

Assembly Instructions

⚠ Important ⚠

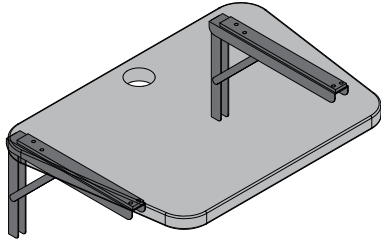
Before you begin, read and comply with all safety and operating instructions, and ensure all parts and correct quantities are included.

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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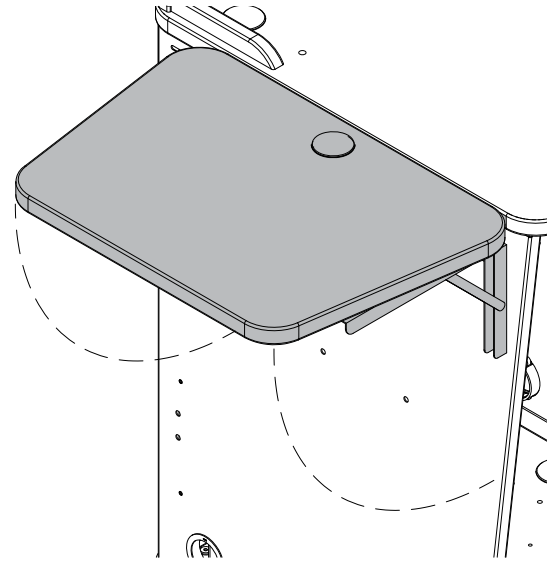
(1) 0119259
Flip-up shelf
assembly



(1) 039622
2" Grommet



(4) 0100167
8-32 x 1/2" PH
Thread-cutting screw



Flip-up Shelf for Inspiration Lectern™ 55412

Tools
Required



Phillips
Screwdriver

Installation

1. Determine which side of the lectern you want the shelf installed. (Left or right).
2. Extend and lock the folding shelf brackets into the horizontal position. **Figure 1**.
3. Align and attach each bracket to the side of the lectern with (2) 8-32 x 3/8" PH thread-cutting screws. A second person may help by supporting the shelf during installation.
4. Tighten screws securely.
5. Install 2" grommet.

3. 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 levers under each folding shelf bracket at the same time while slowly lowering or raising the shelf. Do not exceed a maximum of 50 lb of weight on the shelf. Do not move the lectern with the shelf 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 hole for wiring will result in pinching of the cords when the shelf is folded.

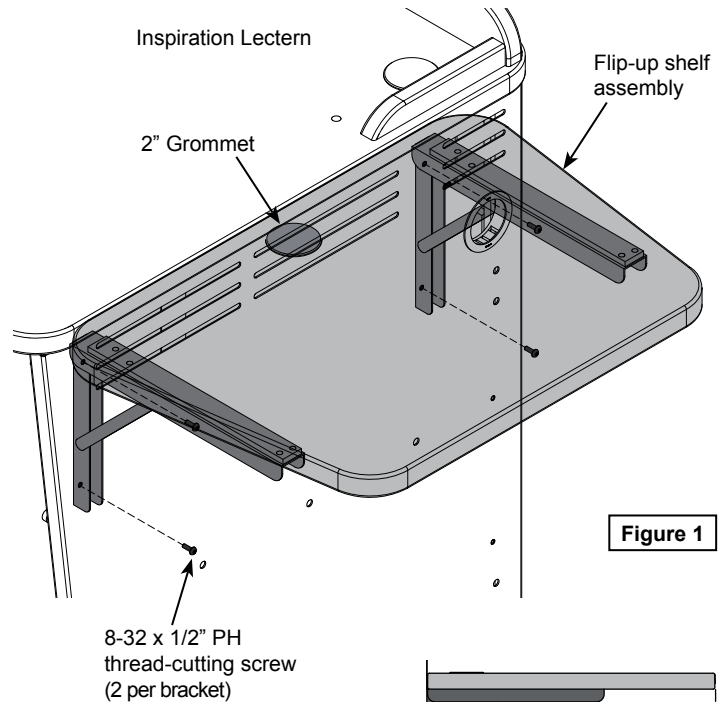


Figure 1

⚠ CAUTION ⚠

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

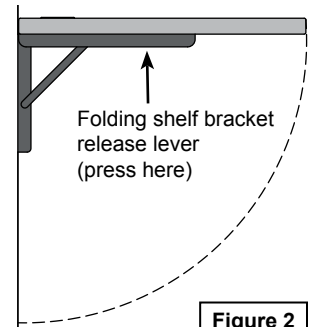


Figure 2