

Double Sided Bamboo Teaching Easel



Assembly Guide

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search 13587680

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WARNING



- This product is meant to be assembled by an adult.
- In its unassembled state, small parts present a hazard.
- To be used under direct supervision of an adult.



Don't forget to check out our tips for your whiteboard at:

www.copernicused.com



Please Recycle



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.



Indoor Use Only

This product is intended for indoor commercial use only. To reduce the risk of fire or electric shock, do not expose this product to rain or moisture. The internal components are not sealed from the environment.



Double Sided Bamboo Teaching Easel

Before beginning, you should have:

Additional tools required:

Adjustable wrench

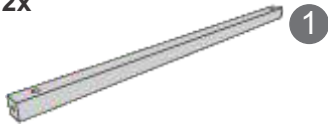


Contents - Box 1

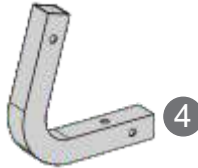


Note some parts are labeled with a numbered sticker

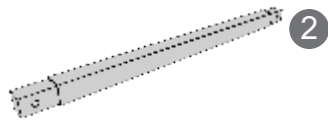
Bamboo Stretcher - Long
2x



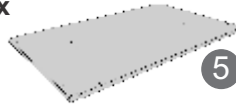
Bottom Metal Elbow
4x



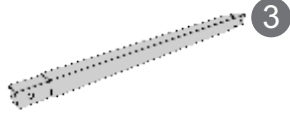
Bamboo Stretcher - Short
2x



Bamboo Shelf
1x



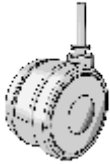
Bamboo Stretcher - Top
1x



Front Frame
1x



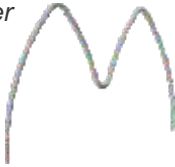
3" Caster With Brake
4x



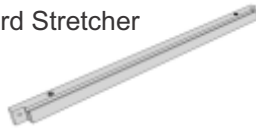
Back Frame
1x



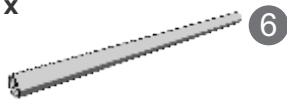
Big Book Divider
2x Outer
1x Inner



Whiteboard Stretcher
2x



Tub Support Stretcher
1x



Ultra Safe Premium Book Ledge
1x



Tub Support
2x



Chart Hook
2x



Hardware (Actual Size)

(A) M6x65mm Bolt
4x



(B) M6x45mm Bolt
2x



(C) M6x35mm Bolt
6x



(D) M6x30mm Bolt
4x



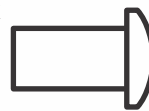
(E) M6x25mm Bolt
4x



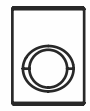
(F) M6x19mm Bolt
6x



(G) M6 Barrel Nut
10x



(H) M6 Cross Dowel
6x



(I) M5 Washer
12x



(J) M5 Kepps Nut
6x



(K) M8 Washer
4x



(L) M8 Lock Washer
4x



(M) M8 Acorn Nut
4x



Allen Key
(Not to Scale)
2x



Caster Wrench 13mm
(Not to Scale)
2x





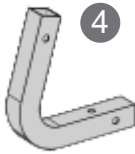
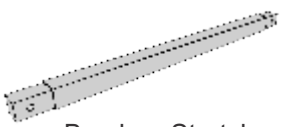
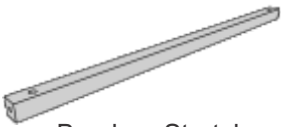
Contents - Box 2

Recycled Open Tub
4x
(CC4068-ECO-G)



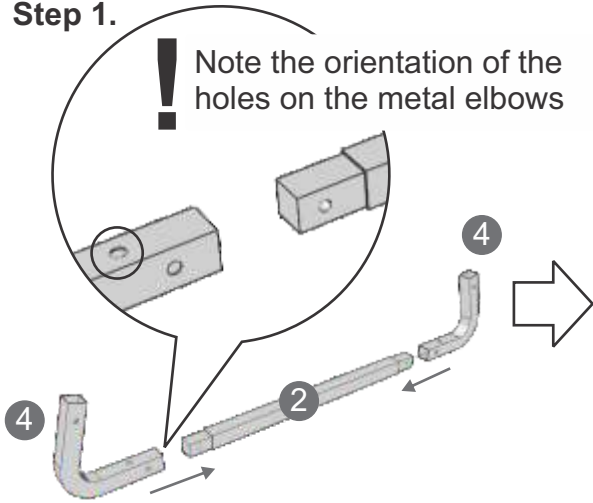
10 lbs Weight Limit



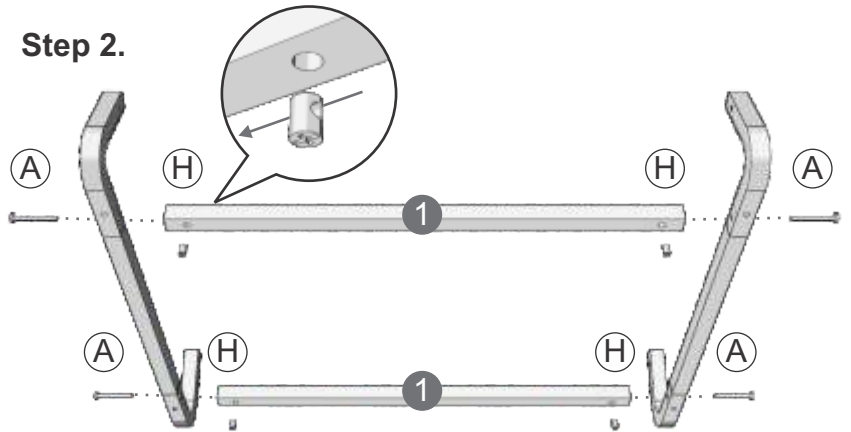
1	Actual Size:	 (A) M6x65mm Bolt x 4	 (H) M6 Cross Dowel x 4
	You will need: (Not to Scale)	 (4) Bottom Metal Elbow x 4	 (2) Bamboo Stretcher - Short x 2  (1) Bamboo Stretcher - Long x 2

Assemble Base



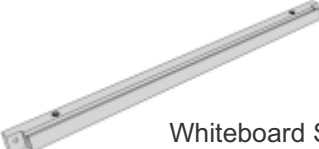
Step 1.



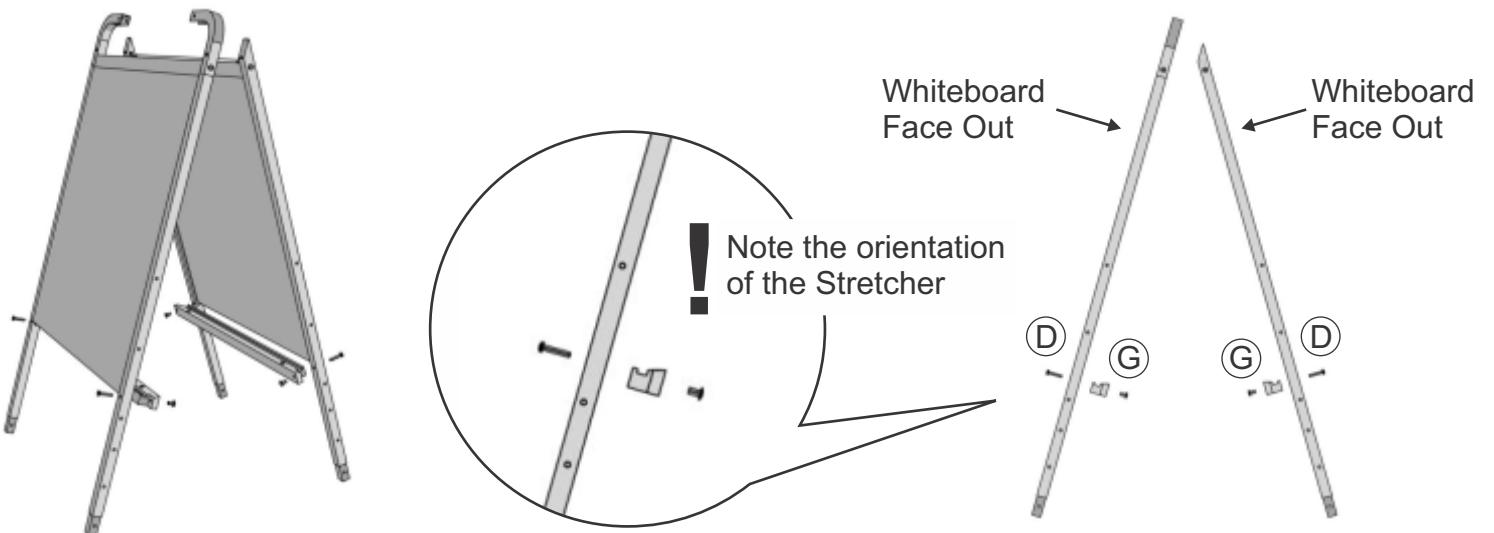
Step 2.



! Ensure the hole in the Cross Dowel is turned towards the bolt

2	Actual Size:	 (D) M6x30mm Bolt x 4	 (G) M6 Barrel Nut x 4
	You will need: (Not to Scale)	 Whiteboard Stretcher x 2	

Attach Whiteboard Stretcher to the Front & Back Frames



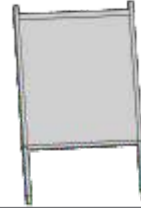
3

Actual Size:

You will need: (Not to Scale)



Front Frame
x 1

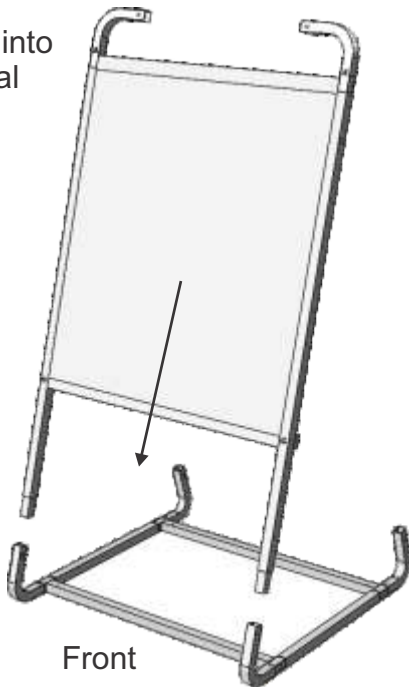


Back Frame
x 1

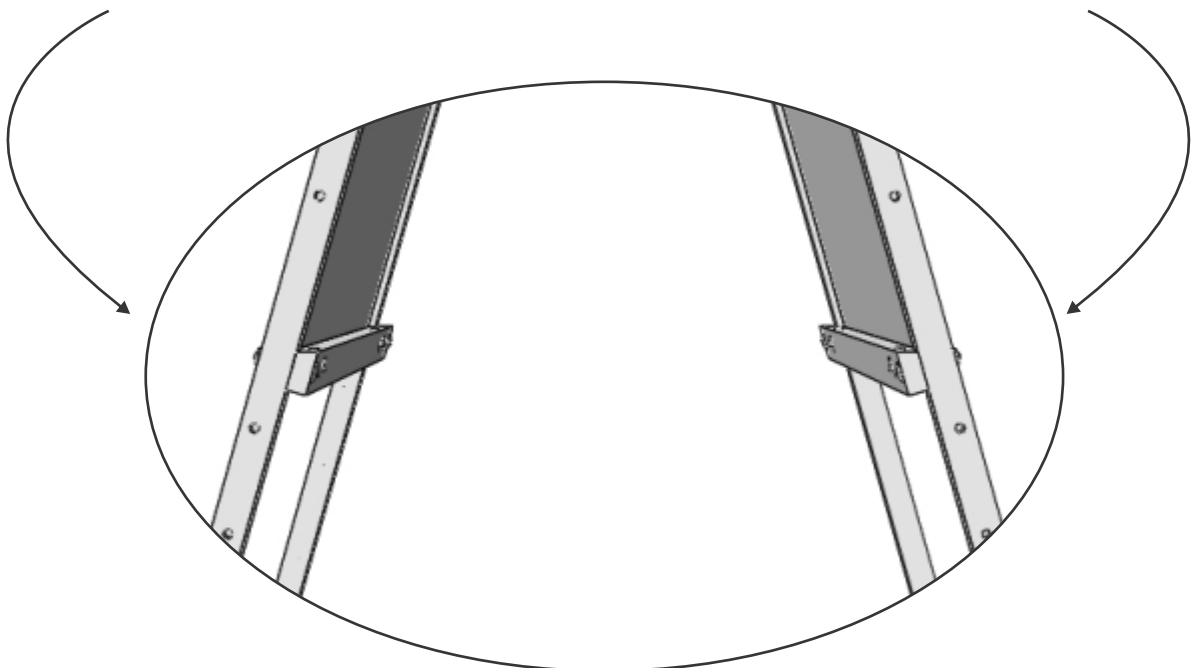
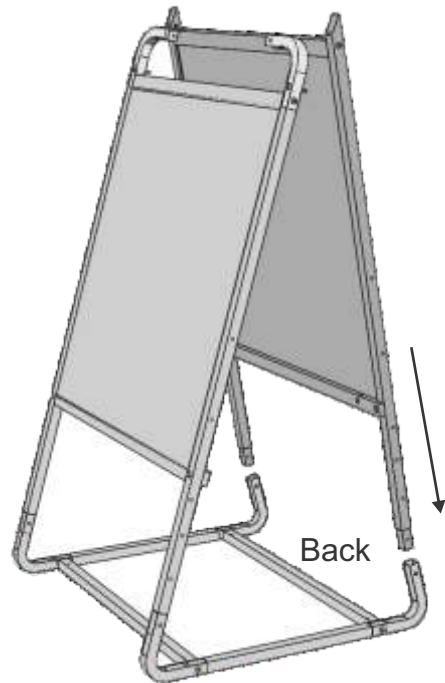
Attach Front & Back Frames

Step 1.

Slide frame into
Bottom Metal
Elbows



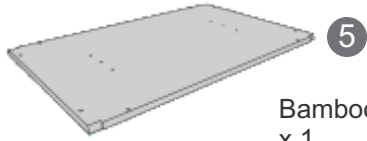
Step 2.



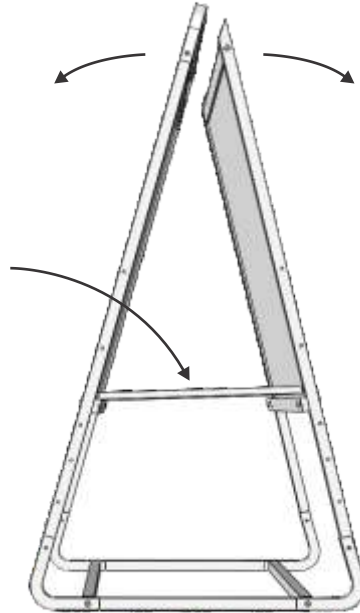
4

Actual Size:

You will need: (Not to Scale)



Position Bamboo Shelf



To help install the shelf you may pull the Front & Back Frames slightly apart



Do not fasten Bamboo Shelf with any hardware at this time

5

Actual Size:



(B)
M6x45mm Bolt
x 2



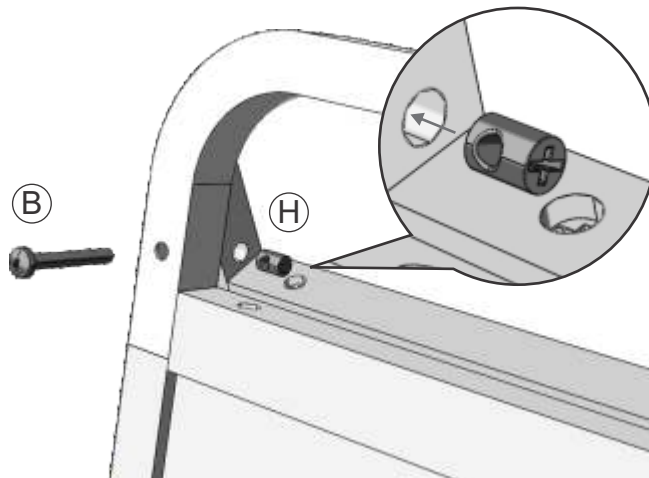
(H)
M6 Cross Dowel
x 2

You will need: (Not to Scale)

Bolt Front & Back Frame Together



Ensure the hole in the Cross Dowel is turned towards the bolt



6

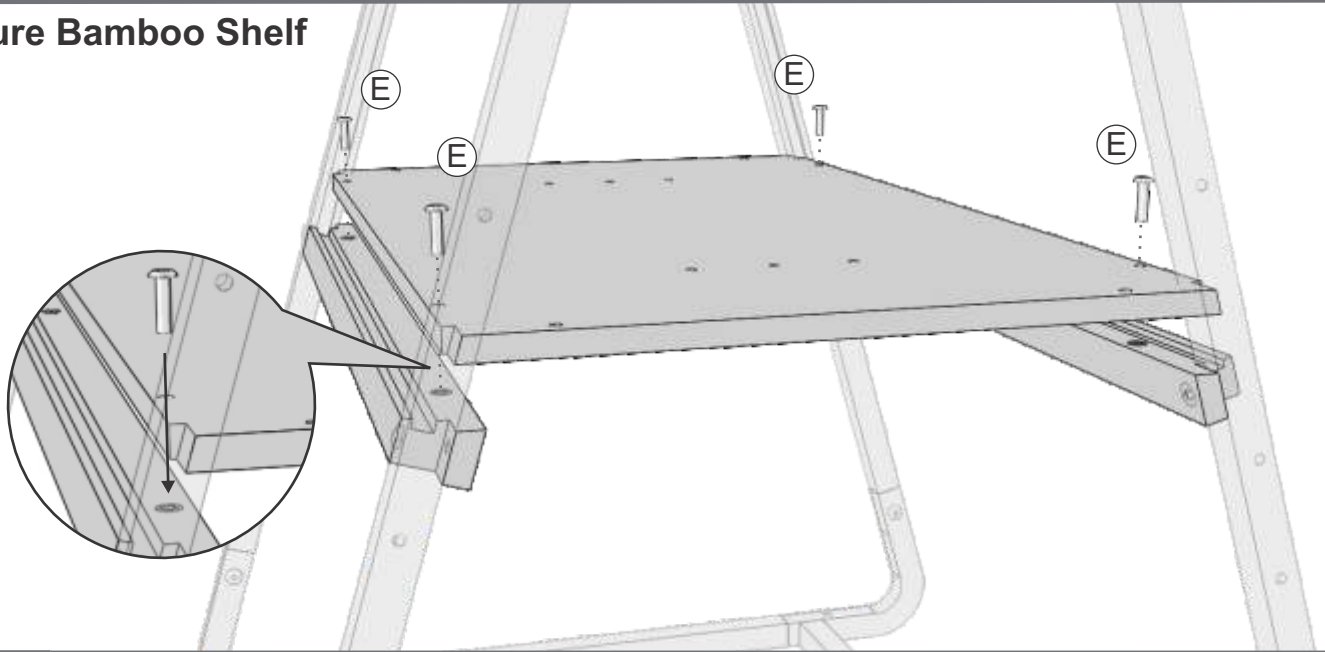
Actual Size:



Ⓔ
M6x25mm Bolt
x 4

You will need: (Not to Scale)

Secure Bamboo Shelf



7

Actual Size:



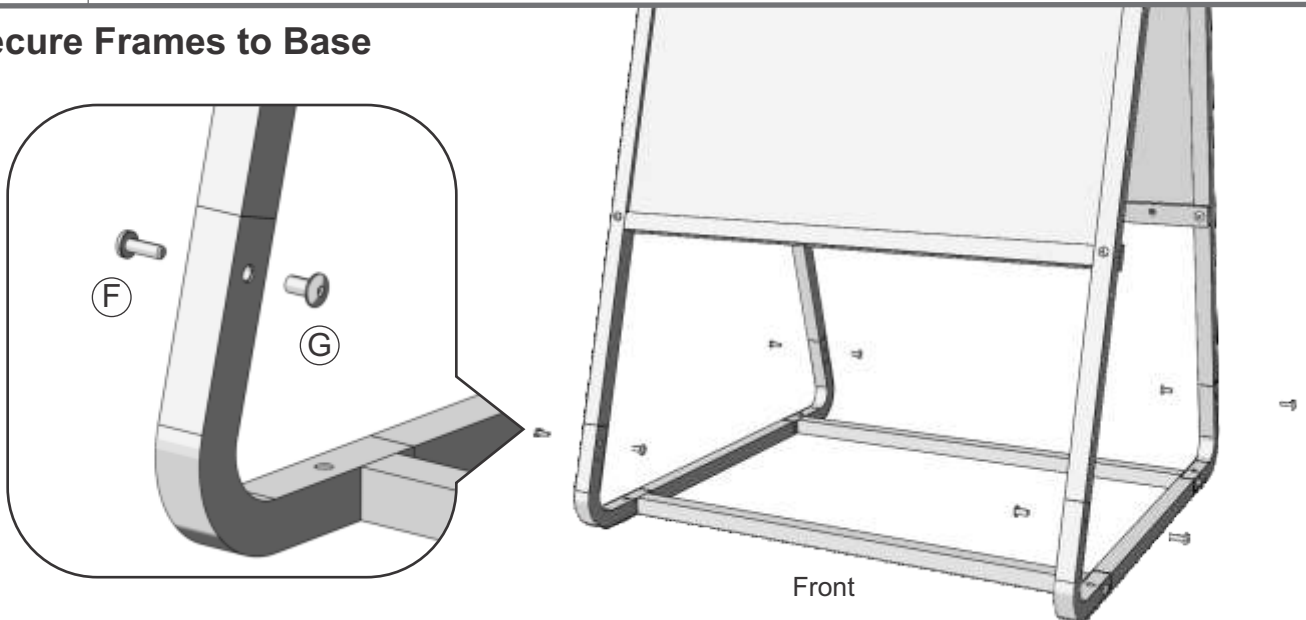
Ⓕ
M6x19mm Bolt
x 4



Ⓖ
M6 Barrel Nut
x 4

You will need: (Not to Scale)

Secure Frames to Base



8

Actual Size:



(K) M8 Washer x 4

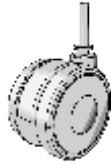


(L) M8 Lock Washer x 4



(M) M8 Acorn Nut x 4

You will need: (Not to Scale)



3" Caster With Brake x 4

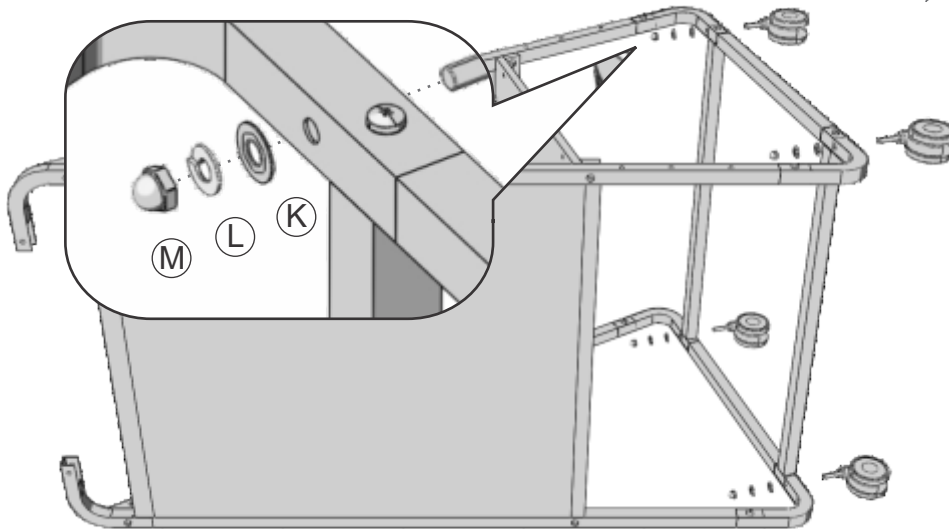


Caster Wrench 13mm x 2

Install Casters



You may rest the unit on its side when installing casters



9

Actual Size:



(I) M5 Washer x 12



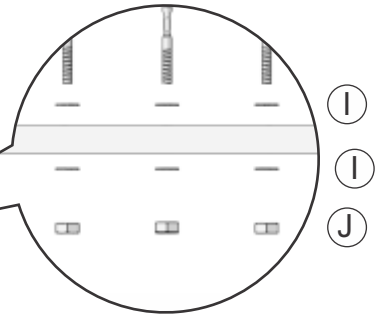
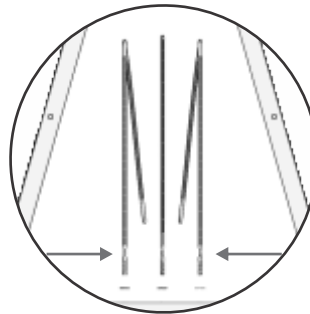
(J) M5 Kepps Nut x 6

You will need: (Not to Scale)

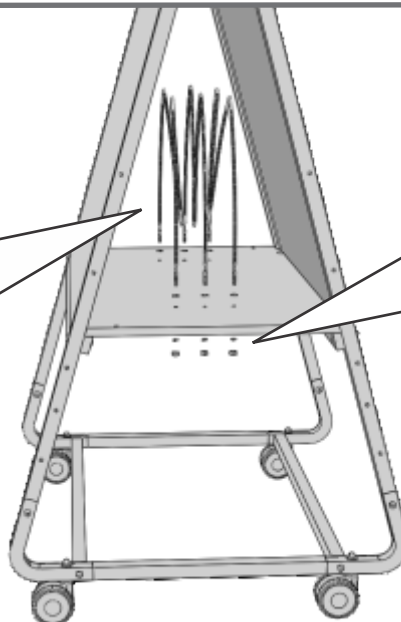


Big Book Divider x 2 Outer x 1 Inner

Install Big Book Dividers



! Note the Big Book Dividers on the outside are angled and should face inward to pinch books to keep them standing upright



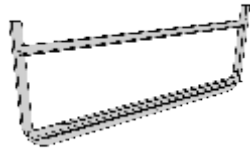
10

Actual Size:



ⓐ M6x35mm Bolt x 4

You will need: (Not to Scale)

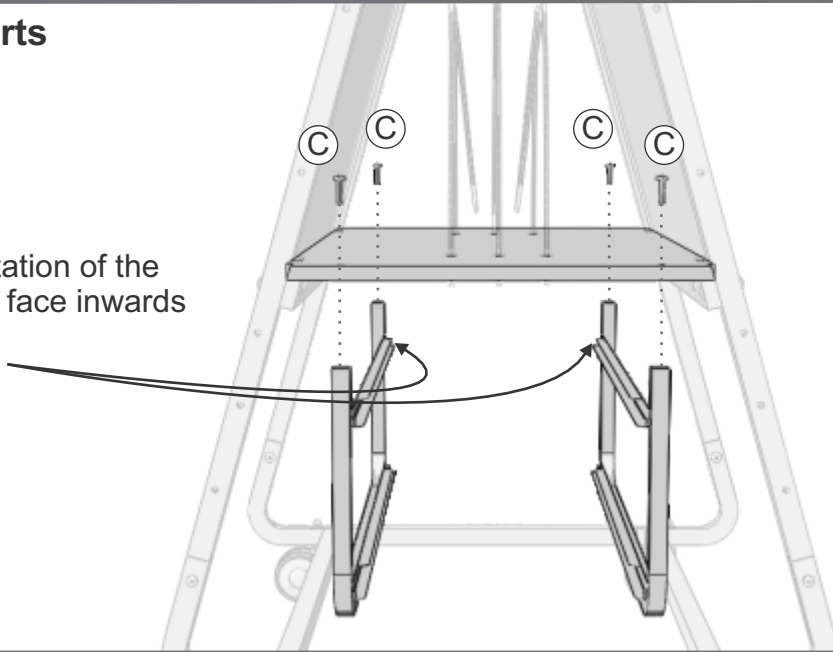


7

Tub Support x 2

Install Tub Supports

! Note the orientation of the channels, they face inwards



11

Actual Size:



ⓐ M6x35mm Bolt x 2

You will need: (Not to Scale)

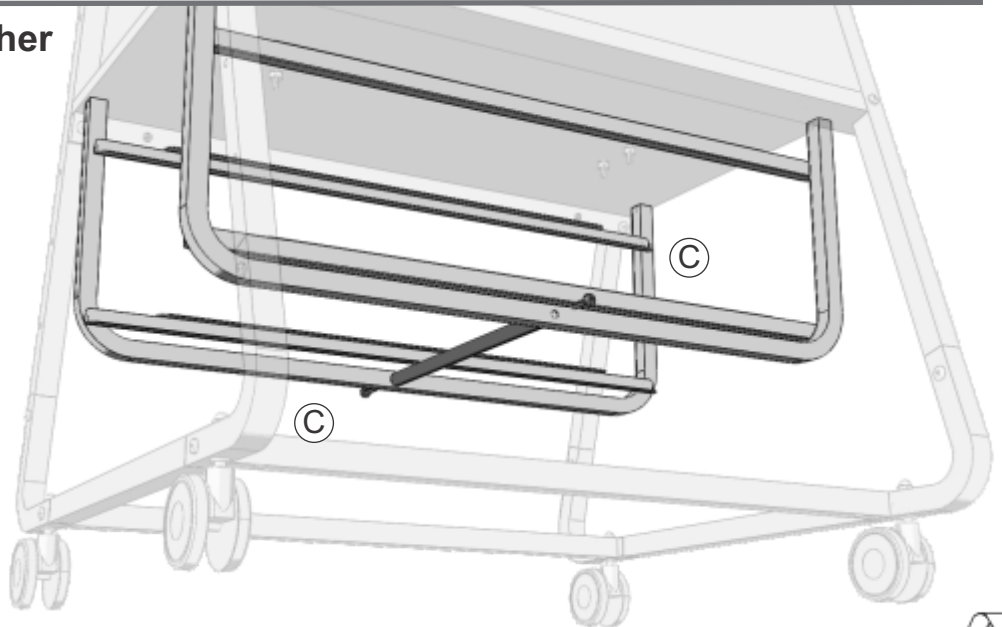


6

Tub Support Stretcher x 1

Install Tub Support Stretcher

! Tighten all bolts now



12

Actual Size:

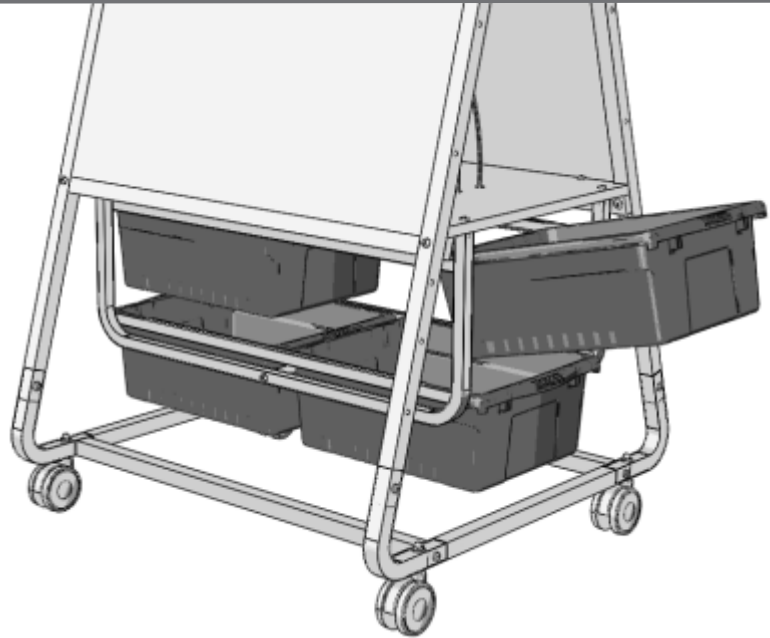
You will need: (Not to Scale)



Recycled Open Tub
x 4

Install Recycled Tubs

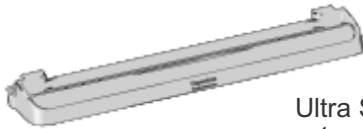
Angle the Recycled Tubs as you slide them in to get over the tub stop



13

Actual Size:

You will need: (Not to Scale)

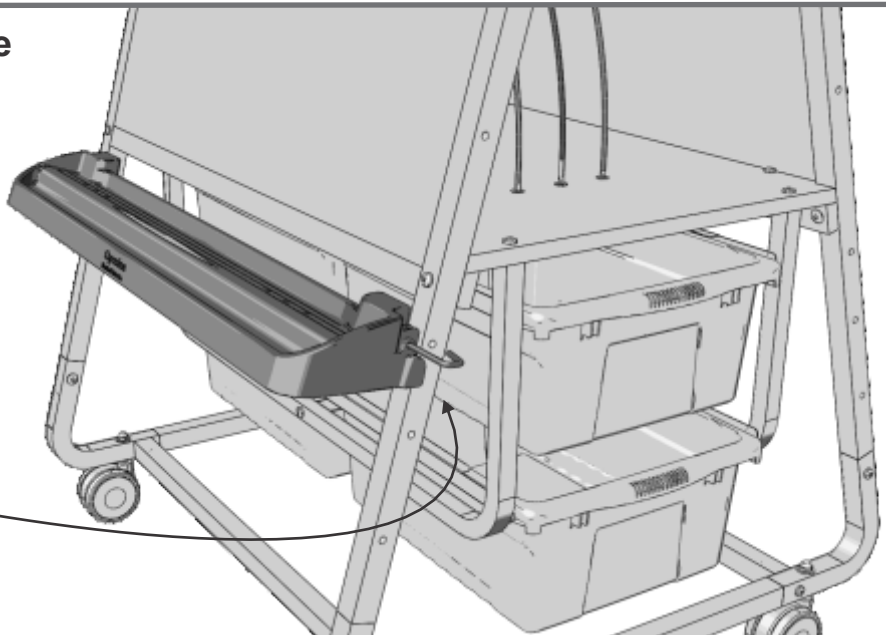


Ultra Safe Premium Book Ledge
x 1

Attach Premium Book Ledge

★ You can attach the Ultra Safe Premium Book Ledge at various height positions

! Please note the spring tension is designed to discourage kids from removing the Book Ledge

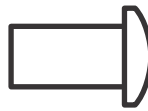


14

Actual Size:



(F)
M6x19mm Bolt
x 2

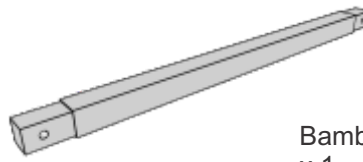


(G)
M6 Barrel Nut
x 2

You will need: (Not to Scale)



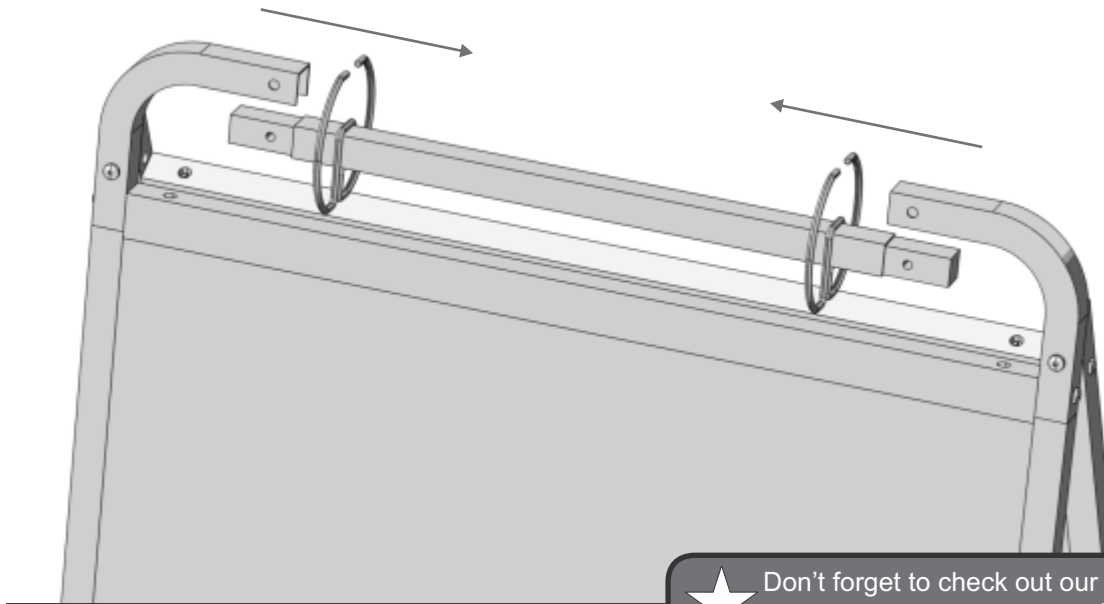
Chart Hook
x 2



Bamboo Stretcher - Top
x 1

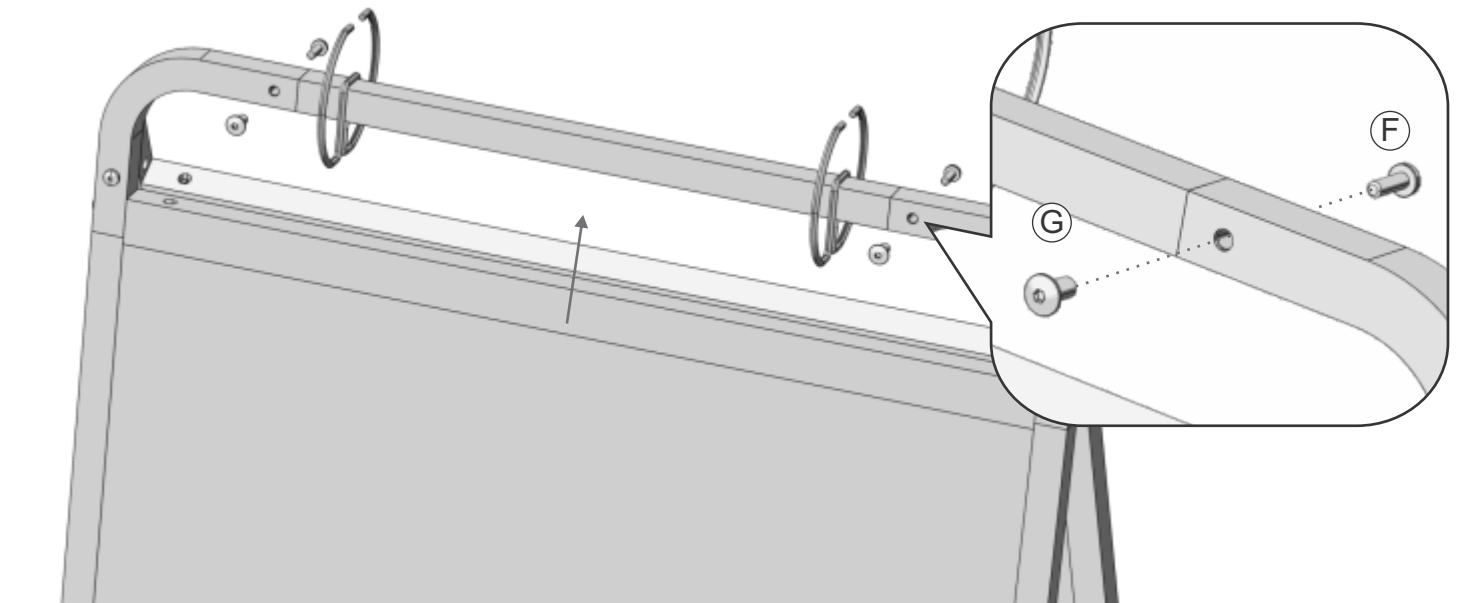
Install Chart Hooks On Top Stretcher

1 Slide Chart Hooks Over Top Bamboo Stretcher



Don't forget to check out our tips for your whiteboard at:
www.copernicused.com

2 Fasten Top Bamboo Stretcher With Bolts



We challenge you and your class to build the most amazing thing you can think of out of the shapes found on the inner carton faces of this Bamboo Easel.

Use your knowledge of geometry and simple machines and let your imagination run wild! Fasten your submission together using any kind of glue, tape or adhesive that you can find.

Be careful cutting () and scoring () these shapes! Make sure there is an adult helping you!

Take pictures of your creation and email them to bambooproject@copernicused.com

Win **4** Large Tubs, made with 25% recycled content, with your submission. Limit one prize per class.

Teachers and Administrators:

Please visit www.copernicused.com/educator-resources for additional ideas and activities.

Use these shapes



To build something like...

