



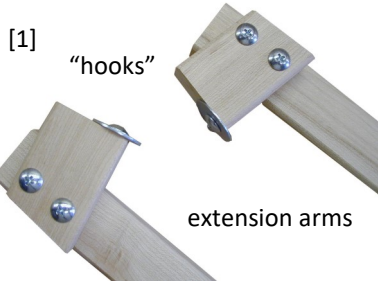
IMAGINATION STARTS HERE

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!

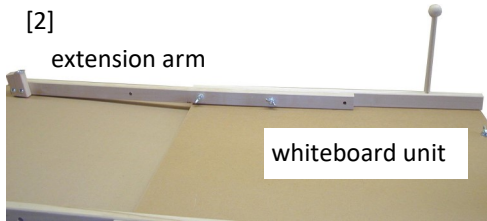
Our Hanging Easel’s surface is a wipe-off markerboard, designed for use with dry erase markers or “wipe-off” crayons. Please test markers or crayons before general use.



[1]

“hooks”

extension arms



[2]

extension arm

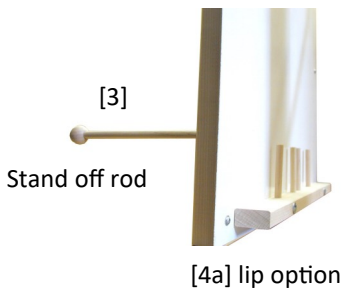
whiteboard unit

- 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 in-



[3]

Stand off rod

[4a] lip option



[4b] storage tray op-

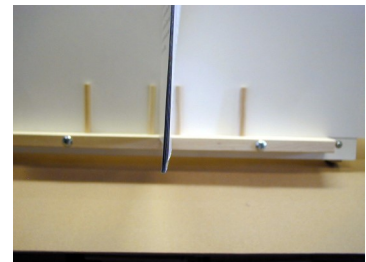


[5]



[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 marker boards, 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.

Dry-Erase Marker board & Washable Magnet 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. Beka's magnet board is designed primarily for use with magnets. It has a washable surface that will perform like a wipe-off marker surface with high quality markers. It is not as reliable a marker board surface as our standard dry-erase marker board, so extra care should be taken to clean it often. Should the surface become damaged, keep in mind that it is reversible.



Big Book Lip Option



Storage Tray
Option

Hanging Easel and optional Mounting Bar

