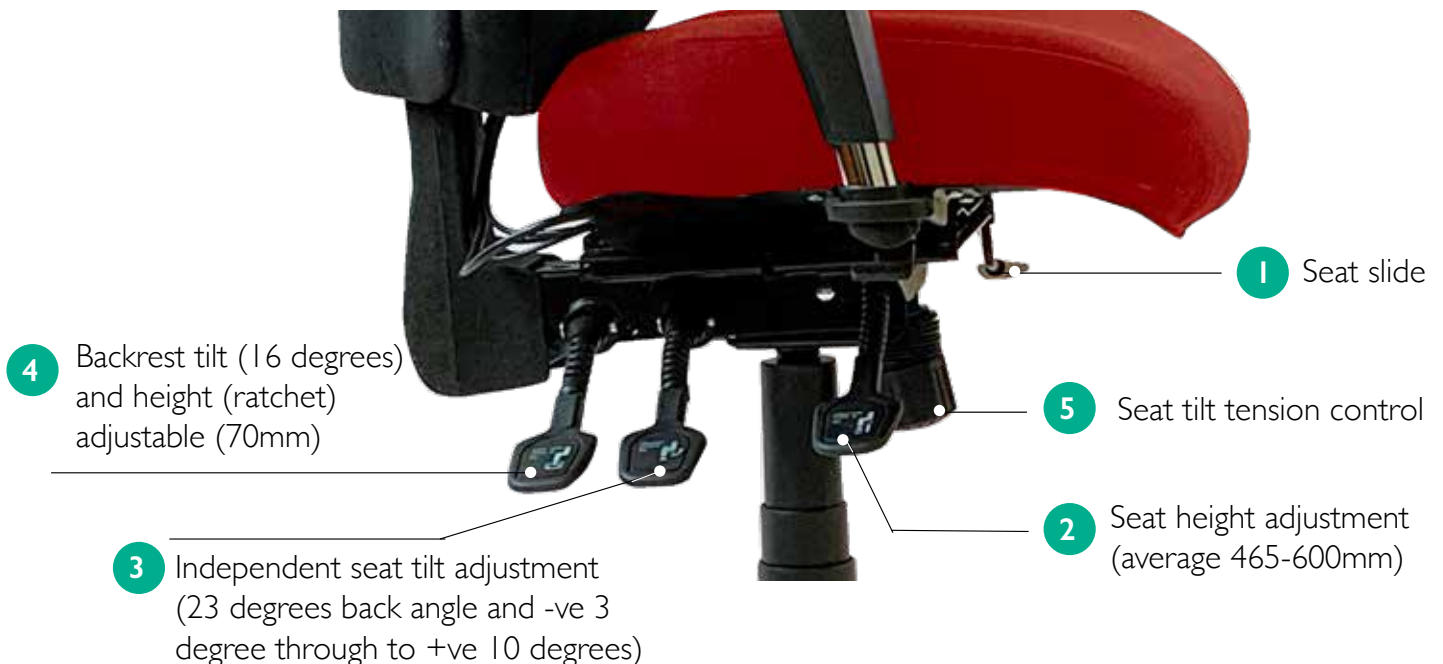


# Uni Bespoke

## User Instructions

### The mechanism

We use the 5-way adjustable, heavy-duty mechanism for the **Uni Bespoke** chairs because it has the added advantage that both the seat and back tilts can be locked independently in any position and has been rated up to 150kgs. It comes with seat slide as standard as well as a ratchet backrest height mechanism and seat tilt tension controller.



#### 1. Seat Slide Lever

On the left hand side of the seat is the lever to slide the seat forwards and backwards and allows the seat to be adjusted by up to 50mm

#### 2. The Seat Height Adjustment Lever

Controls the gas lift for the seat height adjustment. Contrary to popular belief, the first consideration is to ensure your elbows/forearms are at the correct height. Raise or lower your seat so your desk height is at elbow height. If you can't reach the floor after this adjustment, then you need a footrest. The final seat height will depend on the final seat angle you set.

#### 3. Seat Posture Lever

Controls the seat tilt. When you lift this lever, the seat is free to move. Push the lever down to lock. The best position is tilting forward slightly as a tilting forward angle means your hips should be a little higher than your knees; i.e. your thighs should slope downwards as much as you find comfortable.

This promotes better posture. Also, the further back you sit into your chair, the easier you will find it to control the seat tilt angle. If you find the seat tilt too difficult to control, then you will need to slacken the spring by turning knob (5) anti clockwise. If you find it too easy to tilt, you need to tighten the knob (5) by turning clockwise.

#### 4. The Back Posture Lever

Controls the back tilt. Lift the lever to unlock. Push the lever down to lock. This can be locked in any position. It is recommended to set the backrest in an upright position to ensure your spine is as straight as possible.

The backrest height works using an easy lift ratchet mechanism. To raise the backrest simply lift the back with both hands one click at a time. There are 8 clicks (locks) before you reach the top of the ratchet and it will disengage. Drop the back down to the bottom to re-engage.

#### 5. Seat Tilt Tension Control

The tension of the tilt is controlled by turning the handle clockwise (to increase) or anti clockwise (to decrease) the internal spring.

Order of setting posture: 2, 3, 4, 1, 5

# The pumps

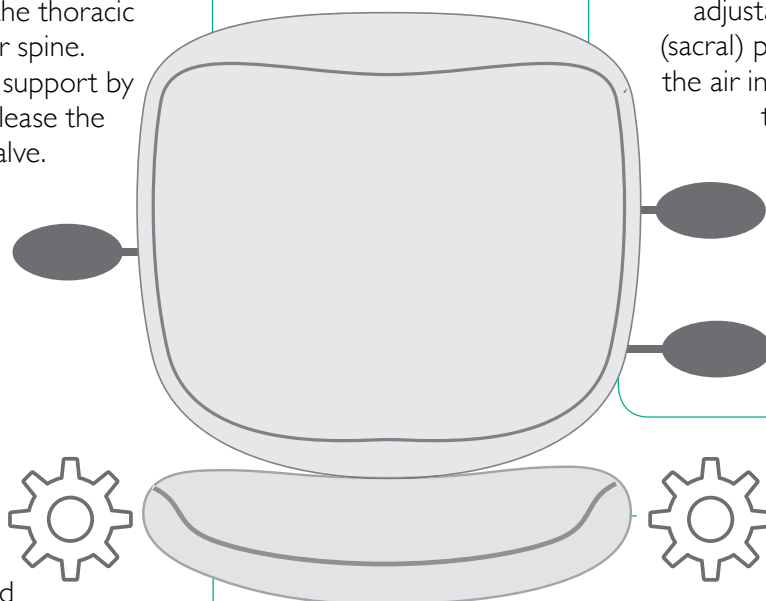
Our chairs enable different areas of your spine to receive personalisable levels of support; whether by mechanical or pneumatic mechanisms. They can be fitted as standard or prescribed as a result of a workstation assessment. The benefits of these applicators are felt in the backrest, the activators are located around the seat pad as shown. Not all the pumps and handles shown will be found on all **Uni Bespoke** chairs, but this will guide you through your particular version.



If your chair has a pump here, it is our thoracic pump and will give you additional support in the thoracic (shoulder) part of your spine. Increase the air in the support by squeezing the bulb, release the air by squeezing the valve.



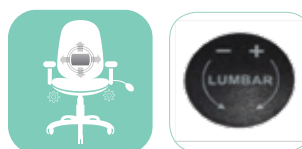
If your chair has a pump here, it is our sacral pump and will give you adjustable support in the lowest (sacral) part of your spine. Increase the air in the support by squeezing the bulb; release the air by squeezing the valve.



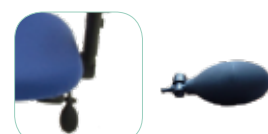
If you have a round handle on the left hand side here, this handle will enable you to adjust the height of the lumbar up or down your spine. No chairs offer this amount of adjustability.



If your chair has a round handle, it is our lumbar adjuster and will give you adjustable support in the lumbar (kidney) part of your spine. Increase the curve in the support by turning the handle clockwise in the direction of the + sign; decrease the curve by turning the handle anti clockwise in the direction of the - sign.



If your chair has a pump here, it is our lumbar pump and will give you adjustable support in the lumbar (kidney) part of your spine. Increase the air in the support by squeezing the bulb; release the air by squeezing the valve.



If you have both the lumbar pump and the round handle, you have 2 ways of manipulating the lumbar area and hence the ability to get the exact amount of you lumbar you want but also to raise or lower this up or down your spine to suit. See left hand side.

## Headrest

We have 2 headrest options; the 2 pronged car seat design, HR and the single bar double knuckled, HR2. Whether you need the support to act as cervical (top of your spine) support, or in the nape of your neck or behind your head, you can raise, lower and tilt the memory foamed support from your seated position to meet whatever your needs.



HR



HR2

# The arms

The standard arm on **Uni Bespoke** models is our A5X; coded as such because it has 5 functions and comes with a chrome finish (X).

## A5X Arm Functions



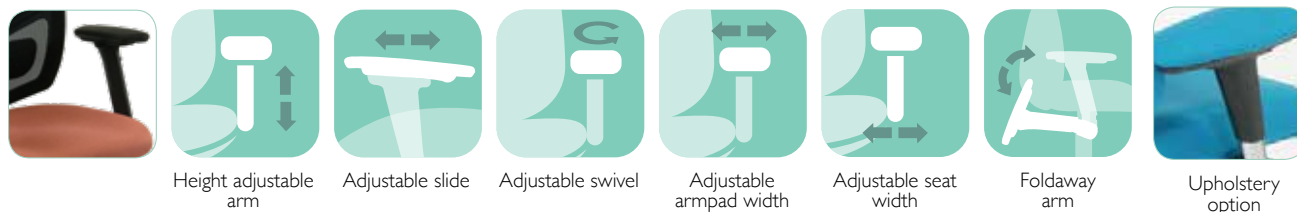
To increase the height, simply lift the arm through its 9 clicks until you reach the right height to support your elbow/forearm. It is designed to match the working height of your desk and keyboard so that you can keep your arms at 90 degrees. This will ensure you reach and hunch less over your desk and enable you to sit upright in your chair more easily more often. If you need to reset the height, you need to lift the arm to the top of its travel and drop down to the bottom and then lift it one click at a time to the desired height. If you need to move the arm closer to or further away from the desk, you simply slide the armpad one way or the other

to meet your needs. Sometimes you might like to swivel the armrest one way or the other; for better positioning for the mouse arm for instance or if you are briefly using your laptop. To do this, there is a little button on the inside of the arm just below the armpad, which allows you to swivel the armpad round by 20 degrees. If the width of the arms needs to be changed there are two ways to adjust this: first with the quick release bracket on the underside of the chair seat and second by moving the actual armpad. It requires a bit of pressure to push the arm pad out or pull the armpad in. If you have an upholstered armpad, the functionality is the same.

## Alternative arms

If you need to fold the arm out of the way from time to time, we offer an alternative arm we call the FA6 because it has 6 functions and folds away.

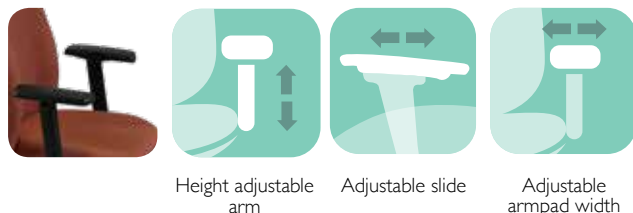
## FA6 Arm Functions



**It has exactly the same functions as described above:** height (controlled with an outer arm trigger), forward and back slide, swivel (with inner arm trigger), width in the underseat quick release bracket and in the armpad and Folds Away with a button at the bottom

of the arm frame. If you have an upholstered armpad, the functionality is the same. If you don't want the arm to swivel at all, we have another multifunctional arm called the A3B arm; so called because it has 3 functions and a black finish.

## A3B Arm Functions



The height is operated by a trigger on the outside of the arm. Inside the armpad there is a button. If you press this button in, it will allow you to move the arm pad forward or sideways to move closer or further away from you or the desk

## Footrests

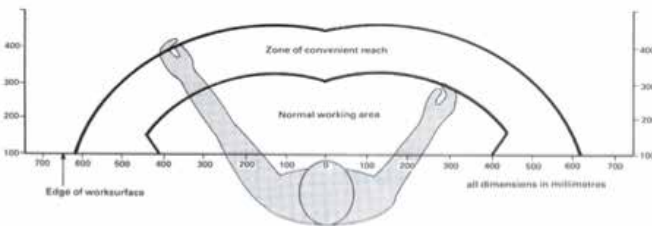
Use a footrest if you feel pressure under your thighs from the front edge of your seat or if your feet can't reach the floor properly when your arms are in line with your keyboard/desk. A footrest can help address lower back fatigue when you are sitting for long periods by helping to push your back into the backrest of the chair. It is key, however, that you don't allow your knees to be higher than your hips for any length of time. The height adjustable, TS100, footrest helps with higher workstation set ups.

We can also manufacture an upholstered box to suit special requirements such as Dictaphone foot pedals or special sizes.



## Document holder

It is always better to not place documents between the keyboard and the front edge of your desk as this may cause excessive bending of the neck when looking at the documents and excessive reaching will be felt in the neck and top of the shoulders. If possible, use a document holder such as the one shown which allows you to organise your desk layout so frequently used objects are closer to you in the normal working area or zone of convenient reach.



## Monitor arms

Position your screen, after positioning your chair and desk, so that it is in front of you, not to one side. Position your screen so the top is level with or slightly lower than your eyes when sitting upright; raise or lower the screen to achieve this. Your monitor should be at least an arm's length away from your seated position. A word of advice, if wearing varifocals interferes with looking at the computer screen, you will be better advised to get single focus lenses so you can look straight on naturally without tilting your head one way or another.



Albion Chairs Limited,

Albion House, Lane End Road, Sands, High Wycombe HP12 4HG

Tel 01494 464656 Fax 01494 474760

E-mail [sales@albionchairs.com](mailto:sales@albionchairs.com) [www.albionchairs.com](http://www.albionchairs.com)