



IMAGINATION STARTS HERE

## Hanging Easel

Designed for classroom or home use, our Hanging Easel easily hooks onto wall-mounted chalkboards, doors, closet frames, or our optional Mounting Bar. In the classroom, the “hanger” engages the frame of most wall mounted boards. The washer even fits behind many flush-mounted frames. In school or at home, the optional Mounting Bar adds flexibility.

**Always check your easel for secure positioning before use!**

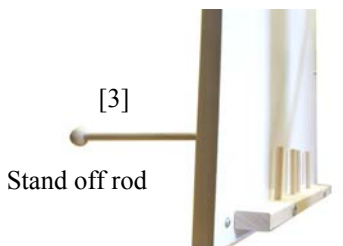
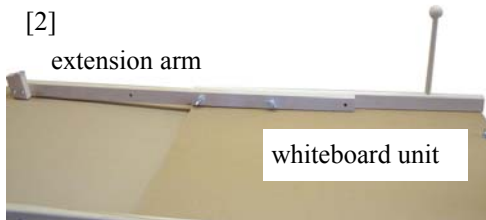
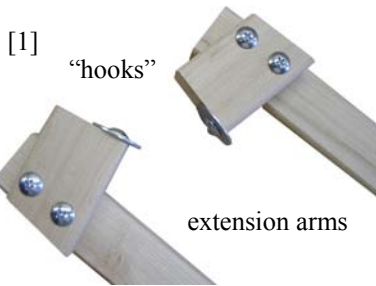
Our Hanging Easel’s surface is a wipe-off markerboard, designed for use with dry erase markers or “wipe-off” crayons. Please test markers or crayons before general use.

- Contents:
- |  |                        |
|--|------------------------|
| 1 - whiteboard unit                          | 2 - hooks              |
| 2 - large washers                            | 2 - 1” screws          |
| 4 - 1 1/4” screws                            | 2 - extension arm      |
| 6 sets - bolts, washers, wing nuts           |                        |
| 2 - standoff rods                            |                        |
| 1 - big book lip <u>or</u> wood storage tray |                        |
| 1 - mounting bar                             | 2 - 2” mounting screws |

**You will need a phillips screwdriver for assembly.**

Assembly (see photos):

- 1) Attach large washers to ends of *hooks* with 1” screws; attach *hooks* to extension arms with 1 1/4” screws as shown.
- 2) With whiteboard surface down, position extension arms along inside edge of whiteboard unit’s wood braces; position to provide desired height. Orient hooks to project toward the wall when in use (away from the whiteboard’s surface) and on “inside” edge of whiteboard unit as shown. Secure with 4 bolts, inserted from outside edge toward the center; washers and wing nuts go on the inside of the assembled product.
- 3) Push small ends of standoff rods into holes provided; standoff rods hold Easel away from walls, creating an angle for use.
- 4) Attach Lip (4a) or Storage Tray (4b) with remaining bolts, washers, and wing nuts. Orient lip pegs up to hold big books open (position dowels closer to whiteboard surface for maximum book stability—see below. Secure optional Mounting Bar if desired; see instructions on the reverse side of this sheet.
- 5) Hang Easel, checking to insure Easel is securely positioned before use. (Cord and a wood rod may be used to hang a paper roll behind whiteboard - contact Beka for more information.)
- 6) To use “Big Books”, place front and back cover of book against whiteboard surface. Position center spine between inner pegs, pages projecting outward. Pages are free to be turned. Captured front and back cover hold book in place during use.



[4a] lip option



[4b] storage tray option

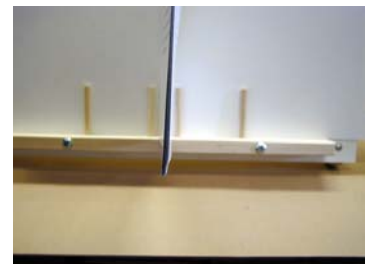


[5]



[6]

book cover held in place behind pegs



## Hanging Easel—Optional Mounting Lip

Your Hanging Beka Easel is designed for use wherever you find it most convenient. In a classroom, hang it from wall-mounted markerboards, bookshelves, or open doors. At home, hang it from a fence, door, etc. If you prefer, fasten the enclosed mounting bar to a wall to create a convenient easel station.

- use the bar to mark spots to drill two holes (1/8") for the enclosed screws; use a level to insure mounting bar is parallel to the floor.
- attach mounting bar to wall as shown.



Storage Tray Option



Big Book Lip Option



Hanging Easel and optional Mounting Bar