

LW430
LWSTEM

Library On Wheels

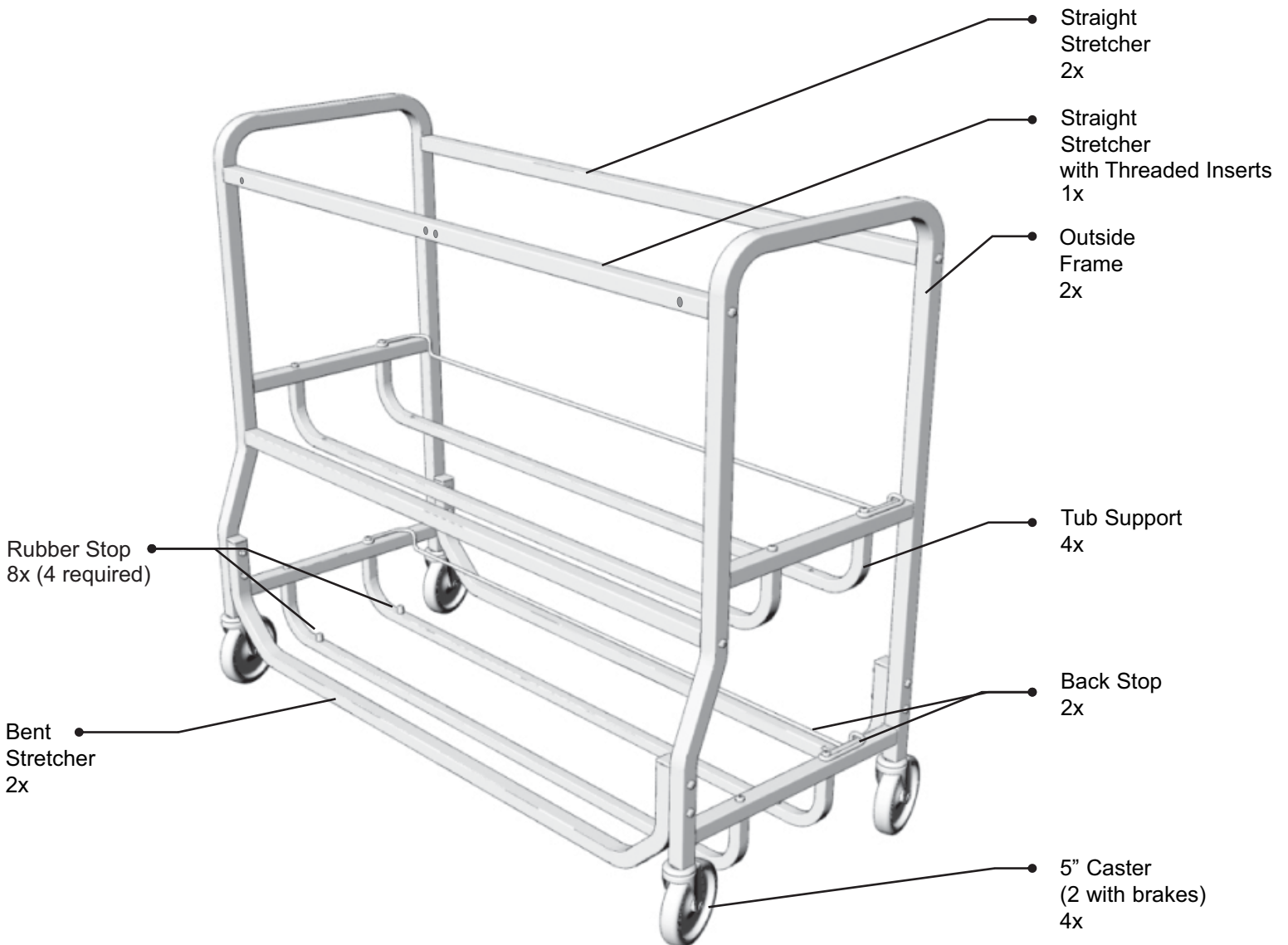


Assembly Guide

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

For assistance, please contact us by telephone at **1-800-267-8494** or email at info@copernicused.com.

Have your packing slip ready for reference.



Customer Service & Warranty Information

Dear Educator,

Thank you for purchasing the Library On Wheels. We hope it meets your expectations and you and your students enjoy using it at your school.

Every day we see and hear stories of teachers going above and beyond to help students thrive. Thank you so much for all you do – you are awesome, and you make a difference.

Thank you for inspiring us.

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, President
kaylyn@copernicused.com



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

- NATIVE 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

For missing parts and other issues regarding your product:

Please contact Customer Service, where we will be happy to help.
Telephone: 1-800-267-8494, Monday - Friday 8:00am - 4:30 pm EST
Email: info@copernicused.com

**Need Support?
Have a Question?**



[Email Customer Service](mailto:info@copernicused.com)

**Check out some of our
other great products!**



www.copernicused.com

Lifetime
Warranty

Register your Product

Registering your warranty ensures we have all the information we need to make any future warranty claims quick and easy. Please visit www.copernicused.com/warranty and complete the form within 10 business days from product assembly. By registering your product, you will be entered into a draw to win Copernicus product.

Make a Warranty Claim

We offer a Lifetime Warranty on almost everything we make. Please call 1-800-267-8494 or email info@copernicused.com to start your warranty claim. Proof of purchase will be required upon warranty claim (i.e. copy of invoice).

Tips for Assembly

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.

As You Assemble the Unit:

- Follow the steps in sequence.
- Before beginning each step, find the part(s) that you need for that step.
- The title of each step states what you will be doing. Review the text and the pictures as you build the unit.

Watch for These Helpful Symbols:



2-Person Task

For safety, please have someone help you when working on steps displaying this symbol.



The symbol denotes a step needing extra attention to ensure it is done correctly.



Important Information! Warning!

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.



No Maintenance

This product does **NOT** require maintenance. Repairs should only be performed by authorized personnel. Please contact customer service if repairs are required.



Climb Hazard

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



Indoor Use Only

This product is intended for indoor commercial 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.

Before beginning, you should have:

Additional tools required:

Adjustable wrench



Rubber mallet



Contents - LW430/LWSTEM-0

End Frame
2x



Bent
Stretcher
2x



5" Casters
4x (2 with brakes)



Straight
Stretcher
2x



Rubber Stop
8x (4 required)



Straight
Stretcher
with threaded inserts
1x



Back Stop
2x



Tub Support
4x



In Box 1

Hardware Actual Size

A M6 x 55mm Bolt
(43251)
22x



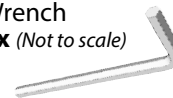
B M6 Acorn Nut
(43271)
8x



C M6 Lock Washer
(43273)
22x

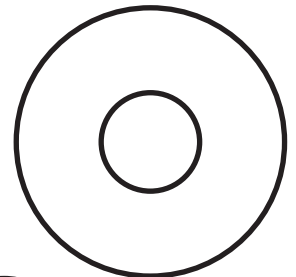


Assembly
Wrench
1x (Not to scale)



Caster Hardware Bag

D Caster Large
Washer
4x



E Caster Lock
Washer
4x



Caster Wrench
1x



F Caster Nut
4x



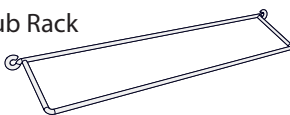
Contents - Box 2

Divided Tub
9x



Contents - LWSTEM-CB

Tiny Tub Rack
2x



Tiny Tub
8x

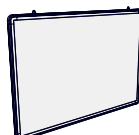


In LWSTEM
Box only

Chart Loop Hook
2x
(31062)



Whiteboard
1x
(AC455)



G M6 x 19mm Screw
4x
(43219)



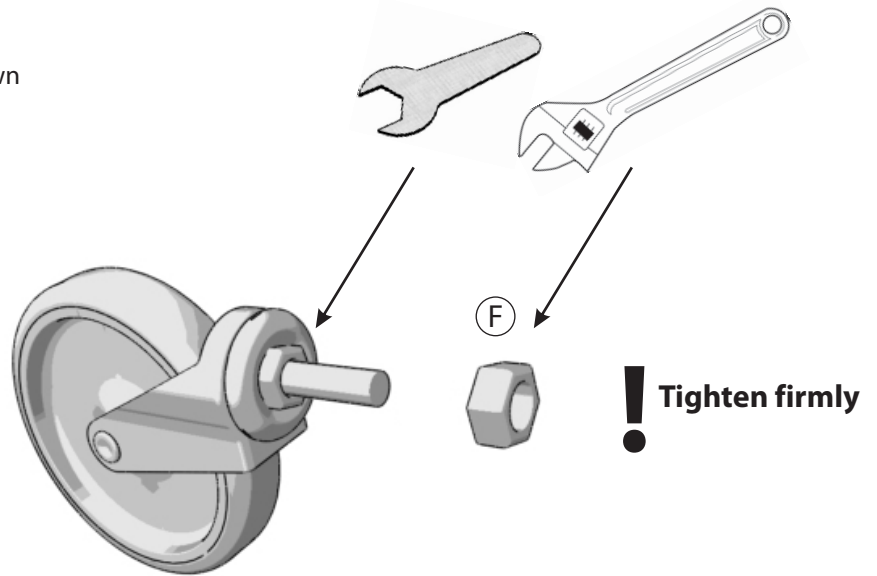
H M6 Lock Washer
4x
(43273)



1	Actual Size:	 E 4x	 F 4x	D 4x
	<p>You will need: (Not to Scale)</p> <p>Assembly Spanner 1x </p> <p>End Frame 2x </p> <p>5" Casters 4x (2 with brakes) </p>			

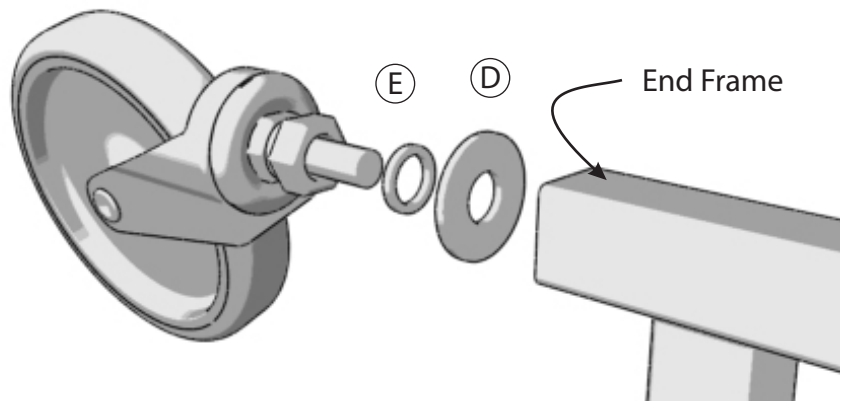
Attach Casters

- 1 • Install nut on caster stem
- Using Spanner Wrench provided and your own Adjustable Wrench, tighten nut against the caster.



- 2 ! **Note:** it is recommended that casters with brakes be located both front or both rear. The rear location is preferred to prevent children from playing with the brakes.

- Place lock washer onto caster stem
- Follow with large flat washer
- **Carefully** thread the casters into the ends of the outside frames. Slowly tighten by the stem base only.
- Tighten firmly. Make sure lock washer is collapsed.
- You may need to use your adjustable wrench (Spanner Wrench) to fully tighten to frame.



IMPORTANT: Routine Maintenance

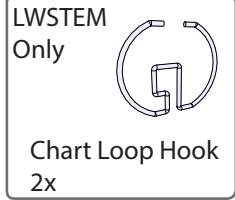
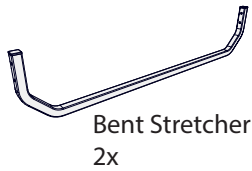
- Verify regularly that casters are secure to the unit
- Re-tighten if needed with Wrench

2

Actual Size:

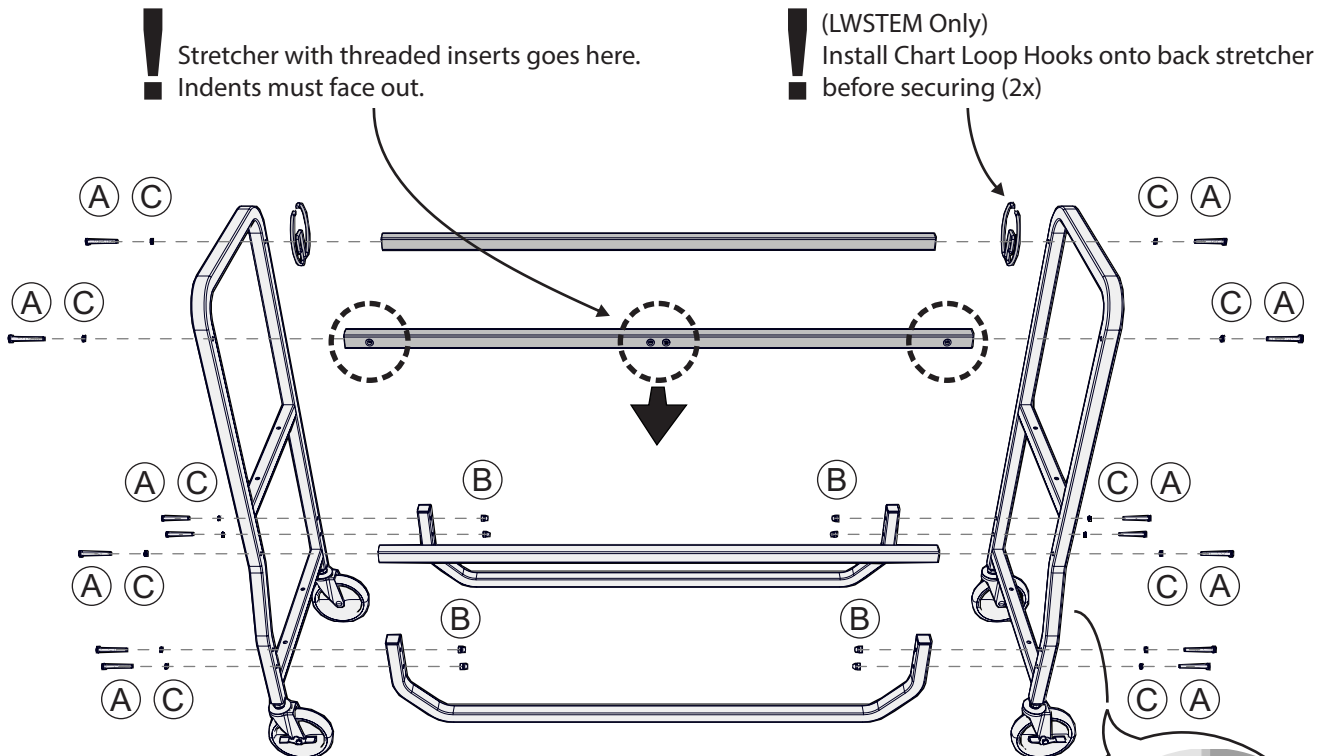


You will need: (Not to Scale)



Attach Stretchers & Chart Loop Hooks

★ **DO NOT TIGHTEN ANY FASTENERS UNTIL PROMPTED!**
Hand tighten only



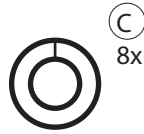
! **Important Note:**
Please note that every hole on the frame has one side indented. The orientation of the indent may be very important at times and will be noted.

Please make sure to orient indent as instructed to make sure hardware holds

! Assemble with end frame hole indents facing outside of unit

3

Actual Size:



You will need: (Not to Scale)

Tub Support
4x



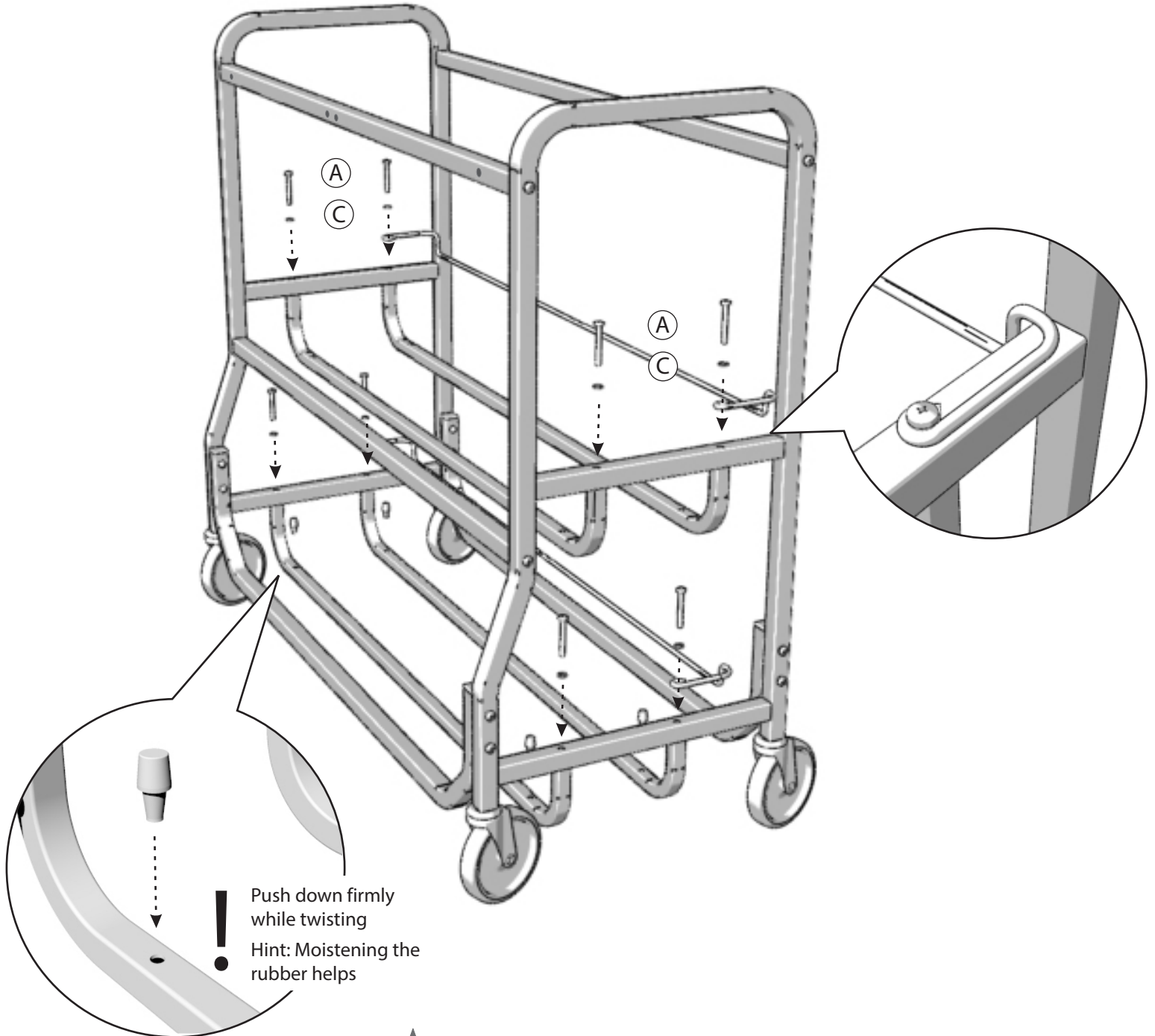
Back Stop
2x



Rubber Stop
8x (4 required)



Attach Tub Supports and Back Stops

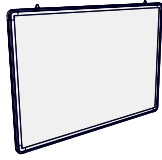


★ NOW TIGHTEN ALL FASTENERS FIRMLY (22 total)

LWSTEM ONLY 4

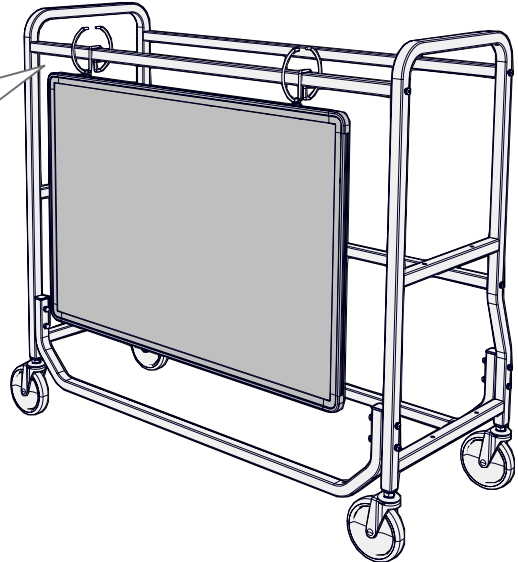
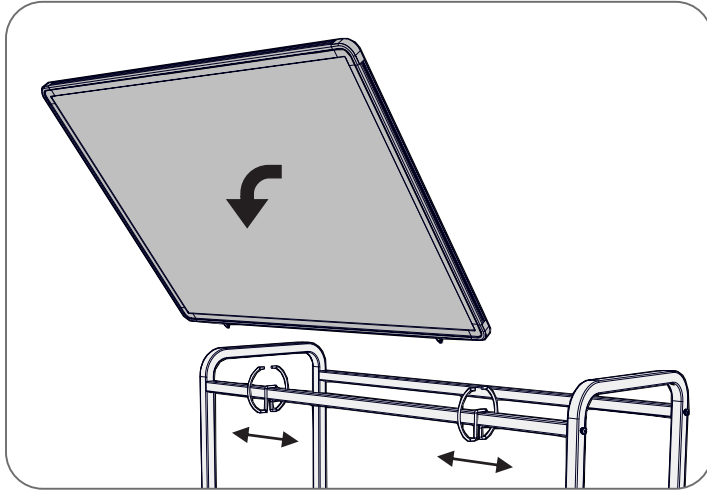
Actual Size:

You will need: (Not to Scale)



Whiteboard
1x

Attach Hanging Whiteboard



LWSTEM ONLY 5

Actual Size:

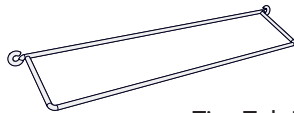


G
4x

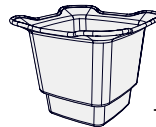


H
4x

You will need: (Not to Scale)

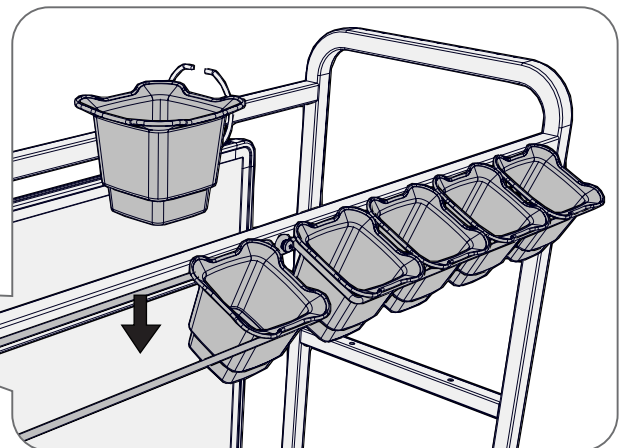
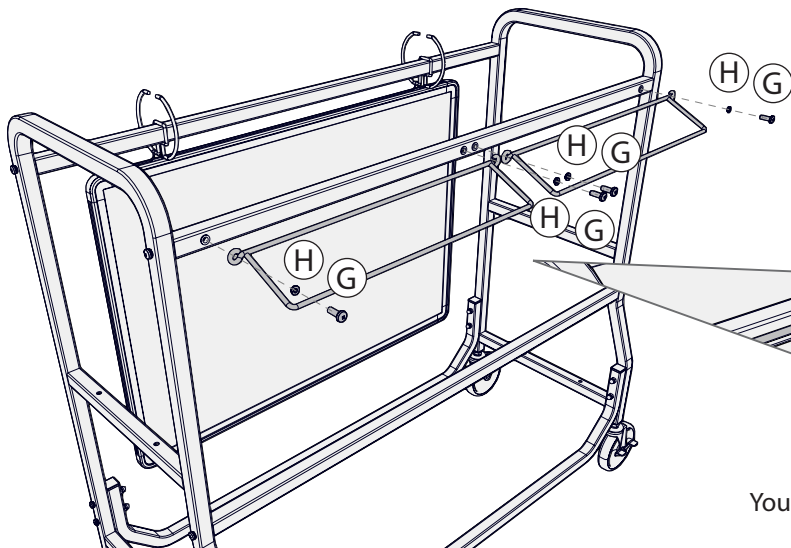


Tiny Tub Rack
2x



Tiny Tub
8x

Install Tiny Tub Racks & Tubs



You may now proceed to Step 3 of your LW430 assembly guide.