

Owner's Manual

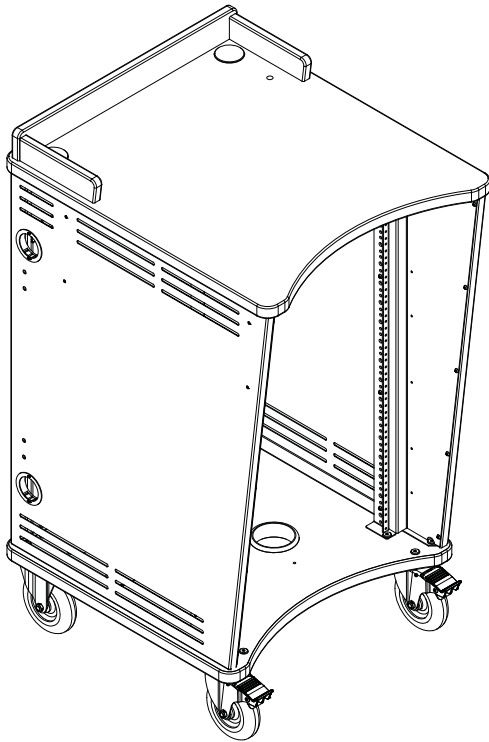
SPECTRUM
INDUSTRIES INC. 

Inspiration Lectern

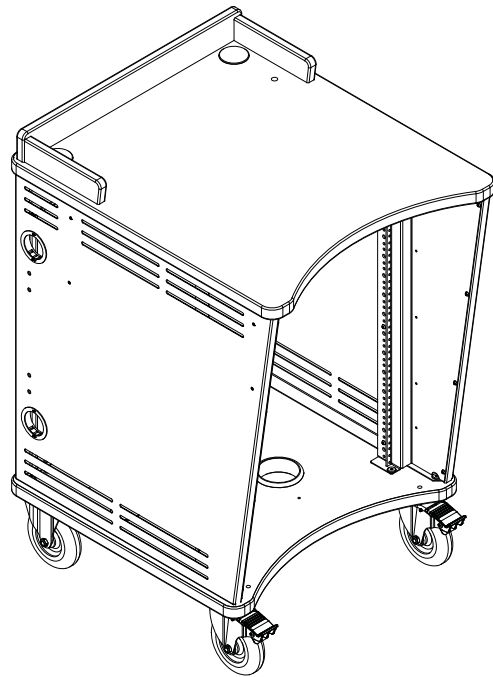
55400

Touchboards

205 Westwood Ave, Long Branch, NJ 07740
Phone: 866-94 BOARDS (26273) / (732)-222-1511
Fax: (732)-222-7088 | E-mail: sales@touchboards.com



42" Inspiration Lectern



36" Inspiration Lectern

CAUTION:

Before using this product, read this manual and follow all safety and operating instructions.

Before you begin, please make sure all parts and proper quantities are included. Any parts damaged during shipment must be reported within 15 days of receipt. To report information regarding damages or if you have any questions, please call 1-800-235-1262.

To purchase parts or accessories, please contact us at
www.spectrumfurniture.com
1-800-235-1262

Thank you for purchasing Spectrum products!



Spectrum Industries, Inc
Chippewa Falls, WI 54729, USA

SPECTRUM
INDUSTRIES INC. 



Safety



- Read this owner's manual before assembly or operation.
- Do not allow children to move lectern.
- Move slowly and carefully when mobile.
- For indoor use only. Do not install or store the unit where it will be exposed to weather. Keep unit dry.
- For added safety, plug the unit into a grounded three-prong receptacle controlled by a GFI (Ground Fault Interrupter) circuit breaker.

Assembly / Setup

Optional flip-up shelf operation

1. Shelf will automatically lock into place when lifted into the horizontal position with the levers released. **Figure 1A.**
2. To lower or flip-up the shelf, press and hold the lever under each folding shelf bracket at the same time while slowly lowering or raising the shelf. **Figure 1B.**
3. Do not exceed a maximum of 50 lbs of weight on the shelf. Do not move the cart while the shelf is in the horizontal position.

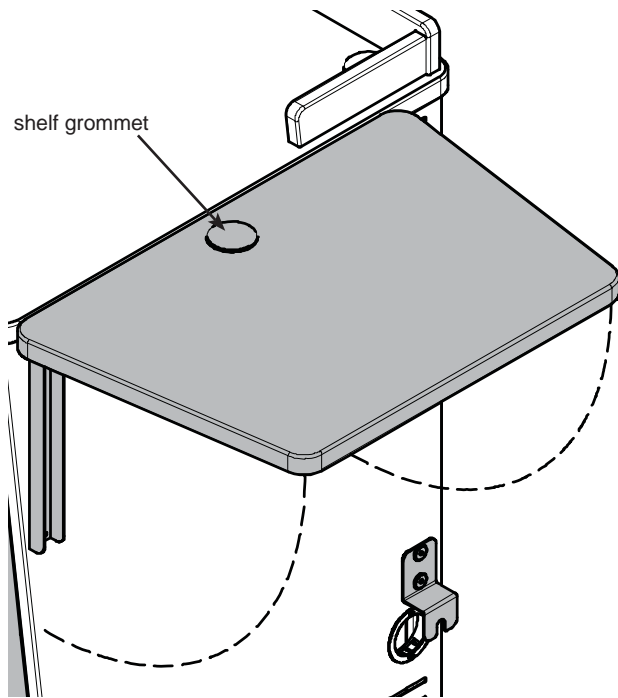


Figure 1A

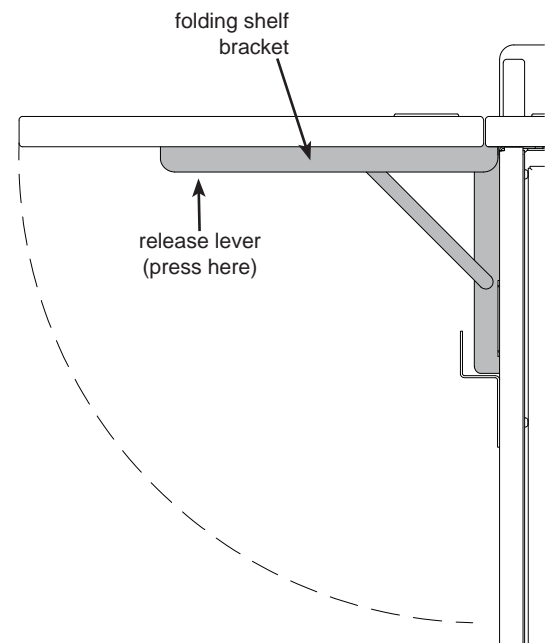


Figure 1B



CAUTION

Be careful not to pinch fingers while lowering!

Note: Power & communication wiring for document cameras, laptop computers, and/or projectors placed on the flip-up shelf should be routed on top of the audience-side of the shelf. Use of the shelf grommet hole for wiring will result in pinching of the cords when the shelf is folded.

Optional cord reel operation

Operating Instructions:

1. **To latch cord** - Pull cord out to full length. Allow the cord to retract 1-2 feet back into the reel. Pull the cord out slowly. When a 'click' is heard, the cord will latch in place.
2. Plug into 110-125V (single phase), 3-conductor wall outlet.
3. **To release cord** - Unplug from wall outlet. Pull cord out slowly until clicking stops. The latch will release and the cord can be guided back into the reel. Do not allow the cord to fly unrestricted back into the reel.
4. Do not overload or circuit breaker (15-amp maximum) will cut off current. To restore power, remove overload, wait two minutes, then reset the circuit breaker by pressing the button on the back of the 3-prong male power plug.

Maintenance:

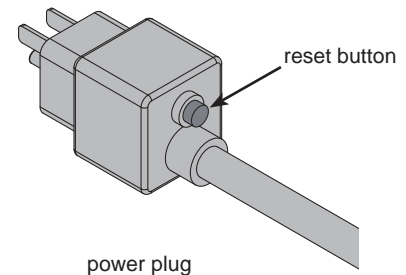
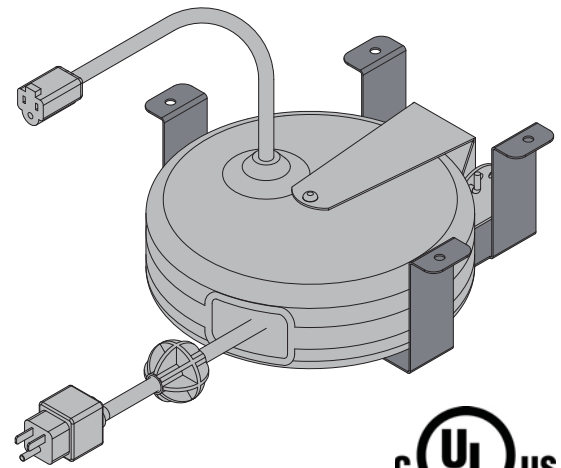
1. Remove dirt and grime as soon as it accumulates on the reel case by using a soft, damp cloth (a mild detergent may be used if needed), being careful not to wet the electrical plug. Never immerse any part of the unit in any solution to clean. **DO NOT** use solvents such as gasoline, turpentine, etc. to clean unit.
2. Keep cord clean to assure smoothest automatic retraction. Simply pull cord to its full length and allow to retract through a dampened rag. Pull out full length again and sprinkle cord with talcum powder.

Specifications:

15' retractable, 15-amp, 125V, 12 AWG with breaker, UL listed

⚠ WARNING ⚠

- This cord reel is intended for general indoor use only. It is not intended to be used in potentially dangerous locations such as flammable or explosive atmospheres. The reel is not waterproof and not intended for use in potentially wet locations.
- Do not overload (15-amp maximum).



Moving the lectern

1. Before moving the unit, unplug all power cords and retract power cord into the reel (if equipped) or wrap excess cords around the cord wrap brackets.
2. Be sure the casters are in the unlocked position and the doors closed.
3. Move the lectern slowly and carefully.
4. Lock the casters after moving.

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⚠ WARNING ⚠

ATTENTION

CAN TIP OVER RESULTING IN RISK OF INJURY, DO NOT ALLOW CHILDREN UNDER 16 TO MOVE CART. MOVE CART SLOWLY.

PEUT BASCULER, ENTRAINANT UN RISQUE DE BLESSURE, NE LAISSEZ PAS LES ENFANTS DO MOINS DE 16 POUR DEPLACER PANIER. DEPLACER PANIER LENTEMENT

ONLY ADULTS SHOULD MOVE THIS UNIT

SEULS LES ADULTES DEVRAIENT PASSER CET APPAREIL

APPLY MOVING FORCE ON NARROW DIMENSION

APPLIQUER UNE FORCE EN MOUVEMENT SUR LA DIMENSION

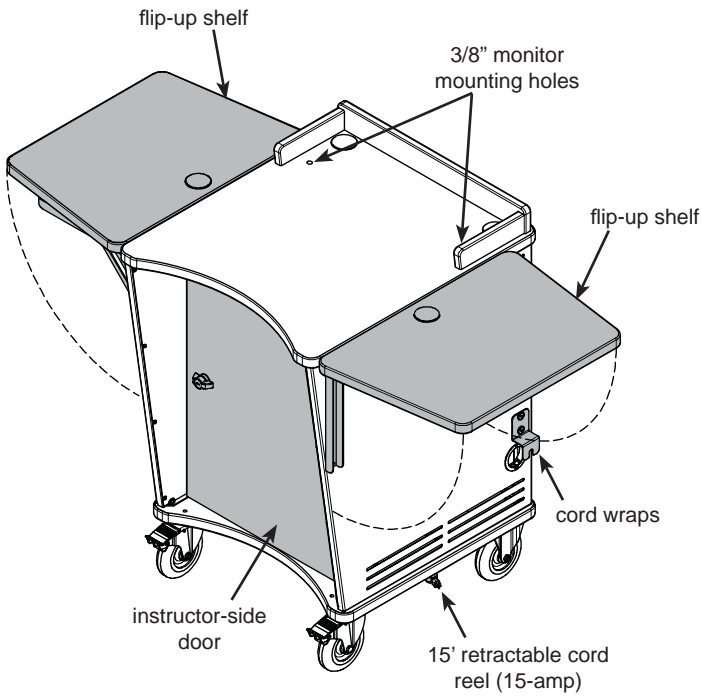
NEVER APPLY FORCE AT TOP ALWAYS PUSH NEAR MIDDLE

JAMAIS EMPLOYER LA FORCE EN HAUT TOUJOURS POUSSER PRES DU MILIEU

PUSH, DO NOT PULL

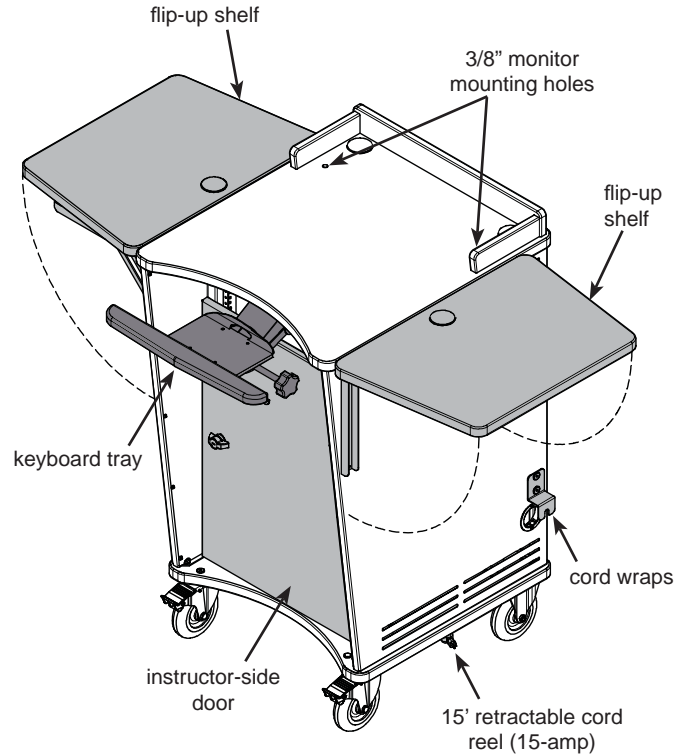
POUSSER, NE TIREZ PAS

Options

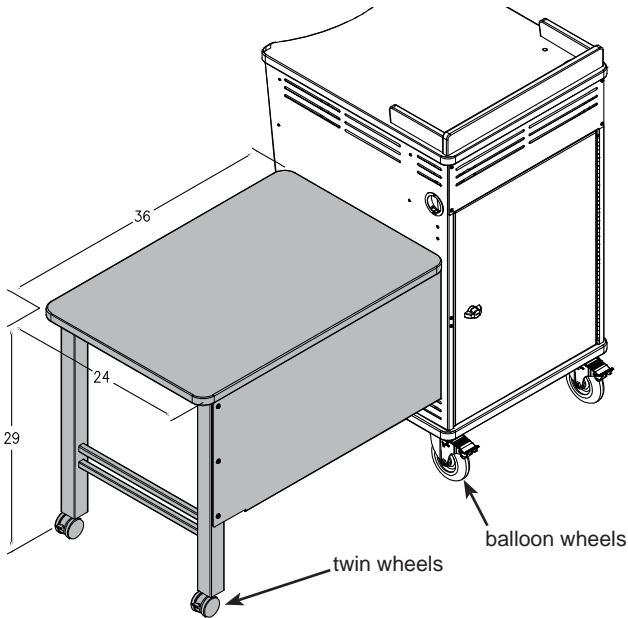


36" Inspiration Lectern w/ Options

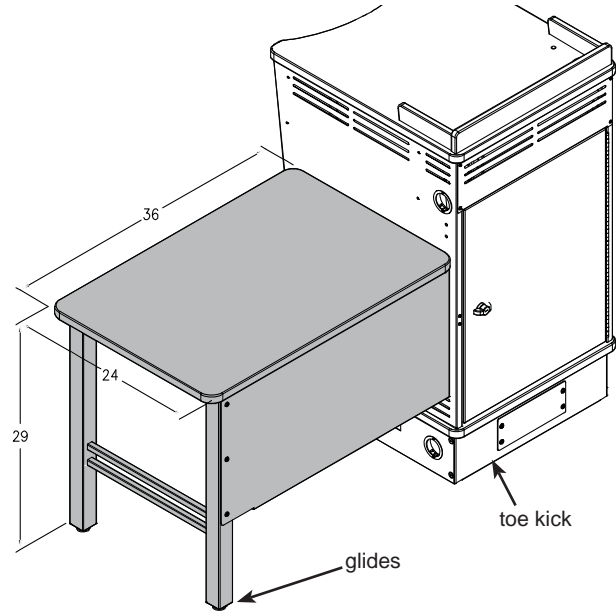
Note: When the door option is used on a 36"H Inspiration Lectern, a keyboard tray cannot be used.



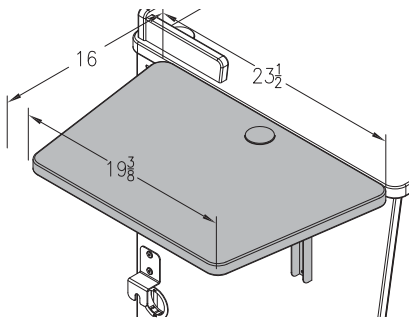
42" Inspiration Lectern w/ Options



Side Table w/ Twin Wheels
for 36" or 42" Inspiration Lecterns w/ balloon wheels
(mounts on left or right-side)
36"W x 24"D x 29"H
55410TW



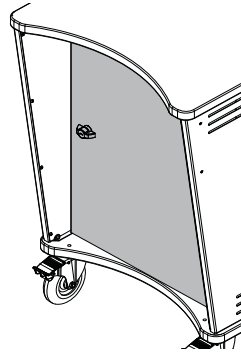
Side Table w/ Glides
for 36" or 42" Inspiration Lecterns w/ Toe Kick
(mounts on left or right-side)
36"W x 24"D x 29"H
55409TK



Flip-up Shelf
 mounts on left or right (max 2 per unit)
 (50 lbs max capacity)
 55402

Factory-Installation Available

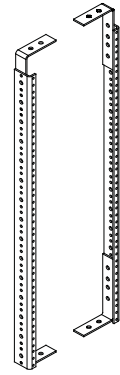
Note: Power & communication wiring for document cameras, laptop computers, and/or projectors placed on the flip-up shelf should be routed on top of the audience-side of the shelf. Use of the shelf grommet hole for wiring will result in pinching of the cords when the shelf is folded.



Instructor-Side Locking Door With Single-Bolt Lock, (28" H)
 55405

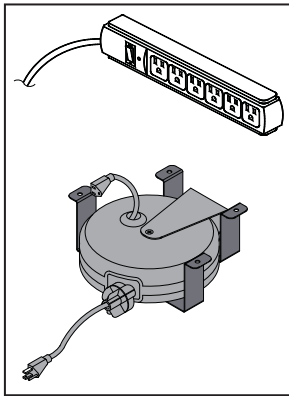
Factory-Installation Available

Note: When the door option is used on a 36" H Inspiration Lectern, a keyboard tray cannot be used.



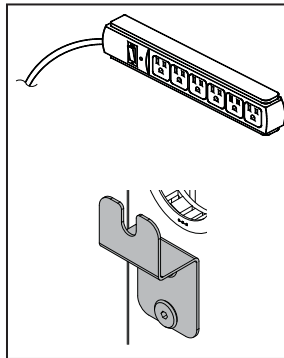
Rear Rack Rail Kit set of 2 with mounting brackets
 55408 - 36" H (15RU)
 55407 - 42" H (19RU)

Factory-Installation Available

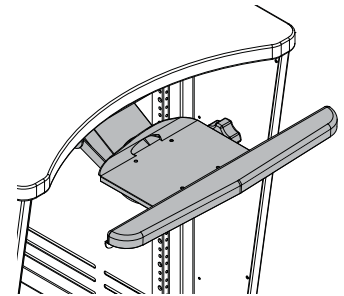


6-Outlet Surge-Protected Power Strip (with 3' Cord) + 15-amp 15' UL-listed Cord Reel Kit
 power strip: 11 1/16" W x 1 1/16" D x 1 3/16" H
 55403

Factory-Installation Available



6-Outlet Surge-Protected Power Strip with 12' Cord, + (2) cord wraps
 power strip: 11 1/16" W x 1 1/16" D x 1 3/16" H
 55404

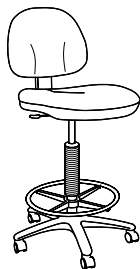


Adjustable Econo Keyboard Tray
 18 3/8" W x 12" D
 95520

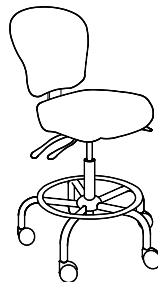
Note: When fully-retracted, the keyboard tray occupies 3RU of rack space at the top of the unit.



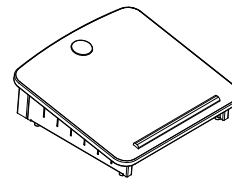
Custom-Cut Logo
 (Typical logo location on audience-side door)
 55141



Adjustable Drafting Stool
 38202



Multi-Functional Stool
 38245



Lectern Riser
 18" W x 17 1/16" D
 95002



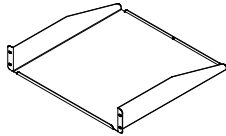
Replacement Key Set
 55142

Flat Panel Monitor Arms & Tablet Mounts
 (See the Spectrum website or catalog for the latest available monitor arm & tablet mounting options)

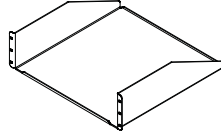
Rack-mount accessories

Note: Rack-mount accessories with a depth greater than 18"D will not fit in the Inspiration Lectern. Check the dimensions of all equipment before installation. The following Spectrum rack-mount accessories will not fit the Inspiration Lectern:

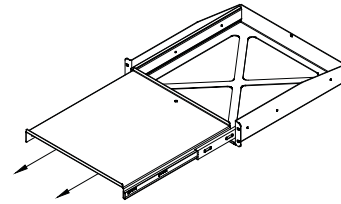
97517 - LT-4 Laptop Storage Unit
 97503 - Pull-out Shelf (3RU)



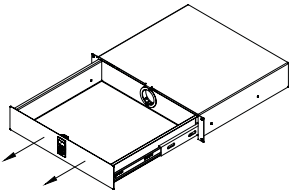
Cantilever Shelf (2RU)
 17½"W x 18"D x 3½"H
 (50 lbs max load)
 97504



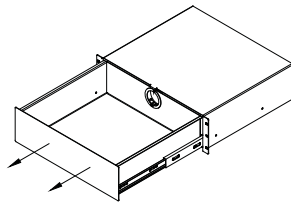
Cantilever Shelf (3RU)
 17½"W x 18"D x 5¼"H
 (80 lbs max load)
 97502



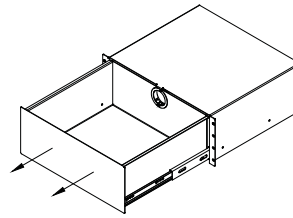
Pull-Out Shelf (2RU)
 16½"W x 17¾"D
 (50 lbs max load)
 97505



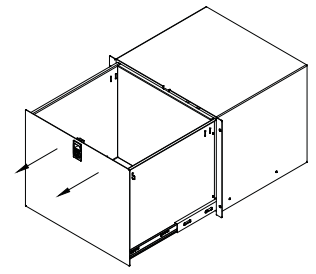
Locking Drawer (2RU)
 interior dims:
 15¾"W x 13¼"D x 2⅞"H
 (25 lbs max load)
 97514



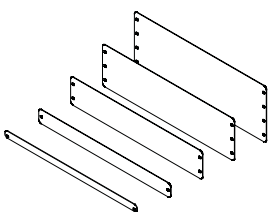
Drawer (3RU)
 interior dims:
 15⅞"W x 14½"D x 5¼"H
 (50 lbs max load)
 97518



Drawer (4RU)
 interior dims:
 15⅞"W x 14½"D x 7"H
 (50 lbs max load)
 97519

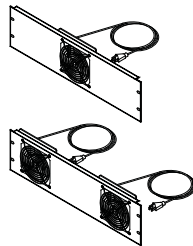


Locking File Drawer (8RU)
 w/ file holder
 interior dims:
 15¾"W x 13⅞"D x 13⅞"H
 (50 lbs max load)
 97515

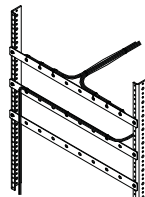


Rack-Mount Blanks
 (fills rack spaces where
 components are not needed)

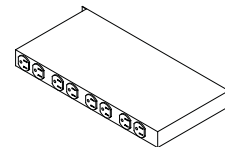
- 97516 - (½ RU)
- 97510 - (1RU)
- 97511 - (2RU)
- 97512 - (3RU)
- 97513 - (4RU)



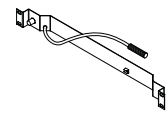
Cooling Fans (3RU)
 19"W x 2"D x 5¼"H
 Single Fan-97507
 Double Fan-97506



Wire Lace Kit
 3 lace straps included
 95517



9-Outlet Power Strip (1RU)
 19"W x 9"D x 1¼"H
 99021



Flexible Halogen Light (1RU)
 19"W x 2"D x 1¼"H
 99033

Warranty

WE WILL MAKE IT RIGHT FOR YOU!

Spectrum is committed to provide complete customer satisfaction. Each of our products are manufactured from the best materials available and each product is stringently monitored throughout the production process through our P.A.C.E. program (Product Assurance to meet Customer Expectations). Our Customer Service Help Line 1-800-235-1262 is ready to provide immediate attention to any questions, comments or concerns. We are available to answer your calls Monday through Friday from 7 am to 5 pm CST, excluding observed holidays. In addition your product comments or concerns are welcome via e-mail at: spectrum@spectrumfurniture.com.

Warranty Statement

We guarantee all Spectrum products to be free of all defects in materials and workmanship, for the original owner, for a period of ten years. Any item deemed defective by Spectrum or the original manufacturer, under normal use conditions, will be repaired or replaced at Spectrum's discretion. This warranty applies to all products manufactured and distributed by Spectrum except the products listed below.

Items that have a varying warranty include, but are not limited to, the following:

- Adjustable Crank/Electric Desk Legs (1 yr)
- Flat Panel Desk Gas Cylinders (1 yr)
- Upholstered Soft-Goods (5 yrs)
- Adjustable Height & Stacking Chair Parts – including frames, gas cylinders, wood and plastic parts, and control handles (7 yrs)
- Adjustable Height & Stacking Chair Casters (2 yrs)
- Chair Upholstery & Textiles (2 yrs of normal use of Soft Goods, Adjustable Height, Stacking, Wood and Metal Chairs)
- Chair Upholstery - Graded-In Fabrics and C.O.M (no warranty)
- Height Adjustable Columns and Lifts (1 yr)
- General Use Casters (1 yr)
- Electrical – Electri-Pak, Power Communication Modules, and special order ECA electrical items (1 yr)
- Electrical - Power Strips & Electrical Timers (1 yr)
- Electrical Surge Suppressors (lifetime)
- Electrical - Retractable Power Cords (1 yr)
- Keyboard/Mouse Trays (1 yr)
- Flat Panel Monitor Arm – General Parts (5 yrs)
- Flat Panel Monitor Arm – Gas Cylinders (2 yrs)
- CRT Monitor Arm (1 yr)

Warranty is void if product is not used for its intended purpose or subjected to an unusual application, multiple-shift use, alteration, accident, abuse or abnormal wear and tear. Representations of colors on-line and in printed materials are meant to be a close reference to the actual colors but not an exact match. Slight variations in color and texture of wood stains, powder coating, laminates, fabrics and other materials are normal in different manufacturing lots; as such these variations are not considered defects.

DESIGNED FOR INDOOR USE ONLY – Unless specifically stated in the product specifications, Spectrum's products have been designed and constructed for indoor use only. Moving or using outdoors, or on excessively rough surfaces, may cause damage to the products and will void the warranty. If an outdoor application is desired please contact us to discuss potential custom design solutions.

The warranty, as stated above, supersedes any previous warranties and is effective as of 9/1/2010



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