GlobalVision

SWIVEL MONITOR ARM
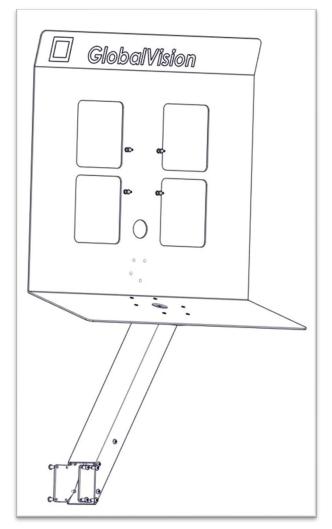
ASSEMBLY GUIDE

16 November 2020

Figure 1: Swivel Monitor Arm

Note: Do not fully tighten any bolts until every part is assembled.

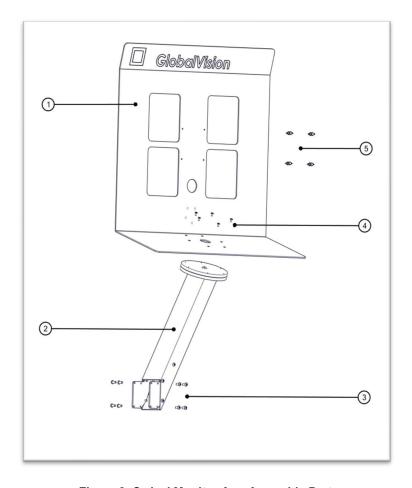**The following instructions are to assemble the Swivel Monitor Arm:**

Figure 2: Swivel Monitor Arm Assembly Parts

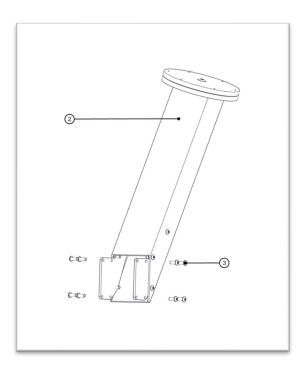|	Parts List	
#	**Part Name**	**Quantity**
1	Monitor/Keyboard Plate	1
2	Diagonal Monitor Swivel Arm	1
3	Bolts	8
4	Small Hex Screws	6
5	Monitor Mounting Spacers with Bolts	4
6	Monitor Mounting Spacer Nuts	4
7	T-Handle Allen key 3/16"	1
8	T-Handle Allen key 3/32"	1

Table 1: Parts List

Figure 3: Diagonal Swivel Arm

Step 1: Connect the Diagonal Monitor Arm (Ref Table 1: Part 2) to the right-side leg of the table or stand. Place the monitor arm so that its front and back attachment plates align with the (four) bolts entry points on each side. Place and fasten the four bolts on each side.

Note: Image below is not an actual representation but a reference to where the Swivel Arm connects to.
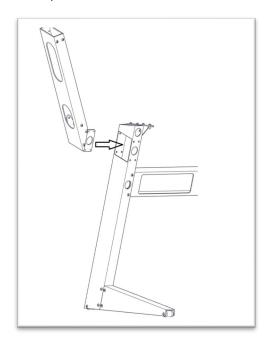

Figure 4: Bolts Entry Points

Step 2: Attach the Monitor/Keyboard Plate (Part 1) to the top of the Swivel Arm (Part 2) using the 6 small Hex Screws (Part 4) provided as shown below.
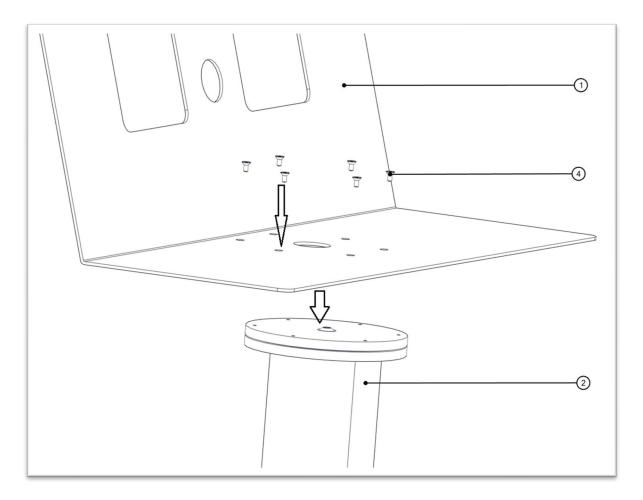

Figure 5: Attach Monitor/Keyboard plate with Swivel Arm

Step 3: Next. Attach the four Monitor Mounting Spacers (Part 5) to the back of the monitor as shown below.
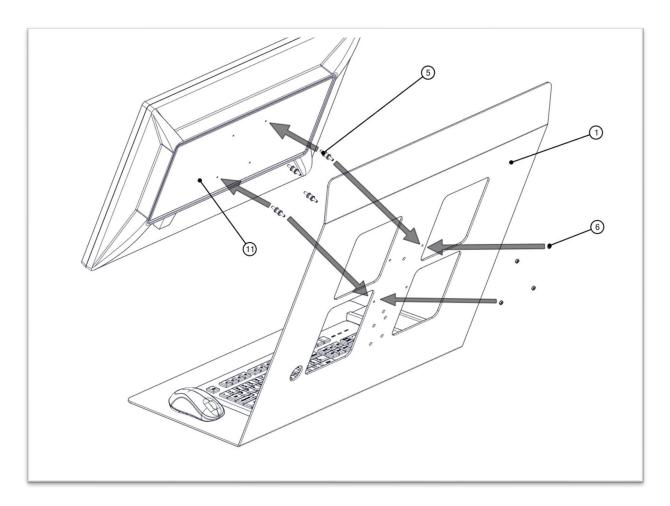

Figure 6: Attach Monitor Mounting Spacers

Step 4: Next, attach the monitor to the monitor plate using the four nuts (Part 6) provided with the Spacers.
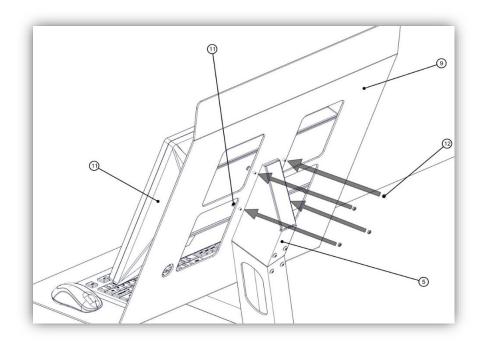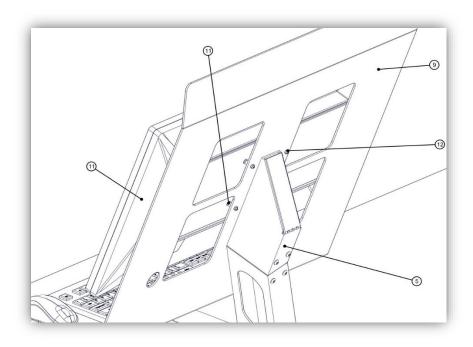

Figure 7: Attach Monitor to Monitor Plate 1

Figure 8: Attach Monitor to Monitor Plate 2

Step 5: Tighten all the bolts to ensure the assembly of the table or stand is safe and ready to use.