

Classroom Podium
PC24

Assembly Instructions



How can we improve our assembly instructions?
Your comments and suggestions are important to us.
Please e-mail us at: support@versatables.com.

Parts List:



4mm Allen Wrench
QTY: 1



1/4 - 20 X 1/2"
Button Head Bolt
QTY: 51



#8 X 3/4" Wood Screw
QTY: 3



Zip Tie
QTY: 5



Curly Tie
QTY: 5



Leveler
QTY: 4



Leveler Plate
QTY: 4



1/4 - 20 Phillips
Head Bolt
QTY: 4



Pencil Lip
QTY: 1



Top Surface
QTY: 1



Side Panel
QTY: 2 (Left & Right)



Back Panel
QTY: 1



Bottom Panel
QTY: 1



Center Shelf
QTY: 1

Assembly:

Step 1: Attach one of the Side Panels to the Back Panel using (5) 1/4 - 20 X 1/2" Button Head Bolt as shown.



Step 2: Repeat Step 1 for opposite side. Lay Back Panel flat on floor for easy assembly.

Step 3: Attach the Center Shelf to the assembly using (8) 1/4 - 20 X 1/2" Button Head Bolts.

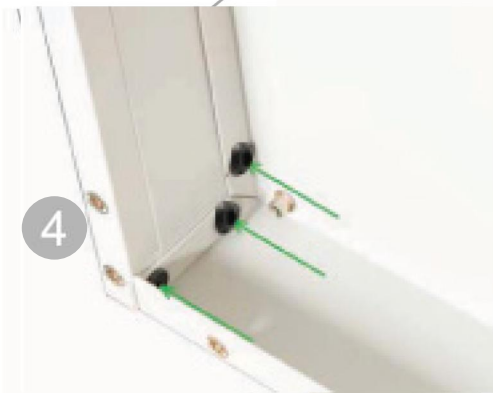


(Underside Views)

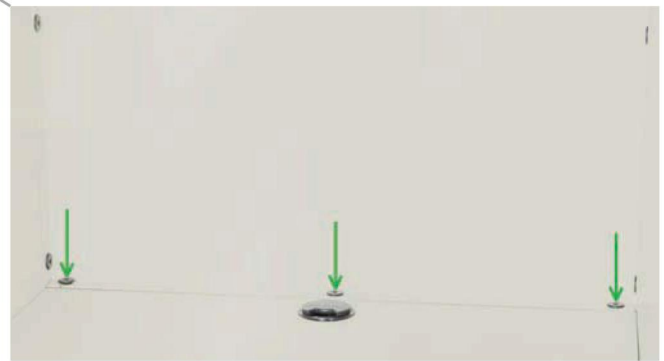


Step 4: Attach the Bottom Panel to the assembly with the grommet to the back of the unit as shown. Use (17) 1/4 - 20 X 1/2" Button Head Bolts to fasten (3 on top and 14 on the bottom).

3

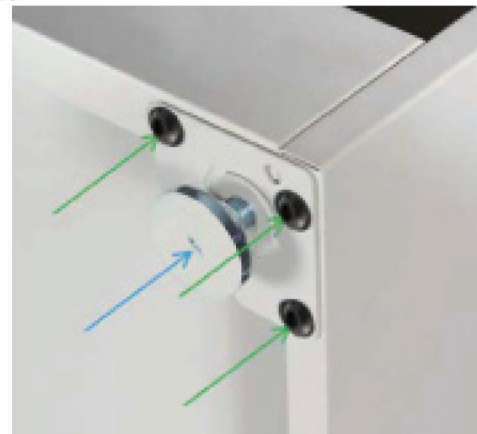


(All 4 Corners)

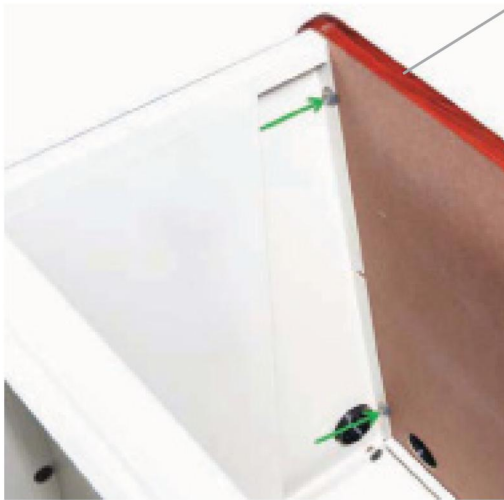


(From top of Bottom Panel)

Step 5: Fasten the four Leveler Plates to the bottom of the Podium using (12) 1/4 - 20 X 1/2" Button Head Bolts (3 on each plate) as shown. Be sure the plates are facing the correct direction. Insert the (4) Levelers into the nuts on the Leveler Plates and hand tighten.



Step 6: Attach the Top Surface to the podium assembly using (4) 1/4 - 20 Phillips Head Bolts.



Step 7: Fasten the Pencil Lip to the front of the Top Surface using (3) #8 X 3/4" Wood Screws.



Tools: (Not Provided)
Phillips Screw Driver

