1) Locate your brackets that should come installed on your station. Loosen the screw with an M5 Allen key. Keep the brackets open, slide the privacy panel in

2) Determine what material you are installing.
If it is sound-dampening EzoBord you will not need the rubber inserts (pictured below) that go on both sides inside the bracket

3) Insert the privacy panel and align to desired position. Tighten the brackets so that the panel is snug.
CAUTION - do not over tighten the bracket, you could possibly damage the panel