Collab®

SMARTdesks® Collab®
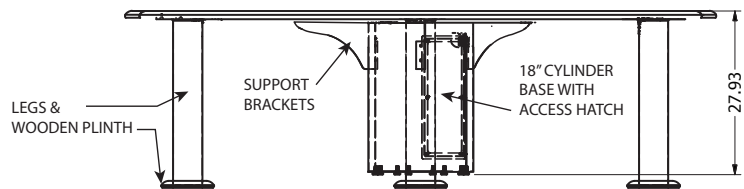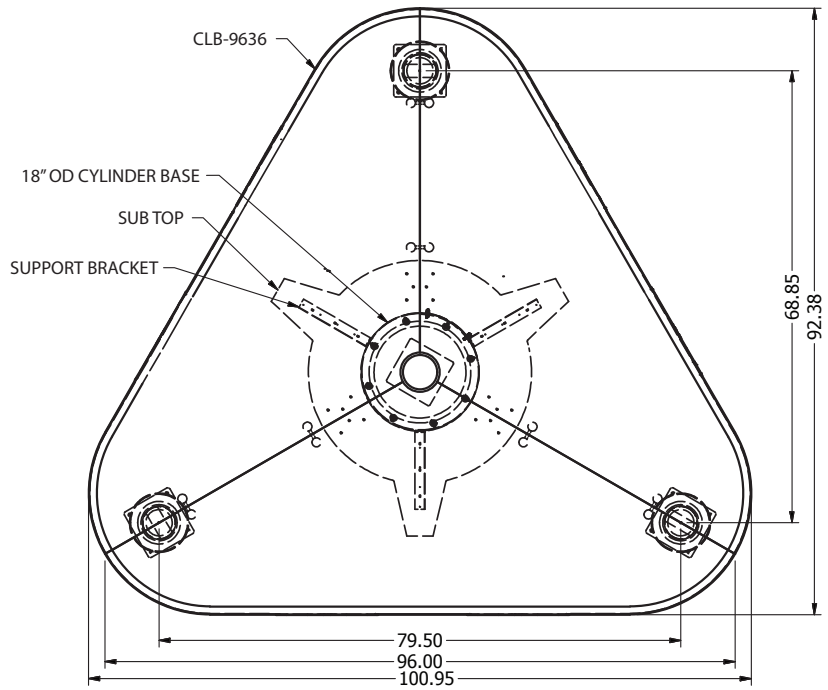Collaboration Conference Table

This basic installation includes the Concept™ Round power & data pop-up, Keyboard trays, CPU holders and pass-through grommets to support displays on their own stands.

Your product may have other accessories, such as flipIT® monitor mounts or flipIT Laptop Safe®. If this is the case, factory cutouts will be made for these, and instructions for installing the flipIT Kits® will be used, as well. FlipIT Kits® are installed after the assembly of the basic table. If FlipIT® keyboard trays are to be installed, this should be done at the stage of the standard keyboard trays shown in these basic instructions.

Familiarize yourself with the parts and hardware.

TOOLS REQUIRED:

Screw Gun with #2 Phillips Drive and 3/8" hex drive.

JOINING CAM LOCKS

SUPPORT BRACKET

CLB-9636
18" OD CYLINDER BASE
SUB TOP
SUPPORT BRACKET

68.85
92.38

79.50
96.00
100.95

LEGS & WOODEN PLINTH
SUPPORT BRACKETS
18" CYLINDER BASE WITH ACCESS HATCH

27.93

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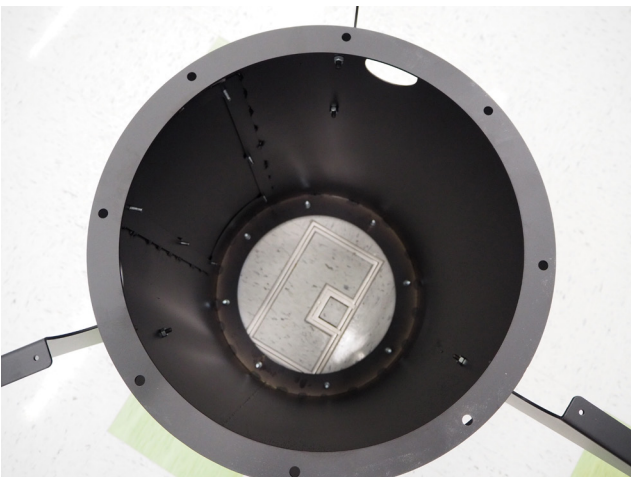**SMART*DESKS*®**

where design meets technology℠

Install 3 Support Brackets to the 18" OD Cylinder Base

Use 2 black machine screws with #2 Phillips Head and hex nuts per bracket.
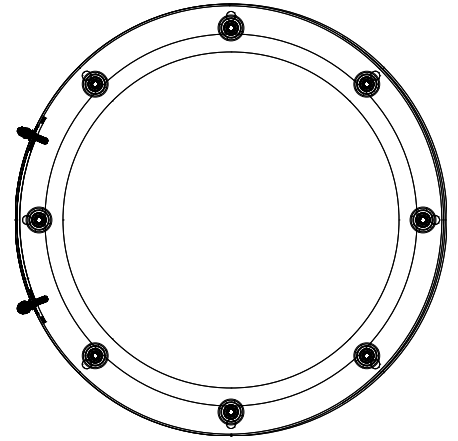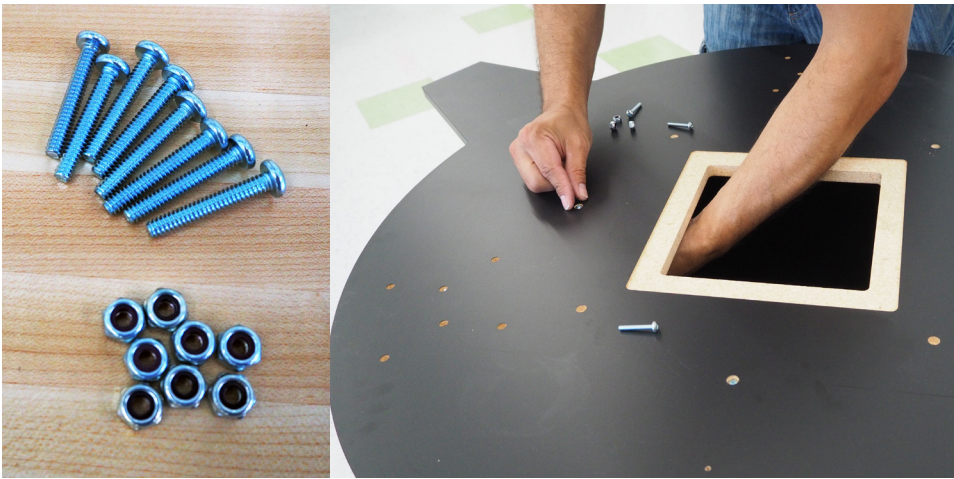
Place Base Assembly to capture power and data from floor.

Power & Data locations have been pre-determined, based on approved room layout. This drawing may come from the facilities project manager, architect, or SMARTdesks. Review this layout.
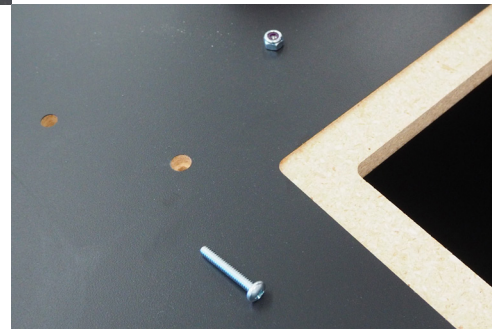
Place Sub Top on Base Assembly

The Sub Top installs with machine screws around the perimeter of the cylinder, and wood screws to the support brackets.

Attach Sub Top to Base Assembly

Align the 8 locations for installing the Sub Top to the perimeter of the Cylinder Base. The locking hex nuts are placed in the counter-sunk holes, then start the machine screws from the under-side. Use a screw gun with #2 Phillips driver to snug the nut into the counter-sunk location.
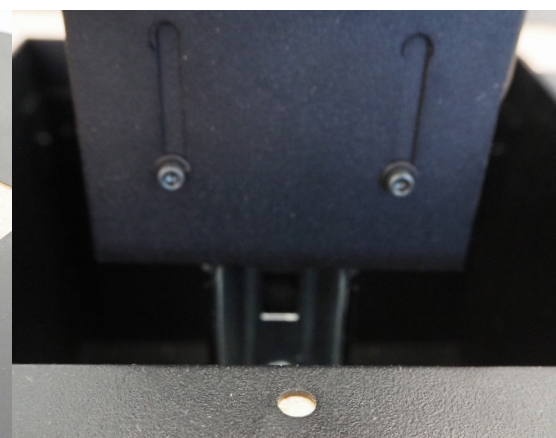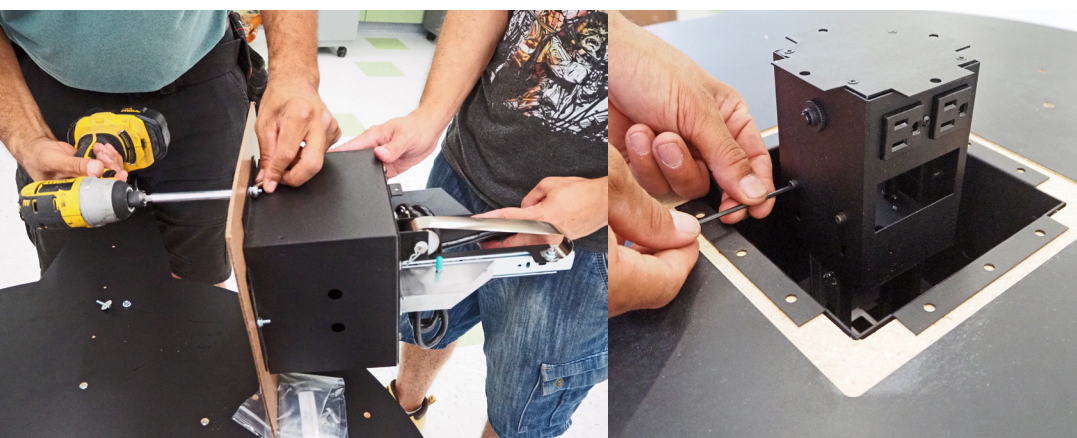
Attach Support Brackets to Sub Top

Use Phillips Head wod screws to secure the Support Brackets to the Sub Top from the underside.

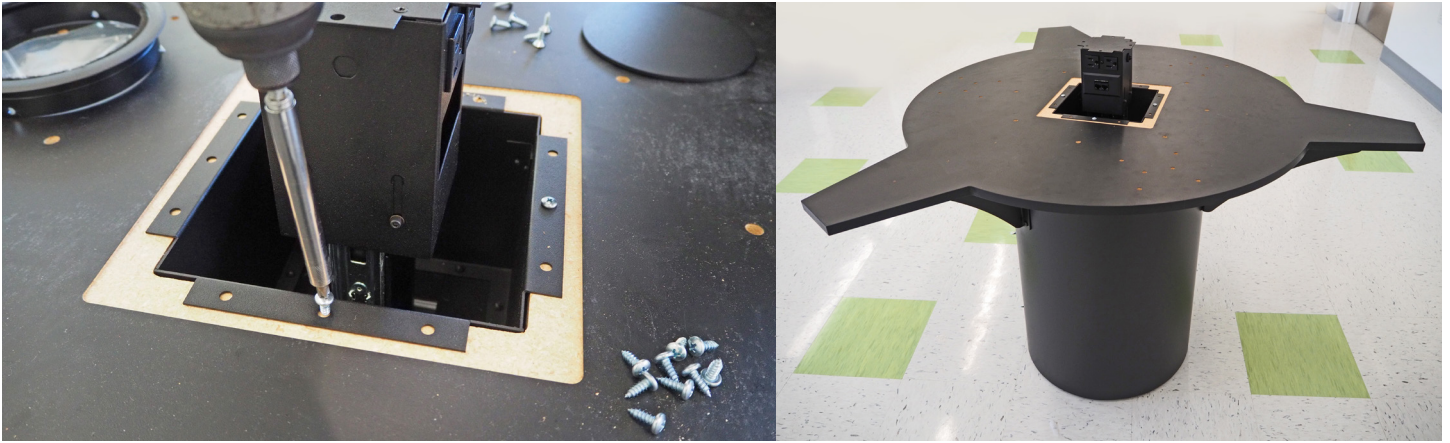## Install Concept Round Power Data Pop-Up

Remove the Concept from its packing by removing the shipping screws.

Place the Concept in the square cutout in the center of the Base Assembly. Use hex key included with Concept to…

…lock the height adjustment for the trim cap. Full instructions packed with the Concept.

Install Concept Pop-Up to Base

Use provided wood screws to install the unit using a screw gun and #2 Phillips driver.

Prepare the Legs and Assemble Keyboard Trays and CPU Holder Tracks

Make a work area with a furniture blanket

Protect the flawless finish of the Collab table top. Keep this area free from stray screws and anything abrasive.
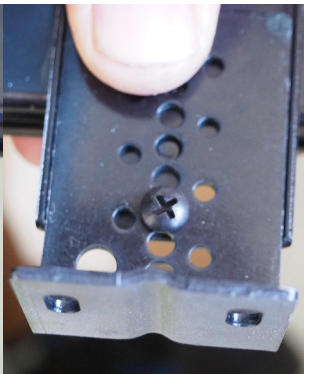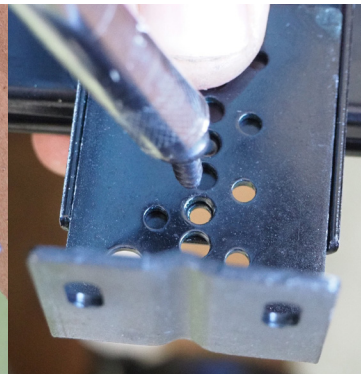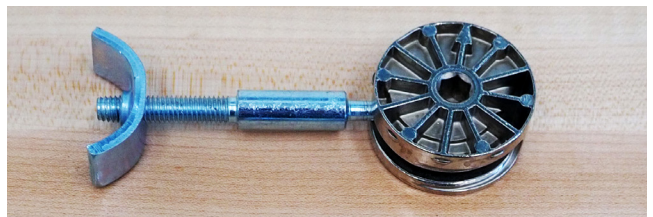
Install Wood Plinths to Legs

With table leg bases pointing up, place wooden plinth as shown and press into position. The center leveling plate will be adjusted as the last step of the installation. For now, keep them pretty uniform in height.

Install Cam Locks for Joining Cam Assembly

The circular Cam Locks [2 per table section] press into place. Notice the orientation of the arrow which indicates the open setting for the Cam. Later, the second part of the Joining Cam Assembly will be made.

Install Keyboard Trays

Four L brackets install to the arms. each using a self-tapping metal screw. Align each L tab to the third hole of the bracket on the keyboard arm.

The finished tab assembly looks like this:

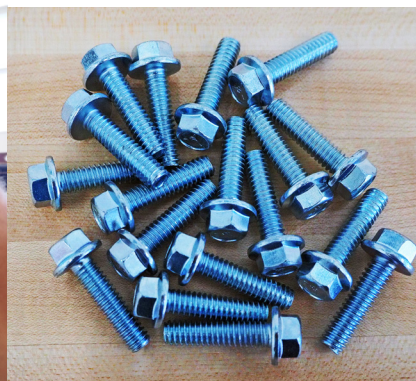## Install Keyboard Trays and CPU Holder Tracks

Pilot holes are provided for installing the keyboard tray tabs to the undersurface using Phillips head wood screws. The user edge of the tray should align with the edge of the table top in the closed position.

Install the CPU Holder tracks according to the instructions included with the CPU holder. The mirror-image placement shown is best.

With help, lift the first of 3 table sections into position over base and legs

At this time, double-check the position of the Cylinder base, such that it captured the power and data source in the floor. Locat the 3 legs, as nearly you can, to support the table section, then lift the table section into place.

Secure Legs to Top

Use two 1/4-20 hex head bolts to secure the leg to the inserts installed in the table top. Keep this loose until the table sections are fully joined using the Cam Lock Joiners.

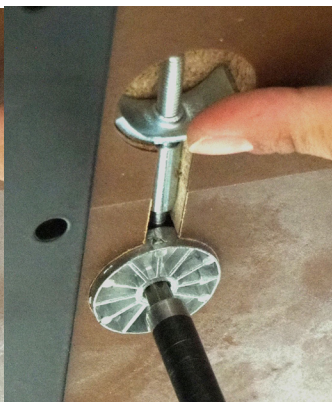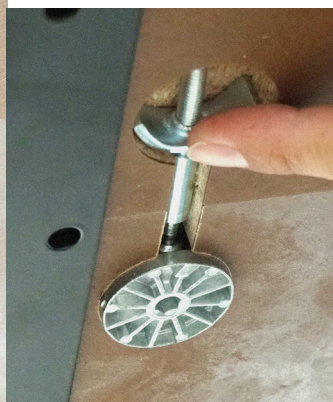## Repeat Installation of Keyboard Trays and CPU Tracks

Lift Table Section Into Position

You will again use 14-20s to install the legs to the top inserts. Again: keep it loose!

Install the Cam Lock Joiners

Spin the C to a snug position, place the Cam into the Cam Lock. Turn the Cam Lock a quarter turn to the right.

Work Together

This process is done to unitize the table sections. While one installs the two Cam Lock Joiners, the other ensures the seam is minimized.

When the seam is done, tighten the 1/4-20s in the seam's leg plate.

Place the Last Table Section
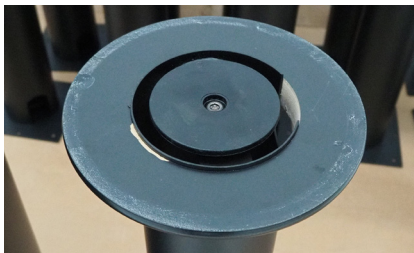
Repeat these steps:

1. Install with 1/4-20s loose
2. Install Cam Lock Joiners
3. Work Together to minimize seams
4. Tighten the 1/4-20s

Install the Wire Pass Through Grommets

Some tables will not have these. Please ignore if this does not apply to your customized product.

Leveling

Working toether, work between user edges to make a level surface. Raise or lower the leg height adjustments.

Install Concept Round Top

Put the final touches on the Concept installation. Follow the instructions that come with the kit.

Installation Complete

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