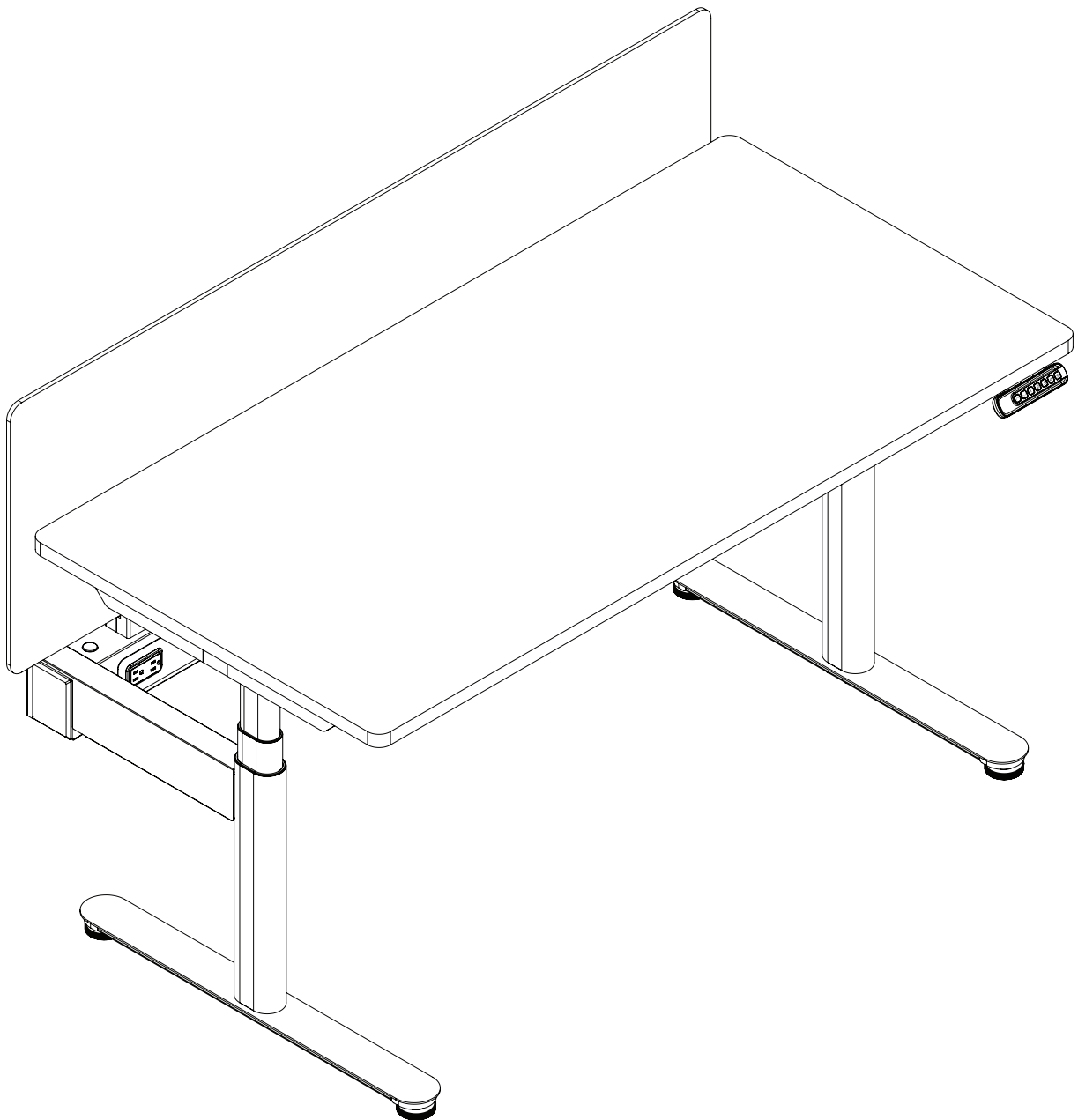

Helix Single Run

Assembly Guide



Standard Components 1-2

Optional Components 3-4

3-Circuit Junction Block Installation 5-9

4-Circuit Junction Block Installation 10-14

Data Face Plate Installation 15-16

Stretcher Frame Installation 17

Lifting Column Installation 18

Handset & Control Box Installation 19-20

Worksurface Installation 21

SR Feet Installation 22-23

Cross Beam Installation 24

Power Beam Installation 25-28

Optional | 18mm Screen Clip Installation 29

Optional | Forward Cable Tray Installation 30

Optional | Column Sleeve Installation 31

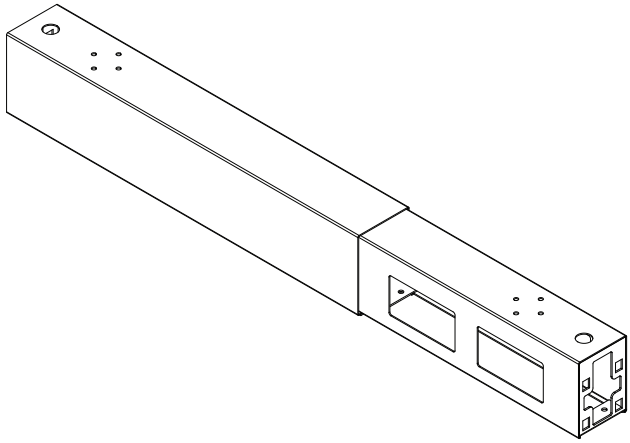
Optional | Cross Beam Sleeve Installation 32

Optional | Privacy Screen Installation 33

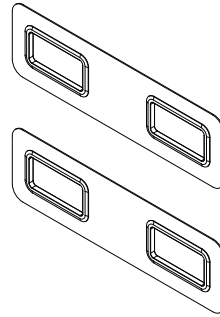
Optional | Power Pole Installation 34-36

Optional | Power Beam Bridge Installation 37

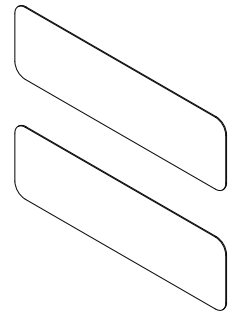
3 & 4-Circuit Junction Block Installation & Cross Beam Installation



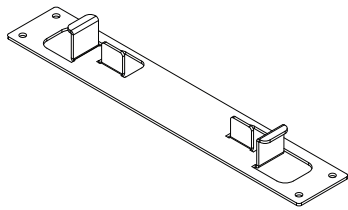
Power Beam 48"-60" or
Power Beam 66"-84"



Receptacle Face Plate
(Set of 2)



Blank Face Plate
(Set of 2)



Junction Block Bracket

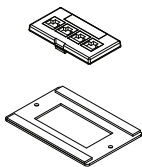


M5x10mm
Hand-tightening Screws
(Set of 4)



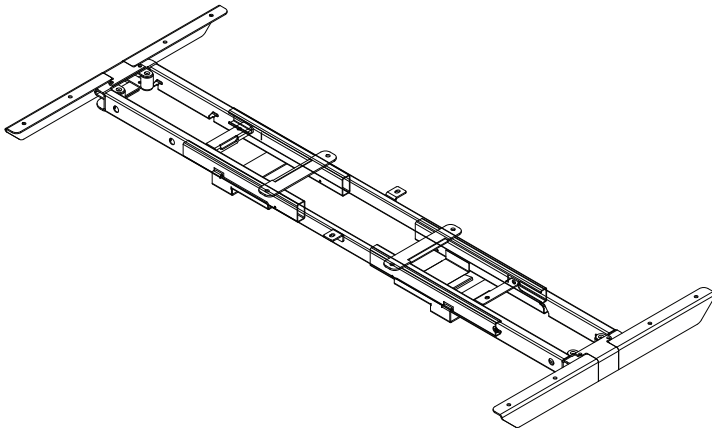
Round Hole Cover
(Set of 2)

Data Face Plate Installation

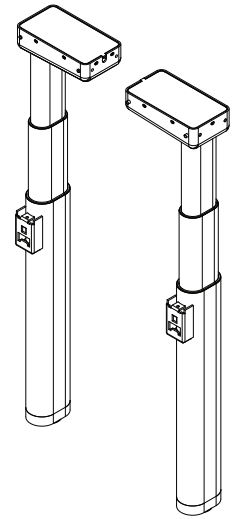


Data Face Plate

Stretcher Frame, Lifting Column & Worksurface Installation



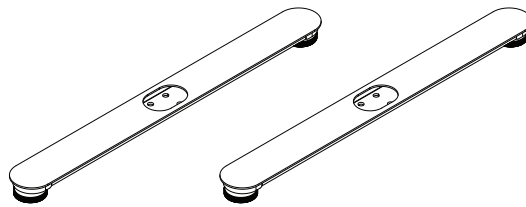
Stretcher Frame



Lifting Column (Set of 2)



5.0x20mm Wood Top Screws
(Set of 14)

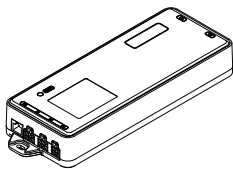


24" or 30" SR Feet (Set of 2)



SR Feet Screws
(Set of 8)

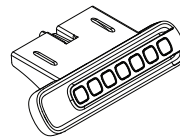
Handset & Control Box Installation



Control Box



Power Cord

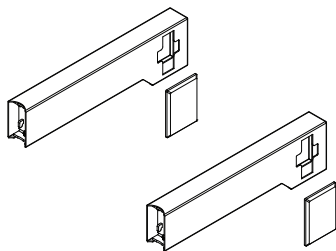


Handset



3.5x19mm Handset Screws
(Set of 2)

Cross Beam Installation

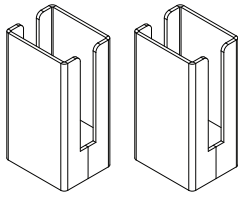


24" or 30" SR Cross Beam & Cover
(Set of 2)

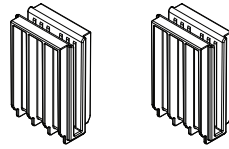


M6x15mm Cross Beam Screws
(Set of 2)

18mm Screen Clip Installation



18mm Screen Clip
(Set of 2)

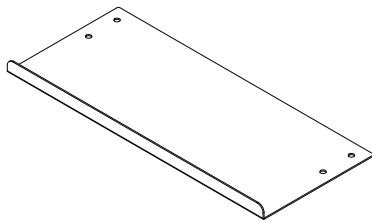


Screen Clip Sleeve
For Acrylic Board (Set of 2)



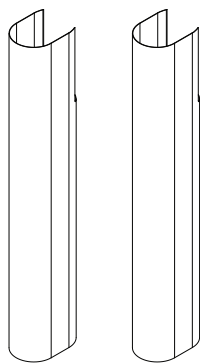
Star Knob M6x15mm
(Set of 4)

Forward Cable Tray Installation

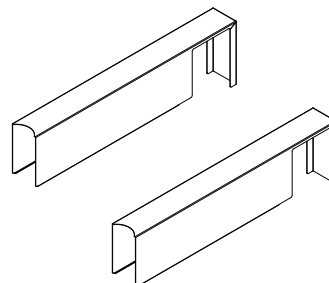


Forward Cable Tray

Column Sleeve & Cross Beam Sleeve Installation

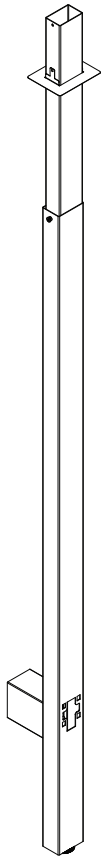


SR Column Sleeve
(Set of 2)



24" or 30" SR Cross Beam Sleeve
(Set of 2)

Power Pole Installation

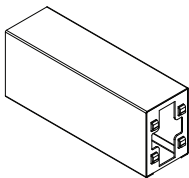


Power Pole & Power Pole Adapter



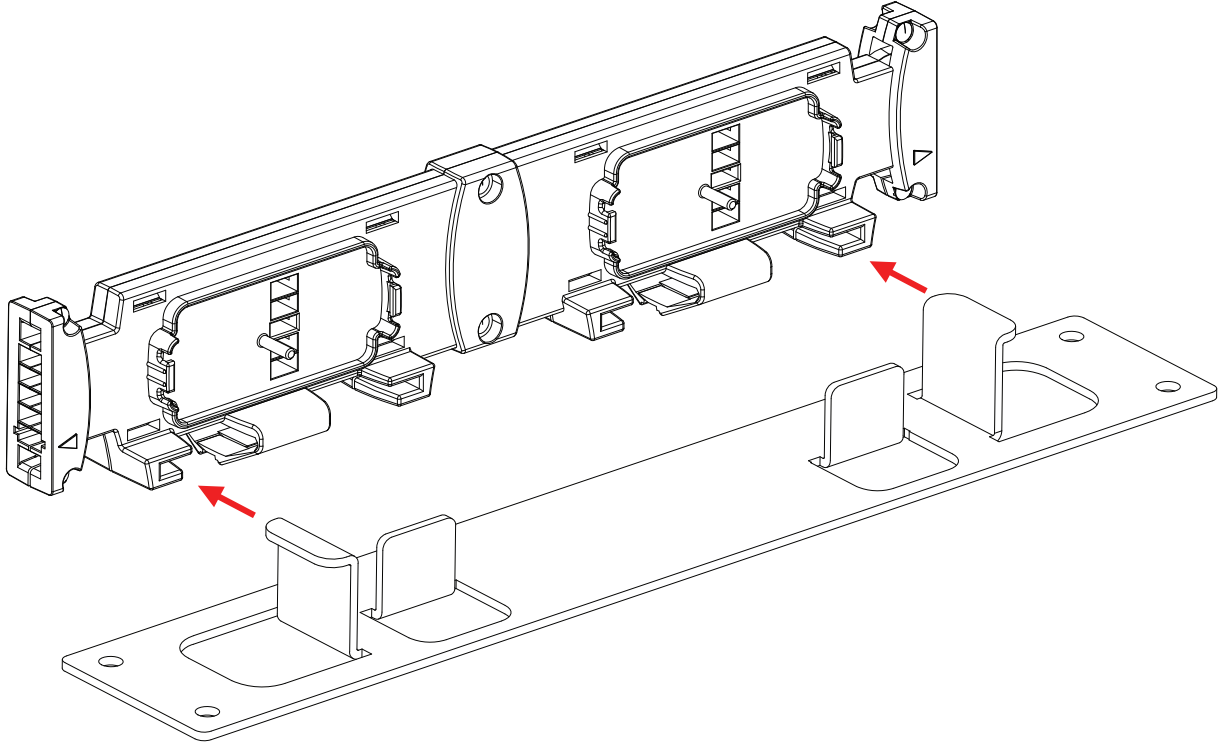
Power Pole Screws
(Set of 2)

Power Beam Bridge Installation

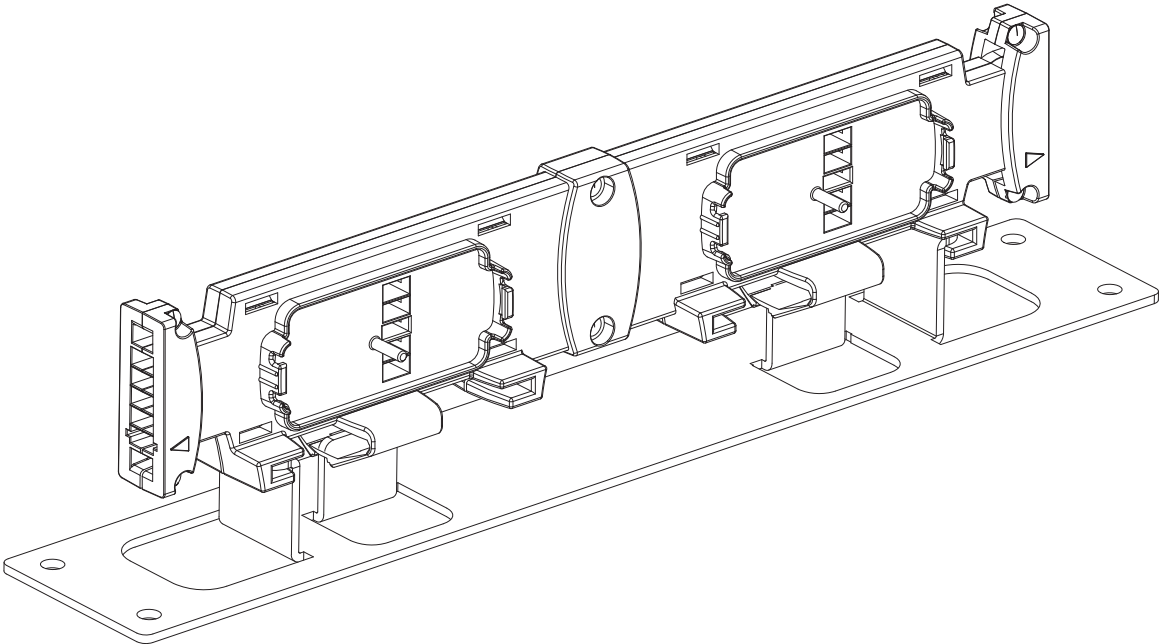


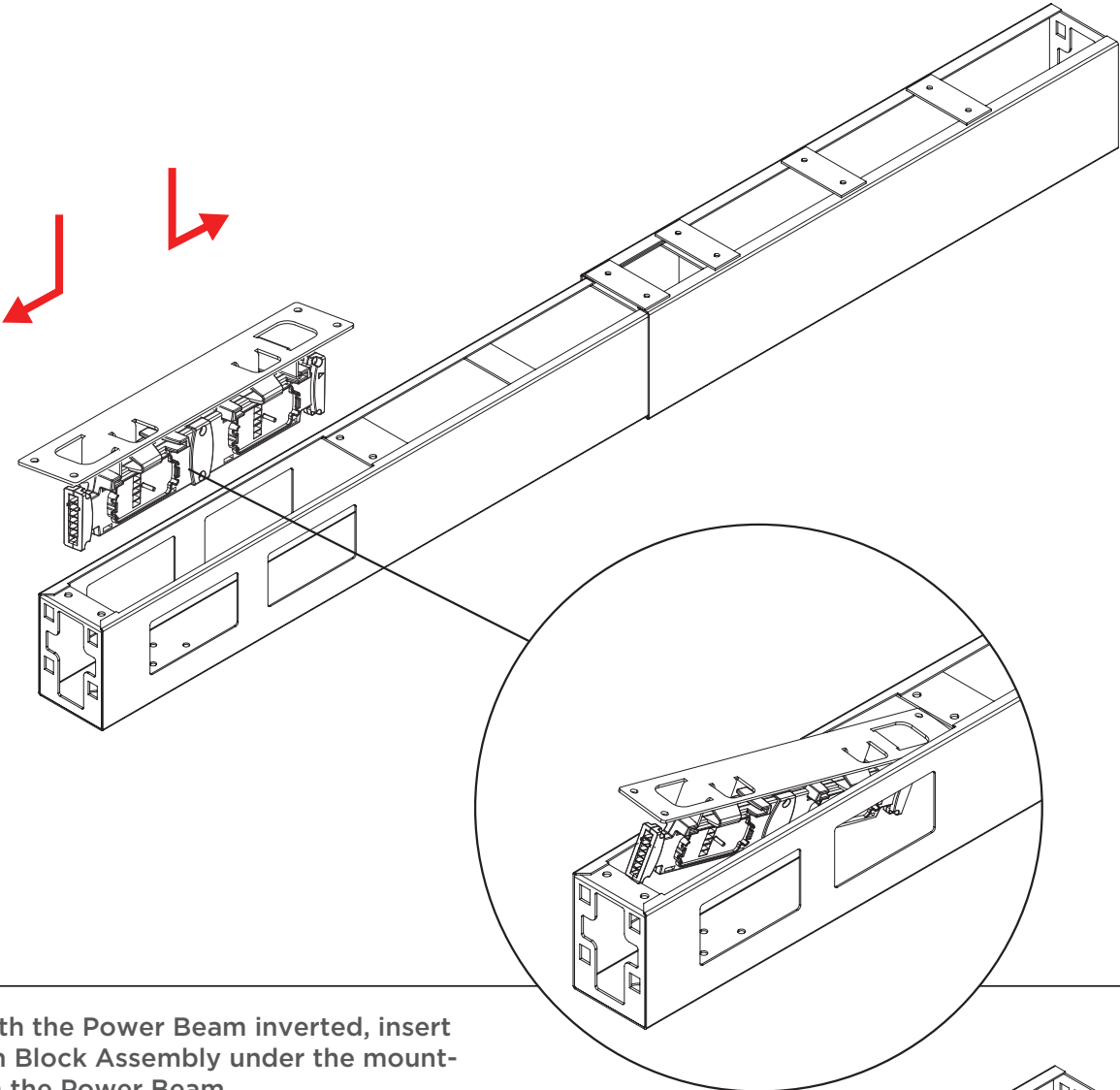
Power Beam Bridge

- * For the Screen Clipper version, please complete the 18mm Screen Clip Installation before proceeding with the main bench assembly, go to page 29.
- * For 4-Circuit Junction Block Installation, go to page 10-14.

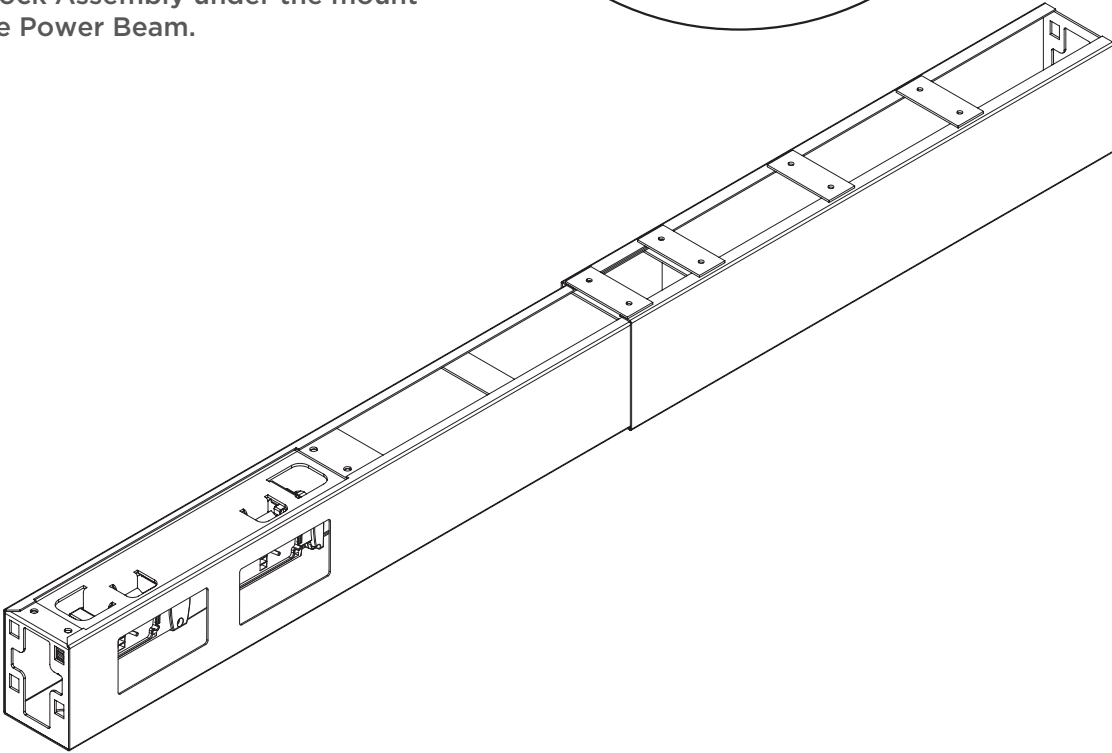


Step 01: Slot in Junction Block Mounting Plate into the Junction Block until a “Click” sound is heard.

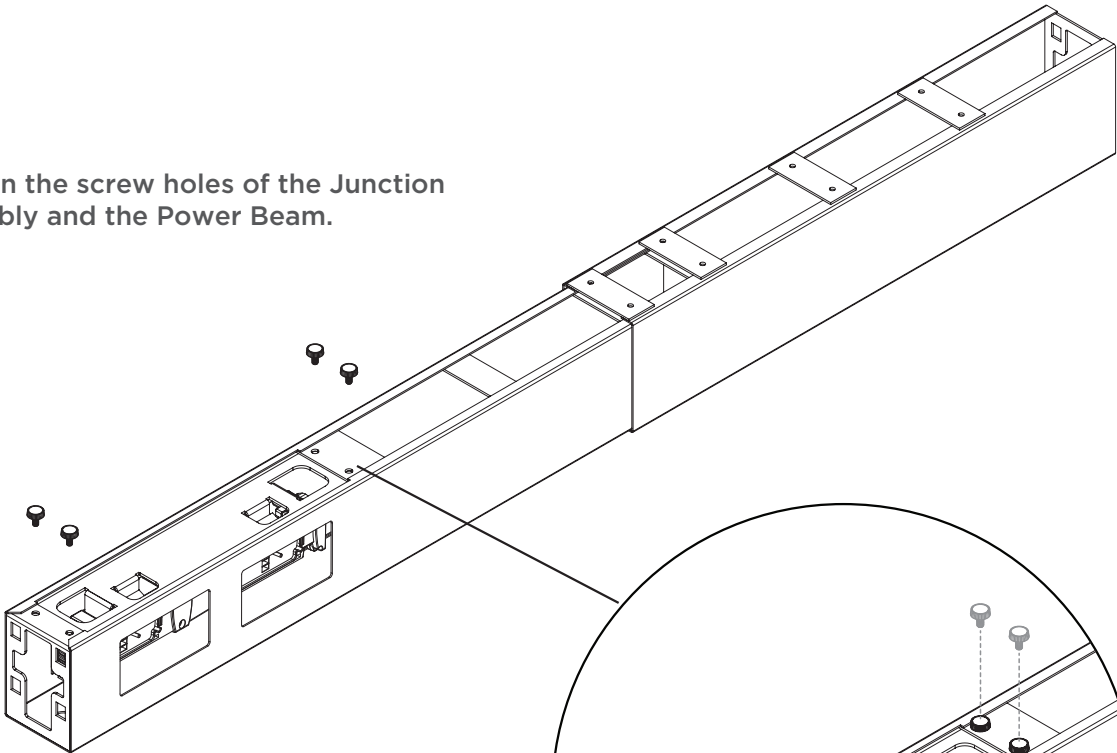




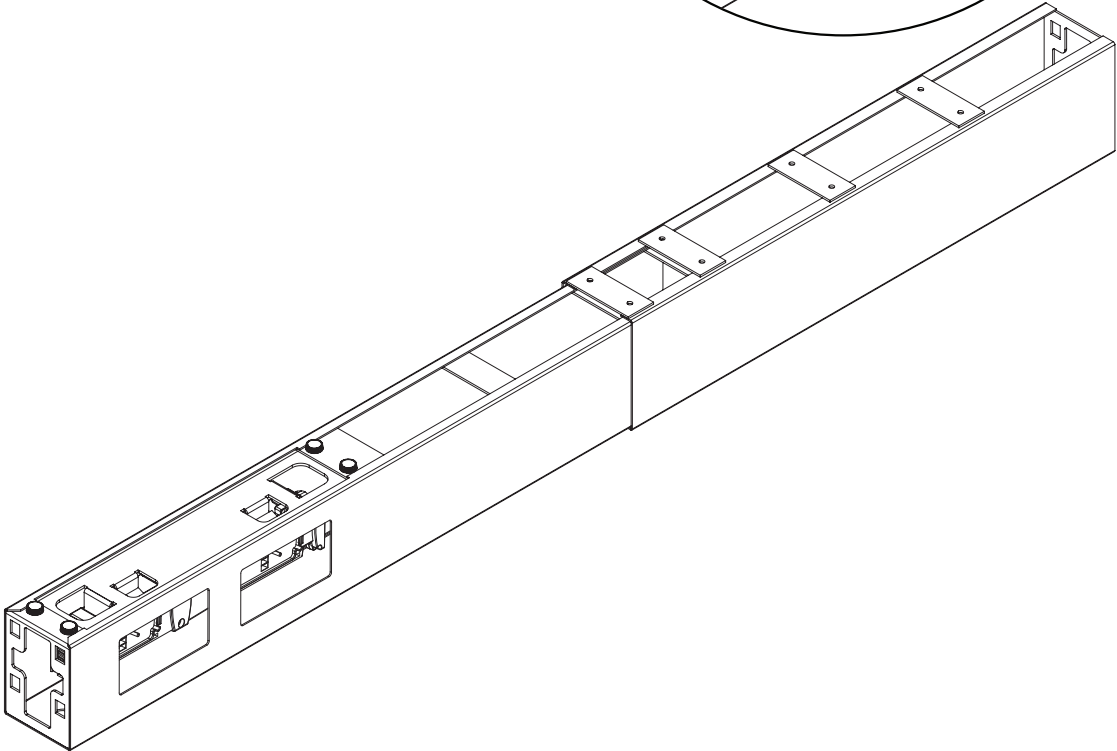
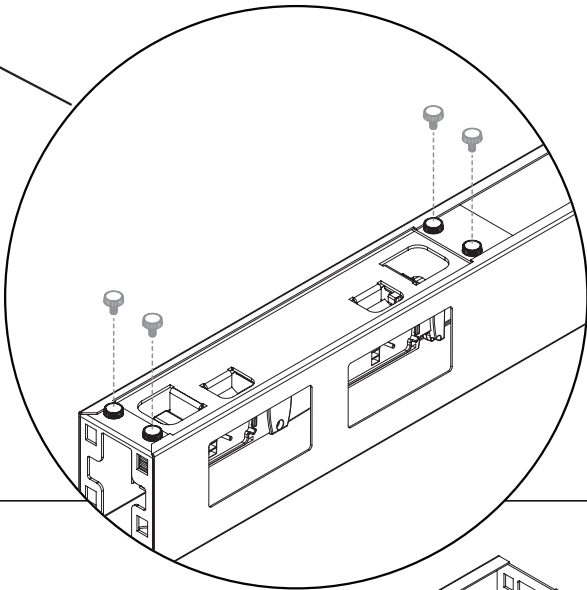
Step 02: With the Power Beam inverted, insert the Junction Block Assembly under the mounting holes on the Power Beam.

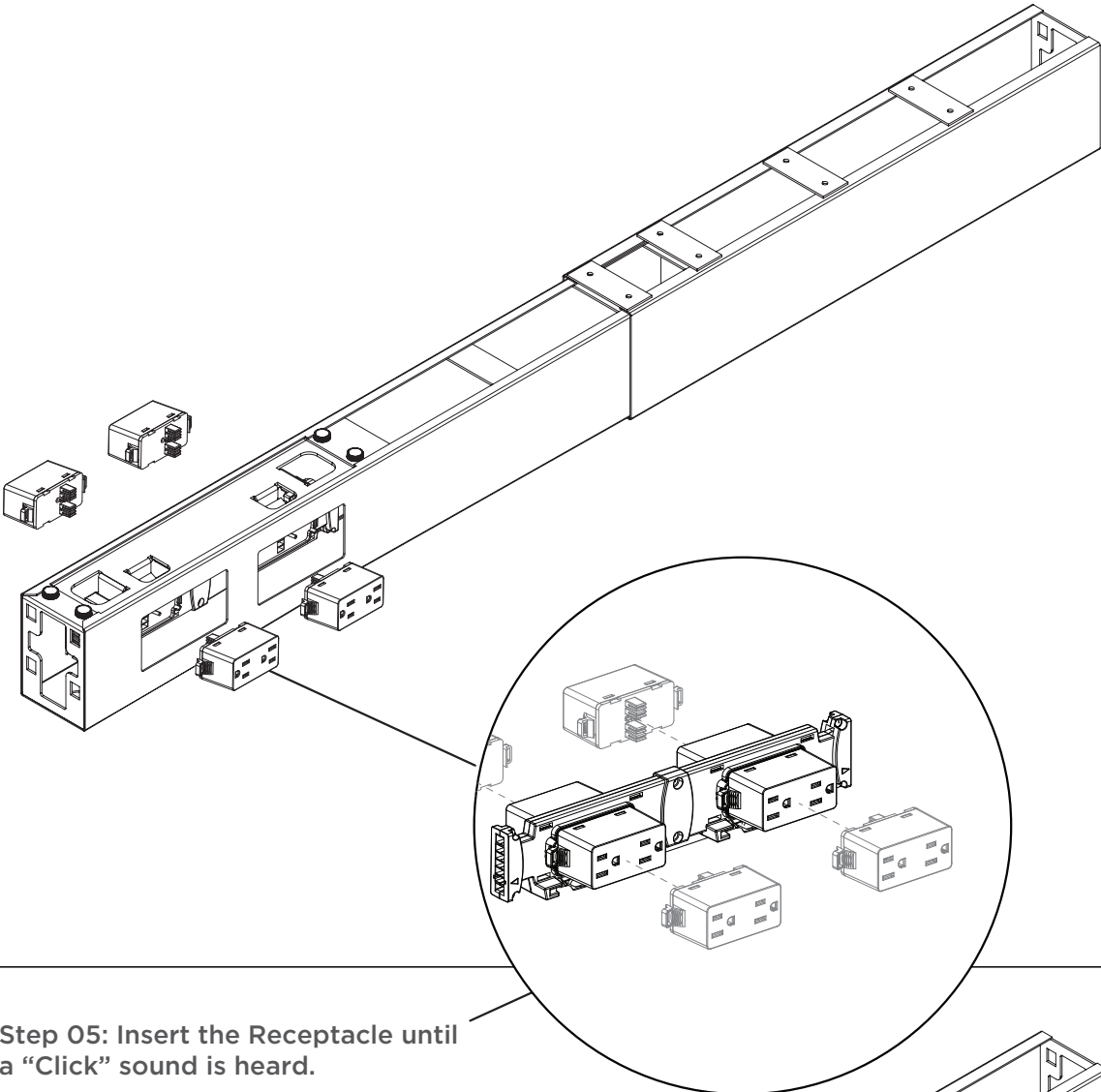


Step 03: Align the screw holes of the Junction Block Assembly and the Power Beam.

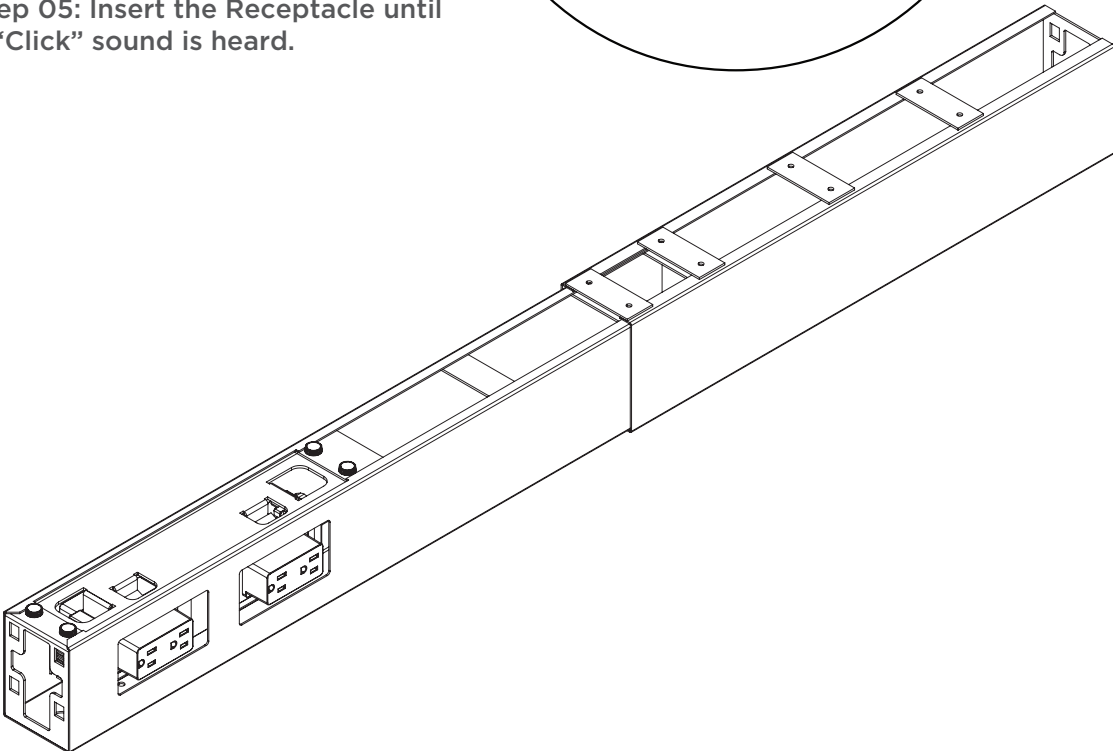


Step 04: Fasten the M5x10mm(Hand-tightening Screws) to secure the Junction Block Assembly onto the Power Beam.

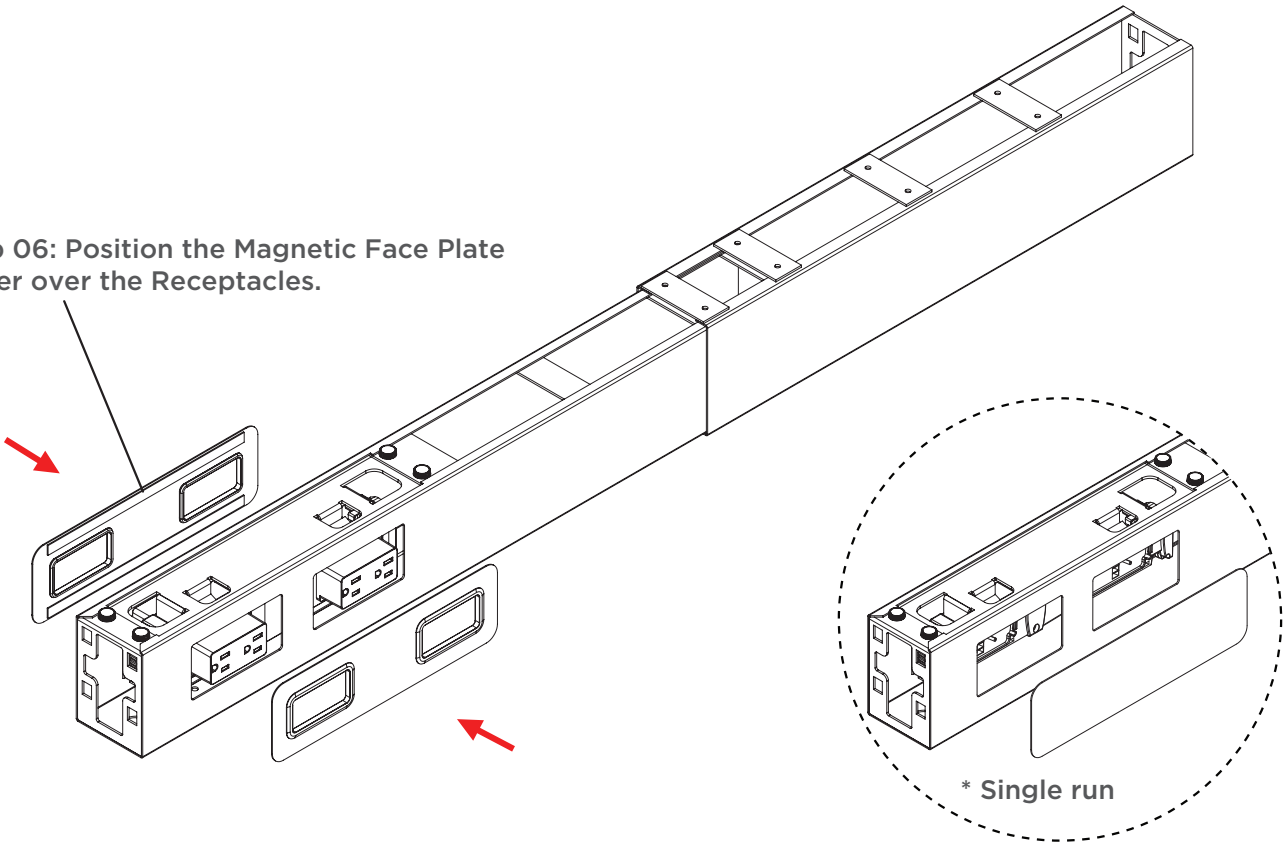




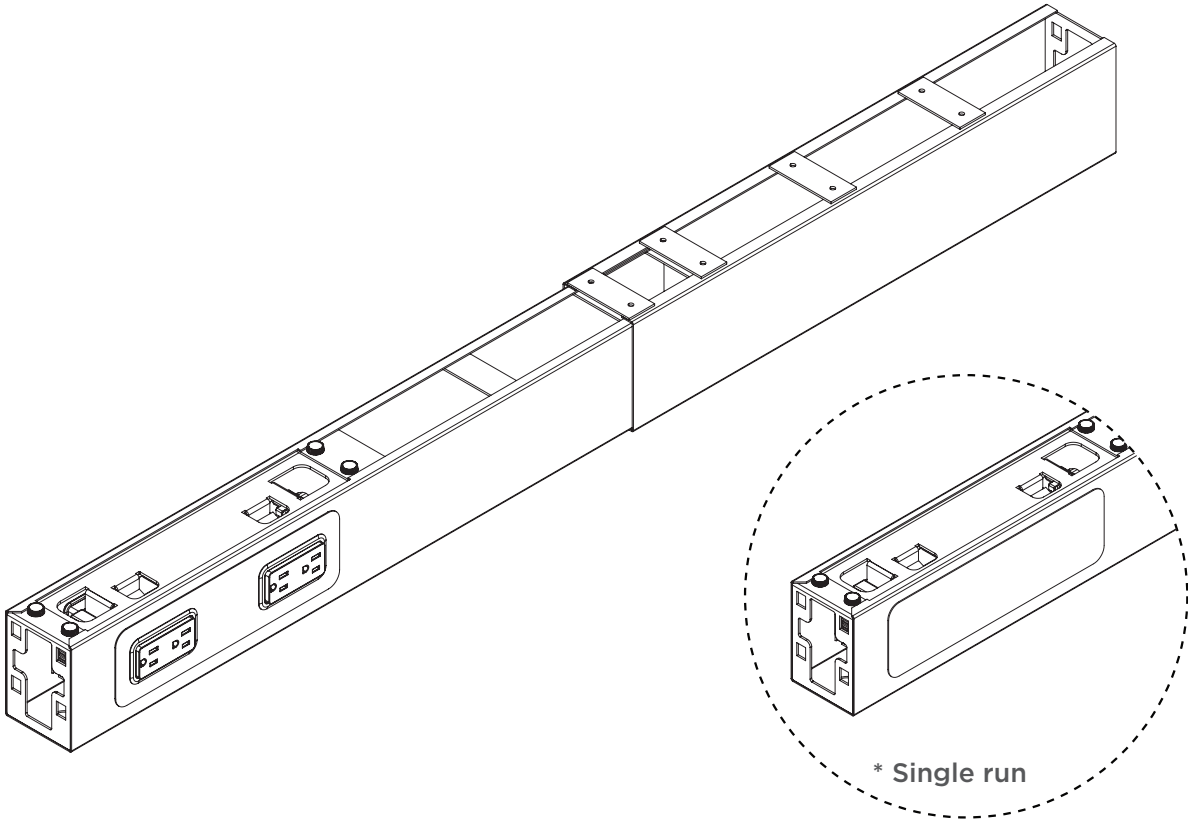
Step 05: Insert the Receptacle until a "Click" sound is heard.



Step 06: Position the Magnetic Face Plate Cover over the Receptacles.

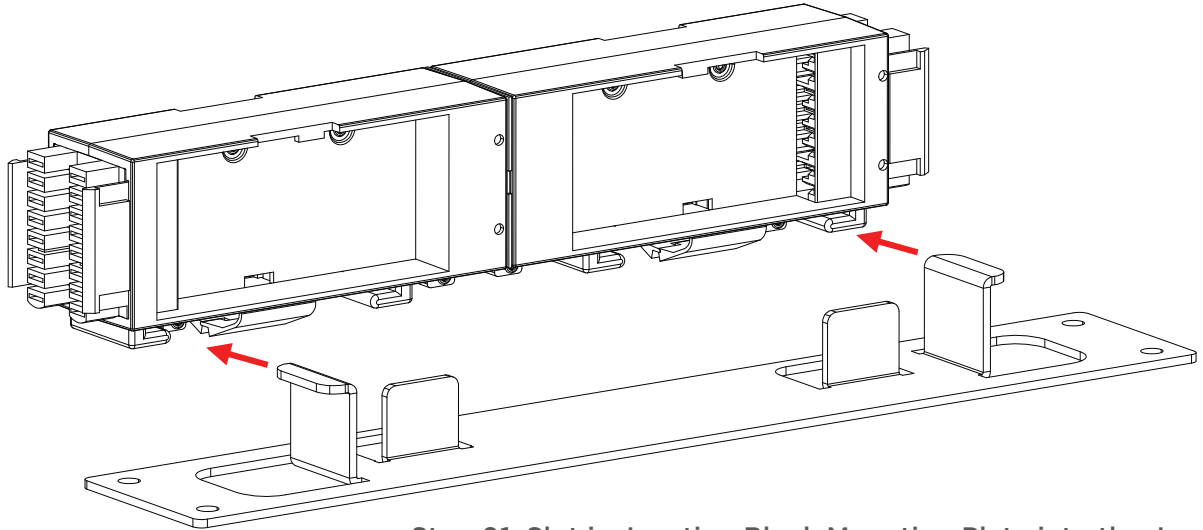


* For Single run Power Beam. Use the Magnetic Blank Face Plate to cover the side without Receptacle.

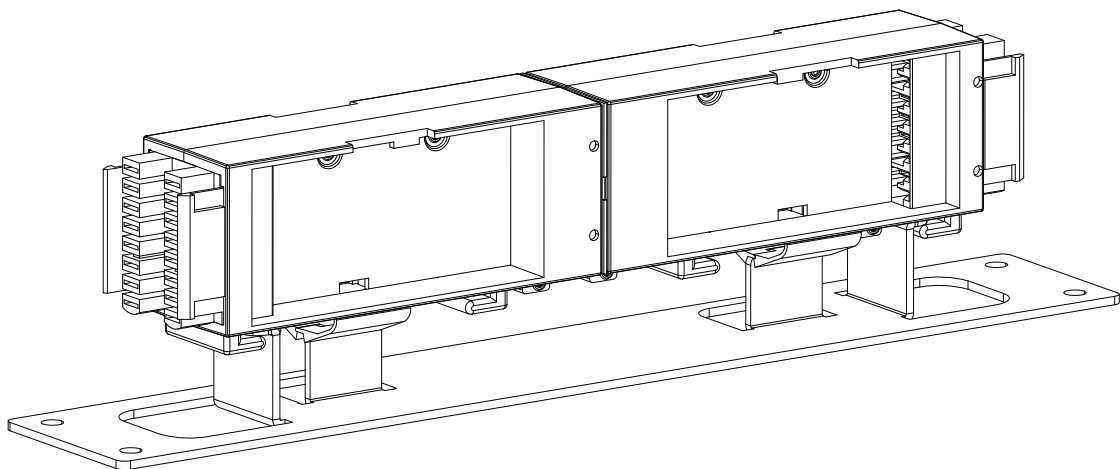


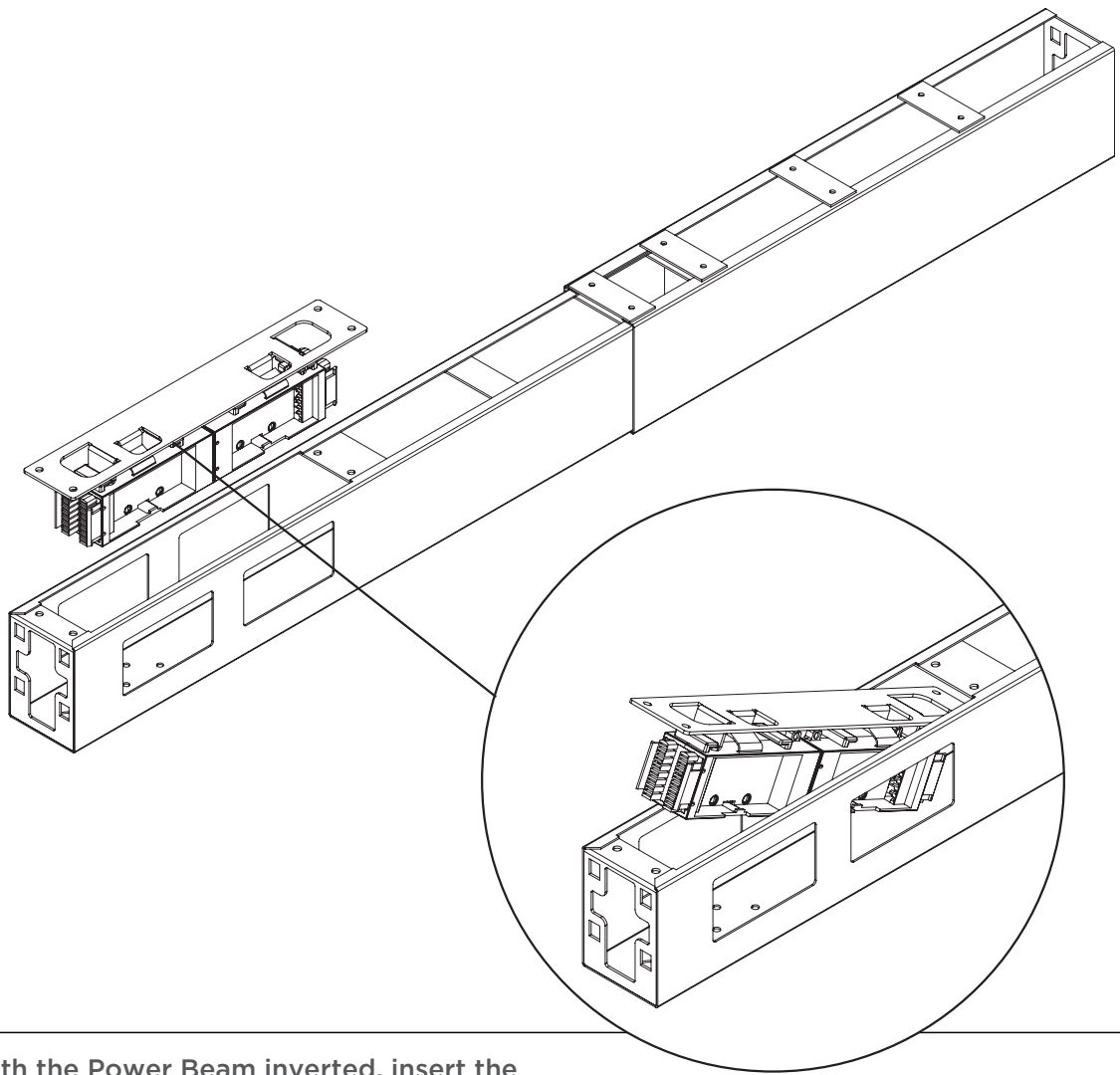
* For the Screen Clipper version, please complete the 18mm Screen Clip Installation before proceeding with the main bench assembly, go to page 29.

* For 3-Circuit Junction Block Installation, go to page 05-09.

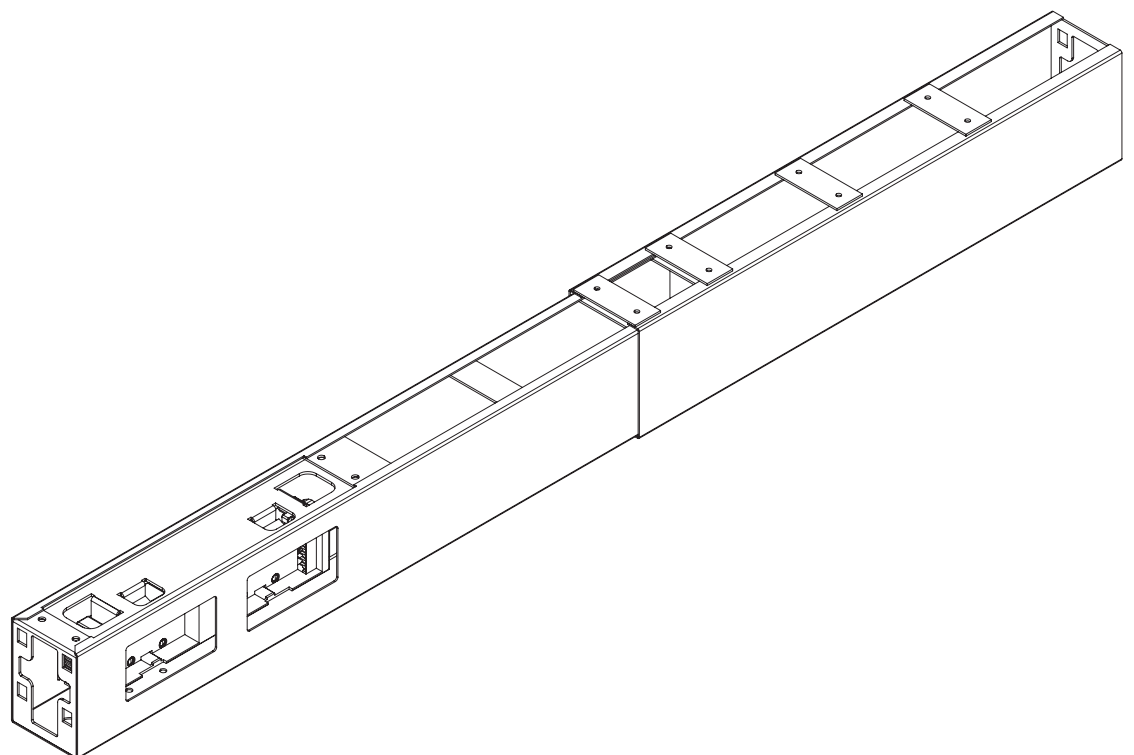


Step 01: Slot in Junction Block Mounting Plate into the Junction Block until a “Click” sound is heard.

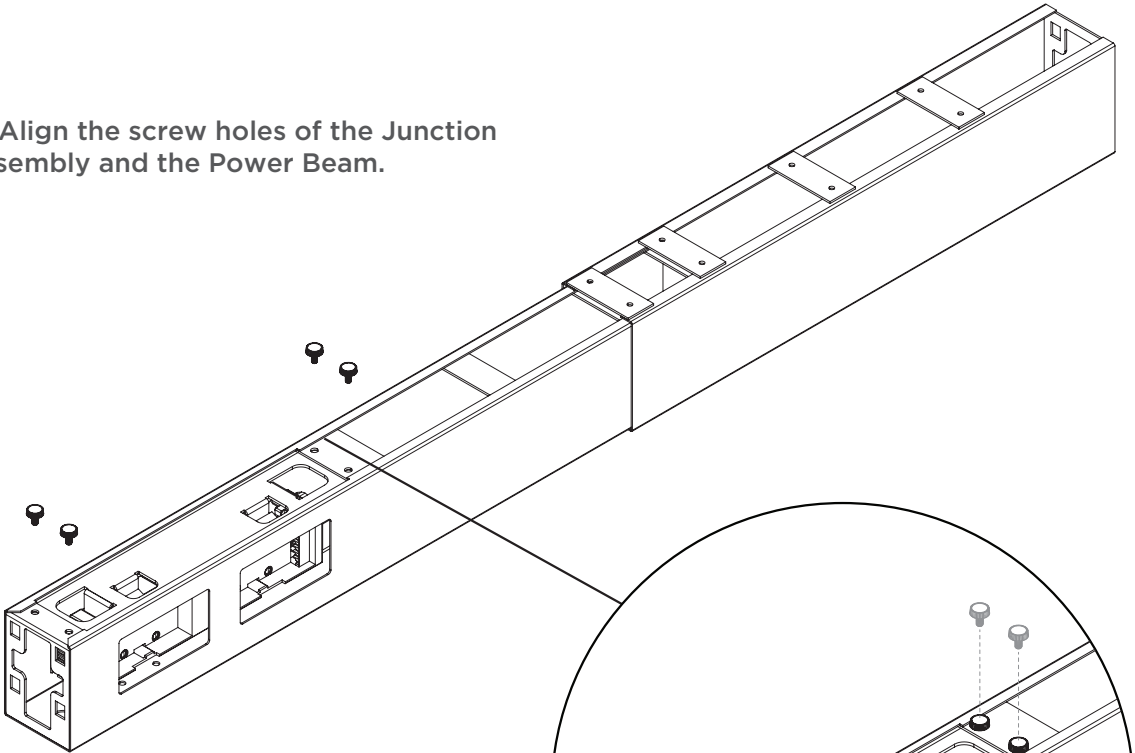




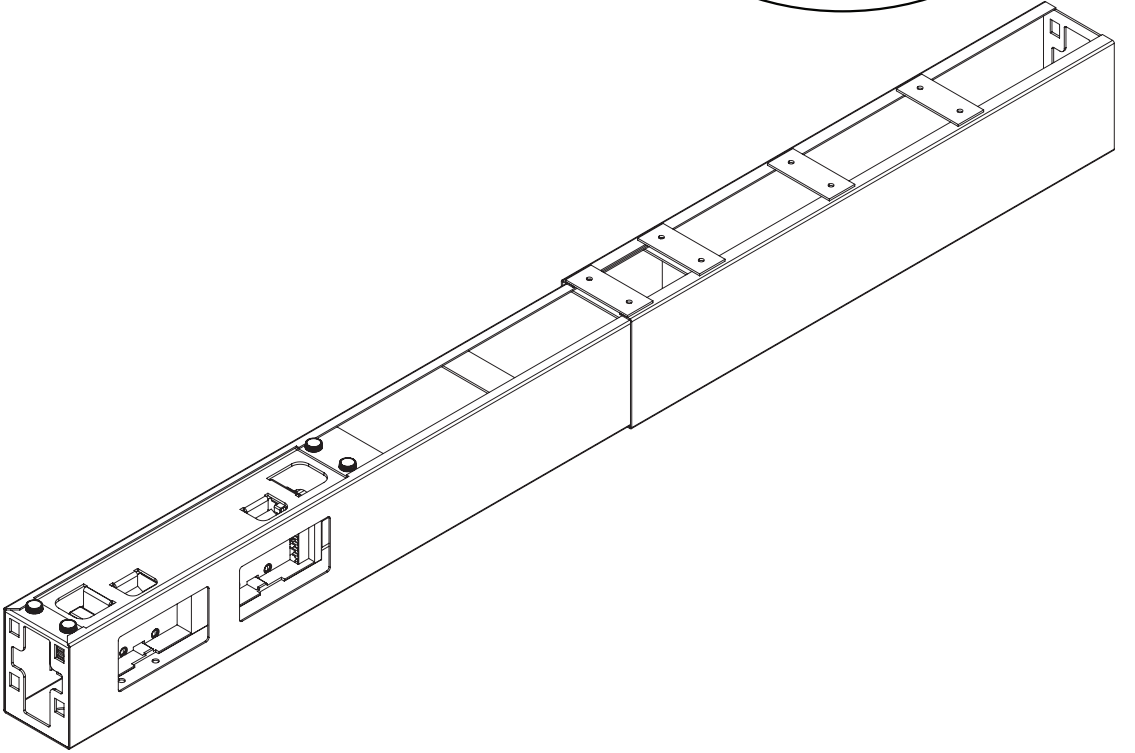
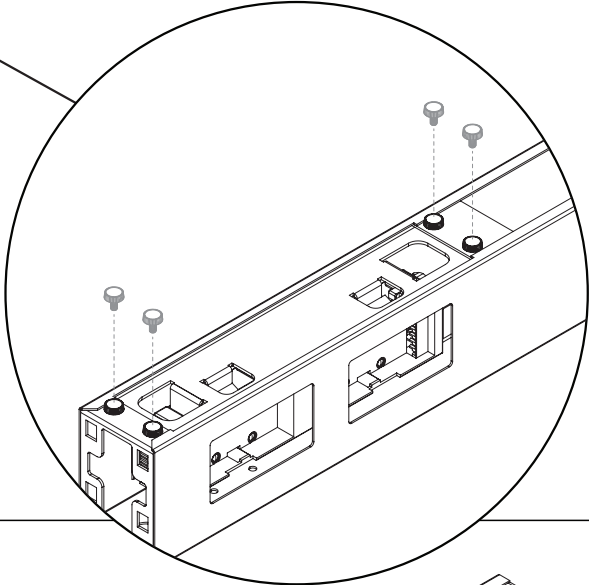
Step 02: With the Power Beam inverted, insert the Junction Block Assembly under the mounting holes on the Power Beam.

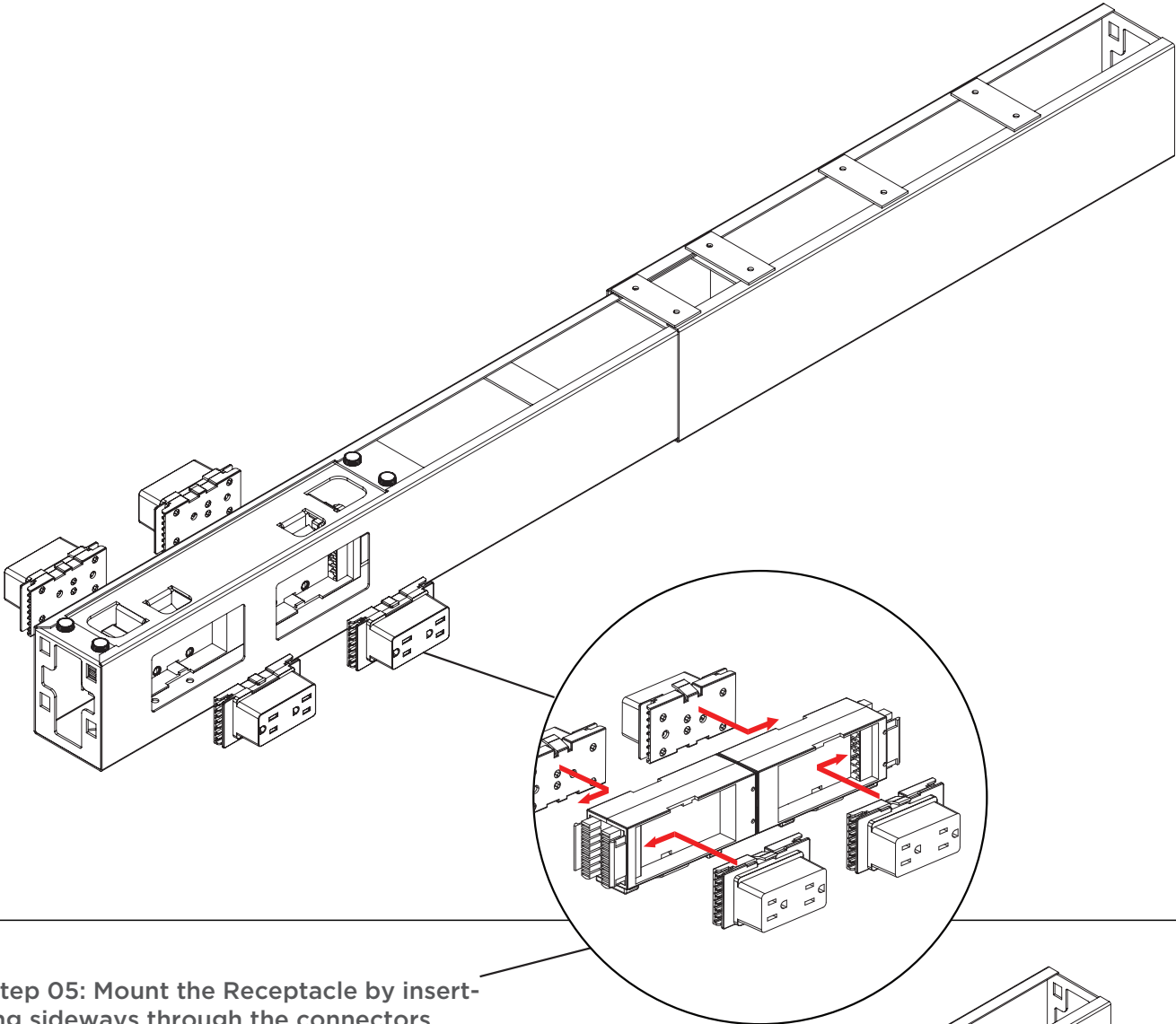


Step 03: Align the screw holes of the Junction Block Assembly and the Power Beam.

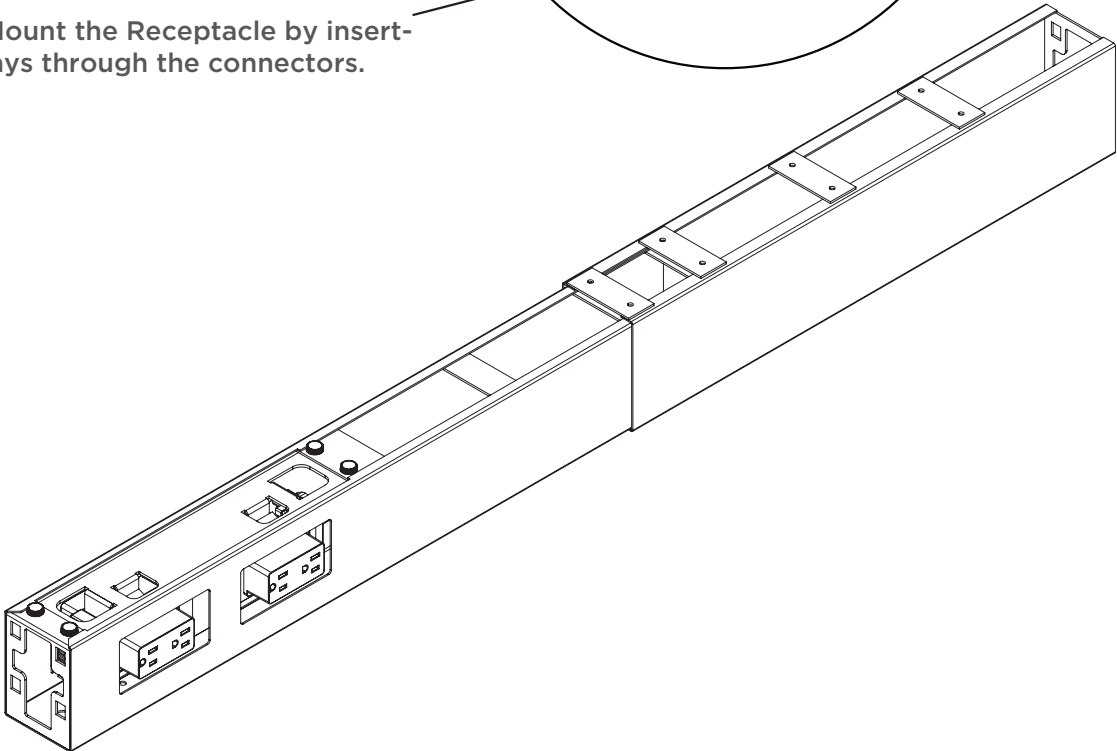


Step 04: Fasten the M5x10mm(Hand-tightening Screws) to secure the Junction Block Assembly onto the Power Beam.

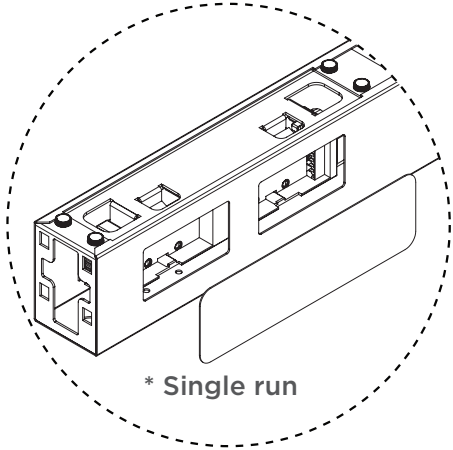
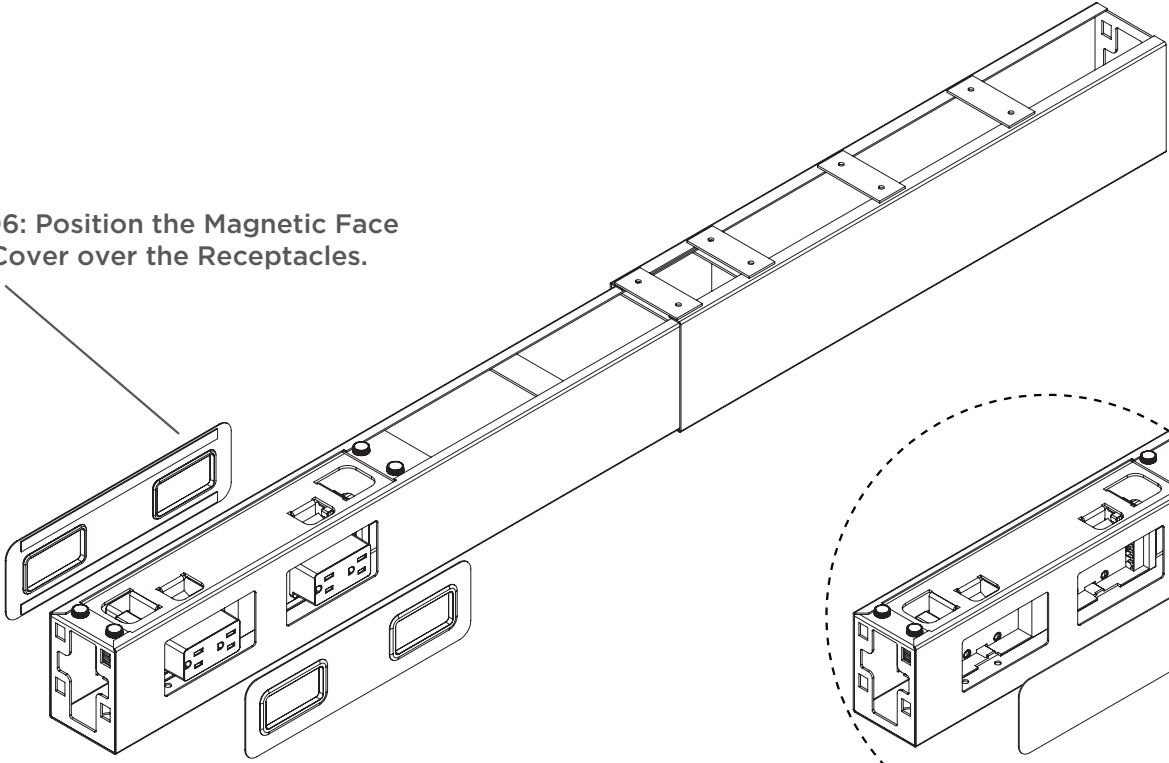




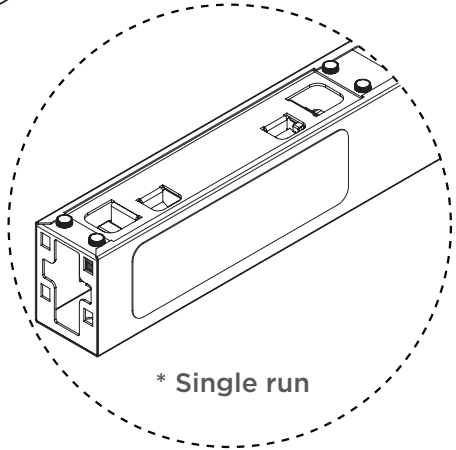
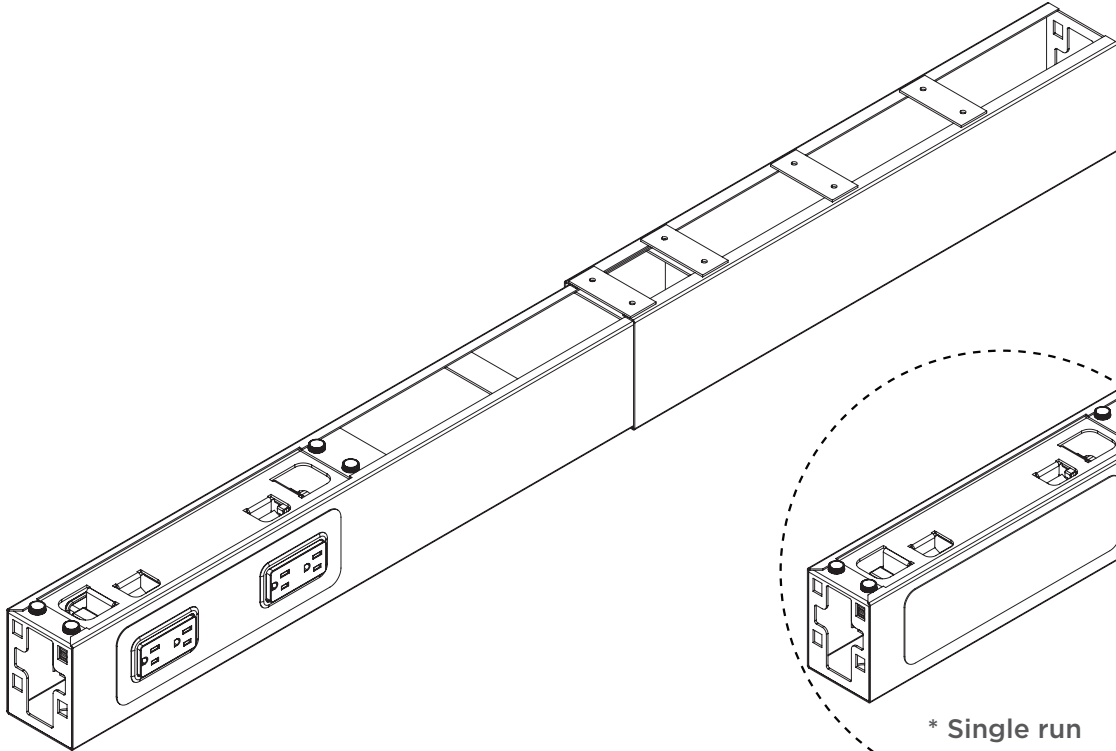
Step 05: Mount the Receptacle by inserting sideways through the connectors.

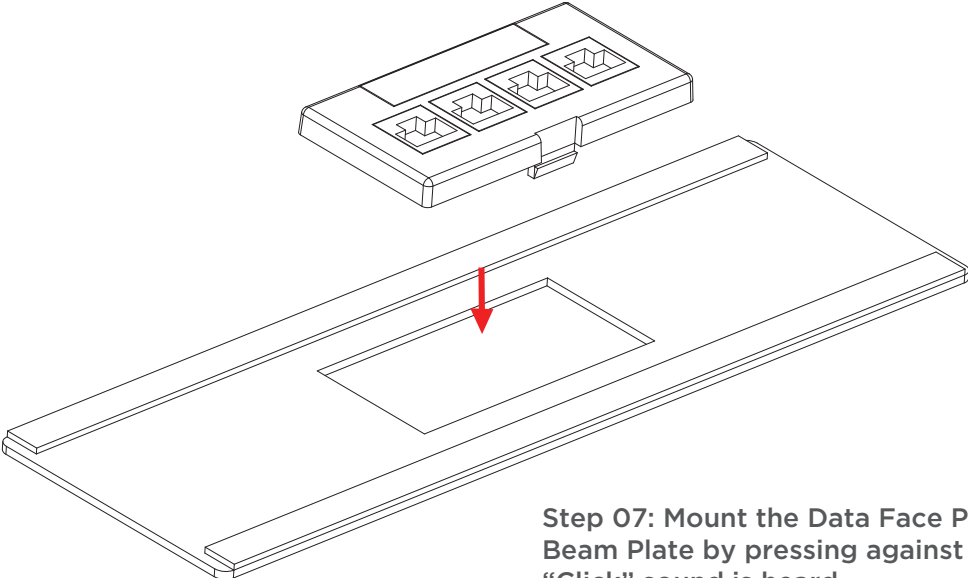


Step 06: Position the Magnetic Face Plate Cover over the Receptacles.

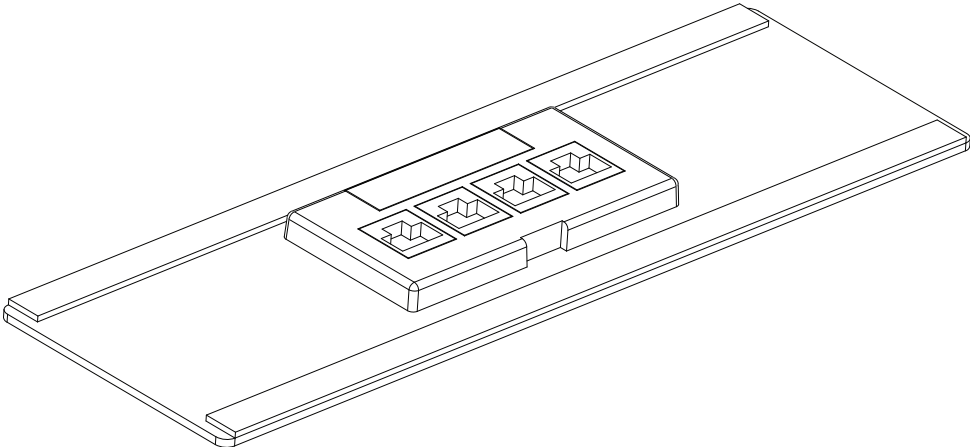


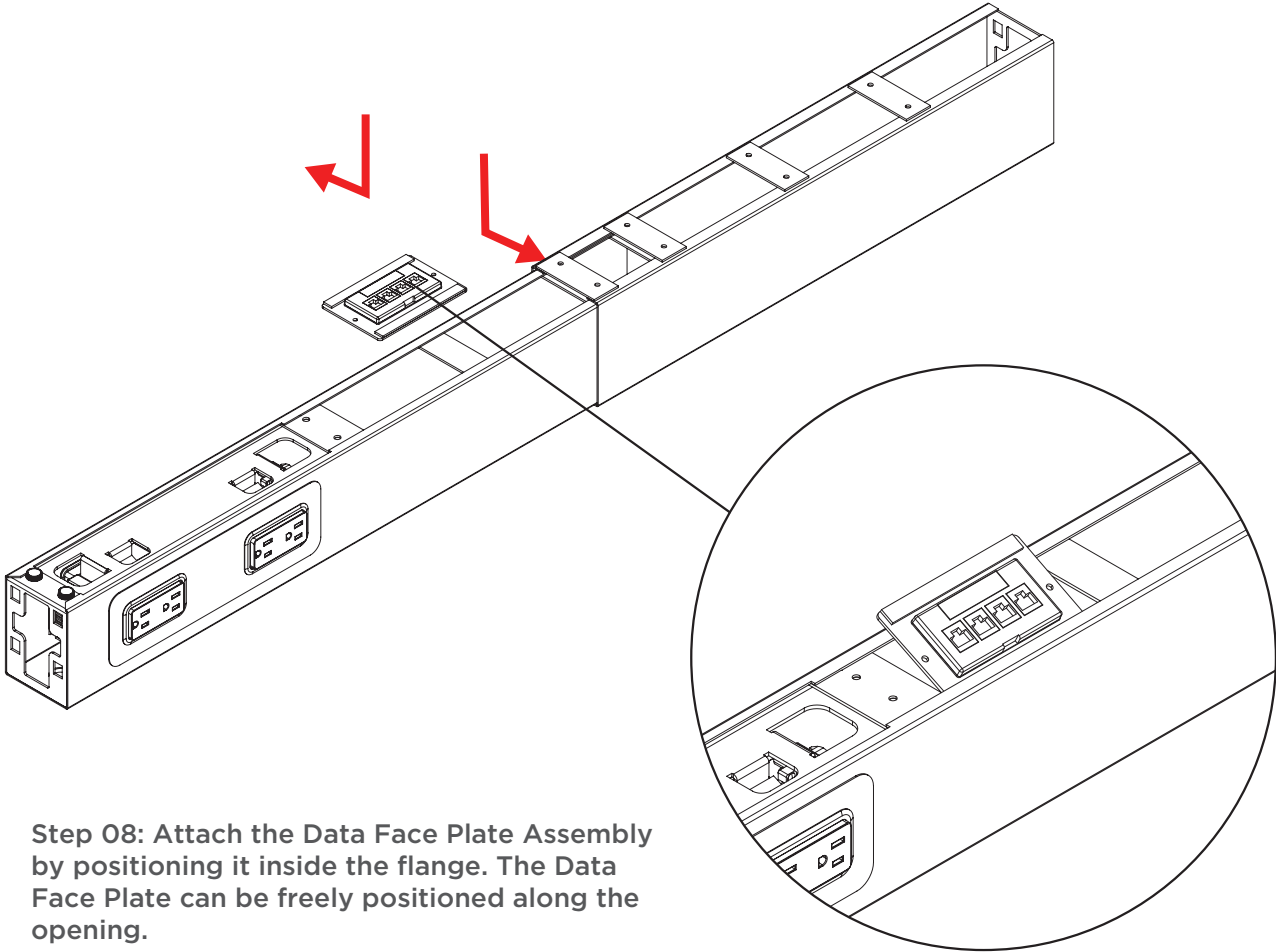
* For Single run Power Beam. Use the Magnetic Blank Face Plate to cover the side without Receptacle.



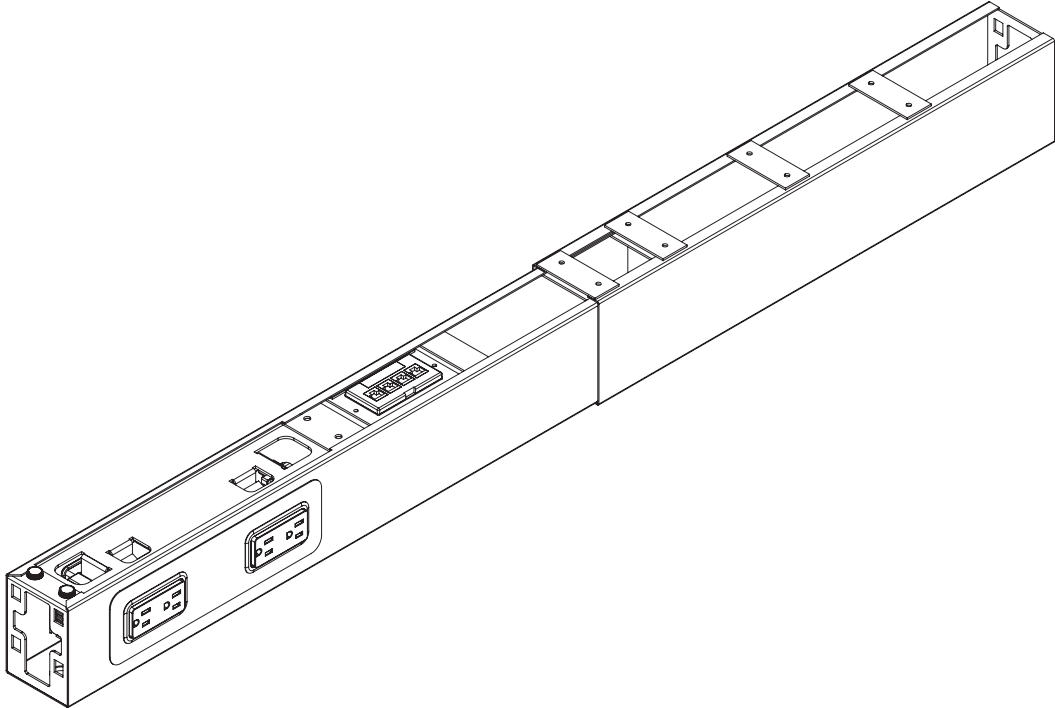


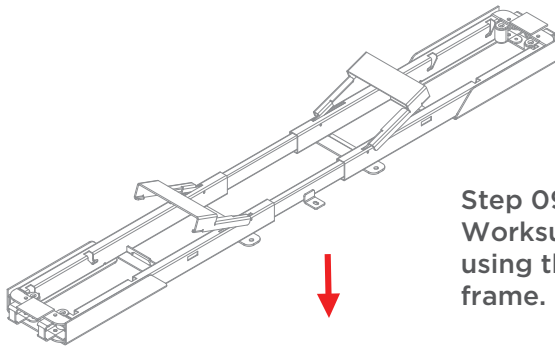
Step 07: Mount the Data Face Plate to the Bottom Beam Plate by pressing against the opening until a “Click” sound is heard. Ensure that the magnet strips are facing upwards.



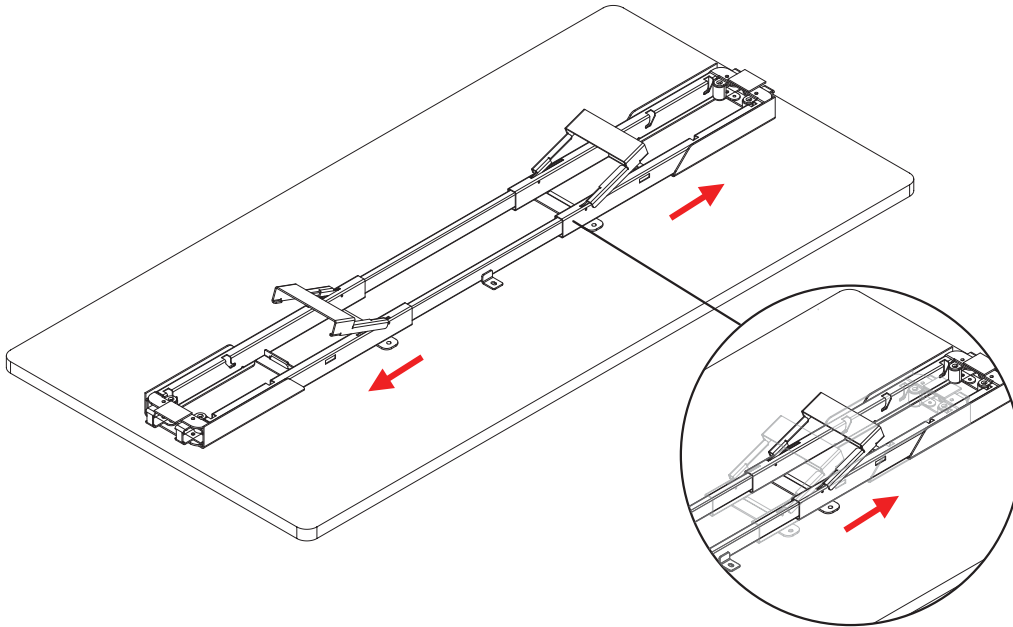


Step 08: Attach the Data Face Plate Assembly by positioning it inside the flange. The Data Face Plate can be freely positioned along the opening.

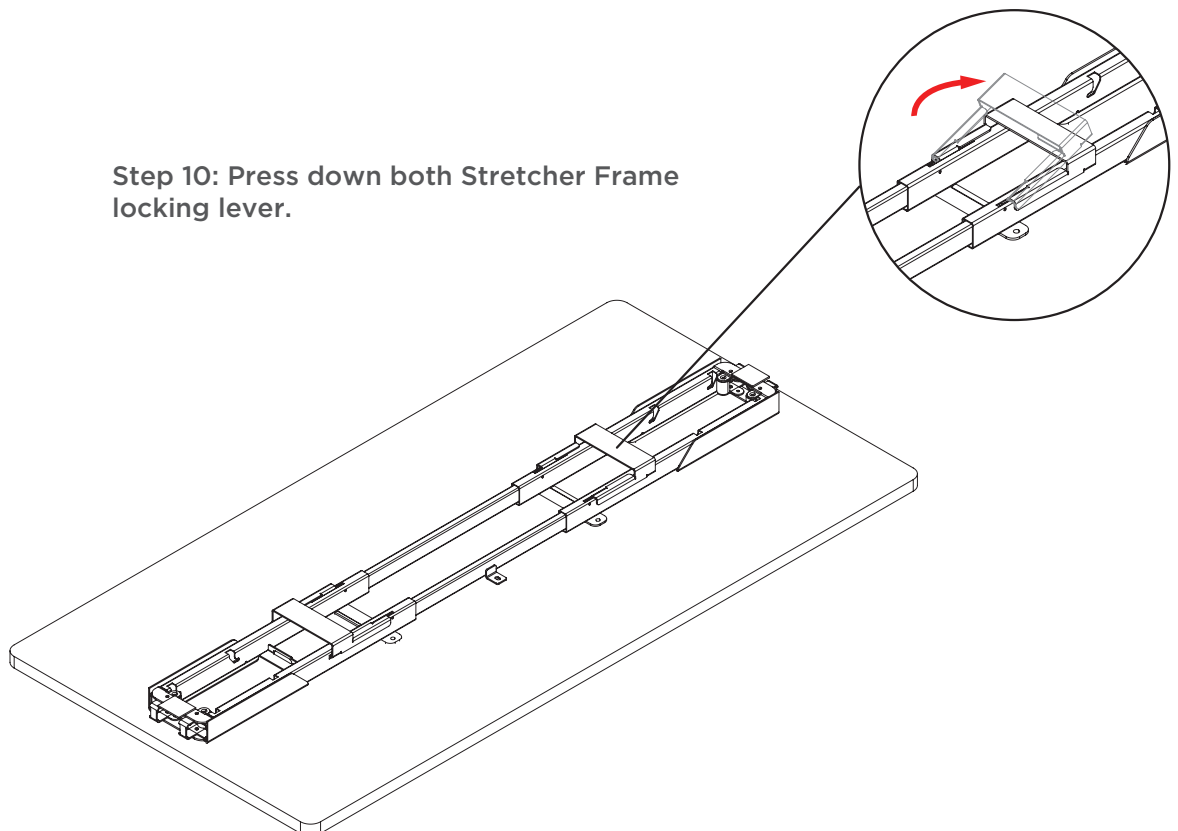


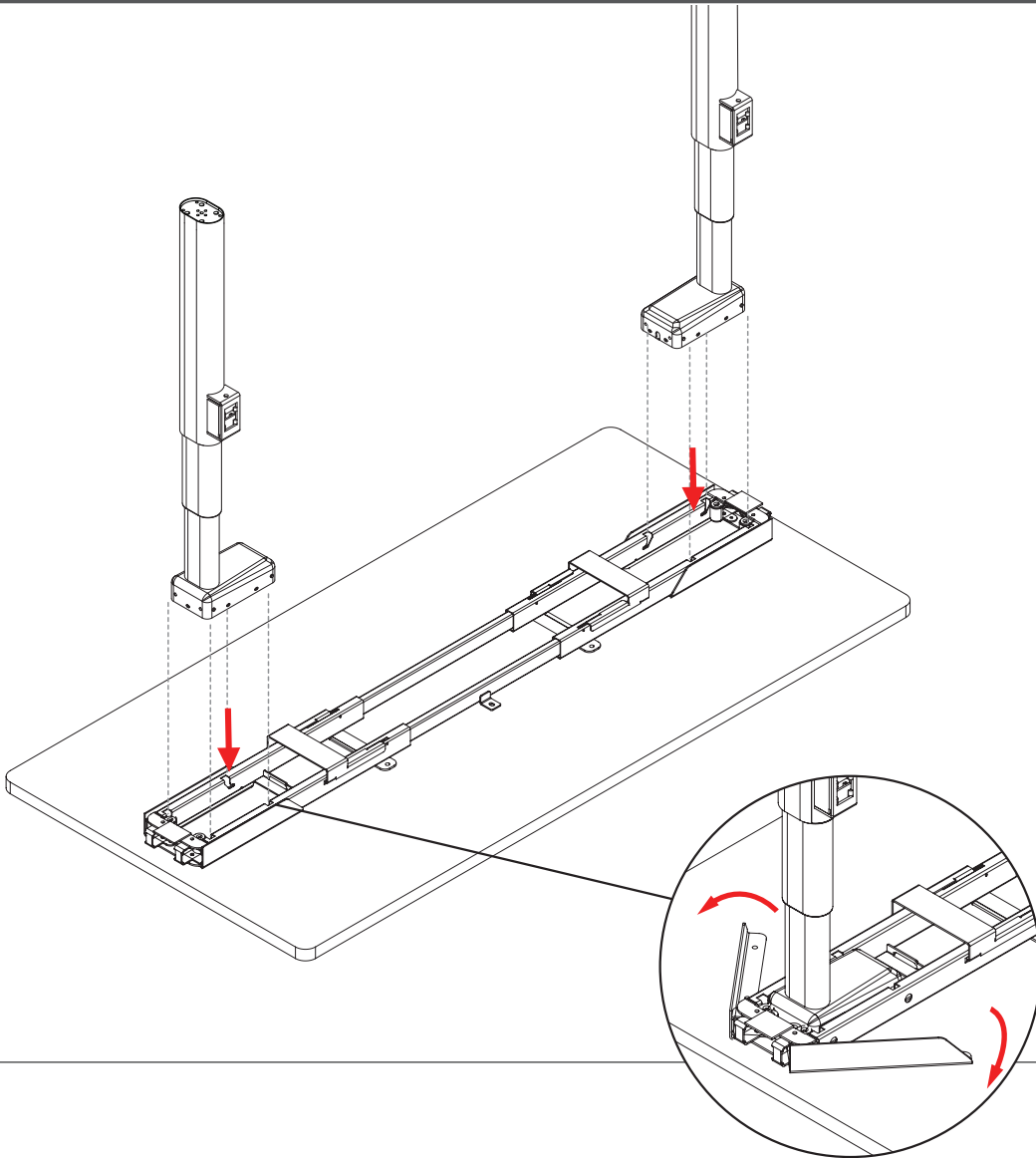


Step 09: Place the Stretcher Frame onto the Worksurface & adjust to the correct width by using the marking guides indicated on the frame.

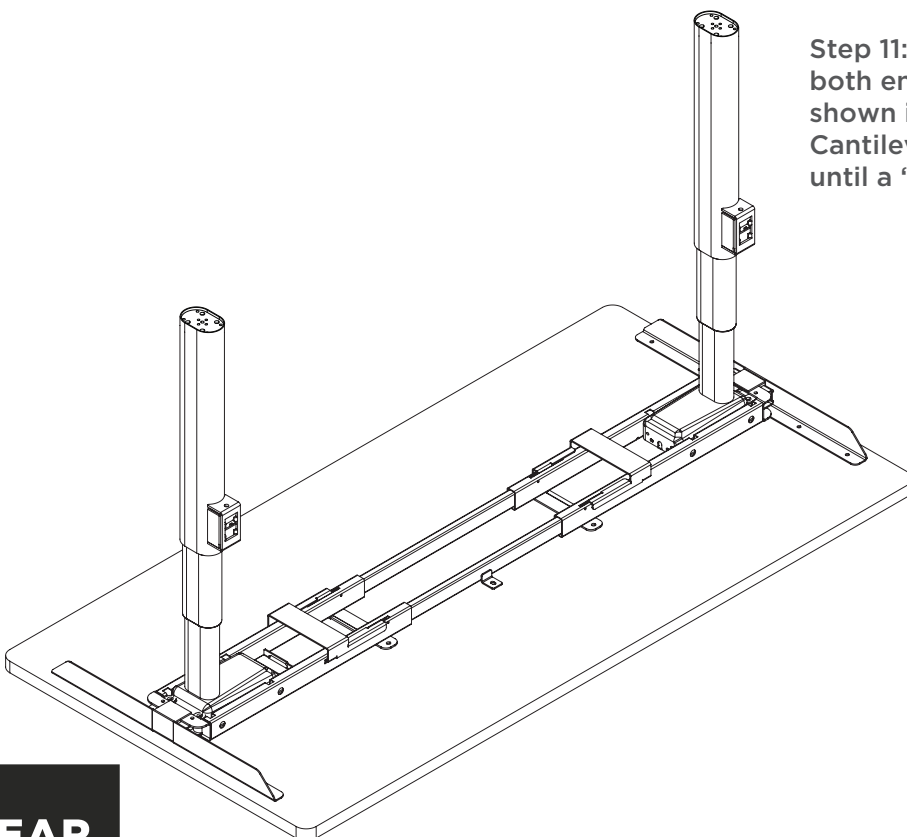


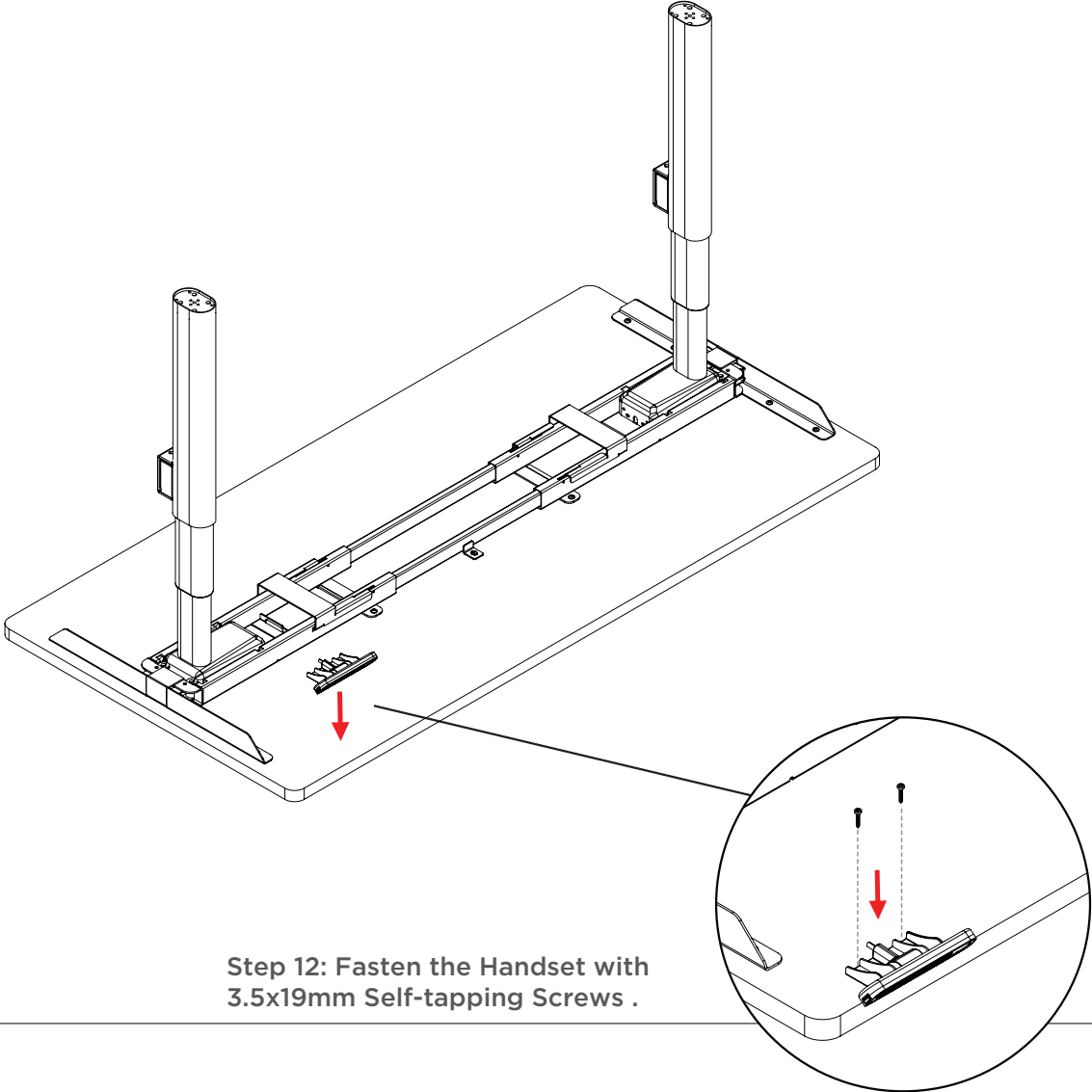
Step 10: Press down both Stretcher Frame locking lever.



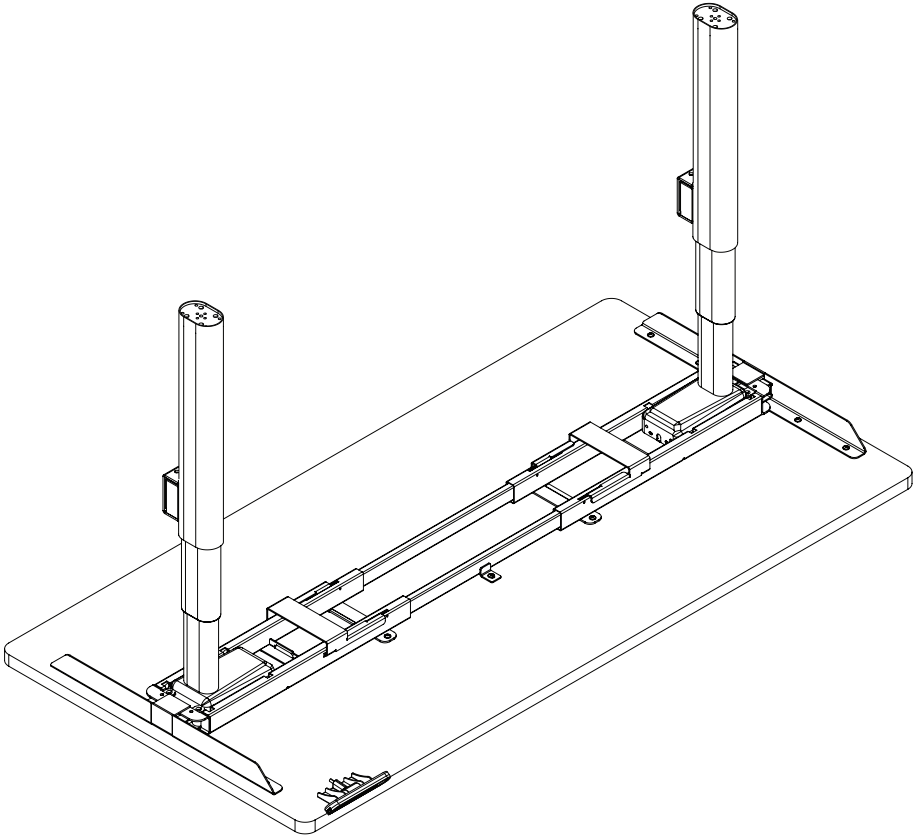


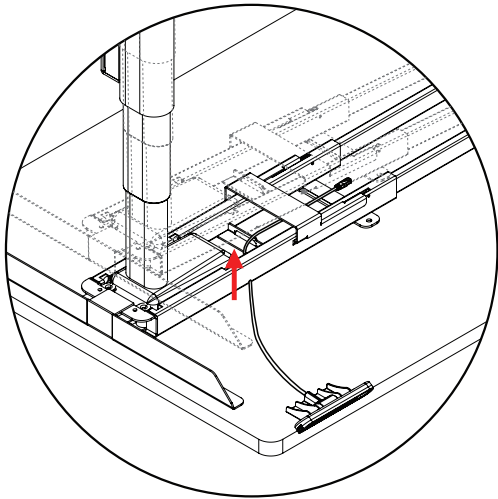
Step 11: Insert both Lifting Columns into both ends of the Stretcher Frame, as shown in the diagram above. Unfold the Cantilevers to lock the Columns in position until a “Click” sound is heard.



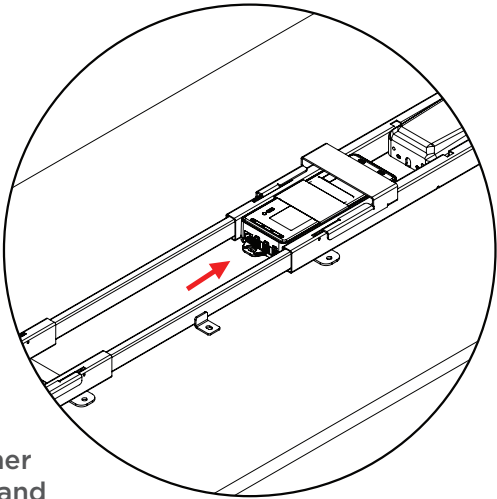


Step 12: Fasten the Handset with 3.5x19mm Self-tapping Screws .



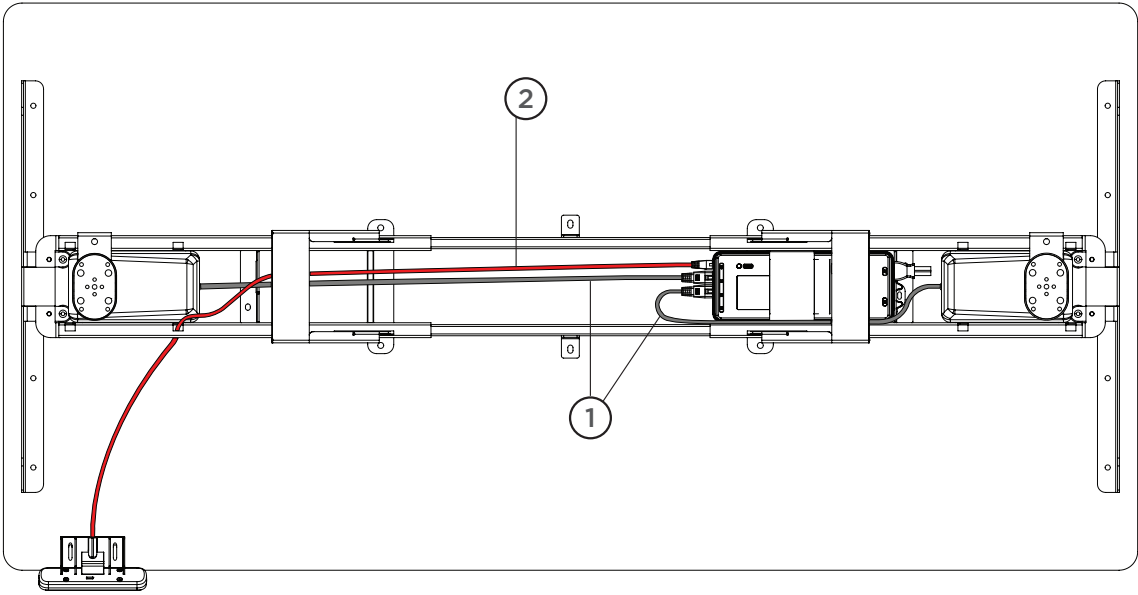


Step 13: Route the Handset cable through the cable hole at the bottom of the Stretcher Frame, keeping it neatly arranged within the frame until it is connected to the Control Box.

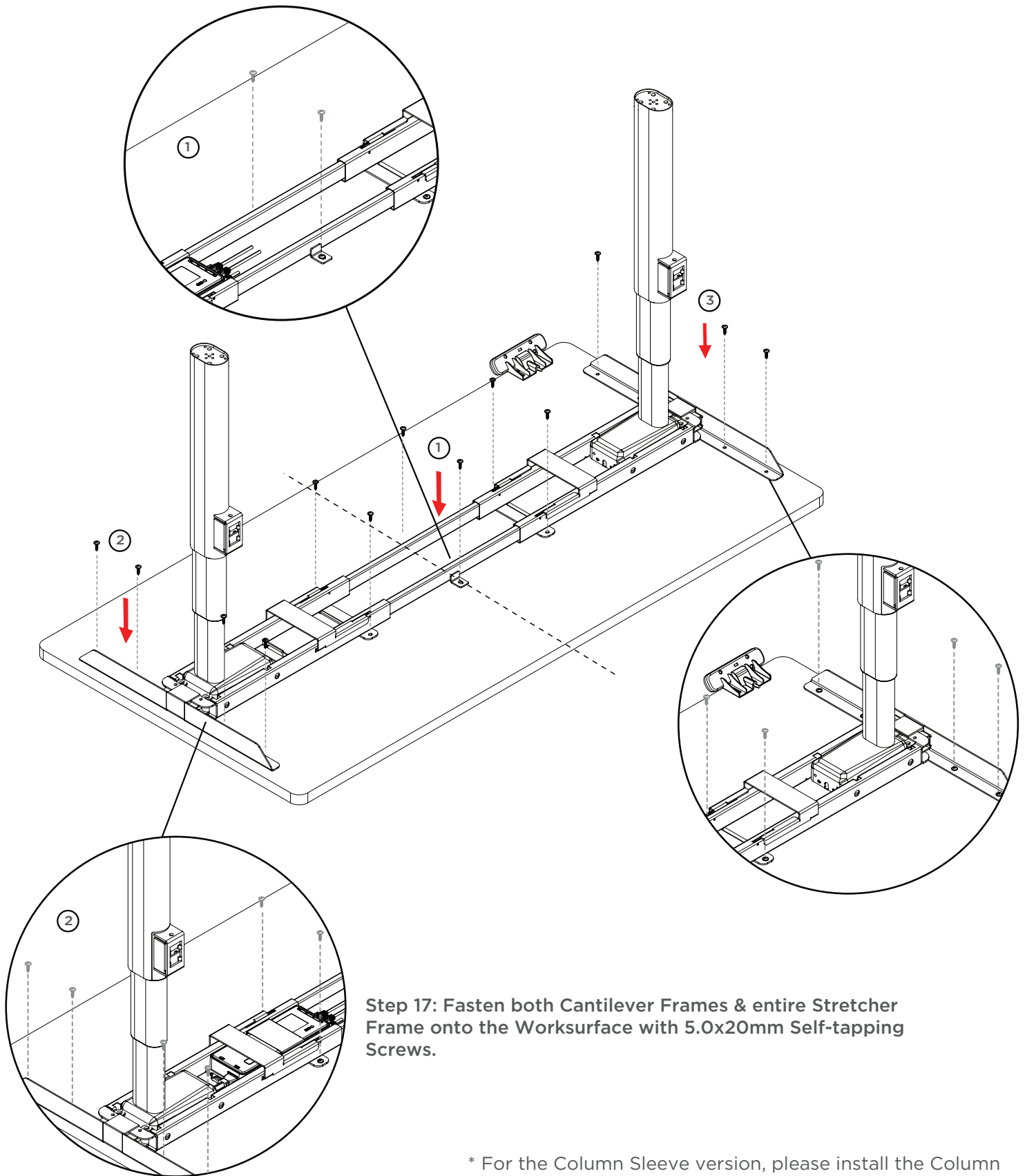


Step 14: Insert the Control Box into the Stretcher Frame and slide it into the holder on the left-hand side (user side) of the Worksurface until a “Click” sound is heard.

Step 15: Connect the Lifting Columns cables ① & Handset cable ② into the Control Box.

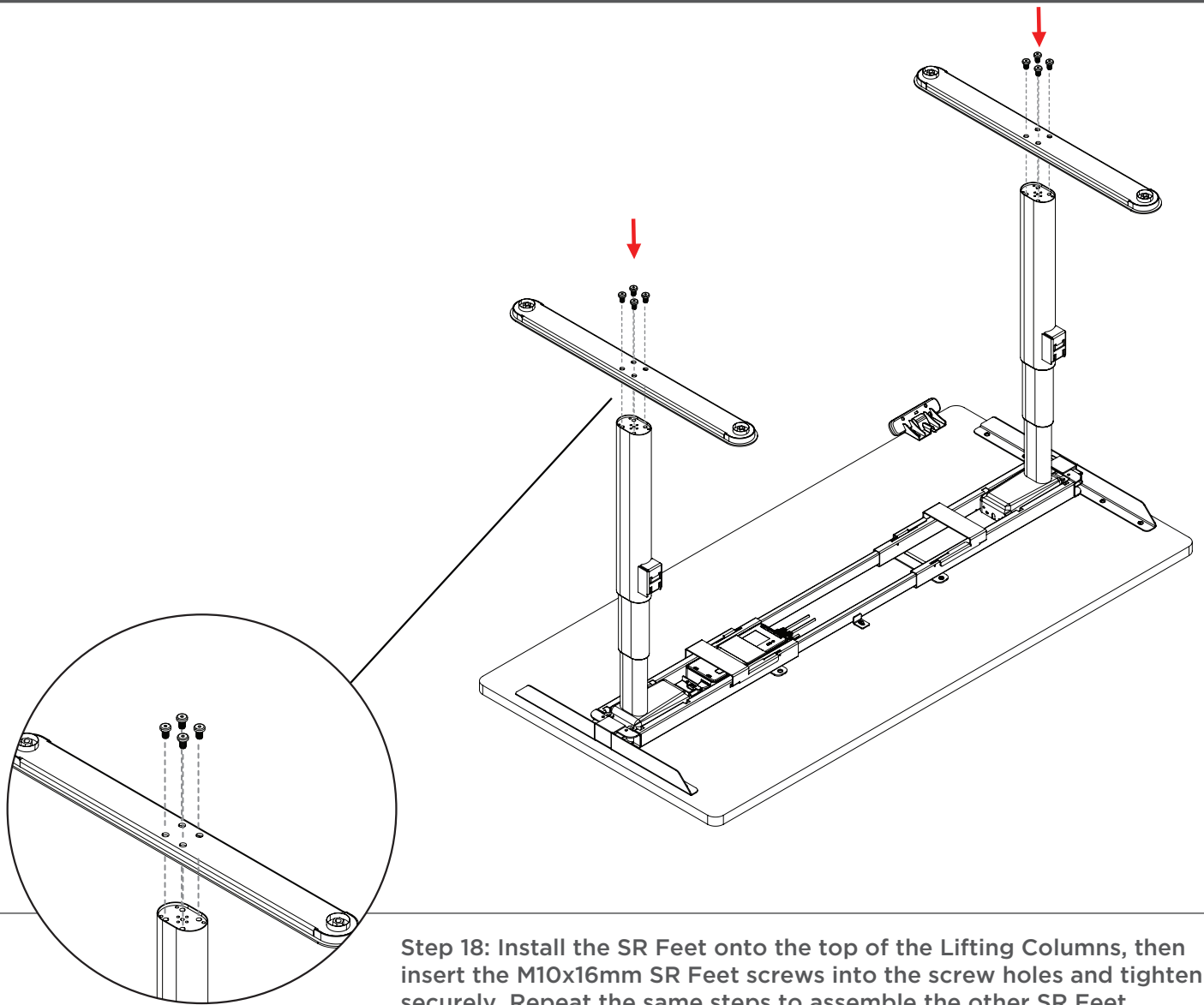


Step 16: Center the Worksurface over the middle screws of the Stretcher Frame, then secure the frame to the Worksurface using two 5.0x20mm Self-tapping Screws.

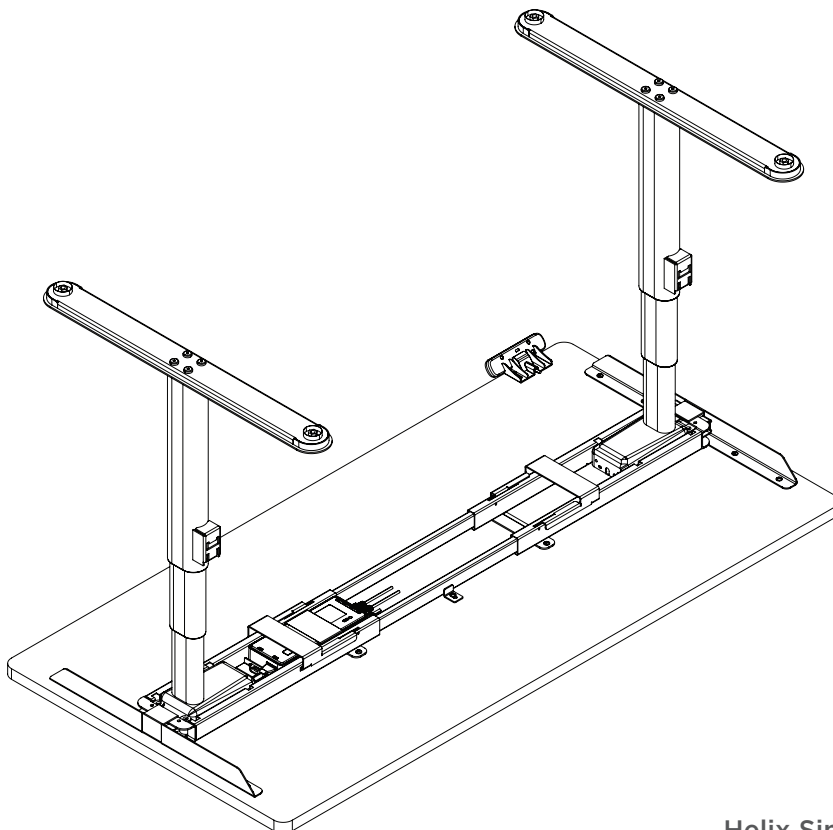


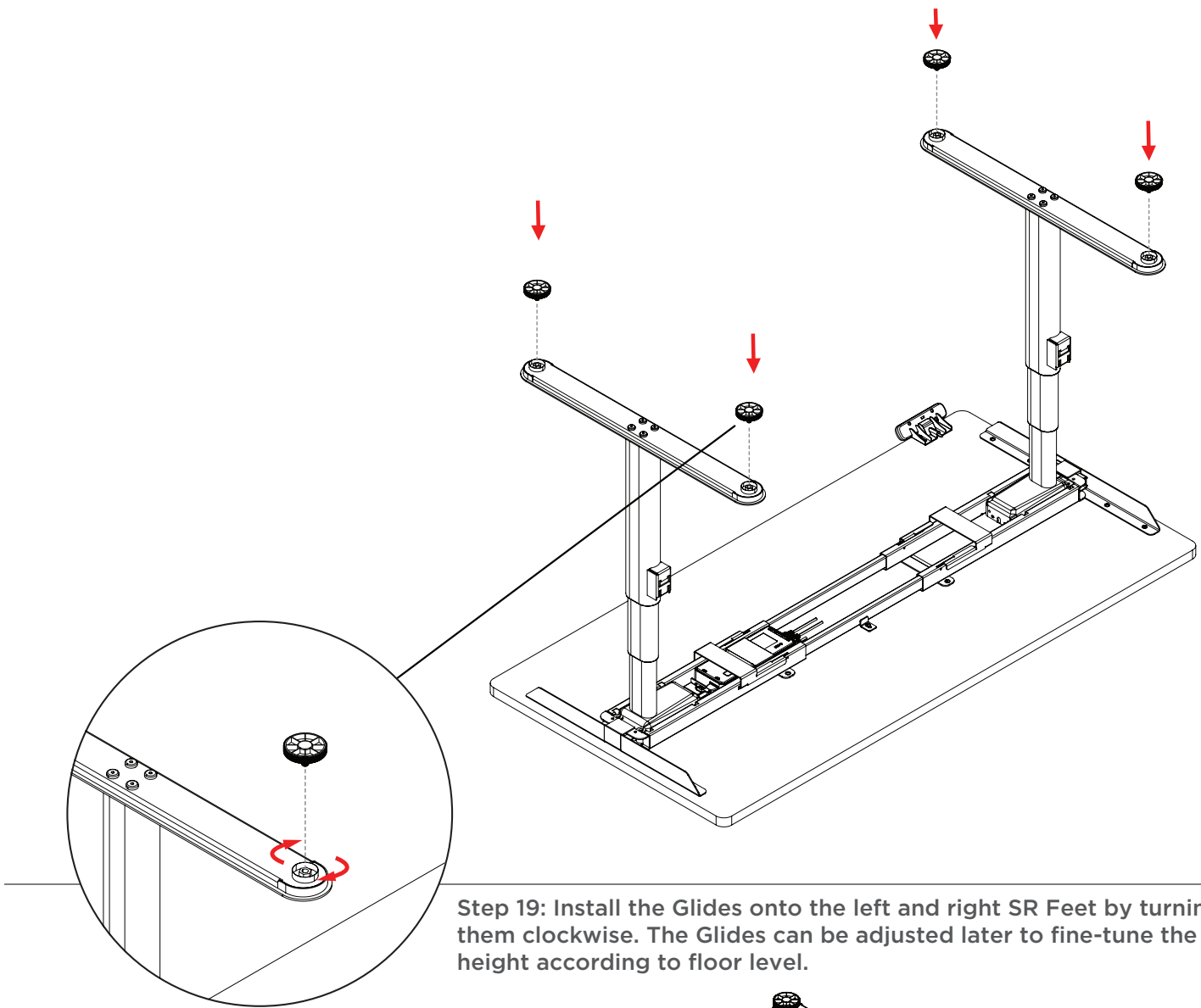
Step 17: Fasten both Cantilever Frames & entire Stretcher Frame onto the Worksurface with 5.0x20mm Self-tapping Screws.

* For the Column Sleeve version, please install the Column Sleeve first (Page 31) before continuing to Step 18.

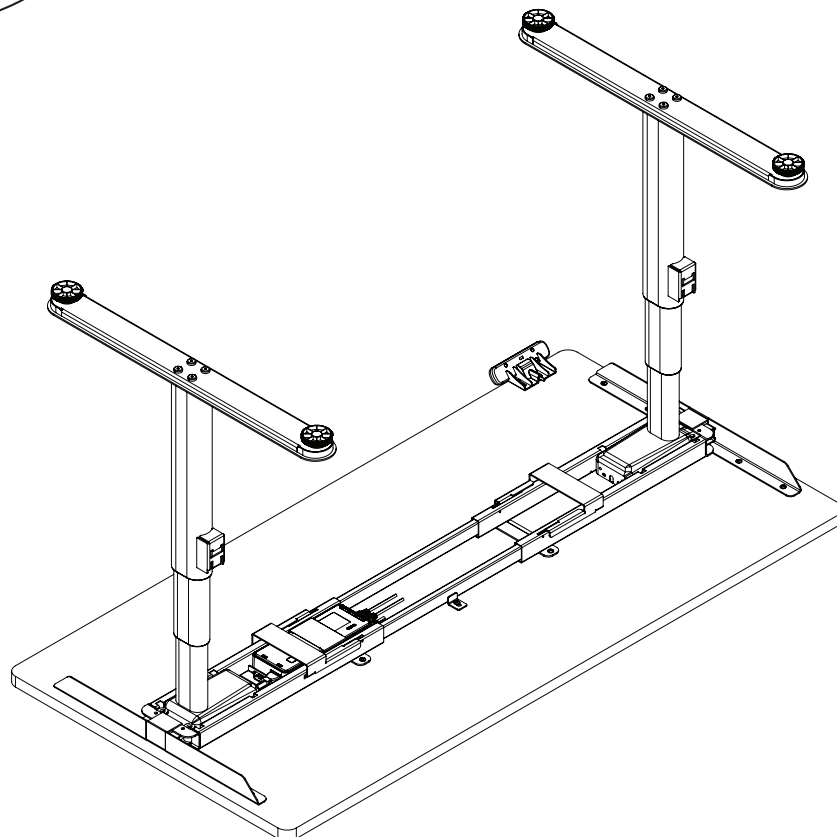


Step 18: Install the SR Feet onto the top of the Lifting Columns, then insert the M10x16mm SR Feet screws into the screw holes and tighten securely. Repeat the same steps to assemble the other SR Feet.

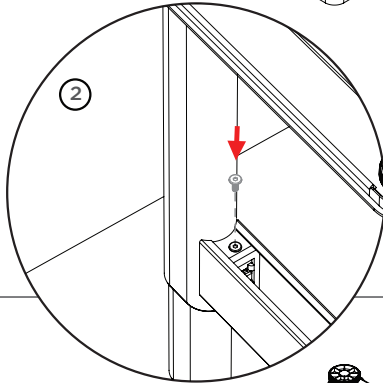
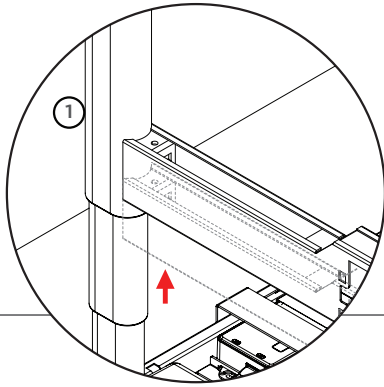
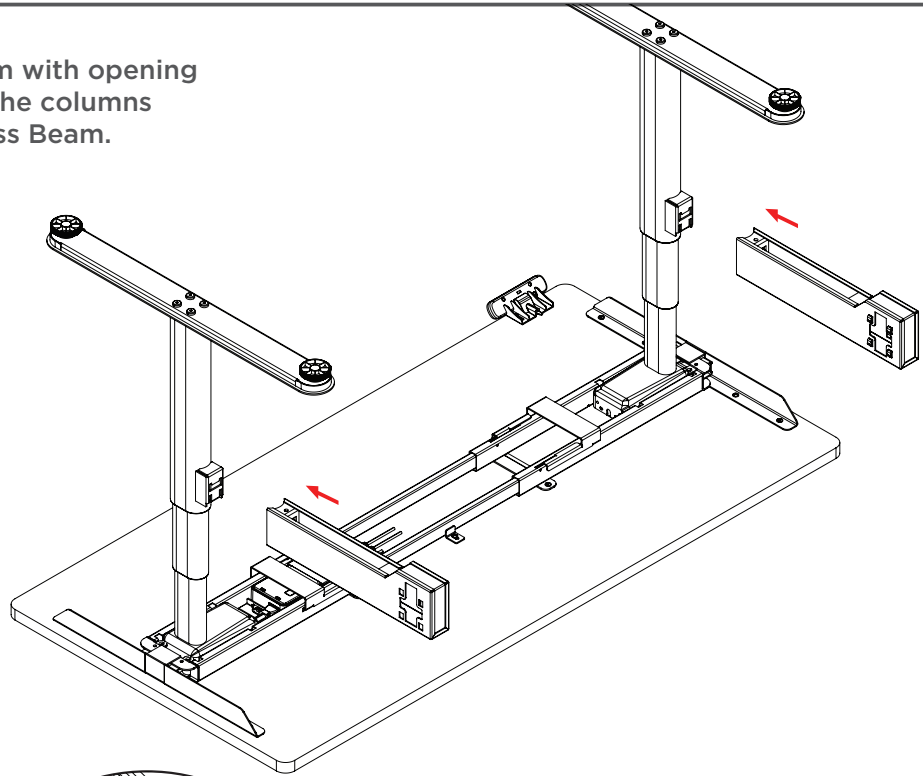




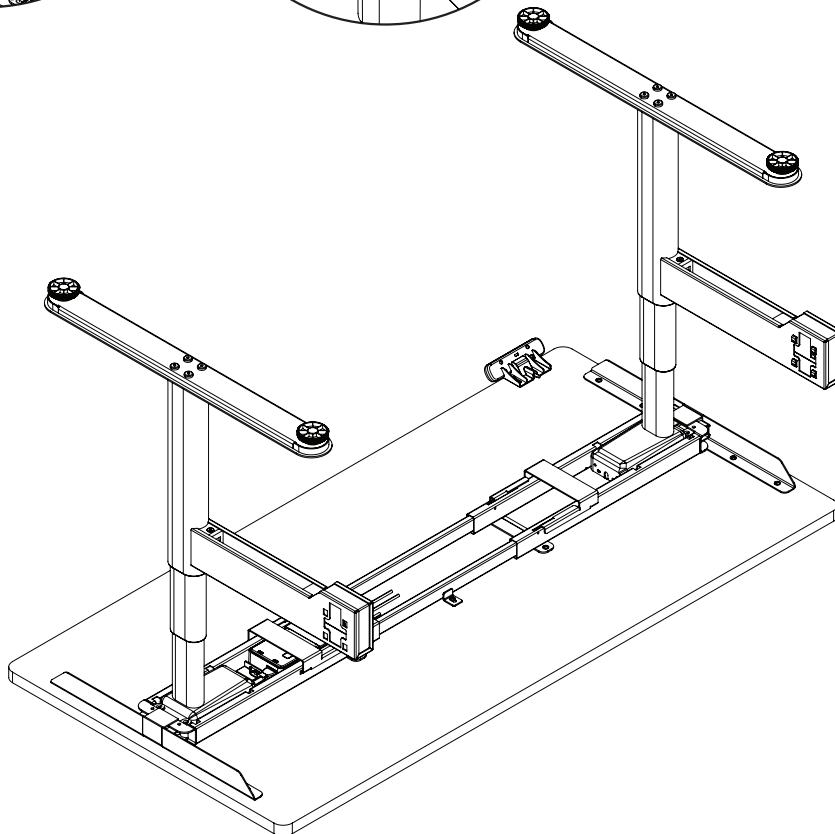
Step 19: Install the Glides onto the left and right SR Feet by turning them clockwise. The Glides can be adjusted later to fine-tune the height according to floor level.



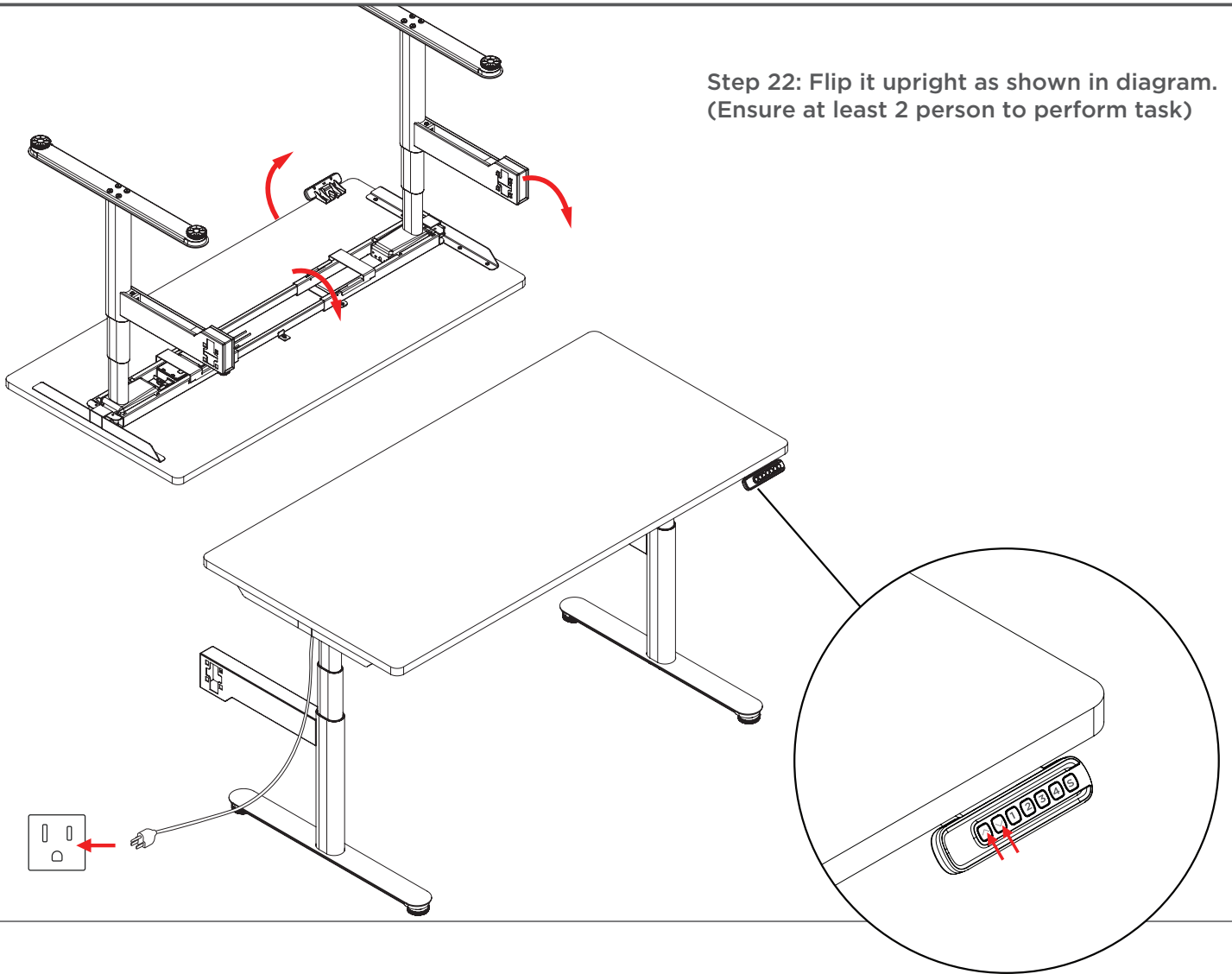
Step 20: Position the Cross Beam with opening facing skyward and insert both the columns into the side opening of the Cross Beam.



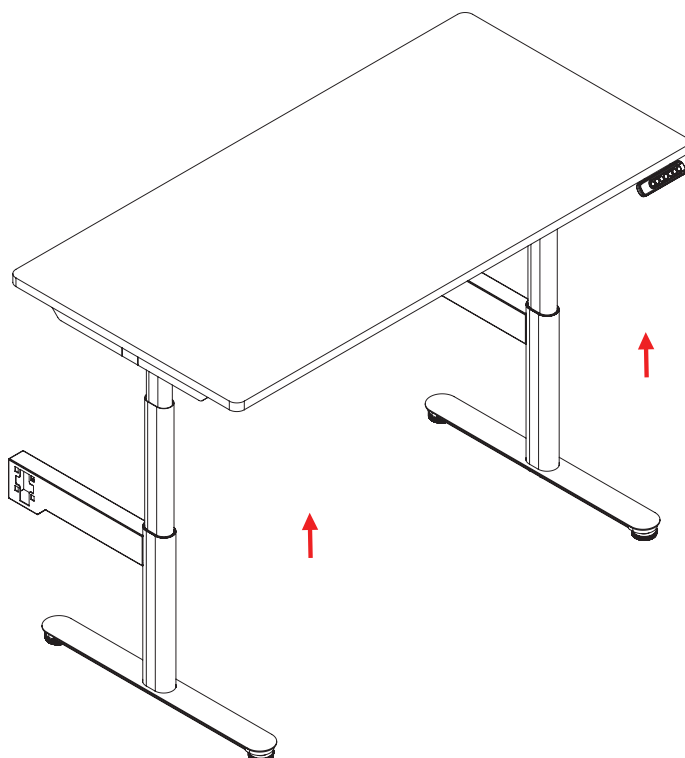
Step 21: Push Cross Beam up to engage hook. Hold Cross Beam in position and apply M6x15mm Screw to secure Cross Beam as shown on ① and ②.



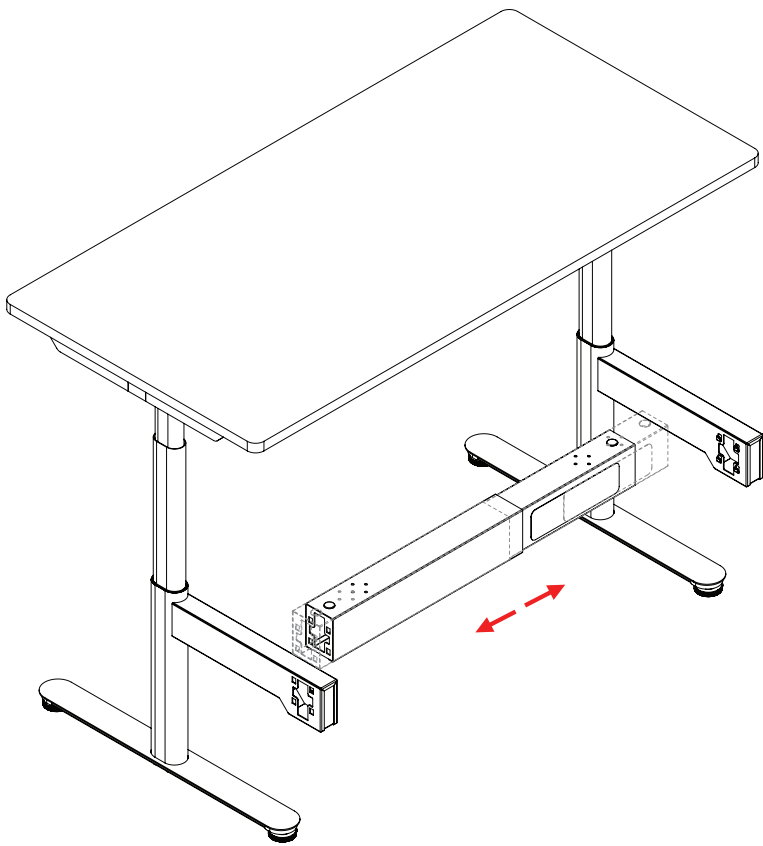
**Step 22: Flip it upright as shown in diagram.
(Ensure at least 2 person to perform task)**



* Reset Method:
Press and hold both arrows buttons simultaneously for 3 seconds until the display shows "SET". The Worksurface will lower to its lowest height "25.4" with a "beep" sound.
Ensure there are no obstructions between the Worksurface and the frame to avoid any accident.



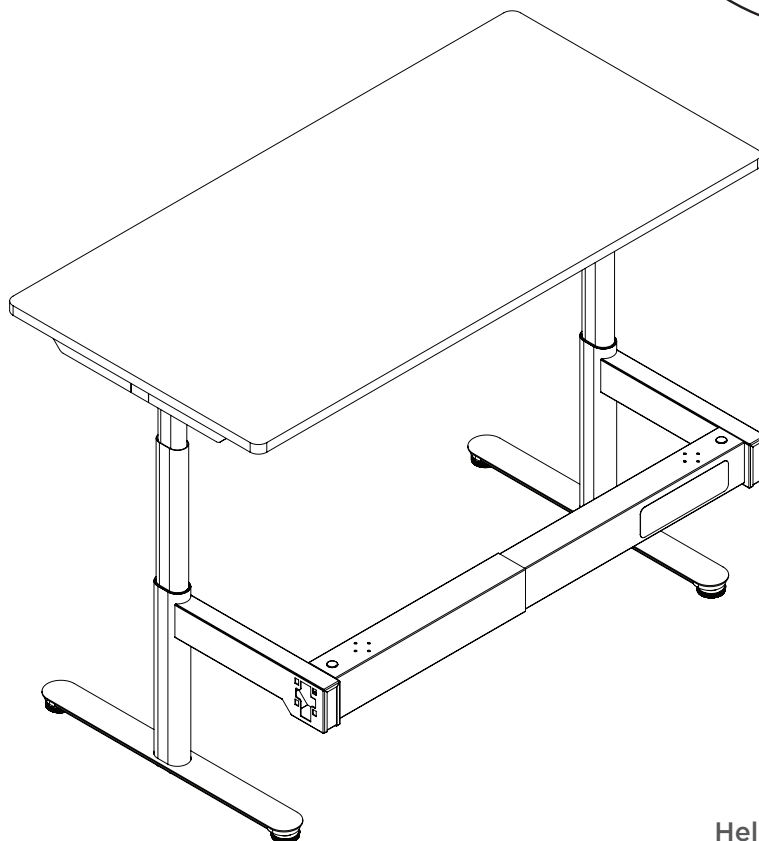
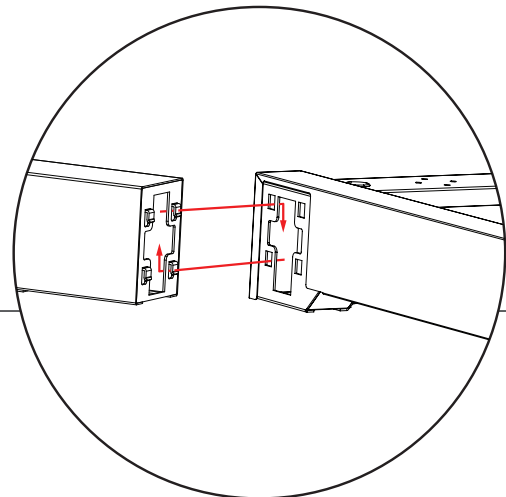
Step 23: Connect the power, reset the bench using the Handset, then raise both Worksurface to standing height.



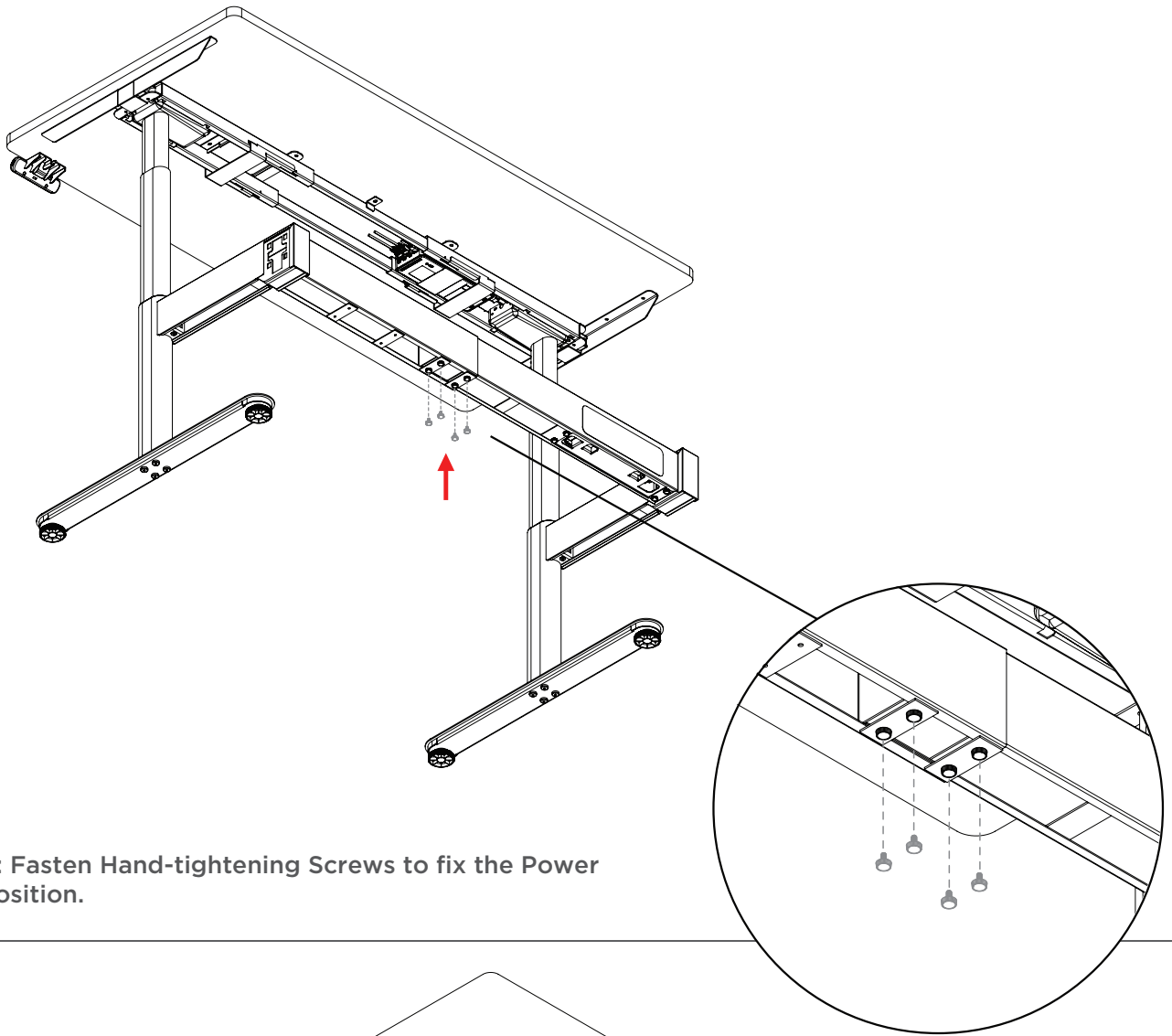
* With Screen Clip

Step 24: Adjust the Power Beam to the correct length.

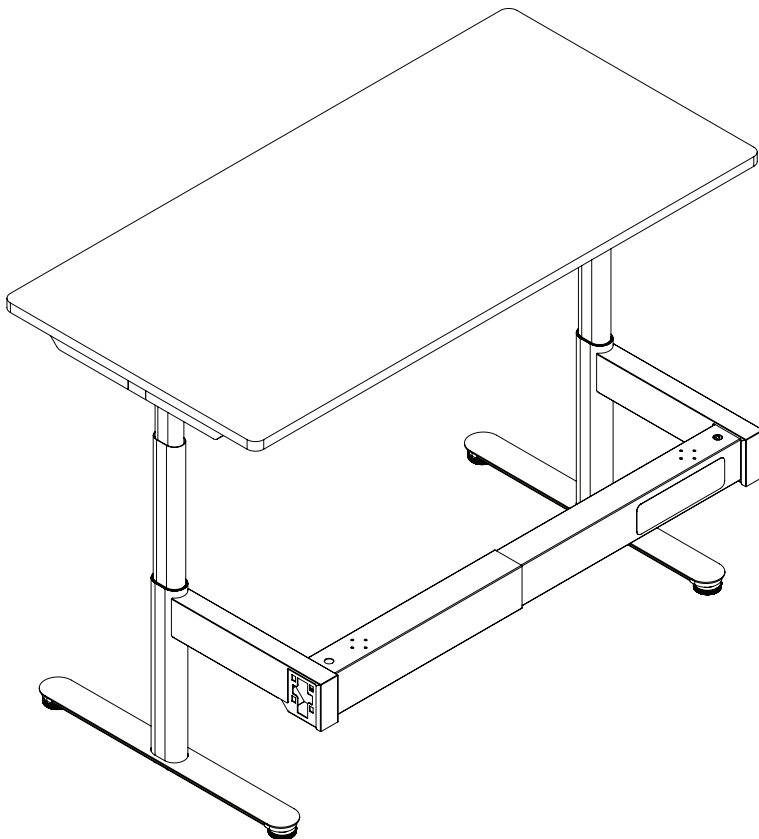
Step 25: Insert it top-down onto the Cross Beam, one end at a time.

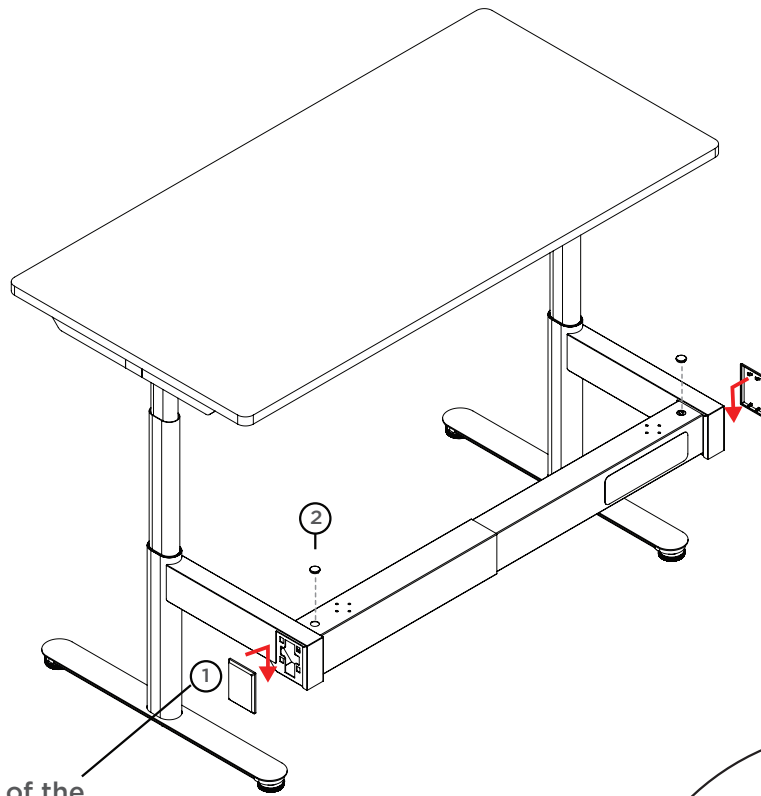


* With Screen Clip



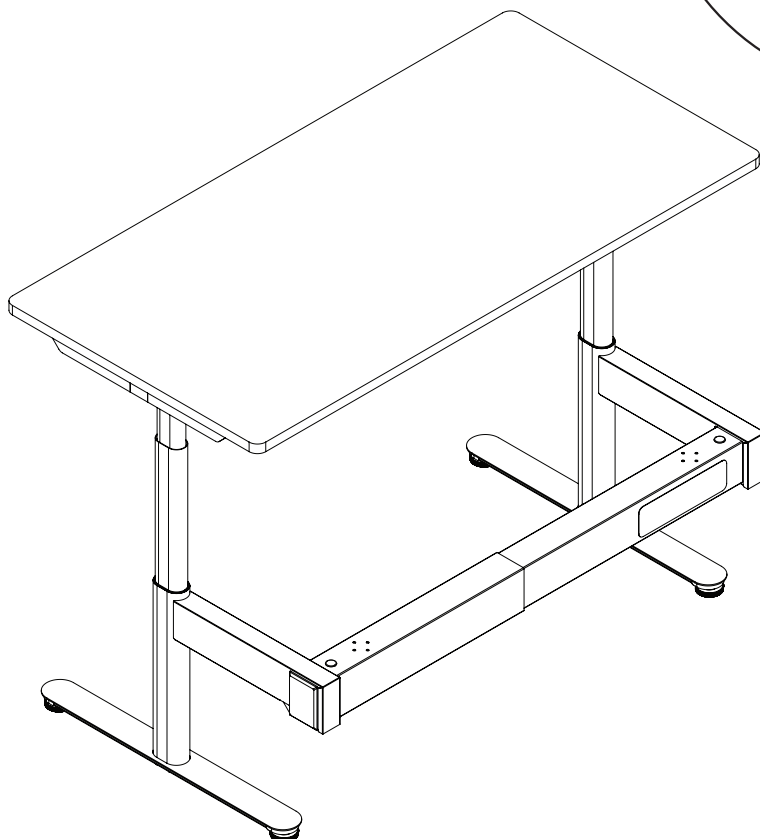
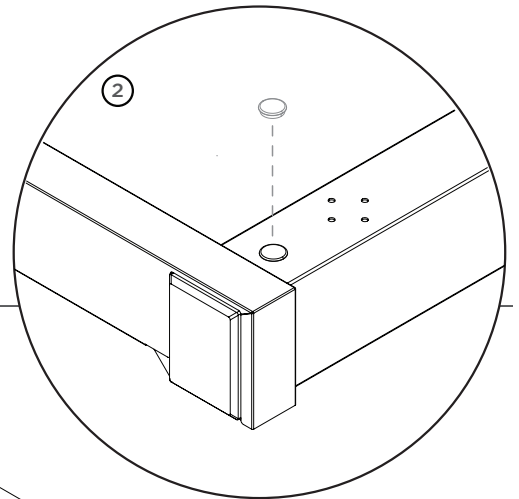
Step 26: Fasten Hand-tightening Screws to fix the Power Beam position.





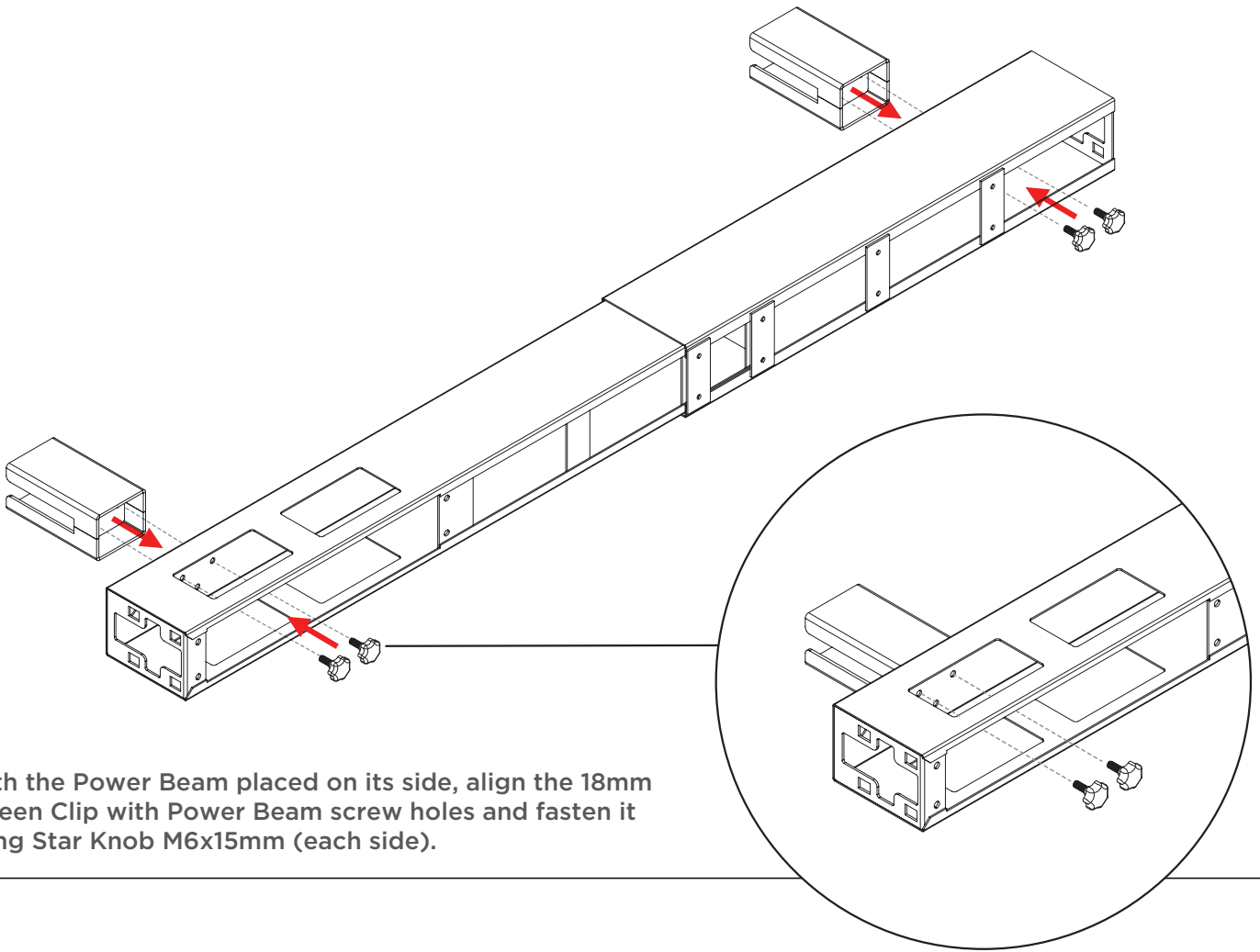
Step 27: Cover both ends of the Power Beam with Side Covers.

Step 28: Cover both top holes of the Power Beam with Round Hole Covers.

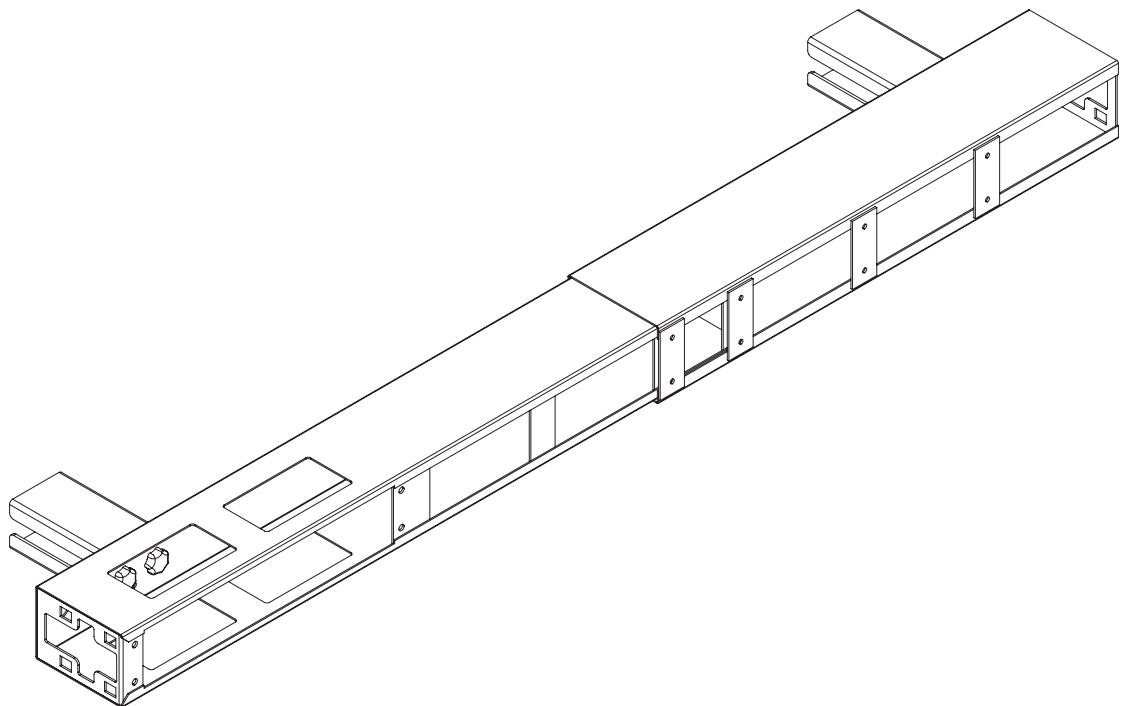


* For 3-Circuit Junction Block Installation, go to page 05-09.

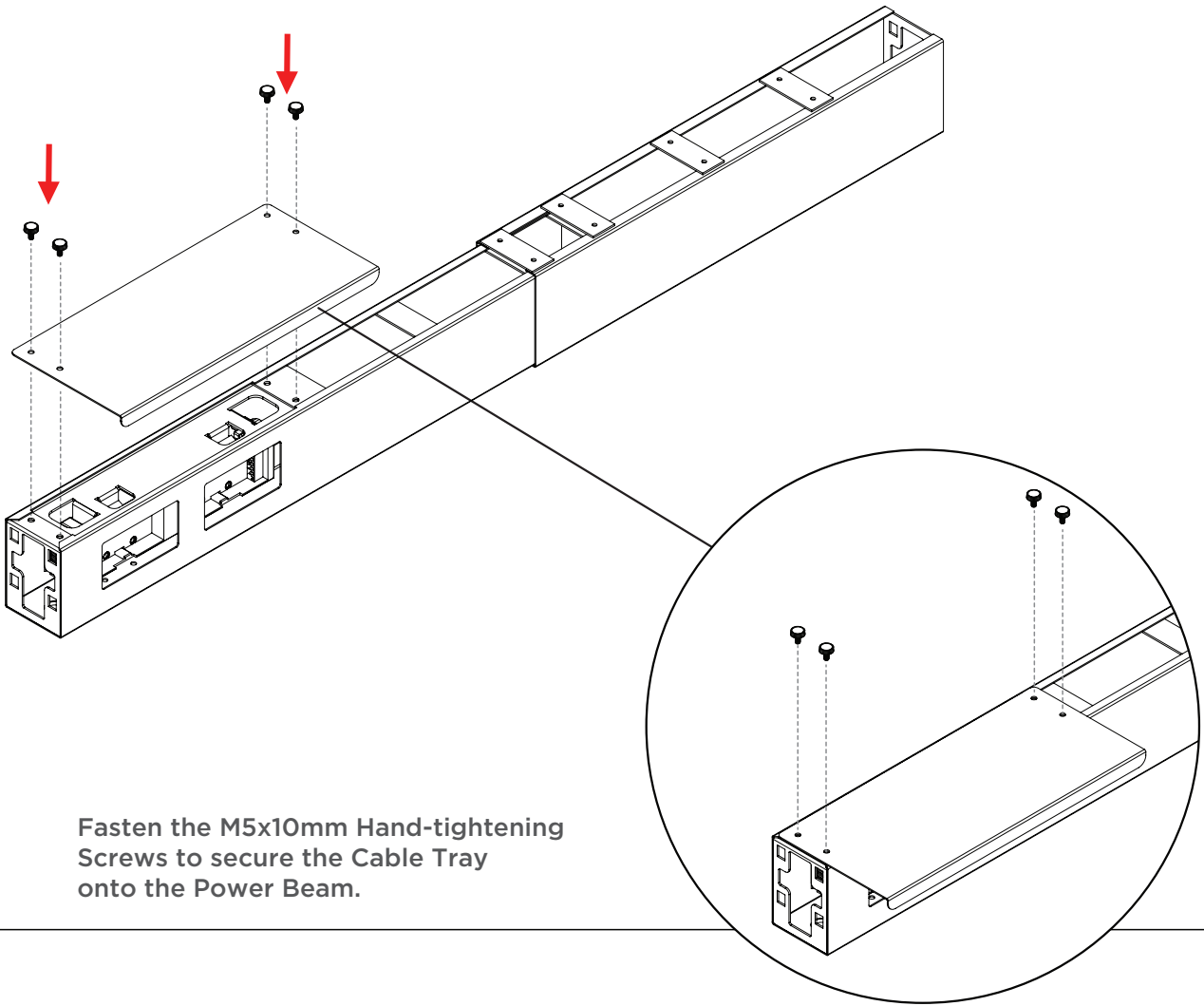
* For 4-Circuit Junction Block Installation, go to page 10-14.



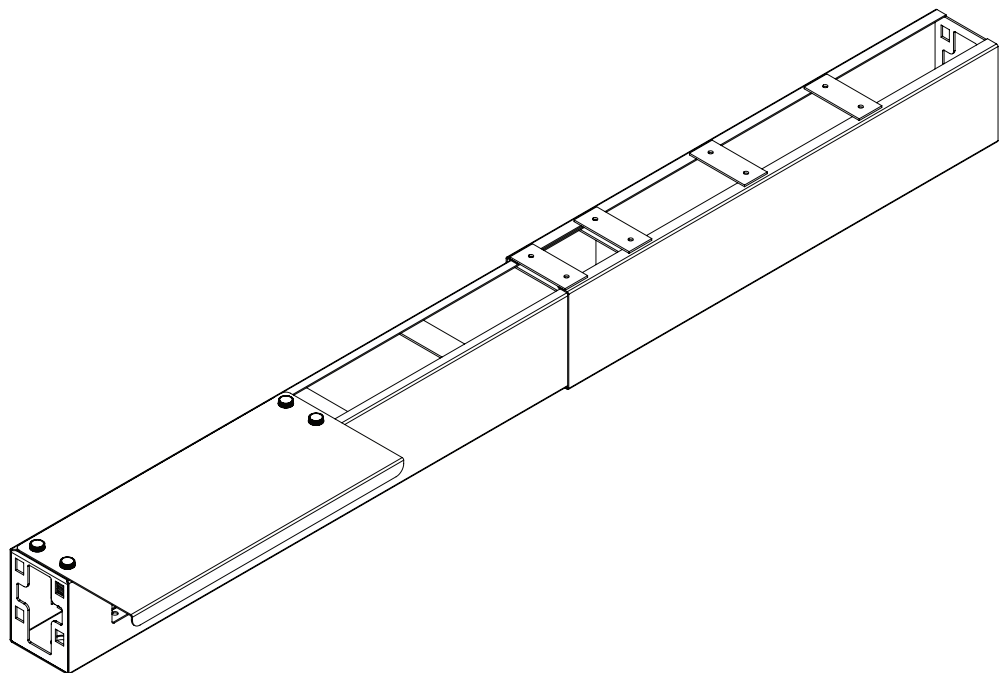
With the Power Beam placed on its side, align the 18mm Screen Clip with Power Beam screw holes and fasten it using Star Knob M6x15mm (each side).

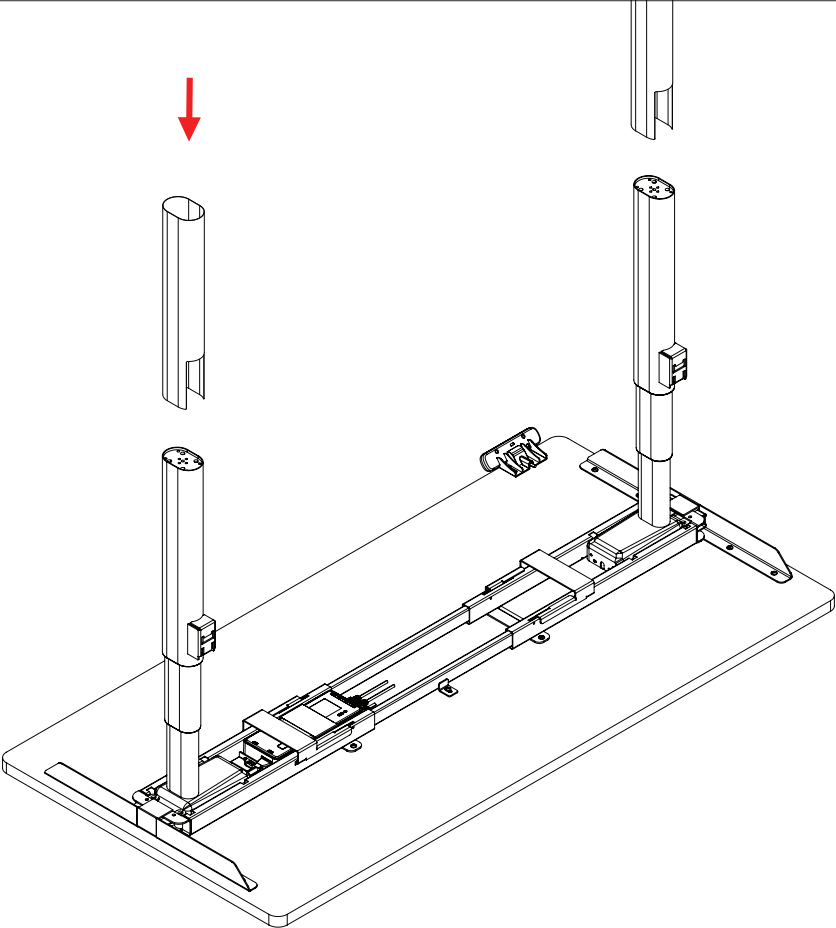


* For Single run Power Beam. Use 1x Cable Tray

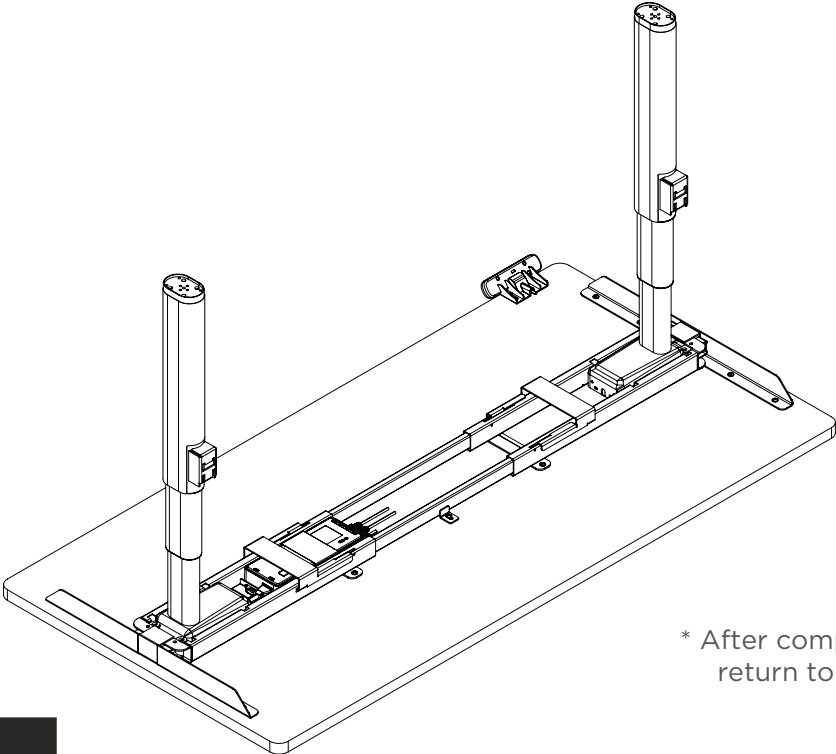
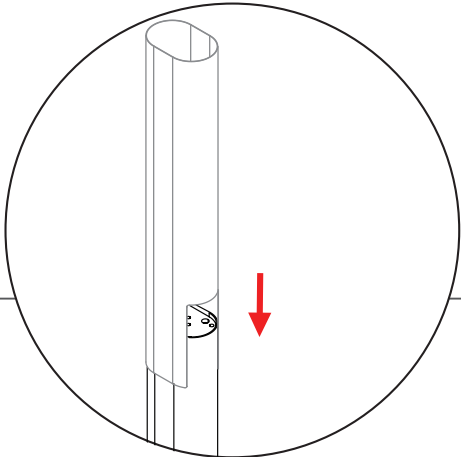


Fasten the M5x10mm Hand-tightening Screws to secure the Cable Tray onto the Power Beam.



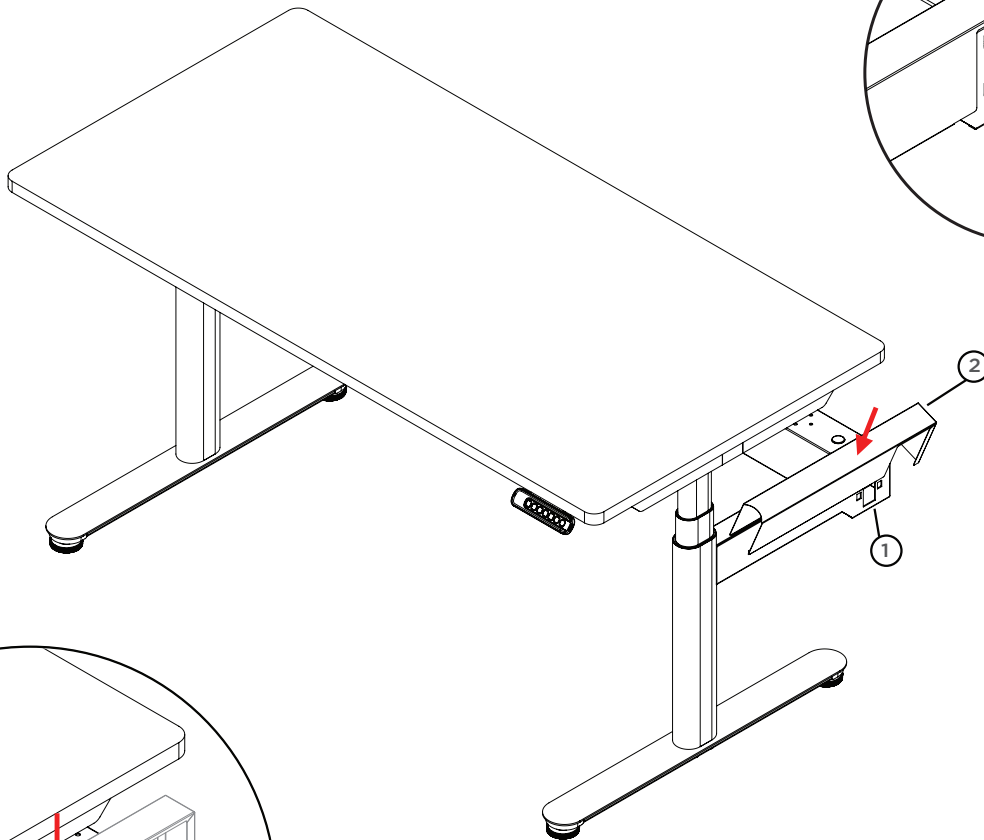


Insert in the Column Sleeve to the Lifting Column.

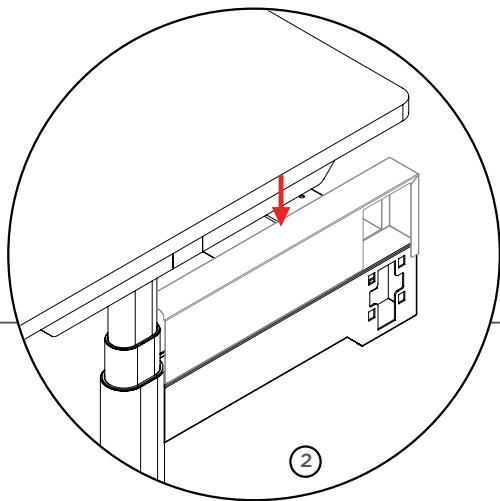


* After completing the Column Sleeve assembly, return to page 22 to continue Step 18 and the remaining assembly steps.

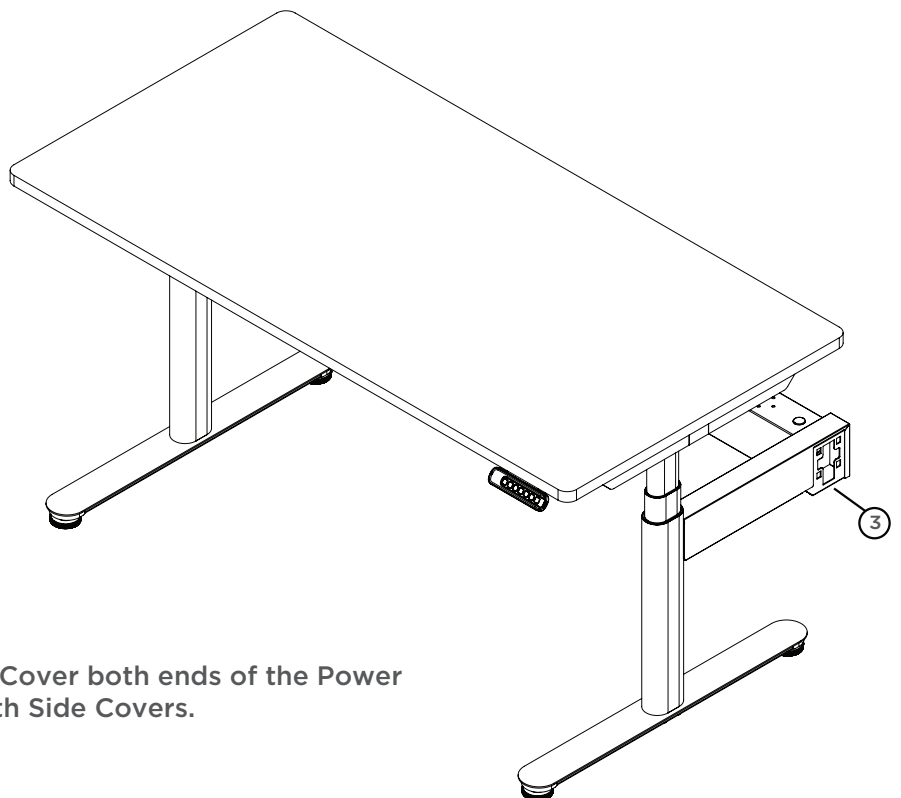
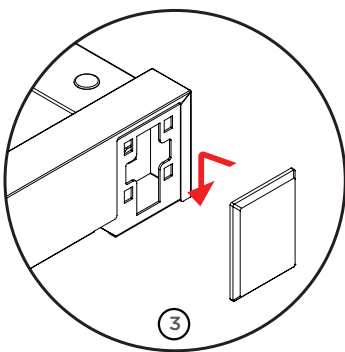
Step 01: Remove both ends of the Power Beam Side Covers before installing Cross Beam Sleeve.

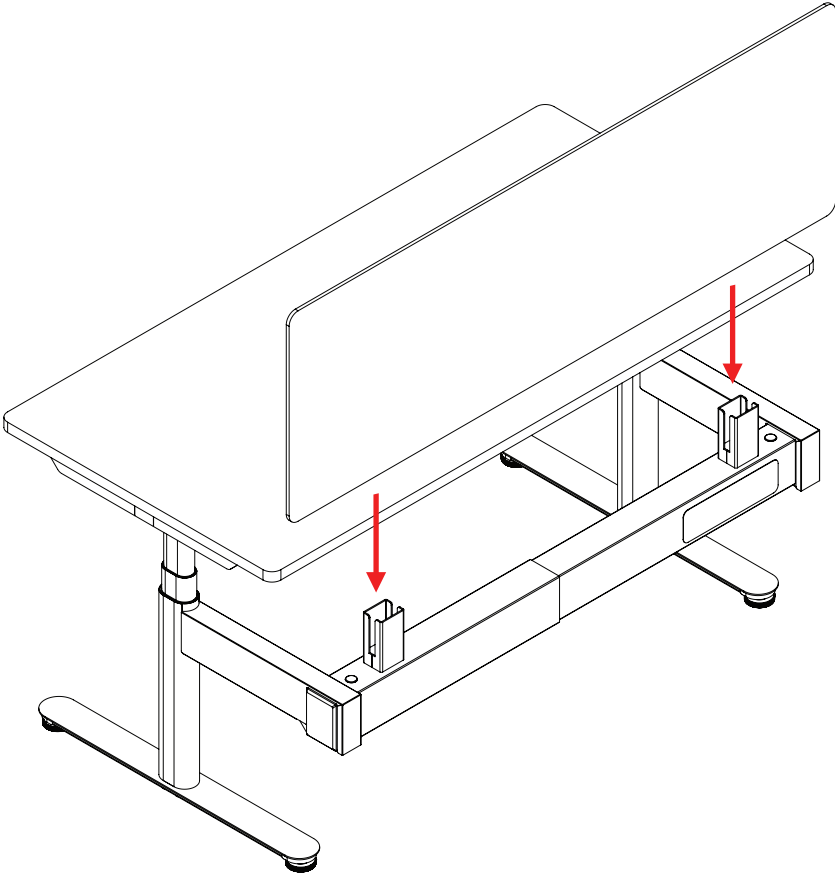


Step 02: Insert the Cross Beam Sleeve top-down into the Cross Beam.

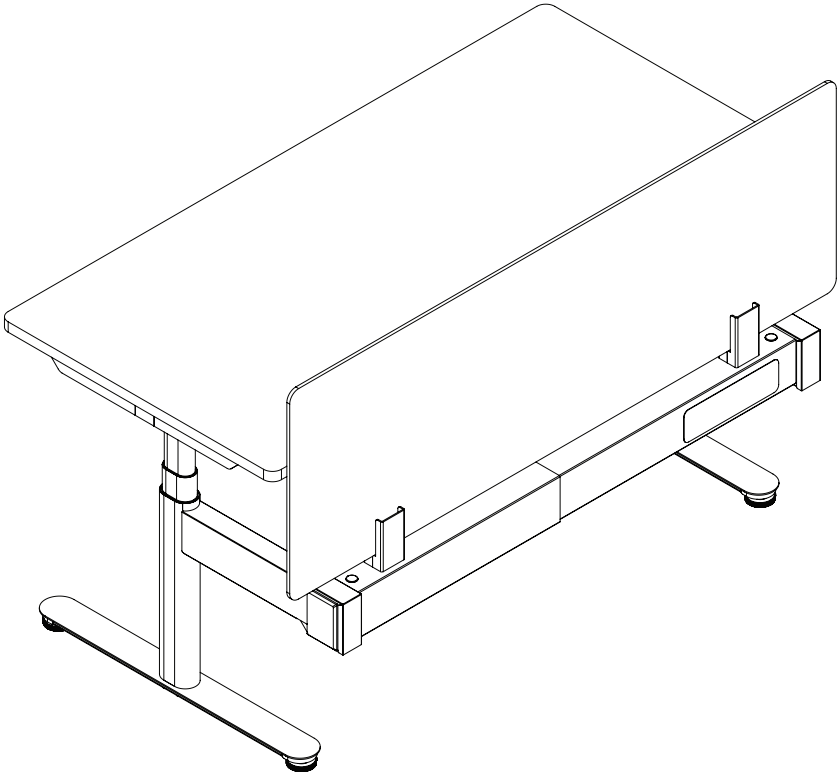


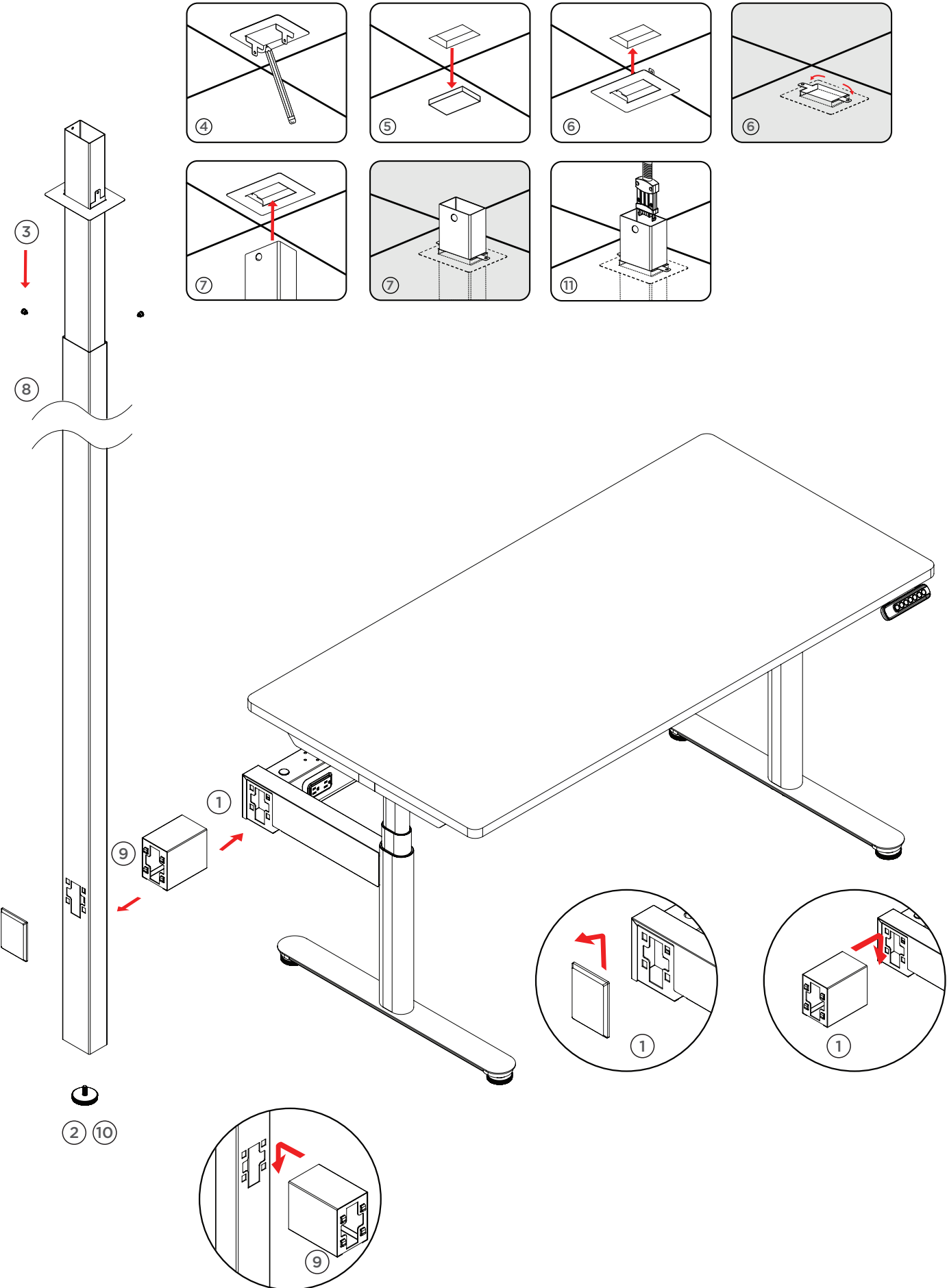
Step 03: Cover both ends of the Power Beam with Side Covers.





Insert in the 18mm PET Privacy Panels.





STEP 1:

Remove the Power Beam Side Cover from the Cross Beam, hook the Adapter Bracket onto the slot opening in the side of the Cross Beam.

STEP 2:

Install the Glide to the bottom plate of the Power Pole.

STEP 3:

Adjust the Power Pole to required height by sliding the inner pole up or down.

STEP 4:

At the locations where the Power Pole will be located on the ceiling, use the Ceiling Bracket as template to create an outline for cutting the hole.

STEP 5:

Use box cutter or drywall saw to cut out the marked hole.

STEP 6:

Remove cut material, insert the Ceiling Bracket, Hold the ceiling plate in the hole, and bend over the tabs to hold the plate in place.

STEP 7:

With one person holding the pole assembly upright, second person on a ladder, slide the inner pole up through the hole and Ceiling Bracket.

STEP 8:

Once the inner pole is 4" to 6" through the hole, lock the inner and outer poles together with one of the two options

Option 1, fasten the Inner Pole Clamp around the inner pole directly above the outer pole and attach them together using the Clamp Screws.

Option 2, use the Side Screws to attach the outer pole to the inner pole through the small holes at the top of the outer pole.

IMPORTANT: Do Not use Option 2 if you are running data cables down through the Power Pole. The Side Screws may damage the data cables.

STEP 9:

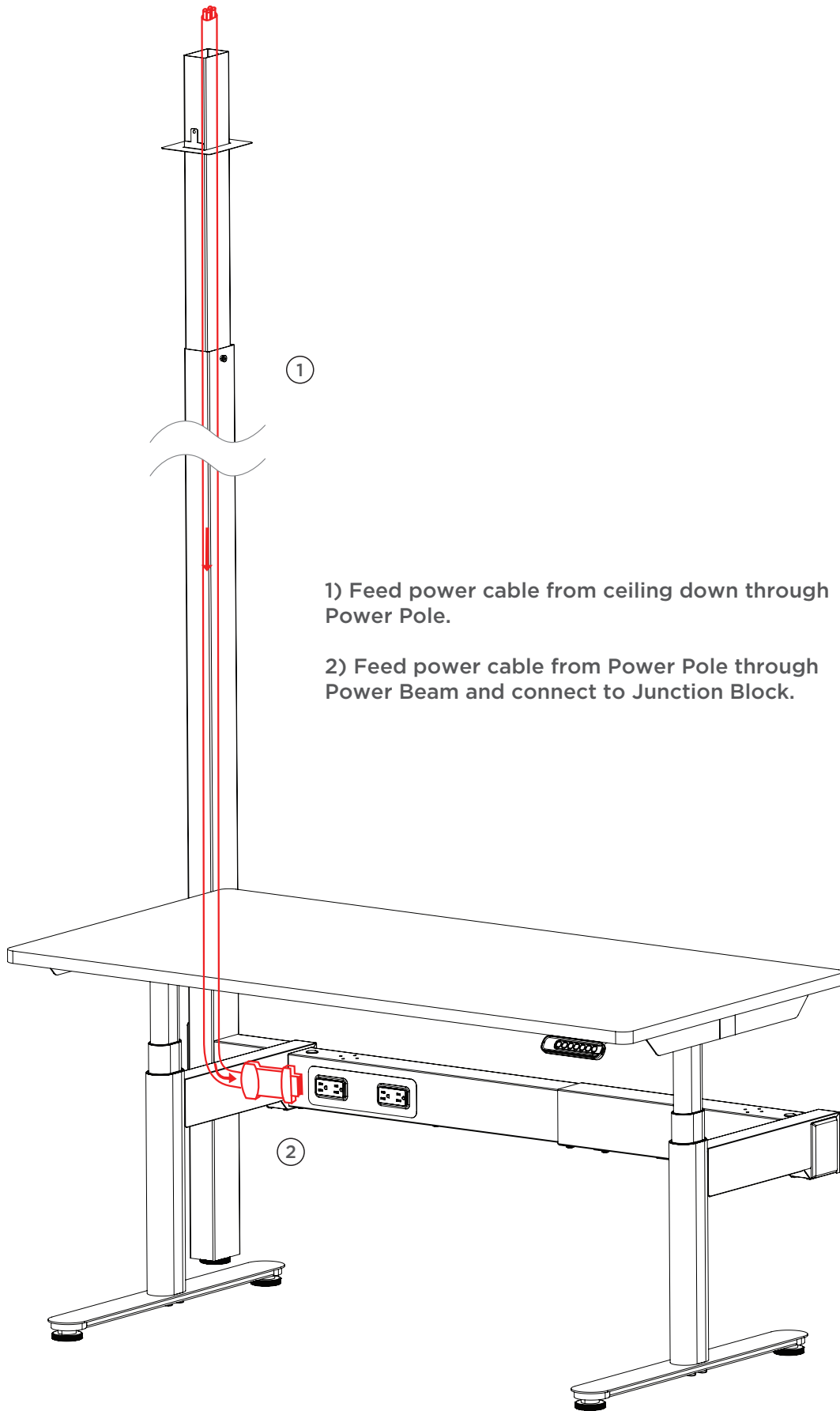
Hook the Adapter Bracket onto the slot opening in the side of the Power Pole.

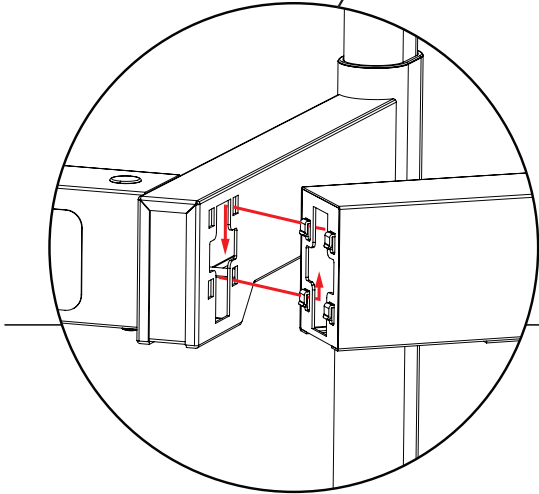
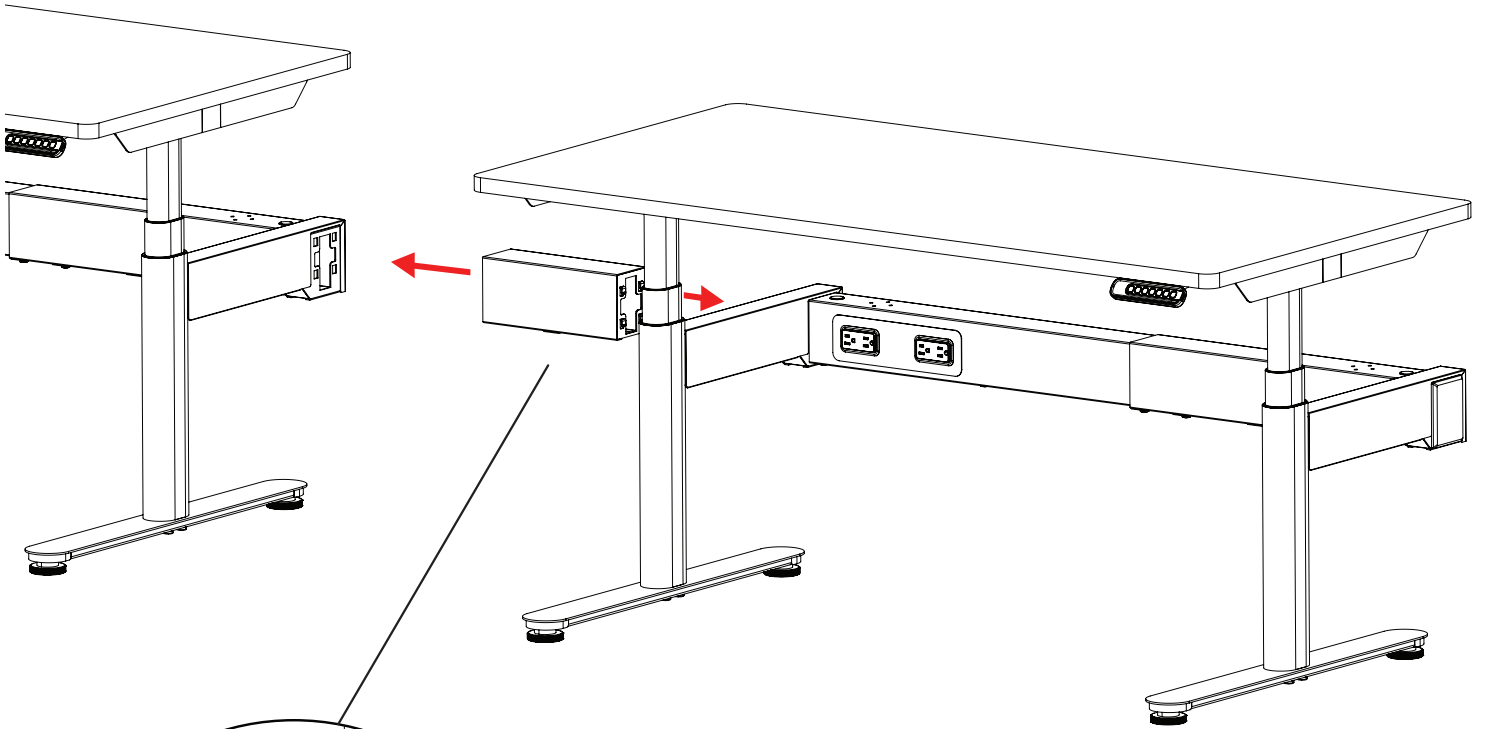
STEP 10:

Adjust the Glide to floor level.

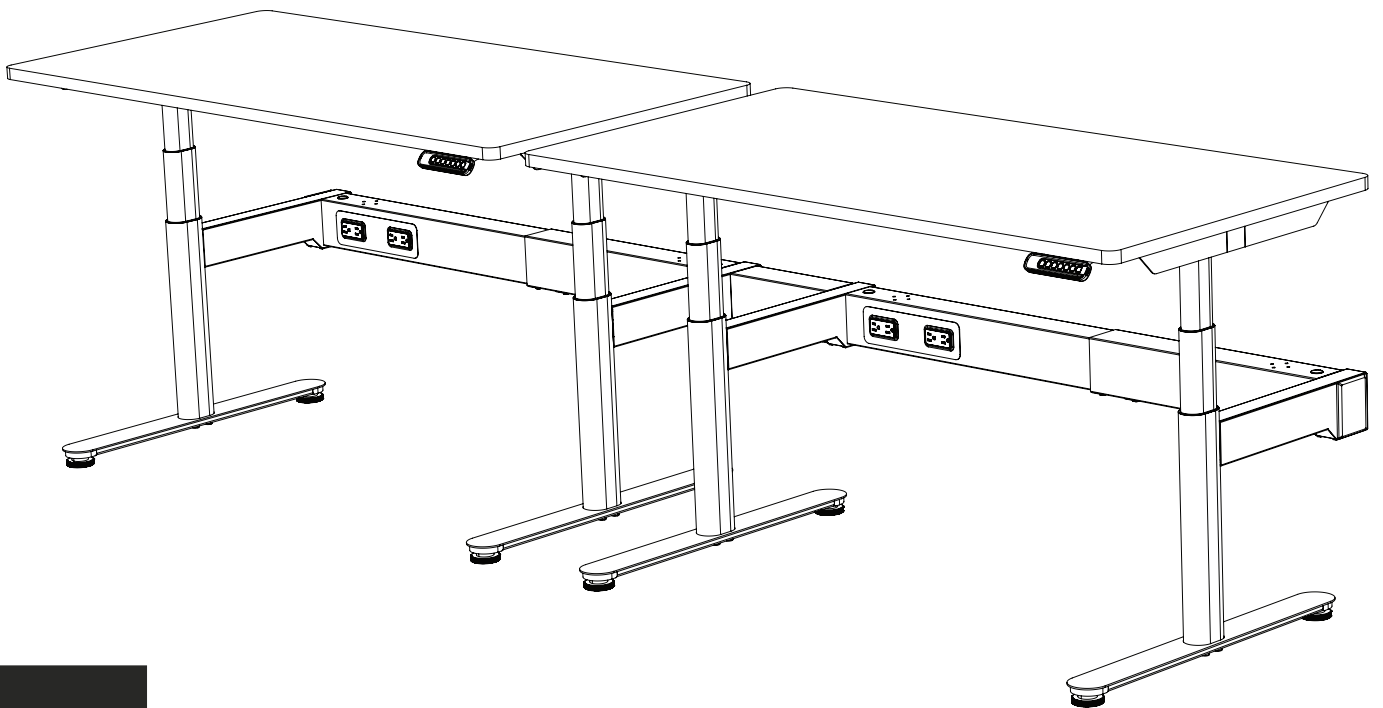
STEP 11:

Lower the power cable through the Power Pole from ceiling hole.





Hook corresponding connector sides of Cross Beam.



Please contact inspire@mycleardesign.com if you are missing any parts, have difficulty with assembly, or have any product related questions.