

# DESK FAN

## ASSEMBLY GUIDE

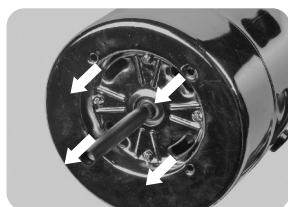
### ASSEMBLING THE DESK FAN



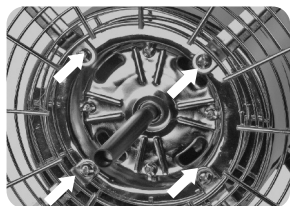
**STEP 1:** Remove the washer and screw from the base pole.



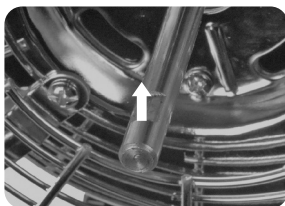
**STEP 2:** Install the base pole with the washer and base-locking screw.



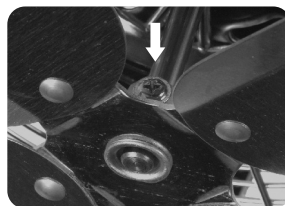
**STEP 3:** Remove the four grill-locking screws from the motor assembly unit.



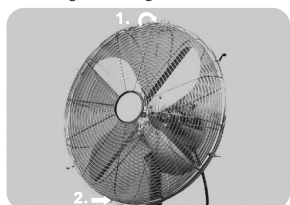
**STEP 4:** Install the rear grill with the handle at the top and facing out towards the motor assembly unit using the four grill-locking screws.



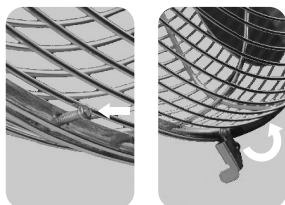
**STEP 5:** Remove the rubber part from the motor shaft and turn the groove of the motor shaft upwards.



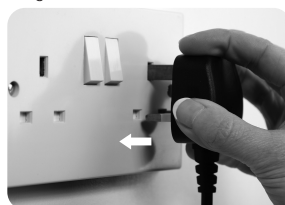
**STEP 6:** Slide the fan blade unit onto the motor shaft, aligning and tightening the fan blade screw to the groove.



**STEP 7:** Hook the front grill onto the rear grill, aligning both screw holes at the bottom of each grill.



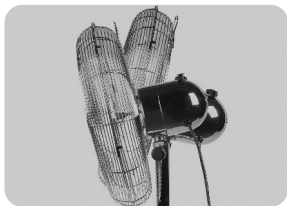
**STEP 8:** Install the grill screw and nut to lock the guards. Close the clips.



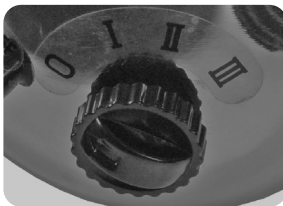
**STEP 9:** Plug in the fan. Unplug after use.

**Note:** Take care not to overtighten the base locking screw as this could cause damage to the base. Do not use tools to tighten the base-locking screw; the base should be attached firmly so that when the fan is fully assembled, the adjustable base pole and motor assembly do not wobble whilst the base remains flat.

## USING THE DESK FAN



**STEP 1:** To adjust tilting angle, loosen the head tilt screw. Tighten again at the desired tilt.



**STEP 2:** To switch the fan on, select speeds I-III on the adjustable cooling speed dial. To switch fan off, select 0.



**STEP 3:** Push the oscillation switch down to activate oscillation function. Pull the oscillation switch up for normal operation.

**Caution:** Do not cover the fan head.

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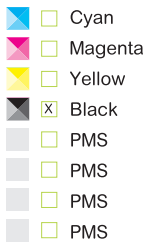
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Artwork Version 2

Artwork Scale 1:1

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