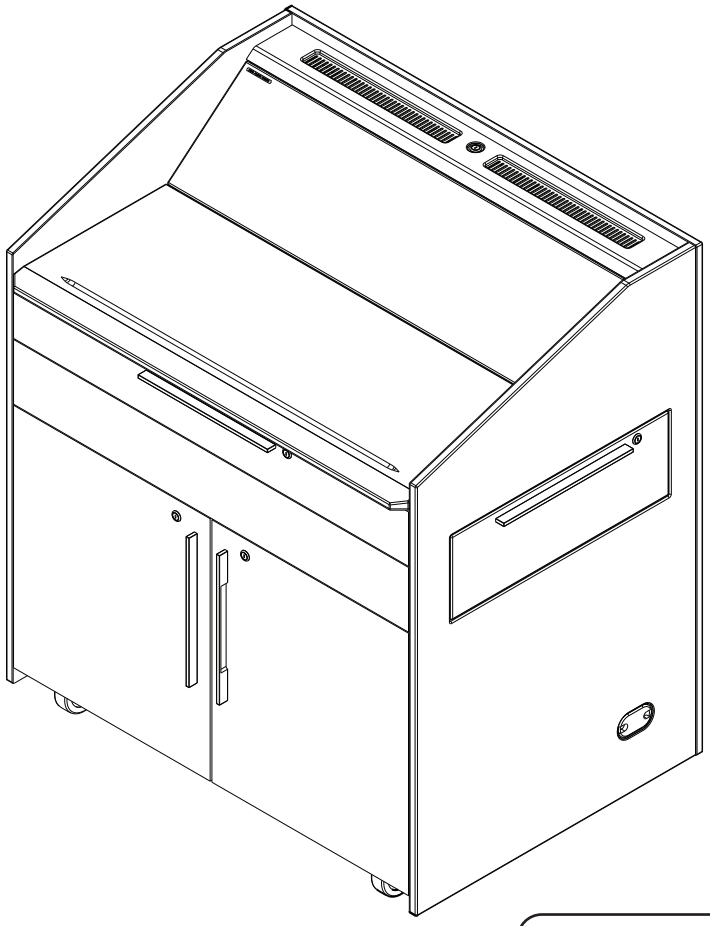
Instruction Sheet

IL5 Series

AV Ready Lectern



- MODELS -

- 23” (58.42 cm) w / Presenters Panel
- 33” (83.82 cm) w / Presenters Panel
- 43” (109.22 cm) w / Presenters Panel
- 23” (58.42 cm) w / Flat Top
- 33” (83.82 cm) w / Flat Top
- 43” (109.22 cm) w / Flat Top

THANK YOU

Thank you for purchasing the L5 Series AV Ready Lectern.

PRODUCT FEATURES

- Quick and easy customization
- Open frame design makes work easier, and provides for cable management and thermal management
- Available in 13 standard finishes and two styles for the finishing kit

Middle Atlantic Products

I-00728 Rev -

IMPORTANT SAFETY INSTRUCTIONS

- Read these instructions.
- Keep these instructions.
- Heed all warnings.
- Follow all instructions.
- Clean only with dry cloth.
- Only use attachments/accessories specified by the manufacturer.

WARNING: A WARNING ALERTS YOU TO A SITUATION THAT COULD RESULT IN SERIOUS PERSONAL INJURY OR DEATH.

CAUTION: A CAUTION ALERTS YOU TO A SITUATION THAT MAY RESULT IN MINOR PERSONAL INJURY OR DAMAGE TO THE PRODUCT AND / OR PROPERTY.

NOTE: A NOTE is used to highlight procedures pertaining to the installation, operation or maintenance of the product.

IMPORTANT WARNINGS AND CAUTIONS!

WARNING! FAILURE TO READ, UNDERSTAND AND FOLLOW THE FOLLOWING INFORMATION CAN RESULT IN SERIOUS PERSONAL INJURY, DAMAGE TO THE EQUIPMENT OR VOIDING OF THE WARRANTY. IT IS THE RESPONSIBILITY OF THE INSTALLER/USER TO ENSURE THAT THIS PRODUCT IS LOADED ACCORDING TO SPECIFICATIONS.

WARNING! THE WEIGHT RATINGS OF THIS PRODUCT CAN BE FOUND ON THE PRODUCT. EXCEEDING THESE WEIGHT RATINGS CAN RESULT IN SERIOUS INJURY OR DAMAGE TO THE EQUIPMENT. IT IS THE RESPONSIBILITY OF THE INSTALLER/USER TO ENSURE ALL COMPONENTS INSTALLED DO NOT SURPASS THE WEIGHT RATINGS AS AN UNSTABLE CONDITION CAN OCCUR WHICH MAY CAUSE POSSIBLE INJURY OR DAMAGE.

CAUTION! IF THERE IS VISIBLE DAMAGE ON THE PRODUCT IT MUST NOT BE INSTALLED.

CAUTION! SAFETY MEASURES MUST BE PRACTICED AT ALL TIMES DURING THE ASSEMBLY OF THIS PRODUCT. USE PROPER SAFETY EQUIPMENT AND TOOLS FOR THE ASSEMBLY PROCEDURE TO PREVENT PERSONAL INJURY.

CAUTION! FOR LOADING, ALWAYS PUT HEAVIER ITEMS AT THE BOTTOM OF THE BAYS, NOT NEAR THE TOP, IN ORDER TO HELP PREVENT THE POSSIBILITY OF THE FURNISHING TIPPING OVER.

CAUTION! THE APPLIANCE IS NOT INTENDED FOR USE BY YOUNG CHILDREN OR INFIRM PERSONS WITHOUT SUPERVISION.

WEIGHT RATINGS

DESCRIPTION	CAPACITY
Full Bay	200 lbs. (90.72 kg.)
Half Bay	100 lbs. (45.36 kg.)
Document Camera Drawer (if equipped)	50 lbs. (22.68 kg.)

TOOLS REQUIRED

- #2 Phillips Screwdriver
- .312” Socket

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HARDWARE/ITEMS SUPPLIED WITH FINISHING KIT

FINISHING HARDWARE KIT


Self-Adhesive Rubber Bumper (Qty 4)


Rubber Bumper (Qty 6)


Pan Head Wood Screw #10 x 5/8" (Qty 48)


Retaining Washer (Qty 8 - 2 extra)

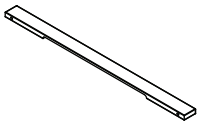

Pan Head Wood Screw #10 x 3/4" (Qty 8 - 2 extra)

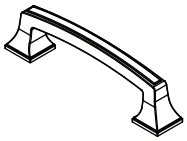
FINISHING HW KIT
QTY 1 (ALL MODELS)

HANDLE HARDWARE KIT


Pan Head Screw M4 x 25 (Qty 2) (Sota)


Pan Head Screw 8-32 x 1 (Qty 2) (Klasik)


Handle (Sota) (Qty 1)


Handle (Klasik) (Qty 1)

HANDLE HW KIT
QTY: 3 for 23" (58.42 cm) MODEL ONLY
QTY: 5 for 33" (83.82 cm) AND 43" (109.22 cm) MODELS ONLY

CONFIGURATION OPTIONS

The L5 Series Lectern offers the ability to customize the location of the following items:

- Drawers - Refer to page 5 - 6.
- Cable Shelf - Refer to page 7.

NOTE: Assembly instructions begin on page 10.

SWAPPING THE DRAWER LOCATIONS (OPTIONAL)

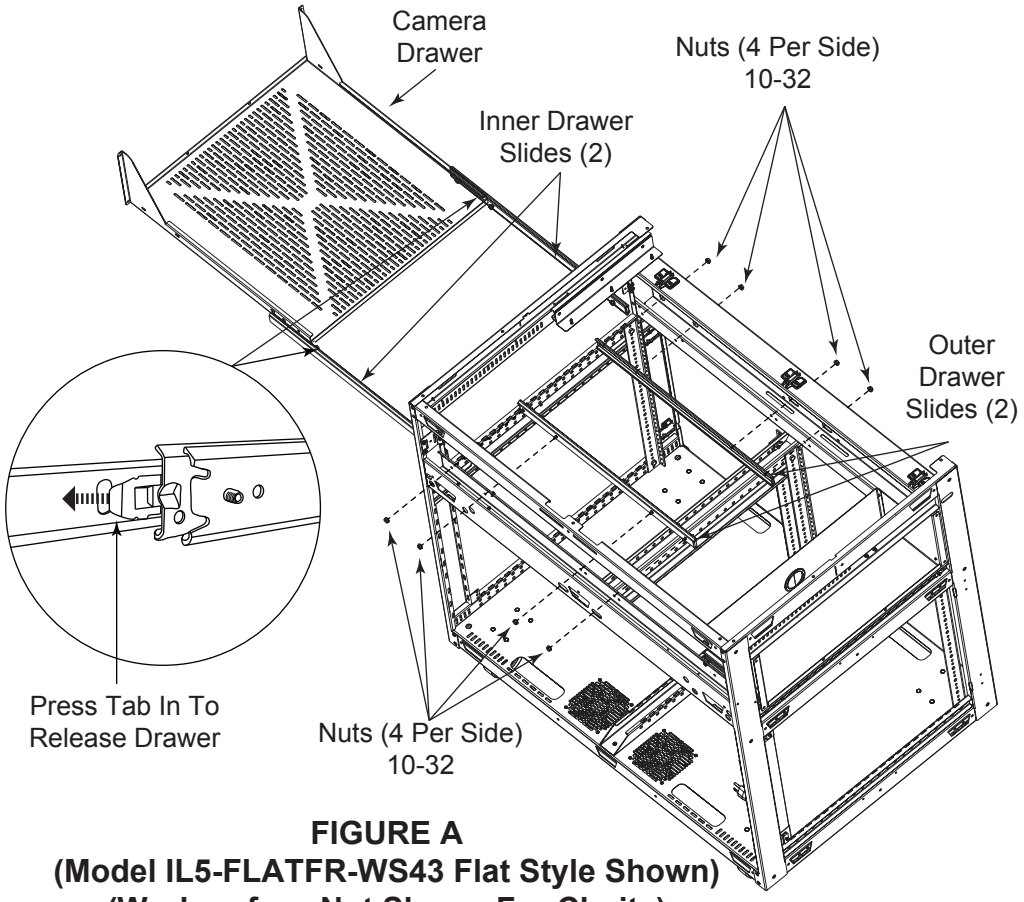


FIGURE A
(Model IL5-FLATFR-WS43 Flat Style Shown)
(Worksurface Not Shown For Clarity)

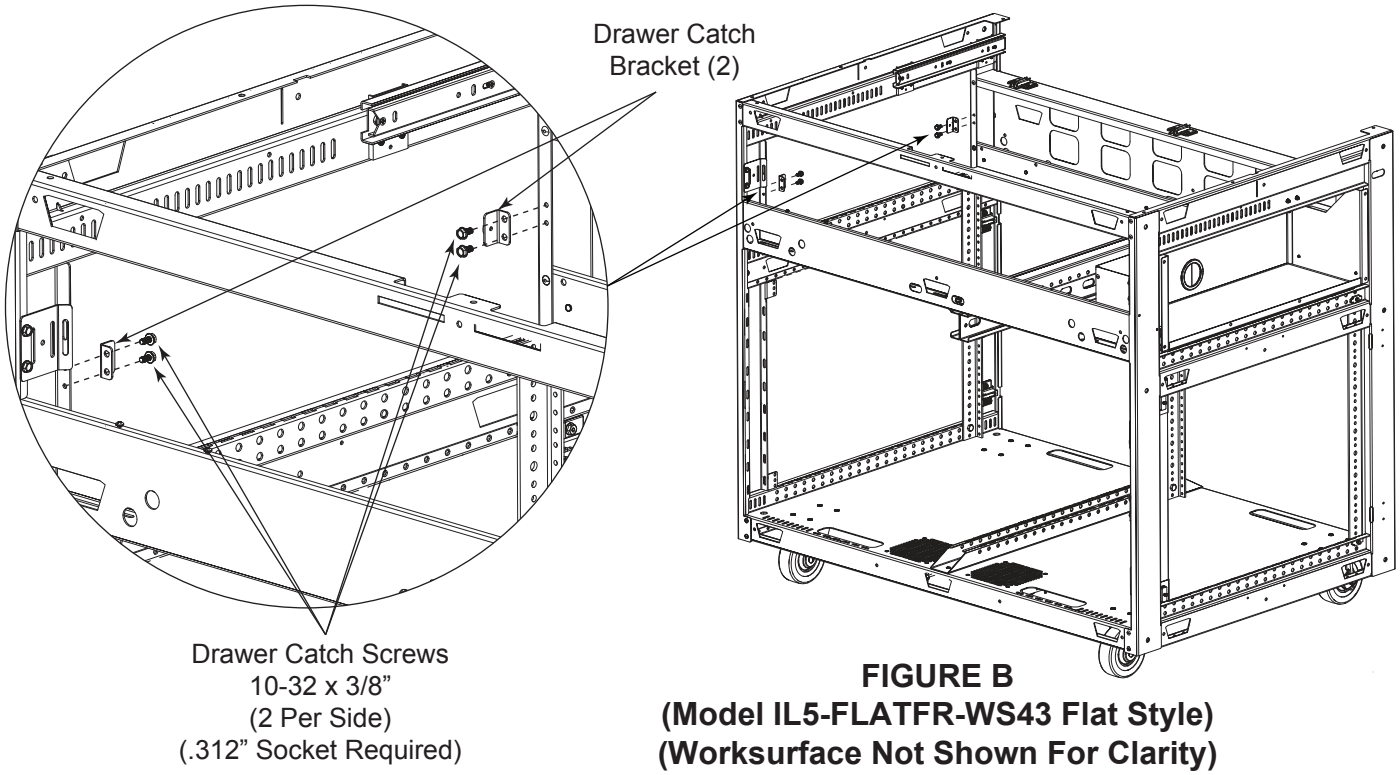


FIGURE B
(Model IL5-FLATFR-WS43 Flat Style)
(Worksurface Not Shown For Clarity)

SWAPPING THE DRAWER LOCATIONS (OPTIONAL) (CONTINUED)

4) Slide storage drawer out from unit and disengage from drawer slides. **(FIGURE C)**

   NOTE: Pull lever up to release drawer from drawer slides. **(FIGURE C)**

5) Remove (2) screws from both drawer mounting brackets and remove brackets from frame. **(FIGURE C)**

6) Install both drawers in reverse manner on left or right side.

   NOTE: When re-installing storage drawer, pull lever up on drawer slides to slide drawer in.

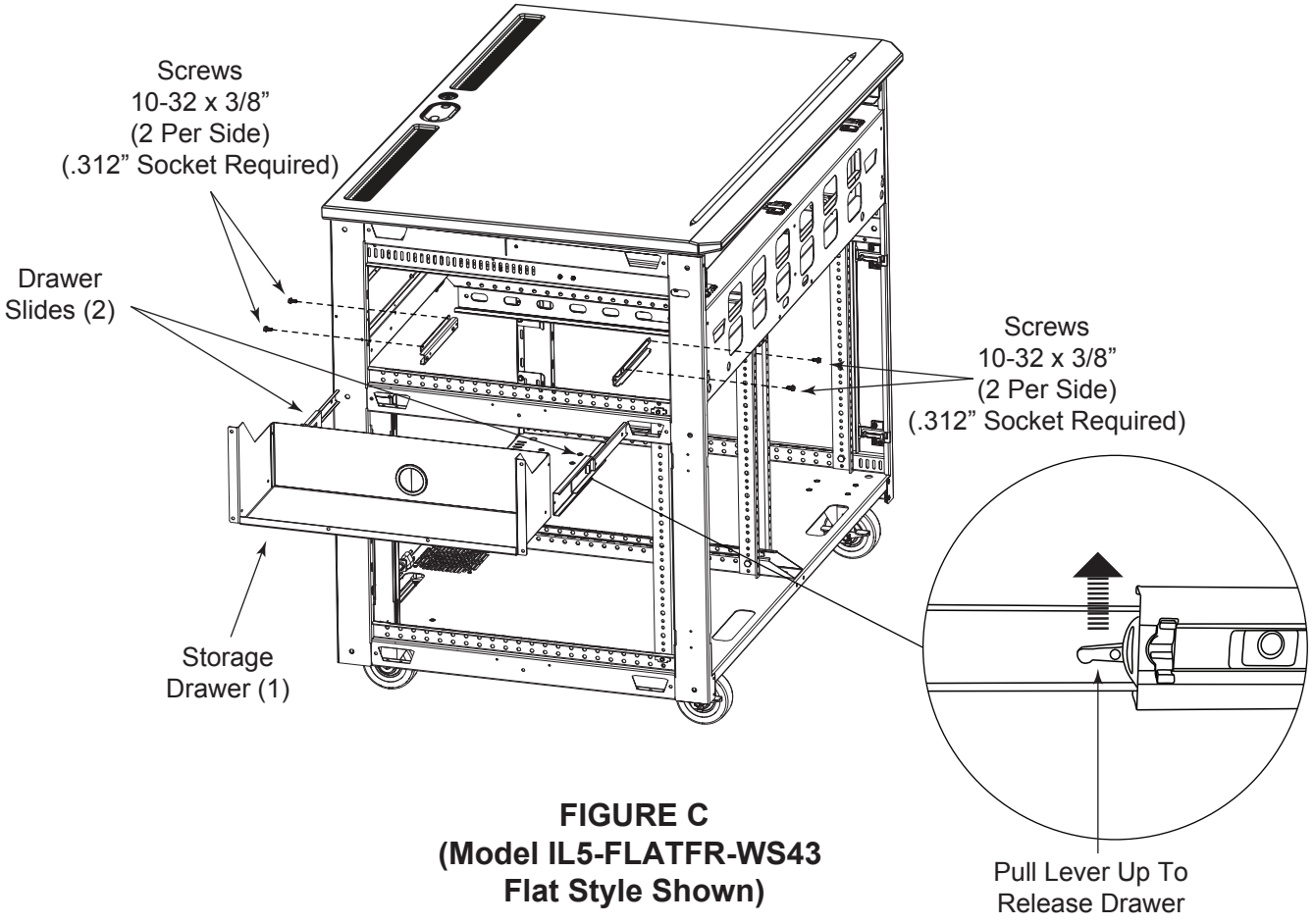


FIGURE C
(Model IL5-FLATFR-WS43
Flat Style Shown)

CABLE SHELF REMOVAL / INSTALLATION (OPTIONAL)

If desired, refer to the following steps to swap the location of the cable shelf from the left to right side.

1) Remove (3) screws securing cable shelf to frame and remove from frame. **(FIGURE D)**

2) Install cable shelf in reverse manner using either mounting location as shown. **(FIGURE D)**

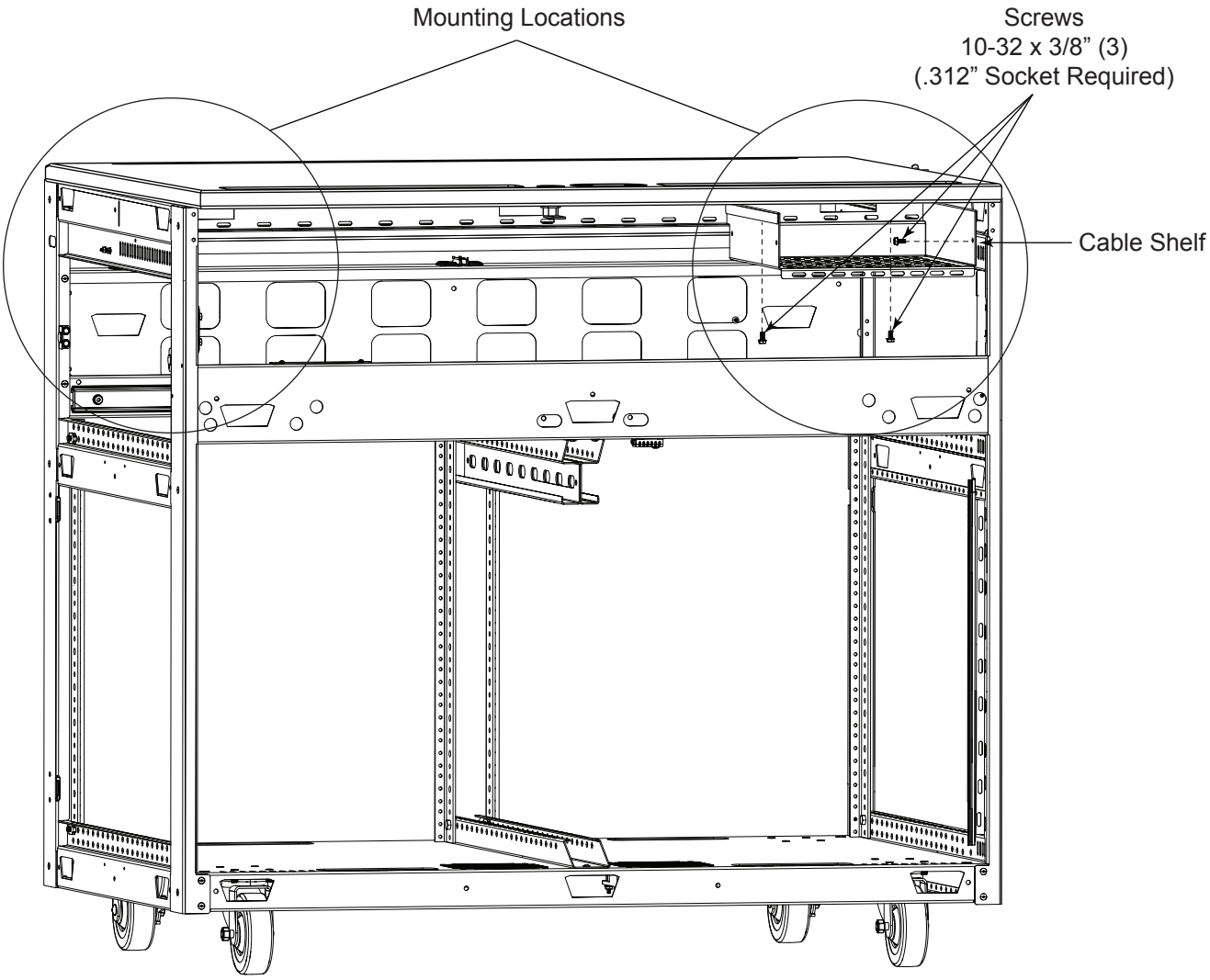


FIGURE D
(Model IL5-FLATFR-WS43
Flat Style Shown)

KEYBOARD DRAWER REMOVAL / INSTALLATION

NOTE: It is recommended to remove the keyboard drawer for ease of assembly.

1) Slide keyboard drawer out from unit and disengage from drawer slides. **(FIGURE E)**

   NOTE: Press tab to release drawer from drawer slides. **(FIGURE E)**

2) Install drawer in reverse manner.

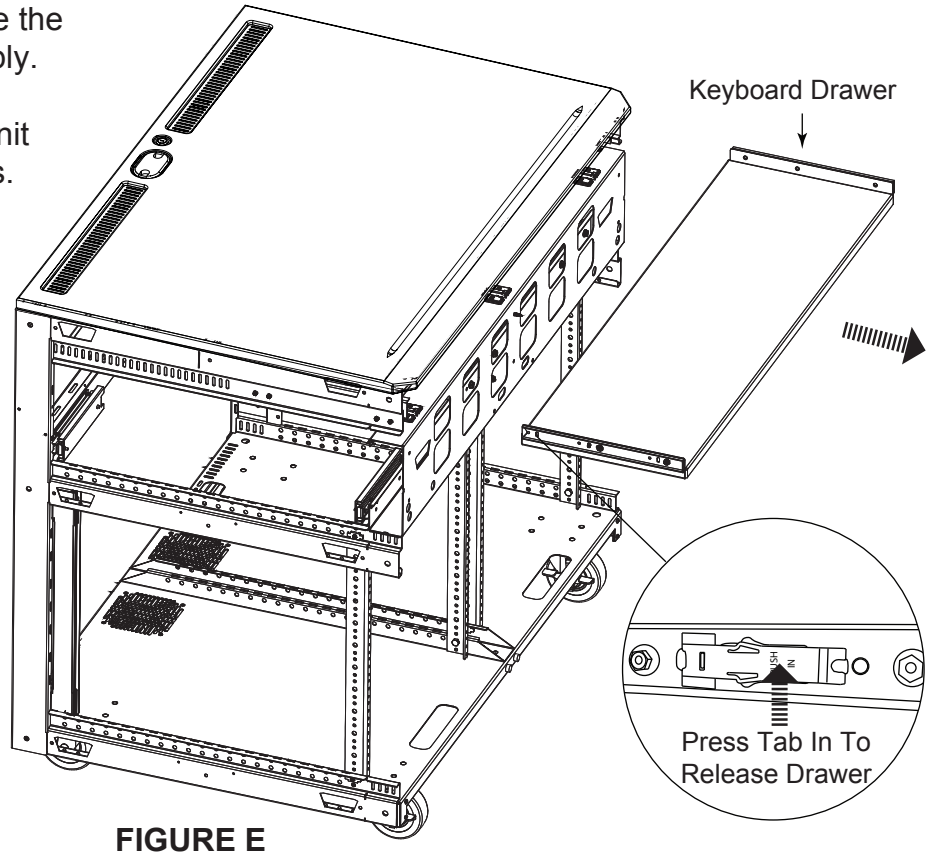


FIGURE E
(Model IL5-FLATFR-WS43 Flat Style Shown)

MIDDLE PANEL INSTALLATION

1) Insert six #10 x 3/4" wood screws into the retaining washer. Using a #2 Phillips driver, screw the middle panel to the frame. **(FIGURE F)**

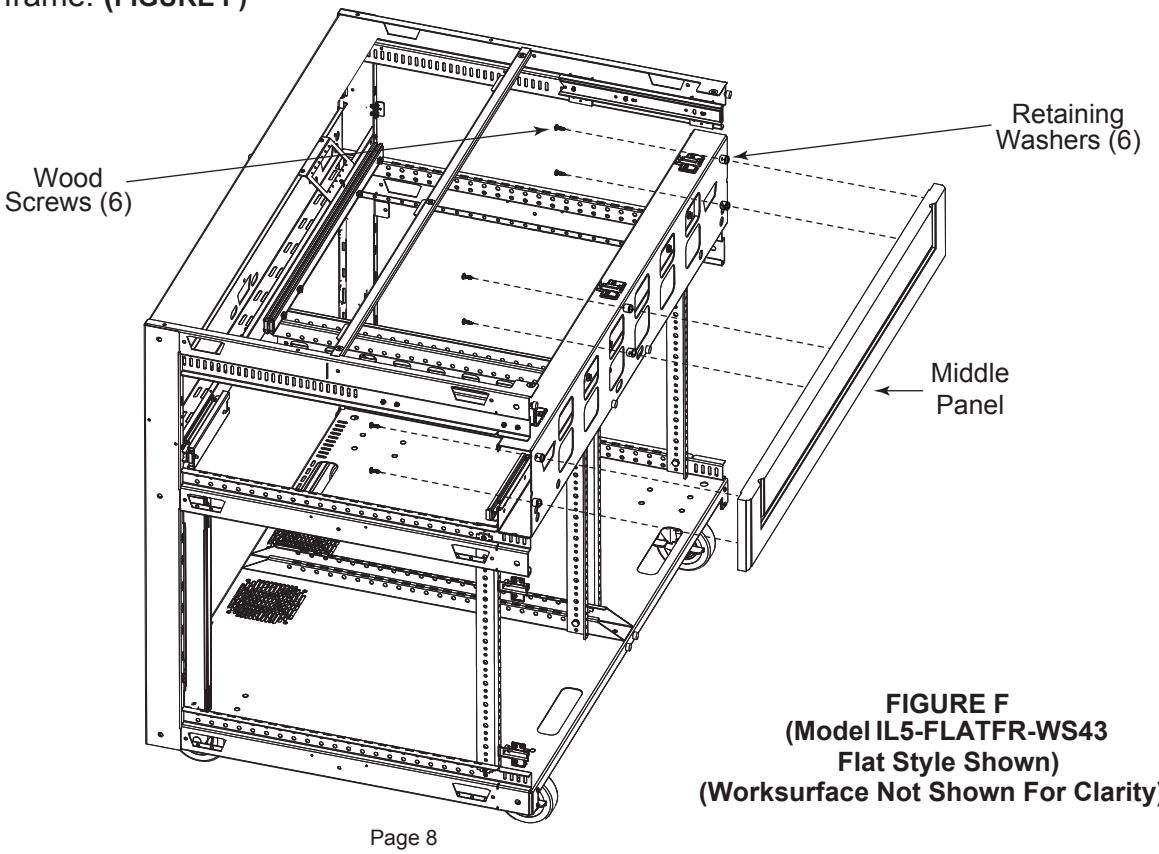


FIGURE F
(Model IL5-FLATFR-WS43 Flat Style Shown)
(Worksurface Not Shown For Clarity)

KEYBOARD DRAWER PANEL INSTALLATION

1) Install keyboard drawer panel on pre-installed hinges. **(FIGURE G)**

2) Install handle on keyboard drawer using (2) M4 x 25 (Klasik) or 8-32 x 1 (Sota) Pan Head Screws . **(FIGURE G)**

3) Install (2) self-adhesive rubber bumpers for keyboard drawer panel in locations shown. **(FIGURE H)**

4) Adjust hinges as needed. **(FIGURE I)**

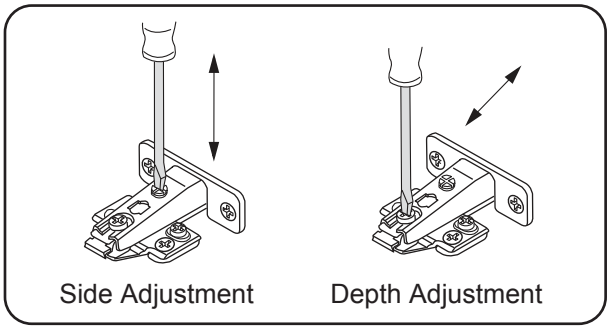


FIGURE I

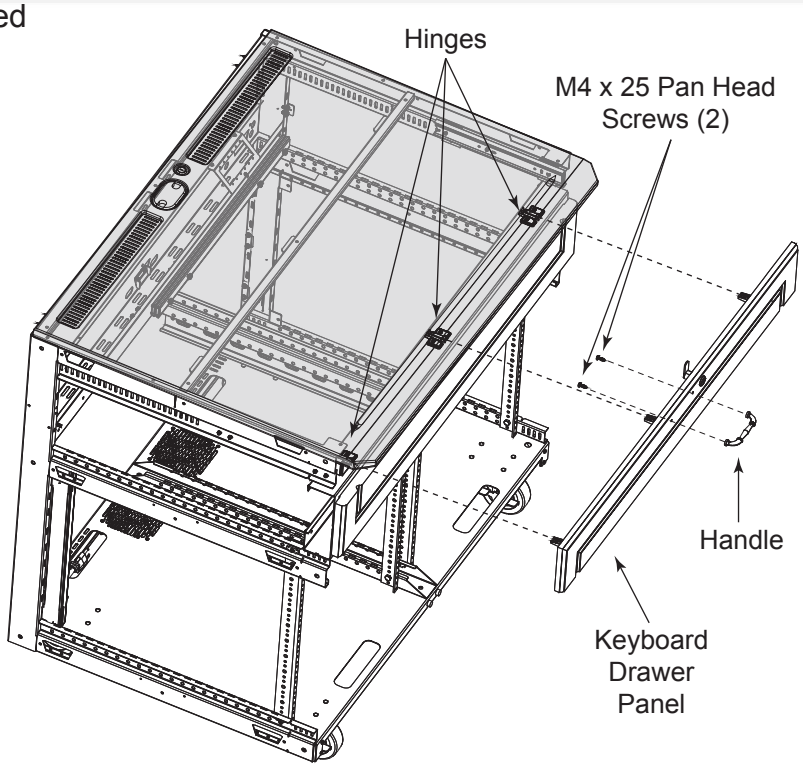


FIGURE G
(Model IL5-FLATFR-WS43 Flat Style Shown)

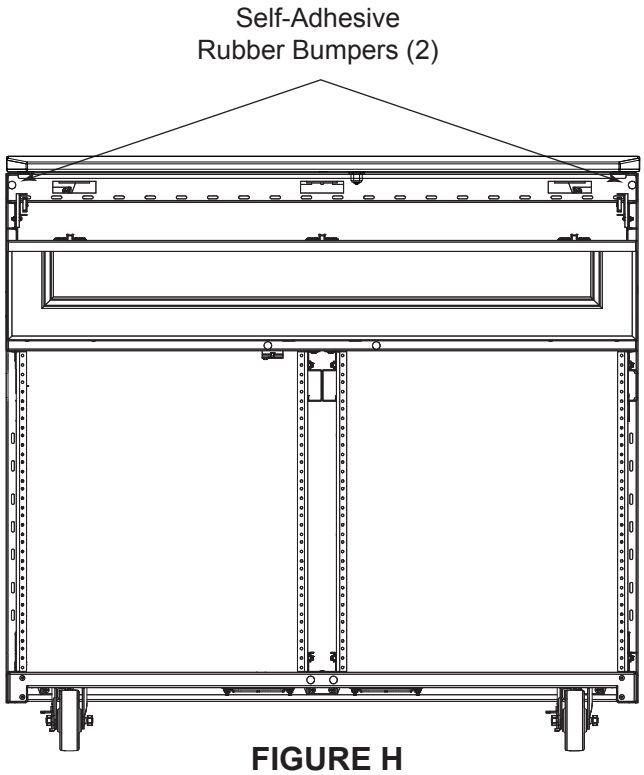


FIGURE H
(Model IL5-FLATFR-WS43 Flat Style Shown)

FRONT DOOR INSTALLATION

1) Install front door(s) on pre-installed hinges. **(FIGURE J)**

2) Install handle on keyboard drawer using (2) M4 x 25 (Klasik) or 8-32 x 1 Pan Head Screws (Sota). **(FIGURE J)**

3) Install (2) rubber bumpers per door locations shown. **(FIGURE K)**

4) Adjust hinges as needed. **(FIGURE L)**

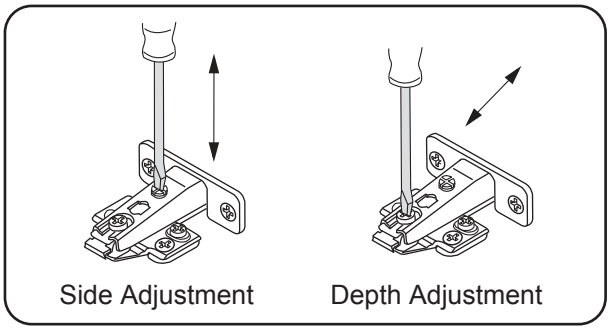


FIGURE L

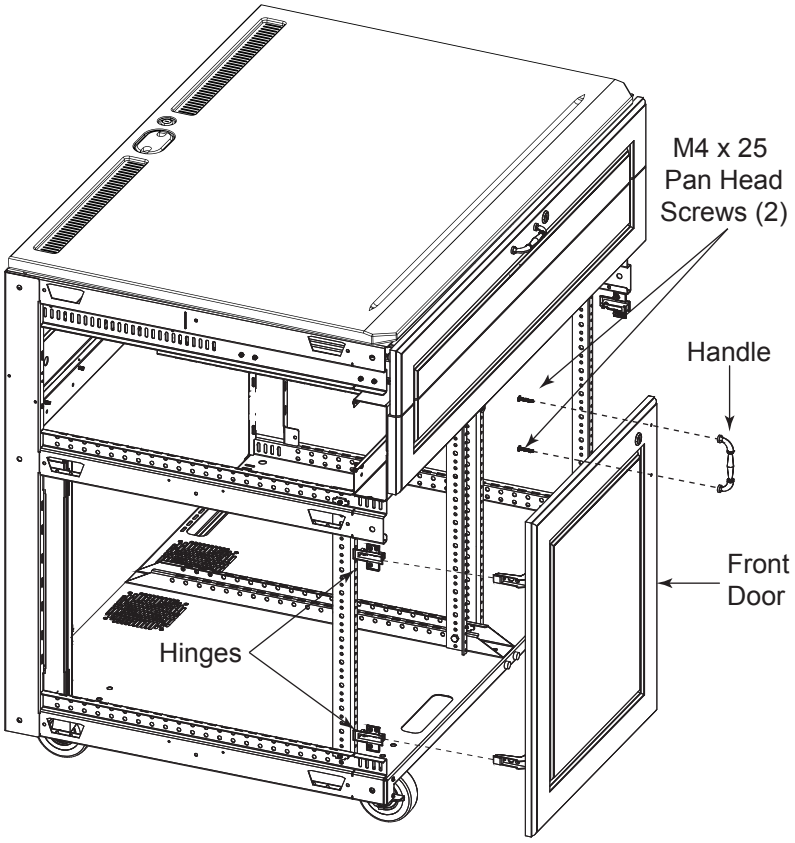


FIGURE J
(Model IL5-FLATFR-WS43 Flat Style Shown)

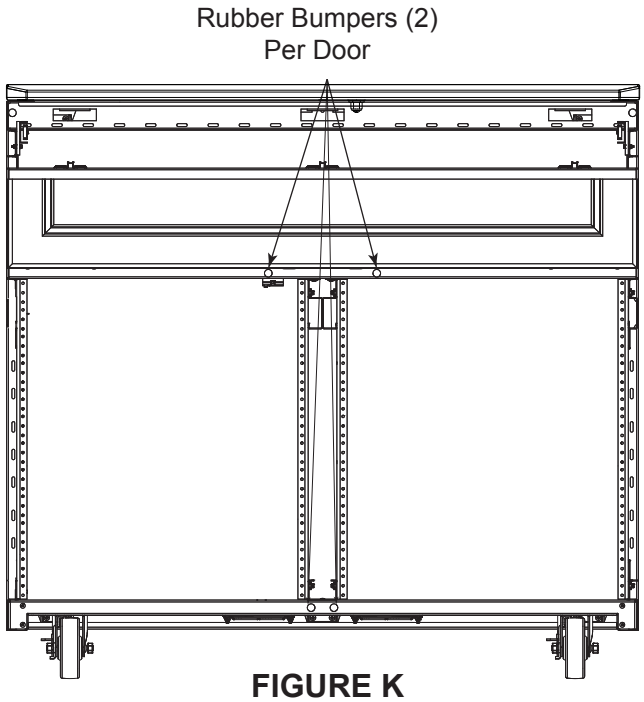


FIGURE K
(Model IL5-FLATFR-WS43 Flat Style Shown)

SIDE PANEL INSTALLATION

1) Install side panels by placing the (6) pre-installed hooks on the panel into the (6) slots on the frame. **(FIGURE L)**

2) Install (2) wood screws to secure each panel to frame in locations shown. **(FIGURE L)**

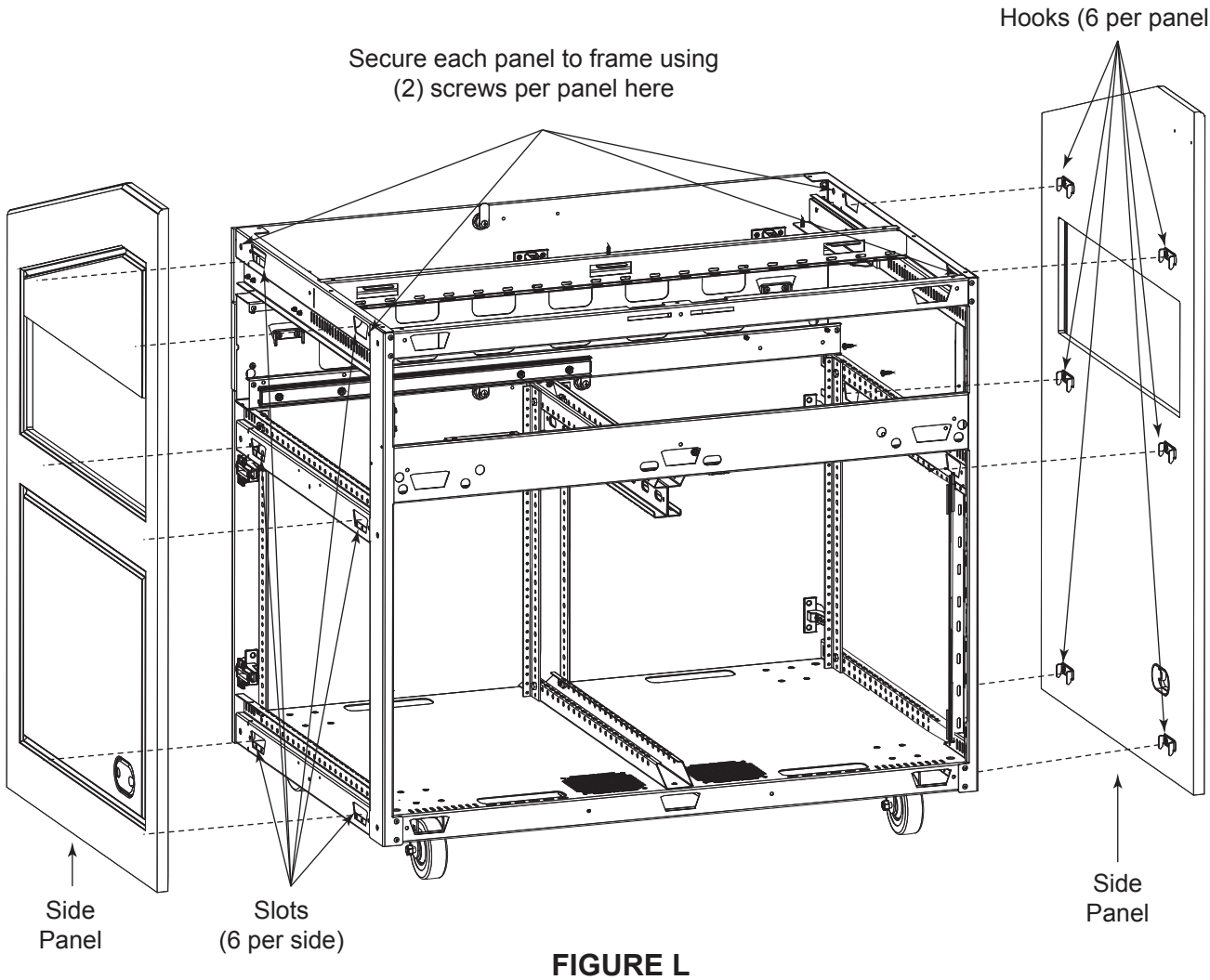


FIGURE L
(Model IL5-FLATFR-WS43 Flat Style Shown)
(Worksurface Not Shown For Clarity)

STORAGE DRAWER PANEL INSTALLATION

1) Install storage drawer panel using (6) wood screws. **(FIGURE M)**

2) Install handle using M4 x 25 (Klasik) or 8-32 x 1 (Sota) pan head screws. **(FIGURE M)**

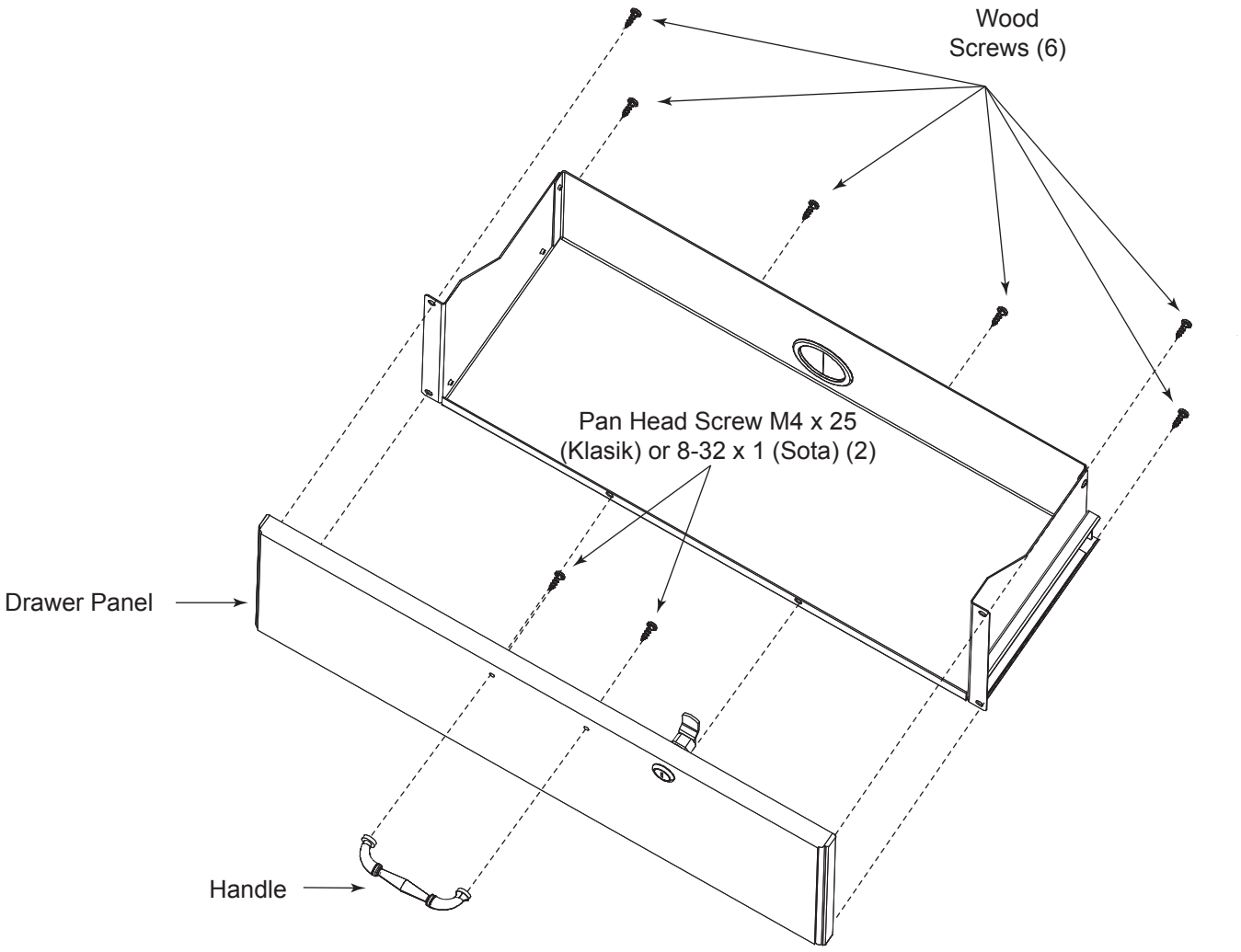


FIGURE M

DOCUMENT CAMERA DRAWER PANEL INSTALLATION (33” AND 43” MODELS ONLY)

1) Install storage drawer panel using (6) wood screws. **(FIGURE N)**

2) Install handle using (2) M4 x 25 (Klasik) or 8-32 x 1 (Sota) pan head screws. **(FIGURE N)**

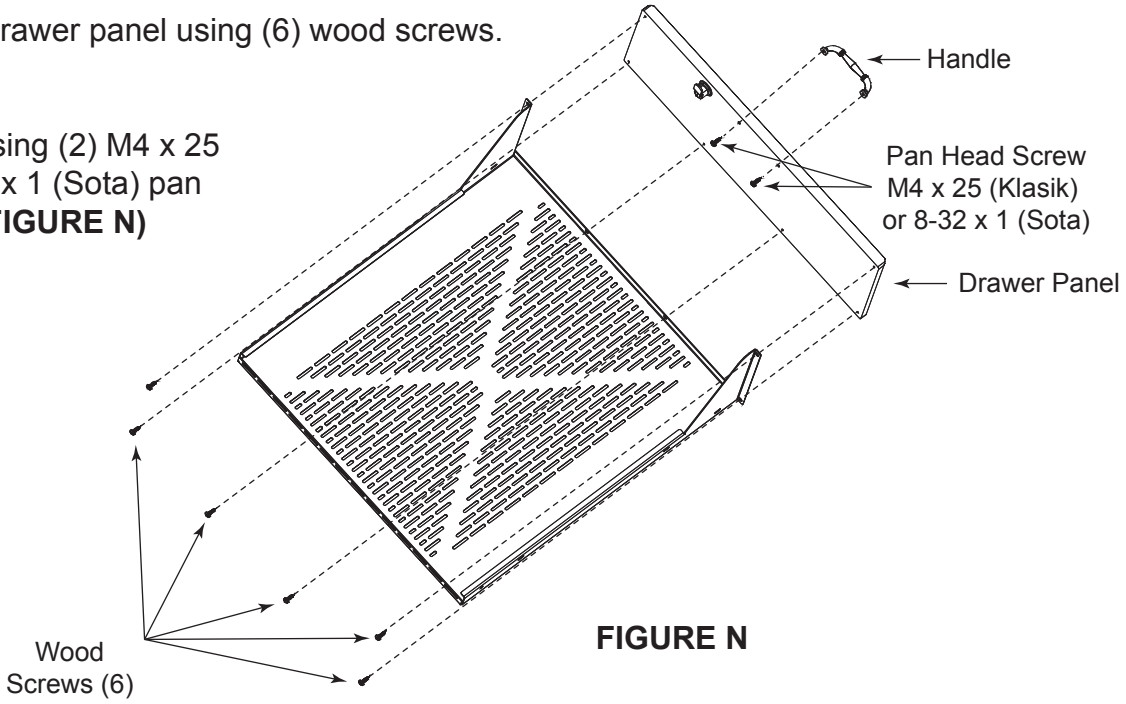


FIGURE N

PRESENTERS PANEL INSTALLATION

1) Install presenters panel using (6) 10-32 x 3/8” truss head screws (included with panel). **(FIGURE O)**

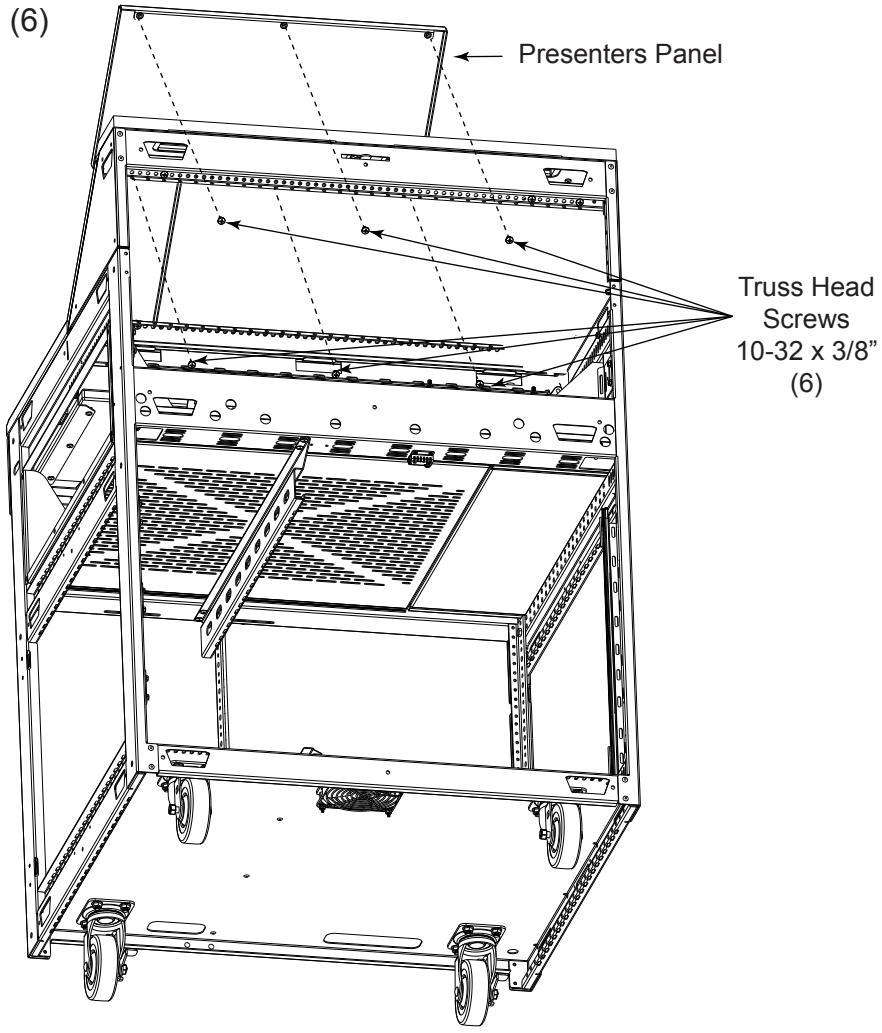


FIGURE O
(Model IL5-TURFR-WS33 Turret Style Shown)

REAR PANEL INSTALLATION

1) Install rear panel by placing the pre-installed hooks into the slots on the frame. **(FIGURE P)**

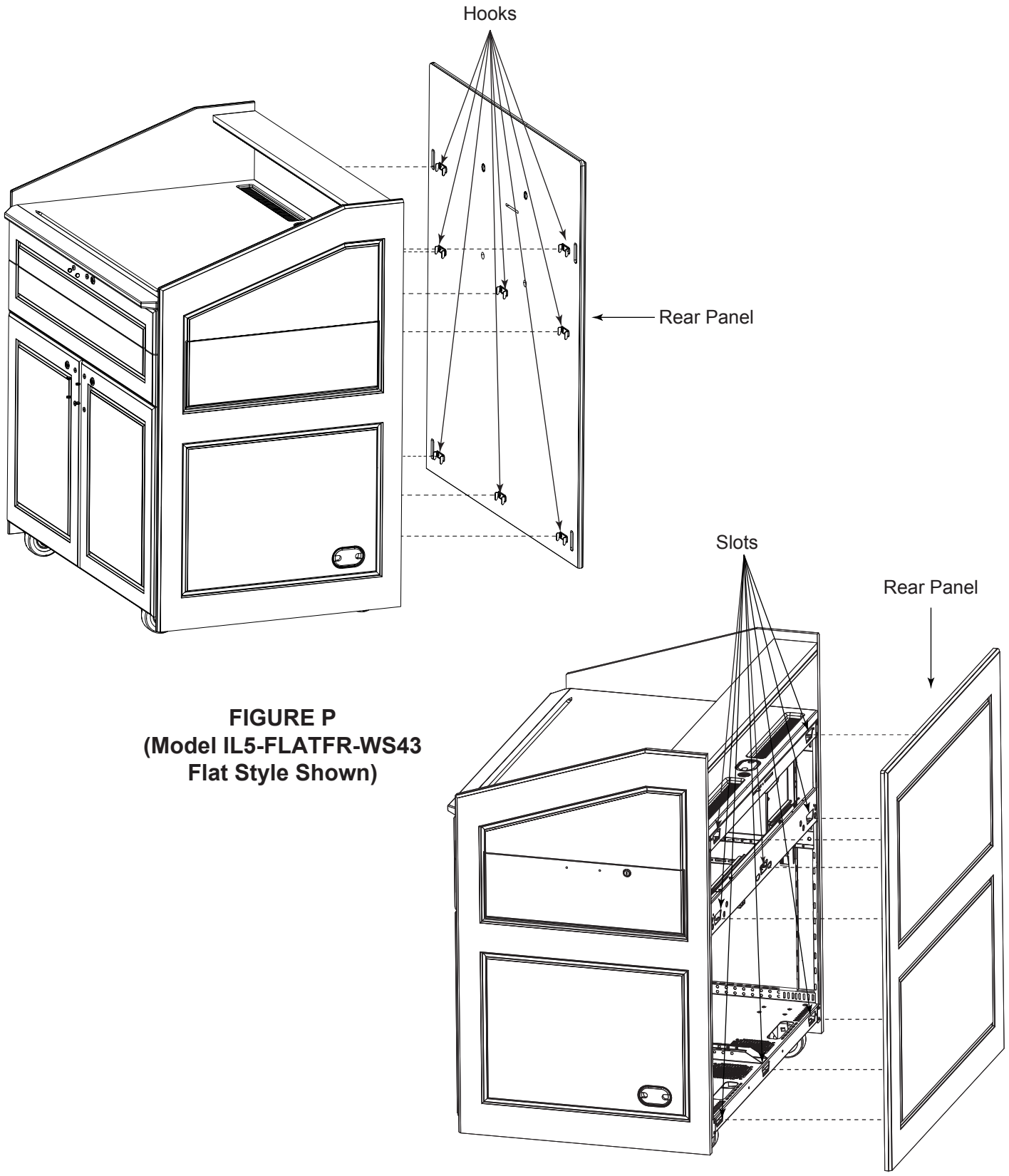
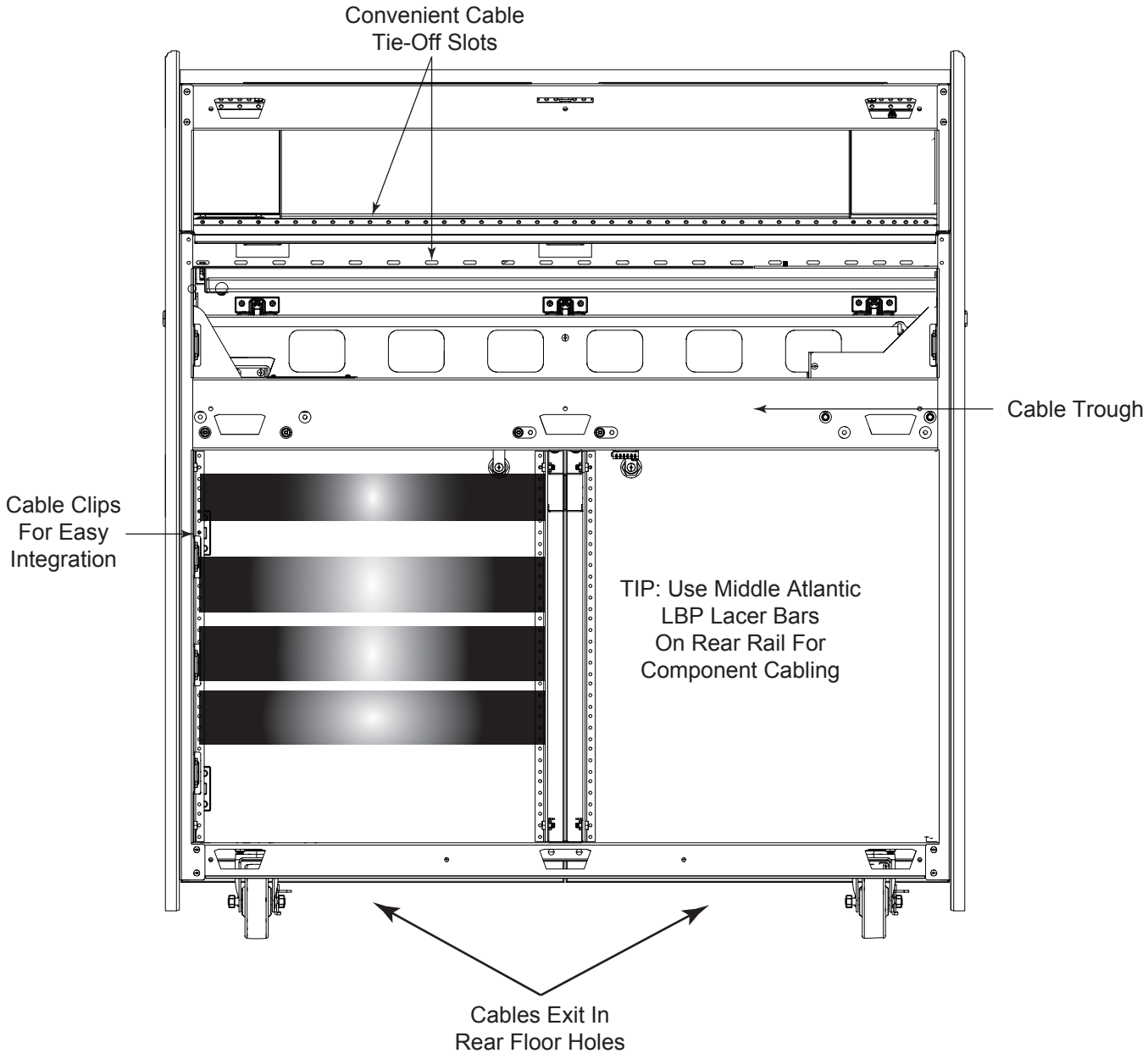


FIGURE P
(Model IL5-FLATFR-WS43
Flat Style Shown)

CABLE MANAGEMENT

Middle Atlantic Products provides a clear path for all cable management within the lectern frame.





WARRANTY
Middle Atlantic Products (the "Company") warrants the IL5 Series AV Ready Lectern metal frame to be free from defects in material or workmanship under normal use and conditions for the lifetime of the product.

Middle Atlantic Products (the "Company") warrants the IL5 series wood finishing kit to be free from defects in material or workmanship under normal use and conditions for a period of (7) seven years from date of shipment by the Company.

The Company's entire liability to the purchaser, and the purchaser's (or any other party's) sole and exclusive remedy, under this warranty shall be limited, at the Company's option, to either (a) return of and refund of the price paid for, or (b) repair or replacement at the Company's factory of the products purchased, or any part or parts thereof, which the Company has determined to be defective after inspection thereof at the Company's factory.

This warranty does not cover damage due to acts of God, accident, misuse, abuse or negligence by parties other than the Company, or any modification or alteration of the products. In addition, this warranty does not cover damage due to improper handling, assembly, installation or maintenance.

THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL THE COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF THE PRODUCTS PURCHASED, EVEN IF THE COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE COMPANY'S LIABILITY TO THE PURCHASER (OR ANY OTHER PARTY) HEREUNDER, IF ANY, SHALL IN NO EVENT EXCEED THE PURCHASE PRICE OF THE PRODUCTS PAID TO THE COMPANY.

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