Once monitor has been attached to monitor arm, test the counterbalance by sliding the monitor up and down the Universal FEA. The Universal FEA is properly counterbalanced when the tension experienced when sliding the monitor up the Universal FEA is equal to the tension experienced when sliding the monitor down the Universal FEA.

**Difficult to Slide Monitor Up Universal FEA**

If it is harder to slide the monitor up than to slide the monitor down, move the monitor to its highest position on the Universal FEA. Hold it in place while pressing the last Tab, in numerical order, inward until it clicks. Retest the counterbalance tension. Repeat if necessary. If Tabs do not engage properly, try removing the monitor from the arm to fine-tune counterbalance.

**Difficult to Slide Monitor Down Universal FEA**

If it is harder to slide the monitor down than to slide the monitor up, move the monitor to its highest position on the Universal FEA. Hold it in place while releasing the last Tab that was depressed. Retest the counterbalance tension. Repeat if necessary. If Tabs do not disengage properly, try removing the monitor from the arm to fine-tune counterbalance.
**STEP 1: ATTACH VESA BRACKET TO MONITOR**

- If mounting space for 75mm VESA Bracket is insufficient, place the four Plastic Spacers (B) between VESA Bracket and monitor (align with hole pattern), and use the Extended VESA Bracket Screws (C), bolt through the Spacers.

**STEP 2: ATTACH UNIVERSAL FEA TO MONITOR**

Ten holes on the face of the Universal FEA offer four possible mounting positions. Position 1 is appropriate for most monitors and users. However, you may choose the upper positions 1 or 2 for a higher monitor range, or the lower position 4 for a lower monitor range, as desired.

**STEP 3: COUNTERBALANCING THE UNIVERSAL FEA ACCORDING TO MONITOR WEIGHT**

- **Monitors Less than 7 lbs.**
  No adjustment is necessary. The Universal FEA is preset to counterbalance your monitor. Proceed to Step 4.

- **Monitors 7 – 14 lbs.**
  Press Tab 1 (A) inward until it clicks. Proceed to Step 4.

- **Monitors 14 – 21 lbs.**
  Press Tab 1 (A) and then Tab 2 (B) inward—In that order—until they click. Proceed to Step 4.

- **Monitors 21 – 30 lbs.**
  Press Tabs 1 (A), 2 (B), and 3 (C) inward—in that order—until they click. Proceed to Step 4.

**NOTE:** While the Universal FEA accommodates monitors up to 30 lbs., your monitor arm may not. Be sure to consult the specifications of your specific monitor arm model for information on maximum monitor weight capacity.

**STEP 4: ATTACH MONITOR TO MONITOR ARM**

- **Monitor Weight Unknown**
  Proceed to Step 4.

- **Monitor Arms Equipped with Quick-Release Lever**
  Place cut-out on mounting plate (A) over lip (B) at end of monitor arm. Push bottom of monitor into arm until you hear a click. To remove, depress Quick-Release Lever (C) and remove monitor from arm.

- **Arms Not Equipped with Quick Release Lever**
  Secure monitor to arm using the two Security Screws (D) provided, as shown.