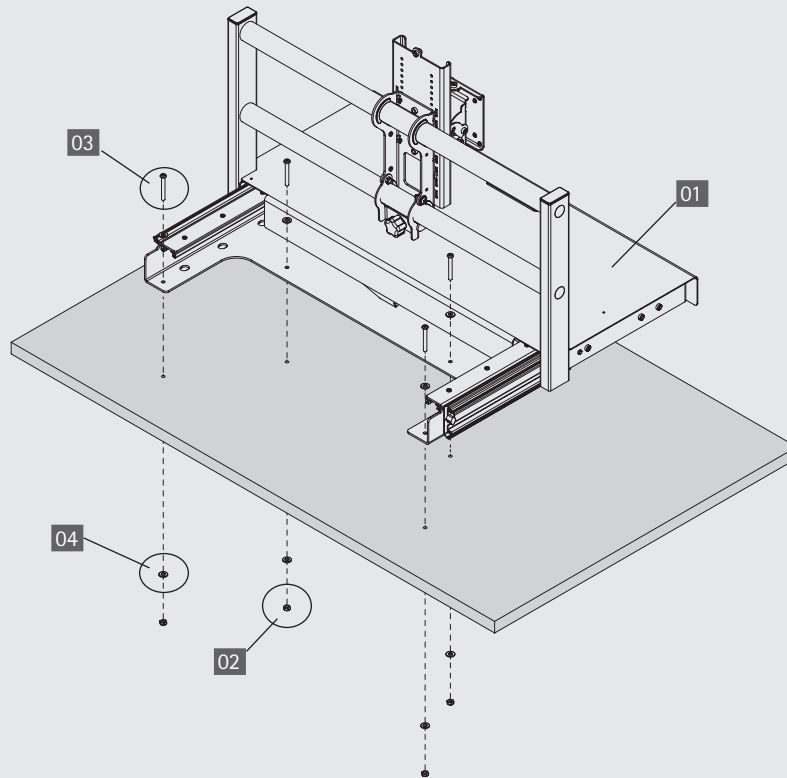


## ASSEMBLY INSTRUCTIONS

# Monitor Easy Track®



Part Number: METBK

## WELCOME

Hello! Thank you for choosing Anthro.

These instructions describe the installation of Anthro's Monitor Easy Track. If you have any questions or if we can help you in any way, please contact Anthro at 800.325.3841.

## TOOLS

You will need a 17/64" drill bit and power drill.

## PARTS LIST

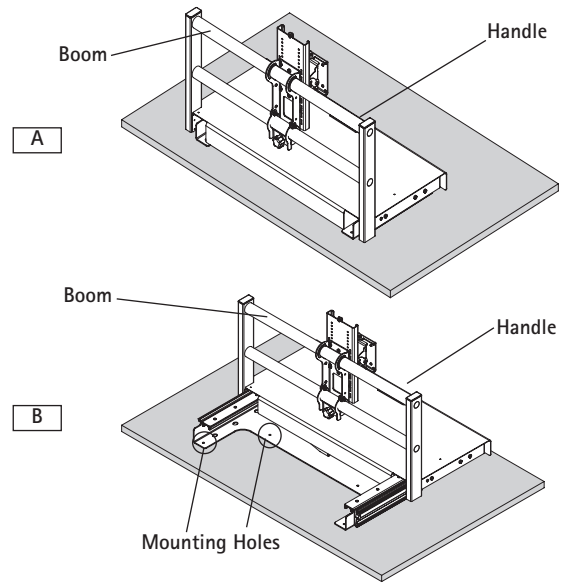
Before beginning this assembly, please take a moment to review the parts list below to verify that your shipment is complete. The mounting surface (shown shaded) is not included with this accessory.

Product	Quantity	Part Number
01 Monitor Easy Track	1	835-MET
02 Nylock Nuts	4	325-5259-00
03 Button Head Screws	4	325-5034-00
04 Washers	8	325-5120-00

## STEP 1

### Place the Monitor Easy Track on Your Work Surface

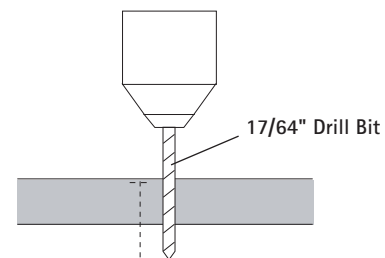
- Clear off installation site so you can access the top and bottom of the work surface.
- Remove the Monitor Easy Track from the box. With the assistance of another person, lift and place it on the work surface (A). The gray handle must face the user. With the unit closed (the boom will be furthest away from the user), position it where you want the track mounted to the surface.
- Without moving the unit base, open up the Monitor Easy Track by squeezing the handle and pull the boom toward you. Once the unit is in the open position, locate the 4 mounting holes in the base that will be exposed (B). Use a pen or pencil to mark the 4 holes where you will be drilling.



## STEP 2

### Drill holes in Your Work Surface

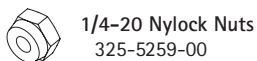
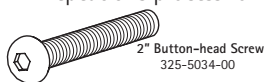
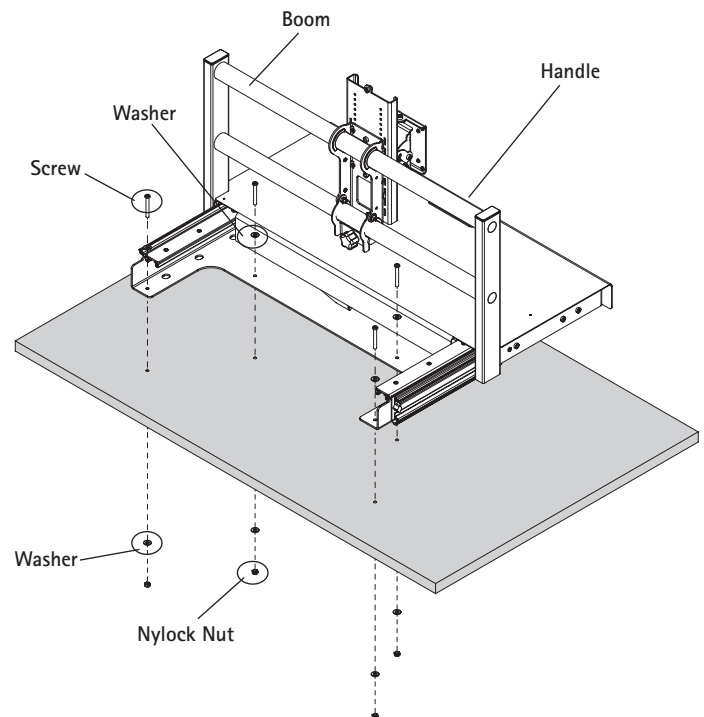
- Close the Monitor Easy Track and remove it from the surface with the assistance of another person. Gently place it aside and out of the way. Using a 17/64" drill bit, carefully drill straight down and all the way through the surface. Continue with drilling all 4 holes.



## STEP 3

### Attach the Monitor Easy Track to Your Work Surface

- Once holes are drilled, be sure the drilled holes and surface are cleared of debris. Place the Monitor Easy Track back onto the surface with the assistance of another person. Open the Monitor Easy Track by squeezing the handle and moving the boom toward you.
- Line up the holes on the unit base with the holes that you drilled. Place a washer onto the screw, put the screw and washer through the first hole from the top of the surface. Place a second washer onto the screw from the underside of the surface. (For best results, this will require you to work beneath the work surface.) Secure with a Nylock nut and tighten onto the screw using a 5/32 hex driver and a 7/16 nut driver. (This works best having someone hold the hex driver in place while the other person is below the desk tightening the Nylock nut.)
- Repeat this process for the remaining 3 holes.



**CONGRATULATIONS! YOUR MONITOR EASY TRACK ASSEMBLY IS COMPLETE!**



Rev A September 2015

Warranty:  
For warranty information, please visit:  
<http://www.anthro.com/support/warranty>

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Questions? Call us at **800.325.3841** or visit [anthro.com](http://anthro.com). We're happy to walk you through the assembly!