

Clamp-On 48” Cable Management Desk Organizer

SKU: DESK-SKIRT-48P

Instruction Manual

Assembly Video & Product Info
www.vivo-us.com/products/desk-skirt-60p



! CAUTION! !

If you do not understand these directions, or if you have any doubts about the safety of the installation, please contact our product support team at 309-278-5303 or help@vivo-us.com for further assistance. Check carefully to make sure there are no missing or defective parts. Improper installation may cause damage or serious injury. Do not use this product for any purpose that is not explicitly specified in this manual. Do not exceed weight capacity. We cannot be liable for damage or injury caused by improper mounting, incorrect assembly or inappropriate use.



WARNING: CHOKING HAZARD

SMALL PARTS - NOT FOR CHILDREN UNDER 3 YEARS. ADULT SUPERVISION IS REQUIRED.



DO NOT EXCEED WEIGHT CAPACITY

FAILURE TO DO SO MAY RESULT IN SERIOUS INJURY.

We're Here for You

Open **Monday - Friday 7:00am - 7:00pm** CST, our dedicated support team can offer immediate assistance with rapid response times. If any parts are received damaged or defective, please contact us. We are happy to replace parts to ensure you have a fully functioning product.



Give us a Call:
309-278-5303

AVG. RESOLUTION TIME (*within office hrs*): **5M 4S**



Chat Us:
www.vivo-us.com

AVG. RESOLUTION TIME (*within office hrs*): **< 15 M**

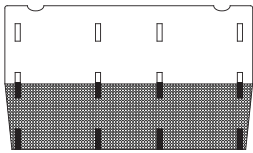


Email Us:
help@vivo-us.com

AVG. RESPONSE TIME (*within office hrs*): **1HR 8M**

- 23% within < 15m
- 38% within < 30m
- 61% within < 1hr
- 83% within < 2hr
- 92% within < 3hr

Package Contents



A (x1)
Panel



B (x2)
Side Bar



C (x4)
T Joiner



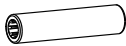
D (x2)
Clamp



E (x2)
Mounting Clip



F (x8)
Frame Bar



G (x4)
Joiner

Included Hardware



S-A (x2)
M4x6mm Screw



W-A (x2)
ST4.8x19 Screw

Tools Needed:



**Phillips
Screwdriver**



Pencil



Drill



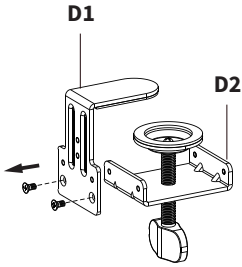
**6/50" (3mm)
Drill bit**

****Optional Preassembly****

Adjusting Clamps for <1.5" (40mm) Desktops

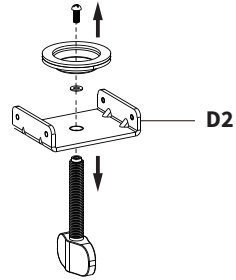
If your desktop is **<1.5" (40mm)**, follow the steps below for a Clamp assembly that will fit your desk.

1



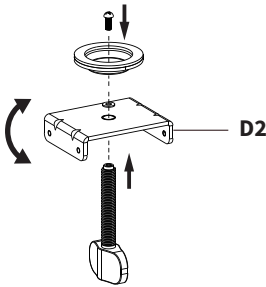
Use a Phillips screwdriver to separate the Upper Clamp (**D1**) from the Lower Clamp (**D2**).

2



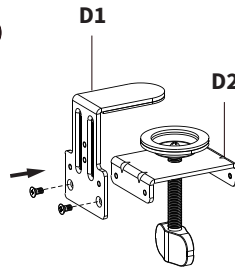
Use a Phillips screwdriver to separate the Clamp Bolt from the Lower Clamp (**D2**).

3

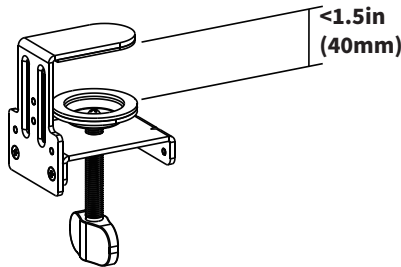


Flip the Lower Clamp (**D2**) and reinsert the Clamp Bolt.

4



Reattach the Upper Clamp (**D1**) to the Lower Clamp (**D2**).

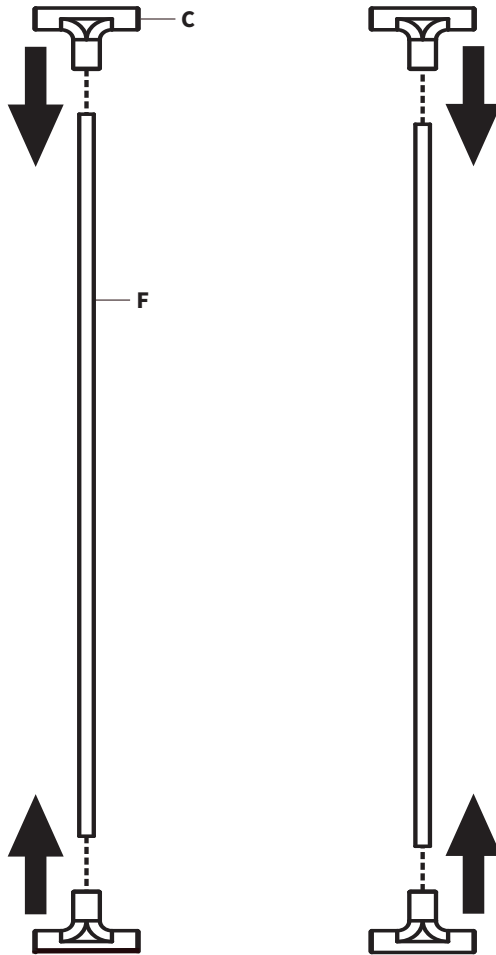


NOTE: Assembly instructions will proceed with preprepared Clamp assembly.

ASSEMBLY STEPS

STEP 1

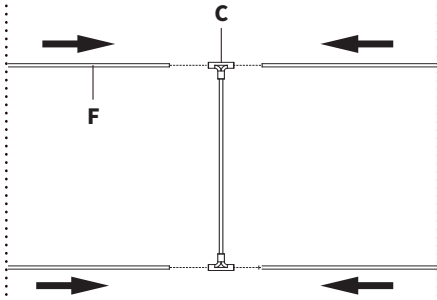
Connect the centers of the T Joiners (**C**) to the ends of the Frame Bars (**F**).



STEP 2

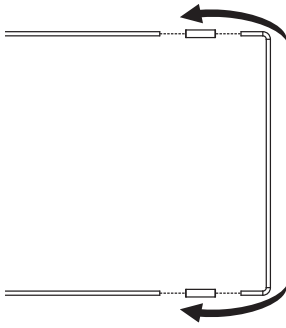
Follow the steps outlined below.

2.1



Connect Frame Bars (F) to sides of T Joiners (C).

2.2



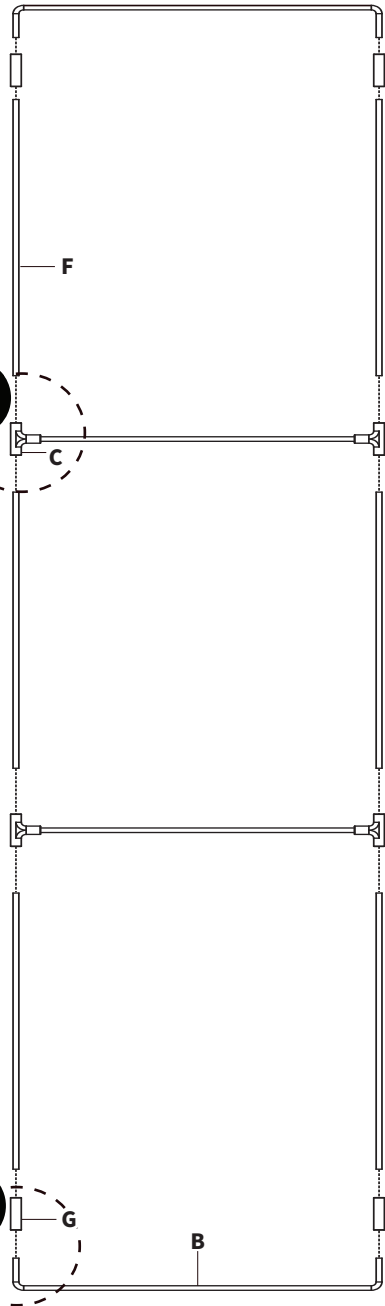
Connect Joiners (G) and Side Bars (B) to sides.

! ENSURE JOINTS ARE SECURE

Lightly tap each joint against a hard surface to ensure all bars and joiners are secured properly.

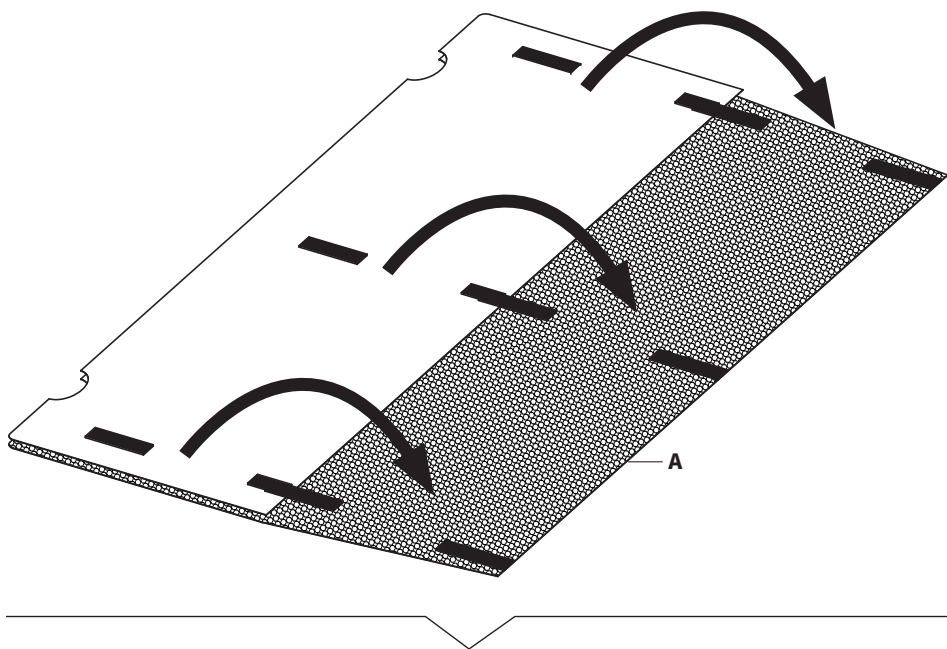
2.1

2.2

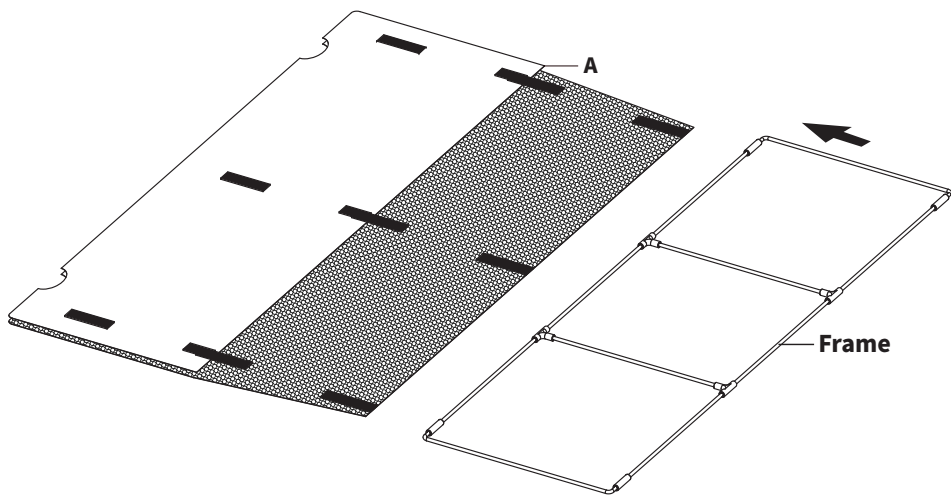


STEP 3

Open the flap and straps of Panel (A).



Insert the **Frame** into the Panel (A), making sure the frame is fully inserted and the material is tightly stretched around it.

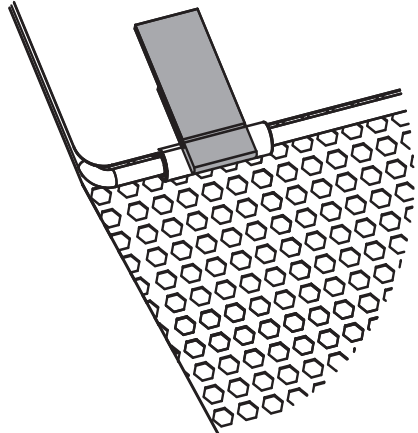
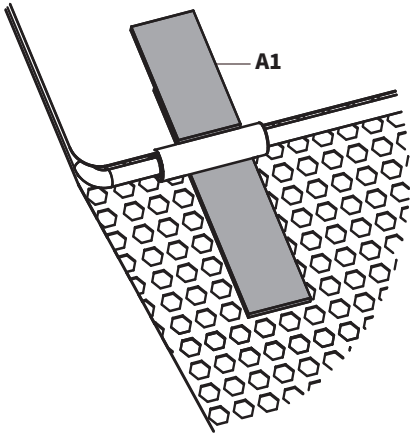
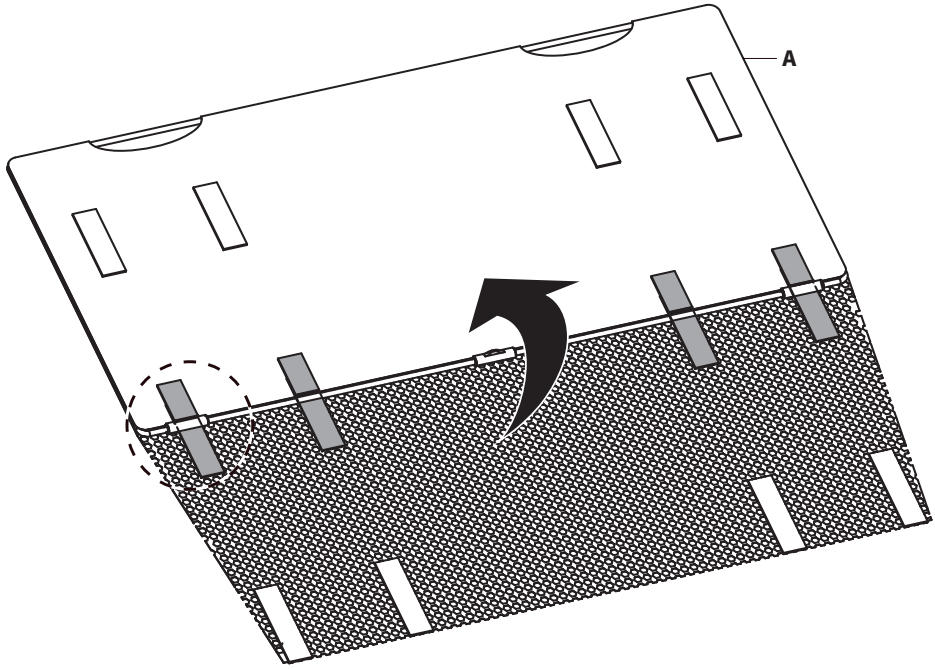


Snug Fit:

Fabric on Panel has a tight fit around the frame and may need to be stretched before inserting the frame.

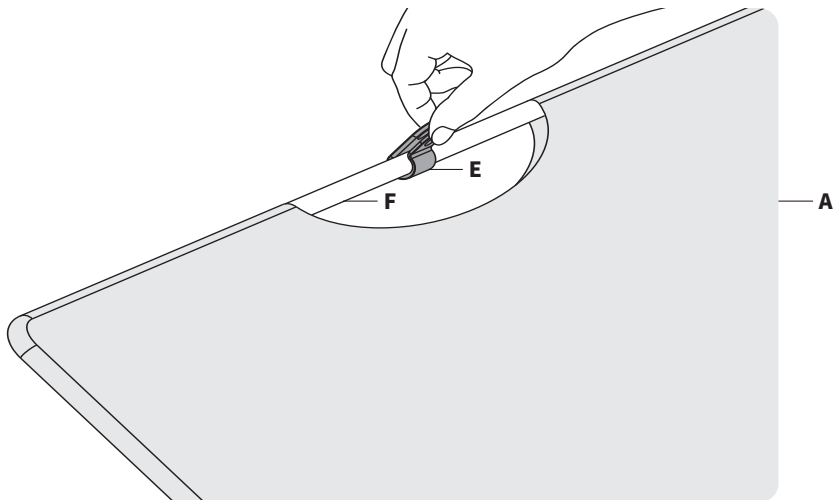
STEP 4

Fasten Straps (A1) on inside of Panel (A) to secure the frame.



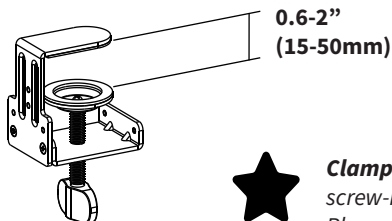
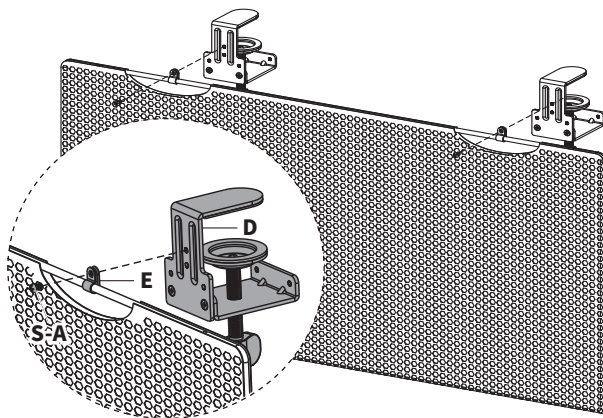
STEP 5

Place Mounting Clips (**E**) in the center of each exposed portion of Frame Bars (**F**). Make sure the wire management flap on Panel (**A**) is facing upward.



STEP 6

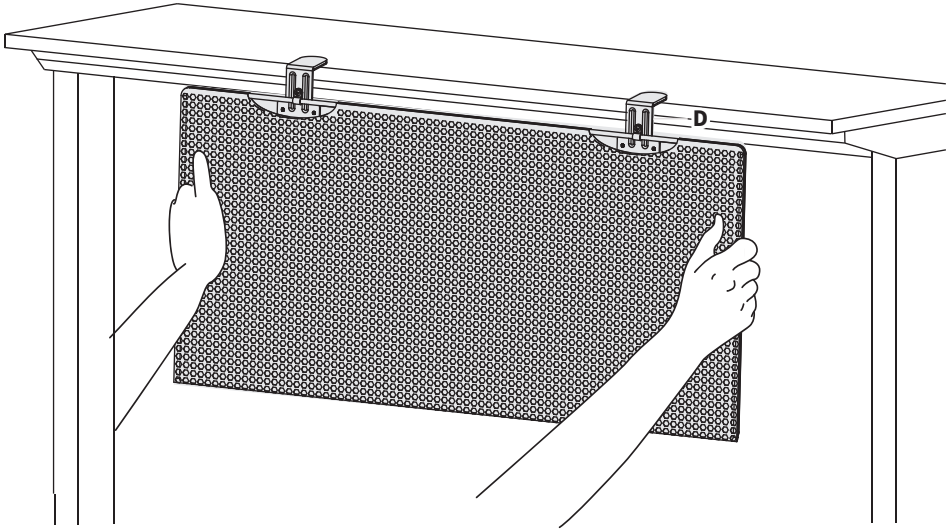
Secure Mounting Clips (**E**) to Clamps (**D**) in one of two mounting locations using M4x6mm Screws (**S-A**).



Clamp not working for setup? Skirt can be installed as a screw-in mount under your desktop instead of clamping. Please see Under Desk Mounting section on **page 12**.

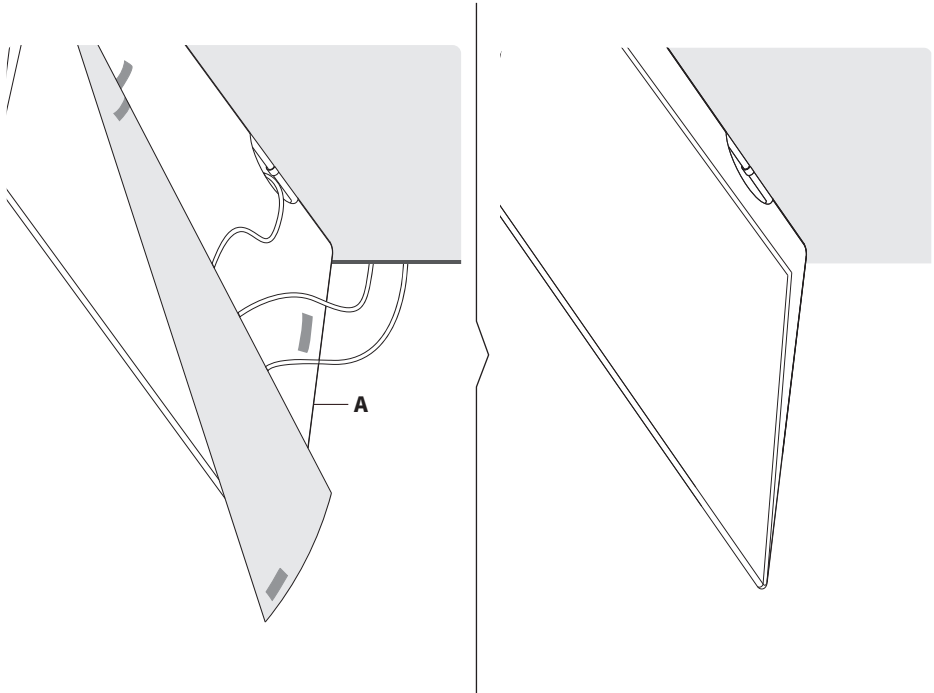
STEP 7

Mount the assembled panel to desktop and tighten Clamps **(D)** to secure assembly in place.



STEP 8

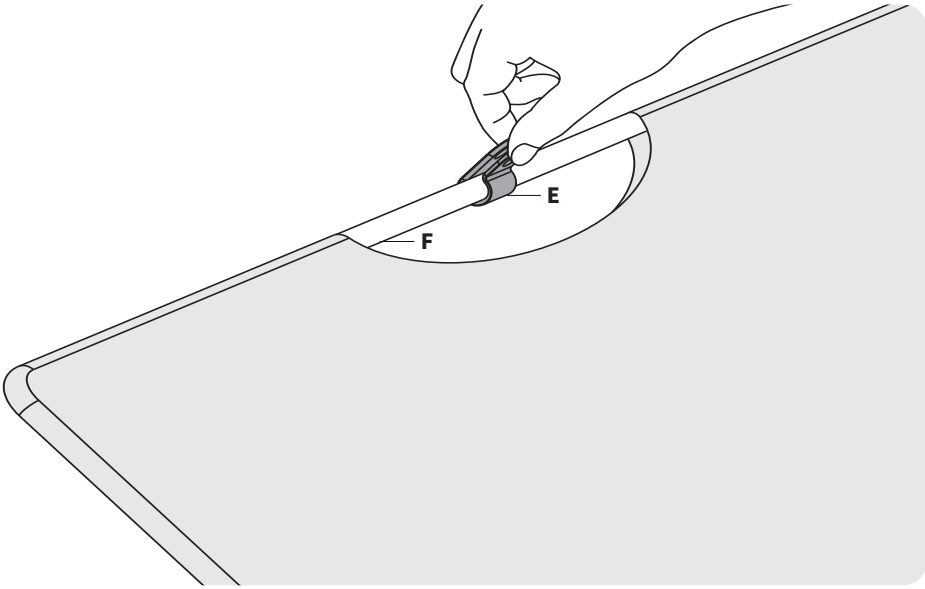
Route and organize the cables and secure them using the flap on the panel **(A)**.



Optional: Under Desk Mounting

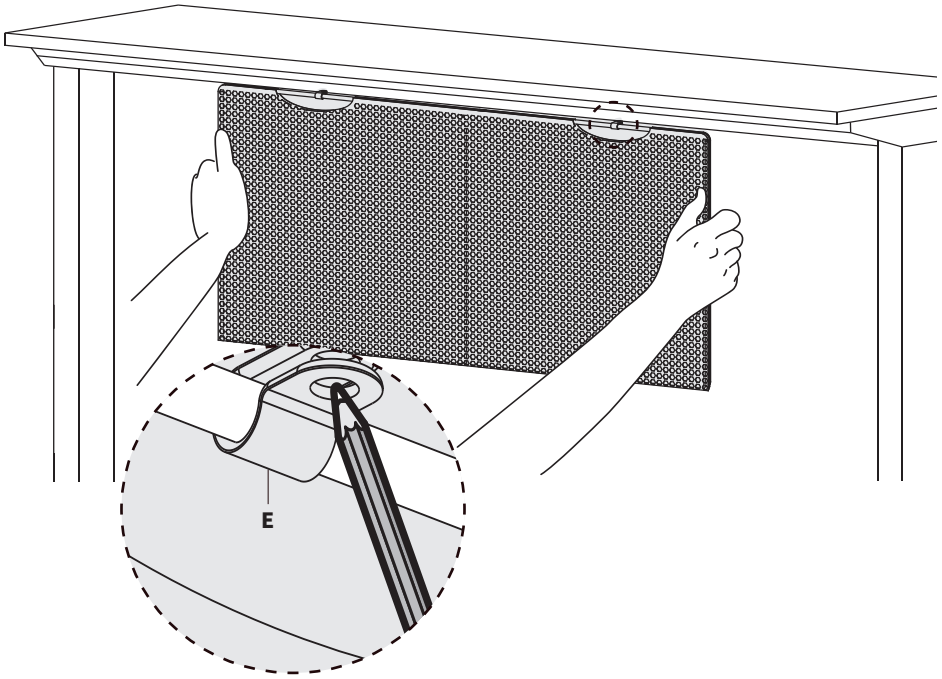
STEP 1

Place Mounting Clips (**E**) in the center of each exposed portion of Frame Bars (**F**).



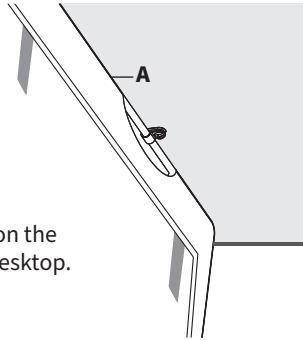
STEP 2

Center the assembled panel under the desktop and use a pencil to mark the locations of Mounting Clips (**E**).



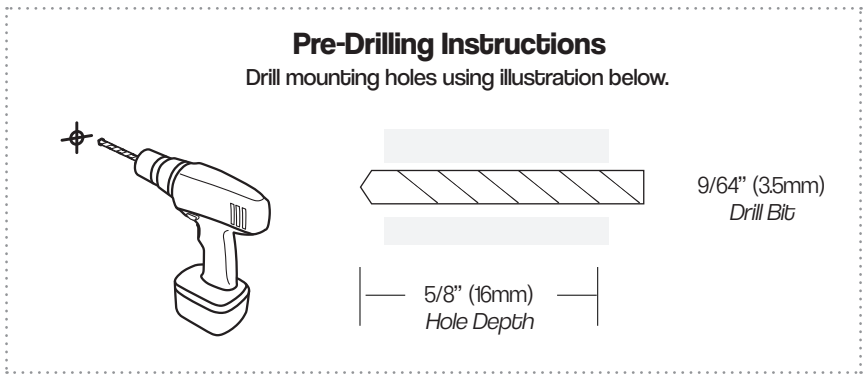
NOTE

Ensure the wire management flap on the Panel (**A**) is facing the inside of the desktop.

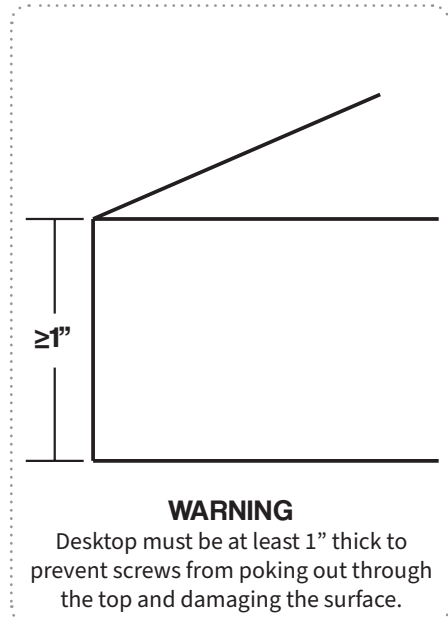
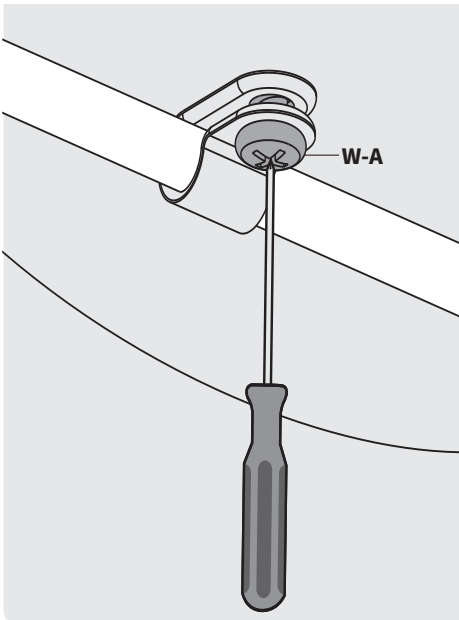


STEP 3

Follow drilling instructions below.

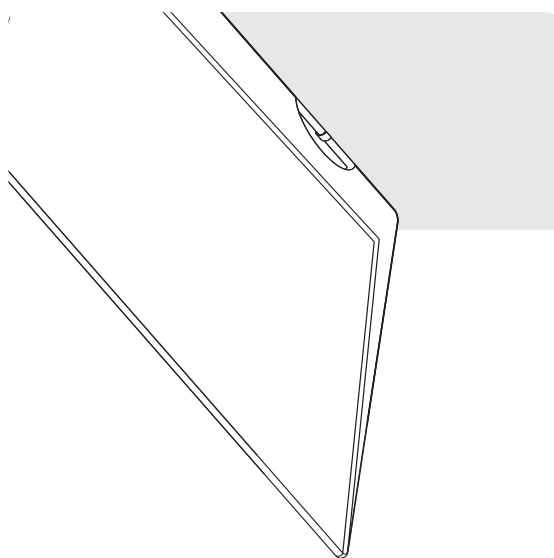
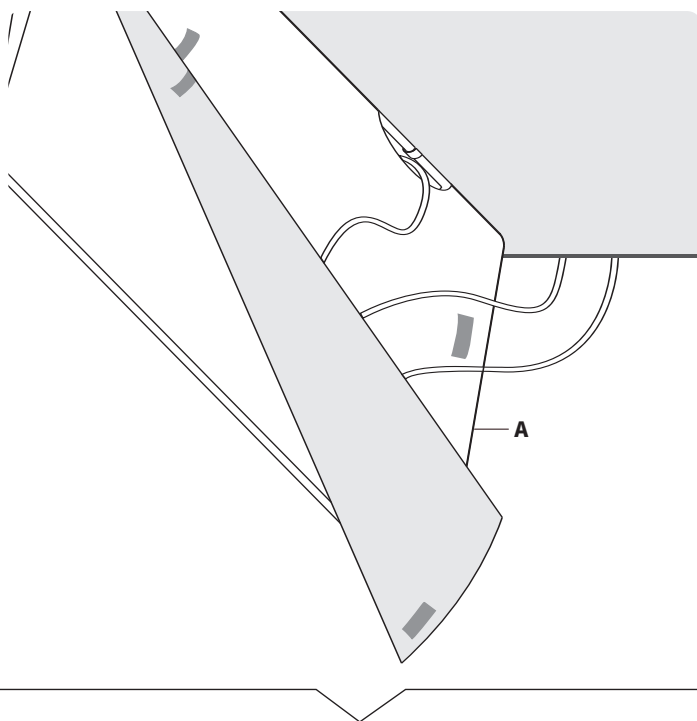


Mount the assembled panel to the underside of the desk using ST4.8x19mm Screws (**W-A**) and a Phillips screwdriver.



STEP 4

Route and organize the cables and secure them using the flap on Panel (A).



[THIS PAGE INTENTIONALLY LEFT BLANK]



Need Help? Get In Touch

Monday-Friday from 7:00am-7:00pm CST



help@vivo-us.com



www.vivo-us.com

Chat live with an agent!



309-278-5303



VIVO-us @vivo_us

FOR MORE GREAT VIVO PRODUCTS,
CHECK OUT OUR WEBSITE AT: WWW.VIVO-US.COM