



ITEM NO: I248-316-1/316-SLT-1 Credenza Desk

Thank you for purchasing this quality product. Be sure to check all packing material carefully for small parts that may come loose inside the carton during shipment.



TOOLS REQUIRED (NOT PROVIDED)
PHILLIPS SCREWDRIVER

### FUNCTIONALITY INSTRUCTION

Flip down keyboard tray

If you prefer to adjust the shelf location, remove the screws and move shelf brackets to the desired location. Then secure the brackets to shelf with screws.

Leveler on legs

Adjust the leveler when necessary

Remove the wood screws on the side of drawer box to remove the rod loops and file rods if necessary.

Key for file lock

Locking file drawers hold letter or legal size files

Metal plate

Hook latch

Press here to release

BEFORE USING THIS PRODUCT PLEASE READ, UNDERSTAND, AND FOLLOW THESE INSTRUCTIONS. Save these instructions for future reference.

FOR INDOOR USE ONLY

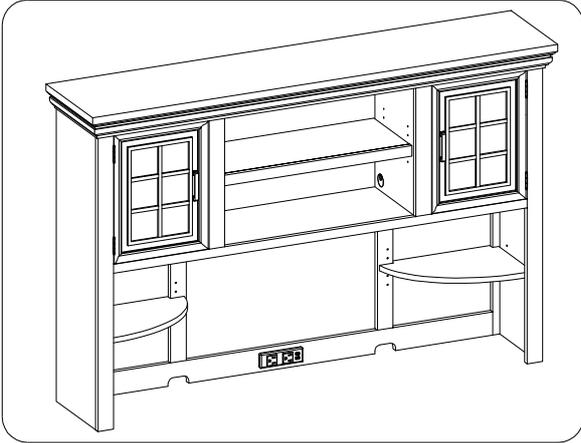


ITEM NO: I248-317-1/317-SLT-1 Credenza Hutch

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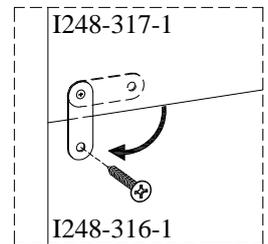
**UNIT SHOULD BE INSTALLED BY 2 OR MORE PERSONS.**



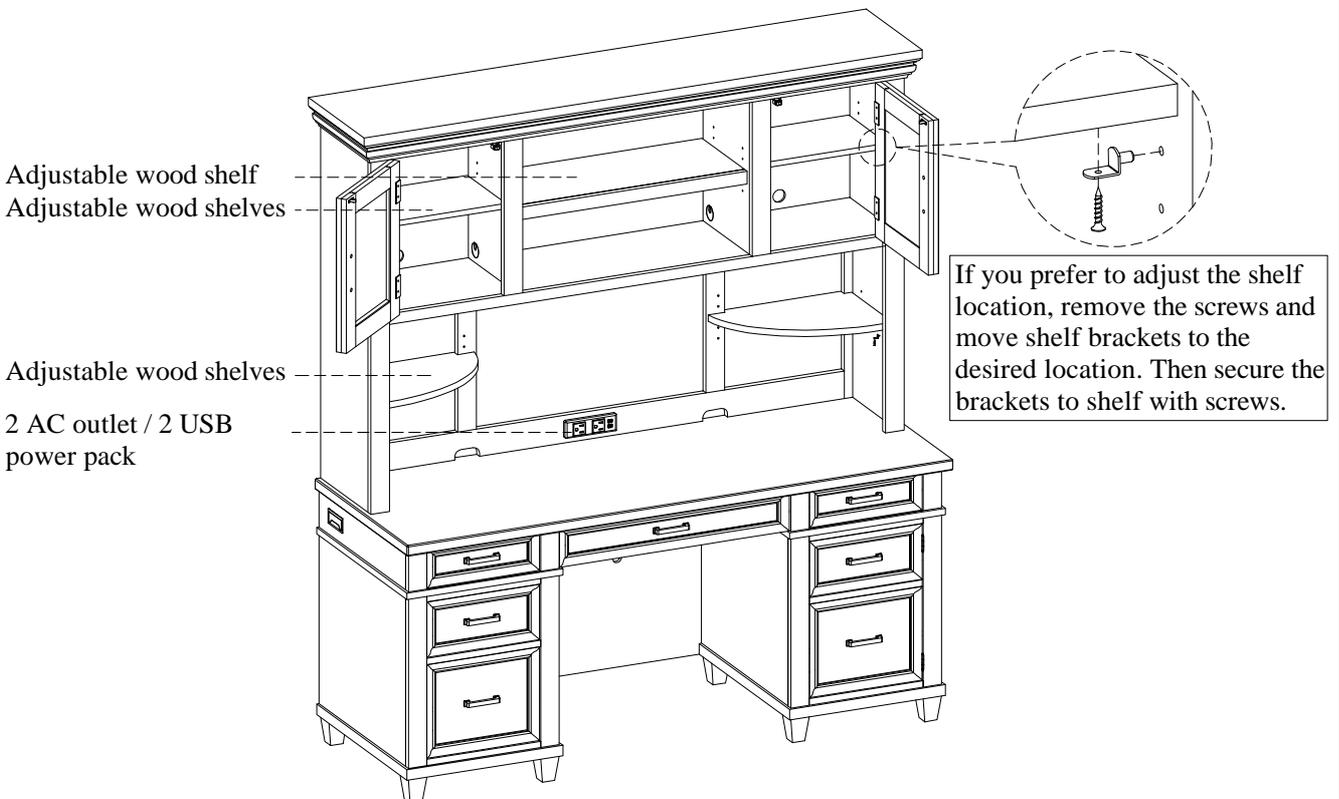
**TOOLS REQUIRED (NOT PROVIDED)**

**PHILLIPS SCREWDRIVER**

**STEP 1:** Put the hutch on the credenza top. Take off one screw from each metal plate on the back of hutch and swing it in an ideal place. Then re-secure the metal plate with screw to credenza.



### FUNCTIONALITY INSTRUCTION



Adjustable wood shelf  
Adjustable wood shelves

Adjustable wood shelves

2 AC outlet / 2 USB  
power pack

If you prefer to adjust the shelf location, remove the screws and move shelf brackets to the desired location. Then secure the brackets to shelf with screws.

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