



Assembly Guide RC106_2014_A

Check out our other products online at
www.copernicused.com

For assistance, please contact us:

1-800-267-8494

Email info@copernicused.com

Have your packing slip ready for reference

WARNING !

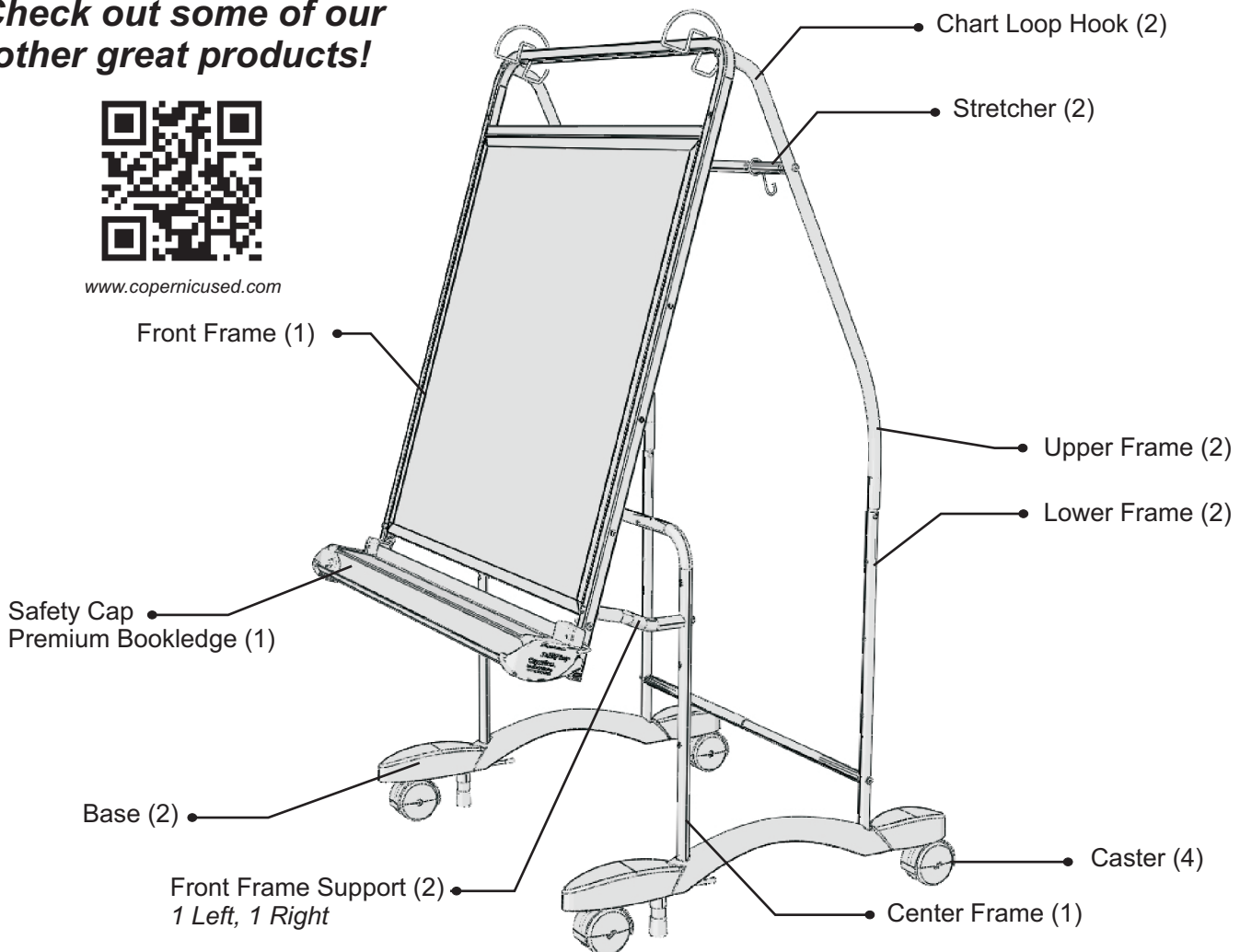
- This product is meant to be assembled by an adult.
- In its unassembled state, small parts present a hazard.
- To be used under direct supervision of an adult.

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

Check out some of our
other great products!



www.copernicused.com



**10
Year**
Frame
Warranty

Validate Your Warranty On-Line

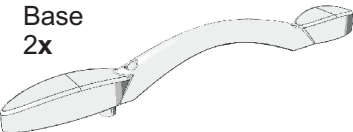
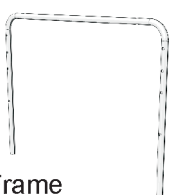



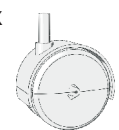
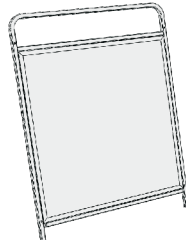
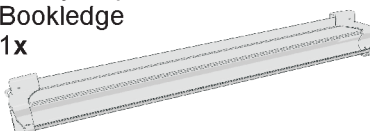

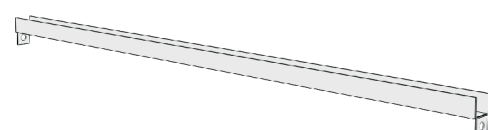
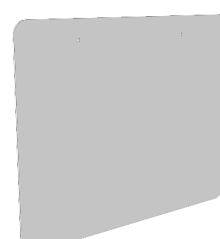


To validate your warranty submit the ON-LINE form at www.copernicused.com



Standard Reading Writing Center - Parts







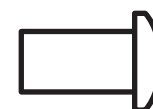



Before beginning, you should have:

Contents - Box 1

- Base 2x 
- Center Frame 1x 
- Lower Frame 1 Left, 1 Right 2x 
- Upper Frame 1 Left, 1 Right 2x 
- Front Frame Support 2x (1 Left, 1 Right) 
- 3" Caster 4x 
- Front Frame 1x 
- Safety Cap Premium Bookledge 1x 
- Stretcher 2x 
- Whiteboard Channel 1x 
- Removable Rear Whiteboard 1x 
- Rear Whiteboard Hooks 2x 
- Chart Loop Hook 2x 

Hardware Actual Size

In Box 1

- A 12x 
- B 2x 
- C 2x 
- D 2x 
- E 16x 
- F 2x 
- G 2x 
- H 2x 
- I 2x (Not to Scale) 
- J 1x 

★ **Additional tools required: Adjustable wrench** 



Tips for Assembly - Using this Manual



2 Person

Watch for These Helpful Symbols

- This symbol denotes a 2 Person Task. For safety, please ensure that there are two people working on steps displaying this symbol



- Watch for this symbol throughout the Assembly Instructions. Wherever you see it, pay close attention. The symbol denotes a step needing extra attention to ensure it is done correctly.



- The Star symbol highlights an advisory note

Before You Begin



- Layout and identify all of the included parts
- The hardware has been packed according to size, separate them based on those sizes
- Read the assembly instructions over once to familiarize yourself with them
- Please note that in its unassembled state, this product contains parts that can be a hazard to small children; it should be assembled by an adult.

hmmm



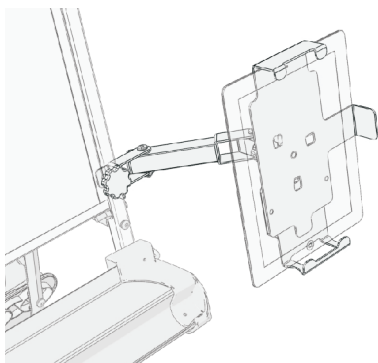
As You Assemble the Unit

- Follow the steps in sequence
- Before beginning each step, find the part(s) that you need for that step
- Pay attention to the labeling on the parts, they are there to help direct you at certain stages
- The title of each step states what you will be doing. Review the text and the pictures as you build the unit.

After Assembly; Before Use

- Remove the plastic film from the Whiteboard before writing on it
- Clean the Whiteboard surface well with soapy water and then rinse clean

Suggested Products



iPad® Mount

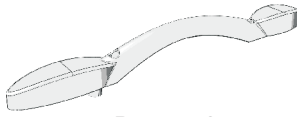
Securely attach your iPad® to this easel for group learning activities, to give students the opportunity to share their work with classmates, create guided reading centers, story board presentations, literacy activities, allow students to record themselves and even for creating class podcasts.

Works with new RC105, 106, 107 models. Included with RC108, 109, 110 models. For more information visit: www.copernicused.com or call 1-800-267-8494.

1

Actual Size:

You will need: (Not to Scale)



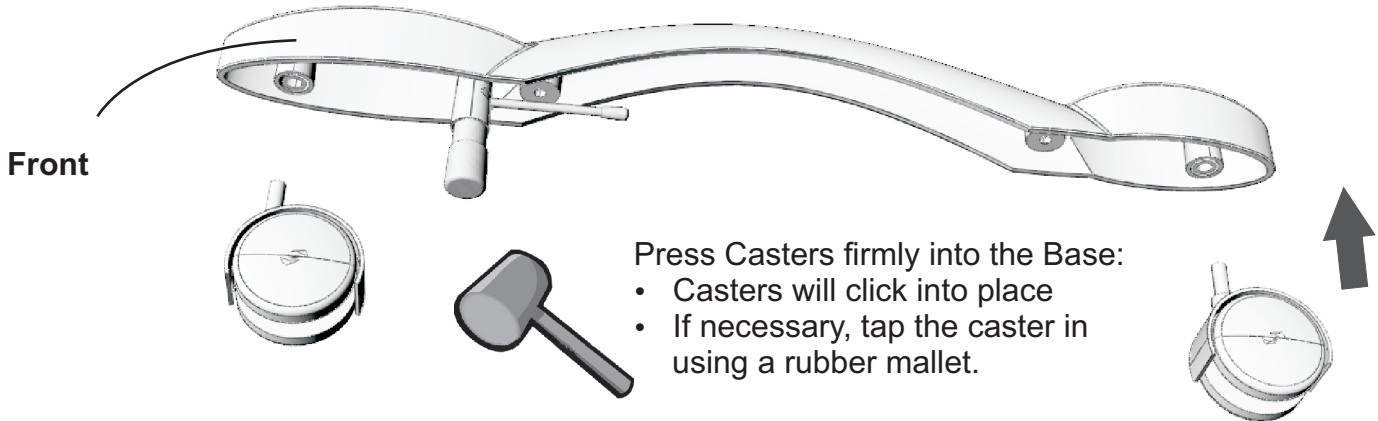
Base x 2



Caster x 4

Install Casters

You should begin the installation with the brakes in the UP Position



2

Actual Size:



A x 4



E x 4

You will need: (Not to Scale)



Center Frame x 1



Rear Frame Lower x 2

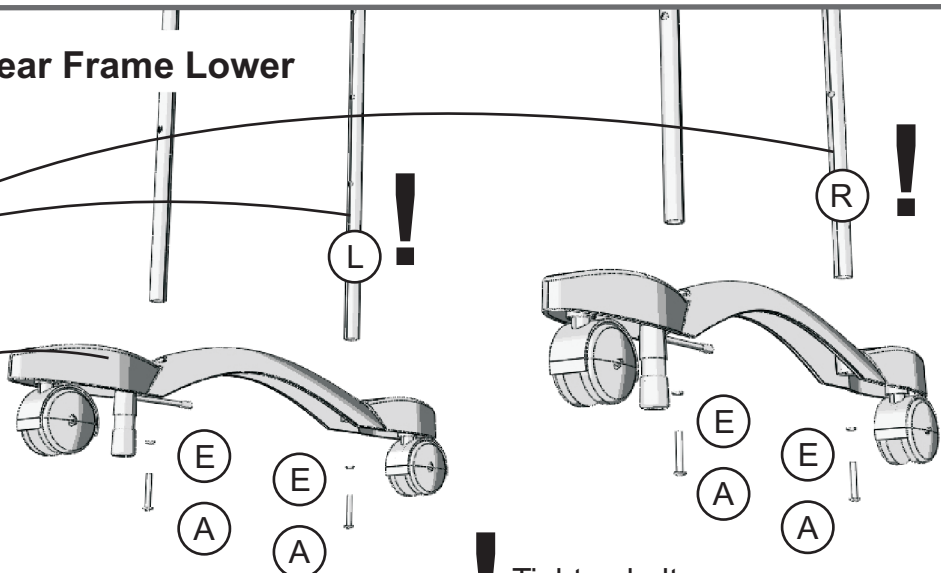
Install Center Frame & Rear Frame Lower



Note - L & R stickers on the frames



Note - Front of base is the end with the brake



Tighten bolts



3

Actual Size:



You will need: (Not to Scale)



Stretcher x 2

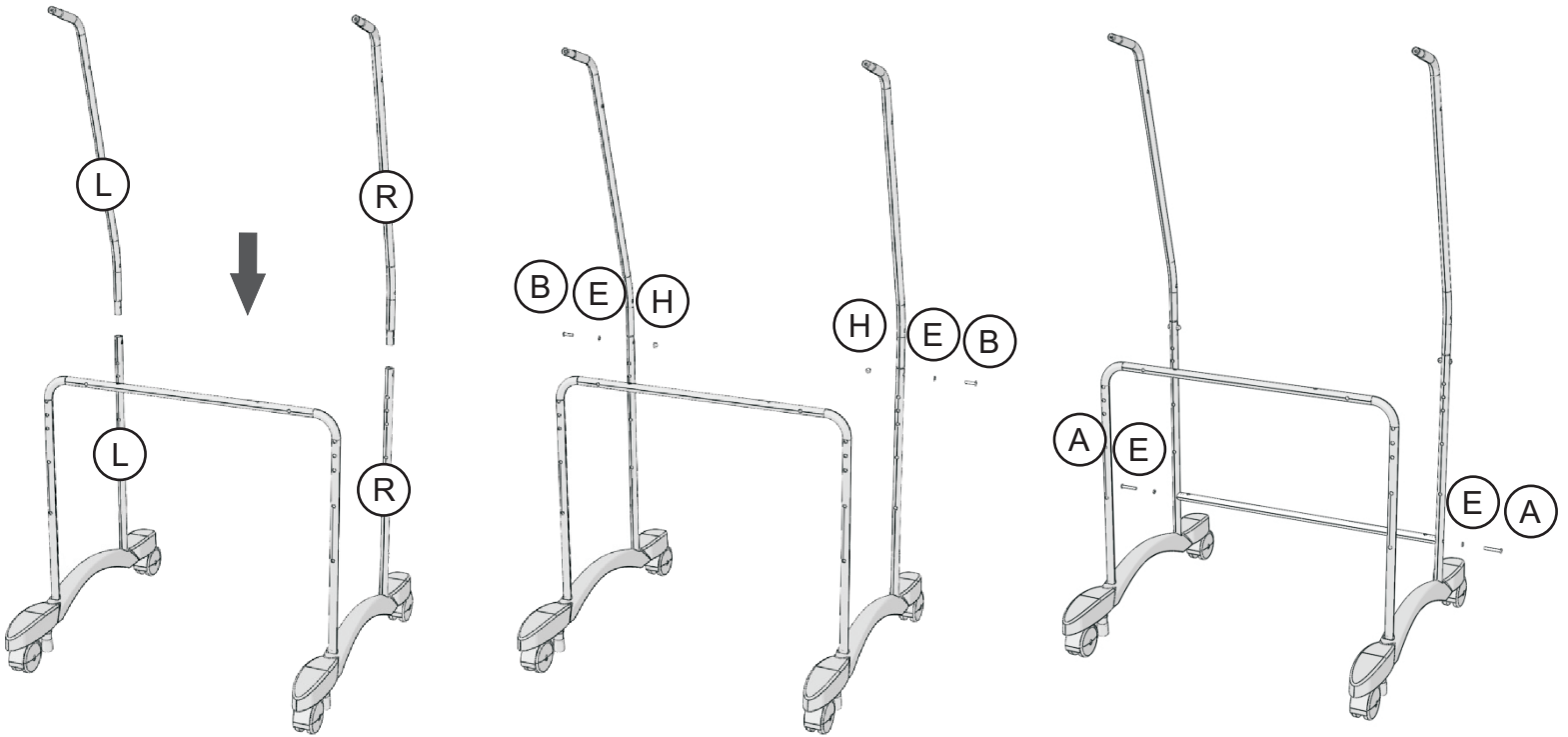


Rear Frame Upper x 2



Rear Whiteboard Hook x 2

Build Rear Frame



! Note - install Rear Whiteboard Hook before screwing stretcher into place

Ensure hook faces back of unit!

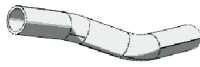


4

Actual Size:



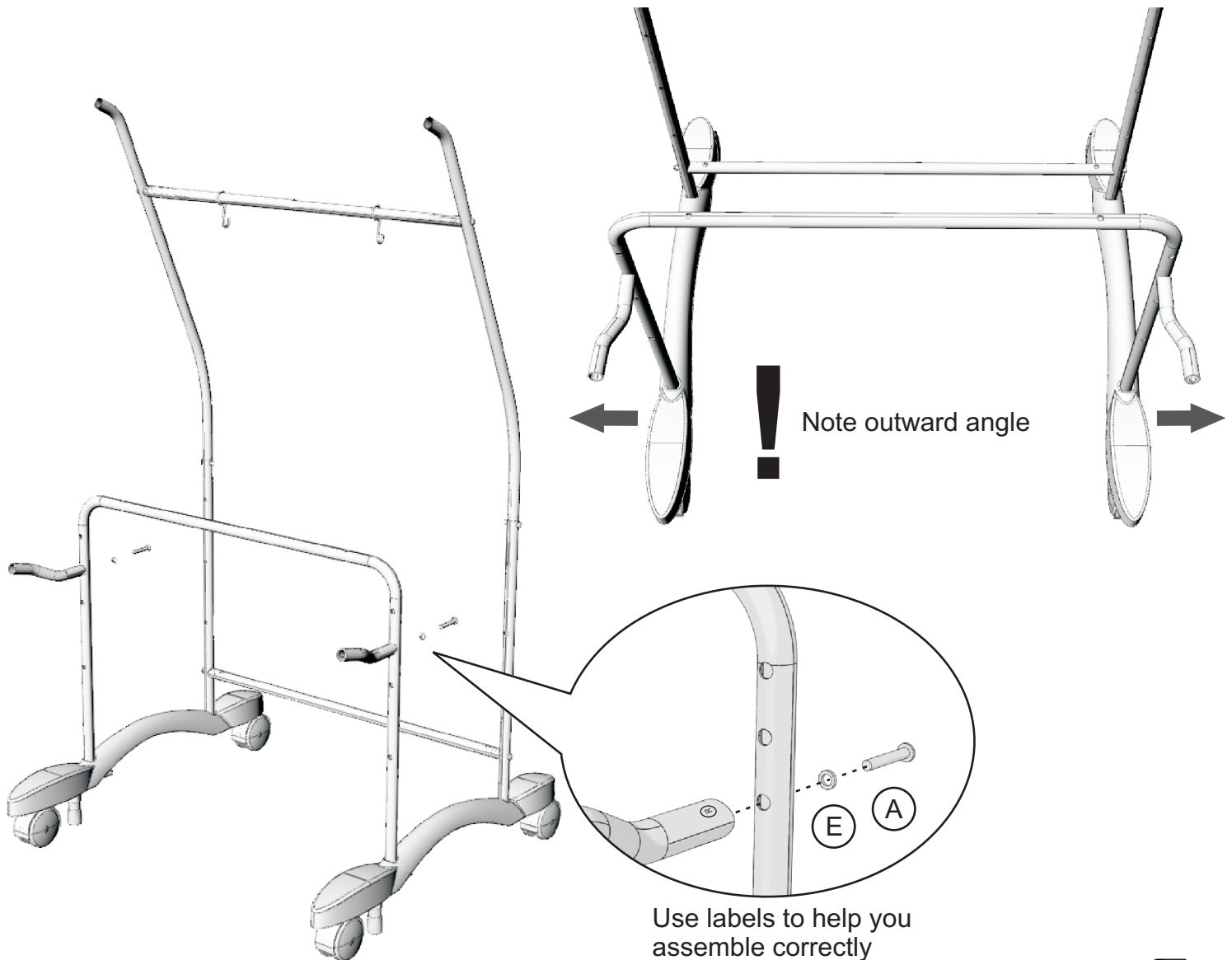
You will need: (Not to Scale)



Front Frame Support x 2
1 Left, 1 Right

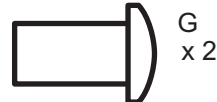
Install Front Frame Supports

- Align the end of the Left Front Frame Support marked with a Left sticker with the hole marked with a dot sticker in the Center Frame on the left side.
 - Fasten with one Bolt A & Washer E
 - Tighten bolt
- Repeat for Right side
 - Ensure that the Front Frame Supports angle outward; there is a definite Left & Right, ensure that each is on the correct side



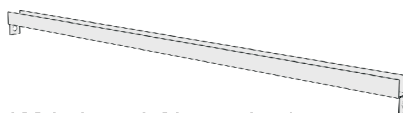
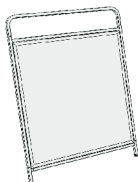
5

Actual Size:

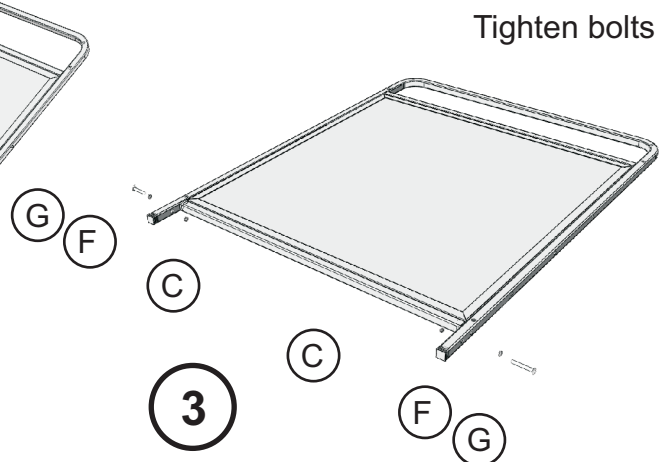
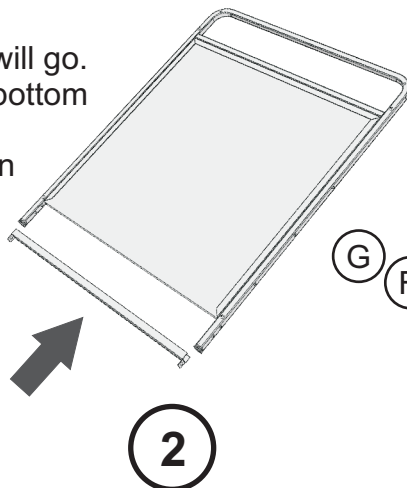
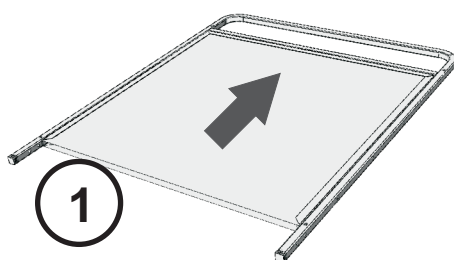


You will need: (Not to Scale)

Front Frame Assembly x 1

**Build Front Frame Assembly**

1. Slide whiteboard as far up as it will go.
2. Slide whiteboard channel up to bottom of whiteboard.
3. Fasten the whiteboard channel in place.

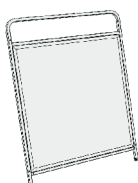
**6**

Actual Size:

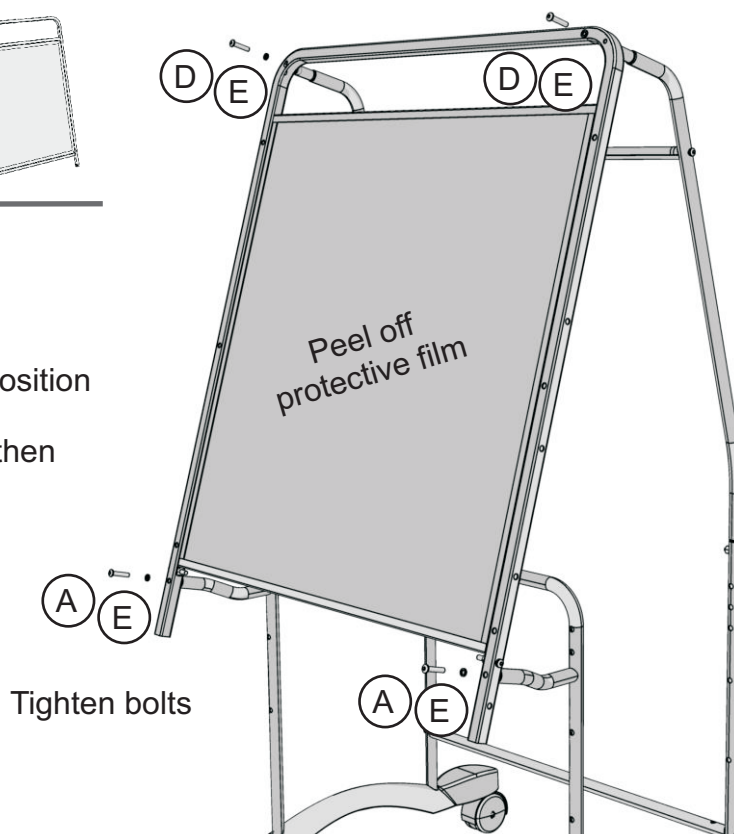


You will need: (Not to Scale)

Front Frame Assembly x 1

**Attach Whiteboard**

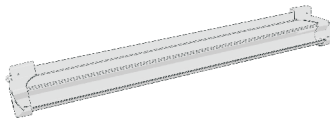
1. Put brakes in the LOCKED / DOWN position to help hold unit steady.
2. It is easiest to fasten the top first and then the bottom.



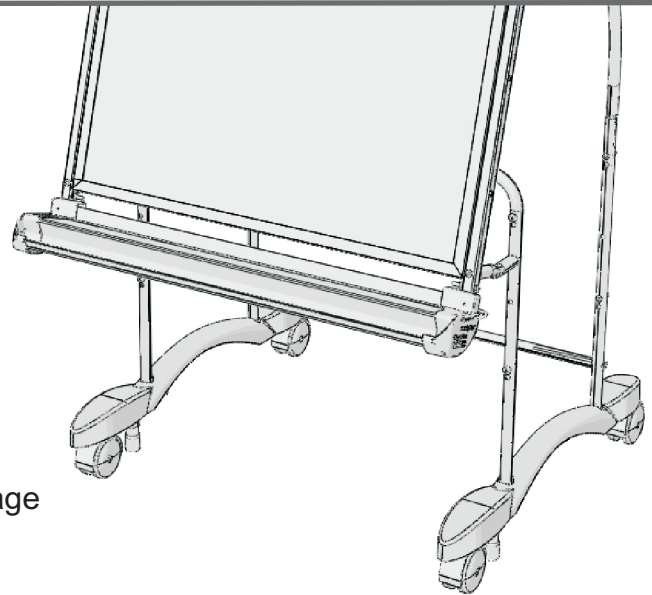
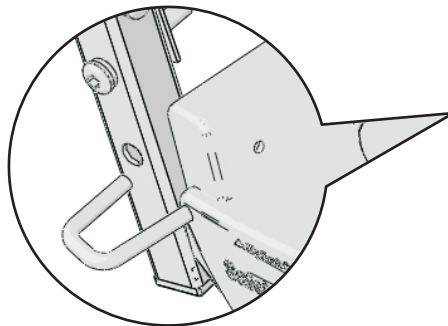
7

You will need: (Not to Scale)

Safety Cap Premium
Bookledge x 1



Install Book Ledge



! Note - the spring tension is designed to discourage children from unhooking the book ledge

8

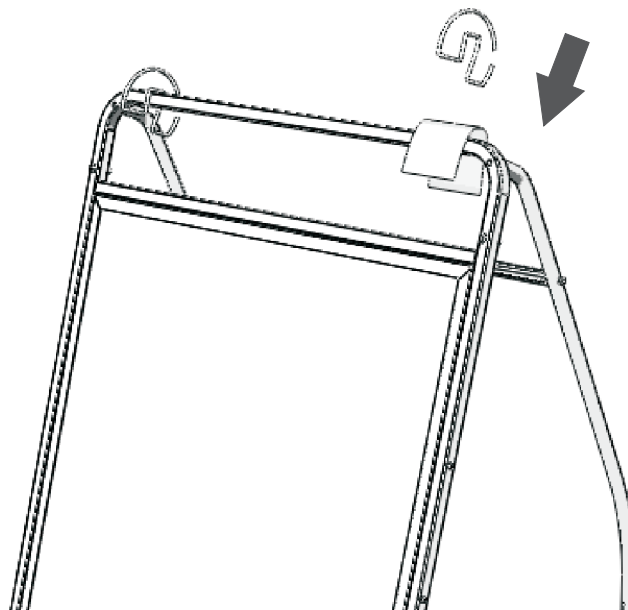
You will need: (Not to Scale)

Chart Paper Hooks x 2



Attach Chart Paper Hooks

! Place an empty hardware bag over the frame to avoid scratching the paint.




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Dear Educator,

Thank you for purchasing one of our products.

 I hope the assembly of your **Standard Reading Writing Center** went well.

If you have any questions, or concerns, or ideas for how we can improve, please call us at 1-800-267-8494, where someone will be happy to help.

Enjoy using your new product, and happy teaching,

Jim Phillips
 President

Quality schools are the
 result of quality teachers
 going above and beyond
 the call of duty.

VICKI CARUANA

In everyone's life at some
 time our inner fire goes
 out. It then bursts into
 flame by an encounter
 with another human
 being. We should all be
 thankful for those people
 who rekindle the inner
 spirit.

ALBERT SCHWEITZER

My idea of education is
 to unsettle the minds of
 the young and inflame
 their intellects.

 ROBERT MAYNARD
 HUTCHINS

Nothing has a better
 effect upon children than
 praise.

SIR PHILLIP SIDNEY

