

# Office Panel Installation Instructions

## Y11800-Y11822

Tools Required:  
Phillips Screwdriver  
Rubber Mallet  
Clean Hands

### Important Assembly Tips

\* Use a lubricant such as WD-40 in the side panel track to remove and replace mounting brackets as well as for sliding in End Strips. Be careful not to overspray lubricant onto fabric.

\* Mounting brackets should only be very loosely attached. The pointed phillips set screw attaching the brackets is merely for bracket positioning. Leaving the brackets as loose as possible will allow the connections to fit together properly.

\* When installing an arrangement of panels, installation will be easier if the brackets of the first panel have the opening facing upward (see diagram below) This way the next panel bracket drops into the receiving bracket, rather than having to lift the first panel off the floor for connection.

Step 1) Screw in two leveling glides to the base of each panel. Use the threaded hole furthest from the panel edge so that glides do not interfere with glides of the next panel.

Step 2) Mounting brackets are preattached on both edges of panel frame. 3 brackets are used for 67"H panels and 2 for 48"H panels. It may be necessary to back out the set screw of brackets on one side of each panel and slide them out of the channel to reverse their direction. Lubricant such as WD-40 will be helpful in sliding brackets if they jam in track. See diagram A.

Diagram A

Side View  
of 48"H Panels

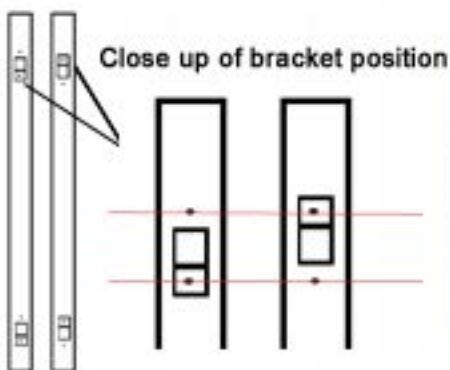
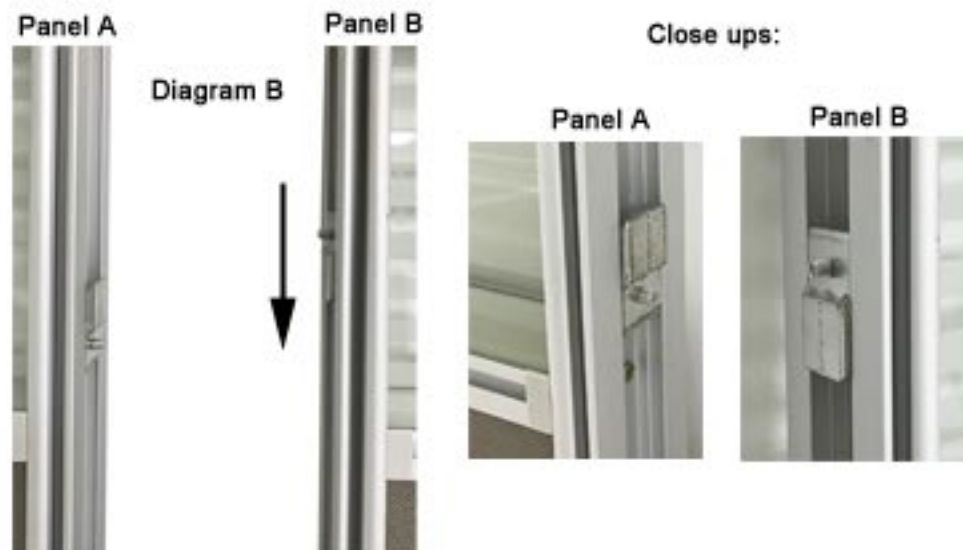


Photo close up



Step 3) The brackets of your first panel should be positioned up. See Diagram B.



Step 4) Slide the second panel into the first by slightly tipping the panel and dropping the brackets down and into the upward angled brackets of the first panel.

Step 5) Connector Posts for 90 Degree, 3-way and 4-way connections will use the same method for bracketing. A base cap and leveling glide is included for the 2-1/4" posts but not the 1-1/4" posts. Top caps are included for both 2-1/4" and 1-1/4" posts.

Step 6) At the end of a panel run make use of the plastic End Strips provided with each panel to finish off the appearance of the panel. Slide out any mounting brackets from the track that will not be used, and then replace with the End Strip.

Step 7) Cable troughs can be accessed by inserting a straight blade screwdriver into the side or top edge of the metal door panel to pop it open.



Questions? Call Customer Service  
at 1-800-443-5117, Monday-Friday  
8:30 AM - 5:00 PM CT