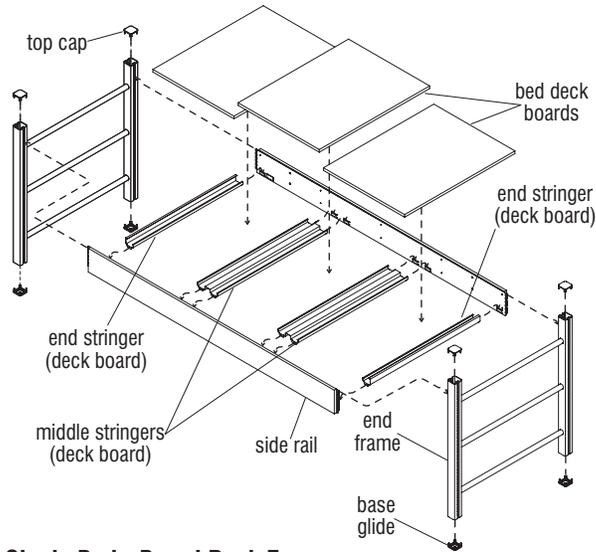


Roomscape

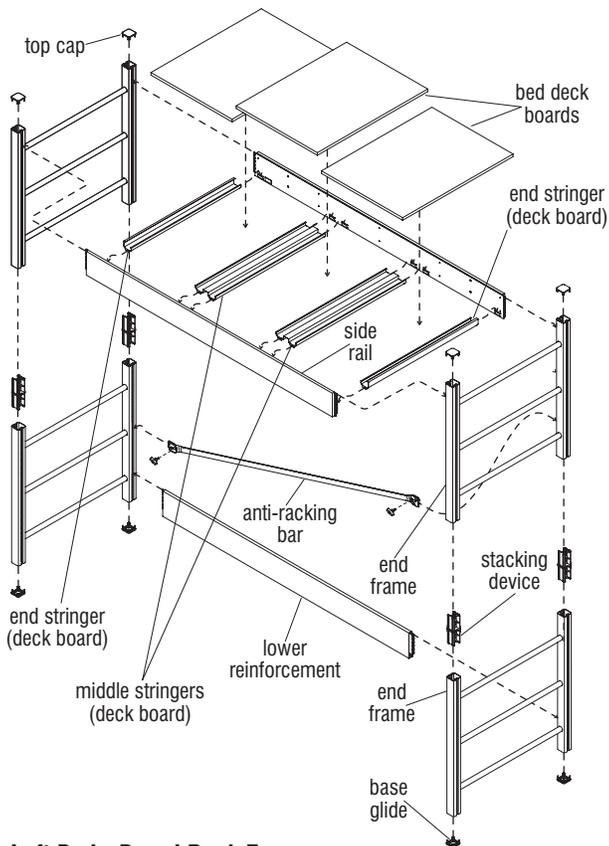
Board Deck Frame Bed Styles 3
Board Deck Frame..... 4
 Bed Safety Bar & Ladder for Board Deck Beds 7
Spring Deck Frame Bed Styles 8
Spring Bed Deck Frame..... 9
 Bed Safety Bar for Spring Deck Beds 13
 Ladder for Bunk & Loft Bed 14
Optional Accessories..... 15

ATTENTION

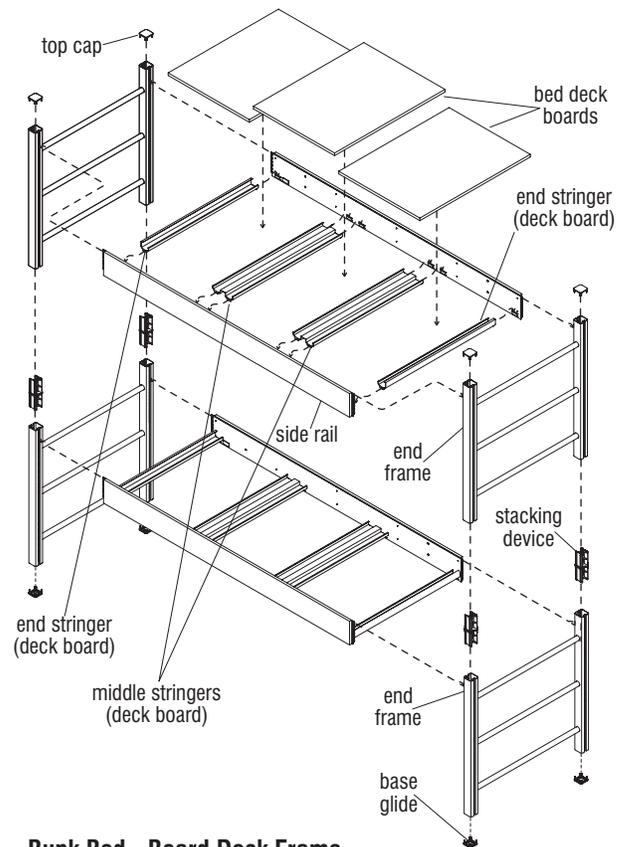
Read and understand all instructions and warnings before assembling the product. Failure to assemble properly, or to secure parts may result in assembly failure and/or personal injury.



Single Bed - Board Deck Frame



Loft Bed - Board Deck Frame



Bunk Bed - Board Deck Frame



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Board Deck Bed End Frame Assembly - Bunk & Loft Beds

Note: Loft and bunk bed assemblies require a stacked pair of end frames at each end. Single bed assemblies (page 5) require one end frame at each end with top caps and base glides installed as described below.

Important: Board deck loft beds do not require installation of the anti-racking bar, although it is an option (Figure 2 below). If installation is desired, see page 10, steps 3 and 4.

1. If bed layout plan includes a stacked pair of end frames (as with a bunk or loft bed), first insert a pair of base glides (with hole in center) to the bottom of the lower bed frame. Next, orient stacking devices as illustrated and insert each into the top of that lower frame. Use a weighted rubber mallet to tap the stacking devices in, seating them properly (Figure 1).
2. Place the second, upper end frame onto the stacking devices of the lower end frame and press down evenly to begin seating both frames together on the stacking devices. Use a weighted rubber mallet, tapping a little on each upper frame upright, as required to properly seat two frame sections together completely (Figure 1).
3. Place a top cap onto each upright of the top frame. Repeat above procedures for second frame (Figure 1).

Board Deck Loft Bed - Side Rails & Lower Reinforcement Assembly

4. Holding one end frame assembly in the upright position, correctly orient and engage hooks of one side rail to the top of the frame at the desired height. Do so by sliding the interlock bracket (with hooks facing downward) into mounting slot in the end frame. Press down and/or tap with a weighted rubber mallet to secure. Repeat procedure with end frame at other end of assembly to connect frames. Install the second side rail in the same manner, making

sure both rails are at the same height. As illustrated, install the lower reinforcement similarly, near the floor with finished side facing inward (Figure 2).

Important: Lower reinforcement installation is required for loft bed configurations, but is not required for bunk bed installations.

Note: To assemble Board Deck Single, and Bunk beds, follow instructions on pages 4 & 5, and reference illustrations on page 3. For Board Deck Loft Beds with Megasurface see Page 6.

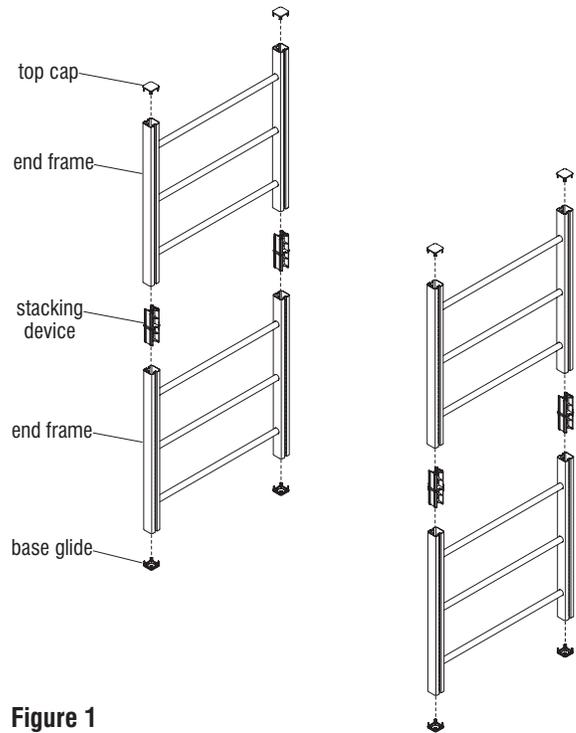


Figure 1

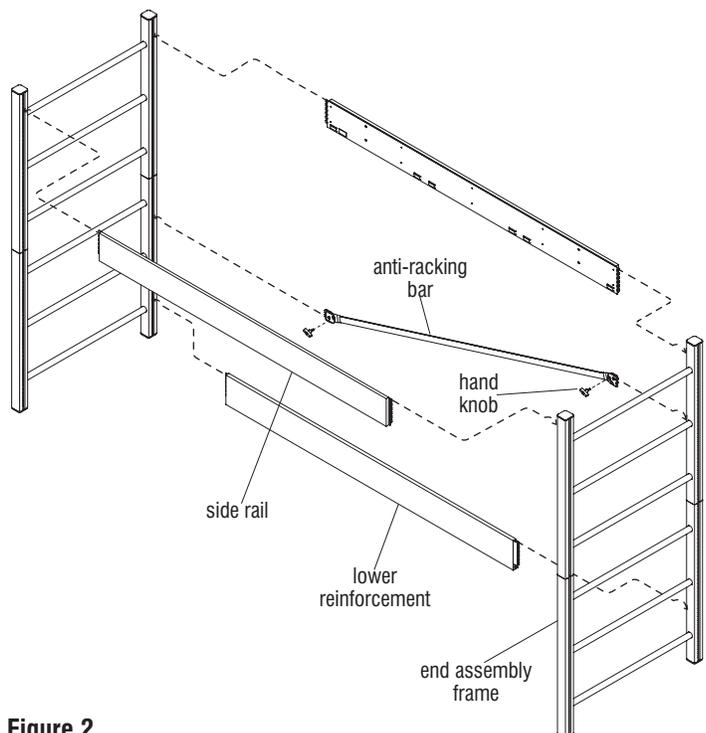


Figure 2



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

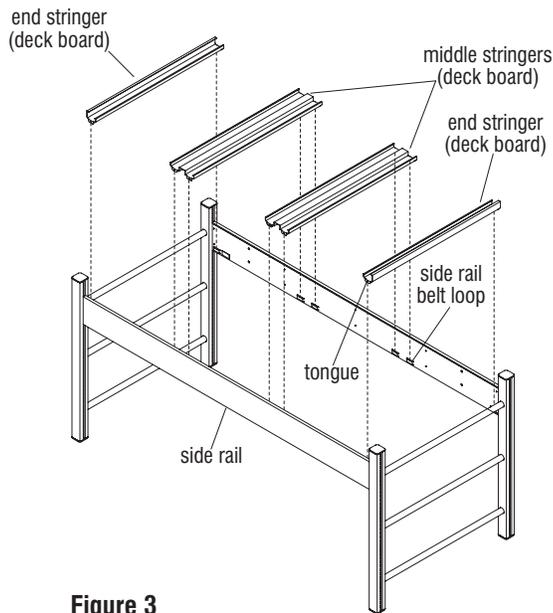


Figure 3

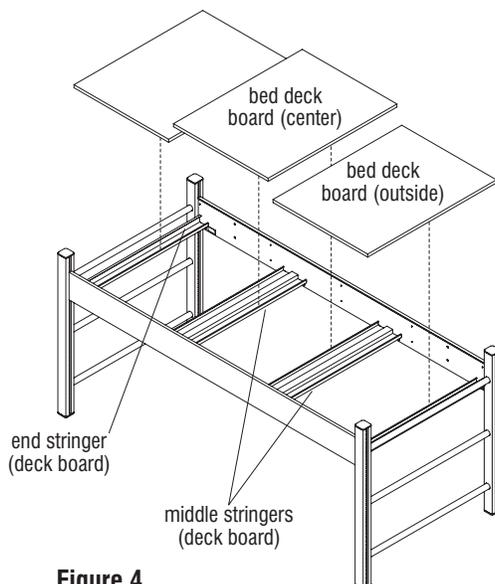


Figure 4

Board Deck Bed Frame Assembly

Note: Board deck bed frame installation is the same for single, loft or bunk beds. Figures 3 & 4 illustrate single bed for simplicity. Page 3 illustrates bunk bed components to aid in assembly. See page 6 instructions for Hang on Megasurface Loft Bed assembly.

Caution: Middle stringers for Board Deck Frames are different than middle stringers for Spring Deck Frames. Assure that your middle stringers match those of Figure 3.

Important: End stringers (installed at the head and foot of the bed) must be oriented with the higher vertical edge of the stringer to the outside end of the bed, to capture the deck boards at both ends of the bed.

1. Position end and middle stringers over installed side rails as illustrated, and insert the tongues of the stringers into the "belt loops" in the side rails. Tap stringers down to secure the stringers in place (Figure 3).

Note: If a bed safety bar is to be installed to bed assembly, refer now to page 7 "Bed Safety Bar for Bed Deck Frames".

2. Bed decking consists of three boards that are set in place between side rails and are supported by middle and end stringers. Set the outside boards into place first, followed by the center bed deck board (Figure 4).

RoomScape® Residence Hall Furniture - Board Deck Frame

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Hang-On Megasurface for Board Deck Loft Bed

1. Assemble two sets of end frames as described on page 4.

Note: The bottom flange of the mega tackboard will support the megasurface rear edge at the underside. Install mega tackboard such that the mega worksurface height is appropriate for the worksurface user. The mega tackboard has teeth spaced 2" apart so that they can fit around the stacking device collar.

2. Stand up both end frame sets and hang the mega tackboard between them at an appropriate height location (Figure 5).
3. Hang one end of a mega tackboard into one of the end frame pairs at the desired height. Apply outward pressure to the end frame pair at the other side, then engage the mega tackboard into that opposite end frame (Figure 5).
4. Hang one right and one left worksurface support bracket on the end frames opposite the mega tackboard. Make sure the top of the brackets are at the same height as the flange of the mega tackboard (Figure 5).
5. Carefully place the megasurface halves on top of the appropriate right and left worksurface support brackets and the bottom flange of the mega tackboard. Fasten the worksurface halves to the support brackets and flange with eight thumb screws from underneath (Figure 5).
6. Join the worksurface halves with one splice plate and four thumb screws.
7. Route the power cord of the power & data module (optional) down through the grommet hole in the worksurface. Snap the module into place and check for proper operation.
8. See page 5 for appropriate stringer and bed deck assembly instructions.

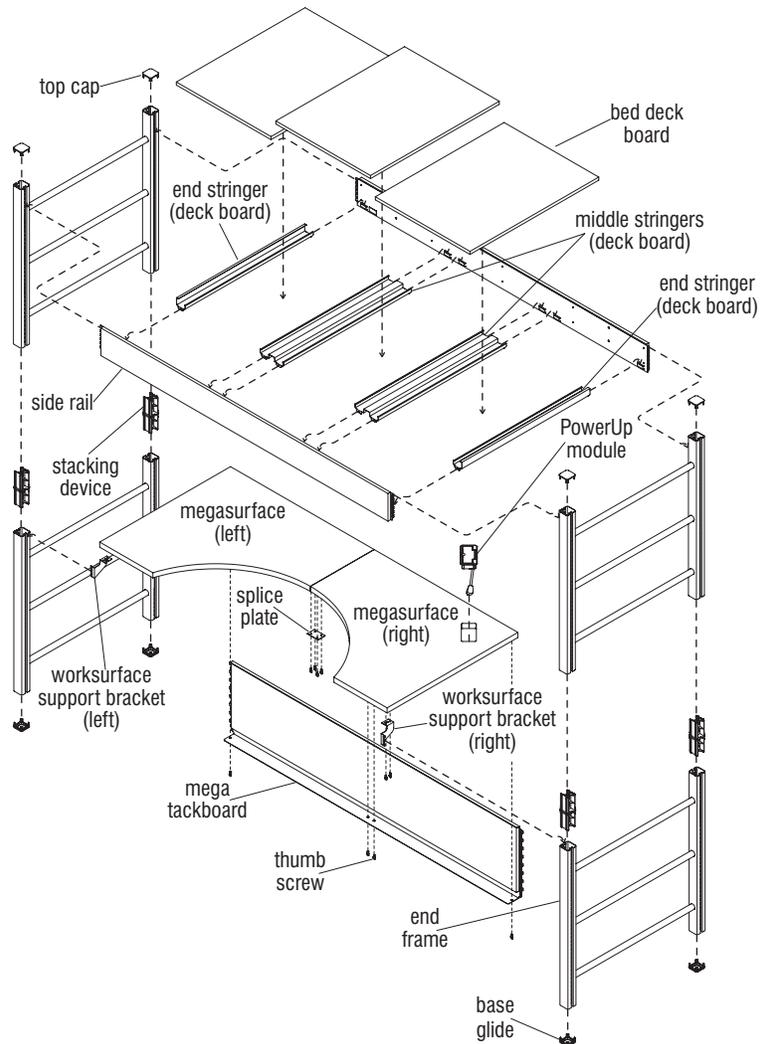


Figure 5 - Board Deck Megasurface Loft Bed

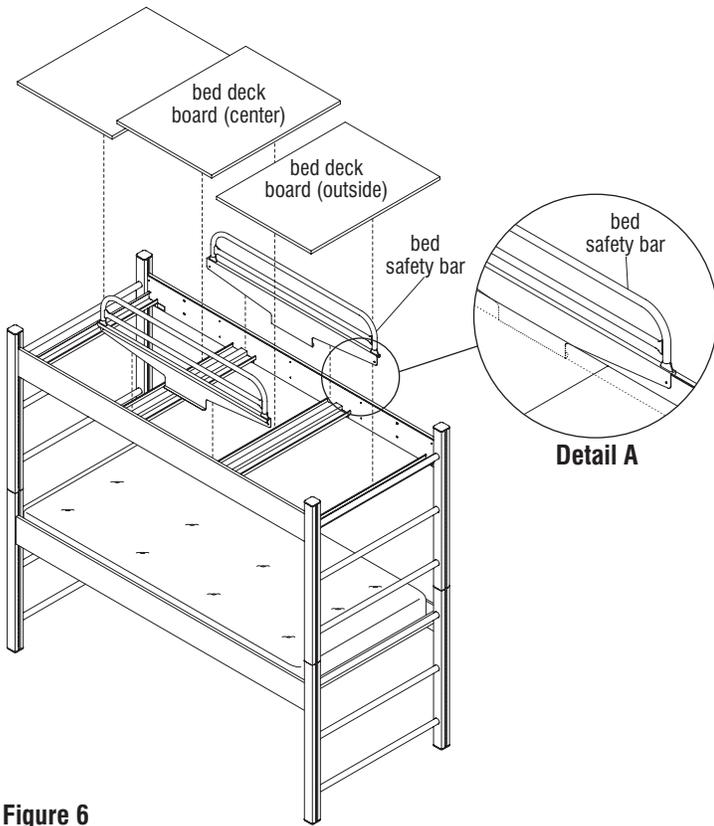
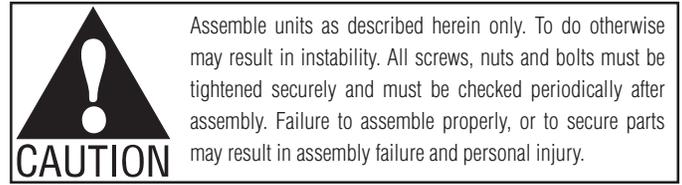


Figure 6

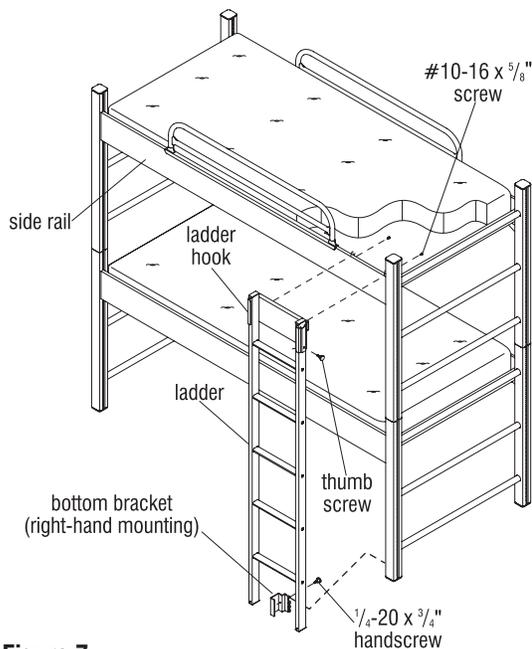


Figure 7

Bed Safety Bar for Board Deck Frames

Note: Bed safety bars must be installed prior to placing the deck boards into the bed deck frame, or disassembly of decking is required.

Important: When a bed safety bar (specifically designed for board deck beds) is properly installed, the safety bar will be held securely in place between the inside of the side rail and the edges of the bed deck boards.

1. Position the bed safety bar as illustrated, so the top lip of the channel goes over the top edge of the side rail (Figure 6 & Detail A).
2. Next, rotate the safety bar so that its bottom lip is positioned below the bed side rail, on the inside of the bed frame (Figure 6 & Detail A).
3. Install the bed deck boards into position. Bed decking consists of three boards that are set in place between side rails and are supported by middle and end stringers. Set the outside boards into place first, followed by center bed deck board. The deck board will trap the safety rail and keep it from rotating out of position (Figure 6, Detail A).

Ladder for Board Deck Bunk Beds

1. Place the ladder for bed deck vertically against the upper bed rail, engaging the ladder hook over the top of the upper bed rail at the location it will secure to (Figure 7).
2. Position ladder to be vertical, not angled to the bed. Press down on ladder hook and tighten thumb screw (Figure 7).
3. Using two #10-16 x 5/8" screws, secure the back tab of the ladder hook to the interior of the side rail through the pre-drilled mounting holes in the back tab (Figure 7).

Note: The ladder is designed to be vertical, not angled to the bed. Do not angle the bottom of the ladder away from the bed as this will create stress on the ladder hook bracket and make ladder less safe.

Ladder for Board Deck Loft Beds

1. Begin installation by leaning the ladder against the upper bunk of loft side rail at the location where it is to be installed. Position the ladder hook over the ladder as illustrated. Hook the back tab of the ladder hook onto the side rail. Do not secure ladder hook to ladder or side rail at this time (Figure 7).

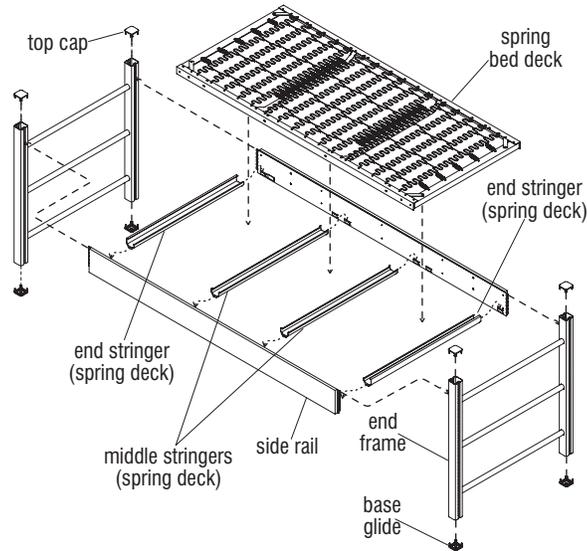
Caution: For loft beds, a bottom bracket must be securely installed as instructed below. A bracket style is supplied for both right- and left-hand ladder installations.

2. Position a bottom bracket as shown, to capture the lower end of the ladder leg with the bracket and hook the teeth of the bracket into the slot in the end frame close to the floor. Press down to secure bracket to end frame, then attach the 1/4"-20 x 3/4" handscrew through the bottom bracket mounting hole and into the ladder. (Figure 7).
3. Press down on the ladder hook at the top and tighten thumb screw (Figure 7).
4. Locate the two mounting holes in the back side of the ladder hook. Using a #21 (.159" dia) drill bit, and the ladder hook mounting holes as a template, drill two holes through the metal at the inside of the side rail. Bore holes to not more than 1/2" deep (Figure 7).
5. Using two #10-16 x 5/8" screws, secure the back tab of the ladder hook to the interior of the side rail through the pre-drilled mounting holes in the back tab and into the wood of the side rail (Figure 7).

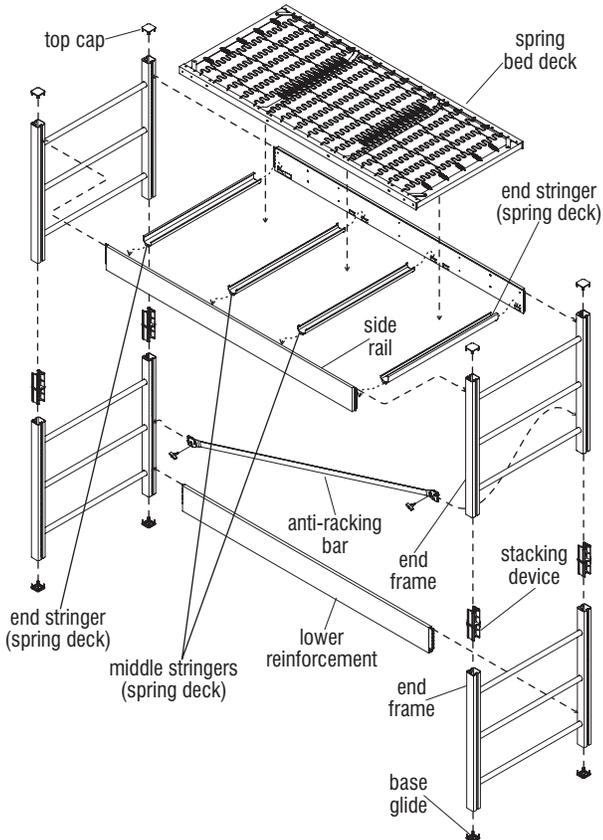
■ RoomScape® Residence Hall Furniture - Spring Deck Frame Bed Styles
Parts Identification



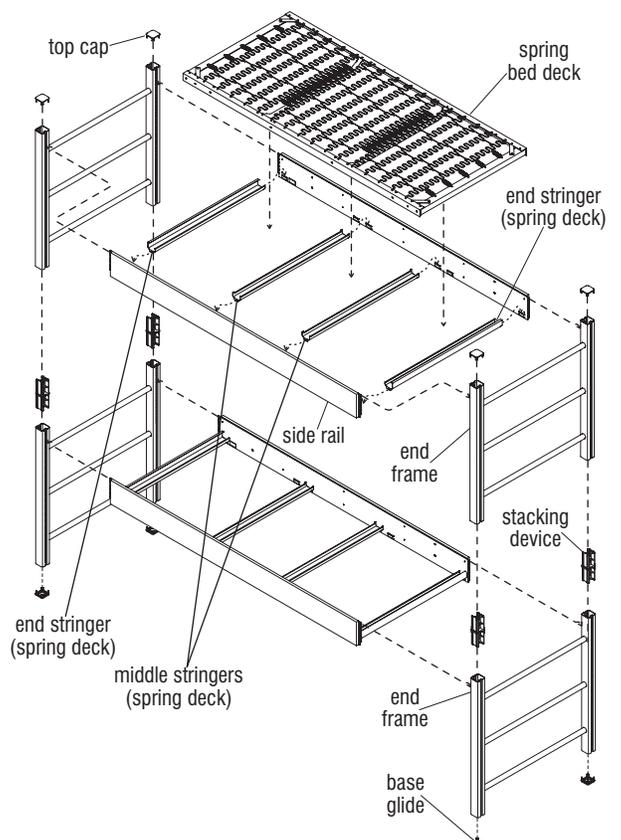
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



Single Bed - Spring Deck Frame



Loft Bed - Spring Deck Frame



Bunk Bed - Spring Deck Frame



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

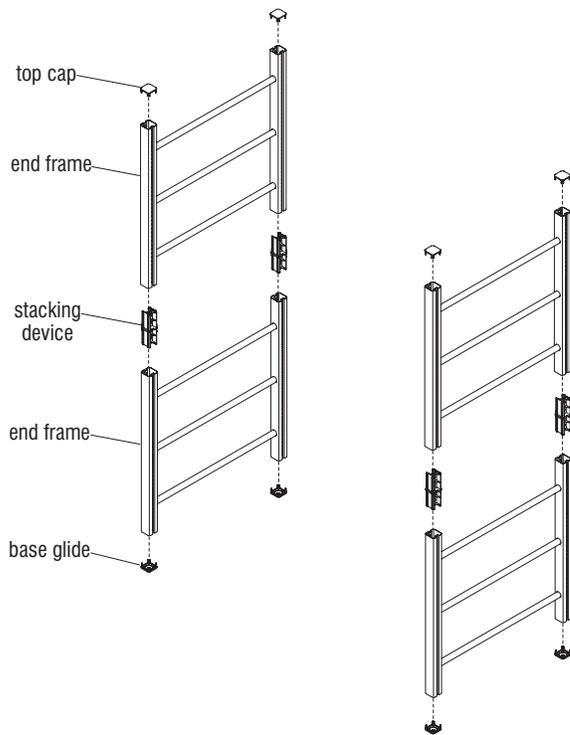


Figure 1

Spring Deck Bed End Frame Assembly - Bunk & Loft Beds

Note: Loft and bunk bed assemblies require a stacked pair of end frames at each end. Single bed assemblies require one end frame at each end with top caps and base glides (with hole in center) installed as described next page.

Important: Loft beds with spring deck require the installation of an anti-racking bar at the wall-side of the bed assembly. This will be covered on page 10, Figure 2.

1. If bed layout plan includes a stacked pair of end frames (as with a bunk or loft bed) first insert a pair of base glides (with hole in center) to the bottom of the lower bed frame. Next, orient stacking devices as illustrated and insert each into the top of that lower frame. Use a weighted rubber mallet to tap the stacking devices in, seating them properly (Figure 1).
2. Place the second, upper end frame onto the stacking devices of the lower end frame and press down evenly to begin seating both frames together on the stacking devices. Use a weighted rubber mallet, tapping a little on each upper frame upright, evenly as required to properly seat two frame sections together completely (Figure 1).
3. Place a top cap onto each upright of the top frame. Repeat above procedures for second frame set (Figure 1).

RoomScape® Residence Hall Furniture - Spring Bed Deck

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Spring Deck Loft Bed - Side Rails, Lower Reinforcement & Anti-Racking Bar Assembly

1. Holding one end frame assembly in the upright position, correctly orient and engage hooks of one side rail to the top of the frame at the desired height. Do so by sliding the interlock bracket (with hooks facing downward) into mounting slots in the end frame. Press down and/or tap with a weighted rubber mallet to secure. Repeat procedure with end frame at other end of assembly to connect frames. Install the second side rail in the same manner, making sure both rails are at the same height.
2. As illustrated and similar to step 1 above, install the lower reinforcement near the floor and with the finished side facing inward.

Important: Lower reinforcement is required for loft bed configurations, but is not required for bunk bed installations.

3. Locate the anti-racking bar and a pair of hand knobs. Position the anti-racking bar as illustrated, with the slots to install the hand knobs facing inward and with the left-side of the bar lower (Figure 2 & Detail A).
4. As illustrated, engage the left-side teeth of the anti-racking bar into the end frame mounting slot, at half-way up the lower end frame. Push the tooth lock into the end frame to lock. Next engage the teeth at the right-hand side of the anti-racking bar into the end frame mounting slot, at half-way up the upper end frame. Push the tooth lock at the right-side into the end frame, then twist a hand knob into each end of the anti-locking bar as illustrated and tighten both to secure (Figure 2 & Detail A).

Important: Anti-racking bar is required for spring bed deck loft bed configurations, but is not required for bunk bed installations.

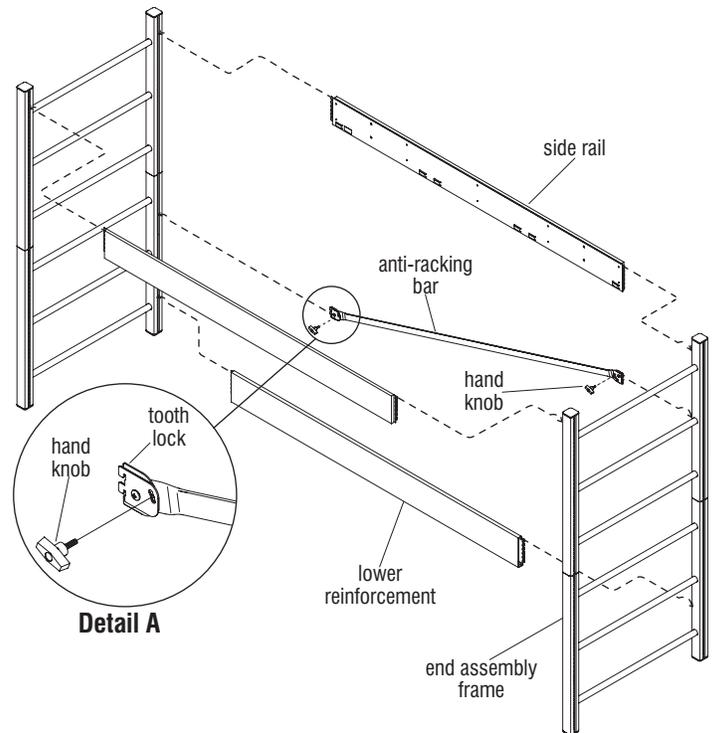


Figure 2 - Loft Bed - Spring Deck Frame



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

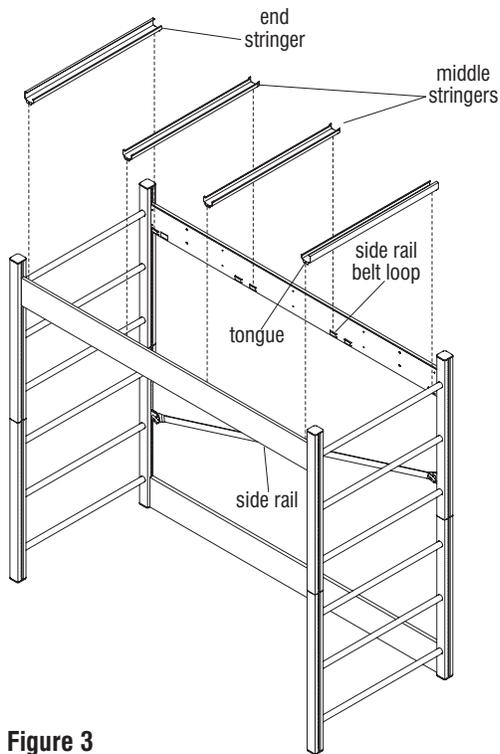


Figure 3

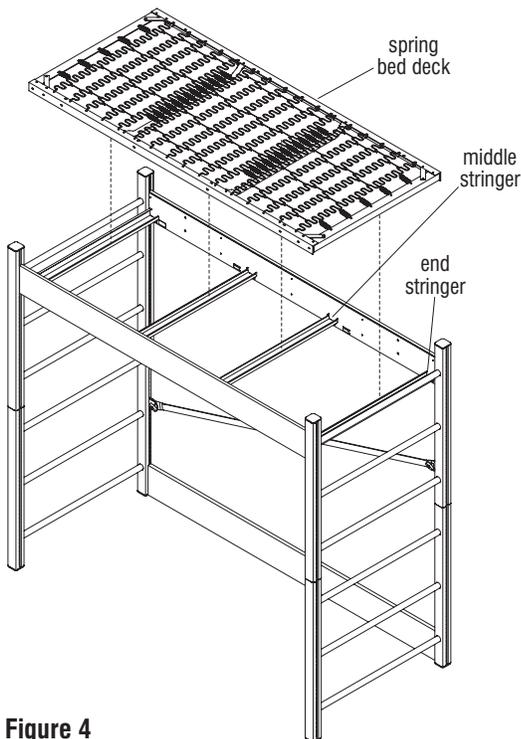


Figure 4

Spring Deck Bed Frame Assembly

Note: Spring deck bed frame installation is the same for single, loft or bunk beds. Figures 3 & 4 this page illustrate spring deck frame to a loft bed assembly for simplicity. For other configurations, reference page 8 illustrations, or go to page 12 for Hang-On Megasurface Loft Bed configuration.

Caution: Middle stringers for spring bed deck frames are different than those for board deck frames. Assure that your middle stringers match those in figure 3 this page.

Important: End stringers (installed at the head and foot of the bed) must be oriented with the higher vertical edge of the stringer towards the outside end of the bed, to capture the ends of the spring bed deck frame at both ends of the bed.

1. Position end and middle stringers over installed side rails as illustrated, and insert the tongues of the stringers into the "belt loops" in the side rails. Tap stringers down to secure the stringers in place (Figure 3).

Note: If a bed safety bar is to be installed to bed assembly, refer now to page 13, "Bed Safety Bar to Spring Deck Bed".

2. Carefully position one end the spring bed deck onto an installed end stringer, pushing the frame toward that end, then lower the other end down so it rests firmly on all end and middle stringers (Figure 4).

RoomScap[®] Residence Hall Furniture - Spring Bed Deck

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Hang-On Megasurface Spring Deck Loft Bed Assembly

1. Assemble two sets of end frames as described on page 9.

Note: The bottom flange of the mega tackboard will support the megasurface rear edge at the underside. Install mega tackboard such that the mega worksurface height is appropriate for the worksurface user. The mega tackboard has teeth spaced 2" apart so that they can fit around the stacking device collar.

2. Stand up both end frame sets and hang the mega tackboard between them at an appropriate height location (Figure 5).
3. Hang one end of a mega tackboard into one of the end frame pairs at the desired height. Apply outward pressure to the end frame pair at the other side, then engage the mega tackboard into that opposite end frame (Figure 5).
4. Hang one right and one left worksurface support bracket on the end frames opposite the mega tackboard. Make sure the top of the brackets are at the same height as the flange of the mega tackboard (Figure 5).
5. Carefully place the megasurface halves on top of the appropriate right and left worksurface support brackets and the bottom flange of the mega tackboard. Fasten the worksurface halves to the support brackets and flange with eight thumb screws from underneath (Figure 5).
6. Join the worksurface halves with one splice plate and four thumb screws.
7. Route the power cord of the power & data module (optional) down through the grommet hole in the worksurface. Snap the module into place and check for proper operation.
8. See pages 10 & 11 for any appropriate spring deck and side rail assembly.

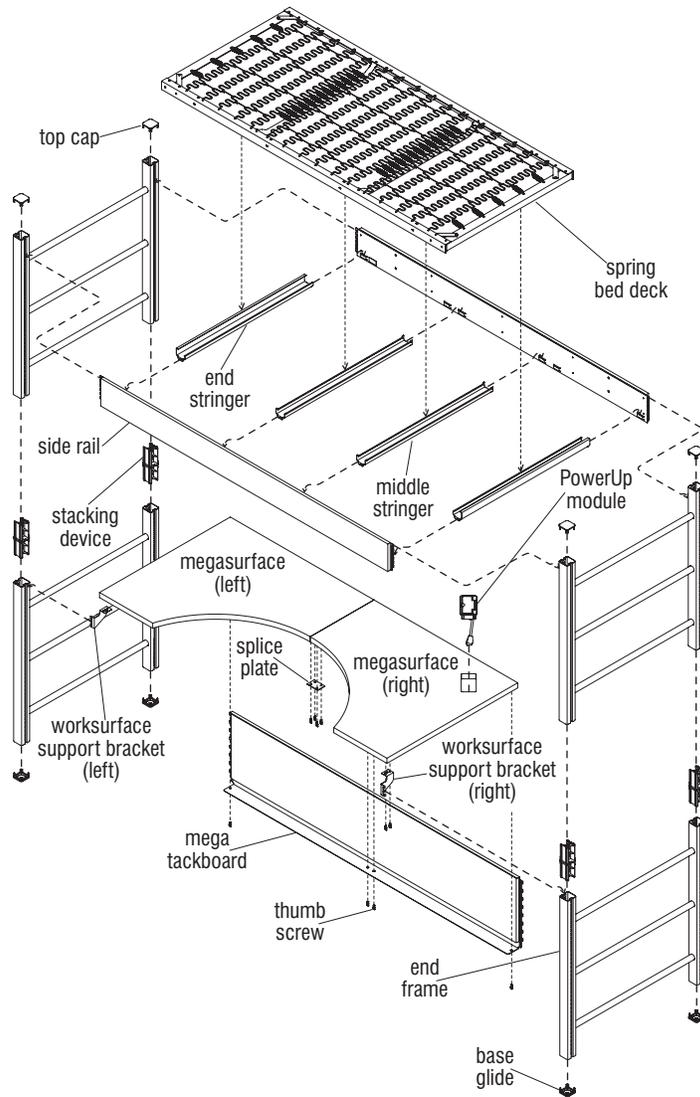


Figure 5 - Spring Deck Megasurface Loft Bed



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

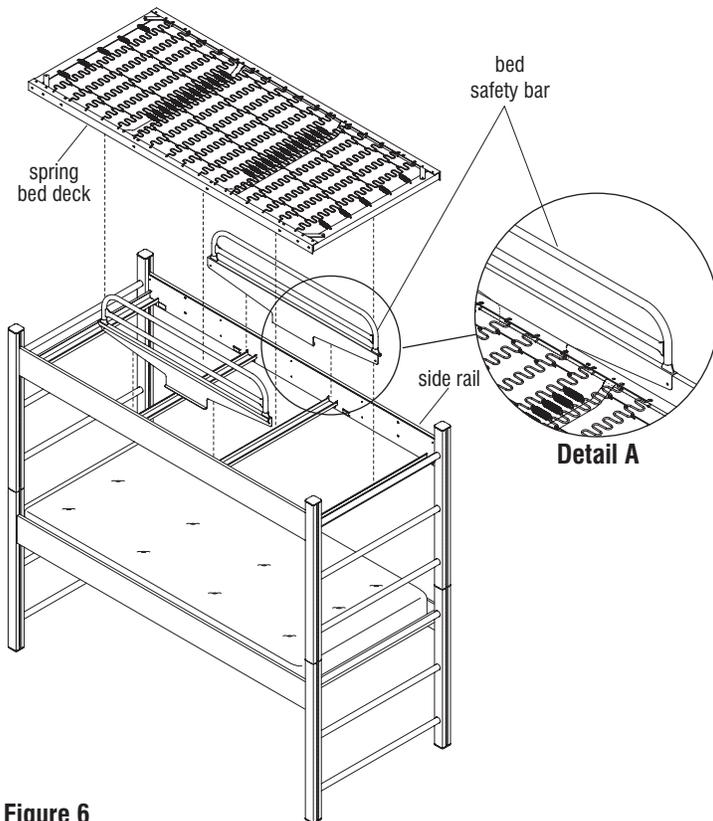


Figure 6

Bed Safety Bar for Spring Bed Frames

Note: Bed safety bars must be installed prior to placing the spring bed deck into the bed deck frame, or disassembly is required.

1. Position the bed safety bar as illustrated, so the top lip of the channel goes over the top edge of the side rail (Figure 6 & Detail A).
2. Next, rotate the safety bar so that its bottom lip is positioned below the bed side rail, on the inside of the bed frame (Figure 6 & Detail A).
3. Install the spring bed deck into position, between side rails and supported by middle and end stringers. The spring bed deck sides will trap the safety rail and keep it from rotating out of position.

RoomScape® Residence Hall Furniture - Ladder for Bunk and Loft Beds

Assembly Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Ladder for Bunk Beds

1. Place the ladder with installed spring bed ladder hook vertically against the upper side rail. Slide hook over the top of the rail and tighten thumbscrew (Figure 7).

Note: The ladder is designed to be vertical, not angled to the bed. Do not angle the bottom of the ladder away from the bed as this will create stress on the ladder hook bracket.

2. Locate the two mounting holes in the back side of the ladder hook. Using a $\frac{1}{8}$ " dia drill bit, and the ladder hook mounting holes as a template, drill two holes through the metal at the inside of the side rail. Bore holes to not more than $\frac{1}{2}$ " deep (Figure 7).
3. Using two #10-16 x $\frac{5}{8}$ " screws at the top, secure the back tab of the ladder hook to the wood of the side rail through the pre-drilled mounting holes in the back tab and into the wood of the side rail (Figure 7).

Ladder for Loft Beds

1. Begin installation by leaning the ladder against the upper bunk of loft side rail at the location where it is to be installed. Position the spring bed ladder hook over the ladder as illustrated. Hook the back tab of the ladder hook onto the side rail. Do not secure ladder hook to ladder or side rail at this time (Figure 7).

Caution: For loft beds, a bottom bracket must be securely installed as instructed below. A bracket style is supplied for both right- and left-hand ladder installations.

2. For loft beds, a bottom bracket must be installed as illustrated. Capture the lower end of the ladder leg with the bracket and hook the teeth of the bracket into the slot in the end frame close

to the floor. Press down to engage bracket to end frame. Attach the $\frac{1}{4}$ -20 x $\frac{3}{4}$ " thumbscrew through the bottom bracket mounting hole and into the ladder. (Figure 7).

3. Locate the two mounting holes in the back side of the ladder hook. Using a $\frac{1}{8}$ " dia drill bit, and the ladder hook mounting holes as a template, drill two holes through the metal at the inside of the side rail. Bore holes to not more than $\frac{1}{2}$ " deep (Figure 7).
4. Using two #10-16 x $\frac{5}{8}$ " screws at the top, secure the back tab of the ladder hook to the wood of the side rail through the pre-drilled mounting holes in the back tab (Figure 7).

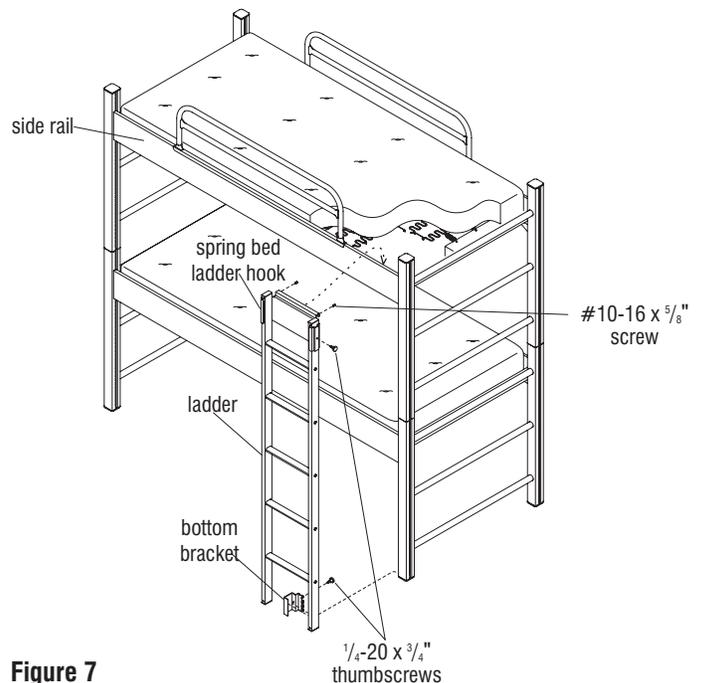


Figure 7



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

Optional Accessories - Hang-On Shelf Unit & Hang-On Dresser

1. Hook the unit into the slots in the bed frame above a worksurface, or at any desired location. Mount both sides of unit at the same time and press down to securely engage mounting hooks into frame (Figures 8 & 9).

Hang-On Worksurface

1. Locate and determine right- and left-hand cantilever brackets as illustrated (Figure 8).
2. Determine correct height for hang-on worksurface, then one at a time hang both cantilever brackets into position on the bed frame, both at the same height. To secure cantilever bracket

into position, first tip the bracket at an angle to the bed frame and hook the top locking tab first. Then rotate the bracket down to allow other teeth into slots in bed frame and push down firmly to secure (Figure 8).

3. Place the worksurface on top of the cantilever brackets, align mounting holes of worksurface with those of brackets and secure using four thumb screws (Figure 8).

Task Light

1. Task light (Figure 8) installs under hang-on shelf or hang-on flipper door unit. See instructions on page 18.

Cord Manager

1. Hook the cord manager into the slots in the bed frame, below a task light, or any place electrical cords are present to be held in place (Figure 8).
2. Hide the cords by pushing them into the open edge of the cord manager (Figure 8).

CPU Sling

1. CPU Sling (Figure 9) installs under any worksurface. See instructions on page 19.

Free-Standing Wardrobe

1. Wardrobe unit can be positioned up against either bed end frame, or placed at any location in room (Figure 9).

Stack-On Wardrobe

1. Position stack-on wardrobe on top of free-standing wardrobe, lining up clearance holes in top of free-standing wardrobe with weld-nut holes in bottom of stack-on wardrobe (Figure 9).
2. Fasten the two units together securely using four thumb screws from inside the free-standing wardrobe (Figure 9).

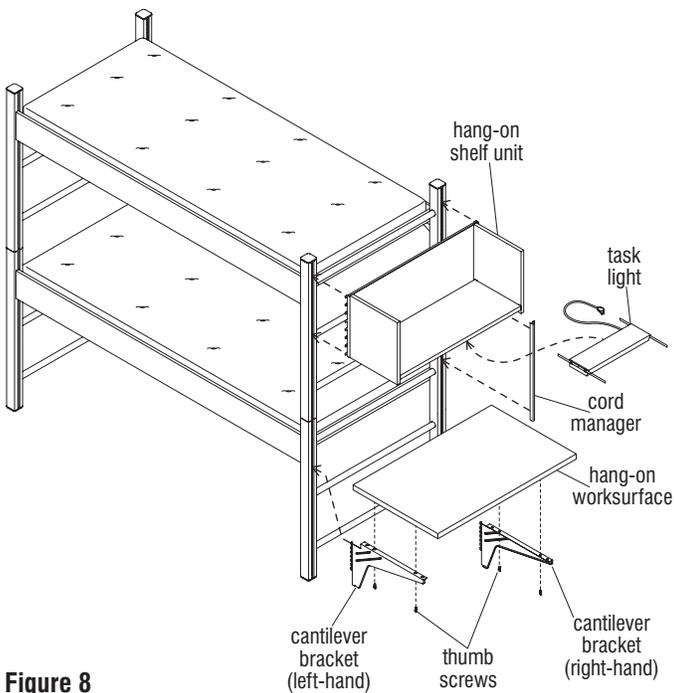


Figure 8

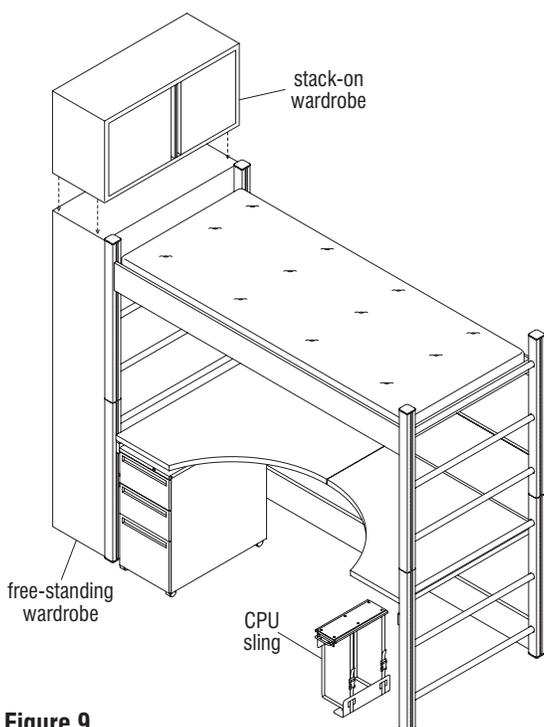


Figure 9



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

**Optional Accessories cont. -
Personal Shelf**

1. The personal shelf can be hung anywhere along a bed unit with a side rail (Figure 10).

**Free-Standing Dresser Top &
Free-Standing Pedestal Top**

1. Locate the two-sided tape at the underside of dresser/pedestal top. Remove the backer from the tape, then carefully position the top onto the dresser/pedestal, aligning all edges. Press down to secure in place (Figure 10).

Center Drawer

1. Center drawer (Figure 10) installs under a worksurface. See instructions on page 18.

Hang-On Megasurface

1. See instructions on page 6 and 12.

Tackboard

1. Hook the tackboard into the slots in the bed frame above the worksurface, or any other desired location. Engage both sides of the tackboard hooks at the same time and press down to secure (Figure 11).

Sliding Keyboard Tray

1. See instructions on page 21.

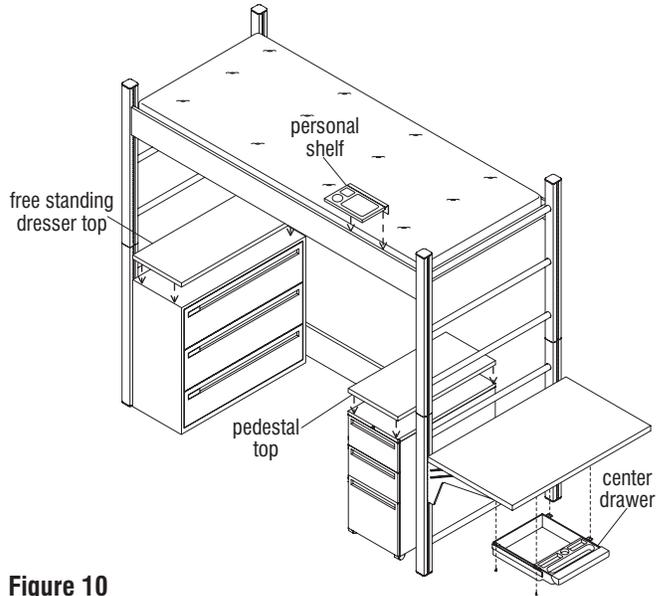


Figure 10

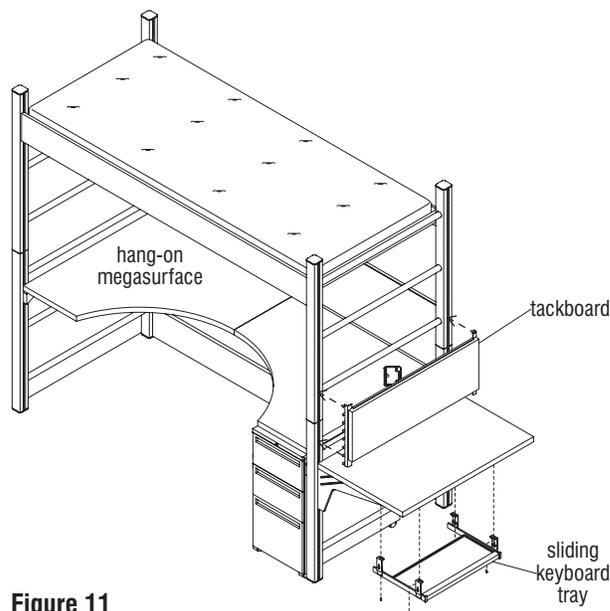


Figure 11



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

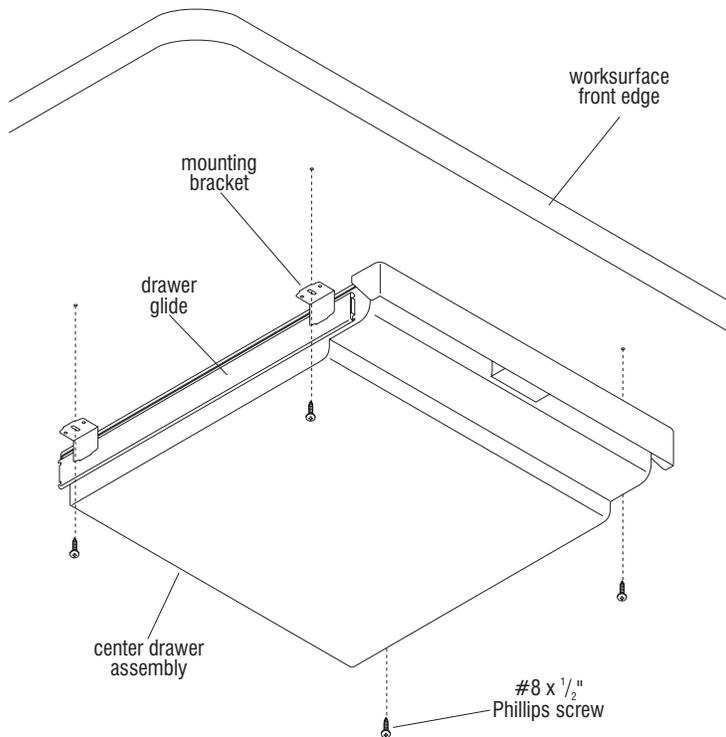


Figure 13

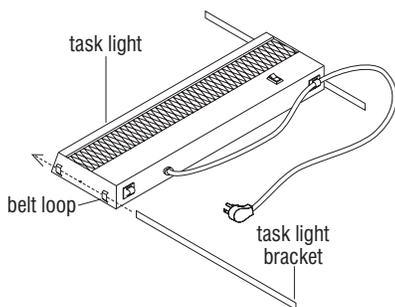


Figure 14

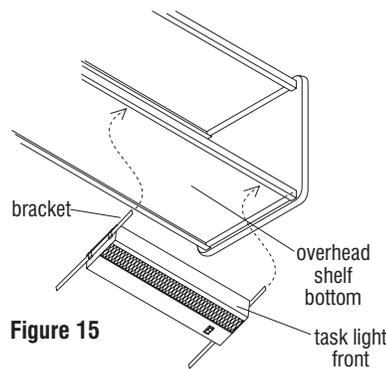


Figure 15

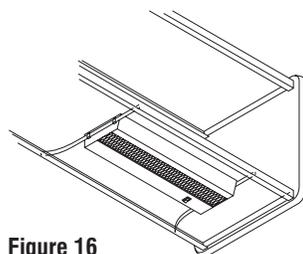


Figure 16

Center Drawer Assembly

1. Begin installation of the center drawer by making sure the glides on each side of the drawer are snapped in the closed position. Find and remove the hardware pack which is taped to the inside of the drawer.
2. Position the drawer unit under the work surface at the desired location, with the front edge of the drawer being flush with the front edge of the work surface. Using a pencil, mark the work surface at the center slots of the four mounting brackets (Figure 13).
3. Drill four pilot holes not more than $\frac{1}{2}$ " deep using a $\frac{1}{16}$ " drill bit at the locations marked for mounting the drawer to the underside of the work surface (Figure 13).
4. Position the center drawer over the pilot holes in the work surface and secure with four #8 x $\frac{1}{2}$ " Phillips screws (Figure 13).

Task Light

1. Carefully remove task light and brackets from carton.
2. Assemble task light and brackets by sliding brackets through the belt loops at each end of the task light (Figure 14).
3. Locate front of task light brackets inside front lip of overhead shelf bottom (Figure 15).
4. Flex rear of task light brackets outward until brackets will pass over rear lip of shelf bottom and slide in place (Figure 16).
5. Route power cord out of sight to a 115 volt grounded outlet. See page 15 and Figure 8 for **Cord Management** option.



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

CPU Sling Assembly

1. Lay the CPU holder and strap bracket out as illustrated in Figure 17. First route the "end" of the sling strap through slot "A" and slot "B" in the strap bracket, and pull buckle end to within a few inches of slot "A". Next route the strap end through slots "C" and "D" in the CPU holder as shown. Finally, following the arrow, route the strap end through the buckle clip. Follow the above procedure for the other sling strap (Figure 17).
2. Secure the handle to the CPU holder with two #8 x $\frac{3}{8}$ " screws at the two holes located above the vinyl feet (Figure 17).
3. To mount the CPU to the CPU holder, first set the CPU onto the straps and strap bracket as shown. Position the CPU holder onto the top of the CPU with the vinyl feet resting against the top of the CPU. The front vinyl feet (at handle end) must set just behind the front bezel on the CPU (Figure 17).
4. Be sure the straps are wrapped around the CPU as illustrated. Snap the buckle together. Hold the CPU securely and pull up forcefully on the strap ends to tighten. The straps must be pulled tight to secure, and periodic re-tightening may be required (Figure 17).
5. Determine the correct location to mount the track under the worksurface. The track must be positioned square to the front edge of the worksurface and set back from the front edge to obtain a desirable retraction position for your CPU. Use the track as a template and mark all eight of the hole locations on the underside of the worksurface (Figure 17).

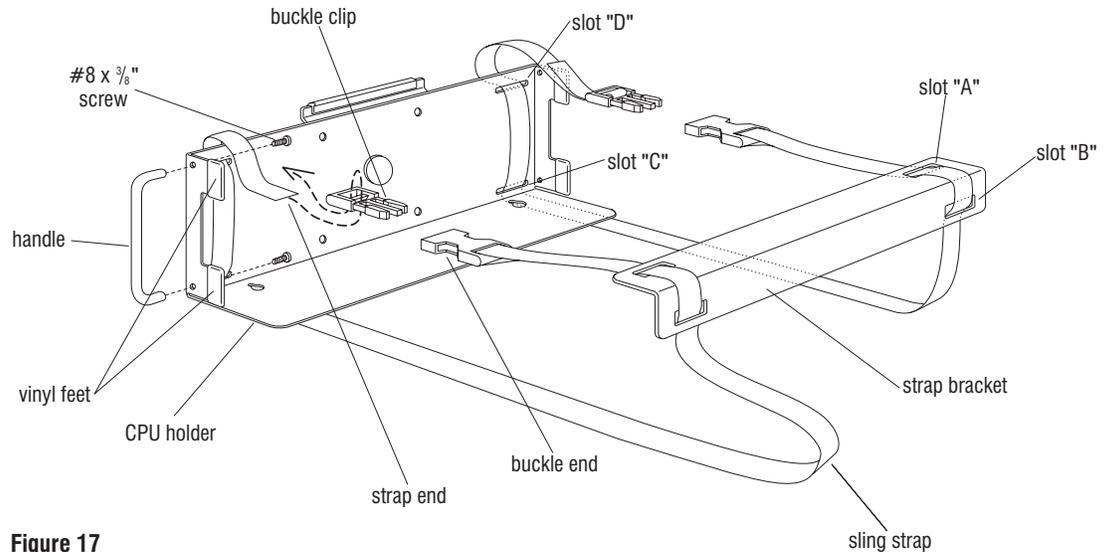


Figure 17



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

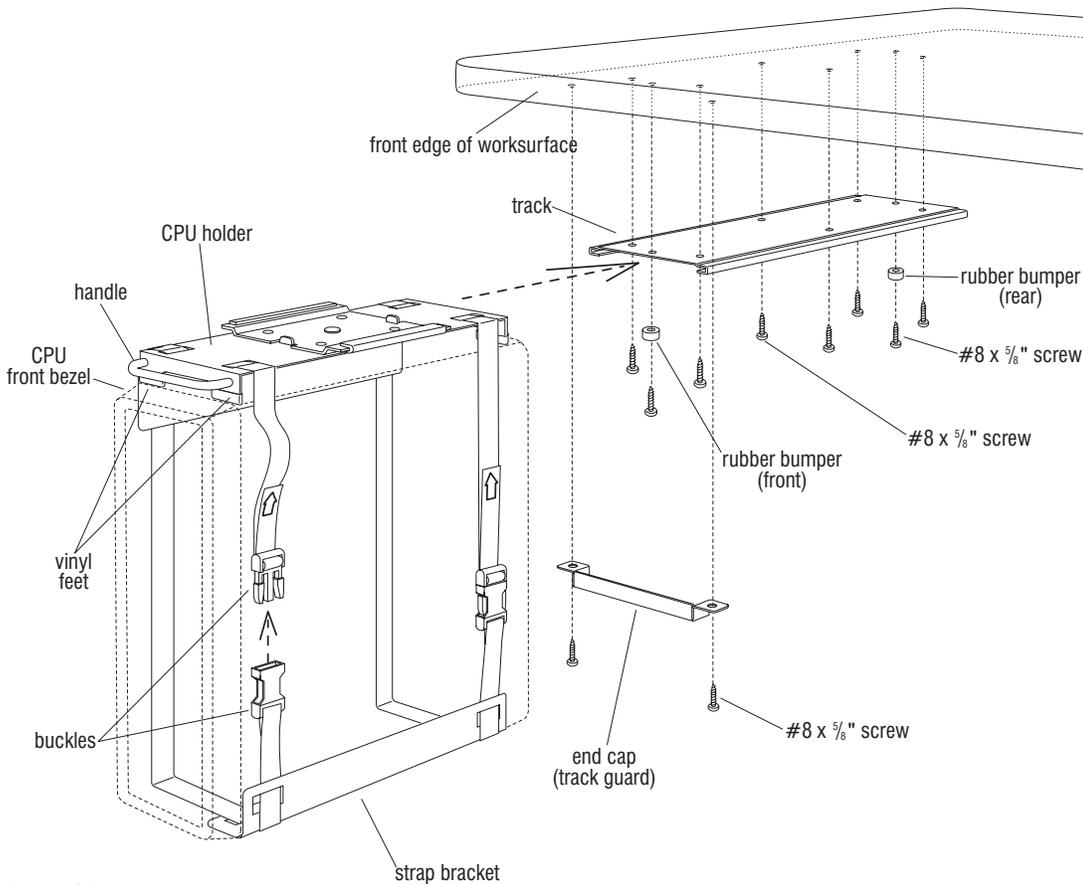


Figure 18

6. Using a power drill and a $\frac{1}{8}$ " drill bit, drill eight pilot holes, $\frac{5}{8}$ " deep in the underside of the worksurface. Do not drill deeper than $\frac{5}{8}$ " to avoid piercing the top of the worksurface.
7. Mount the track to the underside of the worksurface at the six outside mounting holes using the #8 x $\frac{5}{8}$ " screws provided. Press a rubber bumper onto a #8 x $\frac{5}{8}$ " screw and install bumper into the rear, center hole in track. Make sure all screws are tight (Figure 18).
8. Slide the assembled unit and CPU into the groves on the track until it stops at the rear rubber bumper. Press a rubber bumper onto the remaining #8 x $\frac{5}{8}$ " screw and install the bumper and screw into the front, center hole in the track (Figure 18).
9. Position the end cap (track guard) in front of the track at the underside of worksurface. Mark the two mounting hole locations (Figure 18).
10. Using a power drill and a $\frac{1}{8}$ " drill bit, drill the two pilot holes $\frac{5}{8}$ " deep in the underside of the worksurface. Do not drill deeper than $\frac{5}{8}$ " deep to avoid piercing the top of the worksurface.
11. Mount the end cap (track guard) to the underside of the worksurface with two #8 x $\frac{5}{8}$ " screws (Figure 18).



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

4. Put tapping screws through slots in extension slide tabs and screw into holes in keyboard tray. Do not tighten (Figure 19).
5. Press extension slide firmly against side of keyboard tray and tighten tapping screws (Figure 19).
6. Repeat for other extension slide.
7. Select position for angle bracket and place in position against extension slide. When using the hole shown in the diagram, there will be approximately 3³/₄" clearance from the bottom of the table/desk surface to the surface that the keyboard rest on. The keyboard surface may be moved 1/2" or 1" closer by using one of the other two available holes (Figure 19).
8. Insert machine screw through hole in angle bracket and bracket on extension slide. Slide lock washer over machine screw. Turn nut onto machine screw and tighten (Figure 19). Repeat for other three brackets.
9. Determine the location of the tray assembly to be installed.
10. Drill corresponding pilot holes to the pattern formed by the bracket slots taking care to not drill too deep, piercing the surface (Figure 20).
11. Attach the tray assembly by holding it up to the bottom surface of the table/desk top and inserting screws (not included) into the top (Figure 20).
12. It is recommended that at least four screws (one for each angle bracket) be installed to adequately secure tray assembly to table/desk surface (Figure 20).

Sliding Keyboard Tray Assembly

1. Remove all parts from box:
 Parts include :

- One plastic keyboard tray
- Two extension slides
- Four angle brackets
- Four #10-32 x 3/8" binding head Phillips machine screw
- Four #10-32 hex nuts
- Four #10 lock washers
- Four #8 x 3/8" truss head Phillips tapping screws

2. Place keyboard tray face down on table surface.
3. Position extension slides so that tabs with slots are placed into cutouts on lower edge of keyboard tray (Figure 19).

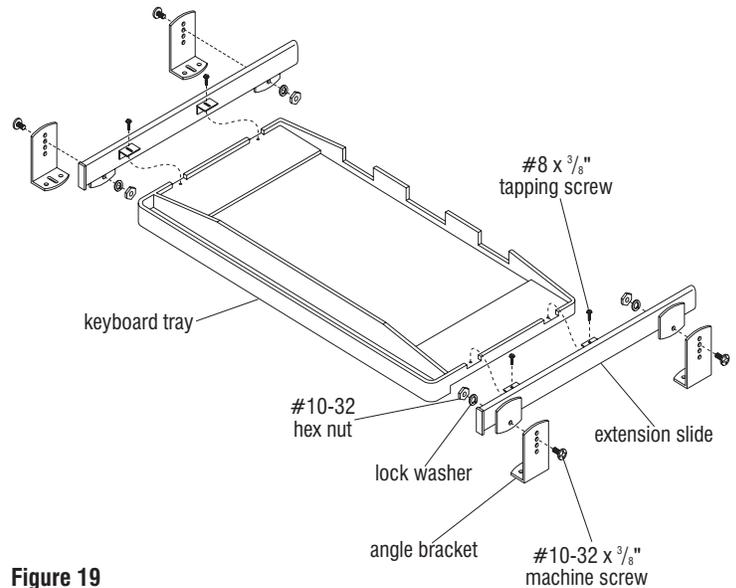


Figure 19

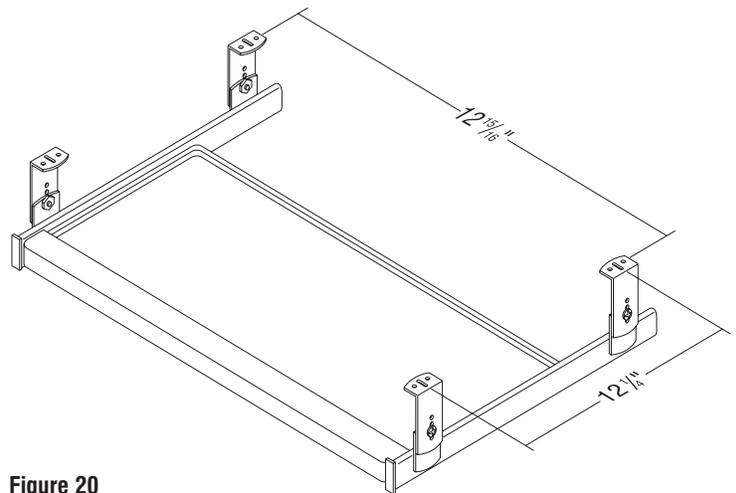


Figure 20

KI
1330 Bellevue Street
P.O. Box 8100
Green Bay, Wisconsin 54308-8100
1-800-424-2432
www.ki.com

KI is a registered trademark
of Krueger International, Inc.

© 2021 Krueger International, Inc.
All Rights Reserved
Code KI-60343R5/KI/PDF/1121

