

SIGMA™ 6901/6903 DESK/COMPACT DESK

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Placement and Maintenance

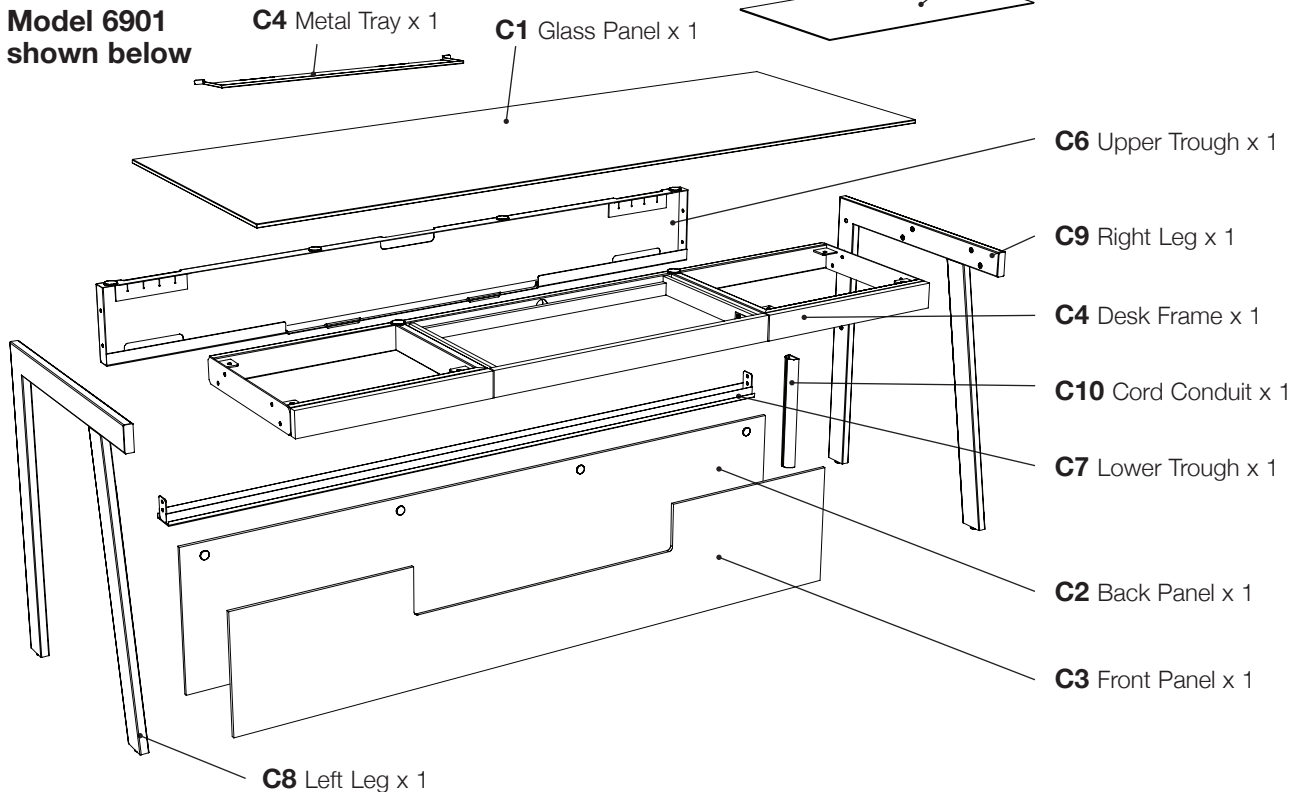
Sigma™ Office furniture is designed for indoor use on level floors. Clean glass with glass cleaner, and other surfaces with a moist cloth.

Your Sigma™ Office furniture is engineered for easy assembly. Carefully follow this procedure to prevent any damage. Do not use power tools for assembly of this product.

Step 1

Unpack and identify the parts listed below. The assembly workspace should be a non-marring surface such as carpet. For missing hardware pieces, please contact BDI Customer Service at: customerservice@bdiusa.com. For all other concerns, please contact your BDI retailer.

Model 6901 shown below



Hardware:



T1 4mm Hex Wrench

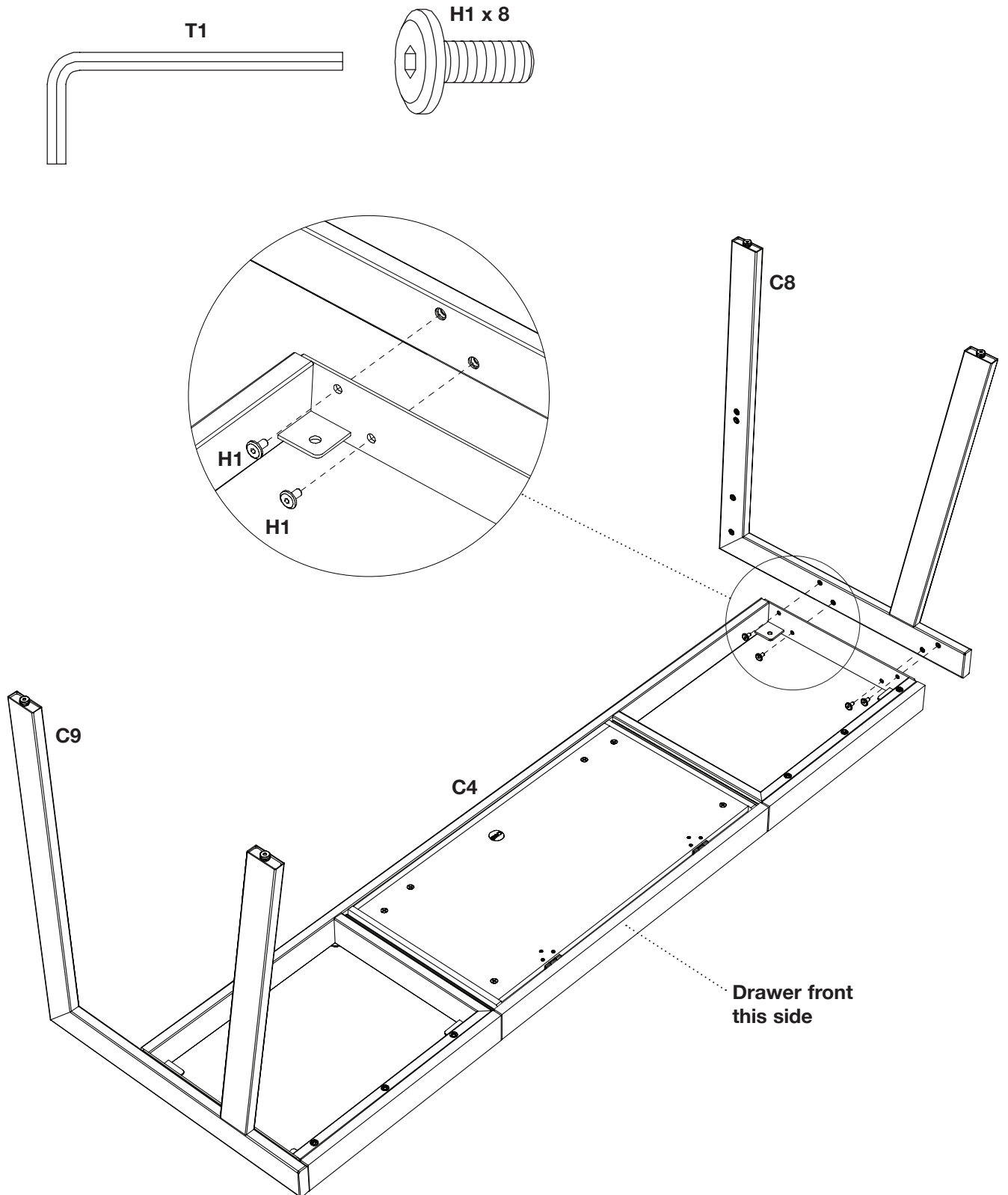


H1 M6 x 12mm Screw x 22

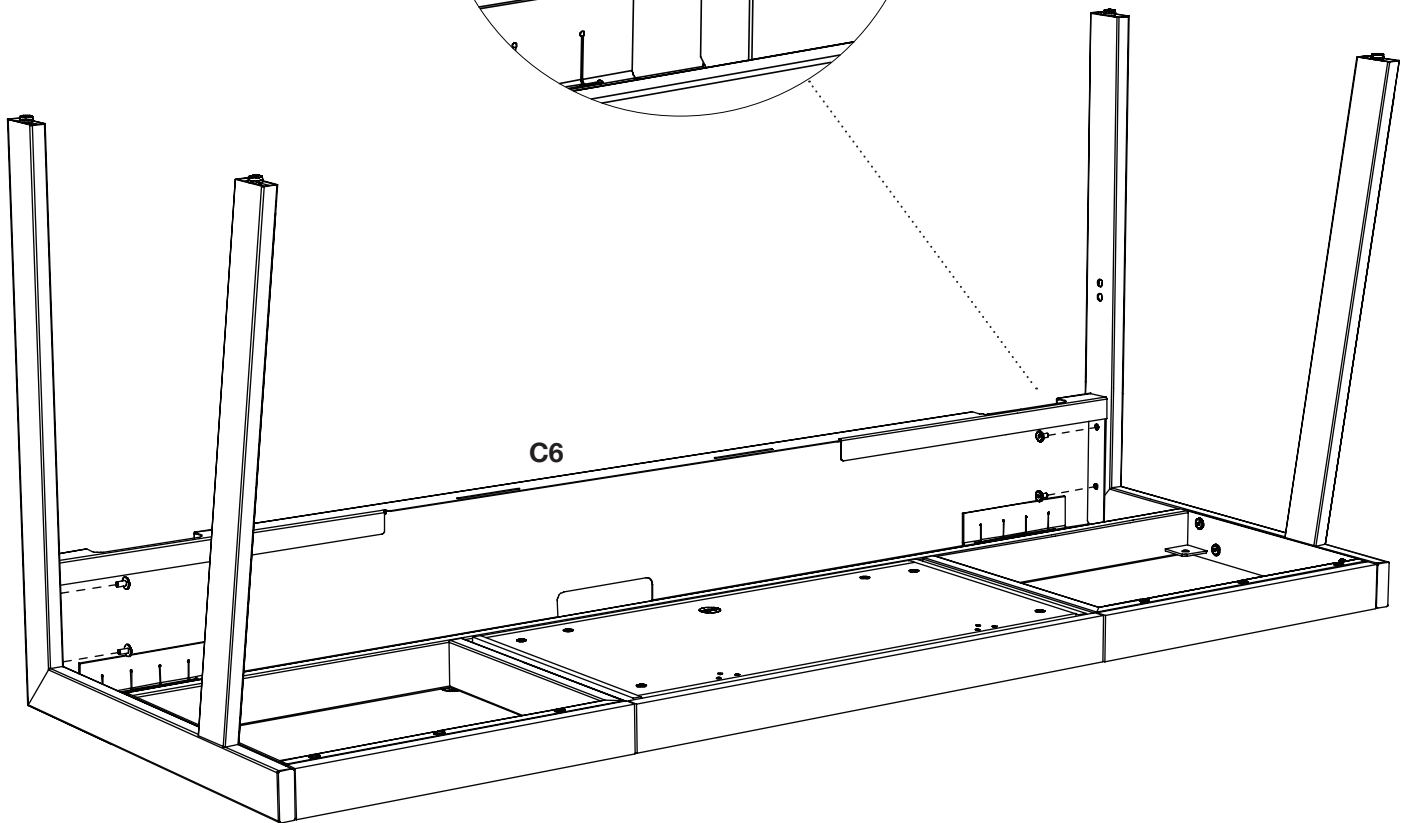
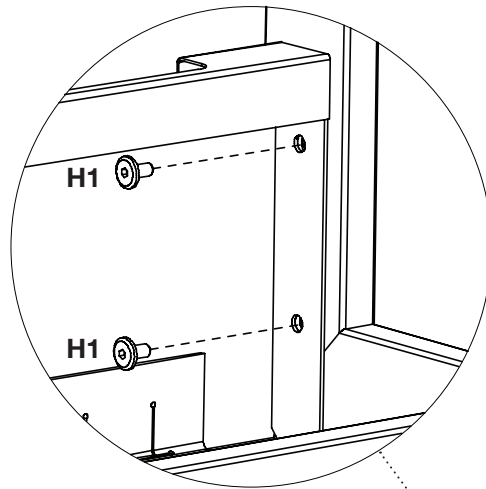
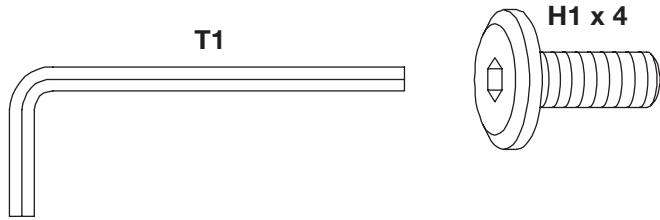
Designed by BDI Studio.

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Made in Turkey. 02.18.2019

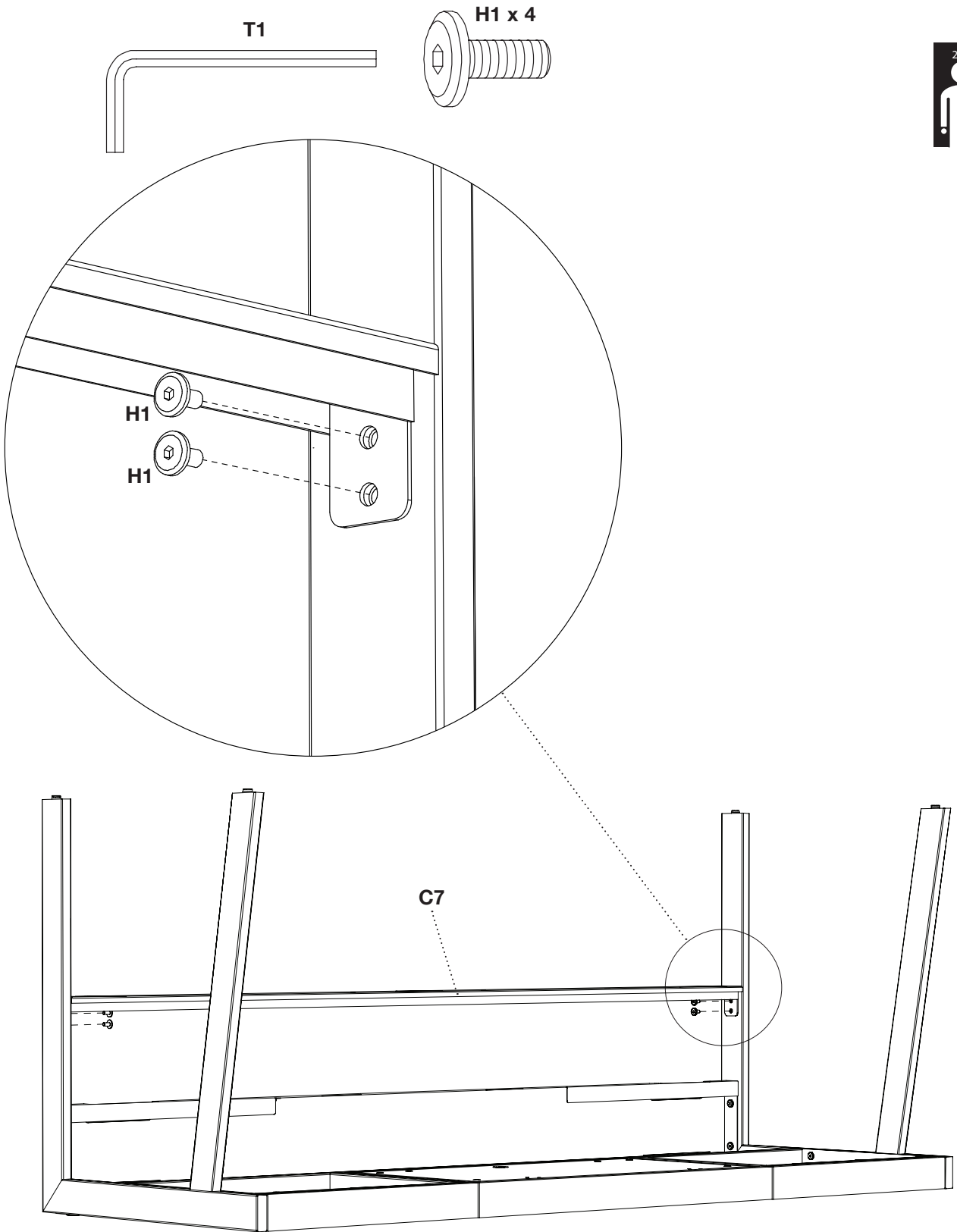
Step 2 - Place **desk frame C4** upside down on a padded surface, such as a carpet. Attach **left leg C8** and **right leg C9** to **desk frame C4** using **screws H1** and **hex wrench T1**.



Step 3 - Orient the **upper trough C6** as shown between the **back leg frames**. Attach the **upper trough C6** to the leg frames with **screws H1** and **hex wrench T1**.

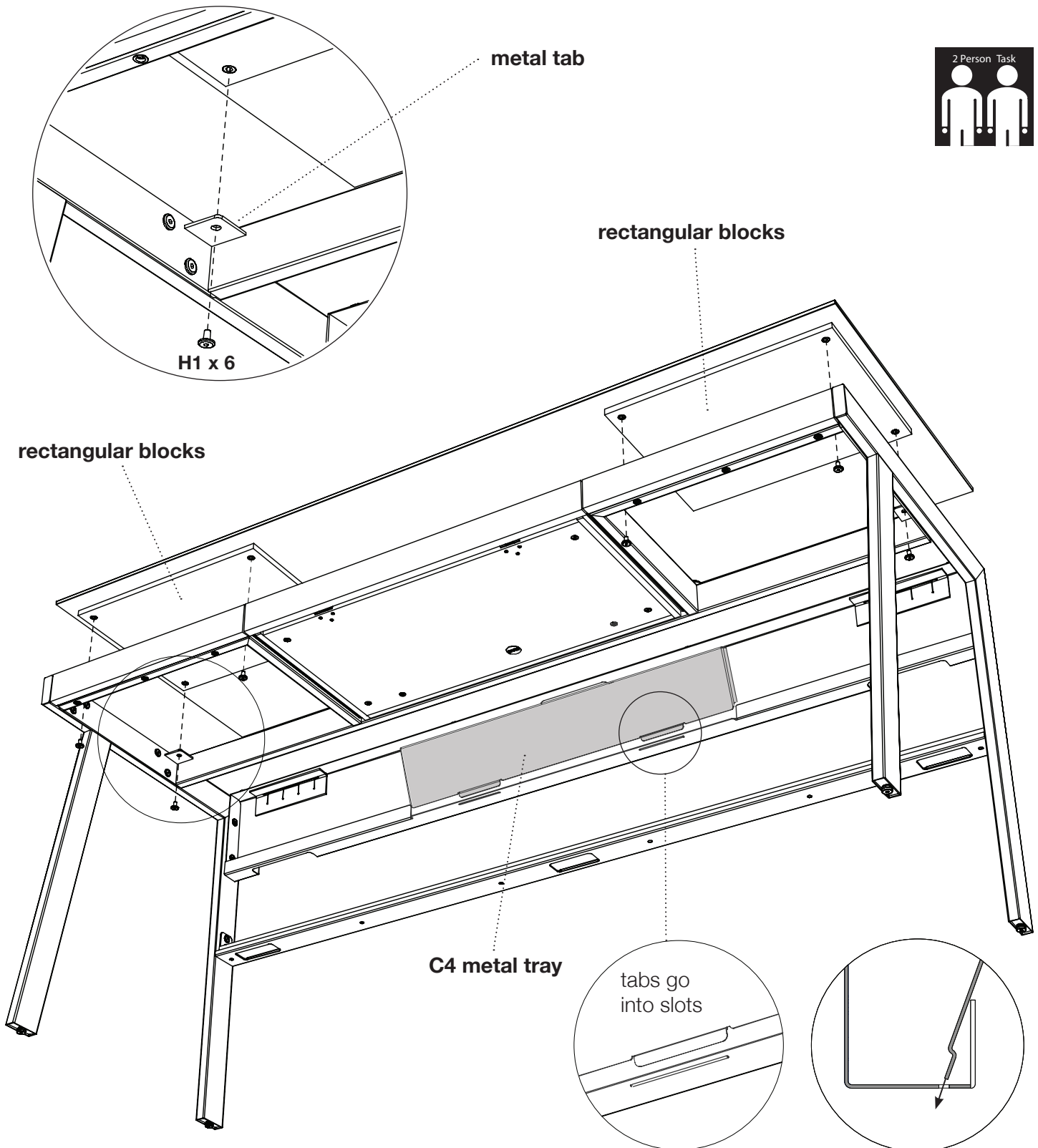


Step 4 - With help from another person, attach **lower trough C7** to inside of **left** and **right leg** using **screws H1** and **hex wrench**.



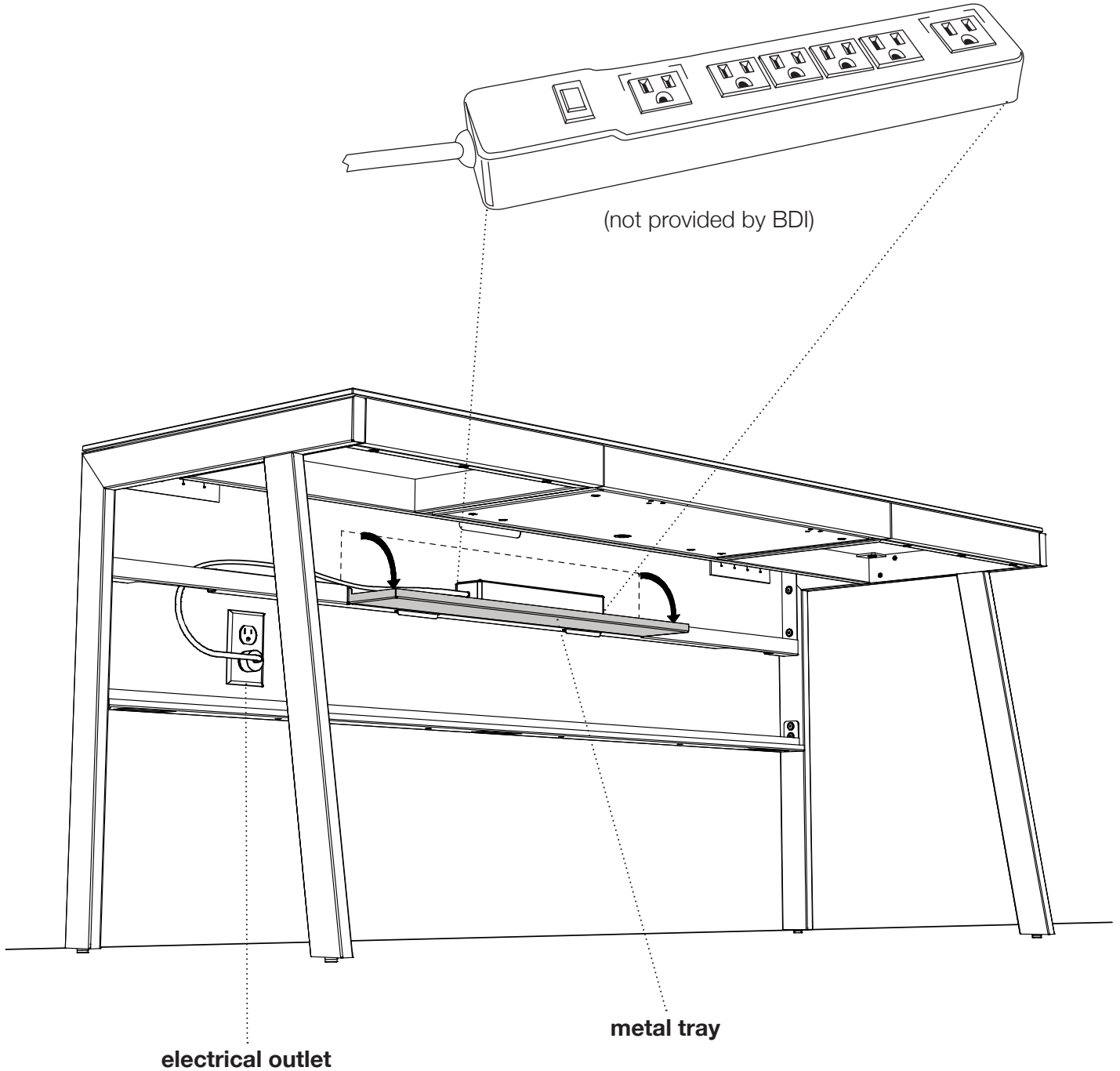
Step 5 - With the help of another person, position the desk on its feet. Carefully position the **glass top C1** on top of the desk with the rectangular blocks aligning with the rectangular openings on either side of the drawer. Attach the **glass top C1** to the desk frame using **screws H1** (going through the **6 metal tabs**) and tighten with the **hex wrench**.

Step 6 - Install the **metal tray C4** by inserting the 2 bent metal tabs into the corresponding slots on the bottom of the top trough as shown.

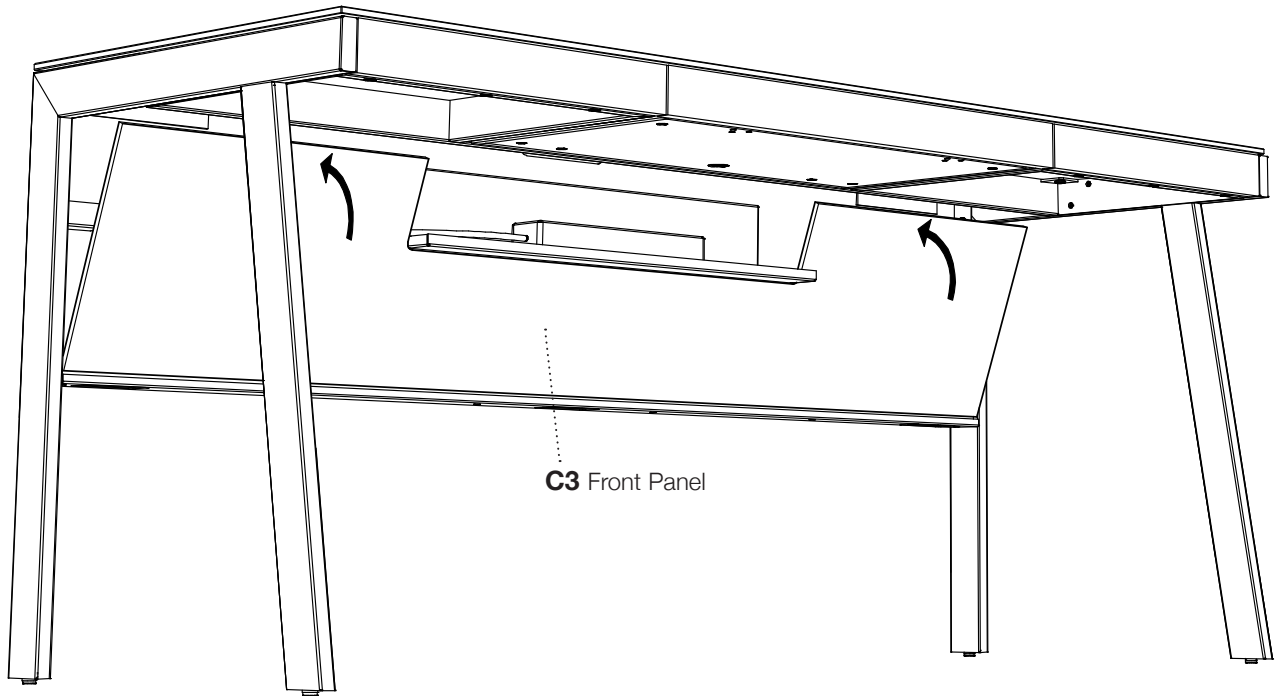


Step 6 - The **Sigma desk** provides a flip down **metal tray** designed to hold surge protectors. Lower the **metal tray** as shown. Position your surge protector. Use the slots in the **upper and/or lower troughs** to route the cord to an electrical outlet.

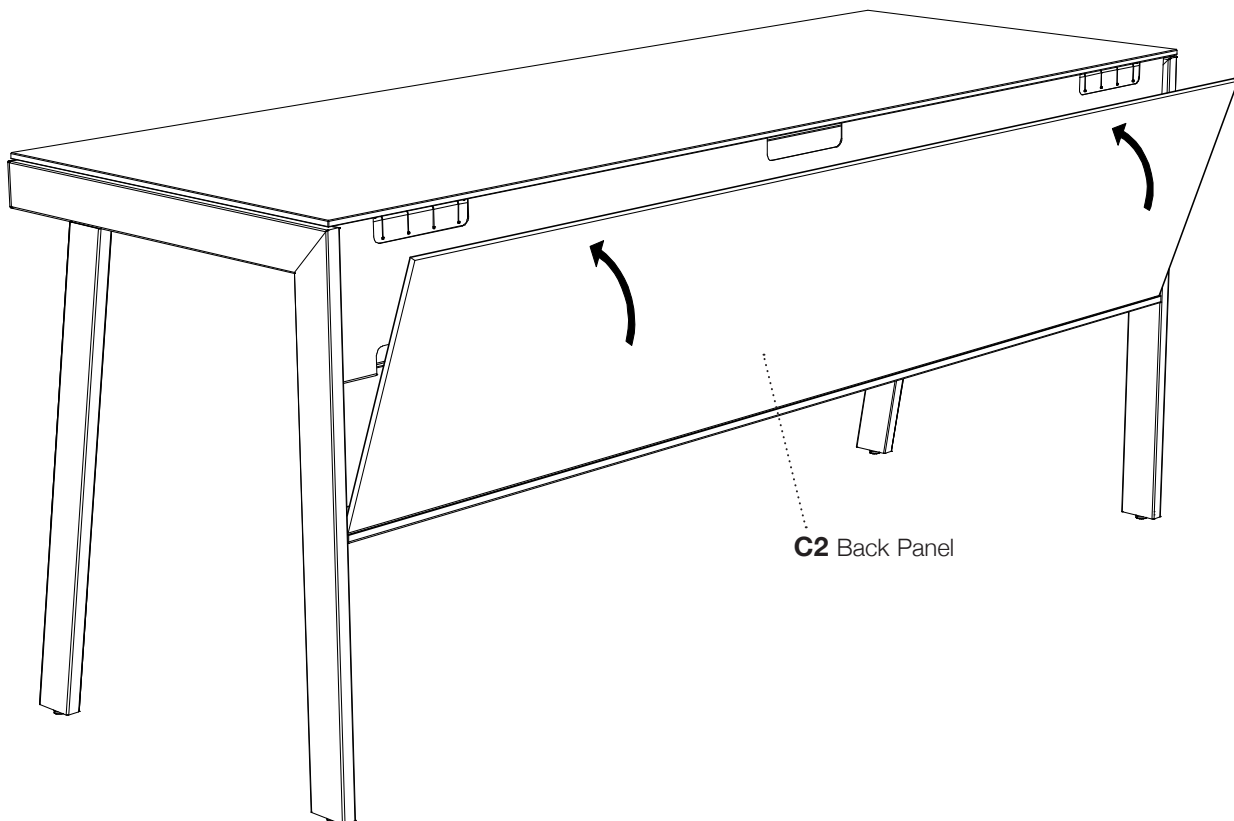
Note: The Sigma Desk is designed to permit placement in front of an electrical outlet for easier wiring access (as shown below).



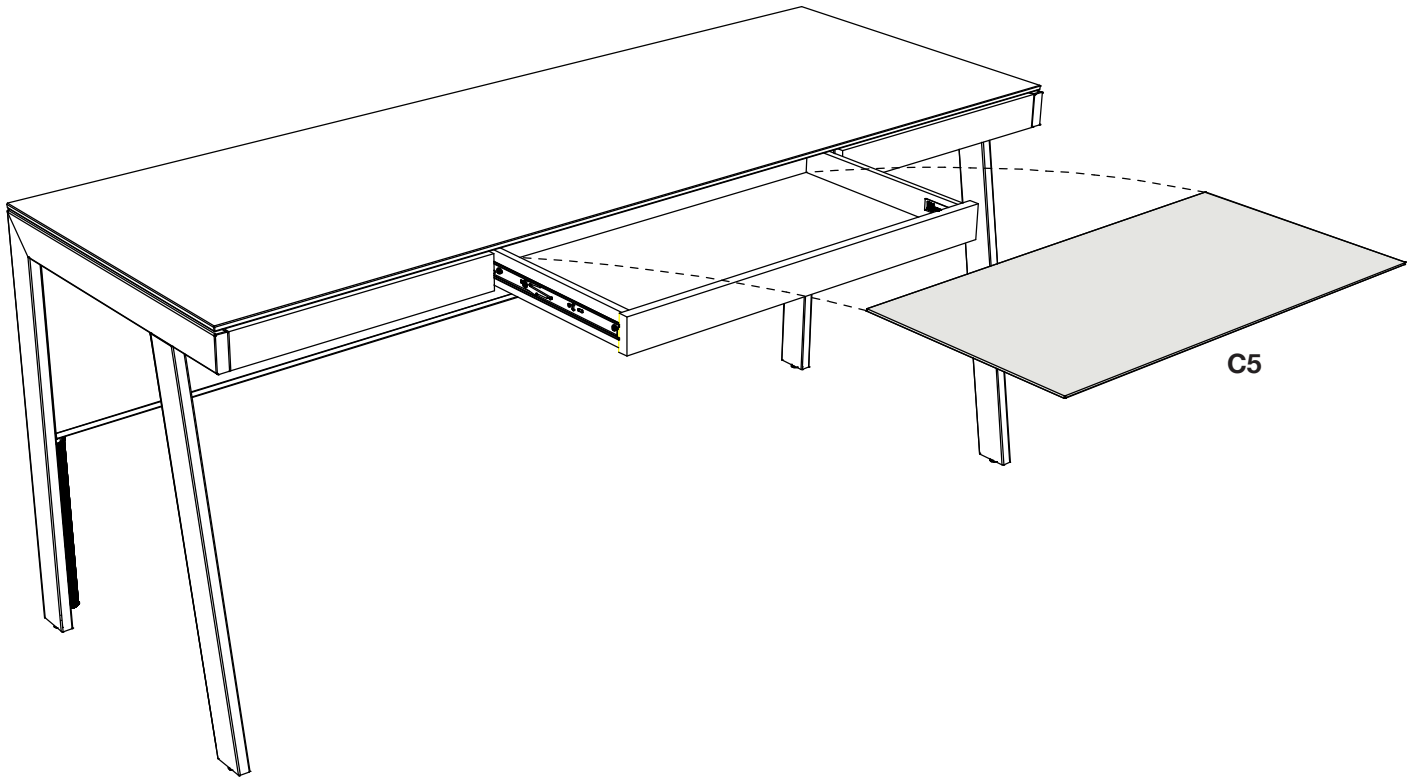
Step 7 - Install **Front Panel C3** as shown. The top inside has pre-installed magnets that hold the panel in place.



Step 8 - The **Back Panel C2** conceals wire management when the desk is located in the middle of a room. Install **C2** as shown. The top inside has pre-installed magnets that hold the panel in place.



Step 9 - Open the drawer and Install the **drawer liner C5**.



Step 10 - (Optional)

If plugging into a floor outlet, the **cord conduit C10** can be attached to one of the back legs. Remove the adhesive backing from the back of the **cord conduit** and stick it directly onto the inside edge of the leg closest to the outlet. Press firmly. Route cords inside.

