

**Steelcase**

**Walkstation**

User Guide

## **WARNING**

### **Safety Instructions**

#### **RISK OF PERSONAL INJURY**

When using the Walkstation, basic safety precautions should always be followed, including, but not limited to, the following:

- Read and understand all instructions and warnings prior to use.
- Obtain a medical exam before beginning any conditioning program. If at any time during the session you feel faint, feel dizzy, or experience pain, stop and consult your physician.
- If you are pregnant or have any medical condition that could make you dizzy or off-balance, do not use the Walkstation.
- Obtain proper instruction prior to use.
- Inspect the treadmill for incorrect, worn, or loose components, and do not use until corrected, replaced, or tightened prior to use.
- Always use the Magnetic Safety Clip and attach it to your clothing at waist height.
- Body orientation should be centered and forward facing at all times.
- Do not look behind you while unit is in operation.
- Do not try to walk too fast. Utilize a comfortable speed.
- Do not lean forward or round/hunch your back, and keep your head up.
- Do not wear loose or dangling clothing while using the treadmill.
- Read, understand, and test the emergency stop procedures before use.
- Use care when mounting or dismounting the treadmill.
- Do not operate electrically powered treadmills in damp or wet locations.
- Disconnect all power before servicing the treadmill.
- Use molded front edge as a keyboard wrist-rest and hand-hold/grip.
- Footwear should be comfortable and closed-toe, and should provide suitable support for walking.
- Keep items within close reach.
- Keep worksurface free from clutter.
- Place unit clear of furniture and other obstructions.
- Maximum worksurface load is 225 lbs.
- Keep all cables unobstructed and located in Cableway or other cable management system.
- Keep a minimum of 3 feet of clearance at the rear and both sides of the treadmill.
- While treadmill is in operation, user is multi-tasking. Avoid distraction.
- Do not exceed maximum user weight of 350 lbs.
- Keep the top side of the moving surface clean and dry.
- Keep treadmill feet securely nested in openings in the treadmill receiver.
- Do not place any object(s) on or underneath the treadmill belt, even when unit is not in use.
- Do not cover treadmill buttonpad.
- Keep children and animals away.
- Moving surfaces are potentially hazardous. If attention is not paid to the condition of the equipment, death or serious injury could occur.

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## Cable Management

When installing equipment, either on or below the worksurface, be sure that the connecting cables are free from obstruction. Horizontal wire management channels are provided as standard and can be found on the underside of the worksurface. Use these channels to minimize possible entanglements.

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## Workstation Design Tips

- Ensure that power cords for all accessory items – computer, lights, monitors, etc. – are of sufficient length to reach outlets throughout the range of worksurface height adjustment. Do not subject the cords to any strain while adjustment of the surface is taking place.
- Always check for proper operating clearance before placing any item on, above or below the worksurface.

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## Orientation and Space Planning

Placement and orientation of the Walkstation are critical to ensuring that users feel the right balance of privacy and accessibility as well as safety.

- Place close to the workgroup to allow for quick transitions to and from a regular workstation.
- Orient unit so that co-workers approach the user on the Walkstation from the front or within a 45° angle from the front.
- Do not place where co-workers must approach the user from the side or from behind.
- Do not place in heavy traffic aisles.
- Orient so that user can view co-workers if team interaction is high.
- Leave 36" behind treadmill surface to nearest panel or wall.

Visit [Steelcase.com](http://Steelcase.com) Planning Ideas for Walkstation planning ideas.

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## Ergonomic Tips

### ERGONOMIC TIPS FOR HEALTHY WORKING AND WALKING

- Remember to maintain an active upright walking posture.
- Adjust the monitor to your eye level and 18" – 23" away from your face.
- Your keyboard should be at elbow level with your wrist in a neutral position.
- Place your mouse at elbow level near your keyboard.
- Your phone should be at elbow level next to your keyboard.
- Use of a headset or earbuds while operating the Walkstation is strongly suggested.
- Wear comfortable, closed-toe shoes that provide suitable support for walking.
- Keep items within close reach.

### BEFORE GETTING STARTED

Obtain a medical exam before beginning any conditioning program. If at any time during the session you feel faint, feel dizzy, or experience pain, stop and consult your physician.

### GETTING STARTED

Thoroughly stretch and warm up before operating the Walkstation; follow a training/ramp-up schedule. Most people utilize the Walkstation at 1 mph (range of 0.3 – 2 mph). It is about comfort, NOT speed. Everyone is different and has different stride lengths.

*Suggested training/ramp-up schedule:*

Weeks 1 – 2: up to 15 minutes per hour, on the hour

Weeks 3 – 4: up to 20 minutes per hour, on the hour

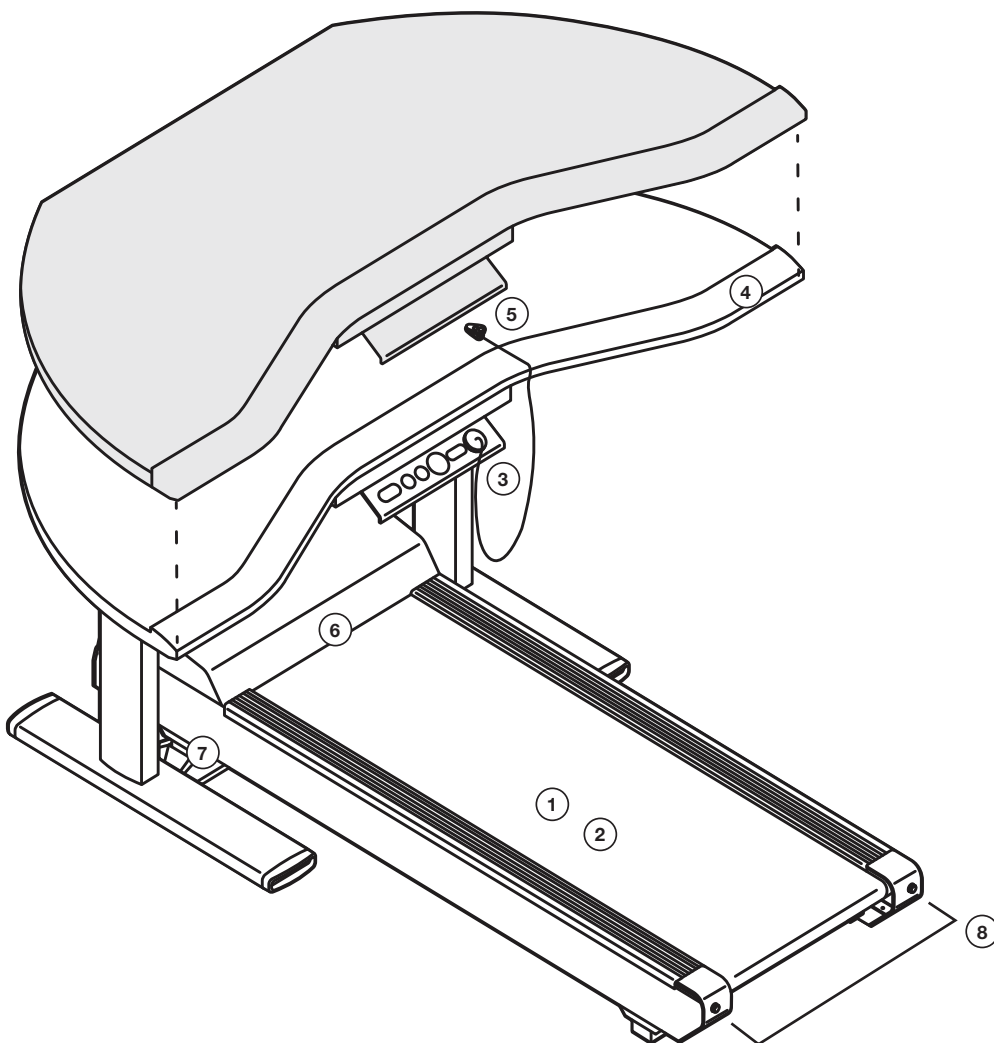
Weeks 5 – 6: up to 25 minutes per hour, on the hour

Weeks 6 – 8: up to 30 minutes per hour, on the hour

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## Features

1. Commercial-grade treadmill with maximum speed of 2 mph in 0.1 mph increments and no incline adjustability
2. Patented Soft System® surface with Neoprene shock absorbers in front third of the deck
3. Stowable digital display and touch pad controller
4. Urethane high-profile soft edge – hand-hold and built-in wrist-rest
5. Magnetic Safety Clip
6. Quiet high-torque motor
7. Treadmill receiver plate
8. Treadbelt roller adjustment bolts



Full electric height-adjustability instantly adapts to different users.  
24¼" – 52" range

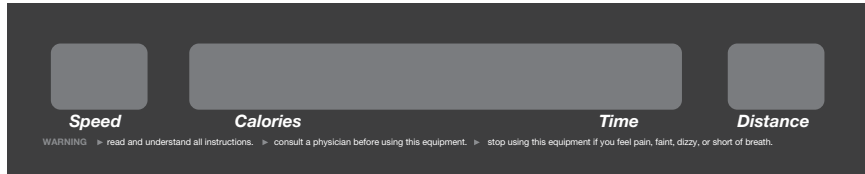
Distance from floor to top of belt – 6"

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## Display Console Specifics

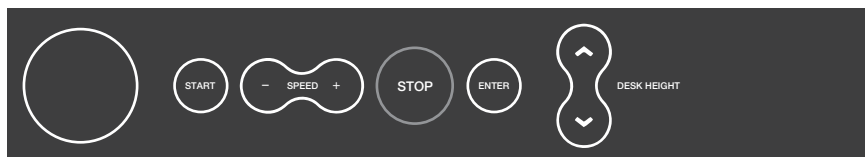
### CONSOLE DISPLAY

- **Speed:** Miles per hour in 0.1 increments (2 mph maximum)
- **Calories:** Estimated total calories burned based on user input of weight
- **Time:** Time elapsed in your session
- **Distance:** Miles traveled in 0.01-mile increments
- **Warning:**
  - Read and understand all directions
  - Consult a physician before using this equipment
  - Stop using this equipment if you feel pain or become faint, dizzy, or short of breath



### CONSOLE KEYPAD

- = Magnet for Magnetic Safety Clip
- **Start:** Starts the belt and begins the session
- **Speed:** Press the **-** button to decrease speed  
Press the **+** button to increase speed
- **Stop:** Stops the belt and pauses session  
If held for 3 seconds, resets all session information
- **Enter:** Accepts session parameters
- **Desk Height:** Adjusts the desk height up/down



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## User Instructions





### WARNING

**This is not an exercise machine.** Read and follow all manufacturer's instructions for the proper use and operation of the Walkstation and adjustable height worksurface before initial use of this worksurface. Failure to follow these instructions at any time could result in serious personal injury.

### STARTING THE WALKSTATION

Review all precautions prior to using the Walkstation.

When ENTERING the workstation area, and before operating the walking platform:

- Ensure that the walking platform switch is in the ON position but belt is **not moving**.
- Straddle the walking platform belt by standing on stationary side straddle covers, and adjust the worksurface to desired height.
- Never adjust the worksurface height while walking platform is moving.
- Attach the magnetic safety clip to your clothing near the center of your body, just below worksurface level; attach other end to the magnetic receiver on the console keypad.
- For your personal safety, the magnetic safety clip must remain attached to your clothing while the walking platform is in operation.
- Use  and  to adjust setting to your proper weight. Press ENTER.
- Press START. The treadmill will beep three times and then start at 0.3 mph. To adjust speed, use FAST  and SLOW  buttons.

### EXITING THE WALKSTATION AREA

- Do not allow walking platform belt to remain running while workstation is unoccupied.
- Stop the walking platform by pushing the STOP button on console keypad.
- Wait for the belt to stop moving.
- Remove magnetic safety clip from your clothing and exit the workstation.

### USING THE WORKSURFACE AND TREADMILL CONTROLS ON THE CONSOLE:

#### Worksurface

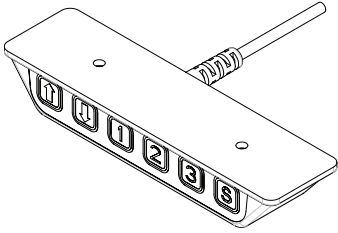
Height Adjustment –  Worksurface up  Worksurface down

#### Walking Platform Operation

- Start – Press START to start belt moving.
- Stop – Press STOP to stop belt moving.
- Pause – Press STOP to stop belt moving and hold session information on display.
- Reset – Press and hold STOP for at least 3 seconds at any time during operation or pause.
- Emergency Stop – Pull off magnet on end of magnetic safety clip from its indicated connection on keypad. Belt will slow and stop.

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### 3 Preset Programmable Height-Adjustable Desk Controller (Sit-to-Walkstation only)



#### OPERATING THE CONTROLLER

The desk control panel has six buttons for user control.

- Press and hold either the **up** or the **down** button to reach the desired height. For safety, the user must continuously hold down the button in order for the desk to move.
- The buttons labeled 1-3 each store a desired preset height into the control panel memory.
- The **s** button is used to store the desired preset height for each button labeled 1-3.

#### STORE HEIGHT INTO MEMORY

To set into memory the desired height for either seated, standing or walking work, use the three preset buttons.

Press either the **up** or the **down** button to reach the desired height.

- Press and hold the **s** button along with your choice of buttons 1-3 to set that particular height. Hold for three seconds.
- To preset additional heights, repeat this sequence using the remaining 1-3 buttons.

#### ADJUST DESK TO A STORED MEMORY POSITION

To switch to a stored height in memory, use the three preset buttons.

- Press and hold the numbered button that has the preset height stored into memory.

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## Odometer

The Walkstation keeps track of your total distance walked and estimated calories burned.

It does so in three ways:

- **Normal Accumulation in the Display:** While you are walking, the display shows distance and calories. If you pull the magnetic safety clip or press and hold the STOP button to reset the Walkstation, the distance and calories will reset.
- **Session Odometer Function:** You may be on and off the Walkstation many times each day but still want to keep track of your distance and calories for that day (or that week). The session odometer function will work for this purpose, by displaying accumulated distance and calories.
  - **To view the session odometer:** While the Walkstation is running, press the ENTER button.
  - **To clear the session odometer:** While the Walkstation is running, press and hold the ENTER button.
- **Overall Odometer:** The Walkstation also has an overall odometer function, which can be used for longer periods of time such as several months.
  - **To view the overall odometer:** While the Walkstation is prompting for weight, such as at the beginning of a session, press the STOP and **+** buttons simultaneously.
  - **To clear the overall odometer:** While the Walkstation is prompting for weight, press the STOP and **+** and **-** buttons simultaneously.

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## For Private Use

The treadmill ships ready for public use, allowing the weight to return to the default after each user. To save the weight for a private user, follow these steps to enter ENGINEERING MODE: (It may be easier if you have two people):

STEP 1: Turn off the treadmill.

STEP 2: Press and hold STOP, SPEED  and SPEED .

STEP 3: While still holding the buttons, have someone else turn the treadmill back on. It may take a couple of seconds, but display will read "ENGINEERING MODE."

STEP 4: Press ENTER twice or until display reads "WEIGHT 150."

STEP 5: Press SPEED  to toggle the display to read "WEIGHT SAVED."

STEP 6: Press START to save the change. Display will read "SAVED."

STEP 7: Press STOP to exit ENGINEERING MODE.

After completion of these steps, the treadmill will be back in normal operation mode. The next time the user enters a weight, it will be saved for each use.

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## Maintenance

### TREADBELT ADJUSTMENT

Your treadmill's running belt has been properly aligned at the factory. However, when the treadmill is used on an uneven surface, please follow these instructions:

- Stand beside the treadmill, place the Magnetic Safety Clip onto the display console and follow operating instructions for running the treadmill at 2 mph.
- If the belt is off-center to the right, turn the left roller adjustment bolt counterclockwise  $\frac{1}{4}$  turn. If the belt is off-center to the left, turn the left roller adjustment bolt  $\frac{1}{4}$  turn clockwise.
- Let the machine run for several minutes to check the alignment. (Belt alignment does not need to be perfect.) If more correction is needed, turn the adjustment bolt  $\frac{1}{4}$  turn and check again.

### TREADBELT TENSION

Turn both rear roller adjustment bolts counterclockwise until Treadbelt just begins slipping when walking on it; then turn both rear roller adjustment bolts clockwise in equal  $\frac{1}{4}$  turn increments until the Treadbelt stops slipping.

**Note:** Be sure to walk on Treadbelt to ensure that the Treadbelt does not slip while under load.

### TREADBELT CALIBRATION

- Hold down ENTER and STOP while applying magnetic safety clip to magnet on keypad. Unit will say CALIBRATION.
- Press START. Machine will speed up, say WAIT and then say SUCCESSFUL.
- Remove Magnetic Safety Clip and reapply; then use as normal.



## MAINTAINING YOUR TREADMILL

Your treadmill is constructed of quality materials and manufactured to provide many years of faithful service. Simple routine cleaning and a preventive maintenance program will extend the life of your treadmill.

**To prevent electrical shock, be certain the treadmill is turned off and unplugged from the electrical outlet before performing any cleaning or routine maintenance.**

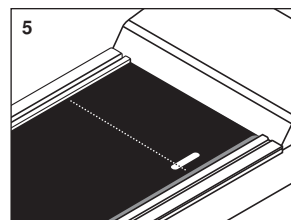
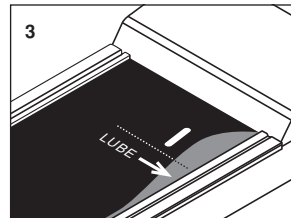
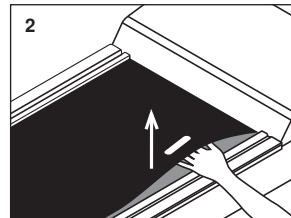
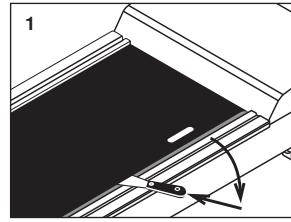
### TREADBELT LUBRICATION

For average use of your treadmill, we recommend you lubricate under the Treadbelt once per year. For heavy use, which is more than 10 hours per week, we recommend that you lubricate every six months.

Note: Steelcase recommends using only Steelcase-provided liquid silicone lubricant, part number 005723DSR, available from your local Steelcase dealer.

#### Lubrication Instructions:

1. Lift the edge of the wide black Treadbelt off the flat surface underneath, with the help of a butter knife or a small putty knife. Be sure to avoid damaging the Treadbelt. (see Fig. 1)
2. Once the Treadbelt is lifted, place one hand fully under the Treadbelt, and lift with enough pressure to create clearance between the belt and the surface below. Start as close to the motor housing (front of treadmill) as possible. (see Fig. 2)
3. With the lubricant (Steelcase part number 005723DSR), draw a straight line out from the centerline of the Treadmill to the edge, on the flat surface underneath the Treadbelt. (see Fig. 3)
4. Move to the other side of the treadmill, and repeat steps 1–3.
5. There should now be a continuous bead of lubricant on the flat surface under the Treadbelt, all the way across the width of the area where the Treadbelt makes contact. This should consume one full tube of lubricant. (see Fig. 5)
6. Now, turn on the treadmill and walk on it for several minutes. The action of the belt moving will smear the lubricant over the contact surface and the belt. Please note that it may take a couple of days of normal use for the large belt to become fully lubricated. Repeat the lubrication process as required.



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## Care and Cleaning Instructions

### WARNING

**Due to the risk of electric shock, the motor compartment should be opened only by qualified service personnel.**

#### CLEANING YOUR TREADMILL

**Important:** *Do not clean or wipe under the walking belt.*

**Daily:** Wipe moisture from the control console and treadmill surfaces if needed.

**Weekly:** You should wipe down your treadmill once a week with a soft, water-dampened cloth. Be careful not to get excessive moisture between the edge of the overlay panel and the console, as this might create an electrical hazard or cause the electronics to fail.

**Monthly:** Clean dust and dirt that might accumulate under and behind your treadmill once a month. Small rubber particles from the soles of walking shoes will accumulate alongside the belt and also behind the unit.

**Every Six Months:** If the Walkstation is being used on a very thick, plush carpet, dust and fibers may accumulate inside the motor compartment at the front of the treadmill. Consider an underlayment under the treadmill so that it is not sitting directly on the carpet, or else have qualified service personnel vacuum out the motor compartment.

**Expert Service:** Expert service and maintenance at a reasonable cost are available through an authorized Steelcase agent. Contact your local Steelcase dealer for service.

#### MAINTAINING THE HEIGHT-ADJUSTABLE TABLE

Regularly clean dust and dirt from the Lifting Columns. To ensure all surfaces are thoroughly cleaned, make sure the Lifting Columns are fully telescoped to their maximum height. Also, be sure to inspect for damage. Check the connections, cables and plugs for both correct function and secure mounting.

**Caution:** A damp cloth is recommended. To protect the painted surfaces, use a cleanser that is pH neutral.

**Note:** Please do not move your table on your own. Guidelines have been set up on how to move each table and are incorporated in the assembly instructions. Contact your facilities group for assistance.

#### CARE AND CLEANING INSTRUCTIONS FOR URETHANE HIGH PROFILE EDGE

Urethane High Profile edges are generally stain resistant to most compounds or staining agents found in the office, food and health care environments. Most food condiments such as ketchup, mustard, steak sauce, etc., will clean up easily. However, bacteriostatic agents such as iodine and Betadine® have the greatest staining potential, and care should be exercised to avoid exposing this product to these, as such stains can usually be only partially removed.

When cleaning, avoid using harsh cleaners with abrasive additives. Never attempt to use sharp metal objects or sandpaper to remove stains. Do not use bleach to clean the edge. Do not use hard-bristle brushes. All of these will cause permanent damage to the edge and/or laminate surface and will void the warranty.

We recommend the following cleaning practices be used to help maintain the appearance of this product. Ordinary soiled edges caused by normal use can be cleaned with a damp cloth or sponge and Clorox® Clean-Up® Cleaner with Bleach or Formula 409®. For stains, if a scrub brush is used, make sure it is a soft-bristle type to prevent scratching. Successive cleanings may be required using a soft-bristle brush and 70% isopropyl alcohol.

## Troubleshooting

| SYMPTOM   | POTENTIAL CAUSE   | POTENTIAL SOLUTION   |
|---|---|--|
| <b>Circuit breaker on treadmill trips when the power cord is plugged in to wall</b> | Damaged motor   | Service required.  |
|   | Damaged or defective motor power supply board                   | Service required.  |
|   | Damaged motor control circuit board                             | Service required.  |
|   | Restricted belt or flywheel                                     | Check and remove obstruction or call dealer.   |
|   | Treadbelt over-tensioned  | See page 8 for treadbelt adjustment information.   |
| <b>Computer display LEDs do not illuminate</b>                                      | No power to treadmill   | Restore power at electrical outlet or reset circuit breaker if in on/off position.                   |
|   | Circuit breaker trip  | Reset circuit breaker.   |
|   | Upper wire harness not connected or not completely connected    | Check that upper wire harness is connected completely.   |
| <b>Treadbelt tracks left to right</b>   | Uneven floor  | Move treadmill to even surface or level with shims. See page 8 for treadbelt adjustment information. |
|   | Rear roller not properly adjusted                               | See page 8 for treadbelt adjustment information.   |
|   | Treadmill feet not seated properly in treadmill                 | Move treadmill feet so both are seated through holes in treadmill receiver plate.                    |
| <b>Treadbelt feels unsmooth, jerks intermittently</b>                               | Object between belt and deck                                    | Remove object between belt and deck.   |
|   | Object under belt   | Remove object from under belt.   |
|   | Loose tread motor drive belt                                    | Service required.  |
|   | Loose treadbelt tension   | See page 8 for treadbelt adjustment information.   |
| <b>Squeaking noise while using the treadmill</b>                                    | Poly v-belt slipping  | Service required.  |
|   | Motor brush noise excessive                                     | Service required.  |
|   | Treadmill feet not seated properly in treadmill receiver plates | Move treadmill feet so both are seated through holes in treadmill receiver plate.                    |
| <b>Treadmill does not turn on</b>   | Unit and table aren't plugged in to a working electrical outlet | Restore power at electrical outlet or reset circuit breaker if in on/off position.                   |
|   | Insecure cable connections                                      | Secure cable connections.  |

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