Assembly Instructions ■

Tables With Power/Data Module

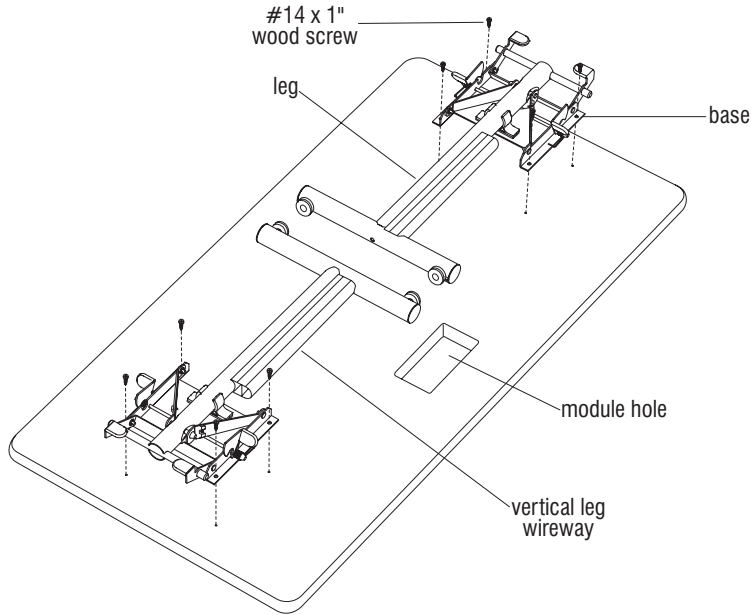March 2014

#14 x 1"
wood screw

leg

base

module hole

vertical leg
wireway

Figure 1

#10 x $^5/_8$"
screw

cord
management
troughs

module cord

#10 x $^5/_8$"
screw

trough clip

power & data
module

Figure 2

Fixed and Folding Base Installation

Tools Required
• Phillips screwdriver

Hardware Included
• (8) #14 x 1" screws

1. Place the table top upside down onto a soft protective surface.

2. Locate the four pre-drilled pilot holes at each end of the table for each base. Orient the mounting holes of each base with the pre-drilled holes in the table.

   Note: The vertical leg wireways must face the side of the table with the module hole and the folded legs of the table bases must be positioned to fold toward the center of the table (Figure 1).

3. Secure each base to the table with four #14 x 1" screws provided, not to exceed 60 in/lbs of torque (Figure 1).

PowerUp and Cord Management Installation

Tools Required
• Phillips screwdriver

Hardware Included
• (6) #10 x $^5/_8$" screws

1. Position the table top upside down on a soft protective surface. For tables with the Folding Base, fold out the table legs by unsnapping each leg from the leg holder on the base. Then lift the table leg up 90°, making sure that the base locks securely into place by pressing down on the leg such that it engages the leg lock (Figure 2).

2. Carefully tip table up on edge. Position the power & data module over the topside as shown in figure 2. From the topside, route the module cord through the module hole and snap the power & data module into place. Be sure that the module is closed (by pressing in on the "stars" in the module) and carefully set the table upside down again onto a soft protective surface.

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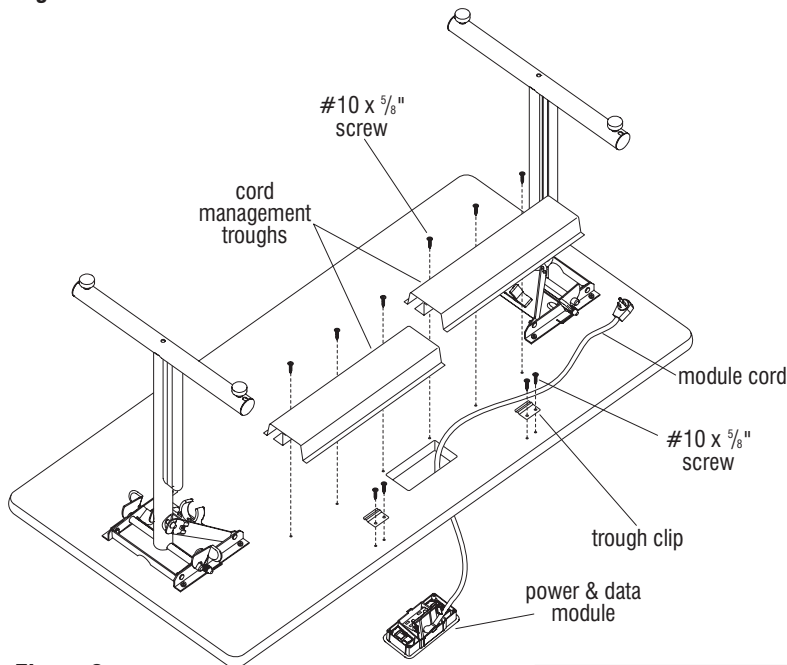
Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

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3. Position trough clips over the pre-drilled holes in the table top and secure with two #10 x $^5/_8$" screws per clip, not to exceed 25 in/lbs of torque (Figure 2).

4. Position the mounting holes of both cord management troughs over the pre-drilled holes in the table. Secure the troughs to the table top with #10 x $^5/_8$" screws (Figure 2), not to exceed 25 in/lbs of torque. **Do not over tighten screws.**

5. Route the module cord and/or optional data lines through either end of the cord management troughs (Figure 2). If the cord is to be routed the opposite direction that it comes out of the module, make a 6" loop with the cord to change direction (Detail A).

6. Slide the flange of each cord management trough under the trough clips to secure each trough to the table (Figure 2).

7. If the table has fixed legs instead of folding legs, skip to step 8.

8. The module cord and/or optional data lines must be attached to the lower portion of the base on the folding plate using a cord clamp (factory installed). Loosen the screw that holds the clamp and press cord in under one side, and data lines (optional) under the other side (Detail B).

Note: Cord and/or data lines **must** be pulled tight through cord clamp and into vertical channel(s). Tighten the screw to secure cord and/or data lines.

9. Press the module cord into one of the vertical channels of the leg wireway (Detail B).

Note: The other vertical channel of the same leg wireway is for routing data lines.

Quick Release Modesty Panel Installation

Note: The Quick Release Modesty Panel should only be installed after the power & data module and cord management components are installed.

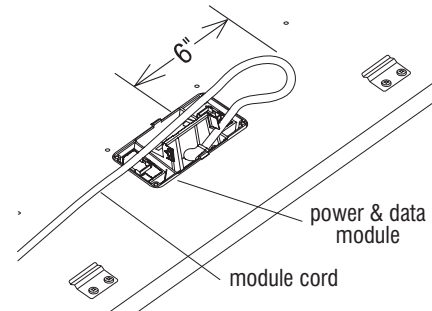**Tools Required**
• Phillips screwdriver

Hardware Included
• (8) #10 x 1" screws
• (4) #10 x $^3/_4$" screws

1. Place table top upside down on a soft protective surface. Orient hanger brackets as shown over pre-drilled holes and mount to underside of table top with four #10 x 1" screws each (Figure 3), not to exceed 40 in/lbs of torque. Carefully turn table to upright position.
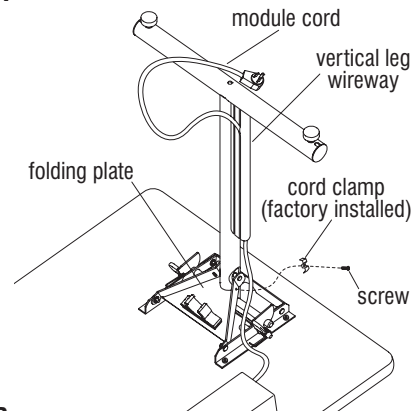
2. Lay modesty panel on a soft protective surface with pre-drilled holes facing up. Fasten L-hangers to the modesty panel with two #10 x $^3/_4$" screws each, not to exceed 25 in/lbs of torque (Figure 3).

3. To install the modesty panel under the table, slide the L-hangers of the modesty panel into the hanger brackets on the underside of the table top. When the mechanisms engage, a "click" will sound at each bracket (Figure 3).

4. To remove the modesty panel, the release tab on each hanger bracket must be pulled down while the modesty panels' L-brackets are pulled out (Figure 3).

power & data module
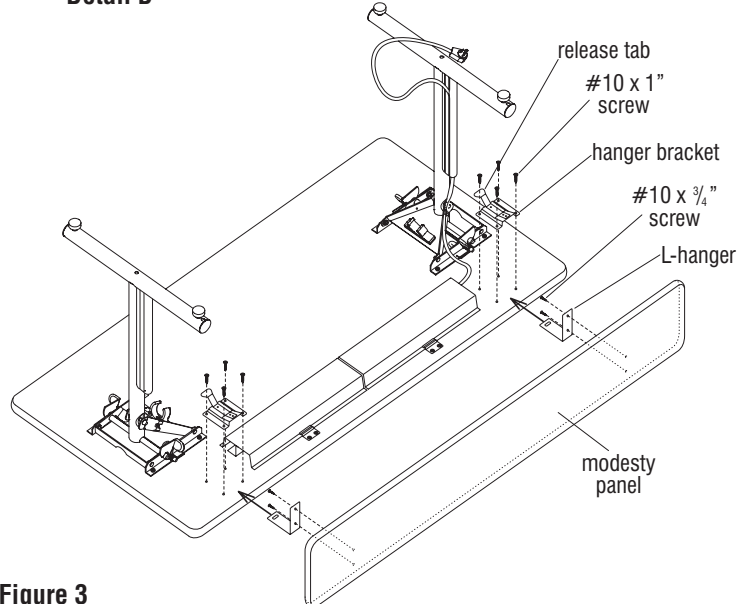module cord

Detail A

module cord
vertical leg wireway
folding plate
cord clamp (factory installed)
screw

Detail B

release tab
#10 x 1" screw
hanger bracket
#10 x $^3/_4$" screw
L-hanger
modesty panel

Figure 3