

# Assembly Instructions

## MOTUM TEACHERS DESK FIXED HEIGHT RIGHT HAND



### MODEL NUMBERS

58000, 58002, 58004, AND 58006

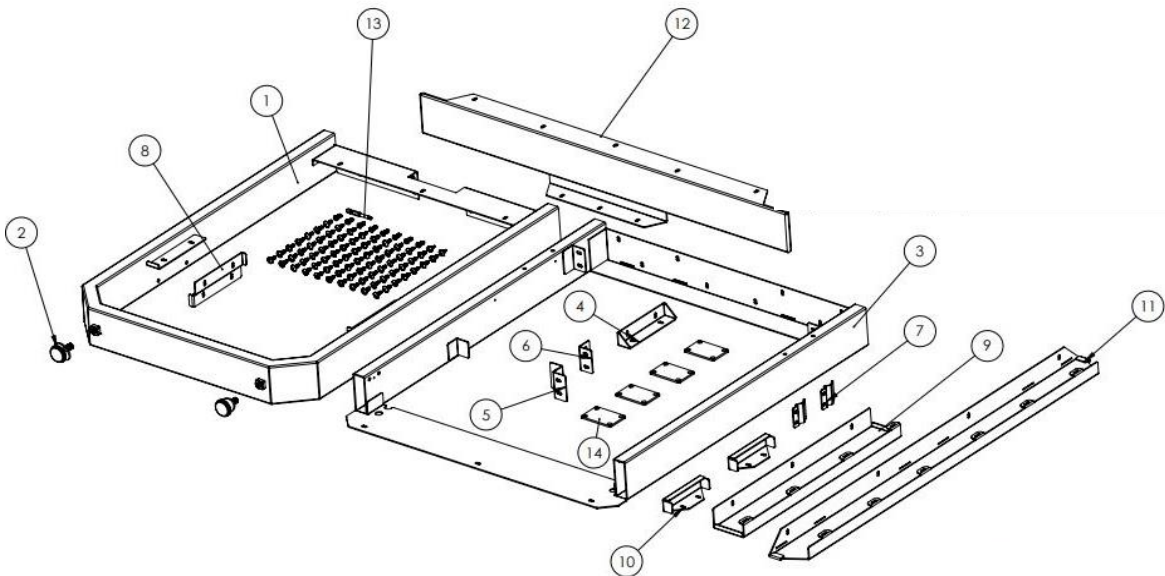
A digital copy of these assembly instructions can be found at  
<https://smithsystem.com/wp-content/uploads/2022/03/MOTUM-TEACHERS-DESK-FIXED-HEIGHT-ASSEMBLY-INSTRUCTIONS-RIGHT-179716.pdf>

For video assembly instructions, scan the QR code link, or visit  
<https://www.youtube.com/watch?v=p6AvBcqOus0>



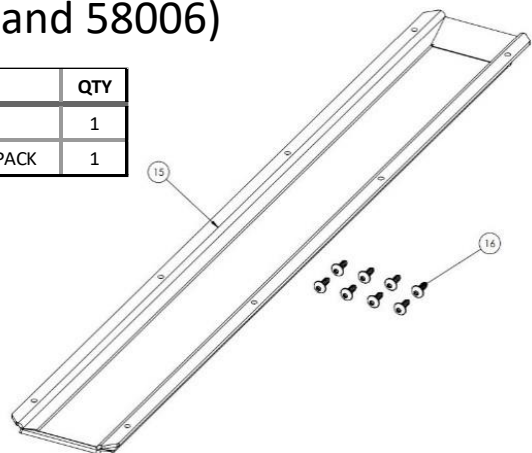
# Hardware and Components

ITEM NO.	DESCRIPTION	QTY	ITEM NO.	DESCRIPTION	QTY
1	TEACHER DESK U TUBE LEG ASSEMBLY	1	8	TD U TUBE LEG Z BRACKET	1
2	SWIVEL GLIDE W/ GLIDE STOP	2	9	TD L BRACKET FRONT 120	1
3	TEACHER DESK STRAIGHT TUBE LEG ASSEMBLY	1	10	TD FILLER BRACKET	2
4	TD BRACED L BRACKET	1	11	TD L BRACKET FRONT MAIN	1
5	TD STRAIGHT TUBE LEG Z BRACKET	1	12	TD FRONT MAIN TO 120 SPACER	1
6	TD BOLT ON L BRACKET	1	13	TEACHER DESK HARDWARE PACK	1
7	TD SIDE PANEL CLIP	2	14	TD FIXED HEIGHT SHIM	4



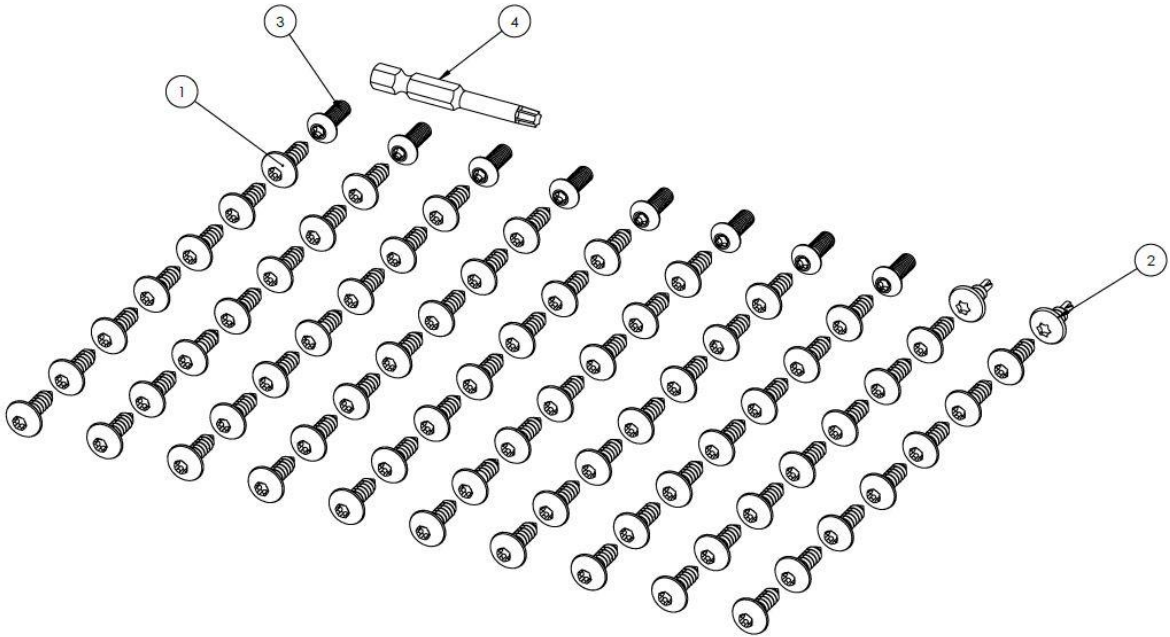
For 72" Models Only (58004 and 58006)

ITEM NO.	DESCRIPTION	QTY
15	TEACHERS DESK TD SUPPORT BRACE	1
16	TEACHERS DESK SUPPORT BRACE HARDWARE PACK	1



# Hardware and Components

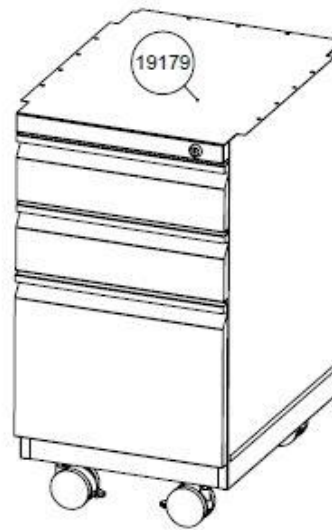
ITEM NO.	DESCRIPTION	QTY
13-1	NO. 10 X 5/8" TORX BUTTON HEAD SCREW	70
13-2	NO. 10 X 1/2" TORX SELF DRILLING BUTTON HEAD SCREW	2
13-3	10-32 X 1/2" TORX BUTTON HEAD W/PATCH	8
13-4	T25 TORX POWER BIT #2	1



USED ON  
58002 and 58006

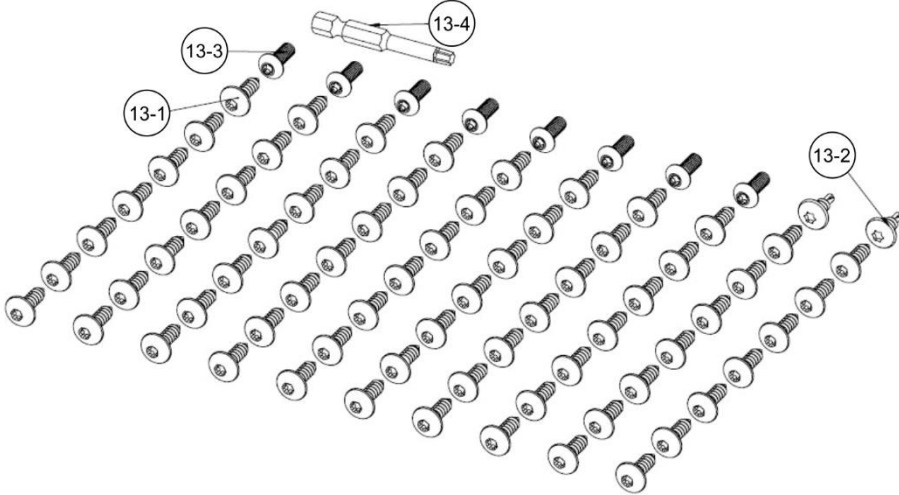


USED ON  
58000 and 58004



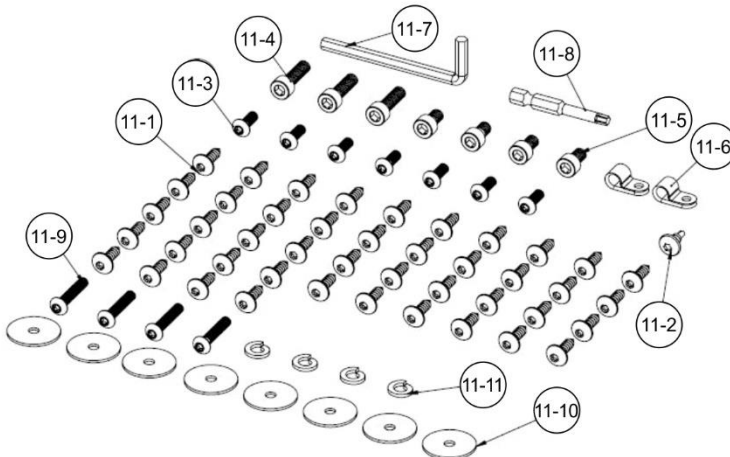
# Hardware and Components

ITEM NO.	DESCRIPTION	QTY
13-1	NO. 10 X 5/8" TORX BUTTON HEAD SCREW	70
13-2	NO. 10 X 1/2" TORX SELF DRILLING BUTTON HEAD SCREW	2
13-3	10-32 X 1/2" TORX BUTTON HEAD W/PATCH	8
13-4	T25 TORX POWER BIT #2	1



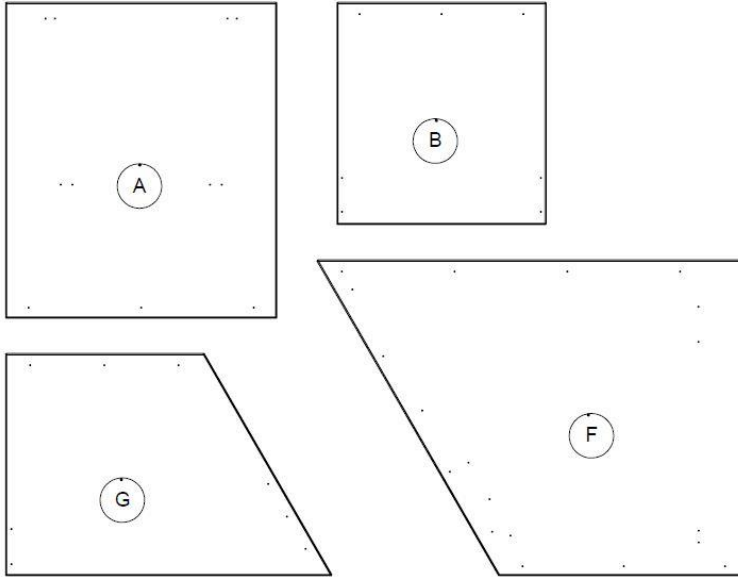
## BOX B ITEM #B-11 (60140) – TD SPLIT HEIGHT HARDWARE PACK COMPONENTS

ITEM NO.	DESCRIPTION	QTY
11-1	NO. 10 X 5/8" TORX BUTTON HEAD SCREW	44
11-2	NO. 10 X 1/2" TORX SELF DRILLING BUTTON HEAD SCREW	1
11-3	10-32 X 1/2" TORX BUTTON HEAD SCREW W/PATCH	7
11-4	M6 X 1.0 X 20MM SOCKET HEAD, HEX DRIVE, BLK OX	3
11-5	M6 X 1.0 X 10MM SOCKET HEAD, HEX DRIVE, BLK OX	4
11-6	1/4" I.D. PLASTIC LOOP CLAMP	2
11-7	HEX KEY 5MM SHORT ARM	1
11-8	T25 TORX POWER BIT 2"	1
11-9	10-32 X 1" TORX BUTTON HEAD W/PATCH	4
11-10	#10 WASHER 1" od	8
11-11	M6 SPLIT LOCK WASHER	4

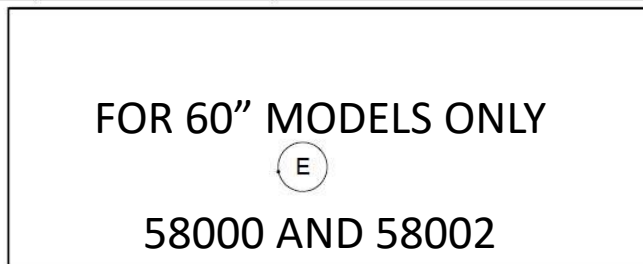


# Hardware and Components

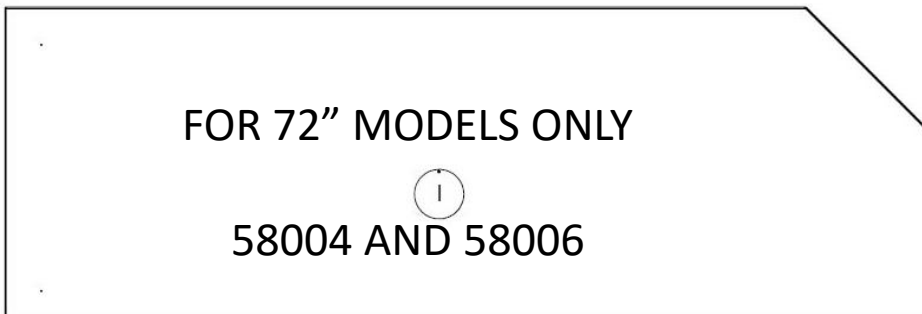
PANEL LETTER	DESCRIPTION	QTY
A	TD STRAIGHT LEG PANEL	70
B	TD U LEG SIDE PANEL	2
F	TD MAIN FRONT PANEL RH	8
G	TD 120 FRONT PANEL RH	1



PANEL LETTER	PART NUMBER	DESCRIPTION	QTY.
E	P14391	TD 24X60" TOP RH	1



PANEL LETTER	PART NUMBER	DESCRIPTION	QTY.
I	P14393	TD 24X72" TOP RH	1



# General Assembly Guidelines

## Special Notes:

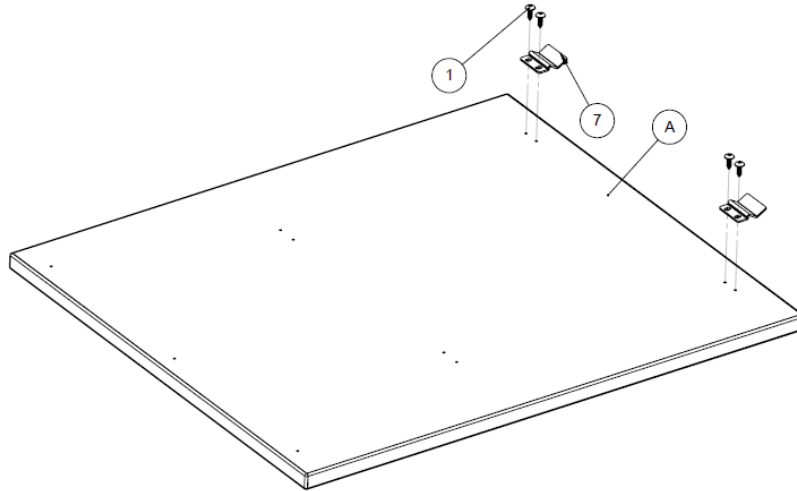
- Ensure that all components are accounted for and undamaged before assembling
- Follow each step carefully to ensure the proper assembly of this product
- 2-person assembly is highly recommended
- Clean the product with a mild cleaner and damp cloth

## Tools:

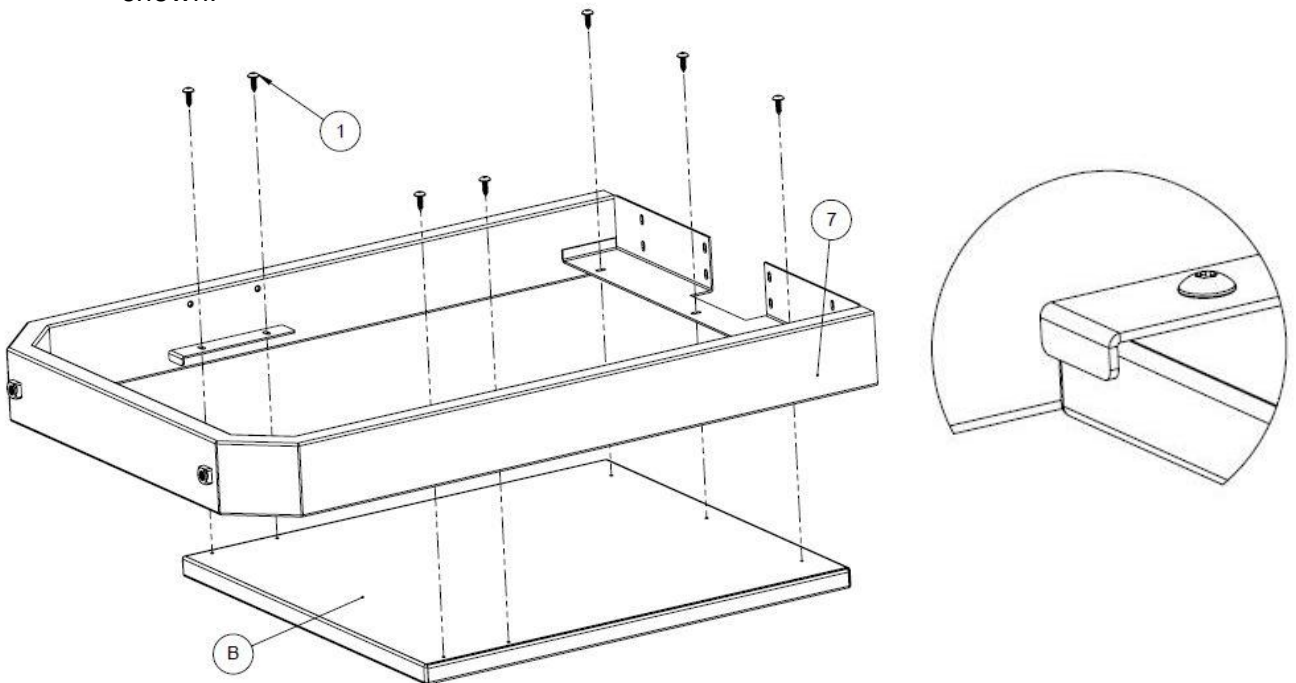
- Framing Square
- Drill
- #1 and #2 Phillips bit
- Screwdriver (optional)
- Wood Clamps (optional)
- ¼" bit extender (optional)

# Assembly Instructions

1. Place wood top on clean smooth surface upside down with the pilot holes facing up, fasten 2x item #7 to item A using 4x fasteners item #1 using the supplied T25 Torx bit item # 4.



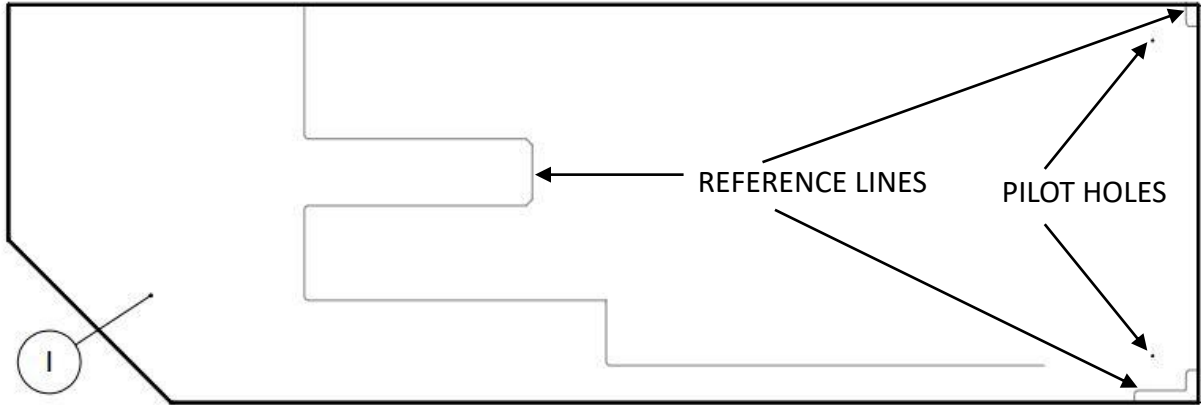
2. Position Panel B as shown, centering the panel to create equal gaps, a spacer or credit card works well. Fasten panel #7 to item A using 4x fasteners item #1 using the supplied T25 Torx bit item # 4. NOTE: The panel should sit on the metal finger as shown.





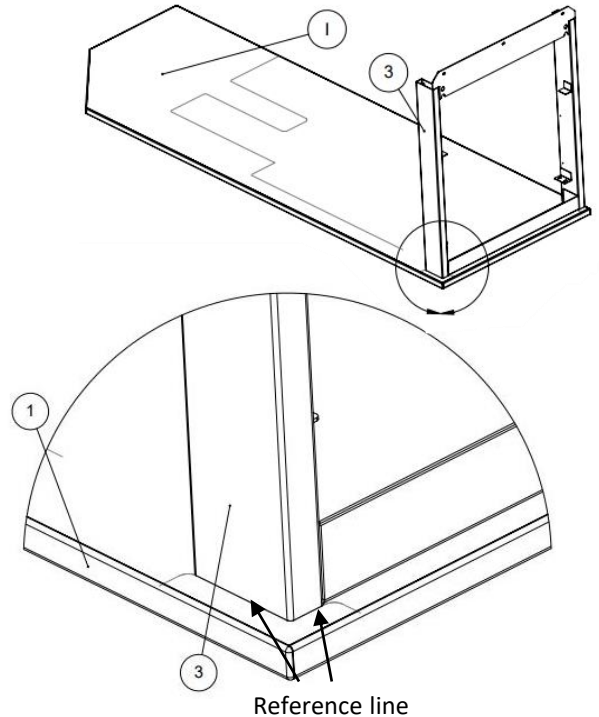
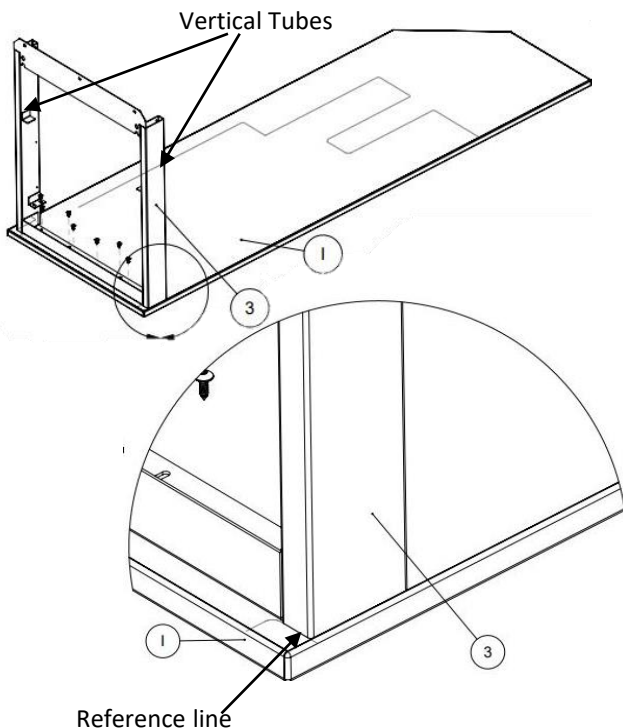
# Assembly Instructions

3. Place wood top on clean smooth surface upside down with the pilot holes and reference lines facing up. The reference lines will be used to help align the metal components in future steps, these are only guides final locations will vary by assembly accuracy. (Panel I is used in these instruction, substitute panel I with panel E for 60" models)



4. **THE POSITION OF COMPONENT 3 IS CRITICAL, IT DETERMINES ALL OTHER COMPONENTS POSTIONS AND IS THE MOST DIFFICULT TO CHANGE AFTER THE ASSEMBLY IS DONE.** The outside edge of item #3 vertical tubes should sit flush with the 3 indicated reference lines below.

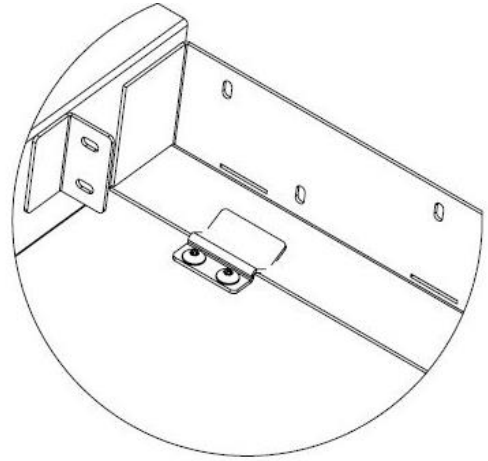
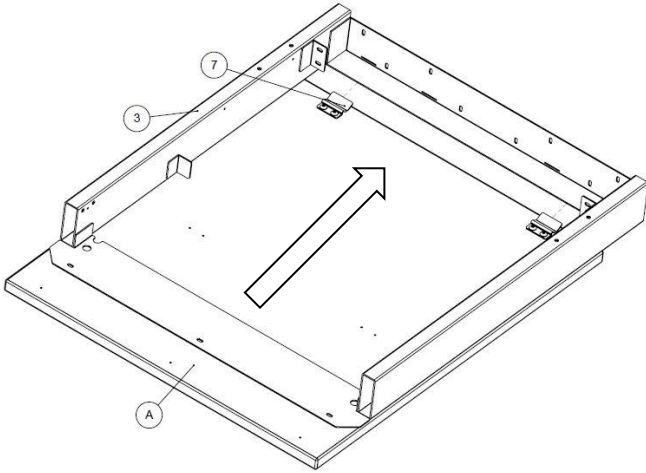
5. Fasten item #3 down with 2x fasteners item #1 using the two pilot holes, confirm the location is correct as described above and install the remaining 6x fasteners item #1.



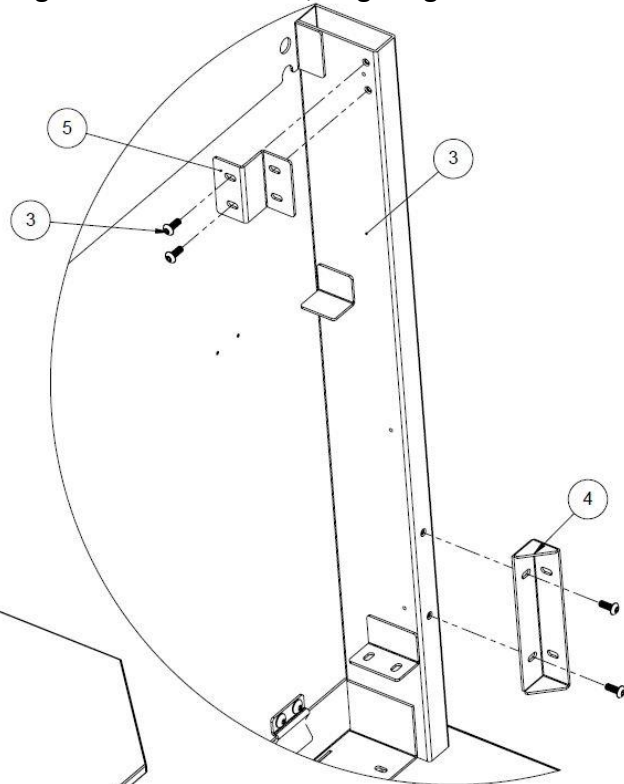
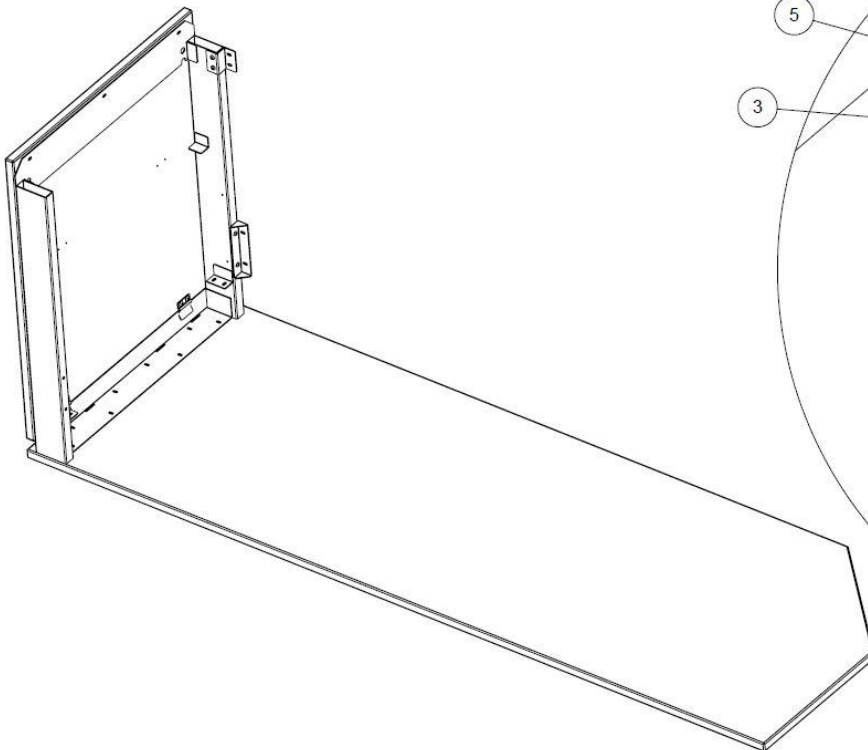


# Assembly Instructions

5. Slide the previously assembled panel A onto item #3, item #7 should slide over the metal lip of item #3 as shown. Do not install any fasteners at this point this board will be removed later. It is helpful to clamp panel A to item #3.

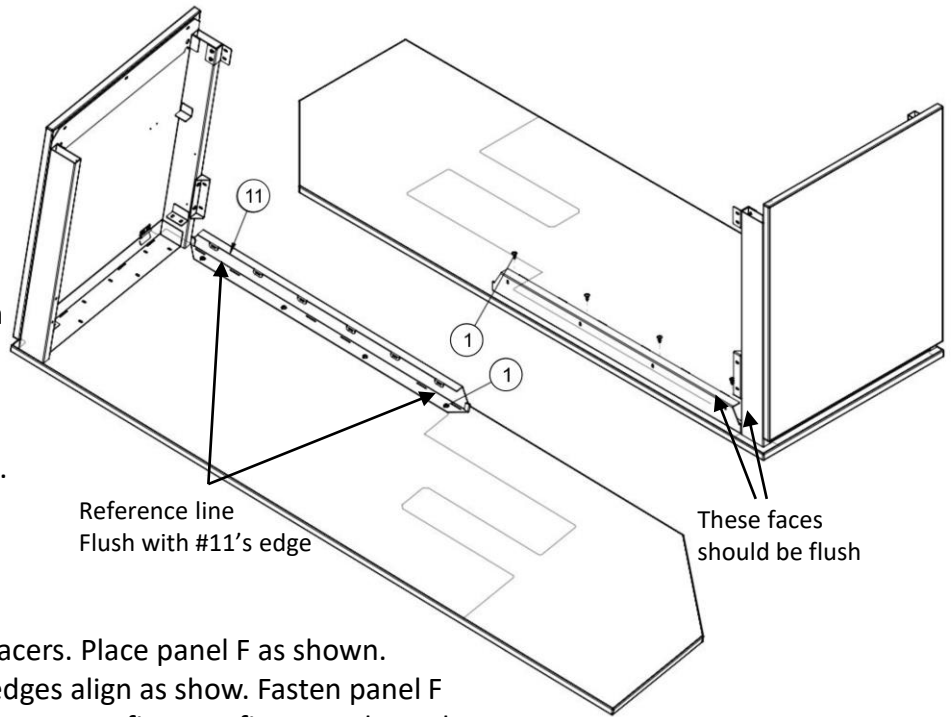


6. Install items #5 and #4 to item #3 as shown using 4x fastener item #3, finger tighten only. (Right hand assembly shown)

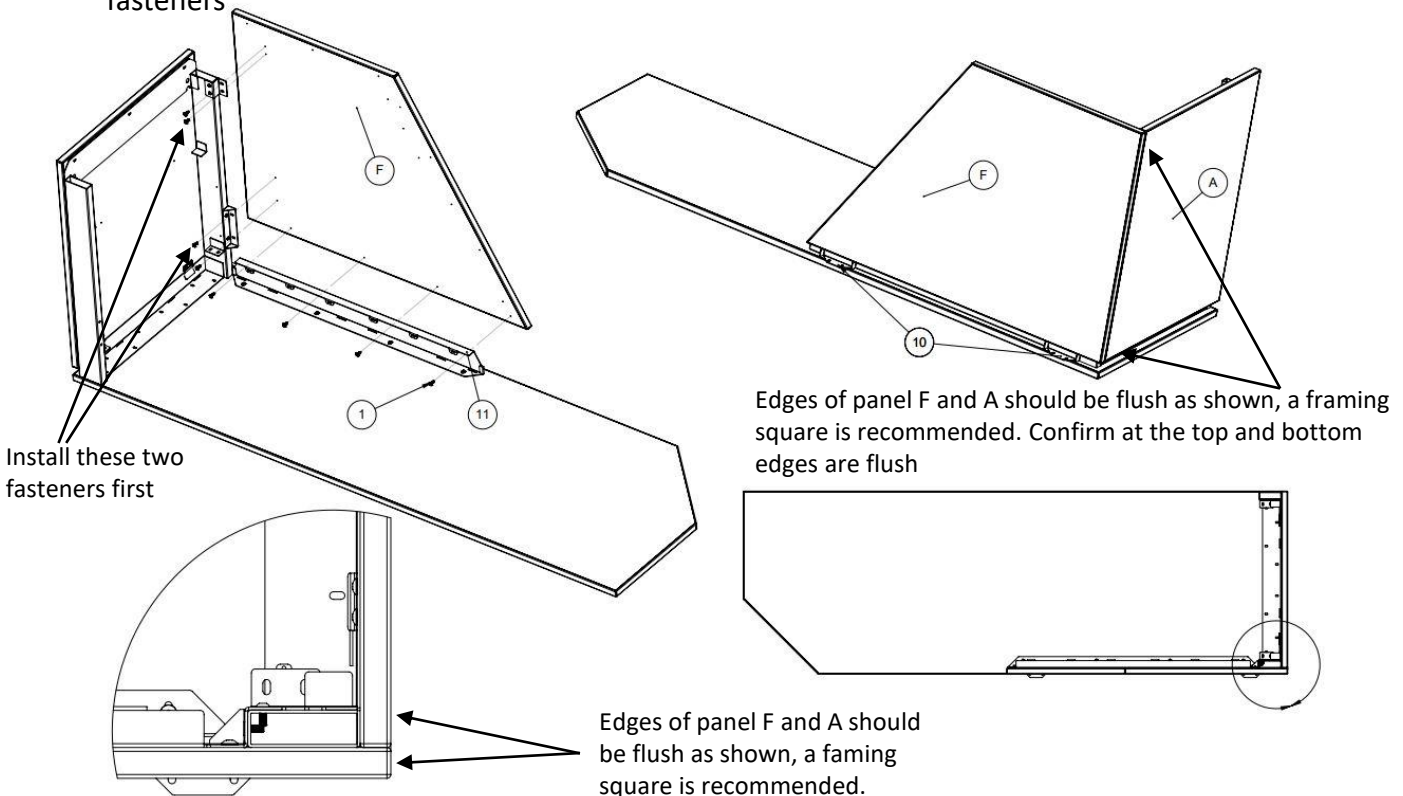


# Assembly Instructions

7. Align item #11's edge with the reference line as shown. Item #11 should be touching Item #3 and the faces indicated below should be flush. Fasten #11 to top using 4x fastener #1.

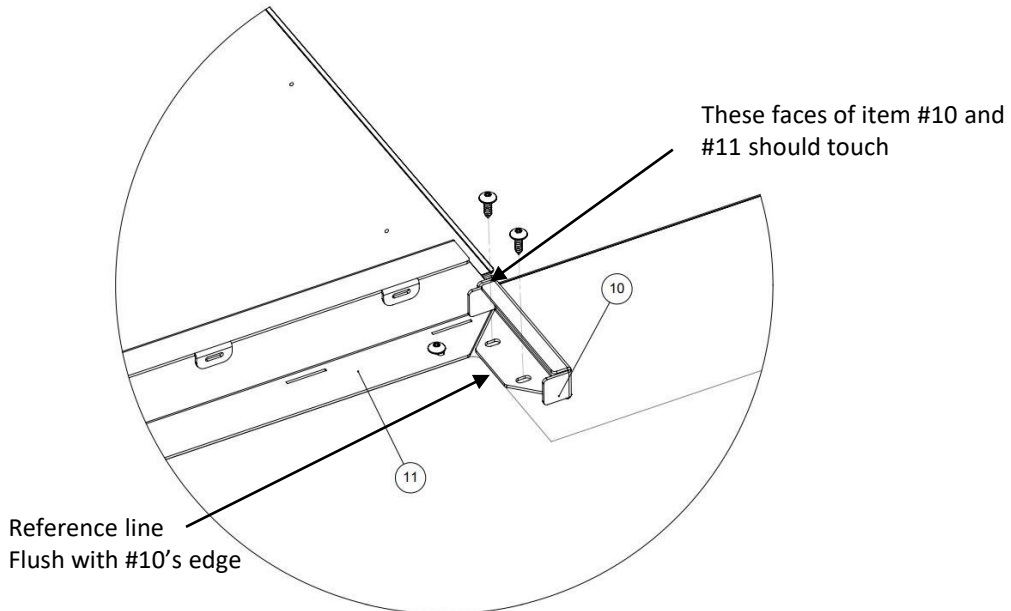


8. Using 2x item #10 as spacers. Place panel F as shown. Confirm panel F and A edges align as show. Fasten panel F with the 2x indicated fastener #1 first, confirm panel F and A edges are still aligned and install the remaining 6x #1 fasteners

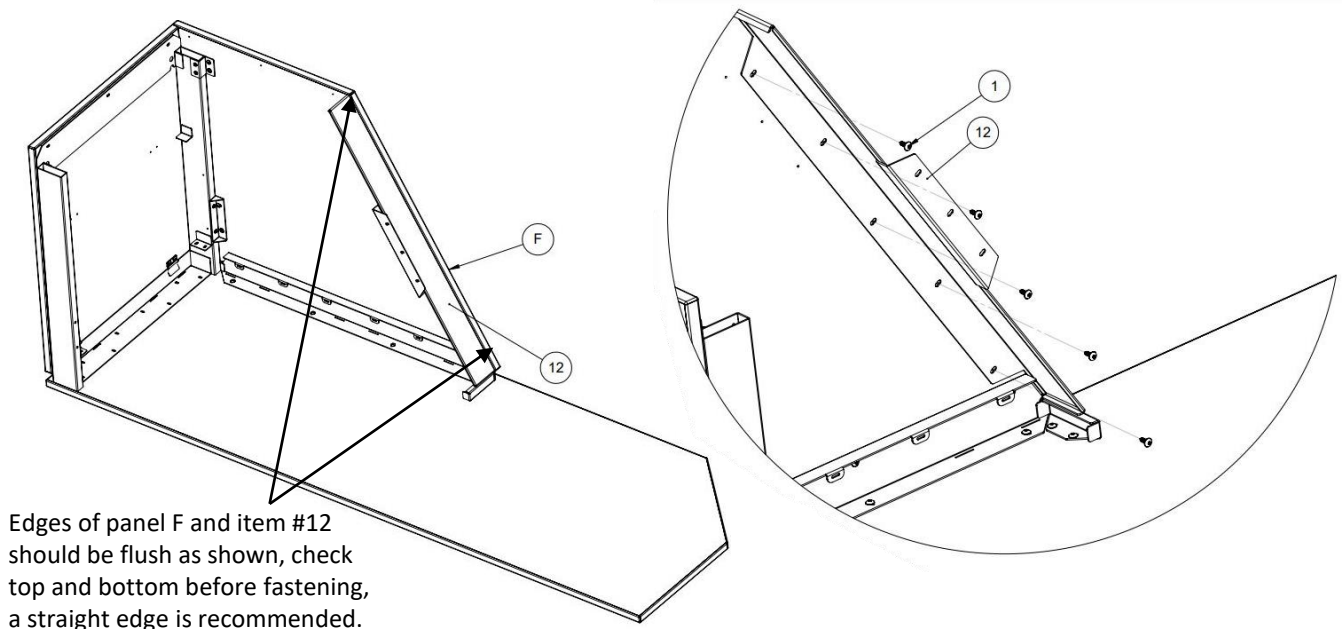


# Assembly Instructions

9. Align item #10's edge with the reference line as shown. Item #10 should be touching Item #11. Fasten #10 to top using 2x fastener #1.

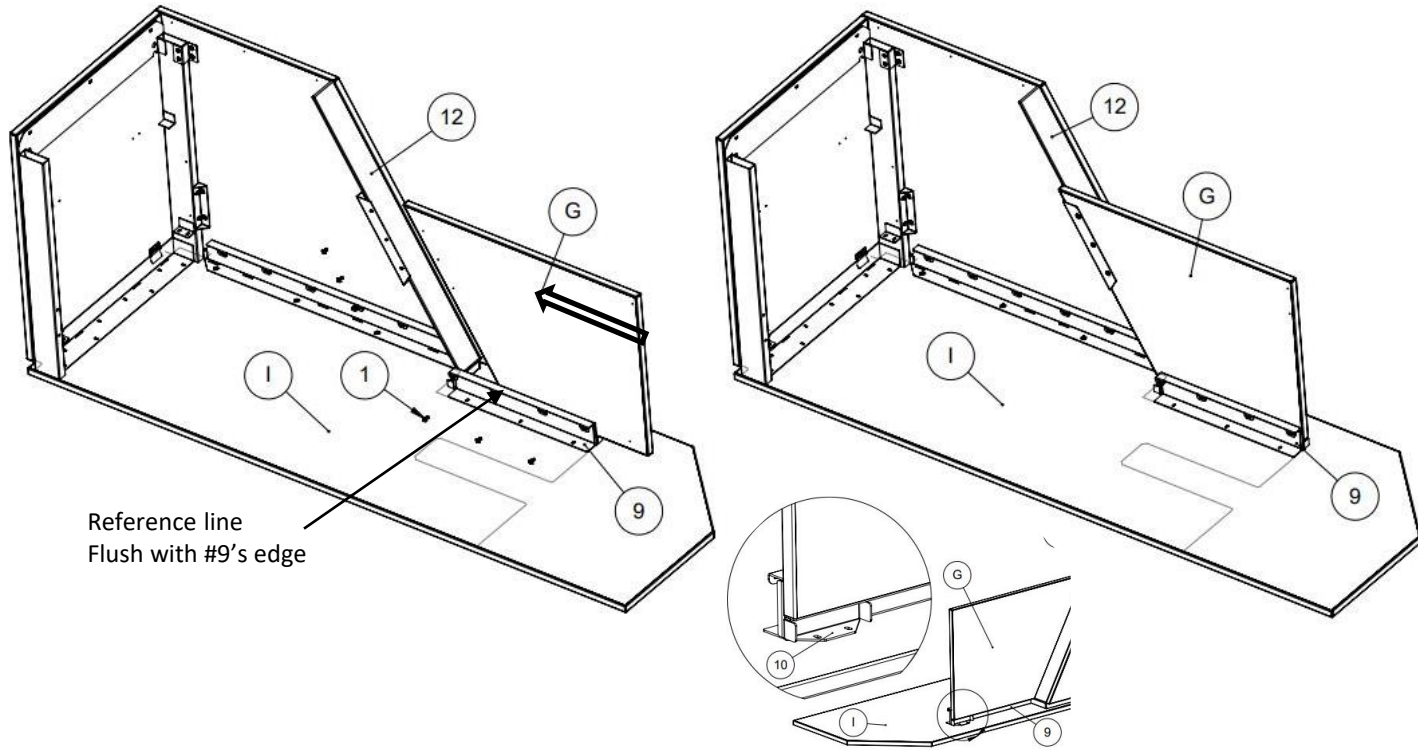


10. Place item #12 as shown. Confirm panel F and item #12 faces align as show. Fasten item #12 with the 5x fasteners #1.

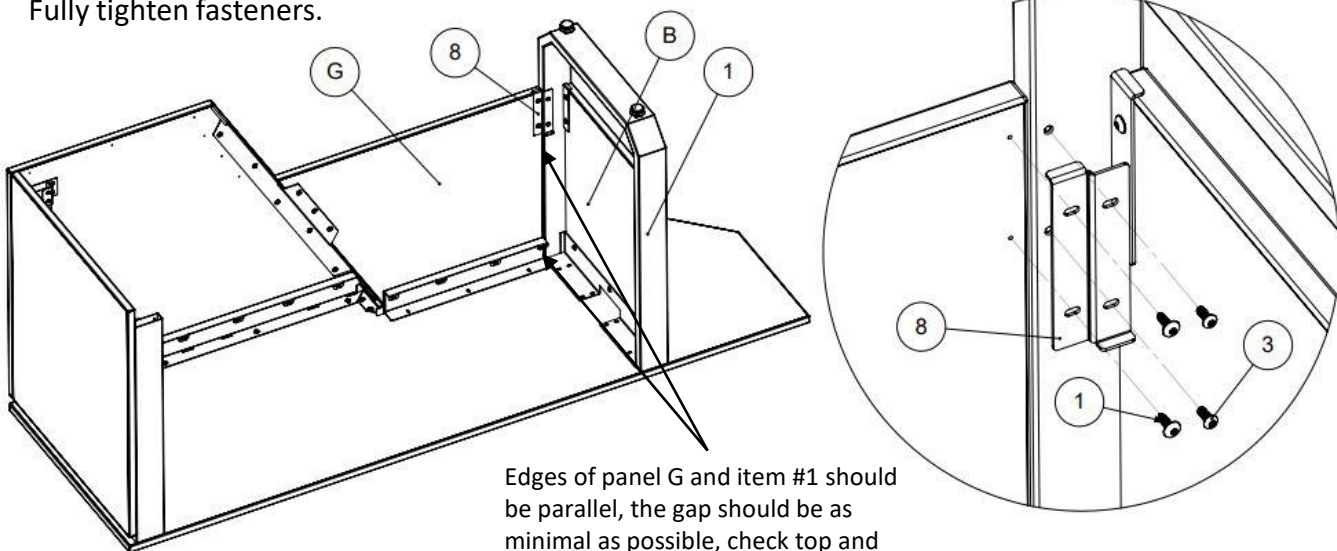


# Assembly Instructions

11. Align item #9's edge with the reference line as shown. Item #10 can be used as a spacer for panel G. Insert panel G into the slot of Item #12. Place item #9 against panel G as show. Confirm that all 3x holes on item #12 and item #9 can be seen though the slots while item #10 is in place. Fasten #12 and #9 to panel G using 3x fastener #1 each. (Do not fasten item #9 to the panel I, this will be done in further steps)



12. Place the previously assembled item #1 and panel B as shown. Attach item #8 using 2x fastener #1 to panel G and attached item #8 to item #1 using 2x fastener #3, finger tighten only. Confirm the gap between item #1 and panel G is constant and as minimal as possible as shown below. Fully tighten fasteners.

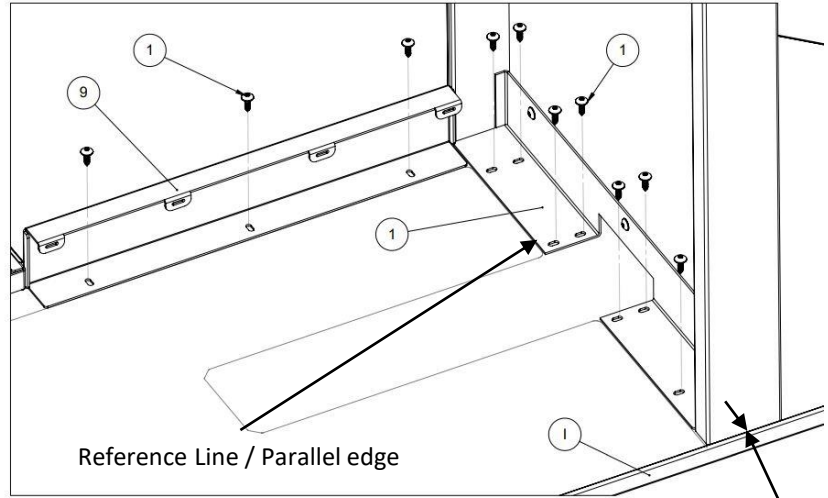
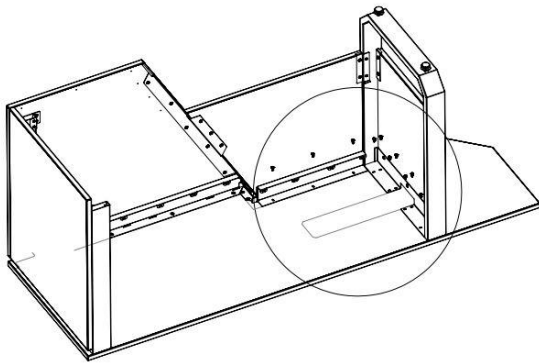


Edges of panel G and item #1 should be parallel, the gap should be as minimal as possible, check top and bottom before fully fastening.



# Assembly Instructions

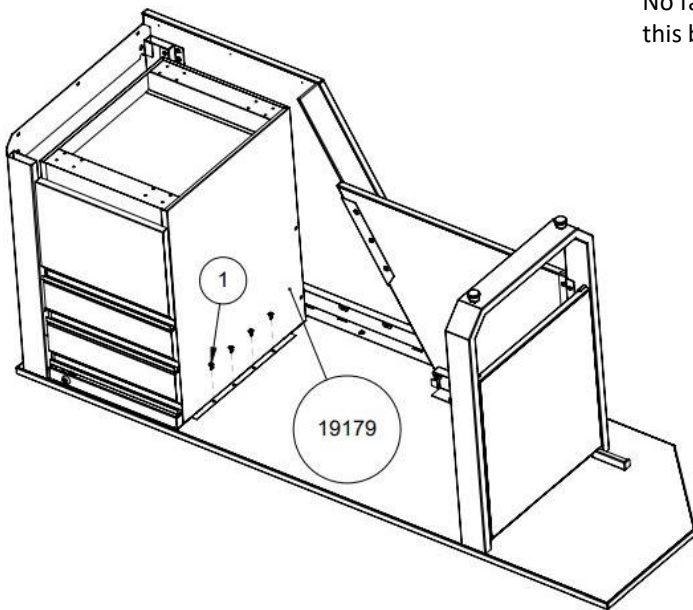
13. Edge of item #1 should be parallel with the reference line as shown (depending on the assembly process the reference line may not be flush with the edge of item #1) Align edge of tube from item #1 with the edge of the wood, NOT the face of the edge banding. Fasten #1 to panel I using 8x fastener #1 and then faster item #9 to panel I using 3x fastener #1.



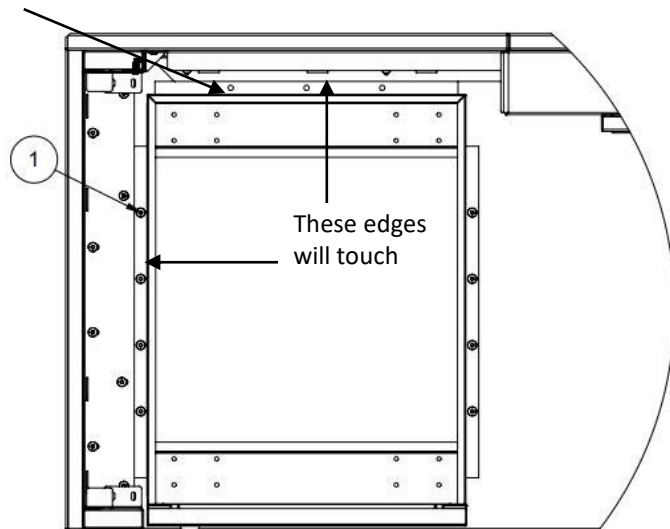
Align edge of tube from item #1 with the edge of the wood (brown surface), NOT the face of the edge banding.

**14-A. This step is for 58000 and 58004 only, all other models skip to step 14-B.**

Remove all components from inside 19179 before inverting. Remove panel A assembly and set to the side. Position 19179 the metal flanges should touch the metal components as shown below, install 8x fastener #1 on the two side flanges as shown.



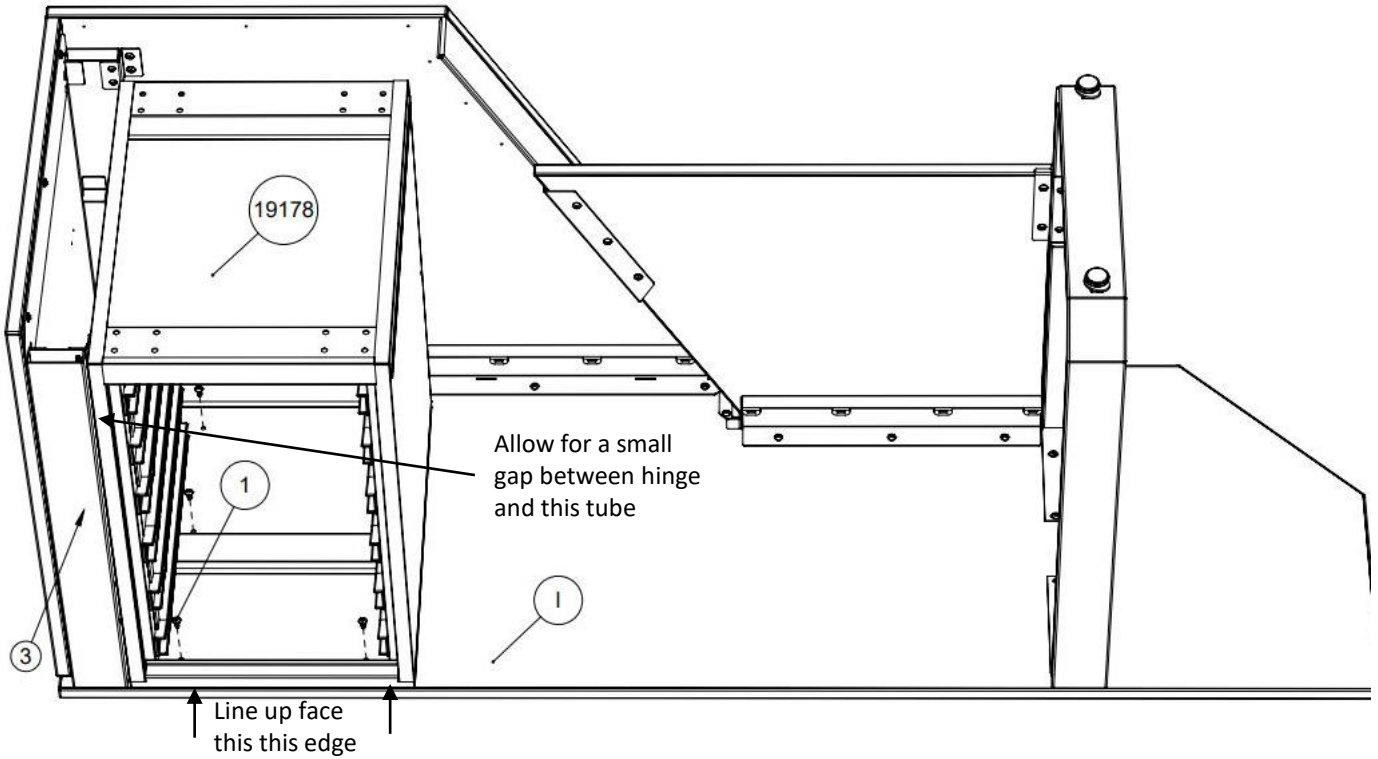
No fasteners on this back tab



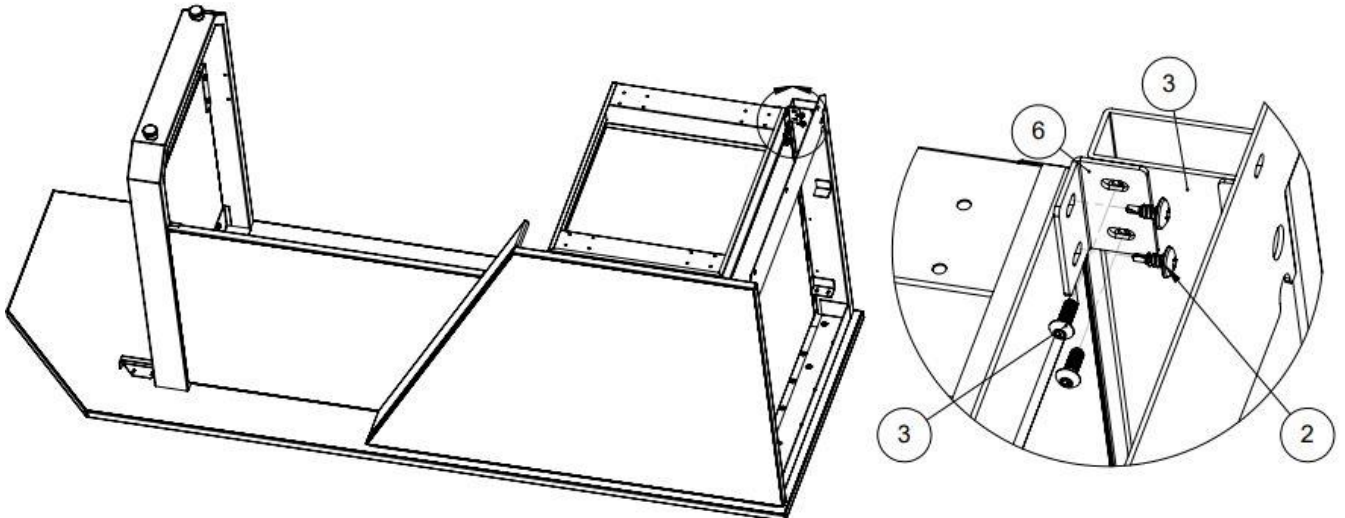
# Assembly Instructions

14-B. This step is for 58003 and 58007 only.

Remove all components from inside 19178 before inverting. Remove panel A assembly and set to the side. Position 19178 front face is flush with the edge of wood as shown below, allow for a small gap between the tube of item #3 and hinge. (door is shown removed for illustrative purposes), install 6x fastener #1 in the 6x holes of 19178 as shown.

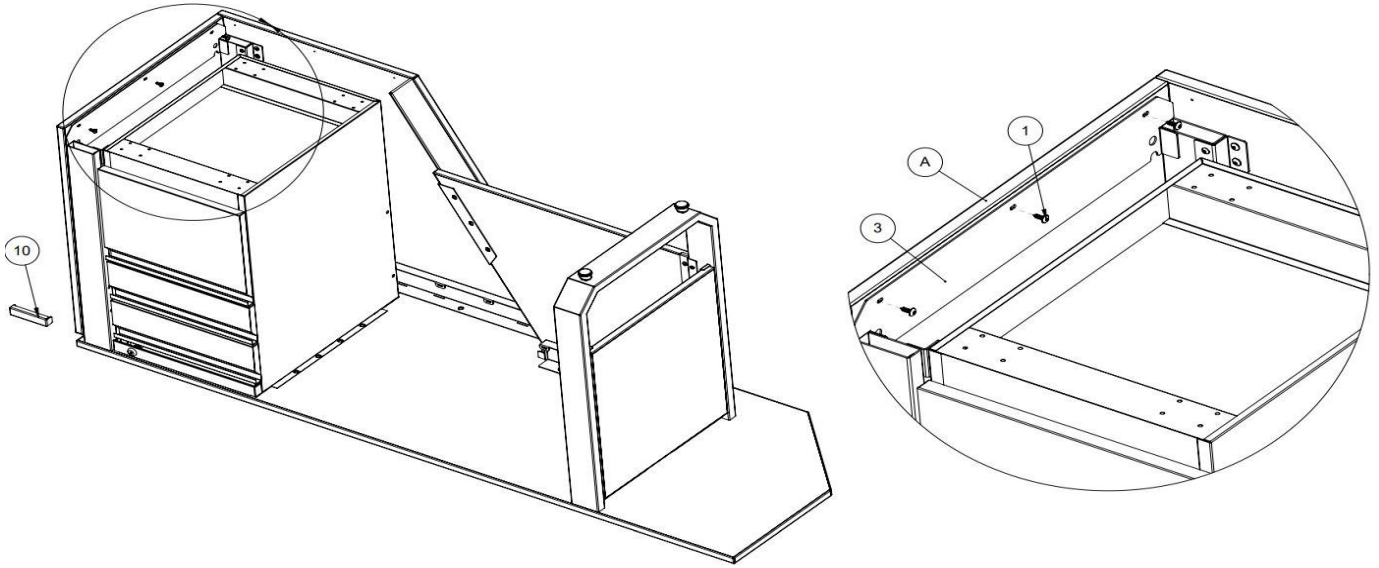


15. Place item #6 as shown, Fasten #6 to the tube of item #3 using 2x fastener #3, finger tighten only. Install 2x fastener #2. (Fastener #2 is a self drilling fastener, it will create 2 new holes in item 19179) Confirm there is a constant gap between 19179/19178 and the tube of item #3. Tighten the 2x fastener #2.

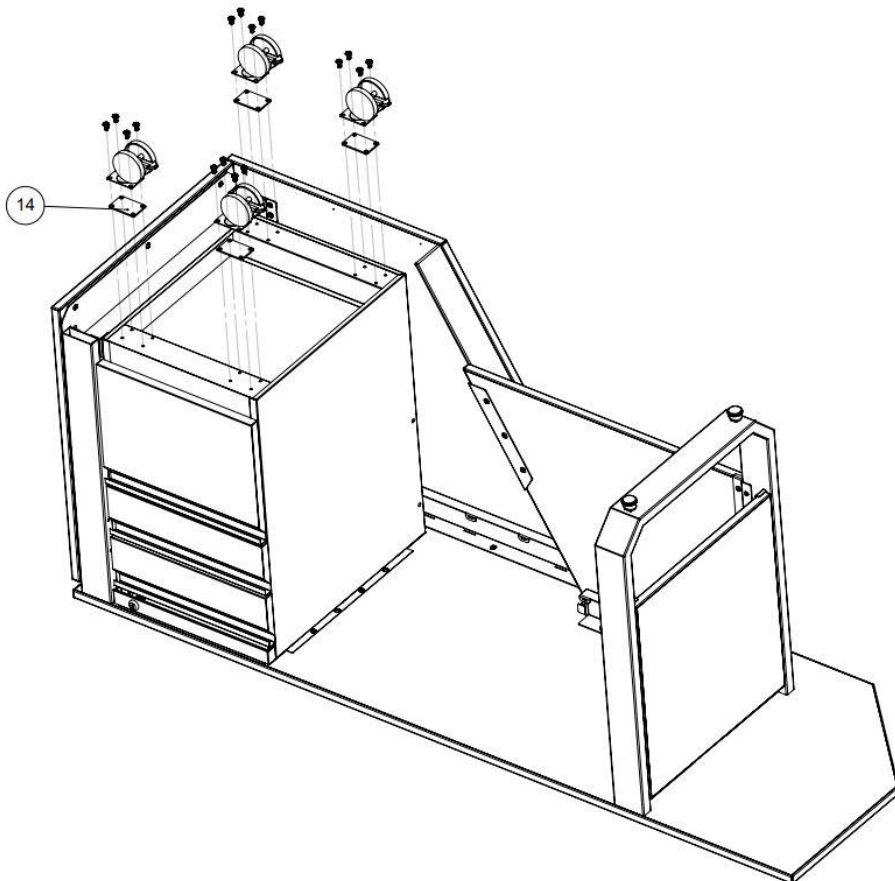


# Assembly Instructions

16. Replace panel A, item #10 can be used as a spacer. Confirm that panel A and F are flush, a framing square is recommended. Install 3x fastener #1 into panel A



17. Place item #14 between the bottom of 19179/19178 and the casters that came with 19179/19178. Install the 16x fasteners that came with 19179/19178.

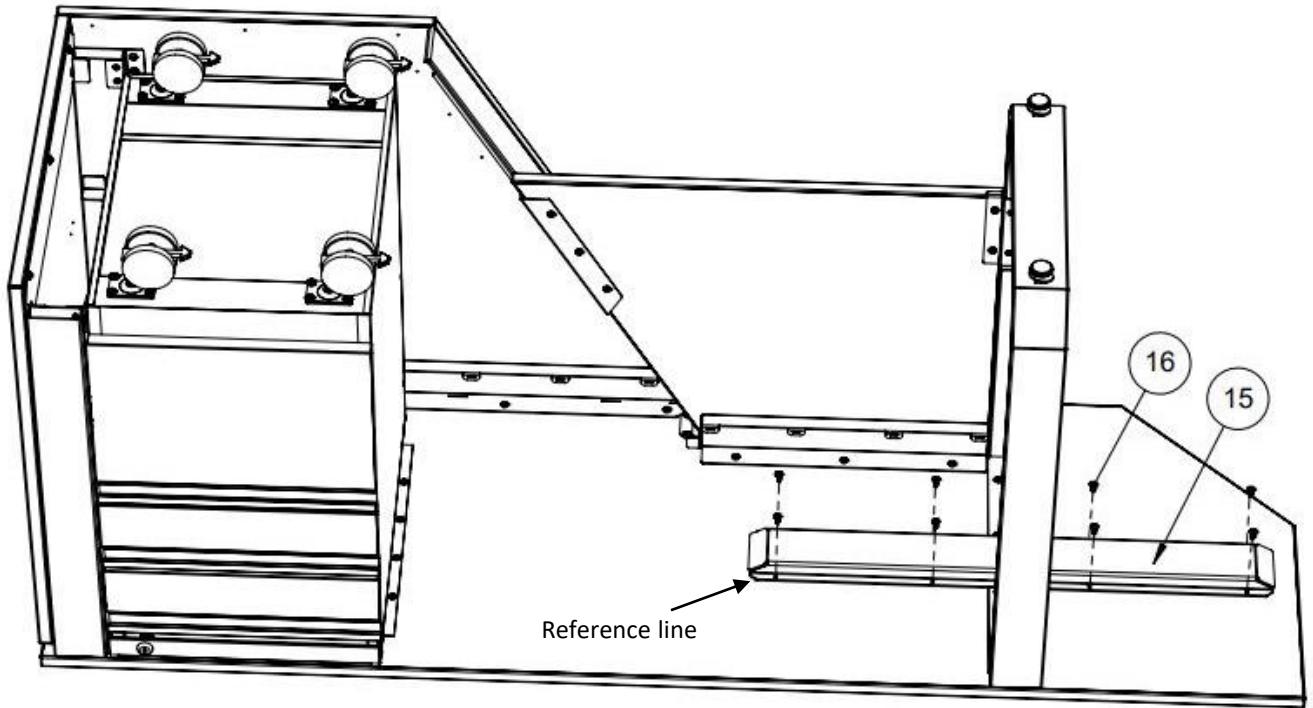




# Assembly Instructions

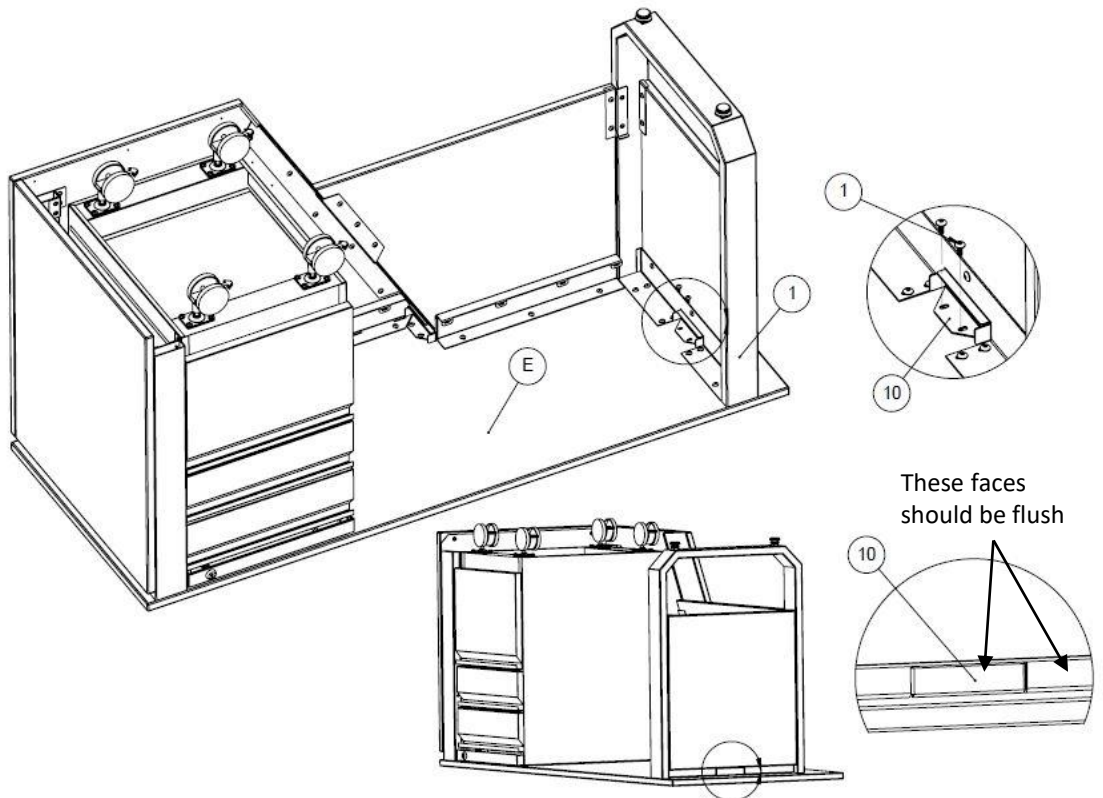
18-A. This step is 72" Models only (58004 and 58006), for all other models skip to step 18-B.

Line up item #15 with the reference line. Install 8x fasteners from hardware pack supplied with item #15 into panel I.



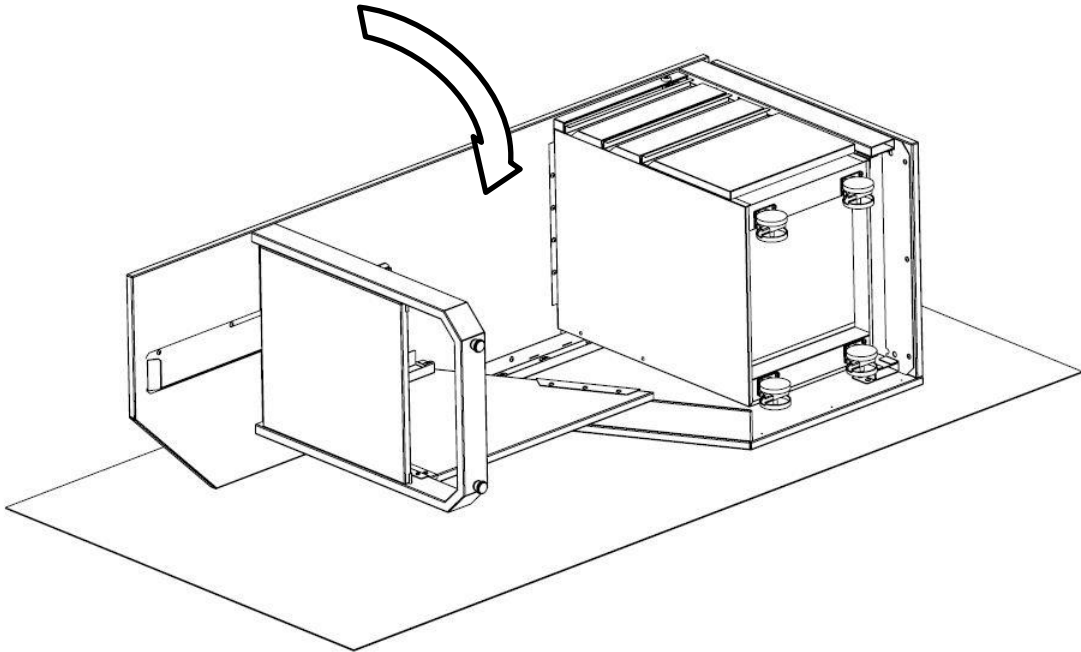
18-B. This step is for 60" Models only (58000 and 58002).

The indicated face of item #10 should be flush with item #1 as shown. Install 2x fasteners #1 into panel E.



# Assembly Instructions

19. Unlock all casters, on a soft, clean surface flip the desk on its front face as shown.



20. Flip desk onto casters as shown.

