

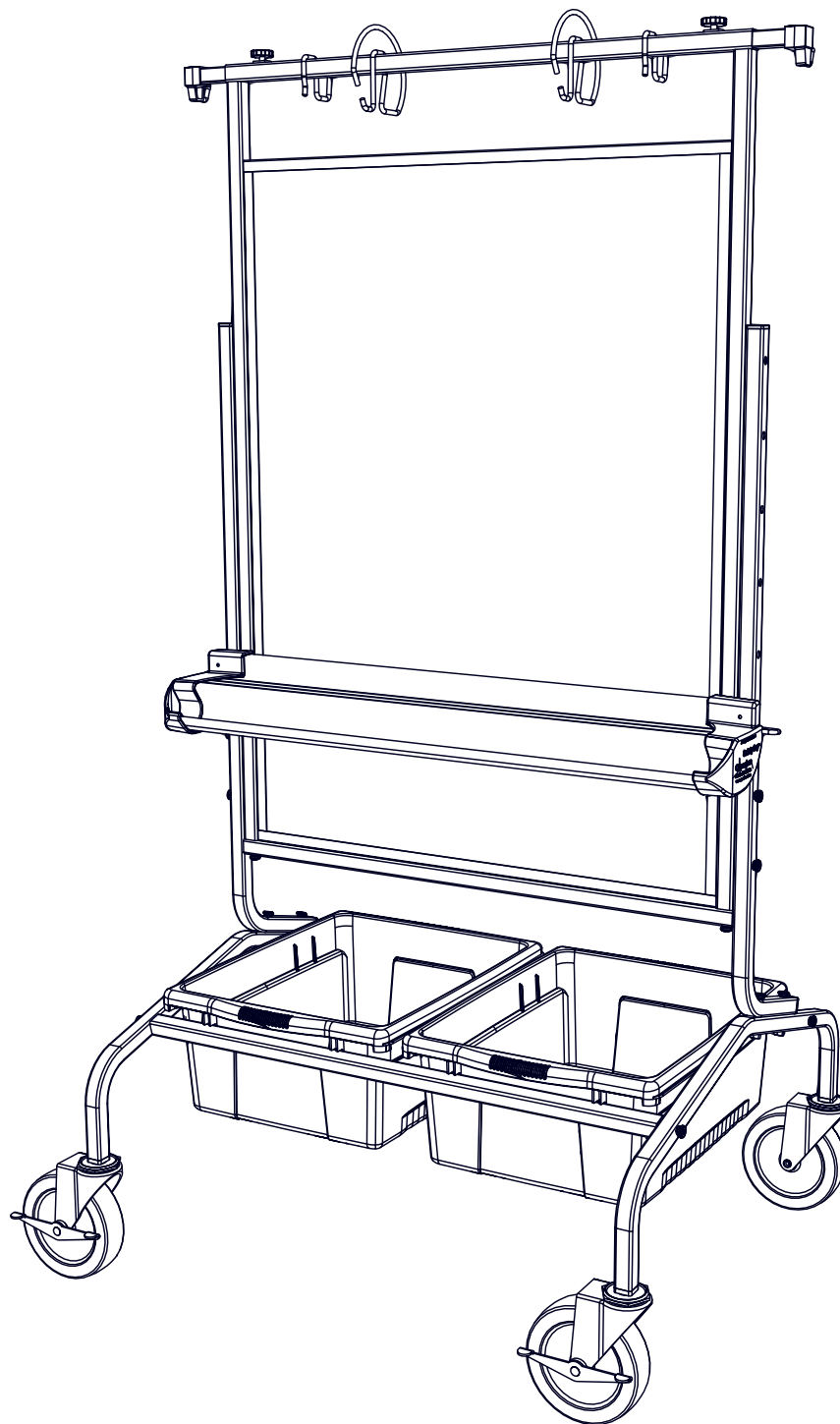


Assembly Guide

Check out our other products online at www.copernicused.com

For assistance, please contact us by telephone at **1-800-267-8494** or email at info@copernicused.com.

Have your packing slip ready for reference.



Customer Service & Warranty Information

Dear Educator,

Thank you for purchasing the Outdoor Deluxe Chart Stand. We hope it meets your expectations and you and your students enjoy using it at your school.

Every day we see and hear stories of teachers going above and beyond to help students thrive. Thank you so much for all you do – you are awesome, and you make a difference.

Thank you for inspiring us.

If you have any questions, concerns or ideas on how we can improve please let us know by contacting our Customer Solutions Ninjas at 1-800-267-8494 or **info@copernicused.com**.

Happy teaching,

Kaylyn Belcourt, President
kaylyn@copernicused.com



We do not inherit the earth
from our ancestors, we
borrow it from our children.

- NATIVE AMERICAN PROVERB

Change is the end result of all
true learning.

- LEO BUSCAGLIA

What you leave behind is not
what is engraved in stone
monuments, but what is
woven into the lives of others.

- PERICLES

Education is the most
powerful weapon which you
can use to change the world.

- NELSON MANDELA

For missing parts and other issues regarding your product:

Please contact Customer Service, where we will be happy to help.

Telephone: 1-800-267-8494, Monday - Friday 8:00am - 4:30 pm EST

Email: info@copernicused.com

**Need Support?
Have a Question?**



Email **Customer Service**

**Check out some of our
other great products!**



www.copernicused.com

Lifetime
Frame Warranty

Register your Product

Registering your warranty ensures we have all the information we need to make any future warranty claims quick and easy. Please visit **www.copernicused.com/warranty** and complete the form within 10 business days from product assembly. By registering your product, you will be entered into a draw to win Copernicus product.

5 Year
Whiteboard
Warranty

Make a Warranty Claim

We offer a Lifetime Warranty on almost everything we make. Please call **1-800-267-8494** or email **info@copernicused.com** to start your warranty claim. Proof of purchase will be required upon warranty claim (i.e. copy of invoice).

Replace your Whiteboard

Have a well-used whiteboard that needs replacing? Our whiteboards carry a five-year warranty and replacement parts program after the warranty period. Please call **1-800-267-8494** or email **info@copernicused.com** to get a new whiteboard for your Copernicus product!

Tips for Assembly

Before You Begin:

- Lay out and identify all of the included parts.
- The hardware has been packed according to step.
- Read the assembly guide over once to familiarize yourself with them.

As You Assemble the Unit:

- Follow the steps in sequence.
- Before beginning each step, find the part(s) that you need for that step.
- The title of each step states what you will be doing. Review the text and the pictures as you build the unit.

Watch for These Helpful Symbols:



2-Person Task

For safety, please have someone help you when working on steps displaying this symbol.



The symbol denotes a step needing extra attention to ensure it is done correctly.



Important Information! Warning!

Please read the warnings below for important safety information regarding your product. Failure to read these warnings or to follow the instructions below could result in personal injury or damage to your product that could void your warranty.



Small Parts

In its unassembled state, this product contains parts that can be hazardous to small children. This product should be assembled by an adult.



Adult Supervision

This product is to be used under the supervision of an adult.



No Maintenance

This product does **NOT** require maintenance. Repairs should only be performed by authorized personnel. Please contact customer service if repairs are required.



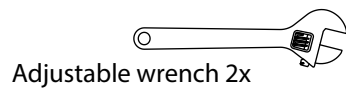
Climb Hazard

Do not climb on, hang from or suspend objects from any components of your product unless otherwise specified.

Parts

Before beginning, you should have:

Additional tools required:

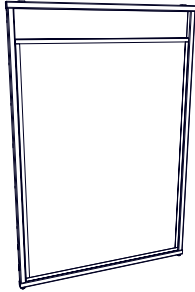


+



CS700-EXT-0

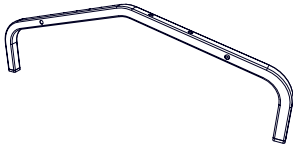
Whiteboard Frame with Whiteboard
1x



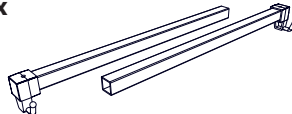
Bottom Stretcher
2x



Lower Leg
2x



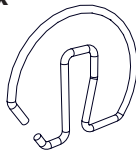
Telescoping Arms
2x



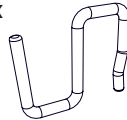
Upper Leg
2x



Chart Hook
2x



Loop Hook
2x



In Box

Hardware Actual Size

A M6 x 45mm
4x



B M6 x 35mm
8x



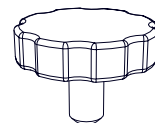
C M6 Hex Nut
4x



D Lock Washer
12x

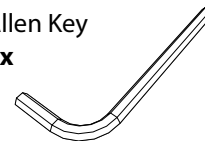


Knob
(Not to Scale)
2x



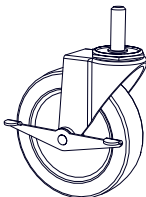
Tools (Not to Scale)

Allen Key
1x



CS700-CB

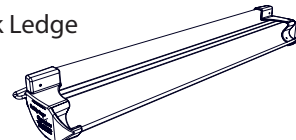
Casters (locking & non-locking)
4x



Open Tub
(CC4068)
2x



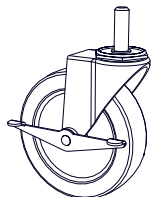
Book Ledge
1x



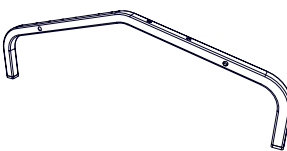
1

Actual Size:

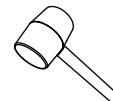
You will need: (Not to Scale)



Caster
4x



Lower Leg
2x

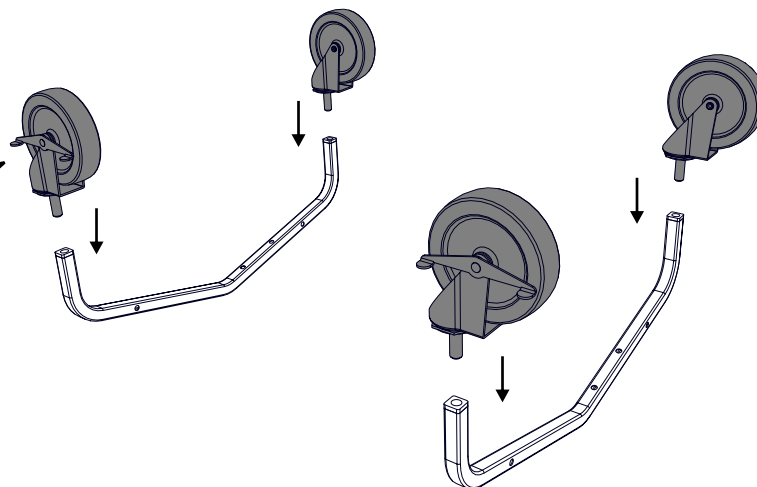


Rubber Mallet 1x

Install Casters



Press Casters firmly into the Base:
- Casters will click into place
- If necessary, tap the caster in using a rubber mallet.



2

Actual Size:

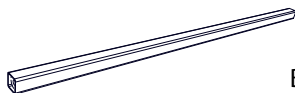


(B)
4x



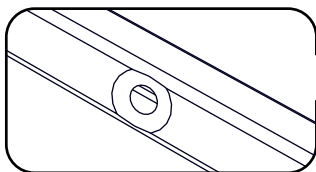
(D)
4x

You will need: (Not to Scale)

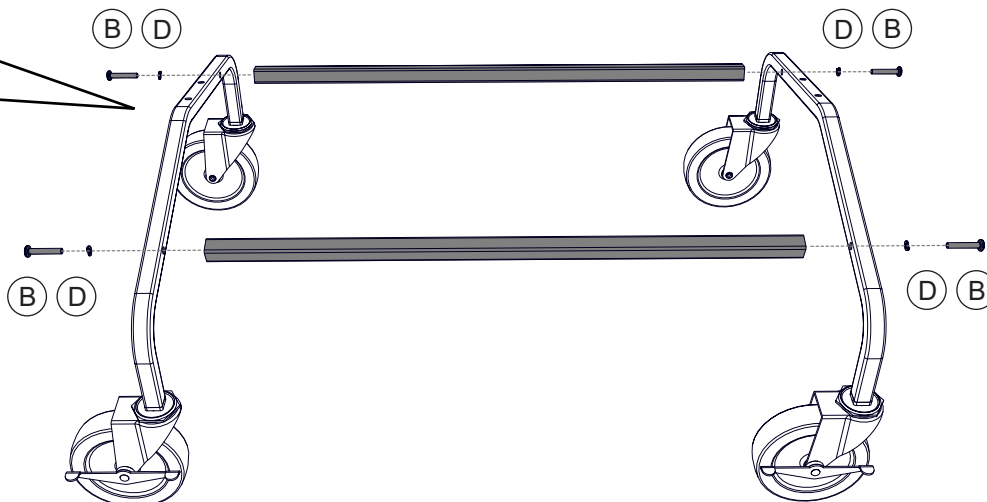


Bottom Stretcher
2x

Install Stretchers



Hole indents should face outside of the unit.



3

Actual Size:



C
4x



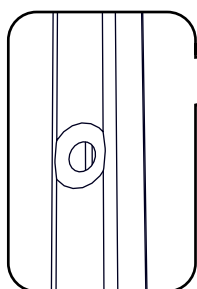
D
4x

You will need: (Not to Scale)

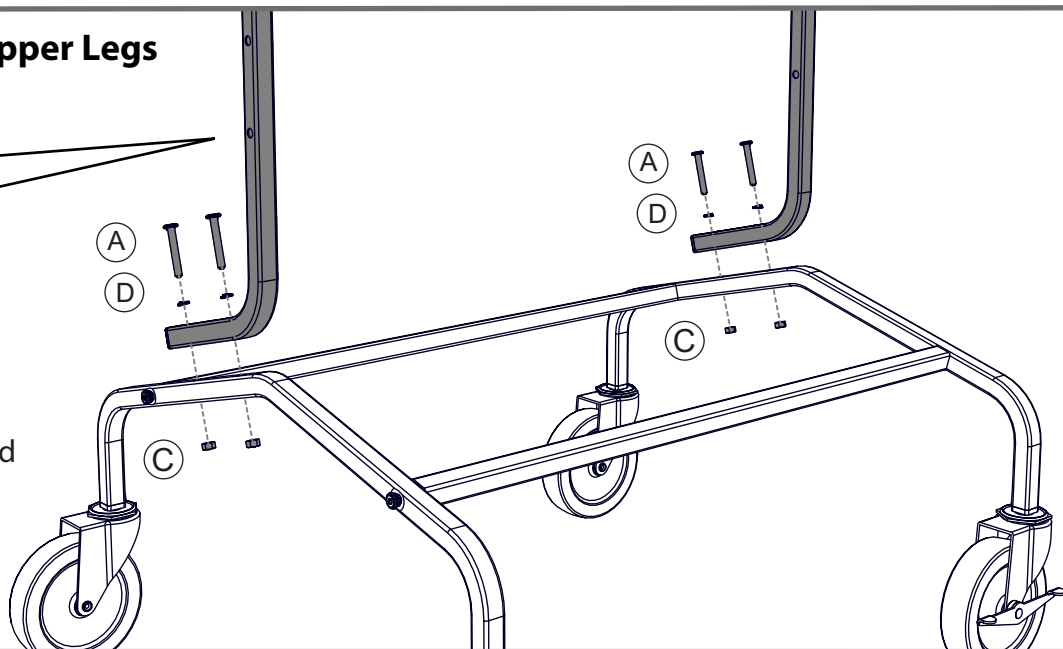


Upper Leg
2x

Bolt Lower Legs To Upper Legs



Hole indents should
face outside of
the unit.



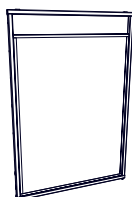
4

Actual Size:



D
4x

You will need: (Not to Scale)

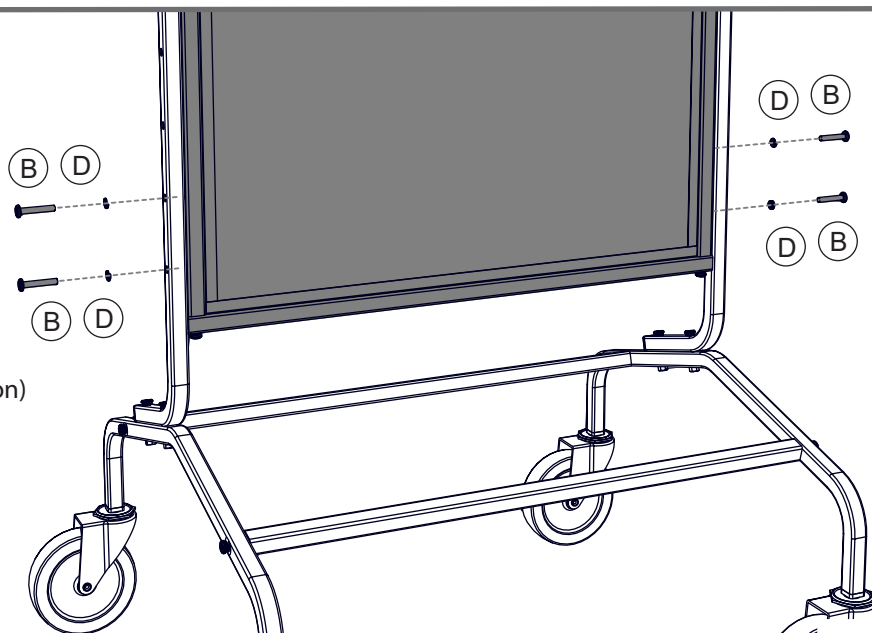


Whiteboard Frame with Whiteboard
1x

Install Whiteboard Frame



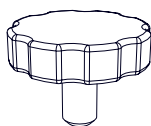
Select your whiteboard height
- Early childhood / primary (lower position)
- Junior / intermediate (higher position)



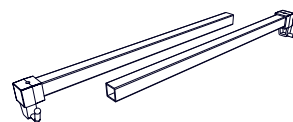
5

Actual Size:

You will need: (Not to Scale)

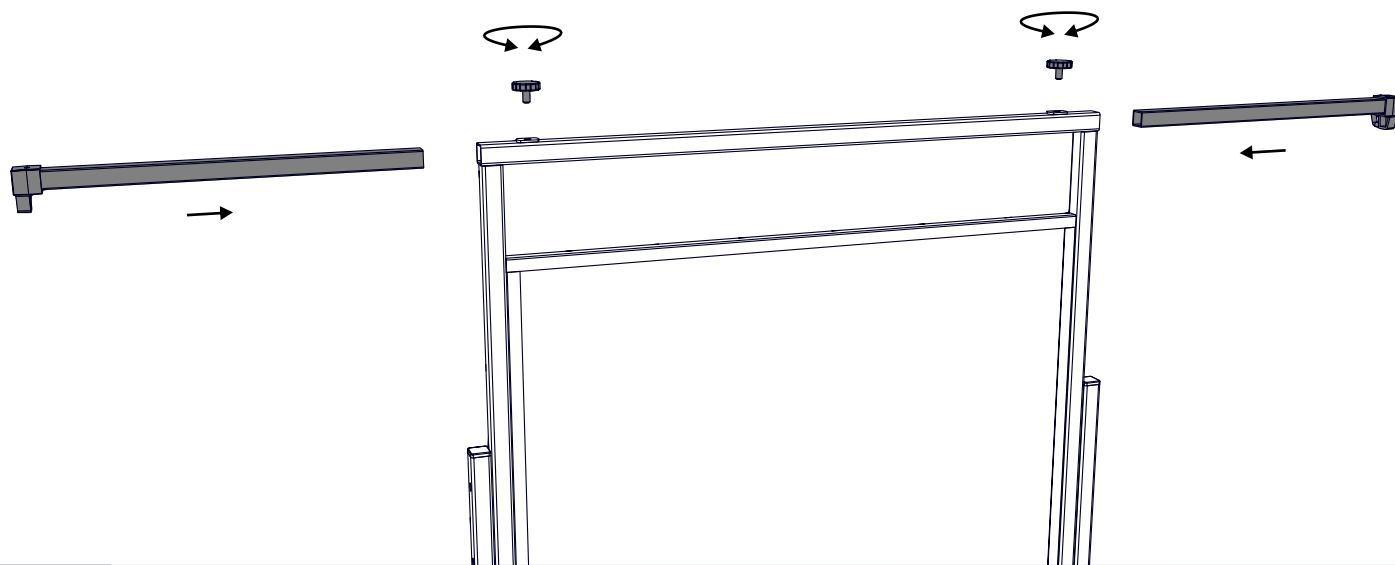


Knob
2x



Telescoping Arms
2x

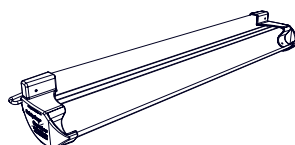
Install Telescoping Extensions



6

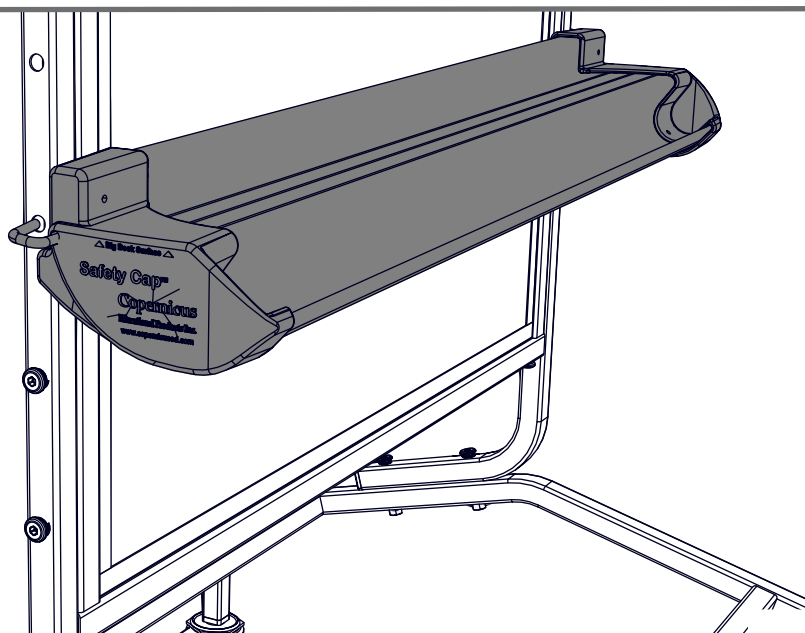
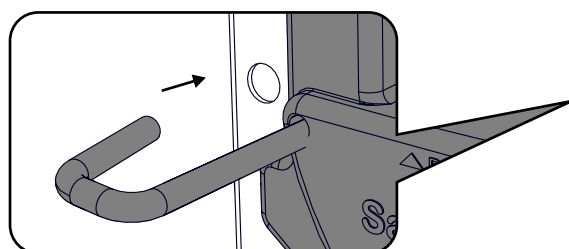
Actual Size:

You will need: (Not to Scale)

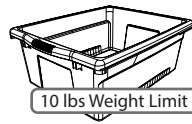
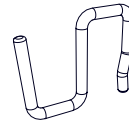
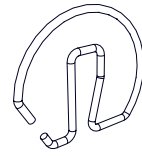


Book Ledge
1x

Install Premium Book Ledge

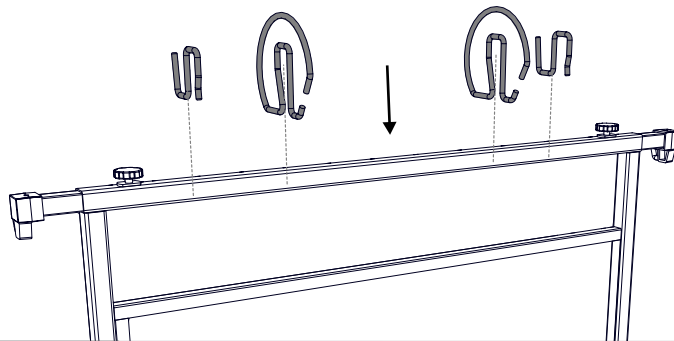


You will need: (Not to Scale)

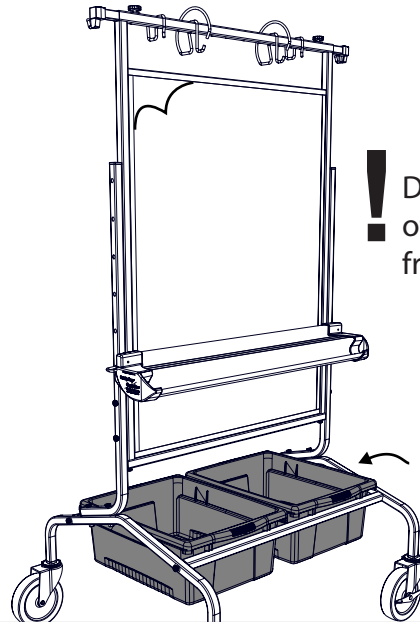
Open Tub
2xLoop Hook
2xChart Hook
2x

Install Loop Hooks, Chart Hooks & Tubs

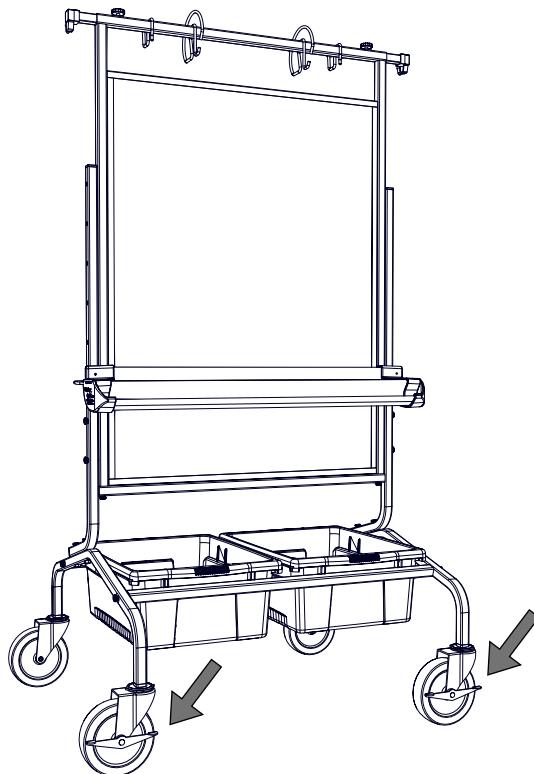
- ! To avoid scratching the paint
- place an empty plastic bag over the frame, install hooks, then remove



- ! Don't forget to peel off protective film from Whiteboard
-



User Tip



- ! When using this product in windy conditions, casters should be left unlocked, so that the unit rolls rather than tipping over.
-