

# ITHACA®/ITHACA® ULTRA SEATING

## Operating Instructions



PO Box 8100

Green Bay, WI 54308-8100

Tel 920.468.8100 • Fax 920.468.2633

©OEI 2014 Litho in USA Code OE-60886R3/VL0514

## Obtaining Maximum Benefits From Your Ithaca® or Ithaca® Ultra Task Chair

For maximum support, sit as far back in the seat as is comfortable and lean against the backrest.

To benefit from the Ithaca/Ithaca Ultra chair's range of ergonomic features, individual adjustments need to be made.

**Please Note: Not all options are available on all models.**

Proper cardiovascular circulation requires the seat be at the correct height. To achieve the correct height, your feet should be flat on the floor.

(A) Seat height is adjusted with a pneumatic cylinder. To lower height while seated, lift the lever at the right front of the seat. To raise the height, remove your weight from the seat while lifting the lever.

(B) Adjust the back height by grasping the back with both hands. In either a seated or standing position, simply raise or lower the back to the desired height. To lower the back, it must first be raised to its highest position.

(C) To lock the back and seat in one of several angles, first move your back to the desired position. Then push up on the locking lever found on the back left. To return the back to its free-floating position, push the lever down.

(D) An adjustment can be made to the chair's seat tilt tension with the knob directly under the front of the seat. To increase the tension of the tilt, turn the

dial clockwise. To decrease tension, turn the dial counter-clockwise.

(E) To adjust arm height, pull up on the lever on the outside of the arm. To adjust arm width, push up on the small tab underneath the arm and move the arm inward or outward.

(F) To rotate 360° pivot arm (option), raise arm assembly slightly, rotate to desired position and lower assembly to lock in place.

(G) To adjust seat depth, grasp lever on left side of chair. Lift lever and shift weight on seat to move to desired position.

