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# SYNAPSE

## INSTALLATION INSTRUCTIONS

Version 3-31-2016

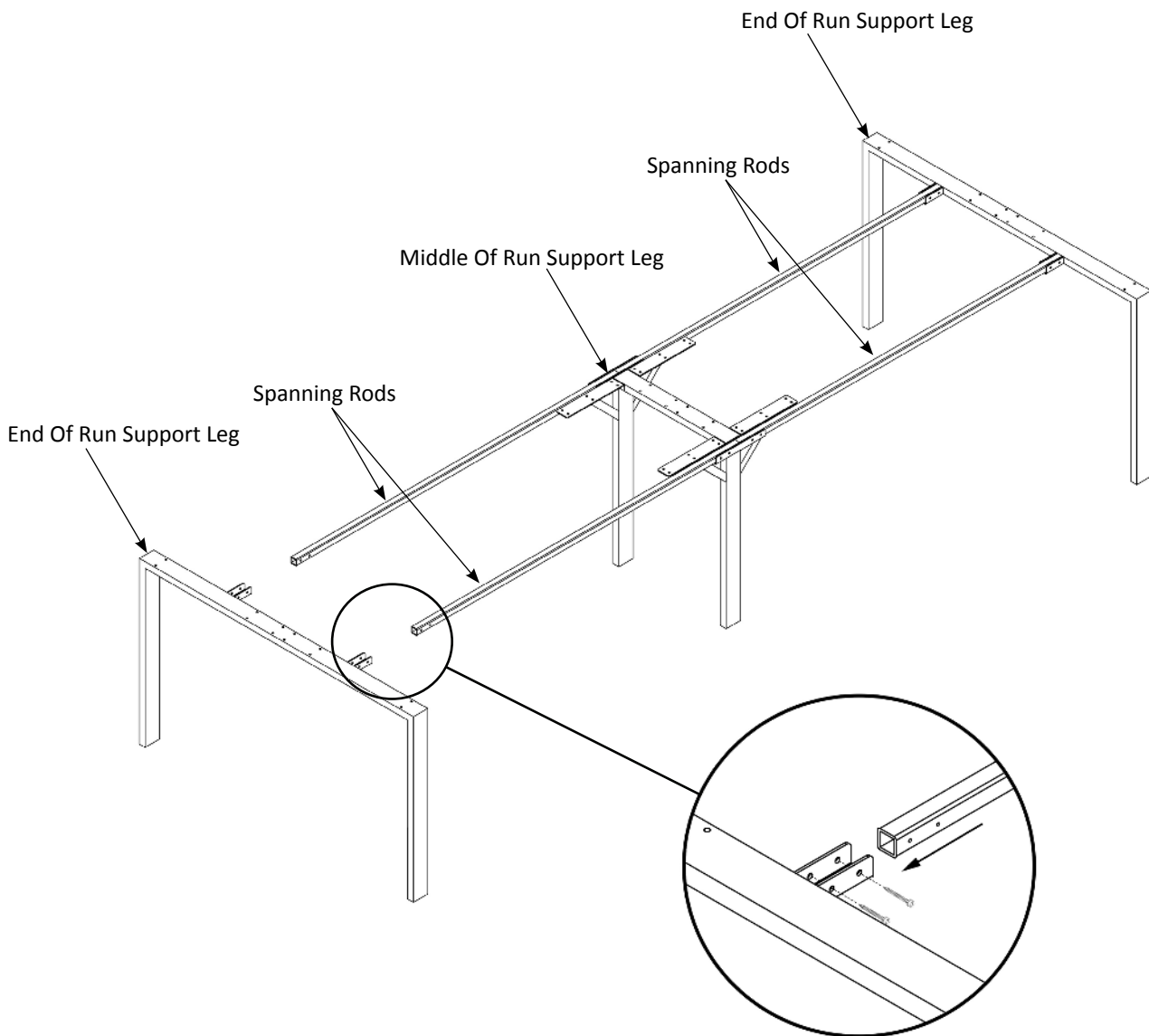


# INSTALLATION INSTRUCTIONS

## SYNAPSE

### FRAME ASSEMBLY

1. Begin to assemble the frame of the bench in its permanent location. Once the bench is fully assembled, it will be difficult to move.
2. Start with one end-of-run leg. Secure end-of-run leg to middle-of-run leg with spanning rods using the provided #10, 5/16 hex head metal screws. Make sure rods are flush to the edges of the end-of-run legs and butt up to one another when meeting at middle-of-run legs. Each rod will have a total of 4 screws, 2 on each end.
3. Adjust the glides on the bottom of each leg to level the frame. Make sure frame is leveled before moving on to the next step.

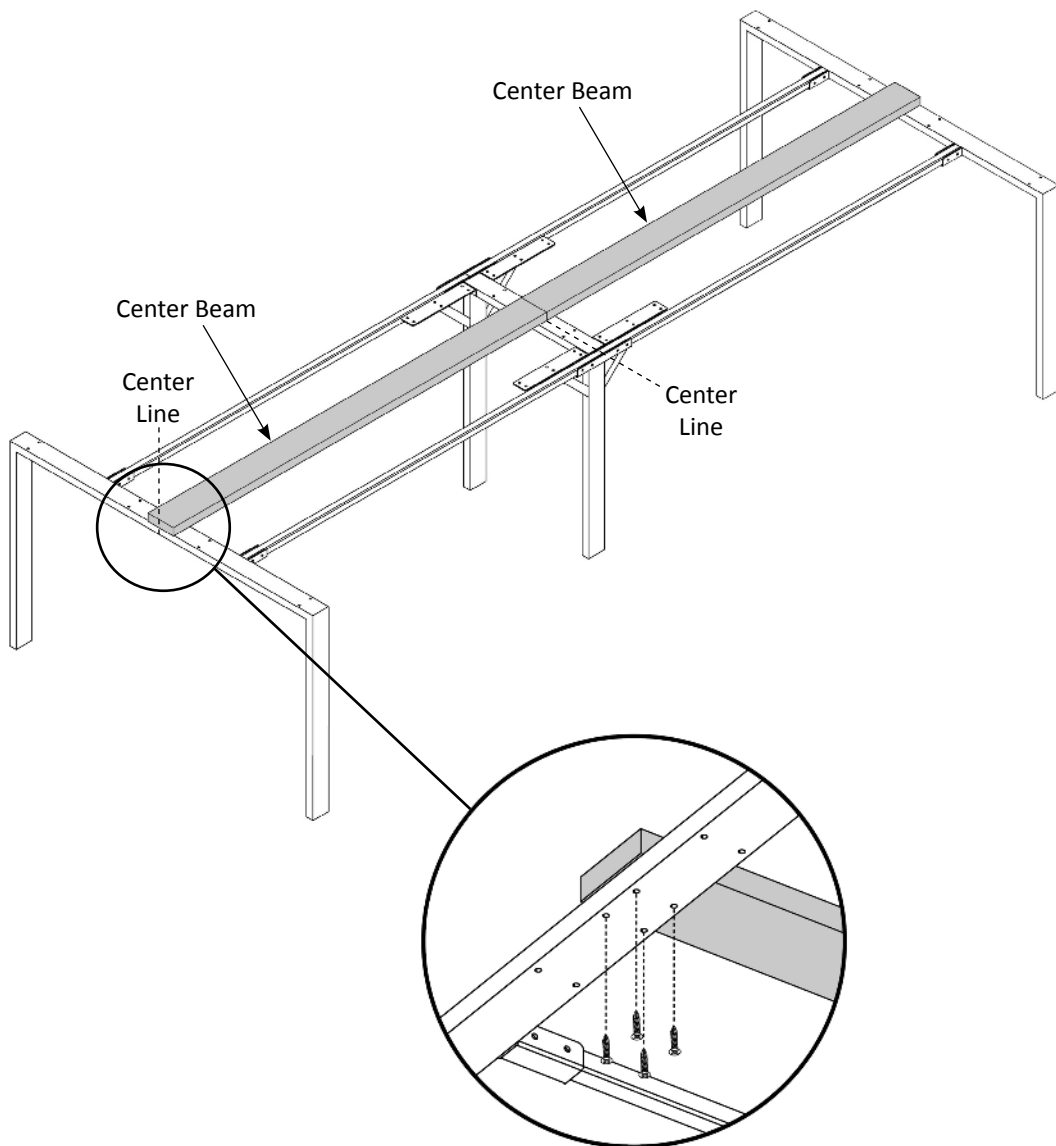


# INSTALLATION INSTRUCTIONS

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### CENTER BEAM ASSEMBLY

1. Start on one end of frame, position a center beam to span between the end-of-run leg and the middle-of-run leg. The center of the center beam should align with the center of the support legs.
2. Once all center beams are properly aligned, secure center beams to support legs with the provided screws.



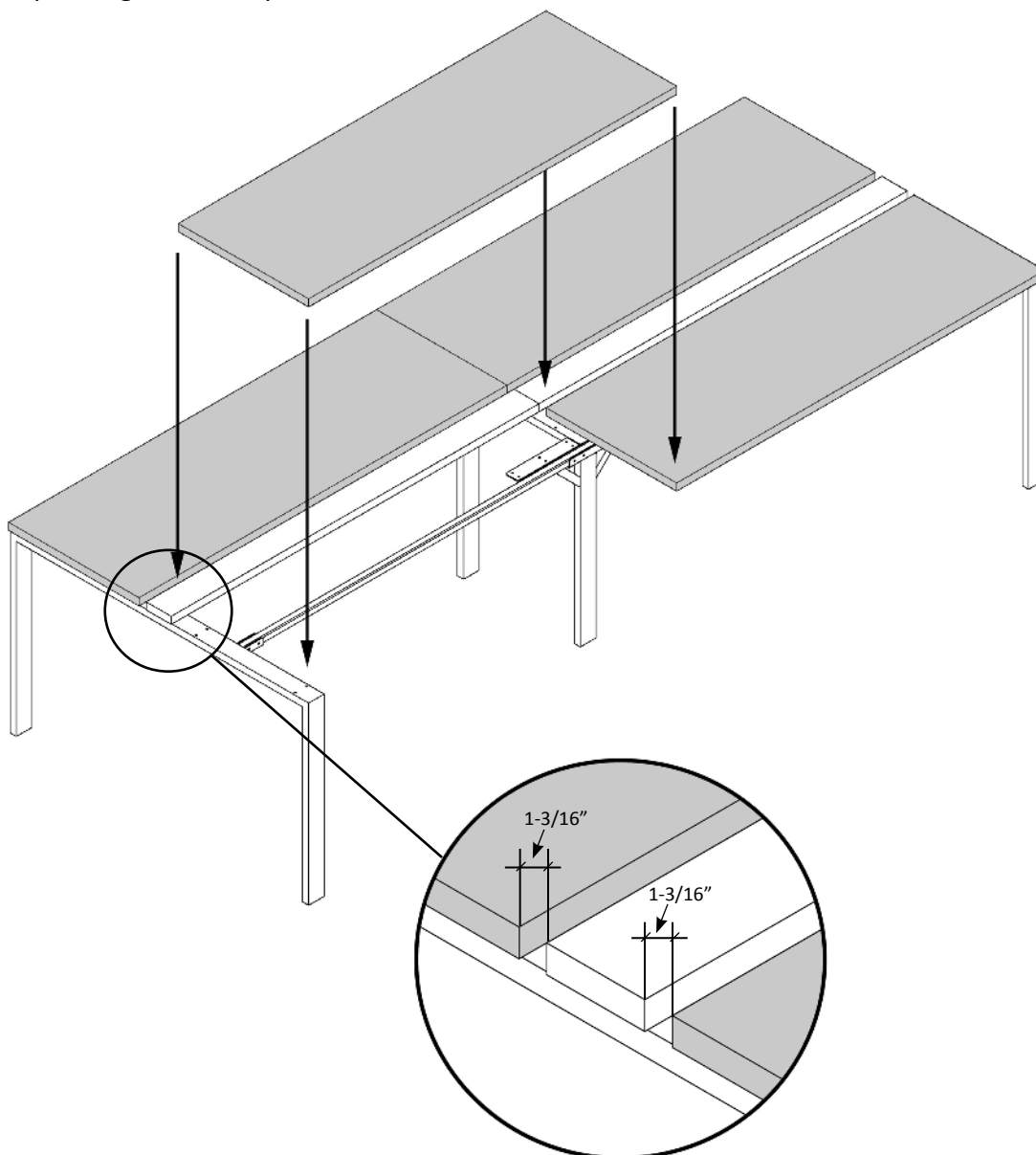
Underside View of End-of-Run Support Leg

# INSTALLATION INSTRUCTIONS

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### WORKSURFACE ASSEMBLY

1. Start on one end of frame and working towards the opposite end, position a worksurface to span between the end-of-run leg and the middle-of-run leg.
2. Using the spacer blocks provided, leave a  $1\text{-}3/16''$  gap between the edge of the center beam and the inside edge of the worksurface. Align edges of worksurface with the edges of the center beam.
3. Use a clamp to temporarily hold the worksurfaces in place until they are all properly positioned and ready to be permanently screwed to the frame. Make sure all surfaces are level.
4. Once all worksurfaces are properly aligned, secure worksurfaces to support legs and spanning rods with provided screws.

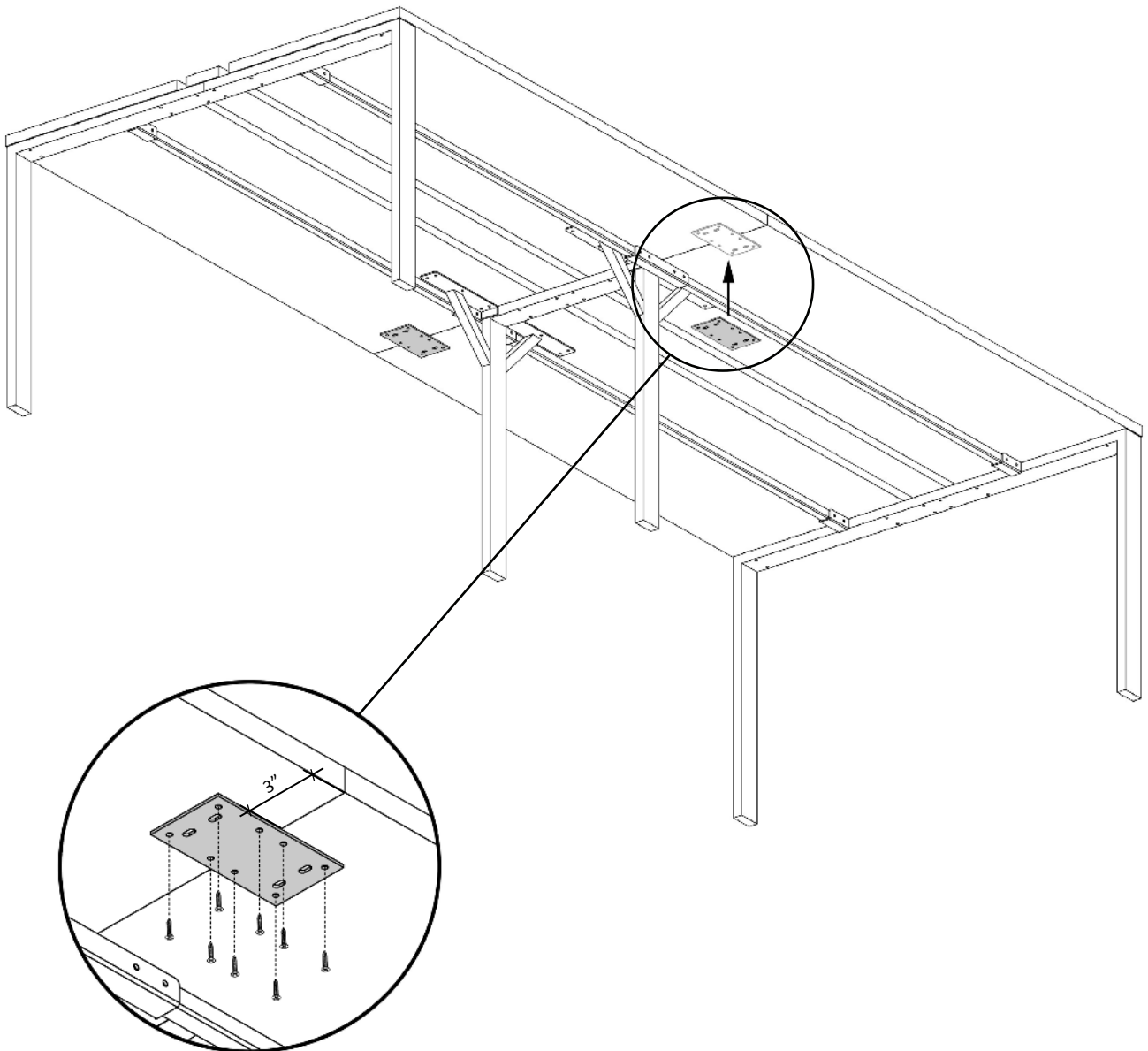


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### WORKSURFACE CONNECTING FLAT BRACKET ASSEMBLY

1. Position the worksurface connecting flat bracket 3" from the worksurface edge and centered between two worksurfaces.
2. Screw the flat bracket to the underside of one worksurface, align the worksurfaces and screw the flat bracket to the second worksurface using the 8 provided screws for each bracket.



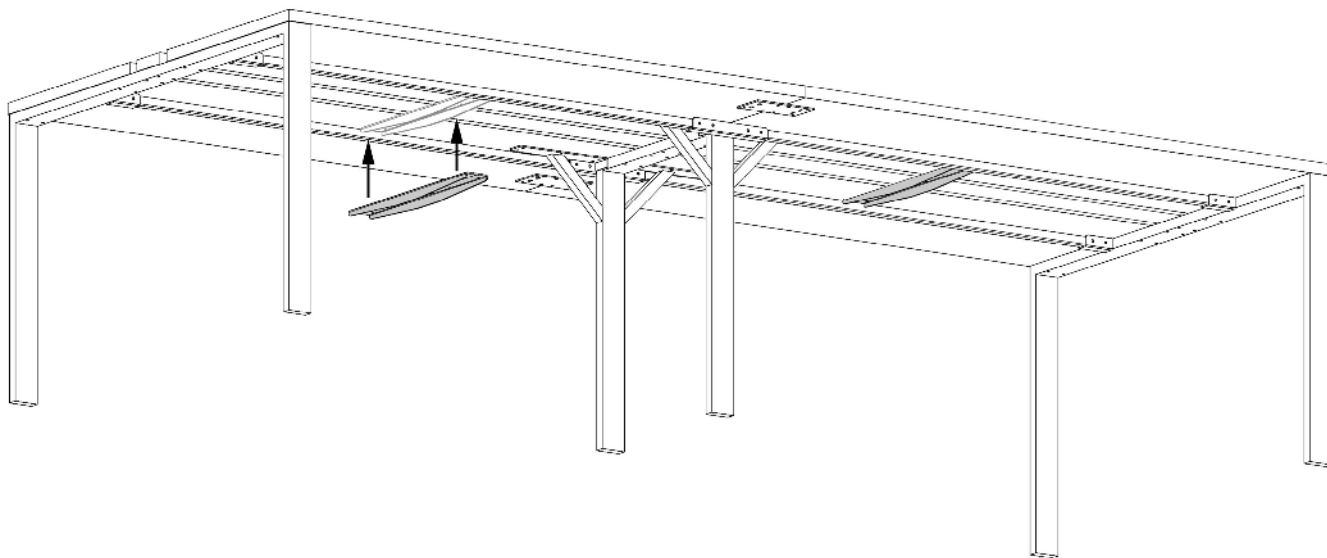
Underside View of Flat Bracket

# INSTALLATION INSTRUCTIONS

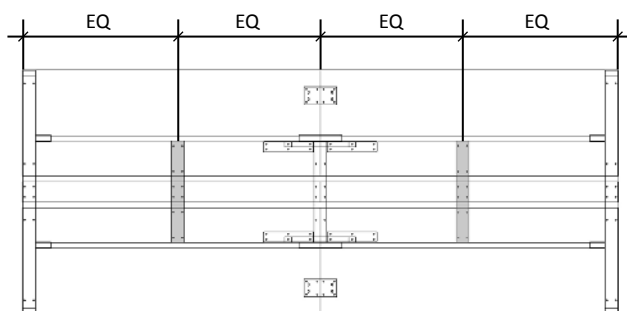
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## LATERAL WORKSURFACE CONNECTING BRACKET ASSEMBLY

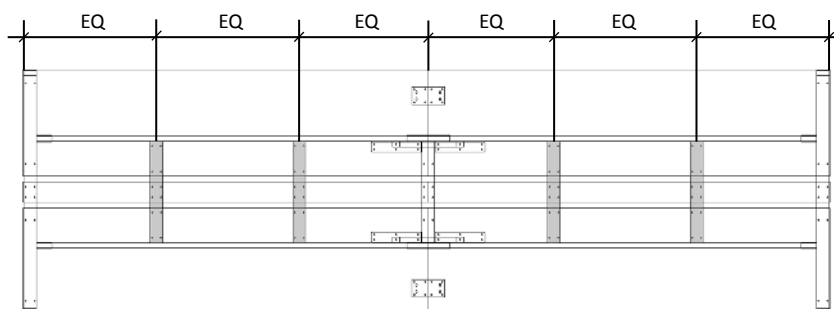
1. Position the lateral workspace connecting bracket centered on one worksurface between the spanning rods. If worksurfaces are over 72" long, two lateral brackets are required and should be placed in thirds. (See diagrams below.)
2. Screw the lateral bracket to the underside of both worksurfaces and the center beam using the 12 provided screws for each bracket.



For 42" - 72" long Worksurfaces:



For 78" & 84" long Worksurfaces:



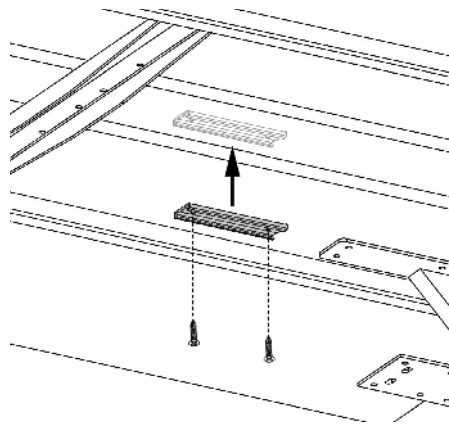
# INSTALLATION INSTRUCTIONS

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### S1 SYSTEM DOUBLE SIDED POWER BLOCK BRACKET ASSEMBLY

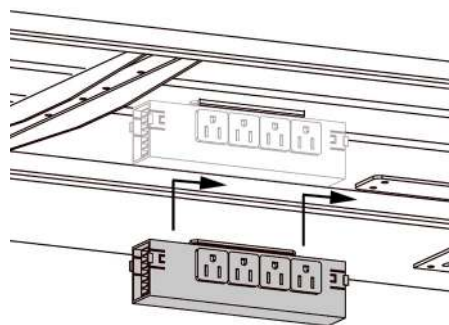
Note: We recommend installing electrical, data and voice components prior to installing wire management baskets.

1. Position the S1 system double sided power block bracket centered on the underside of the center beam. Refer to plan drawing to determine components needed and locations for components.
2. Screw the power block bracket into place using the 2 provided screws for each bracket.



### S1 SYSTEM DOUBLE SIDED POWER BLOCK ASSEMBLY

1. Engage slotted grooves on top of double sided power block with channels of the bracket.
2. Slide forward until power block snaps into place.

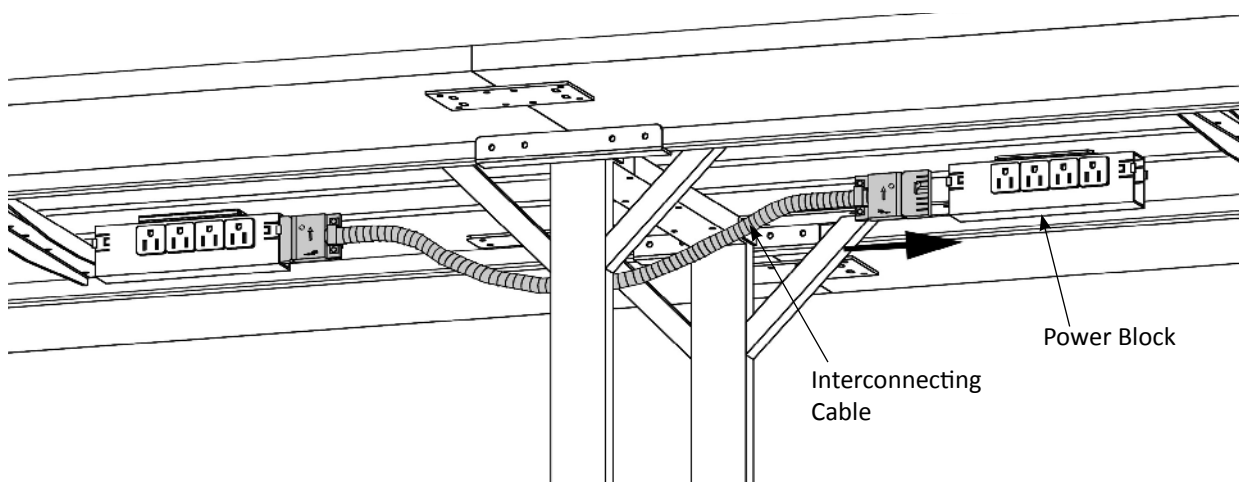


# INSTALLATION INSTRUCTIONS

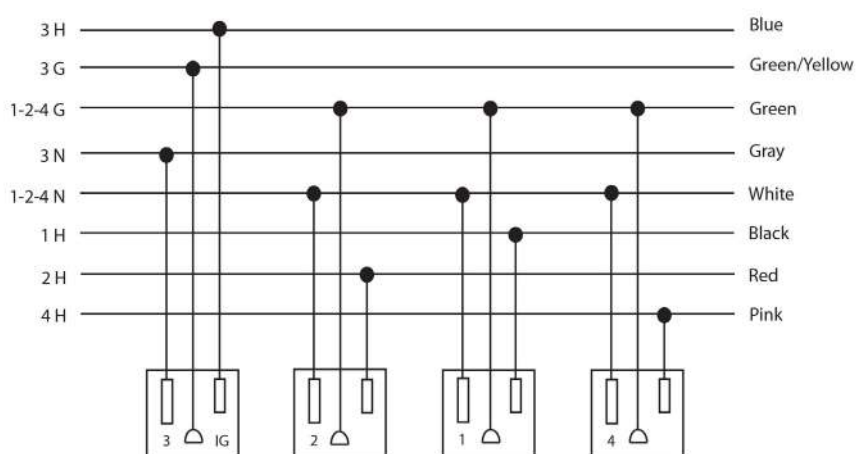
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### S1 SYSTEM INTERCONNECTING CABLE ASSEMBLY

1. Plug in one interconnecting cable between two power blocks.
2. Interconnecting cable end must be pushed in until it snaps into place.
3. Power infeed starter cable must be installed by a licensed electrician.



### S1 System 8 Wire, 4 Circuit Wiring Schematic



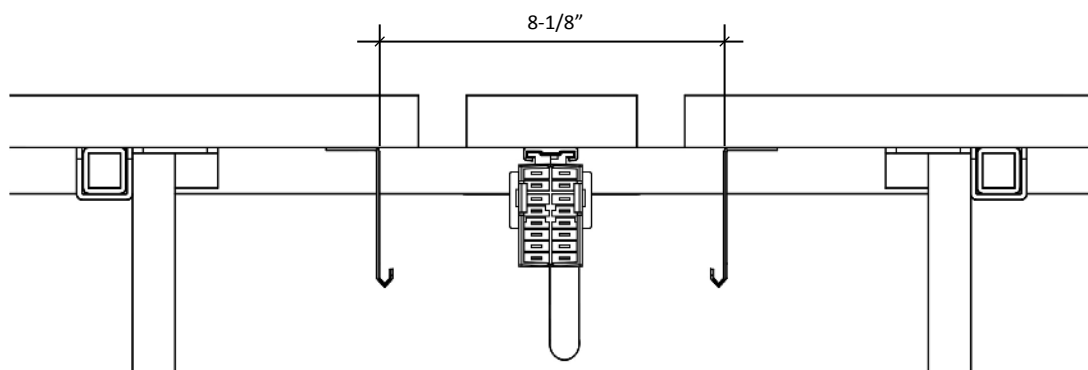
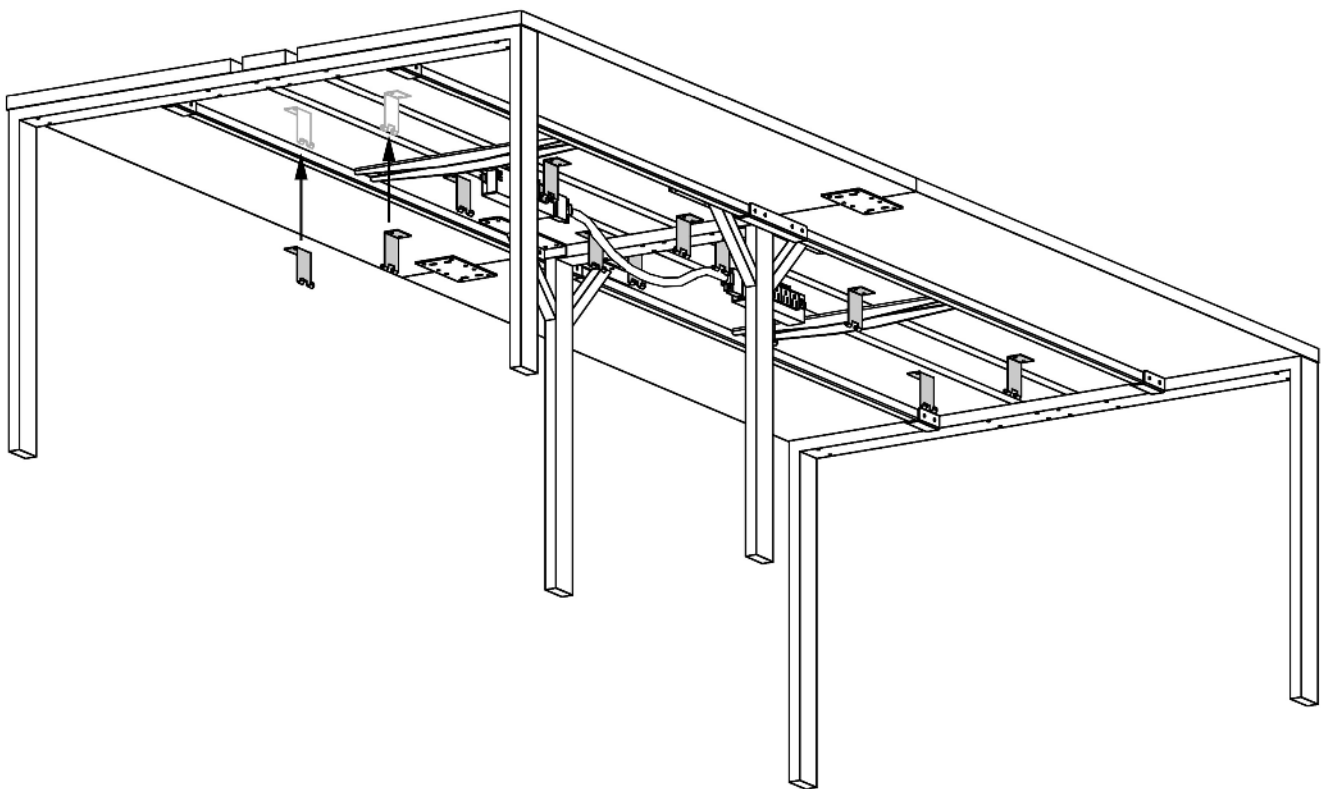


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### WIRE MANAGEMENT BASKET BRACKET ASSEMBLY

1. Depending on wire basket length, there may be 4-6 brackets per basket. Each wire basket should be evenly supported with brackets. If the basket is on the end of a bench, the brackets should be shifted so the basket can be mounted towards the center of the bench.
2. Position brackets to underside of worksurfaces. The hooks of the brackets should face inward towards center of unit. The brackets should be spaced 8-1/8" apart.
3. Screw each bracket to the underside of both worksurfaces with the provided screws, 2 per bracket.



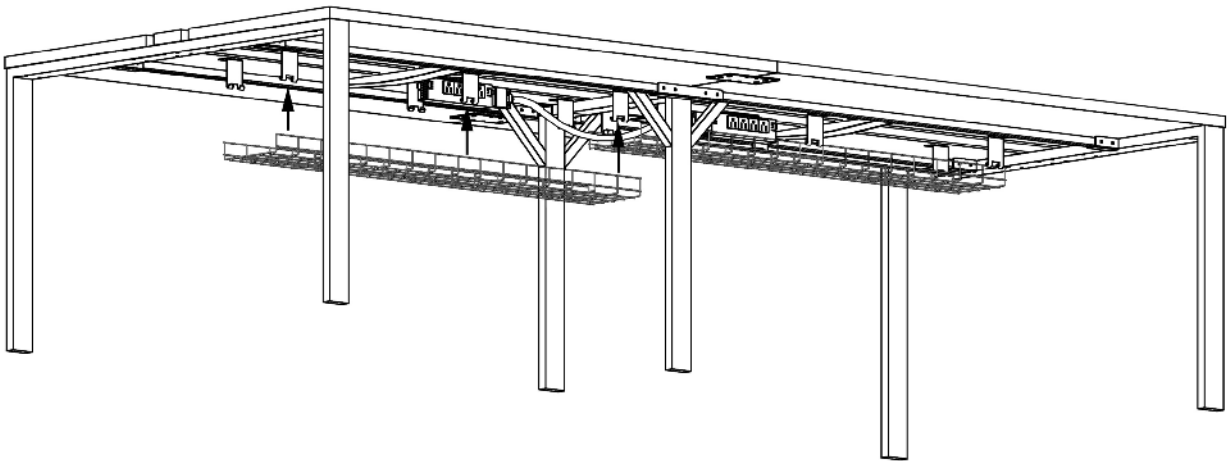
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### WIRE MANAGEMENT BASKET ASSEMBLY

1. Wire baskets should hang suspended from the hooks of the brackets.
2. Wire basket placement may need to be adjusted for alignment and spacing.



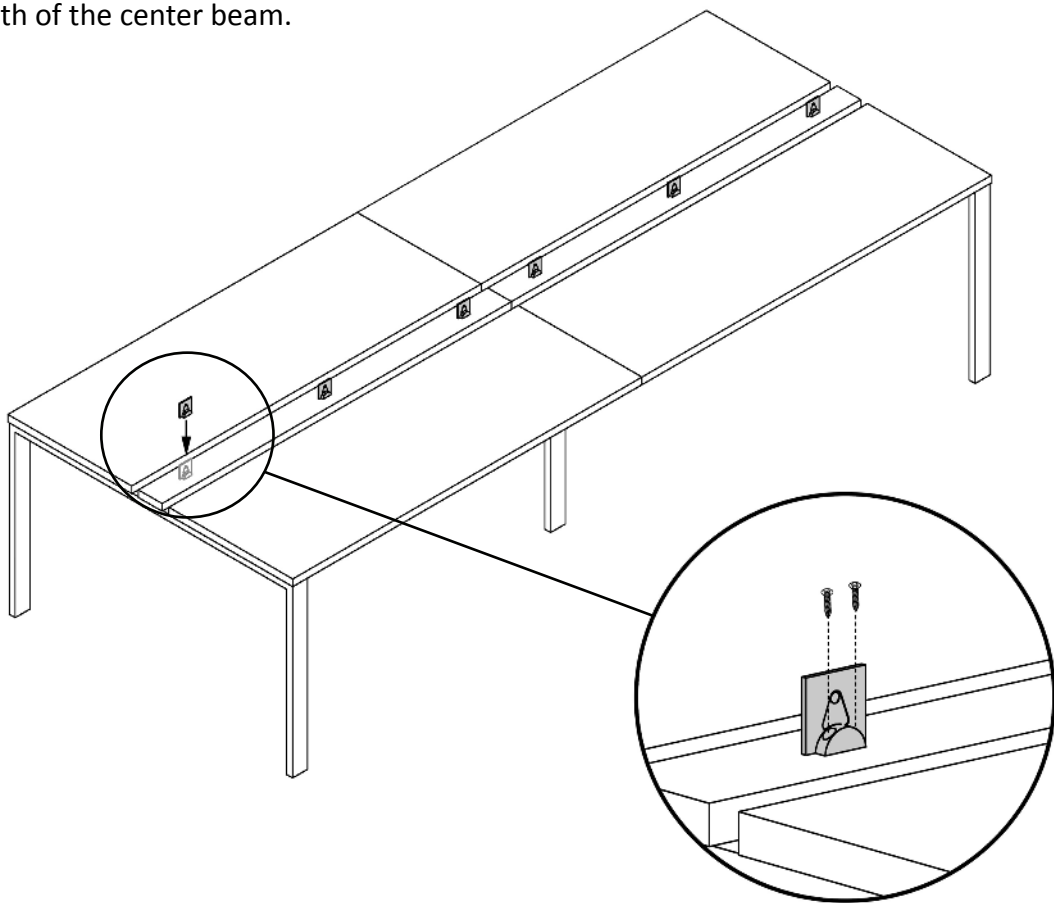
# INSTALLATION INSTRUCTIONS

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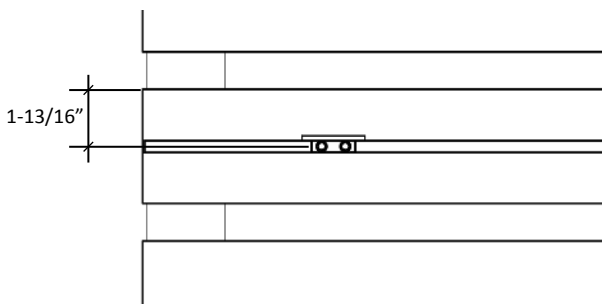
### 3/8" & 3/4" THICK PRIVACY PANEL ASSEMBLY

1. Check the drawings for privacy panel placement. Verify cutout location on panels for clip placement. For panels with (2) clips, typically each clip is located 6" on center from each end. For panels with (3) clips, typically one clip is located 6" on center from each end and one in the center.

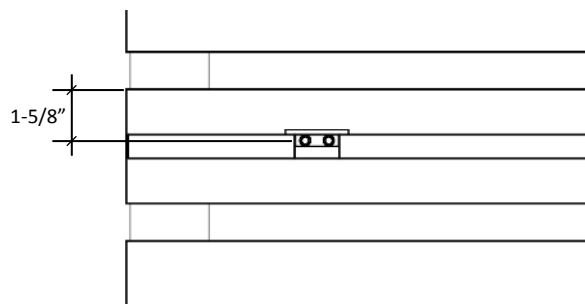
2. The clips come in 2 parts. Attach the side of steel clip with the screw holes onto the center beam. Secure 1 of the 2 screws, then place privacy panel to make certain clips are in the correct locations. Once locations, have been verified, finish securing clip into place with 2nd screw. Privacy panel should be centered on both the length and width of the center beam.



**3/8" Thick Privacy Panels**  
Clip placement from edge of center beam to center of holes of clip



**3/4" Thick Privacy Panels**  
Clip placement from edge of center beam to center of holes of clip

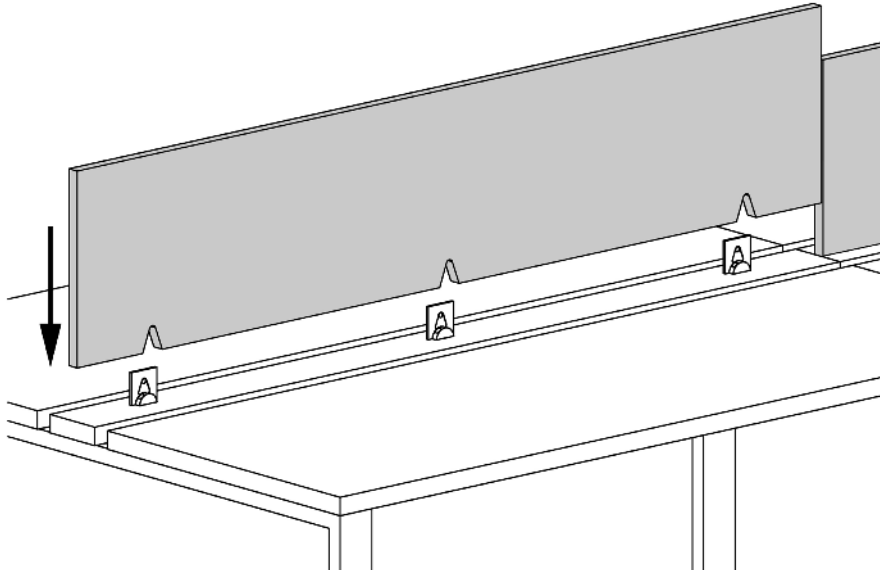


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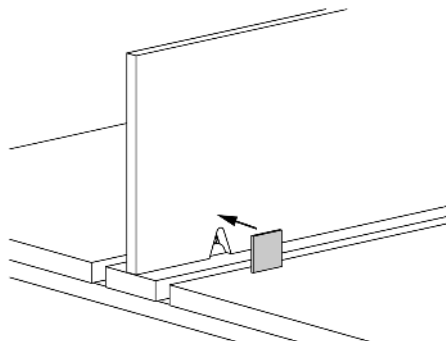
SYNAPSE

## 3/8" & 3/4" THICK PRIVACY PANEL ASSEMBLY CONTINUED

1. Position the panel so the cutout notches align with the clips and the clips fit snugly in the cutout notches.



2. Assemble second side of steel clip.



3. Secure both sides of steel clip together with screw provided. Tighten set screw with phillips screw driver to firmly lock panel in place.

