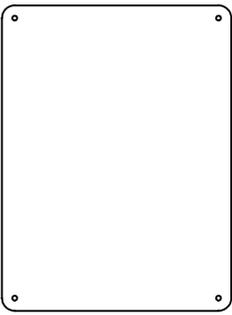
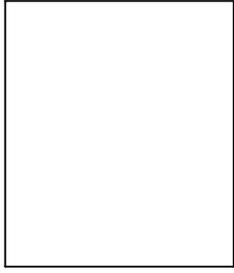
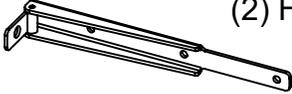


# Swing Changeable Glassboard

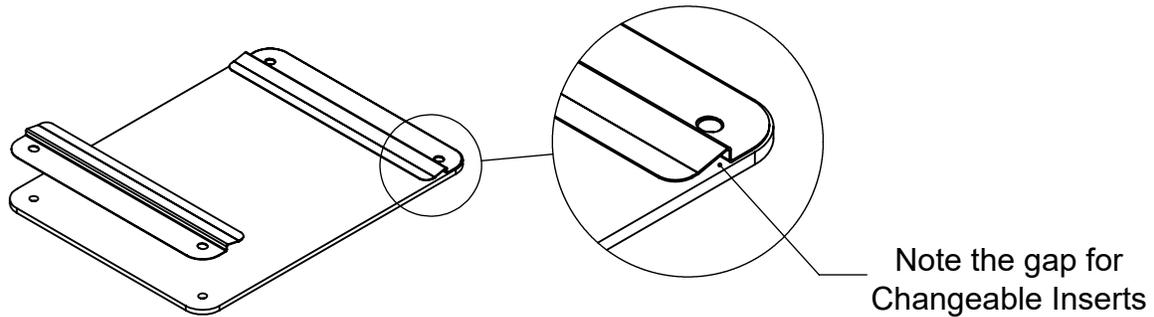
## Assembly Instructions



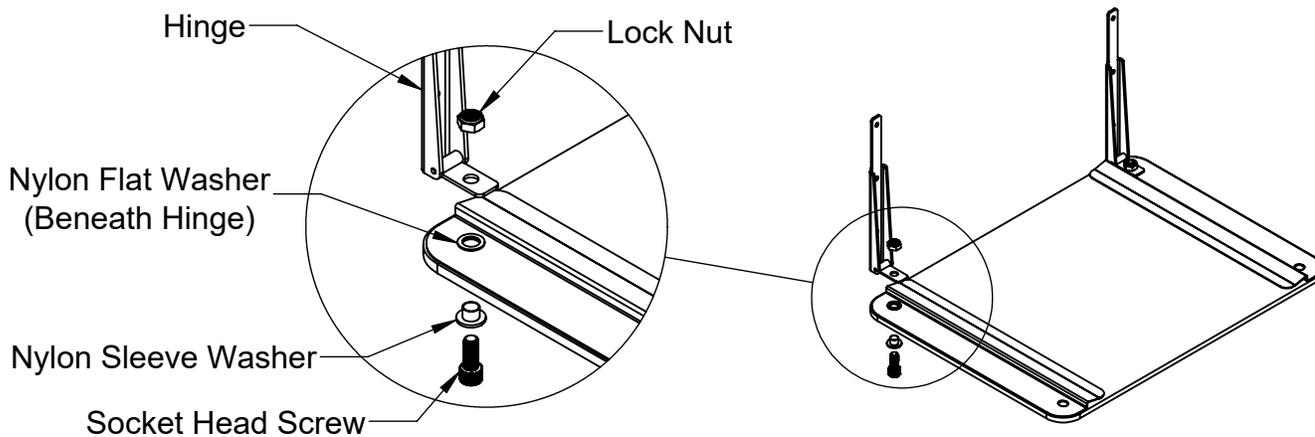
**Step 1:** Remove and unpack the Glassboard, Insert, and Assembly Hardware.

 Glassboard	 Changeable Insert	 (4) Stand-off Caps	 (4) Nylon Flat Washers	 (1) 1/4" Hex Wrench
		 (4) Socket Head Screws	 (4) Nylon Sleeve Washers	 (1) 2mm Hex Wrench
 (2) Tracks	 (2) Wall Catch	 (4) Lock Nuts	 (2) Hinges	

**Step 2:** Place the paper template followed by the Glassboard onto a clean tabletop surface with the writing side face down. Trace the holes onto the paper template, making note of the desired hinge side. Then place both Tracks onto the Glassboard as shown.



**Step 3:** Attach both Hinges to the left or right side of the Glassboard as shown. Securely tighten the Screw and Lock Nut using the provided 1/4" Allen Wrench and a 1/2" Socket wrench.

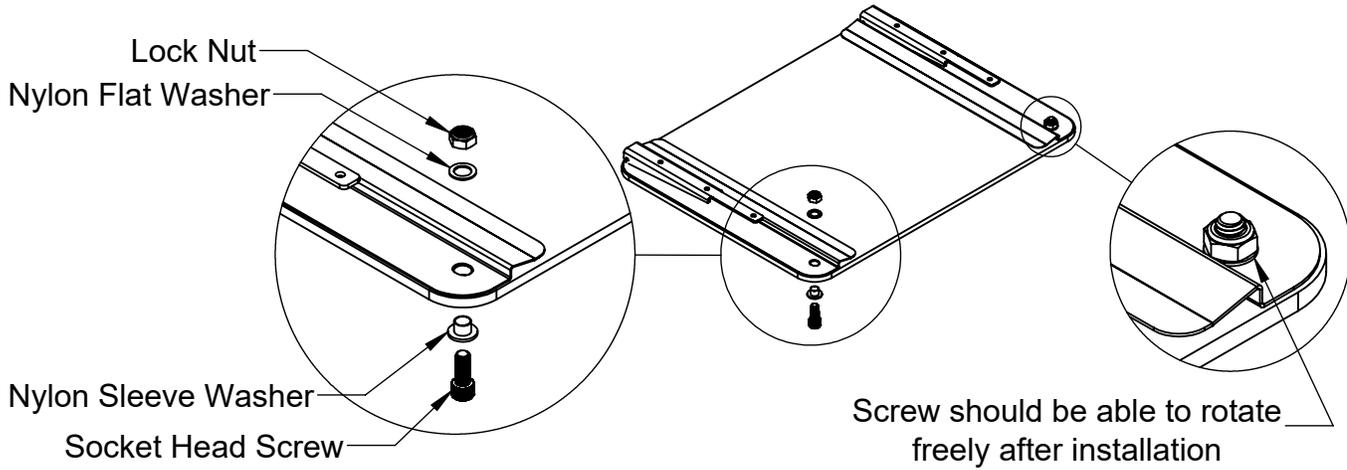


# Swing Changeable Glassboard

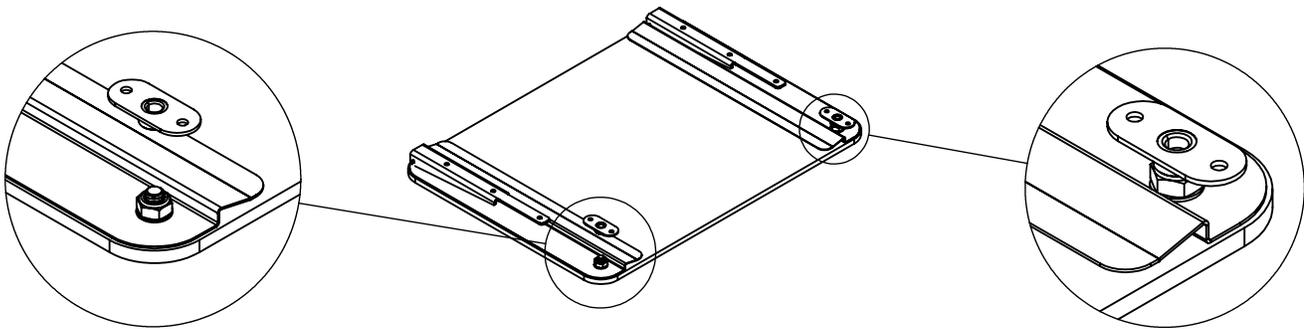
## Assembly and Installation Instructions



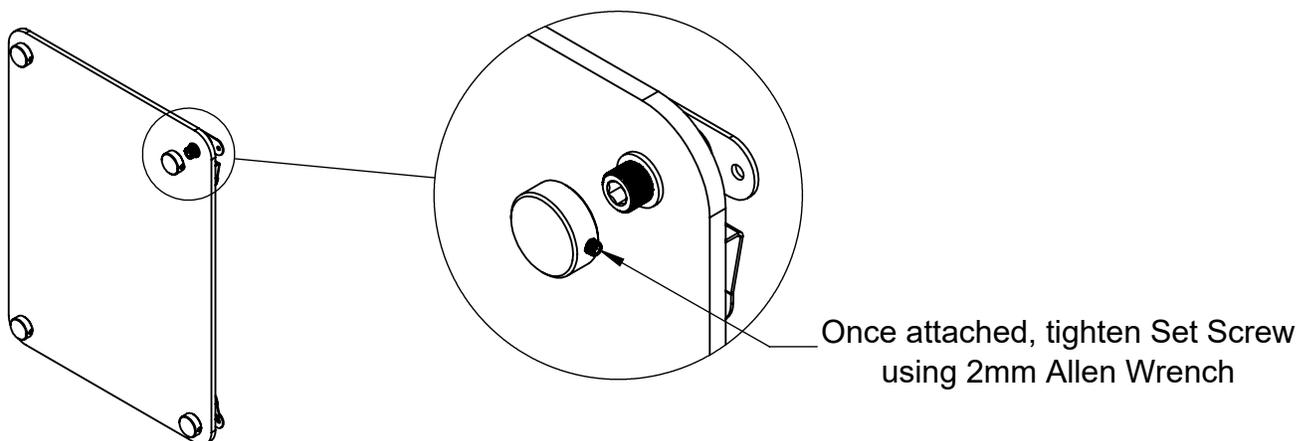
**Step 4:** Next loosely tighten the remaining Socket Head Screws to fix the Tracks in place. The Screws should be able to smoothly rotate without rattling.



**Step 5:** Attach the Wall Catch to the Screws installed in Step 4, and align parallel to the Tracks.



**Step 6:** Flip the Glassboard to allow access to the front face. On each Screws add one Standoff Cap and secure by tightening the side Set Screws with the provided 2mm Allen Wrench.



**Step 7:** Verify that the Standoff Caps by the Wall Catch can be twisted easily without issue.

# Swing Changeable Glassboard

## Assembly and Installation Instructions



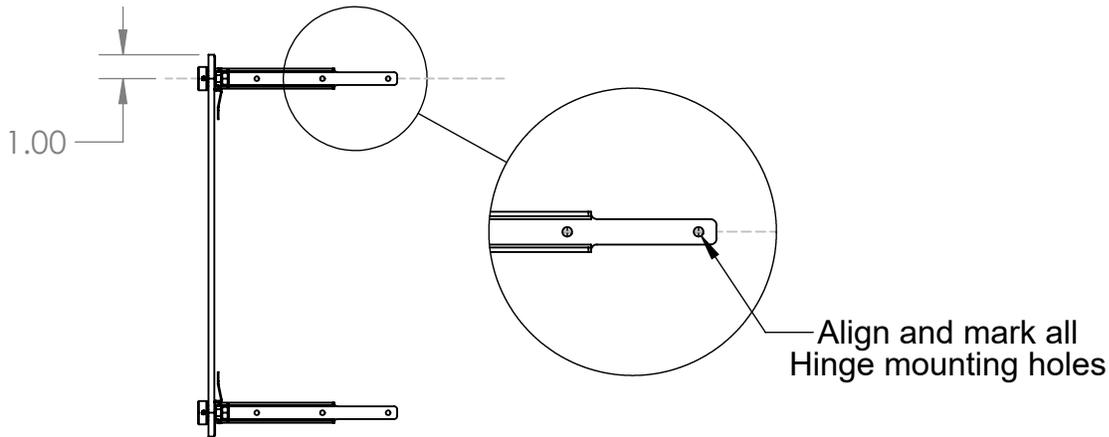
### Installation Steps

For secure mounting, both hinges should be attached directly into wall studs. Self tapping screws are provided for mounting into wooden wall studs, and wall anchors are provided to attach into drywall.

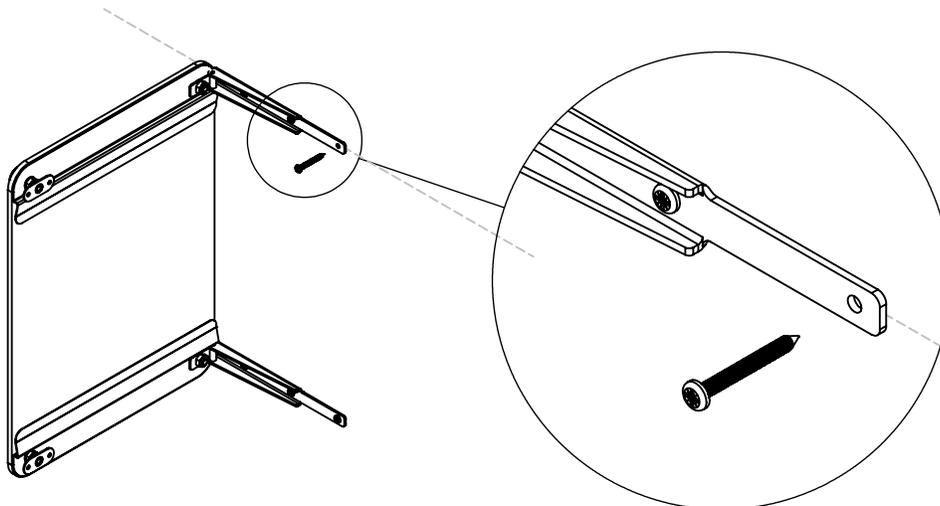
For ergonomics we recommend at least two people install the board.



**Installation Step A:** Scribe a horizontal mounting line on the wall 1" below the desired top of the Glassboard. Align the hinges and mark the locations of all six holes.



**Installation Step B:** When installing into studs, drill a 7/64" pilot hole using a straight bit for the Self-Tapping Screws. If wall studs are not available, drill a 1/4" hole to mount Wall Anchors.

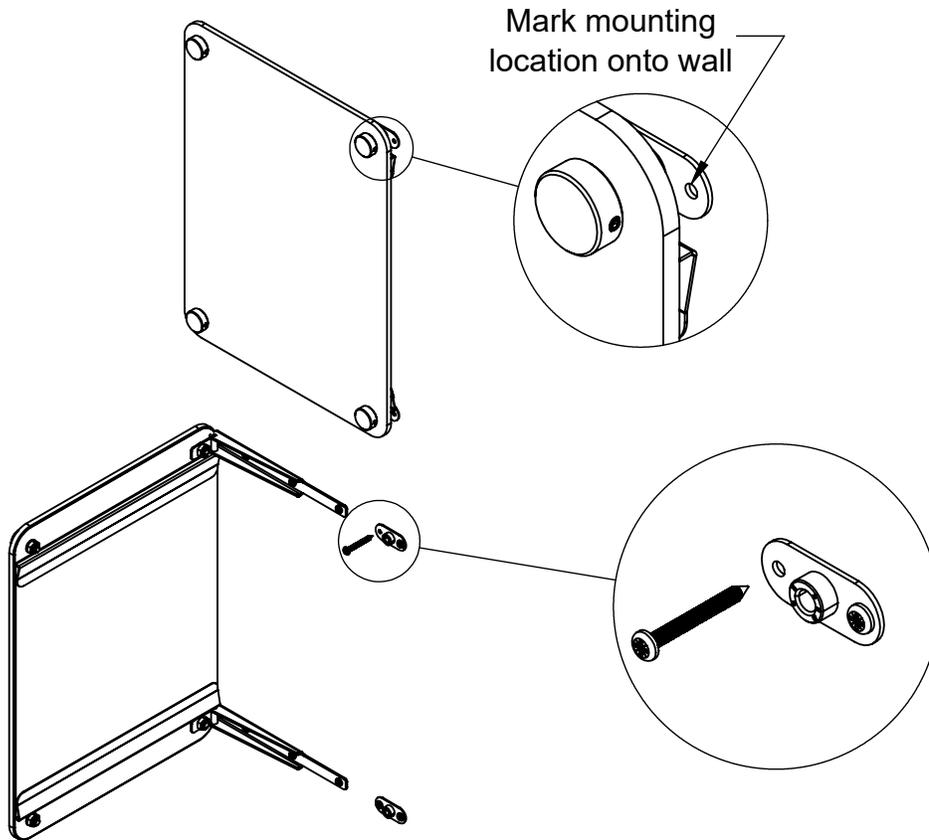


# Swing Changeable Glassboard

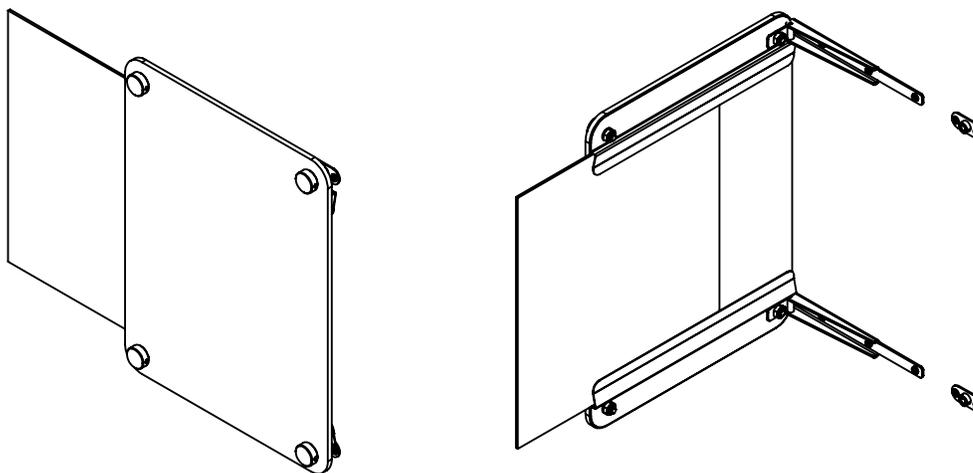
## Assembly and Installation Instructions



**Installation Step C:** Close the board against the wall and mark the outside holes on both Wall Catch components. Then open the board, remove the both Wall Catch components, and mount them to the wall.



**Installation Step D:** Load the Changeable Insert.



**Installation Step E:** Recycle all packaging in accordance with local regulations.