

# Assembly Instructions

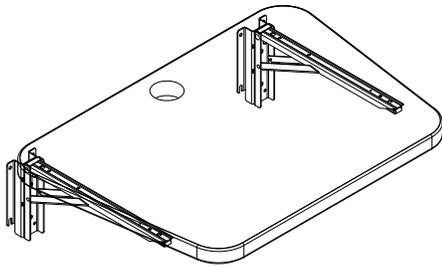
## Important

Before you begin, read and comply with all safety and operating instructions, and ensure all parts and correct quantities are included.

Any parts damaged during shipment must be reported within 5 days of receipt. To report information regarding missing parts or damage, to purchase parts or accessories, or if you have any questions, please contact us.

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Thank you for purchasing Spectrum products!



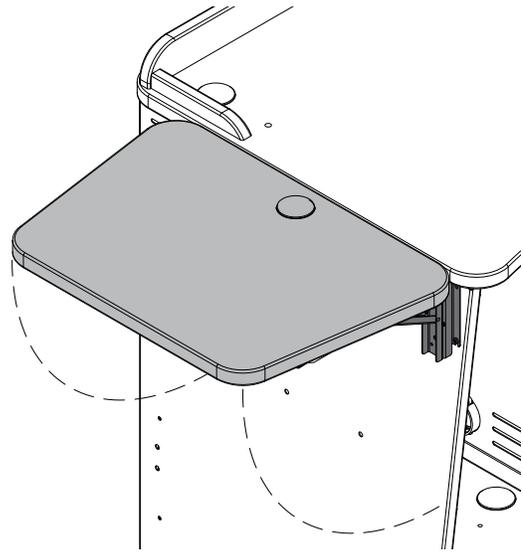
(1) Flip-up shelf assembly



(1) 039622  
2" Grommet



(16) 0100167  
8-32 x 1/2" PH  
Thread-cutting screw



## Flip-up Shelf for Inspiration Lectern™ 55536



Installation video available  
See [www.spectrumfurniture.com](http://www.spectrumfurniture.com)



## Installation

1. Determine which side of the lectern you want the shelf installed. (Left or right).
2. Extend each shelf bracket to by depressing the release lever and lifting until it locks into the 90° position. **Figure 1**.
3. Install the (4) lower 8-32 x 1/2" PH thread-cutting screws into the side panel leaving about 1/4" of threads exposed.
4. Set the shelf assembly onto the (4) lower screws using the notched brackets.
5. Secure the shelf assembly by installing the (4) upper 8-32 x 1/2" PH thread-cutting screws.
6. Tighten all screws securely.
7. Install 2" grommet.

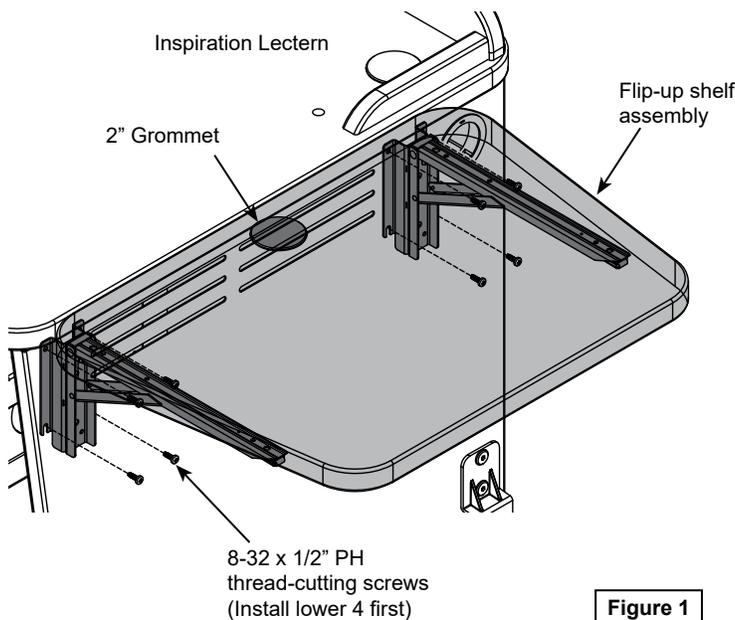


Figure 1

## Operation

The shelf will automatically lock into place when lifted into the horizontal position with the levers released. **Figure 2**. To lower or flip-up the shelf, press and hold the shelf bracket levers while slowly lowering or raising the shelf. Do not move the lectern while the shelf is in the horizontal position.

Note: Power and communication wiring for document cameras, laptop computers, and / or projectors placed on the flip-up shelf should be routed on top of the audience-side of the shelf. Use of the shelf grommet for wiring will result in pinching of the cords when the shelf is folded.

## CAUTION

Keep clear of pinch points during shelf movement.  
Do not exceed 35 lb [15.9 kg] of weight on shelf.

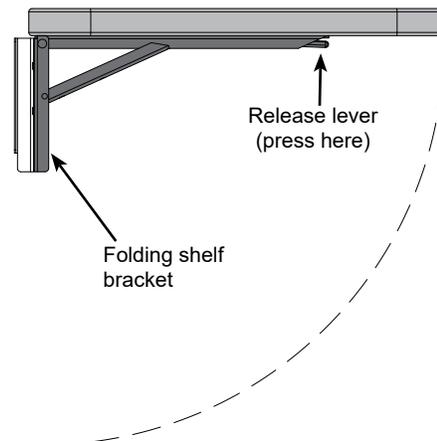


Figure 2