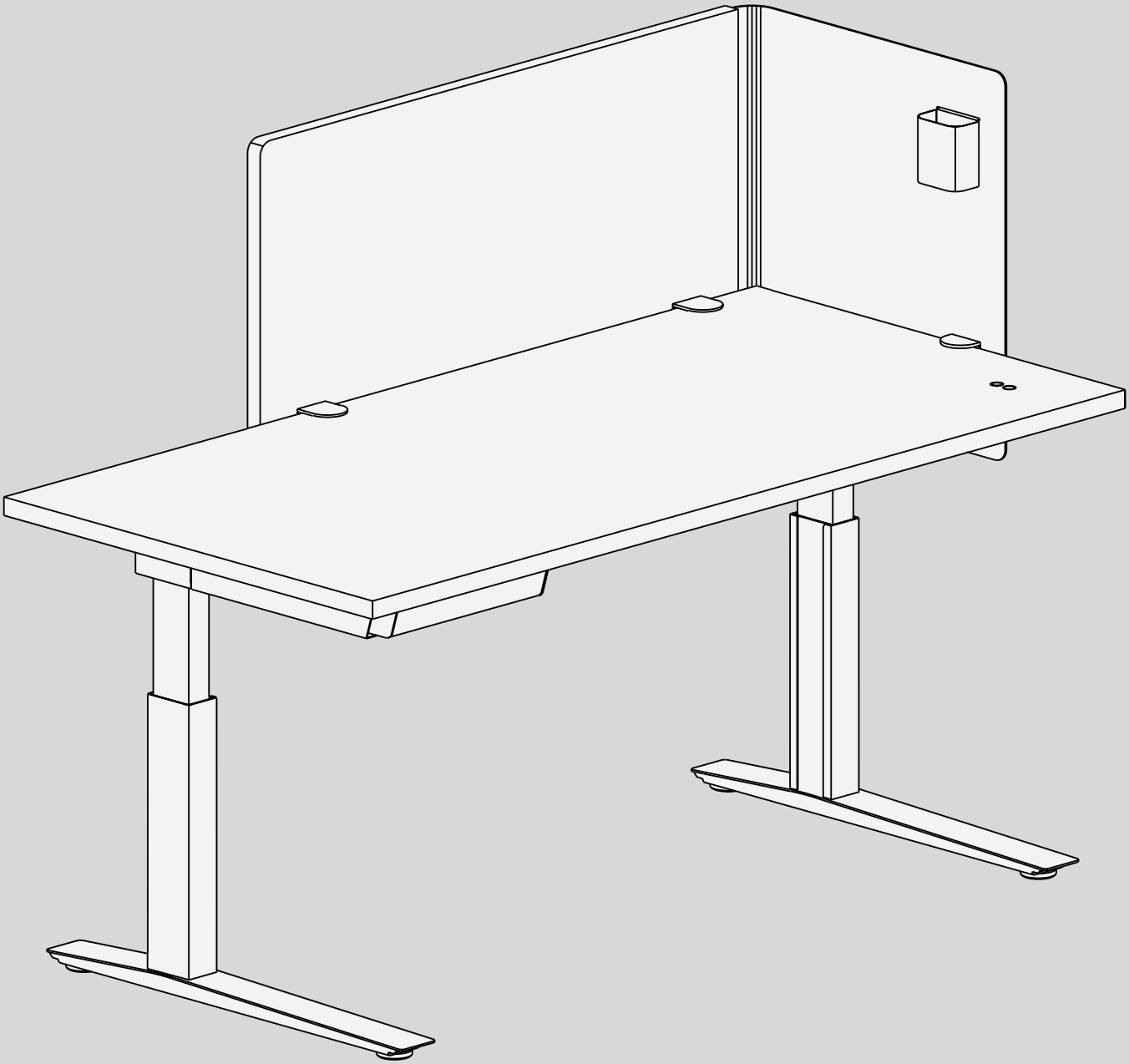
ASSEMBLY

Essential Desk Accessories



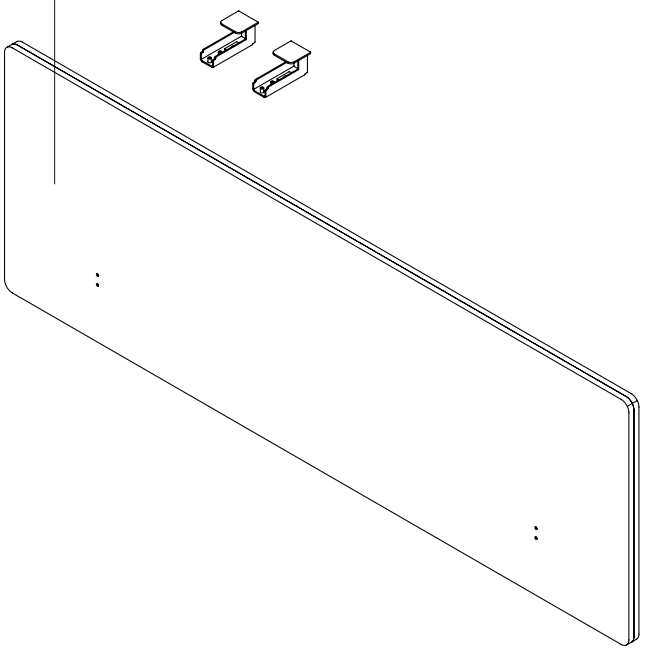
V.21.0 06/2021

360.394.1300 watsonfurniture.com

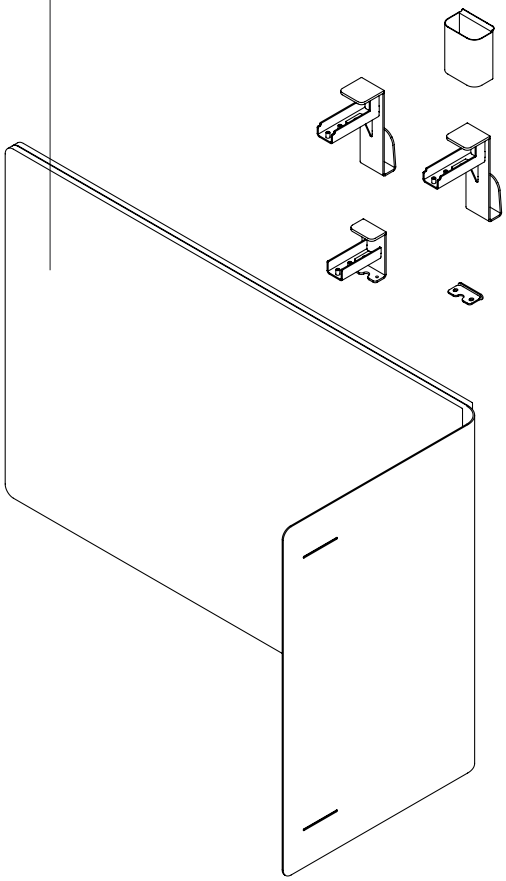
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Essential Desk Accessory Components

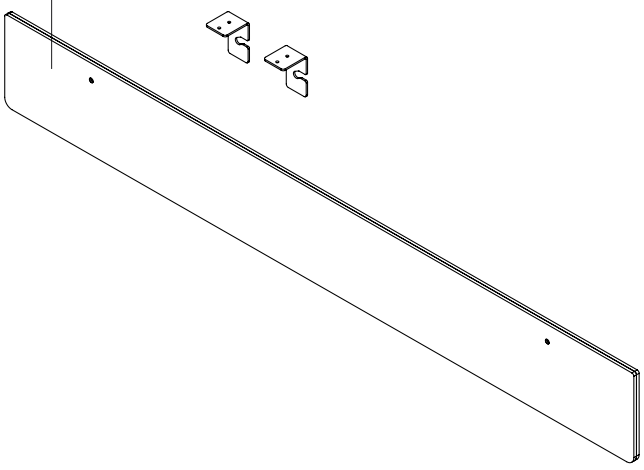
Straight Desk Screen Assembly



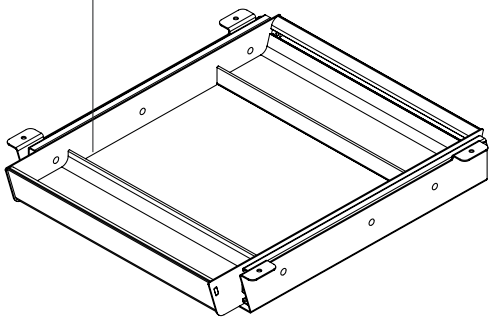
Corner Desk Screen Assembly



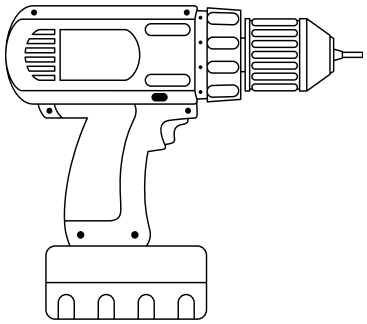
Modesty Screen Assembly



Personal Pendant Drawer Assembly



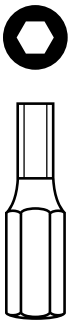
Tools



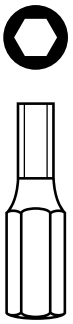
Electric Drill



Phillips Drill/
Driver Bit



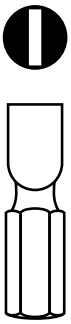
4mm Hex Drill/
Driver Bit



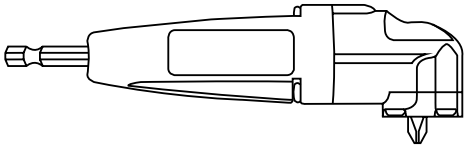
3mm Hex Drill/
Driver Bit

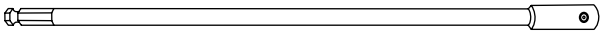


R2 Square
Drill/Driver Bit



Flat Head Drill/
Driver Bit





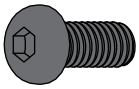
Additional tools such as a 90 Degree Bit and an 18” Extension are helpful for some steps

*No torque or ball bits should be used

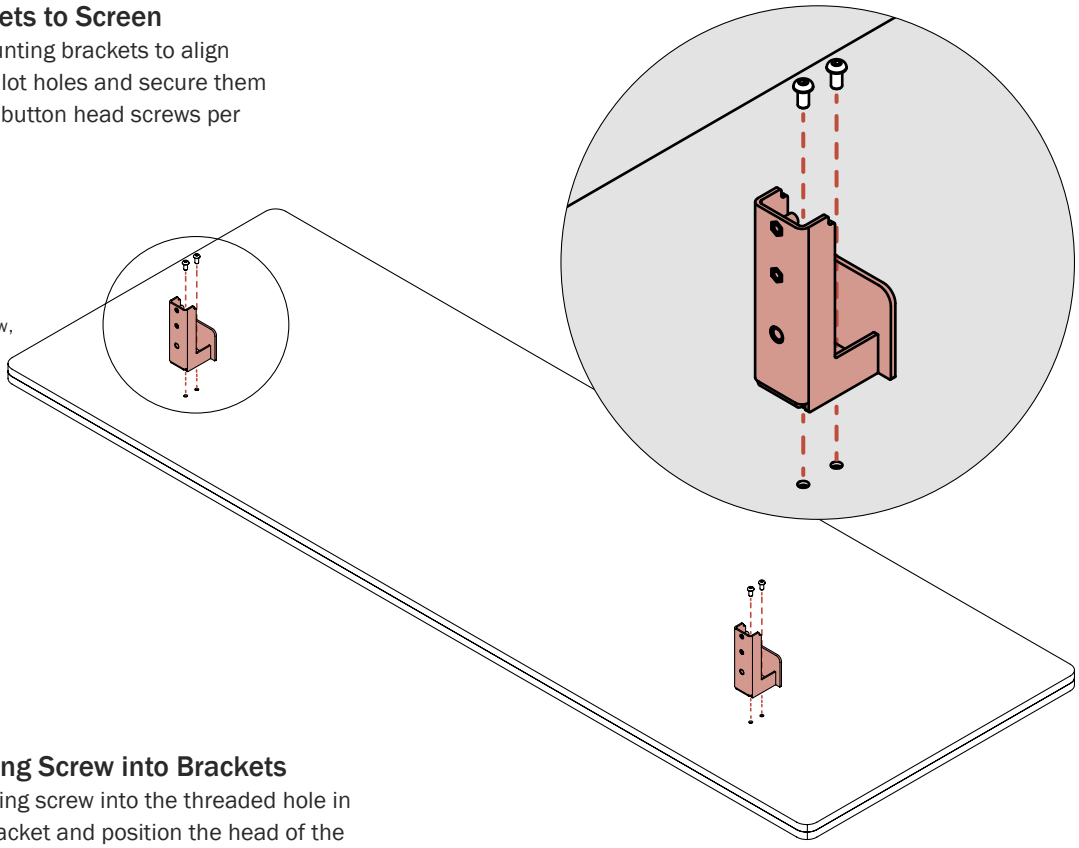
Essential Desk Straight Screen

1. Secure Brackets to Screen

Position the mounting brackets to align with mounting pilot holes and secure them in place with (2) button head screws per bracket.

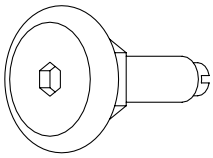


M6-1.0 X 12MM
Button Head Screw,
Black (125285)

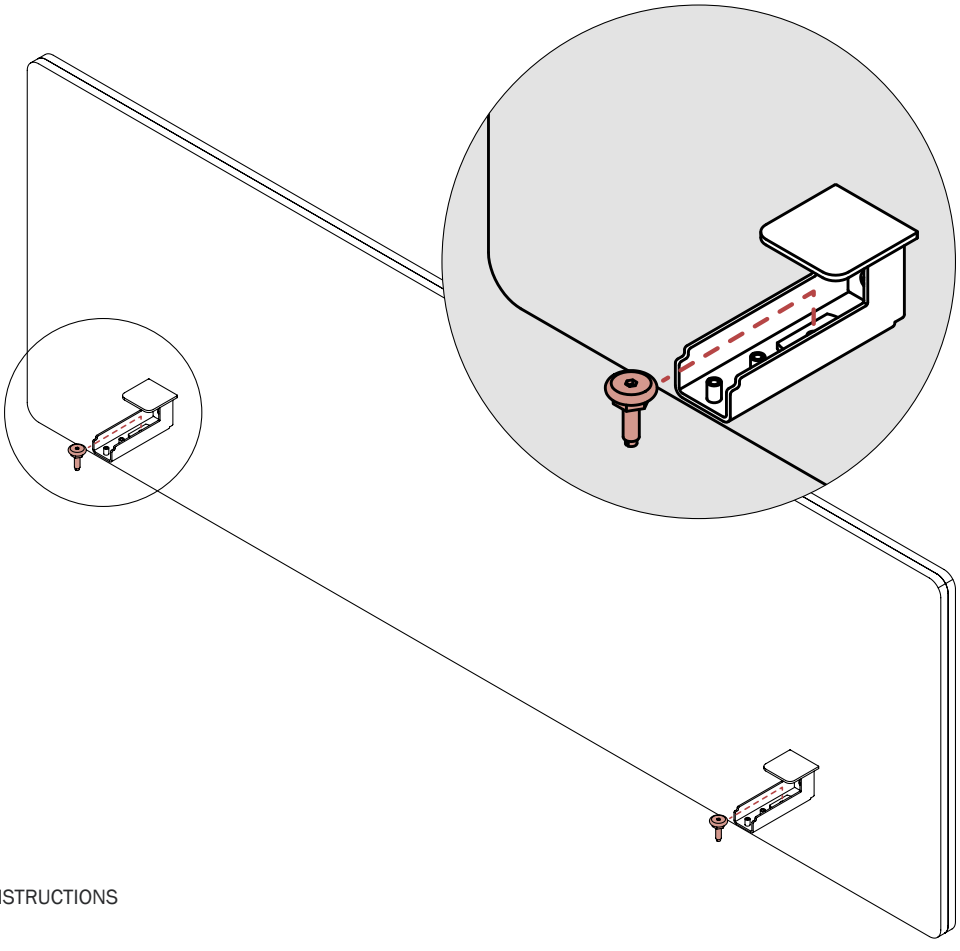


2. Insert Clamping Screw into Brackets

Insert the clamping screw into the threaded hole in the mounting bracket and position the head of the screw at least 1-1/8” from the top of the bracket.

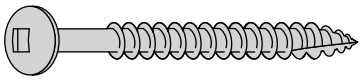


Glide, 5/16 - 18
X 1” Screw Slot
(0000229)

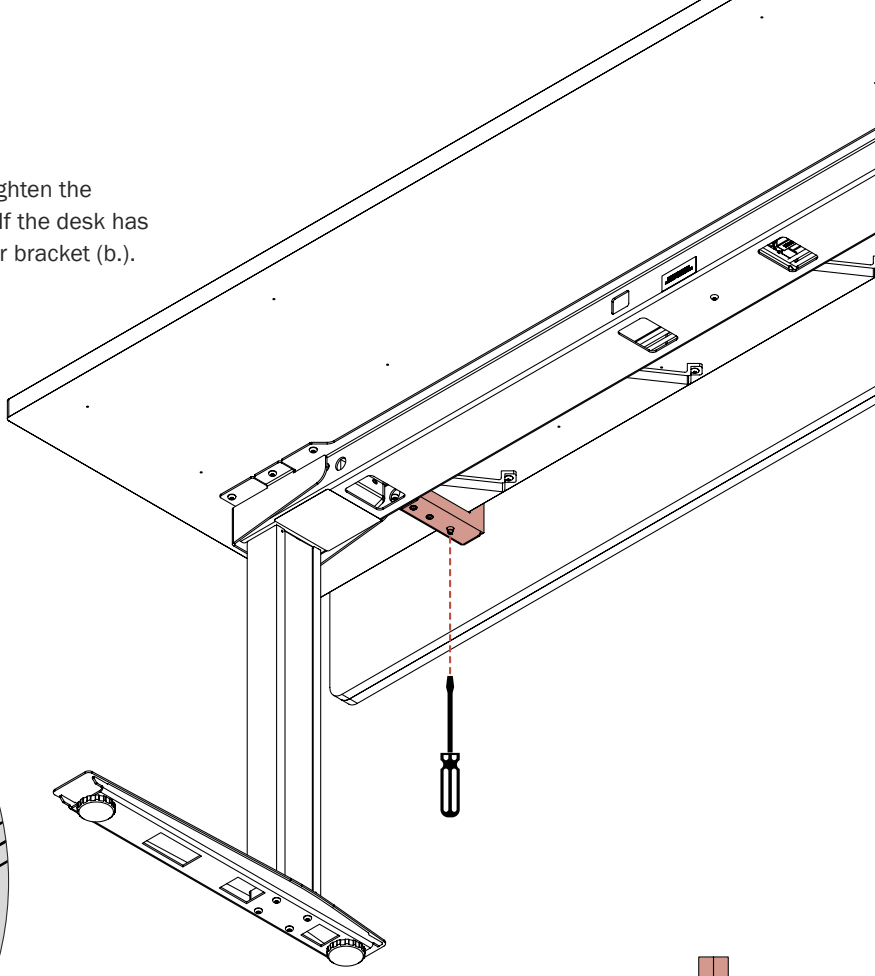


3. Attach Screens to Desk

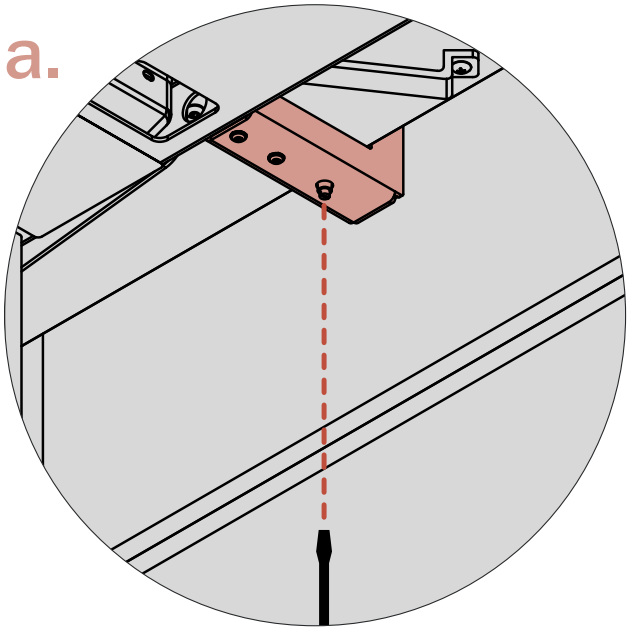
Position the screen on the edge of the desk and tighten the clamping screw to secure the screen in place (a.). If the desk has an angled or knife edge, secure with (2) screws per bracket (b.).



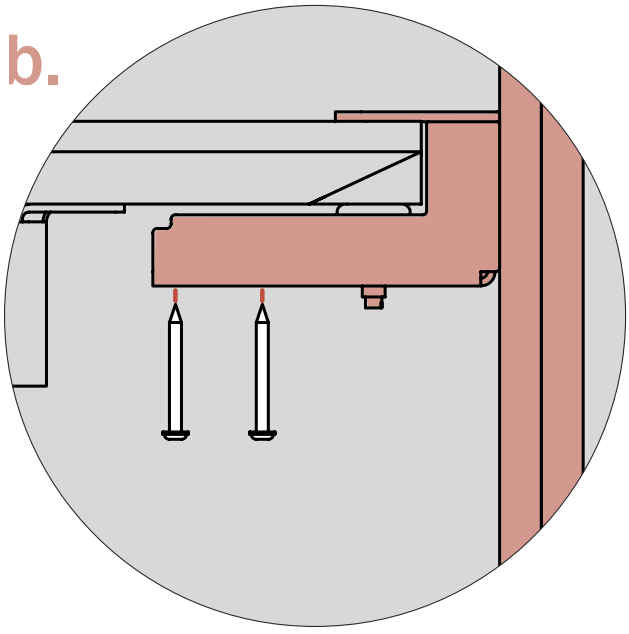
Square Drive Thread
Cutting Screw #8
X 1-3/4" 17 Point
(0000238)

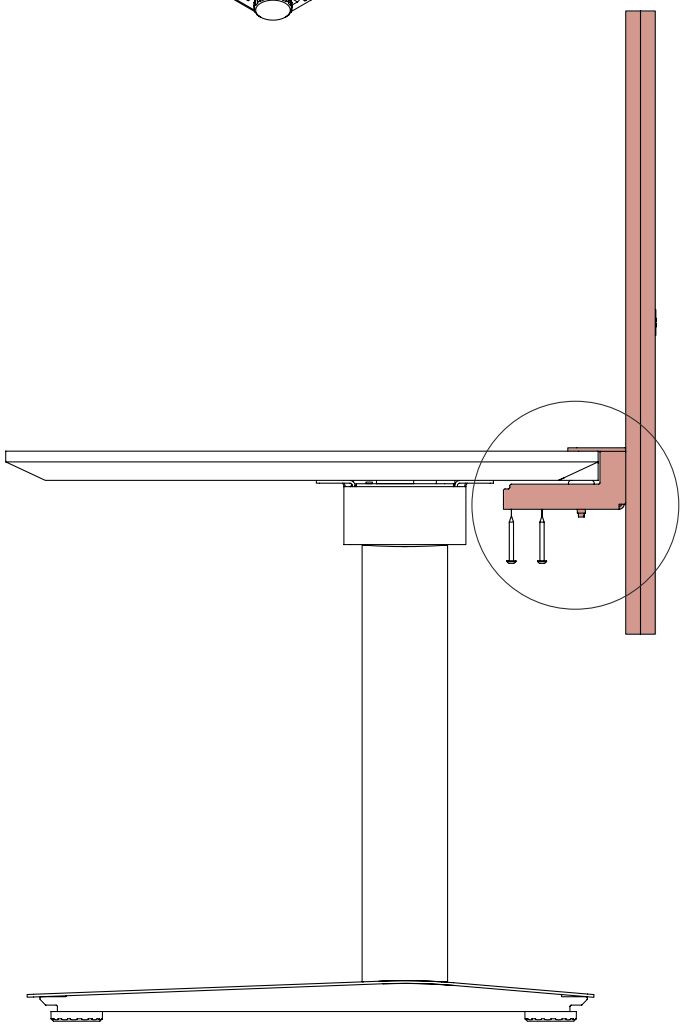


a.



b.

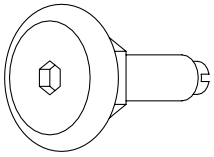




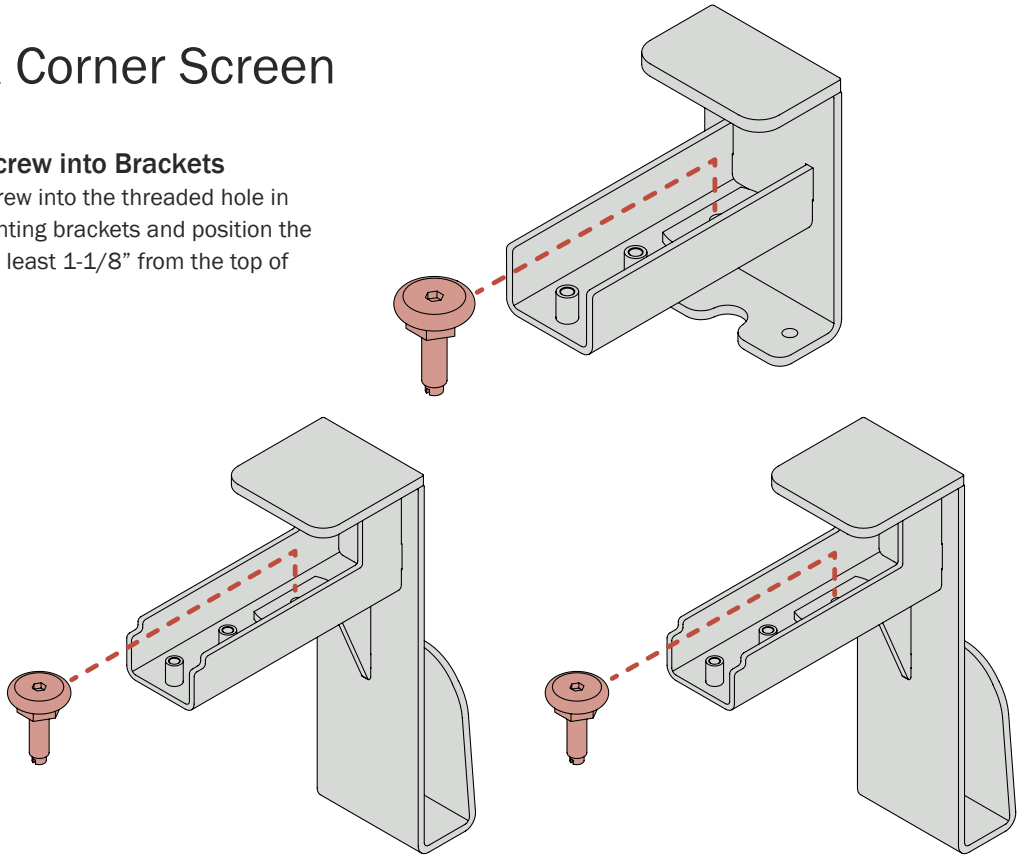
Essential Desk Corner Screen

1. Insert Clamping Screw into Brackets

Insert the clamping screw into the threaded hole in the rear and side mounting brackets and position the heads of the screws at least 1-1/8” from the top of the brackets.

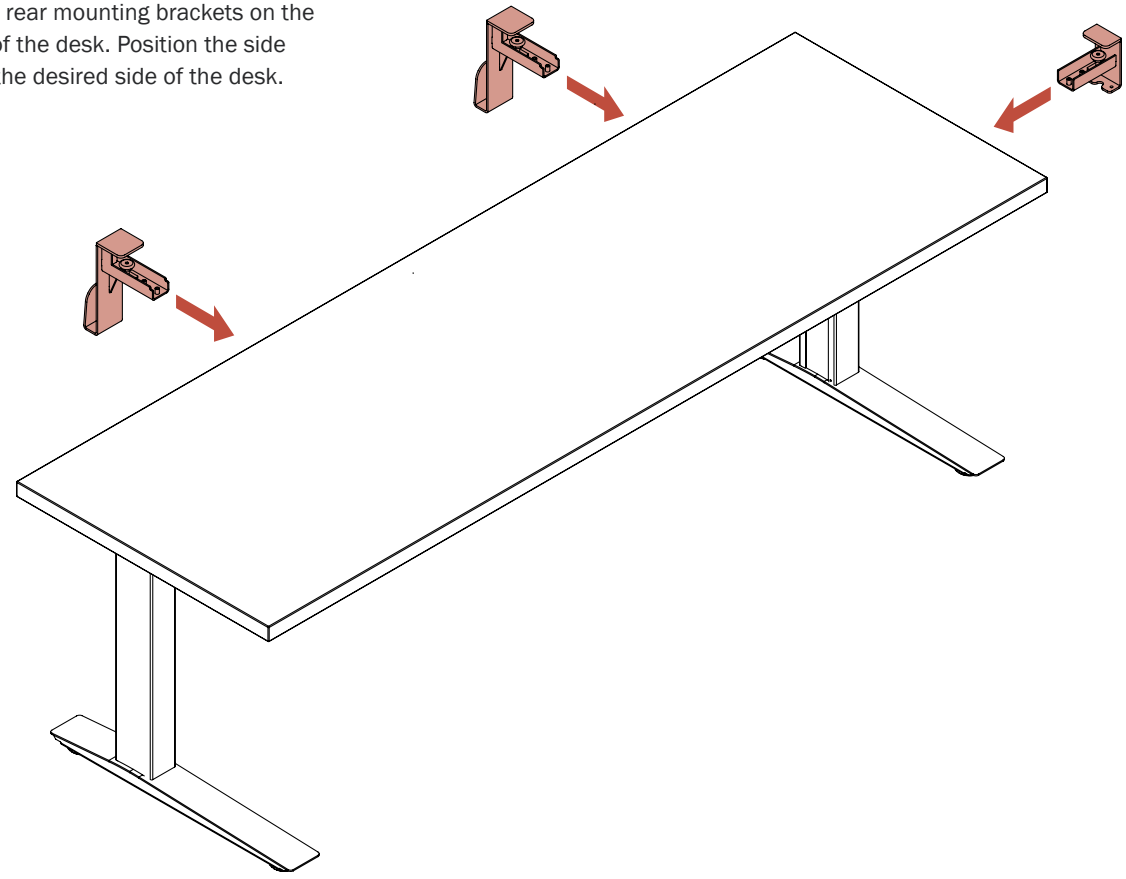


Glide, 5/16 - 18
X 1” Screw Slot
(0000229)



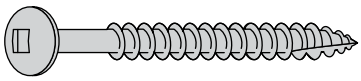
2. Secure Mounting Brackets

Position the rear mounting brackets on the back edge of the desk. Position the side bracket on the desired side of the desk.

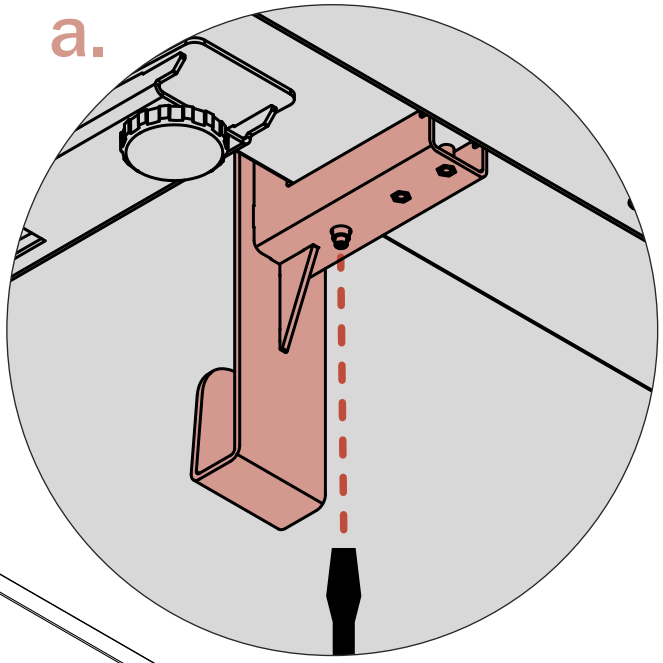


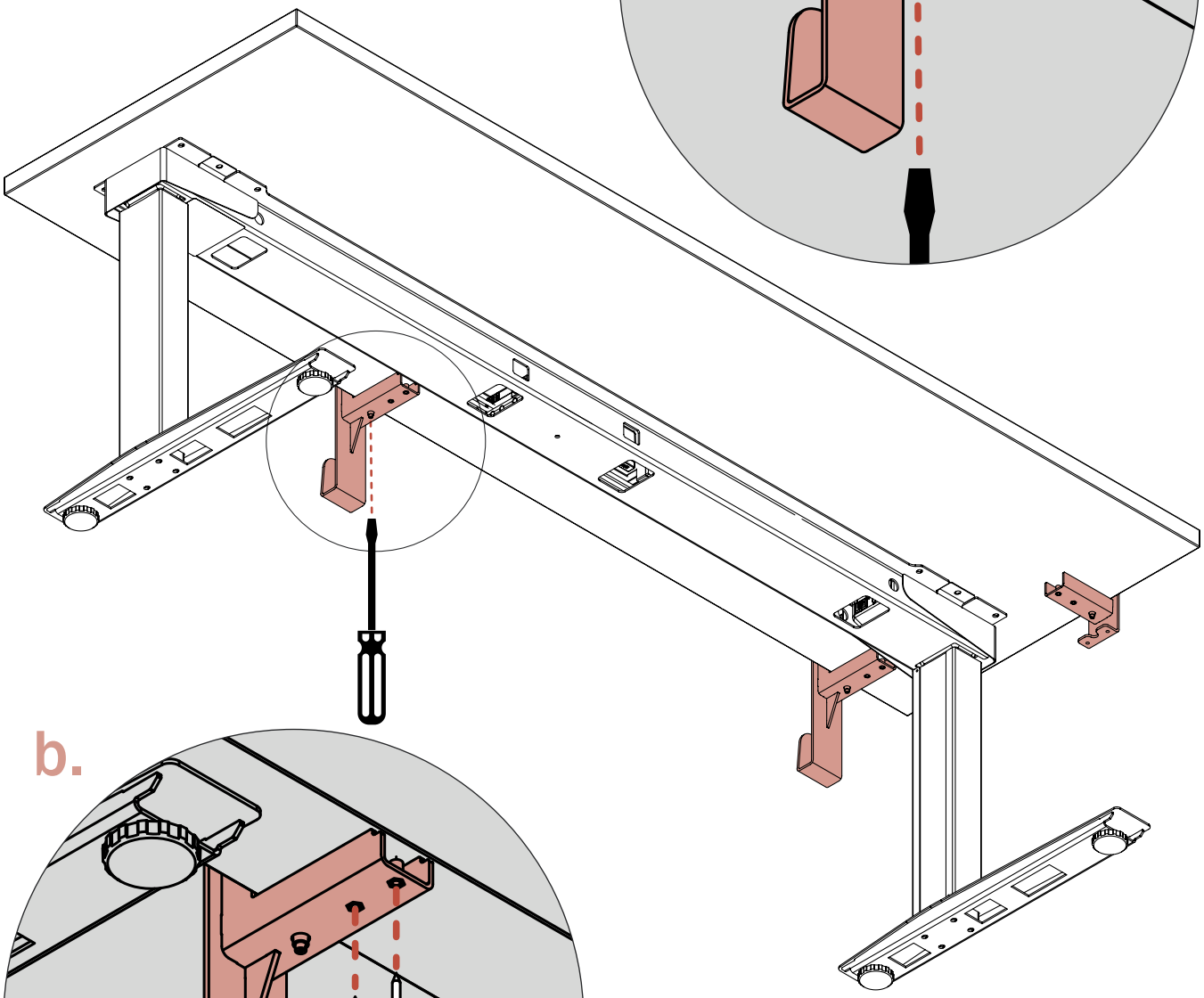
3. Secure Mounting Brackets

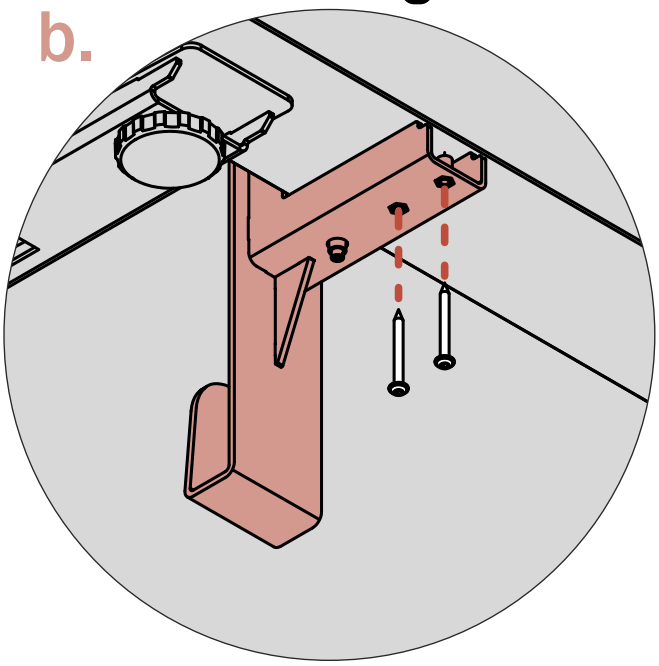
Clamp the mounting brackets in place using a flathead screwdriver (a.). If the desk has an angled or knife edge, secure with (2) screws per bracket (b.).



Square Drive Thread
Cutting Screw #8
X 1-3/4" 17 Point
(0000238)

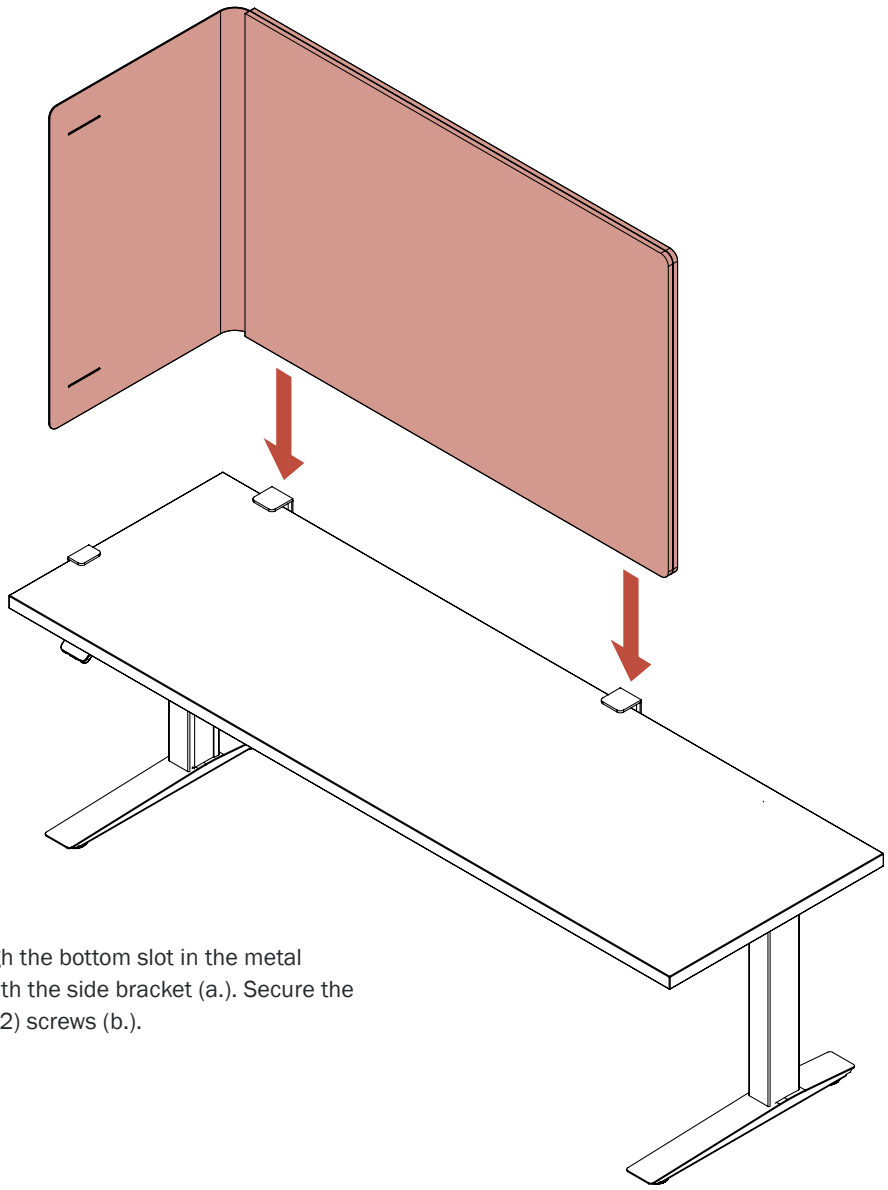






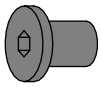
4. Place Screens

Drop the fabric portion of the screen into the rear brackets.

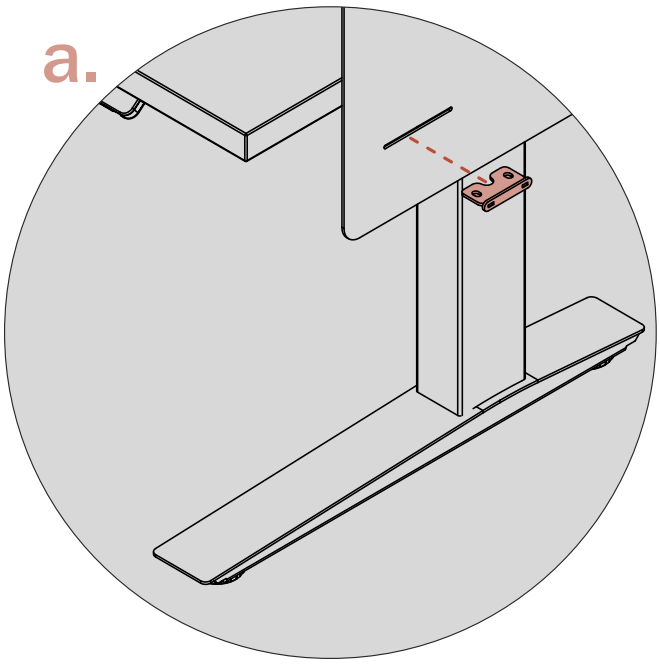


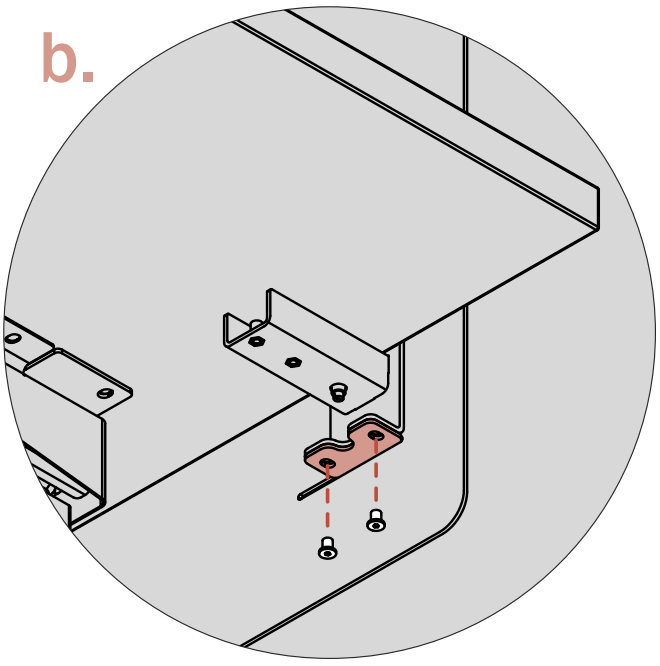
5. Secure Side Medallions

Insert the medallion bracket through the bottom slot in the metal portion of the screen and align it with the side bracket (a.). Secure the medallion to the side bracket with (2) screws (b.).



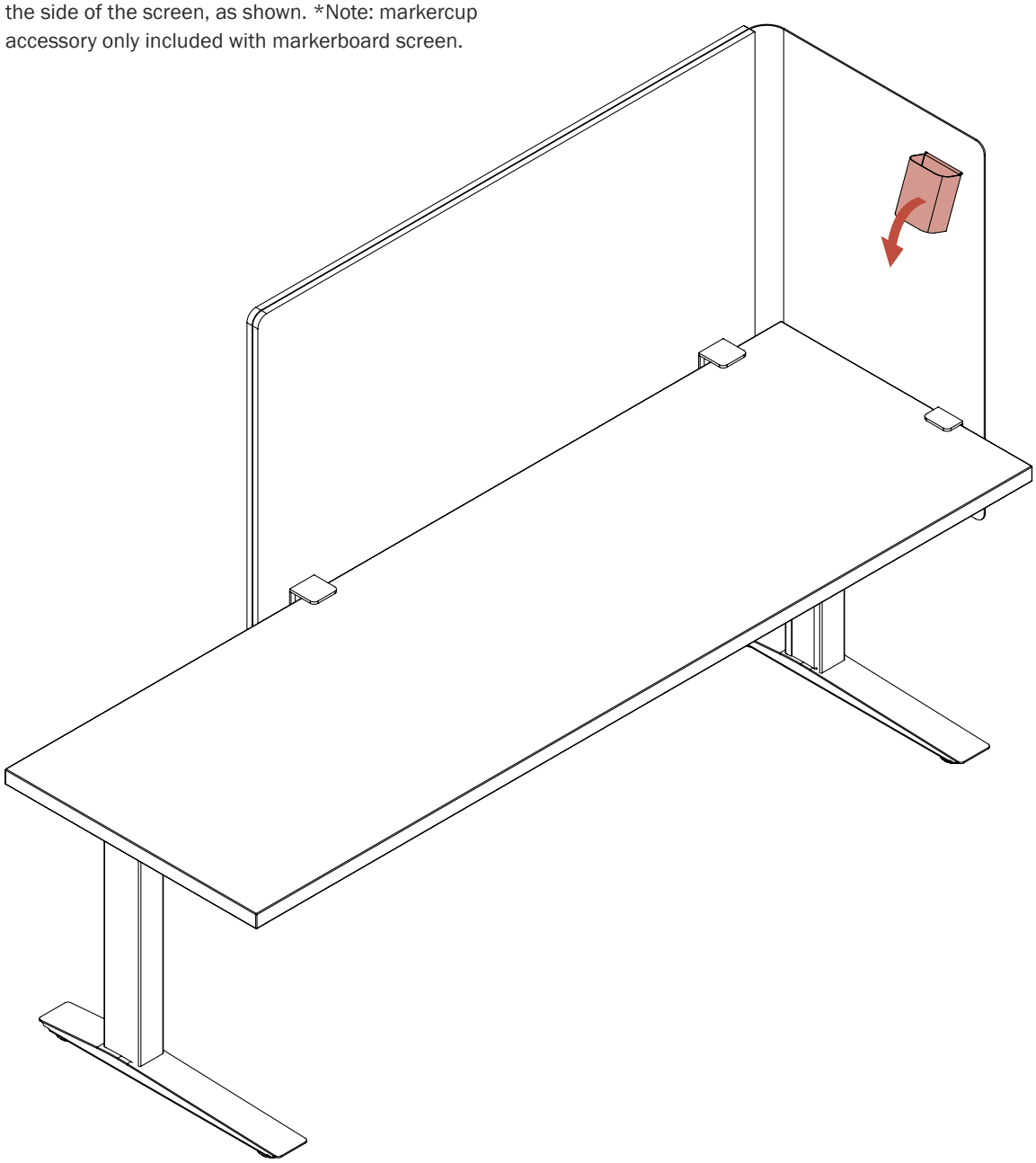
M6 X 1 X 8 LPCS,
Black (0001259)





6. Optional: Attach Markercup Accessory

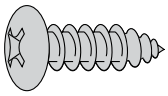
Insert the top ridge of the cup into the top slot in the side of the screen, as shown. *Note: markercup accessory only included with markerboard screen.



Essential Desk Modesty Screen

1. Mount Modesty Brackets to Desk

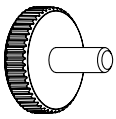
Attach brackets to worksurface using #10 x 5/8 panhead screws (x2 per bracket).



SMS #10 X 5/8
Truss Head PH, Zinc
(122800)

2. Attach Modesty Hardware to Screen

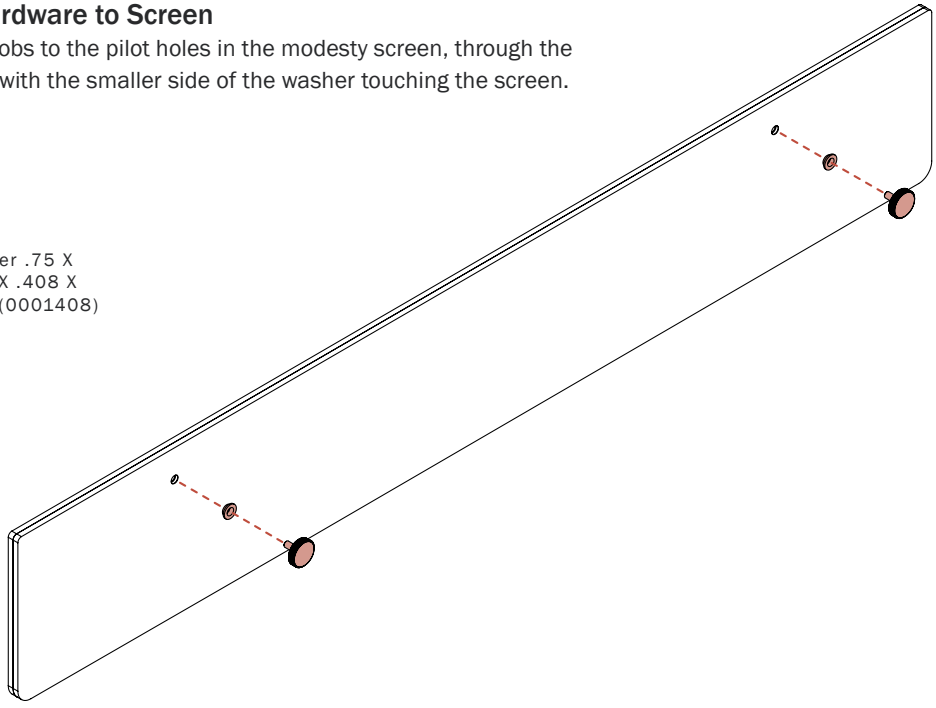
Attach the threaded knobs to the pilot holes in the modesty screen, through the nylon shoulder washer with the smaller side of the washer touching the screen.



Glide, 34MM
Dia. M10 X 1.5
(0001154)

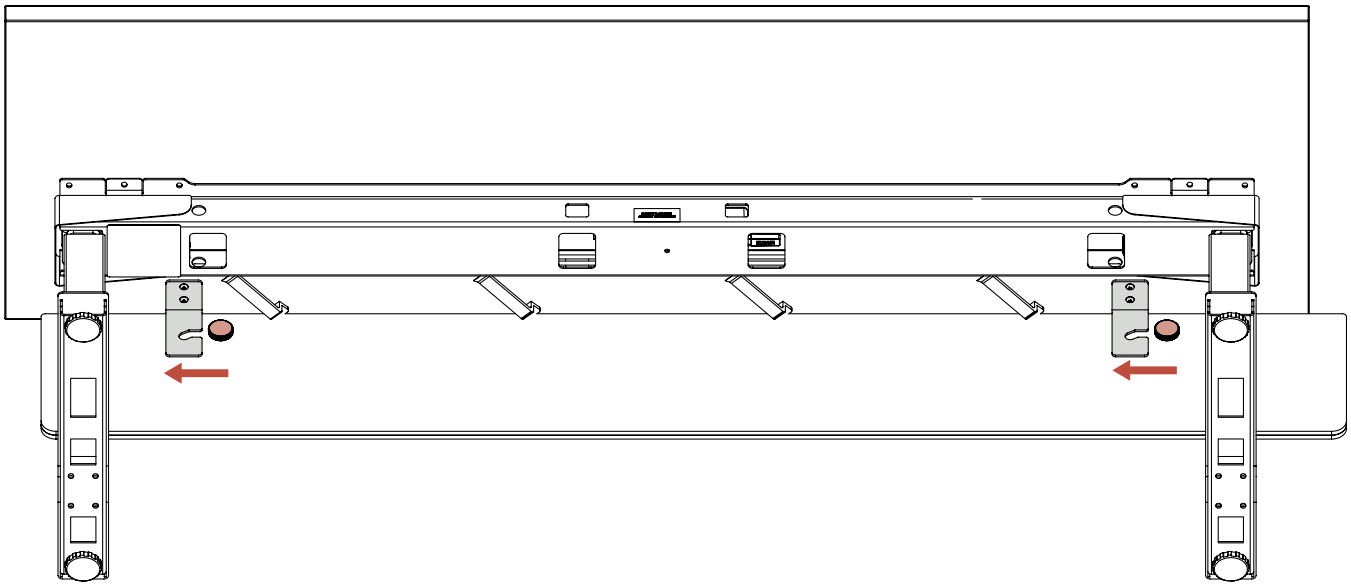


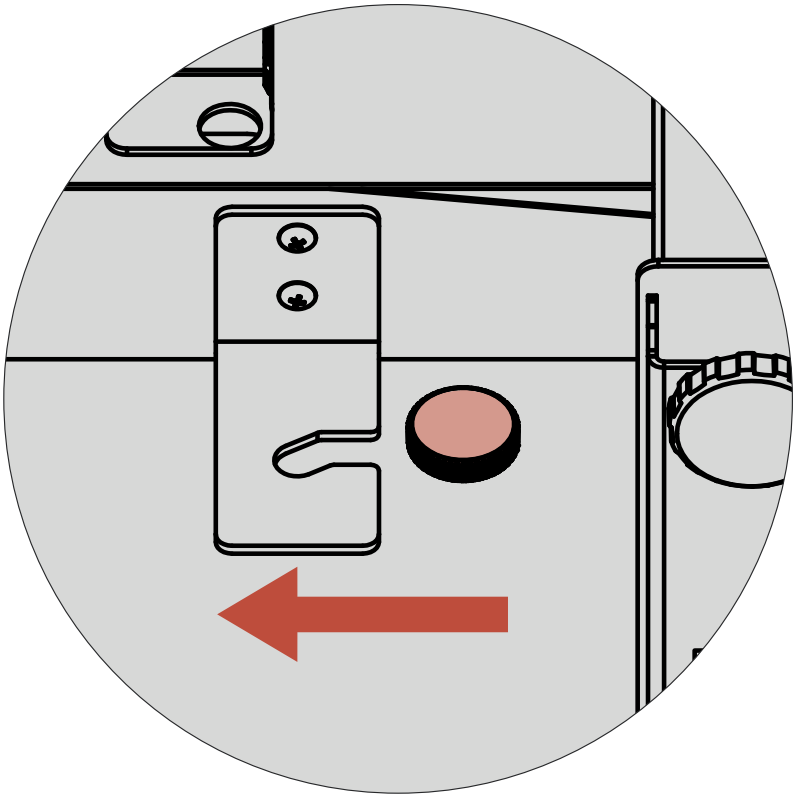
Washer .75 X
.075 X .408 X
.155 (0001408)



3. Mount Modesty Screen to Desk

Slide the modesty hardware into the curved bracket slots until the screen is fully seated.



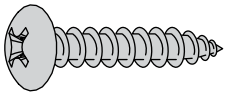


Essential Desk Personal Pendant Drawer

1. Attach Drawer Assembly to Desk

Align the pendant drawer assembly with the pilot holes on the underside of the desk surface, with the drawer face oriented forward. Secure using (4) screws.

NOTE: pendant drawers and undersurface paddle switches cannot both be installed on the same side of the desk. If the desk includes the undersurface paddle switch option, determine which side the drawer and switch are to be mounted. Two-leg and three-leg desks include pilot holes for the pendant drawer and paddle switches on both sides of the desk.



#10 X 1" Truss Head Screw, Zinc (122850)