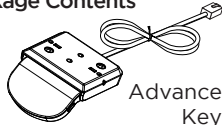


Advanced Paddle Keypad

FRM055

UPLIFT DESK

Package Contents



Advanced Paddle Keypad



Mounting Plate



#10x5/8" Wood Screws
(qty 4)

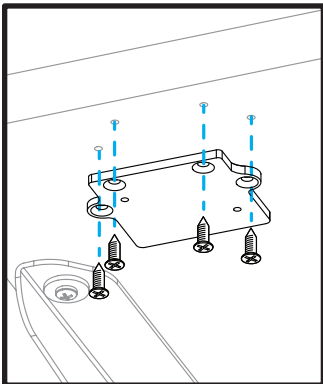


M4x10mm Machine Screws
(qty 2)

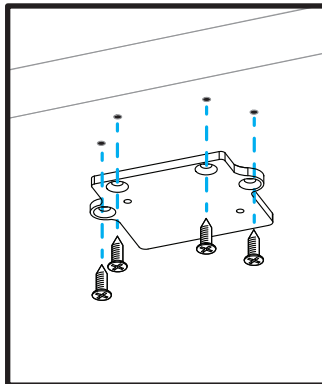


Cable Mount
(qty 3)

Using
Pre-drilled Holes



Without Using
Pre-drilled Holes

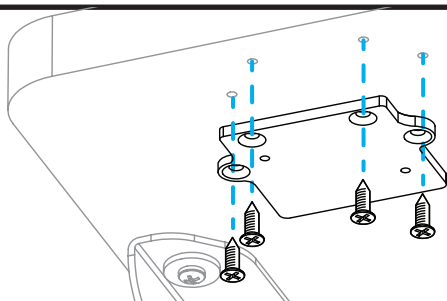


Step 1

Determine your mounting method. There are two ways to attach the Keypad to your desktop:

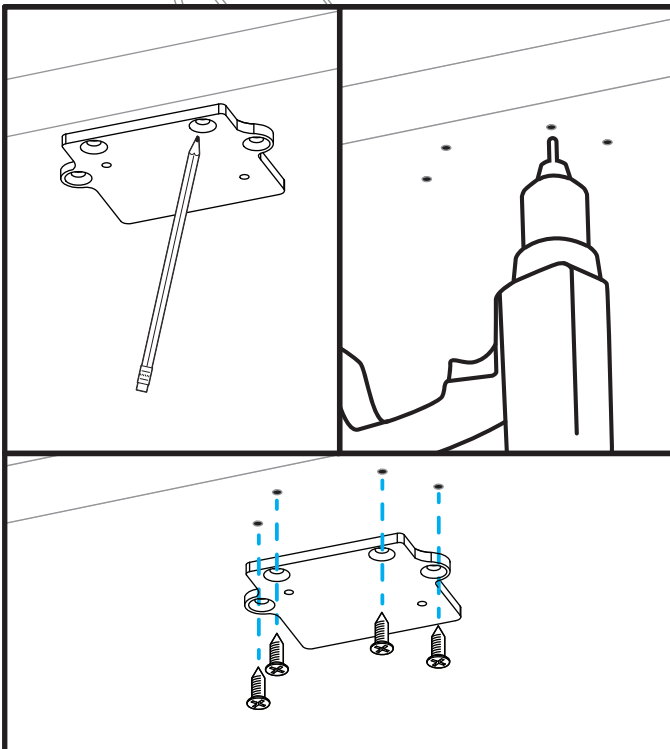
Install Using Pre-drilled Holes: If you would like to attach the Keypad to your UPLIFT Desk using the pre-drilled holes on the front, left or right side, follow the "Installation Using Pre-drilled Holes" instructions (Step 2).

Install Without Using Pre-drilled Holes: If you do not have an UPLIFT Desktop with pre-drilled holes or choose to place the Keypad in a different location, follow the "Installation Without Using Pre-drilled Holes" instructions (Step 3).



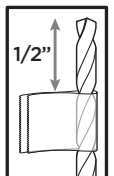
Step 2 (Installation Using Pre-drilled Holes)

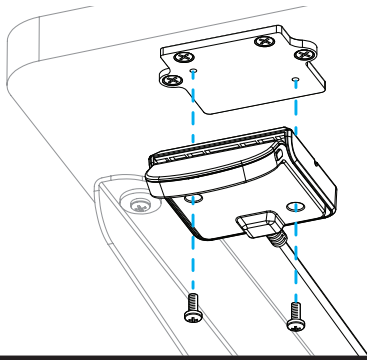
- Line up the Mounting Plate with all four pre-drilled holes and attach it with four #10x5/8" Wood Screws.
- Do not over tighten to avoid stripping.
- Skip Step 3 and proceed with Step 4.



Step 3 (Installation Without Using Pre-drilled Holes)

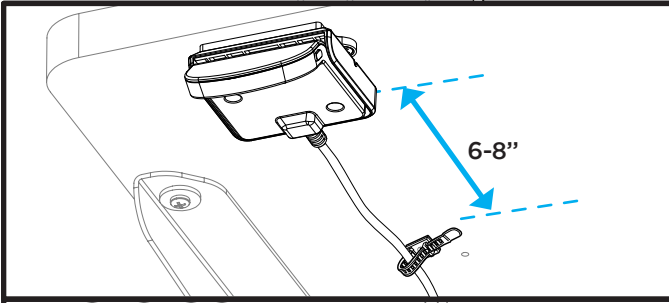
- If you do not have an UPLIFT Desktop with pre-drilled holes or choose to place the Keypad in a different location, hold the Mounting Plate where you would like to attach it.
- Make a pencil mark on the desktop in the center of each mounting hole.
- Next drill a pilot hole at each pencil mark using a 1/8" (or 3mm) diameter bit. **Note: DRILL NO DEEPER THAN 1/2".** To ensure this, we recommend wrapping a piece of tape around your drill bit 1/2" from the tip. Stop drilling just before the tape touches the desktop.
- Attach the Mounting Plate to the desktop using the #10x5/8" Wood Screws. Do not over tighten to avoid stripping.





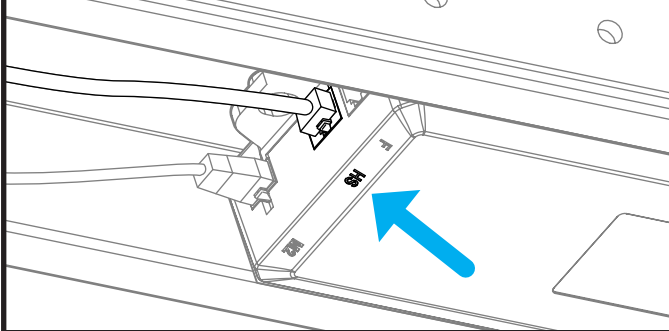
Step 4

- A. Line up the Keypad with the two mounting holes on the Mounting Plate and attach it with the two #M4x10mm Machine Screws.
- B. Do not over tighten to avoid stripping.



Step 5

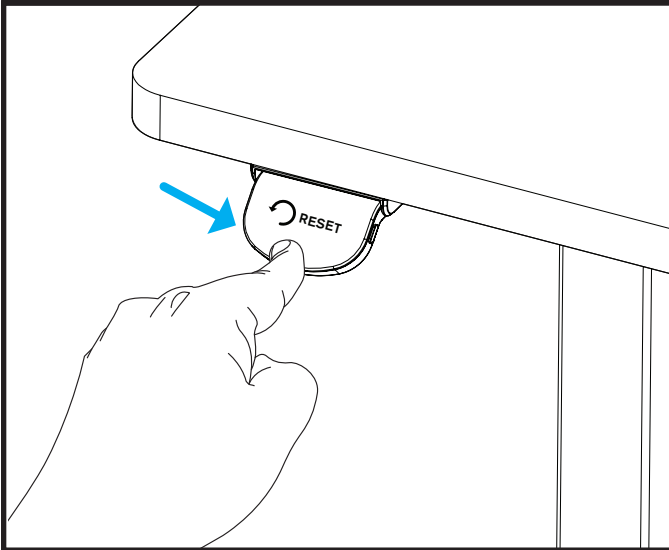
- A. Remove the adhesive backing from a Cable Mount and stick it 6" to 8" directly behind the Paddle. Press and hold the adhesive to the Desktop for about 30 seconds.
- B. Wrap the Cable Mount strap around the cable and pull it closed but not tight around the cable, leaving slack between the Cable mount and the cable.
- C. Plug the end of the Keypad's cable into the port marked "HS" on your UPLIFT Desk control box.
- D. You can use the remaining Cable Mounts to organize your Keypad cable and prevent it from snagging on anything when adjusting the desk's height. The Cable Mounts work best when stuck directly to one of the frame's metal components.



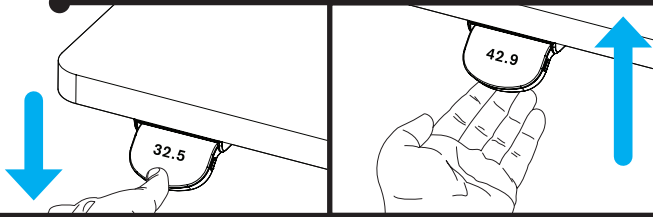
Step 6

If you are installing the Advanced Paddle Keypad on a newly assembled desk, you must first perform the following Reset Procedure:

- Press and hold the Paddle down until the desk stops at its lowest position, then release.
- Press down and hold again until the display reads RESET, then release.
- Press down and hold one more time until the desk lowers slightly, rises and stops, then release the button.
- Once the numeric height is displayed, the reset is complete and the desk is ready for use.

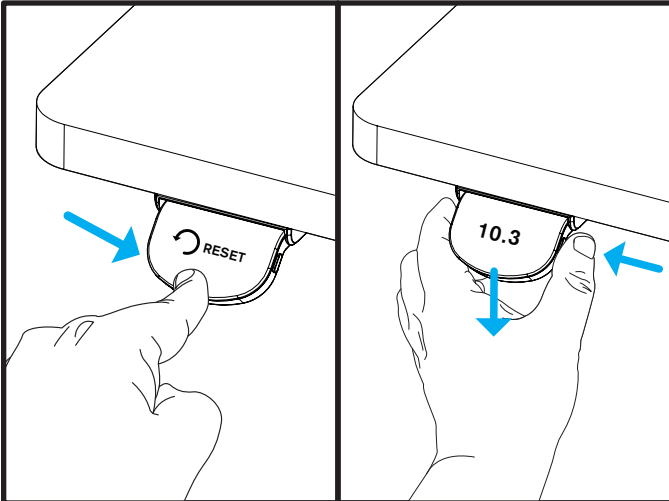


Basic Operation & Programming



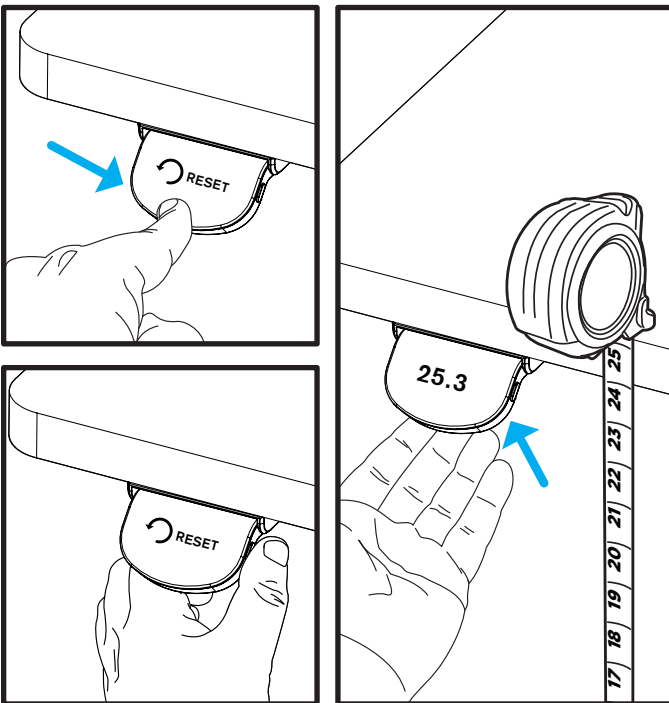
Basic Raising and Lowering

Press down and hold the Paddle to lower the desk. Lift up and hold the Paddle to raise the desk. Release the Paddle to stop the movement.



Changing Display Units (inches or cm)

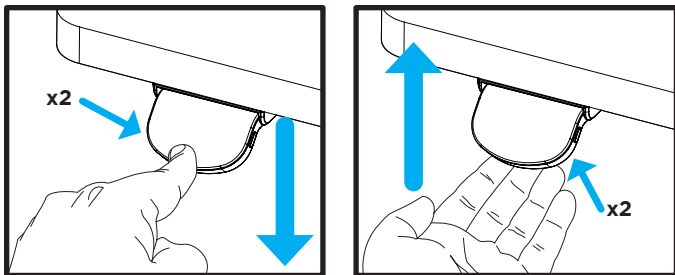
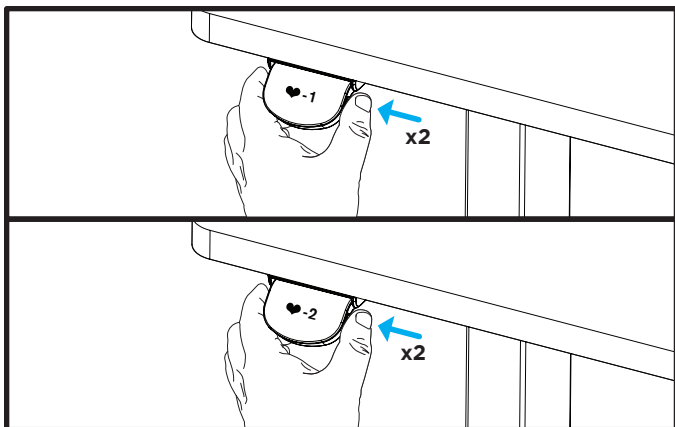
- Begin the reset procedure (see Page 2, Step 6) so the Display reads RESET.
- Hold the Side Button and push down on the Paddle to cycle between these numbers:
 - 10.3 Centimeter mode
 - 10.4 Inches mode
- When the number for your preferred setting appears, release the Paddle.
- Complete the reset procedure by pressing the Paddle down and holding until the desk lowers then rises slightly.



Height Calibration

- Lower the desk to its lowest position and measure the height from the floor to the top of the desktop.
- If the Display does not match the measured height, begin the reset procedure (see Page 2, Step 6) so the display reads RESET.
- Hold the Side Button in for about 5 seconds until a number displays on the keypad.
- Press up or down on the Paddle until the number on the display matches the measured height of the desk.
- Wait for the display to again read RESET and then complete the reset procedure by pressing the Paddle down and holding until the desk lowers then rises slightly.
 - Initial height reading for UPLIFT V1 & V2 Frames: 25.3"
 - Initial height reading for UPLIFT V2 Commercial Frame: 22.6"





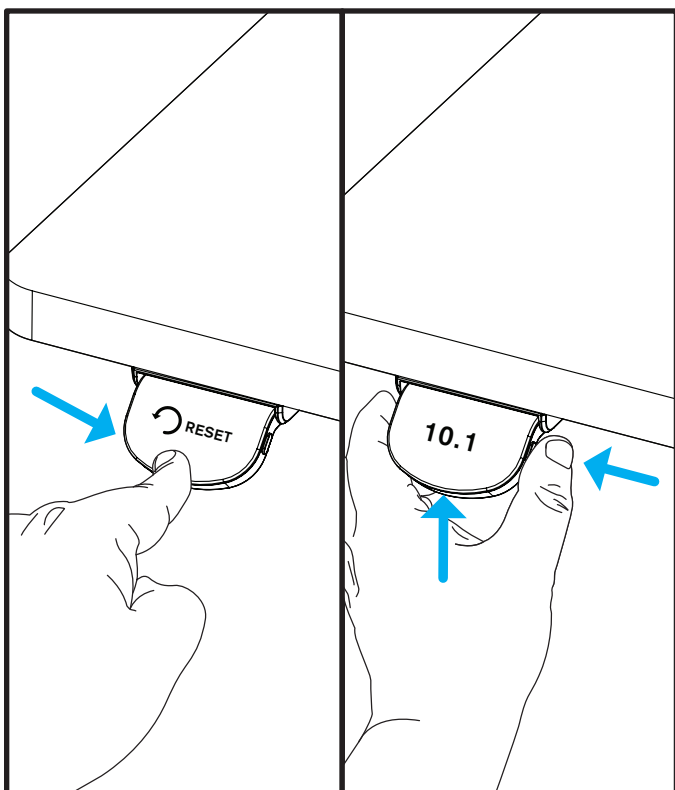
Save Sitting & Standing Heights into Memory

You can save two memory positions, one below 35.5" and one at or above 35.5". A height lower than 35.5" will be saved as Position 1 and a height at or above 35.5" will be saved as Position 2.

- Move the desk to a height below 35.5" and press the side button twice to save as Position 1 (♥--1).
- Move the desk to a height at or above 35.5" and press the side button twice to save as Position 2 (♥--2).

Moving Your Desk to the Saved Heights:

- If you have not already done so, save your Position 1 and 2 heights per the steps above.
- Tap Paddle down twice in quick succession to automatically move desk to Position 1.
- Tap Paddle up twice in quick succession to automatically move desk to Position 2.
- Double-tap timing may take a little practice to master.
 - See next section for selecting between Double-tap and Double-tap & Hold options.



"Double-tap" vs. "Double-tap & Hold" Mode

There are two methods for using the Double-tap feature. To choose which version you prefer, follow the steps below.

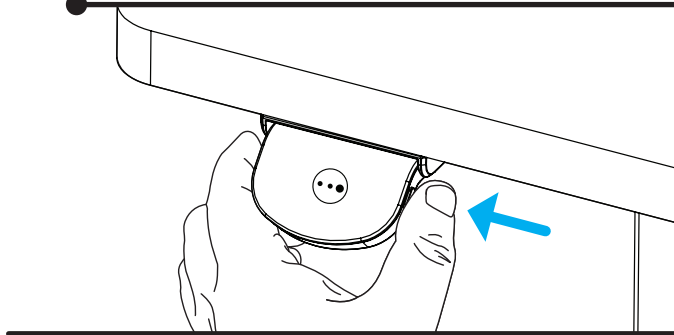
- Double-tap** requires only a Double-tap to move the desktop to a saved height position.
- Double-tap & Hold** requires a Double-tap with a continuous hold on the Paddle on the second tap to move the desktop to a saved height position.

Changing Between Double-tap Options

- Begin the reset procedure (see Page 2, Step 6) so the Display reads RESET.
- Hold the Side Button and lift up on the Paddle to cycle between these numbers:
10.1 Double-tap
10.2 Double-tap & Hold
- When the number for your preferred setting appears, release the Paddle.
- Complete the reset procedure by pressing the Paddle down and holding until the desk lowers then rises slightly.

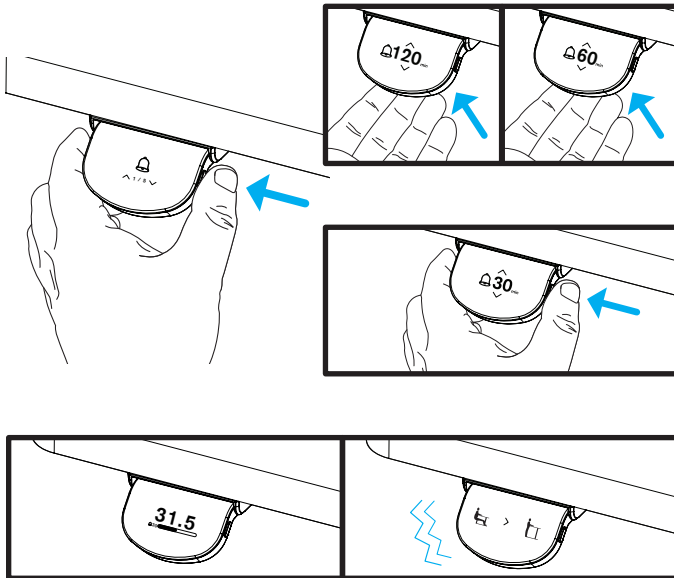


The Functions Menu



Press and hold the Side Button for about 5 seconds to enter the Functions Menu. Tap the Paddle up or down to cycle through the Menu options:

- Standing & Sitting Reminders
- Upper & Lower Limits Setting
- Lock/Unlock
- Vibration Mode
- Return

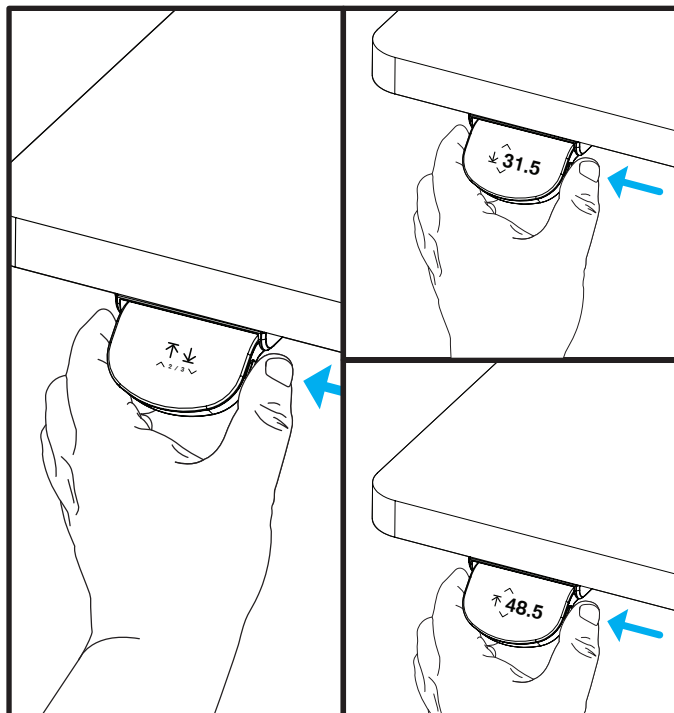


Standing & Sitting Reminders

These are timers that remind you to switch between standing and sitting. They can individually be set to 10, 20, 30, 60, or 120 minutes, or off. You can either use both of the reminders, or just one of them.

- A. Enter the Functions Menu and tap the Paddle until you see the bell icon, then press the Side Button.
- B. Press the Paddle up or down again to cycle through the sitting timer options and press the Side Button to select your desired setting.
- C. Follow the same steps to set the standing reminder. Both timers are initially set to off.

If you have activated the Vibration Mode (see page 6), the Paddle will vibrate when your reminder timer has expired. Otherwise, you will only see a visual reminder on the Display.



Upper & Lower Height Limits Setting

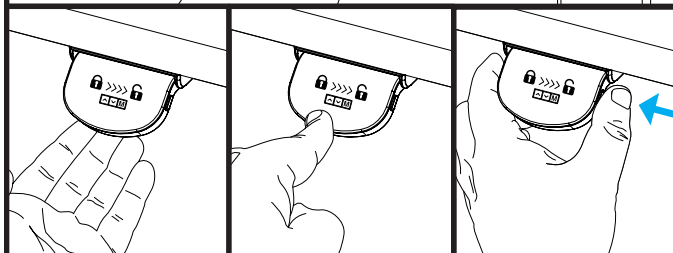
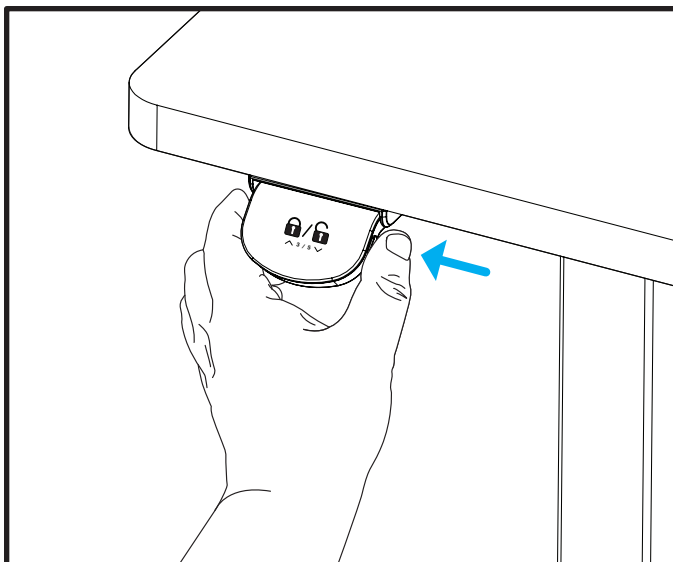
This feature allows you to set a maximum upper and/or a minimum lower height for your desk. Setting the upper and lower limits will prevent your desk from colliding with items above or below it. You can set either the upper or lower limit or both.

- A. Move your desk to the position you would like to have as either the upper or lower height limit.
- B. Enter the Functions Menu and tap the Paddle until you see this icon and press the side button to enter.
- C. Tap the Paddle up or down to cycle through the menu options and select either the **↑ MAX** or the **↓ MIN** depending on whether you moved the desk to a maximum or minimum height in Step A.
- D. Press the side button to accept your choice.
- E. Repeat the above steps to set the other limit if you choose.

Press Side Button to:

- MAX** Set the current height as the Upper Limit
- MIN** Set the current height as the Lower Limit
- OFF** Clear out the existing Upper and Lower Limit settings
- Go back to the main menu





Lock/Unlock

Prevent your desk from being moved by locking the Paddle.

- Enter the Functions Menu and tap the Paddle until you find the Vibration icon. Press the Side Button to enter.
- Cycle through the following options, and press the Side Button to accept the option you want.

Press Side Button to:

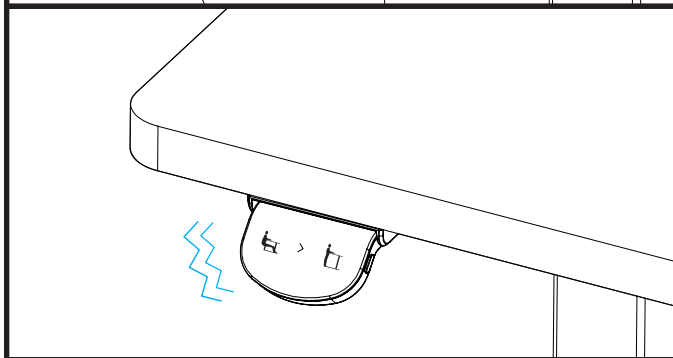
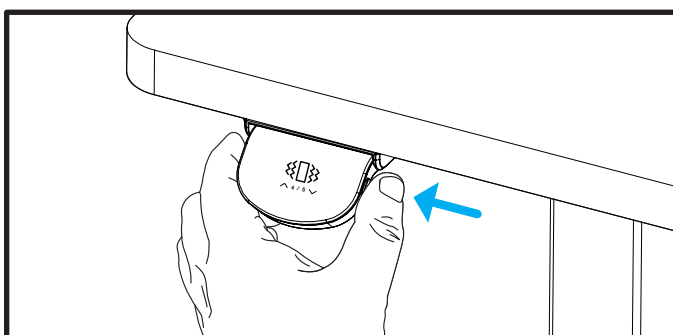
-  Lock/Activate Lock mode
-  Unlock/Deactivate Lock mode
-  Go back to the main menu

After about 10 seconds of inactivity, your desk will go into "Lock mode" and display a lock icon. If any button is pressed, an unlock reminder will appear.

To temporarily override the lock feature and move your desk

- Tap the Paddle up once
- Tap the Paddle down once
- Press the Side Button (M).

After you move your desk, it will return to Lock mode.



Vibration Mode

With the Vibration Mode activated, the Advanced Paddle Keypad will vibrate when the standing or sitting reminder time period has expired. If the Vibration Mode is off, you will only be notified visually on the Display when the timer runs out.

- Enter the Functions Menu and tap the Paddle until you find the Vibration icon. Press the Side Button to enter.
- Cycle through the following options, and click the Side Button to accept the option you want.

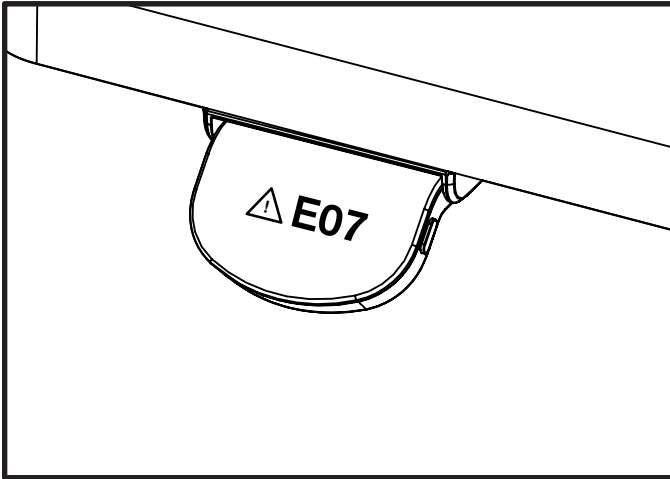
Press Side Button to:

-  Activate Vibration mode with one short pulse
-  Activate Vibration mode with two short pulses
-  Activate Vibration mode with three short pulses
-  OFF Deactivate Vibration mode
-  Go back to the main menu



Troubleshooting

For more troubleshooting information, visit the Desk Reset + Troubleshooting Steps at the URL below.
<https://www.upliftdesk.com/uplift-desk-troubleshooting-and-reset-instructions/>



If your desk does not respond when you try to raise it or lower it or if the Keypad displays error messages (“E01” through “E12”), check to make sure all the cables are secure (cables to the legs and cables to the control box).

If the problem persists, follow the steps below.

- Unplug the power cord and press down on the Paddle for 30 seconds.
- Plug the power cord back in.
- Perform the Reset Procedure outlined on Page 2 Step 6 of these installation instructions.

Note: If the desk is unplugged or if you lose power, you may need to perform the Reset Procedure.

If the error message persists after performing the Reset Procedure or if there is a height difference between the legs which exceeds 1.5”, refer to the Desk Reset + Troubleshooting Steps page at the URL shown below.

<https://www.upliftdesk.com/uplift-desk-troubleshooting-and-reset-instructions/>

CODE	DESCRIPTION	TROUBLESHOOTING SOLUTION
H01	Overheated	The desk motor has a 10% duty cycle to protect it from overheating. For example, in a 20 minute period, if your desk motor is activated for 2 minutes, you will want to let it rest for 18 minutes. Otherwise you may see an H01 code on your keypad.
E01-E06	Firmware or connectivity issues	Check all cables to ensure they’re all firmly plugged in, and perform the Reset procedure on Page 1, Step 3.
E07-E012	Legs are uneven	Perform Reset procedure on Page 1, Step 3.

CAUTIONS & WARNINGS

CAUTION: Read all instructions before assembly. Failure to assemble or operate properly may result in damage or personal injury. Retain manual for future reference.

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