

FTT300, FTT300-USB
FTT324

Dual Duty Teaching Easel



Assembly Guide

FTT300, 300-USB, 324_2019_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

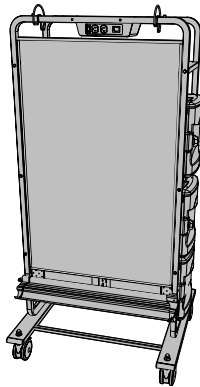
WARNING



- 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.

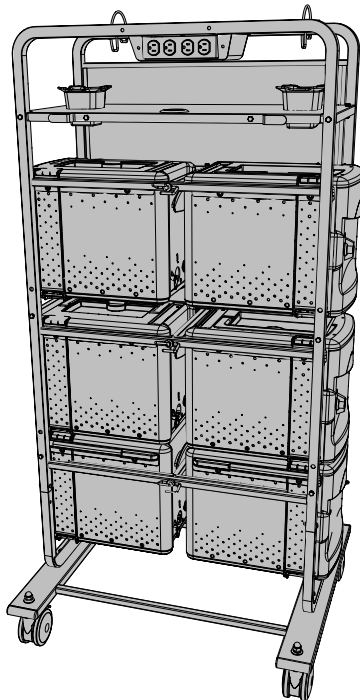


Please follow the frame assembly guide first (found in Box FTT200-1).
This guide covers the remaining assembly steps for the following SKUs:

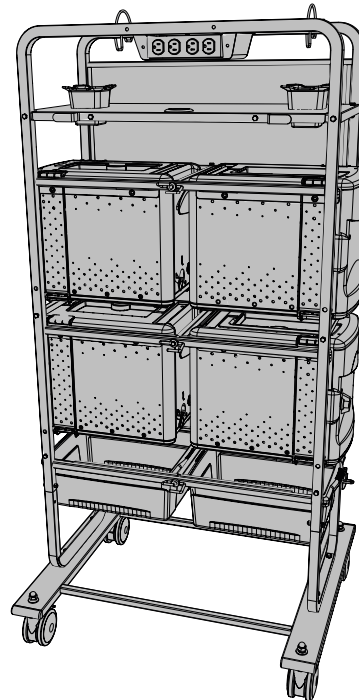


Don't forget to check out our tips for your whiteboard at:
www.copernicused.com

FTT300/FTT300-USB



FTT324



Please Recycle

Dual Duty Teaching Easel



Assembly Guide FTT300, 300-USB, 324_2019_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

Dear Educator,

Thank you for purchasing the Dual Duty Teaching Easel. We hope it meets all your expectations and you and your students enjoy using it at your school.

If you have any questions, concerns or ideas on how we can improve please let us know by contacting our Customer Solutions Ninjas at 1-800-267-8494 or info@copernicused.com.

Happy teaching,

Kaylyn Belcourt-McCabe
President

We do not inherit the earth from our ancestors, we borrow it from our children.

NORTH AMERICAN
PROVERB

Change is the end result of all true learning.

LEO BUSCAGLIA

What you leave behind is not what is engraved in stone monuments, but what is woven into the lives of others.

PERICLES

Education is the most powerful weapon which you can use to change the world.

NELSON MANDELA



Validate Your Warranty

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

Enter a draw to win a Copernicus Product for your classroom at the same time!



Warning! Hazard Risks!

Please read the warnings below for important safety information regarding your product. Failure to read these warnings or to follow the instructions below could result in personal injury or damage to your product that could void your warranty.



Small Parts

In its unassembled state, this product contains parts that can be hazardous to small children. This product should be assembled by an adult.



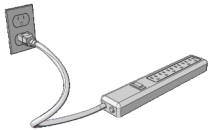
Adult Supervision

This product is to be used under the supervision of an adult.



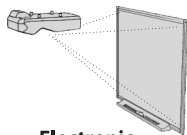
Indoor Use Only

This product is intended for indoor use only. To reduce the risk of fire or electric shock, do not expose this product to rain or moisture. The internal components are not sealed from the environment.



Power Strip Specifications

Read your power strip electrical specifications. Only plug in devices that are approved for use with this power strip. Connect the supplied power strip directly to a wall outlet. **Do not connect to another power strip or use an extension cord.** Unplug when not in use. **Do not leave this product plugged in for more than 72 consecutive hours.** Turn off power strip before unplugging.



Electronic Equipment

Read the electrical specifications of any electronic equipment you are using with your Copernicus products. Failure to read these specifications and follow their instructions could result in damage to your equipment or personal injury.



Cable Trip Hazard

Ensure that any cables extending across the floor to your product are properly bundled and marked to avoid tripping or falling which may lead to personal injury.



Electrical Shock

Do not install or use the electrical components of this unit during a lightning storm.



Climb Hazard

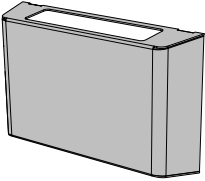
Do not climb on, hang from or suspend objects from any components of your product unless otherwise specified.

Dual Duty Teaching Easel

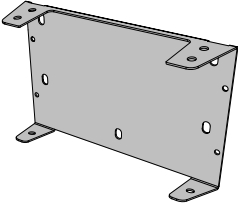
Before beginning, you should have:

FTT200-2


Power Timer Cover
1x




Power Timer Mounting Bracket
1x




Power Timer Stretcher
2x



Tub Rail Right
4x




Tub Rail Left
4x




In FTT200-CB

Hardware
Actual Size


(C) M6 Star Washer
16x




(D) M6 x 40mm
4x




(G) M6 x 30mm
4x



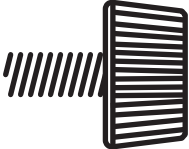
(I) M6 Nut
4x



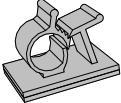
(L) M5 Thumb Nut
4x



(M) M6 x 15mm Thumb Screw
2x

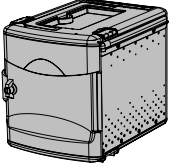


(N) Cable Clip
1x

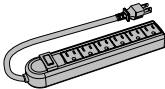


FTT700 (1x)

Tech Tub 2® 6 Device Main Body
1x

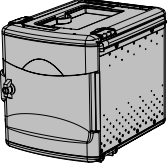


6 outlet Power Strip (25515)
1x

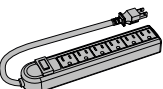


FTT700-F (1x)


Tech Tub 2® 6 Device Main Body
1x




6 outlet Power Strip (25515)
1x



Power Timer (25526)
1x

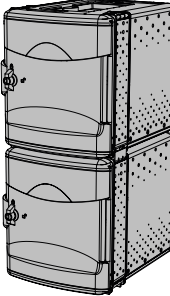


15' Power Timer Cable
1x

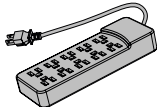


FTT1100 (2x)

Tech Tub 2® 10 Device Main Body
1x



10 outlet Power Strip (255159)
1x

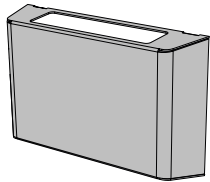


Dual Duty Teaching Easel

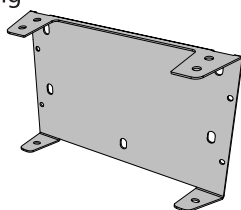
Before beginning, you should have:

FTT200-2

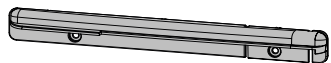
Power Timer Cover
1x



Power Timer Mounting Bracket
1x



Power Timer Stretcher
2x



Tub Rail Right
4x



Tub Rail Left
4x



**Hardware
Actual Size**

(C) M6 Star Washer
16x



(D) M6 x 40mm
4x



(G) M6 x 30mm
4x

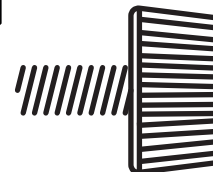
(I) M6 Nut
4x



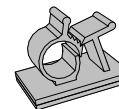
(L) M5 Thumb Nut
4x



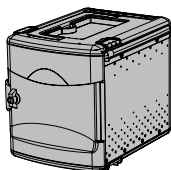
(M) M6 x 15mm
Thumb Screw
2x



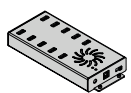
(N) Cable Clip
1x



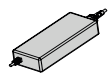
FTT700-C (1x)



Tech Tub 2®
6 Device
Main Body
1x



10 Port USB
Hub
(255144)
1x



Power Adapter
(255146)
1x

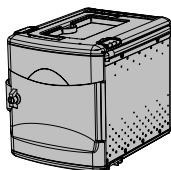


USB "B" Cable
1x

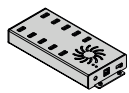


Power Cord
1x

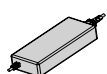
FTT700-G (1x)



Tech Tub 2®
6 Device
Main Body
1x



10 Port USB
Hub
(255144)
1x



Power Adapter
(255146)
1x



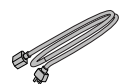
USB "B" Cable
1x



Power Cord
1x

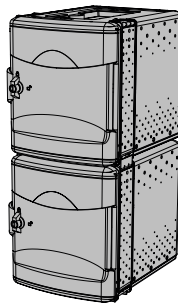


Power Timer
(25526)
1x

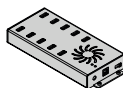


15' Power
Timer Cable
1x

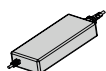
FTT1100-USB (2x)



Tech Tub 2®
10 Device
Main Body
1x



10 Port USB
Hub
(255144)
1x



Power Adapter
(255146)
1x



USB "B" Cable
1x



Power Cord
1x

Dual Duty Teaching Easel

Before beginning, you should have:

Additional tools required:

Rubber Mallet 1x

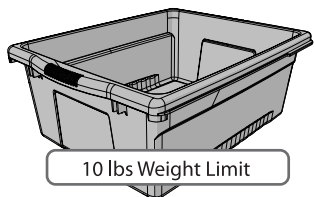


Adjustable wrench 1x



OR 19mm wrench 1x

FTT324-CB

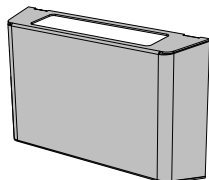


Open Tub
2x
(CC4068)

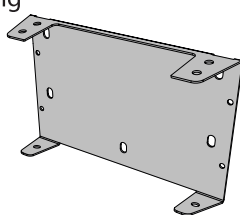
10 lbs Weight Limit

FTT200-2

Power Timer Cover
1x



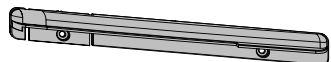
Power Timer Mounting Bracket
1x



Power Timer Stretcher
2x



Tub Rail Right
4x



Tub Rail Left
4x

In FTT224-CB

Hardware

Actual Size

C M6 Star Washer
16x



D M6 x 40mm
4x



G M6 x 30mm
4x



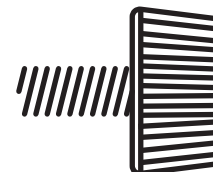
I M6 Nut
4x



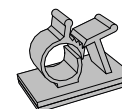
L M5 Thumb Nut
4x



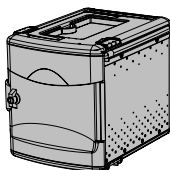
M M6 x 15mm
Thumb Screw
2x



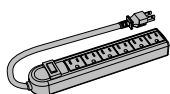
N Cable Clip
1x



FTT700 (3x)

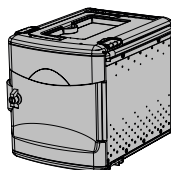


Tech Tub 2®
6 Device
Main Body
1x

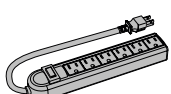


6 outlet
Power Strip
(25515)
1x

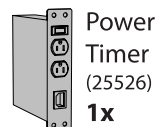
FTT700-F (1x)



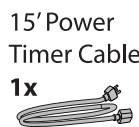
Tech Tub 2®
6 Device
Main Body
1x



6 outlet
Power Strip
(25515)
1x



Power
Timer
(25526)
1x



15' Power
Timer Cable
1x

Tips for Assembly

Watch for These Helpful Symbols

- This symbol denotes a 2 Person Task. For safety, please ensure that there are the suggested number of people working on steps displaying this symbol.
- Watch for this symbol throughout the Assembly Guide. 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

- Lay out and identify all of the included parts.
- The hardware has been packed according to **step**.
- Read the assembly guide over once to familiarize yourself with them.



! Please note that in its unassembled state, this product contains parts that can be hazardous to small children. This product should be assembled by an adult.

! Please note, star washers are critical components for electrical safety. Star washers must be included and fasteners fully tightened to prevent the risk of electric shock..



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 labels 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.

Customer Service - FAQ's



For missing parts and other issues regarding this product:

Please call Copernicus Customer Service, where we will be happy to help.
1-800-267-8494.

Monday - Friday 8:30am - 4:30 pm EST.
OR

Email our Tech Support Service at
info@copernicused.com

Check out some of our other great products!



www.copernicused.com

Need Tech Support? Have a Question?



Email our Tech Support Service

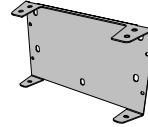
1

Actual Size:



You will need: (Not to Scale)

Power Timer Mounting Bracket 1x



Power Timer Stretcher 2x



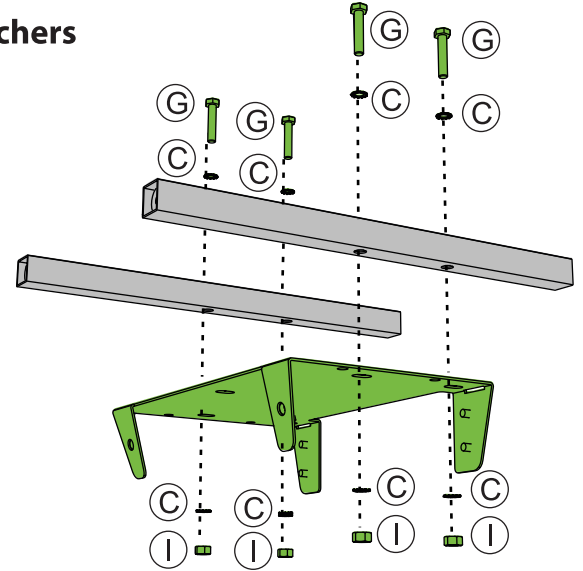
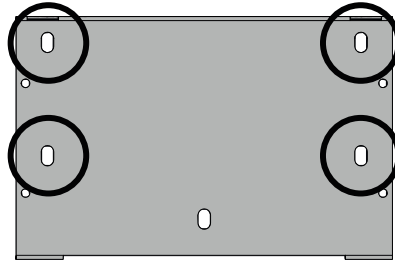
10mm, 13mm Hex Wrench 2x



Bolt Power Timer Mounting Bracket to Power Timer Stretchers

Important electrical safety component.

M6 Star Washer 8x



2

Actual Size:



You will need: (Not to Scale)

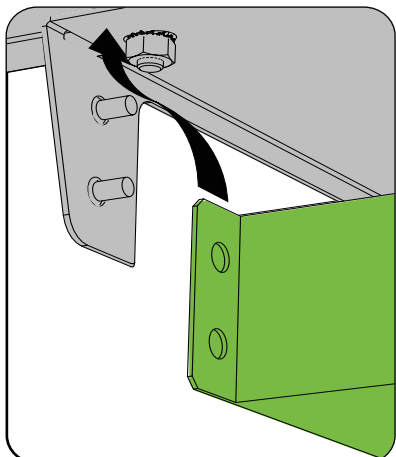
Power Timer 1x



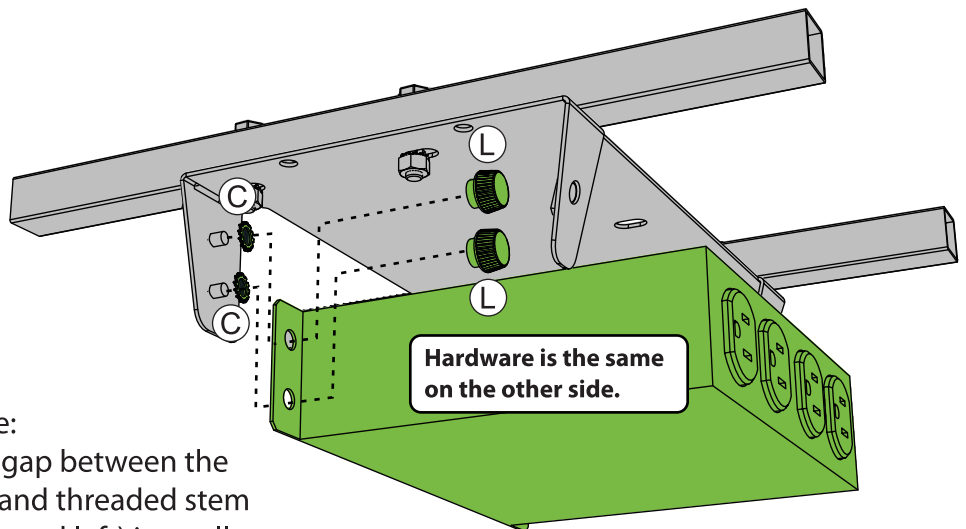
Mount Power Timer to Power Timer Mounting Bracket

Important electrical safety component.

M6 Star Washer 4x



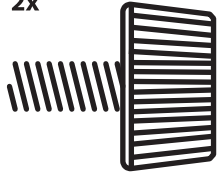
Note:
 The gap between the nut and threaded stem (pictured left) is small. You may need to angle the power timer into position.



3

Actual Size:

(M) M6 x 15mm Thumb Screw
2x

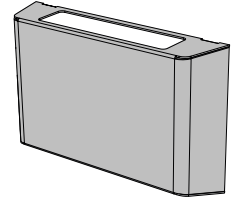


(C) M6 Star Washer
2x



You will need: (Not to Scale)

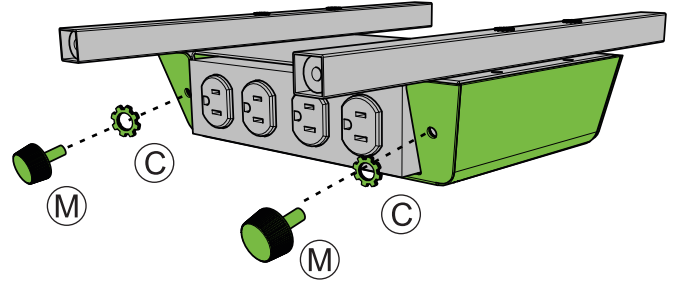
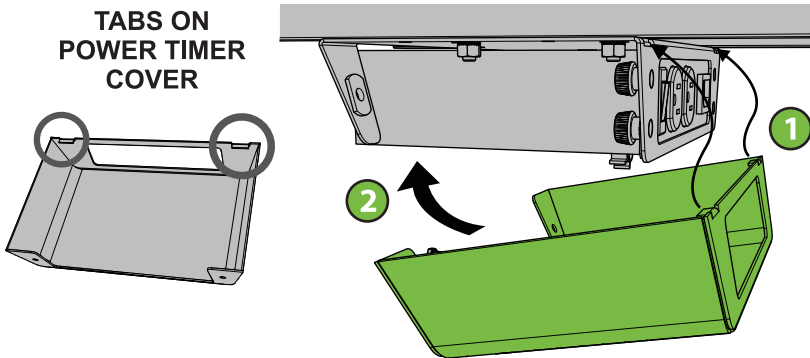
Power Timer
Cover
1x



Install Power Timer Cover

- 1 Hook tabs onto Power Timer Mount
- 2 Swing bottom of Power Timer Cover up

- 3 Secure Power Timer Cover with Thumb Screws



Important electrical safety component.

(C) M6 Star Washer
2x

4

Actual Size:

(D) M6 x 40mm
4x



(C) M6 Star Washer
4x



You will need: (Not to Scale)

10mm, 13mm Hex Wrench
2x

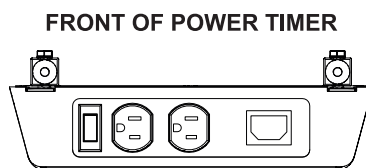


Mount Power Timer Assembly to frame

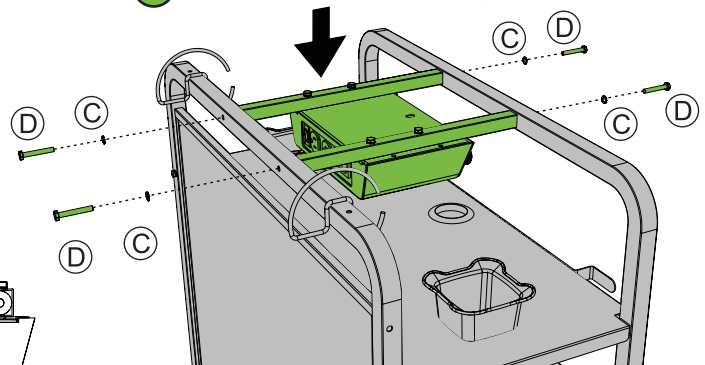
Important electrical safety component.

(C) M6 Star Washer
4x

Note:
Ensure the front of the Power Timer is facing the same way as the whiteboard.



- 1 Lower Power Timer into position

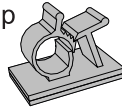


- 2 Bolt Power Timer Stretchers to frame

5

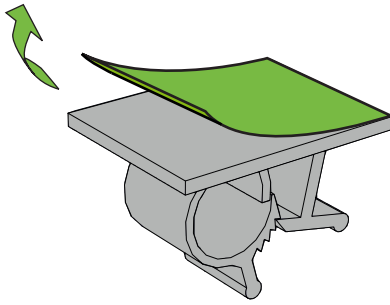
You will need: (Not to Scale)

(N) Cable Clip
1x

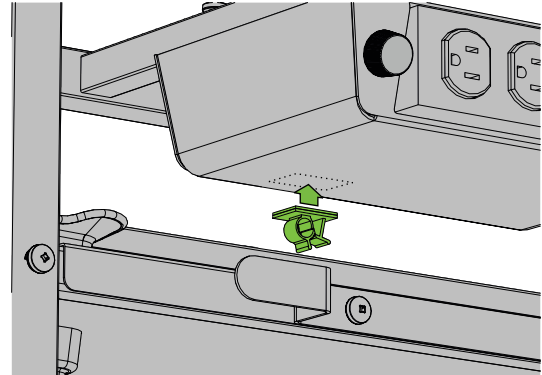


Install Power Timer Cable and Cable Clip

1 Remove paper covering adhesive back of Cable Clip



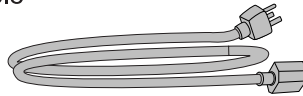
2 Stick Cable Clip to underside of Power Timer Cover



6

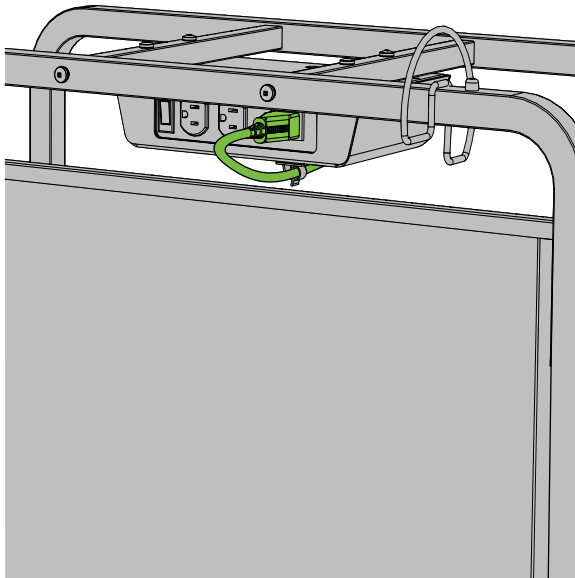
You will need: (Not to Scale)

15' Power Timer
Cable
1x

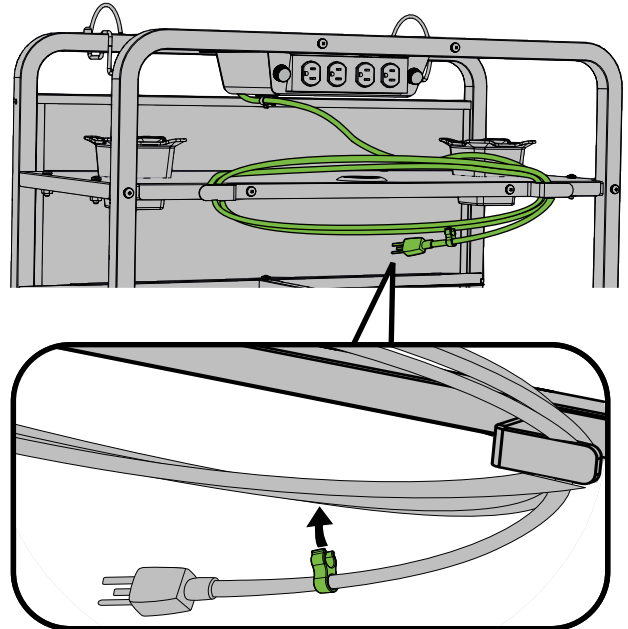


Install Power Timer Cable

1 Plug Power Timer Cable into Power Timer and route through Cable Clip



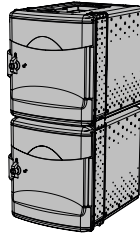
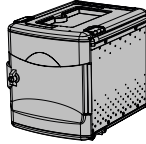
2 Secure Power Timer Cable before moving easel



You will need: (Not to Scale)

FTT300, 300-USB

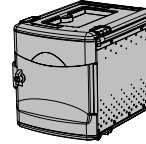
Tech Tub²[®]
2x



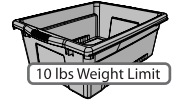
Tech Tub 2[®]
10 Device
2x

FTT324

Tech Tub²[®]
4x



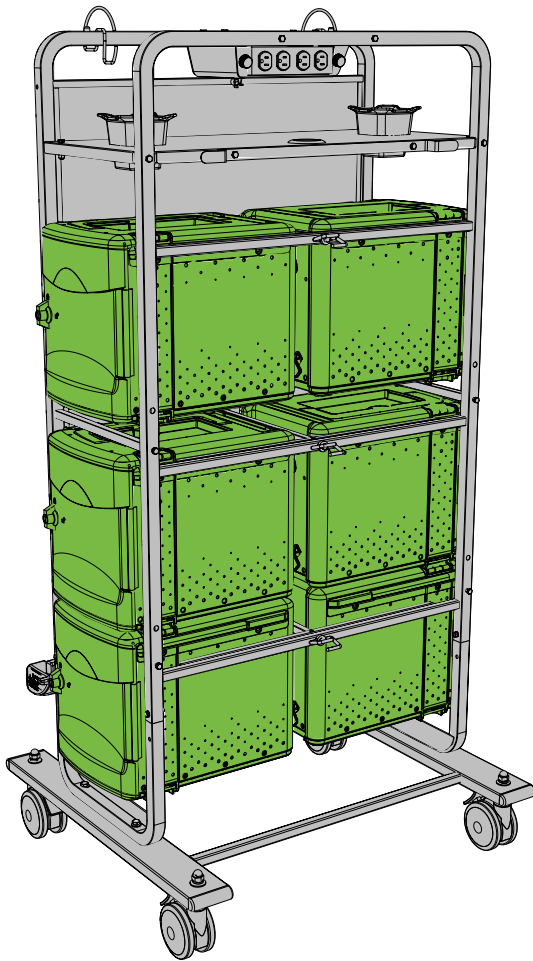
Open Tub
2x



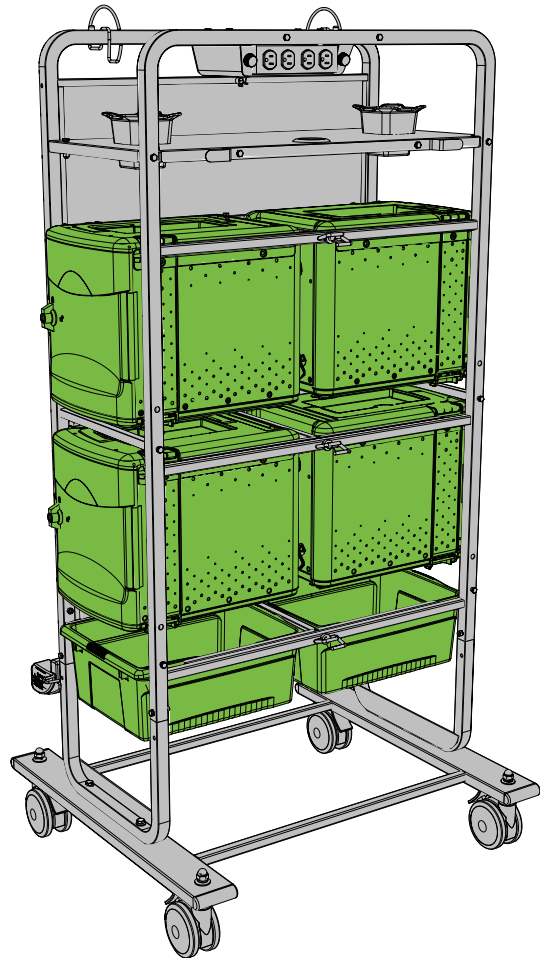
Install All Tech Tub²[®] and Open Tubs into Rails in the Dual Duty Easel

! Follow the Tech Tub²[®] assembly guide (located inside the Tech Tub²[®]) before continuing:

FTT300/300-USB
2x 6-Device Tech Tubs
2x 10 Device Tech Tubs



FTT324
4x 6-Device Tech Tubs
2x Open Tubs



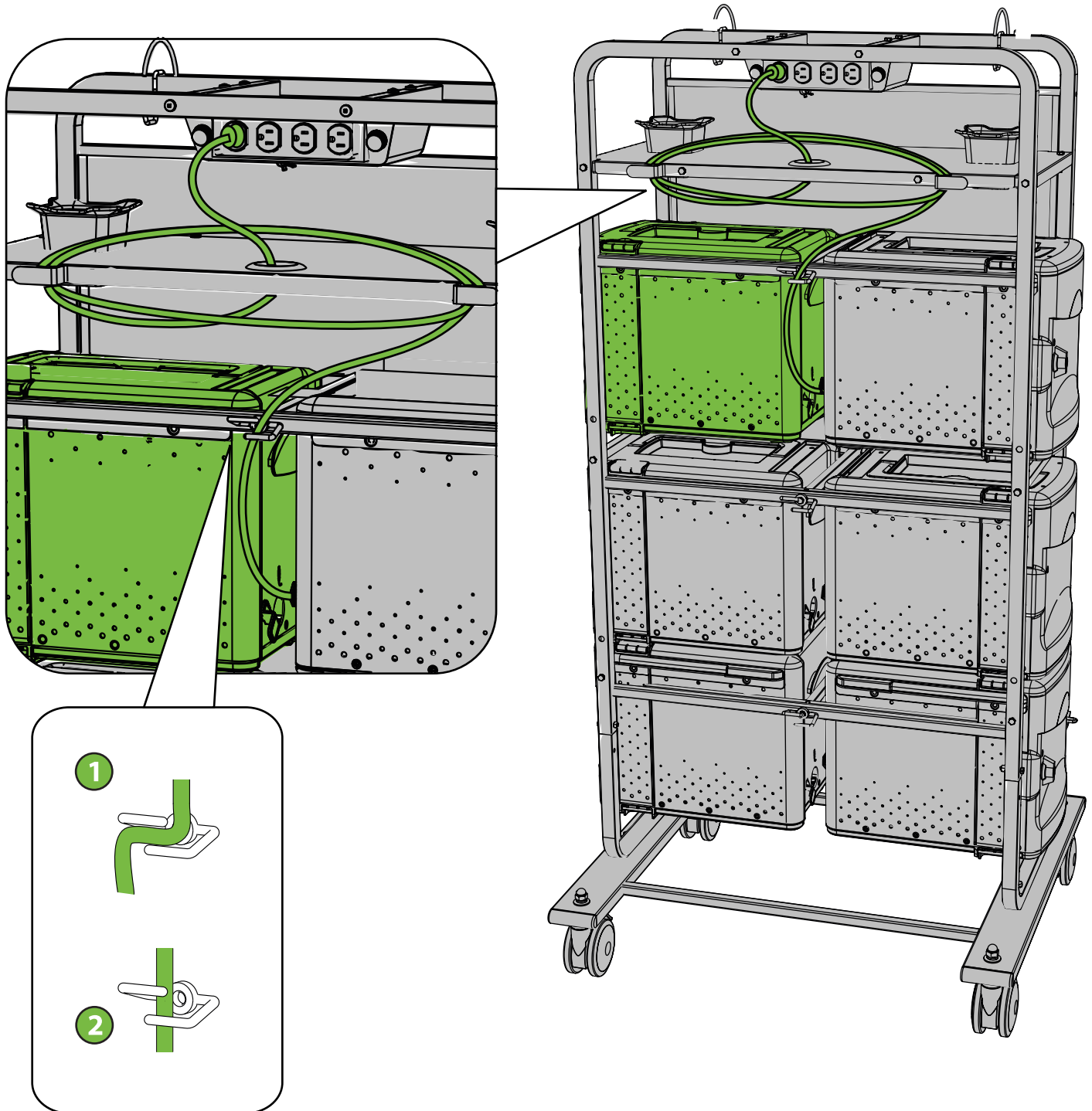


Watch this video to
setup the cables on your
Dual Duty Teaching Easel

www.copernicused.com/tech-tub2

Plug 6 Device Tech Tub²® Power Cable into Power Timer

Repeat this process for right side tub



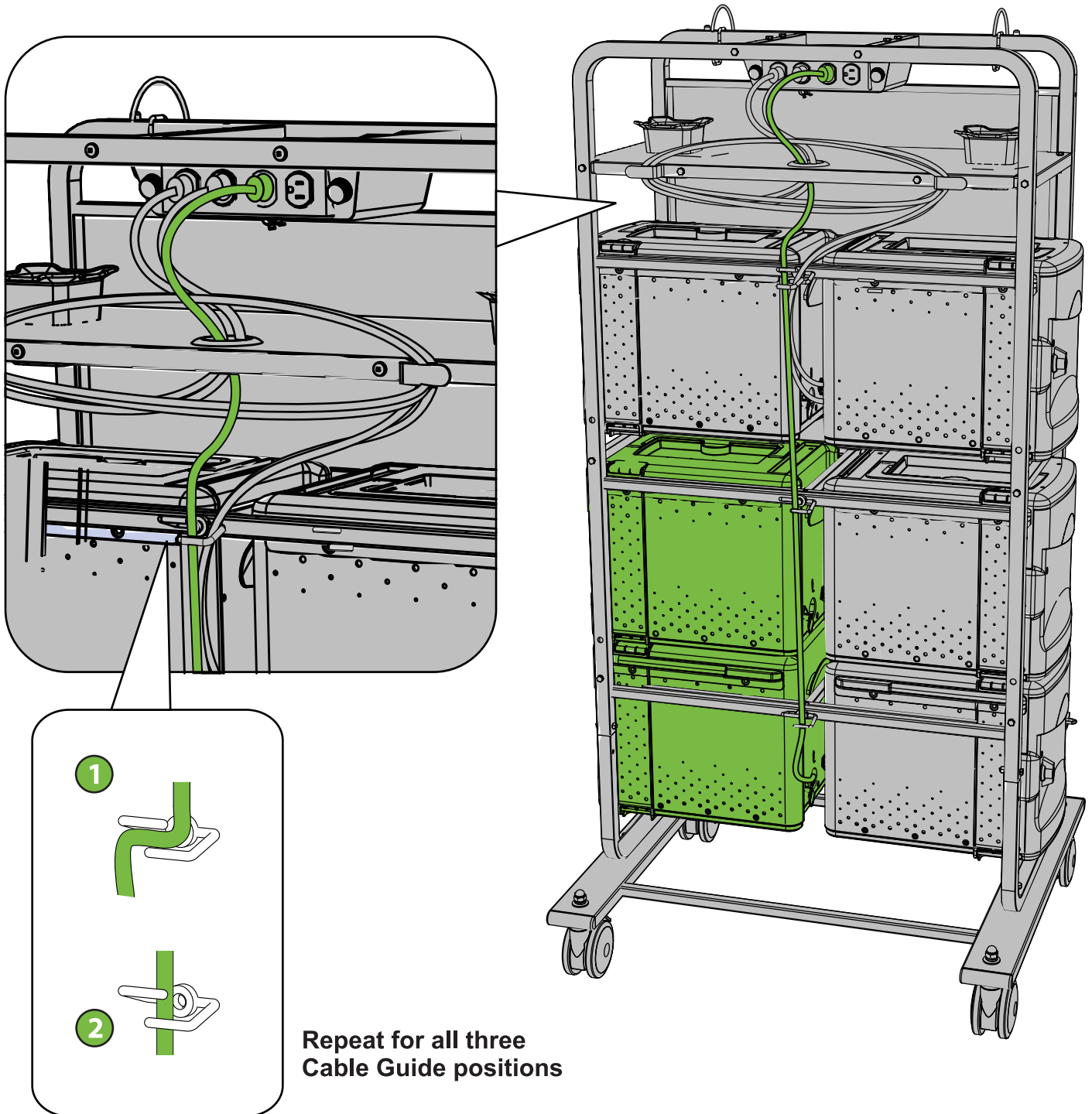


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Plug 10 Device Tech Tub²® Power Cable into Power Timer

Repeat this process for right side tub



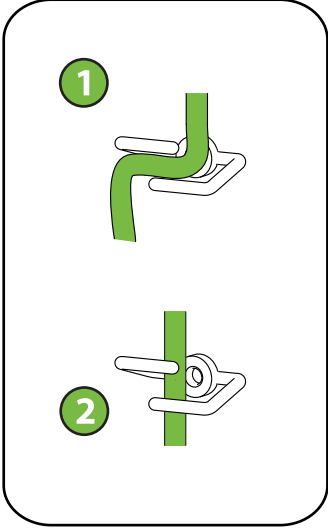
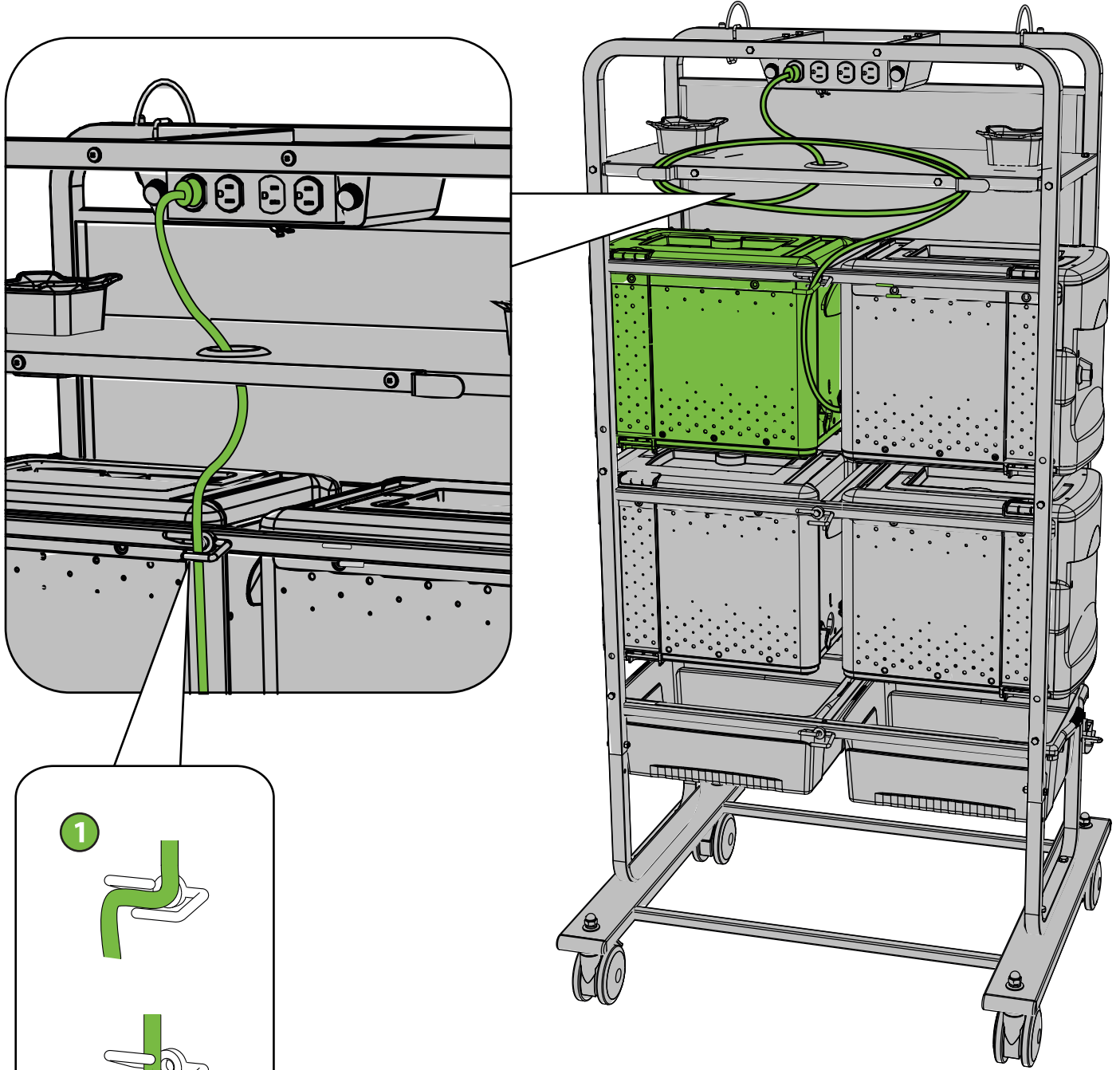


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Plug Top 6 Device Tub²® Power Cable into Power Timer

Repeat this process for right side tub



Repeat for all three Cable Guide positions



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Plug Bottom 6 Device Tub² Power Cable into Power Timer

Repeat this process for right side tub

