

## JOT Desk

### U-Shape Workstation

Includes Add-Ons: [A1](#) | [A2](#) | [A3](#) | [A4](#)

---

General Installation Guide

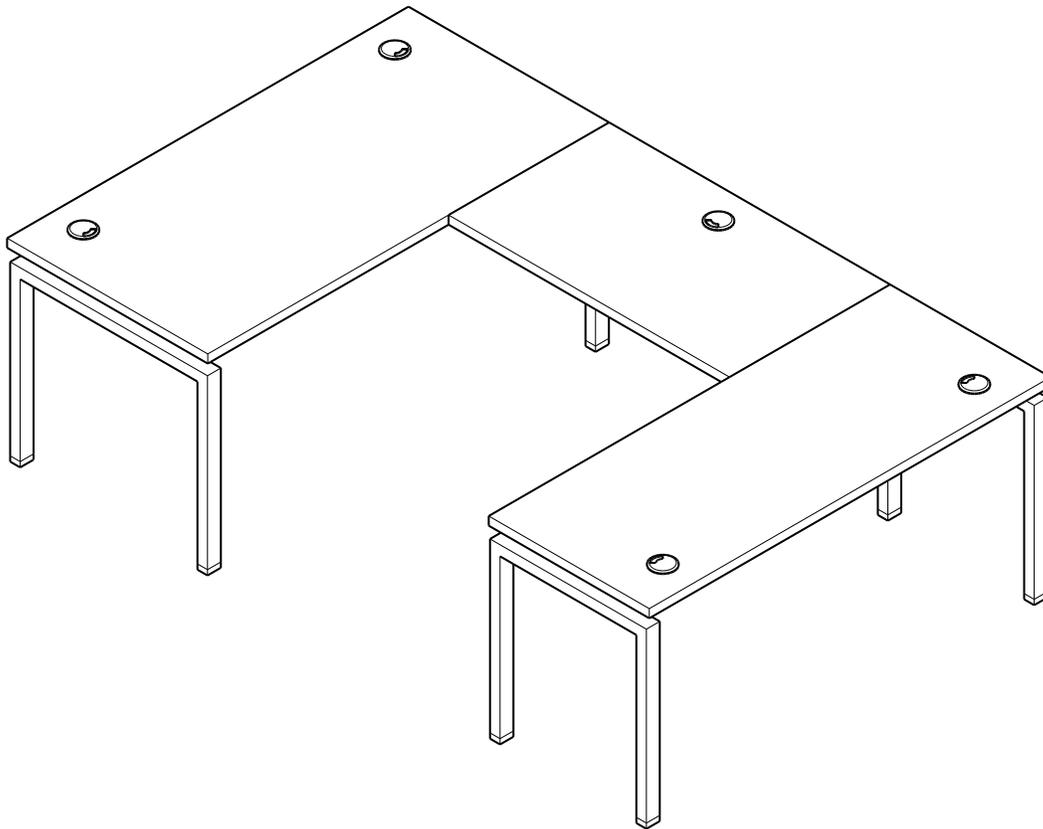


## **Edition Code**

<b>BL-6-1</b> :: JOT U-Shape.....	1
<b>BL-6-2</b> :: JOT U-Shape with 72" Surface.....	7
<b>BL-6-3</b> :: JOT U-Shape with Steel Storage.....	15

## **Add-ons**

<b>A1</b> :: Surface-Mount Cable Management Tray .....	23
<b>A2</b> :: Modesty Panel .....	27
<b>A3</b> :: Laminate Inset End Panels.....	31
<b>A4</b> :: Steel Inset End Panels.....	35



## Workstation with 54" W Bridge Surface or Smaller

### Overview

---

JOT U-Shape Workstation

**!** All parts listed are for a U-Shape workstation; additional parts will be needed for additional U-Shape workstations.

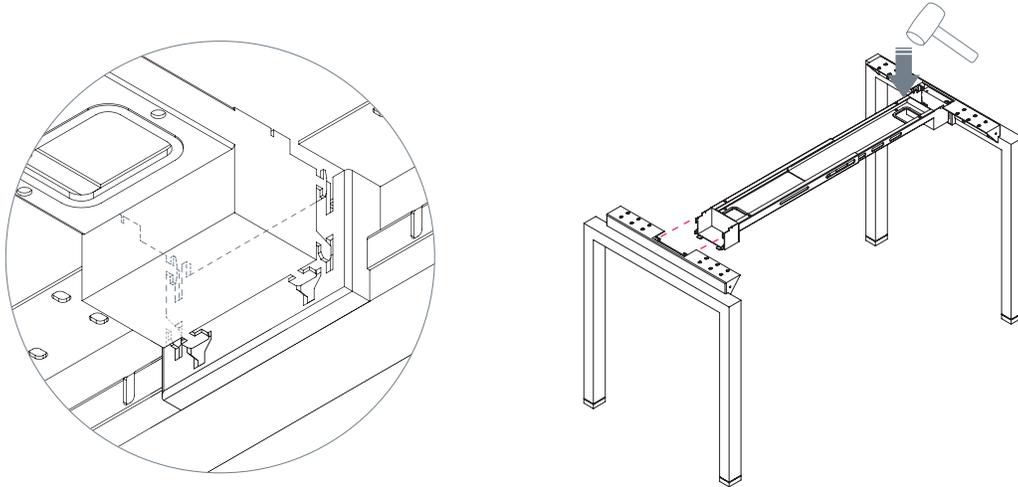
**Parts List**

Code	Qty.	Description	
GBXXXX	2	Main Surface	
GBXXXX	1	Bridge Surface	
BLPB2	2	Long Beam	
	4	Lock Plate	
	8	Cap Screw	
	2	Locking Screw and Lever	
BL30	4	30" End Leg	
	12	Wood Screws	
BL24	2	24" End Leg	
	6	Wood Screws	
BASB72	1 or 3	42" Support Bar*	
	20	Wood Screws	
BFB1	4	Flat Bracket	

\*Support bars will be added to surfaces 72" and longer.

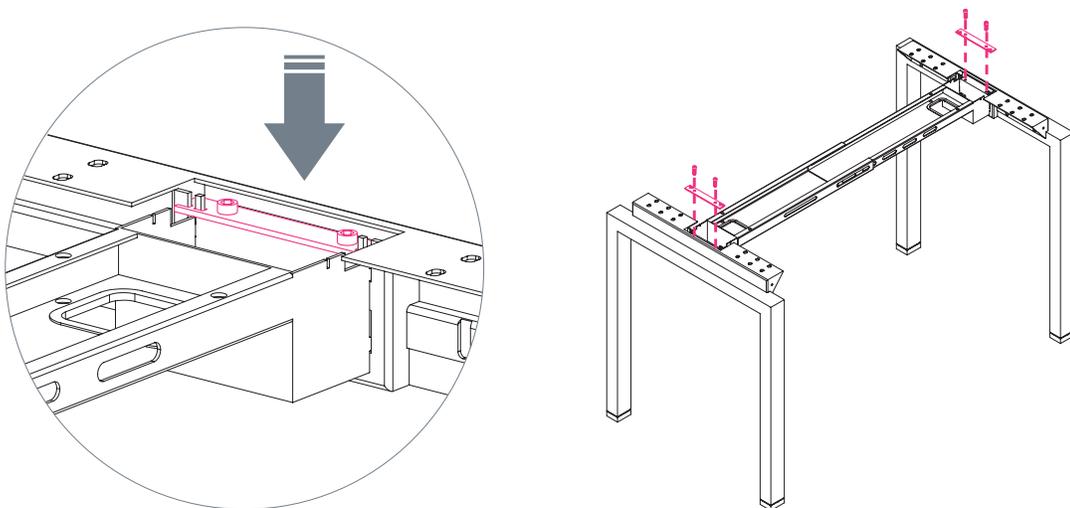
## 1 | Join Main Surface 30" End Legs with Beam

Insert beam tabs into leg brackets. Guide beam tabs into bracket holes, ensuring that there is not a gap between beam and legs. Using a rubber mallet, hammer beam to lock in place.



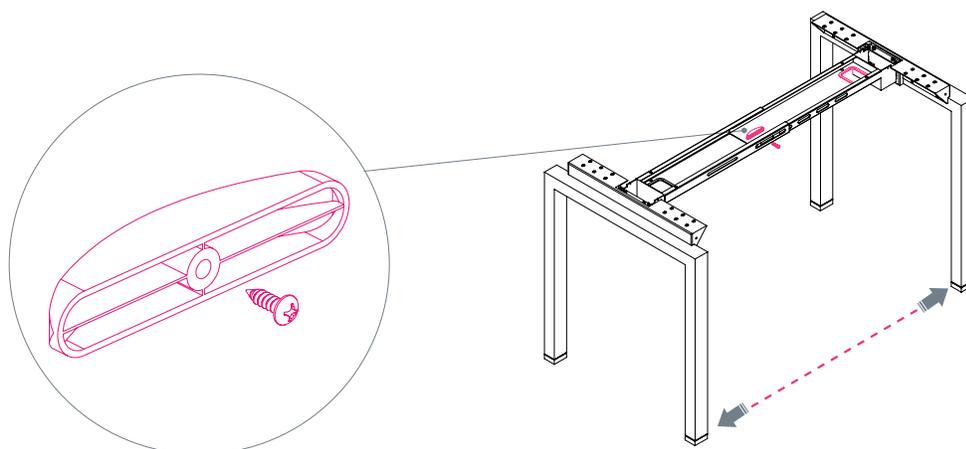
## 2 | Bolt Down Beam-to-Leg Lock Plate

Note: Beam lock plates will not fit if there is a gap between beam and leg.



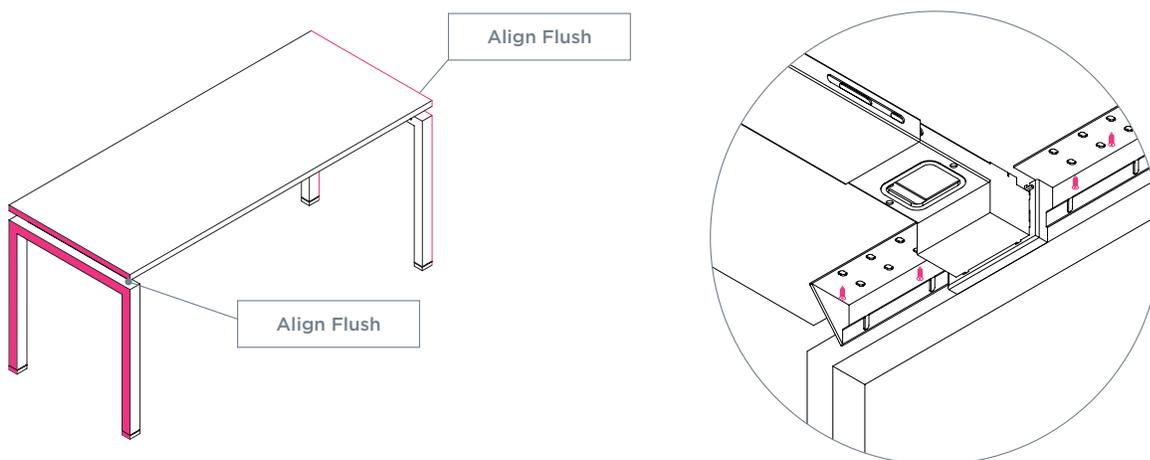
### 3 | Measure and Adjust Beam Width

Measure from end leg to end leg until you find the approximate width of work surface. Insert the screw through overlapping beam slots and into locking screw and lever. Slightly tighten screw. **DO NOT** fully tighten. Insert beam grommet covers.



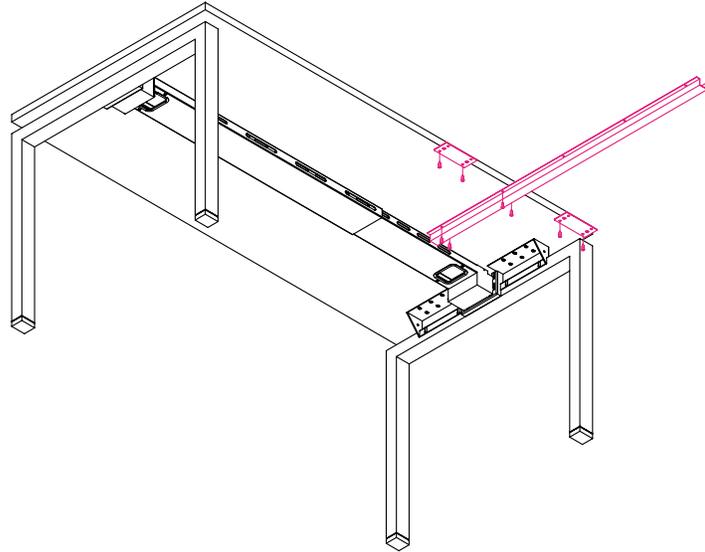
### 4 | Secure Main Surface

Position surface on frame. Align outer sides of surface flush and parallel with outer sides of end legs, adjust if not flushed. Insert wood screws into leg brackets and secure to underside of surface.



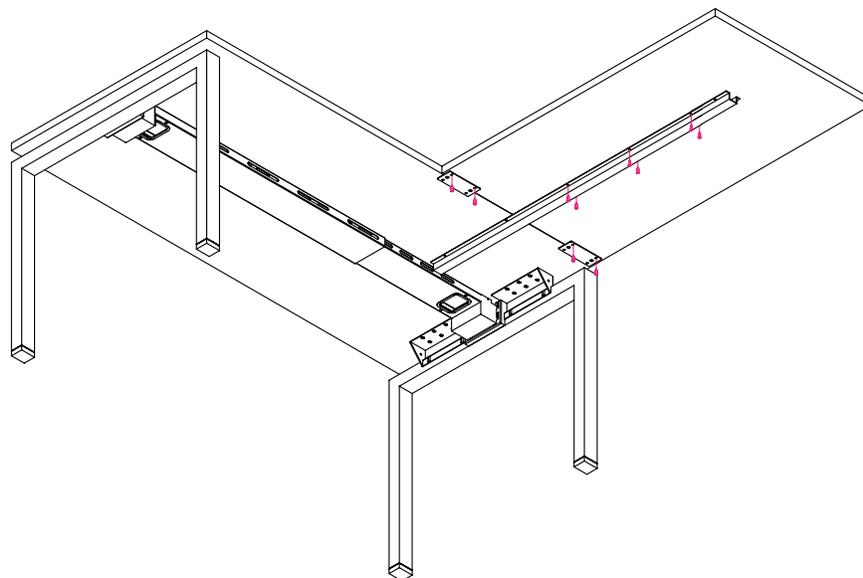
## 5 | Secure Support Hardware to Main Surface for Bridge Surface

Using wood screws for each flat brackets secure brackets to edge of main surface with half of brackets extended over edge of surface. Using wood screws, secure support bar to underside of surface centered between flat brackets.



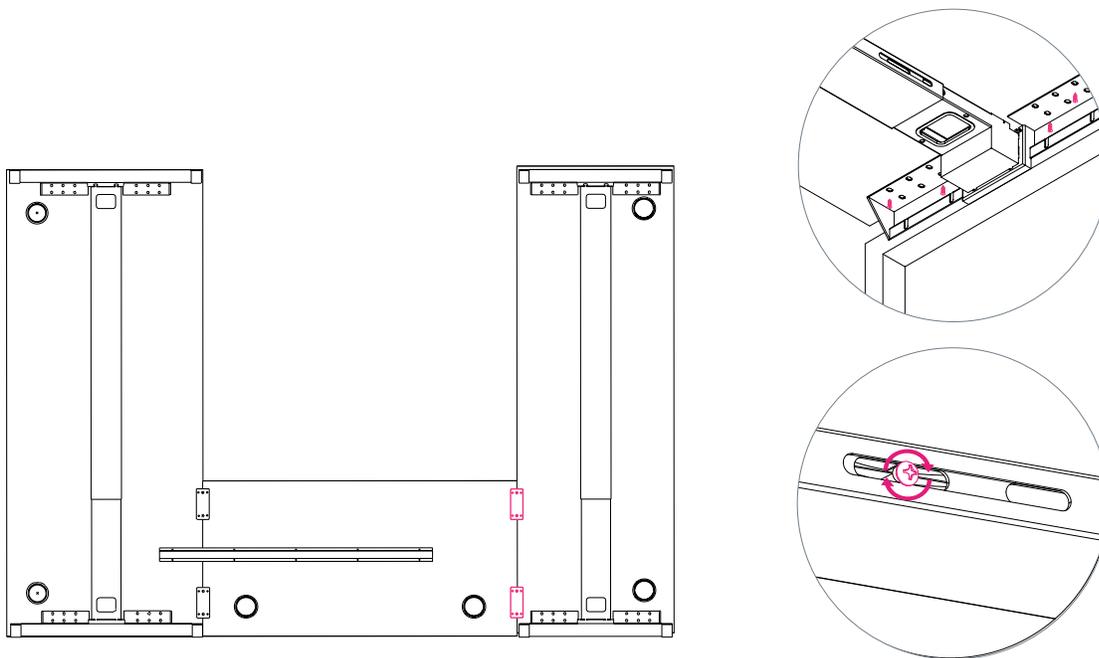
## 6 | Attach Bridge to Main Surface

Align return surface with main surface and secure flat plates and supported bar with wood screws into underside of surface. Tighten screw on main profile beam.



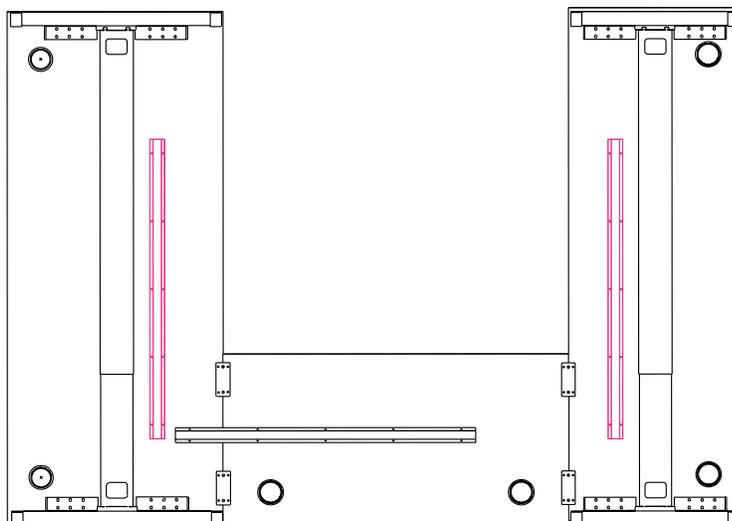
## 7 | Attach Second Workstation to Bridge

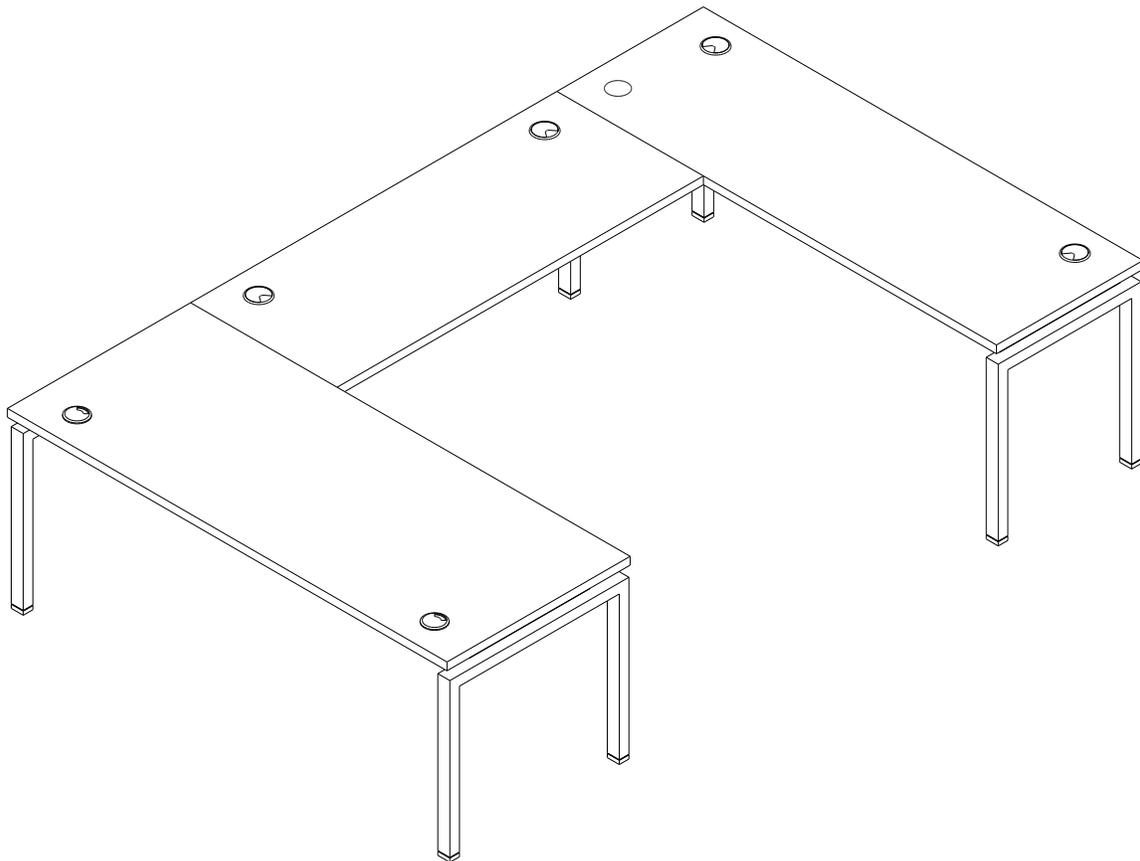
Align second workstation with return so that back edge is flush. Secure flat brackets with wood screws into underside of both surfaces. Insert final wood screws and tighten beam locks.



## 8 | 9 | Secure Extra Support Bars

**NOTE:** Support bars will be added to surfaces 72" and longer. Place support bars as shown below and secure to underside of surface using wood screws. Tighten screw on main profile beam.





## Workstation with 60" W or Longer Bridge Surface

### Overview

---

JOT U-Shape Workstation

**!** All parts listed are for a U-Shape workstation; additional parts will be needed for additional U-Shape workstations.

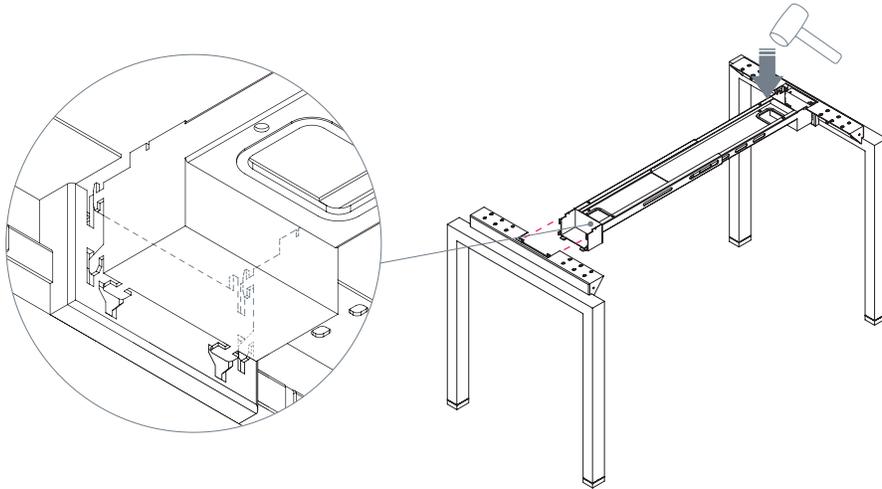
**Parts List**

CODE	QTY	Description	
GBXXXX	1	Main Surface	
GBXXXX	1	Bridge Surface	
BB3 & BBC1	2	Extra Long Beam	
	4	Lock Plate	
	8	Cap Screw	
	2	Locking Screw and Lever	
BLPB2	1	Long Low Profile Beam	
BL30	2	30" End Leg	
	12	Wood Screws	
BL24	1	24" End Leg	
	6	Wood Screws	
BASB72	2	42" Support Bar*	
	20	Wood Screws	
BFB1	4	Flat Bracket	

\*Support bars will be added to surfaces 72" and longer.

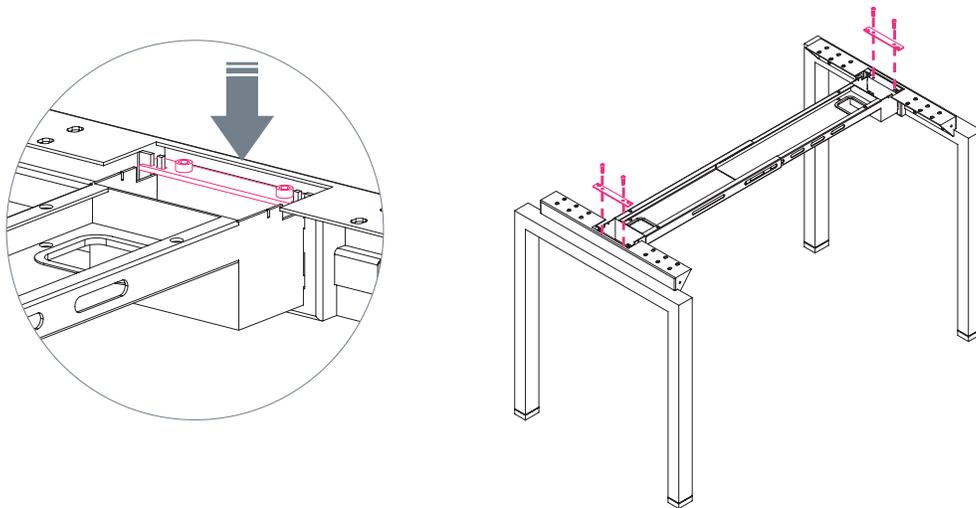
## 1 | Join Main Surface 30" End Legs with Beam

Insert beam tabs into leg brackets. Guide beam tabs into bracket holes, ensuring that there is not a gap between the beam and legs. Using a rubber mallet, hammer beam to lock in place.



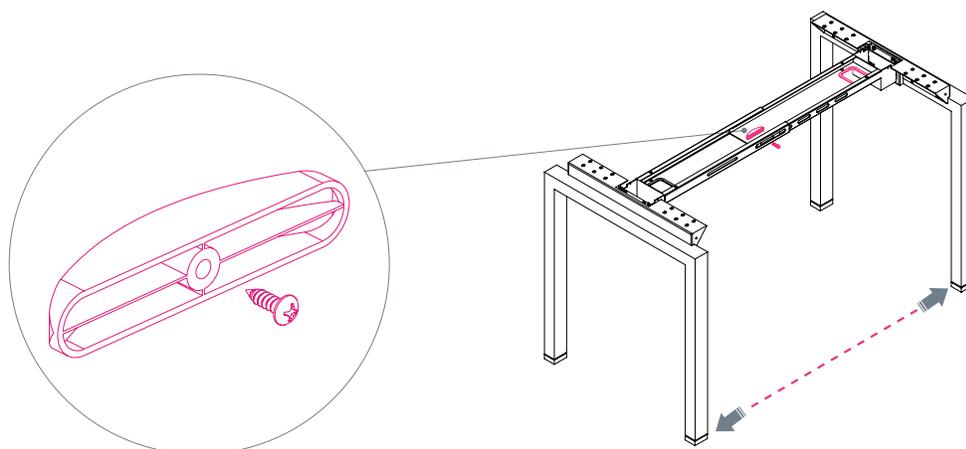
## 2 | Bolt Down Beam-to-Leg Lock Plate

Note: Beam lock plates will not fit if there is a gap between beam and leg.



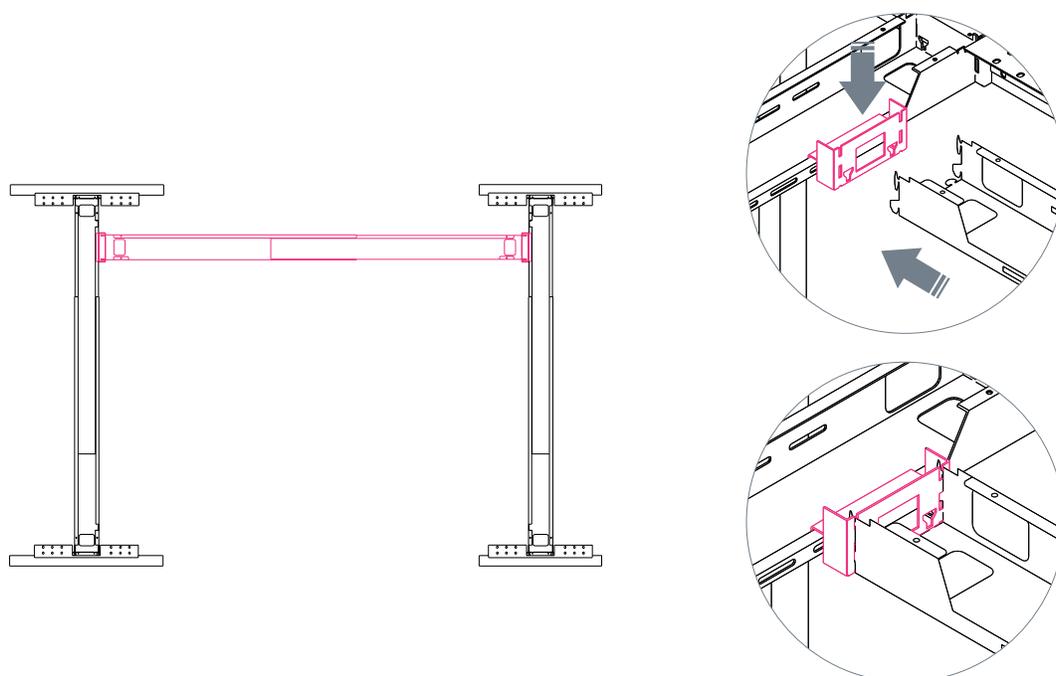
### 3 | Measure and Adjust Beam Width

Measure from end leg to end leg until you find the approximate width of work surface. Insert screw through overlapping beam slots and into locking screw and lever. Slightly tighten screw. **DO NOT** fully tighten. Insert beam grommet covers.



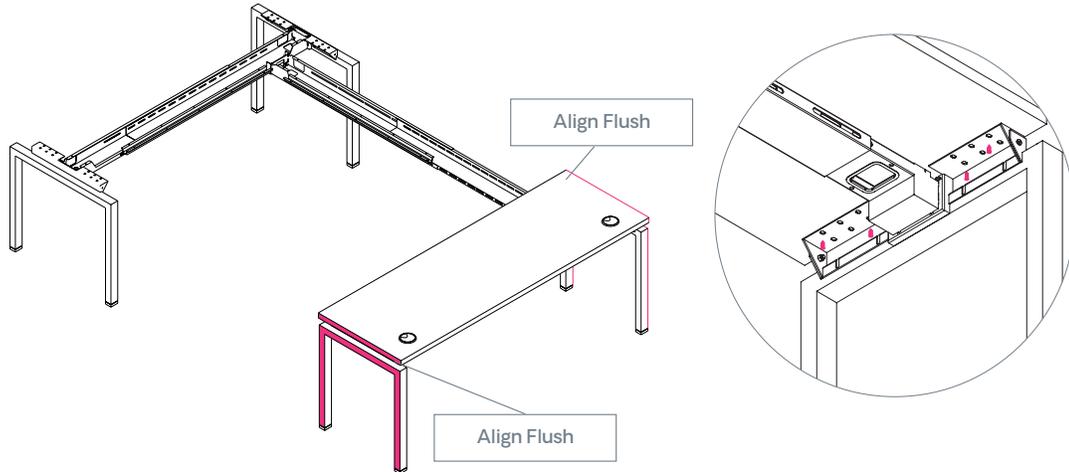
### 4 | Attach Connector Brackets to BB3 Beam

Place beam connector on the facing edges of each frame. Guide beam tabs into bracket holes, ensuring that there is not a gap between beam and leg. Using a rubber mallet, hammer beam to lock in place.



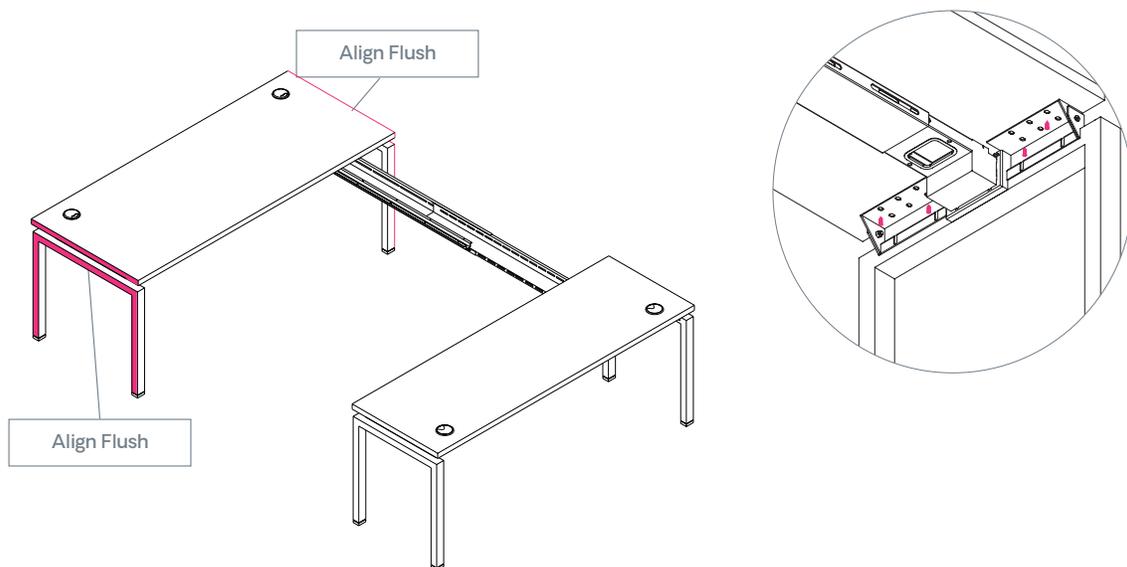
## 5 | Secure First Surface

Position surface on frame. Align outer sides of surface flush and parallel with outer sides of end legs. Adjust beam positions if sides are not flush. Fasten surface to frame with wood screws through leg brackets into underside of surface.



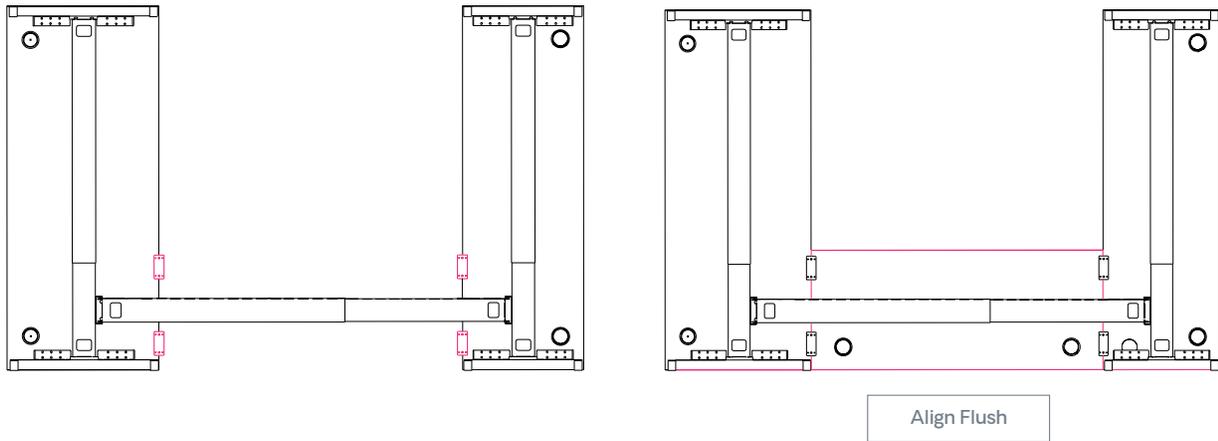
## 6 | Secure Second Surface

Position second surface on frame. Align outer sides of surface flush and parallel with outer sides of end legs. Adjust beam positions if sides are not flush. Fasten surface to desk frame with wood screws through leg brackets into underside of surface.

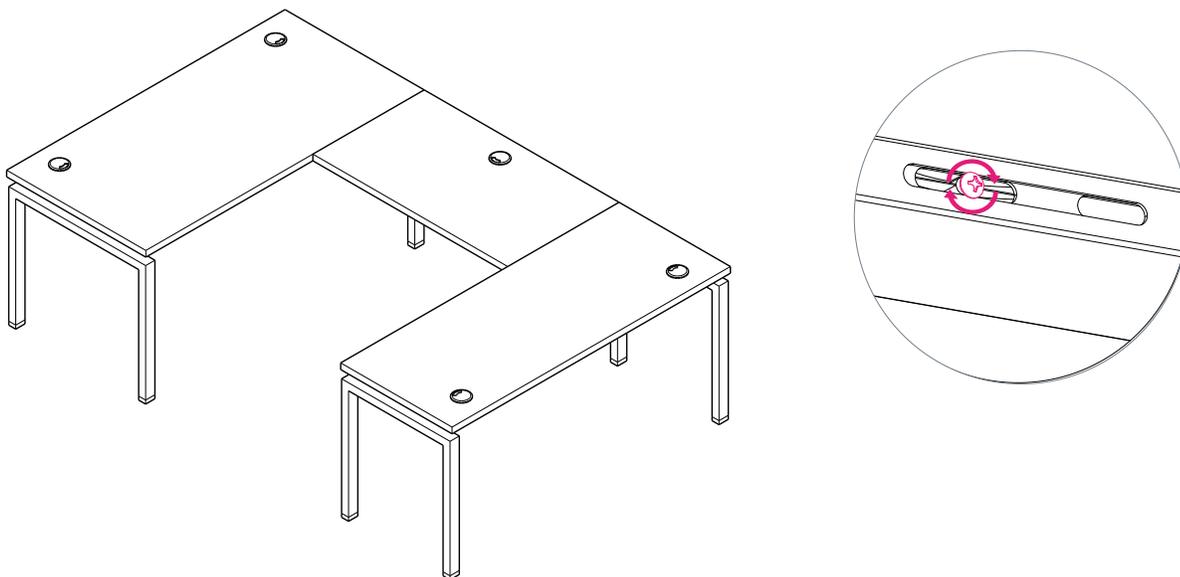


## 7 | Secure Bridge Surface

Secure flat brackets to edge of each surface, facing towards inside of workstation, with half of brackets extended over edge surface. Place final surface over exposed beam and align with back edge of workstation and secure with wood screws to flat brackets.

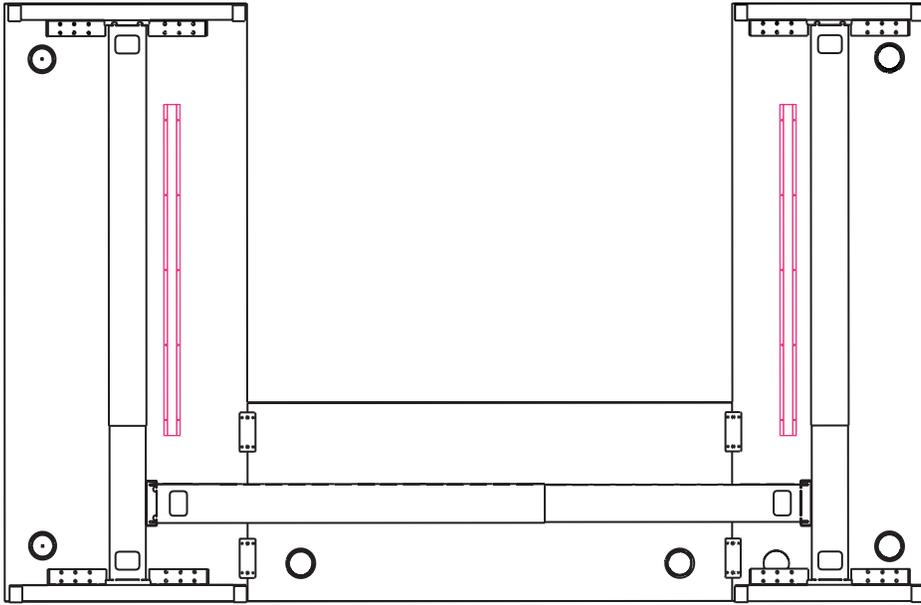


## 8 | Tighten Beam Locks

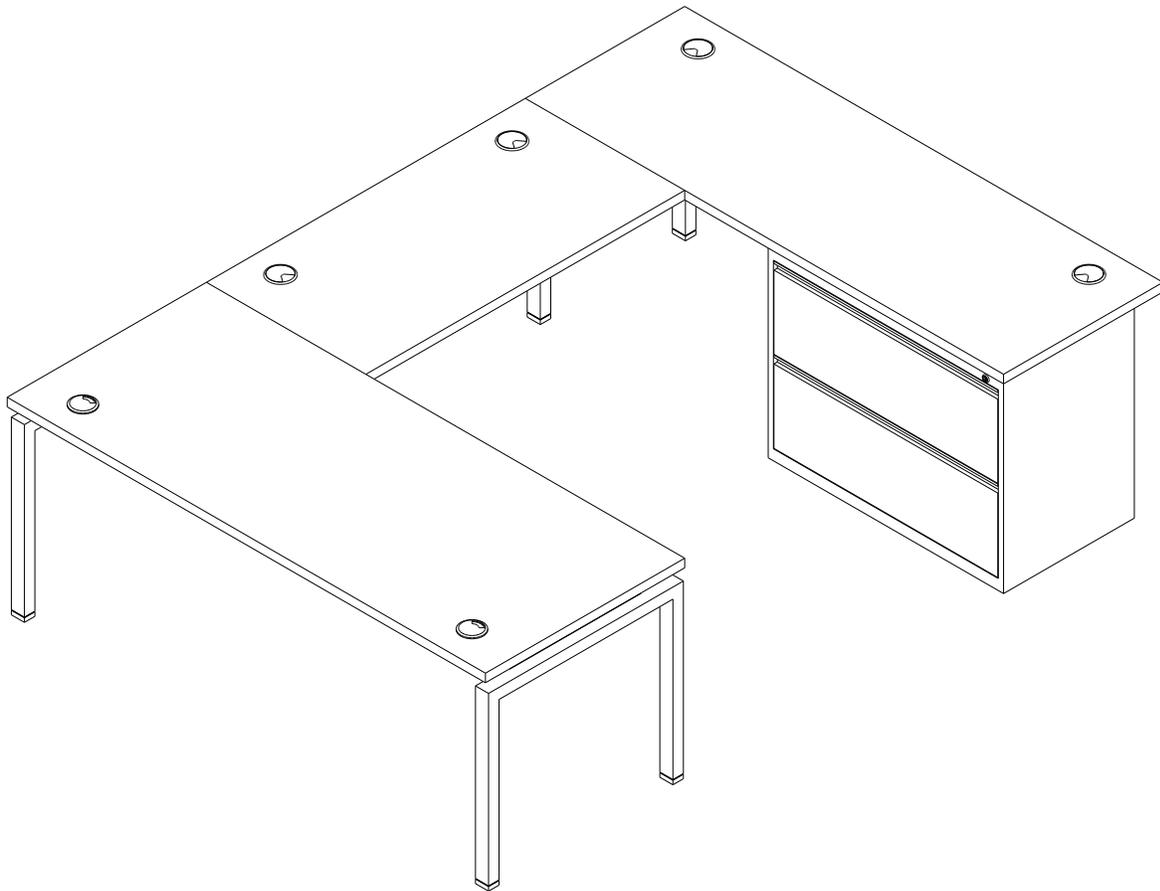


## 9 | Secure Support Bars

NOTE: Support bars will be added to surfaces 72" and longer. Place support bars as shown below and secure to underside of surface using wood screws.







## Workstation with Steel Storage

### Overview

---

JOT U-Shape Workstation

**!** All parts listed are for a U-Shape workstation with steel storage; additional parts will be needed for additional U-Shape workstations with steel storage.

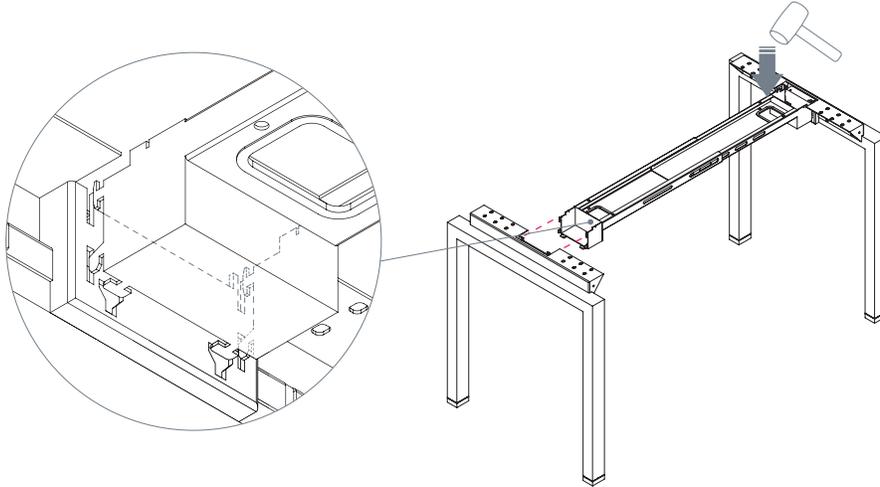
## Parts List

Code	Qty.	Description	
GBXXXX	2	Main Surface	
GBXXXX	1	Bridge Surface	
BB3	1	Extra Long Beam	
	2	Lock Plate	
	4	Cap Screw	
	1	Locking Screw and Lever	
BL30	3	30" End Leg	
	18	Wood Screws	
BASB72	1 or 2	42" Support Bar*	
	20	Wood Screws	
BFB1	4	Flat Bracket	
BLLF42	1	Steel Lateral Storage	

\*Support bars will be added to surfaces 72" and longer.

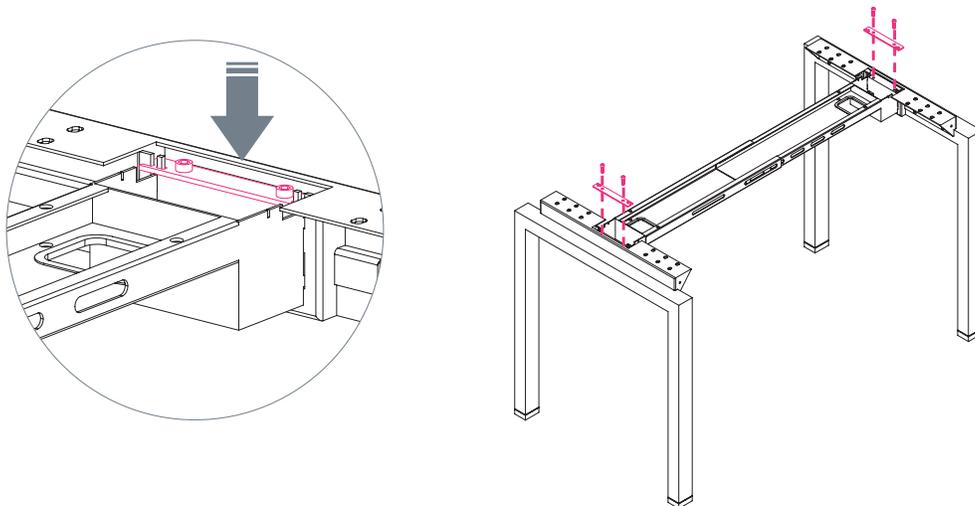
## 1 | Join Main Surface End Legs with Beam

Insert beam tabs into leg brackets. Guide beam tabs into bracket holes, ensuring that there is not a gap between the beam and legs. Using a rubber mallet, hammer the beam to lock in place.



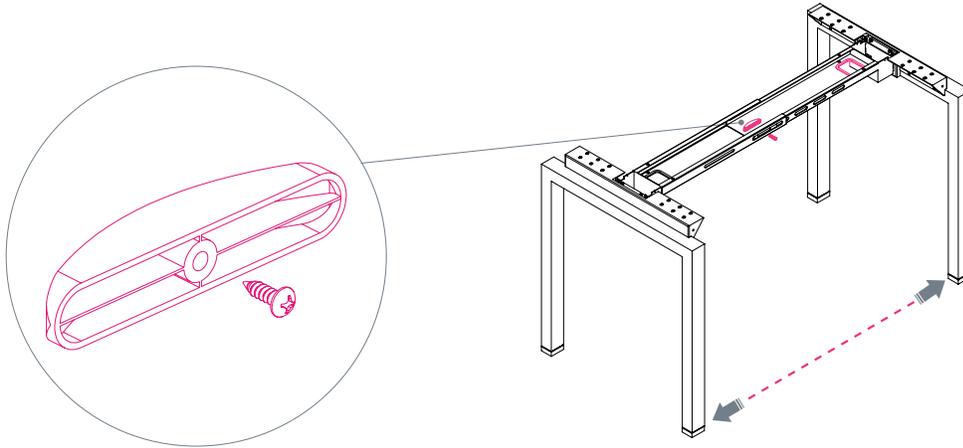
## 2 | Bolt Down Beam-to-Leg Lock Plate

Note: The beam lock plates will not fit if there is a gap between the beam and the leg.



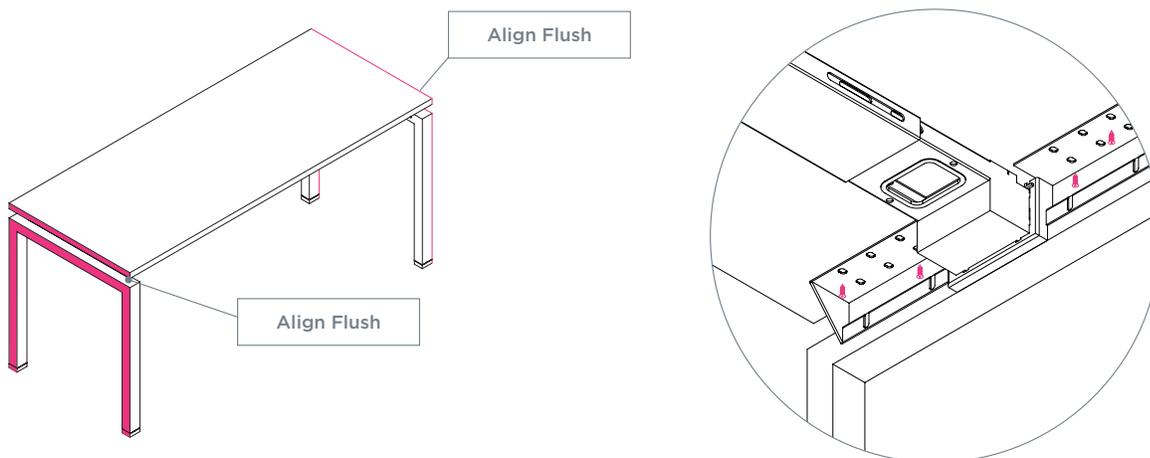
### 3 | Measure and Adjust Beam Width

Measure from end leg to end leg until you find the approximate width of the work surface. Insert the screw through the overlapping beam slots and into the locking screw and lever. Slightly tighten the screw. **DO NOT** fully tighten. Insert beam grommet covers.



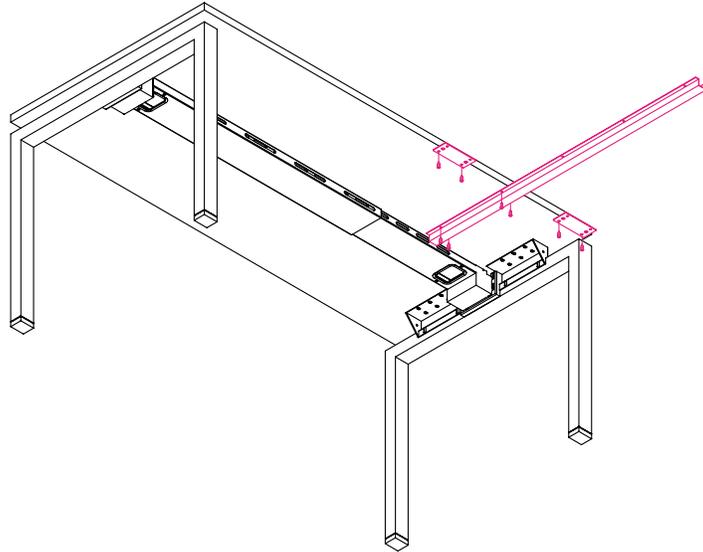
### 4 | Secure Main Surface

Position surface on frame. Align outer sides of surface flush and parallel with outer sides of end legs, adjust if not flushed. Insert wood screws into leg brackets and secure to underside of surface.



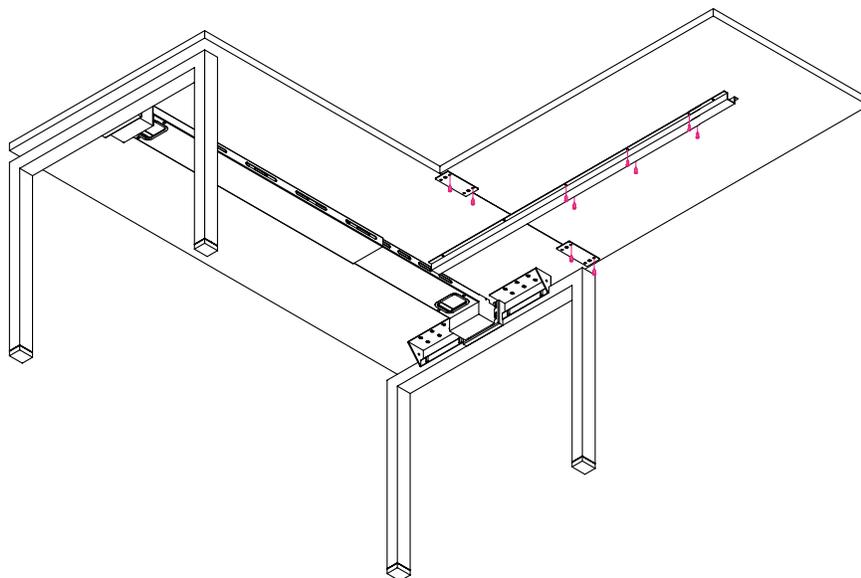
## 5 | Secure Support Hardware to Main Surface for Bridge Surface

Using wood screws for each flat brackets secure brackets to edge of main surface with half of brackets extended over edge of surface. Using wood screws, secure support bar to underside of surface centered between flat brackets.



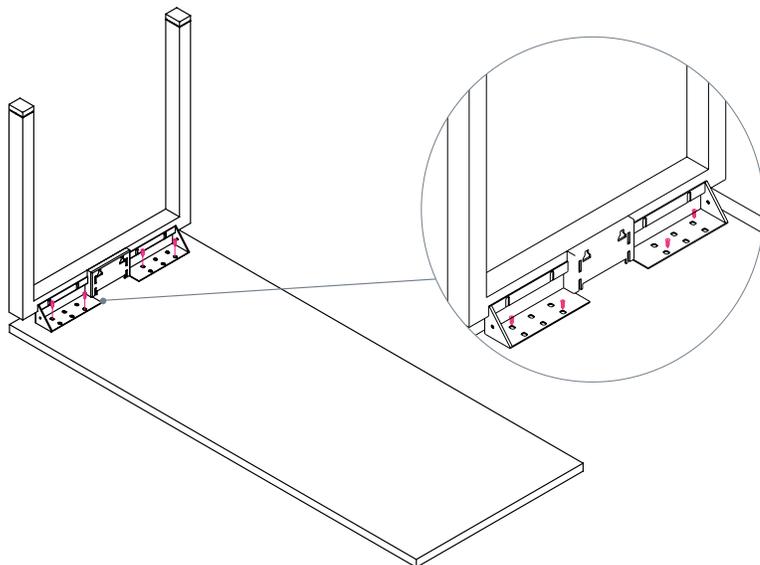
## 6 | Attach Bridge to Main Surface

Align return surface with main surface and secure flat plates and supported bar with wood screws into underside of surface. Tighten screw on main profile beam.



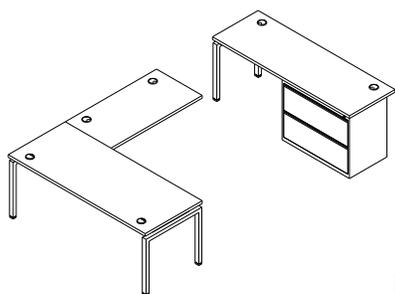
## 7 | Secure Second Surface to Leg

Assemble second surface by securing 24" leg to underside of laminate surface with wood screws.

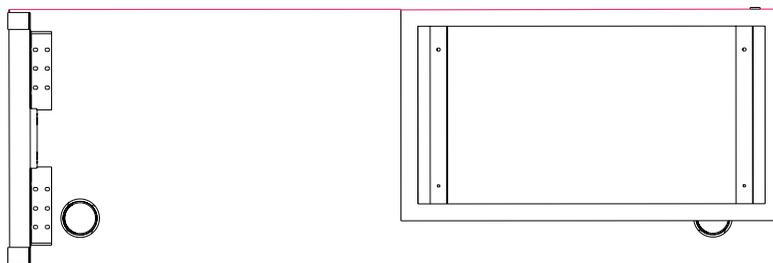


## 8 | Place Storage and Desk in Position

Place second surface with leg on top of steel storage and align front and side edges of surface flush with storage piece.

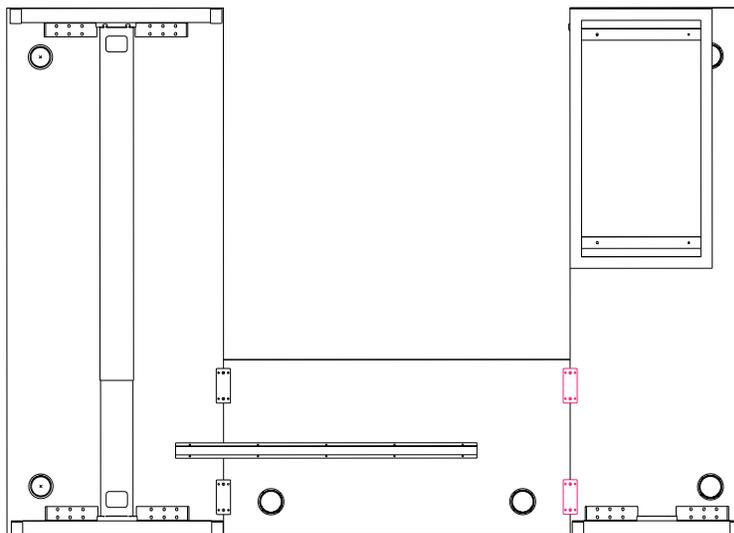
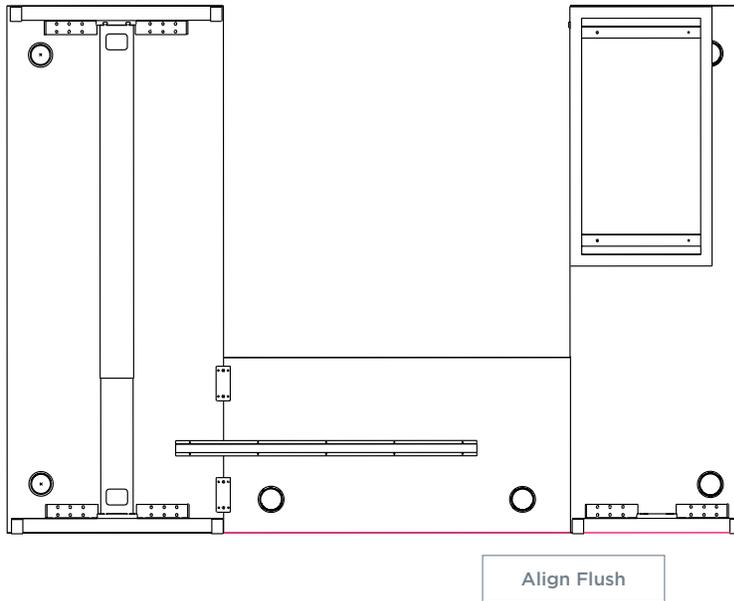


Align Flush

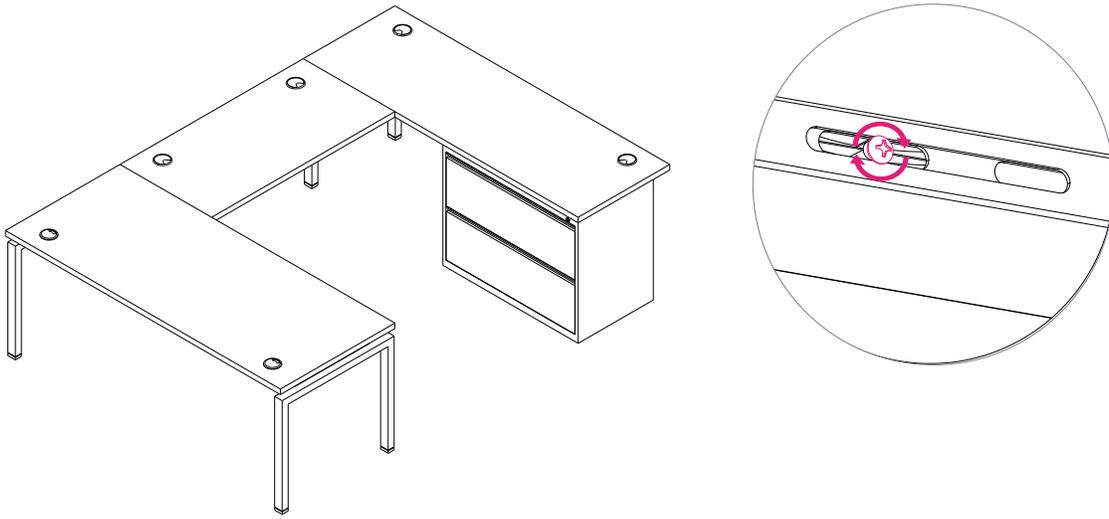


## 9 | Secure L-Shape Workstation to Steel Storage Surface

Align assembled L-Shape workstations with steel storage surface so that the back edge is flush. Secure the flat brackets with wood screws into the underside of both surfaces.

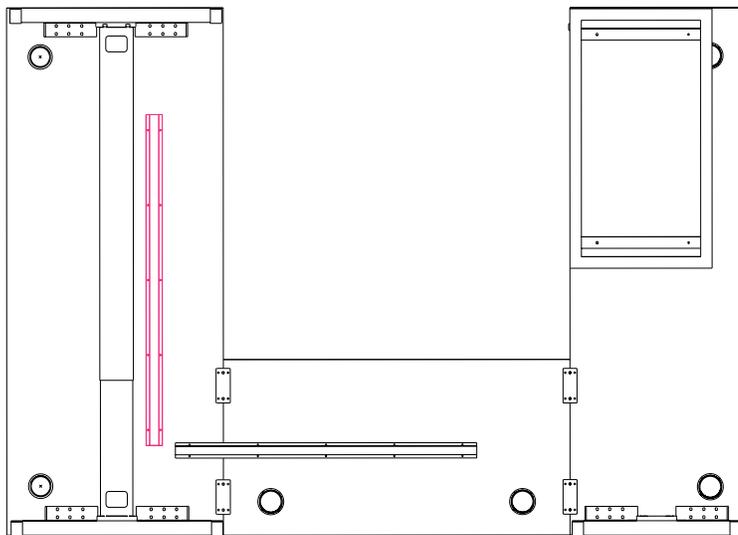


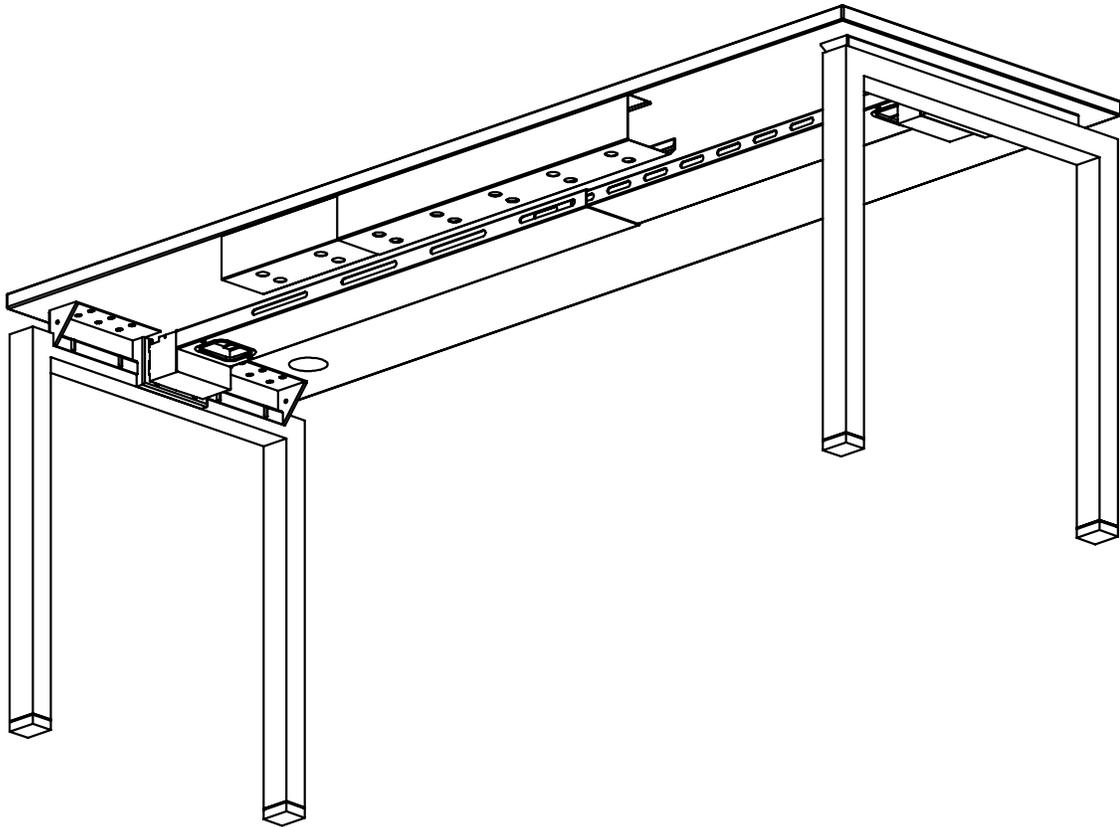
## 10 | Tighten Beam Locks



## 11 | Secure Support Bar

**NOTE:** Support bars will be added to surfaces 72" and longer. Place support bar as shown below and secure to underside of surface using wood screws.





## A1: Surface-Mount Cable Management Tray

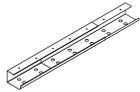
### Overview

---

JOT L-Shape Workstation

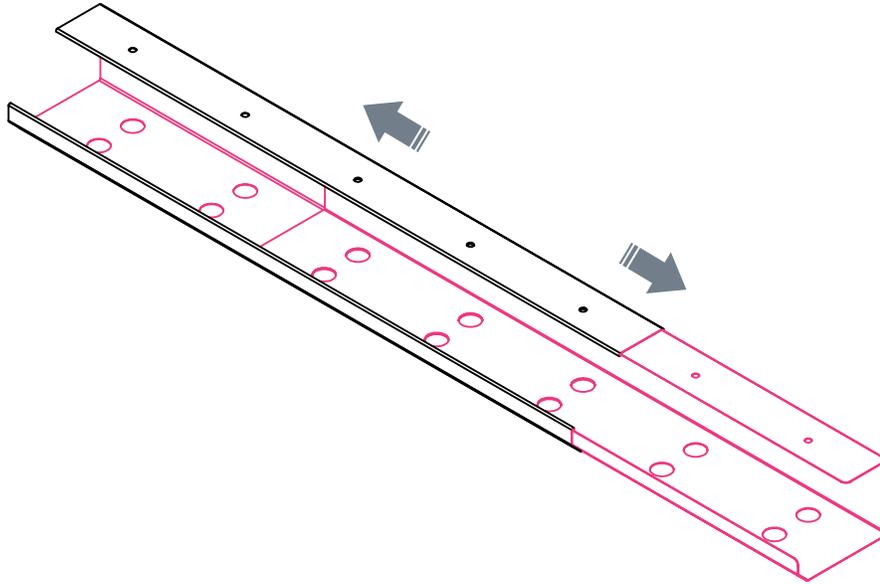
 If workstations have power, refer to JOT power guide.

**Parts List**

Code	Qty.	Description	
BHCT	1	Surface-Mount Cable Management Tray	
	10	Wood Screws	

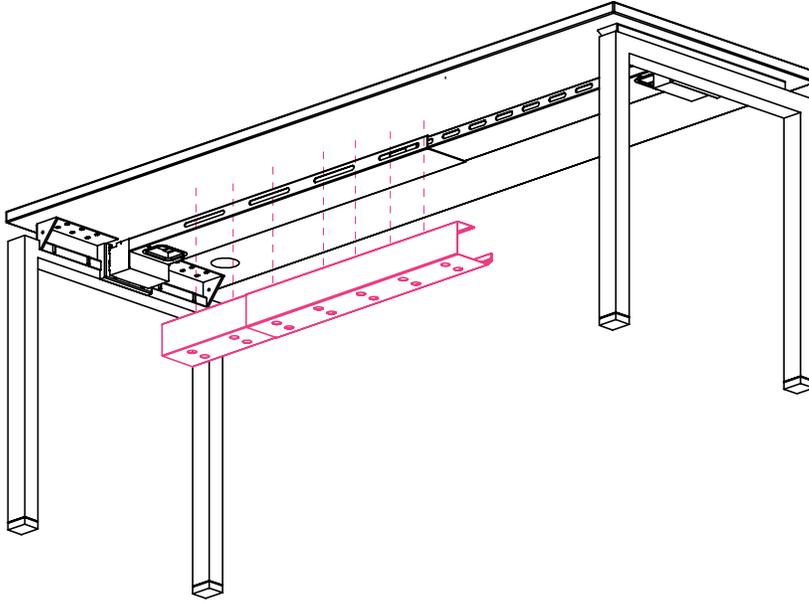
## 1 | Extend Cable Tray to Desired Length

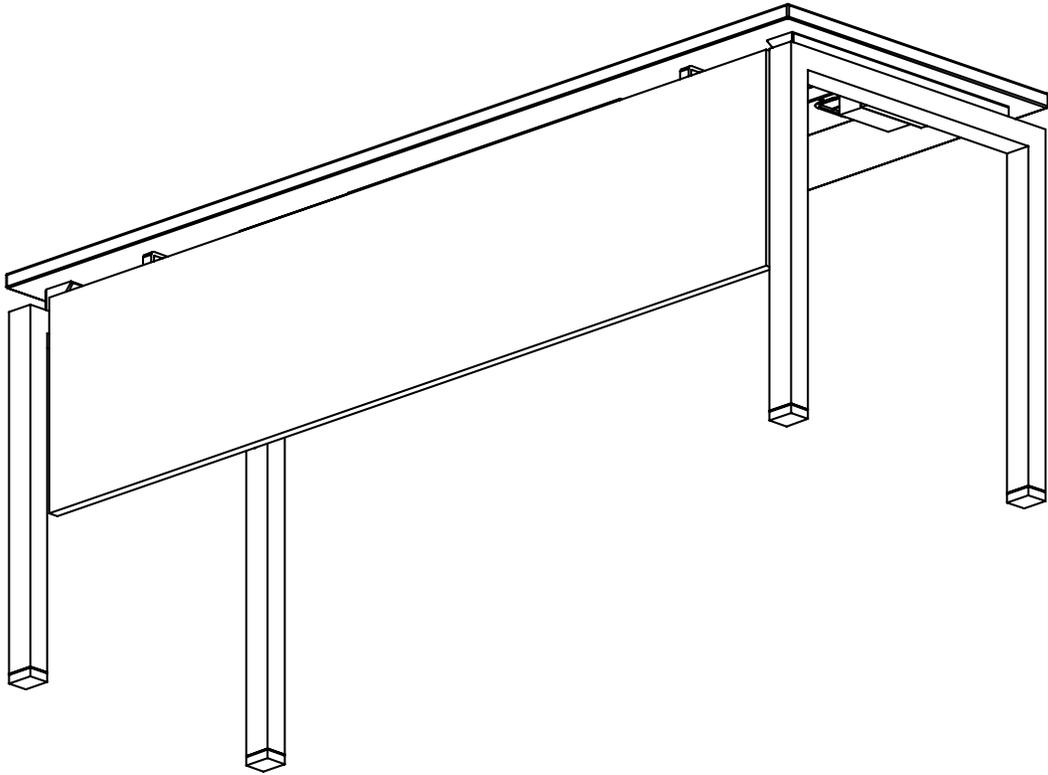
Extension range: 25"–45".



## 2 | Attach Cable Tray to Surface

Attach cable tray using wood screws.





## A2: Modesty Panel

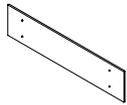
### Overview

---

Jot L-Shape Workstation

**!** All parts listed are for a single modesty panel; additional parts will be needed for additional modesty panels.

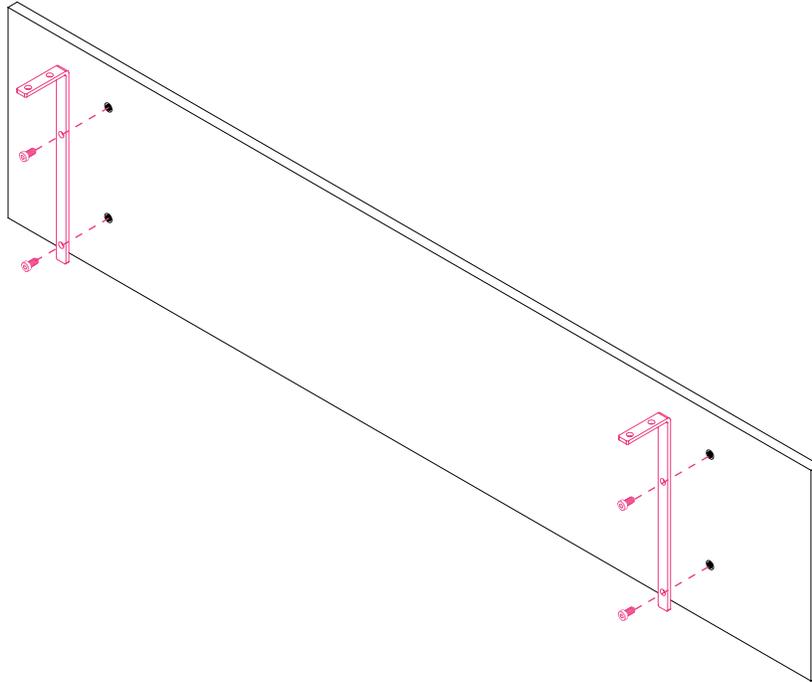
## Parts List

Code	Qty.	Description	
GLMP##	1	Laminate Modesty Panel*	
	4	Machine Screws	
BMPBFB	2	L-Brackets	
	4	Wood Screws	

\*For Steel Modesty Panel: components may vary, but process is similar.

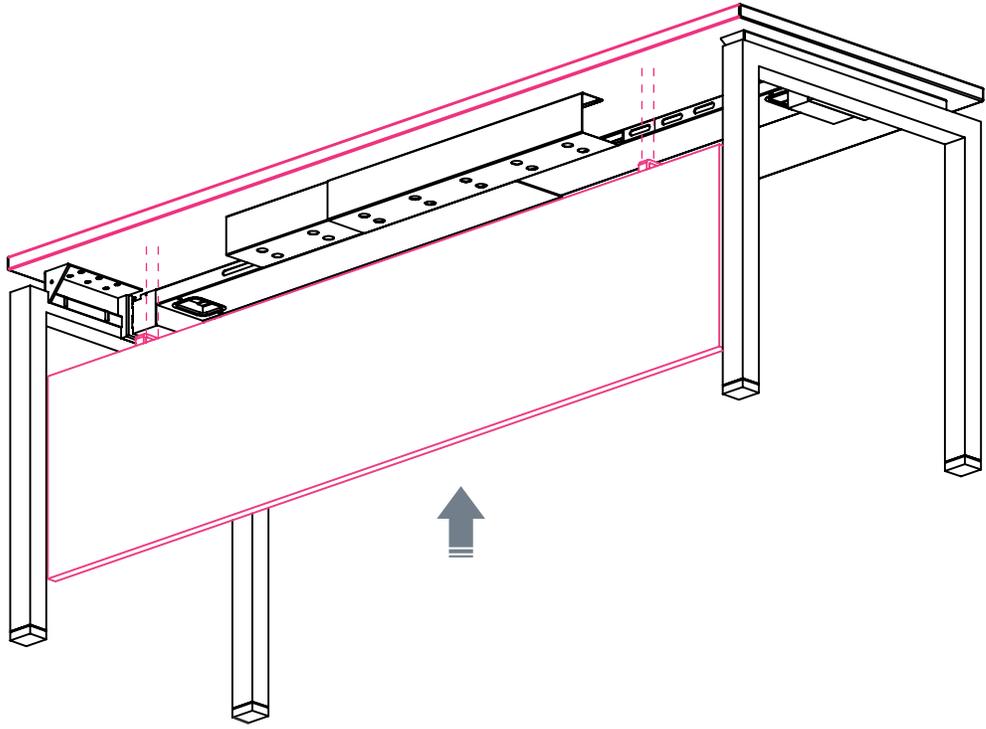
## 1 | Secure Brackets to Modesty Panel

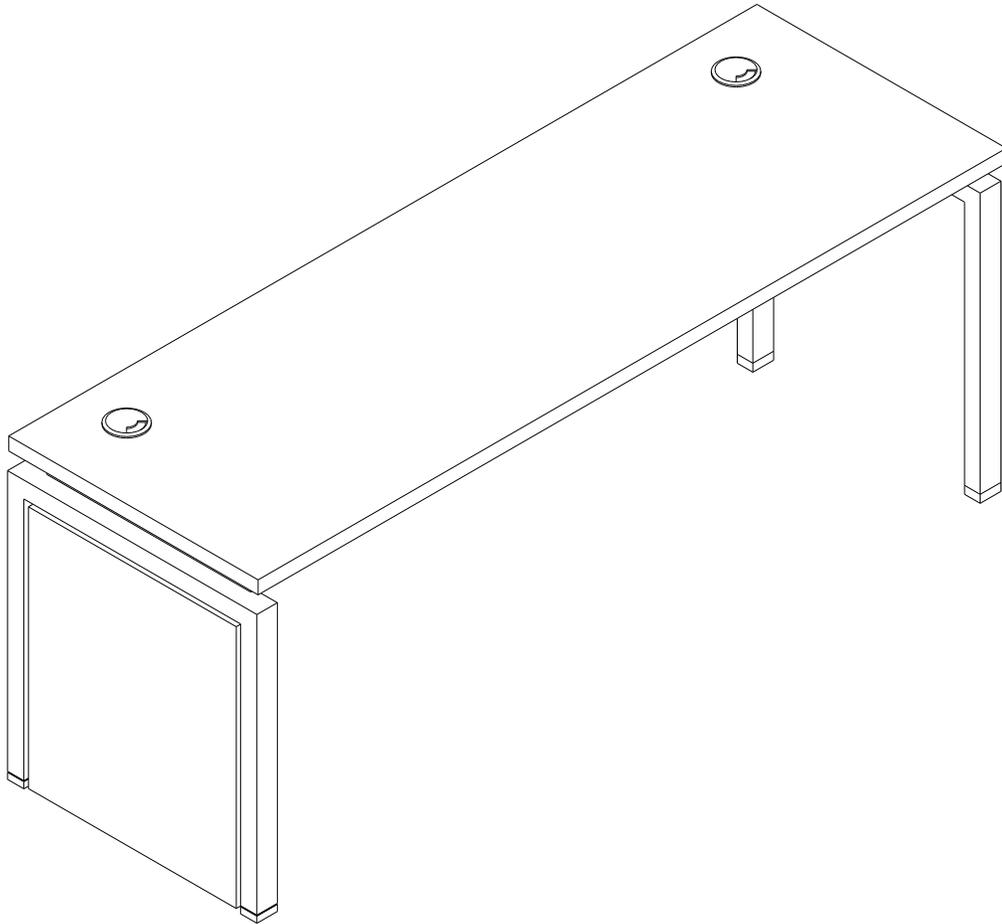
Connect bracket to modesty panel using screws. Secure tightly.



## 2 | Attach Modesty Panel to Surface

Attach modesty panel to surface using wood screws provided with brackets. Panel will be center aligned and flushed with back of surface.





## A3: Laminate Inset End Panels

### Overview

---

JOT L-Shape Workstation

**!** All parts listed are for a single panel; additional parts will be needed for additional panels.

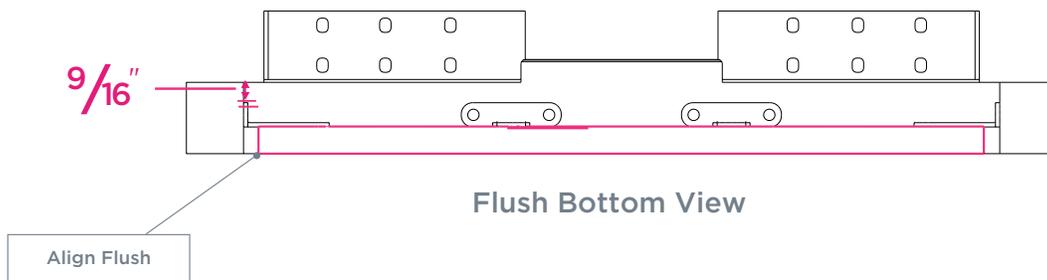
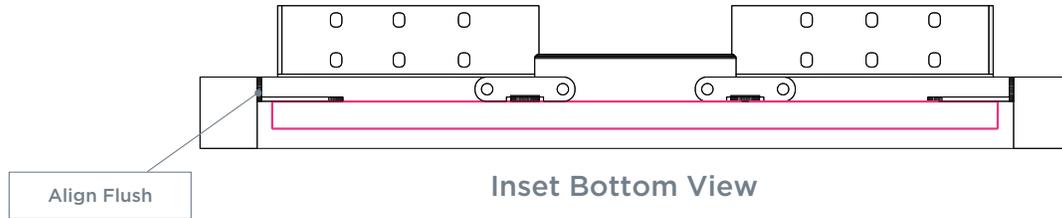
**Parts List**

Code	Qty.	Description	
GBEP##	1	Laminate Inset End Panel	
LEPBL1	4	End Panel T-Bracket	
	8	Self-Tapping Screws	
	8	Wood Screws	

## 1 | Secure Bracket to End Legs

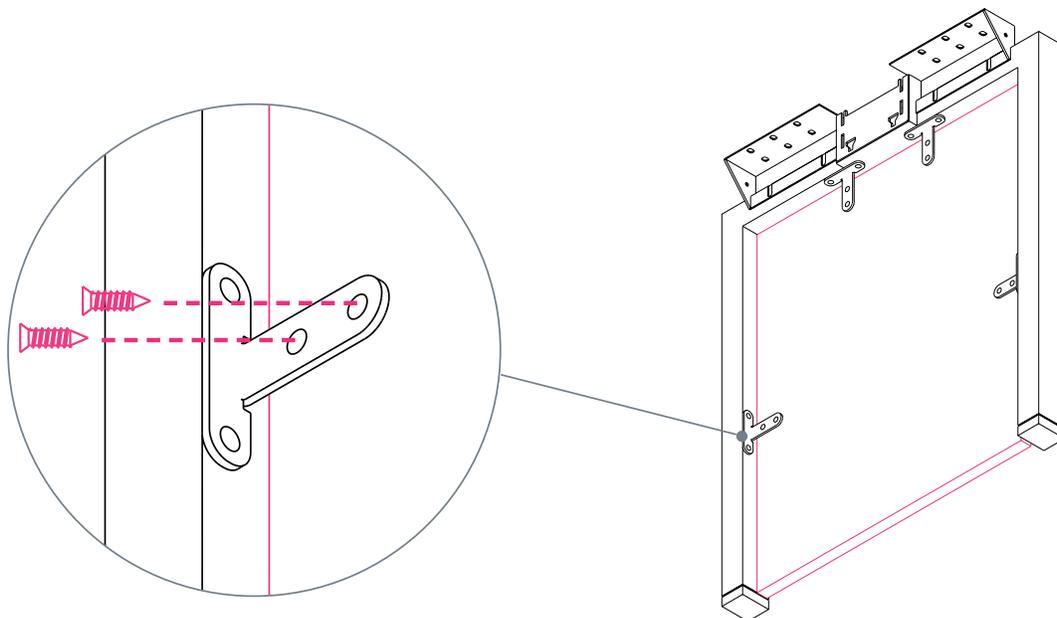
Attach 4 brackets to each end leg using self-tapping screws.

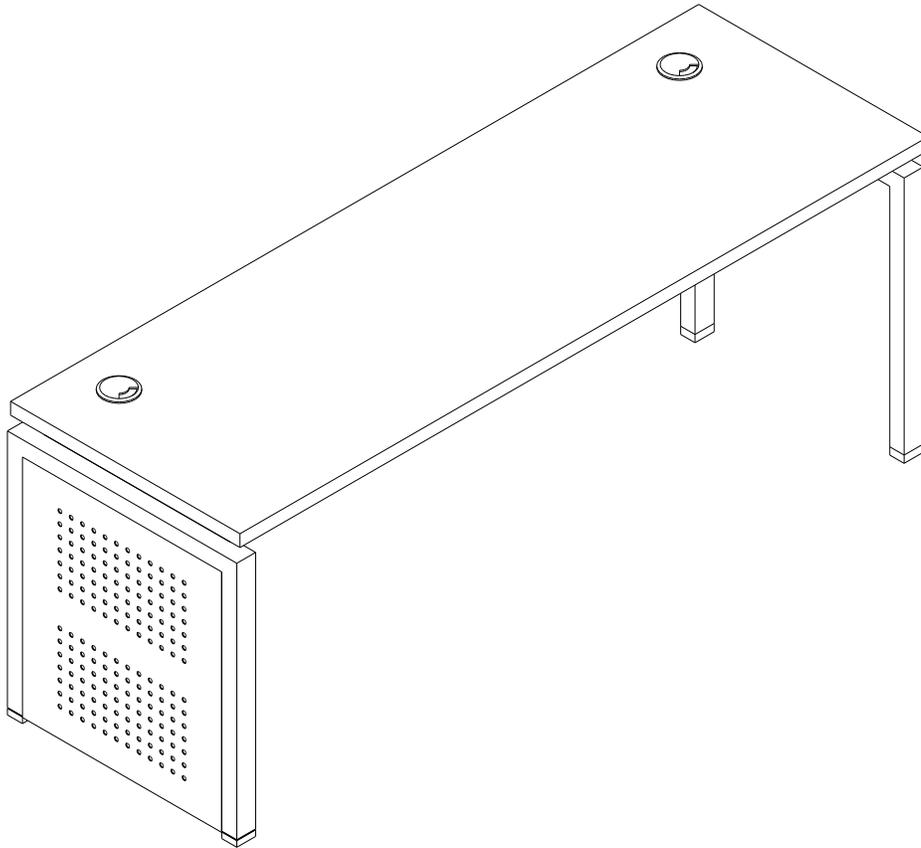
1. Inset-Back of bracket will align flush with edge of leg.
2. Flush-Back of bracket will be  $9/16$ " from edge back edge of leg.



## 2 | Attach End Panel

Slide end panels into place and adjust until flush with bracket. Use wood screws to secure panel to each bracket.





## A4: Steel Inset End Panels

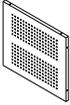
### Overview

---

JOT L-Shape Workstation

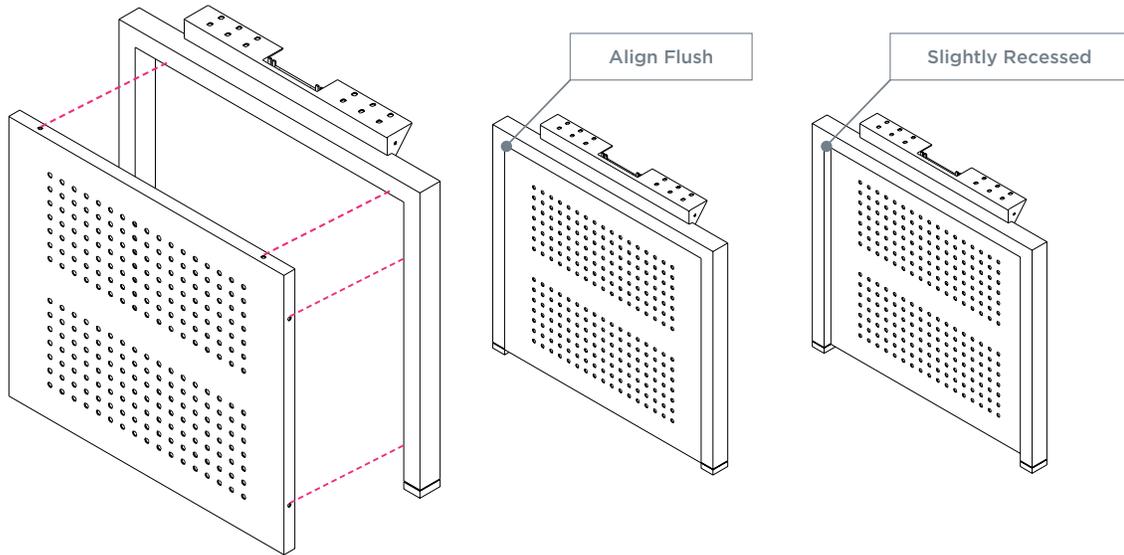
**!** All parts listed are for a steel inset end panel; additional parts will be needed for additional steel inset end panels.

## Parts List

Code	Qty.	Description	
BEP##	1	Steel Inset End Panel	
	6	Self-Tapping Screws	

## 1 | Secure Panels to End Legs

Slide the end panel into place and adjust until either flush with outside of leg or slightly recessed.



## 2 | Attach End Panel

Use 4-6 self-tapping screws to secure panel to each leg.

