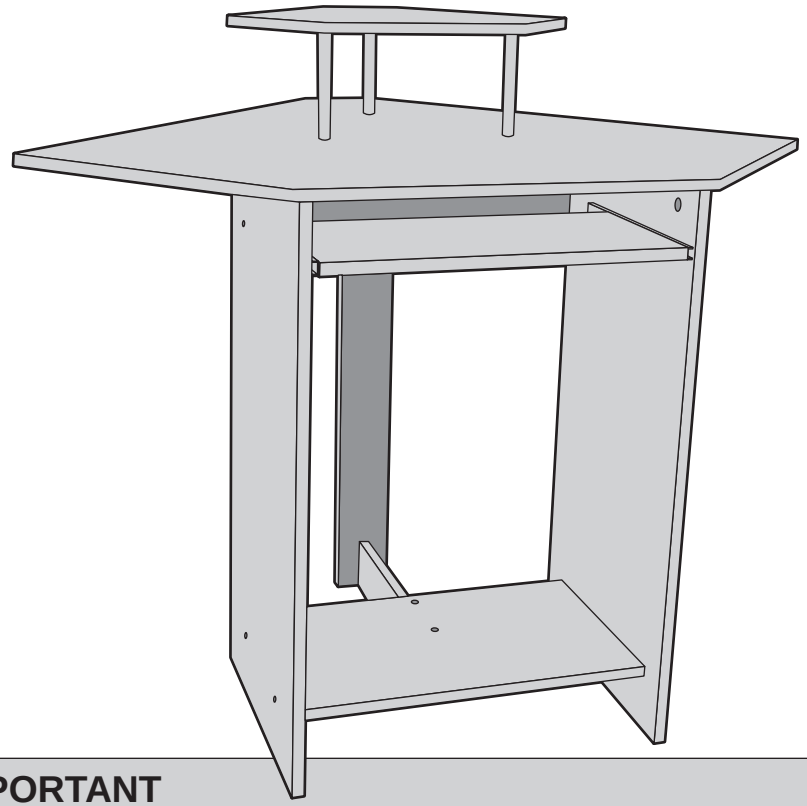
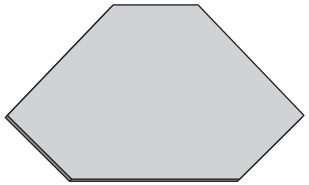
Small Corner Desk With Hutch

Simple Assembly Instructions - **Please keep for future reference**

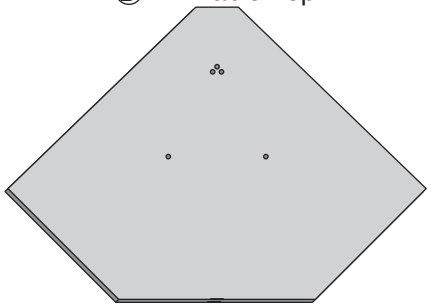


Components

Ⓐ 1 x Shelf



Ⓑ 1 x Table Top



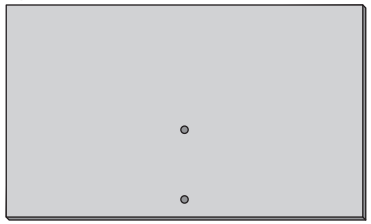
Ⓒ 1 x Right Side Panel



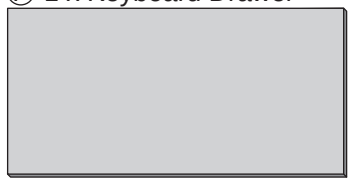
Ⓓ 1 x Left Side Panel



Ⓔ 1 x Bottom Panel



Ⓕ 1 x Keyboard Drawer



Ⓖ 1 x Support



Ⓗ 1 x Bottom Support



Ⓘ 1 x Back Panel



Ⓙ 1 x Back Support



Ⓚ 2 x Track



Ⓛ 3 x Tube



Fittings

Ⓐ 21 x Screw



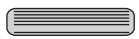
Ⓑ 4 x Locking Pin



Ⓒ 10 x Screw



Ⓓ 6 x Dowel



Ⓔ 1 x Screw



8-05

Ⓕ 4 x Locking Nuts



Ⓖ 1 x Screw



Ⓗ 1 x Wall Plug



Ⓘ 1 x Wall Strap



IMPORTANT

1. *Read these instructions carefully and familiarise yourself with the procedure before assembling the unit.*
2. *Check that you have all the component parts following the list on the back cover and familiarise yourself with each part before proceeding.*
3. *Take all the fittings out of the plastic bag and separate them into their groups.*
4. *Ensure you have enough space to lay out all the parts before assembly.*
5. *To avoid scratching it is recommended that you assemble the unit on a soft level surface.*

Assembly Instructions

Stage 1 – Fitting the Tracks

Check Before Assembly



There are many different kinds of Screws and Panels. Ensure you check all before assembly.

NOTE: It would be useful to ask someone to help you at this stage.

1. Use Screws Ⓒ to attach the Track Ⓚ to the Left Side Panel Ⓓ.
   See fig. 1.

NOTE: Ensure the Screws Ⓒ are located in the middle of the three locating holes.

NOTE: The front part of the Track should be close to the front edge of the panel.

2. Slide the Track to other side to add the third Screw Ⓒ and complete the attachment.
   See fig. 2.

3. Use the same method as in fig. 1 and 2 to fix the Track on the Right Side Panel Ⓒ.

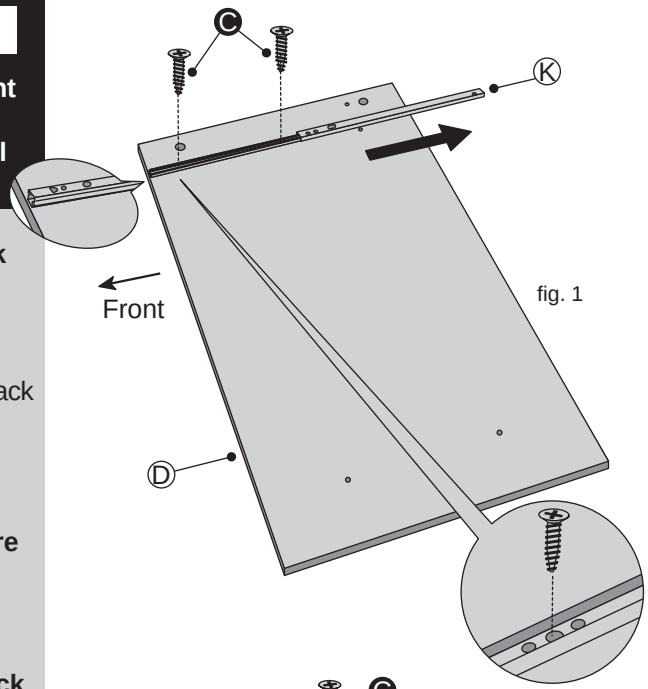


fig. 1

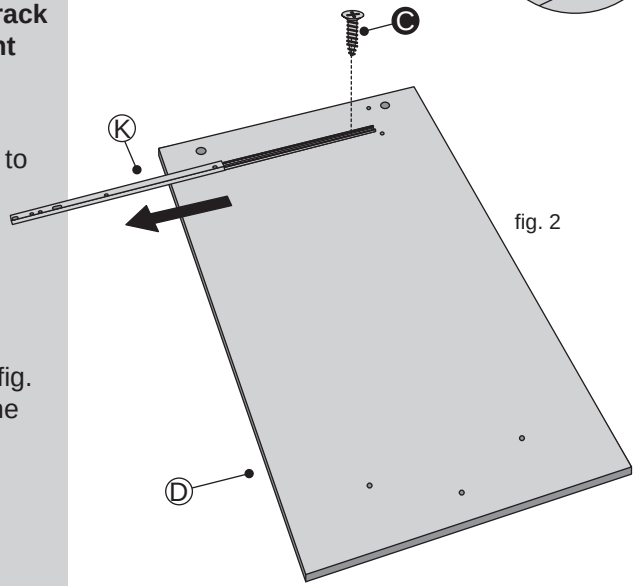


fig. 2

Assembly Instructions

Stage 2 – Fitting the Side Panels

NOTE: It would be useful to ask someone to help you at this stage.

1. Use Dowels Ⓓ to fix the Bottom Support Ⓗ onto the Bottom Panel Ⓔ.
   See fig. 3.

2. Use Screws Ⓐ to fix the Support Ⓖ onto the unit.
   See fig. 3.

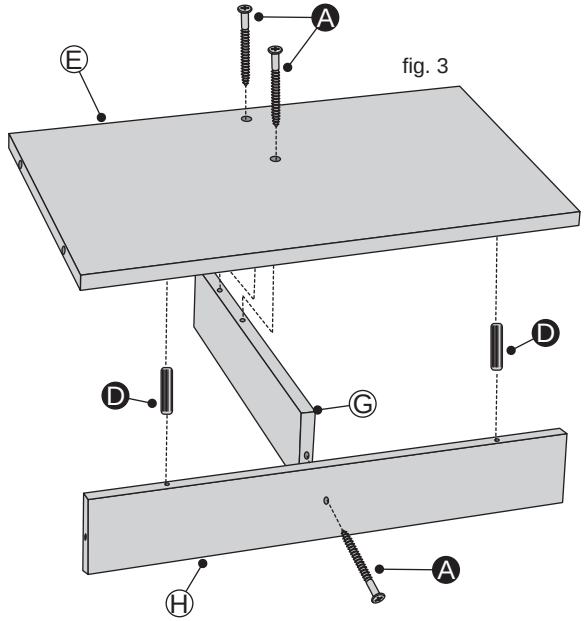


fig. 3

3. Use Screws Ⓐ and Dowels Ⓓ to fix the Left Side Panel Ⓓ and Right Side Panel Ⓒ onto the unit.
   See fig. 4.

4. Use Screws Ⓐ to fix the Back Panel Ⓘ onto the unit.
   See fig. 4.

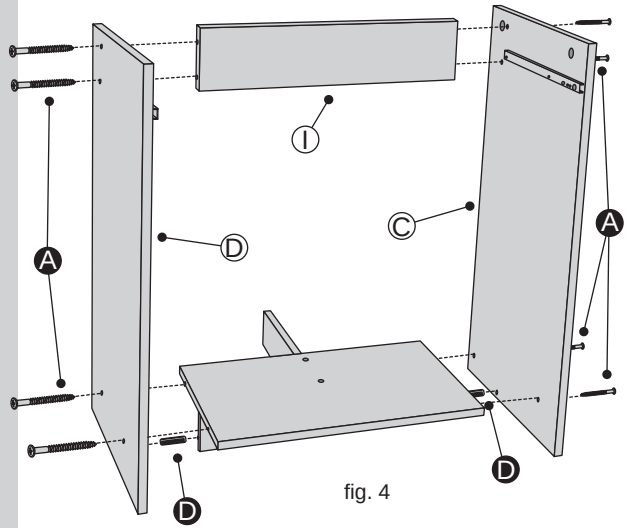


fig. 4

Assembly Instructions

Stage 3 – Fitting the Table Top

NOTE: It would be useful to ask someone to help you at this stage.

1. Insert Dowels Ⓓ and Locking Pins Ⓑ into the Table Top Ⓑ.
   See fig. 5.

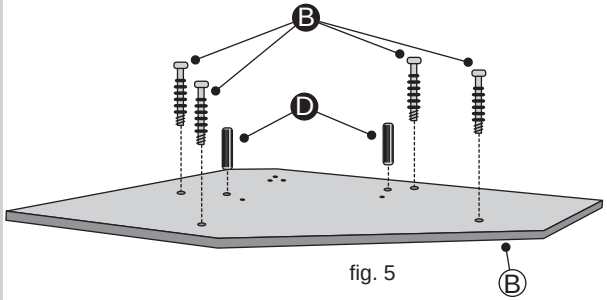


fig. 5

2. Locate the finished Table Top onto the unit.
   See fig. 6.

3. Use Locking Nuts Ⓕ to fix the finished Table Top onto the unit.
   See fig. 6.

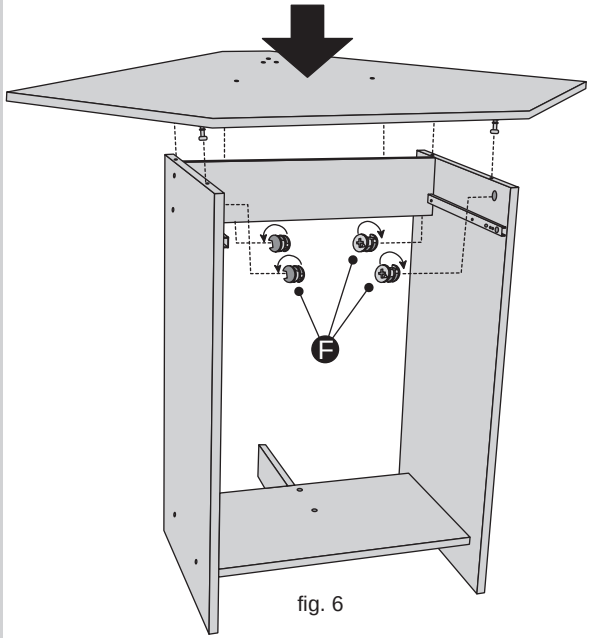


fig. 6

Assembly Instructions

Stage 4 – Fitting the Shelf

NOTE: It would be useful to ask someone to help you at this stage.

1. Use Screws Ⓐ to fix the Back Support Ⓙ onto the unit.
   See fig. 7.

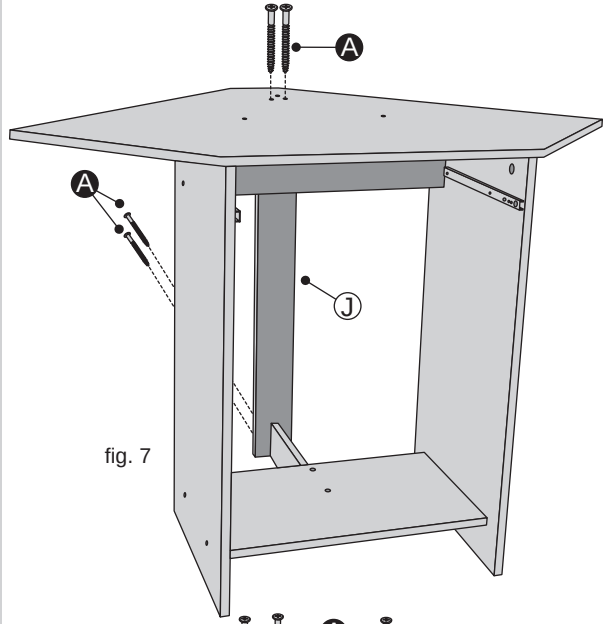


fig. 7

2. Use Screws Ⓐ to fix the Shelf Ⓐ and Tubes Ⓛ onto the unit.
   See fig. 8.

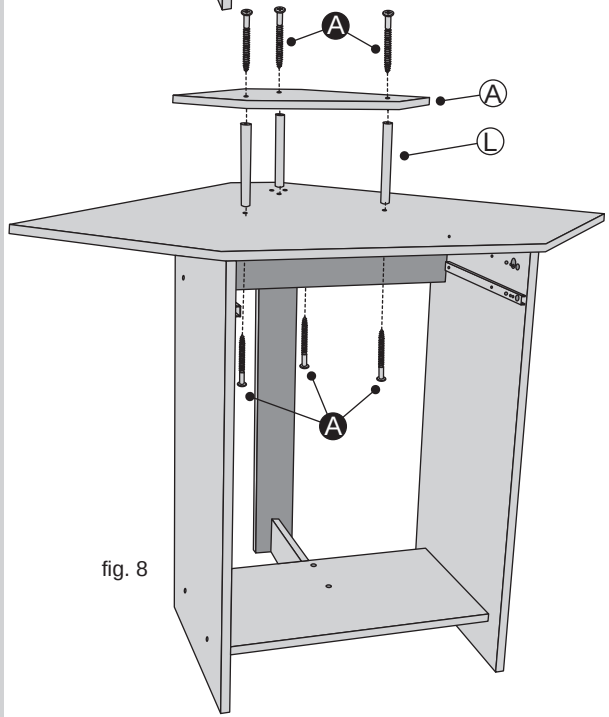


fig. 8

Assembly Instructions

Stage 5 – Fitting the Shelf

NOTE: It would be useful to ask someone to help you at this stage.

1. Use Screws Ⓒ to fix the Keyboard Drawer Ⓕ onto the Tracks in the unit.
   See fig. 9.

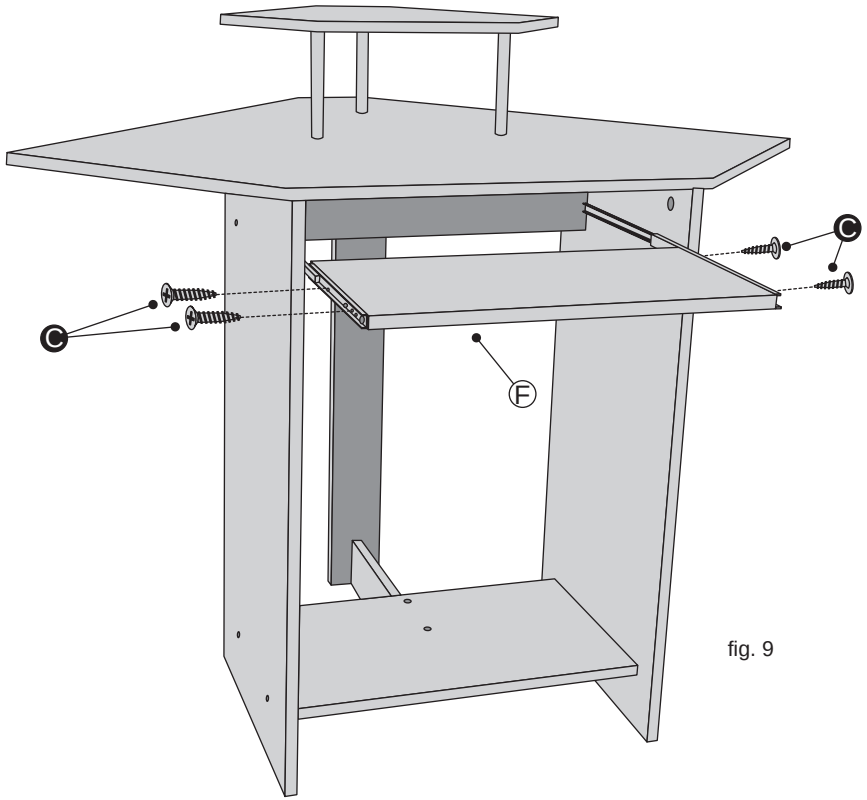


fig. 9

Assembly Instructions

Stage 6 – Finishing the Unit

IMPORTANT: When drilling into walls always check that there are no hidden wires or pipes etc. Make sure that the screws and wall plugs supplied are suitable for supporting the unit. Consult a qualified tradesperson if you are not sure.

NOTE: It would be useful to ask someone to help you at this stage.

1. Carefully place the unit in the desired location.
   See fig. 12

2. Use Screw Ⓔ to fix the Wall Strap Ⓘ onto the unit.
   See fig. 11.

3. Using a drill, predrill a hole at the desired height. Fit the Wall Plug Ⓗ into the hole. Pass Screw Ⓖ through loose end of Wall Strap Ⓘ to secure the unit to the wall.
   See fig. 10.

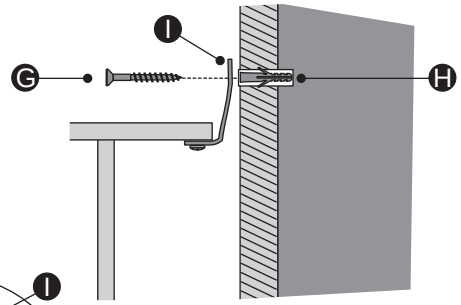


fig. 10

fig. 11

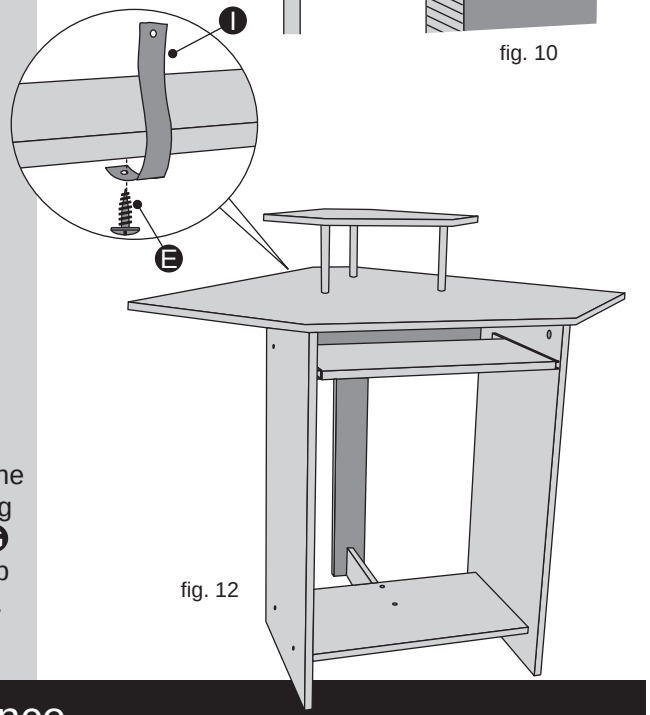


fig. 12

Care and Maintenance

Safety
To avoid any risk of suffocation to animals or children dispose of the plastic bags immediately.

Cleaning
As with all surfaces clean with a damp cloth and mild detergent, do not use bleach or abrasive products.

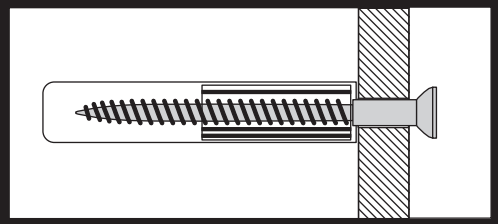
Fitting
From time to time please ensure there are no loose screws on the product.

A Guide to
Wall Mounting & Fixings

A Guide to
Wall Mounting & Fixings

IMPORTANT:

When drilling into walls always check that there are no hidden wires or pipes etc. Make sure that the screws and wall plugs being used are suitable for supporting your unit. Consult a qualified tradesperson if you are unsure.



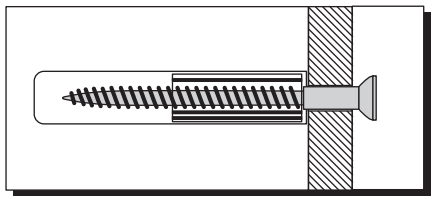
HINTS:

1) General Rule ⚠ Always use a larger screw and wall plug if you are not sure.
2) Ensure you use the recommended drill bit to match the wall plug and hole size.
3) Ensure you drill the hole horizontally, do not force the drill or enlarge the hole.
4) Take extra care when drilling high walls, ceilings and ceramic tiles. Ensure the plug is fitting below the ceramic tile to avoid splitting or cracking.
5) Ensure wall plugs are well fitted and are a tight fit in the drilled hole.

Types Of Walls

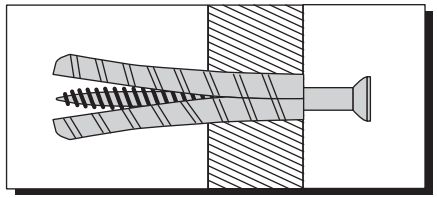
You can use one of the following types of wall plug if your walls are made of brick, breeze block, concrete, stone, wood or plaster board.

No.1 "Standard" Wall Plug
General Wall Materials



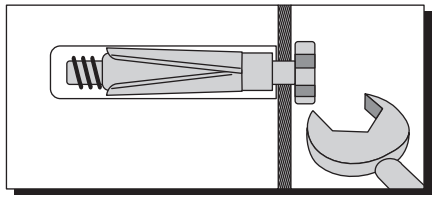
These come in various sizes and are made from plastic or sometimes wood fiber.

No.2 "General Purpose" Wall Plug
Aerated / Breeze Block



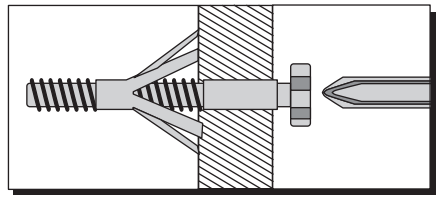
Generally aerated blocks should not be used to support heavy loads, use a specialist fitting in this case.
For light loads, a General Purpose Plug can be used.

No.3 "Shield Anchor" Wall Plug
Heavy Loads



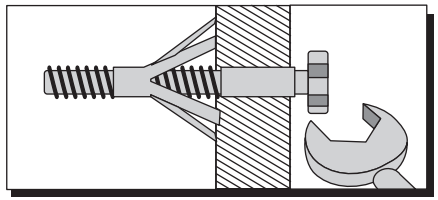
For use with heavier loads such as TV & HiFi Speakers and Satellite Dishes etc.

No.4 "Cavity Fixing" Wall Plug



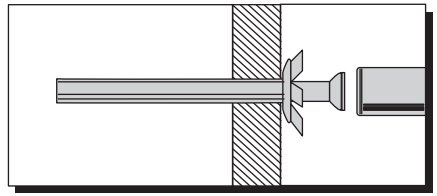
For use with plaster board partitions or hollow wooden doors.

No.5 "Cavity Fixing - Heavy Duty" Wall Plug



For use when fitting or supporting heavy loads such as shelving, wall cabinets, coat racks.

No.6 "Hammer Fixing" Wall Plug



For use with walls stuck with plaster board. The hammer fixing allows it to be fixed to the wall rather than the plaster board. Always check the fixing is secure to the retaining wall.

CARE & MAINTENANCE

⚠ **SAFETY**

Always check the fitting and location to ensure your safety in and around the home.

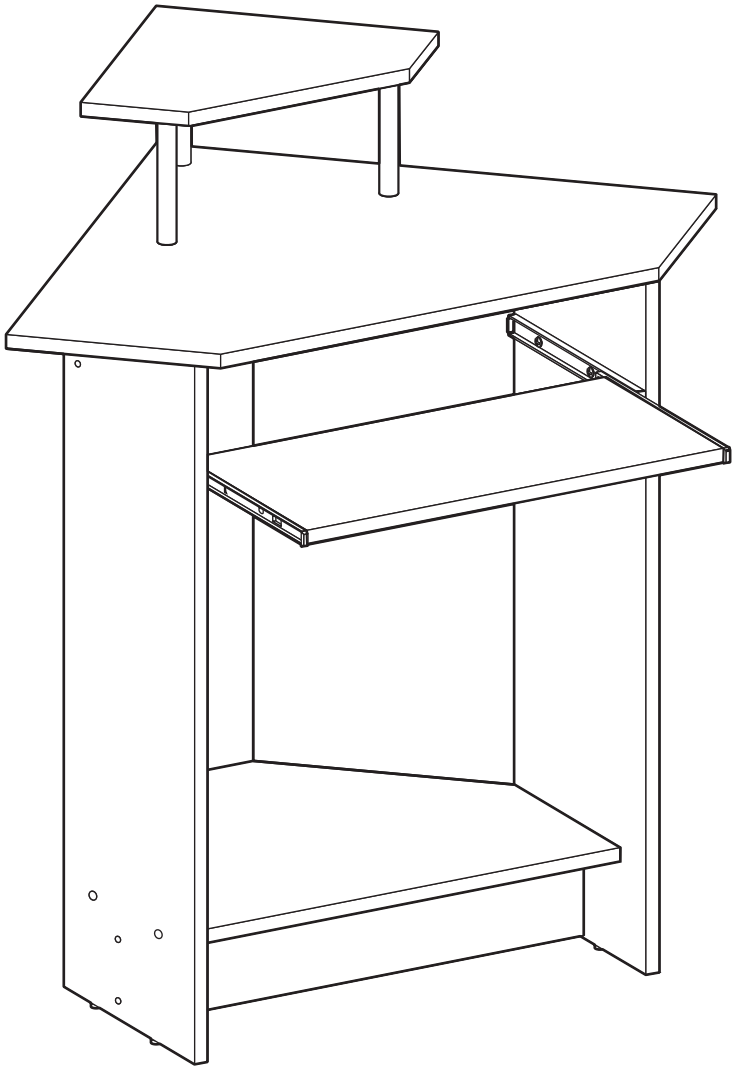
⚠ **FITTING**

From time to time check the fitting to ensure the wall plugs or screws do not become loose.

Small Corner Desk With Hutch

Assembly Instructions - Please keep for future reference

618/0144



Dimensions

Width - 81cm
Depth - 56cm
Height - 92cm

Important - Please read these instruction fully before starting assembly

If you need help or have damaged or missing parts, call the **Customer Helpline: 08456 400800**

Issue 1 - 12/01/09

Safety and Care Advice

Important - Please read these instructions fully before starting assembly

• Check you have all the components and tools listed on pages 2 and 3.

• Remove all fittings from the plastic bags and separate them into their groups.

• Keep children and animals away from the work area, small parts could choke if swallowed.

• Make sure you have enough space to layout the parts before starting.

• Do not stand on the product, this could cause damage.

• Assemble the item as close to its final position (in the same room) as possible.

• Assemble on a soft level surface to avoid damaging the unit or your floor.

• Parts of the assembly will be easier with 2 people.



• We do not recommend the use of power drill/drivers ***for inserting screws,*** as this could damage the unit. Only use hand screwdrivers.

• Dispose of all packaging carefully and responsibly.

Care and maintenance

• Only clean using a damp cloth and mild detergent, do not use bleach or abrasive cleaners.

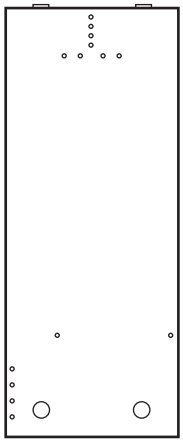
• From time to time check that there are no loose screws on this unit.

• This product should not be discarded with household waste. Take to your local authority waste disposal centre.

Note: if required the next page can be cut out and used as reference throughout the assembly. Keep this page with these instructions for future reference.

Components - Panels

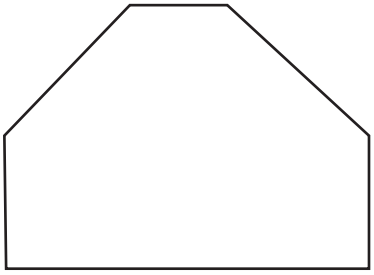
Please check you have all the panels listed below



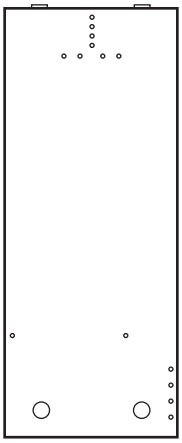
1 Left Side Panel x 1
(74 x26cm)



2 Bottom Panel x 2
(50 x10 cm)



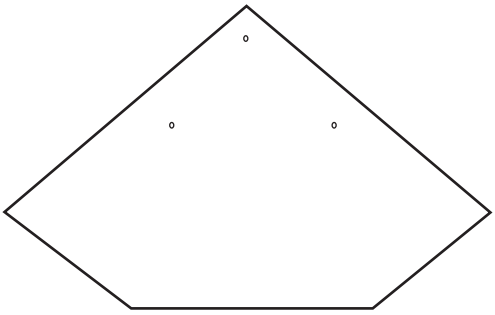
3 Base Panel x 1
(50x 40cm)



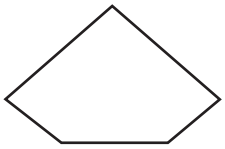
4 Right Side Panel x 1
(74 x 26 cm)



5 Desk Back Panel x 1
(74x 12cm)



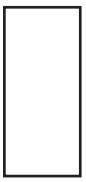
6 Desk Top Panel
(57.5x 57.5cm)



7 Top Monitor Panel x 1
(30 x 30 cm)



8 Metal Tube x 4
(1.9x 14.5cm)



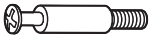
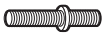
9 Keyboard Shelf x 1
(48x 24cm)

Components - Fittings

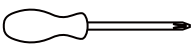
If you have damaged or missing components, call the **Customer Helpline: 08456 400800**

Please check you have all the fittings listed below

Note: The quantities below are the correct amount to complete the assembly. In some cases more fittings may be supplied than are required.

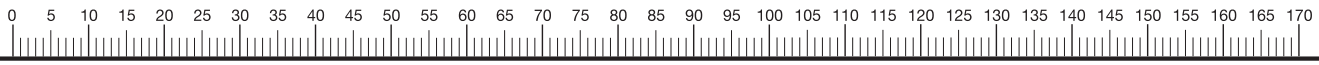
A  Cam X 6	**B**  Left side runner x 1	**C**  12mm Screw X 8
D  Plastic dowel x 14	**E**  38mm Screw x 14	**F**  Right side runner x 1
G  37mm Cam pillar X 6	**H**  32mm Screw x 3	**I**  35mm Cross head screw x 3
J  Plastic cover x 12		

Tools required



Screwdriver
(not included)

Ruler - Use this ruler to help correctly identify the screws

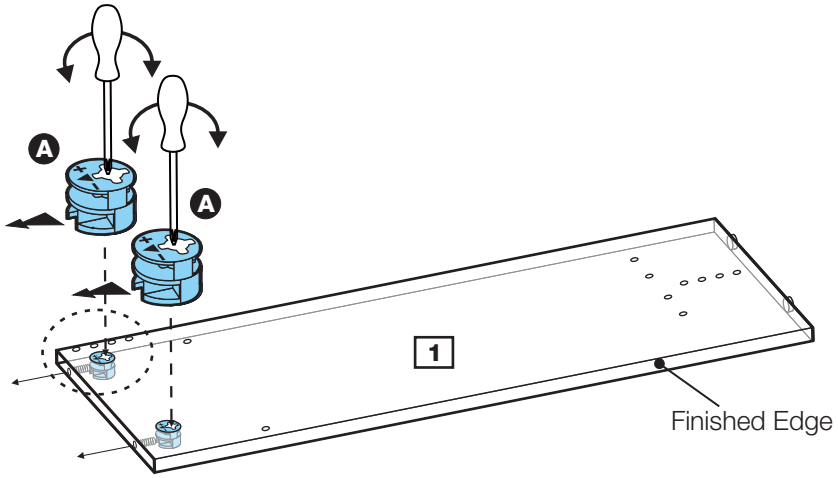


Assembly Instructions

Step 1

Attaching cam

Attach 2 pcs of cam Ⓐ onto panel 1.
The arrow on cams should be pointed towards to the pre-drilled holes of panel 1 as shown.
Please ensure the cams Ⓐ are fixed correctly as shown.



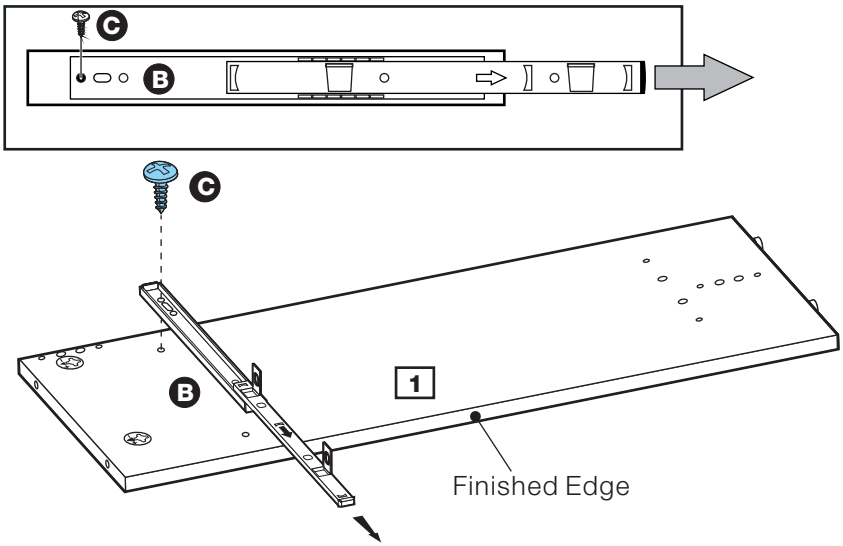
Step 2

Attaching runner

a: Please make sure 1 pc of the left hand side runner is selected correctly.

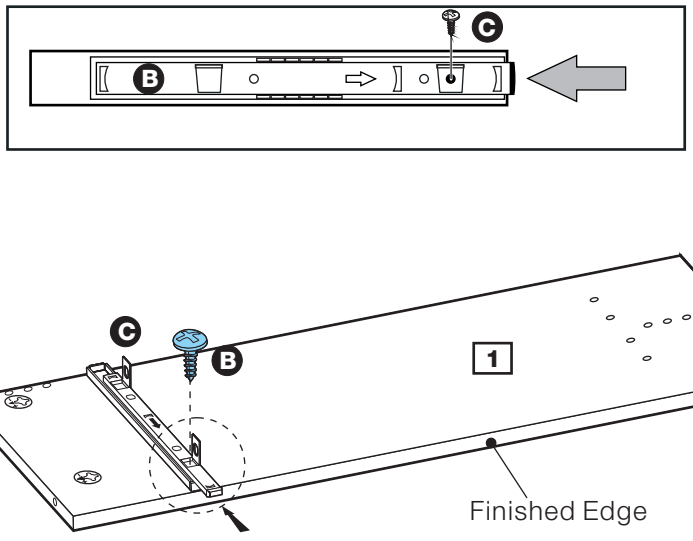
Use 1 pc of screw Ⓒ to fix runner onto panel 1.

a:



b: Use 1 pc of screw Ⓒ to fix runner onto panel 1.

b:

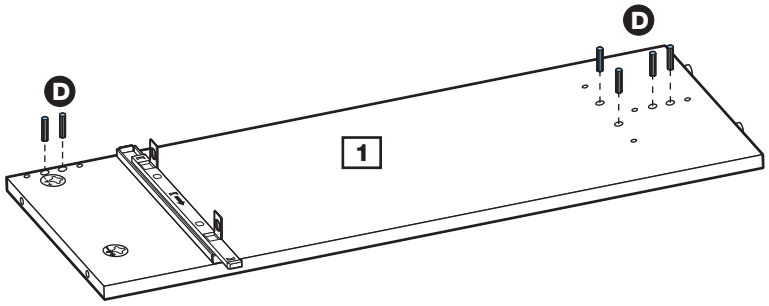


Assembly Instructions

Step 3

Attaching dowels

Insert 6 pcs of dowels into panel D as shown .

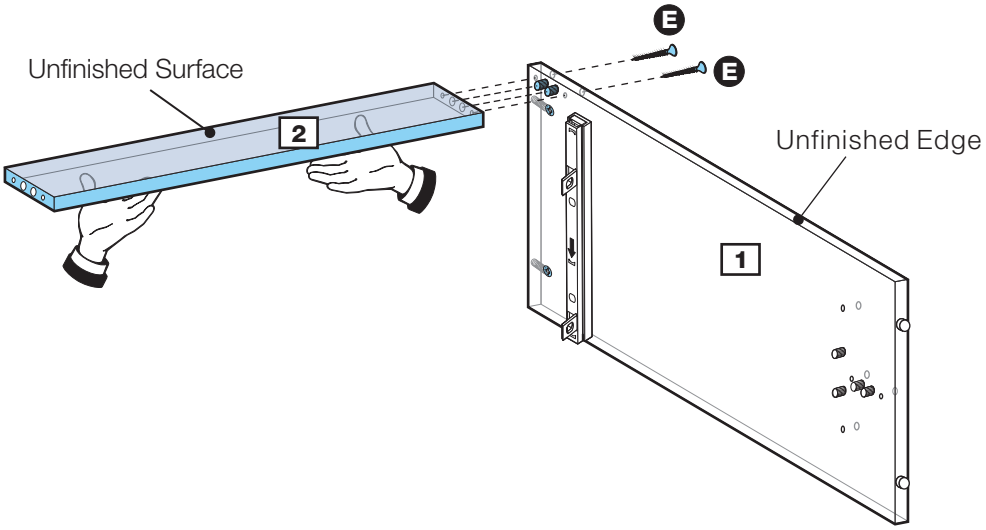


Step 4

Attaching bottom panel

Two people are required for assembly.

Use 2 pcs of screws E to fix panel 1 and panel 2 as shown .



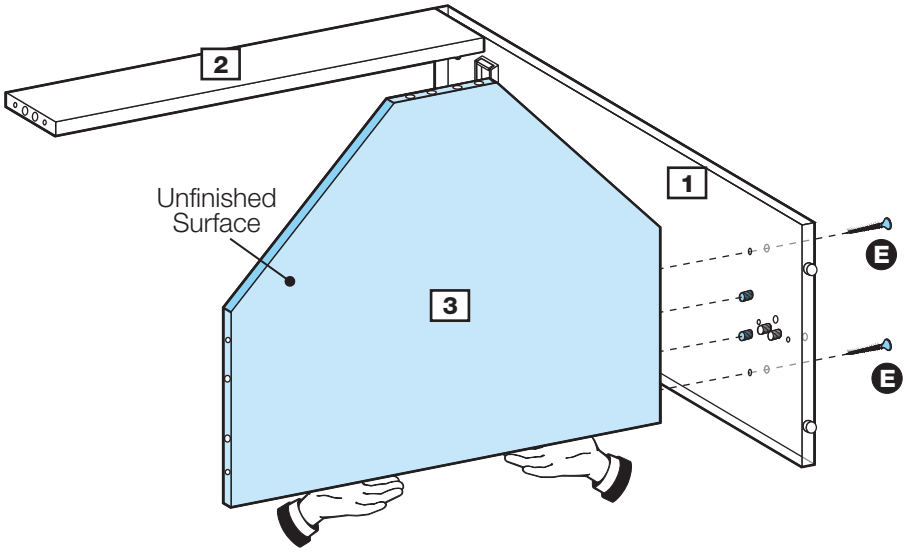
Step 5

Attaching base panel

Two people are required for assembly.

Use 2 pcs of screws E to fix panel 3 to the panel 1 as shown .

Warning:
Second person needs to hold the panels 3 & 2 while the other person fixing the screws E on panel 1.



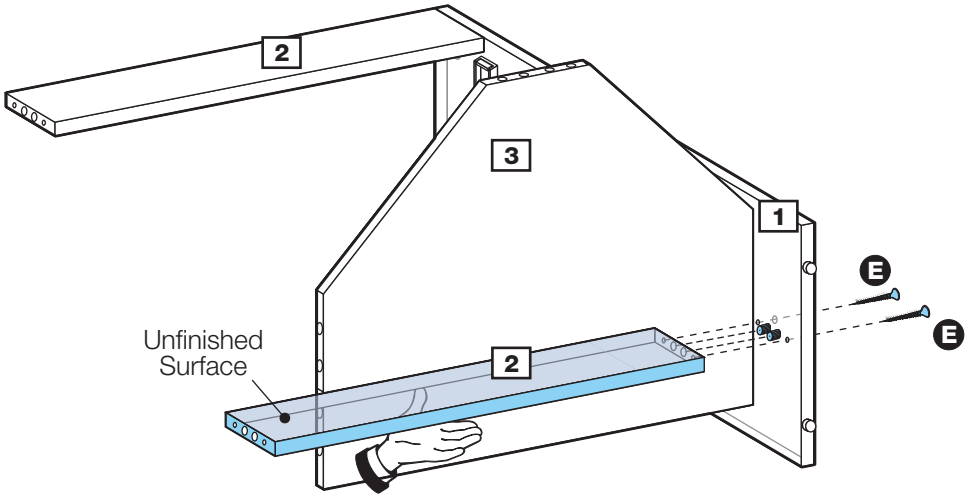
Step 6

Attaching bottom panel

Two people are required for assembly.

Use 2 pcs of screws E to fix panel 2 to the unit as shown .

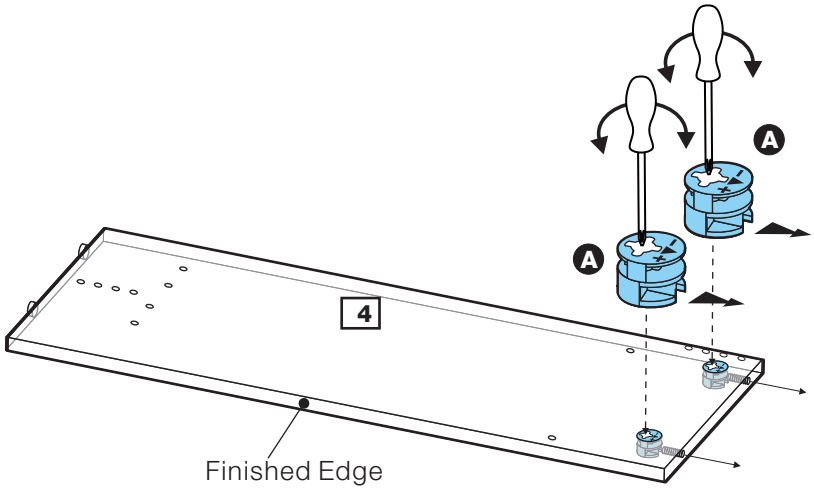
Warning:
Second person needs to hold both panels 2 & panel 3 while the other person fixing the screws E on panel 1 .



Step 7

Attaching cam

Attach 2 pcs of cam onto panel .The arrow on cams should be pointed towards to the pre-drilled holes of panel 4 as shown. Please ensure the cams A are fixed correctly as shown.

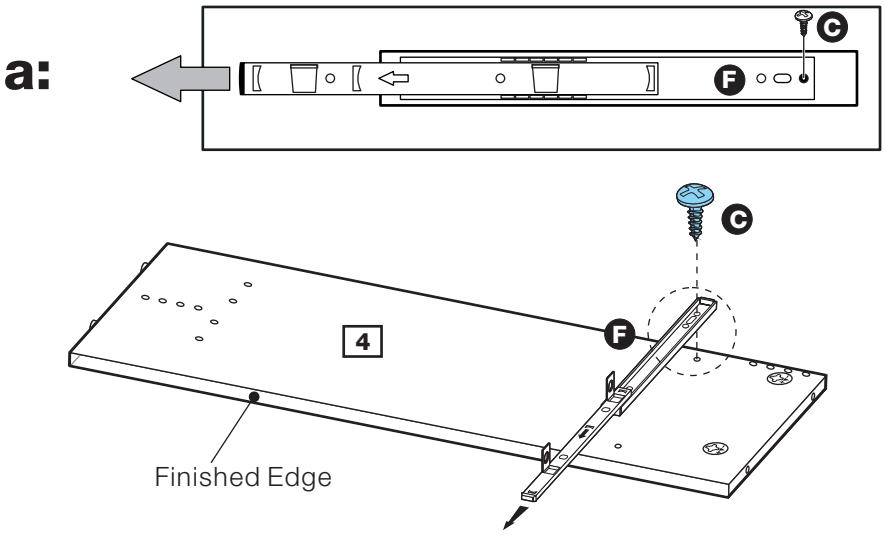


Step 8

Assembly is

a: Please make sure 1 pc of the right hand side runner is selected correctly.

Use 1 pc of screw C to fix runner onto panel 4.

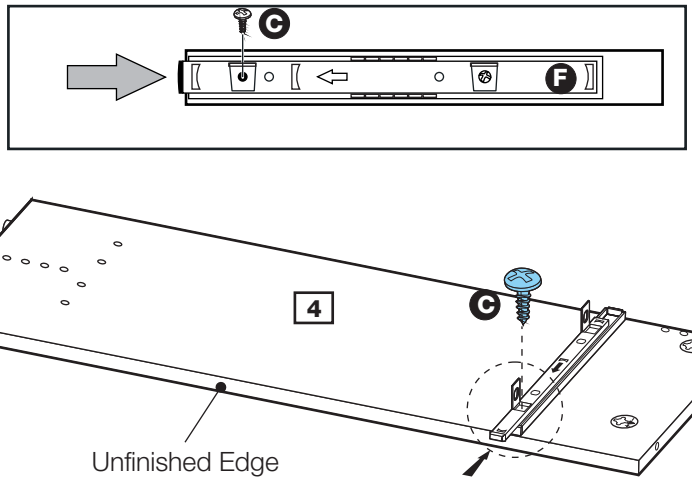


Step 8-continued

b: Please make sure 1 pc of the right hand side runner is selected correctly.

Use 1 pc of screw C to fix runner onto panel 4.

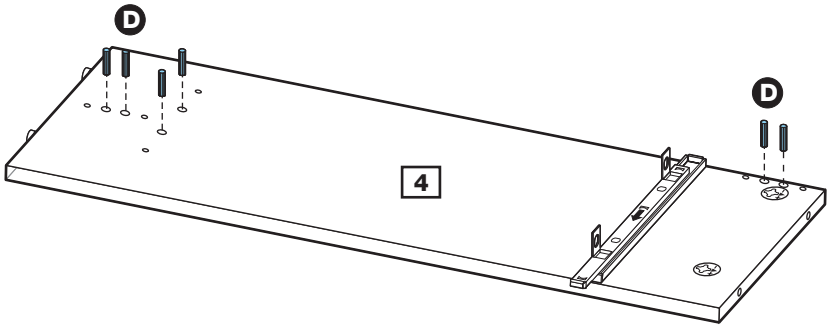
b:



Step 9

Attaching dowel

Insert 6 pcs of dowels D into panel 4 as shown.



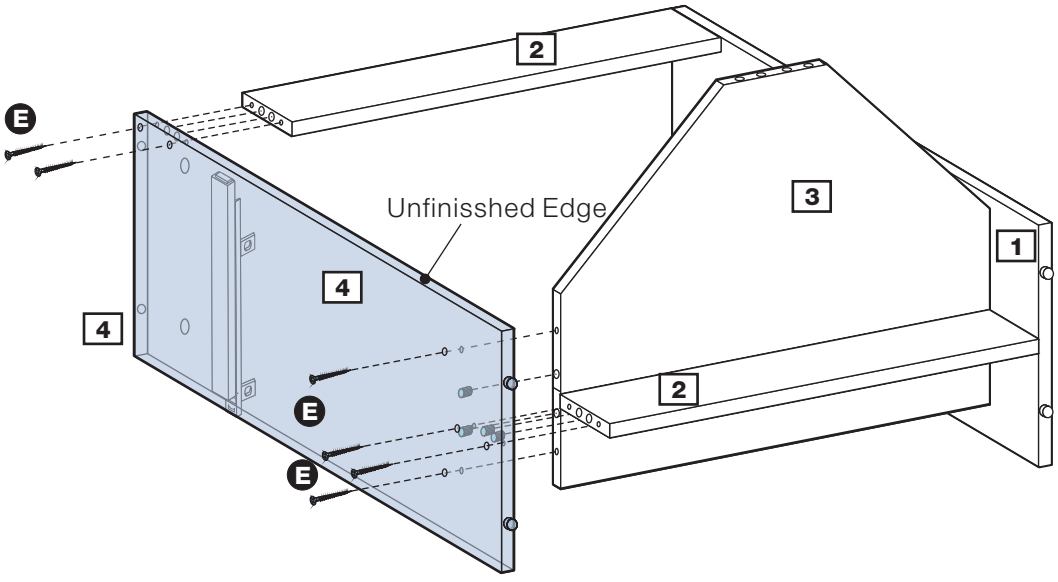
Step 10

Attaching side panel

Two people are required here.

Use 6 pcs of screws E to fix panel 4 to the unit as shown .

Warning: Second person needs to hold the both panels 2 & panel 3 while the other person fixing the screws E on panel 4 .

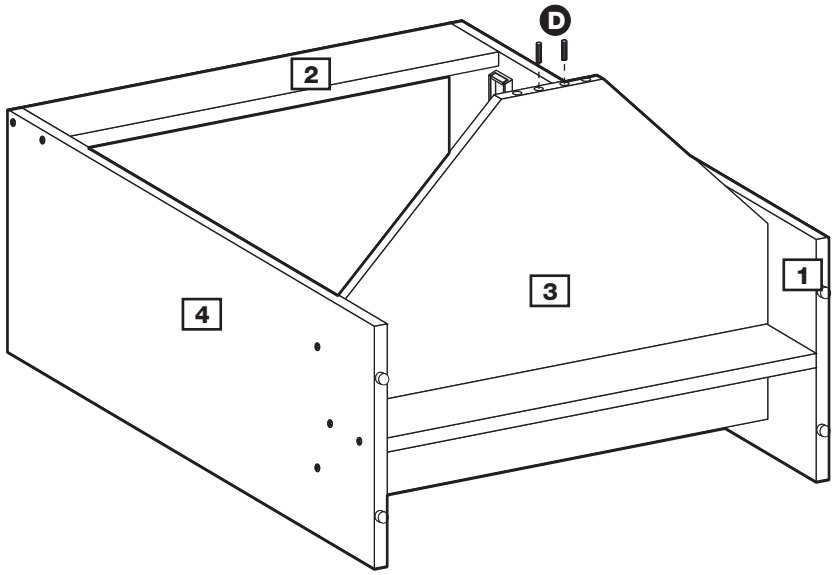


Assembly Instructions

Step 11

Attaching dowel

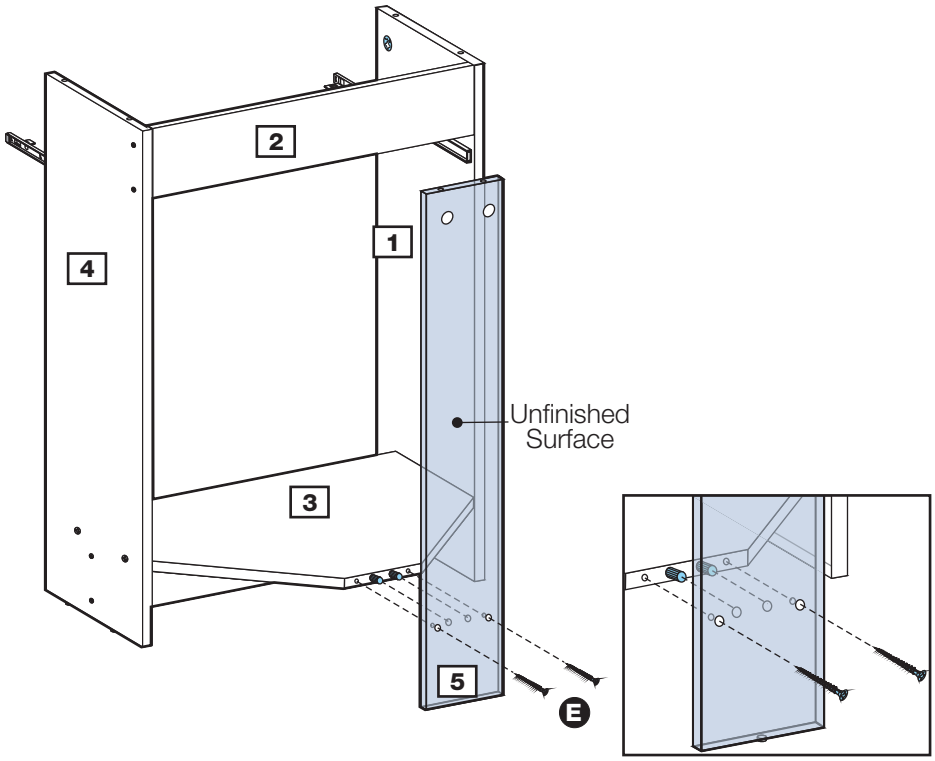
Insert 2 pcs of dowels Ⓓ into panel 3 and turn the unit as shown.



Step 12

Attaching back panel

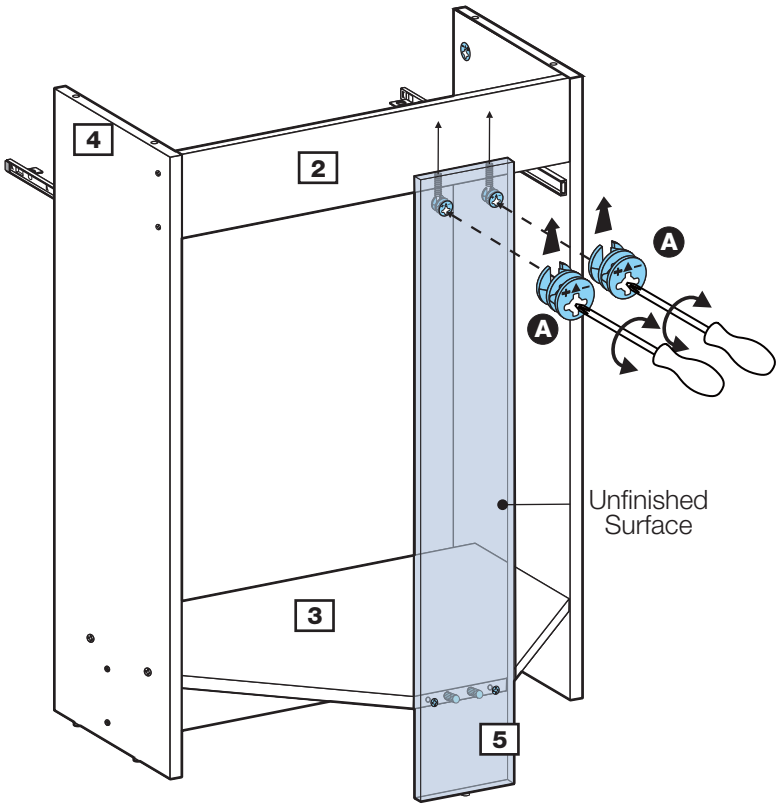
Use 2 pcs of screws Ⓔ to fix panel 5 to the unit as shown .



Step 13

Attaching cam

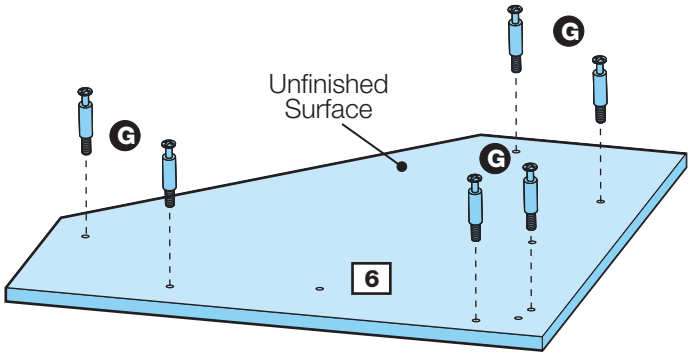
Attach 2 pcs of cam A onto panel 5 . The arrow on cams should be pointed towards to the pre-drilled holes of panel 5 as shown. Please ensure the cams A are fixed correctly as shown.



Step 14

Attaching cam pillar

Fix 6 pcs of cam pillars G onto panel 6 as shown .



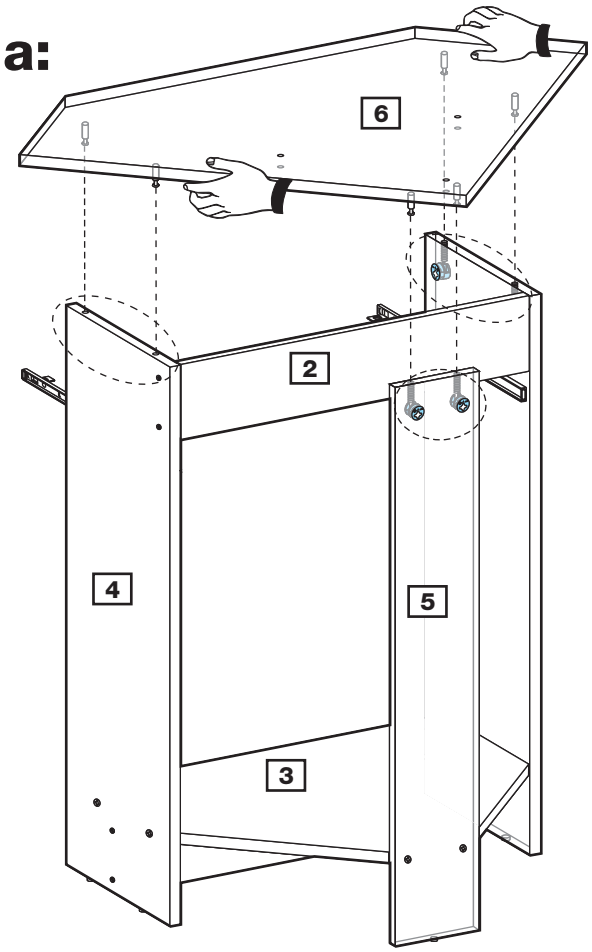
Step 15

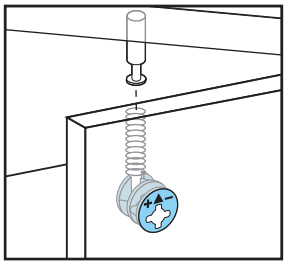
Attaching top panel

Two people are required for assembly.

a: Please note the red arrow of each cam is towards to the correct direction.
Attach panel 6 onto the unit as shown.

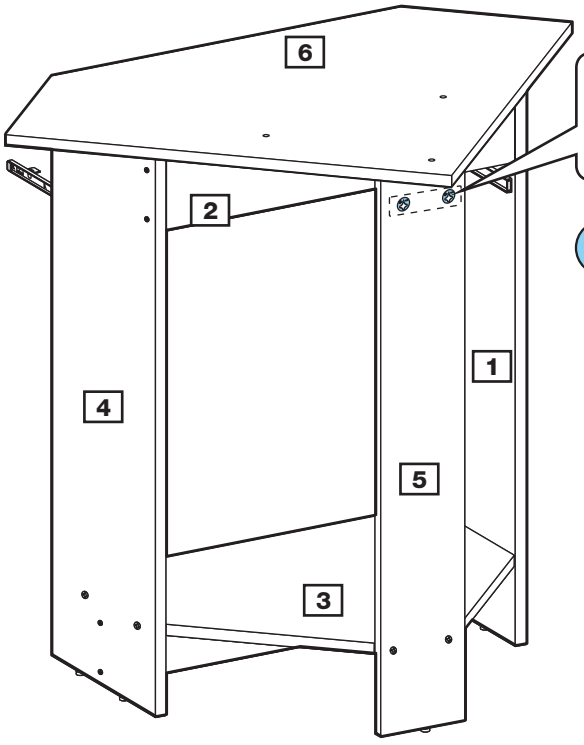
a:

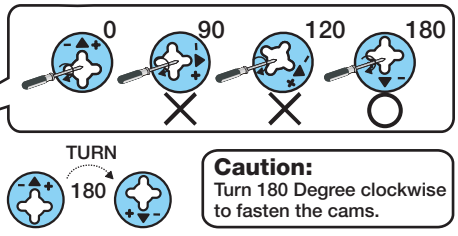




b: Turn the cams clockwise to fix the panel.

b:



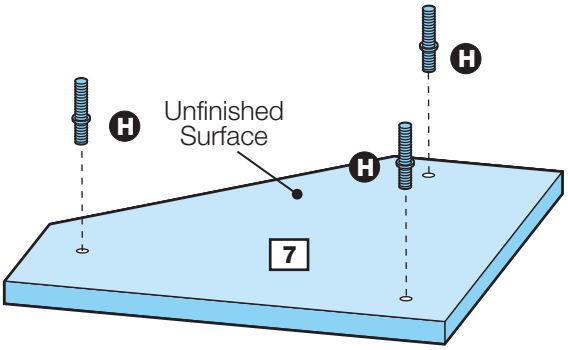


Caution:
Turn 180 Degree clockwise to fasten the cams.

Step 16

Attaching screw

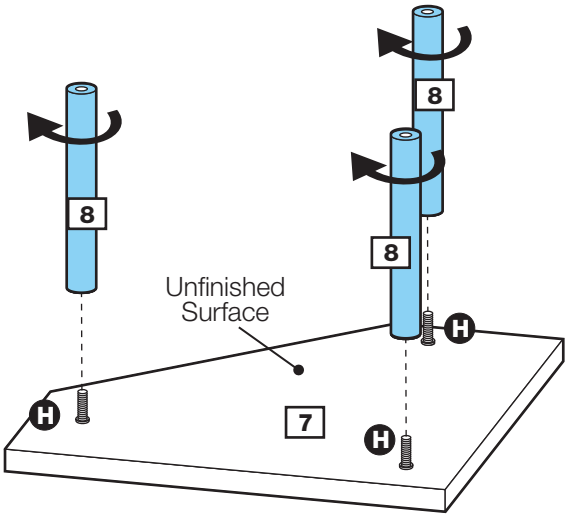
Finger tighten the H 3pcs of threads onto the panel 7 .



Step 17

Attaching monitor stand

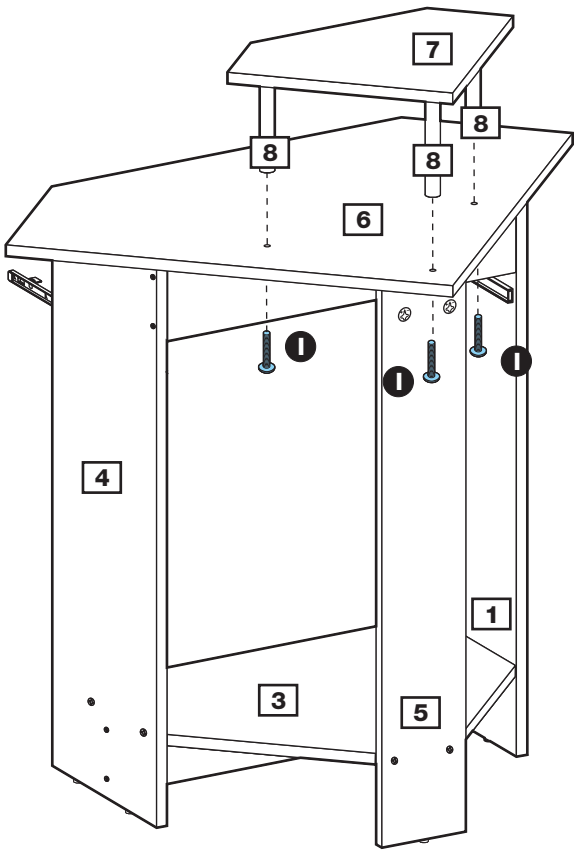
Finger tighten the 3pcs of sections 8 through threads H onto the panel 7 .



Step 18

Attaching monitor stand

Use 3 pcs of cross head bolt I to fix sections 7 to the unit as shown .



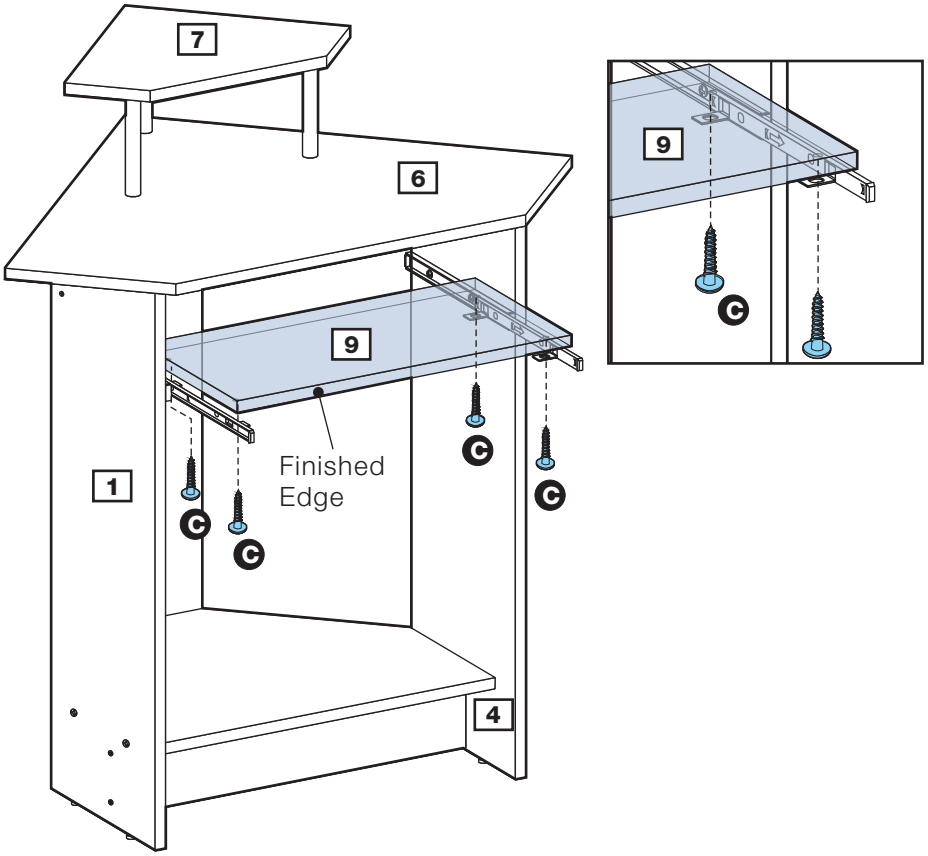
Assembly Instructions

Step 19

Attaching keyboard

Two people are required here.

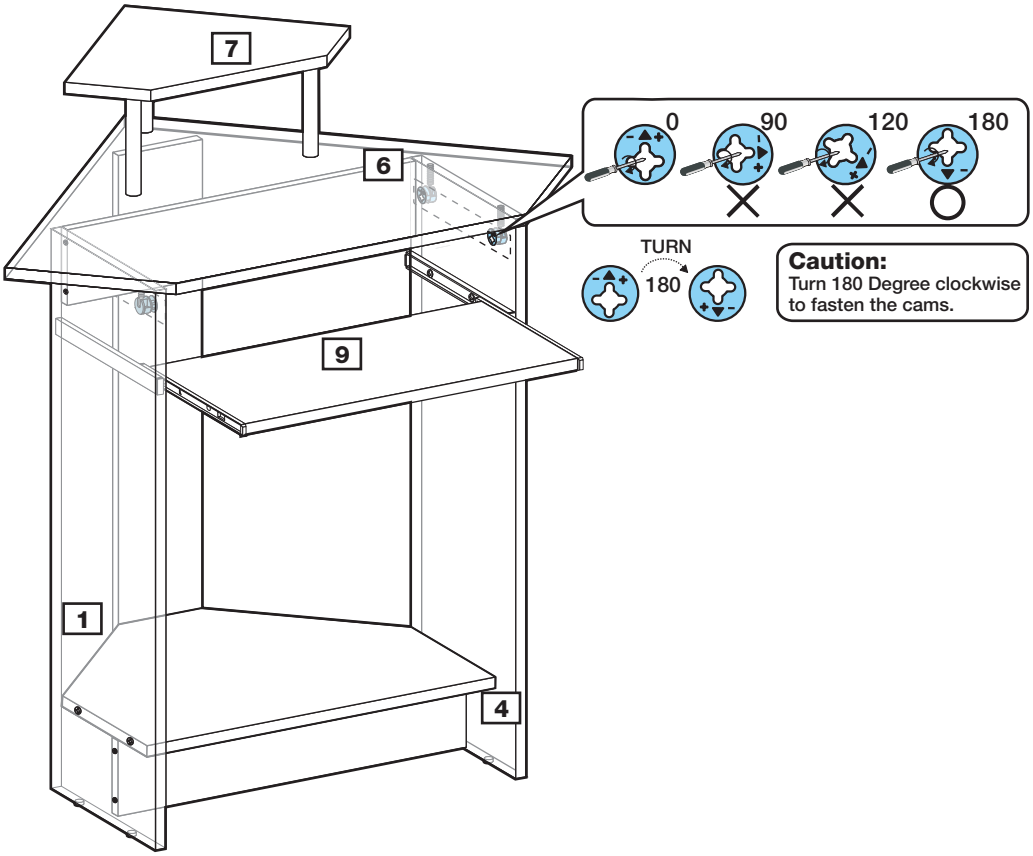
Use 4 pcs of screws to fix the panel 9 onto the runners



Step 20

Locking Cam

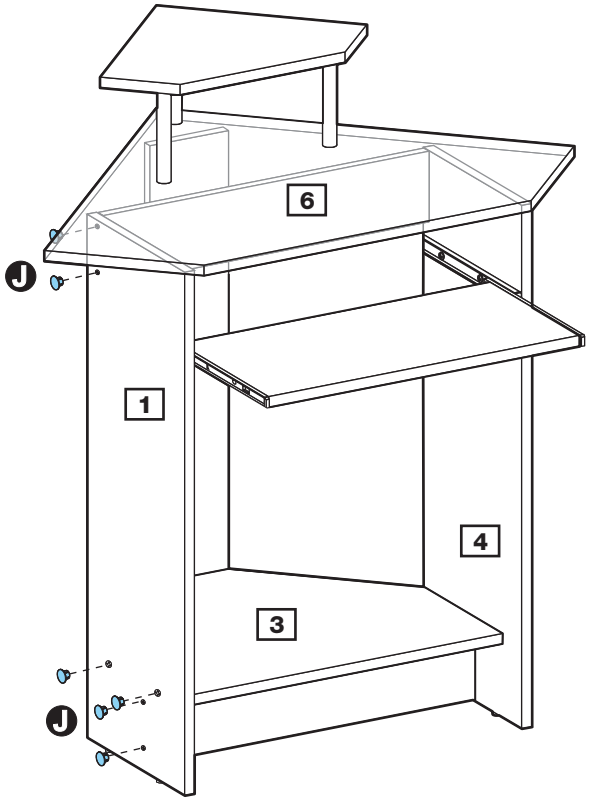
Turn the cams clockwise to fix the unit.



Step 21

Attaching covers

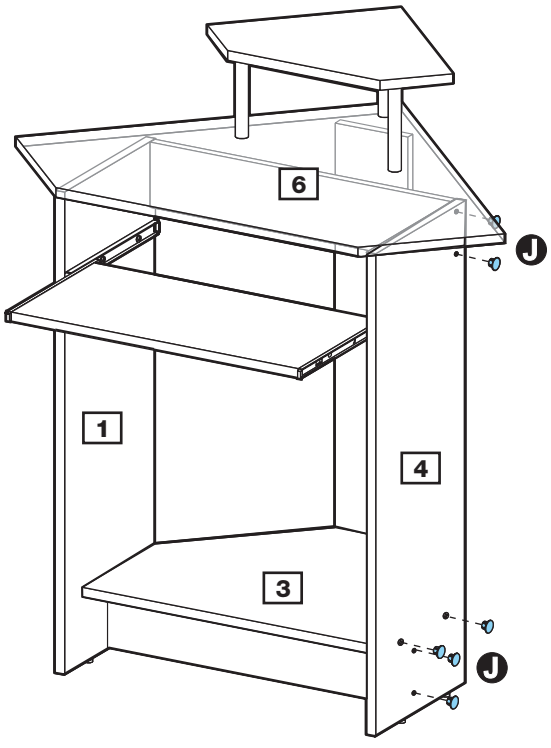
Insert 6 pcs of plastic covers J to the unit to hide the screw heads on the unit.



Step 22

Attaching covers

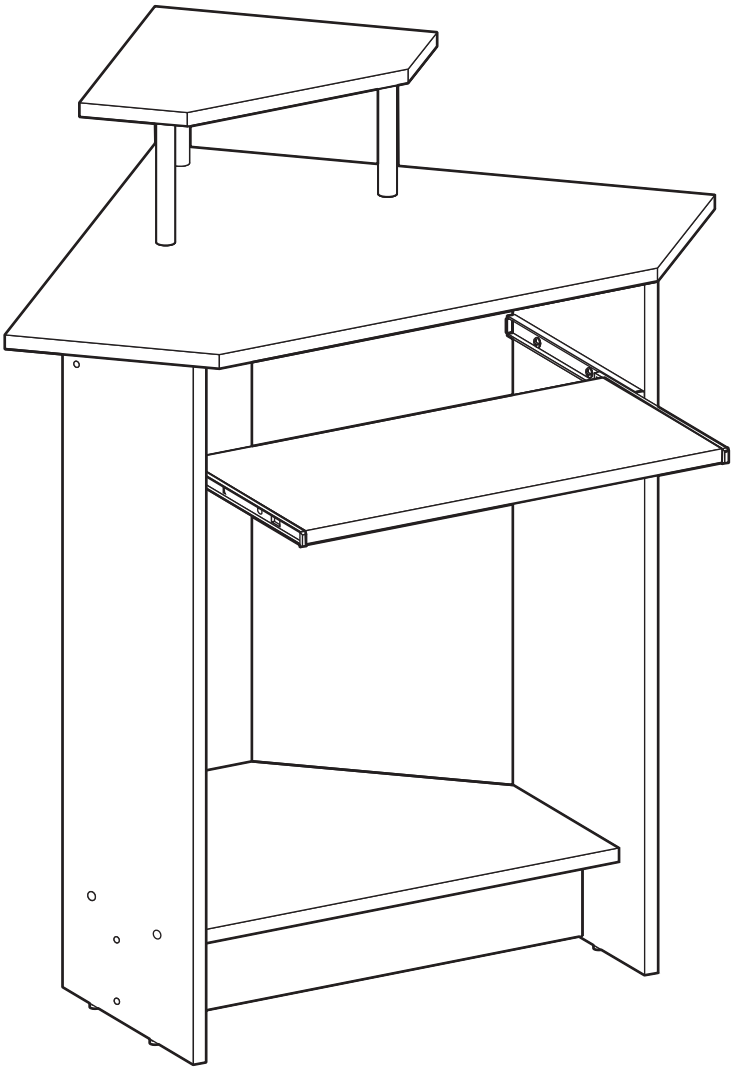
Insert 6 pcs of plastic covers J to the unit to hide the screw heads on the unit.



Assembly Instructions

Step 25

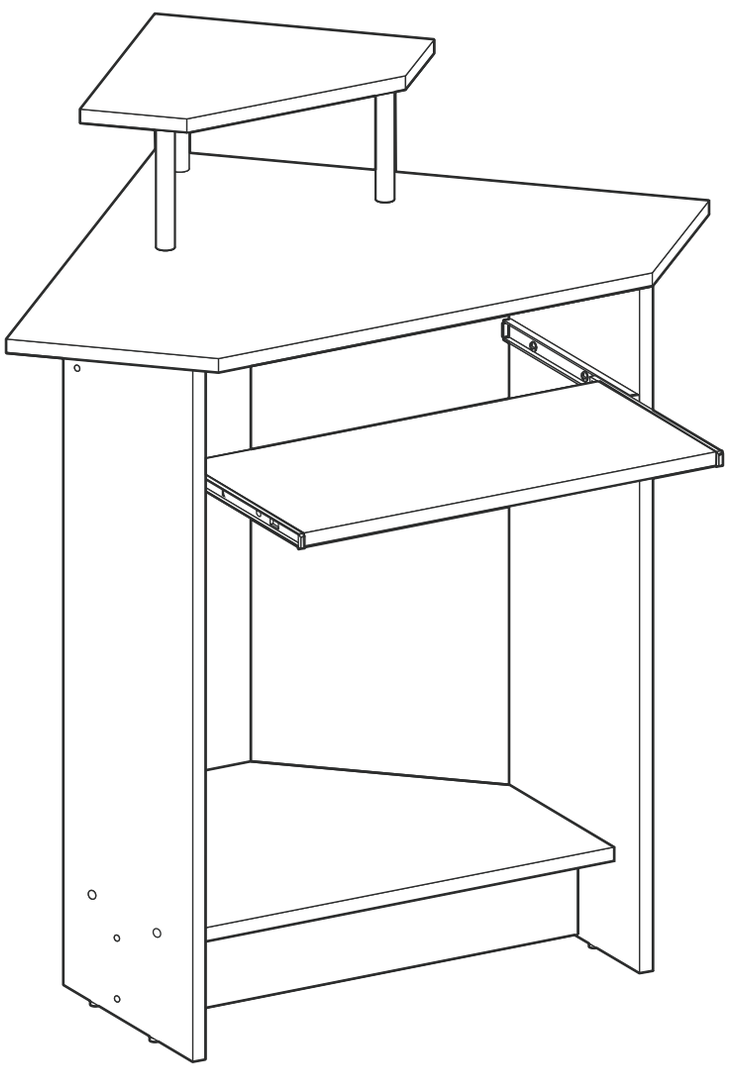
Assembly is complete.



If you need help or have damaged or missing parts, call the **Customer Helpline: 08456 400800**

Small Corner Desk With Hutch

Assembly Instructions - Please keep for future reference | 618/0144



Dimensions

Width - 81cm
Depth - 56cm
Height - 92cm

Important - Please read these instructions fully before starting assembly

If you need help or have damaged or missing parts, call the **Customer Helpline**: **08456 400800**

issue 4 3/12/10

Safety and Care Advice

Important - Please read these instructions fully before starting assembly

- Check you have all the components and tools listed on pages 2 and 3.
- Remove all fittings from the plastic bags and separate them into their groups.
- Keep children and animals away from the work area, small parts could choke if swallowed.
- Make sure you have enough space to layout the parts before starting.
- Do not stand on the panels, this could cause damage.
- Assemble the unit as close to its final position (in the same room) as possible.
- Assemble on a soft level surface to avoid damaging the unit or your floor.
- Parts of the assembly will be easier with 2 people.



- We do not recommend the use of power drill/ drivers ***for inserting screws***, as this could damage the unit. Only use hand screwdrivers.
- Dispose of all packaging carefully and responsibly.
- ***Warning:*** The unit weighs approximately 13.9kgs. **Please lift with care**.

Care and maintenance

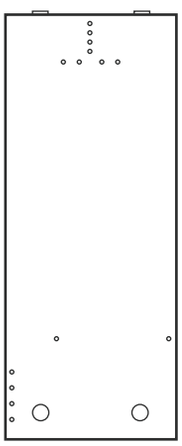
- Only clean using a damp cloth and mild detergent, do no use bleach or abrasive cleaners.
- Assembly to be carried out by the competent adult only.
- From time to time check that there are no loose screws on this unit.
- During assembly children should be kept away from the product due to the potential risk of injury.
- This product should not be discarded with household waste. Take to your local authority waste disposal centre.
- Do not use this item if any components are missing or damaged.

Note: If required the next page can be cut out and used as a reference throughout the assembly. Keep this page with these instructions for future reference.

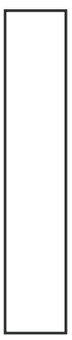
Components - Panels

If you have damaged or missing components, call the **Customer Helpline:08456 400800**

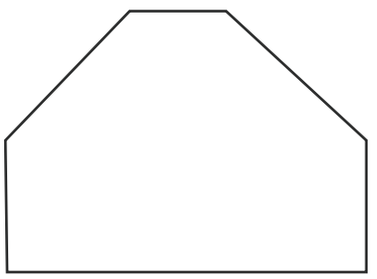
Please check you have all the panels listed below



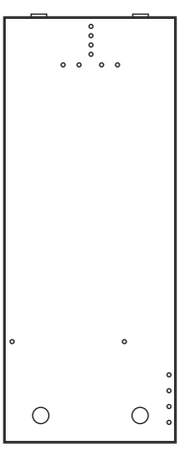
1 Left side (74 x 26cm)



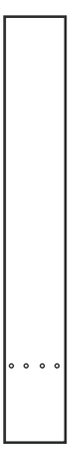
2 Bottom x 2 (50 x 10cm)



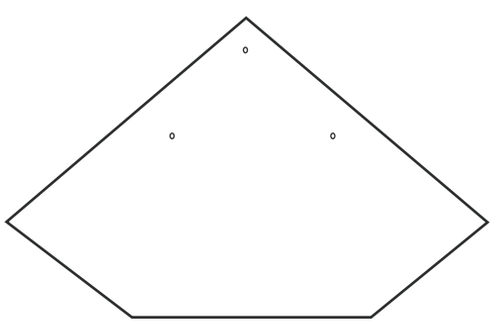
3 Base (50 x 40cm)



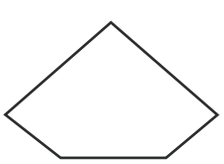
4 Right side (74 x 26cm)



5 Desk back (74 x 12cm)



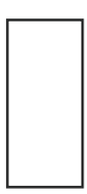
6 Desk top panel (57.5 x 57.5cm)



7 Top monitor (30 x 30cm)



8 Metal tube x 3 (1.9 x 14.5cm)

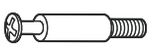


9 Keyboard shelf (48 x 24cm)

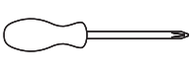
Components - Fittings

Please check you have all the fittings listed below

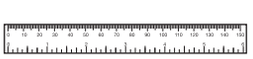
Note: The quantities below are the correct amount to complete the assembly. In some cases more fittings may be supplied than are required.

A  Locking nut x 6	**B**  Left side runner x 1	**C**  12mm Screw x 8
D  Wood dowel x 14	**E**  38mm Screw x 14	**F**  Right side runner x 1
G  37mm Cam pillar x 6	**H**  32mm Screw x 3	**I**  35mm Screw x 3
J  Plastic cover x 12	**K**  Tool x 1	

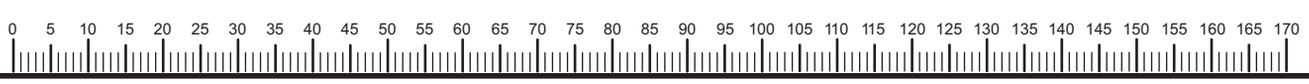
Tools required


Phillips screwdriver (medium & large)


Small hammer


Ruler/tape measure

Ruler - Use this ruler to help correctly identify the screws

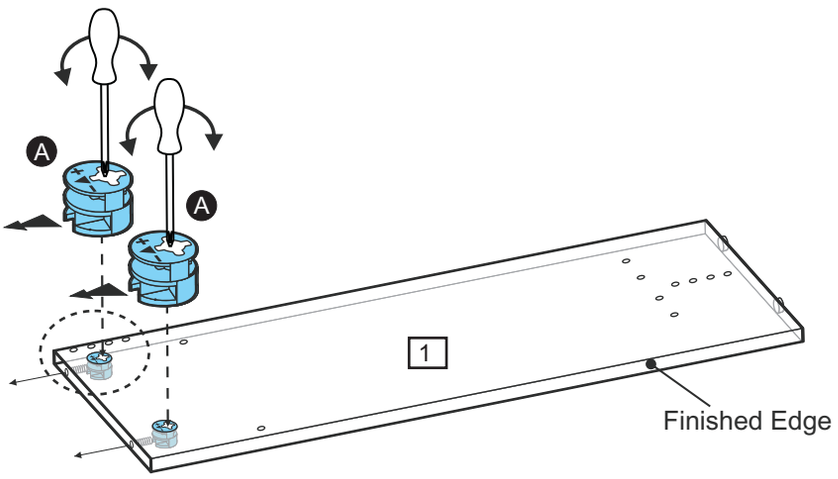


Assembly Instructions

Step 1

Attaching cam

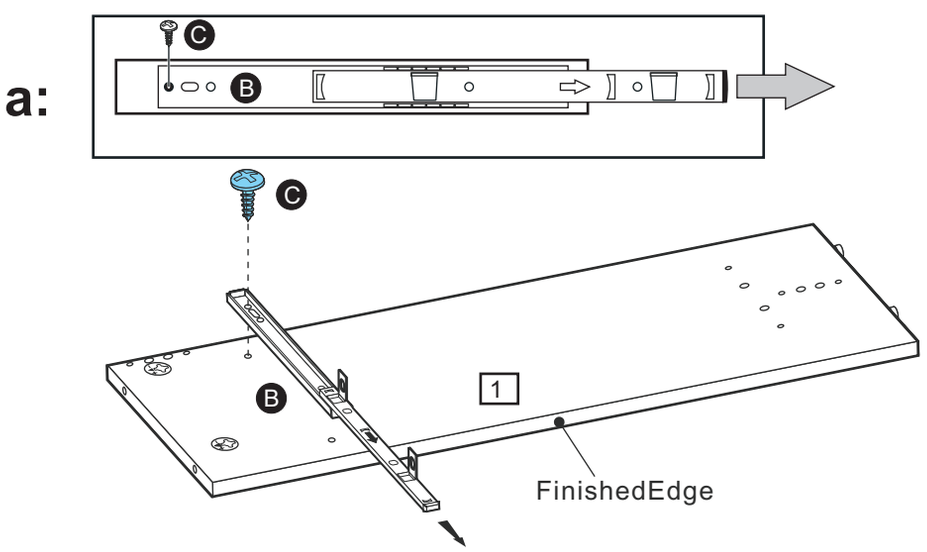
Attach 2 pcs of cam Ⓐ onto panel 1 .
Please ensure the cams Ⓐ are correctly as shown.



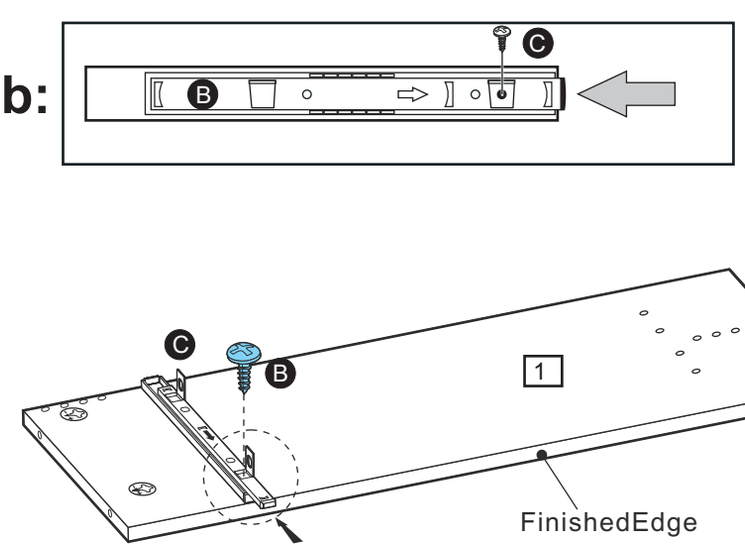
Step 2

Attaching runner

a: Please make sure 1 pc of the left side runner Ⓑ is selected correctly.
Use screw Ⓒ to fix runner Ⓑ onto panel 1 .



b: Use screw Ⓒ to fix runner Ⓑ onto panel 1 .

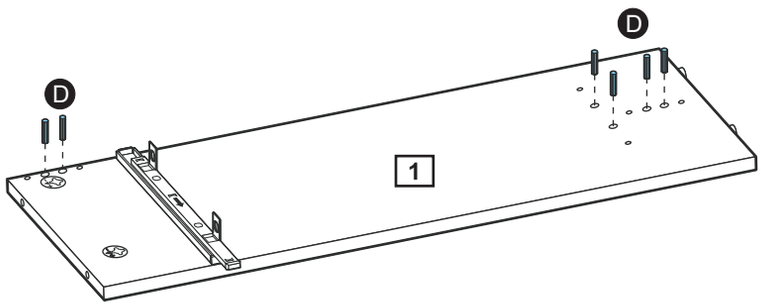


Assembly Instructions

Step 3

Attaching dowels

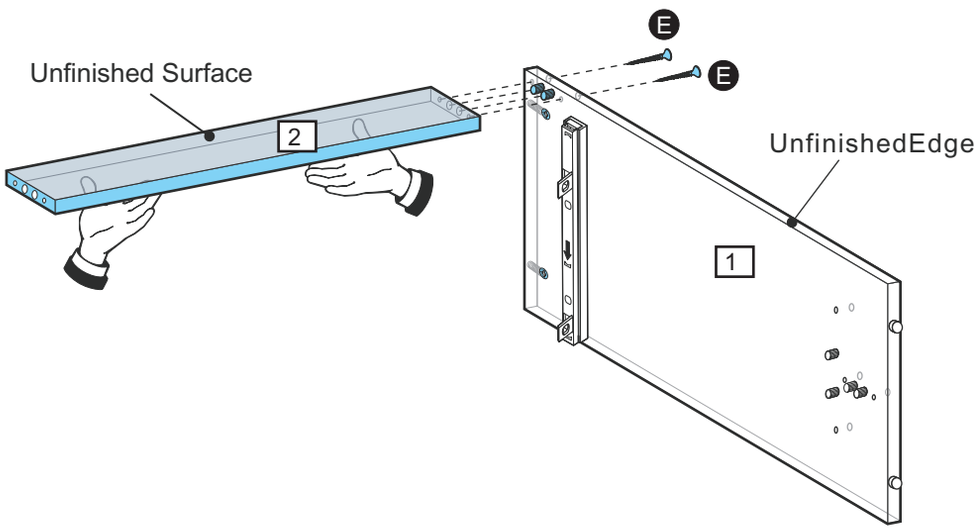
Insert Dowels (D) into panel [1] .



Step 4

Note: It would be useful to ask someone to help you at this stage.

Use Screws (E) to fix panel [1] and panel [2] as shown.



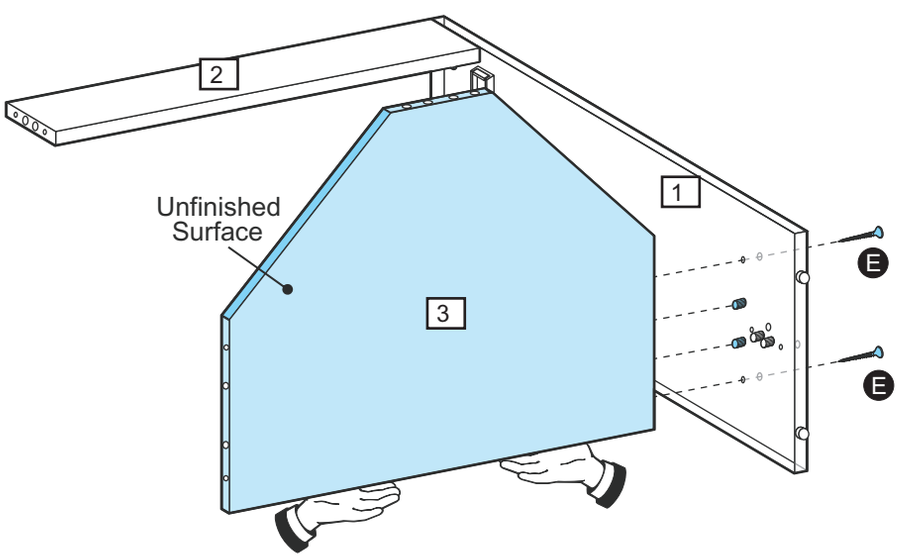
Step 5

Attaching base panel

Note: It would be useful to ask someone to help you at this stage.

Use Screws (E) to fix panel [3] and panel [1] as shown.

Warning: Second person needs to hold the panels [3] & [2] while the other person fixing the screws (E) on panel [1].



Assembly Instructions

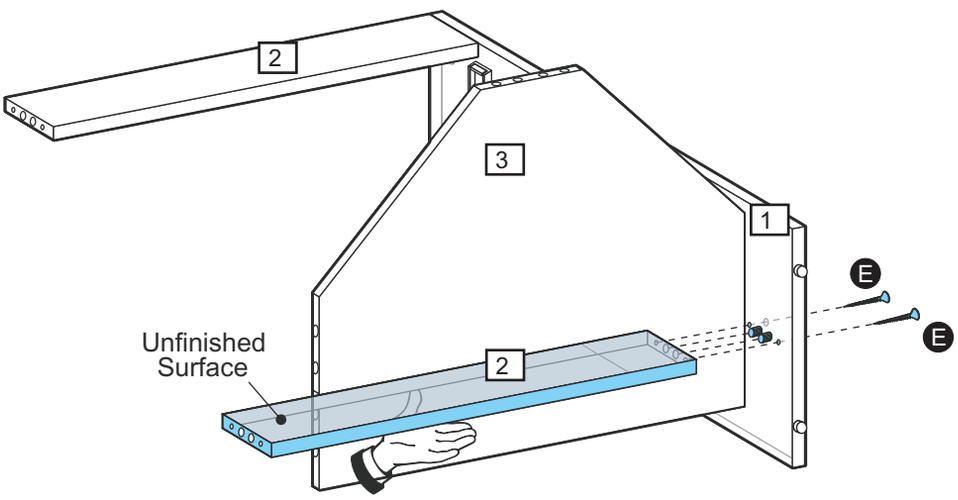
Step 6

Attaching bottom panel

Note: It would be useful to ask someone to help you at this stage.

Use Screws Ⓔ to fix panel [2] to the unit as shown.

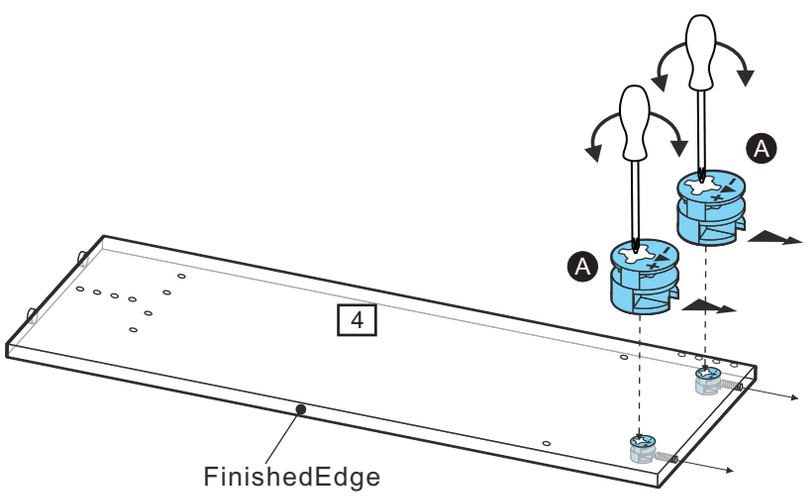
Warning: Second person needs to hold both panels [2] & panel [3] while the other person fixing the screws Ⓔ on panel [1].



Step 7

Attaching cam

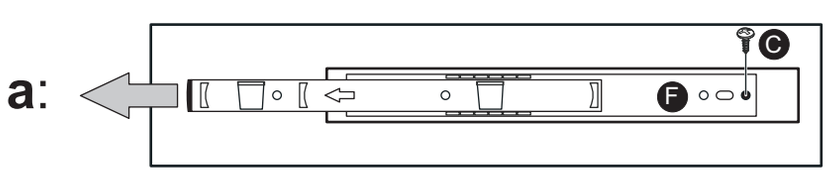
Attach cams Ⓐ onto panel [4].
Please ensure the cams Ⓐ are correctly as shown.

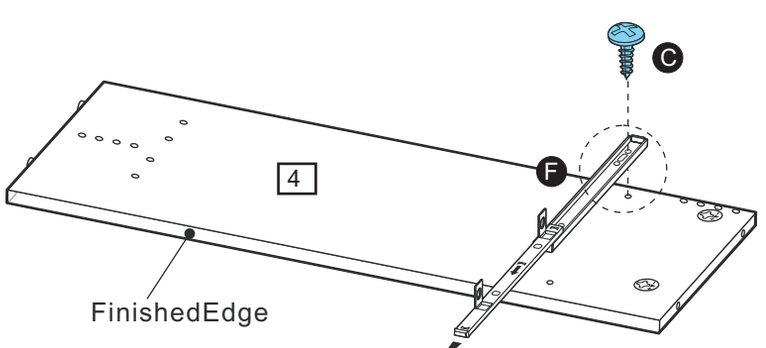


Step 8

Attaching runner

a: Please make sure the right side runner Ⓕ is selected correctly.
Use screw Ⓒ to fix runner Ⓕ onto panel [4].

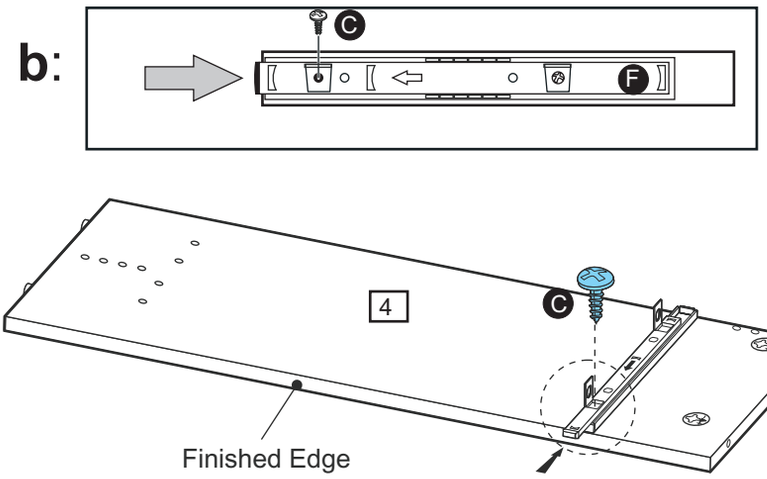




Assembly Instructions

Step 8 - continued

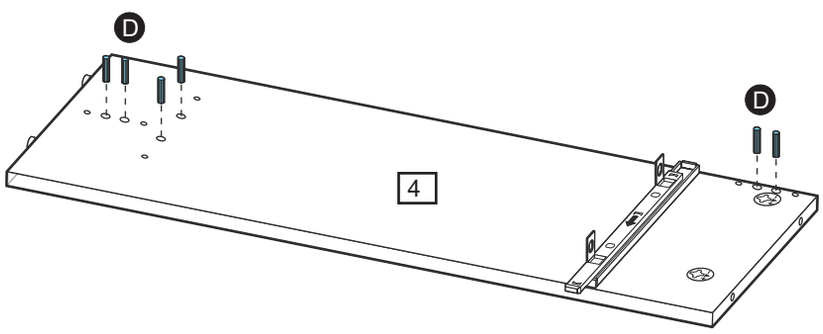
b: Use screw Ⓒ to fix runner Ⓕ onto panel [4].



Step 9

Attaching dowel

Insert dowels Ⓓ onto panel [4] as shown.



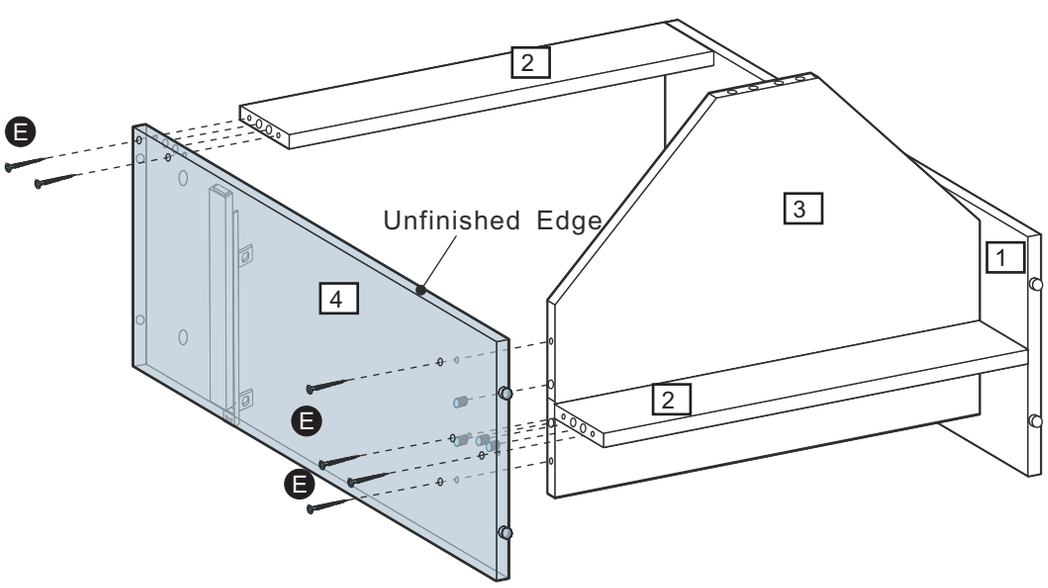
Step 10

Attaching side panel

Note: It would be useful to ask someone to help you at this stage.

Use Screws Ⓔ to fix panel [4] to the unit as shown.

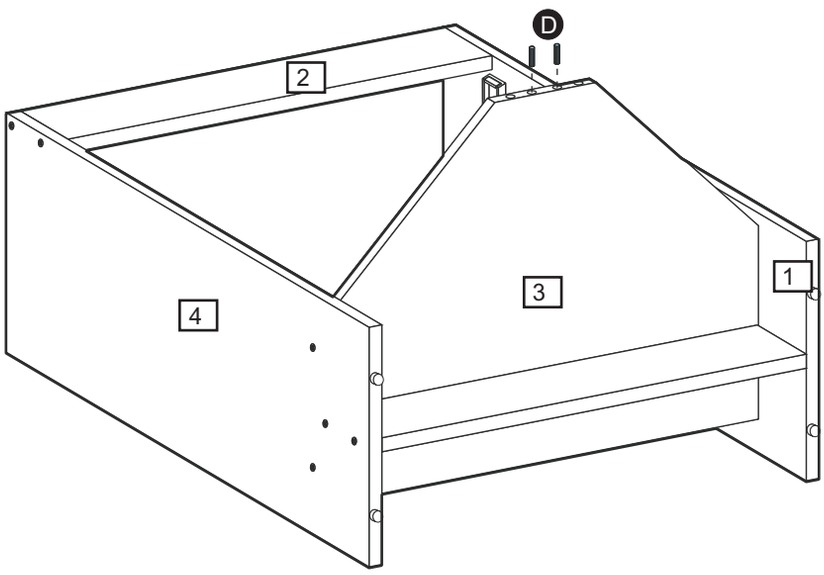
Warning: Second person needs to hold the panels [3] & [2] while the other person fixing the screws Ⓔ on panel [4].



Step 11

Attaching dowel

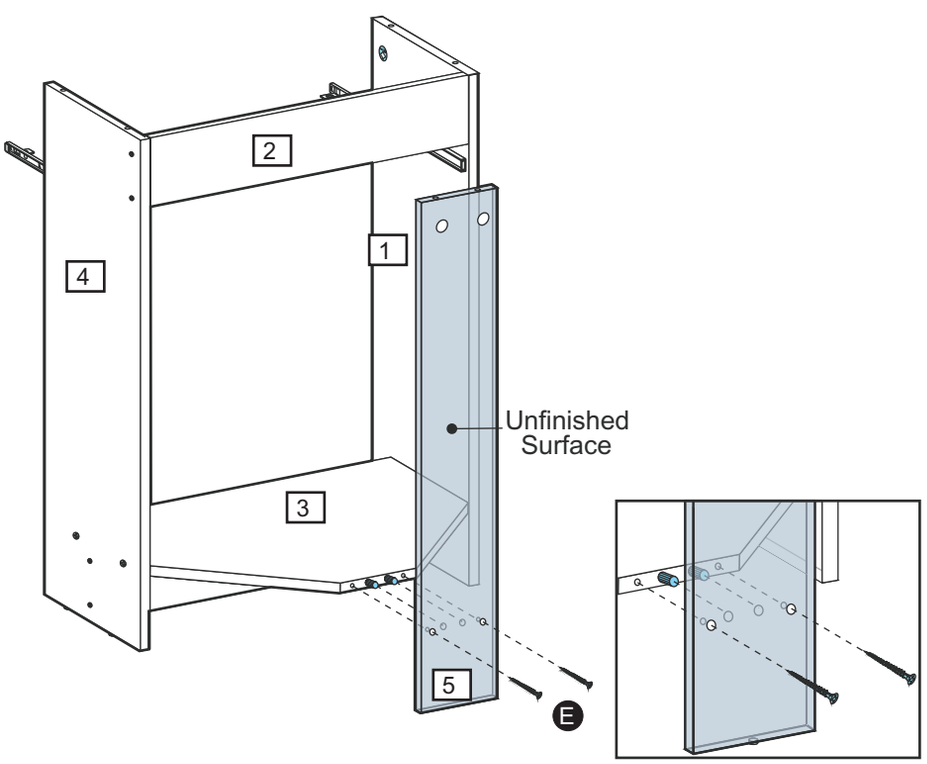
Insert dowels Ⓓ onto panel 3.



Step 12

Attaching back panel

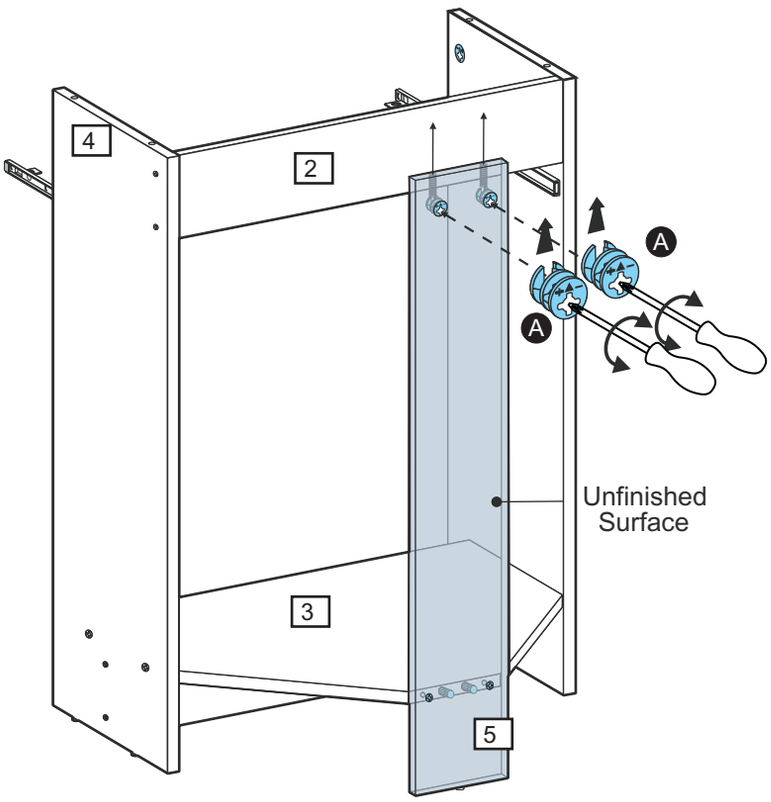
Use Screws Ⓔ to fix panel 5 to the unit as shown.



Step 13

Attaching cam

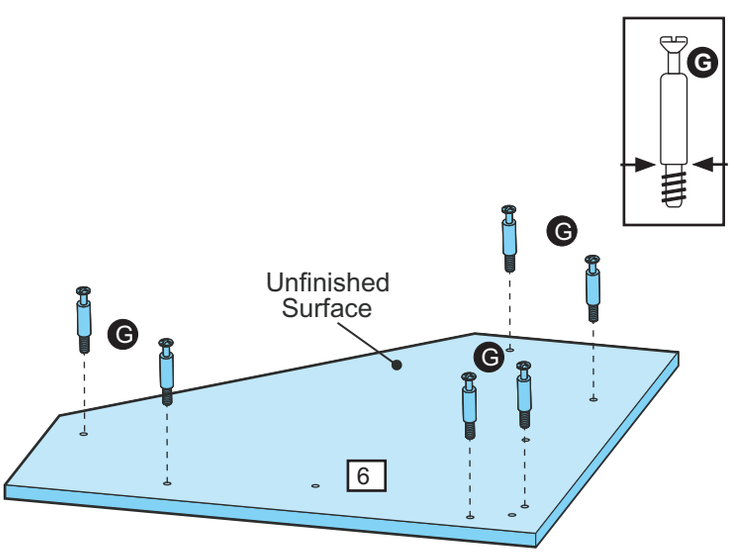
Attach cams (A) onto panel [5] .
Please ensure the cams (A) are correctly as shown.



Step 14

Attaching cam pillar

Fix cam pillars (G) onto panel [6] as shown.

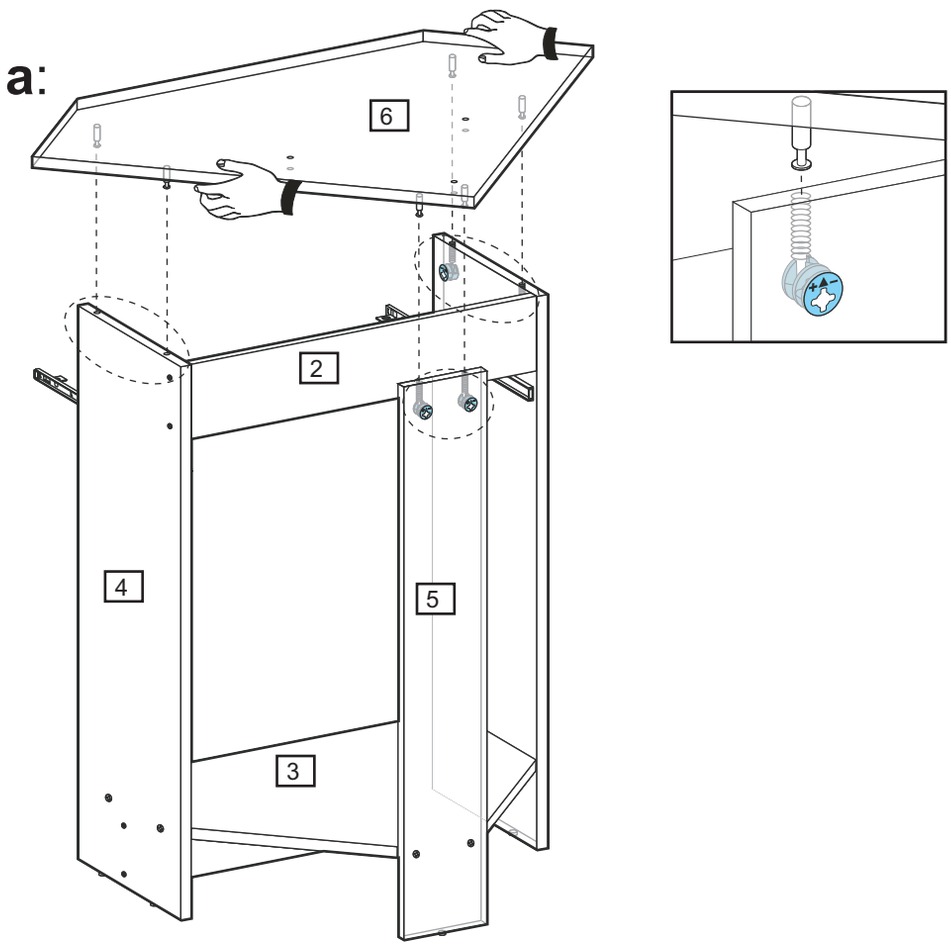


Step 15

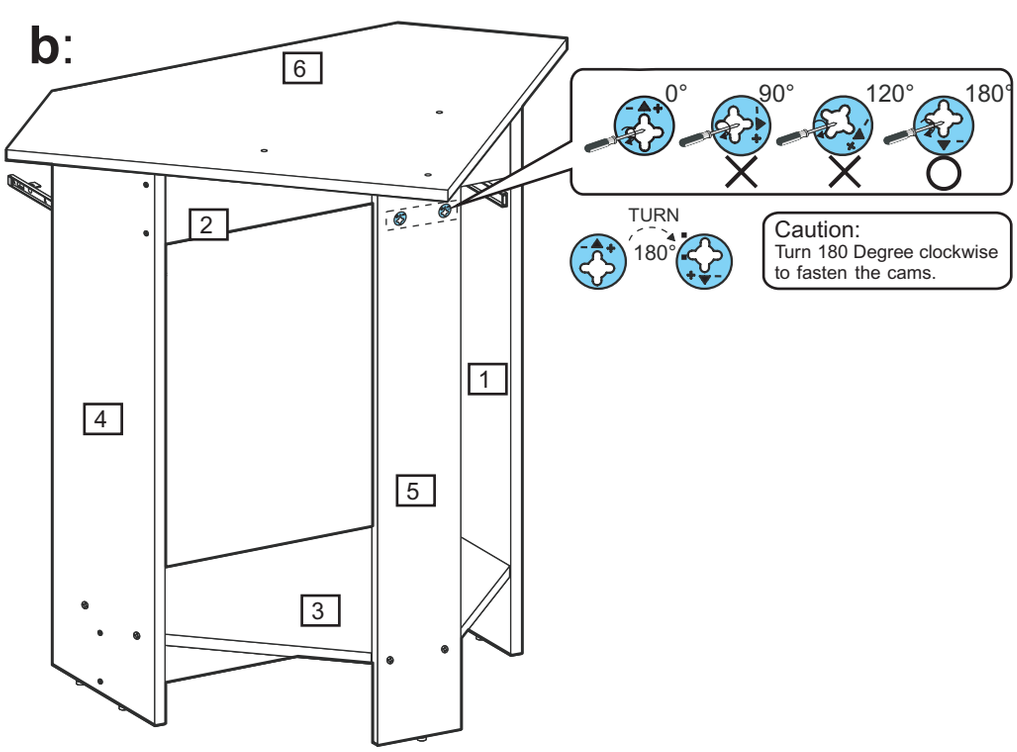
Attaching top panel

Note: It would be useful to ask someone to help you at this stage.

a: Attach panel 6 onto the unit as shown.



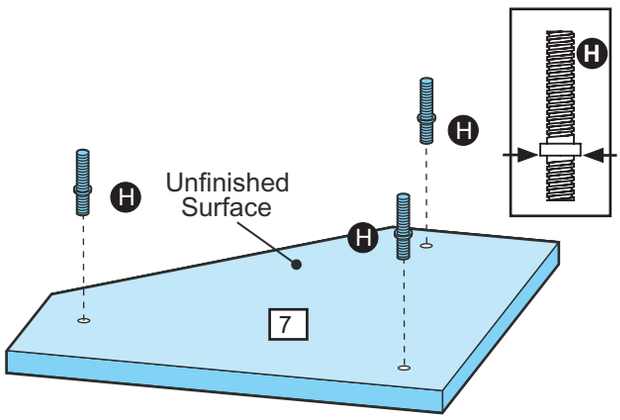
b: Turn the cams clockwise to fix the panel as shown.



Step 16

Attaching screw

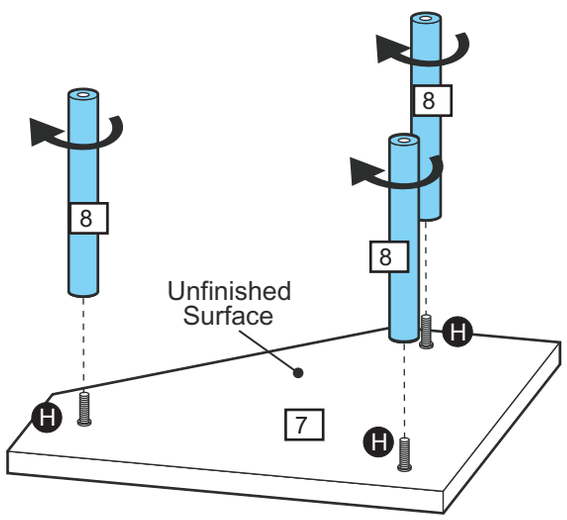
Finger tighten screws (H) onto the panel [7] .



Step 17

Attaching metal tube

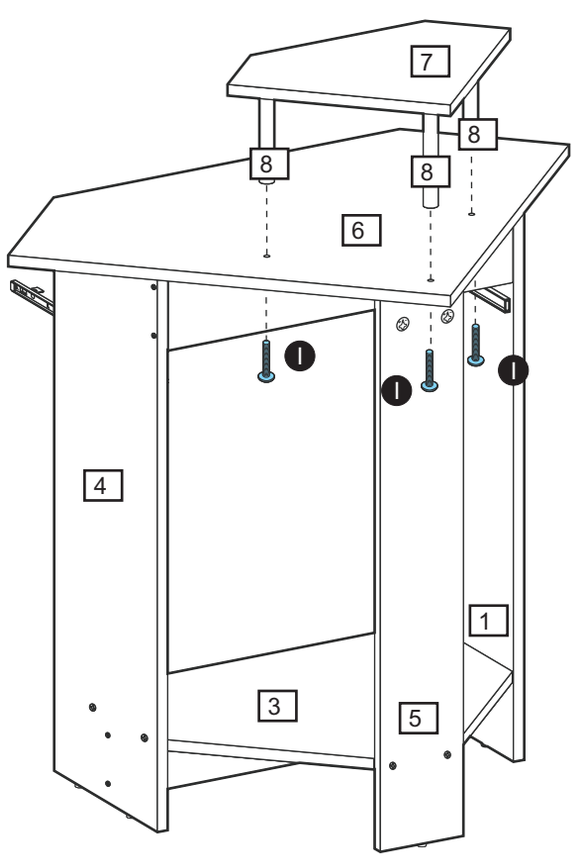
Finger tighten metal tubes [8] through screw (H) onto the panel [7] .



Step 18

Attaching monitor stand

Use Screws (I) to fix top monitor panel [7] to the unit as shown.

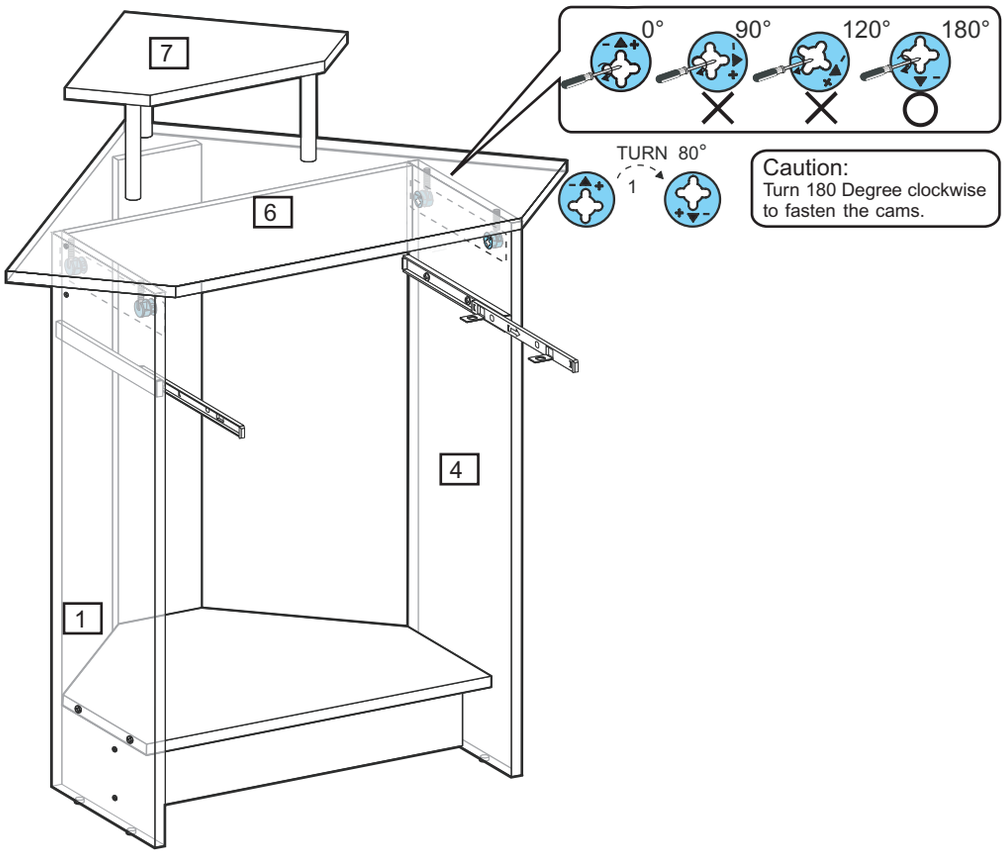


Assembly Instructions

Step 19

Locking cam

Turn the cams clockwise to fix the unit.

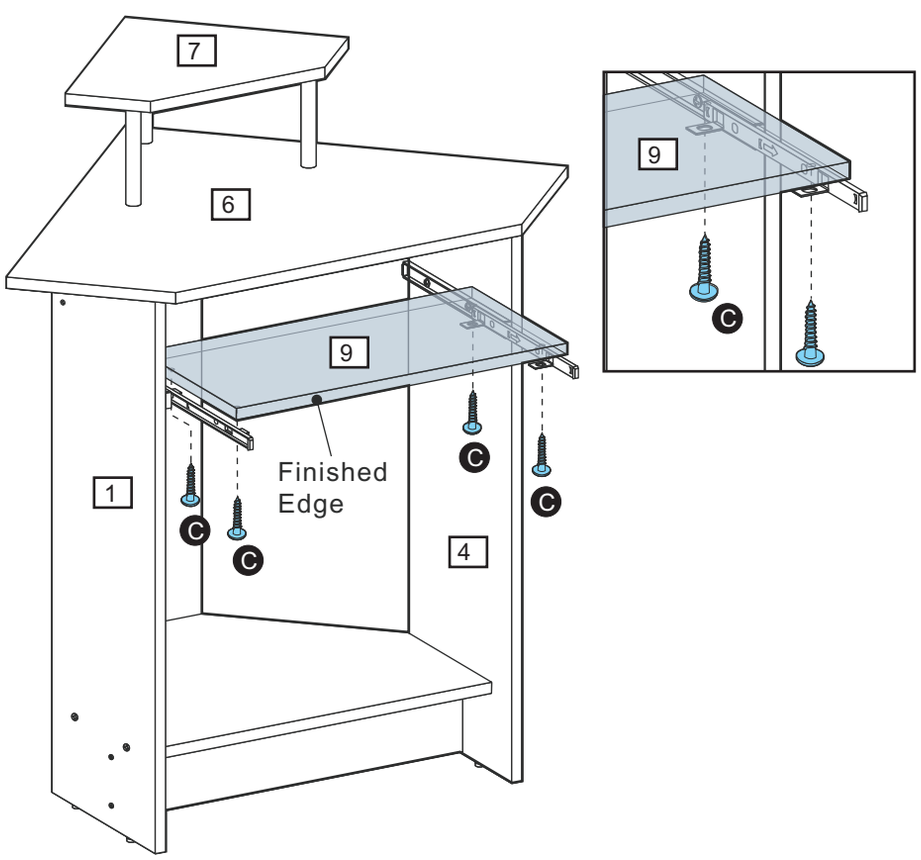


Step 20

Attaching keyboard

Note: It would be useful to ask someone to help you at this stage.

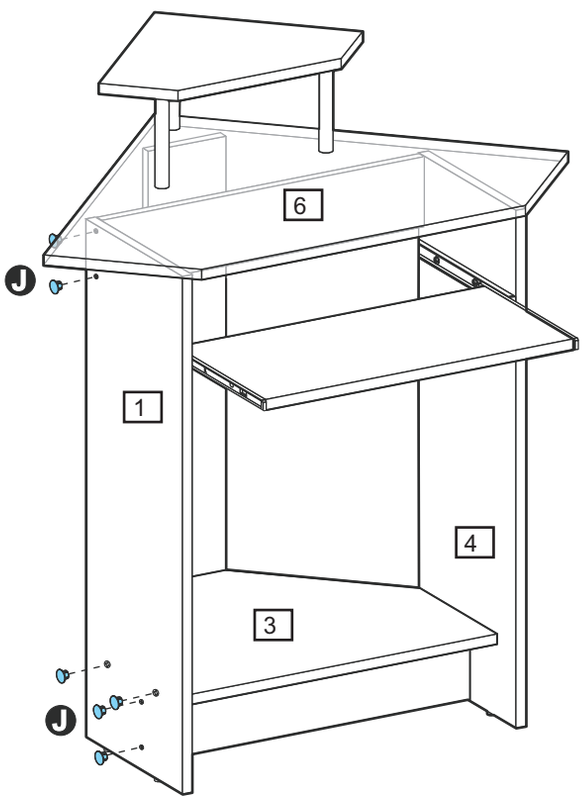
Use screws C to fix the keyboard shelf 9 onto the runners as shown.



Step 21

Attaching covers

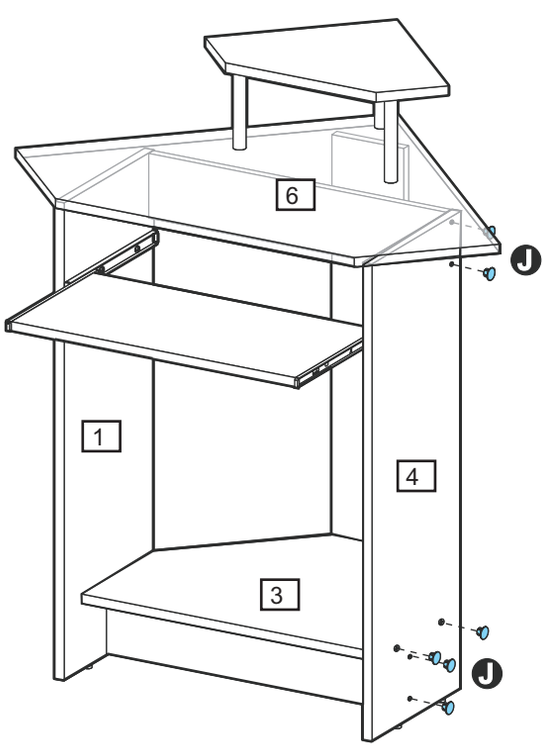
Insert plastic covers J to the unit to hide the screw heads on the unit.



Step 22

Attaching covers

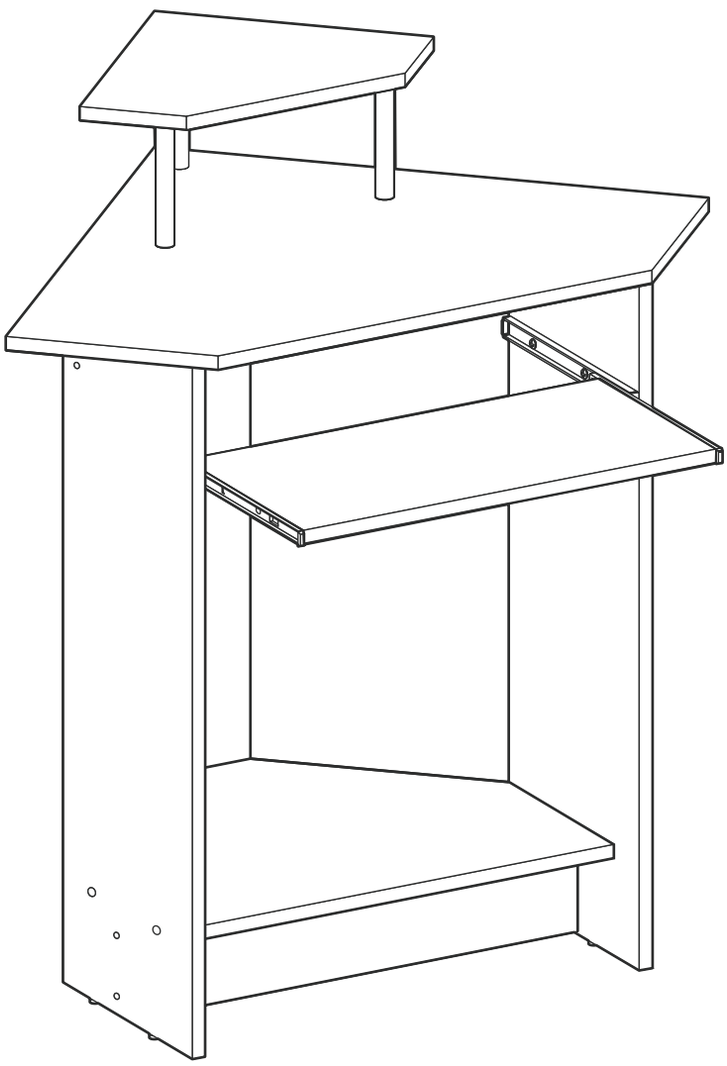
Insert plastic covers J to the unit to hide the screw heads on the unit.



Assembly Instructions

Step 23

Assembly is complete.



If you need help or have damaged or missing parts, call the **Customer Helpline : 08456 400800**