



STANCE® 6650/6651/6652
LIFT DESK

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OWNER'S MANUAL

Product Registration

Registering your new BDI product allows us to send you important product updates, service information and helpful hints related to your BDI products. Register today, and you will be entered to win free a BINK table from BDI: www.bdiusa.com/register

Placement and Maintenance

Stance® Lift Desk is designed for indoor use on level floors. Clean glass with glass cleaner, and steel parts and wood veneer with a damp cloth.

Your Stance® Lift Desk is engineered for easy assembly. Carefully follow this procedure to prevent any damage. Do not use power tools for assembly of this product.

Step 1

Unpack and identify the parts listed below. The assembly workspace should be a non-marring surface such as carpet. For missing hardware pieces, please contact BDI Customer Service at customerservice@bdiusa.com. For all other concerns, please contact your BDI retailer.



T1 4mm Hex Wrench



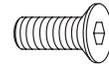
H1 Wood Screw x 12



H2 Long Wood Screw x 2



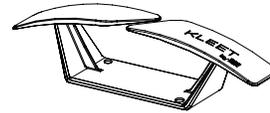
H3 M6 x 12mm Screw x 10



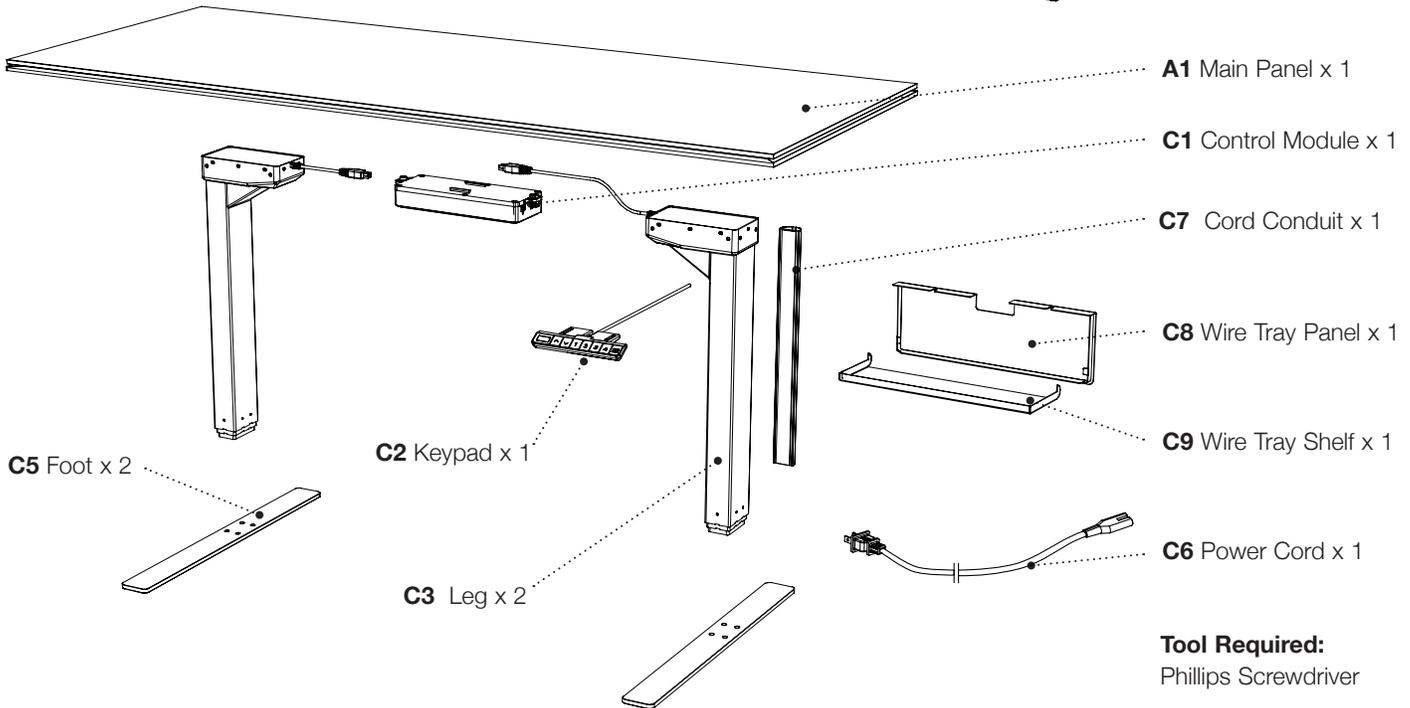
H4 M6 x 16mm Flathead Screw x 8



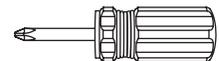
H6 Wire Clip x 6



H8 Cord Wrap x 2



Tool Required:
Phillips Screwdriver

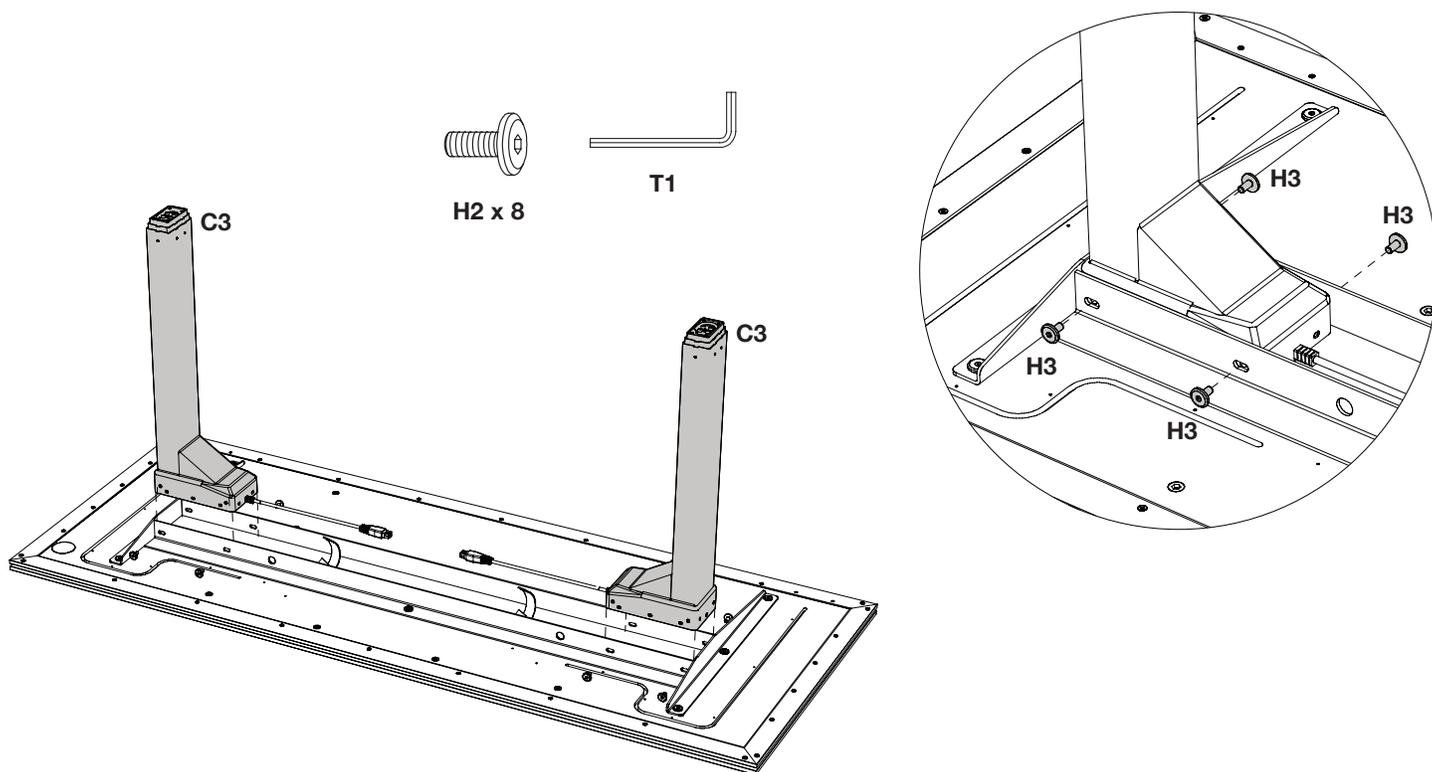


Designed by BDI Studio

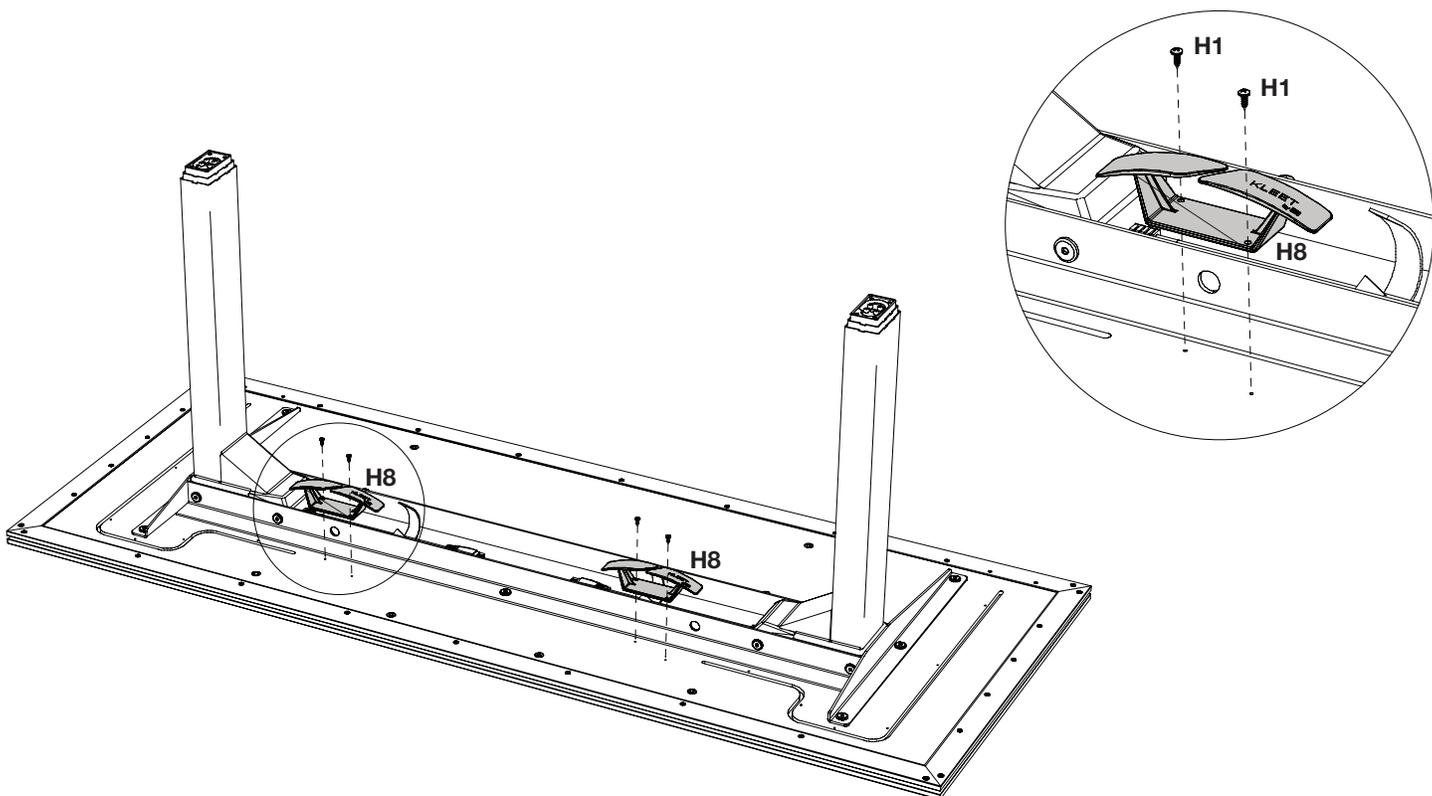
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Made in Turkey & China. 12.03.2019 V4

Step 2 - Lay main panel upside down on a soft surface (like carpet). Position **2 legs C3** into the corners inside the metal frame with cords facing inward. Attach the **2 legs** to the metal frame using **screws H3** and tighten with **hex wrench T1**. Start **all** screws before tightening the screws.



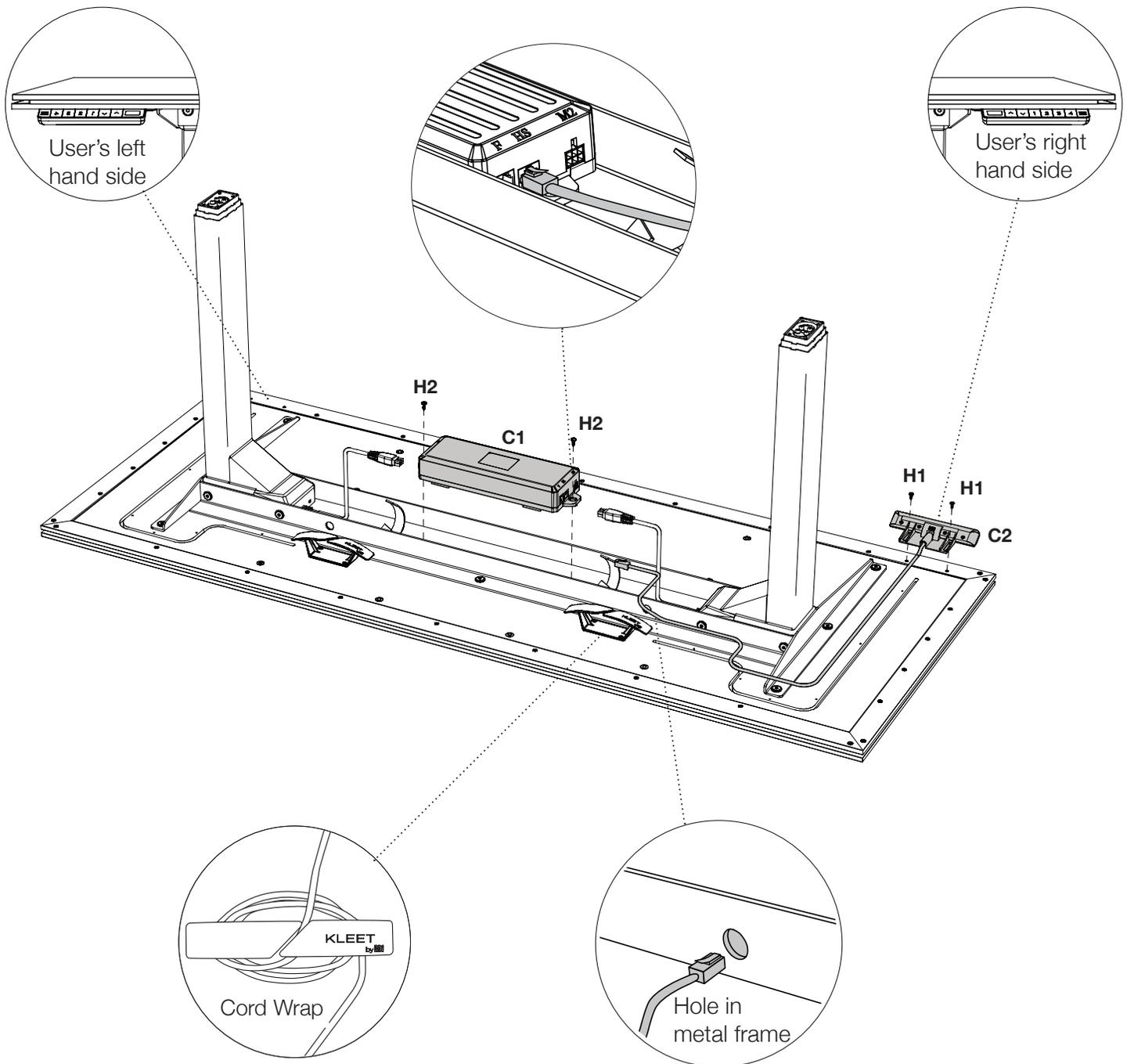
Step 3 - Attach **2 cord wraps H8** using **wood screws H1** going into the 2 sets of pilot holes located as shown. Tighten with a **Phillips** screwdriver.



Step 4 - Attach **Keypad C2** on the desired side (left or right) with **2 wood screws H1** going into pre-drilled pilot holes. Tighten with a **Phillips screwdriver**.

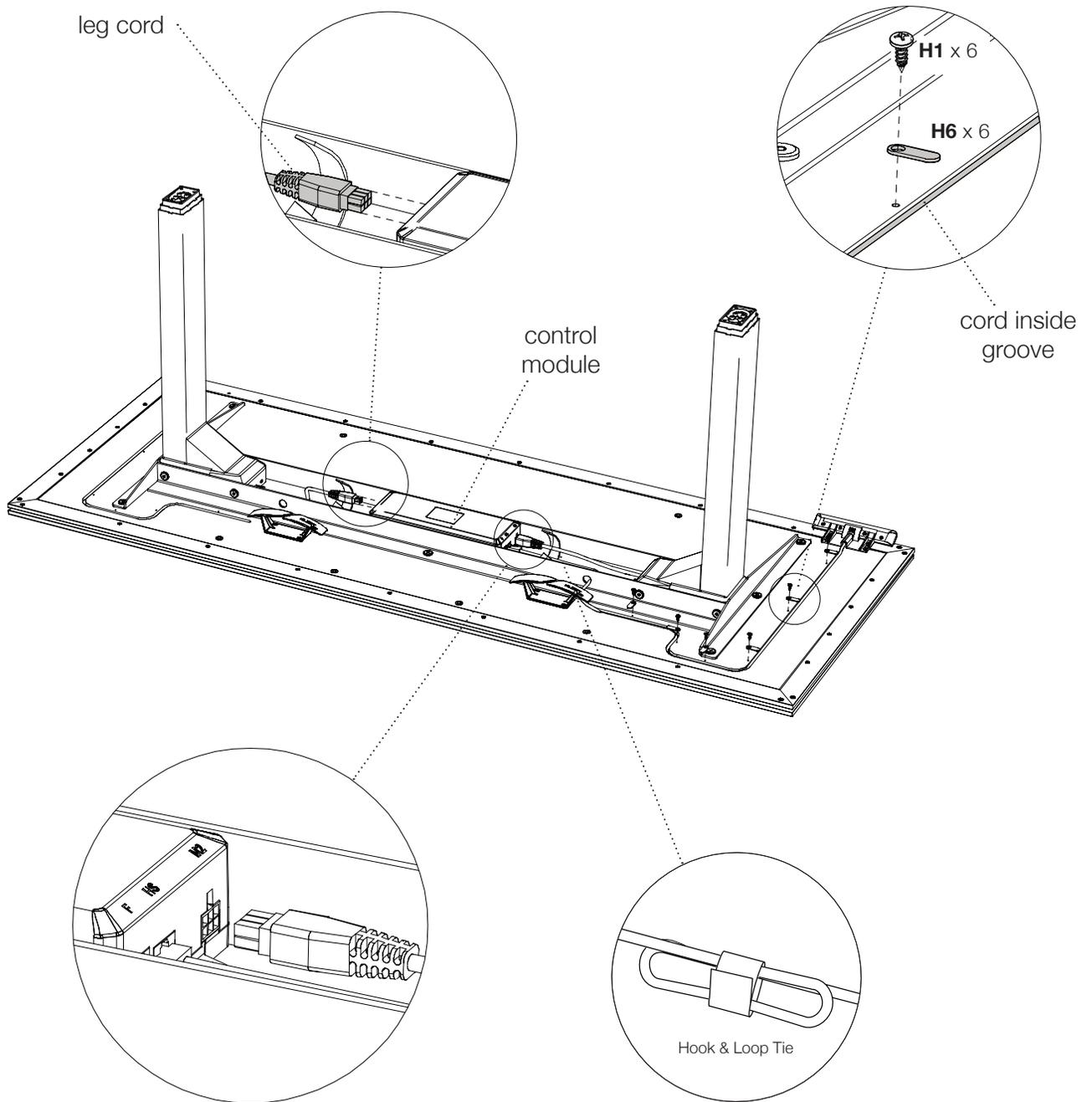
Step 5 - Position the control module **C1** so that the keypad socket (**labeled HS**) is facing the keypad and secure between the 2 steel rails with **2 long wood screws H2** as shown going into the pre-drilled pilot holes. Tighten with a **Phillips screwdriver**.

Step 6 - Route the keypad cord into the groove in the panel and through the hole in the metal frame. Plug the end of the keypad cord into the HS socket on the **control module C1**. Use the **cord wrap (Kleet) H8** to secure loose cords.



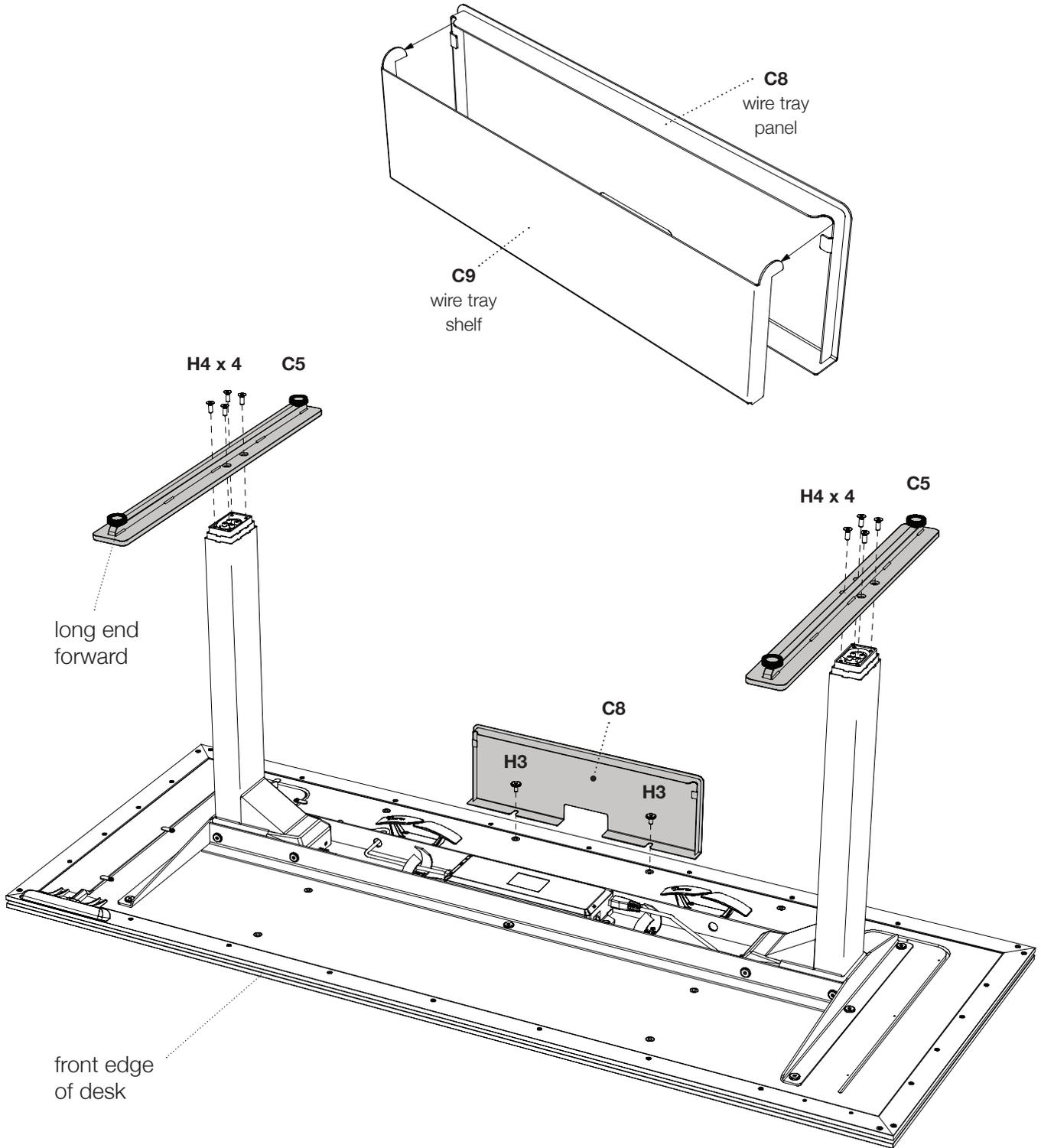
Step 7 - Secure the keypad cord into the groove using **cord clips H6** and **wood screws H1**.

Step 8 - Connect the leg cords into the **control module** sockets labeled **M1** and **M2**. Use the hook and loop ties provided to gather loose cords.



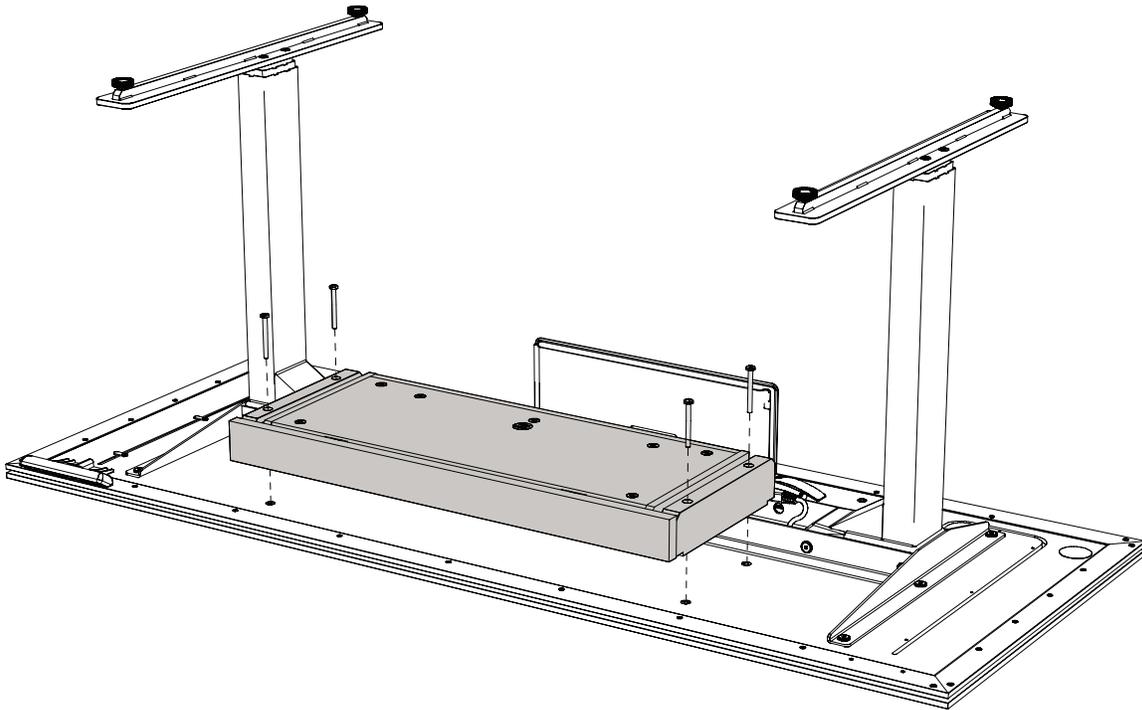
Step 9 - Making sure the long end of the foot is facing towards the front of the desk, attach each **foot C5** with **flathead screws H4** and **hex wrench T1**.

Step 10 - Separate **wire tray panel C8** from **wire tray shelf C9**. **Note:** they will only separate when rotated to a closed position as shown. Attach **wire tray panel C8** to the middle of the back edge of the desk using **screws H3** going into 2 threaded inserts. Tighten with Hex Wrench **T1**.



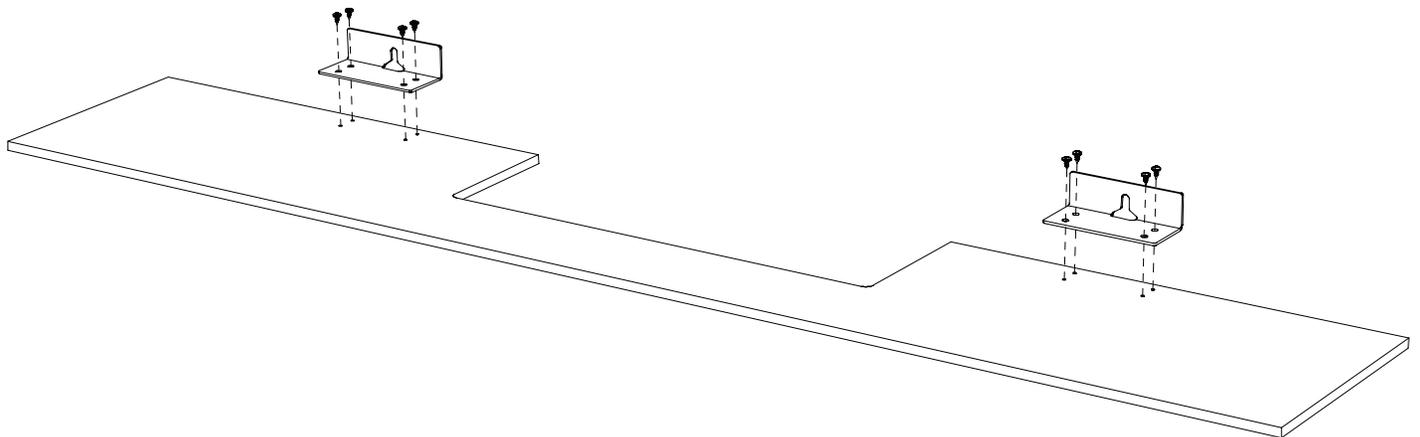
Step 11 -Drawer (optional accessory)

If you did not purchase a drawer or modesty panel, proceed to **step 13**. Using the 4 screws and hex wrench that came with your drawer, install the drawer as shown with front of drawer facing the front edge of the desk. Start threading all 4 screws before tightening.

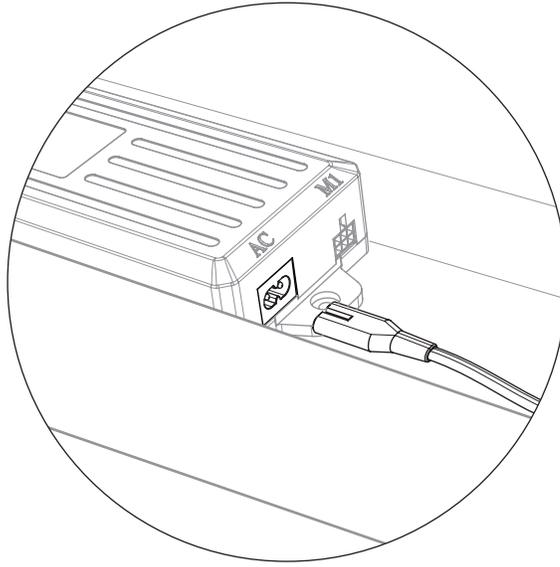


Step 12 - Modesty Panel (optional accessory)

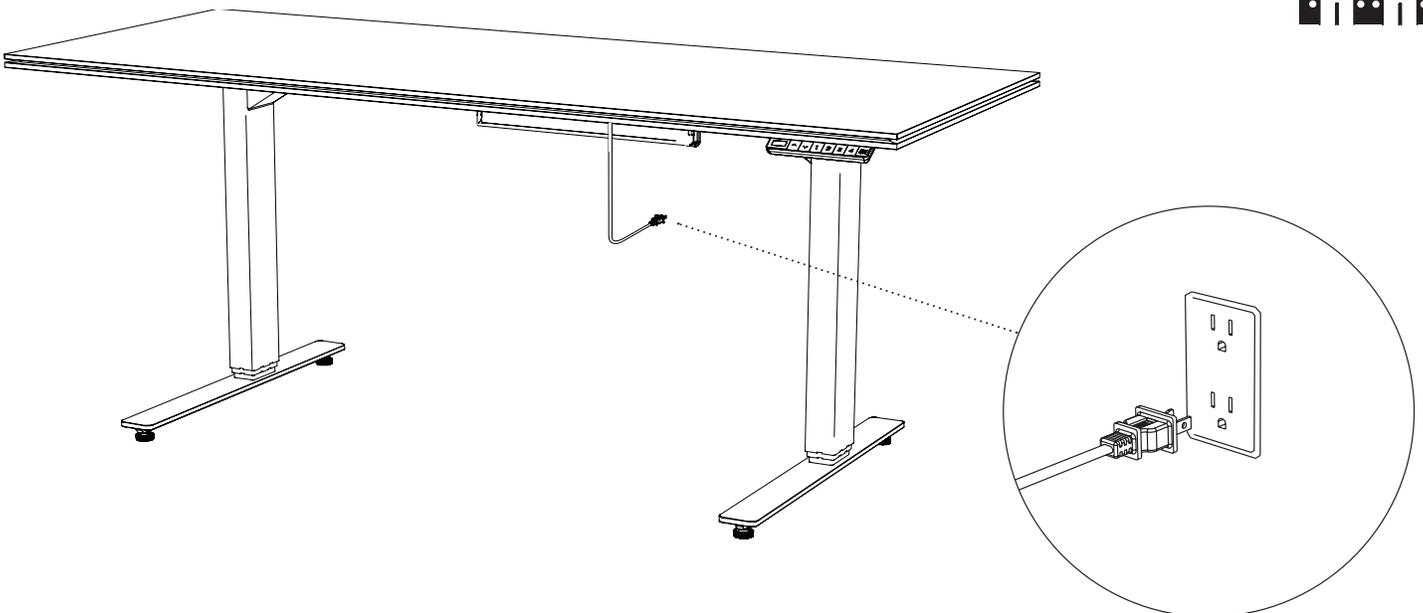
Attach the 2 metal brackets to the modesty panel as shown with the 8 wood screws provided going into the 8 pilot holes located towards the top, inside edge of the panel. **DO NOT** over tighten the screws, otherwise they will strip. **DO NOT** attach the modesty panel until after the desk is positioned on its feet.



Step 13 - Plug the Power Cord **C5** into the power port (labeled AC) on the Control Module **C3**.



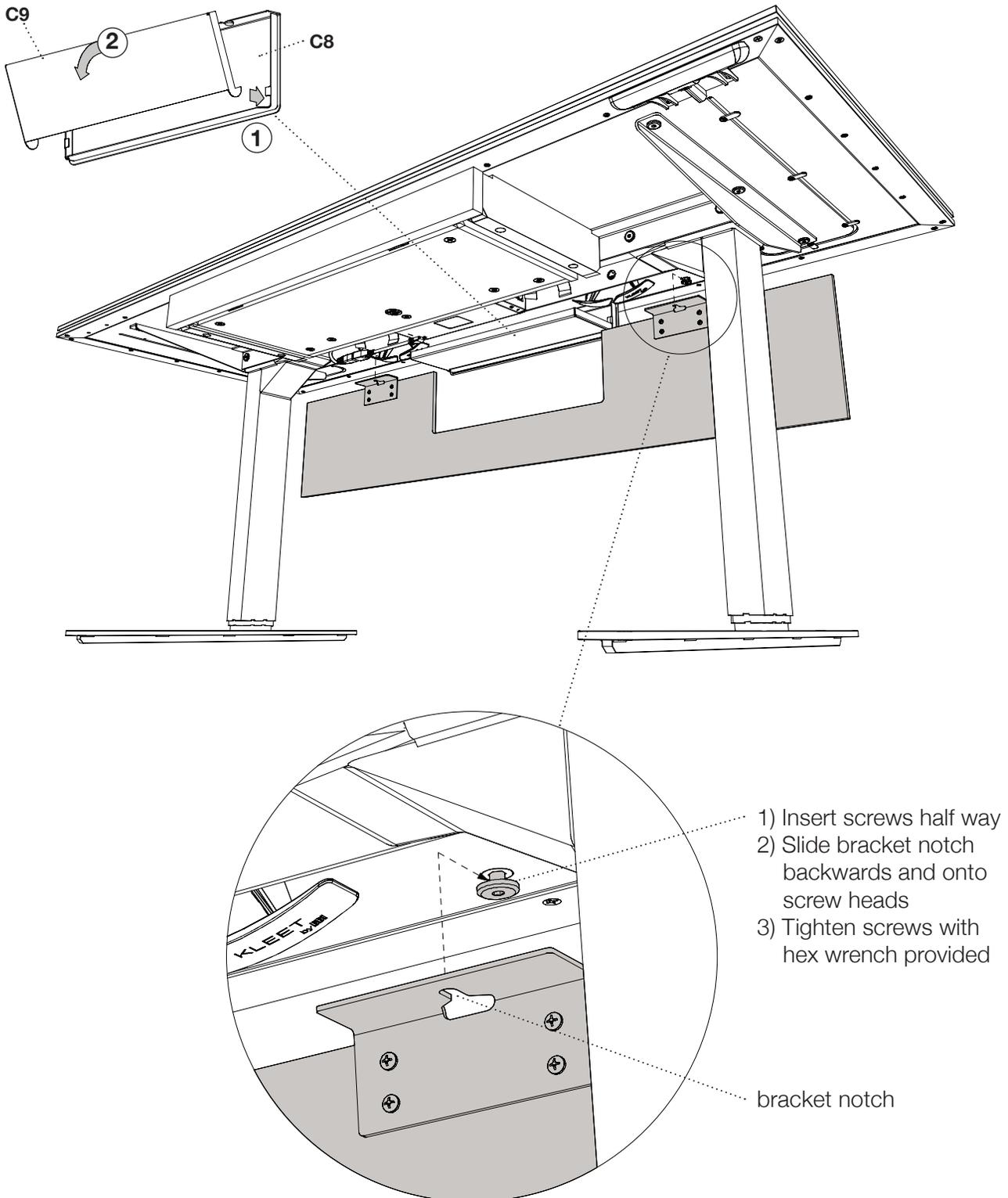
Step 14 - With the help of another person, carefully turn the desk on to its feet. Plug the other end of the Power Cord into the nearest wall socket. Refer to the **User Manual** on **Page 12** and follow the **Reset Procedure**. You may now adjust the height of your desk.



Step 15 - Reattach **wire tray shelf C9** to **wire tray panel C8** and open so the shelf is flat. Use the shelf to hold power strips or power modules and gather the excess cords using **cord wraps H8**.

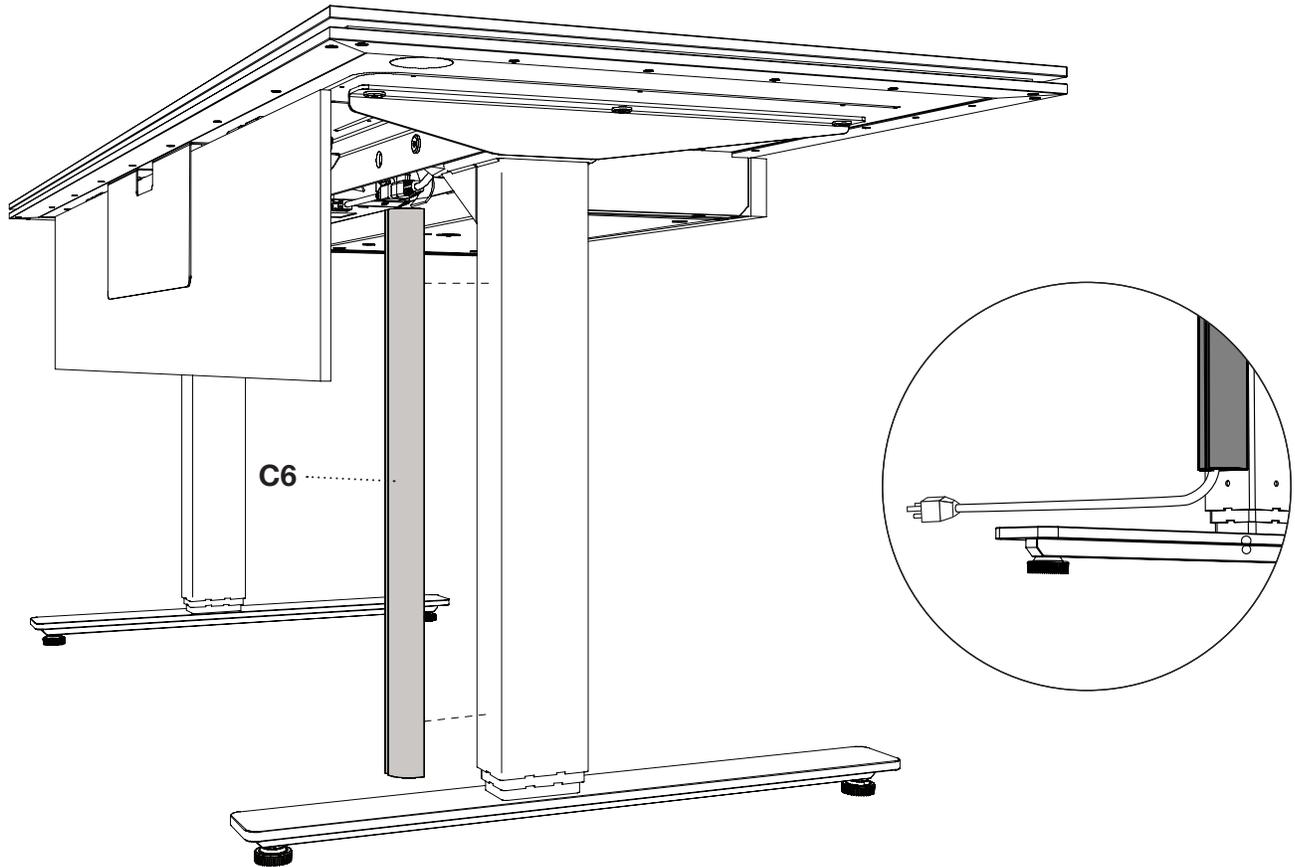
Step 16 - Modesty Panel [continued (optional)]

Find the **2 threaded holes** on either side of the metal tray. Thread screws (provided with the modesty panel) **half way** into the **threaded holes**. Hook the modesty panel **bracket notches** onto the screw heads, slide backward and then tighten the **2 screws** with the **hex wrench** provided.



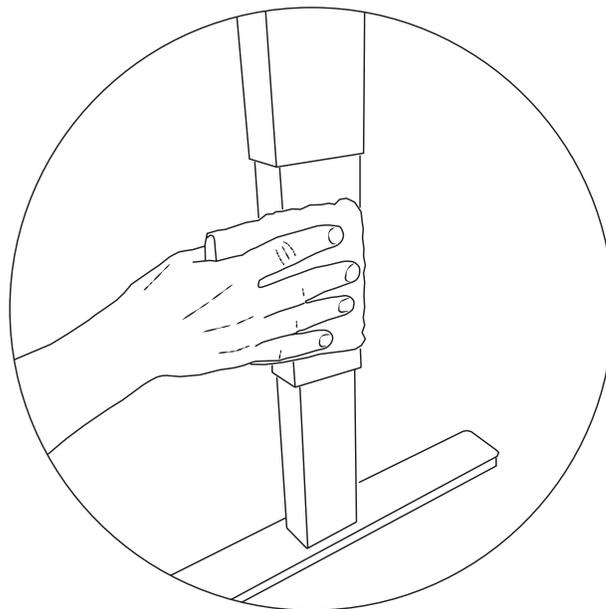
Attach the Cord Conduit (optional)

Remove adhesive film and attach the Cord Conduit **C6** to the back of the **top** section of the leg nearest the wall outlet. Insert power cord(s) into the Cord Conduit.



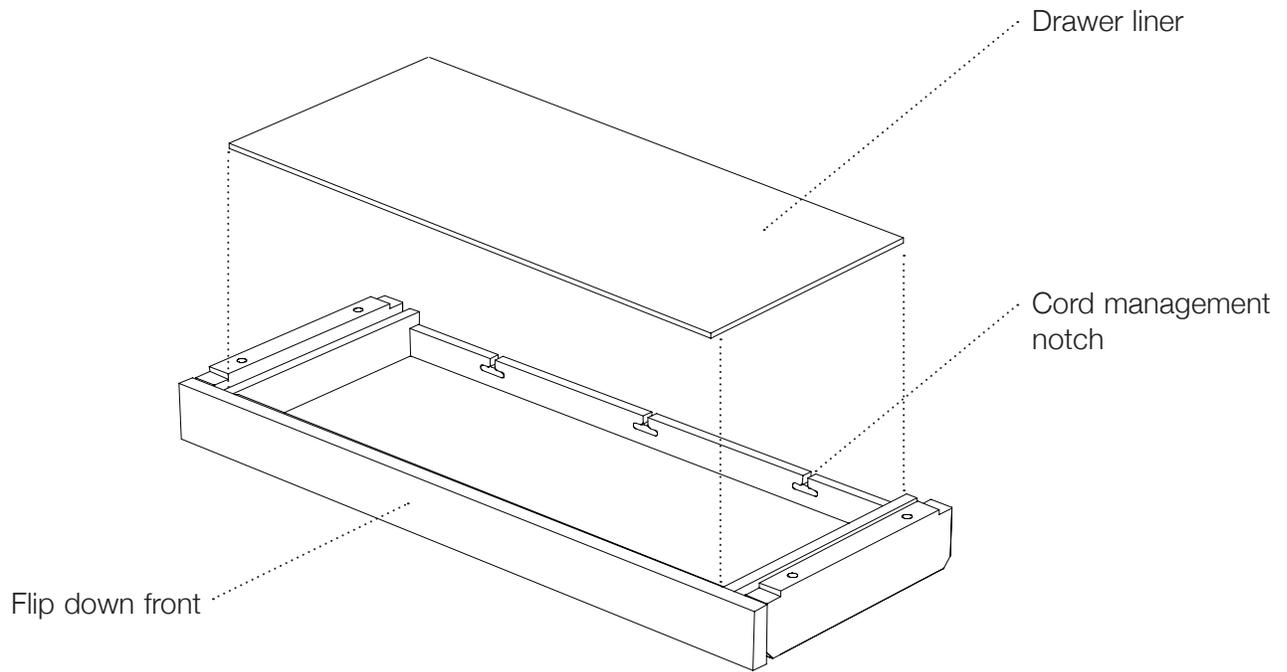
Remove excess lubricant from legs

When new, the legs may have excess lubricant. Extend the legs to their highest position and wipe off excess lubricant with a clean, dry cloth or rag.



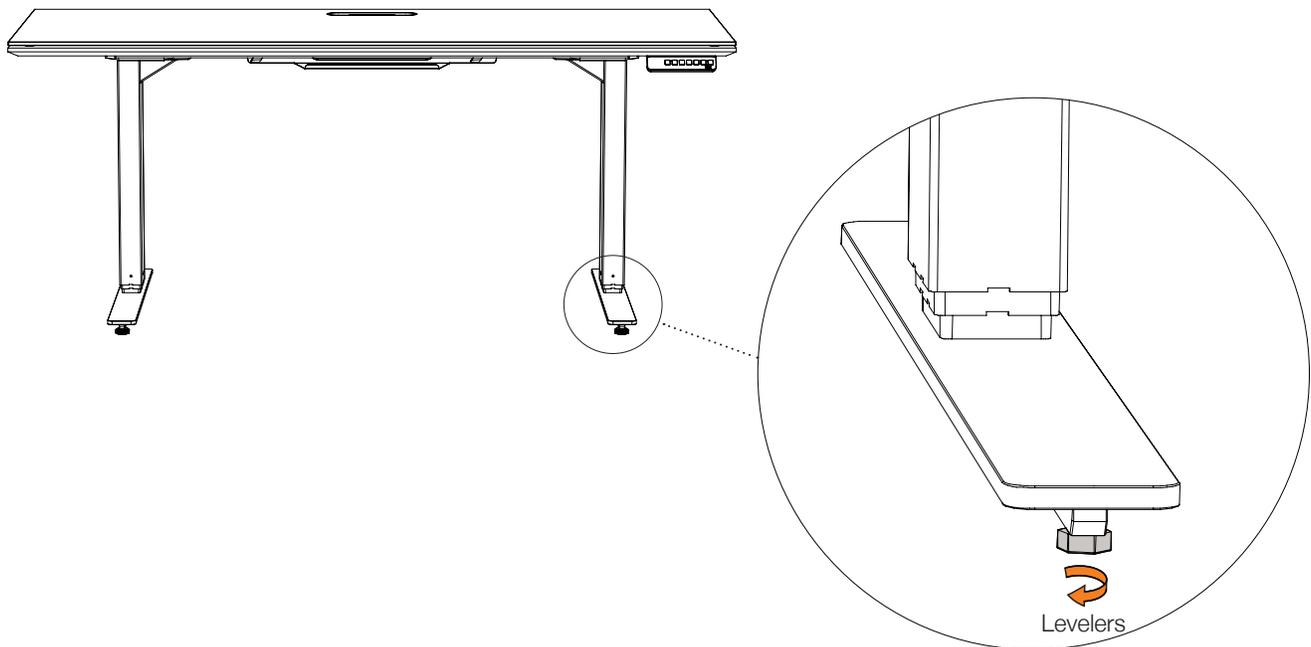
Install the Drawer liner (optional)

Open the drawer. Place the **drawer liner** into the drawer. Use the notches on the back of the drawer to route cords. The front of the drawer can swing down to accommodate keyboard use.



Adjust levelers

Levelers are integrated into each leg assembly and are accessed at the bottom of each leg. If your floor is uneven, you may extend one or more levelers to attain a level, stable position.



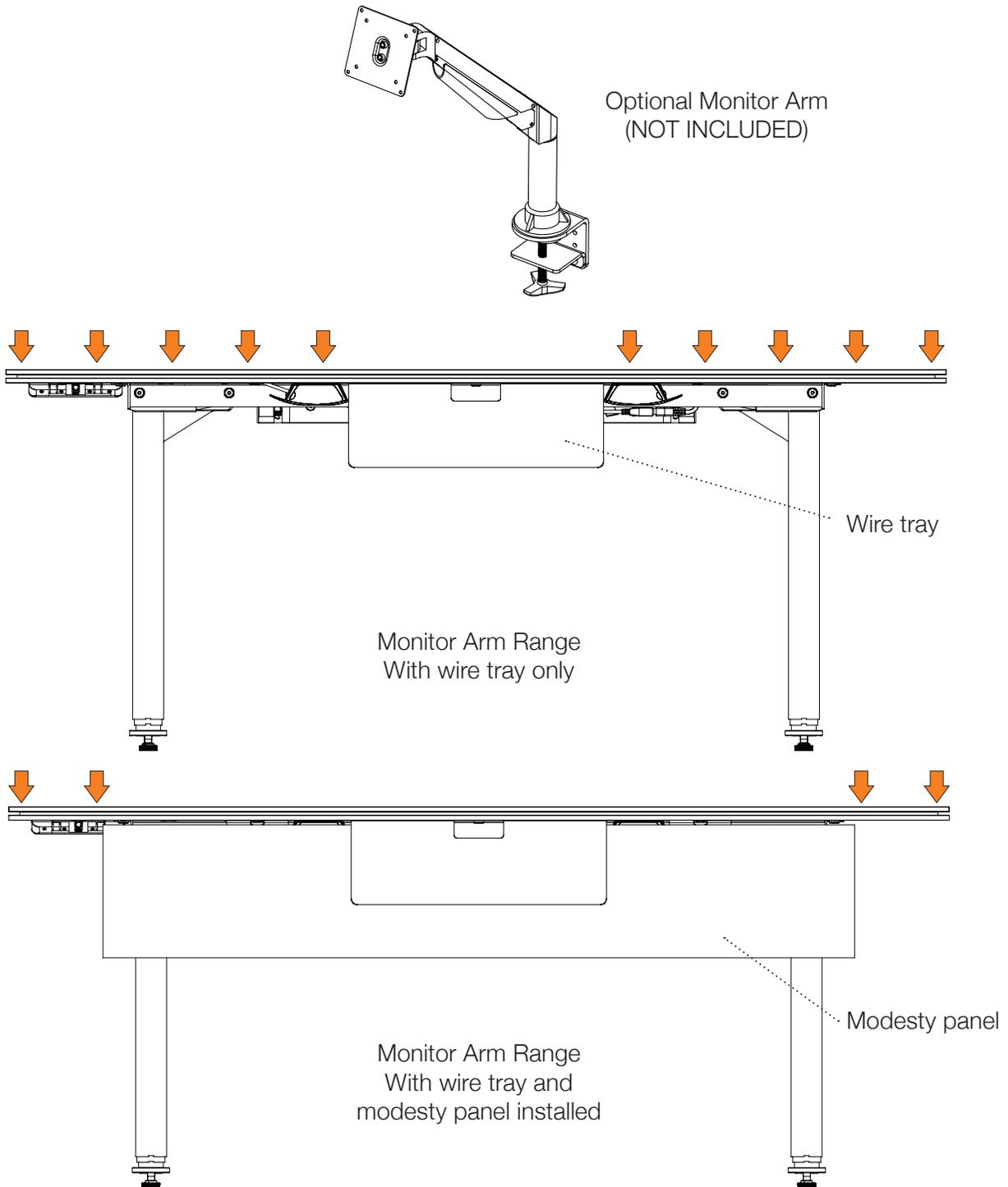
Attach a monitor arm (optional)

The Stance Lift Desk is compatible with most third party monitor arms. Attach your monitor arm on either side of the metal wire tray, or on either side of the modesty panel as indicated by the arrows below.

For **Model #6650**, a monitor arm **will not fit** if the **modesty panel** is installed.

Caution! Do not push a metal bracket directly onto the edge of the glass. Leave a few mm (1/16") between the monitor arm and the edge of the glass to prevent the glass from breaking.

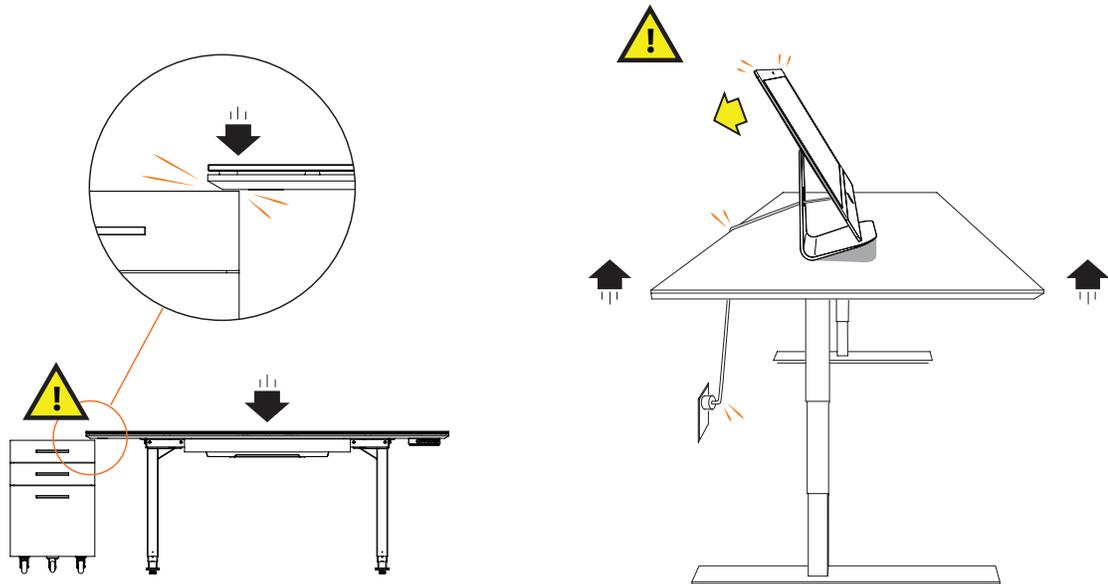
Do not over tighten the monitor arm.



User Manual

Caution!

- Make sure there are no obstacles under or over the path of the desk.
- Make sure the desk top is not touching any walls.
- Make sure all the cords are long enough to reach lowest and highest desk positions.



Important:

- You must reset the desk prior to use.

Reset Procedure:

1. Press and hold the DOWN button on the keypad until the desk reaches its lowest height.
2. Release the DOWN button.
3. Press and hold the DOWN button again until the LED sidplay reads "RST". 
4. Release the DOWN button.
5. Press and hold the DOWN button again until the desk lowers a little bit more, slightly rises and stops.
6. Release the DOWN button. Your desk is now ready for use.



"Reset"
looks like this

UP

Down

Memory

Height Adjustment

The desk base can be adjusted by pressing and holding either the UP or DOWN button until the desired height is reached.

To program up to four presets, use the up/down buttons to find a desired height, then press “**BDI**” followed by a number 1-4. To Change the **Movement Program** (explained below) follow the **Reset Procedure** to **step 4**. The display should be flashing “RST”. Press and hold the “**1**” button (about 5 seconds) until the display flashes “10.1” or “10.2”. You can press and hold the “**1**” button again to switch to the other setting. Once the chosen setting is selected finish the Reset Procedure steps 5 and 6.

One Touch (Default) - 10.1:

Once a preset button is pushed, the desk will move to the programmed height. To stop movement, press any number on the keypad.

Constant Touch - 10.2:

A preset button must remain pressed for the desk to move to the programmed height. To stop movement, release the button.

Trouble Shooting

If your desk is not functioning properly it may need to be reset. Follow the RESET procedure above.

If your LED readout displays an error message Er1 confirm that all wired connections are secure. Then perform the reset procedure above.

Keypad Lock

To lock the keypad:

Press and hold the “**BDI**” button for about 8 seconds until the LED display reads “LOC”. The keypad is now locked and cannot be used to move the desk.

To unlock the keypad:

Press and hold the “**BDI**” button for about 8 seconds until the LED display switches from “LOC” to the height display. The keypad is now unlocked and can be used as normal.

Height Display: Inches or Centimeters

To change unit of height measurements (inches or centimeters) follow the **Reset Procedure** to step **4**. The display should be flashing “RST”. Press and hold the “**2**” button (about 5 seconds) until the display flashes “**10.3**” or “**10.4**”. You can press and hold the “**2**” button again to switch to the other setting. Once the chosen setting is selected, finish the Reset Procedure steps 5 and 6.

Centimeters - 10.3

Inches (Default) - 10.4

Setting the Upper and Lower Limits

The base is designed to go to its minimum and maximum heights, allowing for the widest possible range. If you prefer to change the settings to a more narrow range, follow these steps:

To set the Lower-limit position:

Use the UP/DOWN buttons to move the base to the desired minimum height position. Press and release the “**BDI**” button and the LED display should read “**S**”. Next, press and release the DOWN button. Now, press and hold the “**BDI**” button (for about 2 seconds) until the LED display changes to “**000**” and then automatically returns to show the selected height. The new lower limit is now set.

To set the Upper-limit position:

Use the UP/DOWN buttons to move the base to the desired maximum height position. Press and release the “**BDI**” button and the LED display should read “**S**”. Next, press and release the UP button. Now, press and hold the “**BDI**” button (for about 2 seconds) until the LED display changes to **999** and then automatically returns to show the selected height. The new upper limit is now set.

Note:

- You can set just the upper limit or just the lower limit or both.
- After the upper and lower limits are set, the previous memory positions (1,2,3,4) may be outside the new range of movement. If so, simply reset the memory positions.
- If you attempt to revise a previously set upper or lower limit and it is outside of the existing range, you will need to remove the previously set upper/lower limits first.

A Reset Procedure requires the desk to be fully lowered (beyond any lower limit set). Please ensure that you have the proper clearance below the desk!

To remove the upper/lower limit positions:

Press and release the “**BDI**” button and the LED display should read “**S**”. Within 5 seconds, press and hold the “**BDI**” button until the display flashes “555”. The upper and lower limits are now removed.

Technical Specifications

Height Range	24.75”–49.75” (63–126 cm)
Travel Speed	1.5" per second
Weight Capacity	150 lbs (68 kg)
Duty Cycle	10%, Max 2 minutes with 18 minutes off
Memory	4 position presets
Monitor Arm Compatible	Yes

Trouble Shooting

If your desk is not functioning properly it may need to be reset. Follow the RESET procedure above. If your LED readout displays an error message Er1 confirm that all wired connections are secure. Then perform the reset procedure above.

