

Double Sided Art Easel



Assembly Guide PDR11_2012_A

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

For assistance, please contact us:

1-800-267-8494

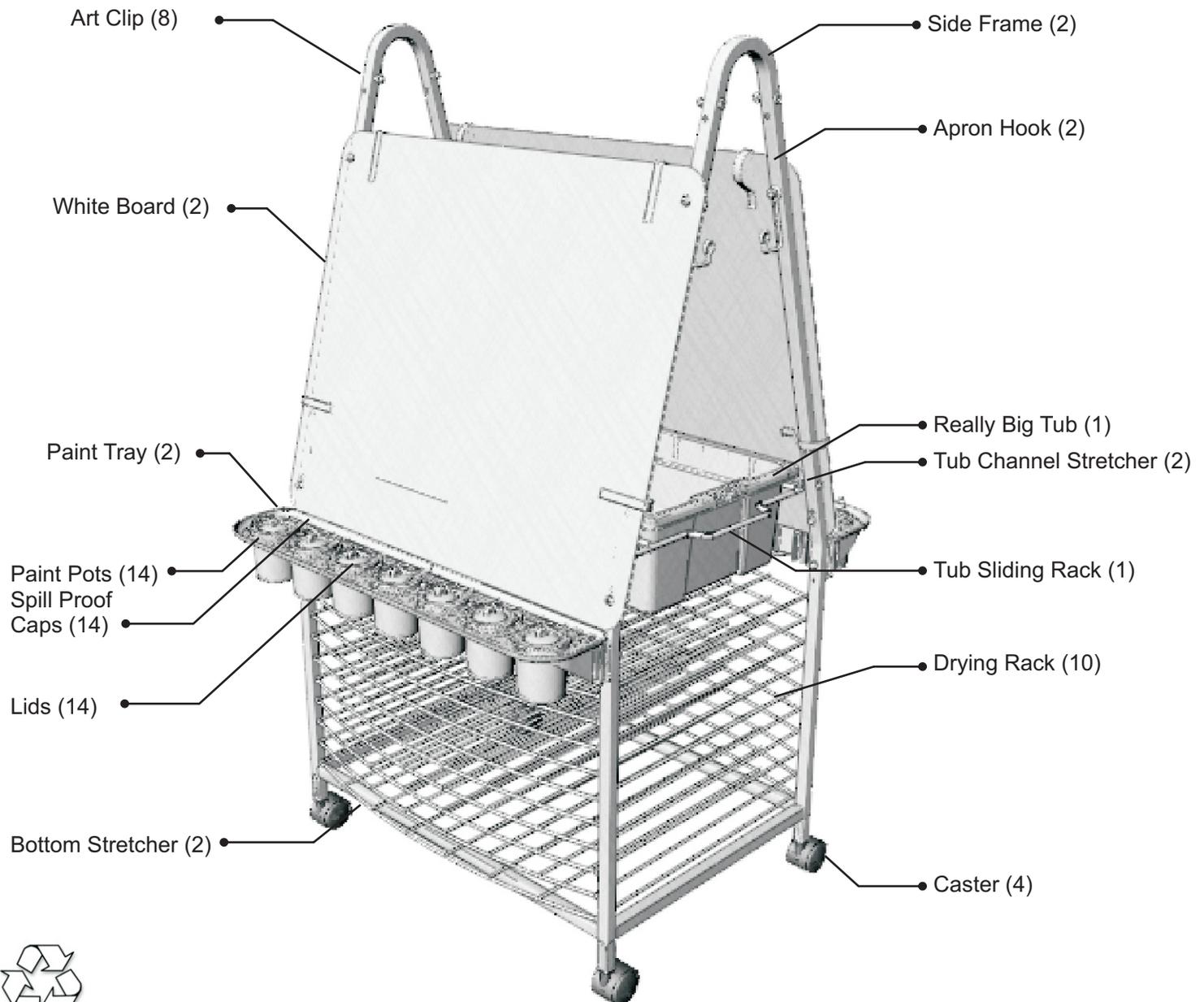
Email info@copernicused.com

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



Please Recycle

Double Sided Art Easel - Parts

Before beginning, you should have:

Additional tools required:



Adjustable wrench



Rubber Mallet

Contents - Box 1

Side Frame
x 2



Bottom Stretcher
x 2



Tub Channel Stretcher
x 2



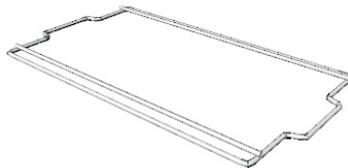
Drying Rack
x 10



White Board
x 2



Tub Sliding Rack
x 1



Caster
x 4



Apron Hook
x 2



Art Clip
x 8



In Box 1

A
10x



B
6x



C
2x



D
22x



E
8x



F
14x

G
4x



Allen Key
(Not to Scale)
1x



Hardware
Actual Size

Contents - Box 2

Paint Tray (each includes seven pots, seven spill-proof caps and seven lids)
x 2



Holder for Low Position
Packed inside one pot
x 4



Really Big Tub
1x
(CC4073)



15 lbs Weight Limit

Holder for High Position
Packed inside one pot
x 4



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 step
- 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.

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

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

5
Year

Frame
Warranty

Life
Time

Tub
Warranty

Validate Your Warranty On-Line

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

“The beautiful thing about learning is that no one can take it away from you.” - B. B. King



1

Actual Size:



You will need: (Not to Scale)

Side Frame
x 2



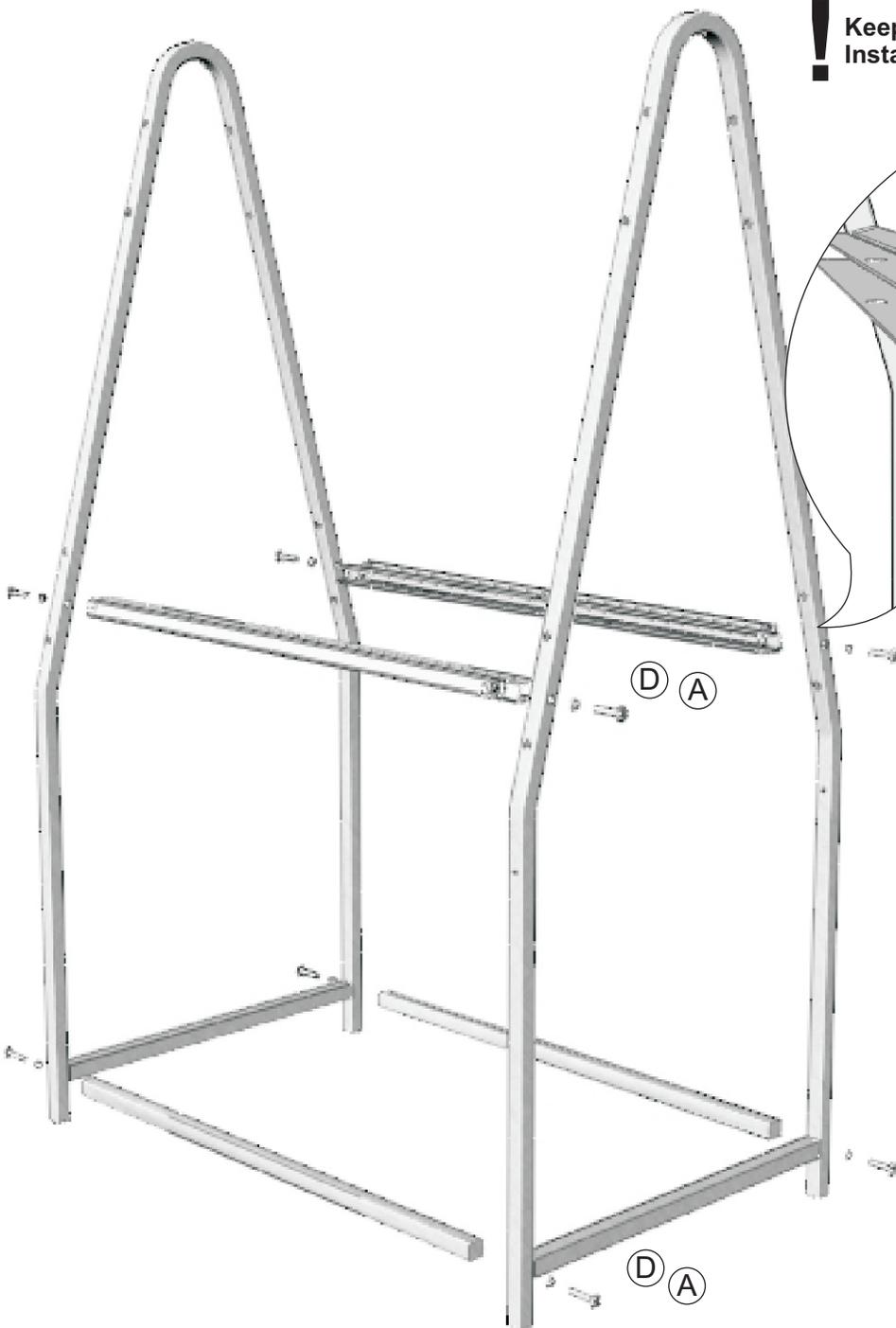
Bottom Stretcher
x 2



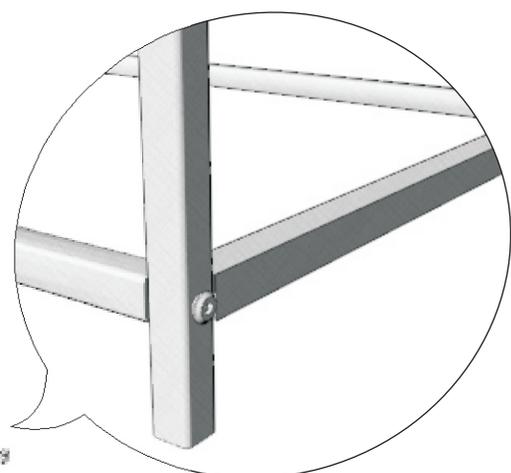
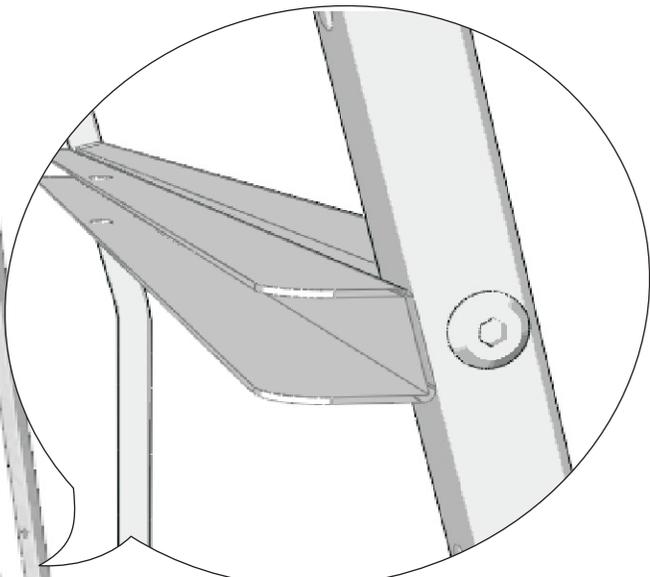
Tub Channel Stretcher
x 2



Attach Stretchers to Side Frames



! Keep Tub Channel Stretcher assembly loose. Install short side facing upward.



! Assemble fully but do not tighten.



2

You will need: (Not to Scale)



Drying Rack
x 10

Insert Drying Racks



You may need to tighten slightly as you go up with the racks. Tighten all bolts (8) after all Drying Racks are assembled



Up



We recommend installing the racks with this side facing upwards - easier to slide paper off the rack

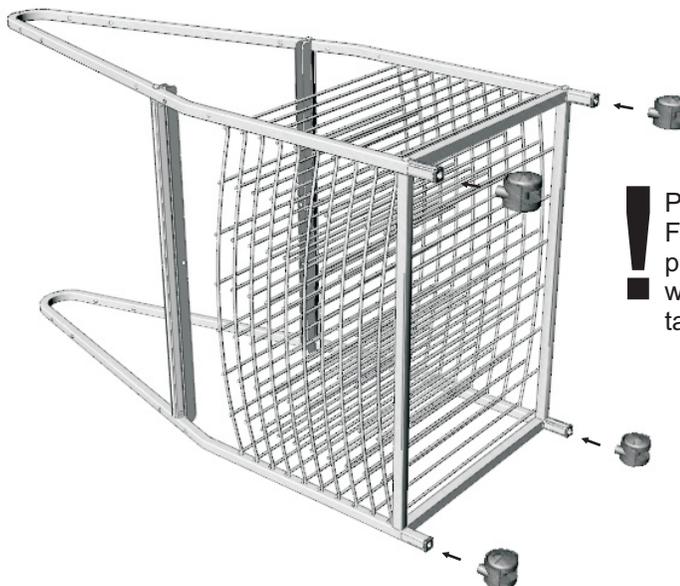
3

You will need: (Not to Scale)

Caster
x 4



Install Casters



Press Casters firmly into the Frame. Casters will click into place. If necessary, place a wrench between the wheels & tap in with a rubber mallet



4

Actual Size:



x 2

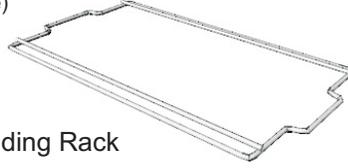


x 2



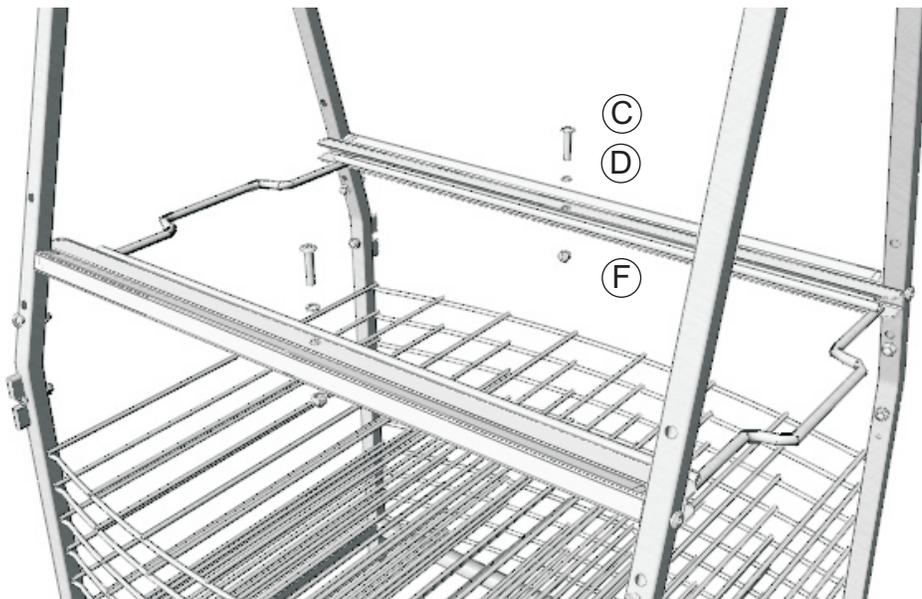
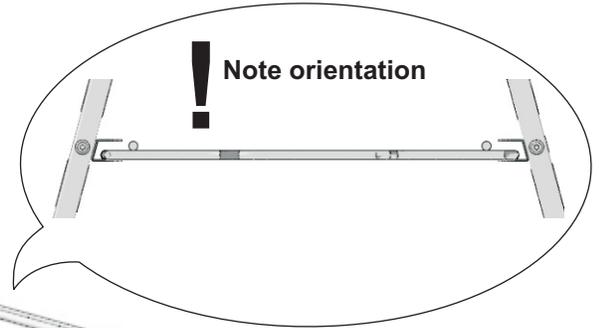
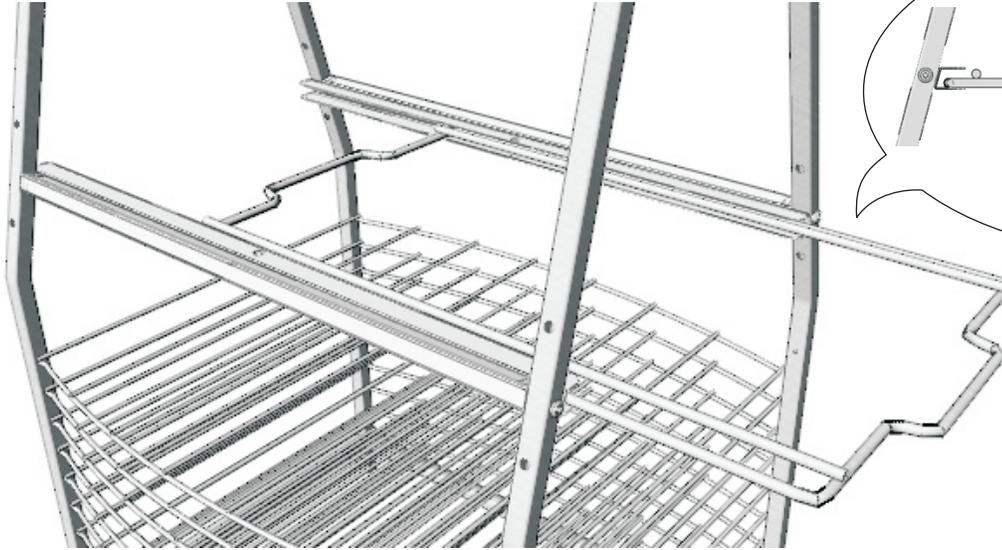
x 2

You will need: (Not to Scale)



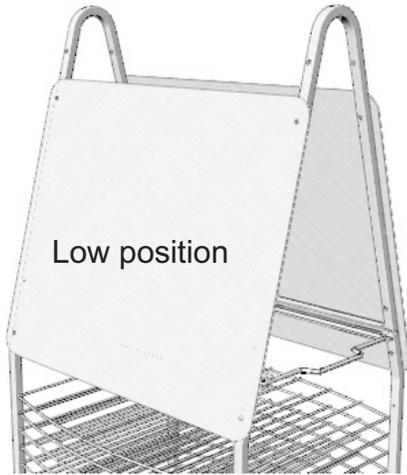
Tub Sliding Rack
x 1

Insert Tub Sliding Rack



IMPORTANT - Assembly Option

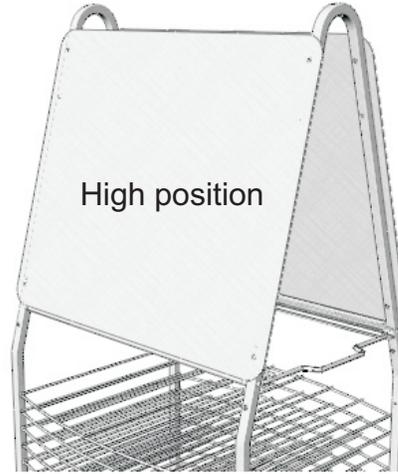
★ Choose the desired position for the boards



Low position

Board in Low Position

Please follow **Step 5-6-7- 8A**, then continue until the end



High position

Board in High Position

Please follow **Step 5-6-7- 8B**, then continue until the end

5

Actual Size:



B
x 6



D
x 6



E
x 6



F
x 6

You will need: (Not to Scale)

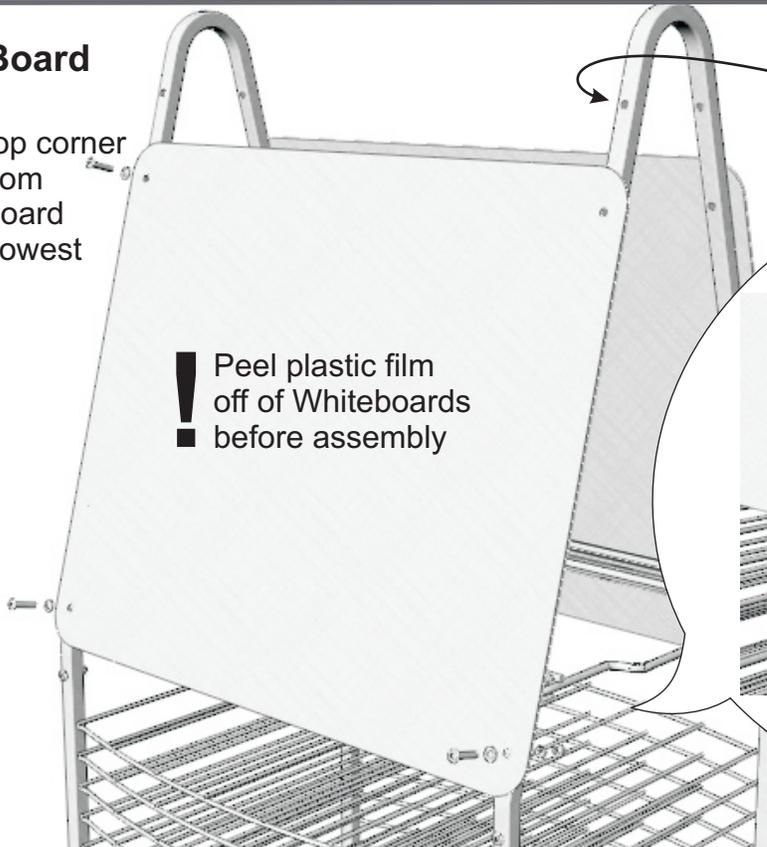
White Board
x 2



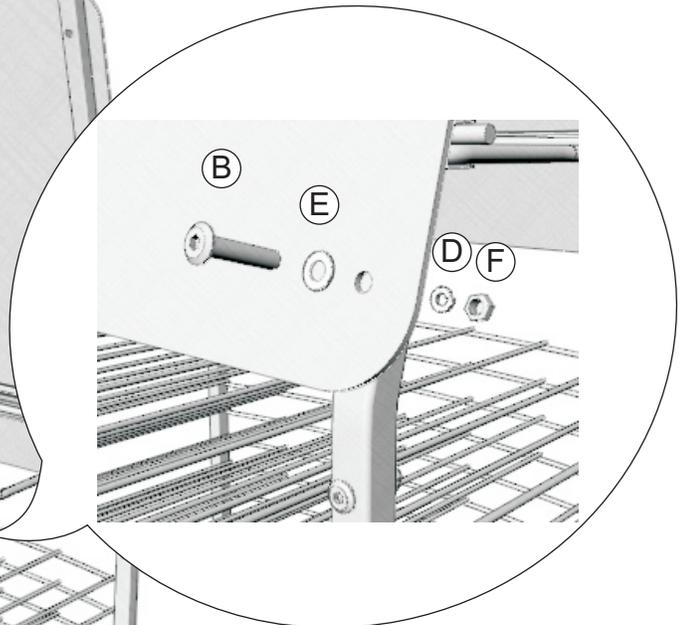
Attach Board

! Attach **1** top corner and **2** bottom corners (board shown in lowest position).

! Peel plastic film off of Whiteboards before assembly



Use top holes for High position



6

Actual Size:

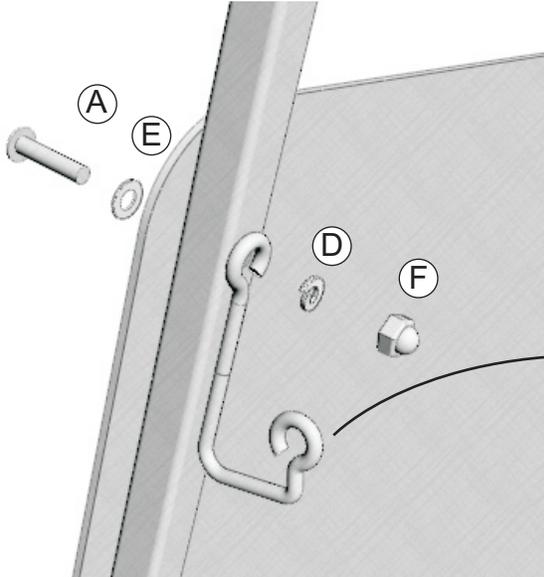


You will need: (Not to Scale)

Apron Hook
x 2



Attach Hook and fourth board corner



! Apron Hook installs with two longer bolts A on either side, at the same time as the Whiteboards.

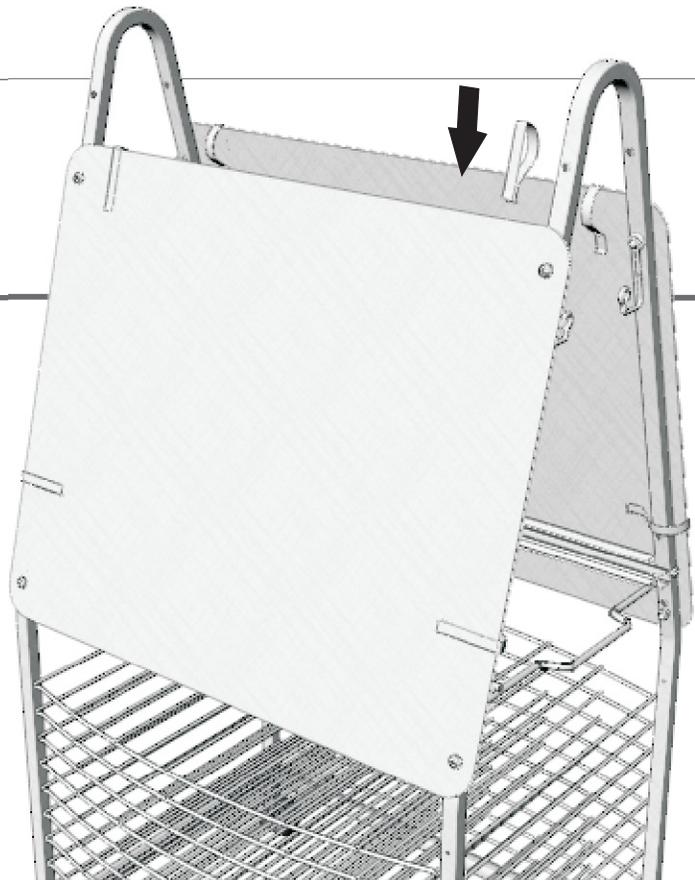
7

You will need: (Not to Scale)

Art Clip
x 8



Install Art Clips



8A

Actual Size:



G
x 4



D
x 4



F
x 4

You will need: (Not to Scale)

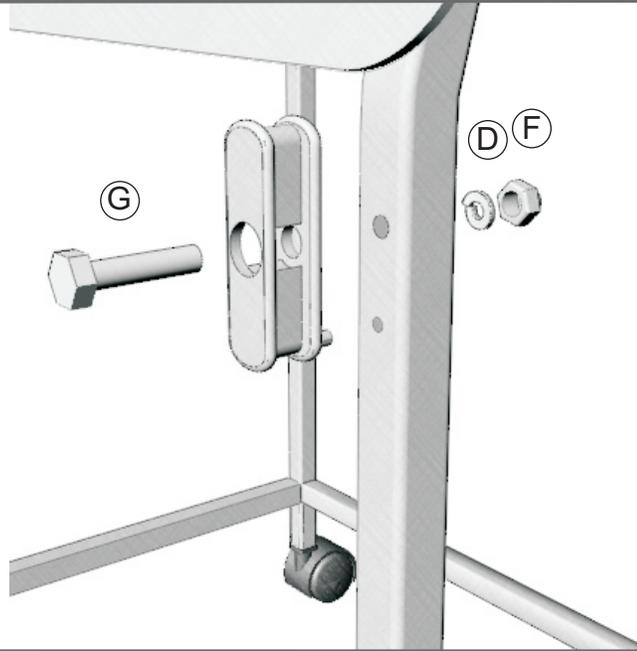
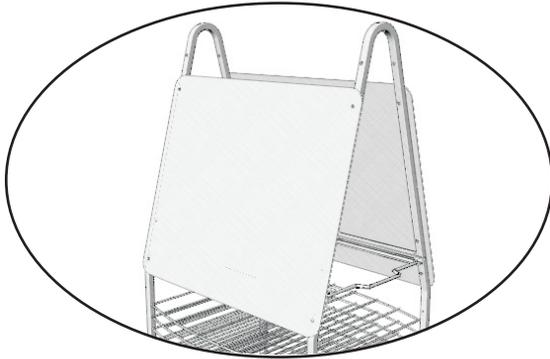
Holder for
Low Position
x 4



Install Paint Tray



For board in Low Position



8B

Actual Size:



G
x 4



D
x 4



F
x 4

You will need: (Not to Scale)

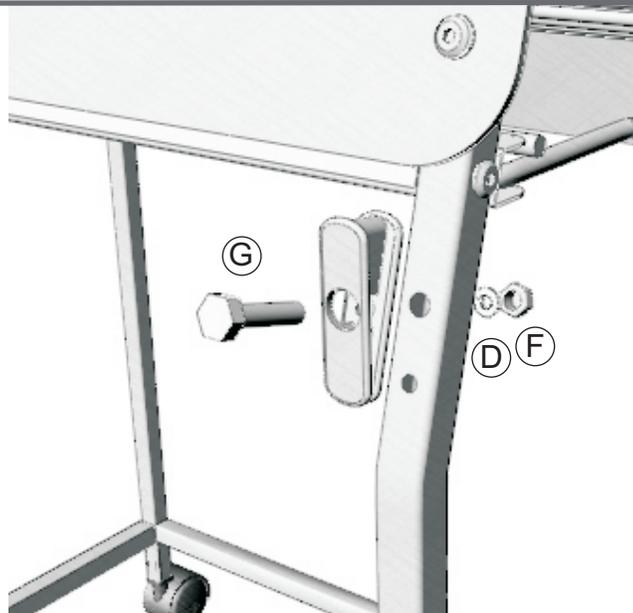
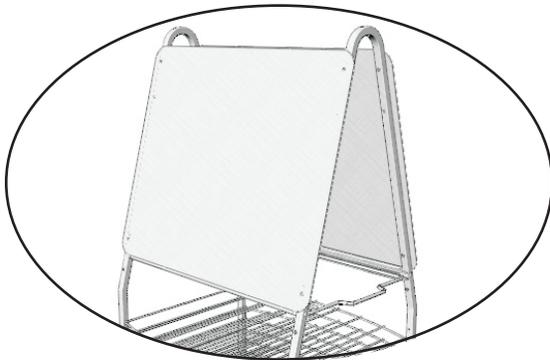
Holder for High
Position
x 4



Install Paint Tray



For board in High Position

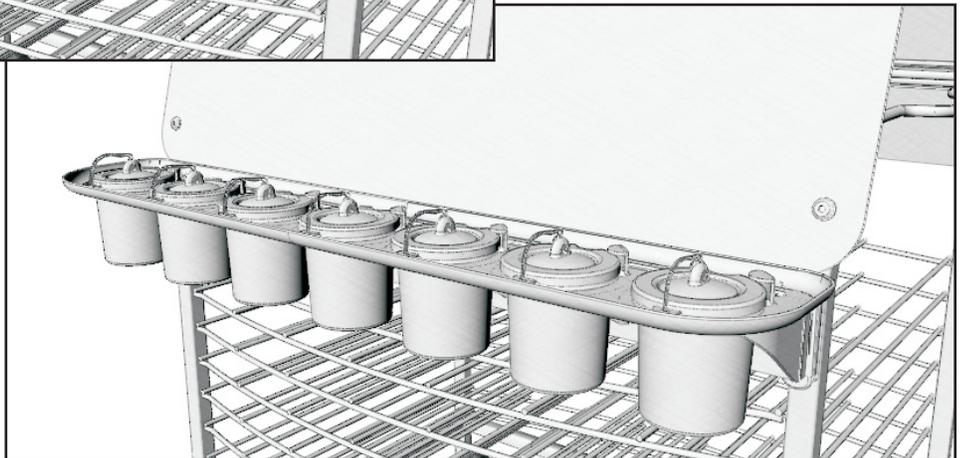
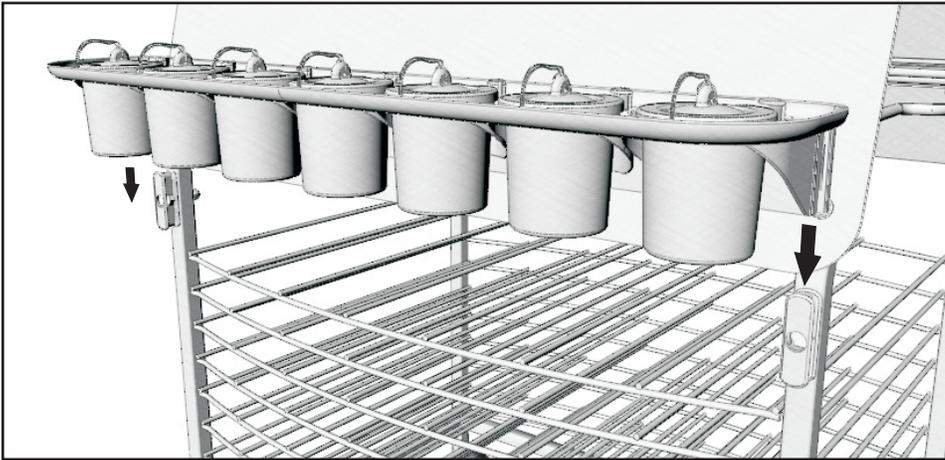


You will need: (Not to Scale)

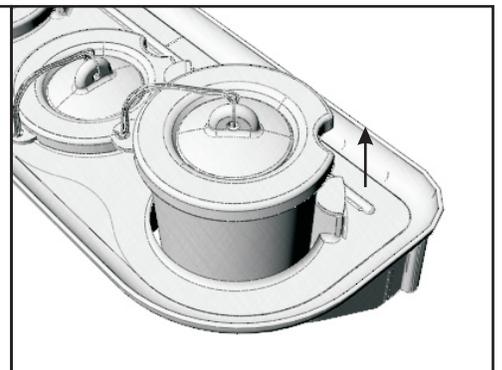
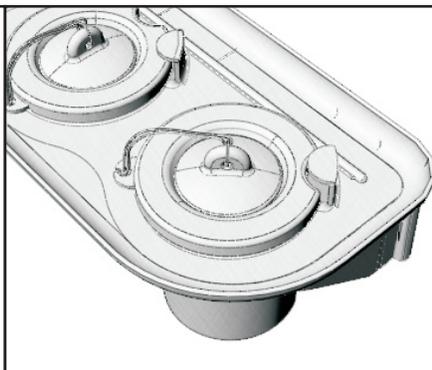
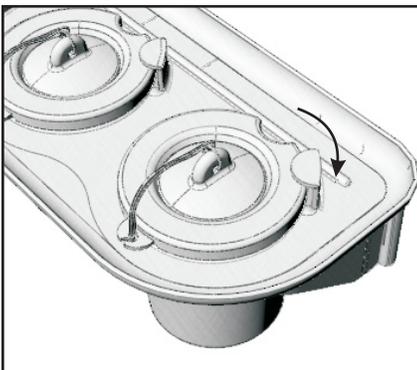
Paint Tray
x 2



Slide Paint Tray on Holders



How to remove Pots from Paint Tray



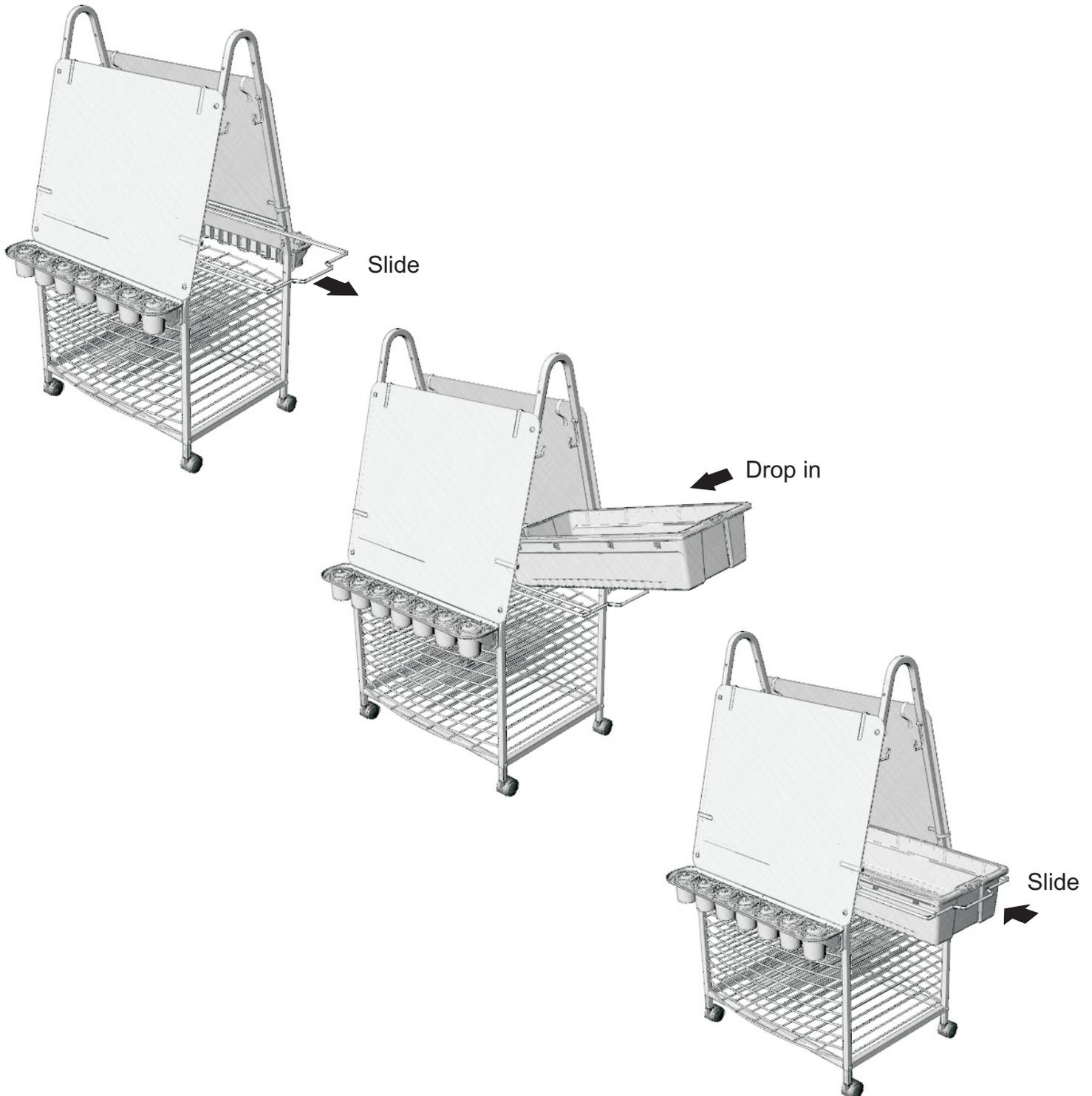
You will need: (Not to Scale)

15 lbs Weight Limit

Really Big Tub
x 1



Insert Tub



Double Sided Art Easel



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Dear Educator,

Thank you for purchasing one of our products.

I hope the assembly of your Double Sided Art Easel 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 is then burst 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

