

ADULT ASSEMBLY REQUIRED

Model Number: 271543, 271567
Easel Centers

BIRD•IN•HAND
Woodworks, Inc.

Lancaster, Pennsylvania
A member of the School Specialty Family

Product Guide - General Instructions and Information

Customer Service:

P.O. Box 1579
Appleton, WI 54912-1579
Phone: 1-888-388-3224
Customer Care Website:
<https://help.schoolspecialty.com/s/>

Warning:

This product is for children.
Supervision is required at all times.

Warning:

Manufacturer is not responsible for
modifications made to our products
by customers.

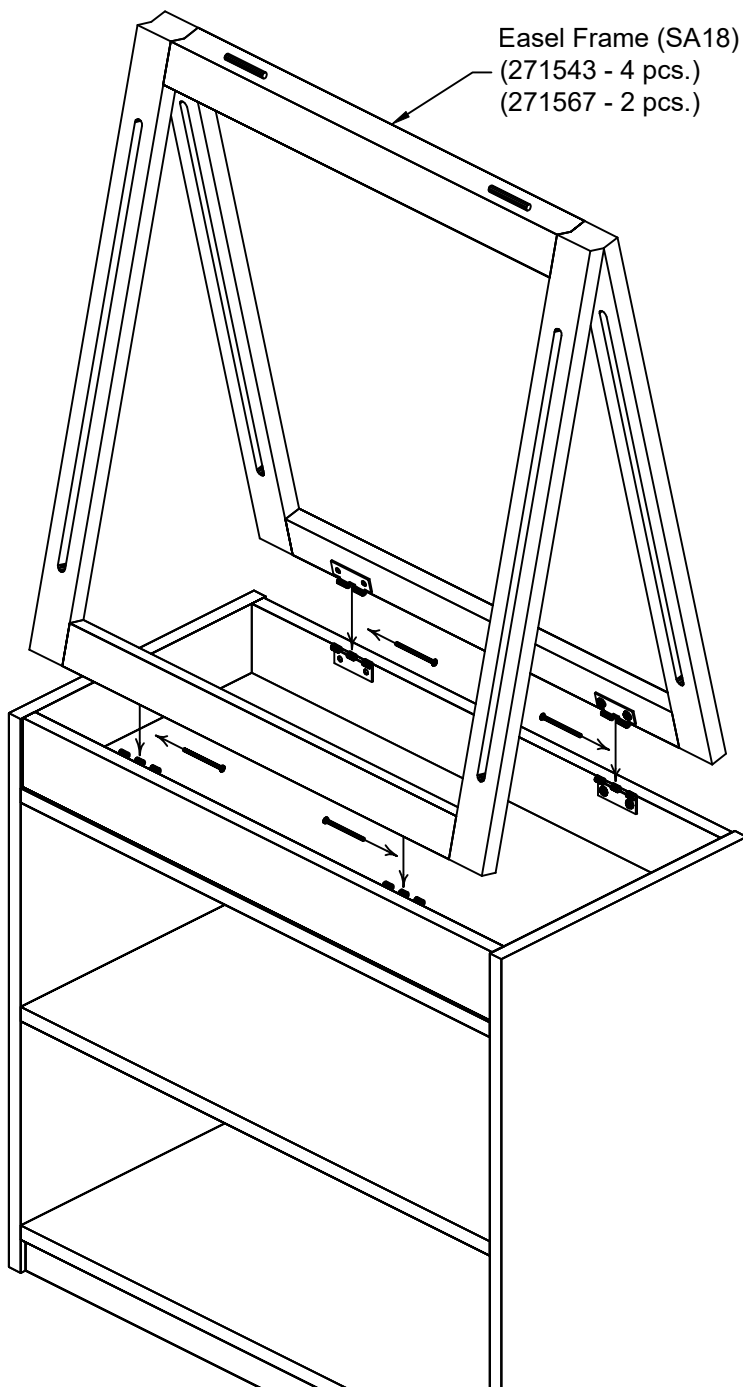
Cleaning:

Use a mild soap and water
solution. Be sure to wipe all
water from the wood surface.

Important:

Do not discard these instructions.
Keep for future reference.

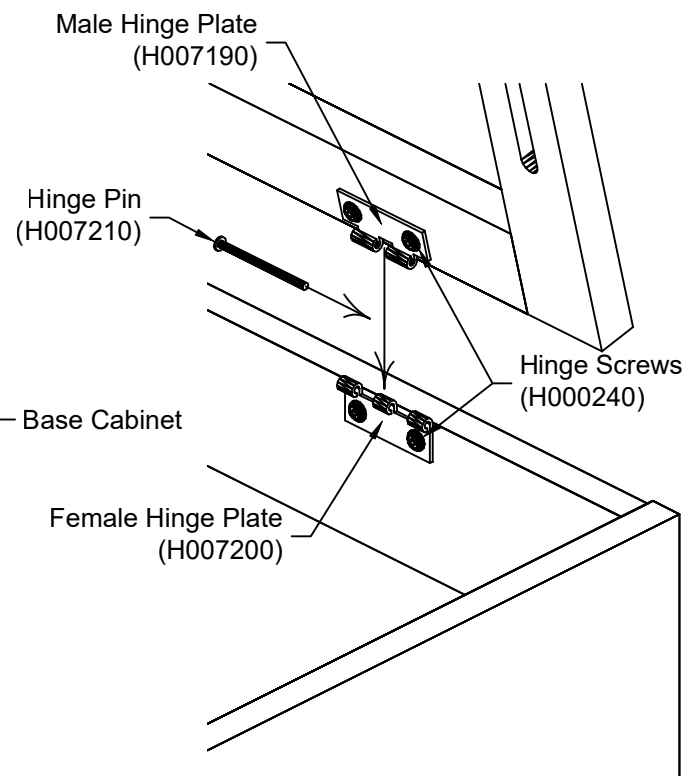
NOTE: The 2-Easel Center is shown for illustration purposes only.



STEP 1: Easel Frame Assembly

Place the easel frame on top of the cabinet by spreading it apart and lowering the frame onto the hinges as shown in the drawings. (NOTE: The hinges were aligned before shipping. If the hinge plates do not align it will be necessary to loosen the screws on one or both hinge plates slightly. This will allow the two hinge plates enough play to align themselves. Retighten the hinge screws after aligning.) Once the frame is on the cabinet, insert the hinge pins through both hinge plates to lock the frame in place.

ENLARGED DETAIL VIEW



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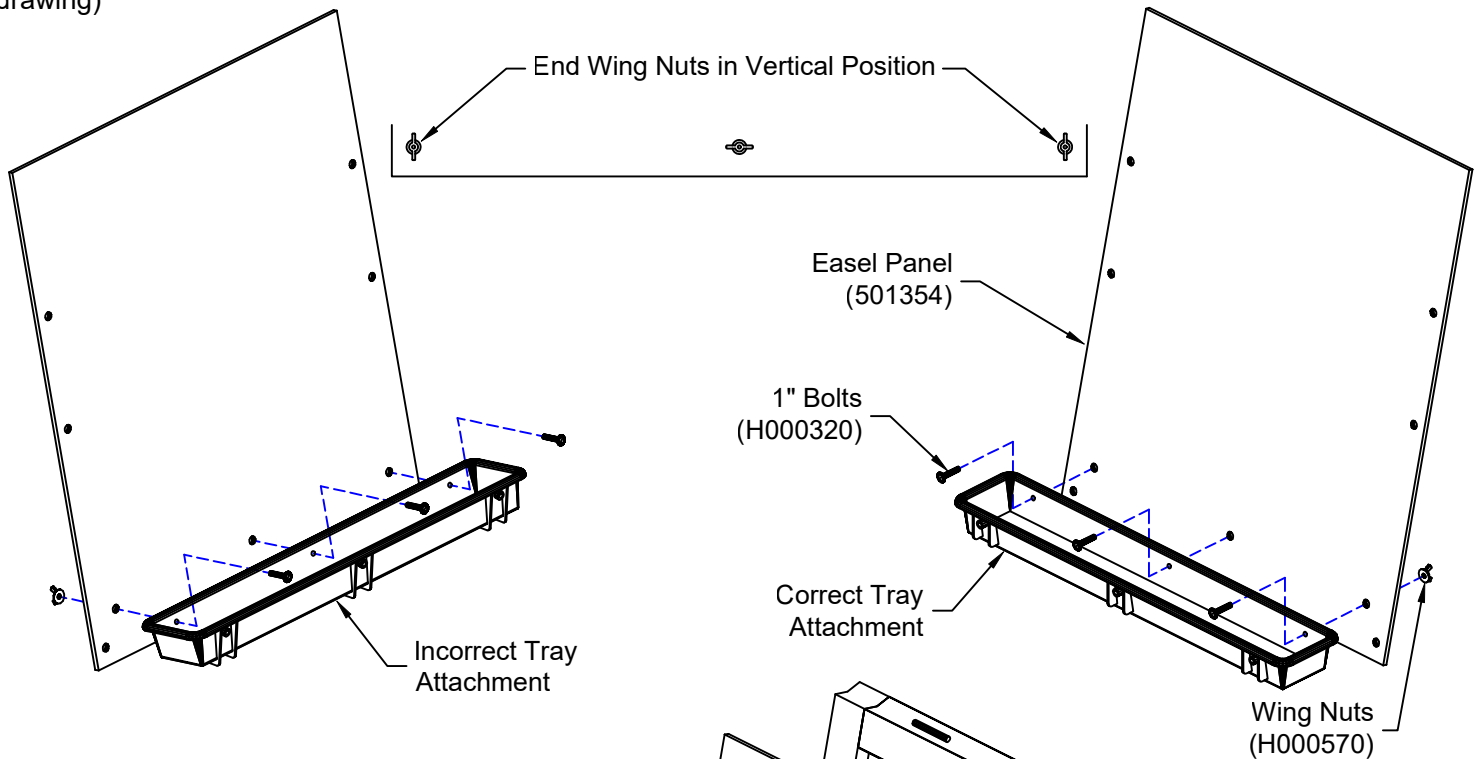
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STEP 2: Tray Assembly

Attach the blue easel trays to the easel panels using the angled side of the tray. (The top of the tray should be level with the floor when the panel is attached to the frame.) Insert three 1" long machine bolts through the holes in the tray and easel panel, and secure with wing nuts. The two outside wing nuts must be turned so that the wings are vertical. (See drawing)

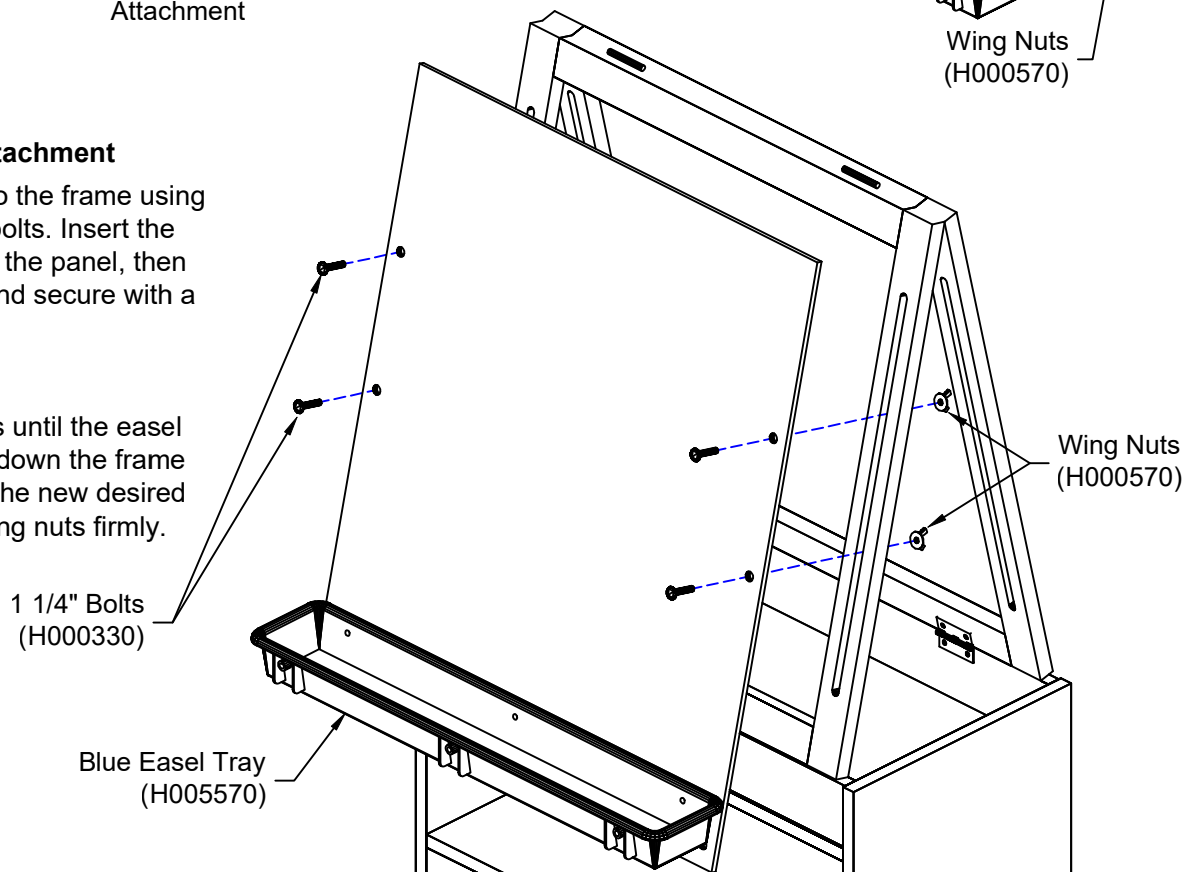


STEP 3: Easel Panel Attachment

Attach the easel panels to the frame using the 1 1/4" long machine bolts. Insert the bolts through the holes in the panel, then through the frame slots and secure with a wing nut.

To Adjust Easel Height:

Loosen the four wing nuts until the easel panel can be slid up and down the frame easily. Hold the panel at the new desired height, and tighten the wing nuts firmly.



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DRY ERASE CARE & USE INSTRUCTIONS

IMPORTANT - Do not use this board until you have read these instructions.

USE - This unique marking system allows the board to be marked on with special markers that contain ink which dries instantly and is erased with a regular felt eraser or dry cloth. Make sure that only Dry Erase markers are used.

MARKERS

The erasable marker pen has a solvent base that dries quickly. This is the key to its erasability. As a result, the marker should be kept tightly capped when not in use to prevent the marker from drying out.

CLEANING

It is necessary to clean your Dry Erase board prior to use. Also, after regular use a film caused by the ink may develop, so it is suggested to periodically clean the board.

CAUTION

Do not leave marker ink on the board for several days before erasing. The ink will set up after a period of time and may be difficult to erase. It is advisable to erase the board after each day's use. If there is any ink on the board that will not erase, the cleaning procedure outlined above will remove the ink.