Assembly Instructions

University Seating
with 4-Wire Power

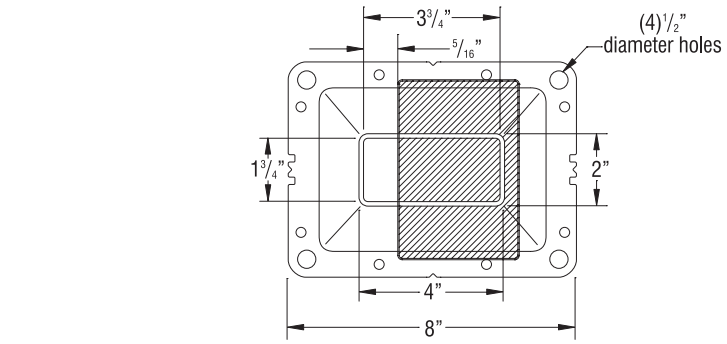
November 2023

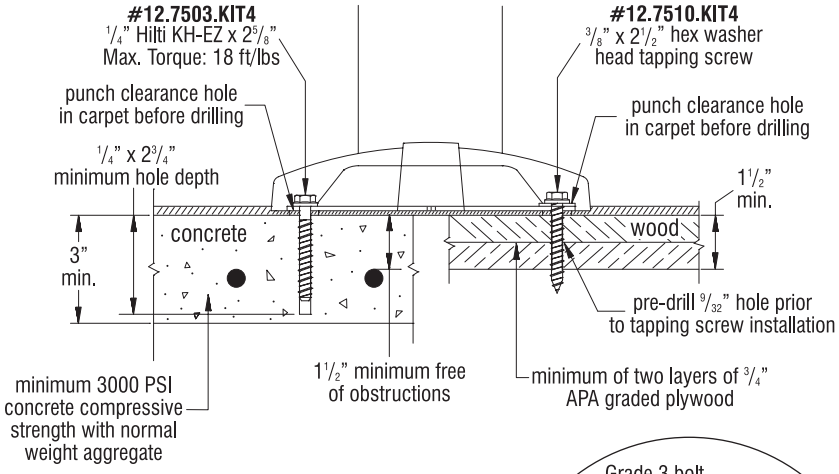
Furnishing Knowledge®

CAUTION

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.

Floor Anchor Specifications

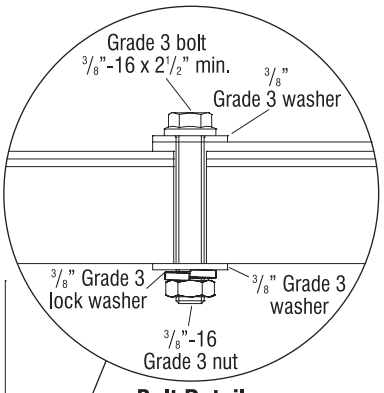




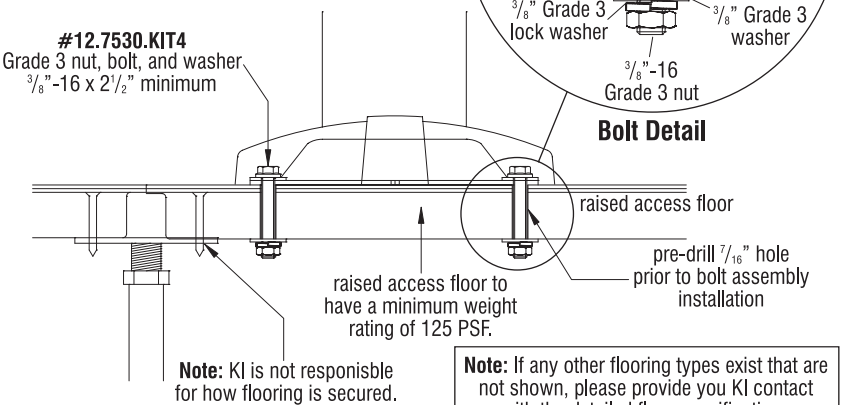
Applied Load Per Anchor With A Three Time Safety Factor

Tension (lbs)	Shear (lbs)
3510	240

Actual Calculated Moment At Base (in-lbs) With 325lb Load
15,830



Bolt Detail



Note: KI is not responisble for how flooring is secured. See applied loads.

Note: If any other flooring types exist that are not shown, please provide you KI contact with the detailed floor specifications.

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TOOLS REQUIRED

- Spirit level
- Laser level
- Quick clamps
- Bar clamps
- C-clamps
- T25 & T30 Torx bits
- Caulk gun
- Lithium grease
- Brush for grease
- Hammer drill and bit for concrete anchor holes
- Drill and bit for pilot holes in wood floor
- #3 Phillips head screwdriver bits
- #2 Phillips head screwdriver bits
- Drill motor
- Drill bit set
- Socket set
- Pliers
- Chalk line
- Tape measure
- Snap ring pliers

Note: Read these assembly instructions carefully prior to product installation. Product failure and personal injury may result if instructions are not followed.

MINIMUM CONSTRUCTION REQUIRED FOR UPRIGHT INSTALLATION

Wood Floors

- Minimum two layers of 3/4" thickness tongue & groove
- APA rated grade plywood
- Allow minimum embedment 1 1/2" with lag screws

Concrete Floors

- 3000 psi Concrete compressive strength
- 3" thick free of obstructions for 1 1/2"
- 4" thick for riser mount free of obstruction for 2 1/2"
- Riser to be plumb within 1/8 degree
- Minimum anchor embedment 1 1/2"

Note: Warranty null and void if KI product is installed on flooring not meeting minimum structural requirements stated above.

FLOOR FASTENER REQUIREMENTS

Wood Floors

- 3/8" x 1 1/2" hex washer head tapping screw
- Four bolt assemblies required per base

Concrete Floors

- 1/4" Hilti KH-EZ x 2 5/8"
- Max Torque: 18 ft/lbs
- Four screw assemblies required per base

Note: Floor-mounting fasteners are <u>not</u> provided, unless specified.

For questions concerning anchor selection and special floor conditions, please contact KI Customer Service at 1-800-424-2432

STEPS FOR INSTALLATION

1. Read and review Assembly Instructions.
2. Review space-planning layout.
3. Review job site and verify field conditions.
4. Verify floor structural conditions.
5. Stage product for installation.
6. Locate and mark reference points to floor.
7. Locate and install columns and worksurfaces. If any below floor power infeed runs up any column, install infeed in column before installing column to floor.
8. Attach duplex receptacles to underside of table.
9. Install power infeed and receptacle Jumpers.
10. Install receptacle hub shrouds and jumper covers.
11. Connect power infeed to building power source (electrician) (for 4-Wire Power System).
12. Check mechanical and electrical operation (for 4-Wire Power System).
13. Install modesty panel and other accessories if required.
14. Attach seats.
15. Install plastic flange covers.

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University Seating & Worksurface Installation

Note: When installing University Select Seating with the 4-wire power module with 3-prong plug, extra care must be taken to hold very close tolerances to the dimensions shown on the space-planning layouts. Failure to follow the dimensions shown may prevent proper installation of the electrical components.

1. Refer to the space-planning layout and the identification numbers on the underside of the worksurfaces. Position worksurfaces on the floor, top side up, at the location that they will be installed later (Figure 1).

2. With the worksurfaces properly laid out on the floor, refer to the space-planning layouts to determine the front-to-back centerline locations for mounting of base flanges. Mark the front-to-back centerline location for each base flange onto the floor at the front and rear edge of the worksurfaces (Figure 1).

3. At the rear edge of the worksurfaces, make a 5" to 6" long mark onto the floor along the rear edge of the worksurface, across the front-to-back center line as illustrated. Then copy this mark back 0" for standard base and 4" for the 4A base, behind the worksurface edge and disregard the rear edge mark you made first. The intersection of the new base position mark and the front-to-back centerline mark will aid in centering the base flange of the University base to mount the bases to the floor in step 5 (Figure 1).

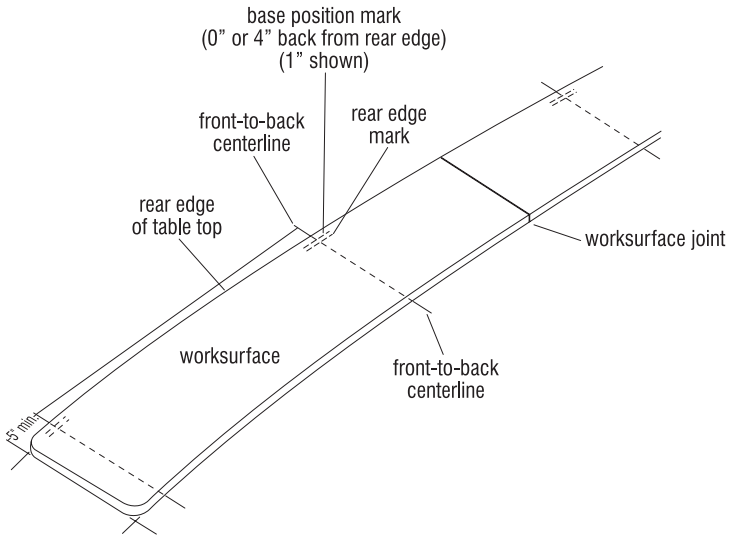

Figure 1 - University Worksurface with 4-Wire Power or No Power

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University Seating & Worksurface Installation (cont.)

4. Identify which type of bases are to be installed (single or double swing-arm, and/or power infeed) along with their location according to the space-planning layout. Set the bases out at the appropriate locations. Carefully move the worksurfaces forward to make room for installation of the bases to the floor (Figure 2).

   Note: On carpeted floors, it is recommended that the carpet be removed for full contact of the base with the floor. If carpet is not removed, the floor anchors must be retightened after two weeks of use.

5. At installations involving carpeted floors, determine if bases are to be installed:
   (a) over the carpeting or
   (b) with carpeting removed.

   a. Position the base onto the floor over the front-to-back centerline and base position mark where the base will be installed. With the base correctly centered over the marks and lined up with the front-to-back centerline, mark where the anchor holes are to be drilled into the floor. Using a 1/2" diameter hollow punch, cut out the carpeting for anchor holes. Read the note below, then skip step B and continue on at the note just before step 6.

   Note: After two weeks of use, the base flange mounting screws must be re-checked for tightness.

   b. Position the base onto the floor over the front-to-back centerline and base position mark where the base will be installed. With the base correctly centered over the marks and lined up with the front-to-back centerline, mark around the perimeter of the base for removal of the carpeting. Cut and remove the carpeting. Carefully align the base flange onto the floor as described above and mark the anchor hole locations onto the floor (Figure 2). Read the note below and go onto step 6.

   Note: If power is to enter a base from below floor level (no exposed connections), the power infeed must be run in through the top mounting flange, down the oval support tube and out of the base flange to under floor level before securing the base to the floor. Refer to the space-planning layout for power infeed locations.

6. Bore anchor holes to minimum 1/4" x 2 3/4" hole depth for concrete floors, or 9/32" for wood floor, with flat and locking washers (not included). As illustrated, before base is attached to floor, place a flange skirt over the bottom of the base and lift it out of the way for the time being. Align the base over the pre-drilled holes and drive in (do not tighten) mounting screws (not provided). **Shim under base flange with steel washer(s) as needed to level or compensate for floor variances. See shim instructions (KI-62058) included with shim kit (Figure 2).**

7. For bases, use the silver flange clips (12.0951). Center flange clips under both 6" sides of base flanges, with the barbs up. Insert the locating tabs of the flange so that they are tight into the base flange notches for proper engagement of flange covers later.

8. After all bases are positioned and adjusted with shims, securely tighten base flanges to the floor (Figure 2). Do not install plastic flange covers until page 25.

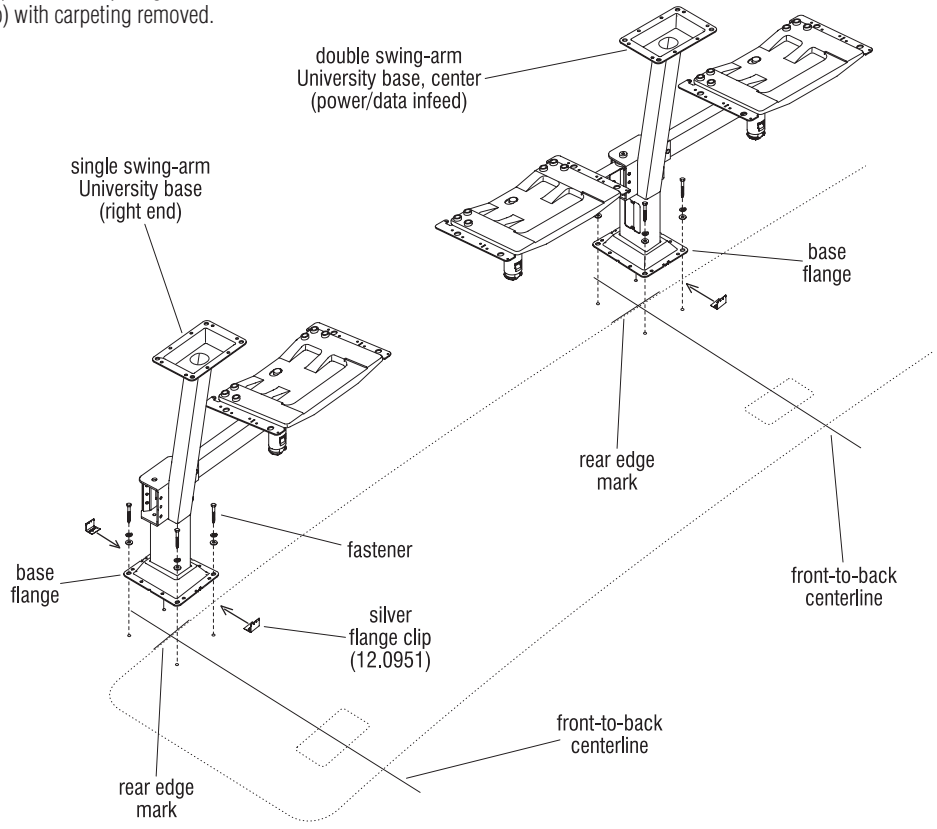

Figure 2

CAUTION

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WARNING: Assembly of all table components must be completed before making any electrical connections. All electrically connected furnishings must also be mechanically connected.

University Seating & Worksurface Installation (cont.)

9. Carefully position worksurfaces onto worksurface mounting flanges of installed bases. Re-check space-planning layout and identification numbers under worksurfaces to verify correct location.

10. Worksurfaces are to be joined together from underneath with two KV joint fasteners per pair of worksurfaces (Figure 3). First join both worksurfaces together, aligning the hardwood spline (installed in one worksurface at the factory). Check to make sure hardwood spline fits snug in both worksurfaces. If it does not, lightly sand down the spline so it does fit. If this is not done, it may be difficult to get a tight fit on the worksurface seam. The spline joint and worksurface seams are to be glued using the adhesive supplied with the KV fasteners. Do not use a wood glue for seam gluing as the working time for that adhesive is too short. Then, thread each draw bolt a few turns into each tightening nut and press each pair up into a $^{7}/_{8}$" hole and slot. The flat end of each draw bolt will be visible in the $^{7}/_{8}$" holes of the worksurface being joined. Insert locking sleeves into the $^{7}/_{8}$" holes so that the slotted sleeve engages the rounded collar on the bolt (Figure 3). Tighten the nut with a tightening tool or nail set. Check the top side of the joint for proper alignment. The joint should be smooth and level with no gaps. Adjust as necessary to achieve a "seamless" look. Once the seam is glued, use the C-clamps to clamp either end of the seam.

    Note: Each pound of pressure on the tightening tool exerts 500 pounds of force on the joint. Overtightening the KV fasteners will cause the tops to delaminate.

11. Per the space-planning layout, secure the required number of 5" x 5" splice plates over the joint using four #14 x 1" screws per plate, torqued to 100 in/lb. Continue securing all joints with adhesive, KV joint fasteners and splice plates along the run of worksurfaces (Figure 4).

    Note: Allow assembled worksurfaces time for joint adhesive to cure (approximately 1 hour) before moving to assemble to support arms, and before installing splices.

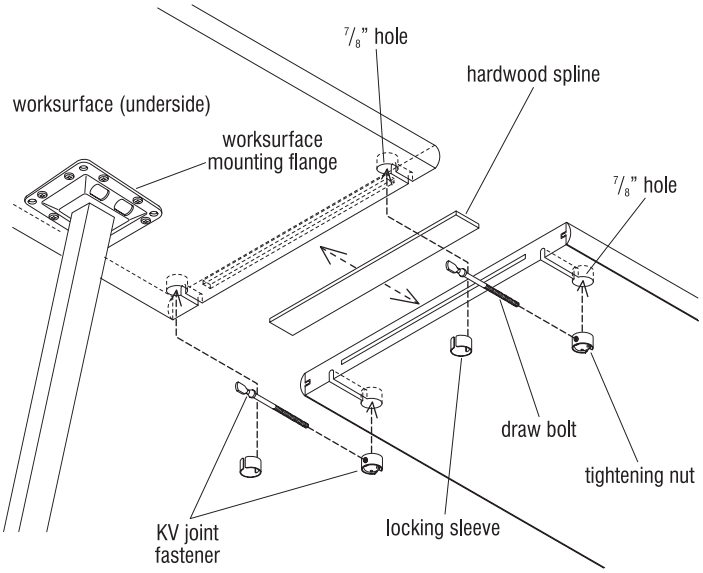

Figure 3

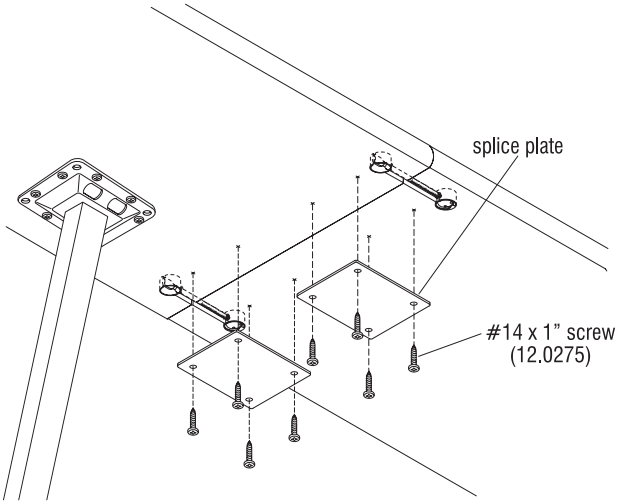

Figure 4

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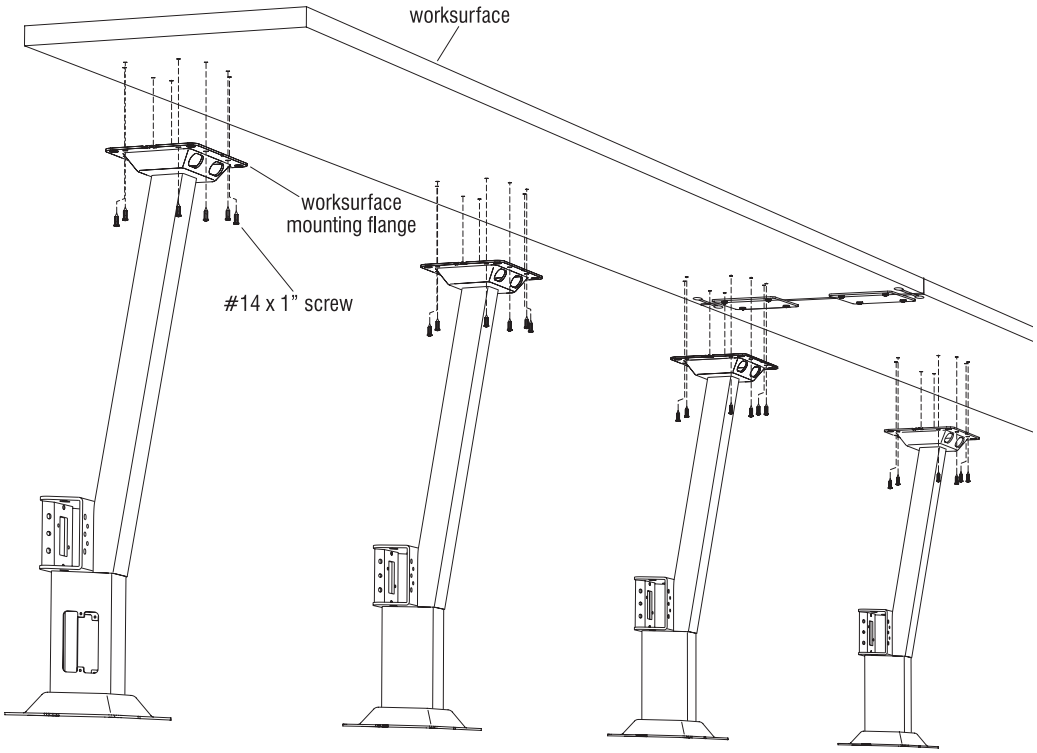

Figure 5

University Seating & Worksurface Installation (cont.)

12. For University worksurfaces with power module(s), installation of the power infeeds can be made easier if infeeds are installed in the base prior to installing the worksurfaces to the bases. Go now to page 9 or 11 and review steps to perform this procedure. Then return back to this spot and continue with step 13.

13. With worksurfaces joined together correctly in place on worksurface mounting flanges (per the space-planning layout), check to be sure worksurfaces are level. Use shims between worksurfaces and mounting flange to assure that the joint stays flush and worksurfaces are level. Pre-drill holes with $^{3}/_{16}$" drill bit to a maximum depth of $^{3}/_{4}$", and secure worksurfaces to mounting flanges with eight #14 x 1" screws torqued to 100 in/lb per flange (Figure 5).

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Receptacles Installation

Note: All table connections (joint fasteners and splice plates) must be securely fastened before electrical components can be installed.

Important: Duplex receptacles must install correctly oriented to the power infeed they will receive power from. The single ground prong must always orient toward the power infeed. If this is not done, disassembly and re-assembly will be required.

14. Position the receptacle mounting brackets up to the pre-drilled mounting holes as illustrated, and secure each using two #10 x 3/4" screws per bracket. Torque screws to 25 in/lb (Figure 6).

15. Reference the space-planning layout and determine where the power infeed(s) are located, and which direction the power will run on the length of worksurfaces before installing duplex receptacles. Position each duplex receptacle with the single ground prong oriented toward the associated power infeed. Then snap each receptacle into place on the receptacle mounting brackets (Figures 6 & 7).

16. Continue following steps 1 & 2 closely to install all remaining duplex receptacles (Figures 6 & 7).

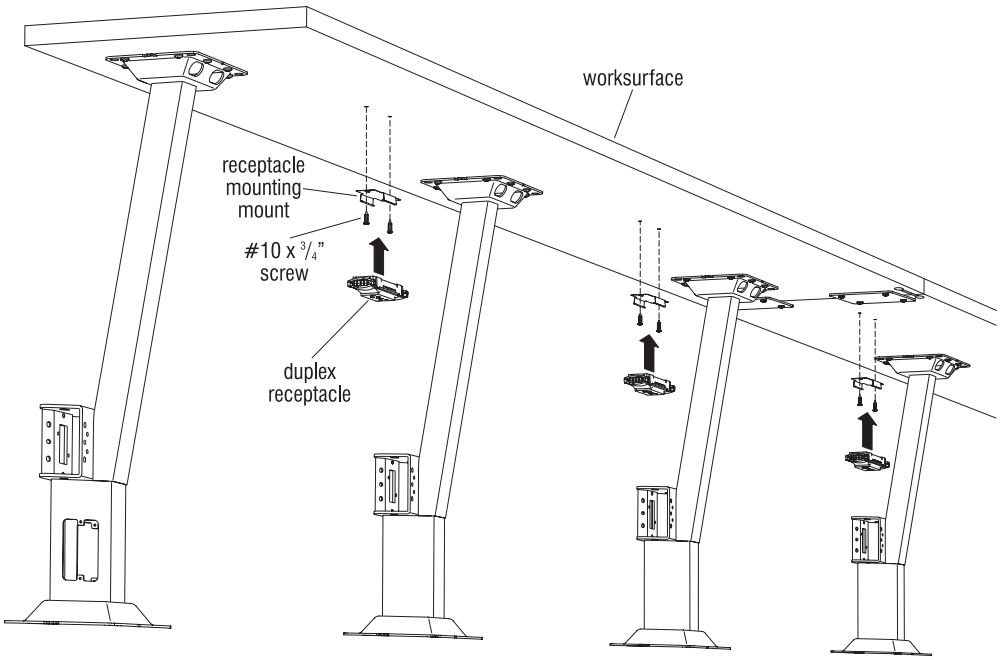
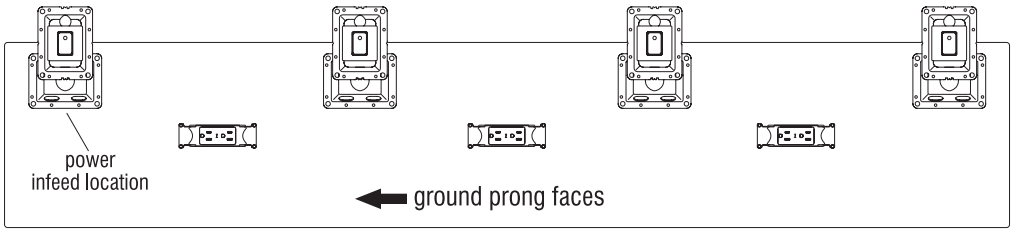
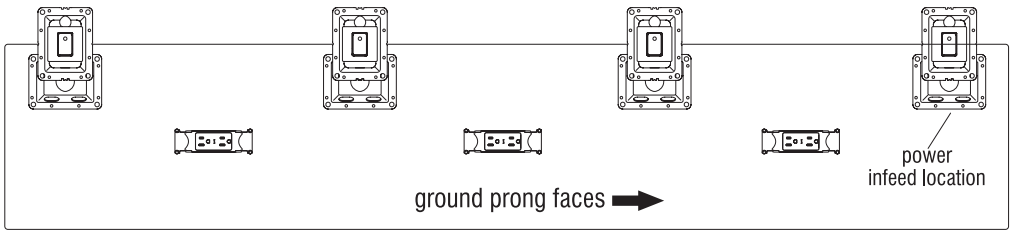


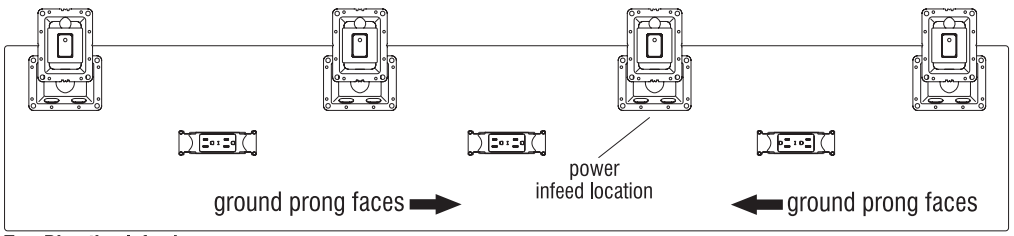
Figure 6



Left-Hand Single Direction Infeed



Right-Hand Single Direction Infeed



Two-Direction Infeed

Figure 7

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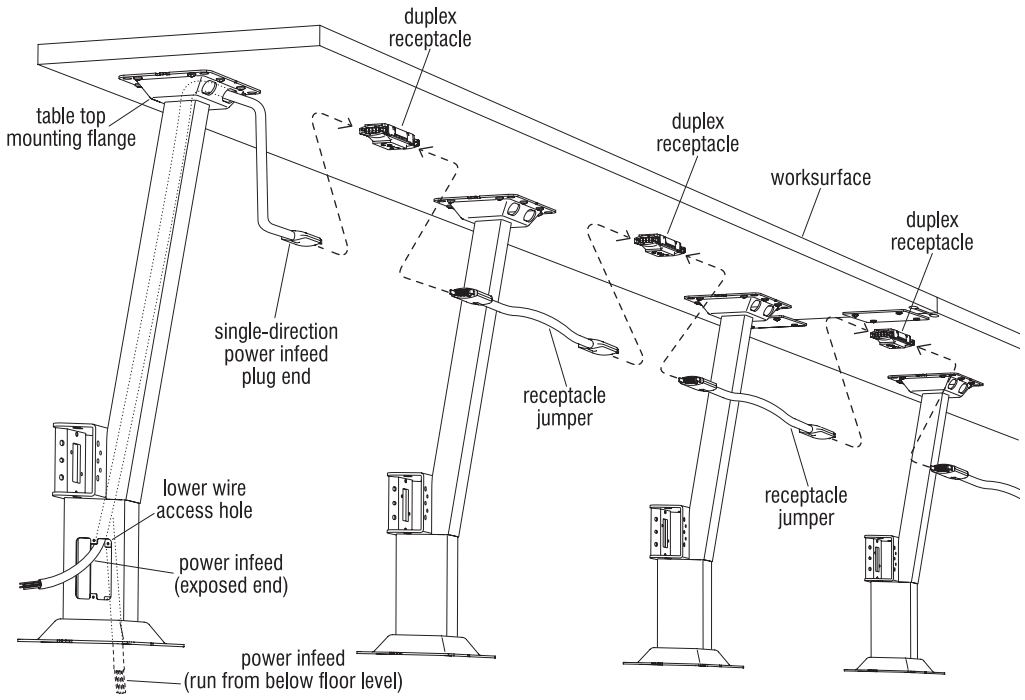

Figure 8 - Power Infeed Single-Direction (right-hand or left-hand)

Single-Direction Power Infeed Installation

Note: All table connections (joint fasteners and splice plates) must be securely fastened before electrical components can be installed.

Note: Refer to the space-planning layout for power infeed location. The instructions below cover single-direction power infeed with receptacle jumpers. See pages 11 & 12 for two-direction power infeed, which uses the same power infeed but adds a quad block to direct power two ways.

17. Reference the space-planning layout and determine the table base location for the single-direction power infeed. Check and assure that the duplex receptacles are installed correctly (Page 8, Figures 6 & 7). The ground prongs must be oriented to the side of the associated power infeed. If below floor level power is to be run to the table tops, the power infeed should already be in place. To install above floor level power infeed, run the exposed wires end of the power infeed through the oval cut-out in the table top mounting flange, down the table base column and out the lower wire access hole, then plug the connector end into the first duplex receptacle next to the power infeed (Figure 8).

18. Verify that the power infeed's exposed wire ends will reach their desired connection location at floor level. Do not attach power infeed to any source power until instructed to at a later time (Page 24, Figure 23).

19. Per the space-planning layout, locate the required receptacle jumpers and connect each end into the installed duplex receptacles under the table top (Figure 8).

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Single-Direction Power Infeed Installation (cont.)

20. Orient each receptacle hub shroud so the "receptacle orientation marking" at the underside of the shroud matches the orientation of the correctly installed duplex receptacles under the worksurface. Remove jumper knock-outs from ends where power cables will run through, then position each receptacle hub shroud up correctly over the receptacle and secure using four #10 x 3/4" screws as illustrated (Figure 9 & Detail A).

21. At the power infeed location, a single-direction infeed shroud must be installed. Depending on the direction that the power runs, either a right- or left-side knock out must be removed. Position the infeed shroud as illustrated over the power infeed and against the table mounting flange and secure to the underside of the table using three #10 x 3/4" screws (Figure 9).

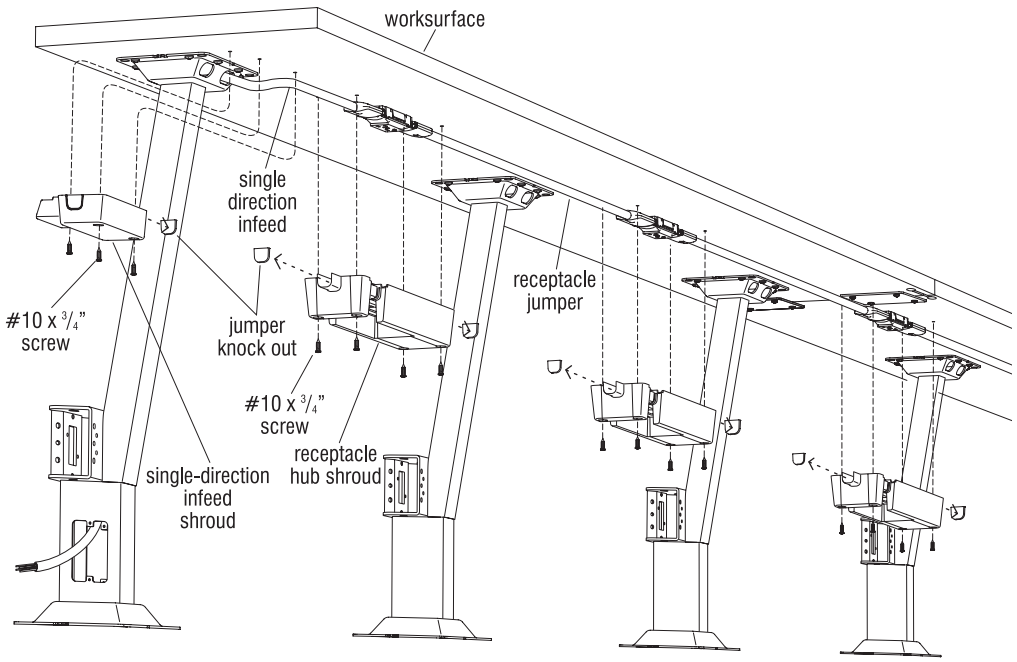
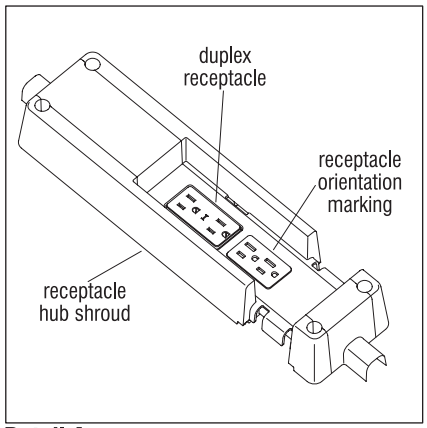


Figure 9 - Power Infeed Single-Direction Shrouds (right-hand or left-hand)



Detail A

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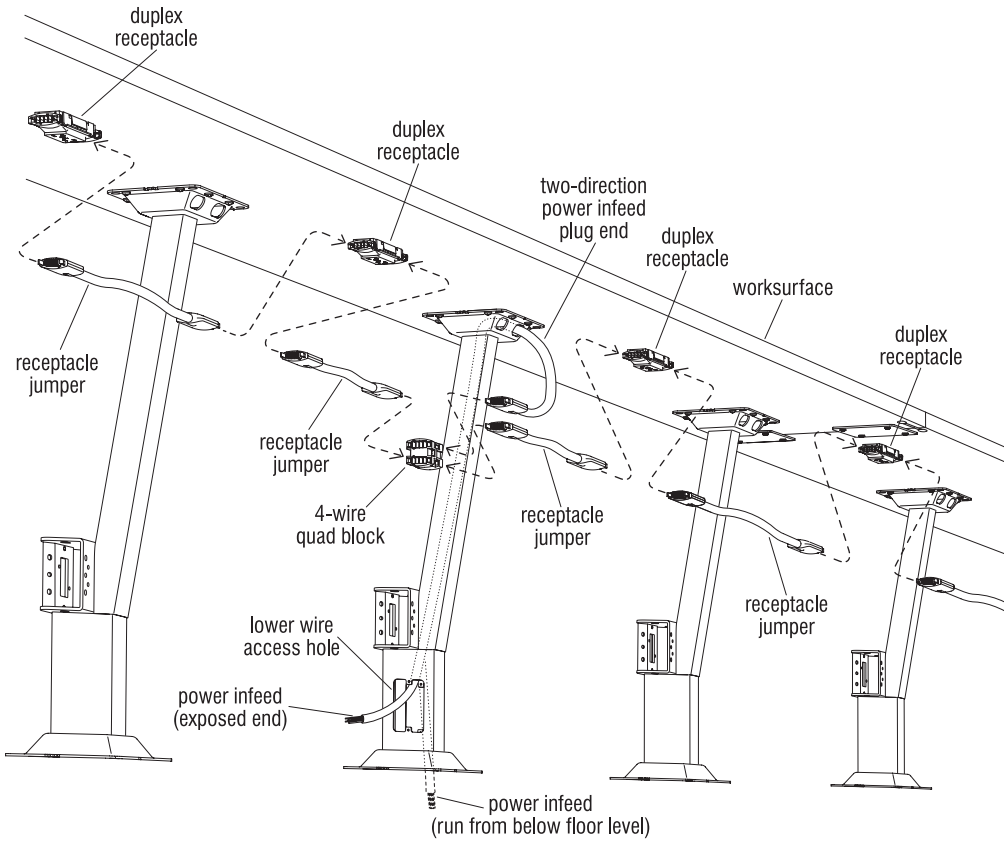

Figure 10 - Power Infeed Two-Direction

Two-Direction Power Infeed Installation

Note: All table connections (joint fasteners and splice plates) must be securely fastened before electrical components can be installed.

Note: Refer to the space-planning layout for power infeed location. The instructions below cover two-direction power infeed using a quad block and receptacle jumpers. See pages 9 & 10 for single-direction power infeed.

22. Reference the space-planning layout and determine the table base location for the two-direction power infeed. Check and assure that the duplex receptacles are installed correctly (Page 8, Figures 6 & 7). The ground prongs must be oriented to the side of the associated power infeed. For two-sided power infeed the receptacles will be oriented in different directions on each side of the power infeed. If below floor level power is to be run to the worksurfaces, the power infeed should already be in place. To install above floor level power infeed, run the exposed wires end of the power infeed through the oval cut-out in the worksurface mounting flange, down the table base column and out the lower wire access hole, then plug the connector end into the first duplex receptacle next to the power infeed (Figure 10).

23. Verify that the power infeed's exposed wire ends will reach their desired connection location at floor level. Do not attach power infeed to any source power until instructed to at a later time (Page 24, Figure 23).

24. Per the space-planning layout, locate the required quad block and plug the two-direction power infeed plug end into the quad block. Then locate the required receptacle jumpers and plug them into the installed duplex receptacles. At the quad block on the two-direction power infeed, two receptacle jumpers will plug into the quad block as illustrated (Figure 10).

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Two-Direction Power Infeed Installation (cont.)

25. Orient each receptacle hub shroud so the "receptacle orientation marking" at the underside of the shroud matches the orientation of the correctly installed duplex receptacles under the worksurface. Remove jumper knock-outs from ends where power cables will run through, then position each receptacle hub shroud up correctly over the receptacle and secure using four #10 x 3/4" screws as illustrated (Figure 11 & Detail B).

26. At the power infeed location, a two-direction power infeed shroud must be installed. Before installation, remove the knock outs at at each end of the two-direction infeed shroud. Position the infeed shroud as illustrated over the power infeed with quad block and jumpers against the table mounting flange then secure to the underside of the table using three #10 x 3/4" screws (Figure 11).

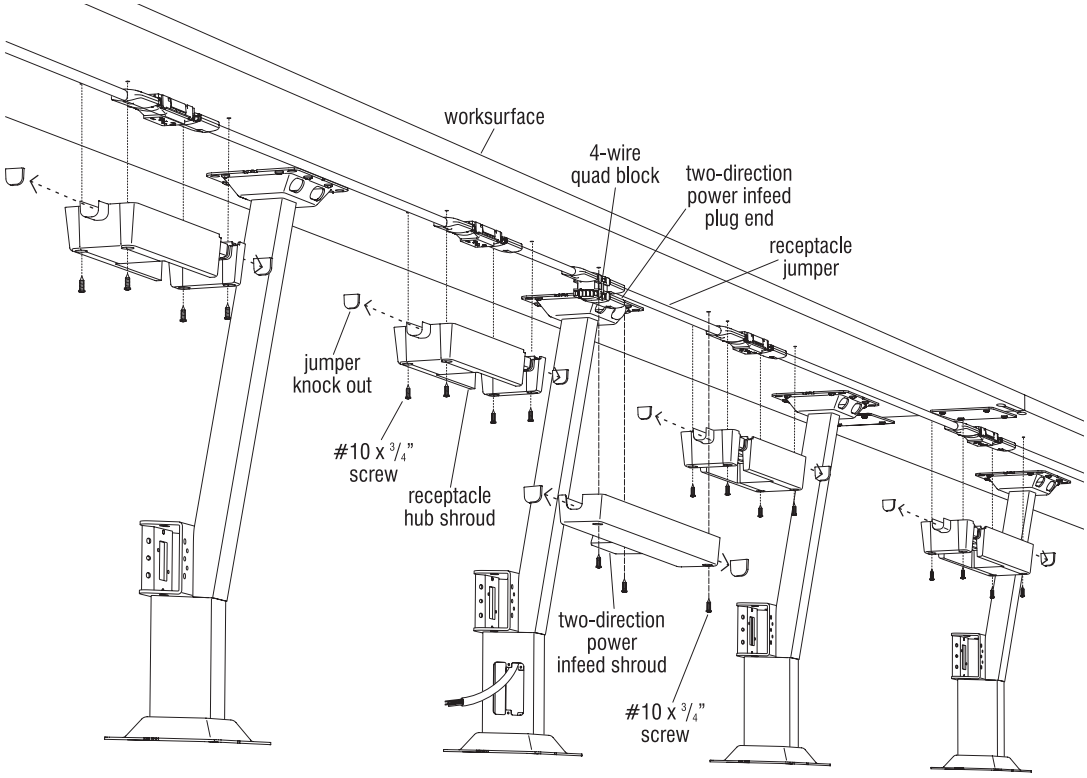
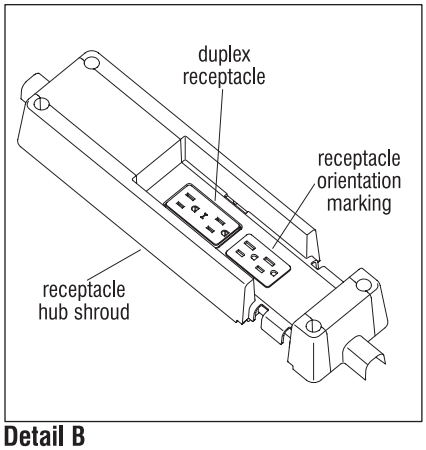


Figure 11 - Two-Direction Power Infeed Shrouds



Detail B

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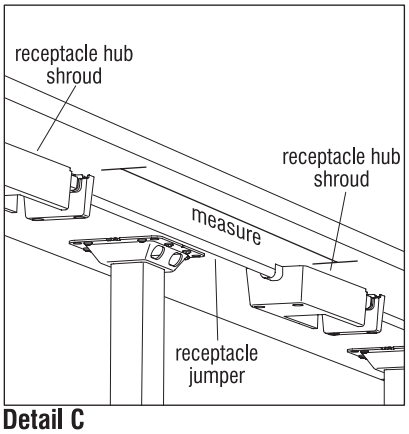

Detail C

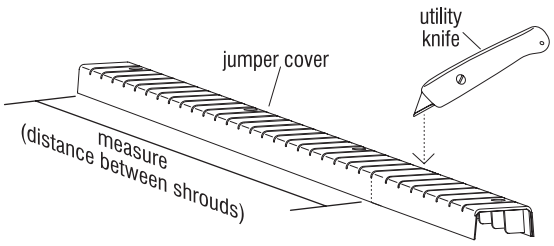

Figure 12

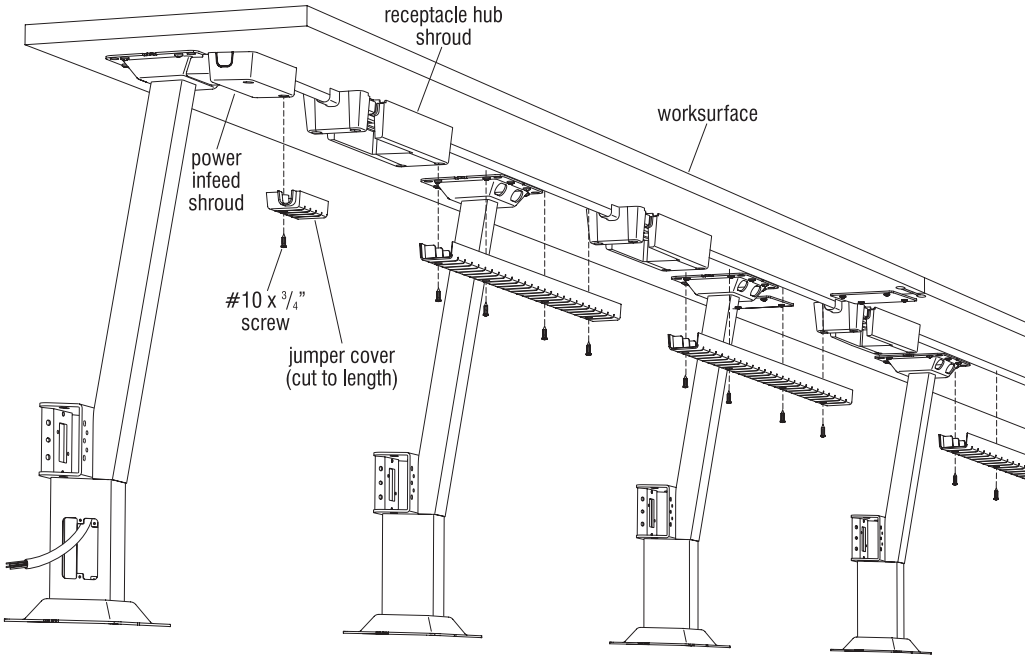

Figure 13

4-Wire Power System Jumper Cover Installation

Note: 4-Wire Power System jumper covers must be properly cut to size at the installation location. Take care when measuring and cutting.

27. Begin installation of jumper covers at one end of the unit and carefully measure the distance between two receptacle hub shrouds, or between an installed power infeed shroud and the next receptacle hub shroud at the location to receive a jumper cover under the worksurface. The measurement should be made so the cut jumper cover will fit between the shrouds, cover the knock-out ends of the shrouds as well as the receptacle jumpers (Detail C).

28. Place a jumper cover onto a protective surface and transfer the measurement from step 27 to the cover. Using a utility knife, cut the jumper cover along the slits in the cover, then cut down along the sides and separate the cover apart (Figure 12).

29. Position the correctly sized cover up between the receptacle hub and/or power infeed shrouds, centered over the receptacle jumper. At mounting hole locations along the length of the jumper cover, insert #10 x 3/4" screws and secure the cover to the underside of the worksurface. Do not over-tighten, torque the screws to 25 in/lb (Figure 13).

30. Follow steps 27 through 30 above to cut, fit and install the remaining jumper covers.

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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.

Dean® In-Surface Power Module Installation

31. Install the Dean In-Surface power module with 3-prong plug into the mounting hole in the worksurface per the manufacturer's instructions included with the module (Figure 14).

32. Once the Dean In-Surface power module with 3-prong plug is installed route the power cord to the nearest duplex receptacle under the worksurface and plug the 3-prong plug end into it (Detail B).

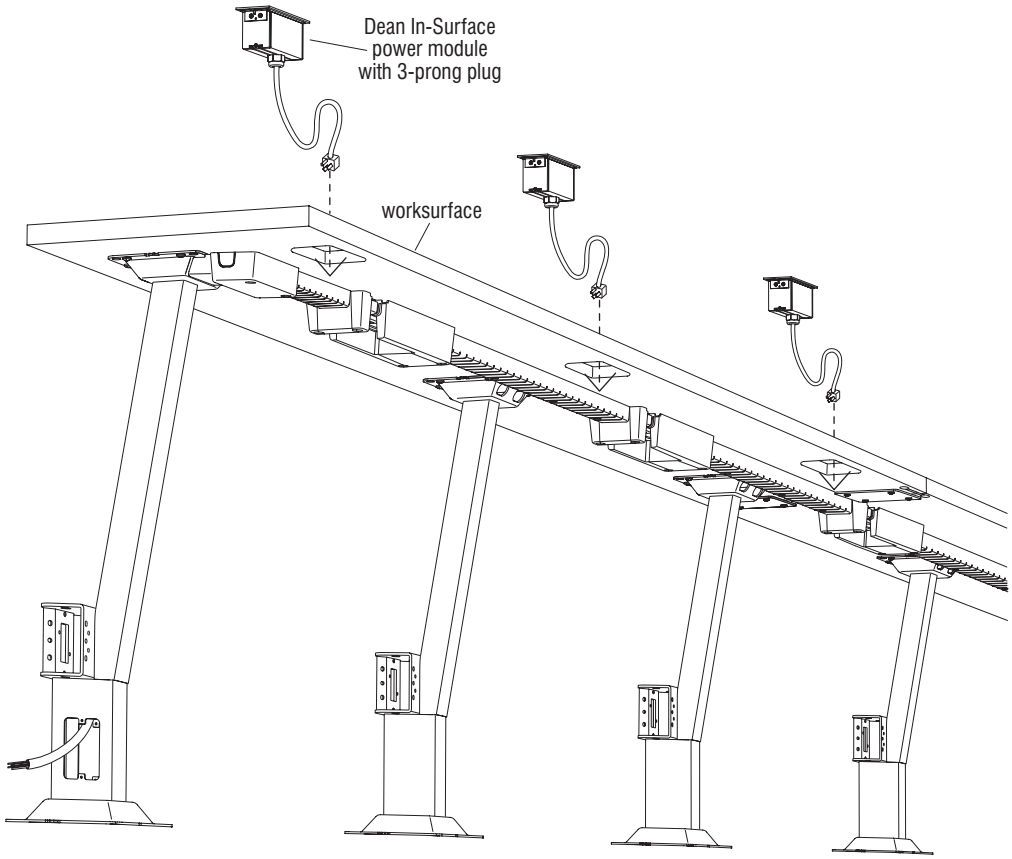
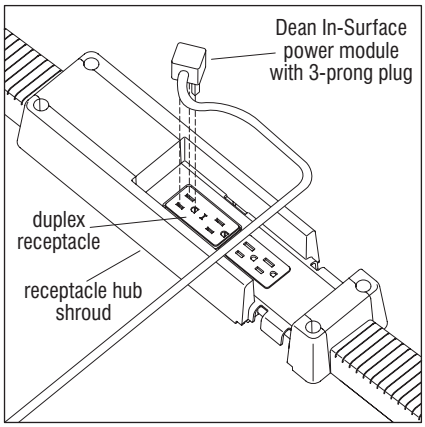


Figure 14



Detail B

CAUTION

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.

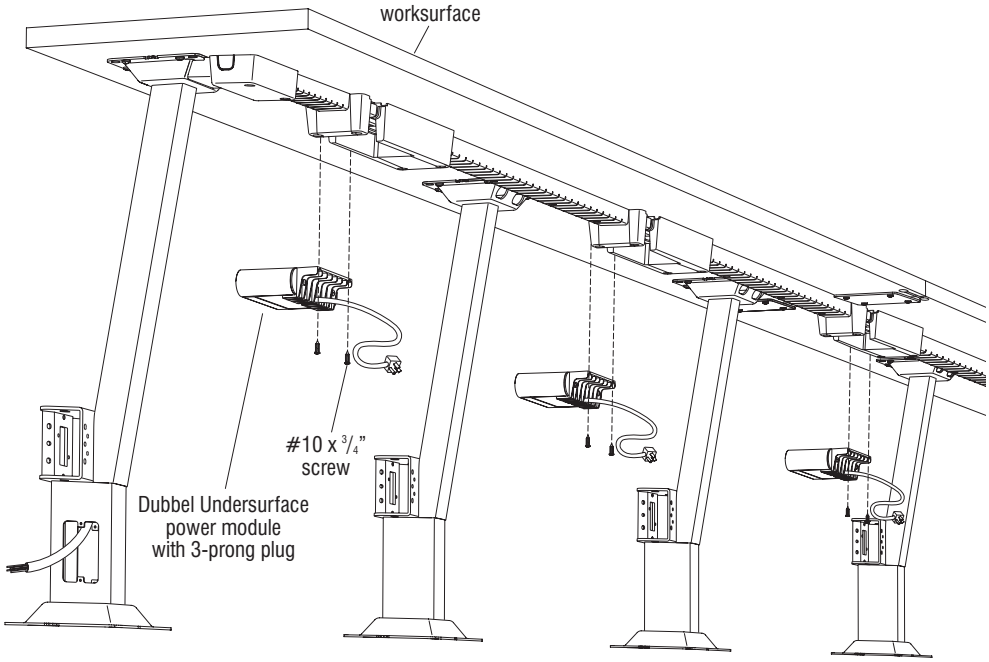
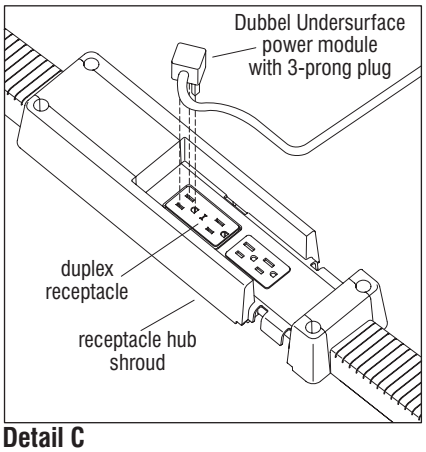


Figure 15



Detail C

Dubbel Undersurface Power Module Installation

33. Install the Dubbel Undersurface power module with 3-prong plug to the underside of the worksurface with two #10 x 3/4" screws in pre-drilled holes (Figure 15)

34. Once Dubbel Undersurface power module with 3-prong plug is installed, route the power cord to the nearest duplex receptacle under the worksurface and plug the 3-prong plug end into it (Detail C).

CAUTION

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.

Nacre® In-Surface Pop-Up Power Module Installation

35. Install the Nacre In-Surface Pop-Up power module with 3-prong plug into the mounting hole in the worksurface per the manufacturer's instructions included with the module (Figure 16).

36. Once the Nacre In-Surface Pop-Up power module with 3-prong plug is installed, route the power cord to the nearest duplex receptacle under the worksurface and plug the 3-prong plug end into it (Detail D).

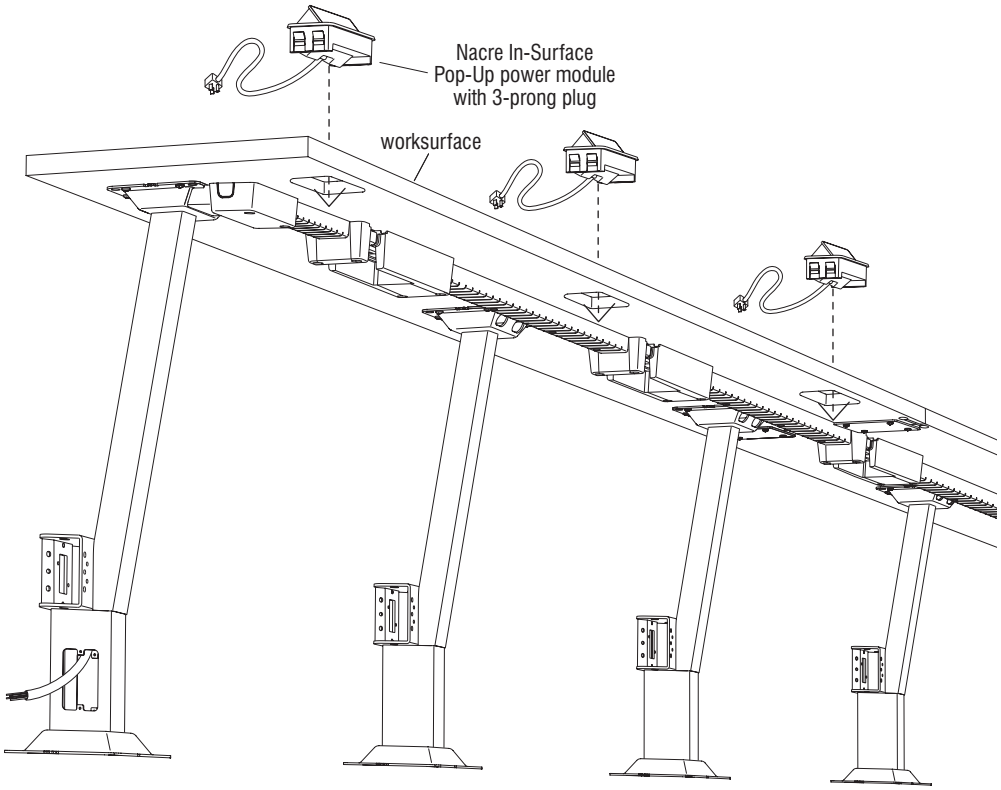
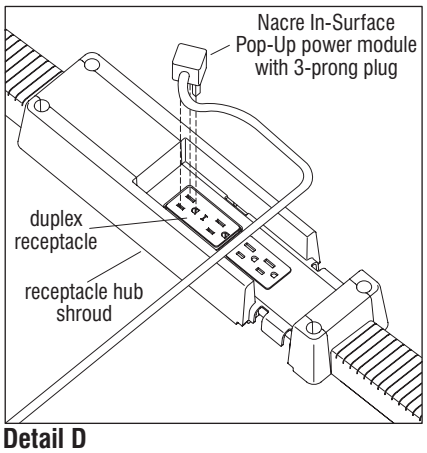


Figure 16



Detail D

CAUTION

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.

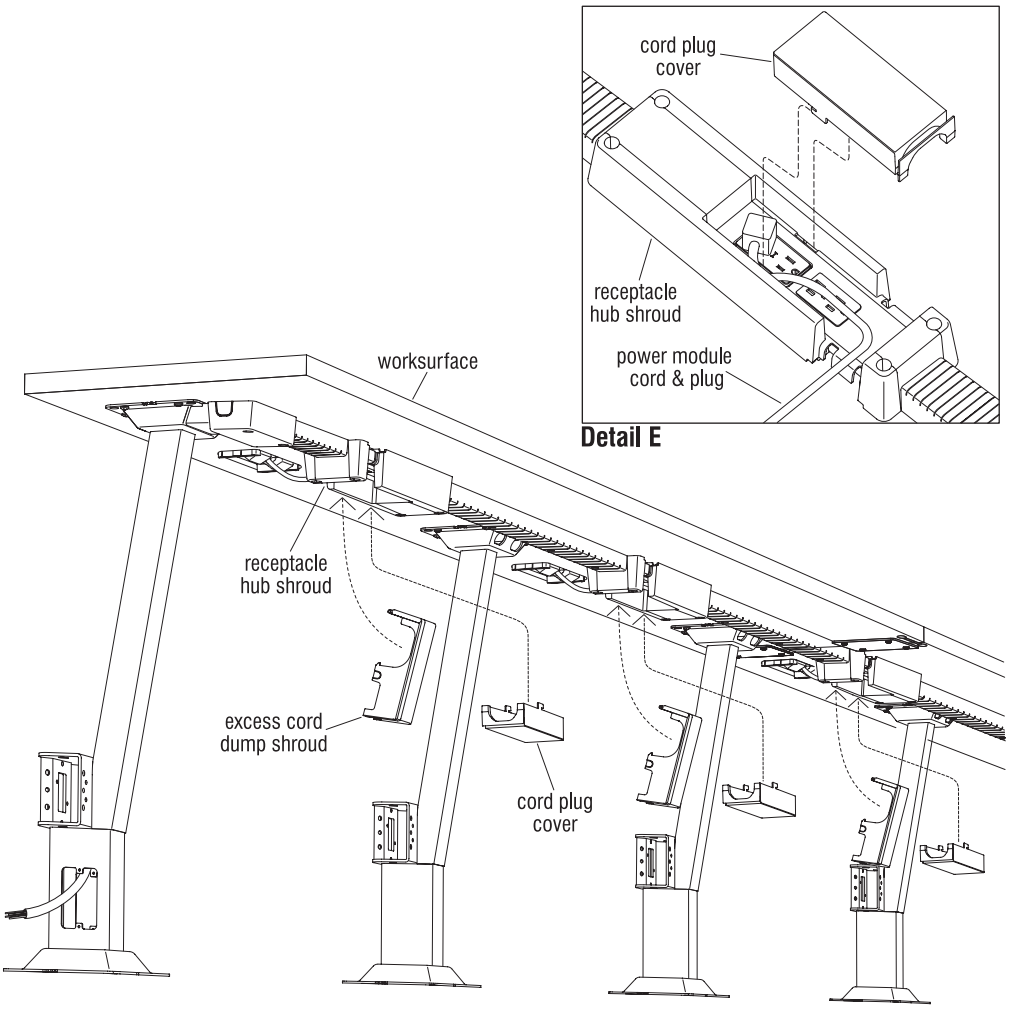
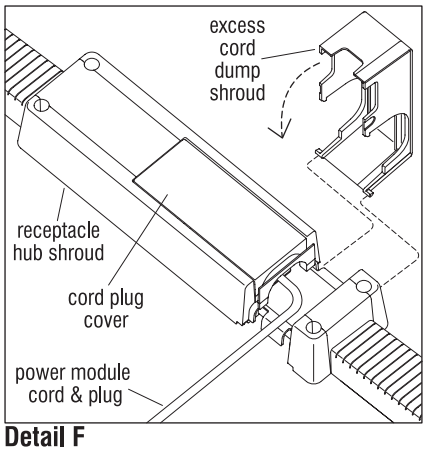
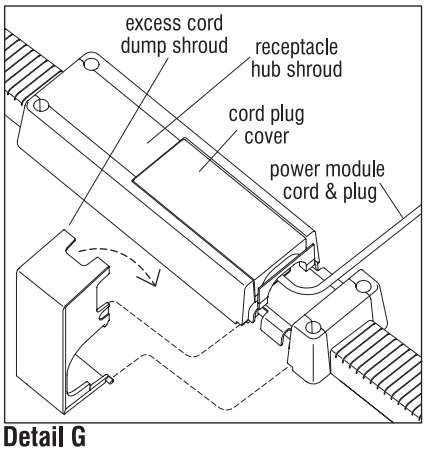


Figure 17





Cord Plug Covers Installation

37. Once all power modules are plugged into the duplex receptacles in the installed receptacle hub shrouds, the cord plug cover can be installed to the hub shrouds. Position the cord plug covers as illustrated and insert the teeth of the cord cover into the slots of the receptacle hub shroud, then slide the cord cover towards the closest end of the hub shroud to lock in place (Figure 17 & Detail E).

    Note: The power module type and exit location of the power cord from the receptacle hub shroud will determine which orientation the excess cord dump should will be installed (Details F & G).

38. Next, prepare to install the excess cord dump shroud to the receptacle hub shroud by first determining which side the power module's cord exits the receptacle hub shroud (Details F & G). Orient the cord dump shroud correctly and slide the tabs at both sides of the shroud end into the key slots of the receptacle hub shroud as illustrated. Once slid in, the cord dump shroud is hinged in place. Gather excess cord into the dump cover, swing it up and snap it into place on the receptacle hub shroud (Figure 17, Details F & G).

CAUTION

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 Laminate or Wood Modesty Panel

39. Per the space-planning layout and the identification numbers on the back sides of the modesty panels, lay the modesty panels out where they will be installed to the worksurfaces. Modesty panel lengths are undersized on each end, thereby creating a 1/2" gap at the modesty panel joints, and a 3/4" to 2 1/2" space at the end-of-run. Refer to the chart on the space-planning layout for the number of brackets required per modesty panel, and equally space the brackets along the panel. The two end brackets should be 2" from the edge of the panel. Begin assembly by installing the bracket to the worksurface first (Figure 18).

    Note: Care must be taken when positioning the brackets to ensure they do not interfere with the worksurface mounting flanges. When the bracket is installed to the underside of the worksurface, the shorter flange of the bracket must be secured to the worksurface with two #10 x 3/4" screws torqued to 50 in/lb. Mounting holes under the worksurface must be pre-drilled with an 1/8" drill bit to maximum depth of 1/2". Be sure that the longer edge (which will be secured to the modesty panel) is set back 1" from the front edge of the worksurface. After all brackets are secured to the worksurface, carefully lift the modesty panel into place and pre-drill holes in modesty panel with an 1/8" drill bit to a maximum depth of 1/2". Secure each installed modesty panel bracket to the modesty panel with three #10 x 3/4" screws torqued to 50 in/lb (Figure 18).

    Note: To help support continuous wood and segmented wood panels during attachment, bar clamps may be used.

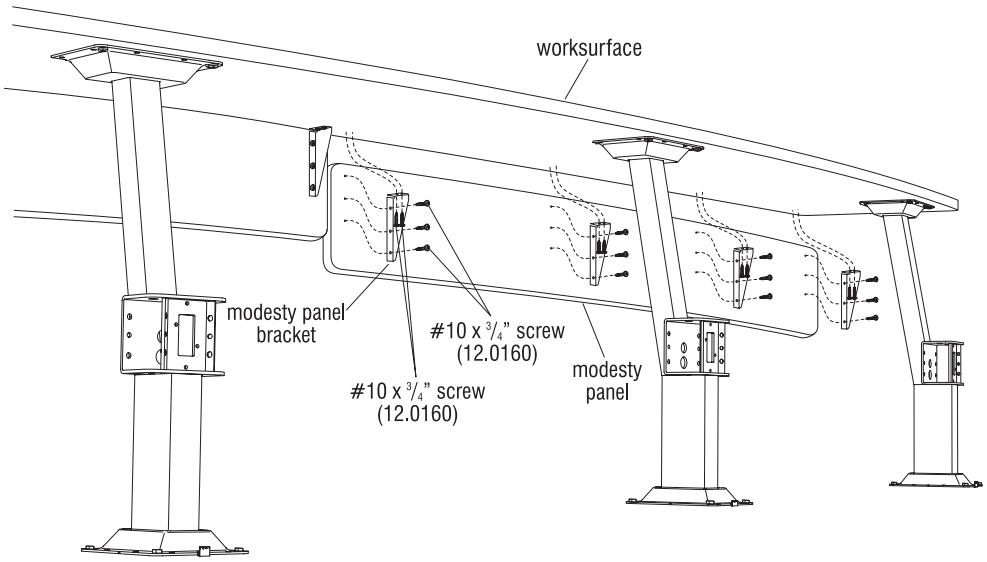
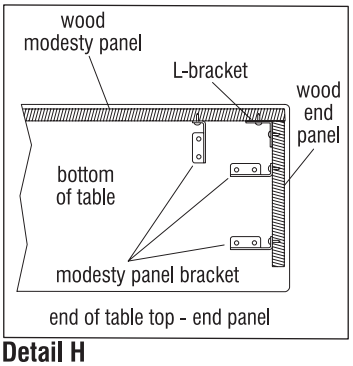


Figure 18

CAUTION

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.



Detail H

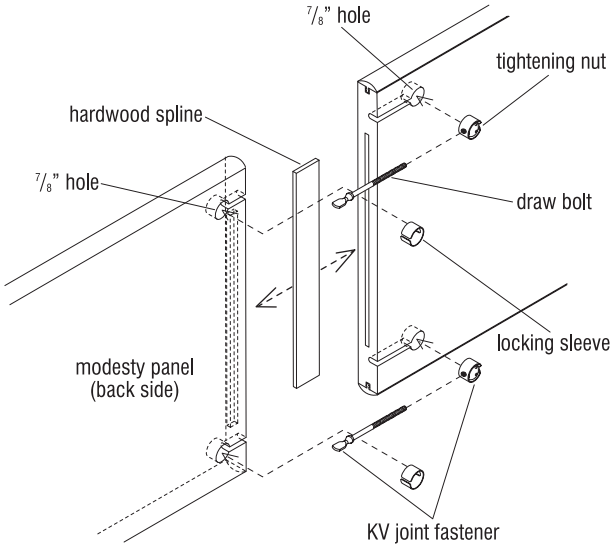


Figure 19

40. For **Continuous Laminate or Wood Modesty Panels,** the following steps must be completed before mounting the panel to the worksurface, described in step 41.

    Modesty panels are to be joined together from behind with two KV joint fasteners per pair of modesty panels (Figure 19). First join both modesty panels together, aligning the hardwood spline (installed in one modesty panel at the factory). Check to make sure the hardwood spline fits snug in both modesty panels. If it does not, lightly sand down the spline so it does fit. If this is not done, it may be difficult to get a tight fit on the modesty panel seam. The spline joint and modesty panels seam are to be glued using the adhesive supplied with the KV fasteners. Do not use a wood glue for seam gluing as the working time for that adhesive is too short. Then, thread each draw bolt a few turns into each tightening nut and press each pair up into a 7/8" hole and slot. The flat end of each draw bolt will be visible in the 7/8" holes of the modesty panel being joined. Insert locking sleeves into the 7/8" holes so that the slotted sleeve engages the rounded collar on the bolt (Figure 19). Tighten the nut with a tightening tool or nail set. Check the front side of the joint for proper alignment. The joint should be smooth and level with no gaps. Adjust as necessary to achieve a "seamless" look. Once the seam is glued, use C-clamps to clamp either end of the seam. Allow one hour for glue to set before attaching panels to top.

    Note: Each pound of pressure on the tightening tool exerts 500 pounds of force on the joint. Overtightening the KV fasteners will cause the panels to delaminate.

41. For **Laminate or Wood Modesty Panels with End Panels,** the end panels are to be installed after modesty panels are in place. End panels use two modesty panel brackets and an L-bracket in the corner where the two panels meet (Detail H). Place the end panel into position, then using the L-bracket as a template, mark the six mounting hole locations, three to the modesty panel and three to the end panel. Carefully pre-drill mounting holes in each panel to a depth of 1/2" with an 1/8" drill bit, taking care to not pierce through the end panel or modesty panel. Use bar clamps to hold the end panel in position and install L-bracket with six #10 x 3/4" screws torqued to 50 in/lb (Detail H). Adjust the clamped end panel for desired reveal at the end. Position the modesty panel brackets at their installation location and mark their mounting hole locations. Using a 1/8" drill bit, pre-drill to a depth of 1/2", taking care to not pierce through the end panel. Mount two modesty panel brackets to the end panel and bottom of the worksurface using five #10 x 3/4" screws torqued to 50 in/lb at each bracket (Detail H).

    Note: For full-height end panels joining with full-height modesty panels, two L-brackets are required.

CAUTION

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.

Steel Modesty Panel Installation

42. Per the space-planning layout and the identification numbers on the back side of each modesty panel, lay the steel modesty panels out where they will be installed to the worksurfaces. Modesty panel lengths are undersized on each end thereby creating a 1/2" gap at the modesty panel joints, and a 3/4" to 2 1/2" space at the end-of-run.

    Note: Care must be taken when positioning the brackets to ensure they do not interfere with the worksurface support flange. On the modesty panel ends, use an appropriate left- or right-hand bracket so that the nuts are not visible.

43. Refer to the chart on the installation drawing for the number of modesty panel brackets required per modesty panel, and equally space the brackets along the panel. **A modesty panel bracket must be installed to the end set of holes on both sides of the modesty panel.** Begin assembly by installing the bracket to the modesty panel first. The longer flange of the bracket should be secured to the modesty panel with two #10 x 1/2" screws and #10-24 keps nuts. Tighten nuts to 35 in/lb. Insert the screws through the top hole in the panel and into the 3rd hole from the top on the bracket. The lower screw should be routed through the modesty panel so that it secures to the lowest hole in the bracket. A modesty panel bracket must be installed to the end set of holes on both sides of modesty panel (Figure 20).

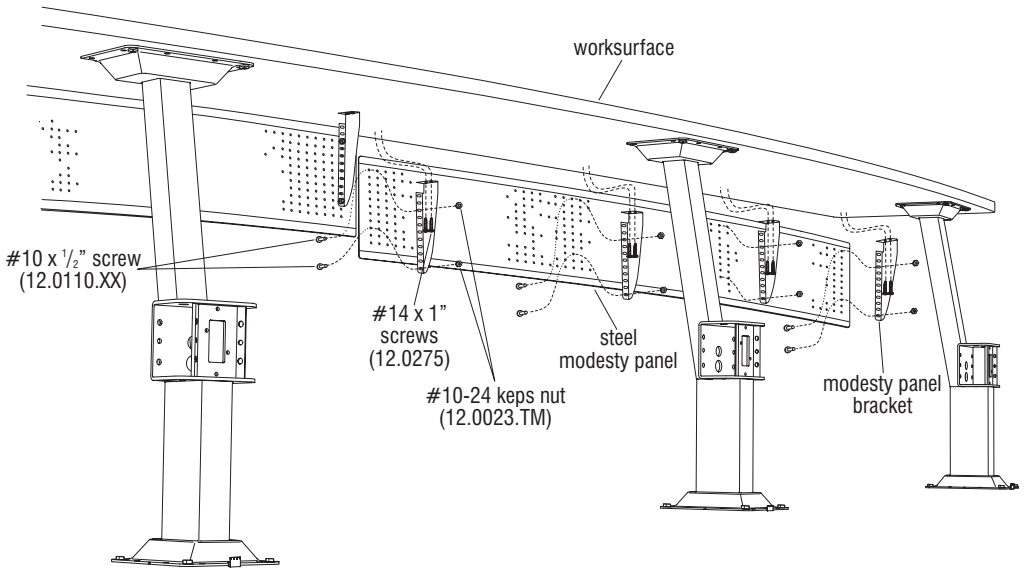
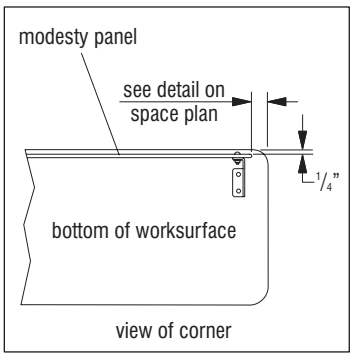


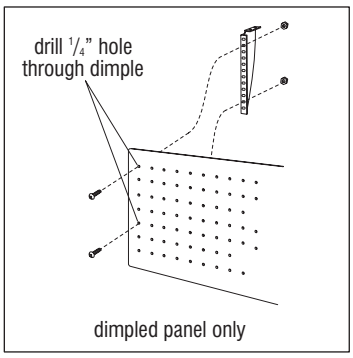
Figure 20

CAUTION

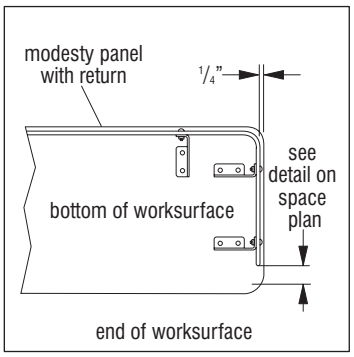
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



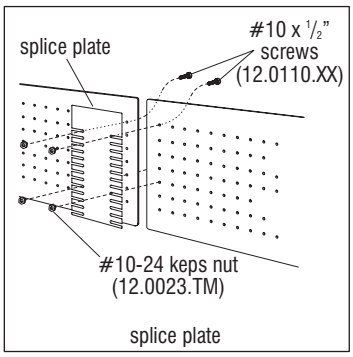
Detail I



Detail J



Detail K



Detail L

Note: For **dimpled panels,** drill 1/4" holes through the top and 5th dimples in panel at bracket locations using the dimple as a guide (Detail J).

44. After all brackets are secured, carefully lift the panel up and install the brackets to the underside of the worksurface using #14 x 1" screws torqued to 100 in/lb. Mounting holes must be pre-drilled with a 3/16" drill bit to a maximum depth of 3/4". The modesty panel must be mounted 1/4" from the front edge of the worksurface and in from the end of the worksurface per the space-planning layout (Detail I).

45. Panels with a return at the end will require two brackets mounted at the end of the panel as illustrated (Detail K).

46. For continuous metal modesty panels only, attach the 16-gauge metal splice plate between the ends of the modesty panels to ensure proper alignment from panel to panel. Install in the same manner as brackets using #10 x 1/2" screws with #10-24 keps nuts (Detail L). Tighten nuts to 35 in/lb.

CAUTION

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Acrylic Modesty Panel Installation

Note: Read all instructions below before proceeding.

47. Per the space-planning layout and the identification numbers on the back side of each modesty panel, carefully set the acrylic modesty panels out at the location they will install to the worksurfaces.

    Important: Preliminary set-up is important, so "equal gap spacing" between modesty panels and appropriate end-of-run spacing is achieved. A nominal $^1/_2$" gap is to be left between installed modesty panels, although that gap may vary. Care must be taken when locating the final installation position of acrylic modesty panels to underside of tabletops to achieve a clean, flush final look (Details M, N, O & P).

48. Begin assembly by installing the modesty panel brackets to the acrylic modesty panels first. Properly align the mounting holes of the bracket to the pre-drilled holes in the modesty panel.
    Note: At ends-of-run, right- & left-hand modesty panel brackets will be specified for the appropriate side (Detail P). Insert a #10-24 x $^{11}/_{16}$" thumb screw (46.6189) through each of two modesty panel and modesty panel mounting bracket mounting holes. Then, at the back of the modesty panel mounting bracket, secure the two together using a #10-24 hex nut with lock washer (12.0023.TM) as illustrated (Figure 21).

Note: Once panel brackets are attached to the acrylic modesty panels, it is recommended that end-of-run modesty panels be correctly positioned and installed first, such that **end straight modesty panels** have the $^1/_4$" spacing back from the front as well as even spacing at each end (Detail M). Installation spacing is especially important for **end modesty panels with return** which must be positioned and installed $^1/_4$" back from the front and $^1/_4$" in from the side at the end/return (Detail O). After end-of-run modesty panels are secured, installation of the center-most modesty panel is important, as it must be positioned/installed at the very center of the run of worksurfaces to further aid in achieving equal spacing. Lastly position and install panels between the center and the end acrylic modesty panels. **The noted process above makes it easier to achieve equal spacing of acrylic modesty panel gaps between all panels being installed.**

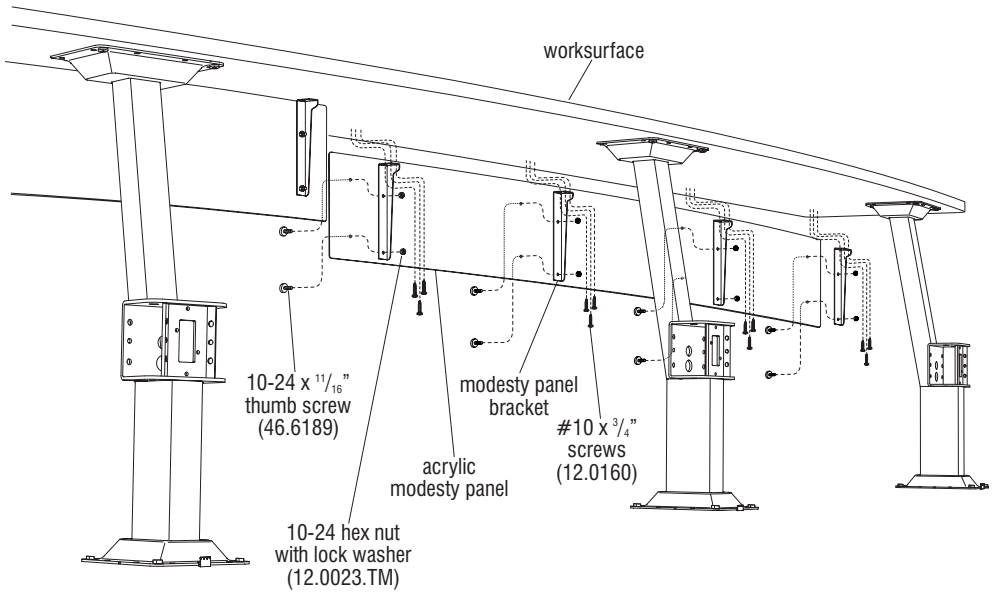
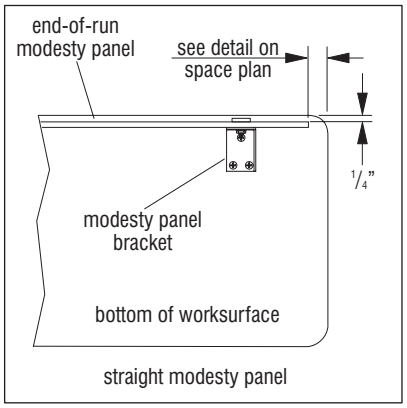


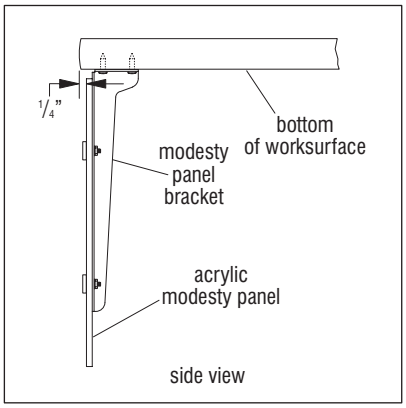
Figure 21

CAUTION

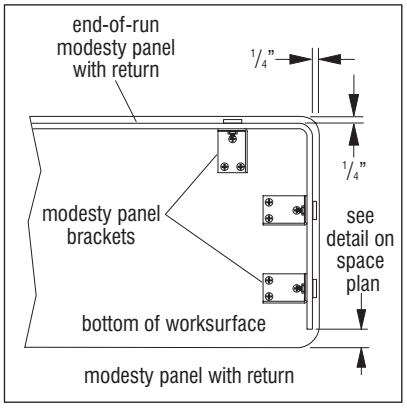
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



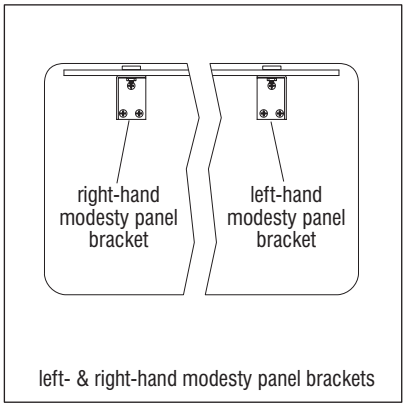
Detail M



Detail N



Detail O



Detail P

49. After all brackets are secured to the acrylic modesty panels, carefully lift the panel up into position under the worksurface, and one bracket at a time, mark and pre-drill 1/8" diameter mounting holes to 3/4" depth maximum. Take care to not drill too deep and damage the worksurface. Install each bracket to the underside of the worksurface using three #10 x 3/4" screws (12.0160) (end-of-run panels first, then center).

50. Panels with a return at the end will require two modesty panel brackets at the end of the acrylic modesty panel as illustrated (Detail O). The modesty panel face must be mounted back 1/4" from the front edge of the worksurface, and as noted above, 1/2" nominal, equal gap spacing must be maintained between installed panels.

    Important: Take care to keep the faces of installed acrylic panels "flush" to each other at the gaps when installing. Some adjustments may be necessary (Figure 21, Details M, N, O & P).

CAUTION

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.

Power Infeed Wiring

Note: All table connections (joint fasteners and splice plates) must be securely fastened before electrical components can be installed.

Note: The power infeeds may now be connected to the power source by a qualified electrician who must also check the electrical integrity of the finished system. Step 51 is intended as a guideline for this part of the installation.

51. Note the one open $^{7}/_{8}$" knockout on the face plate. Route the uncased 4-wire ends through the 90° metal connector, face plate knock-out hole, 90° pulling elbow and liquid-tight connector. Fasten components together. Cut uncased 4-wire and liquid-tight conduit to desired lengths. Feed uncased 4-wire through liquid-tight conduit and attach to 90° connector on the front of the face plate. Attach face plate to vertical leg member with screws provided. Attach uncased 4-wire to power source (Figure 22).

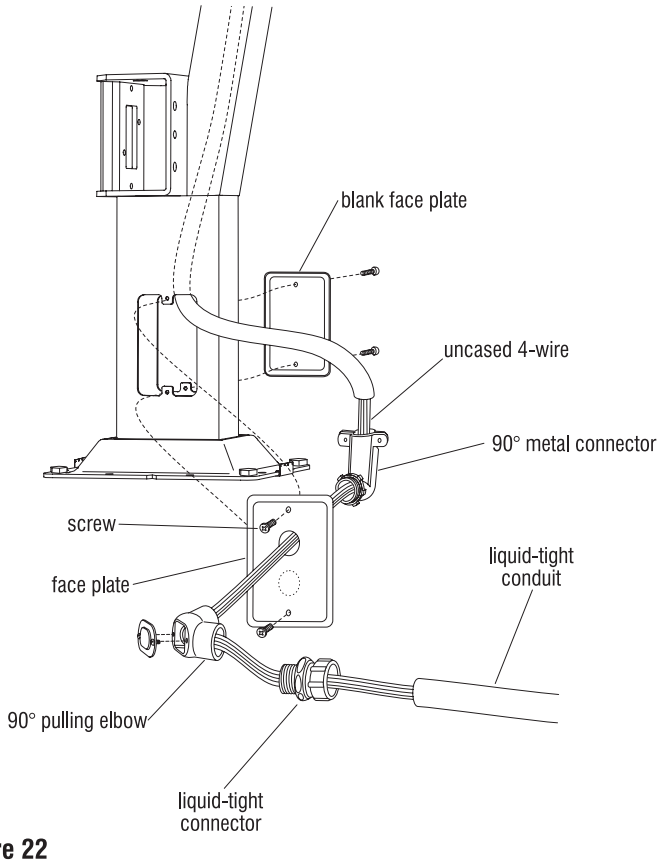


Figure 22

CAUTION

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.

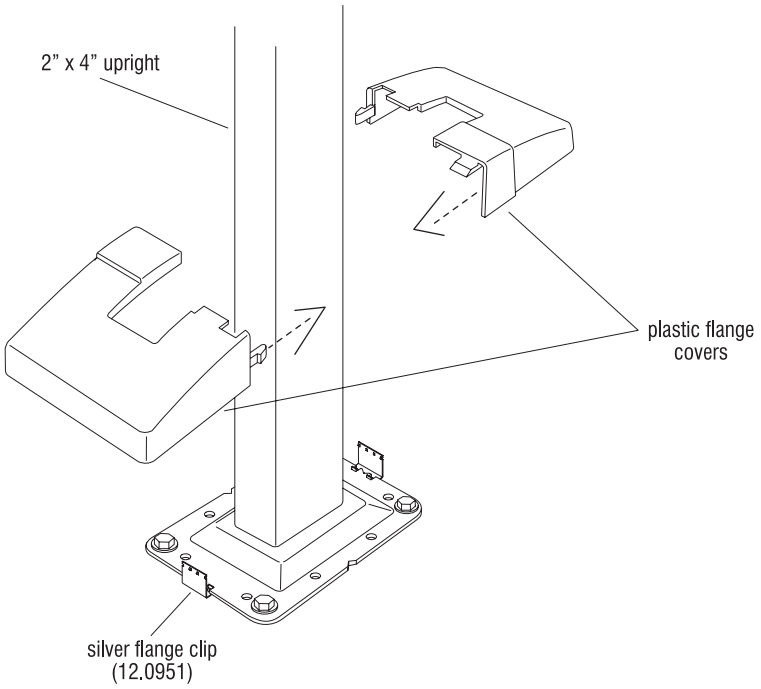


Figure 23

Flange Cover Installation

Note: Flange clips must be properly installed under base flange, as instructed on page 5, step 7 for flange covers to secure properly.

52. Position plastic flange covers over the base flange at each side of either the rectangular or the select base oval column. Snap the flange covers together and push the flange cover down tight to the floor to engage the flange clips and secure the cover (Figure 23).

CAUTION

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University Seating Seat Installation

53. Attach the appropriate seating assemblies to the swing arm/seat spider as described below (see Figure 24 & reference appropriate illustrations on the next page).

    Note: With all seating assemblies, take care not to over-tighten any screws which may result in stripping of plastic parts.

    Doni, Grazie, Intellect Wave, LimeLite, Strive, & Torsion Seats: Place a gold-steel washer onto the seat shaft. Lightly grease the seat shaft and key way using a lithium grease and brush. Route the seat shaft down through the index collar and swing arm housing. Using a ring clip separator, place a 3/4" retaining ring onto the bottom of the seat shaft to secure.

    Apply Seats: Set the seat over the seat spider, aligning the mounting locations. Secure the spider to the seat with four 1/4-20 x 1/2" hex head screws torqued to 10 ft/lb. Do not over-tighten.

54. For all seating units, rotate the seat right or left to align the front edge of the seat to be parallel with the edge of the worksurface. **Tighten the two screws on the index collar to secure the seat alignment**. Torque screws to 50 in/lb (Figure 24).

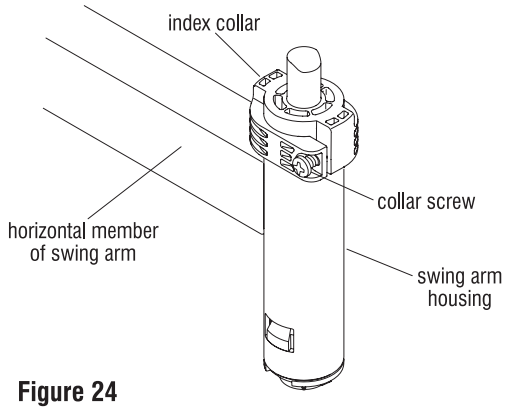
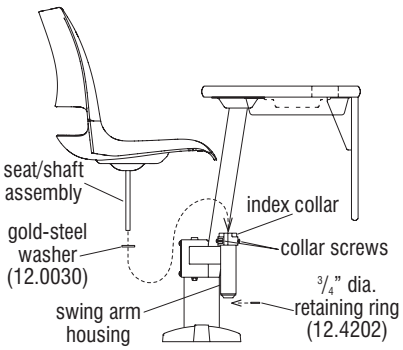


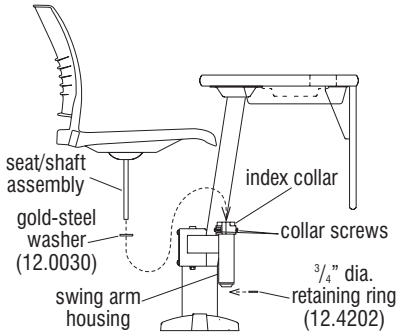
Figure 24

CAUTION

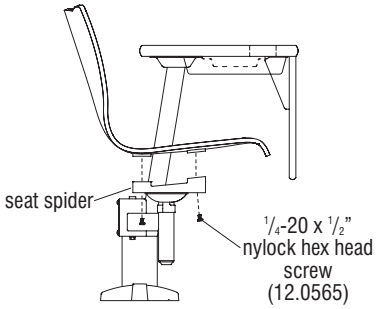
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.



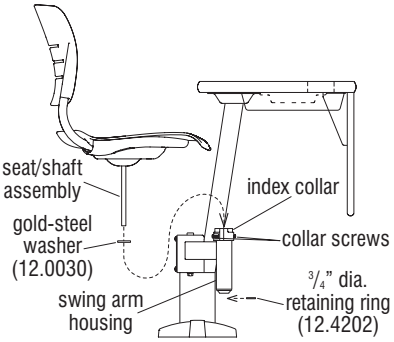
Doni



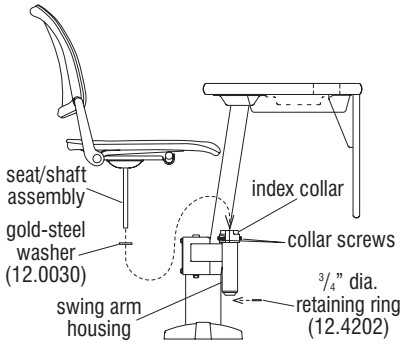
Strive



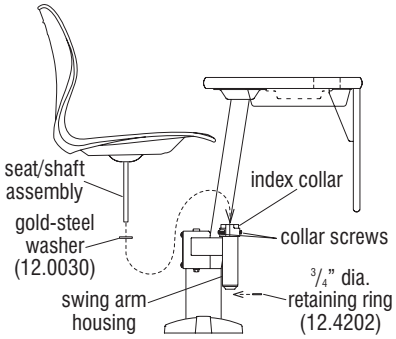
Apply



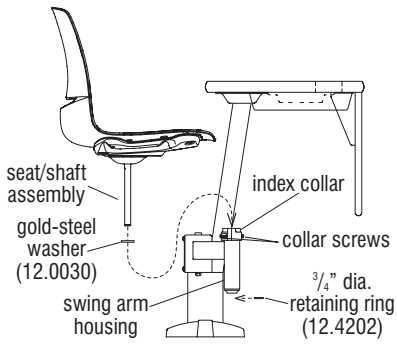
Grazie



Torsion & Torsion Air



Intellect Wave



LimeLite

CAUTION

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.

Specifying Power on University Select Seating
Specifics of the 4-wire system - 4-wire, 2 circuit system includes:

- (2) hot wires (circuits 1 & 2 share the ground and neutral wire)
- (1) ground wire
- (1) neutral wire

Each circuit is rated for 20 amps but NEC recommends utilizing only 80% or 16 amps per circuit

(16 amps x 2 circuits = 32 total amps).

Power Infeeds
Determine quantity of power infeeds.

1. One infeed per row provides power for up to eight shared power modules with USB, or sixteen seats (16 seats x average of 2 amps per computer = 32 total amps).

2. If rows have more than sixteen seats, a second infeed will be required.

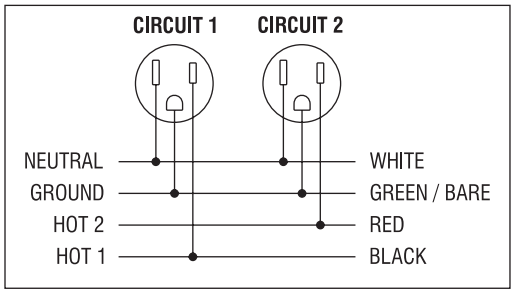
3. If the number of circuits per row is more than two, a second infeed will be required in that row.

   a. Determine the total amperage per row (refer to back of the computer).

   b. Determine the number of circuits required per row (total amperage per row divided by 8).

4. Determine location of power infeeds. Infeeds can come up any fixed table base.

5. Connection is typically made at a (user supplied) junction box outside the nearest leg. Power infeeds can come directly through bottom of base, but locations must be exact.



WARNING:
Risk of fire or electrical shock. Do not electrically connect span connectors to more than one supply source. Always determine that the span connectors are electrically connected to one and only one source of supply.

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