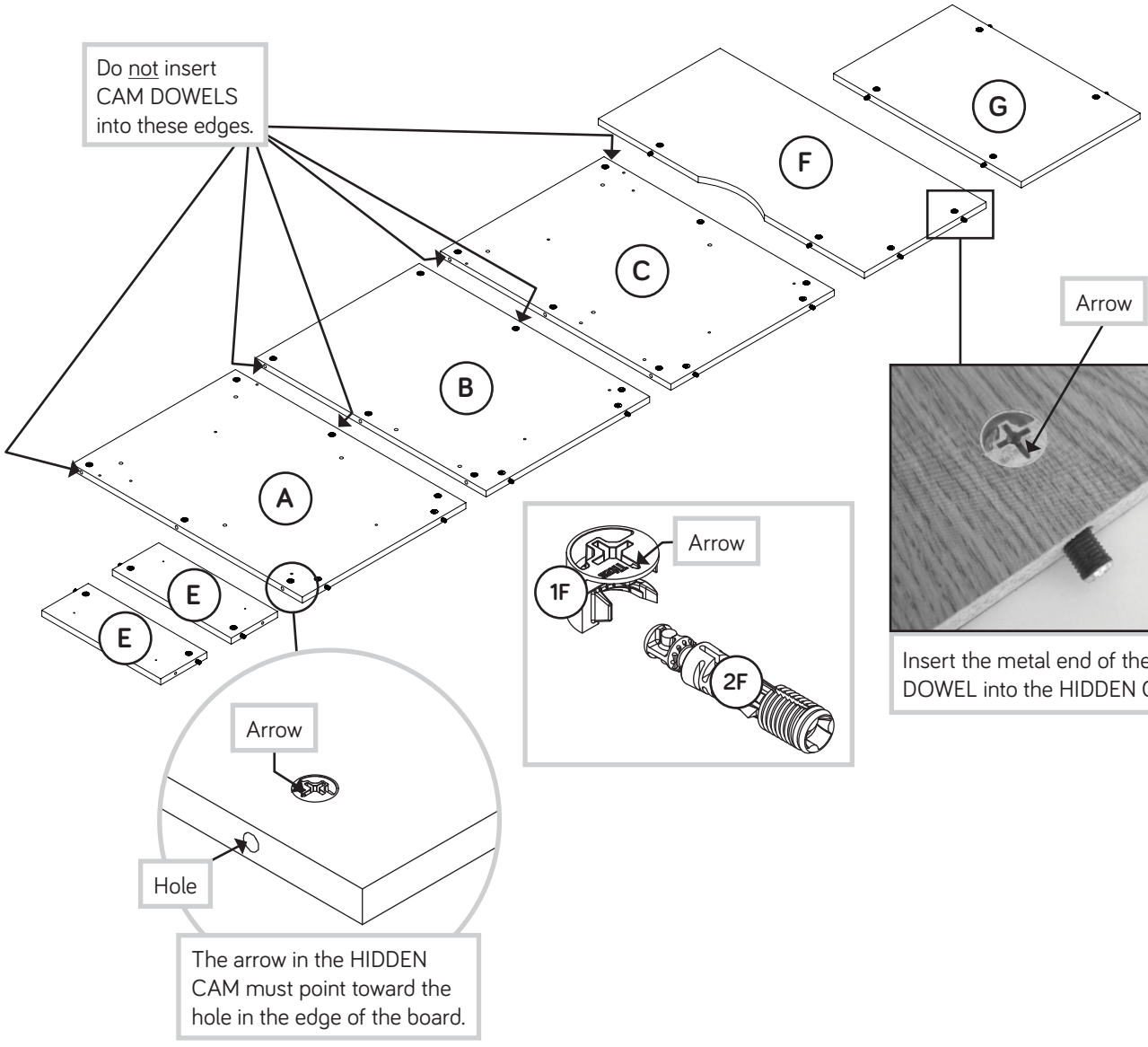


Step 1

- Assemble your unit on a carpeted floor or on the empty carton to avoid scratching your unit or the floor.
- Push thirty-six HIDDEN CAMS (1F) into the ENDS (A and B), UPRIGHT (C), BOTTOMS (E), MODESTY PANEL (F) and SHELF (G). Then, insert the metal end of a CAM DOWEL (2F) into each HIDDEN CAM, except the long edges of the ENDS (A and B) and UPRIGHT (C).



Do not tighten the HIDDEN CAMS in this step.



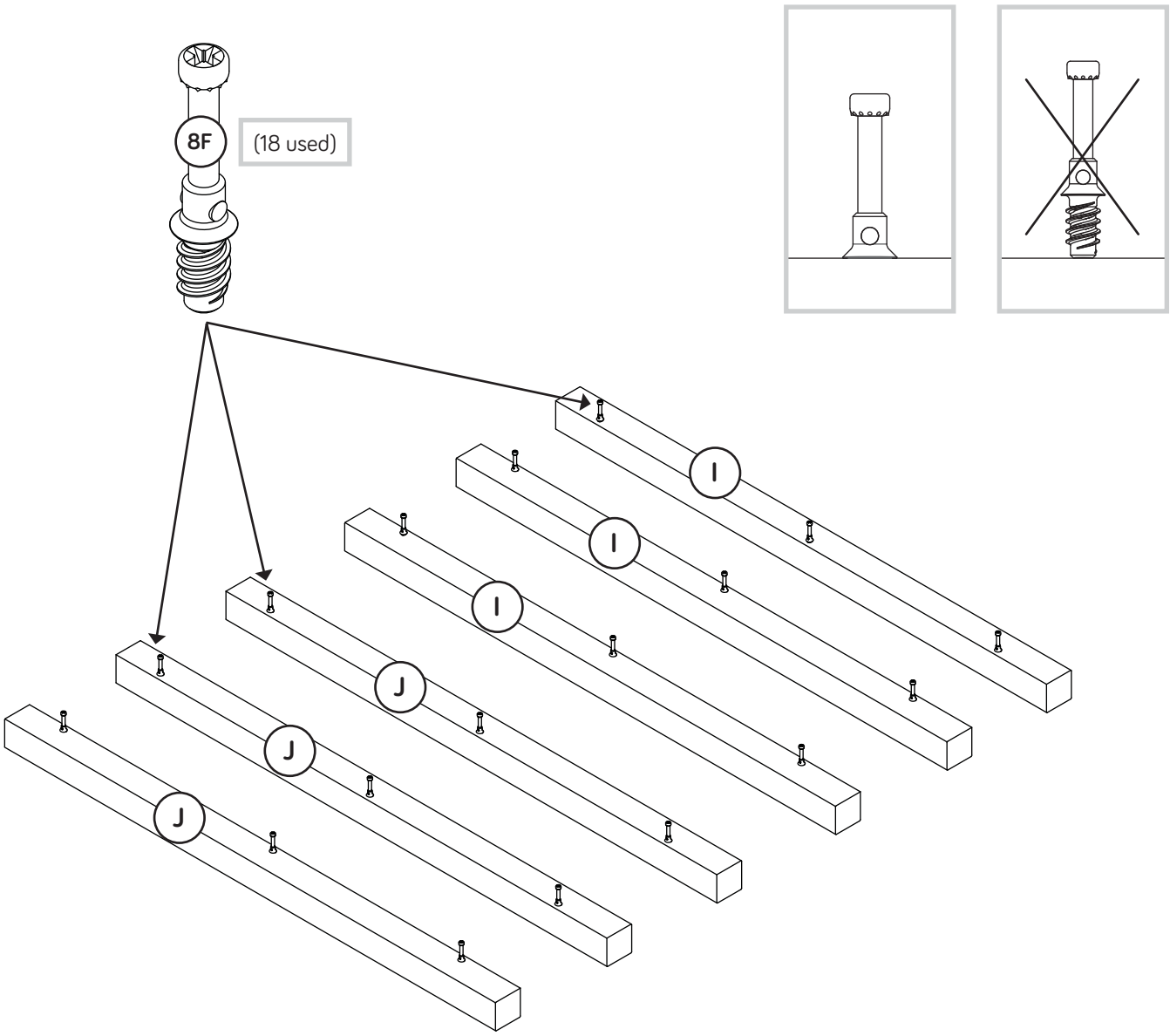
Insert the metal end of the CAM DOWEL into the HIDDEN CAM.

The arrow in the HIDDEN CAM must point toward the hole in the edge of the board.

Step 2

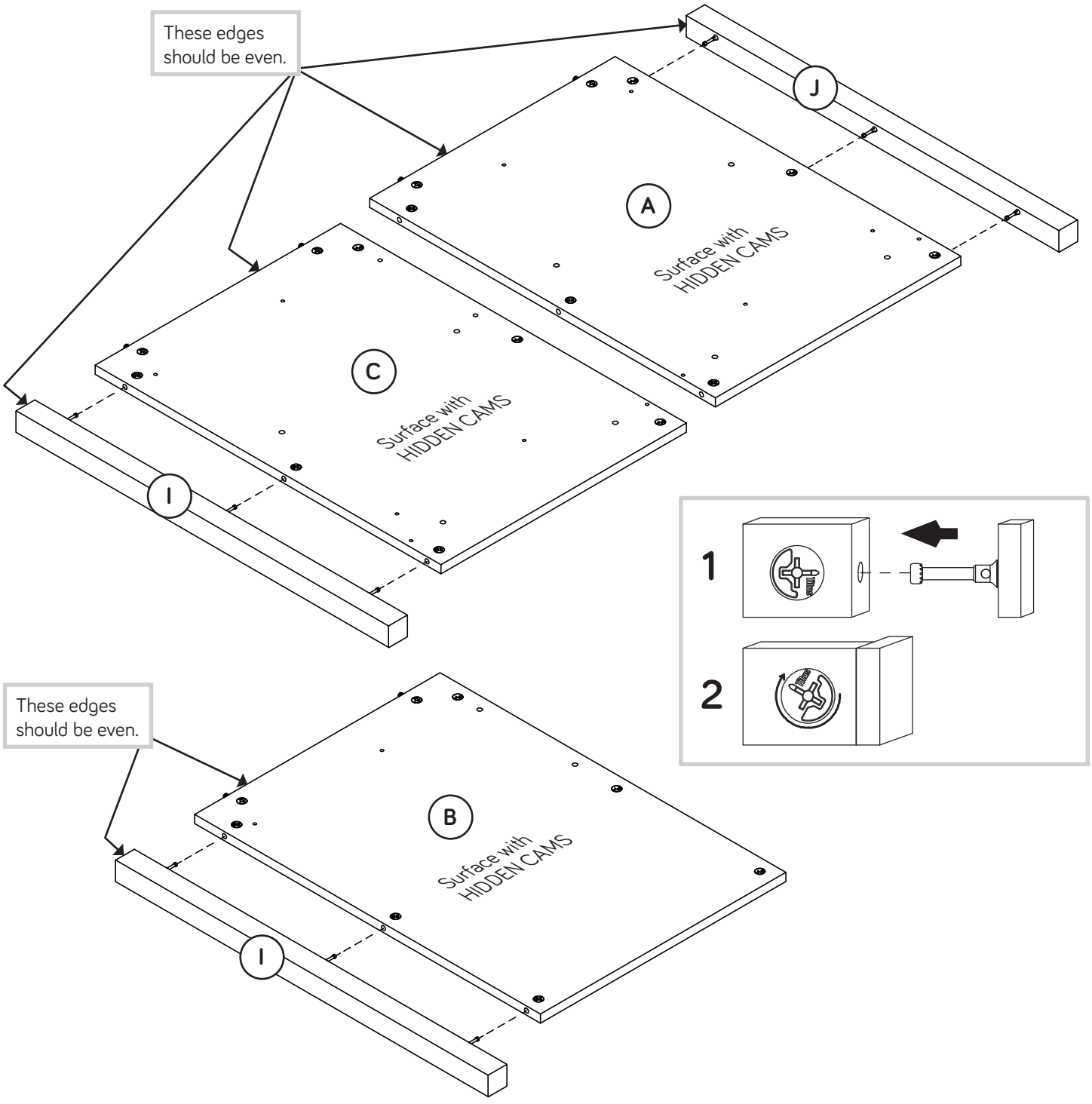
Turn eighteen CAM SCREWS (8F) into the LEGS (I and J).

Remember:
Righty tighty.
Lefty loosey.



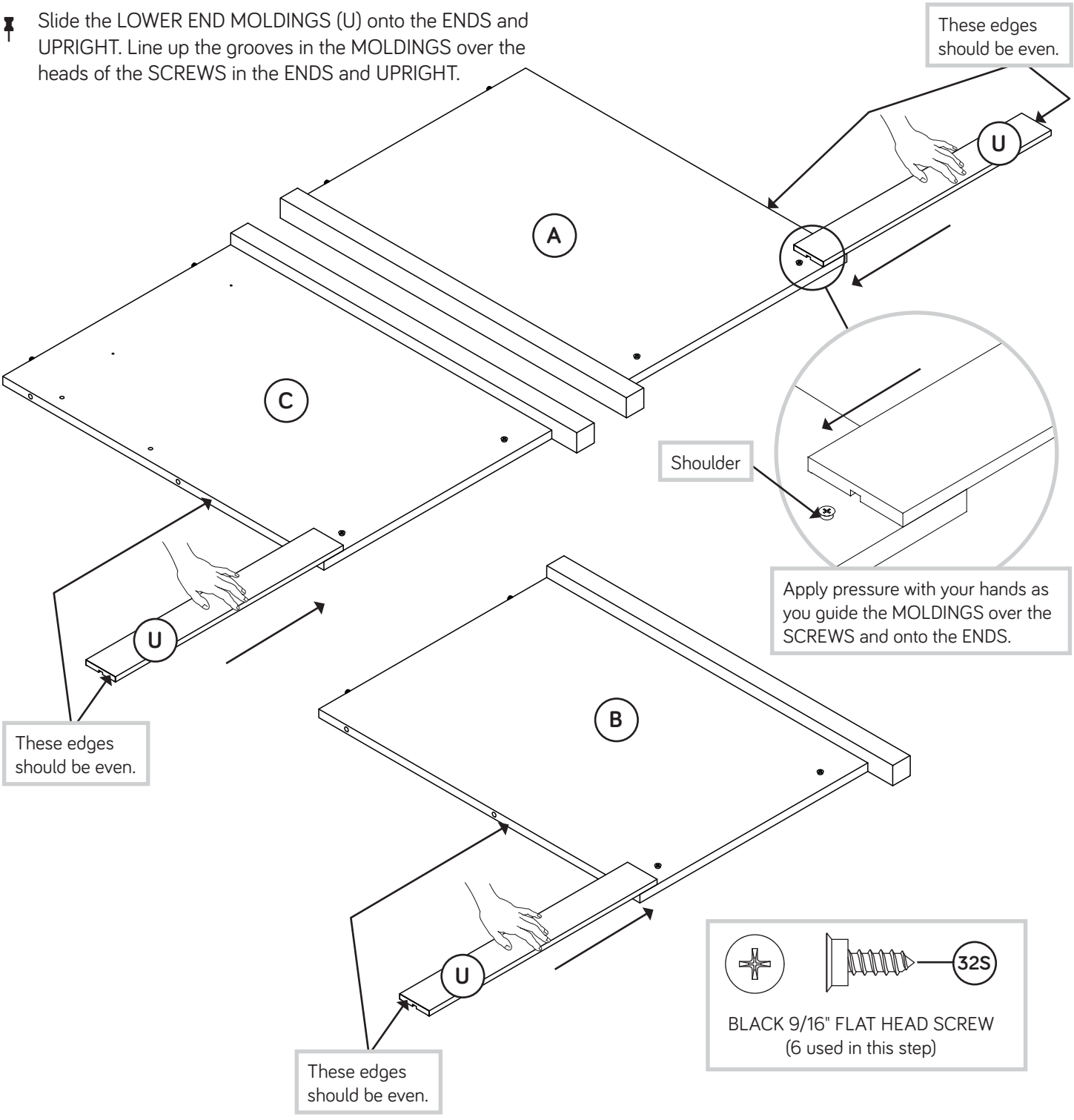
Step 3

- Fasten two LEFT FRONT LEGS (I) to the LEFT END (B) and UPRIGHT (C). Tighten six HIDDEN CAMS.
- Fasten a RIGHT FRONT LEG (J) to the RIGHT END (A). Tighten three HIDDEN CAMS.



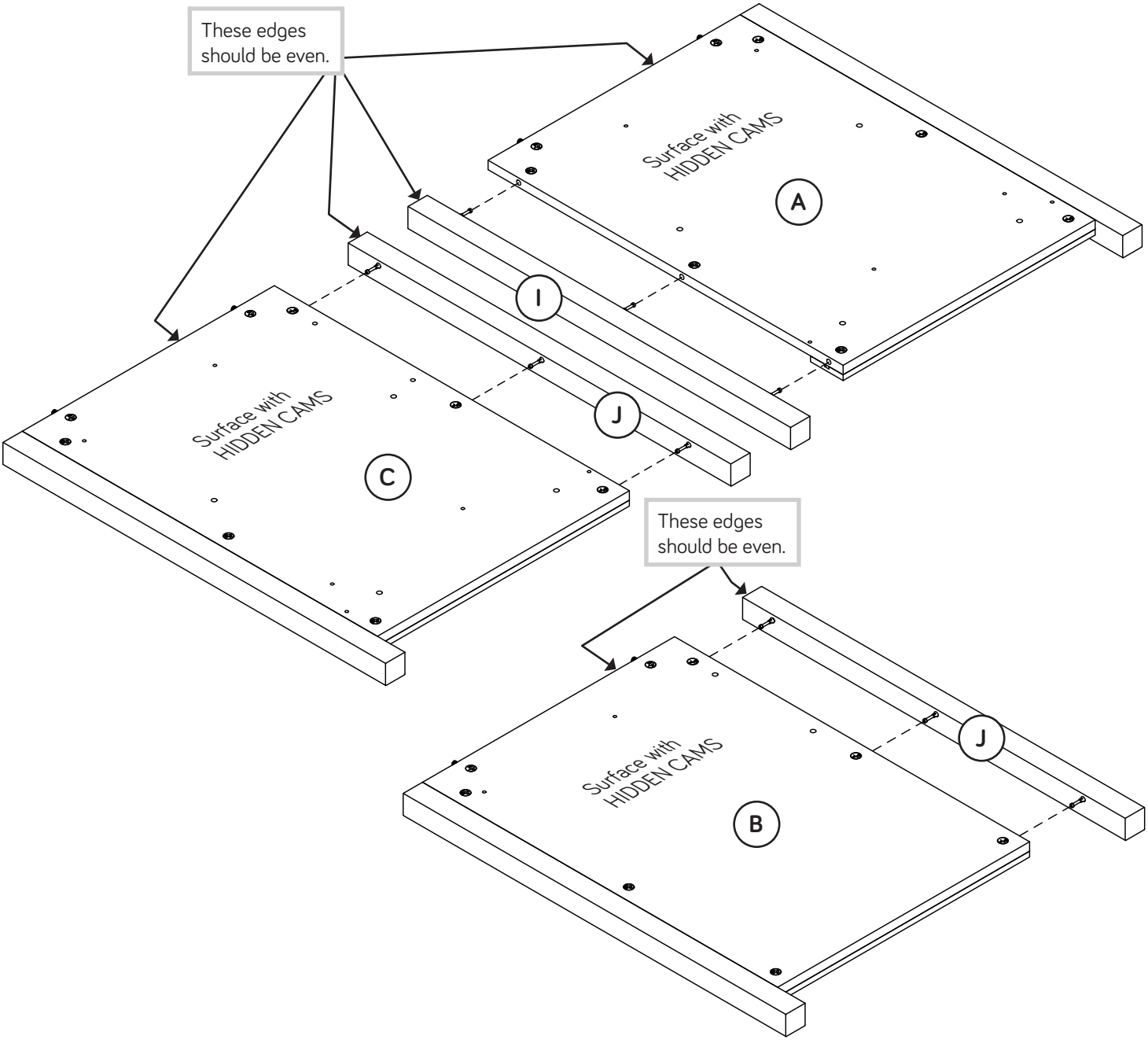
Step 4

- Flip the ENDS (A and B) and UPRIGHT (C) over onto their opposite surface.
- Turn six BLACK 9/16" FLAT HEAD SCREWS (32S) into the ENDS (A and B) and UPRIGHT (C) until the shoulders of the SCREWS rest on the surface of each one.
- Slide the LOWER END MOLDINGS (U) onto the ENDS and UPRIGHT. Line up the grooves in the MOLDINGS over the heads of the SCREWS in the ENDS and UPRIGHT.



Step 5

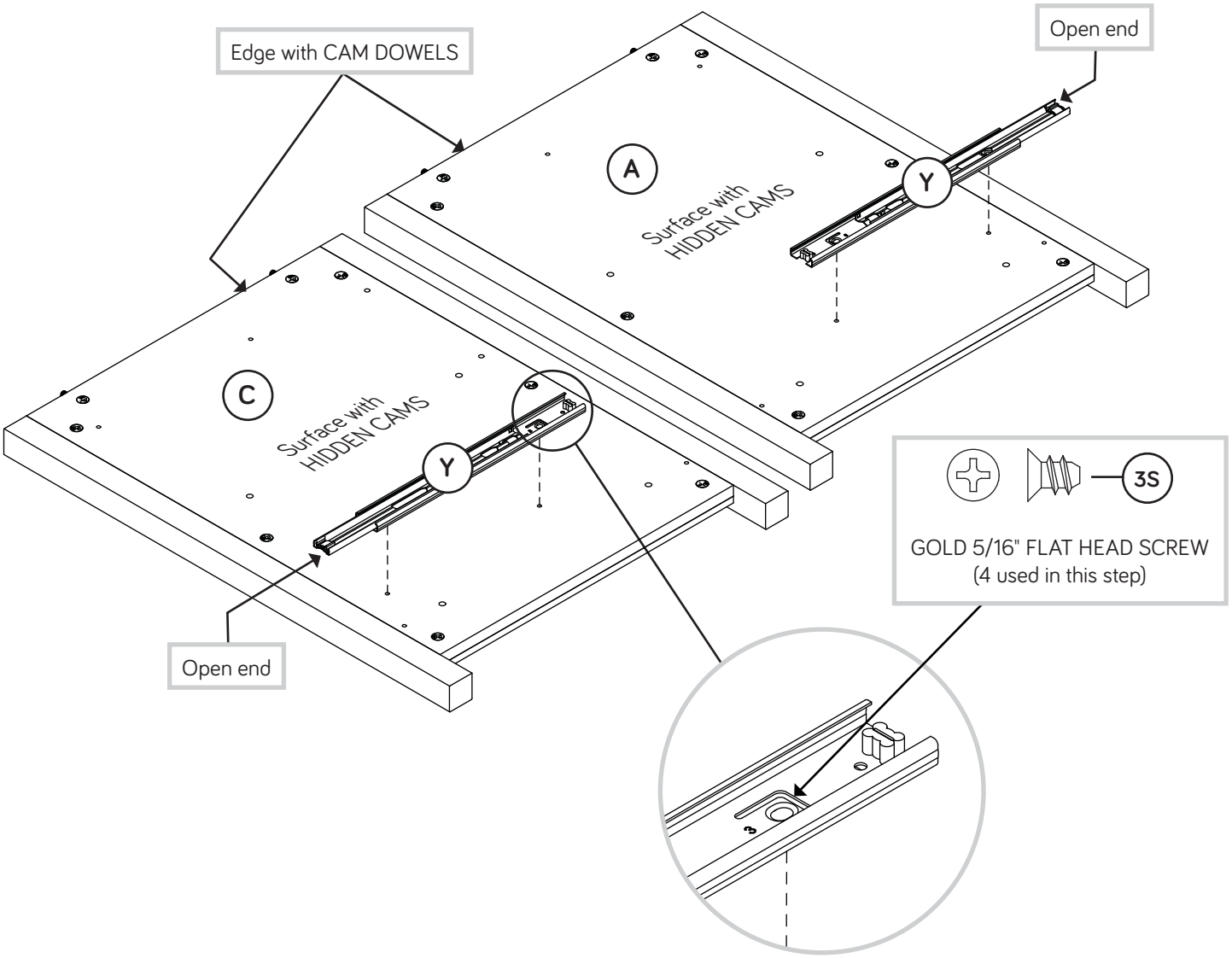
- Flip the ENDS (A and B) and UPRIGHT (C) over onto their opposite surface.
- Fasten two RIGHT FRONT/LEFT BACK LEGS (J) to the LEFT END (B) and UPRIGHT (C). Tighten six HIDDEN CAMS.
- Fasten a LEFT FRONT/RIGHT BACK LEG (I) to the RIGHT END (A). Tighten three HIDDEN CAMS.



Step 6

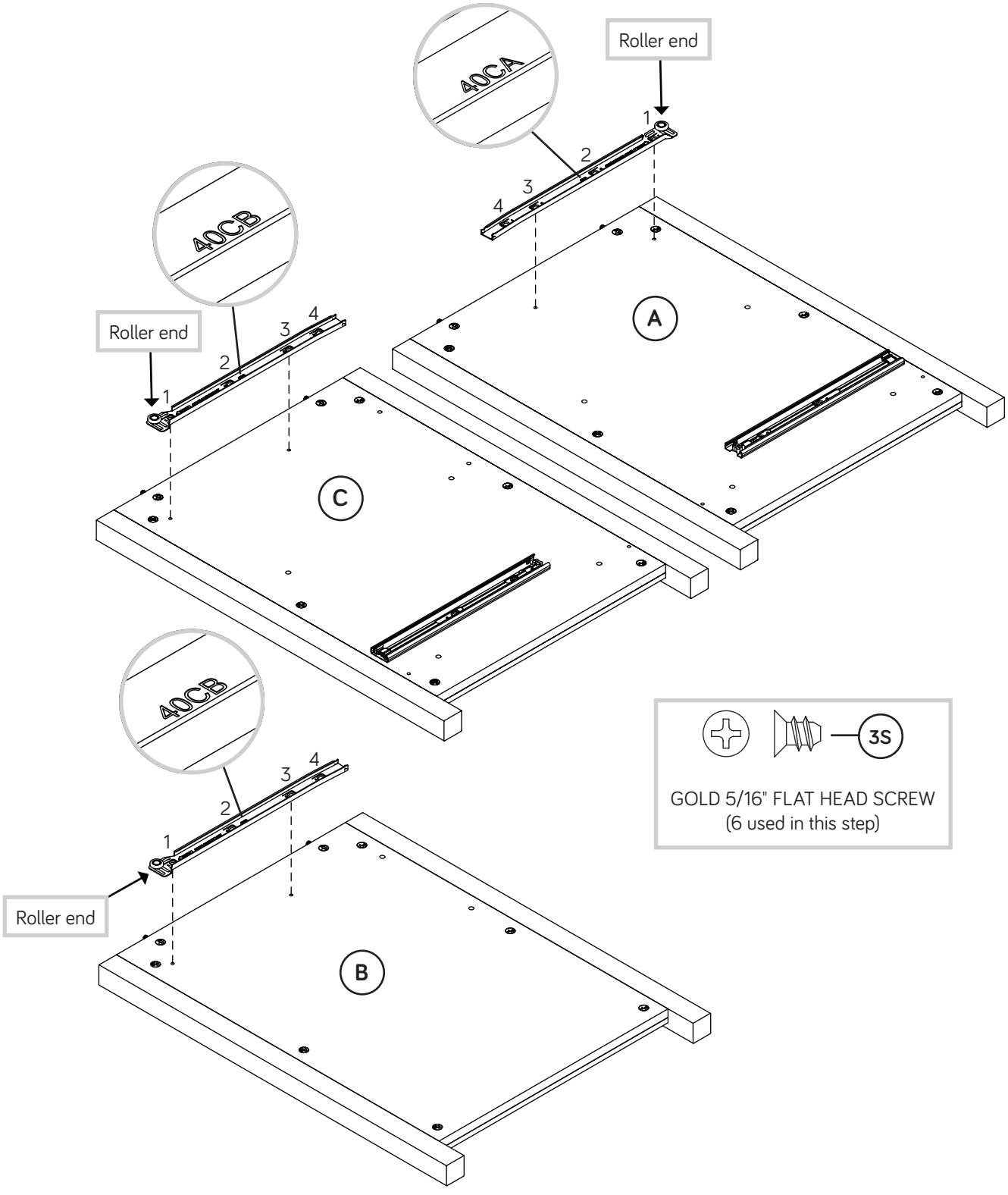
- Separate the EXTENSION SLIDES (Z) from the EXTENSION RAILS (Y) as shown in the upper diagram below. Be prepared, the parts are greasy.
- Fasten an EXTENSION RAIL (Y) to the RIGHT END (A) and UPRIGHT (C). Use four GOLD 5/16" FLAT HEAD SCREWS (3S).
- NOTE: For each EXTENSION RAIL, turn a SCREW into the hole shown in the enlarged diagram. Then, slide the inner cartridge of the EXTENSION RAIL in to find the other hole that lines up with the hole in the END and UPRIGHT. Turn a SCREW into this hole.

Push the black lever in and pull the SLIDE from the RAIL.



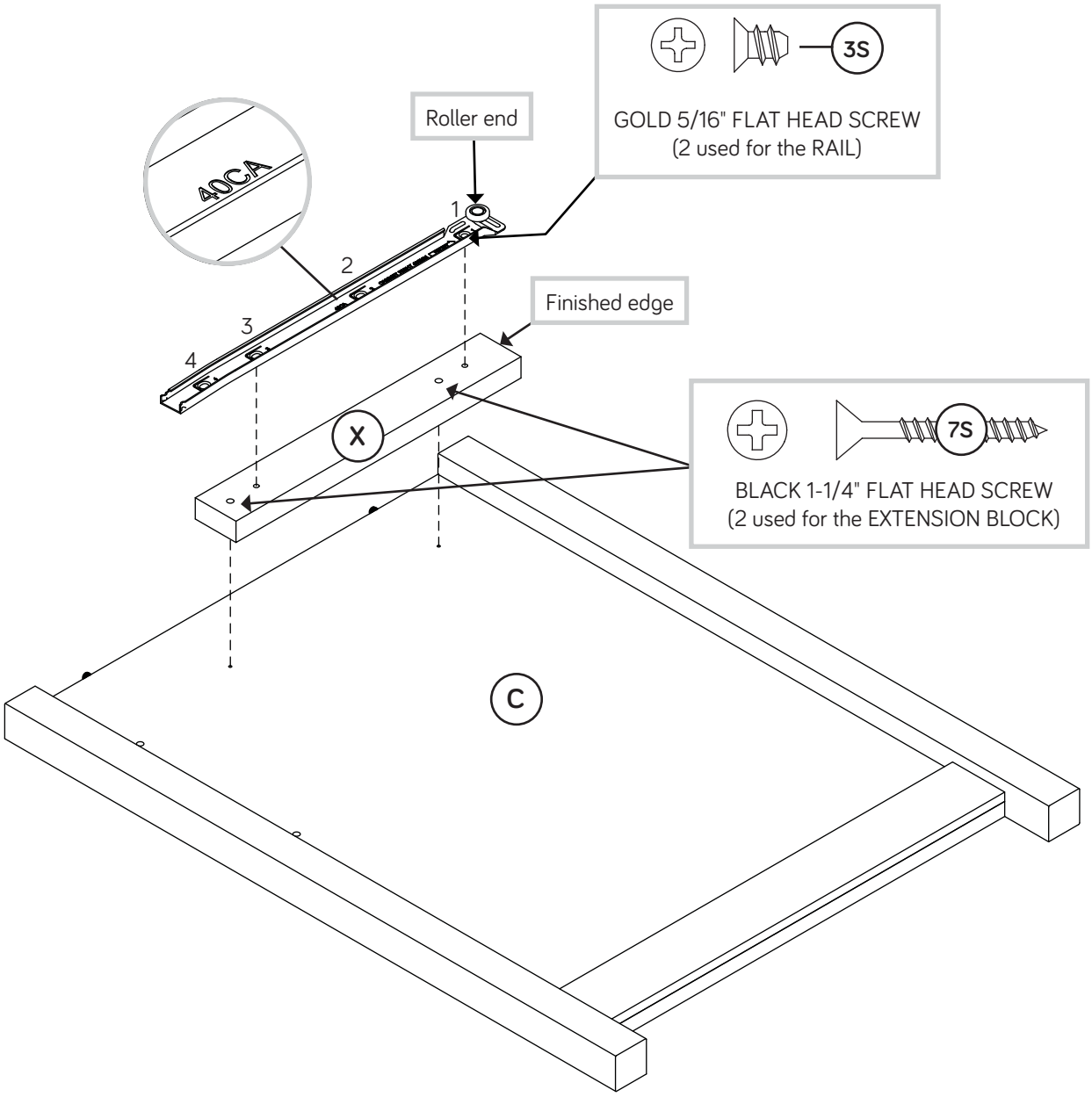
Step 7

- Fasten a CABINET RIGHT (40CA) to the RIGHT END (A) and a CABINET LEFT (40CB) to the UPRIGHT (C) and LEFT END (B). Use six GOLD 5/16" FLAT HEAD SCREWS (3S) through holes #1 and #3.



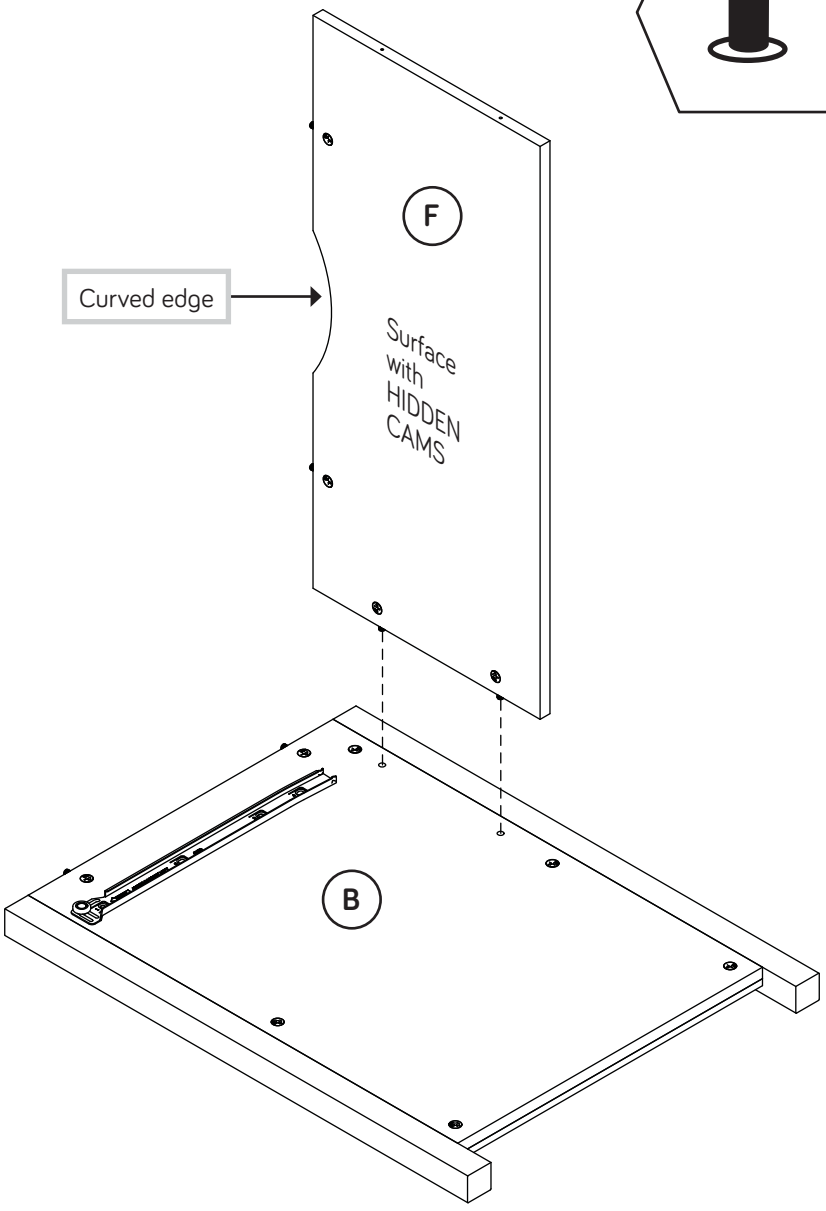
Step 8

- Flip the UPRIGHT (C) over onto its opposite surface.
- Fasten the EXTENSION BLOCK (X) to the UPRIGHT (C). Use two BLACK 1-1/4" FLAT HEAD SCREWS (7S).
- Fasten the CABINET RIGHT (40CA) to the EXTENSION BLOCK (X). Use two GOLD 5/16" FLAT HEAD SCREWS (3S) through holes #1 and #3.



Step 9

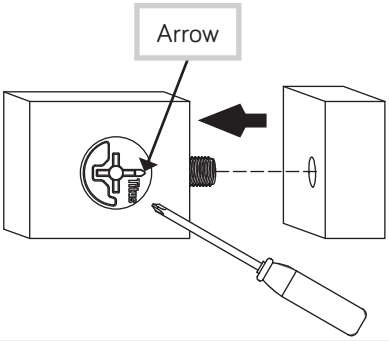
Fasten the MODESTY PANEL (F) to the LEFT END (B).
Tighten two HIDDEN CAMS.



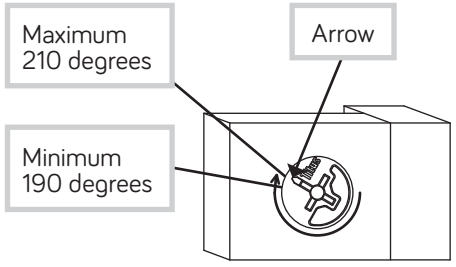
⚠ Caution

Risk of damage or injury. HIDDEN CAMS must be completely tightened. HIDDEN CAMS that are not completely tightened may loosen, and parts may separate. To completely tighten:

Start

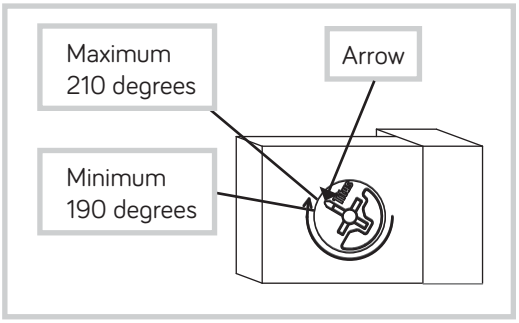


Tighten



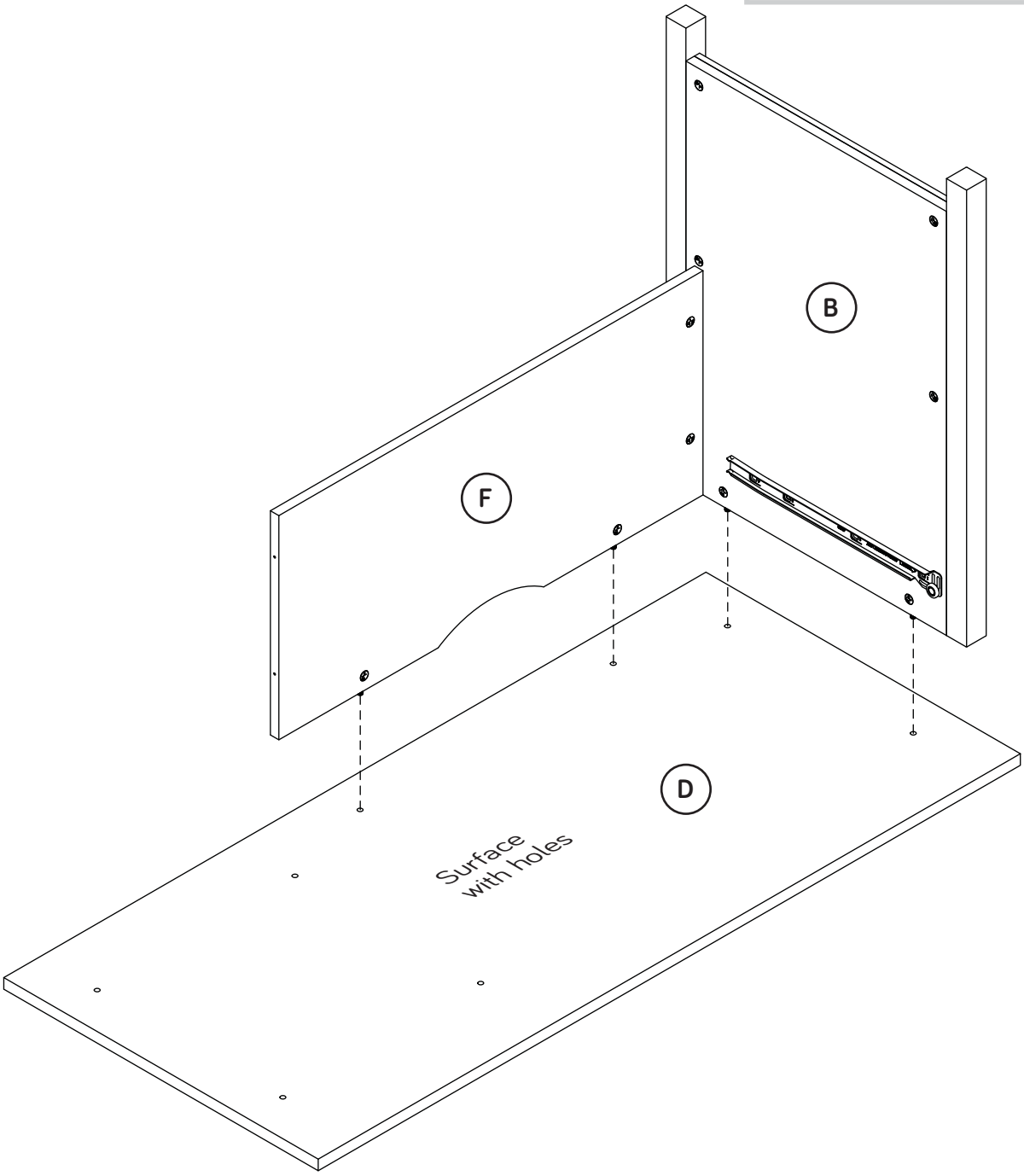
Step 10

Fasten the MODESTY PANEL (F) and LEFT END (B) to the TOP (D). Tighten four HIDDEN CAMS.



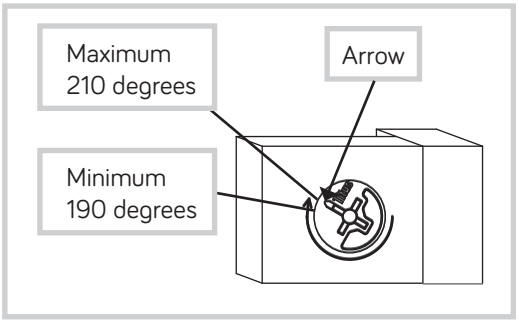
Caution

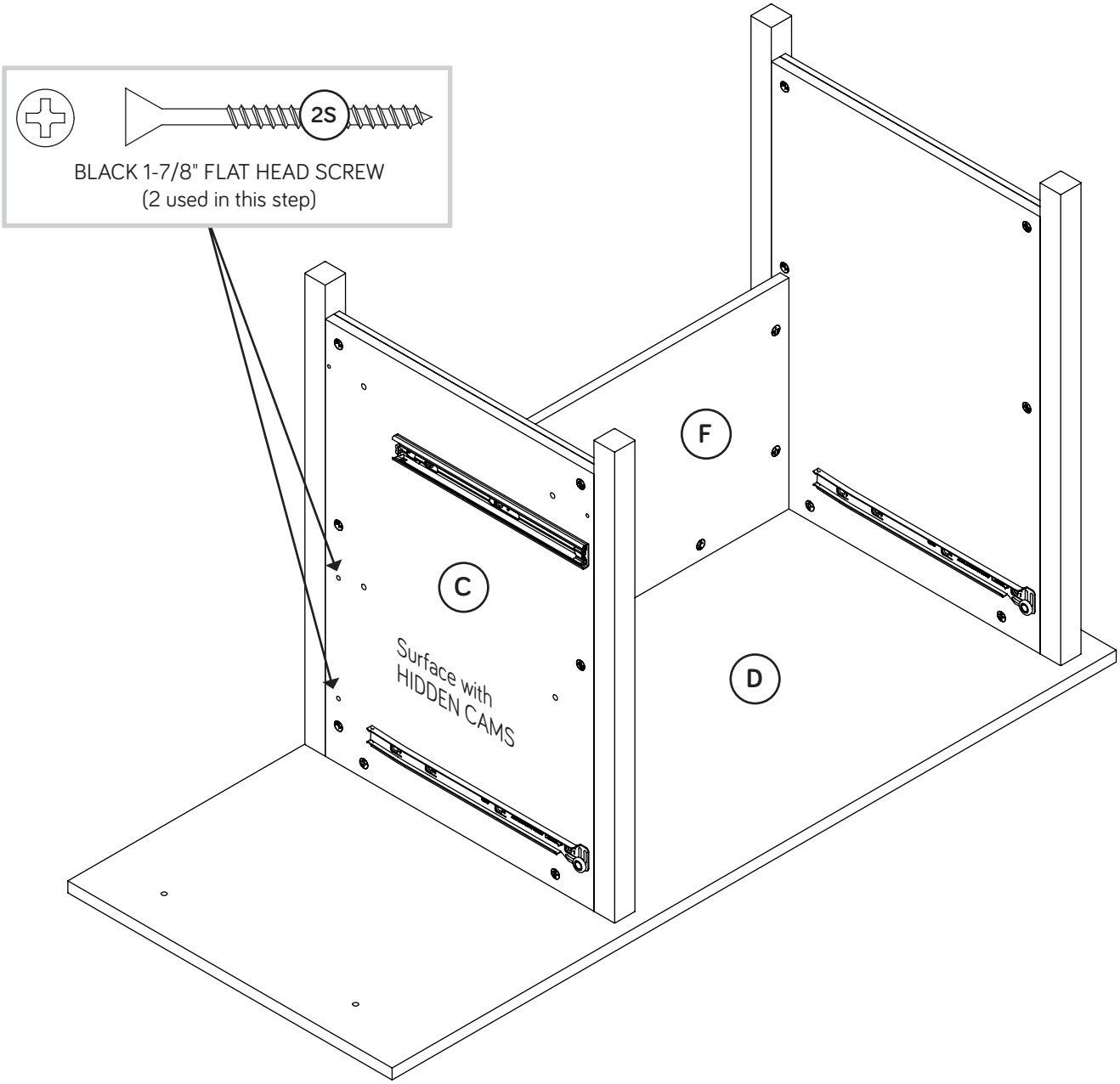
Do not stand the unit upright without the BACK fastened. The unit may collapse.



Step 11

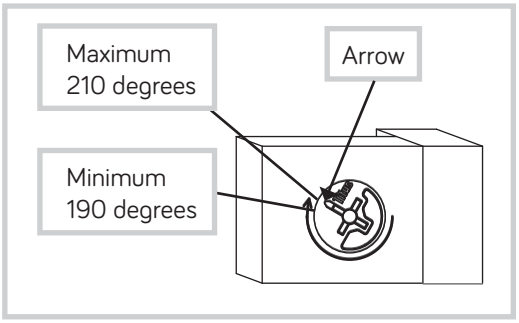
- Fasten the UPRIGHT (C) to the TOP (D). Tighten two HIDDEN CAMS.
- Fasten the UPRIGHT (C) to the MODESTY PANEL (F). Use two BLACK 1-7/8" FLAT HEAD SCREWS (2S).

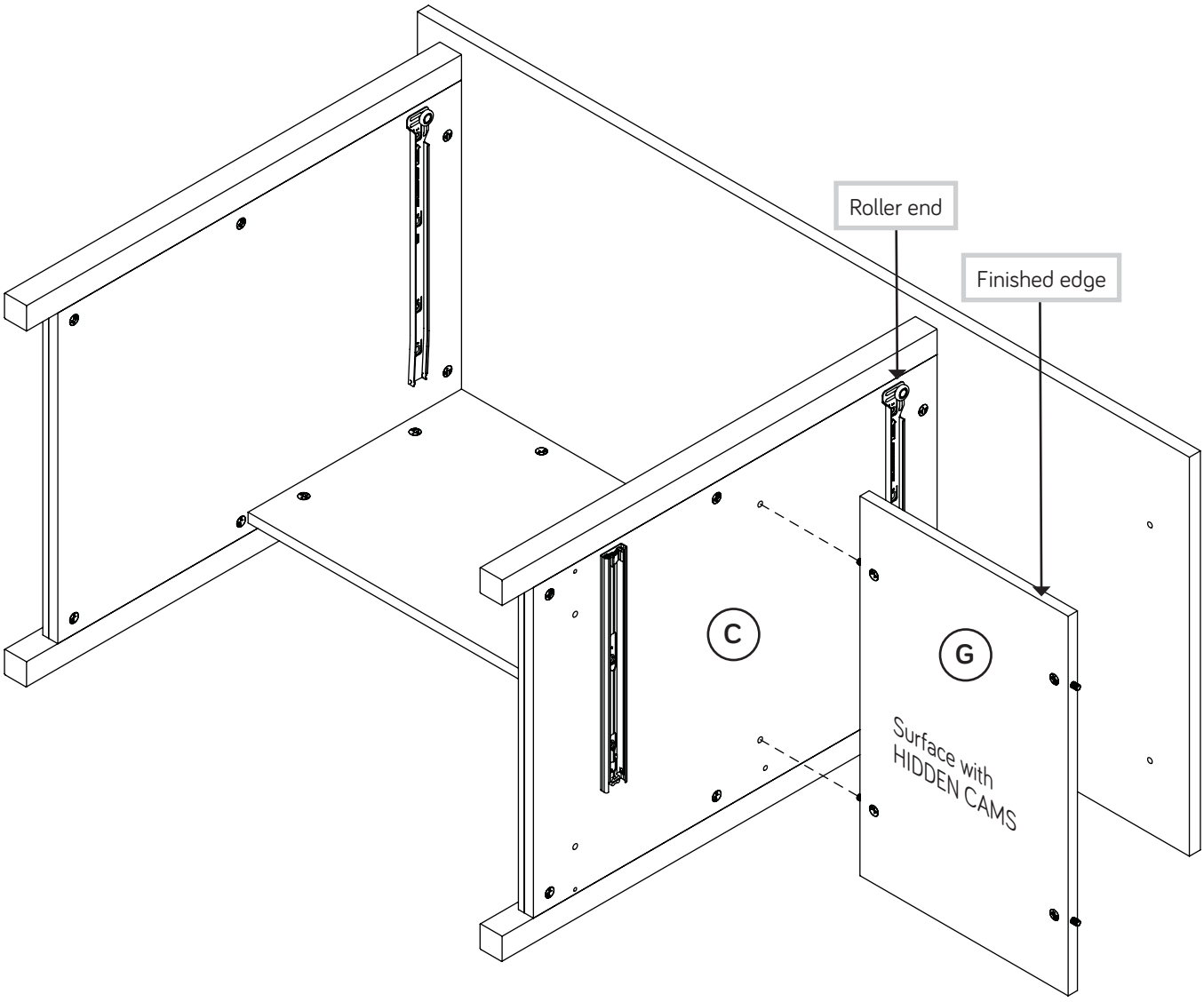




Step 12

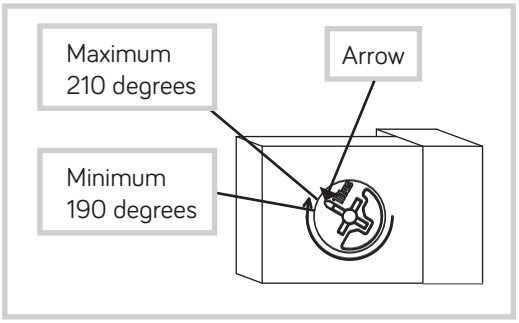
- Flip your unit onto its back edge with the roller end of the CABINET RAILS up.
- Fasten the SHELF (G) to the UPRIGHT (C). Tighten two HIDDEN CAMS.

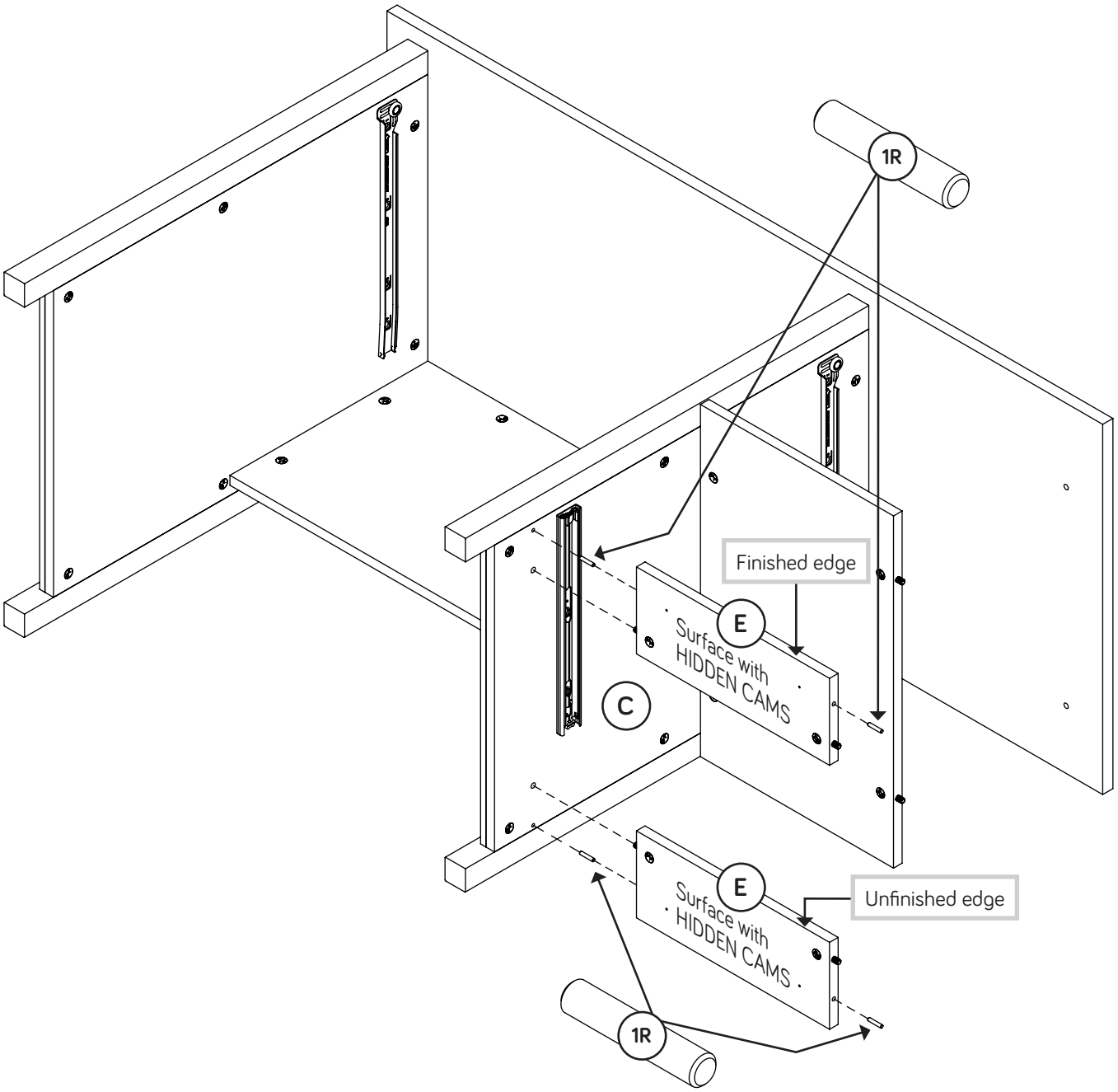




Step 13

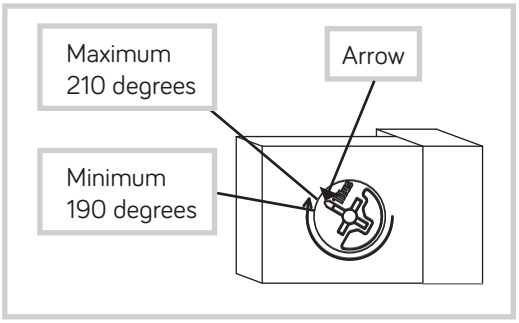
- Insert four METAL PINS (1R) into the short edges of the BOTTOMS (E).
- Fasten the BOTTOMS (E) to the UPRIGHT (C). Tighten two HIDDEN CAMS.
- NOTE: Be sure the METAL PINS insert into the holes in the UPRIGHT.

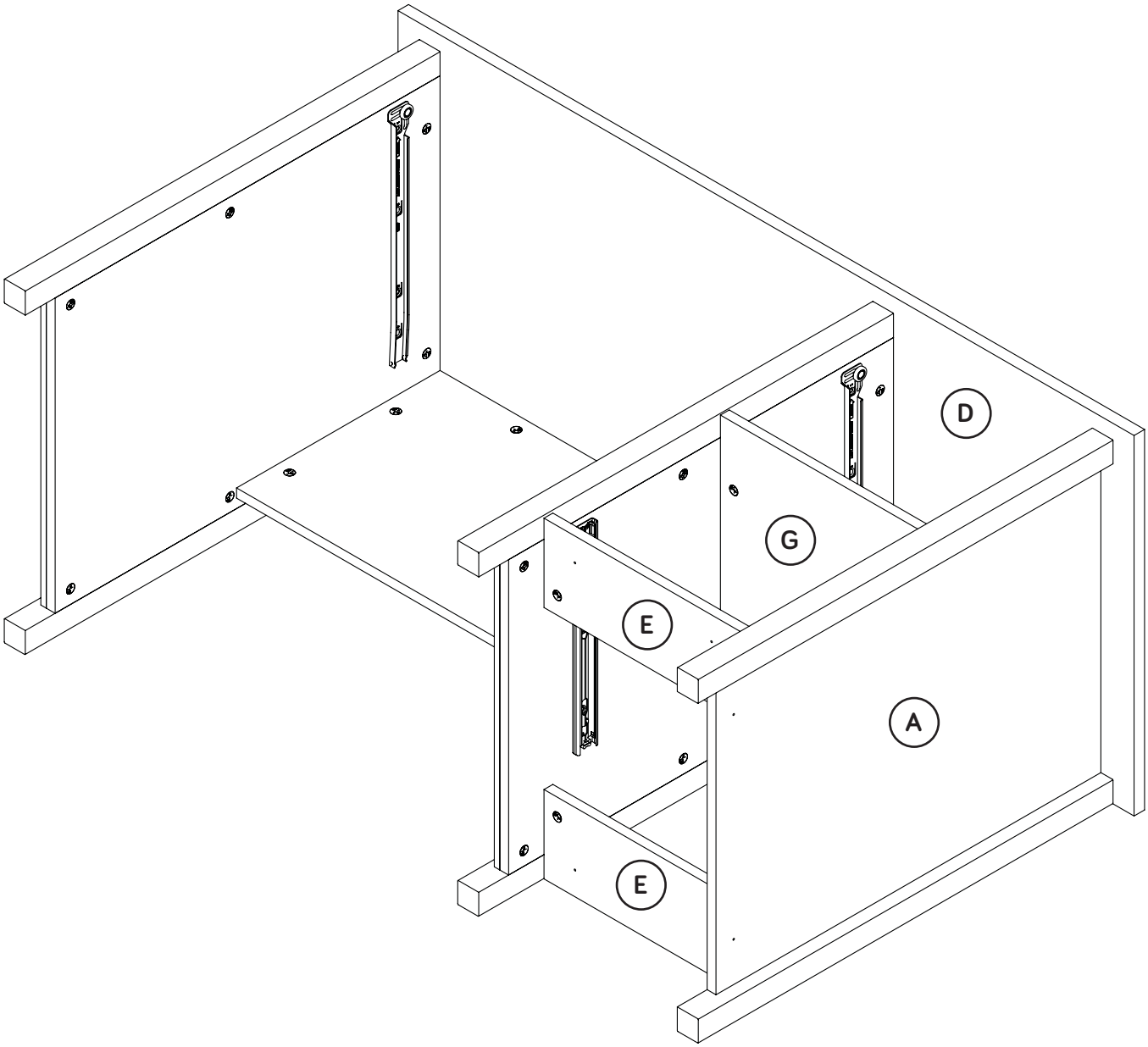




Step 14

- Fasten the RIGHT END (A) to the TOP (D), SHELF (G), and BOTTOMS (E). Tighten six HIDDEN CAMS.
- NOTE: Be sure the METAL PINS in the BOTTOMS insert into the holes in the END.



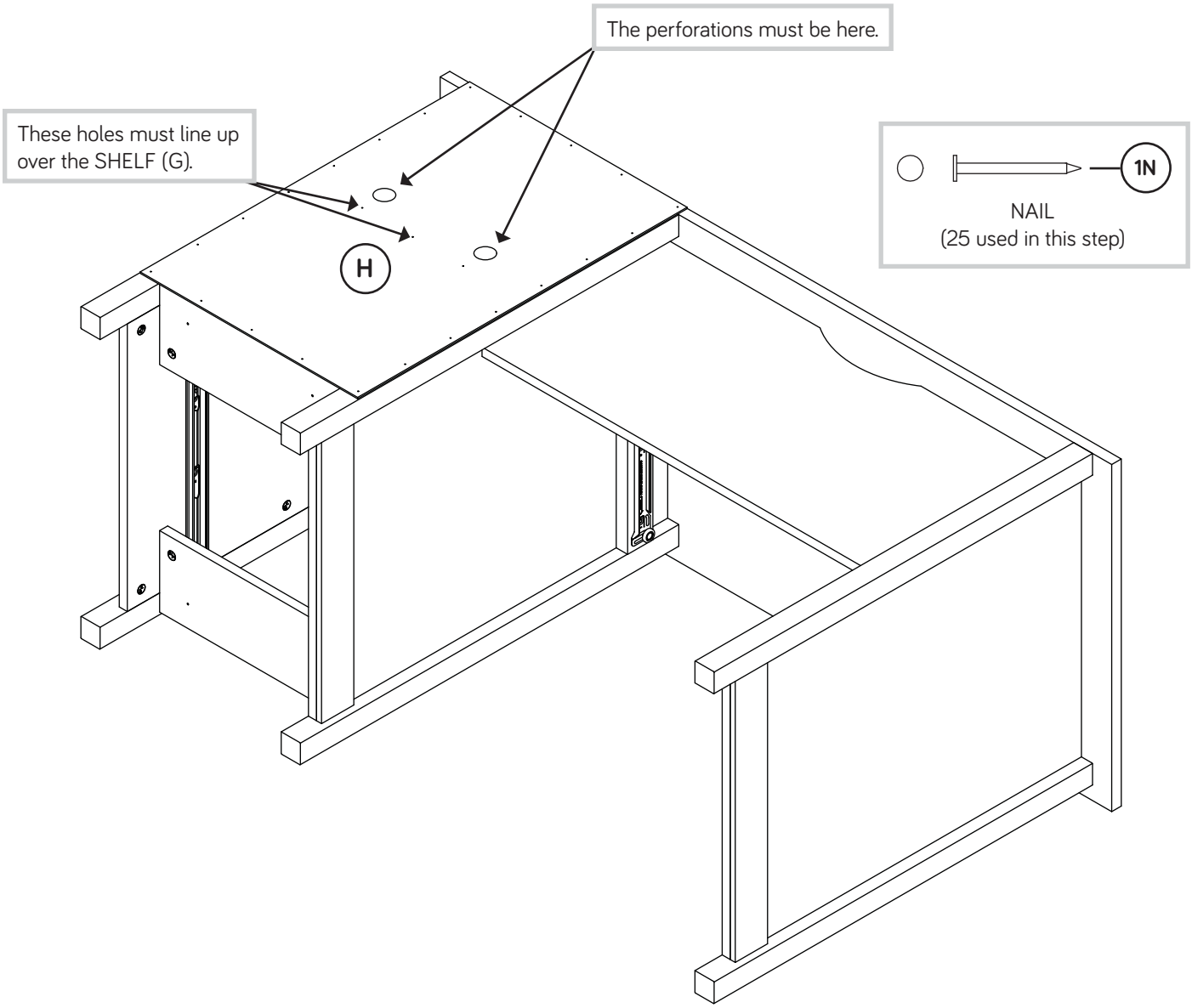


Step 15

- Carefully turn your unit over onto its front edges. Lay the BACK (H) over your unit.
- Make equal margins along all four edges of the BACK (H). Push on opposite corners of your unit if needed to make it "square".
- Fasten the BACK (H) to your unit using the NAILS (1N).
- NOTE: Be sure to tap NAILS into the holes that line up over the SHELF (G).
- NOTE: The perforations must be located as shown and have been provided for access through the BACK. Carefully cut out the holes needed.

Caution

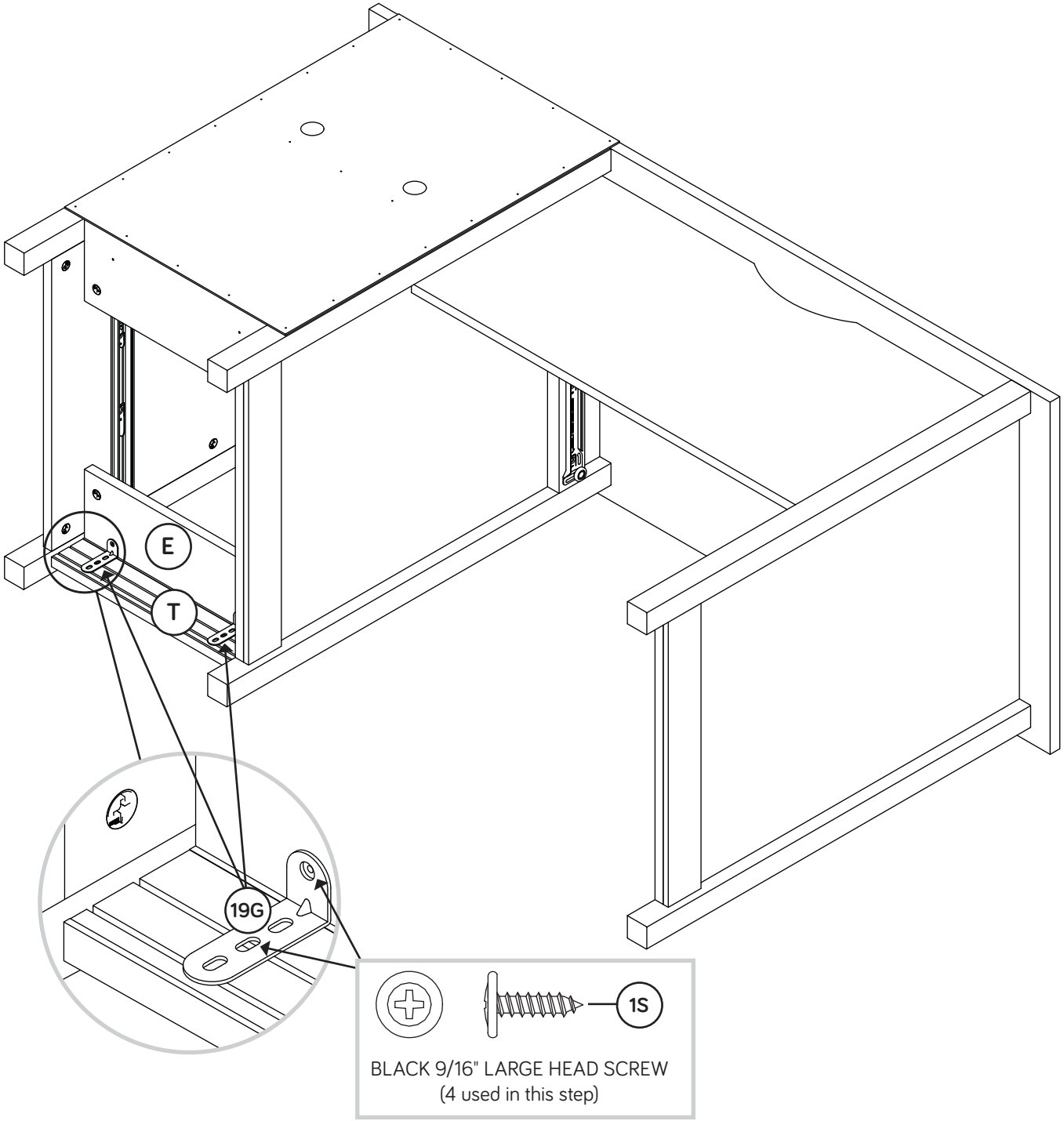
Do not stand the unit upright without the BACK fastened. The unit may collapse.



Step 16

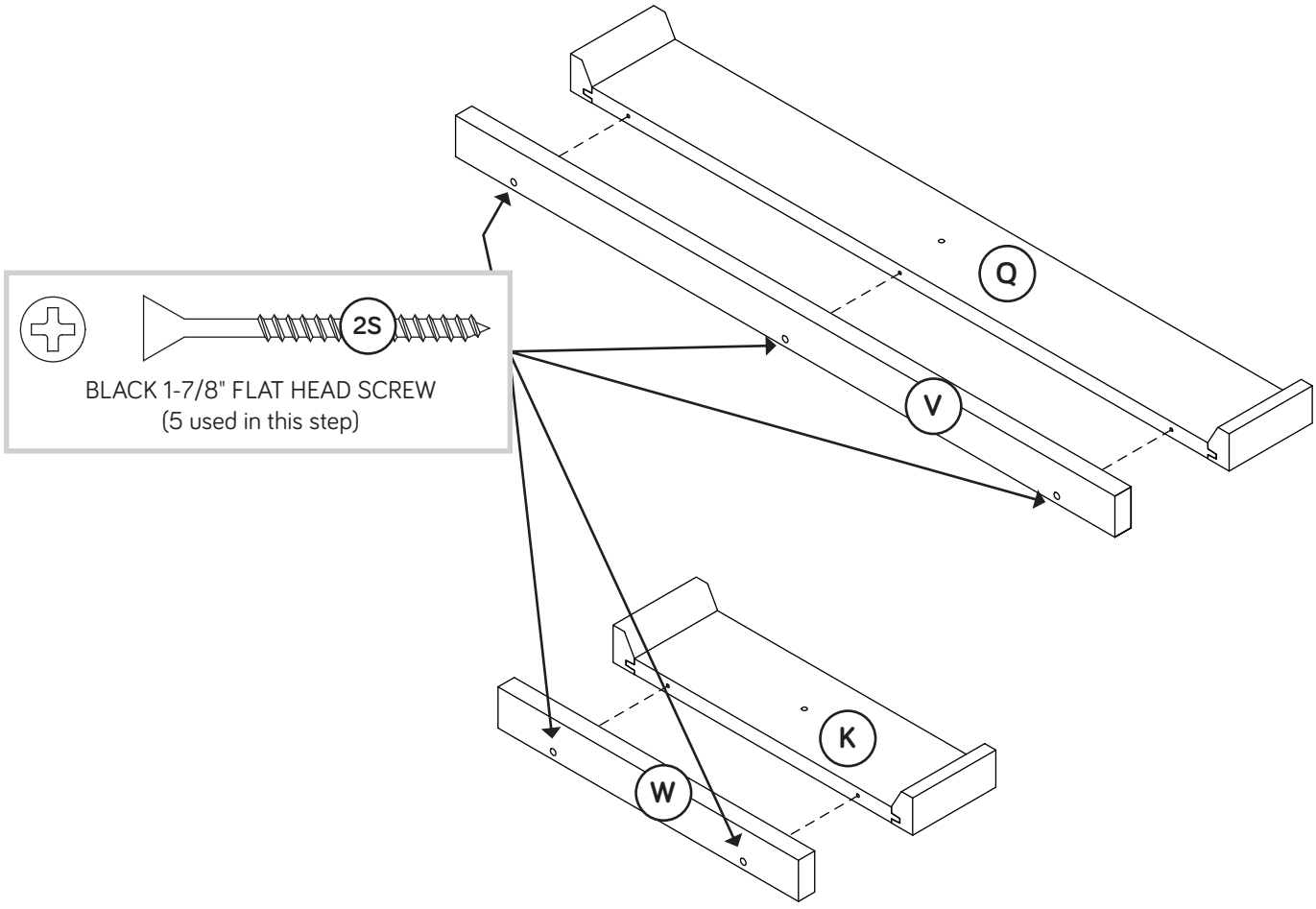
- Fasten two LARGE METAL BRACKETS (19G) to the BOTTOM (E) near the floor. Use two BLACK 9/16" LARGE HEAD SCREWS (1S).
- Fasten the SKIRT (T) to the LARGE METAL BRACKETS (19G). Use two BLACK 9/16" LARGE HEAD SCREWS (1S).
- NOTE: There are no holes in the SKIRT. Turn the screws into the grooves of the SKIRT. Do not overtighten them.

Don't worry. It isn't Rome. This can be built in a day.



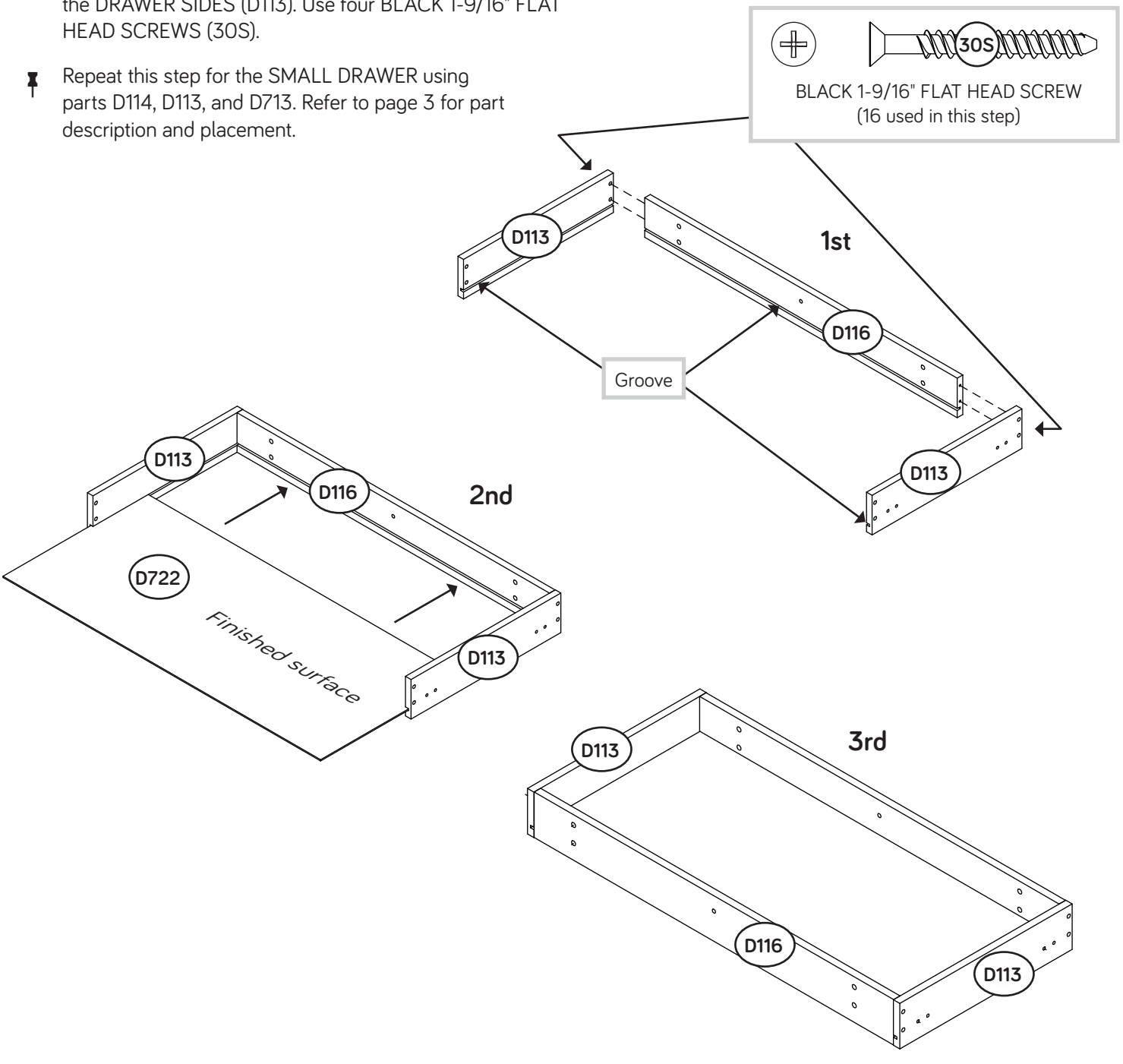
Step 17

- Fasten the PENCIL DRAWER MOLDING (V) to the PENCIL DRAWER FRONT (Q). Use three BLACK 1-7/8" FLAT HEAD SCREWS (2S).
- Fasten the DRAWER MOLDING (W) to the SMALL DRAWER FRONT (K). Use two BLACK 1-7/8" FLAT HEAD SCREWS (2S).



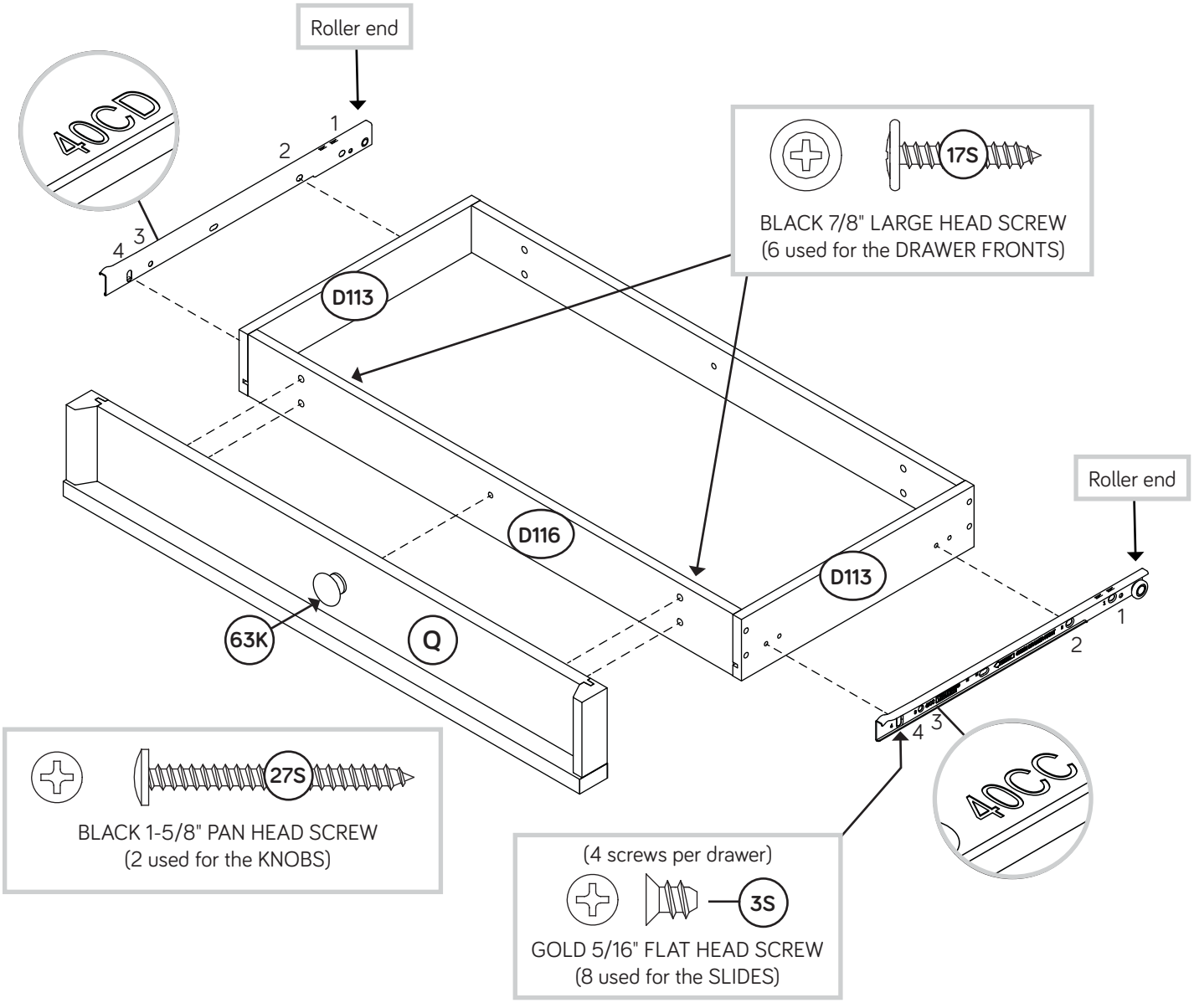
Step 18

- 1. Fasten two DRAWER SIDES (D113) to a PENCIL DRAWER FRONT/BACK (D116). Use four BLACK 1-9/16" FLAT HEAD SCREWS (30S).
- 2. Slide the LARGE DRAWER BOTTOM (D722) into the grooves of the DRAWER SIDES (D113) and PENCIL DRAWER FRONT/BACK (D116).
- 3. Fasten the PENCIL DRAWER FRONT/BACK (D116) to the DRAWER SIDES (D113). Use four BLACK 1-9/16" FLAT HEAD SCREWS (30S).
- Repeat this step for the SMALL DRAWER using parts D114, D113, and D713. Refer to page 3 for part description and placement.



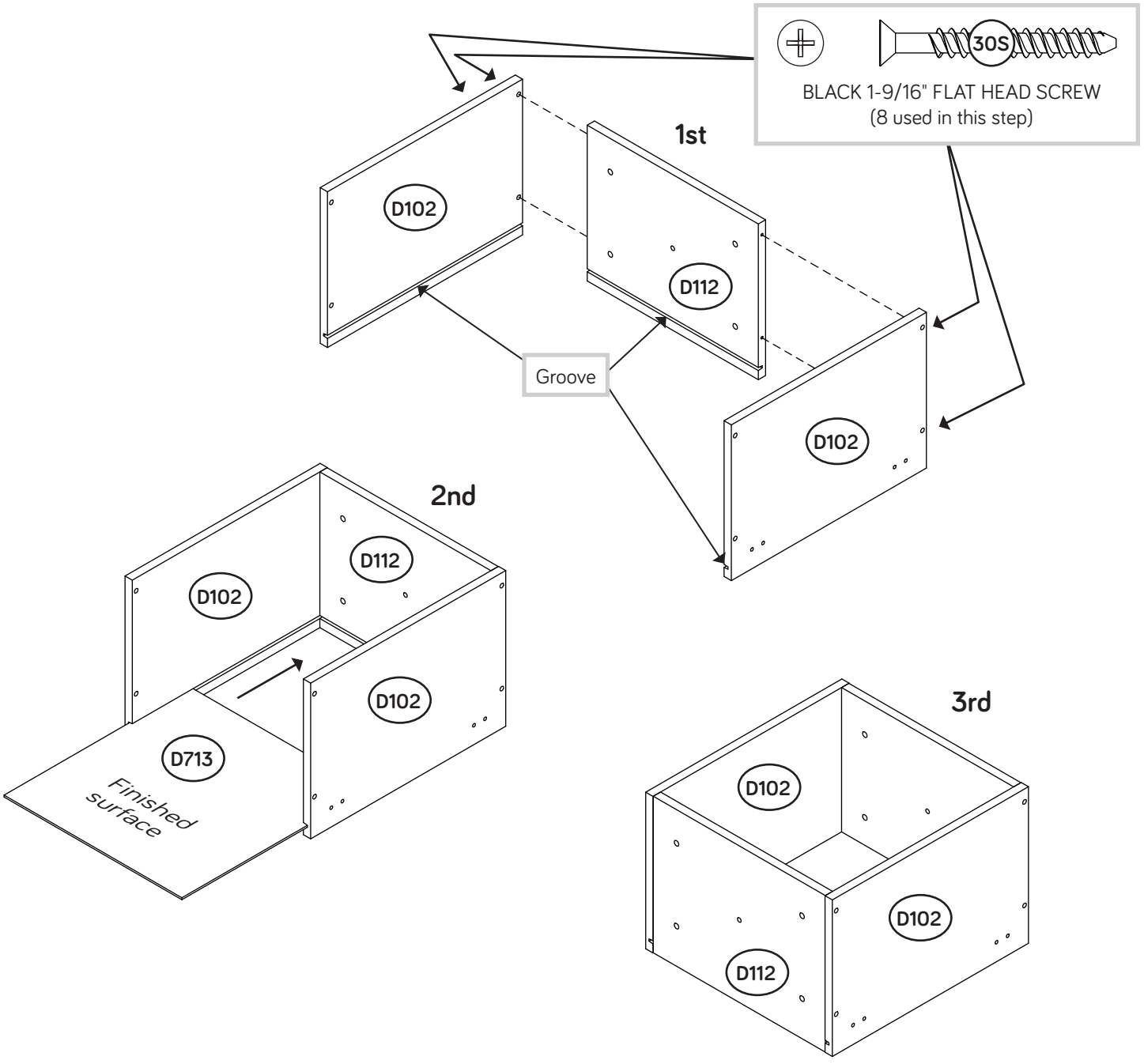
Step 19

- Fasten the PENCIL DRAWER FRONT (Q) to a PENCIL DRAWER FRONT/BACK (D116). Use four BLACK 7/8" LARGE HEAD SCREWS (17S).
- Fasten the KNOB (63K) to the PENCIL DRAWER FRONT (Q). Use a BLACK 1-5/8" PAN HEAD SCREW (27S).
- Fasten a DRAWER RIGHT (40CC) and DRAWER LEFT (40CD) to the DRAWER SIDES (D113). Use four GOLD 5/16" FLAT HEAD SCREWS (3S) through holes #2 and #4.
- Repeat this step for the SMALL DRAWER using part K. Refer to page 3 for part description and placement.



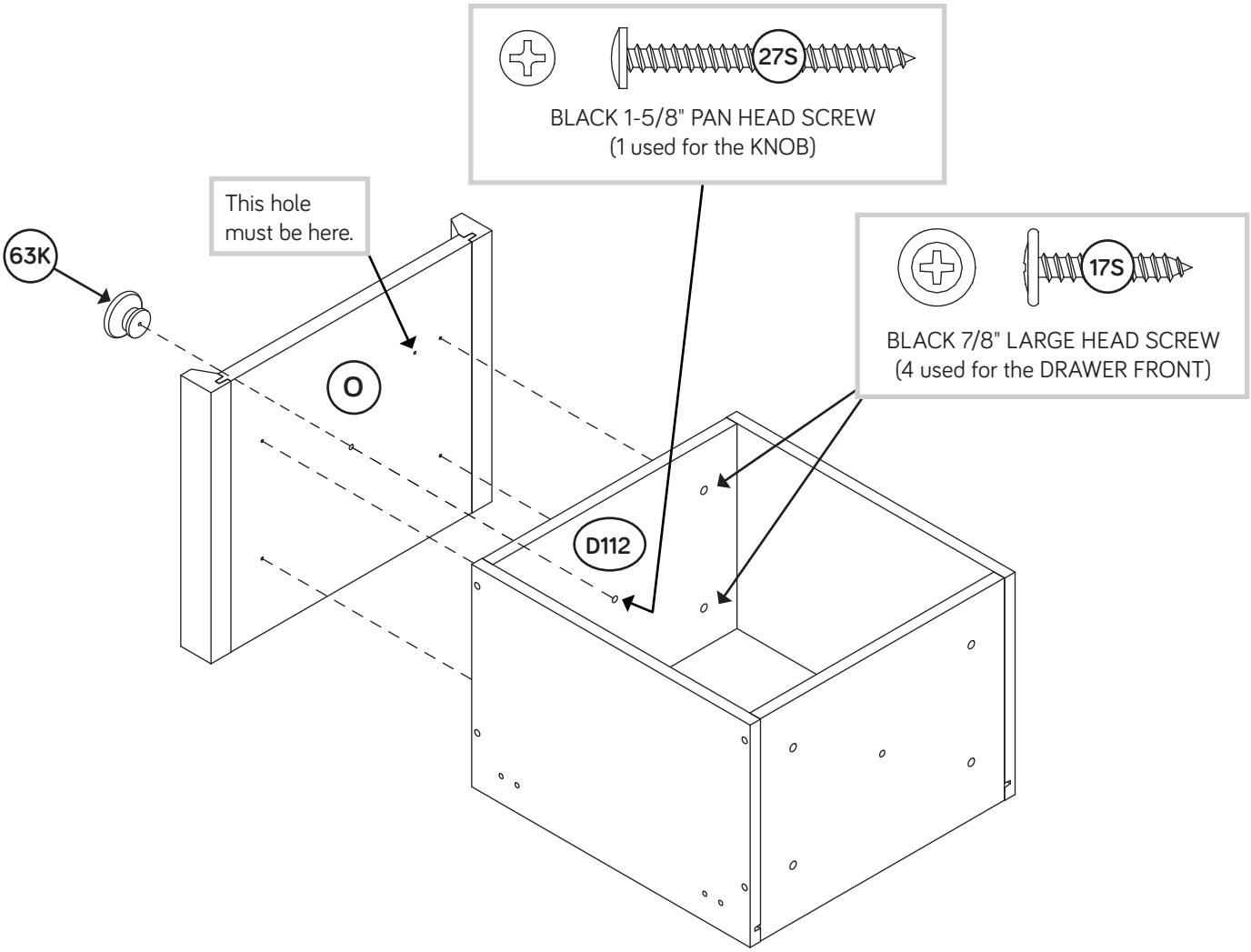
Step 20

- 1. Fasten two LARGE DRAWER SIDES (D102) to a LARGE DRAWER FRONT/BACK (D112). Use four BLACK 1-9/16" FLAT HEAD SCREWS (30S).
- 2. Slide the DRAWER BOTTOM (D713) into the grooves of the LARGE DRAWER SIDES (D102) and LARGE DRAWER FRONT/BACK (D112).
- 3. Fasten the LARGE DRAWER FRONT/BACK (D112) to the LARGE DRAWER SIDES (D102). Use four BLACK 1-9/16" FLAT HEAD SCREWS (30S).



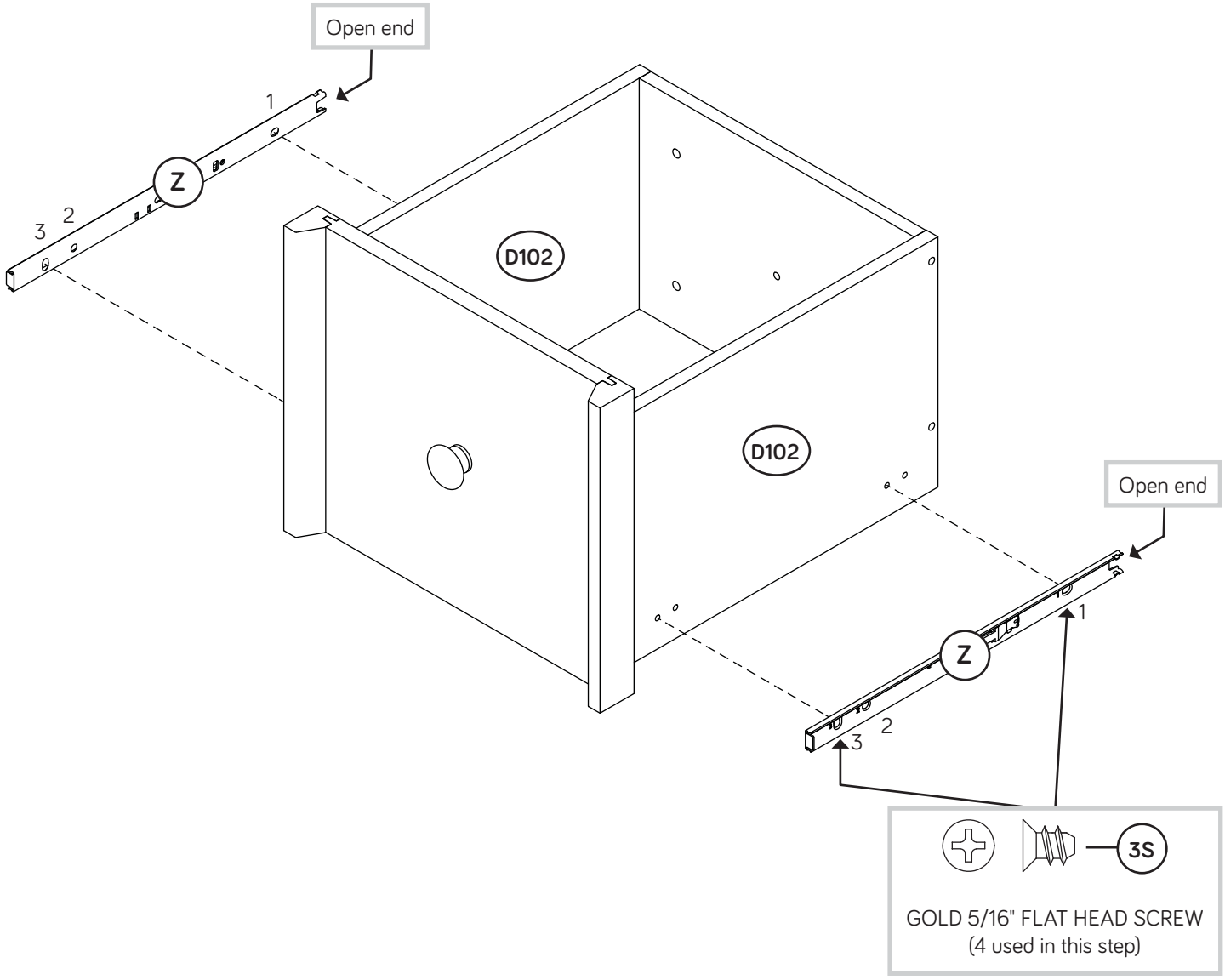
Step 21

- Fasten the LARGE DRAWER FRONT (O) to a LARGE DRAWER FRONT/BACK (D112). Use four BLACK 7/8" LARGE HEAD SCREWS (17S).
- Fasten the KNOB (63K) to the LARGE DRAWER FRONT (O). Use a BLACK 1-5/8" PAN HEAD SCREW (27S).



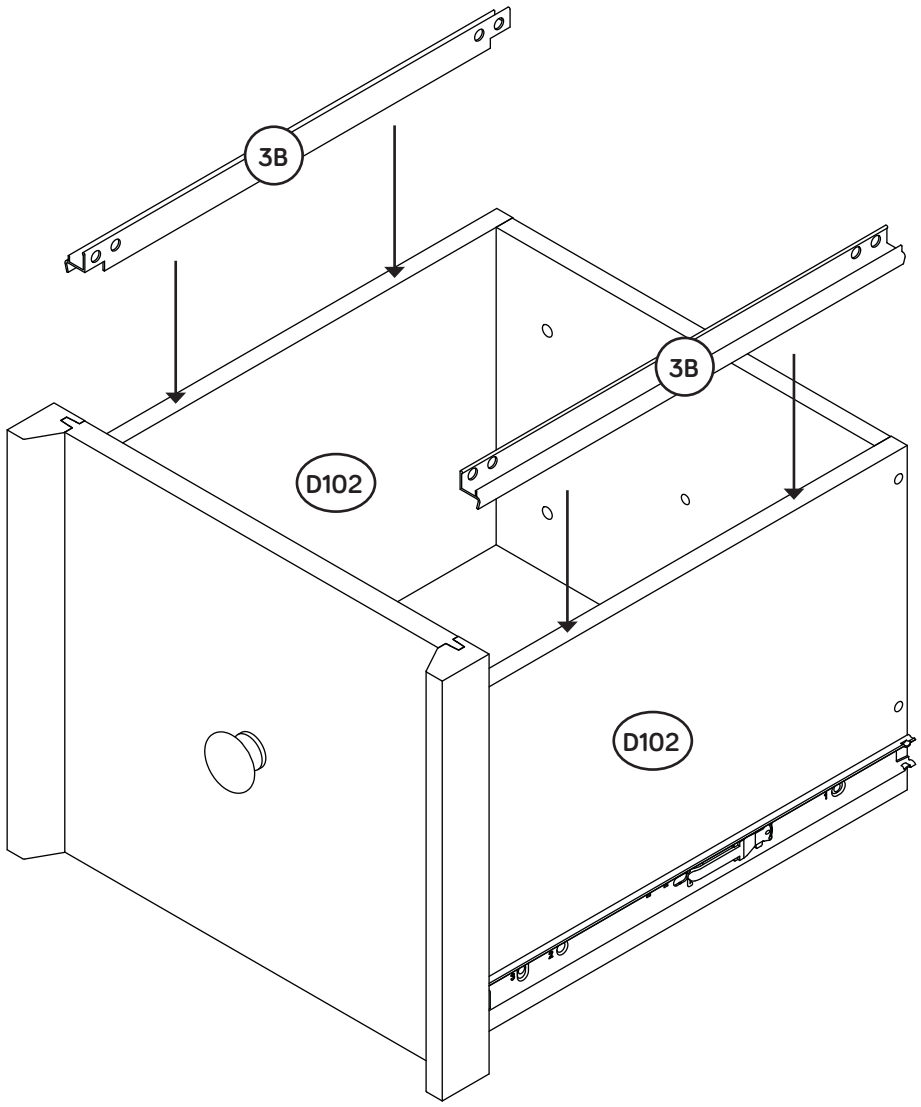
Step 22

- Fasten the EXTENSION SLIDES (Z) to the LARGE DRAWER SIDES (D102). Use four GOLD 5/16" FLAT HEAD SCREWS (3S) through holes #1 and #3.



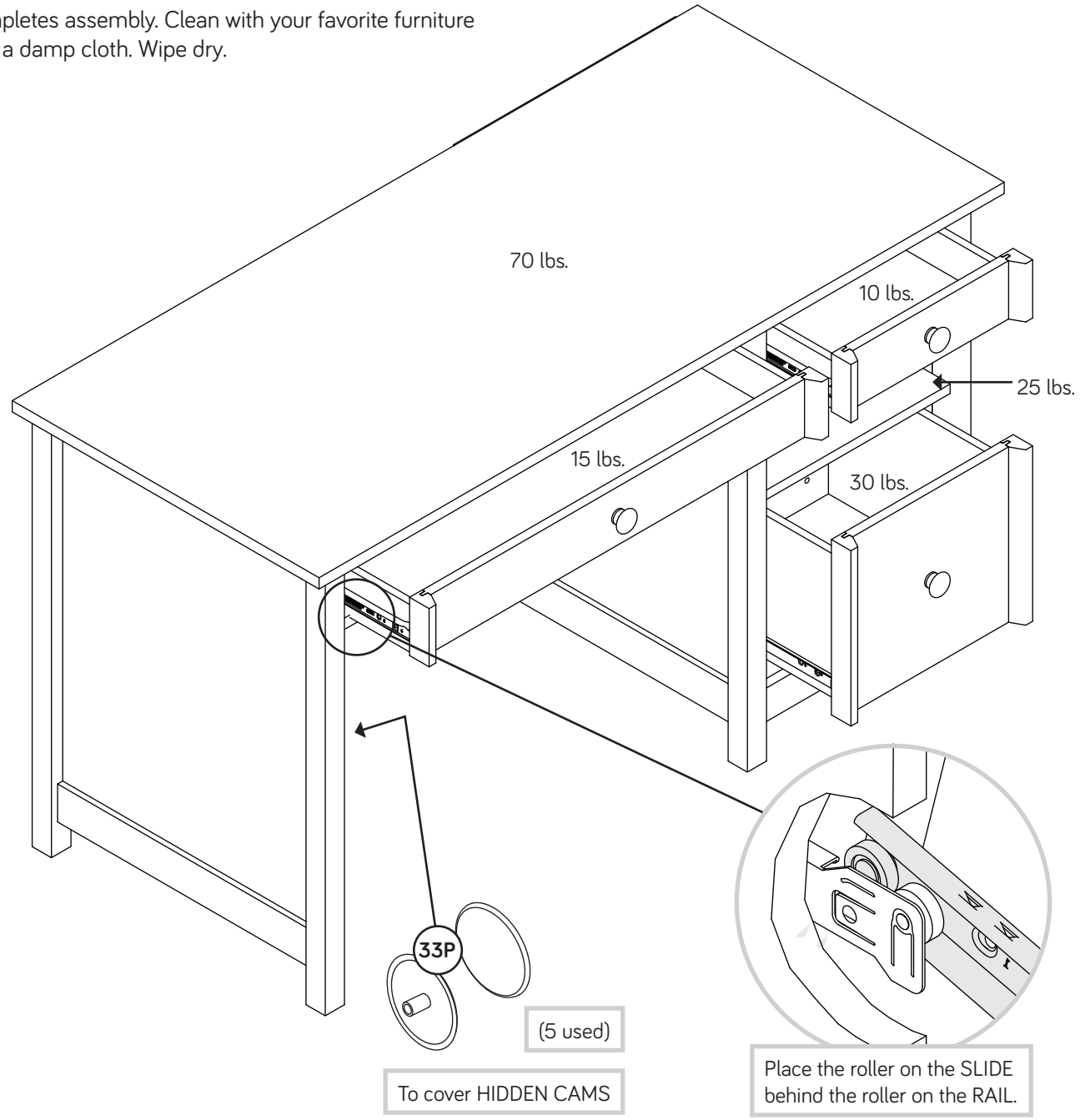
Step 23

- Push the FILE GLIDES (3B) over the top edge of the LARGE DRAWER SIDES (D102).



Step 24

- Carefully stand your unit upright.
- Push a CAM COVER (33P) onto each visible HIDDEN CAM.
- To insert the large drawer into your unit, line up the EXTENSION SLIDES on the drawer with the EXTENSION RAILS on the unit and push the drawer into the unit until the drawer is fully inserted. The drawer will push in hard until it is all the way in, then it will slide in and out easier.
- To insert the pencil drawer and small drawer into your unit, tip the front of the drawer down and drop the rollers on the drawer behind the rollers on the unit. Lift the front of the drawer up and slide it into the unit.
- NOTE: Please read the back pages of the instruction booklet for important safety information.
- This completes assembly. Clean with your favorite furniture polish or a damp cloth. Wipe dry.



⚠ WARNING

Please use your furniture correctly and safely. Improper use can cause safety hazards, or damage to your furniture or household items. ***Carefully read the following chart.***

Look out for:	What can happen:	How to avoid the problem:
• Overloaded shelves and drawers. • Improper loading can cause the product to be top-heavy.	• Risk of injury. • Top-heavy furniture can tip over. • Overloaded shelves and drawers can break.	• Never exceed the weight limits shown in the instructions. • Work from bottom to top when loading shelves and drawers. Place the heavier items on the lower shelves or in lower drawers.
• Improperly moving furniture that is not designed and equipped with casters.	• Furniture can tip over or break if improperly moved. • Physical injury. Furniture can be very heavy. • Breakage of tops - particularly with double pedestal furniture (drawers at both ends).	• Unload shelves and drawers from top to bottom before moving the unit. • Do not push furniture, especially on a carpeted floor. Have a friend help you lift the item and set it in place. • Provide support to the center section of the top when lifting the furniture.
• Placing TVs on furniture items that are not designed to support a television is hazardous.	• Risk of injury or death. TVs can be very heavy. Plus the weight and location of the picture tube tends to make TVs unbalanced and prone to tipping forward.	• This product is not designed to support a television.