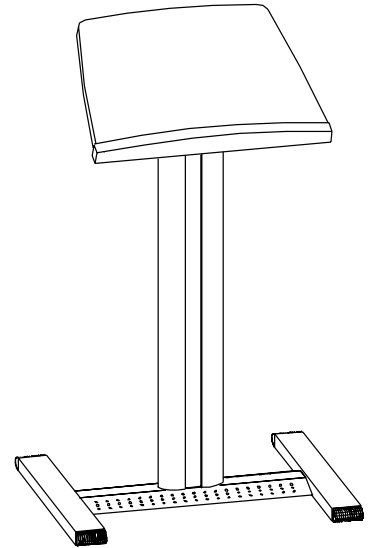




PRESENTATION ENVIRONMENTS® LECTERN PSL2112 WITH GLIDES PSL0428 WITH CASTERS

Assembly Instructions

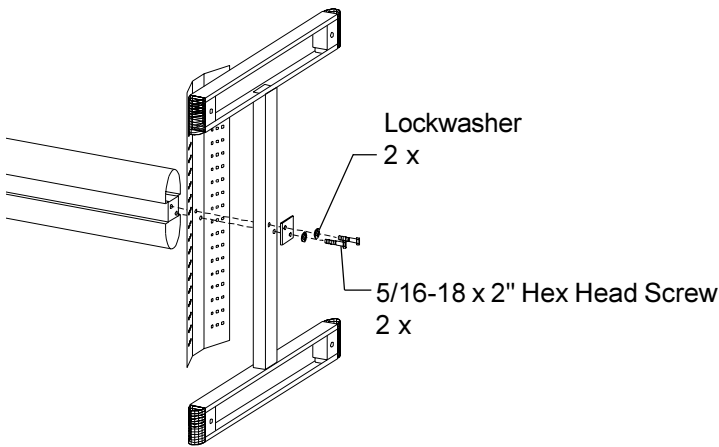


PARTS LIST

| Qty | Description |
|-----|--|
| 1 | Wood Top |
| 1 | Base Assembly |
| 1 | Upright Assembly |
| 1 | Plate Assembly |
| 1 | Skirt |
| 1 | Steel Rider |
| 1 | "T" Handle |
| 4 | Glides - PLS2112 only |
| 2 | Caster w/brake (Front) - PLS0428 only |
| 2 | Caster w/o brake (Rear) - PLS0428 only |

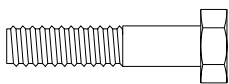
HARDWARE LIST

| Ref | Qty | Description |
|-----|-----|----------------------------------|
| AA | 2 | 5/16-18 x 2" Hex Head Screws |
| BB | 1 | 10-24 x 1/4" Button Socket Screw |
| CC | 1 | 1/4-20 x 5/8" Combo Screw |
| DD | 2 | Lockwashers |
| | 1 | Plastic Sleeve |
| | 1 | Allen Wrench |



STEP 1

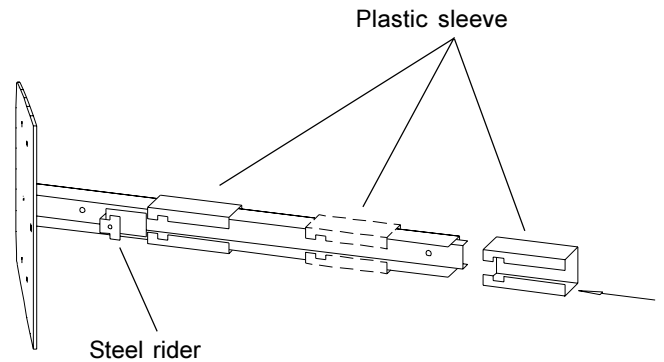
Join base, skirt and upright assembly together as shown using screws (AA) & lockwashers (DD).



AA



DD



STEP 2

Slide the plastic sleeve onto the plate assembly so it is between the 2 tapped holes. Snap the steel rider into the front of the plastic sleeve.

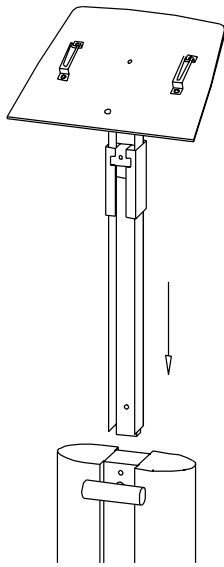


FIGURE 1

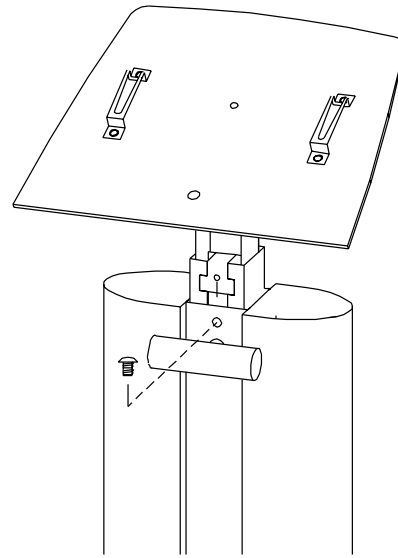


FIGURE 2

STEP 3

Slide the sleeve assembly up the channel until it touches the tapped hole. While holding the sleeve assembly in place, insert the plate assembly into the upright as shown in **Figure 1**. **NOTE:** You may have to loosen the handle to allow the plate assembly to place through. Guide the plate assembly into the upright until the top upright hole and the steel rider hole are aligned. Connect with screws (BB) as shown in **Figure 2**. Tighten handle.

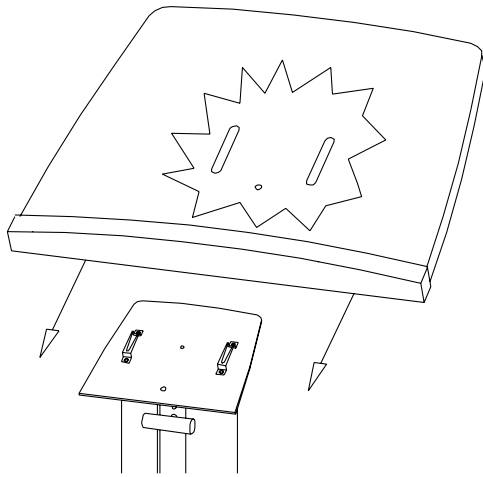


FIGURE 3

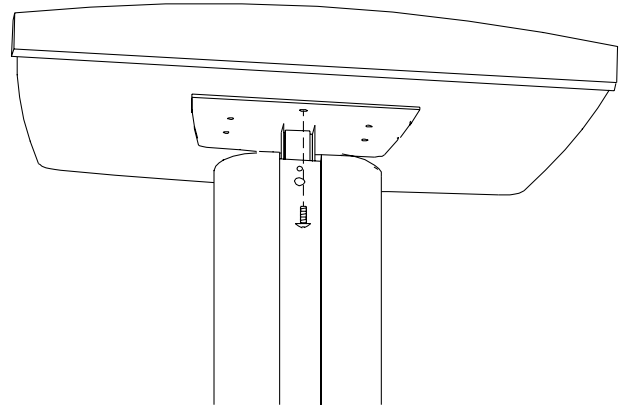
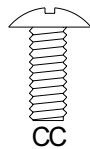


FIGURE 4

STEP 4

Position the wood top so that the obounds (underneath top) fit over the clips on the plate. Then slide the top down onto the clips so that the pins located in the obounds are **SECURELY** locked in the clips (**Figure 3**). From underneath insert screw (CC) to secure the plate and wood top for added safety (**Figure 4**).



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