

## **USER'S MANUAL**

### **Electric Height Adjustable Standing Desk JV10230/JV10222**

THIS INSTRUCTION BOOKLET CONTAINS **IMPORTANT** SAFETY INFORMATION. PLEASE READ AND KEEP FOR FUTURE REFERENCE.

**Please give us a chance to make it right and do better!**

Contact our friendly customer service department for help first.

Replacements for missing or damaged parts will be shipped ASAP!

**Follow Costway**



# Contact Us!

## **Do NOT return this item.**

Contact our friendly customer service department for help first.



# Before You Start

- ⚠ Please read all instructions carefully.
- ⚠ Retain instructions for future reference.
- ⚠ Separate and count all parts and hardware.
- ⚠ Read through each step carefully and follow the proper order.
- ⚠ We recommend that, where possible, all items are assembled near to the area in which they will be placed in use, to avoid moving the product unnecessarily once assembled.
- ⚠ Always place the product on a flat, steady and stable surface.
- ⚠ Keep all small parts and packaging materials for this product away from babies and children as they potentially pose a serious choking hazard.

## WARNING:



CAUTION:DO NOT IMMERSE  
INTO WATER READ  
INSTRUCTIONS BEFORE  
USING MADE IN CHINA



### WARNING:

PLEASE MAKE SURE YOUR  
FINGERS ARE VISIBLE AT  
THE PINCH POINT.



Make sure that the lifting table is blocked without obstacles during the lifting process. The tabletop should not be close to the wall. The length of the line is long enough for the table to move up and down.



Please ensure that children do not touch the electric lifting table, away from the risk of injury and electric shock.



Please make sure that all electronic parts do not come into contact with liquids.



Do not sit or stand on the table frame, crawl or lie under the table frame.



Do not place any objects over 20cm( 7.87”) in height under the table.



Do not disassemble any parts without authorization to keep away from the risk of electric shock.



Please ensure that the continuous operation of the lifting time does not exceed two minutes, so as not to damage the lifting motor.



If there is a power failure or the power cord is not plugged in, you need to refer to the operating instructions to reset.



## INSTRUCTIONS FOR USE

This electric lifting table is only suitable for indoor dry environments. The height of this electric lift table can be adjusted within a certain range, so it can be applied to most ergonomic scenarios. The risks caused by use in scenarios other than the above are borne by the user himself. The manufacturer is not responsible for damages and losses caused by improper operation and improper handling.

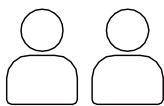
## IMPORTANT NOTE

Please read the user manual carefully. Once the table is given to someone else, please provide the user manual together with the table to them.

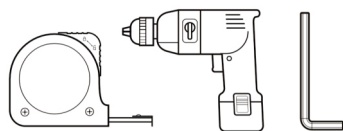
# Parts List

**10**  
MIN

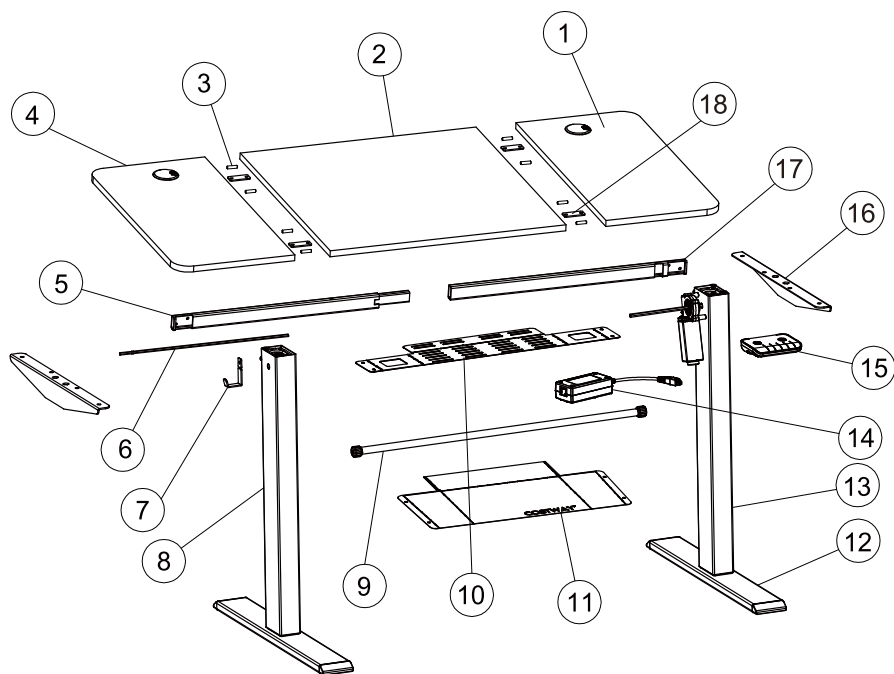
Installation time














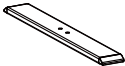










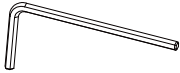





People required for  
installation



Installation tool (prepared by  
yourself)

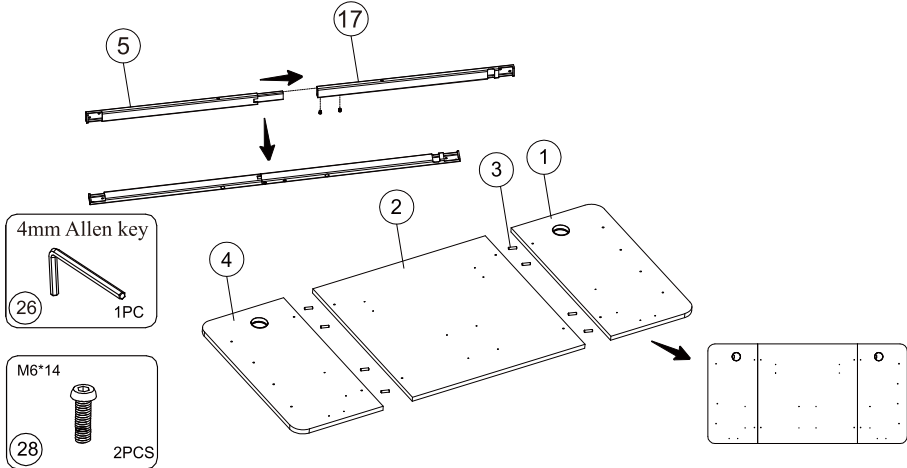


# Packing List

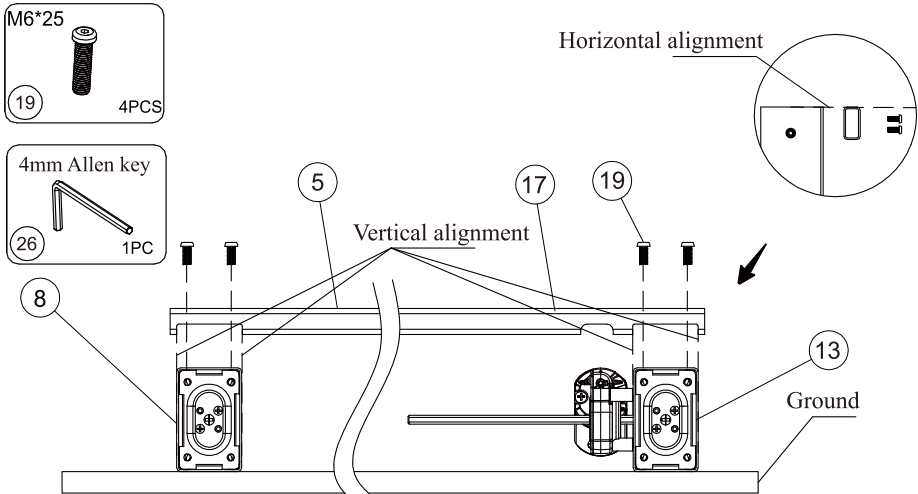
				
① Desktop C 1PC	② Desktop B 1PC	③ Dowel 8PCS	④ Desktop A 1PC	⑤ Frame A 1PC
				
⑥ Hexagonal bar 1PC	⑦ Hook 1PC	⑧ Left column 1 PC	⑨ Transmission rod 1PC	
				
⑩ Socket rack 1PC	⑪ Folding drawer 1PC	⑫ Foot 2 PCS	⑬ Right column (with motor) 1PC	
				
⑭ Adapter 1PC	⑮ Hand controller 1PC	⑯ Side plate 2PCS	⑰ Frame B 1PC	
				
⑱ Table plate connector 4 PCS	⑲ M6*25 hex screw 4 PCS	⑳ M10*35 screw 4 PCS	㉑ M6*16 countersunk head screws 4PCS	
				
㉒ ST4.9*16 self-tapping screw 2PCS	㉓ Cord buckle 4 PCS	㉔ 6mm Allen key 1 PC	㉕ 6mm open end wrench 1PC	
				
㉖ 4mm Allen key 1PC	㉗ Power cable 1 PC	㉘ M6*14 screw 28 PCS	㉙ Adapter cable (apolegamy) 1 PC	

# Installation Guide

It is recommended that you choose an open and flat ground during installation or use a mat to pave the working ground to prevent injury or scratches to the table and table frame during installation.

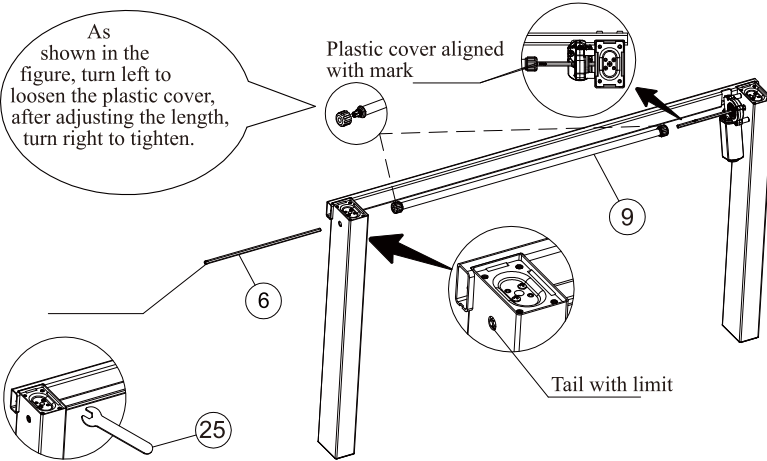


STEP 1: As shown in the figure above, place desktop A ④ and desktop B ② and desktop C ① on a clean and flat floor, and insert 8PCS dowel ③ into the table as shown in the figure. Install frame A ⑤ into frame B ⑪ and lock it with M6\*14 screws ⑳.

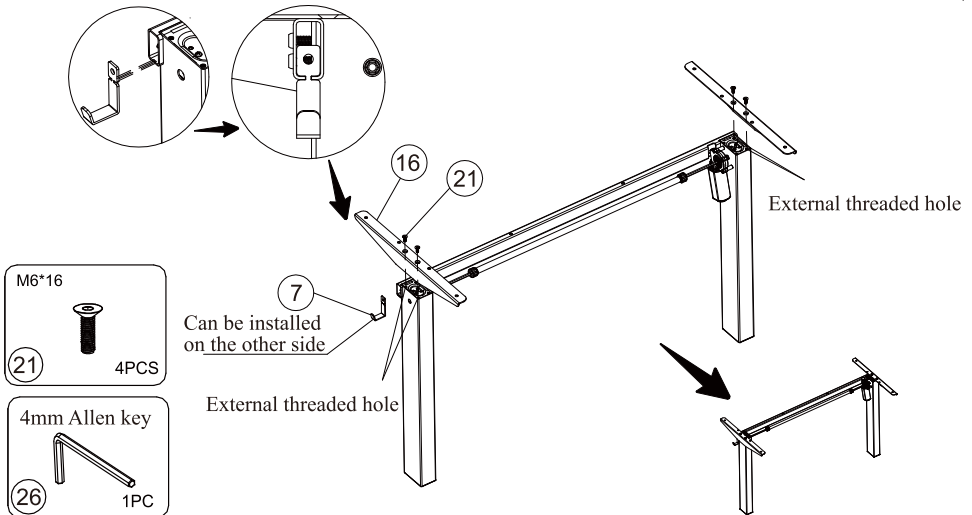


STEP 2: Put the left column ⑧ and the right column ⑬ on a clean ground, and place the frame components ⑤ ⑪ as shown in the figure, use a 4mm Allen key ⑳ and 4 PCS M6\*25 screws ㉑ to fix the column and the frame.

# Installation Guide

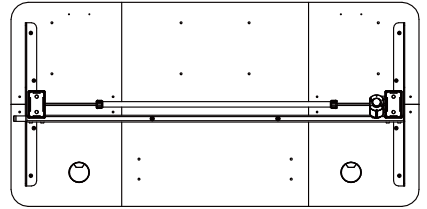
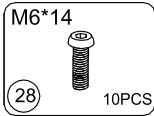
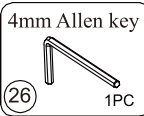
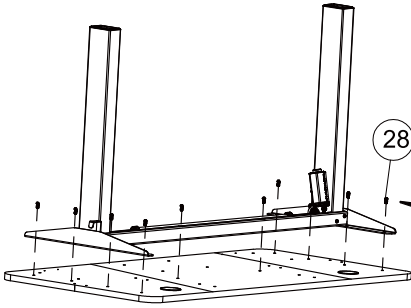


STEP 3: As shown in the figure above, loosen the plastic cover, insert the transmission rod ⑨ into the mark of the hexagonal bar of the right column, insert the hexagonal bar ⑥ into the hole of the left column, use the open-end wrench ②⑤ to slightly rotate the angle of the hexagonal bar, and insert it into the transmission rod ⑨ and the limit piece is tightly attached to the right column. After adjusting the position, tighten the plastic cover in the opposite direction to lock it.

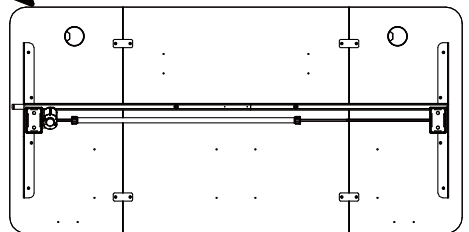
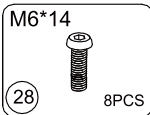
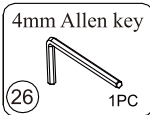
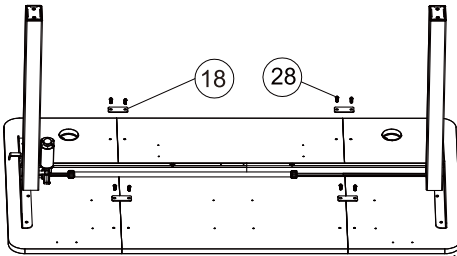


STEP 4: As shown in the figure above, the hook ⑦ is stuck in the notch on the frame, and then the side plate ①⑥ is fixed with 4PCS countersunk screws ②① through a 4mm Allen key ②⑥, and the hook is pressed by the side plate.

# Installation Guide



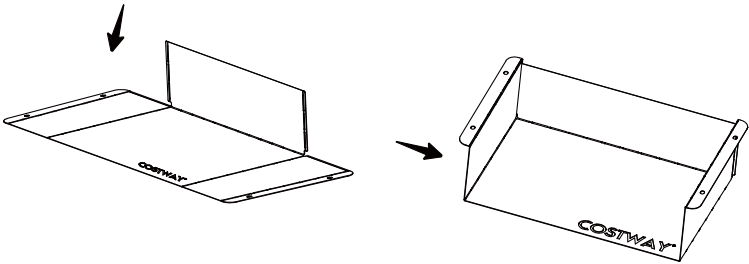
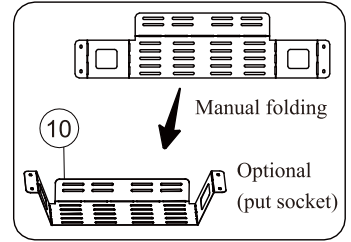
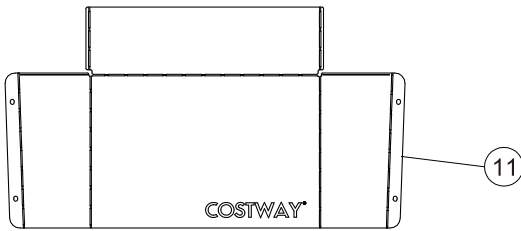
STEP 5: Align the corresponding holes according to the above picture, use a power tool or a 4mm Allen wrench to tighten and fix it with 10PCS M6\*14 screws (28) .



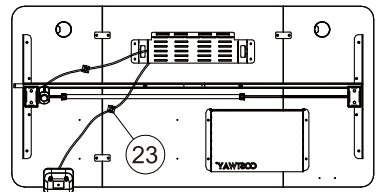
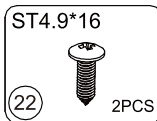
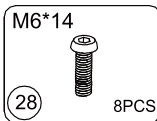
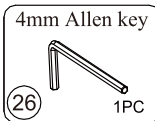
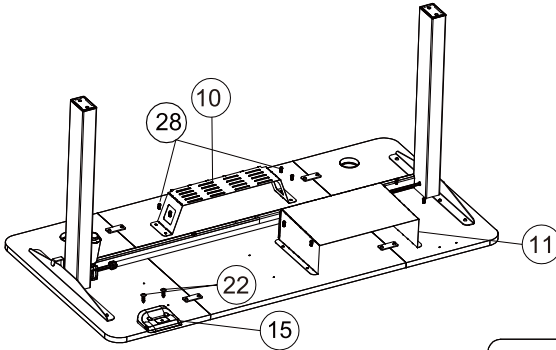
STEP 6: According to the above picture, the 4 table plate connectors (18) correspond to the holes on the table board, use a power tool or a 4mm Allen key to lock and fix it with 8PCS M6\*14 screws (28) .



# Installation Guide

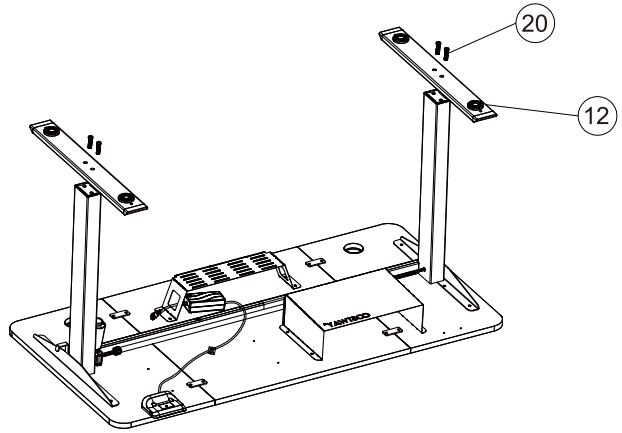
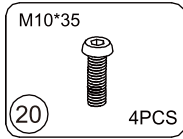
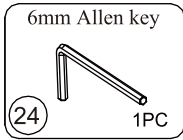


STEP 7: According to the picture above, manually fold the socket rack ⑩ and the folding drawer ⑪ into the shape shown in the picture.

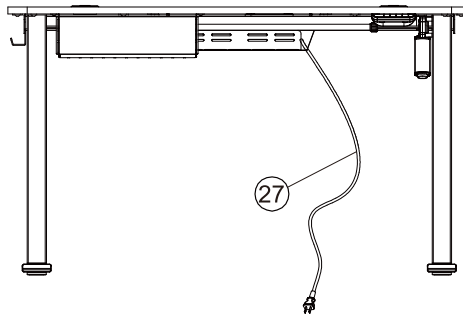


STEP8: According to the above picture, use M6\*14 screws ②⑥ to install the socket rack ⑩ , fold the drawer, and use ST4.9 screws ②② to install the hand controller, and the position of the drawer and hand controller can be interchanged left and right. After installing the hand controller, the socket rack, and the drawer folded, use the cord buckle to organize the power cord and the connecting cord.

# Installation Guide

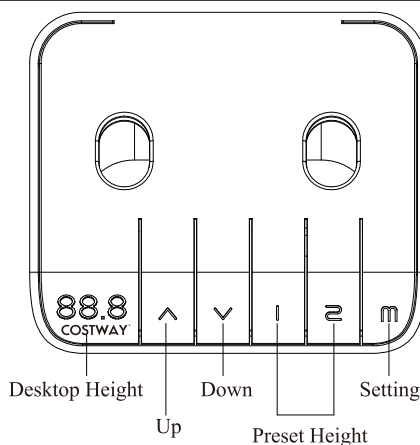


STEP 9: According to the picture above, use M10\*35 screws (20) to install the feet (12) .



STEP 10: Place the whole table on the ground as shown in the figure, turn on the power, make sure the table top is flush, and the height of the table on both sides of the column is the same from the ground. There should be no objects higher than 20cm( 7.87") under the table. Reset it according to the instructions of the controller. Perform lifting and other operations after resetting.

## Operation Instructions



### Note 1

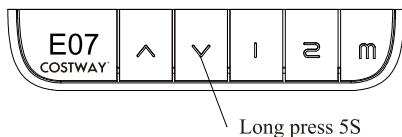
The appearance of the hand controller is subject to the actual order, and the operation method is common.

### Note 2

Please make sure that there are no obstacles when the table is raised and lowered, the tabletop is not close to the wall, and the length of all lines is sufficient for the table to move up and down.

### Suggestion

The most comfortable height when you sit down is preset to 1, the most comfortable height when standing up is preset to 2, and the other preset height can be freely set to other heights.



### Reset exception protection

#### Phenomenon

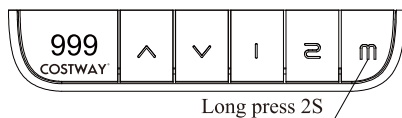
After the controller abnormally reports an error, the digital tube displays E07-E09. Even if the power is turned off and then turned on, the error display will still be maintained, and pressing any key will not work.

#### Operating

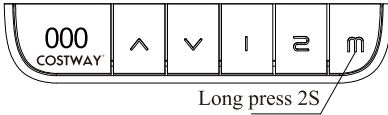
After long pressing the down button for 5 seconds, the digital tube displays RST, release the button and then press the down button to reset.

#### Set upper limit

Press the "M" button, the digital tube displays "S-", release the button. Long press the up button, the digital tube flashes once, release the button. Press the "M" button again and hold it for 2 seconds, the digital tube displays "999". Complete the upper limit setting.

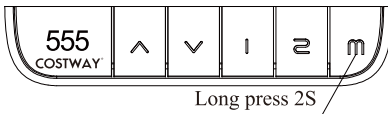


## Operation Instructions



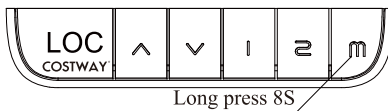
### *Set lower limit*

In the reset state, the digital tube displays the state of RST. Long press the down button, the digital tube flashes once, release the button. Press the "M" key again for 2 seconds, the digital tube displays "000". Complete the lower limit setting.



### *Cancel the limit*

Press the "M" button, the digital tube displays "S-", release the button. Press the "M" button again and hold it for 2 seconds, the digital tube displays "555". Delete the upper and lower limit settings.

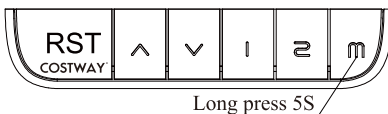


### *Locking*

Press the "M" button, the digital tube displays "S-", after long pressing the "M" button for 5 seconds, the digital tube jumps back to the digital display, continue to hold the "M" button for 3 seconds, the digital tube displays LOC, and the hand control buttons are locked.

### *Unlock*

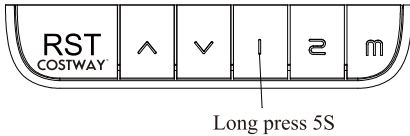
In the LOC locked state, long press the "M" button for 8 seconds, the digital tube displays the number, and the hand control buttons are unlocked.



### *Minimum height value modification*

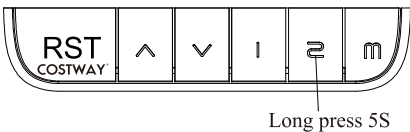
In the reset state, the digital tube displays the state of RST. Long press the button "M" for 5 seconds, the digital tube will display the height value after reset, and it will flash on and off. Press the up key or down key to adjust to the desired height value. After releasing the button for 5 seconds, the digital tube jumps back to RST, and the modification is successful.

## Operation Instructions



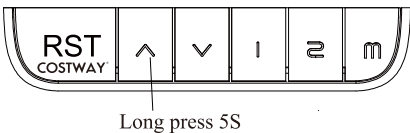
### *Memory jogging and continuous switching*

In the reset state, the digital tube displays the state of RST. Long press the button "1" for 5 seconds to switch between memory jog and memory continuation. The digital tube displays "10. 1", and the memory position continues to move. The digital tube displays "10.2", and the memory position is inching.



### *CM/INCH display switch*

In the reset state, the digital tube displays the state of RST. Long press button "2" for 5 seconds to switch between inch display and cm display. The digital tube displays "10.3", and the height value cm is displayed after resetting. The digital tube displays "10.4", and the height value is displayed in inches after reset.



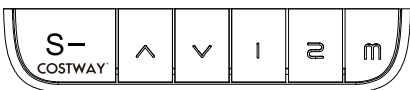
### *Reverse sensitivity selection when encountering resistance*

In the reset state, the digital tube displays the state of RST. After pressing the up button for 5 seconds, you can change reverse sensitivity when encountering resistance, and the digital tube will switch display, (currently displayed as a level).

"10.5"--10kg (22 lbs)

"10.6"--15kg (33 lbs)

"10.7"--20kg (44 lbs)



### *Memory location setting*

Press the "M" key, the digital tube displays "S-", select and press one of the memory keys (number keys), the current position will be memorized. Use the up/down keys to raise the desk to the position you want and repeat the above actions.



## Operation Instructions

### *Common problems and solutions*

1.If your table has the following problems, please try to reset it to solve.

- Abnormal work
- The hand control panel displays RES (reset).
- The hand control board displays an error message (E07, E08), but the motor drive line is connected normally.

2. If the hand control panel displays HOT (H01), please disconnect the power and cool down for 20 minutes.

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We would like to extend our heartfelt thanks to  
all of our customers for taking time to assemble  
this product and giving us valuable feedbacks.



