



**IMAGINATION STARTS HERE**

## **DRAWING DESK**

Contents:

- Pre-Assembled Art Surface with a wood paper cutter strip
- Feet (wood pegs with rounded balls on one end)
- Paper Roll Rod (wood rod with slots on each end)
- Hardware Pack (2 each: bolts, washers, & wing nuts)

### **Assembly:**

Your Drawing Desk is packaged assembled and ready for use.



To install feet, push the wood pegs into holes provided on the bottom edges of the desk. The feet are meant to be easily removed, as you might want to take them off to lay the drawing desk flat. Feet will hold your desk at an angle for comfortable use.

To use the Paper Roll Rod, slide a roll of Beka Art Paper over the rod. Orient it so the paper will unroll from the bottom of the roll. Position the notched ends of the wood rod above the holes provided in the desk assembly. Slide a bolt through the notch and through the hole, securing it with a washer and wing nut as shown. Repeat this on the other end. Position art paper so it will move across the art surface and under the wood paper cutter, which helps hold the paper in place during use. To tear off used paper, place a hand on paper still on the art board to hold it in place. Tear the paper by lifting it up so it is creased against the cutter, as you would with standard kitchen wrap.

**Art Surface:** Your Drawing Desk art surface will support a range of projects using paper.

**Chalkboard:** **REMEMBER TO SEASON YOUR CHALKBOARD BEFORE USING!** The green chalkboard is shipped ready to use, but will perform best when “seasoned” before general use. To reduce “ghosting”, use the edge of a piece of white chalk to cover the entire surface with chalk dust. Remove excess dust with a dry cloth or chalkboard eraser. The resulting surface is said to be “seasoned”. Use chalk intended for chalkboards, as harder versions like sidewalk chalk can scratch the board’s surface. Do not use water on the chalkboard, as doing so will remove the chalk dust used to season the surface, and possibly damage the board itself.

**Dry-Erase Marker board:** Use high quality dry-erase markers for best results. Test markers on a corner of the board to insure easy erasure before allowing general use. Clean the entire surface regularly. Markers can leave stains, especially if left on the surface for extended periods. If stains occur, many may be removed with special whiteboard cleaners available in office supply stores (any “cleaners” used to remove stains should only be used by adults). Do not use household cleaners (especially abrasive ones) on the marker board surface. They can damage the clear surface coat that allows dry-erase markers to be used.

**Have Fun!!!**

## **Warning – Adult Assembly Required!**

Enclosed hardware includes small pieces, so may present a choking hazard to children under 3.

Once assembled, an adult should check hardware periodically for tightness.

Always dispose of plastic bags and unused hardware appropriately, as they may pose choking hazards to children.

## Thank you for choosing Beka!

Your new Beka product is designed for fun and function, and made by Minnesota Makers in our St. Paul shop, where we've produced specialty products since 1973.

Our goal is simple:  
Make quality wood items that encourage children's imaginations (and their teacher's) and enhance creative play; then provide fast, friendly, and reliable service.

We're working hard to do just that!

We're always adding new items for you to enjoy, so please ask your favorite specialty retailer about other Beka products.

To learn more about Beka,  
visit our web site  
[www.bekainc.com](http://www.bekainc.com)

or call us for referral to your nearest dealer:  
1-888-999-2352

Thanks,  
The Beka. Folks