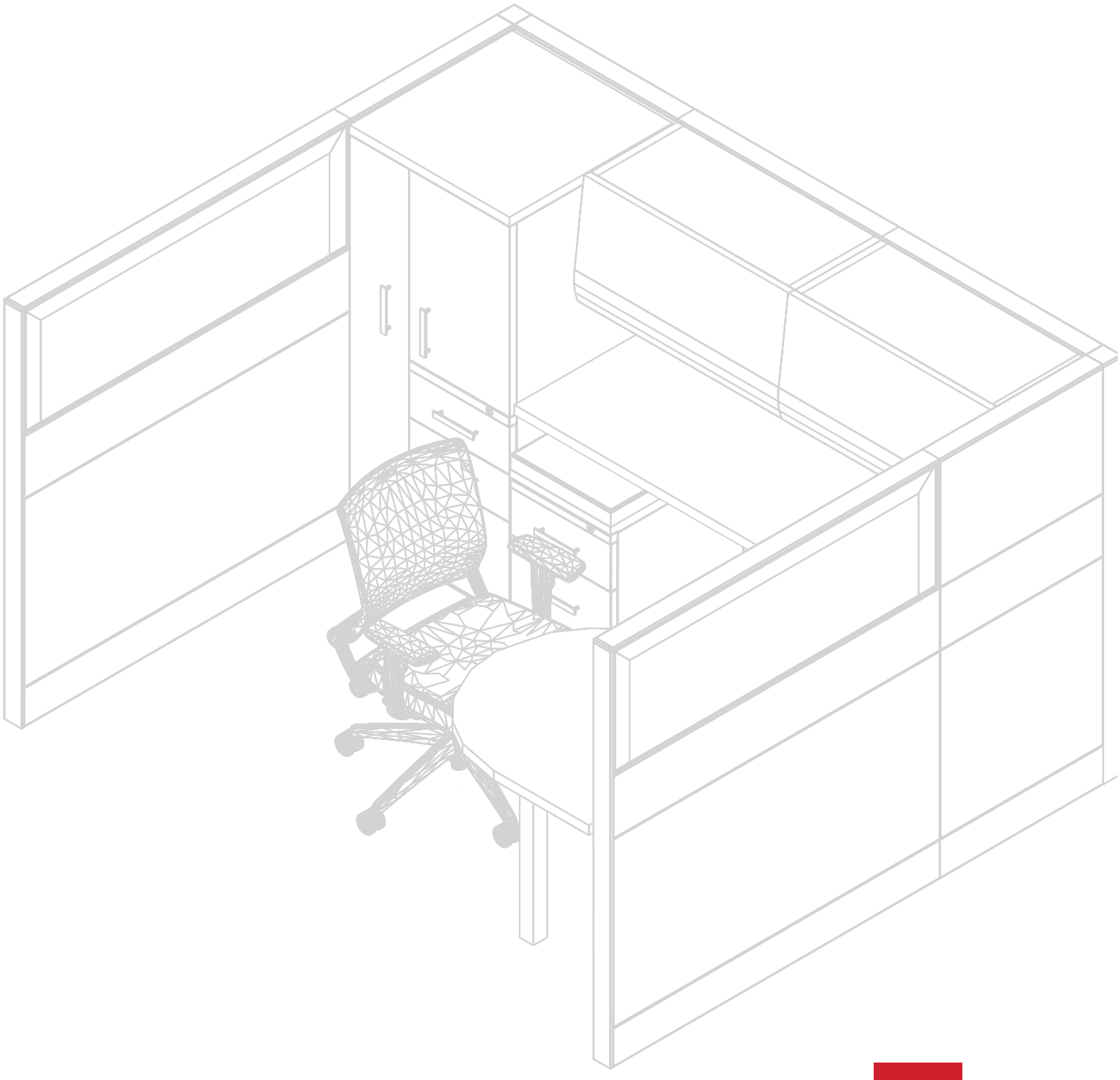
NOVO Installation Manual



FRÍANT

ALL
WORKSTYLES
WELCOME

NOVO INSTALLATION MANUAL

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GENERAL INFORMATION

WARNING: Failure to follow the instructions in this manual can result in product damage, personal injury or both.

This installation manual provides necessary information for the safe installation of Friant's Novo product.

The Novo product line is a modular panel system composed of panels, hanging and freestanding components and accessories designed to be precisely tailored to the office environment. It consists of products that are factory assembled and require installation only; and other products that are shipped as subassemblies for assembly during the installation process.

Novo products are available with an 8-wire electric system that is listed with Underwriters Laboratories and comply with UL1286.

This product is considered portable furniture and is therefore subject to local fire, electrical and building codes; therefore, check with local building authorities before installation of the product.

It is the responsibility of the dealer and the installer to properly install this product according to this manual and generally accepted industry practices.

SAFETY NOTES

- Please read all WARNINGS and NOTES, as these are for your safety.
- Please read TIPS in the installation as helpful suggestions.
- Always use proper tools when installing.
- Keep your work area clean, clutter-free and safe during installation.
- Use eye protection when working under a workstation or when working with tools.
- Many products weigh more than 35 pounds. Use two or more people to safely lift, carry and install the products.
- When using tools, extension cords or ladders, use them in accordance to OSHA guidelines.
- Work safe, work smart.

INSTALLATION TOOLS

INSTALLATION TOOLS

The following tools are necessary for field assembly and installation of Friant's Novo product:

- Allen wrench 1/4"
- #2 Phillips head screwdriver
- #3 Phillips head screwdriver
- Screwdriver, med slotted
- Measuring tape (25' or more)
- Rubber mallet or dead blow mallet
- Carpenter's level (48")

The following tools will help speed up installations, but are not necessary:

- Drill (12v or more)
- Set of drill bits
- Set of screw bits #2 and #3
- 1/4" Allen bit for drill
- Wrench, open end 10mm (long handle is best)
- Pliers
- Carton knife
- Ratchet head 1/4" allen bit
- 6' step ladder
- Material handling carts

PANELS & CONNECTORS















PANEL TO PANEL — SAME HEIGHT

Using your panel plan as reference, determine where the next panel goes. Install the panel in a panel run as follows.

> ⚠ **WARNING**: Failure to properly install panel runs or support panels can result in product damage, personal injury, or both.

The same height draw rod assembles two panels of the same height and facilitates installation of the top caps.

1. Using the draw rod, open the rod so it will loosely fit over the panel you have installed. Attach draw rod to existing panel run. IMAGE A,B,C
2. With the help of another installer, install the next panel in a straight line. IMAGE D
3. Align panel and attach draw rod. Make sure the bottom and the top of the panel are aligned with your other panel; adjust the panel glides, if needed.
4. Tighten draw rod and block to connect the two panels. Check draw rod top and bottom block to ensure they are seated correctly. IMAGE E,F

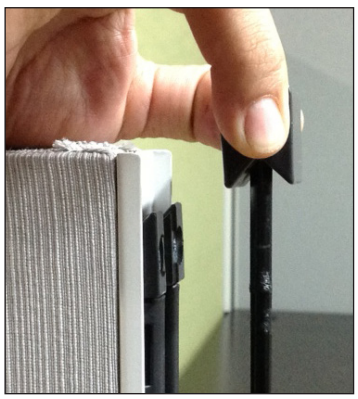
> ⚠ **WARNING**: Always check top and bottom blocks on draw rod to ensure they are seated correctly.

There are three types of draw rods:

- Panel to Panel, Same Height draw rod
- Panel to Panel, Change of Height draw rod
- Wall Start/Power Pole draw rod



Same Height **Draw Rod**



Change of Height **Draw Rod**

PANELS & CONNECTORS







PANEL TO CONNECTOR — SAME HEIGHT

NOTE: It is recommended at this point that you begin to level the product in general to help in the installation and make the leveling process easier.

Connecting a Panel to a Connector

1. Using a 2, 3 or 4 way connector, loosen the draw block at the top (finished end) of the connector with your allen wrench. IMAGE A
2. Attach connector to the panel. The connector should easily fit over the panel wedge blocks on the end of your first panel. IMAGE B
3. Tighten connector onto panel. IMAGE C
4. Install connector top cap.

NOTE: All panels with electrically interconnected panels must be mechanically interconnected.

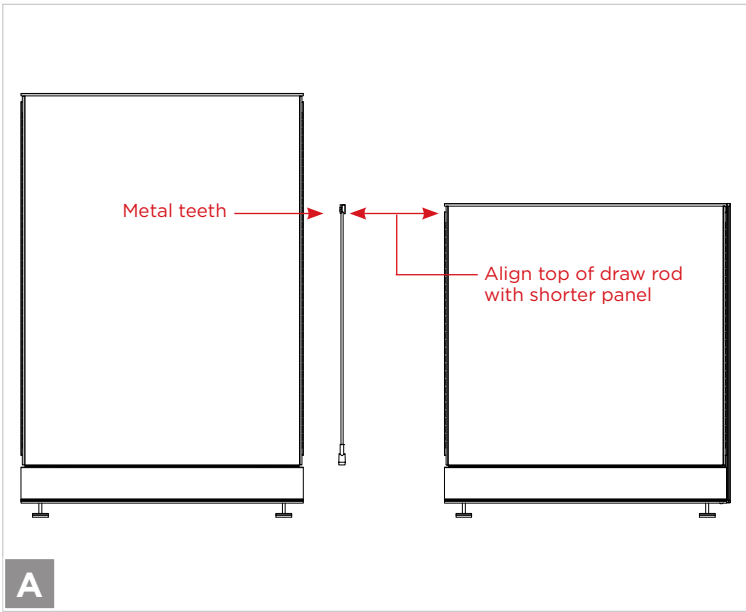
Connecting a Second Panel

1. Add a second panel onto the connector by loosening the other draw block at the top of the connector. IMAGE A
2. Attach panel to connector to begin your first panel run. Install the panel in a similar manner to above. IMAGE B
3. Tighten connector to panel. IMAGE C
4. You now have the start of your first station.

TIP: Start at a right angle condition in your layout. It is recommended that you identify the location using your plan to locate the connection in the office area.

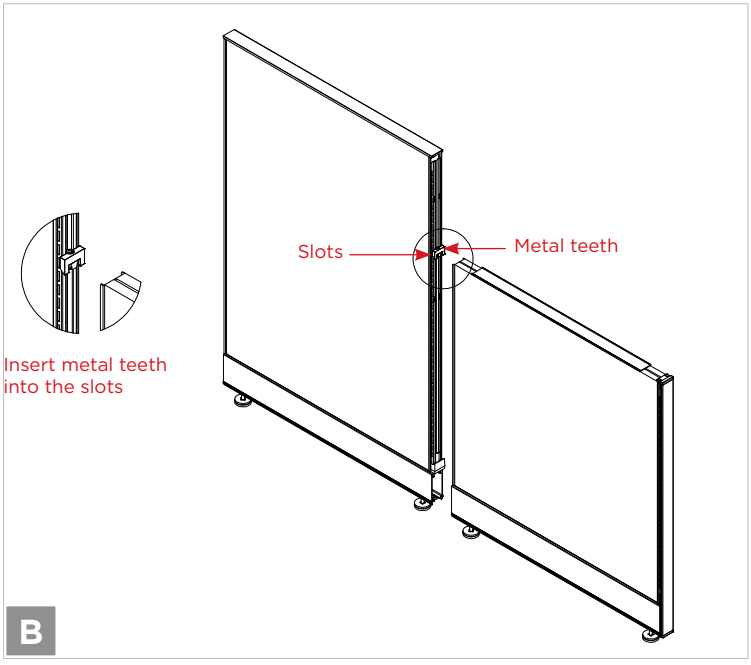
PANELS & CONNECTORS

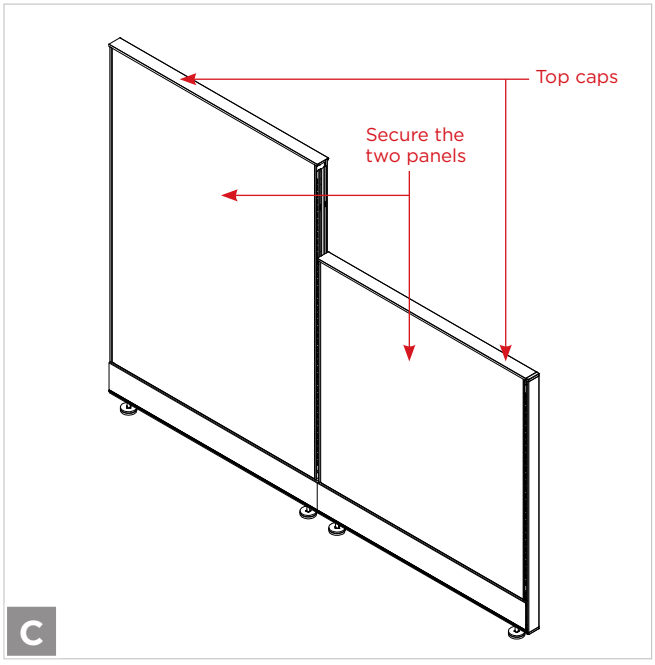
SINGLE PIECE SIDE RAIL



PANEL TO PANEL CHANGE OF HEIGHT

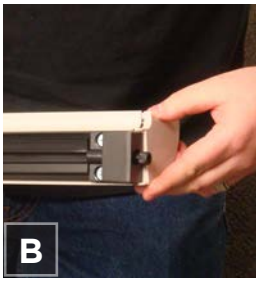
1. Insert the metal 'teeth' into the slots in the side of the taller panel. **IMAGES A & B**
2. Align top block of draw rod with the top of the shorter panel. (metal 'teeth' facing to the taller panel). **IMAGE B**
3. Tighten the draw rod with a wrench, securing the two panels. Be sure not to overtighten. **IMAGE C**
4. Install top caps. **IMAGE C**





PANELS & CONNECTORS



















PANEL TO CONNECTOR — CHANGE OF HEIGHT

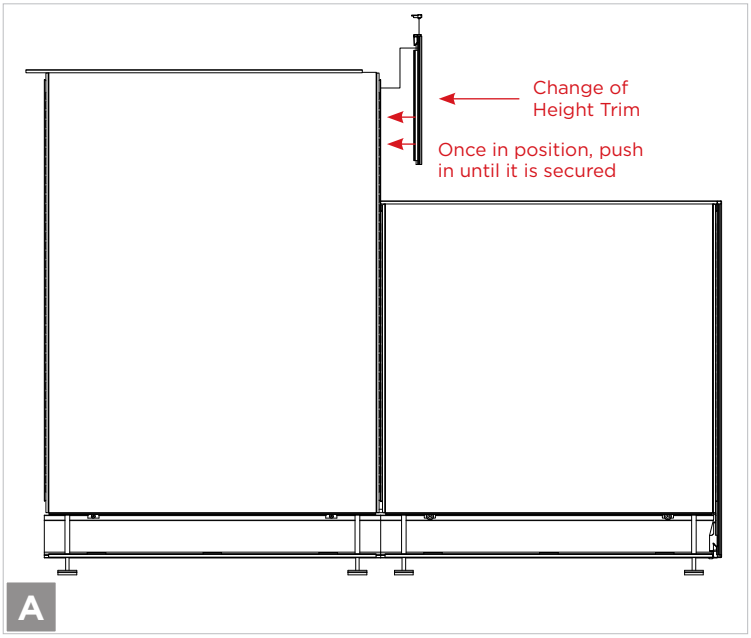
1. When installing a change of height connection, you must remove the black filler strip on the side of the connector you are going to attach the panel to. Always use the connector for the tallest panel you are attaching to.
2. To remove the filler strip, squeeze it at one end and pull toward you. IMAGE A
3. Remove the connector top cap by pressing gently on the location pin to release it. IMAGE B
4. Remove the top block assembly. IMAGE C
5. Using the back of the filler strip, push the threaded plate on to the sticky tape (align to fit in connector). IMAGE D
6. Using the filler strip as your guide, insert the threaded plate into the connector to the desired height connection. IMAGE E
7. Reinstall the connector top wedge block using the existing screws and parts. When the wedge block is securely tightened in place, gently pull the filler strip to release it. IMAGE F
8. Using a carton knife or a cutting tool, cut the filler strip to the appropriate length and reinstall the filler strip on the connector.
9. Attach the connector to the shorter panel. IMAGE G,H

NOTE: It is recommended to have two people for this part of the installation.

10. Tighten the panel wedge block. IMAGE I

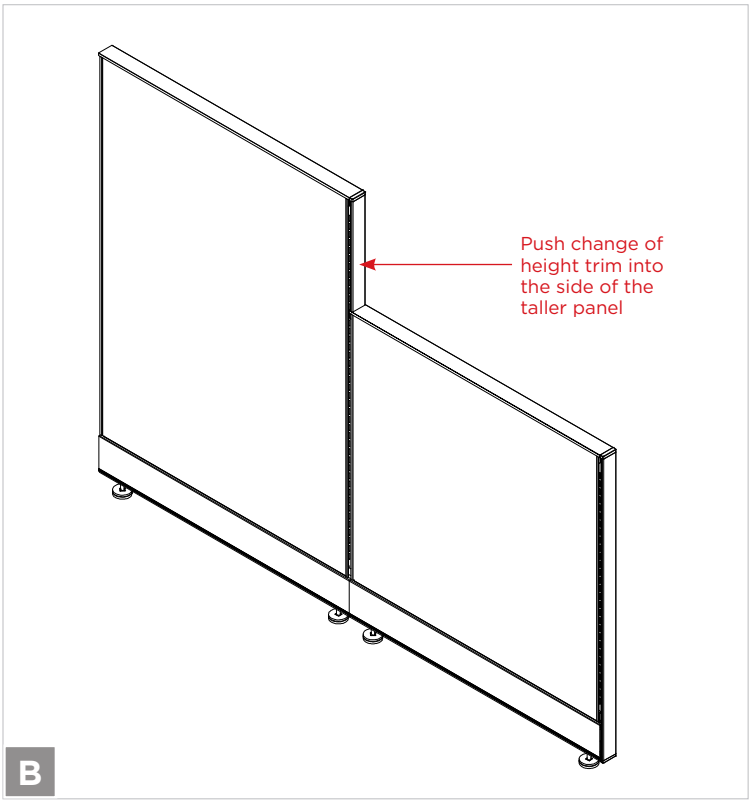
WARNING: Make sure all wedge blocks and connectors are installed properly and securely before going on to the next part of the installation.

PANELS & CONNECTORS



PANEL TO PANEL CHANGE OF HEIGHT TRIM

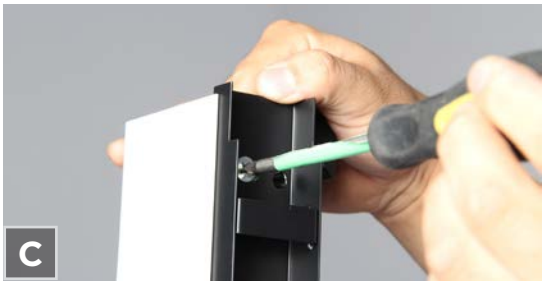
1. Align top of panel to panel change of height trim with end of taller panel. IMAGE A
2. Push panel to panel change of height trim into the side of the taller panel until it is secured. IMAGE B



PANELS & CONNECTORS











PANEL TO CONNECTOR — CHANGE OF HEIGHT TRIM

1. Insert bottom of change of height trim support inside the side rail and push down. **IMAGE A, B**
2. Secure change of height trim support with machine screws and connector thread plate provided in hardware package. **IMAGE C**
3. Install top cap on the lower panel.
4. Install change of height finished end by aligning clips with trim support them pushing down until secure. **IMAGE E**
5. Install top cap on the connector.

WARNING: It is very important at this point in the installation to re-check all connections to ensure safety and security.

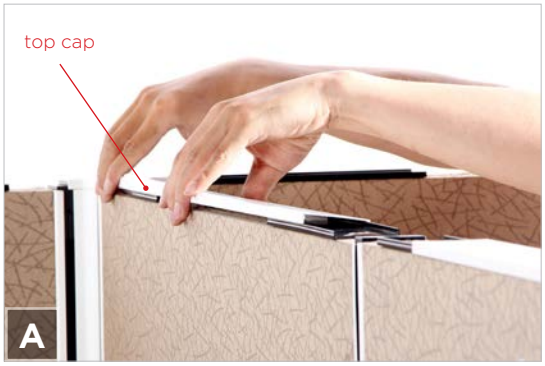
CHANGE OF HEIGHT - HARDWARE PACKAGE



4 machine screws
2 thread plates

NOTE: 8”H sizes require only two screws. All other sizes will require four screws.

PANELS & CONNECTORS

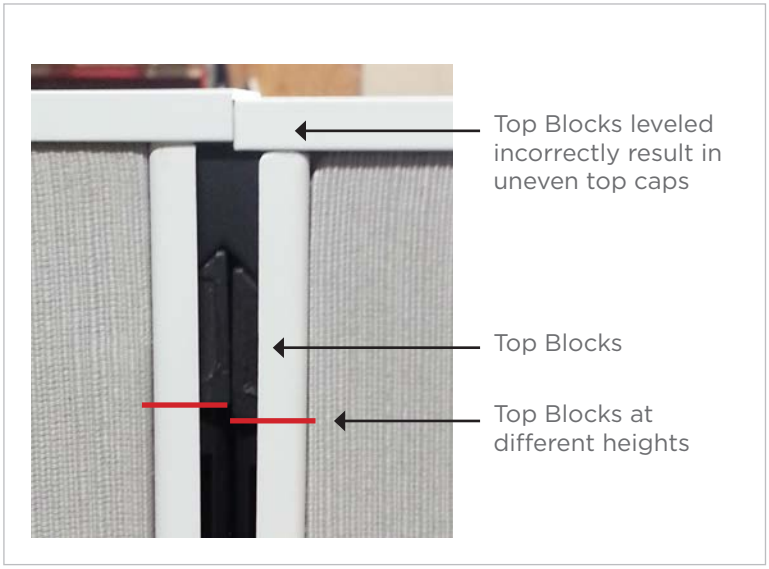


TOP CAP INSTALLATION

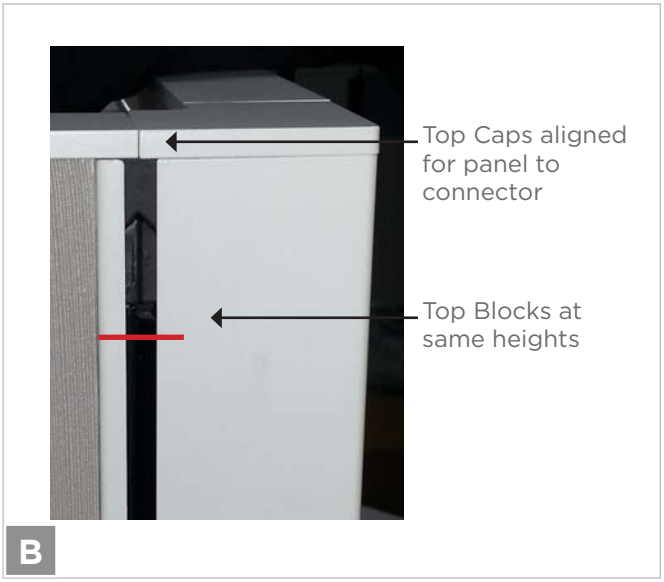
Before installing the top caps, please ensure that all connectors have been installed and all panels are leveled.

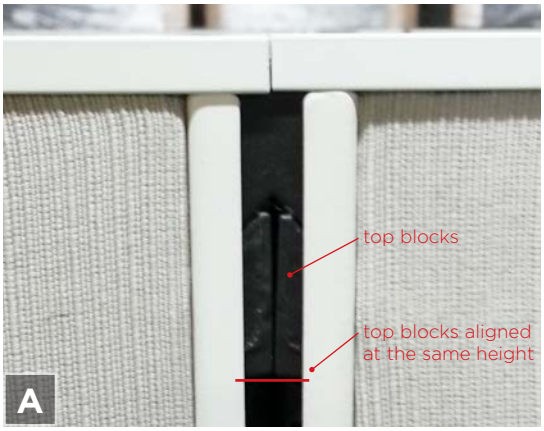
1. Angle top cap to engage one side first, then rotate toward the other side and snap the top cap onto the top cap holder. IMAGE A
2. Check to make sure that the top cap is leveled and installed securely. IMAGE B

Example of Incorrect Leveling:



Example of Correct Leveling:







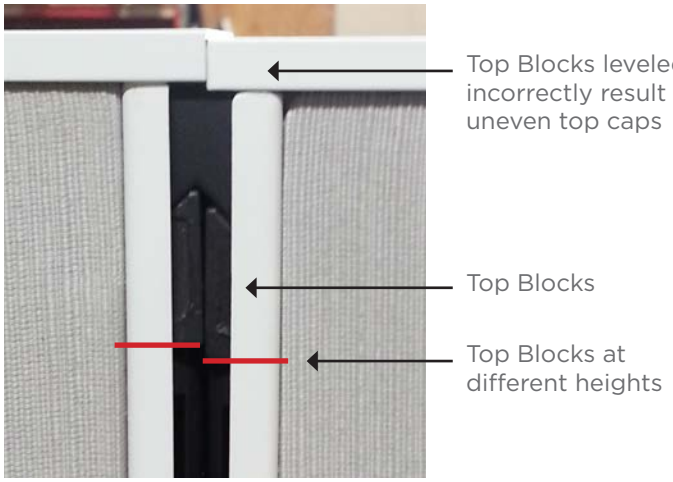
LEVELING PANELS

It is esssential that each panel be properly leveled during the installation process.

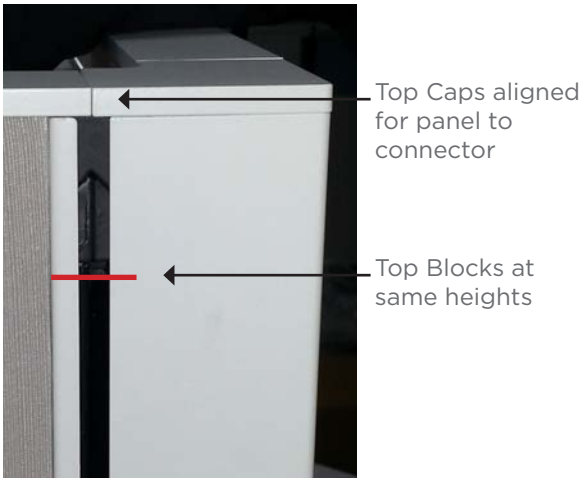
1. Level as needed, using a 10 mm wrench to move glide up or down.
2. Realign your panels for location and square in the installation. Refer to your installation plans for location.
3. A key indicator of proper leveling is that the top blocks (at panel-to-panel or panel-to-post connection) are at the same height. IMAGE A
4. Double check your work now; it will save time later. Level both to the ceiling, but also visually. IMAGE B

TIP: Use the ceiling tiles to help line up the visual aspects of your installation.

Example of Incorrect Leveling:

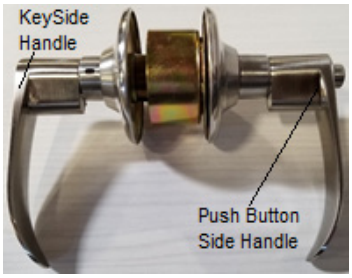


Example of Correct Leveling:



DOOR HANDLE INSTRUCTIONS

Overall View



Key-Side Handle

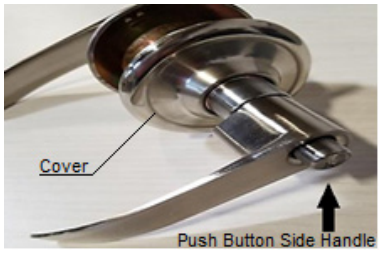
* DO NOT DISASSEMBLE KEYSIDE HANDLE

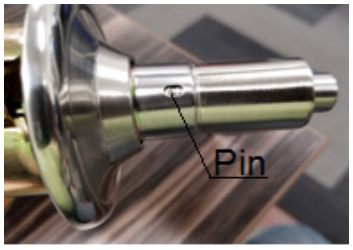


Preparation

1.) Remove Push Button Handle by Pressing the Pin with the tool provided.
2.) Remove Cover and Attachment Plate from Body

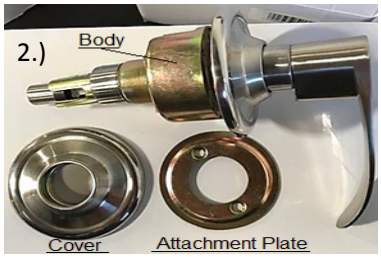
Remove the Push Button Side Handle



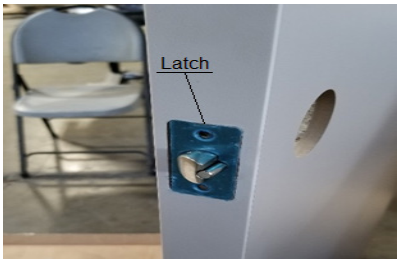




Install Latch to Door Panel





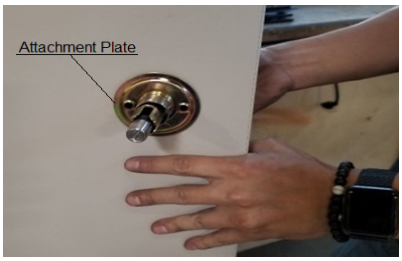


Insert Body into Door Panel



Install Attachment Plate, then secure with screws provided





Install Cover



Install Push Button Side Handle to Body





* If you have disassembled key side handle see next page.

DOOR HANDLE INSTRUCTIONS

Fix after disassembly of keyside handle (if applicable)

Overall View



Inside Lever



Outside Lever





-Image with Outside Lever detached.
-You'll see that there is a cross shaped slot.

-Image of Outside Lever detached





-Locate the pin inside the outside lever. You'll see that the pin moves freely.
-This Pin has to fit into the Cross Shaped Slot straight



-I have found it easiest to remove the entire body from the Door Panel.
-Hold the Body vertically to fit the Pin into the Cross shaped Slot.
-With a mallet give the handle a nice bang.
-You should hear a click, which means the handle is engaged.
-Then start the Install over using the Instrustions.

PANELS & CONNECTORS

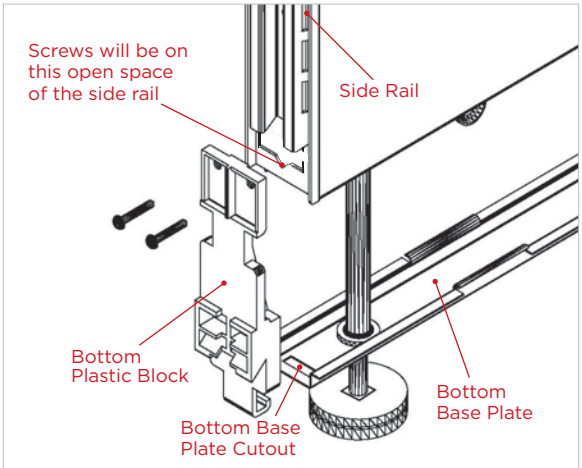
WALL STARTS

Wall start applications require some additional tools. The most important are a good tape measure, level and drill.

The wall should be reinforced to prevent damage or injury.

1. Locate on your plan the wall start. Measure the wall, and very lightly with a pencil, mark the location of the wall start.
2. Take a panel and level it to the wall to determine the mounting height of the wall start. Lightly mark the wall at the top of the panel.
3. Locate the top 2 holes of the wall start and mark on the wall for positioning. Install your fastener to the wall at this location and install the top of the wall start.
4. Level the wall start and repeat this step to attach the bottom block.

⚠ **WARNING**: You must use appropriate anchors for attaching the wall start to the wall. These anchors will vary depending on the field conditions. Be careful not to damage corner beads for drywall; it is strongly suggested you space off the edge of drywall corner 2" to prevent damage.

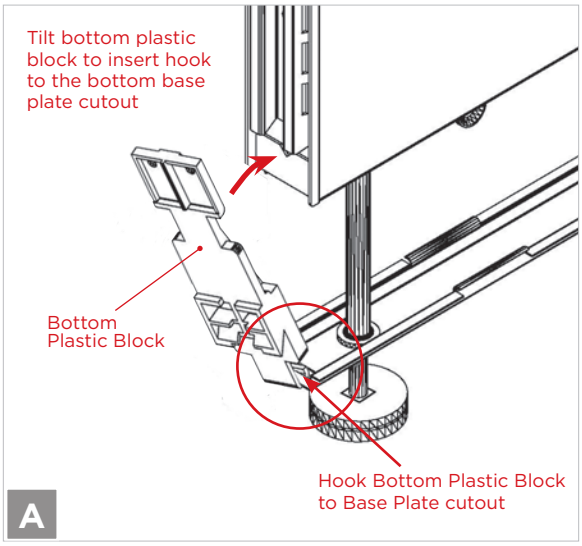


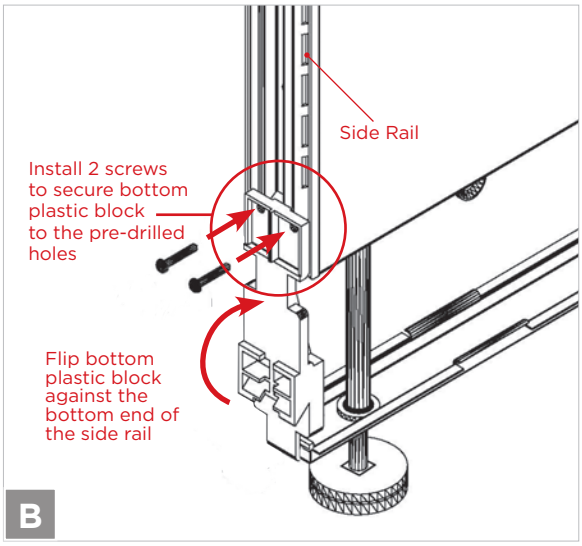
Bottom Plastic Block Assembly

SINGLE PIECE FINISHED END INSTALLATION

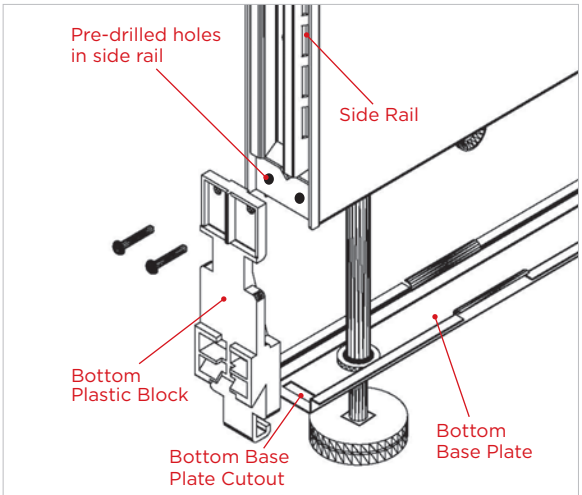
Single Piece Finished End Bottom Plastic Block installed on a One Piece Side Rail

1. Tilt the bottom plastic block to insert its hook into the bottom base plate cutout. IMAGE A
2. Flip bottom plastic block against the bottom end of the side-rail, and secure plastic block with (2) screws provided. IMAGE B





FINISHED END
SINGLE PIECE

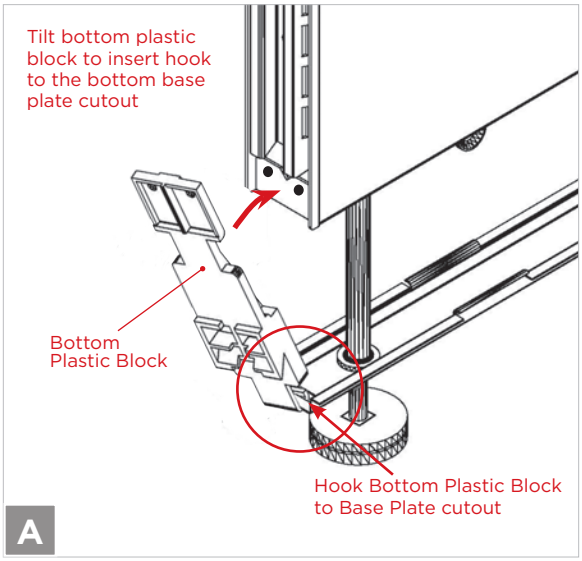


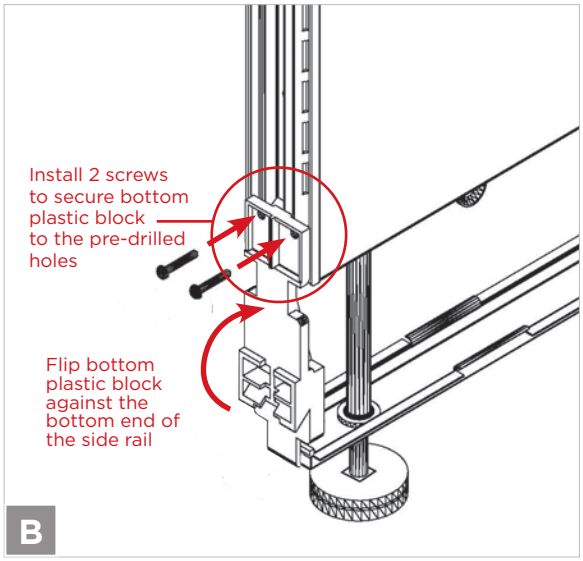
Bottom Plastic Block Assembly

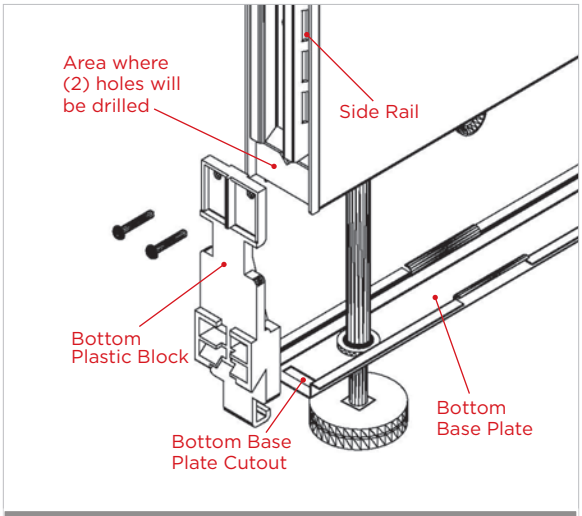
SINGLE PIECE FINISHED END INSTALLATION CON'T

Single Piece Finished End Bottom Plastic Block installed on a Two Piece Side Rail with pre-drilled holes

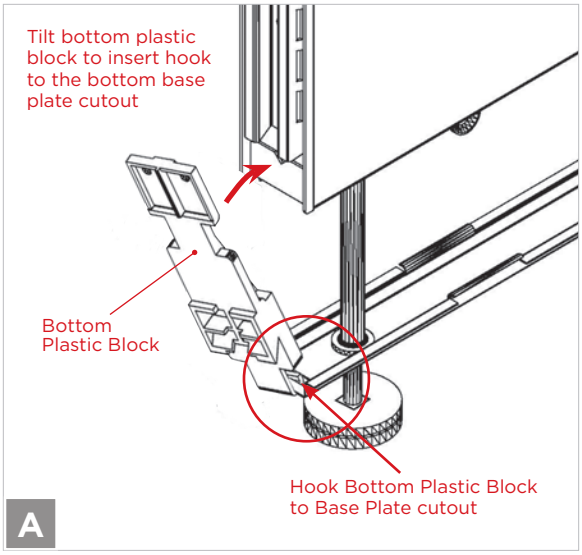
1. Tilt the bottom plastic block to insert its hook into the bottom base plate cutout. IMAGE A
2. Flip bottom plastic block against the bottom end of the side-rail, and secure plastic block to the pre-drilled holes with (2) screws provided. IMAGE B







Bottom Plastic Block Assembly

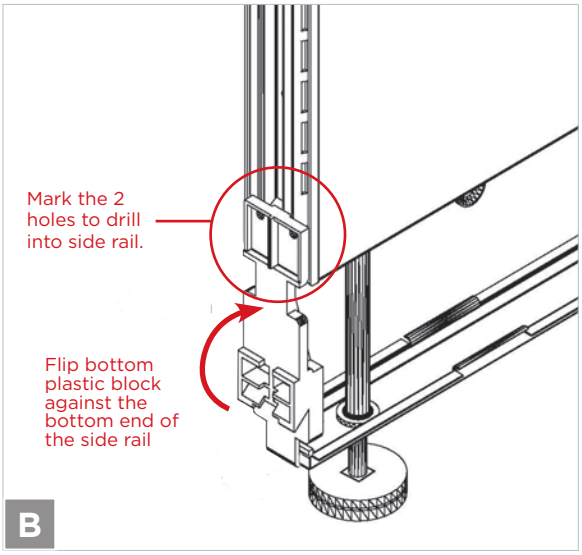


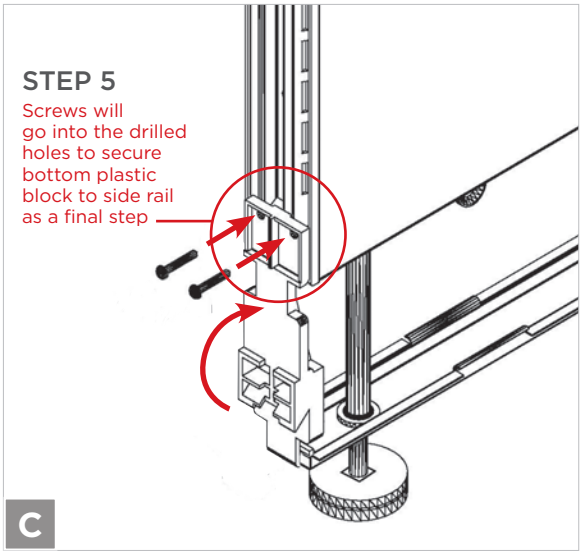
SINGLE PIECE FINISHED END INSTALLATION CON'T

Single Piece Finished End Bottom Plastic Block installed on a Two Piece Side Rail without pre-drilled holes

NOTE: Installation instructions for customers who have an existing two piece side rail without pre-drilled holes.

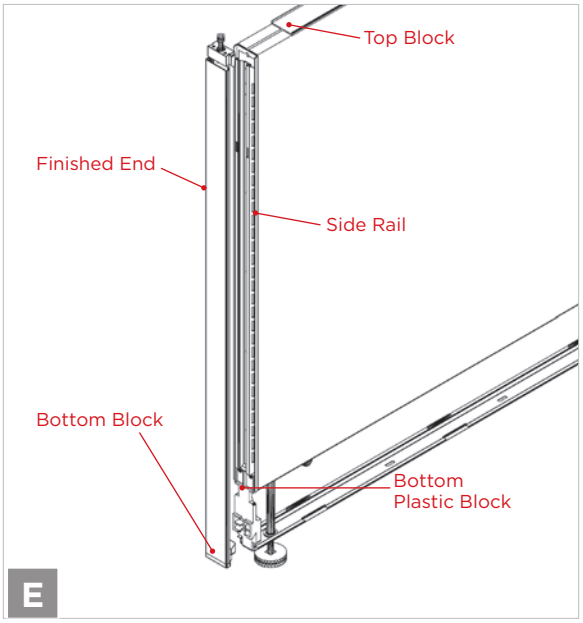
1. Tilt the bottom plastic block to insert its hook into the bottom base plate cutout. IMAGE A
2. Flip bottom plastic block against the bottom end of the side-rail, making sure they are aligned. IMAGE B
3. Mark the holes, then remove the bottom plastic block and set aside. IMAGE B
4. Drill the marked holes on the two piece rail, and re-place bottom plastic block back on by repeating steps 2-3.
5. Secure bottom plastic block to the drilled holes on the side rail with (2) screws provided. IMAGE C





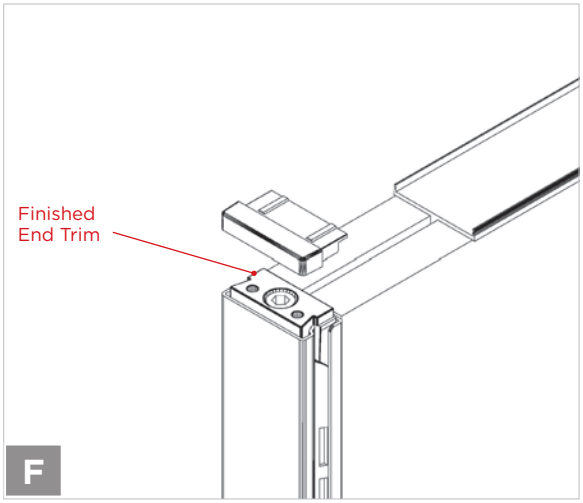
FINISHED END

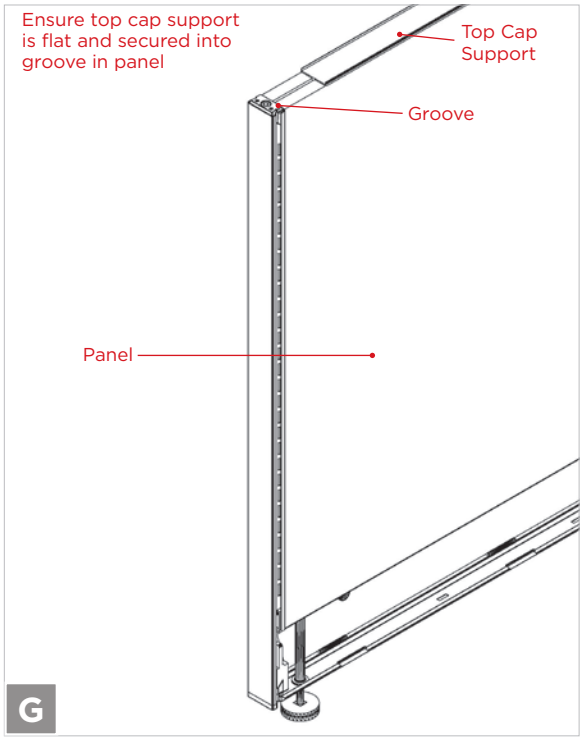
SINGLE PIECE

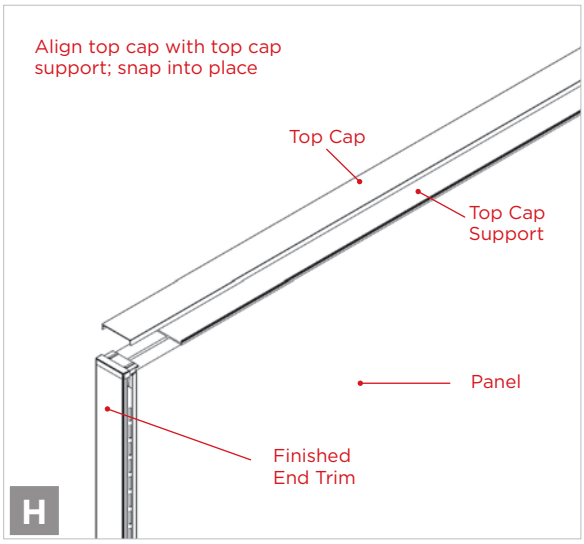


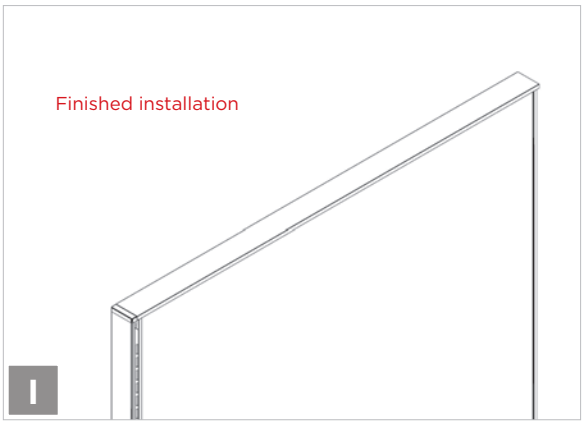
SINGLE PIECE FINISHED END INSTALLATION CON'T

6. Install Single Piece Finished End. **IMAGE E**
   - Loosen top block at top of the finished end.
   - Engage bottom block on finished end into bottom plastic block.
   - Lift top block on finished end and engage onto top block on side rail.
   - Tighten screw to secure finished end to side rail, do not over tighten.
7. Install top finished end trim by removing plastic from double adhesive tap, and inserting pins into the top block of the finished end. **IMAGE F**
8. Ensure top cap support is flat and secured into the groove at the top of the panel. **IMAGE G**









SINGLE PIECE FINISHED END INSTALLATION CON'T

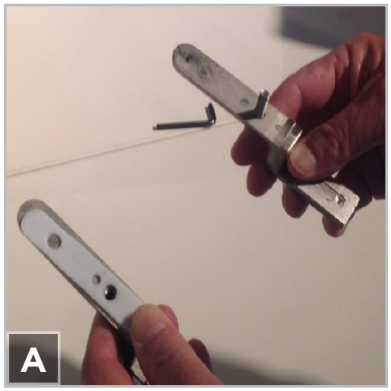
9. Align top cap with edge of finished end trim, and snap onto top cap support. **IMAGE H**
10. Finished installation. **IMAGE I**

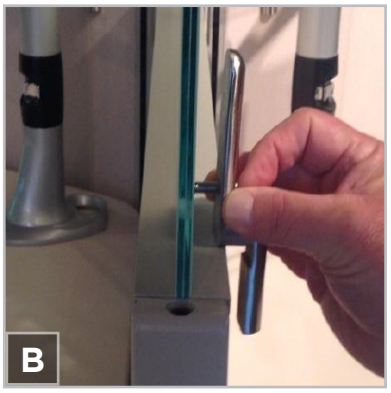
FRAMELESS GLASS

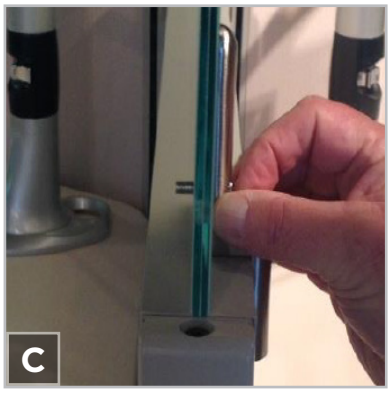
FRAMELESS GLASS INSTALLATION

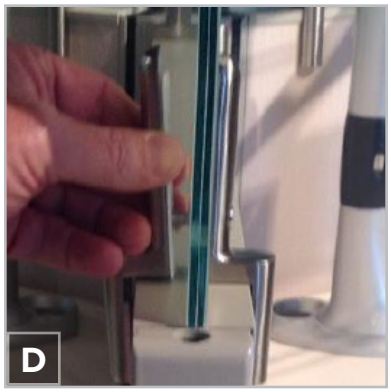
Each frameless glass bracket is shipped with (4) white pads. You may not need to use all (4) pads, depending on the thickness of the glass you are installing. For example, frosted glass only uses (1) pad on (1) side of the bracket. IMAGE A

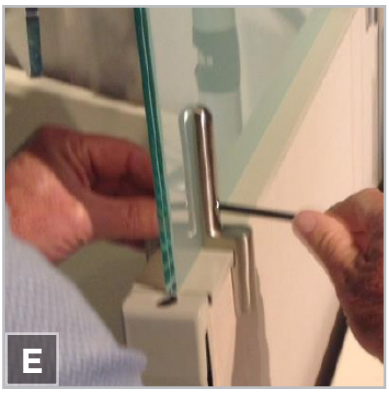
1. Align the bracket with the screw with the hole in the glass, then push the screw through the hole. IMAGE B,C
2. Align the bracket including (1) pad, with the hole in the glass and the screw from the first bracket. IMAGE D
3. Tighten the screw until the brackets securely attach the glass to the panel. IMAGE E











NOTE: If, after installing the brackets, the glass is lose in the bracket you may add (1) additional pad or as many as necessary to secure a tight fit.

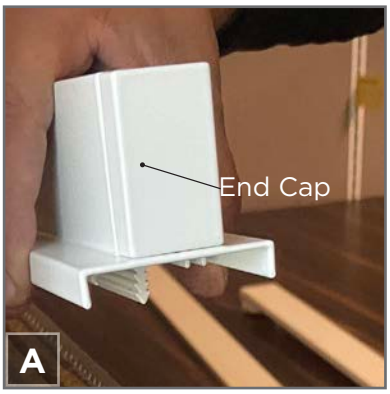
If, after installing the brackets, the glass is tight but the bracket is lose you may need to remove a pad or as many as necessary to secure a tight fit.

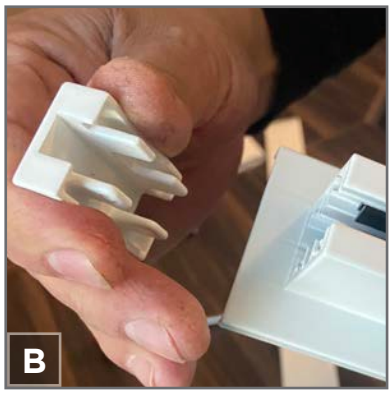
TOP CAP GLASS

TOP CAP GLASS INSTALLATION

The Top Cap Glass must be installed **after** the finished end and in place of the standard top cap.

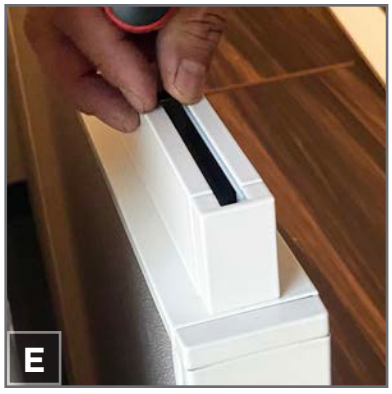
1. Lay the top cap down along the groove of the panel. IMAGE A
   a. If installed at a change of height, remove the end cap where the change of height begins IMAGE B and the change of height finished end.
2. Insert the wood screws IMAGE C in the holes of the top cap and drive them through. IMAGE D,E,F
   a. The number of screws needed depends on the length of the top cap. (Minimum of 2, Maximum of 4)
   b. If installed at a change of height, reinstall the change of height finished end. (See page 11)
3. Carefully slide the glass into the top cap. IMAGE G,H
4. The top cap is now fully installed.













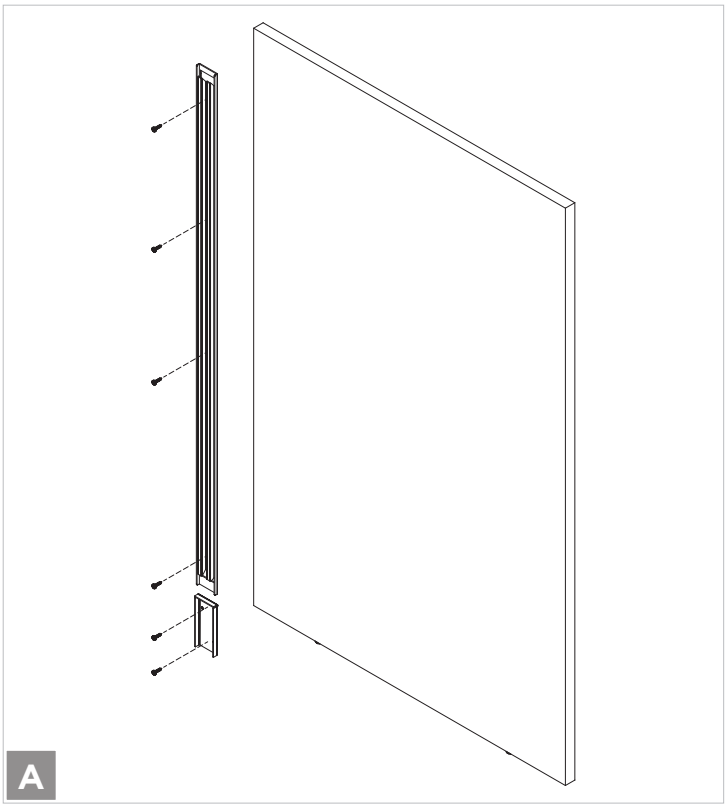




NOTE: The top cap glass can only be installed at one change of height panel.

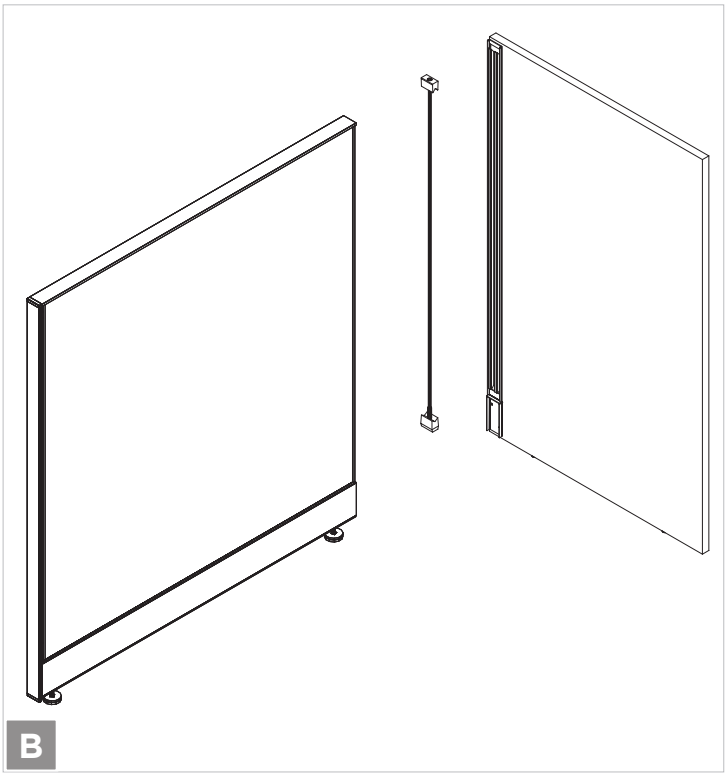
It **cannot** be installed in between two change of height panels.

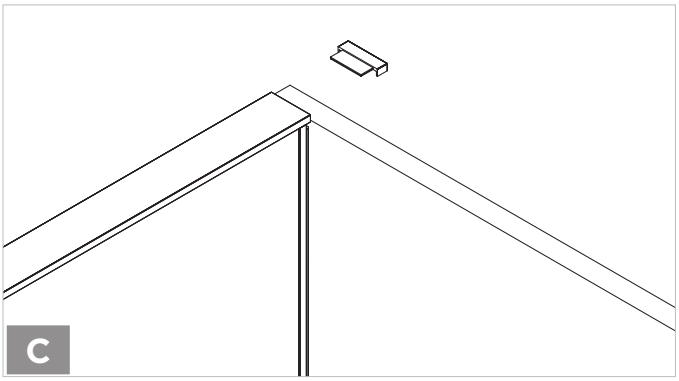
PANELS & CONNECTORS

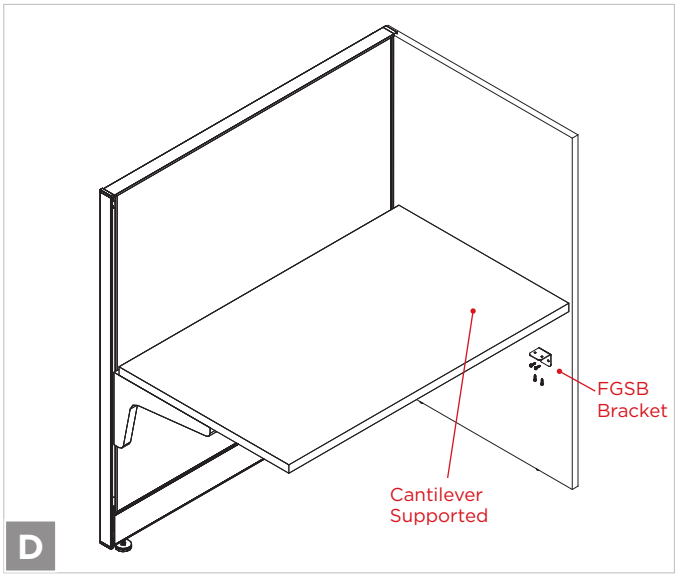


GALLERY PANEL INSTALLATION

1. Level all panels
2. Level Gallery panel, aligning top of gallery with top of top cap
3. Attach side rail and base cover to gallery panel with wood screws IMAGE A
4. Attach gallery panel to frame end with draw rod IMAGE B
5. Place trim at frame top cap IMAGE C
6. If installing gallery panel next to worksurface supported by cantilevers, FGSB bracket is needed to secure the gallery panel to the worksurface. Otherwise discard FGSB bracket IMAGE D







DEFINITIONS

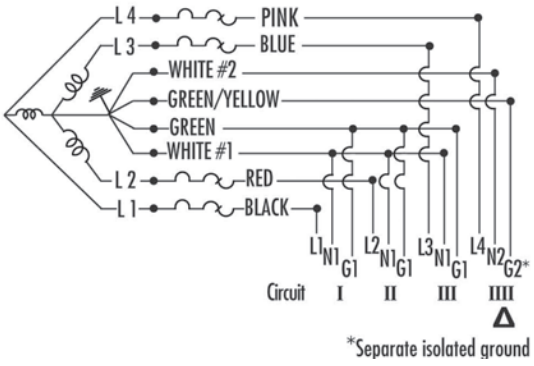
- Power harnesses are the power distribution parts that carry all power through the system. It comes pre-installed in the panel base.
- Power entry, either base feed or ceiling feed are the power distribution parts designed to connect to the existing building power.
- Receptacles are the outlet plugs designed for installation in the power harness to provide power within the work space.
- Festoons are used to carry the electrical power from power harness to power harness.
- A qualified electrician is an individual either licensed or recognized by the local building code authorities to properly wire the Novo power system to the existing building power.

WARNING: Never attempt to install the power entries on this system without a qualified electrician. Attempting to do so can result in electric shock, personal injury, or death.

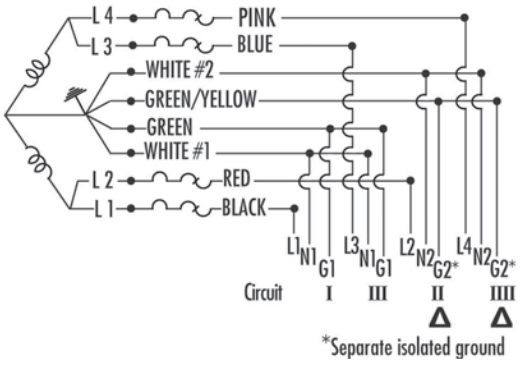
All electrical connections must be securely engaged. Loose connections can cause fire and/or electrical shock.

WIRING DIAGRAM

This general wiring diagram is for both the ceiling infeed and the base power entry. The diagram will vary depending on local codes and the building's general wiring type and specific applications for use. In general, the WYE type application is used in most single phase office type applications. Before wiring, you should always consult a qualified electrician for the specific diagram to use in your facility and use only a qualified electrician to wire these power entries.



Novo is rated for connection to a 3 phase system. Rating 120/208V, 3-PH WYE, 60-hz, 20 amp (CSA 15amp) multi-wire branch circuit.

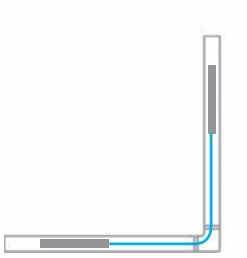


Novo is rated for connection to a ground 120/240V, 1-PH 60-hz, 20 amp multi-wire branch circuit.

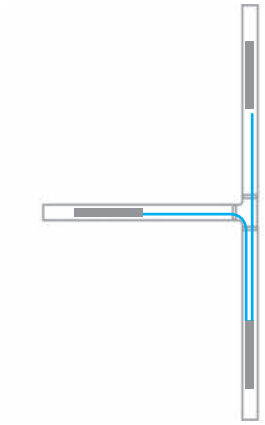
ELECTRICAL

WIRING FESTOONS

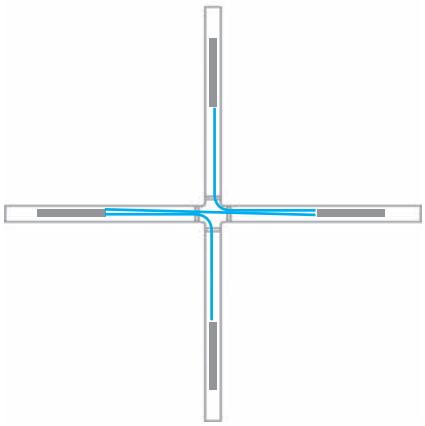
Below are diagrams of the CORRECT way of wiring festoons or pass-through jumpers.



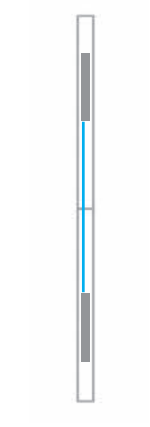
2-Way
FHSP03-3-BK (x1)



3-Way
FHSP03-2-BK (x1)
FHSP03-3-BK (x1)



4-Way
FHSP03-2-BK (x1)
FHSP03-3-BK (x2)



Panel to Panel
FHSP03-1-BK (x1)

There are three types of festoons:

- Panel to panel festoon, FHSP03-1-BK
  Extends power in a straight line from panel to panel
- Panel through post festoon, FHSP03-2-BK
  Extends power in a straight line through a 3-Way or 4-Way connector
- 90° Angle festoon, FHSP03-3-BK
  Extends power at a 90° angle through a 2-Way, 3-Way or 4-Way connector
  Required to extend power at a mid-run gallery panel

NOTE: The festoon part number can be found on the UL sticker.

WARNING: Failure to follow the wiring diagram can result in personal injury, product damage, or both.





FESTOON INSTALLATION

Once you have installed the panels and connectors and have leveled the system, you can begin to install the festoons. There are three types:

- Panel to panel festoon
- Panel through post festoon
- 90° Angle festoon

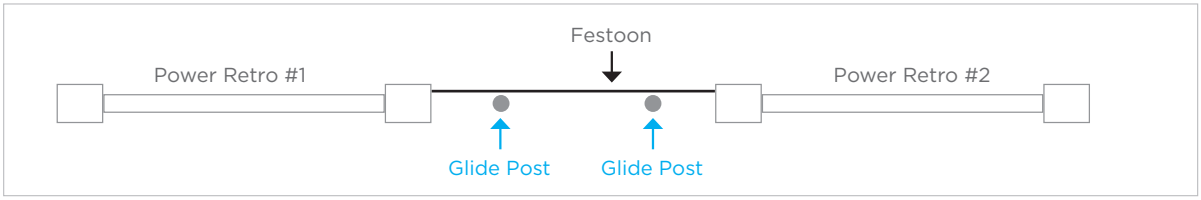
1. Place the festoon gently onto one end of the panel power harness. **IMAGE A**
2. Push until it locks into the silver locking clip. Make sure it is securely locked into place. **IMAGE B**

NOTE: Longer 23” festoons are used to carry the electrical power through a 3- or 4-way connector post in a straight line.

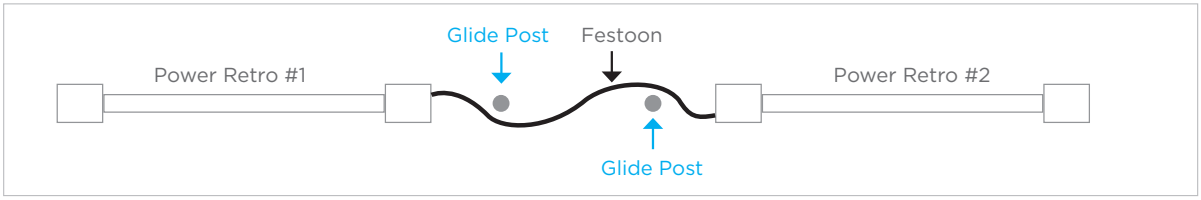
WARNING: This energy system is designed to be installed in accordance with all local building codes. It must not be installed contrary to these codes for any reason.

WIRING OPTIONS BY GLIDE POSTS

Option 1



Option 2



ELECTRICAL

GALLERY PANEL FESTOON INSTALLATION

Installing a pass through at a mid-run gallery panel requires a 90° Angle festoon: (FHSP03-3-BK)

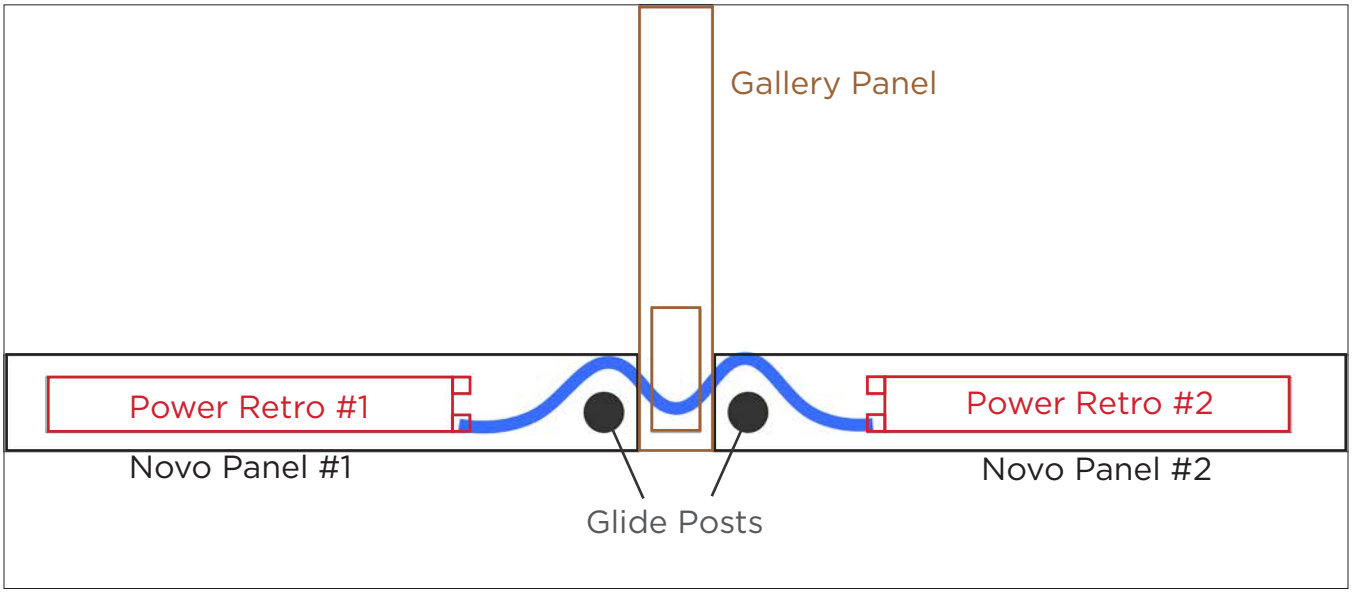
Refer to the image and diagram for proper installation.

NOTE: The festoon will touch the base cover, but will not affect how it closes.

WARNING: This energy system is designed to be installed in accordance with all local building codes. It must not be installed contrary to these codes for any reason.

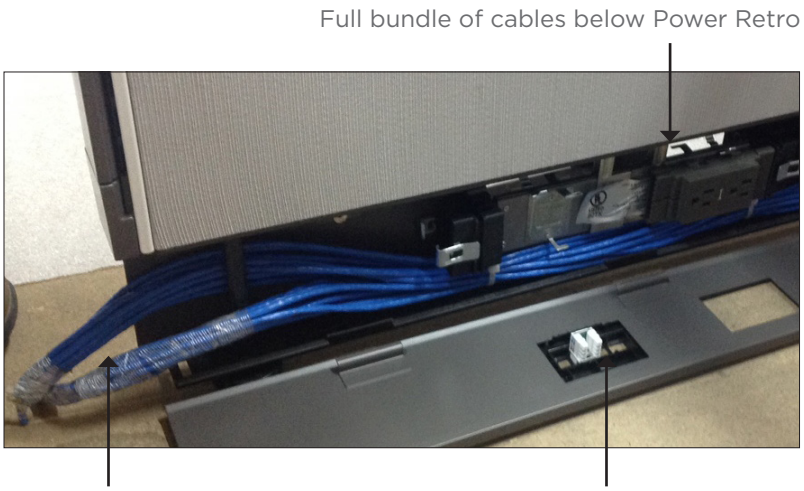


WIRING FOR MID-RUN GALLERY PANELS



DATA CABLES

Data cables should be bundled together with zip ties, as shown below, and split the bundle in halves on each side at a glide post.

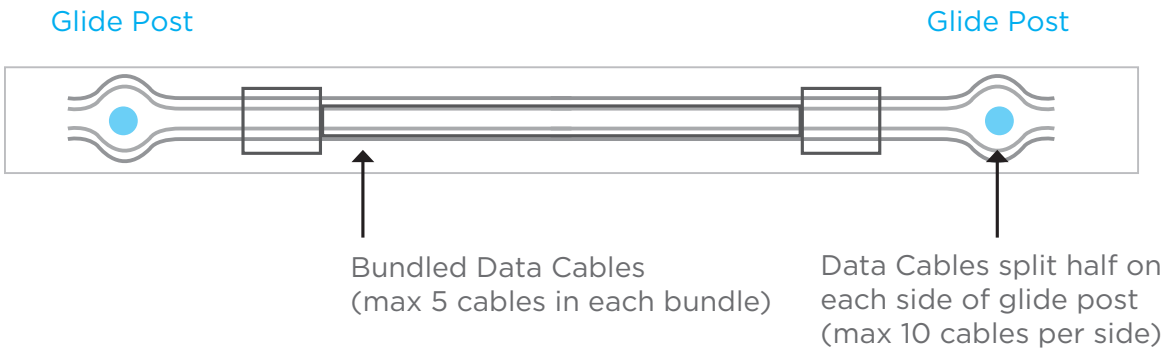


NOTE: Do not store all of the data cables on one side of the glide posts or the base covers will not close properly.

NOTE: We recommend using side-feed data jacks.

NOTE: Maximum of 20 CAT 5 or CAT 6 cables below the electrical. Additional cables can be added above electrical if needed.

We recommend bundling and laying cables as shown below to accommodate the slim base.



ELECTRICAL









RECEPTACLE INSTALLATION

1. Insert the receptacle into the side of the power harness, with the number in the “up” position. IMAGE A

NOTE: The arrow on the festoon must be in the “up” position. Do not force the connection.

2. Align the lower tab on the receptacle with the mechanical connection on the power harness. IMAGE B
3. Secure the connection, sliding the receptacle until it locks into the spring clip via the mechanical connection, locking the receptacle into place. IMAGE C

WARNING: Receptacle must be secured at this point in the installation. Failure to do so can cause an electrical hazard.

WARNING: Failure to follow these instructions for connecting the festoon can cause a short circuit and may result in product damange, electrical shock, property damage or personal injury.

CEILING FEED INSTALLATION

NOTE: The installation of the power entries, both ceiling feed and base power entry, must be made by a qualified electrician. The purpose of this installation instruction is to assist you in working with the electrician to have this product installed. Under no circumstances should this be attempted by a person not recognized by local building authorities as a qualified electrician.

1. Ceiling power may be attached at the end of a panel or to a connector:

END OF PANEL:
Connect the draw rod to the end of the panel and ceiling power entry hardware the same way you would a panel to panel connection. See Panel & Connector installation, page 9.

CONNECTOR:
Attach hardware on the ceiling power entry to connector the same way you would a panel to connector installation. See Panel & Connector Installation, page 9.

2. To install the ceiling feed, gently push it into the end of the power harness. Make sure the locking clip is engaged and secured.
3. Connect cable into the ceiling at a junction box in accordance with local building codes and the wiring diagram below.

WARNING: Power entries should not be installed by any person(s) other than a qualified electrician. Attempting to do so can result in electric shock, personal injury, product damage, property damage or death.

ELECTRICAL







BASE POWER ENTRY

NOTE: The installation of the power entries, both ceiling feed and base power entry, must be made by a qualified electrician. The purpose of this installation instruction is to assist you in working with the electrician to have this product installed. Under no circumstances should this be attempted by a person not recognized by local building authorities as a qualified electrician.

1. To install the base power entry, gently push it into the side of a power harness at a duplex location. Make sure the power harness snaps into the spring loaded mounting bracket. IMAGE A
2. Connect the cable into the wall or floor at a junction box in accordance with local building codes and the wiring diagram. IMAGE B

WARNING: Power entries should not be installed by any person(s) other than a qualified electrician. Attempting to do so can result in electric shock, personal injury, product damage, property damage or death.

TIP: Feed the cable through your raceway at this point. It will help in the installation of the product.

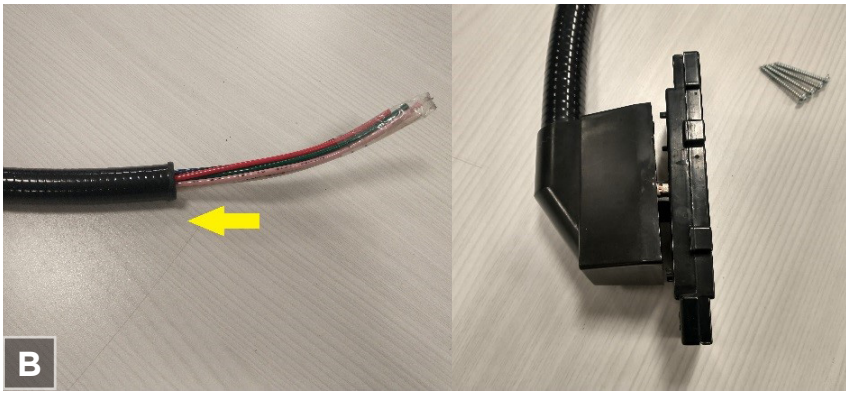


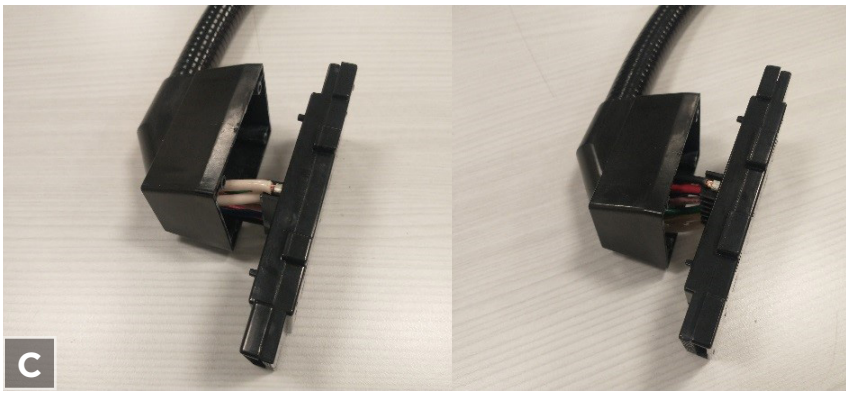
ORIGINAL ORIENTATION
- Notch on plug faces out on side opposite pigtail.
- Part number reads towards pigtail

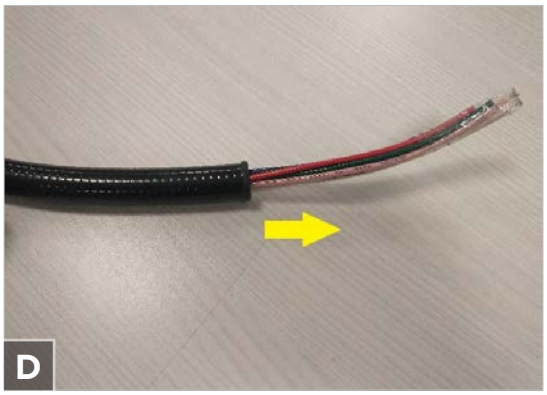
BASE POWER ENTRY - CHANGE HANDEDNESS

1. Remove the (4) screws. IMAGE A
2. Straighten the pigtail conduit and push inward on the wires to provide slack. Pull the plug halves apart. IMAGE B
3. Once the halves are separated approx. 1", rotate the face plate 180 degrees and rejoin the plug halves. IMAGE C
4. To assist with rejoining the plug halves, remove excess slack by pulling outward on the wires. IMAGE D
5. Reinstall the (4) screws





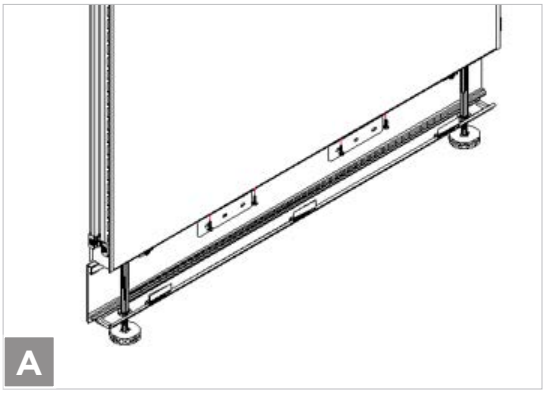


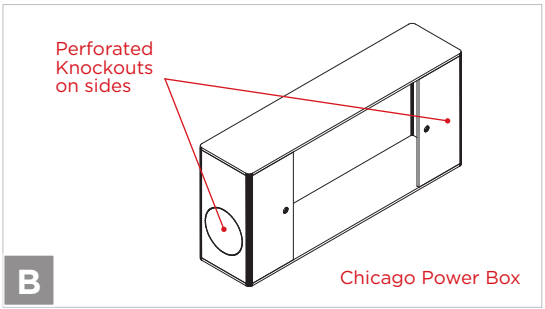


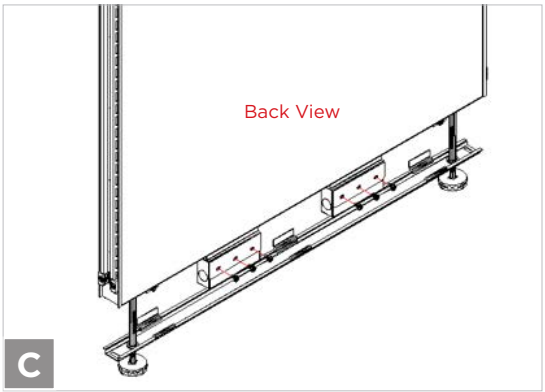


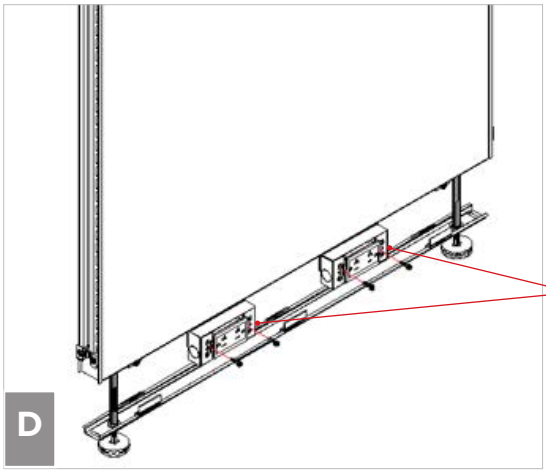
REVERSED ORIENTATION
- Notch on plug faces out on pigtail side
- Part number reads away from pigtail

ELECTRICAL









CHICAGO POWER BOX

NOTE: Chicago electrical components are provided by others

1. Secure the adapter bracket(s) to the panel with (4) M4*8 screws each **IMAGE A**

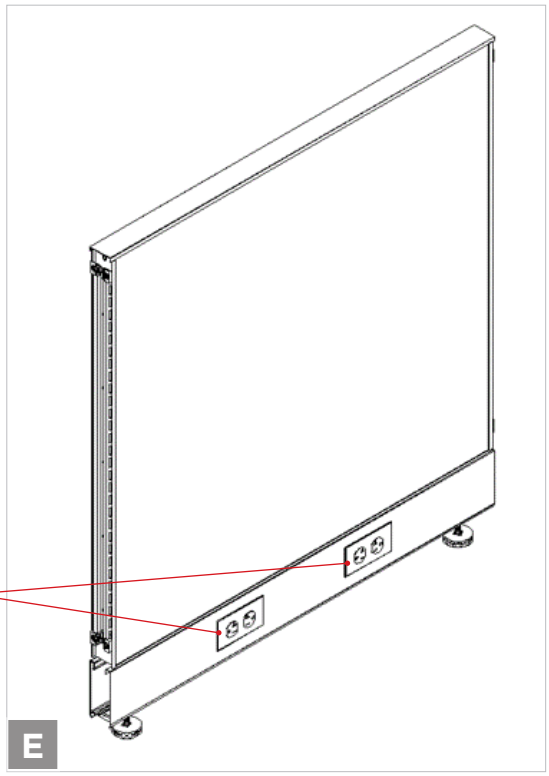
   24” panels accommodate one box
   30”-48” panels accommodate two boxes
   Boxes are sold single

2. Remove perforated knock outs on sides as needed **IMAGE B**

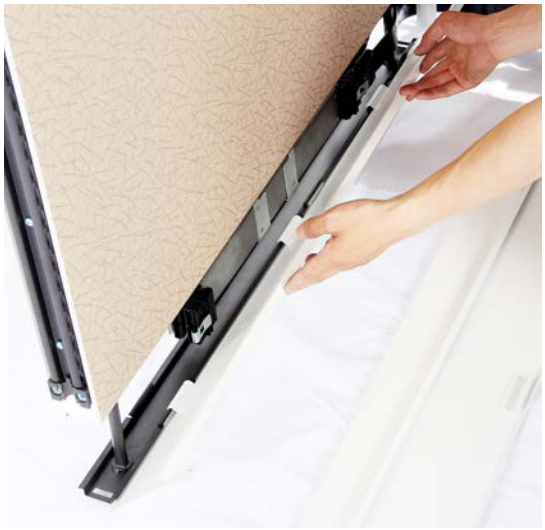
   Boxes can accommodate single sided power only. Boxes can be rotated 180 degrees to select which side of the panel has power access

3. Secure box to adapter bracket with (4) M5*3 screws each **IMAGE C**
4. Add electrical components provided by others, do not install faceplates **IMAGE D**
5. Attach the base cover with knock outs (ordered separately) to the nonpowered panel
6. Add the faceplates provided by others to the outside of the base cover **IMAGE E**

Outlets, wires, conduit, and faceplates provided by others



BASE & TRIM COVER



BASE COVER INSTALLATION

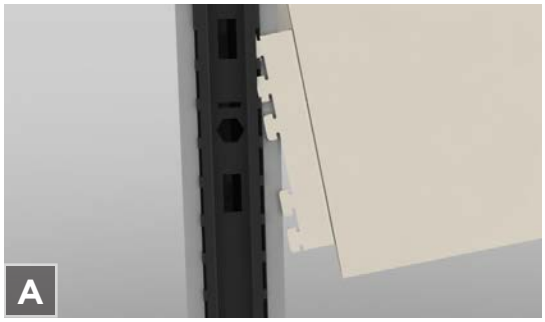
Once the electrical components have been installed as needed and the connector trim covers are on, you can begin installation of the raceway covers.

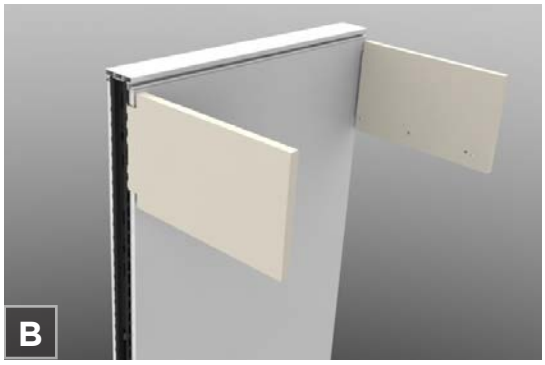
Base covers are available in metal or plastic. Installation is the same for both types.

TIP: At this point, you may want to encourage the data and telephone installers to lay their cable. It can be done later, but generally works best at this point.

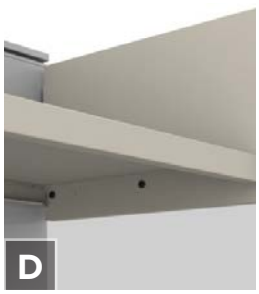
1. Gently push the raceway cover, starting at one end onto the rolled edge of the raceway.
2. Roll the cover up into position to lock into the lower edge of the panel.
3. Gently tuck the lip on the top of the raceway cover under the metal edge at the bottom of the panel until the magnets touch.
4. When finished, the raceway cover will stay in place by itself.

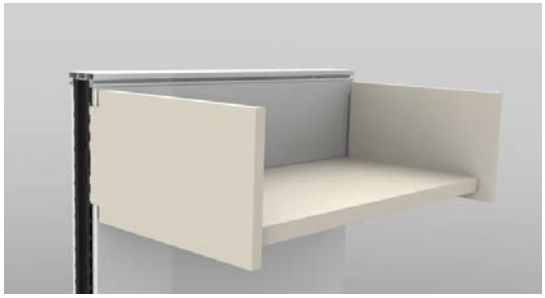
SHELVES & OVERHEAD STORAGE











Completed shelf installation.

HALF HEIGHT SHELVES

Installation is the same for straight front (shown in images) and radius front half height shelves.

1. Position the shelf end over the frame or wall strip at the required height. Shelf mounting screws must be at the bottom edge and face the opposite shelf end.
2. Rotate the shelf end at an angle. Insert the top tab on each shelf end hanger bracket into the slots on the frame or wall strip. Rotate the front of the shelf end down to fully engage all clips and slots. IMAGE A
3. Lock shelf ends in place by pushing down until all clips are fully seated. IMAGE B
4. Loosen shelf mounting screws at the bottom edge of each shelf end. IMAGE C
5. Position shelf between shelf ends.
6. Line up the slots on each side of the shelf with mounting screws on each shelf end. Press down on shelf and ensure it is fully seated on the mounting screws. IMAGE D
7. Tighten all mounting screws.

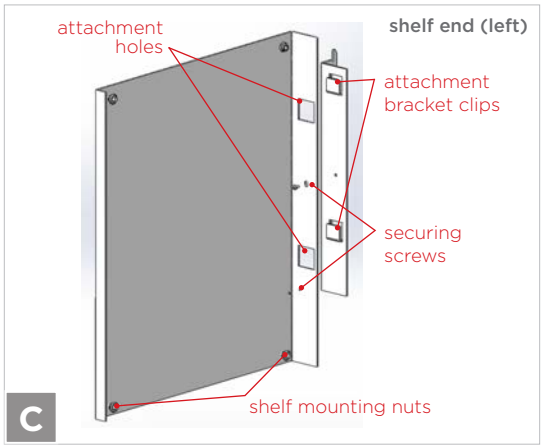
SHELVES & OVERHEAD STORAGE

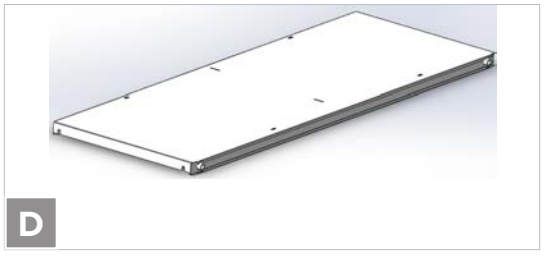






Attachment brackets engaged.





SLIDING DOOR OVERHEAD CABINET

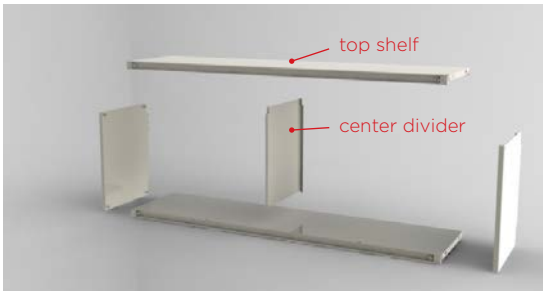
Install Shelf Ends

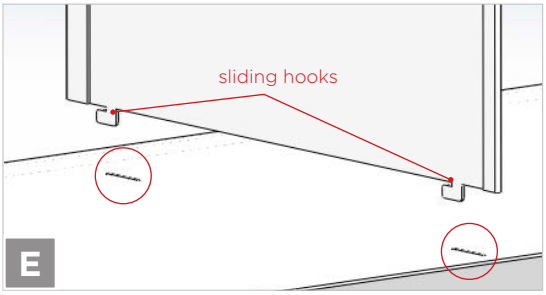
1. Position the attachment bracket over the frame or wall strip at the required height. Tabs should be facing up.
2. Rotate attachment bracket at an angle. Insert top tab into the slots on the frame or wall stips. Rotate the front of the attachment bracket down to fully engage all clips and slots. IMAGE A
3. Lock attachment brackets in place by pushing down until all clips are fully seated. IMAGE B
4. Lift shelf end and engage attachment bracket clips into attachment holes on the shelf end. IMAGE C
5. Install securing screws on shelf end bracket to prevent racking.
6. Repeat installation for other shelf end.

Install Bottom Shelf

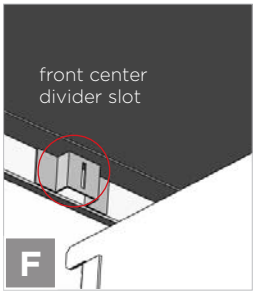
7. Loosen shelf mounting nuts at the bottom and top of each shelf end.
8. Identify top and bottom shelf (Bottom shelf has holes for locking mechanism. Top shelf has no holes.) IMAGE D
9. Position bottom shelf between shelf ends. Line up the slots on each side of the shelf with mounting screws on each shelf end.
10. Press down on shelf and make sure it is fully seated on the mounting screws.
11. Tighten the bottom mounting nuts.

SHELVES & OVERHEAD STORAGE





center divider at bottom shelf

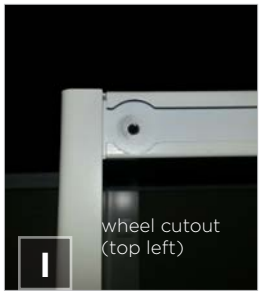


divider at top shelf
(view of front)



divider at top shelf
(view of back)







SLIDING DOOR OVERHEAD CABINET, cont'd

Install Top Shelf

12. Insert center divider into bottom shelf. IMAGE E
13. Lift the top shelf onto the top of the divider, resting on the bolts. Pull center divider forward, ensuring the front center divider tab engages in the front center divider slot. IMAGE F
14. Slide the rear center divider bracket along the back of the divider up to the top. Attach in place with screws. IMAGE G

Door Installation

15. Tighten top mounting screws.
16. Remove plastic door stop from left, right, top and bottom of cabinet. IMAGE H
17. Align the top and bottom wheels on the left side of the door with the wheel cutouts on the left side of the cabinet. IMAGE I
18. Engage the wheels in the track, and slide the door to the right side of the cabinet. IMAGE J
19. Align top and bottom wheels on the right side of the door with the wheel cutouts on the right side of the cabinet. Engage the wheels in the track.
20. Reinstall the plastic door stops.

SHELVES & OVERHEAD STORAGE







Attachment brackets engaged.



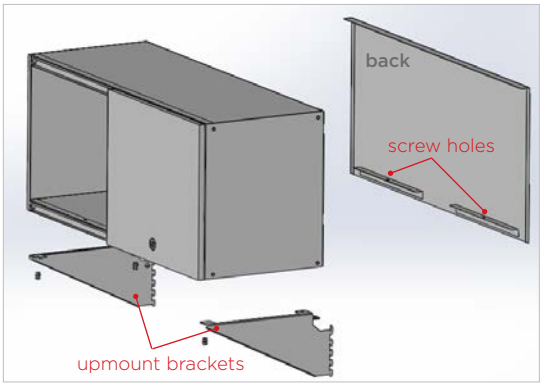


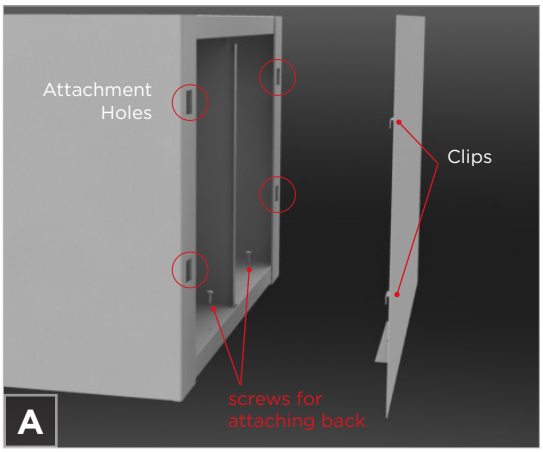
Pneumatic overhead cabinet installed.

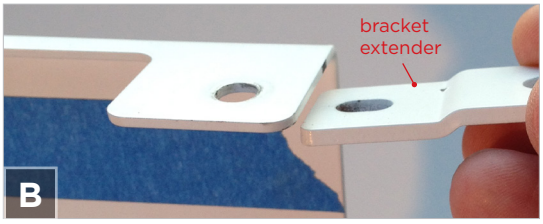
PNEUMATIC OVERHEAD CABINET

1. Position the attachment bracket over the frame or wall strip at the required height. Tabs should be facing up.
2. Rotate attachment bracket at an angle. Insert top tab into the slots on the frame or wall stips. Rotate the front of the attachment bracket down to fully engage all clips and slots. IMAGE A
3. Lock attachment brackets in place by pushing down until all clips are fully seated. IMAGE B
4. Lift overhead up and engage attachment bracket clips into attachment holes on back of overhead. IMAGE C
5. Install securing screws in the back of the cabinet.

SHELVES & OVERHEAD STORAGE









outside view



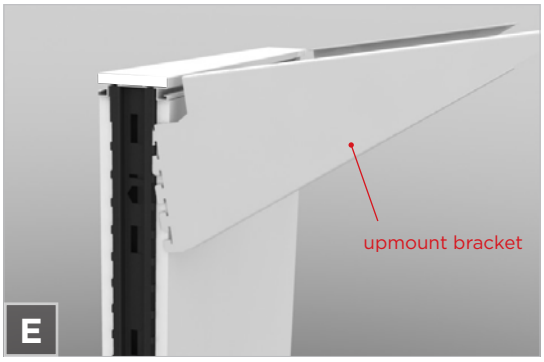
inside view

UPMOUNT SLIDING DOOR OVERHEAD CABINET

NOTE: Upmount Sliding Door Overhead Cabinet ships without the back installed.

1. To install the back of the cabinet, engage clips into the attachment holes on the back of the sliding door cabinet. IMAGE A
2. Lock attachment brackets in place by pushing down until all clips are fully seated.
3. Secure the back to the sliding door cabinet by means of screws provided. IMAGE A
4. Attach bracket extender to the upmount bracket with hardware provided. Do not tighten. IMAGE B, C, D

Instructions continued on next page »





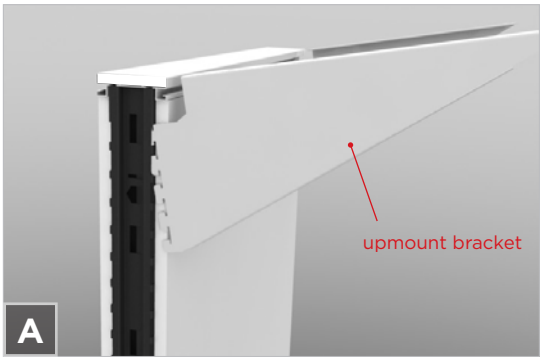
UPMOUNT SLIDING DOOR OVERHEAD CABINET, cont'd

5. Install both left and right upmount brackets at the correct height by tilting the bracket at an angle and inserting the top tabs into the frame. IMAGE E
6. Rotate both left and right upmount brackets downward and push down to ensure that the tabs are fully seated. IMAGE E
7. Lift Upmount Sliding Door Overhead and place onto the upmount brackets. IMAGE F

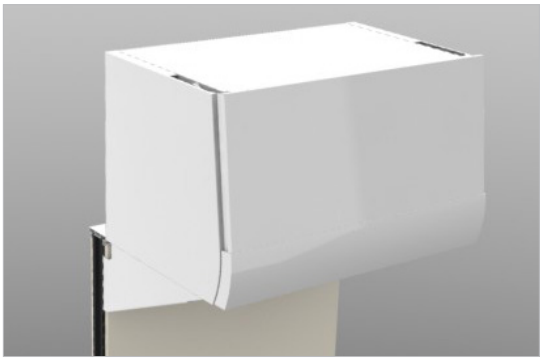
> **WARNING**: Use two people to safely lift and install.

8. Secure the Upmount Sliding Door Overhead to the support brackets by using the screws provided.
9. Tighten screws on bracket extender.

SHELVES & OVERHEAD STORAGE







Upmount Pneumatic overhead cabinet installed.

UPMOUNT PNEUMATIC OVERHEAD CABINET

NOTE: Upmount Pneumatic Overhead Cabinet ships without the back installed.

1. Install both left and right upmount brackets at the correct height by tilting the bracket at an angle to insert the tabs into the frame. IMAGE A
2. Rotate both left and right support brackets downward and push down to ensure that the tabs are fully seated.
3. Lift Upmount Pneumatic Overhead and place onto the support bracket.

WARNING: Use two people to safely lift and install.

4. Secure the Upmount Pneumatic Overhead to the support brackets by using the screws provided. IMAGE B

SUPPORTS



Inset Leg

Taper Leg



FASB-XX



FHALSB-X

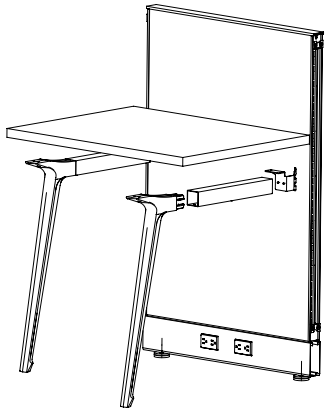


FASB-XX

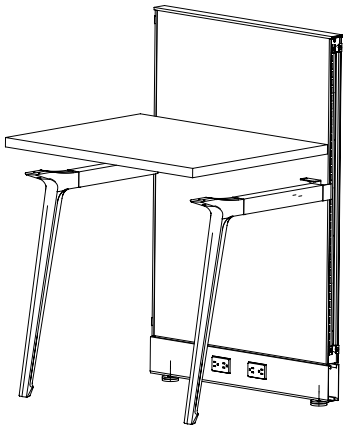
INSET AND TAPER LEG INSTALLATION

1. Insert FAAL-Inset/Taper leg into FASB-XX and align the 4 holes. Install (4) metal bolts. IMAGE A
2. Attach FHALSB-X to FASB-XX with (2) metal bolts.
3. Set Leg Into Panel at 28” height. IMAGE B
4. Place work surface 7/8 inch from panel and install (4) wood screws. IMAGE C

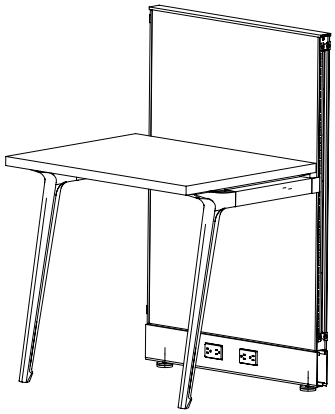
A



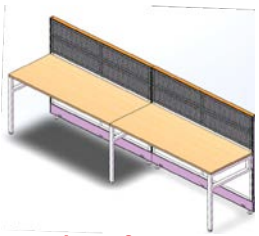
B

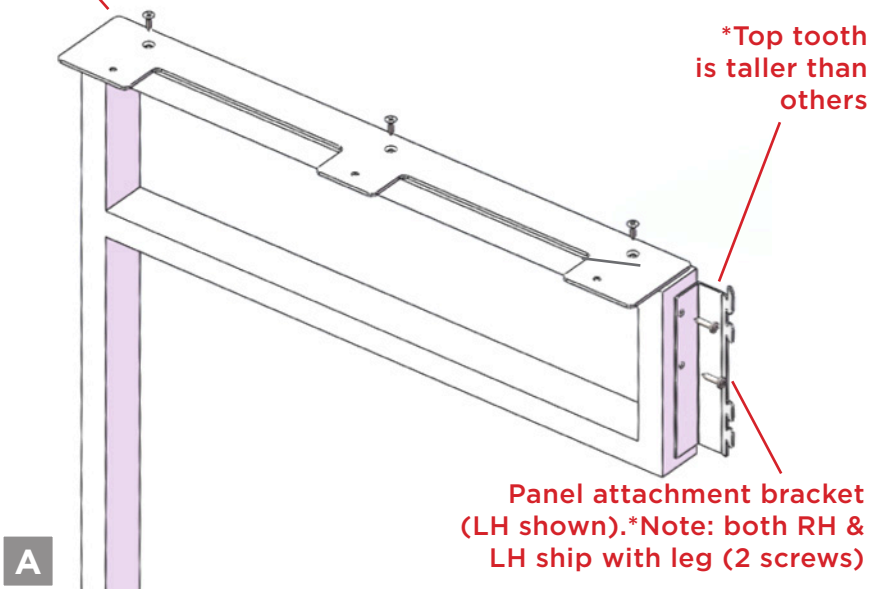


C



SUPPORTS





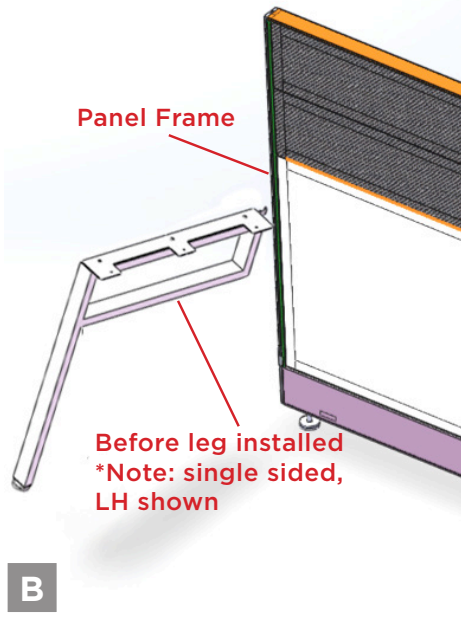
SQUARE METAL P-LEG INSTALLATION

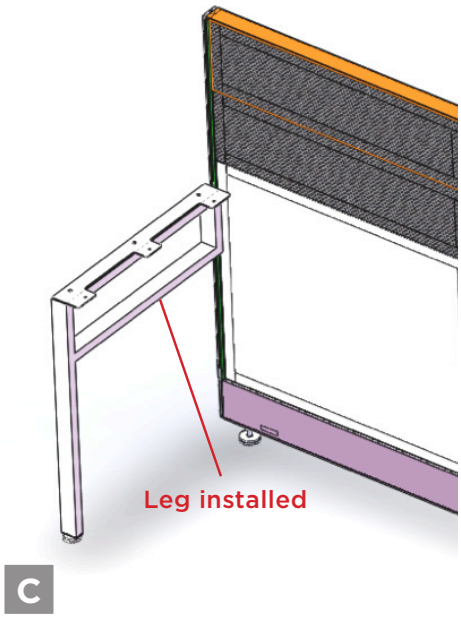
WARNING: All worksurface support used to support the same worksurface must be mounted at the same height. Worksurface installation requires two people.

NOTE: Left hand installation is shown.

1. Install worksurface support and panel attachment bracket. **IMAGE A**

2. Install the P leg on the panel by first inserting the top tooth of the panel attachment bracket into the panel frame. Then push down on the P-leg to lock the teeth in. Make sure the all the teeth engage into the panel frame. **IMAGE B,C**





NOTE: Ensure that the Square Metal P-Leg is at the same height as the cantilever bracket, if applicable.

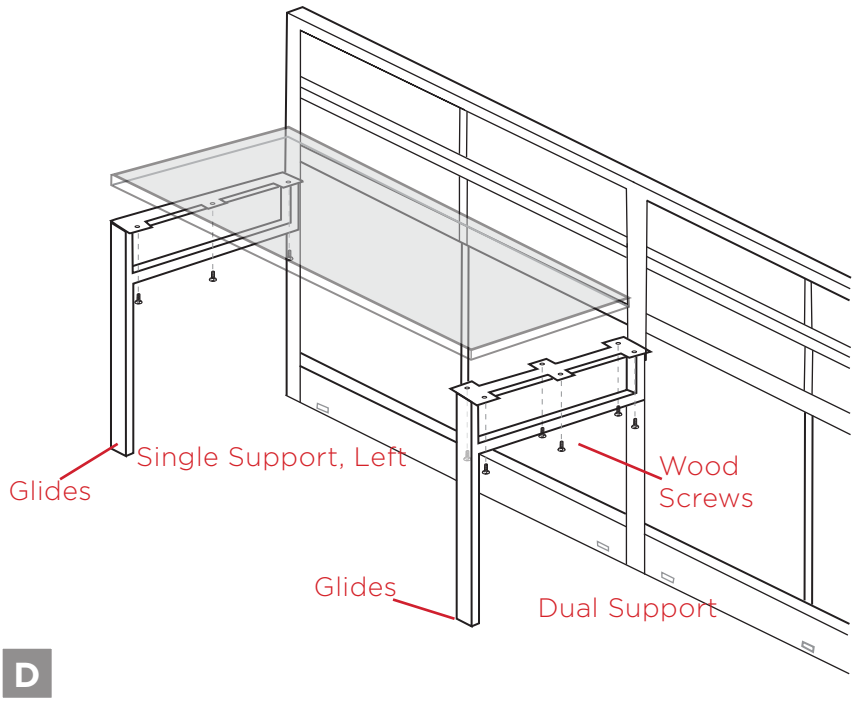
SQUARE METAL P-LEG INSTALLATION continued

3. Place the worksurface on the top of the legs, but do NOT secure to legs. **IMAGE D**

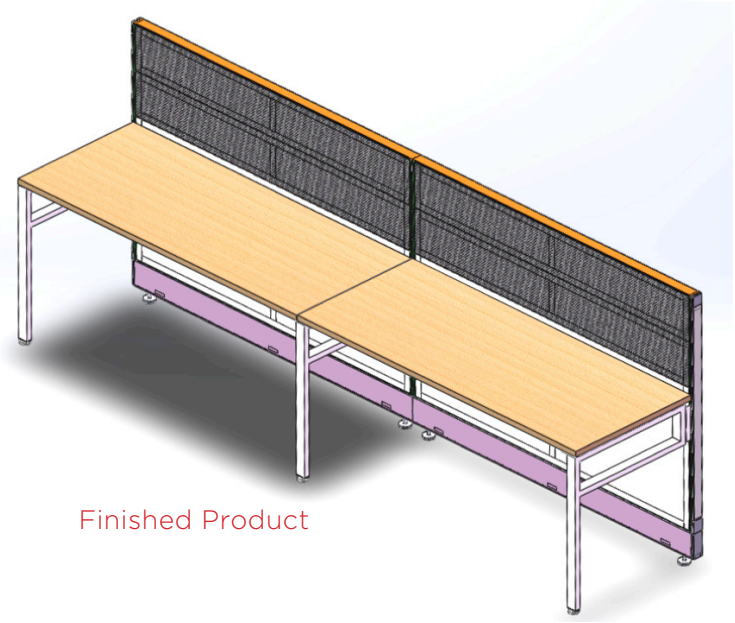
   Level the worksurface by adjusting the glide on the Square Metal P-Leg.

4. Secure the P-leg to the underside of the worksurface with wood screws.

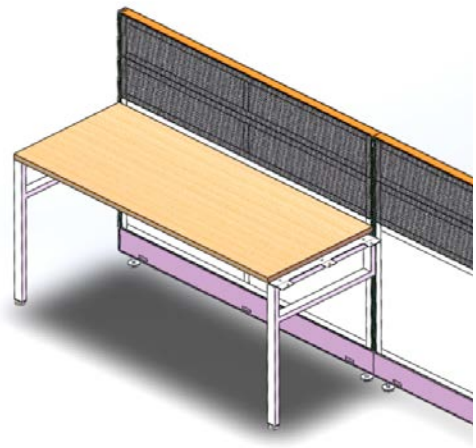
NOTE: To change from left to right hand suport, remove worksurface support bracket from the top of the Square Metal P-Leg and turn it 180°.



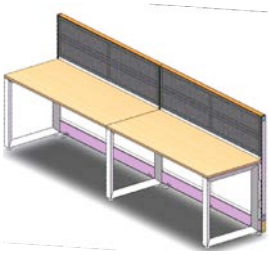
D

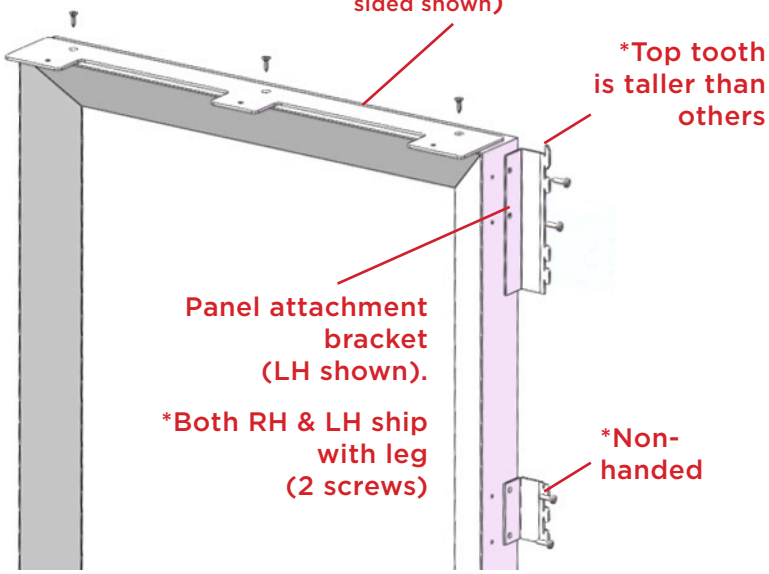


Finished Product

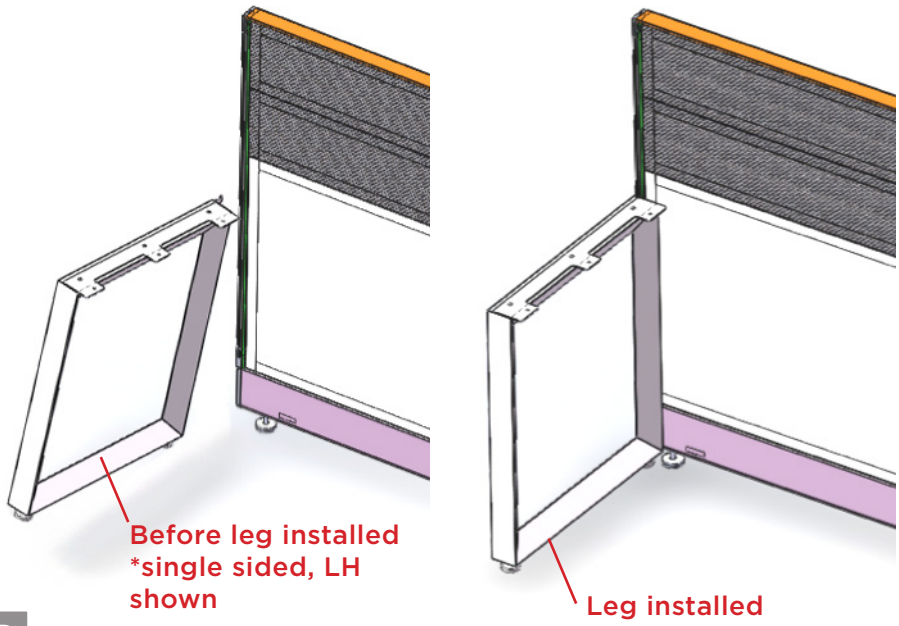


SUPPORTS





A



B

SQUARE METAL TRIANGLE LEG FRAME LEG INSTALLATION

Square Metal Triangle Leg Frame Installation

Warning: All worksurface support used to support the same worksurface must be mounted at the same height. Worksurface installation requires two people.

NOTE: Square Metal Triangle Leg is supplied with 2 handed brackets, for left and right installation and 1 non-handed bracket.

Left Handed Installation shown.

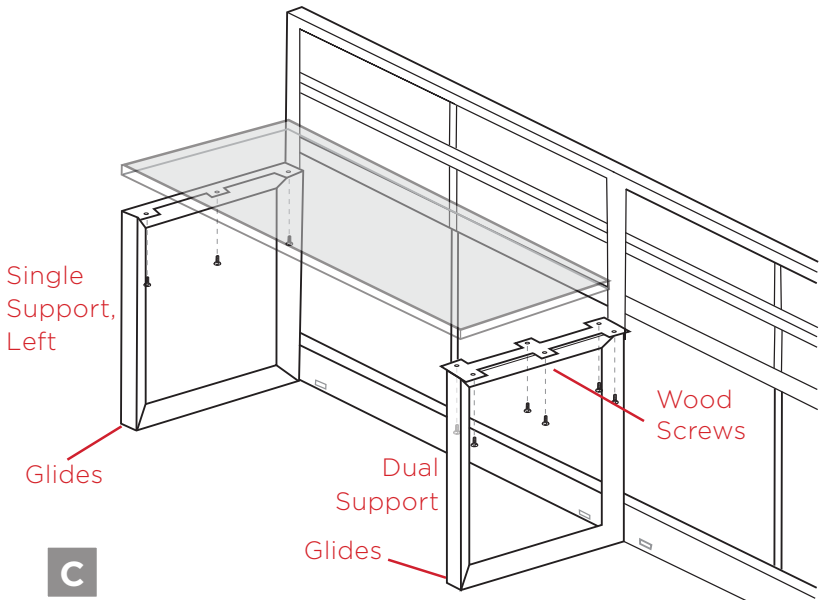
1. Secure the worksurface support bracket and panel installation brackets to the Square Metal Triangle Leg by using the screws provided. **IMAGE A**

2. Install the Square Metal Triangle Leg by first inserting the top tooth of the panel attachment bracket into the panel frame. Then push down on the Square Metal Triangle Leg to lock the teeth in. Make sure the all the teeth engage into the panel frame. **IMAGE B**

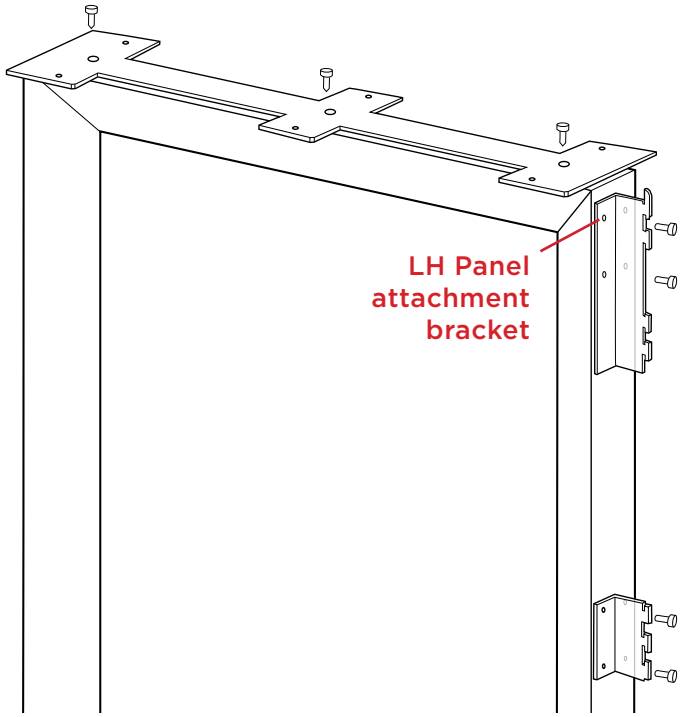
NOTE: Ensure that the Square Metal Triangle Leg is at the same height as cantilever bracket, if applicable.

SQUARE METAL TRIANGLE LEG FRAME INSTALLATION
continued

3. Place the worksurface on the top of the legs, but do NOT secure to legs. **IMAGE C**



Center Leg Installation



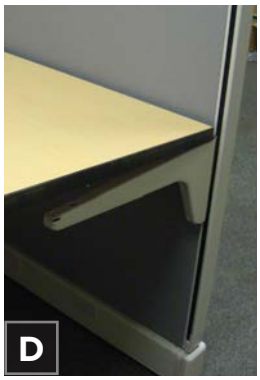
NOTE: For center leg installation, move LH panel attachment bracket over, so that teeth align with the middle of the square metal triangle leg frame. Move non handed bracket over with the same alignment.

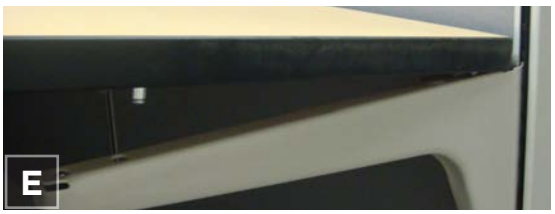
WORKSURFACES





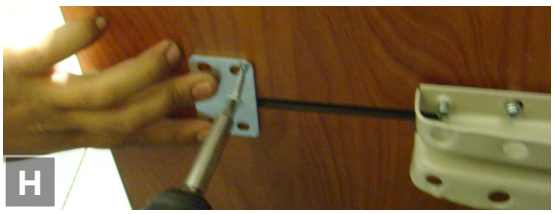












CORNER, EXTENDED CORNER, 120° AND 135°

WARNING: All worksurface support used to support the same worksurface must be mounted at the same height.

NOTE: Corner worksurfaces should be installed before installing adjacent worksurfaces.

1. Install the corner bracket into the corner at the desired height. Ensure all bracket hooks are fully seated in the slots. IMAGE A
2. Insert the tab on the top hook of the cantilever bracket into the hanger frame slot at the desired height. IMAGE B
3. Rotate the bottom of the cantilever bracket into the frame to engage all hooks. Repeat the procedure for the cantilever on the other side of the worksurface.

NOTE: For corner worksurfaces 60” to 84” wide, install a center support on the center frame at the same height as the cantilevers on the right and left sides.

4. Push down on all worksurface supports to ensure all hooks are fully seated in the slots. IMAGE C
5. Pre-install one shoulder screw and pin in the pre-drilled holes on the underside of the worksurface, either on the left or right side. Do not install the other side yet.
6. Drop the worksurface onto the corner bracket and the cantilever brackets, by inserting the pre-installed screws (either left or right) on the key slot at the back of the cantilever bracket. IMAGE D
7. Drop the front pin pre-installed in the worksurface into the cantilever bracket. IMAGE E
8. Secure the opposite end, from the underside of the worksurface, with a shoulder screw and pin. IMAGE F
9. Level worksurface by adjusting the leveling screw at the front of the cantilever bracket. IMAGE G
10. Install adjacent worksurfaces as required and attach ganging plates between adjacent worksurfaces. IMAGE H

NOTE: Corner worksurfaces spanning two or more panels require a center support provided.

WORKSURFACES

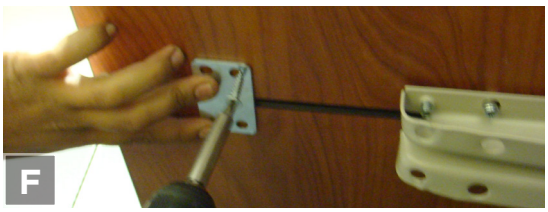












RECTANGULAR WORKSURFACE

WARNING: All worksurface support used to support the same worksurface must be mounted at the same height.

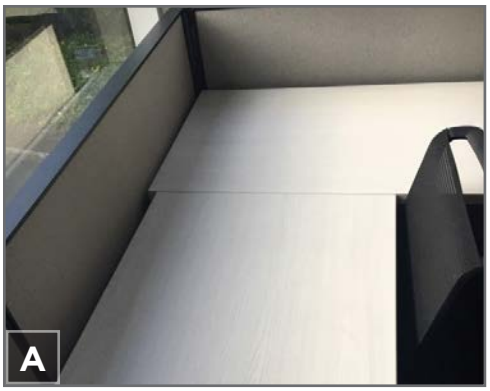
1. Install the cantilever bracket on the hanger frame by inserting the tab on the top hook of the cantilever bracket into the hanger frame slot at the desired height. Rotate bottom of cantilever bracket into the hanger frame to engage all hooks. Repeat procedure for cantilever on the other side of the worksurface. IMAGE A

NOTE: For worksurfaces 60” to 84” wide, install a center support on the center hanger frame at the same height as the cantilevers on the right and left sides.

2. Push down on all worksurface supports to ensure all hooks are fully seated in slots. IMAGE B
3. Install shoulder screws and pins provided onto worksurface in pre-drilled holes. Install worksurface by inserting shoulder screws into keyhole slots in rear of cantilever brackets, and push worksurface back until pins engage the front holes in the cantilever brackets. IMAGE C
4. Install worksurface on the cantilever brackets by inserting shoulder screws into keyhole slots in rear of the cantilever brackets. Push worksurface back until pins align with holes at the front of the cantilever bracket. Drop front of worksurface into place. IMAGE D
5. Level worksurface by adjusting the leveling screw at the front of the cantilever brackets. IMAGE E
6. Install adjacent worksurfaces required. Attach ganging plates between adjacent worksurfaces on underside of the worksurface. IMAGE F

NOTE: Rectangular worksurfaces spanning two or more panels require a center support provided.

WORKSURFACES



WIRE MANAGEMENT GAP GUIDE

Panel-mounted worksurfaces have a 1” gap between the panel and the back of the worksurface for wire management.

This gap is only at the back of the worksurface, there will not be a gap on the sides. IMAGE A



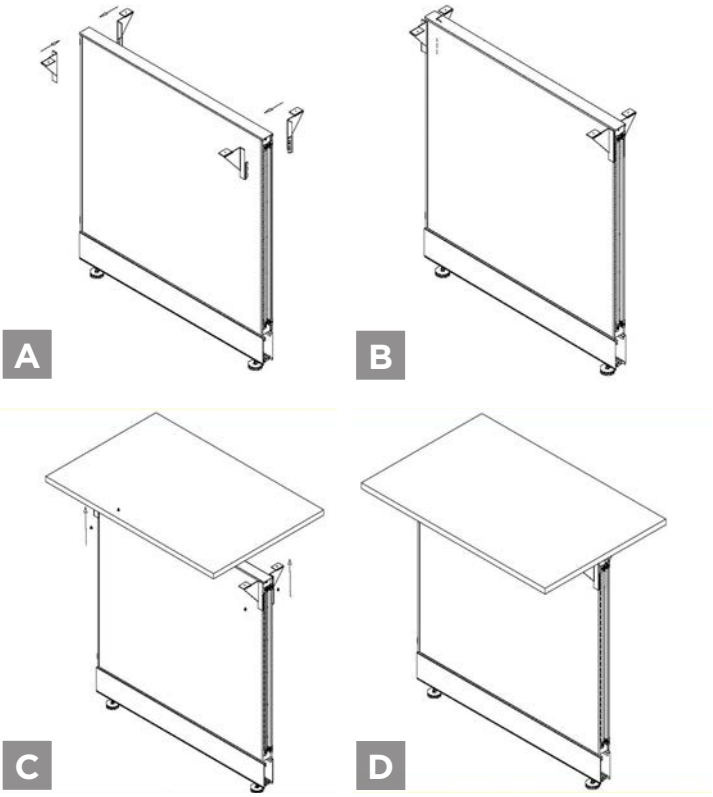
WORKSURFACE GAP TROUBLESHOOTING

For certain applications, this wire management gap can result in misalignment between worksurfaces. IMAGE B

In this case, we recommend floating the tops by drilling new guide holes to use in place of the pre-drilled holes in the worksurface.

1. Detach the worksurface from the mounting hardware; keep the hardware attached to the panels.
2. Pull the tops together to close the gap.
3. Mark the underside of the worksurface to indicate where new guide holes will need to be drilled.
4. After drilling the guide holes, reinstall the worksurface.

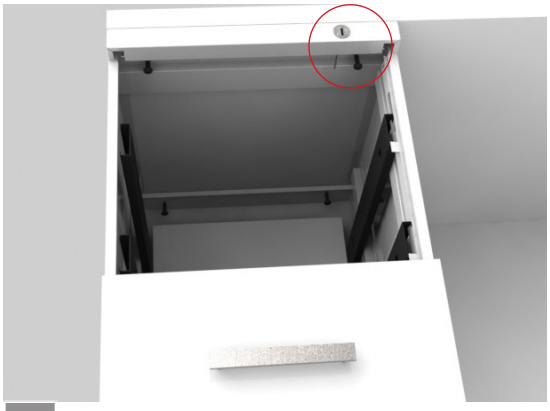
TRANSACTION TOP



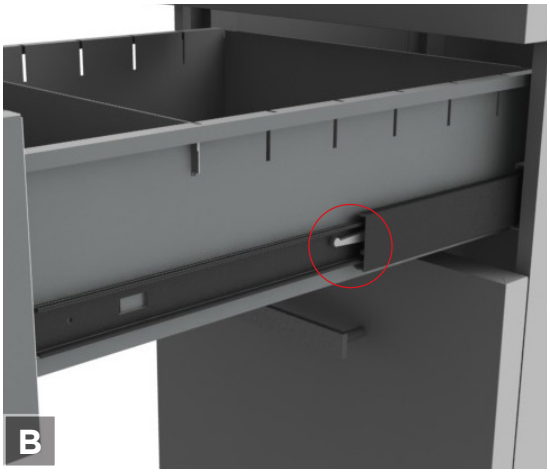
INSTALLING TRANSACTION TOPS

1. Place (4) Transaction Brackets (C-FHOTLB.N) into top slots of hanger rail on panel. IMAGE A
2. Center the Transaction Top over desired panel. IMAGE B
3. While keeping the teeth of the bracket in Hanger rail, lift Transaction Top Bracket to the bottom of the surface and install wood screw. IMAGE C
4. Repeat Step 3 for rest of the brackets. IMAGE D

STORAGE



A



B



C

PEDESTALS

All pedestals (except mobile pedestals) require attachment to the worksurface they are supporting.

TIP: It is important that you check your pedestal height in worksurface installation. If the height is incorrect you will have to adjust the glides on the pedestal or reset the height of the worksurfaces accordingly.

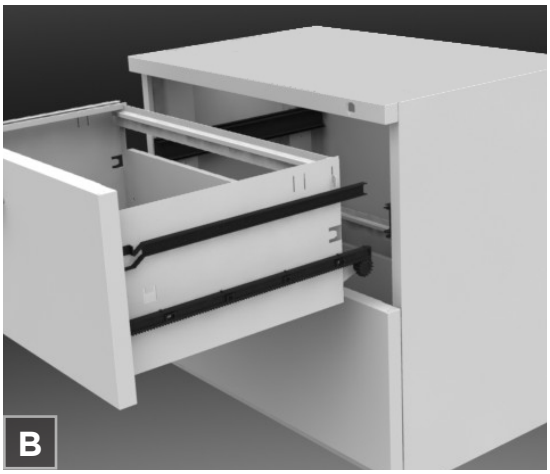
1. Open the drawer on your pedestal. The key is attached to the top of the pedestal for shipping. IMAGE A
2. Remove the drawers by lifting the dislodging brackets on each side of the drawer at the front of the suspensions, and pulling forward. IMAGE B
3. With the pedestal in place, attach mounting screws provided into the locations at the front and rear of the pedestal and tighten. IMAGE C
4. Carefully reinsert the drawers back into the track.

TIP: Always recheck the drawers for proper operation after installing the pedestal, and check to ensure the lock is working properly.

LATERAL FILE INSTALLATION

WARNING: An improperly installed Lateral File can become wobbly or tip over causing serious injury. Follow all instructions in this manual for correct installation, use and maintenance.







SUPPORTING 2 DRAWER LATERAL FILE

All supporting lateral files require attachment to the worksurface they are supporting.

TIP: It is important that you check your lateral height in worksurface installation. If the height is incorrect you will have to adjust the glides on the lateral or reset the height of the worksurfaces accordingly.

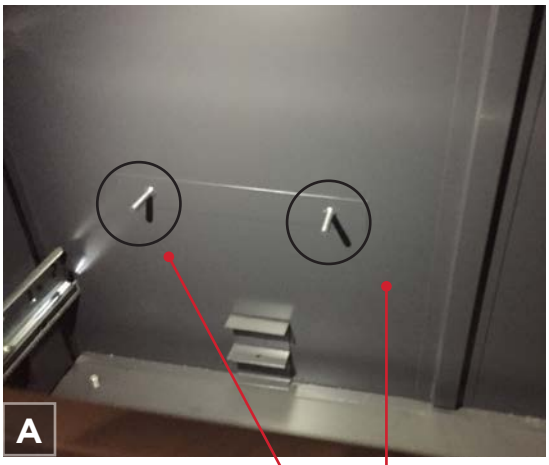
1. Open the drawer on your pedestal. The key is attached to the top of the lateral for shipping. IMAGE A
2. Remove the drawers by lifting the dislodging brackets on each side of the drawer at the front of the suspensions, and pulling forward. IMAGE B
3. With the lateral in place, attach mounting screws provided into the locations at the front and rear of the lateral and tighten. IMAGE C
4. Carefully reinsert the drawers back into the track.

TIP: Always recheck the drawers for proper operation after installing the lateral, and check to ensure the lock is working properly.

FREESTANDING 2, 3 & 4 DRAWER LATERAL FILE - INSTALLING, LEVELLING AND ANCHORING

1. Make sure cabinet is empty.
2. Position cabinet(s) into desired location.
3. Align/level cabinet(s) side-to-side.
4. On carpet, adjust glides such that front of the cabinet is 1/4th higher than the rear. On uncarpeted floors, the front should be 1/8th higher than rear.
5. Freestanding 3 or 4 drawer lateral files must be bolted together or to a wall.
6. Check the cabinet for proper operation. Drawers and doors should open and close smoothly and be evenly aligned with the frame.
7. When loading files in the lateral file always load the bottom drawer(s) first.

STORAGE



LATERALS COUNTERWEIGHT INSTALLATION

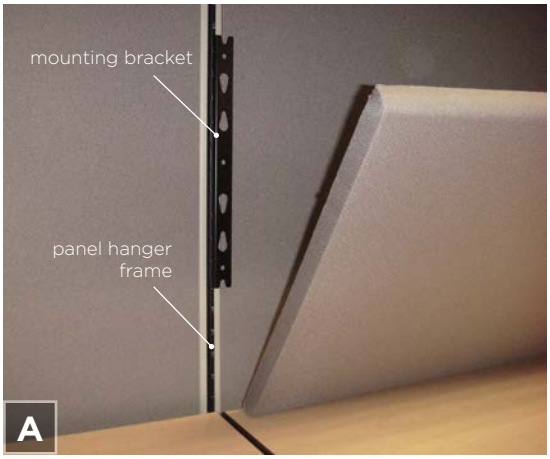
Adding Counterweights to Lateral Files

1. Remove bottom drawer of the lateral file.
2. Line up bolt at the back of the lateral with the hole in the counterweight. IMAGE A: ATTACHED FOR REFERENCE.
3. Attach nut with the bolt to hold counterweight in place.

NOTE: Counterweight and nuts are not shown in the photo.

4. Reinstall the bottom drawer on the lateral file.

NOTE: Counterweights can be ordered for 2, 3 and 4 drawer lateral files, however, Friant suggests you bolt 3 and 4 drawer lateral files back to back or to wall and load bottom drawer first for greater stability.





PANEL-MOUNTED TACKBOARDS & MARKERBOARDS

1. Insert the tackboard/markerboard mounting brackets onto the panel hanger frame at the desired location. IMAGE A
2. Attach the upper shoulder screws to the tackboard/markerboard at 4” from the top and 1/2” from the left or right edge of the tackboard.
3. Attach the lower shoulder screws to the tackboard/markerboard at 7” below the first shoulder screw and 1/2” from the left or right edge of the tackboard.
4. Insert the tackboard/markerboard screws into the teardrop holes on the tackboard bracket and slide the tackboard downward.
5. Check to make sure the tackboard/markerboard is seated correctly and level.

ACCESSORIES









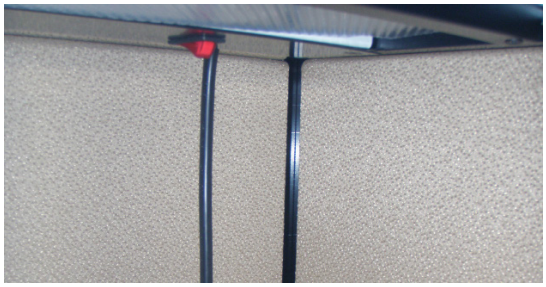
TOOL BARS

1. Insert right side bracket at the end of the tool bar. **IMAGE A**
2. Insert right side bracket into the hanger frame slots at the desired height, and push down. **IMAGE B**
3. Insert left side bracket into the hanger frame slots, at the same height as the right side and push down. **IMAGE C**
4. Make sure the tool bar is leveled. **IMAGE D**

ACCESSORIES

All work tools require a tool bar of appropriate length.

1. The tools have a small c-shaped clip at the rear. Place at an angle to the bar, insert it, and drop into position.



Task light cord without cord manager in workstation.





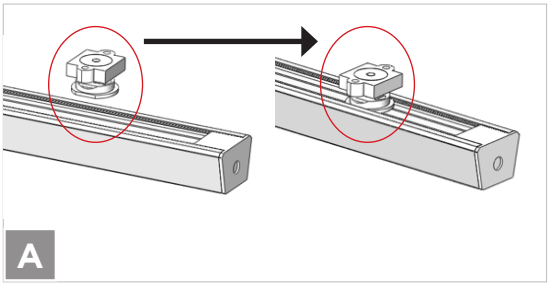


CORD MANAGERS

The cord manager is sold in 24” lengths and designed to be cut to length in the field and placed to manage and control cables in the stations.

1. Insert cord manager in workstation. IMAGE A
2. Insert cord manager into hanger frame. IMAGE B
3. Cord manager in place, neatly hiding cords. IMAGE C

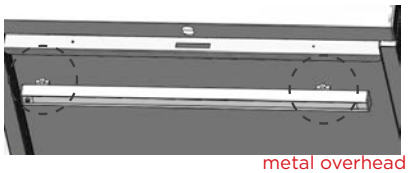
ACCESSORIES



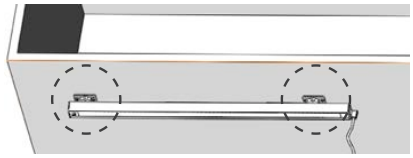
A



B installation of metal plates (for wood overheads only)

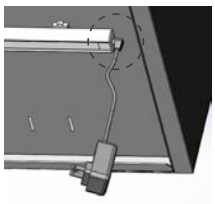


metal overhead

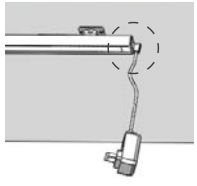


wood overhead

C



metal overhead



wood overhead



wire manager

D

LED TASKLIGHT

NOTE: Installation differs slightly for attaching to a wood overhead vs metal overhead. Be sure to skip step #2 if attaching to a metal overhead.

1. Snap the magnet into the back of the LED tasklight — one on each end. IMAGE A
2. Skip to the next step if attaching the LED tasklight to a metal overhead. Install the metal plates to the bottom of the wood overhead using screws provided. Ensure the metal plates are spaced appropriately and aligned straight when installing. IMAGE B
3. Attach the LED tasklight to the metal surface. IMAGE C
4. Plug the power adapter into the LED tasklight and use the wire managers as necessary. IMAGE D