



# Economy Foldable Desk Barriers Instructions

## Peeling the Protective Paper

We've applied a paper to protect each barrier against damage during shipping. To remove, peel the paper from the top right corner of the barrier and pull downward and to the left toward the glue line running along the left side of the barrier.

## Applying the Optional Velcro® Dots

If desired, you can secure the barrier to your work surface using the included Velcro Dots. Be sure your work surface is clean and dry before securing the barrier. First, use a scissors to separate the sheet of Dots into individual Dots, making sure both sides remain affixed to a section of the backing sheet. Next, create Velcro Dot pairs by pressing a "hook" Dot onto a "loop" Dot. Next, peel the backing sheet from the "hook" side of a Dot pair and affix it to one of the four tabs at the bottom of the barrier. Repeat with the remaining pairs until each tab includes a Dot. Then, peel the remaining backing sheets from all the affixed Dots and place the barrier in the desired location on your work surface. Apply downward pressure on each tab for at least 30 seconds to secure the unit.

## Cleaning the Frame and Window

To remove dust, dirt, and smudges from the barrier's frame and window, use a soft cloth or sponge with a solution of mild soap or liquid detergent and lukewarm water. Alternatively, you may use a 50:50 solution of isopropyl alcohol and lukewarm water. Finish by rinsing thoroughly with clean water and drying with a soft cloth.