

## Desk 72" x 24"

Hudson Elm finish | **Model 5427422**

**NOTE:** THIS INSTRUCTION BOOKLET CONTAINS **IMPORTANT** SAFETY INFORMATION.

PLEASE READ AND KEEP FOR FUTURE REFERENCE.

English pg 1-24  
Français pg 25-28  
Español pg 29-32

Lot # **566752**

09/08/21

Purchased: \_\_\_\_\_

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No. 2 Phillips Screwdriver  
Tip Shown Actual Size

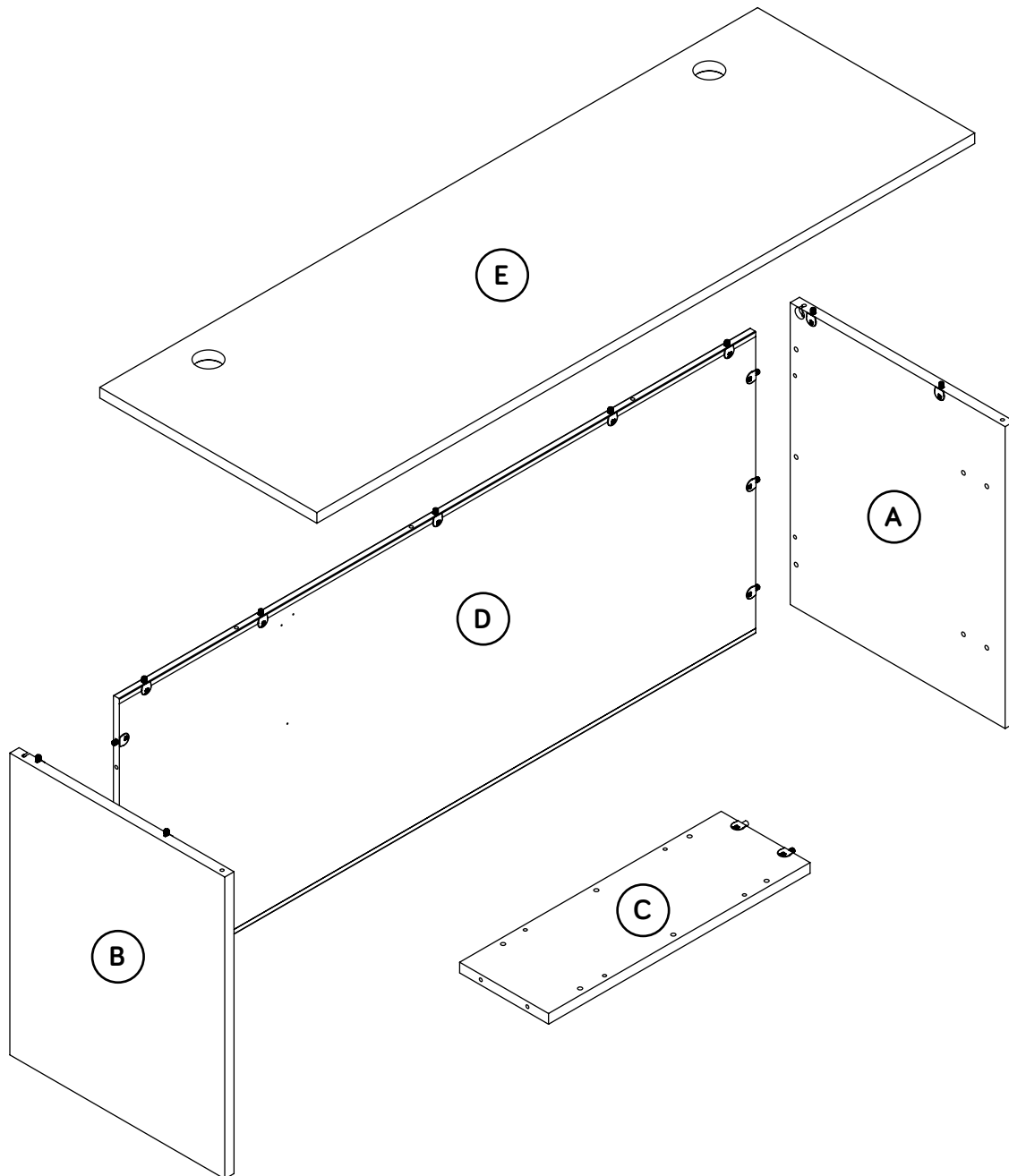


Hammer  
Not actual size 😊



⚠ While not all parts are labeled, some of the parts will have a label or an inked letter on the edge to help distinguish similar parts from each other. Use this part identification to help identify similar parts.

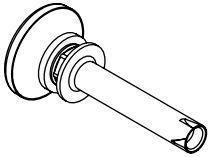
A	RIGHT END (1)
B	LEFT END (1)
C	SMALL END (1)
D	MODESTY PANEL (1)
E	TOP (1)



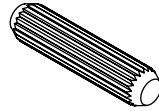
# Hardware Identification

† Screws are shown actual size. You may receive extra hardware with your unit.

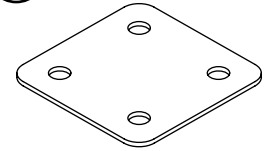
**46E** LEVELER - 6



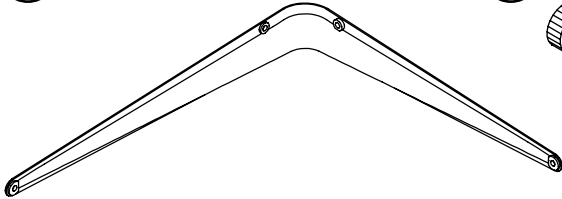
**42F** WOOD DOWEL - 13



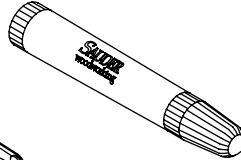
**41G** PLATE - 2



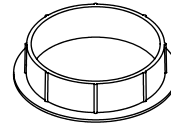
**86G** SUPPORT BRACKET - 2



**10M** TOUCH-UP PEN - 1



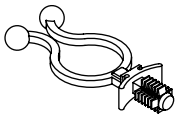
**2P** GROMMET - 2



**3P** GROMMET CAP - 2



**9P** CORD CLIP - 4



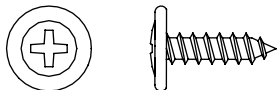
**125P** TWIST-LOCK® FASTENER COVER - 17



**127P** HOLE PLUG - 8

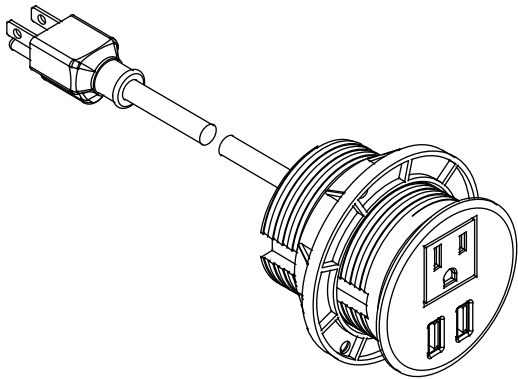


**1S** BLACK 9/16" LARGE HEAD SCREW - 20

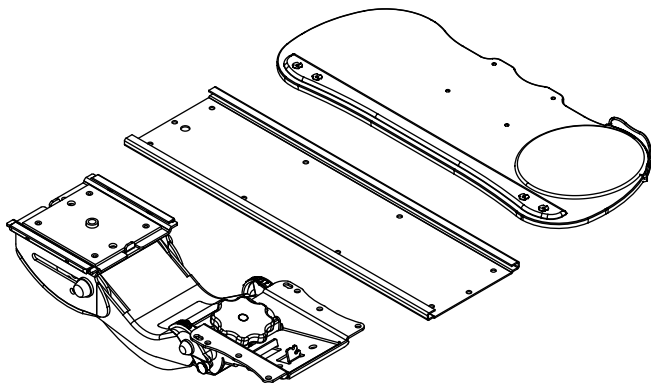


# Optional Accessories (sold separately)

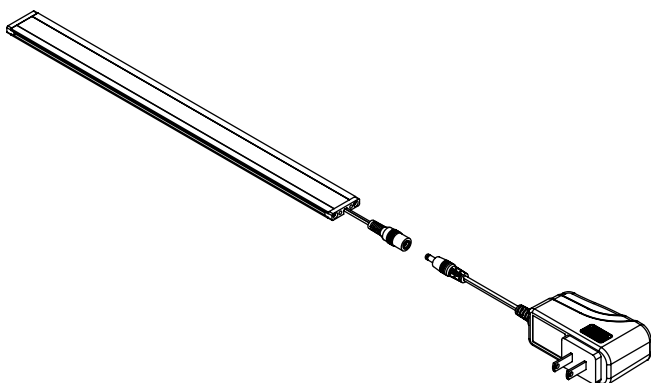
⌚ This piece of furniture accommodates one or more of the following optional accessories (sold separately). ⌚ **Powered Grommet (Item 5427829)**



⌚ **Articulating Keyboard Shelf (Item 5426468)**  
⌚ The Articulating Keyboard Shelf is designed to be fastened to the underside of your desk, desk return, or credenza top.



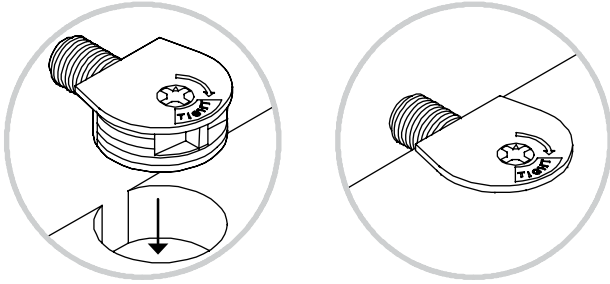
⌚ **LED Light (Item 5426494)**  
⌚ The LED Light is designed to be fastened to the underside of a hutch.



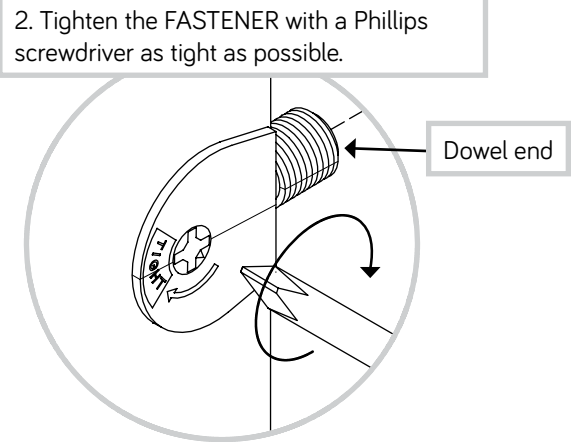
# Hardware Usage Guide

## HOW TO USE A TWIST-LOCK® FASTENER

1. Push a TWIST-LOCK® FASTENER into the large hole in the part.

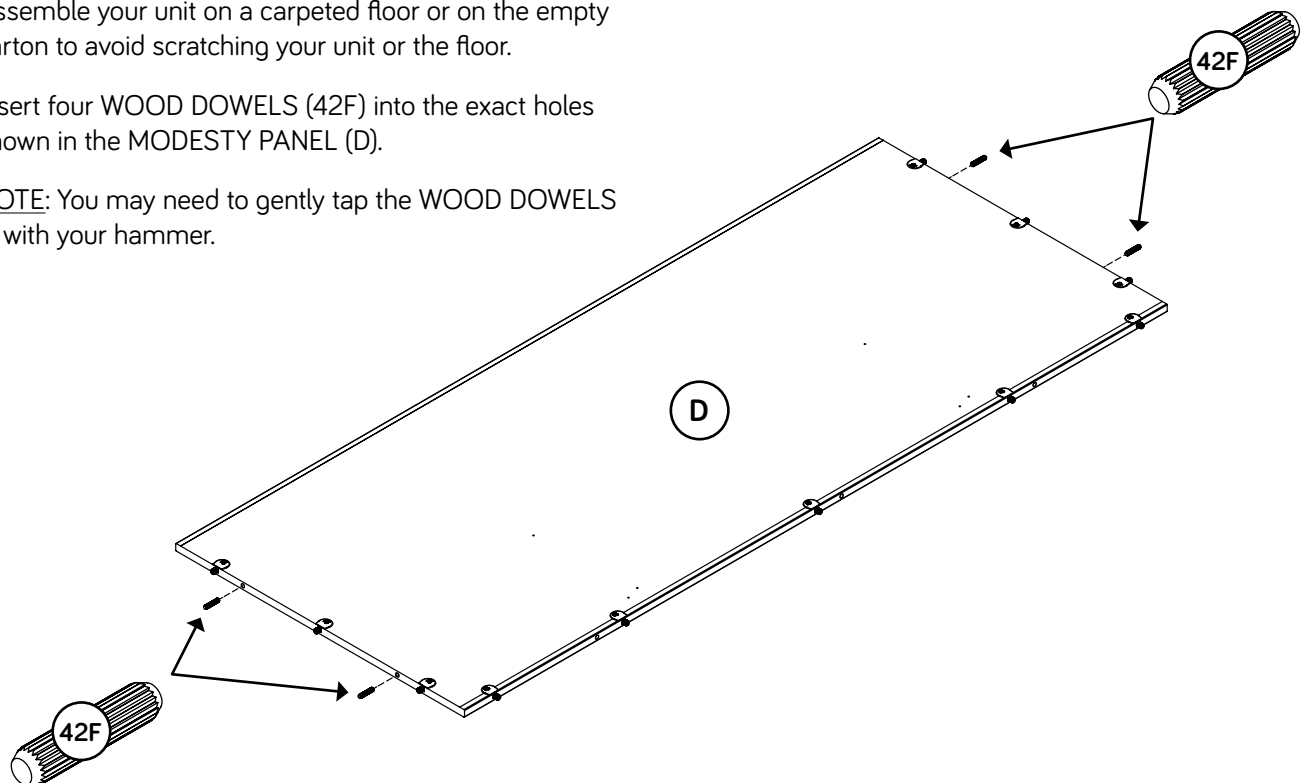


2. 1. Insert the dowel end of the FASTENER into the hole of the adjoining part.  
**NOTE:** The dowel end of the FASTENER must remain fully inserted in the hole of the adjoining part while locking the FASTENER.



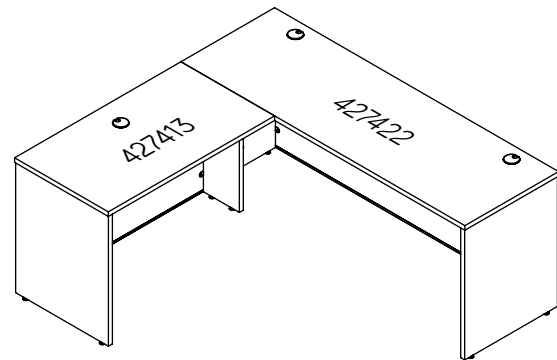
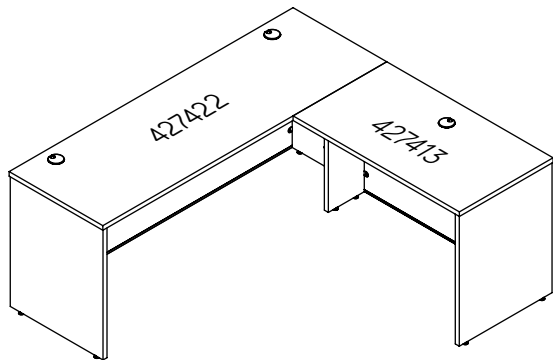
## Step 1

- ✦ Assemble your unit on a carpeted floor or on the empty carton to avoid scratching your unit or the floor.
- ✦ Insert four WOOD DOWELS (42F) into the exact holes shown in the MODESTY PANEL (D).
- ✦ **NOTE:** You may need to gently tap the WOOD DOWELS in with your hammer.

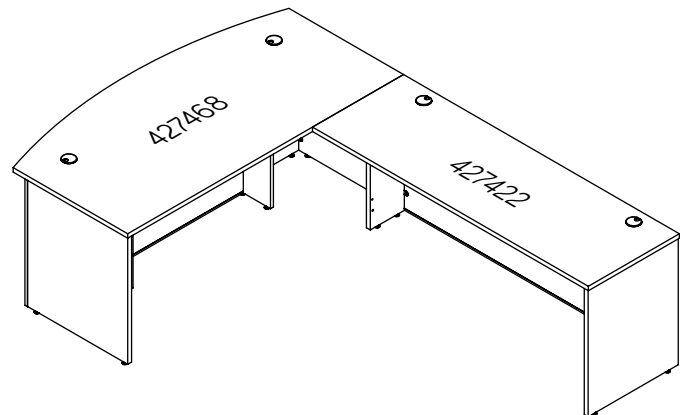
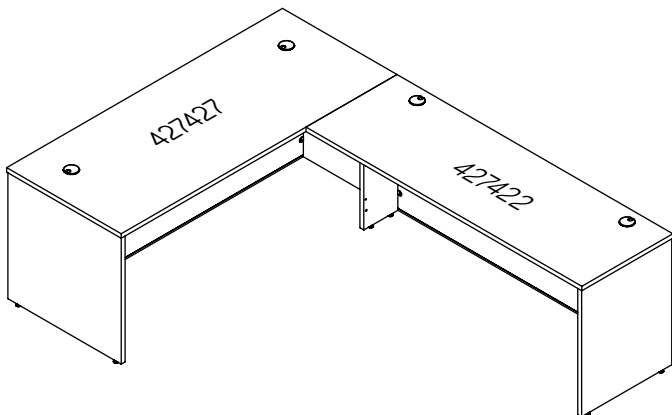


## Step 2

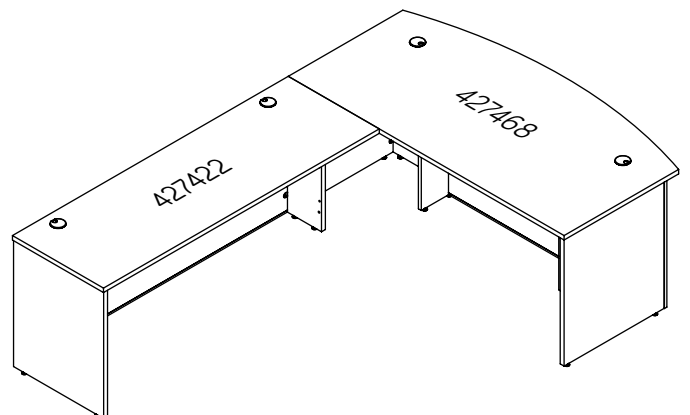
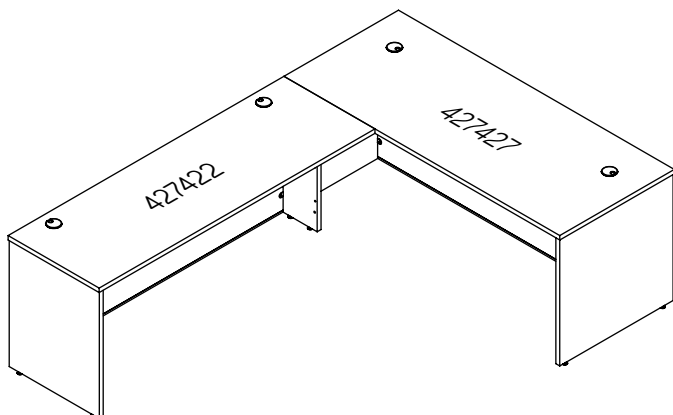
- ✚ If you purchased the 427413 to fasten to this desk 427422, then follow Steps 3-7. Next, go to the 427413 assembly and attachment.
- ✚ If you purchased the 427468 or the 427427 to fasten to this desk 427422 on the left, then follow Steps 8-13.
- ✚ If you purchased the 427468 or the 427427 to fasten to this desk 427422 on the right, then follow Steps 14-19.



CONNECTING 427413 - FOLLOW STEPS 3-7



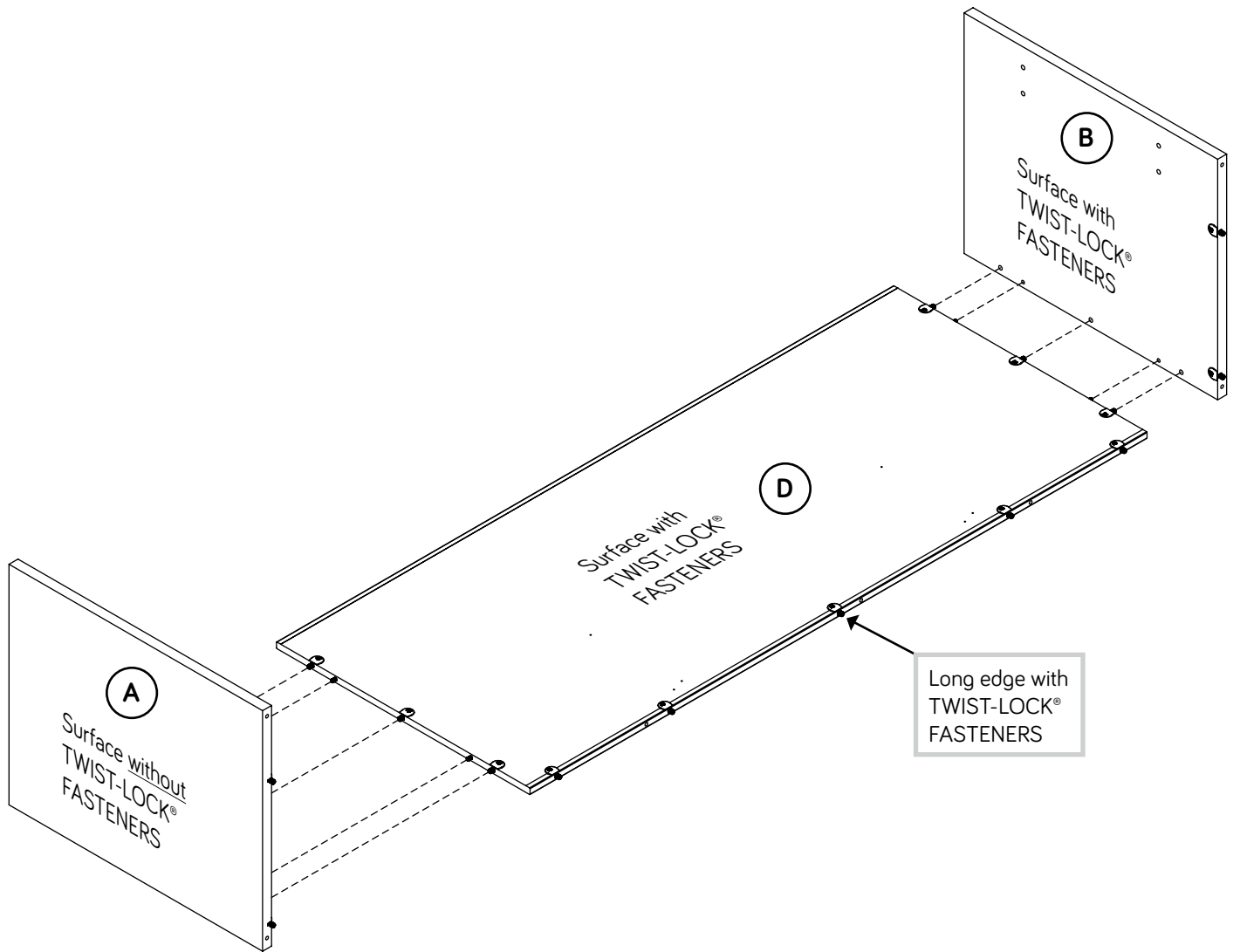
CONNECTING 427422 ON RIGHT - FOLLOW STEPS 8-13



CONNECTING 427422 ON LEFT - FOLLOW STEPS 14-19

# Step 3

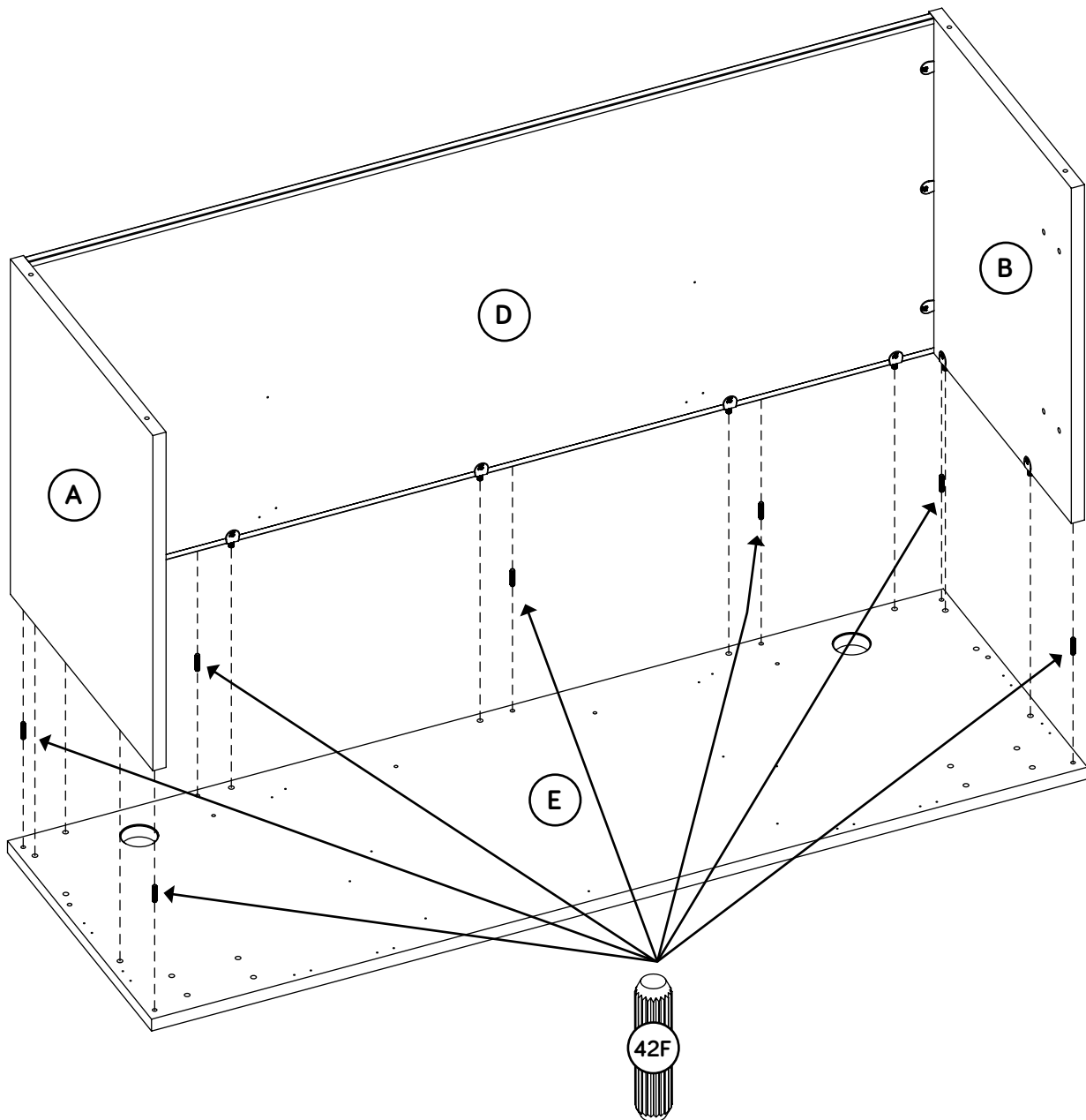
- Fasten the ENDS (A and B) to the MODESTY PANEL (D).  
Tighten six TWIST-LOCK® FASTENERS.
- NOTE:** Be sure the WOOD DOWELS in the MODESTY PANEL insert into the ENDS.
- NOTE:** You will not use the SMALL END (C) in Steps 3-7. Extra hardware has been provided for the SMALL END if needed.



# Step 4

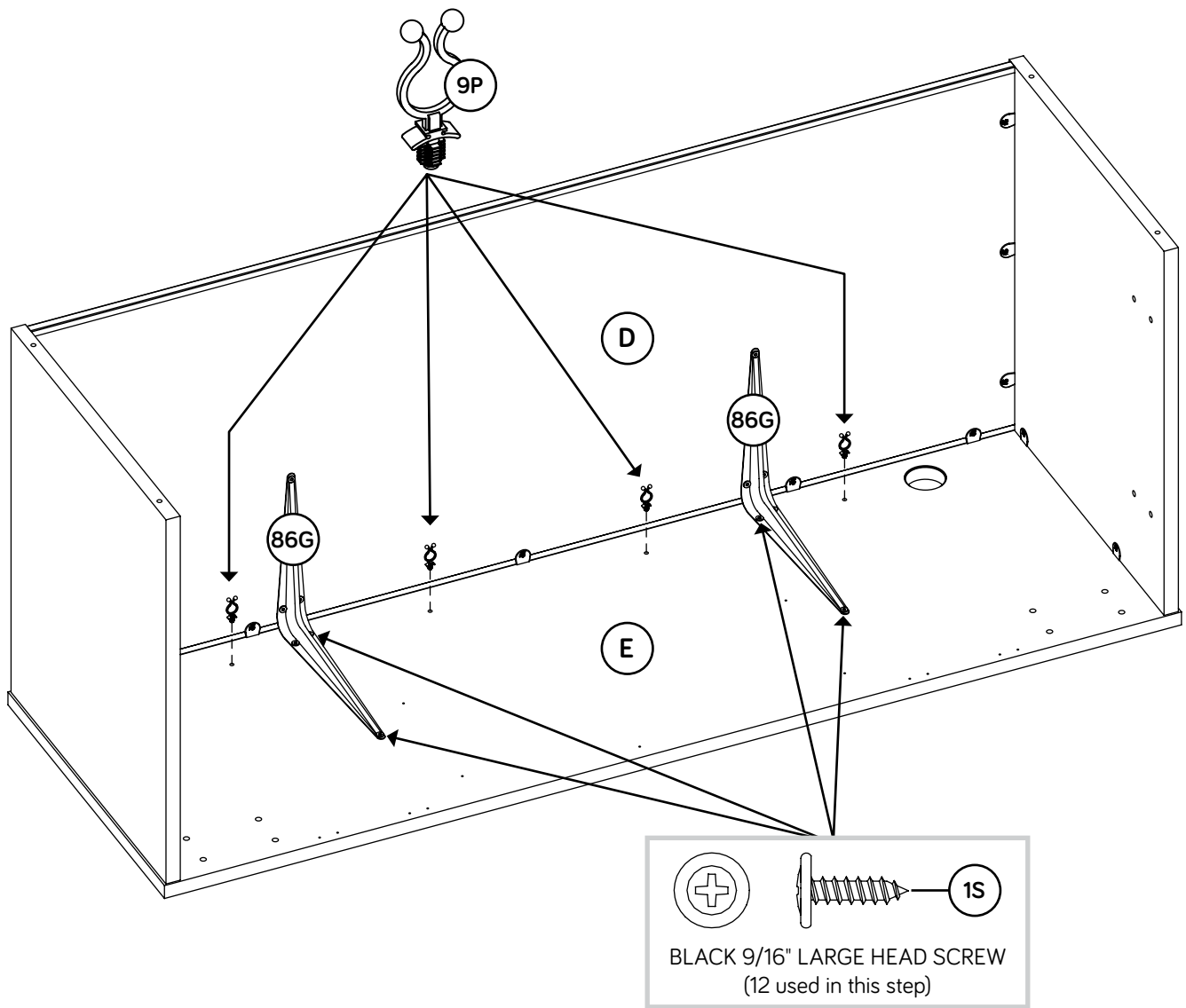
- ✚ Insert seven WOOD DOWELS (42F) into the exact holes shown in the TOP (E).
- ✚ NOTE: You may need to gently tap the WOOD DOWELS in with your hammer.
- ✚ With the help of another person, fasten the ENDS (A and B) and MODESTY PANEL (D) to the TOP (E). Tighten nine TWIST-LOCK® FASTENERS.
- ✚ NOTE: Be sure the WOOD DOWELS in the TOP insert into the ENDS and MODESTY PANEL.

**Caution**



# Step 5

- Fasten the SUPPORT BRACKETS (86G) to the MODESTY PANEL (D) and TOP (E). Use twelve BLACK 9/16" LARGE HEAD SCREWS (1S).
- Push four CORD CLIPS (9P) into the TOP (E).

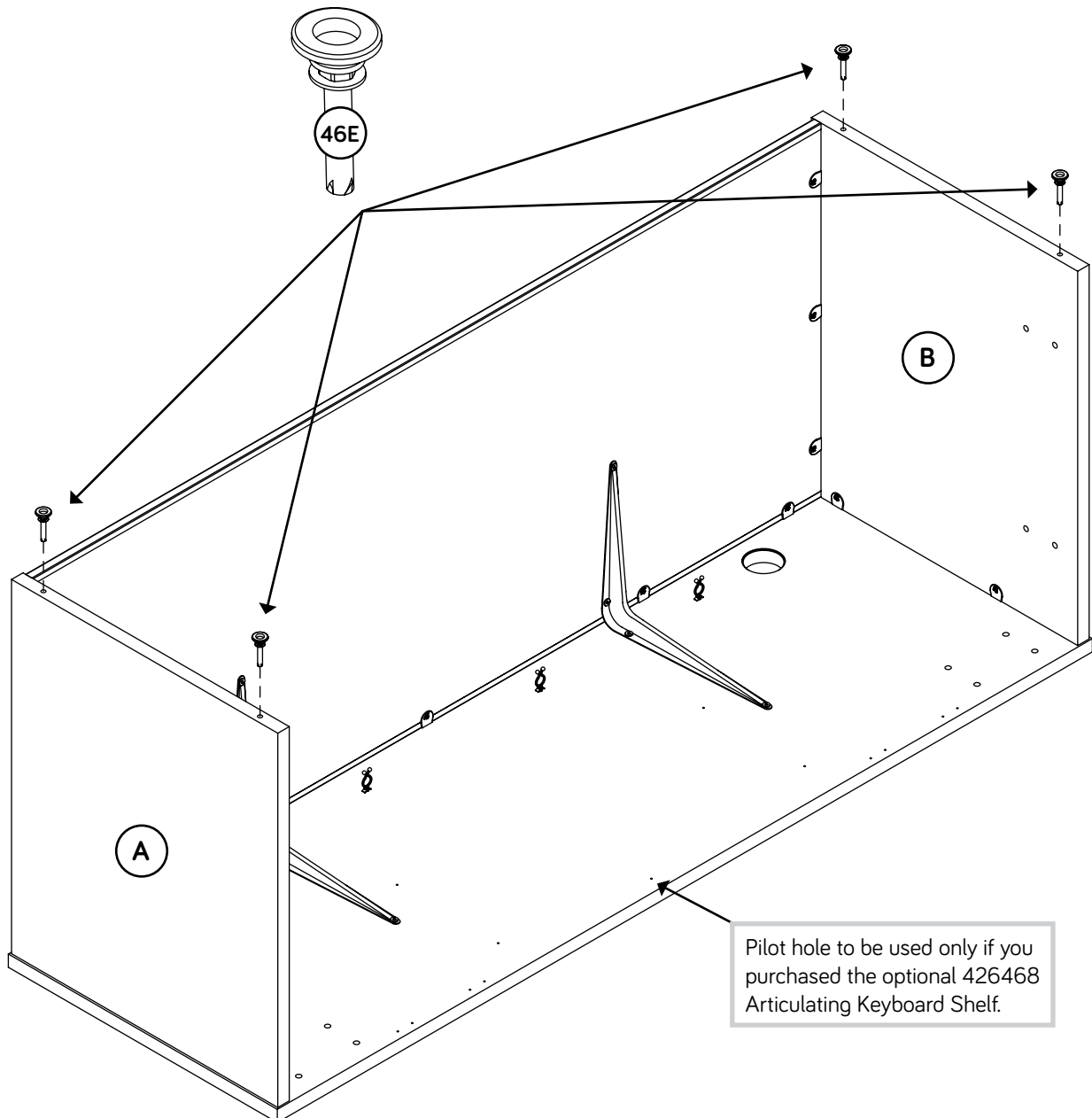


# Step 6

- ✚ Using your hammer, gently tap four LEVELERS (46E) completely into the holes in the ENDS (A and B).
- ✚ **NOTE:** Adjustments to the LEVELERS will be made later in assembly once your unit is standing upright.

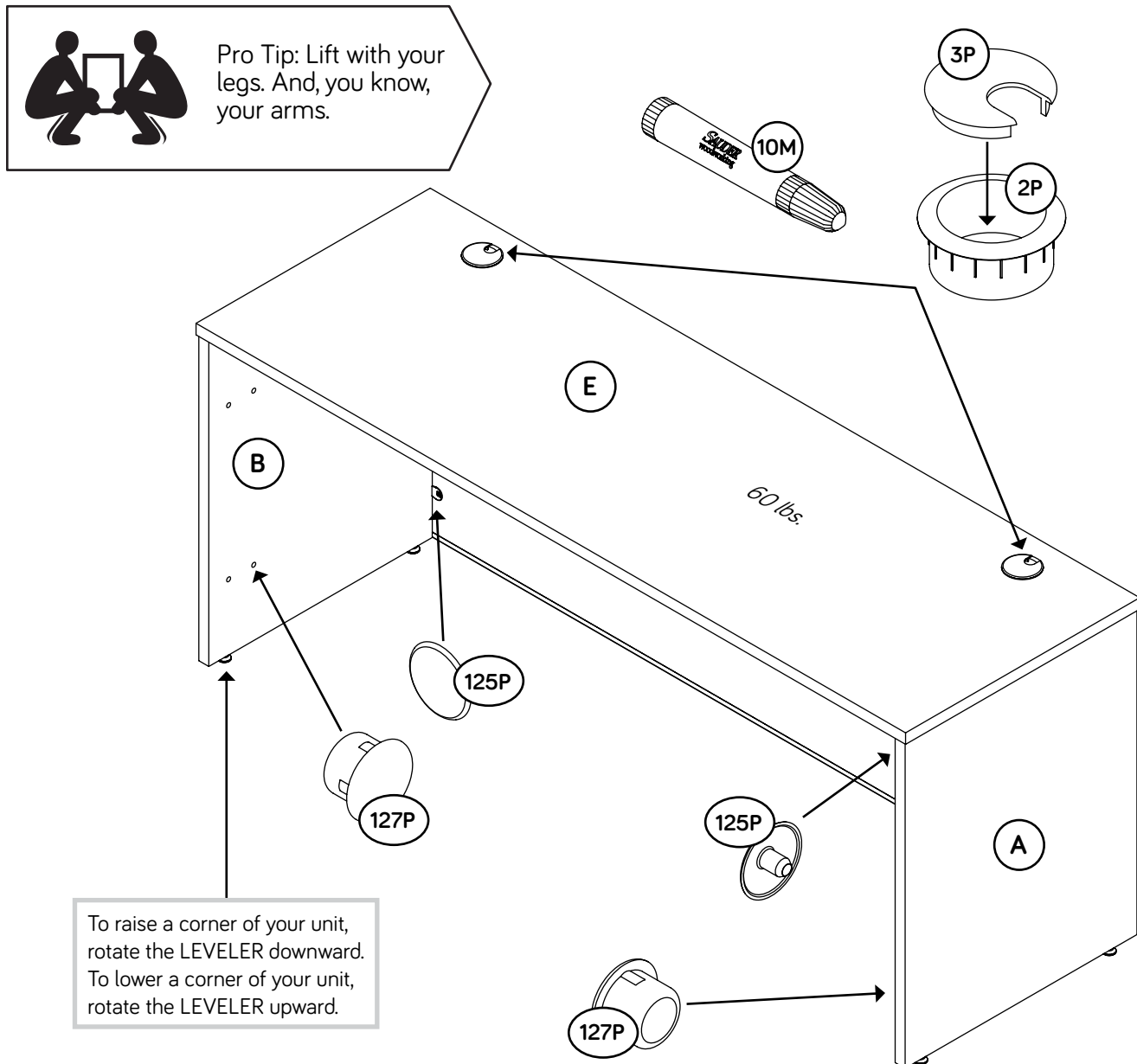


Now might be a good time to refresh your drink.



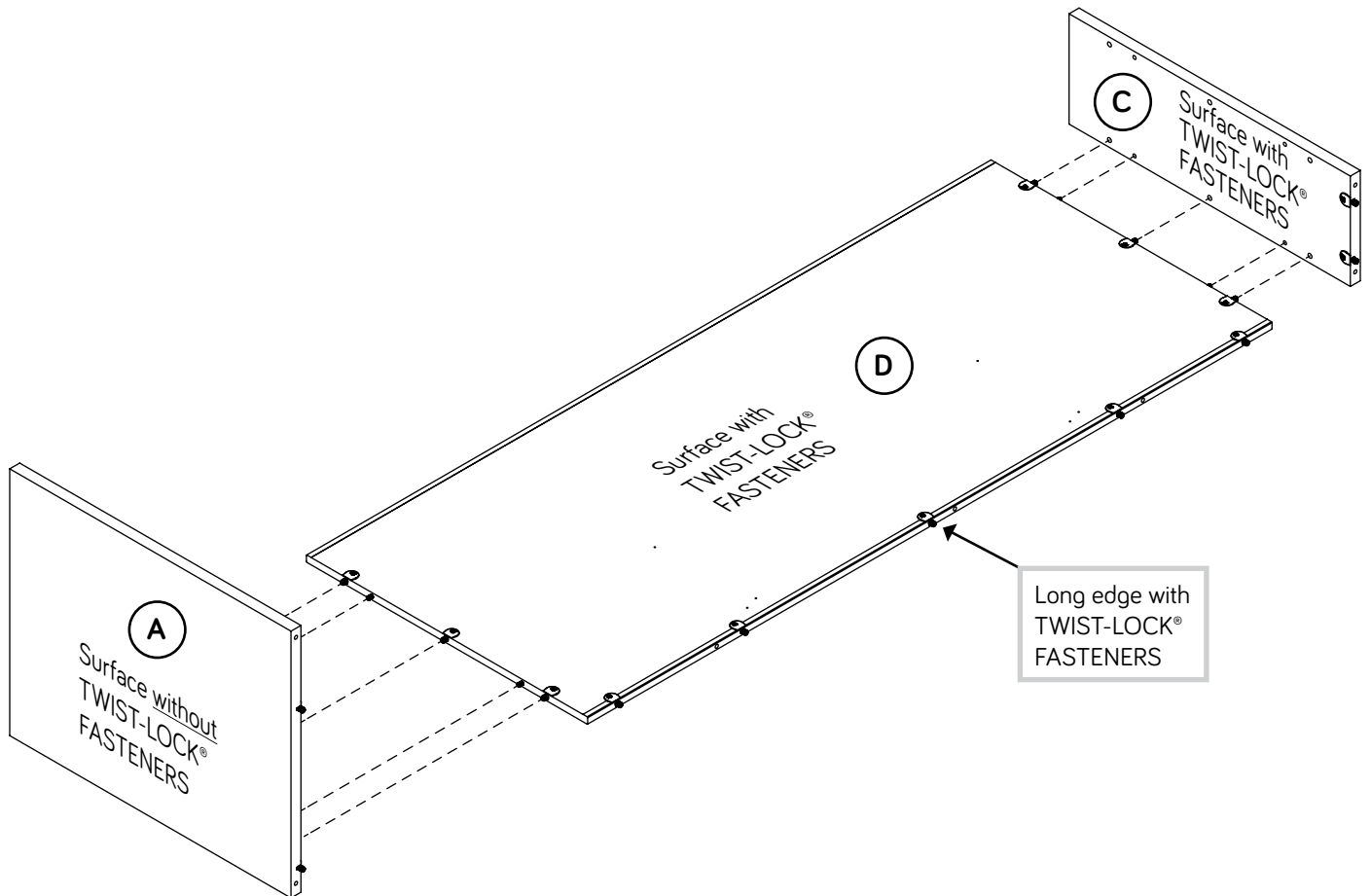
# Step 7

- ✦ Carefully stand your unit upright.
- ✦ Your unit may need leveling. To raise a corner of your unit, rotate the LEVELER downward. To lower a corner of your unit, rotate the LEVELER upward.
- ✦ Using your hammer, gently tap a TWIST-LOCK® FASTENER COVER (125P) onto each visible TWIST-LOCK® FASTENER.
- ✦ For long-term care and maintenance of your unit, you may touch up the edges with the TOUCH-UP PEN (10M).
- ✦ Insert a HOLE PLUG (127P) into any unused hole in the ENDS (A and B).
- ✦ Insert a GROMMET (2P) and GROMMET CAP (3P) into each large hole in the TOP (E).
- ✦ **NOTE:** Please read the back pages of the instruction booklet for important safety information.
- ✦ This completes assembly. Clean with a damp cloth. Wipe dry.



# Step 8

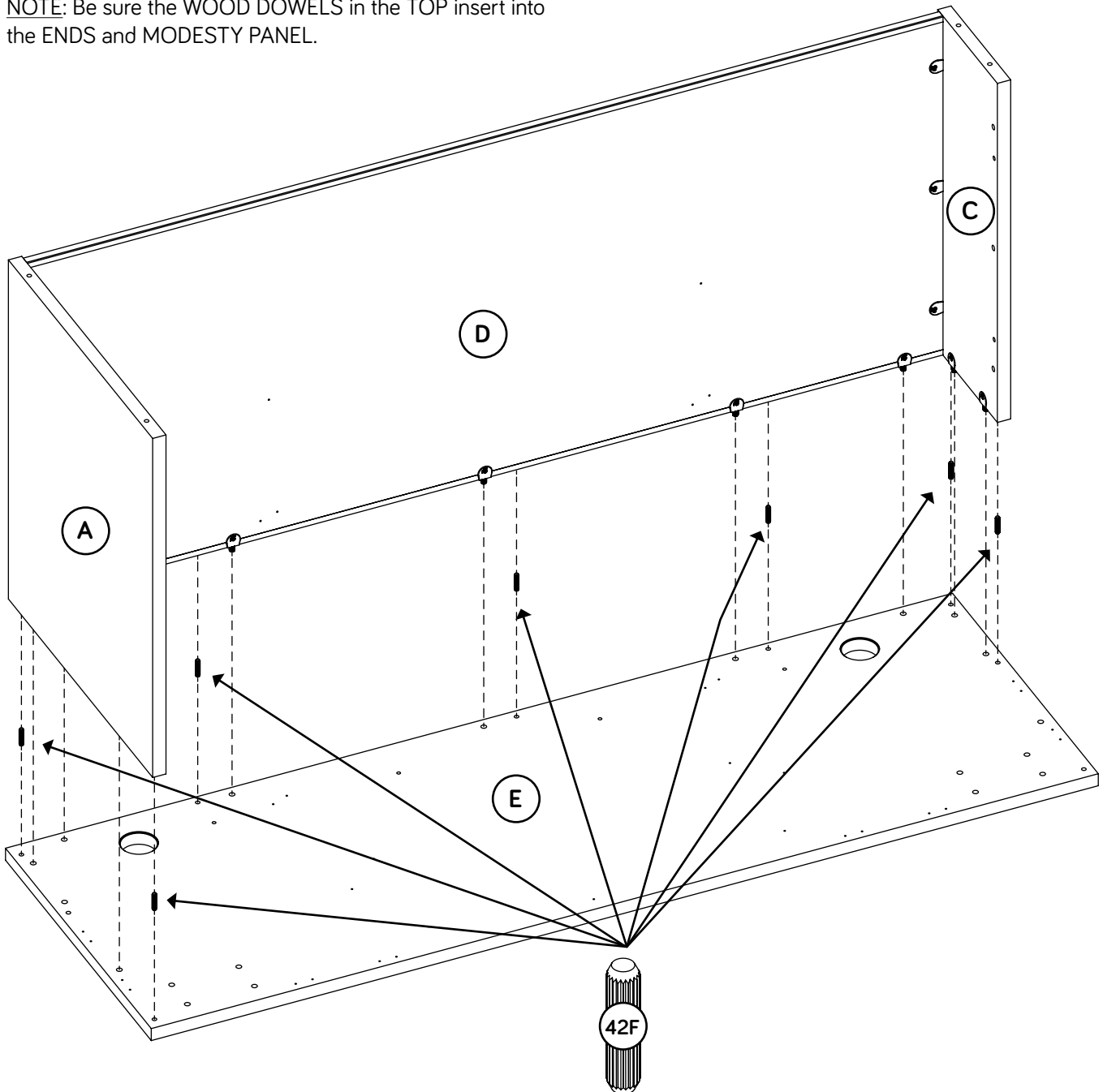
- Fasten the ENDS (A and C) to the MODESTY PANEL (D).  
Tighten six TWIST-LOCK® FASTENERS.
- NOTE:** Be sure the WOOD DOWELS in the MODESTY PANEL insert into the ENDS.
- NOTE:** You will not use the LEFT END (B) in Steps 8-13. Extra hardware has been provided for the LEFT END if needed.



# Step 9

- ✚ Insert seven WOOD DOWELS (42F) into the exact holes shown in the TOP (E).
- ✚ NOTE: You may need to gently tap the WOOD DOWELS in with your hammer.
- ✚ With the help of another person, fasten the ENDS (A and C) and MODESTY PANEL (D) to the TOP (E). Tighten nine TWIST-LOCK® FASTENERS.
- ✚ NOTE: Be sure the WOOD DOWELS in the TOP insert into the ENDS and MODESTY PANEL.

## Caution

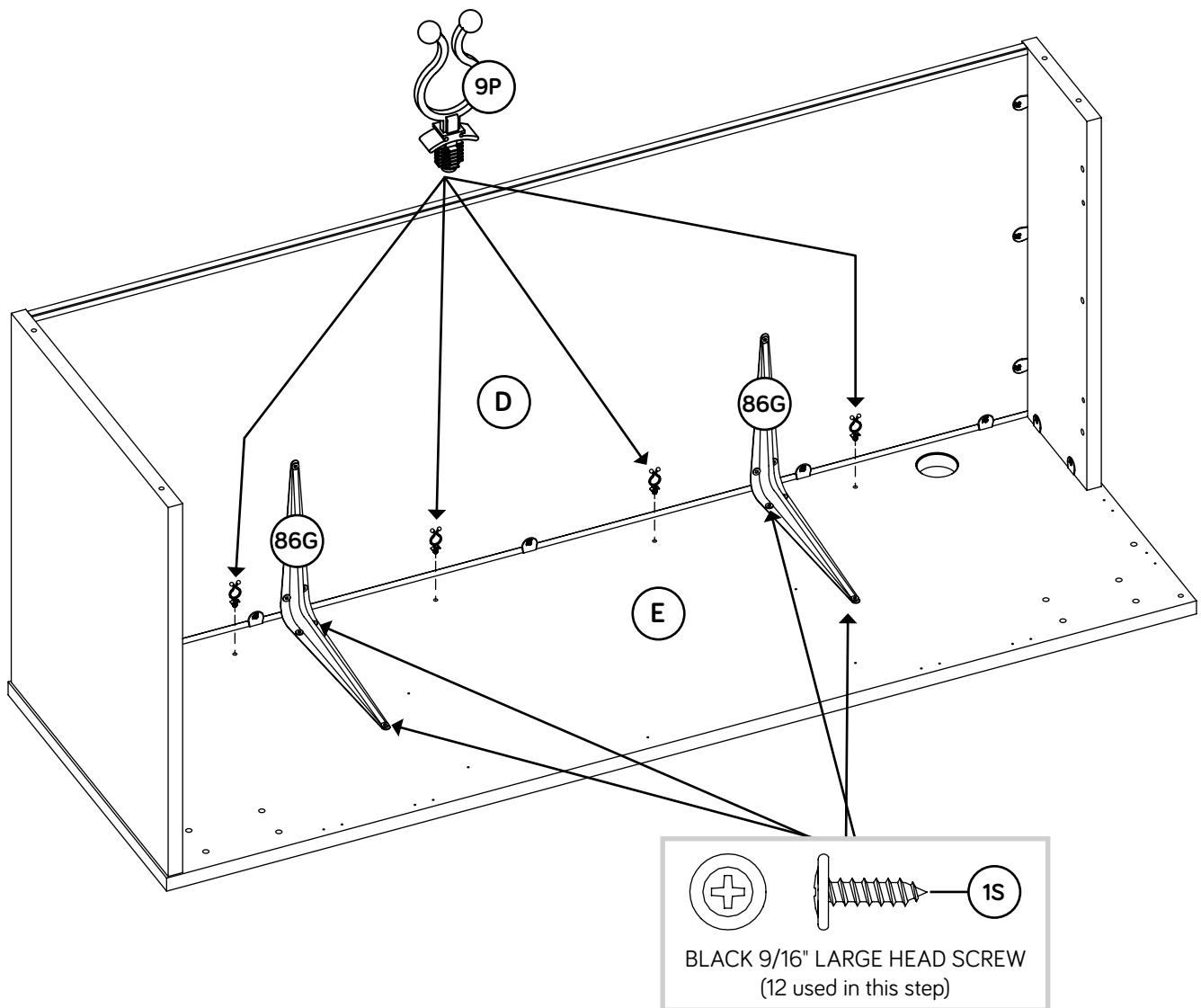


# Step 10

- Fasten the SUPPORT BRACKETS (86G) to the MODESTY PANEL (D) and TOP (E). Use twelve BLACK 9/16" LARGE HEAD SCREWS (1S).
- Push four CORD CLIPS (9P) into the TOP (E).

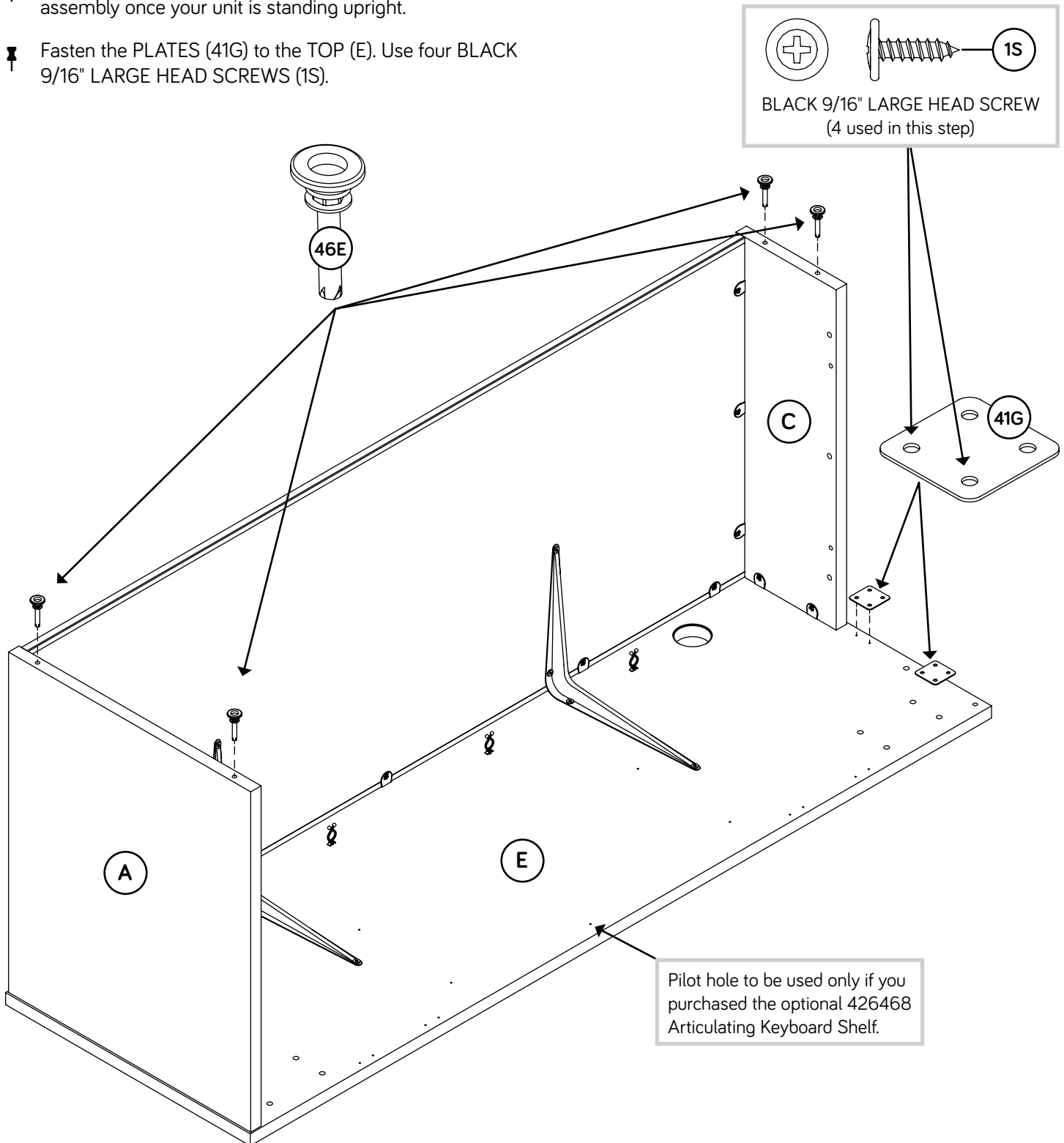


Now might be a good time to refresh your drink.



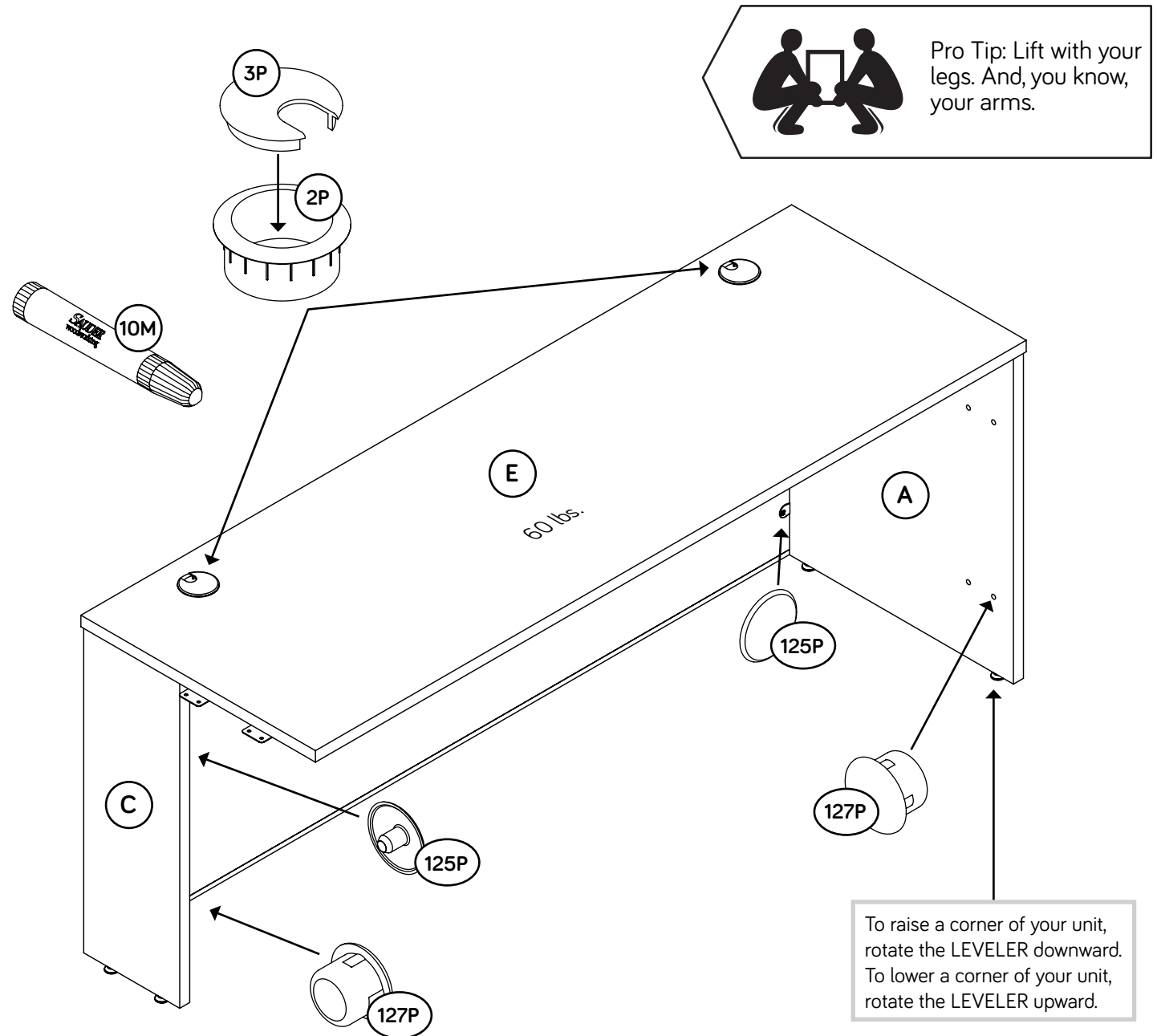
# Step 11

- ✚ Using your hammer, gently tap four LEVELERS (46E) completely into the holes in the ENDS (A and C).
- ✚ **NOTE:** Adjustments to the LEVELERS will be made later in assembly once your unit is standing upright.
- ✚ Fasten the PLATES (41G) to the TOP (E). Use four BLACK 9/16" LARGE HEAD SCREWS (1S).



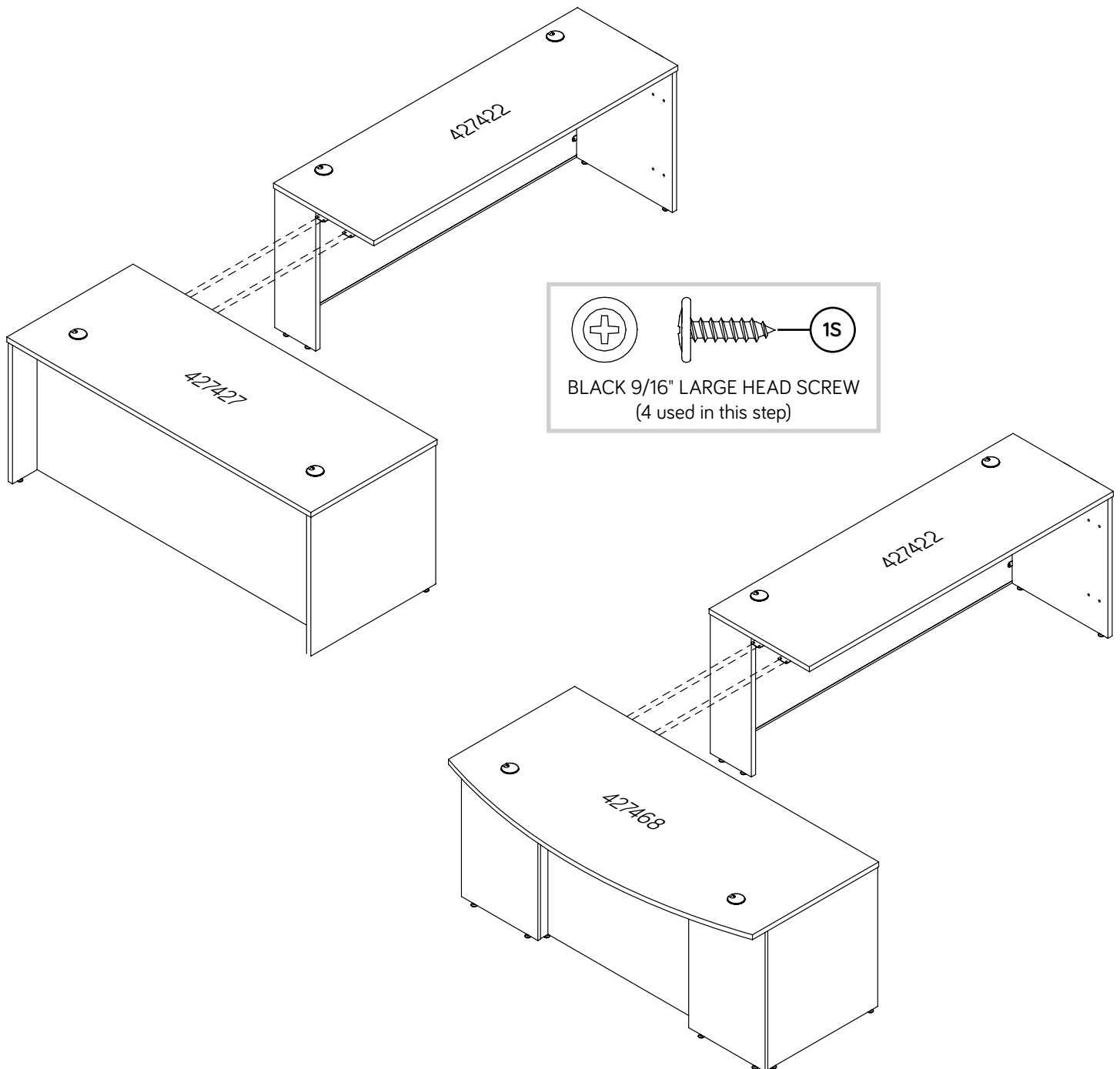
# Step 12

- ✦ Carefully stand your unit upright.
- ✦ Your unit may need leveling. To raise a corner of your unit, rotate the LEVELER downward. To lower a corner of your unit, rotate the LEVELER upward.
- ✦ Using your hammer, gently tap a TWIST-LOCK® FASTENER COVER (125P) onto each visible TWIST-LOCK® FASTENER.
- ✦ For long-term care and maintenance of your unit, you may touch up the edges with the TOUCH-UP PEN (10M).
- ✦ Insert a HOLE PLUG (127P) into any unused hole in the ENDS (A and C).
- ✦ Insert a GROMMET (2P) and GROMMET CAP (3P) into each large hole in the TOP (E).



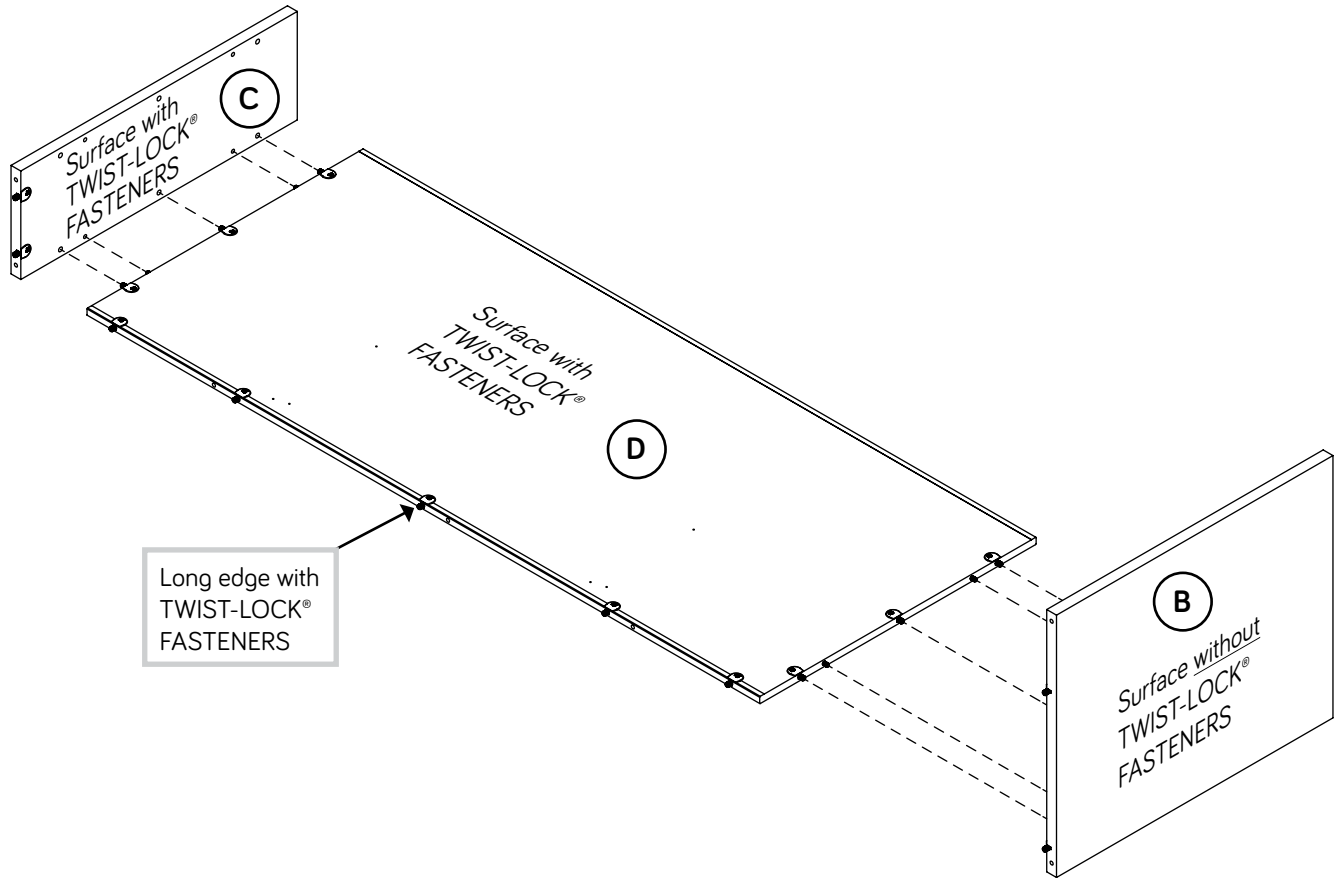
# Step 13

- ✦ Fasten the 427427 Desk or the 427468 Desk to your 427422 on the left. Use four 9/16" BLACK LARGE HEAD SCREWS (1S) through the PLATES and into the adjoining Desk.
- ✦ NOTE: Please read the back pages of the instruction booklet for important safety information.
- ✦ This completes assembly. Clean with a damp cloth. Wipe dry.



# Step 14

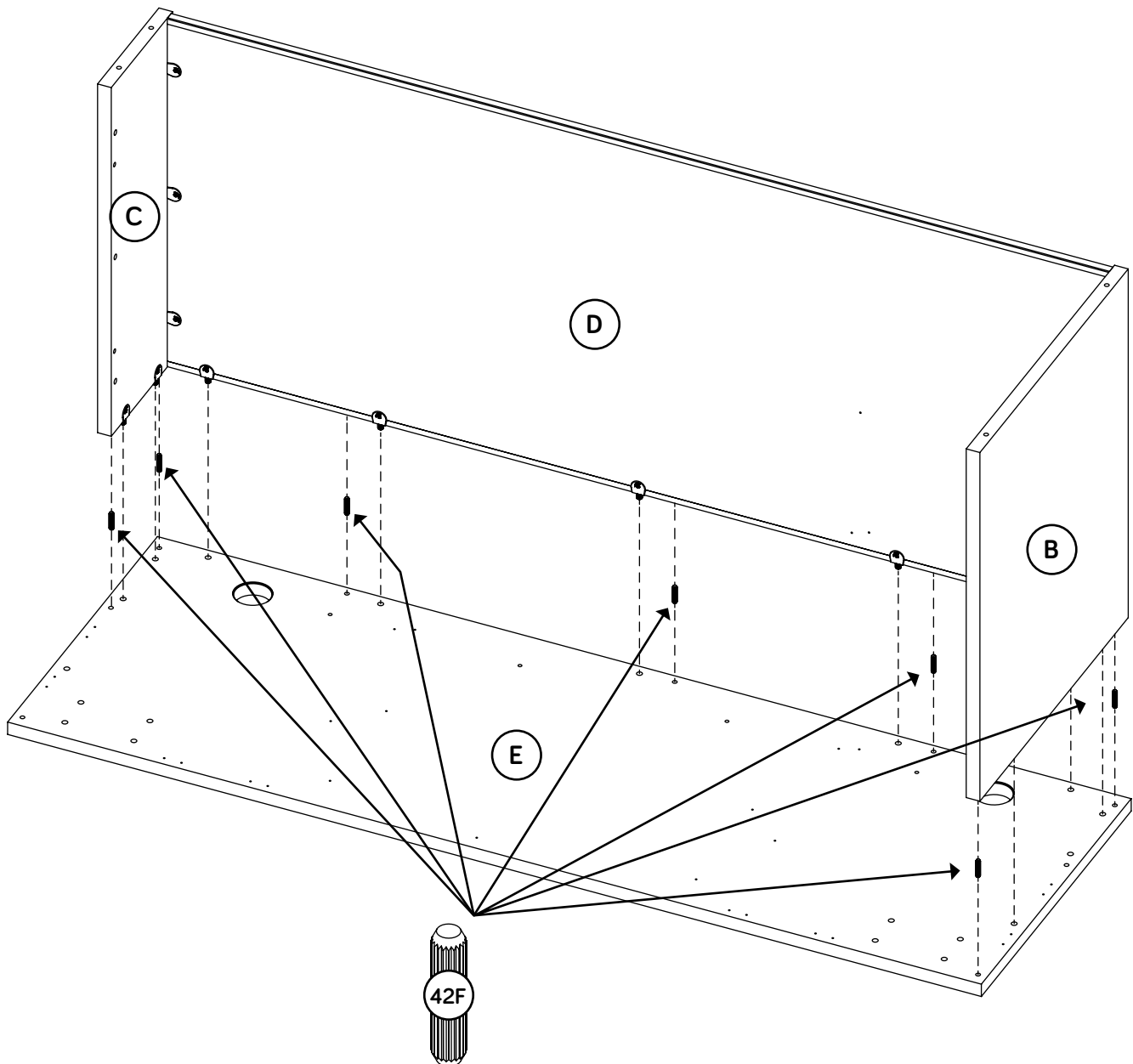
- ✚ Fasten the ENDS (B and C) to the MODESTY PANEL (D).  
Tighten six TWIST-LOCK® FASTENERS.
- ✚ **NOTE:** Be sure the WOOD DOWELS in the MODESTY PANEL insert into the ENDS.
- ✚ **NOTE:** You will not use the RIGHT END (A) in Steps 14-19. Extra hardware has been provided for the RIGHT END if needed.



# Step 15

- ✚ Insert seven WOOD DOWELS (42F) into the exact holes shown in the TOP (E).
- ✚ NOTE: You may need to gently tap the WOOD DOWELS in with your hammer.
- ✚ With the help of another person, fasten the ENDS (B and C) and MODESTY PANEL (D) to the TOP (E). Tighten nine TWIST-LOCK® FASTENERS.
- ✚ NOTE: Be sure the WOOD DOWELS in the TOP insert into the ENDS and MODESTY PANEL.

**Caution**

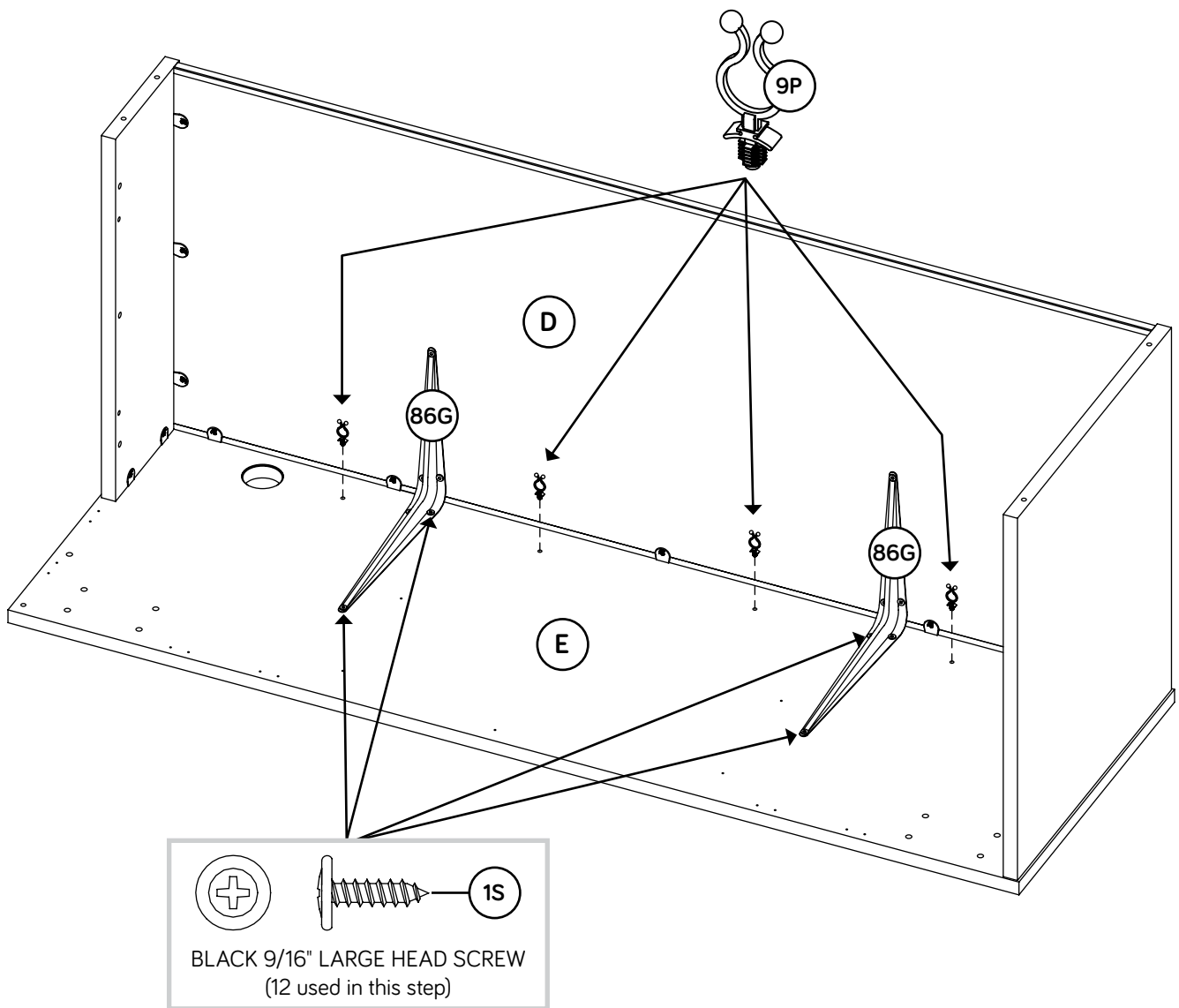


# Step 16

- Fasten the SUPPORT BRACKETS (86G) to the MODESTY PANEL (D) and TOP (E). Use twelve BLACK 9/16" LARGE HEAD SCREWS (1S).
- Push four CORD CLIPS (9P) into the TOP (E).

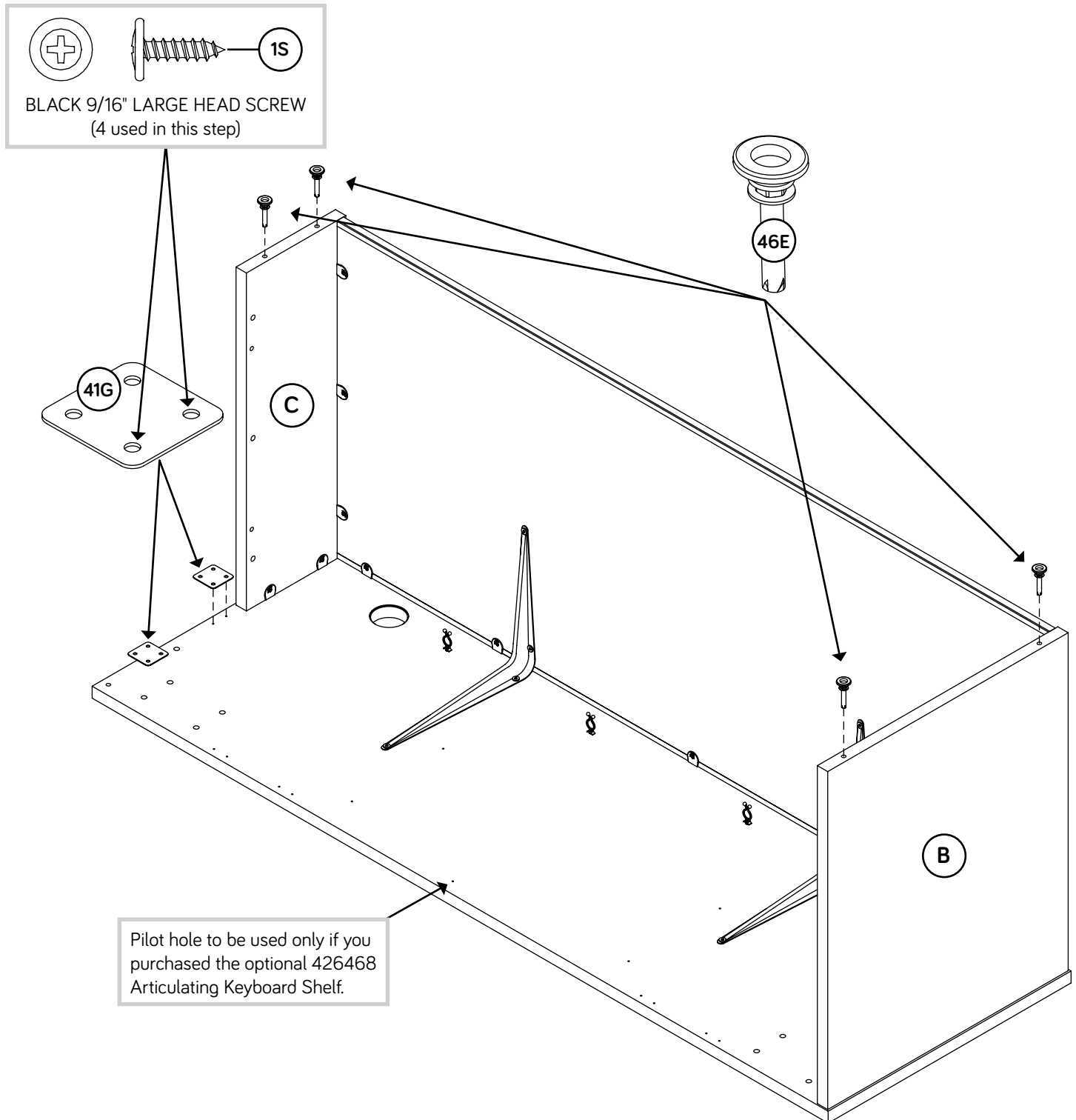


Now might be a good time to refresh your drink.



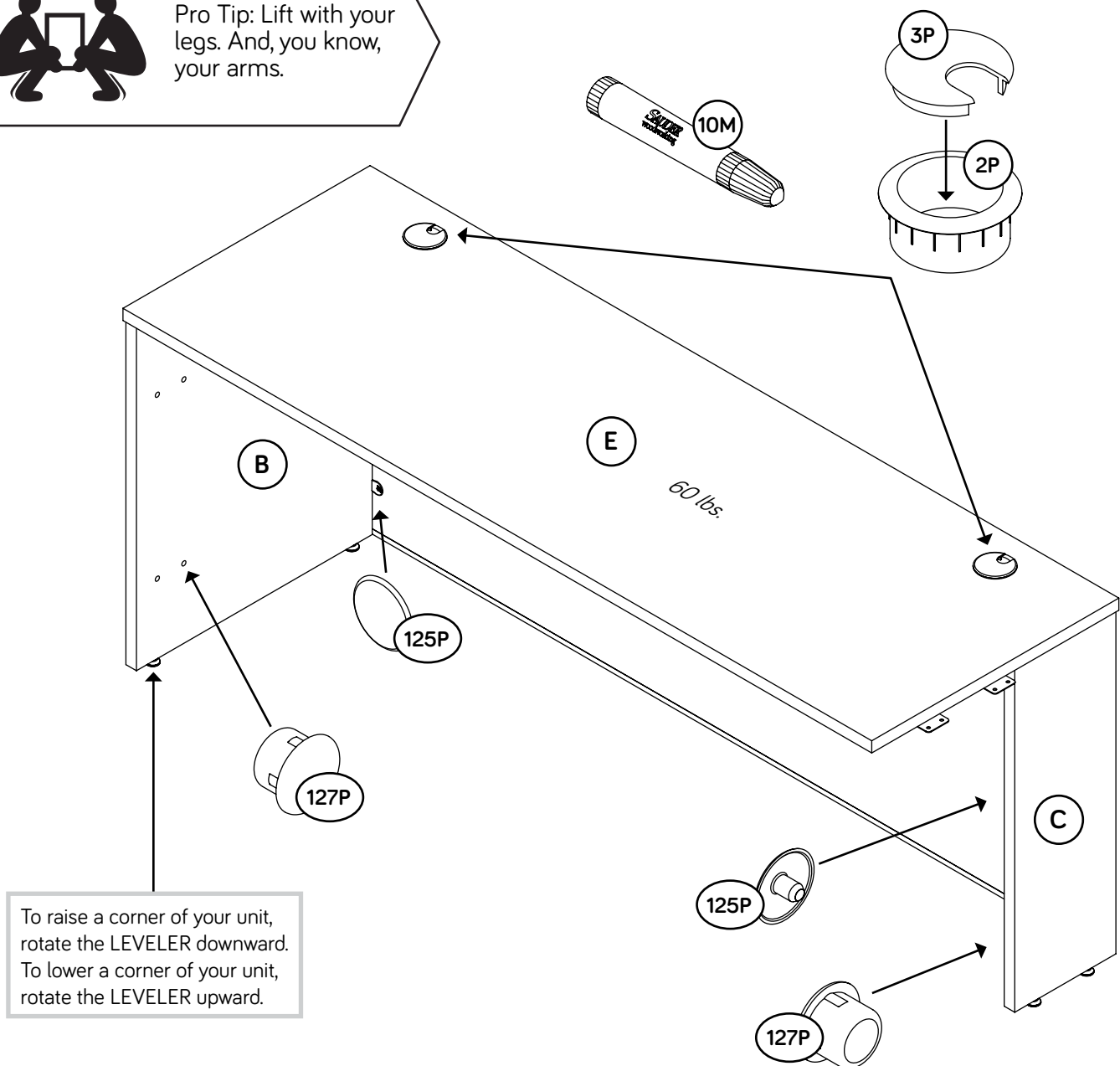
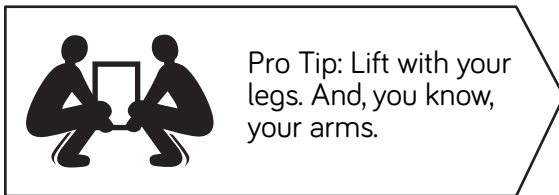
# Step 17

- ✚ Using your hammer, gently tap four LEVELERS (46E) completely into the holes in the ENDS (B and C).
- ✚ **NOTE:** Adjustments to the LEVELERS will be made later in assembly once your unit is standing upright.
- ✚ Fasten the PLATES (41G) to the TOP (E). Use four BLACK 9/16" LARGE HEAD SCREWS (1S)



# Step 18

- ✂ Carefully stand your unit upright.
- ✂ Your unit may need leveling. To raise a corner of your unit, rotate the LEVELER downward. To lower a corner of your unit, rotate the LEVELER upward.
- ✂ Using your hammer, gently tap a TWIST-LOCK® FASTENER COVER (125P) onto each visible TWIST-LOCK® FASTENER.
- ✂ For long-term care and maintenance of your unit, you may touch up the edges with the TOUCH-UP PEN (10M).
- ✂ Insert a HOLE PLUG (127P) into any unused hole in the ENDS (B and C).
- ✂ Insert a GROMMET (2P) and GROMMET CAP (3P) into each large hole in the TOP (E).



# Step 19

- ⌚ Fasten the 5427427 Desk or the 5427468 Desk to your 5427422 on the right. Use four 9/16" BLACK LARGE HEAD SCREWS (IS) through the PLATES and into the adjoining Desk.
- ⌚ NOTE: Please read the back pages of the instruction booklet for important safety information.
- ⌚ This completes assembly. Clean with a damp cloth. Wipe dry.

