

# Setting up your Task Chair:

How to get the most out of your chair

## Standard Controls



### Front Lever: Seat Height

Ideal height is so that the legs are at an angle of just over 90°

### Back Lever: Back Angle

Lock in the preferred position, ideally vertical.



*Some chairs may have more adjustment controls; see overleaf*

**Don't forget the accessories that make work life a little bit easier!**



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# Optional extras (not fitted as standard)



**Middle Lever: Seat Angle**  
Lock in the preferred position, typically horizontal

**Seat Slide**  
Lift lever, slide seat forward or backwards until there's a 3-finger gap between back of knee and front edge of seat



**Adjustable Arms**  
Adjust height until the arm is bent at an angle of around 90°

**Ratchet Back**  
To adjust the back height, lift the back up to the desired height. To return to the lowest setting, lift the back up as high as possible and let it fall back to the bottom.



**Inflatable Lumbar Support**  
Squeeze the balloon to inflate the lumbar support, press the button to deflate it.

**Positive Posture**  
To inflate the base, press the button under the front right of the chair when not sitting down. To deflate the base, sit on the chair and press the button.

