

VanGo Mobile Office

USER GUIDE



Ergonomic Solutions
WHERE THE OFFICE MEETS THE ROAD

800.755.4950 • GOERGO.COM



IMPORTANT INFORMATION

on how to use your
VanGo 600 or 800 Series
Mobile Office

FOR YOUR SAFETY:

DO NOT USE THE DESK WHILE THE
VEHICLE IS IN MOTION. MAKE SURE THAT
YOUR VEHICLE IS PARKED SAFELY,
AND THE TRANSMISSION IS NOT IN GEAR
BEFORE USING YOUR OFFICE

Contact Ergonomic Solutions at
800.755.4950 OR SUPPORT@GOERGO.COM

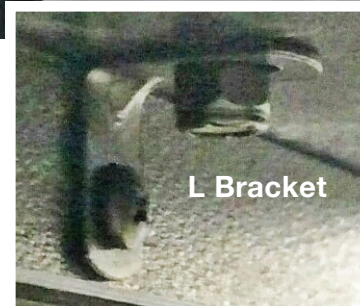
for questions or assistance with
your VanGo Mobile Office



Mobile Office Features

Adjustable Keyboard Tray

Your desk is equipped with an adjustable tray for your keyboard or laptop. To adjust the height, remove the screw/screws from the L bracket on each side of the underside of the tray. Pull the laptop tray out from the desk and move it to a new groove to achieve the desired height. Reattach the wing nuts and tighten to secure the tray. Video instructions for adjusting and securing the tray can be found by scanning the QR code on your desk or at the end of this guide with a mobile device.



Locking Drawers

Your desk is equipped with locking storage and file drawers to safeguard your expensive computer equipment or confidential documents. To prevent the desk drawers from opening unexpectedly keep them locked while your vehicle is moving.





Slatwall Overhead Hutch (optional)

The overhead hutch provides additional storage for your mobile office. The standard accessories are easy to install. First determine the desired location, then adhere the noise-reducing stickers to the back of the bracket and secure using the hardware provided. Video instructions for attaching the accessories can be found by scanning the QR code on your desk or at the end of this guide with a mobile device.

Go to the Optional Accessories section for other slatwall-compatible products available from Ergonomic Solutions.



Printer Tie-Downs (Thumb Lock TV Grips)

Your desk comes with a set of tie-downs which should be used to secure your printer to the desktop. Instructions are included in the package.

Chair

Your mobile office chair is equipped with an auto-return cylinder which prevents it from spinning while the vehicle is in motion. The mechanism will keep the chair facing the same direction when it is unoccupied.

Chair Height Adjustment (Pneumatic Lift)

To raise the seat, lift your weight off the seat and pull up on the front lever. To lower the seat, lift up on the lever while you are seated; release the lever when the seat reaches the desired height.

Tilting Backrest

The backrest tilting angle can be adjusted with the back lever. Hold up the backrest tilting lever until the desired position is reached then press the lever to lock into place.

Back Height Adjustment

Adjust the height of the backrest by placing one hand on each side of the backrest. Lift and click into place. To return the backrest to the bottom height position, lift the backrest all the way to the top and slide it down.

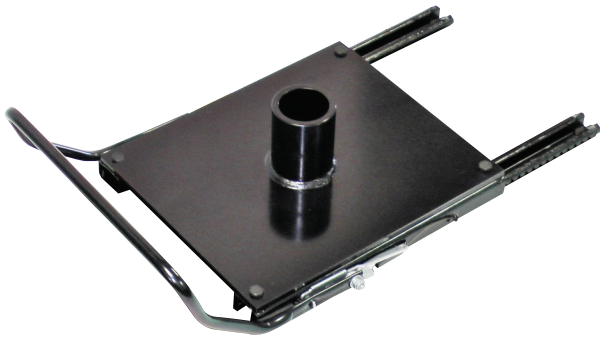
Arms

The standard mobile office configuration is equipped with an armless chair. To install arms, click the arm into the bracket on the bottom of the seat pan to the desired width. Use the knob on the side of the arms to adjust the height.

See the Optional Accessories section at the end of this guide for details on how to order arms for your chair.



If your chair cannot be adjusted to a comfortable position for your body type, see the Optional Accessories section for details on alternate cylinders.



Sliding Chair Base

The chair rests in a custom designed sliding base that allows it to slide forward and backward. To operate the mechanism, sit in the chair, lift up the black handle on the base and slide the chair until the desired position is reached. Then release the handle.

Do not push down on the handle with your foot as this could damage the mechanism.

Video instructions for moving the seat slider can be found by scanning the QR code on your desk or at the end of this guide with a mobile device.



VanGo 600 Series

Designed for use in small & mid-size vans:

Chevy City Express
Ford Transit Connect
Mercedes-Benz Metris
Nissan NV200
RAM ProMaster City



VanGo 800 Series

Designed for use in full-size vans:

Chevrolet Express
Ford Transit
Mercedes-Benz Sprinter
Nissan NV Cargo
RAM ProMaster

Optional Accessories

Contact Ergonomic Solutions at 800-755-4950
or info@goergo.com to order optional equipment.

Slatwall Laptop Shelf

The RAM® Tough-Tray™ laptop mount bolts directly to the overhead slatwall hutch. It features a spring-loaded tray that accommodates laptop computers ranging from 10" wide to 16" wide. The tray includes four adjustable flat clamping arms; allowing your computer to close completely while in the tray. The arms can be moved both vertically and horizontally to adjust for different thicknesses of laptops and give the freedom to not block any ports or drives. The laptop tray is held by a double socket arm that can be easily adjusted to find the ideal ergonomic viewing angle.

- **Part Number: RAM-LTS01**



Slatwall Monitor Mount

The RAM® Slatwall Monitor Mount bolts directly to the overhead slatwall hutch. The universal VESA plate has both 75mm X 75mm and 100mm X 100mm hole patterns to accommodate virtually any external computer monitor. The mount is adjustable at both ends for almost infinite adjustment and the perfect viewing angle.

- **Part Number: RAM-SWM01**





Desktop Monitor Mount

The RAM® Desktop Monitor Mount bolts directly to the desk top. The universal VESA plate has both 75mm X 75mm and 100mm X 100mm hole patterns to accommodate virtually any external computer monitor. The height of the monitor can easily be adjusted up to 4" by turning the knob at the top of the pole. The monitor can be both tilted and rotated using the double-swing arm and ball socket.

- **Part Number: RAM-DTM01**



Slatwall Hook

The slatwall hook is ideal for storing cables, extension cords or hoses. It easily attaches to either the side or the back of the VanGo Desk for an out of the way storage solution.

- **Part Number: 780092**

Slatwall Baskets

Slatwall baskets come in a variety of sizes providing for easy customization of your VanGo Mobile Office. The baskets are mounted using standard slatwall hardware.

Large

Dimensions: 16 3/8"w x 11 1/2"d x 8"h

Weight limit: 40 lbs.

- **Part Number: 780094**

Medium

Dimensions: 12"w x 8"d x 5 1/2"h

Weight limit: 25 lbs.

- **Part Number: BSKT-812**

Small

Dimensions: 16 3/8"w x 11 1/2"d x 4"h,

Weight limit: 40 lbs.

- **Part Number: 780093**

Extra Small

Dimensions: 12" w x 3" d x 2 1/4" h

Weight limit: 10 lbs.

- **Part Number: BSKT-312**



Large



Medium



Small



Extra Small



Chair Arms

Arms can be added to your mobile office chair. The contoured, height-adjustable, T-arms are easy to attach to your chair. They can be raised up to 2 1/4".

- **Part Number: KR21**

Alternate Chair Cylinders

For chairs that cannot be adjusted to a comfortable height, alternative chair cylinders to raise or lower the chair further are available.

Note: *The alternate chair cylinders do not have the auto-return feature that keeps the chair from spinning while the vehicle is in motion.*



- **Part Number: CYL4-HD**

(Allows the chair to be lowered 1 1/2 inches further than the standard cylinder.)

- **Part Number: CYL-5**

(Allows the chair to be raised 1 1/2 inches further than the standard cylinder.)



File Tote

The File Tote has a durable outer shell with padded inner walls and can be secured with a vehicle seat belt. It comes with a lid to keep documents private and safe from the elements. Dimensions: 17" l x 14" w by 10 1/2" h.

- **Part Number: AETOTE – 01**

QR Code

Scan this QR code with a mobile device to view videos on installing slatwall accessories, adjusting the laptop tray, and operating the sliding chair base.



Get on the **go** Today!



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