单背椅说明书–英文版

148.5 mm

210 mm

www.newtral-chair.com

NEWTRAL

Ergonomic Chair

User Manual

MagicH002

The First Chair with

Lockable Auto-following Backrest

in the world

Patented & Patents
pending Internationally

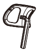
Scan to watch the
Assembly Video

Scan to watch the
Adjustment Video

骑马钉装订

Parts List

(Note:Drawings are only for reference)

A

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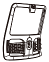
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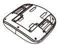
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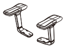

1SET

F

1PC

G

1SET

H

M6*25mm 4PCS

I

M6*30mm 6PCS

J

M8*16mm 3PCS

K

1PC

L

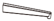
1PC

Parts List

(Note:Drawings are only for reference)

M

1PC

N

5PCS

O

1PC

P

M6*12mm 10PCS

Q

5PCS

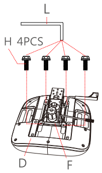
R

1PC

Installation Guide

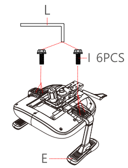
Step 1

Mechanism Assembling



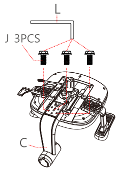
Step 2

Armrest Assembling



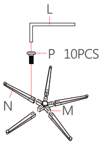
Step 3

Backrest Bracket Assembling



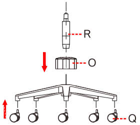
Step 4

Base Assembling



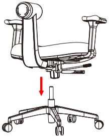
Step 5

Gas Lift Assembling
Base Cover Assembling
Wheels Assembling



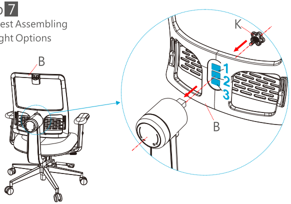
Step 6

Put the Seat and Base Together



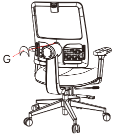
Step 7

Backrest Assembling
3 Height Options



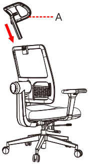
Step 8

Silicone Cover Attach



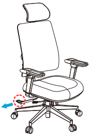
Step 9

Headrest Assembling



Adjustment Instructions

1.1 Seat Back Tilt Adjustment



1.1.1 Tilt

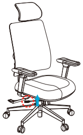
Sitting on the chair, pull out the adjustment mechanism on the right side of the chair then lean back to adjust the angle of the tilt. Use your right hand to push the lever inward to lock the adjustment mechanism. Move your back slightly until you hear the "click" sound, and the angle of tilt is adjusted.

1.1.2 Upright

Use your right hand to pull out the adjustment mechanism again, and then strongly lean your body back on the backrest (This step is very important!). When you hear the "click" sound, the backrest has unlocked successfully, and at this time you can re-adjust the tilt angle or go back to the upright position.

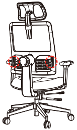
Please Note: If you do not lean your body back on the backrest with force when unlocking the adjustment mechanism, the backrest will get stuck, and it will not restore to the upright position.

1.2 Seat Depth Adjustment

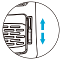


While sitting in the chair, raise the seat depth adjustment bar up and slide the seat pan forward or back to adjust the depth of the seat. A good ergonomic position is to have at least 3" (or about a fists distance) between the back of your knee and the edge of the seat.

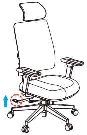
1.3 Lumbar Support Height Adjustment



While sitting in the chair, put your hands to the left and right of the seat back lumbar adjustment mechanism in the back of the chair. Push the adjustment mechanism up or down to adjust the position of the lumbar support until it is adjusted to the position that you think is suitable for you. The adjustment range of the lumbar support height is 6cm/2.36".



1.4 Seat Height Adjustment



1.4.1 Lift Up

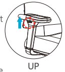
Raise the seat height adjustment bar and lift your body weight off the cushion at the same time. The chair will slowly rise and then release the height adjustment lever when the height of the chair is suitable for your body. A good ergonomic position is that your feet should be flat on the floor and your knees in line with your hips.

1.4.2 Lower the Seat

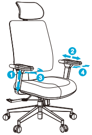
While sitting in the chair, lift the height adjustment lever. The chair will lower down slowly and release the height adjustment lever when the seat height is suitable.

1.5 Armrest Adjustment

1.5.1 Height Adjustment



Raise the button on the outside of the armrest and then lift the armrest upward to adjust the level to a suitable height according to your needs. A good ergonomic position is when your arms are resting on the armrest, your shoulders should remain down and relaxed.



1.5.2 Front and Back Adjustment

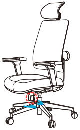
Holding the armrest, move it forward and backward to adjust it to the suitable distance to your desktop.

1.5.3 Rotate Adjustment

Holding the armrest, rotate it to left or right to adjust it to the suitable angle for your arms.

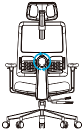
1.5.4 Inside and Outside Adjustment

Holding the middle of the armrest and moving the armrest inward or outward to adjust the arms to a suitable position according to your needs.



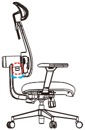
1.6 Backward Tilt Strength Adjustment

Underneath the chair in the center, there is a round black knob that you can adjust the back tilt strength according to the direction of the knob "+", "-" symbol. The "+" sign means it will require more leaning force, and the "-" sign means it will require less leaning force.



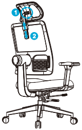
1.7 Lumbar Support Strength Adjustment

The orange knob on the back of the chair can adjust the support strength of the lumbar support. Please follow the direction of the "+" and "-" symbols, as well as arrows marked on the orange knob. To adjust the lumbar support strength for more support, rotate the knob toward the "+" sign, and for less support, rotate toward the "-" sign.



1.8 Lumbar Support Lock/Unlock Function

On the back of the chair, there is a black knob below the lumbar support. To have the lumbar support in a fixed position, turn the knob to lock. To be able to flex your lower back and have the lumbar support follow your movements, turn the knob to the unlock position.



1.9 Headrest Adjustment

1.9.1 Angle Adjustment

The headrest rotates up and down in a range of 30° so that you can adjust the angle of the headrest according to the needs of your head and neck.

1.9.2 Height Adjustment

Holding the headrest, lift it up and down to adjust it to a suitable height according to the needs of your head and neck.

COMMON Q&A

2.1 Regarding Adjustment Function

2.1.1 Q: How do I adjust the height of the seat back to fit me?
A: You can see the recommended height marked behind the seat back (first level: under 165cm/5'5"; second level: 166cm-178cm/5'5"-5'10"; third level: above 179cm/5'10"). Choose the right level (hole) according to your height, and then align the hole behind the seat back to the hole in the lumbar support and tighten the knob at the connection counterclockwise until the seat back is secure.

2.1.2 Q: Why can't the backrest return to upright after tilting?
A: If you need to restore the backrest to the upright position, or adjust the backrest tilt angle again, use your right hand to pull out the adjustment mechanism and then strongly lean your body back on the backrest. When hear the "click" sound, the backrest has unlocked successfully. At this time, you can re-adjust the tilt angle, or go back to the upright position. If you need to fix the backrest, push the adjustment lever inward to lock it into place.

2.1.3 Q: How to adjust the chair in the tilt state?
A: Sitting on the chair, pull out the adjustment mechanism on the right side of the chair, then lean back to adjust the angle of the tilt. Use your right hand to push the lever inward to lock the adjustment mechanism. Move your back slightly until you hear the "click" sound, and the angle of the tilt is adjusted.

2.1.4 Q: I need to push very hard to make the backrest lean back?
A: Underneath the seat, there is a round black knob in the center. You can adjust the back tilt strength according to the direction of the knob "+", "-" symbol (the "+" sign requires more leaning force, the "-" sign requires less leaning force). You can rotate the knob in the direction of "-" to reduce the leaning force.

2.1.5 Q: How to adjust the seat depth?
A: Sitting in the chair, lift the seat depth adjustment mechanism on the right-hand side of the chair and then slide your seat forward or back to adjust the seat depth. Ergonomic Tip: You should have a fist distance between the edge of your seat and the back of your knee.

2.1.6 Q: How do I retract the footrest?
A: Turn the knob that is protruding from the middle of the footrest in the direction of the arrow on top of the knob to unlock the footrest, then push the footrest inward to retract it.

2.1.7 Q: Can the position of the headrest be fixed?
A: Yes. There is a round orange knob at the back of the headrest. If the headrest adjustment switch is unlocked, turn the round orange button 90° counterclockwise to lock the headrest adjustment switch. When the switch is in the locked position, the headrest will now be fixed.

2.1.8 Q: How do I make the lumbar support follow my waist instead of being fixed?
A: There is a black knob below the lumbar support. Turn the switch and when the lumbar support is unlocked, it will chase the waist automatically.

2.1.9 Q: Can the position of lumbar support be fixed?
A: Of course! There is a black knob below the lumbar support. Turn the knob and when the lumbar support is locked, it will support your waist in a fixed way.
Please Note: You can adjust the lumbar support position according to your needs.

2.2 Regarding the After-Sales Policy

2.2.1 Q: How can I get in touch if I need after-sales service?
A: You can contact us by after-sales email (help@newtral-chair.com) and we will reply to you within 24 hours. Please be rest assured that we will try our best to help you.

2.2.2 Q: What is the return policy?
A: You have within 30 days to return the chair for a full refund, no questions asked.

2.2.3 Q: How long is the warranty period?
A: 3 years.

2.2.4 Q: What services are available during the 3-year warranty period?
A: You can get free replacement of parts with no shipping charge if there are any problems.

2.2.5 Q: What if a quality problem occurs to the chair after the 3-year warranty period?
A: After the 3-year warranty until the 10th year, if there are any problems, you can get free replacement of parts and you only pay for the shipping charge.

Ergonomic Tips

By Iris Sokol, Ergowell, LLC.
Ergonomic Consultant for Newtral Chair
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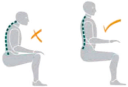
Basic Ergonomic Guidelines

So much about Ergonomics is based on adopting good posture, alignment, and body mechanics. It is also about using whatever equipment you are provided with properly and knowing "how" you should work. Adopting good Ergonomic habits will not only make you more comfortable while you work, but more important, it will help prevent injuries from occurring. The following are some basic Ergonomic principles to help get you started.

Ergonomic Guidelines - Seated Position:

- Adjust the chair to fit your body.
- Start at the feet and work up.
- Go through all the adjustments available on your chair.
- Don't tuck your foot under your bottom or sit cross-legged!
- Sit back in the chair with good posture letting the chair fully support your body.



Ergonomic Guidelines – Keyboard:

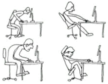
- Arms should be at a right angle (shoot for 90 degrees or a little lower), and close to the torso.
- Keep wrists neutral – a slightly negative angle is ideal (you should not see wrinkling in the wrists).
- Hands should be level with elbows or slightly lower, fingers slightly downward.
- Try not to use pinkie to hit enter, move your whole hand.
- Type gently, try not to tense your fingers.
- Center keyboard between shoulder blades.
- The legs on the back of the keyboard should be down!

Ergonomic Guidelines – Mouse:

- Use the mouse close to the torso and within the V space (the V the area where your elbows are touching the sides of your bod your hands can mouse within that V space without the elbows the sides of your body).
- Try to limit the amount of movement.
- Try to alternate the side you mouse with if possible (use a wire mouse).
- Keep a loose grip on the mouse.

Ergonomic Guidelines – Monitor(s):

- Height – The bridge of your nose should be in line with the top text of whatever program you use the most.
- The goal is to not be looking up or down to see the monitor – t looking straight on with ear lobes staying aligned over the sho
- Position - The monitor should be square between the shoulder
- Dual Monitors – Position the two monitors so that they are at t height and angled in toward you slightly making a V shape. Th that you have minimal head movement right to left to see each
- Distance - You should just be able to touch screen (monitor(s) be 22 – 24 inches away from your face which is the length of n people's arms).
- If you do a lot of inputting from a document to the computer, u document holder.



BAD POSTURE (EXAMPLES OF)

Postural Suggestions - Body Mechanics/Upper Body:

- Keep your shoulders down and relaxed.
- Try to have your neck elongated (think of top of the head reach toward the ceiling as the shoulders are pressing downwards).
- Never cradle the phone! Use a headset, or speaker phone.
- Keep chest open, sternum lifted (think of buttons popping on a
- Try to use your middle back muscles having them slightly cont

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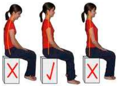
Postural suggestions - Body Mechanics/Lower Body:

- Avoid sitting/leaning back on the tailbone.
- Try to sit up on the sit bones.
- Keep space between the lower rib and the top of the hips (3- 4 fingers distance).
- Engage the abdominals and connect to your core to sit up tall.
- Sit upright when working consistently, then lean back when doing alternative tasks like reading, talking on the phone…etc. Changing your position often throughout the day is so healthy for your body!



Sitting posture - (Dos & Don'ts):

- Don't:
  - Slump-sit or sit back on tailbone.
  - Lean forward, or perch on edge of chair.
  - Sit for long periods of time.
- Do:
  - Have both feet flat on the floor when sitting.
  - Maintain proper posture.
  - Use your core muscles when sitting.
  - Sit up tall on the sit bones.

Take a Break!

- For every 20 minutes of keying, take your hands off the keyboard and do an alternative task for 1-2 minutes.
- For every 50 minutes of sitting or standing (both are static postures), move your body consistently for 5-10 minutes. This will help break up the tension that builds from holding a static posture.
- Stand up to answer phone and try to walk around your office (using a wireless headset helps with this).
- Stretch at your workstation during the day.
- Drink plenty of water.
- To help your eyes, look at something in the distance, blink and refocus.

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