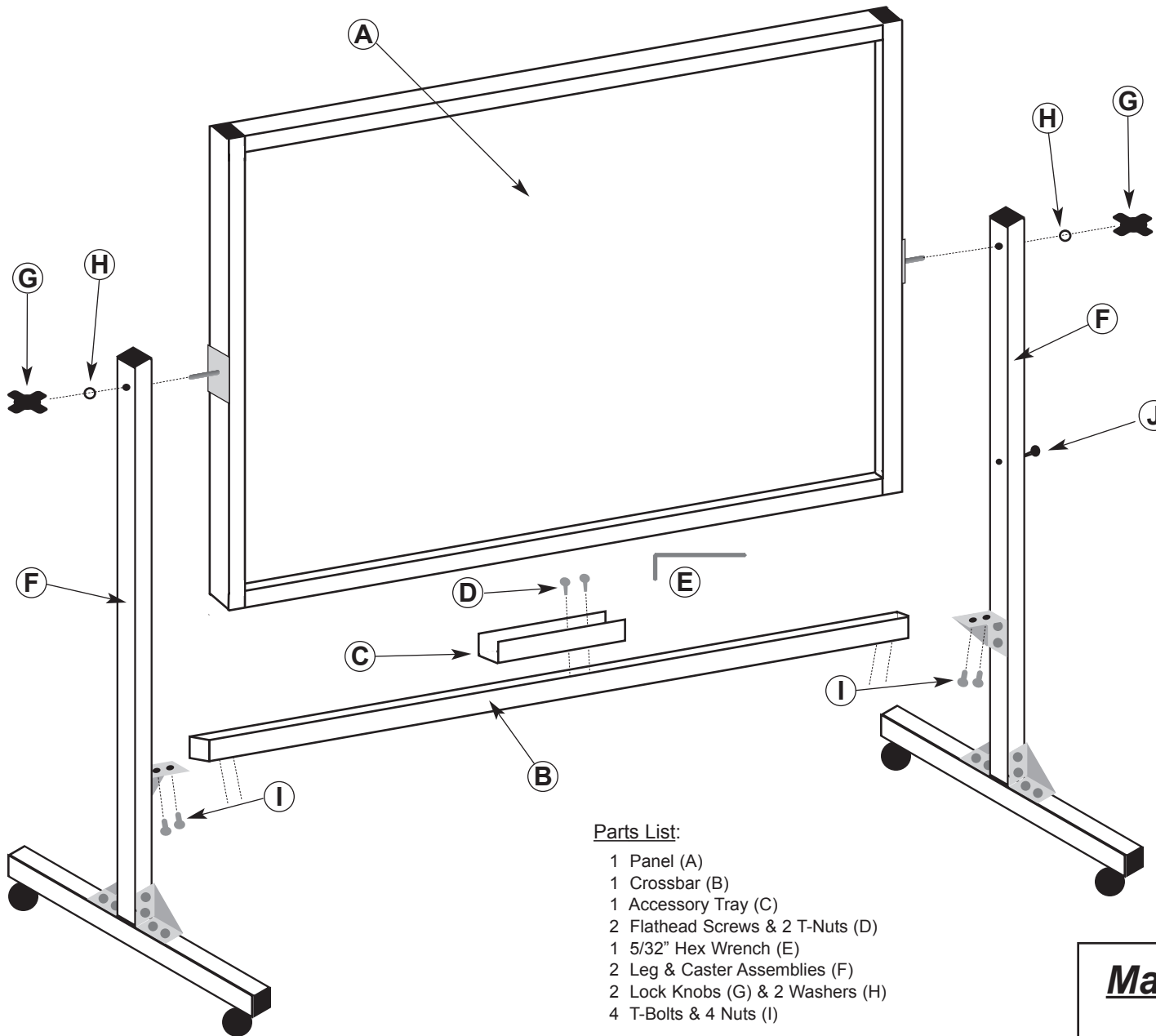


ASSEMBLY INSTRUCTIONS FOR HEAVY-DUTY PIVOTING WHITEBOARD - Part # 93xxxAPx Series



1. Lay reversible Panel (A) on a raised flat surface (desk, table, etc.) at least 20" high.
2. Slide the Leg & Caster Assemblies (F) onto the two threaded Whiteboard Pivot Studs such that the Support Angle Brackets of each face toward the inside of the assembly.
3. Install a Large Washer (H) on each side and spin on the two Lock Knobs (G) until they are snug. Do not overtighten.
4. Attach the Crossbar (B) to the Support Angle Brackets with the four T-Bolts & Nuts (I) making sure the ends of the bar butt against the Leg Assembly after tightening. Note that the scored line on the T-Bolt end should be perpendicular to the slot in the Support Bar.
5. Pull out the Pivot Lock (J) and rotate the legs upward until they are even with the sides of the frame. Release the Pivot Lock into the the frame slot and tighten Lock Knobs (G) on each side about 1/2-3/4 turn after resistance is felt.
6. Carefully lift and rotate entire unit assembly to vertical floor position on its casters. Before rolling, ensure all four casters are unlocked (levers up).
7. Install the Accessory Tray (C) anywhere on the Crossbar with two Flathead Screws & T-Nuts (D) using the 5/32" Hex Wrench (E).
8. To pivot the whiteboard front to back:
 - loosen two Lock Knobs 1/2-3/4 turn
 - pull out Pivot Lock and rotate board 180°
 - release Pivot Lock into frame slot
 - tighten two Lock Knobs 1/2-3/4 turn

Parts List:

- 1 Panel (A)
- 1 Crossbar (B)
- 1 Accessory Tray (C)
- 2 Flathead Screws & 2 T-Nuts (D)
- 1 5/32" Hex Wrench (E)
- 2 Leg & Caster Assemblies (F)
- 2 Lock Knobs (G) & 2 Washers (H)
- 4 T-Bolts & 4 Nuts (I)

Tool Required (not included):

13mm box end or socket wrench

For assembly questions or to order whiteboard supplies, contact Magnetic Concepts Corp.

Magnetic Concepts Corp.

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NOTE: Due to unit size and weight, two people are recommended for safe assembly