

# Installation Instructions

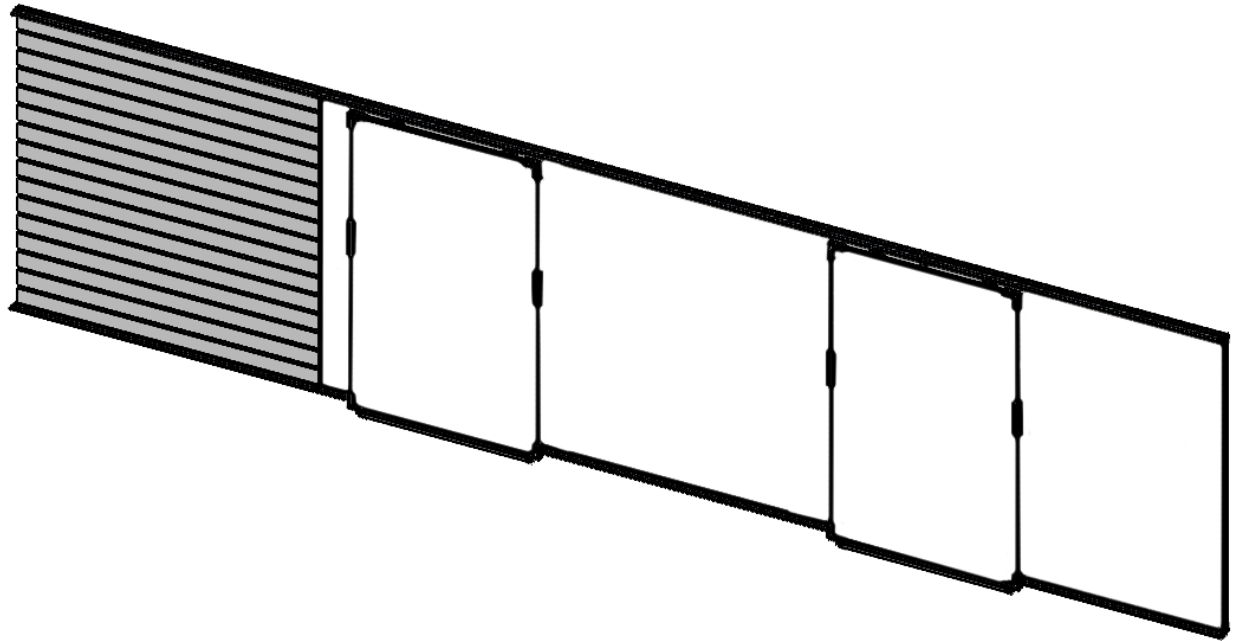
*Please read all instructions before installation*



## Tools Required (Not included)

---

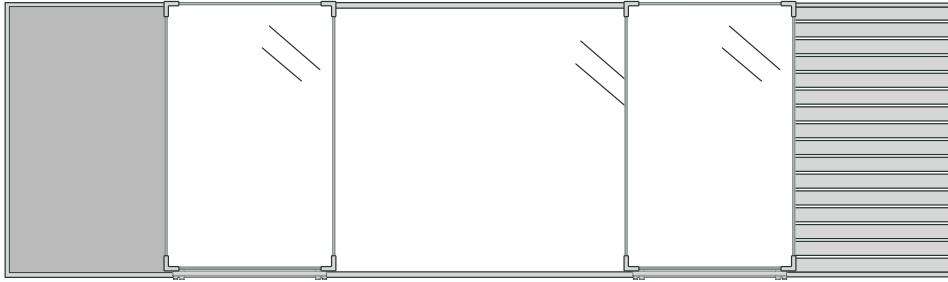
- Ladder
- Tape measure
- Level
- Cordless drill/driver
- 1/4" Drill bit
- 1/8" Drill bit
- #2 Phillips bit
- Bit holder (for extended reach)
- 1/4" Hex driver bit
- Rubber mallet
- Pliers
- Caulk gun
- Construction adhesive
- Masking tape
- Pencil
- Small flat head or allen wrench



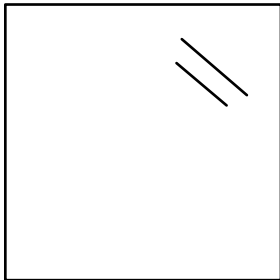
# System Components

Your system will include some, but not all of the components shown.

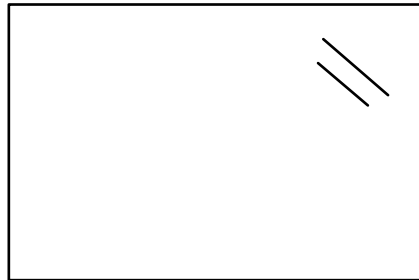
## Complete system



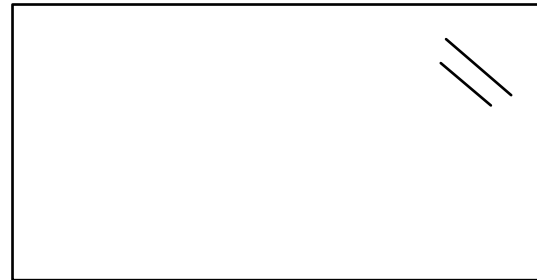
4'x4' Ultra-thin glass board



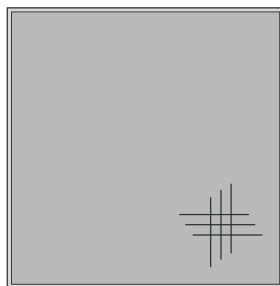
4'x6' Ultra-thin glass board



4'x8' Ultra-thin glass board



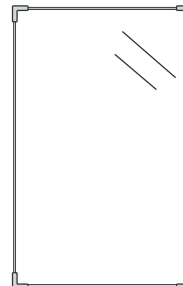
4'x4' Tack board



4'x4' Slat wall



Portable Snap Fit™ board



## Included Hardware

Your system will include some, but not all of the components shown.

- **2" Screw (Fig. A)**  
QTY: 9 per 4'x4' board (except slat wall)  
QTY: 13 per slat wall panel  
QTY: 12 per 4'x6' board  
QTY: 15 per 4'x8' board
- **Wall anchor (Fig. B)**  
QTY: 9 per 4'x4' panel (except slat wall)  
QTY: 13 per slat wall panel  
QTY: 12 per 4'x6' board  
QTY: 15 per 4'x8' board
- **Alignment pin (Fig. C)**  
QTY: 8 per three panel system
- **Self-tapping screw (Fig. D)**  
QTY: 6 per 4'x4' board  
QTY: 8 per 4'x6' board  
QTY: 10 per 4'x8' board
- **Spacer washer (Fig. E)**  
QTY: 4 per slat wall panel
- **1" Screw (Fig. F)**  
QTY: 8 per system
- **Marker tray (Fig. G)**  
QTY: 1 4' section per 4'x4' board  
QTY: 1 6' section per 4'x6' board  
QTY: 1 8' section per 4'x8' board
- **Top rail (Fig. H)**  
QTY: 1 4' section per 4'x4' board  
QTY: 1 6' section per 4'x6' board  
QTY: 1 8' section per 4'x8' board
- **Top end plate (Fig. I)**  
QTY: 2 per system
- **Bottom end plate (Fig. J)**  
QTY: 2 per system

Fig. A



Fig. B

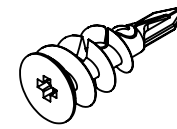


Fig. C

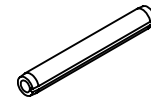


Fig. D

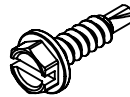


Fig. E



Fig. F



Fig. G

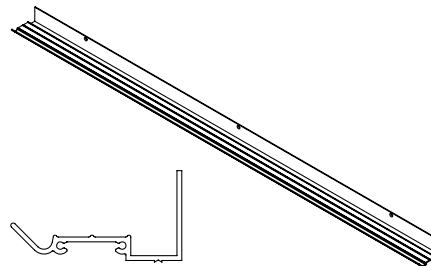


Fig. H

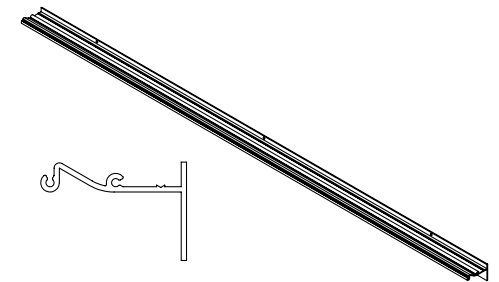


Fig. I

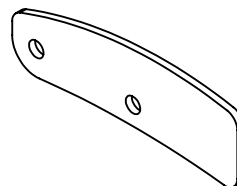
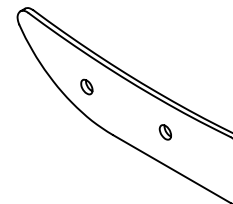


Fig. J



**Note:** These instructions are written assuming boards will be installed on drywall. If you are installing on concrete or masonry, use concrete anchors and an appropriate sized drill bit (not included).

### Step 1

Identify and mark on the wall the location of the center of the board or system to be installed. Measure up from the floor to the desired height of the marker tray (typically between 28" and 36", depending on grade level) and make an additional mark on the wall (Fig. K).

*Use pencil for all wall marks as these may have to be removed later.*

### Step 2

Place the marker tray for the first board against the wall, centered on the center mark for the full system, and with the bottom of the marker tray at the mark for the desired height. Use a level or laser to level the marker tray, then mark all hole locations on the wall.

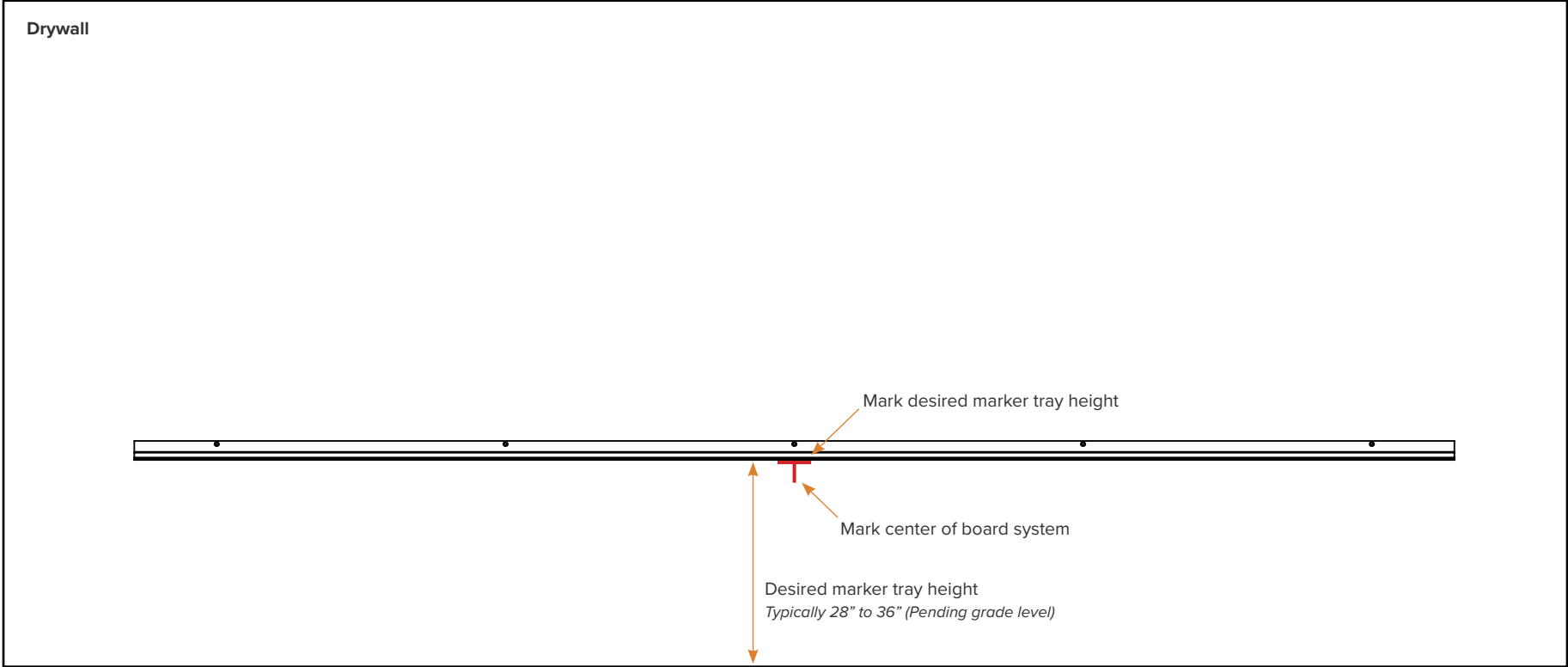
*For systems with more than one board, it is best to install the center marker tray first.*

### Step 3

Remove the marker tray from the wall, drill 1/4" holes in the wall at each marked location, install wall anchors, and then screw the marker tray onto the wall with 2" screws.

*If installing on concrete/masonry, use concrete anchors and drill bit (not included).*

**Fig. K**



## Step 4

For systems with more than one board or more than one marker tray and top rail section, adjacent marker trays and rails have alignment pins that get pressed into the ends to help keep them aligned. These must be installed in all seams between marker trays and between top rails (**Fig. L**).

*Before installing the alignment pins, place the second marker tray section on the wall next to the first. Level it on the wall, keeping the end aligned with the first marker tray section, with no gap between them, then mark all hole locations.*

## Step 5

Remove the marker tray section from the wall, drill 1/4" holes in the wall at each marked location, and install wall anchors. Before screwing it to the wall, insert the alignment pins into the first marker tray, then line up the second marker tray section and slide it onto the pins until the two marker trays are touching. Once the two trays are touching, screw the marker tray to the wall with screws.

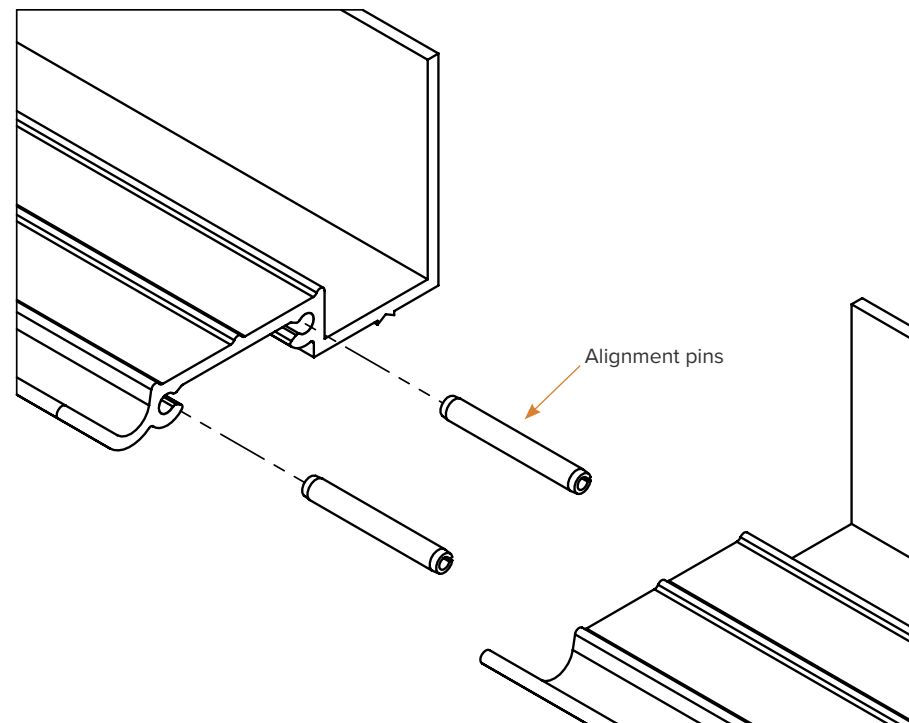
*A rubber mallet can be used to help slide the trays together if needed, taking care not to bend the ends of the extrusions.*

## Step 6

Check to ensure that both alignment pins are centered on the seam and adjust as needed. This can be done by sticking a flat head or small allen wrench into the alignment pin groove to push the pin to the desired location.

*Repeat this same procedure to install all marker tray sections.*

**Fig. L**



## Step 7

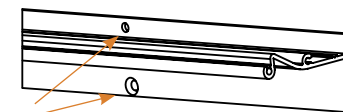
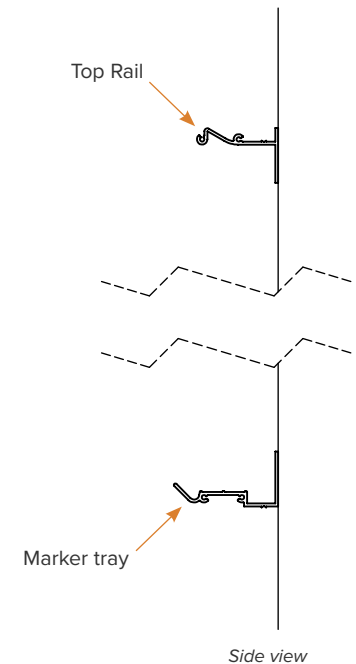
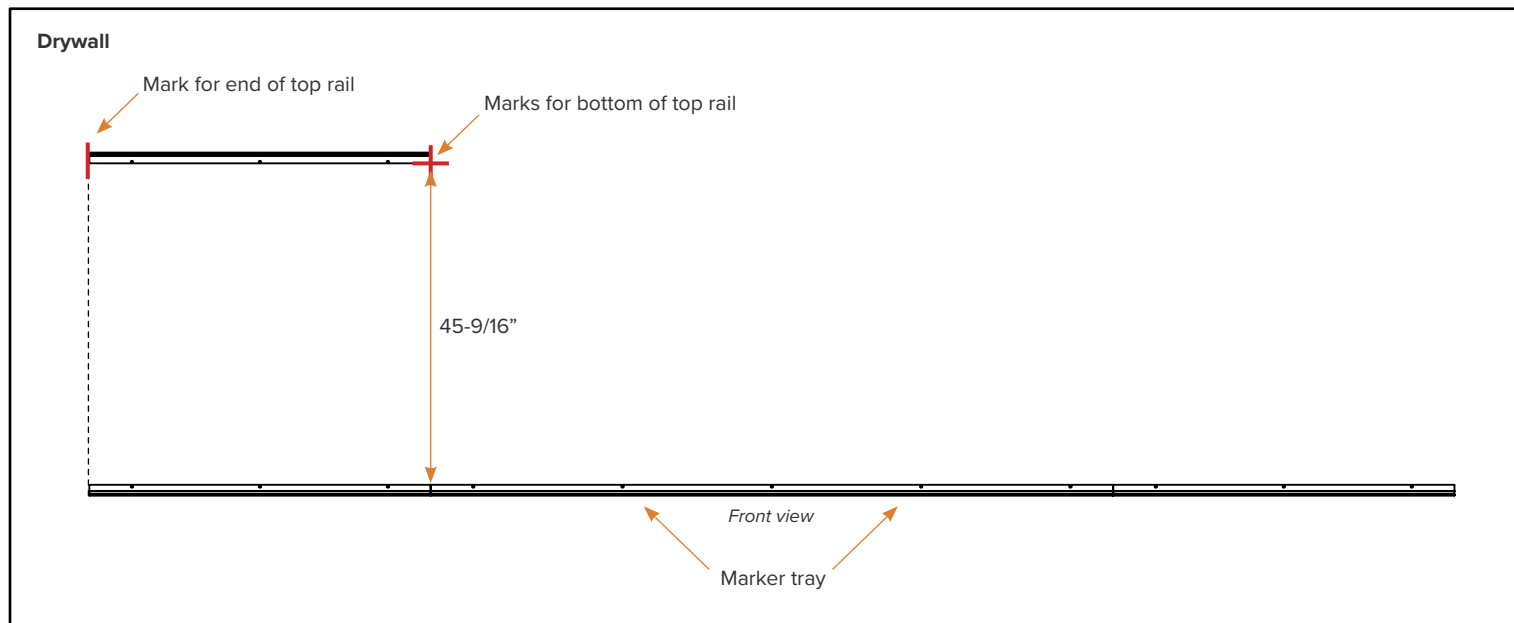
Once all marker tray sections are installed, measure and mark  $45\text{-}9/16"$  up from the top of each marker tray section at both ends, as shown below. These marks will be used to locate the bottom of the top rail to ensure that it stays parallel with the marker tray. Use a level or laser to make another mark on the wall even with the end of the marker tray and even with the  $45\text{-}9/16"$  mark (**Fig. M**).

## Step 8

Place the first top rail section on the wall with the bottom of the rail lined up with both  $45\text{-}9/16"$  marks for the corresponding marker tray section. Make sure that the end of the top rail section is even with the mark for the end of the marker tray. Mark all hole locations for both rows of holes (**Fig. N**). Remove the top rail section from the wall, drill all marked holes, and install wall anchors. Then screw the top rail section to the wall with 2" screws.

*Install all top rail sections following the same process, using alignment pins to keep adjacent rail sections aligned.*

**Fig. M**



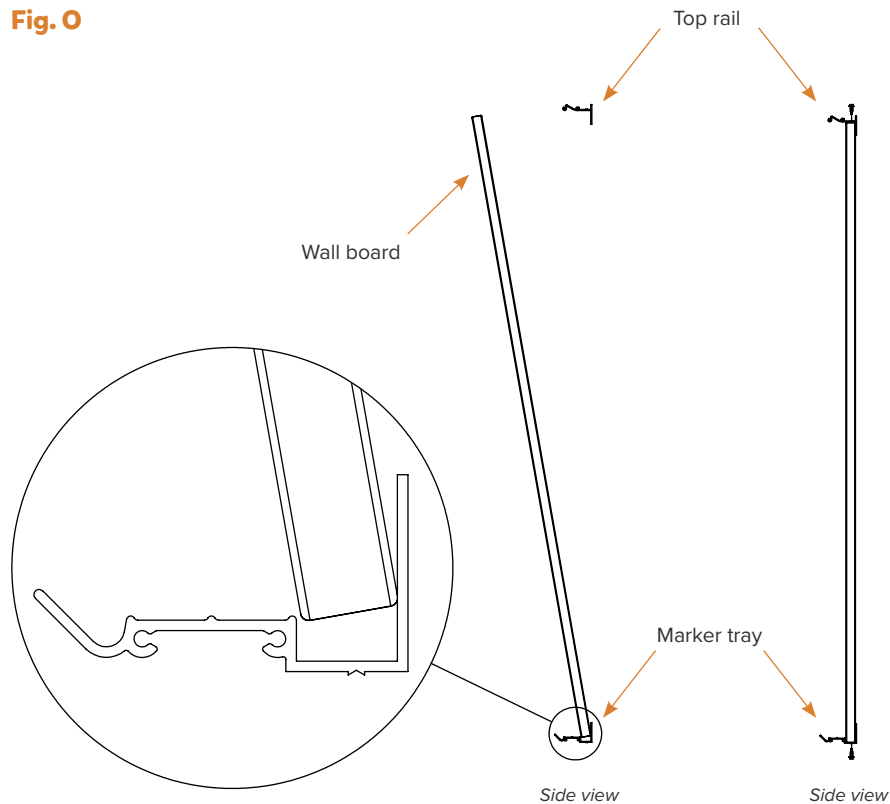
Note that top rail sections have two rows of holes (**Fig. N**)

**Note:** Some systems come with marker tray and top rails only, with no boards to be mounted on the wall. For these systems, skip to Step 14 on Page 11 (installing end plates), and make sure to erase any pencil marks from the wall.

## Step 9

Once all marker tray and top rail sections are installed on the wall, lift the first board to be installed and set it down inside the groove on the back of the marker tray. Push the top of the board up to the wall underneath the top rail and center the board left to right so that the sides of the board match up with the seams on the marker tray and top rail (**Fig. O**).

**Fig. O**



## Step 10

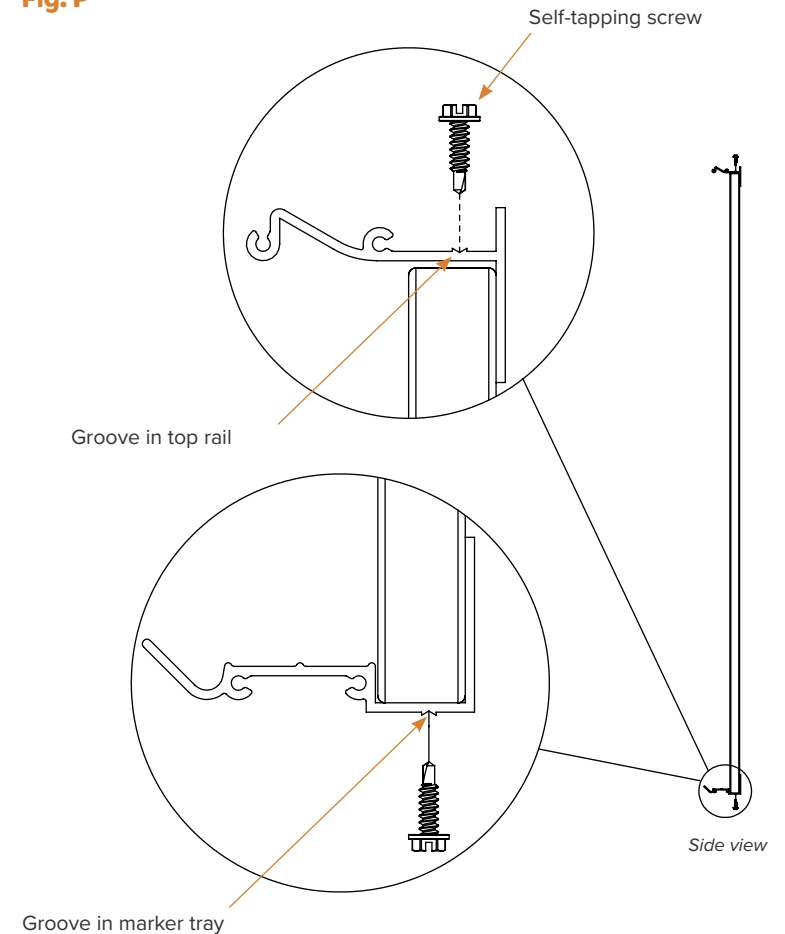
While one person holds this board in place, a second person should use the self-tapping screws to secure the board in place from both the top and bottom.

**Note:** Be sure to push the board as flush to the wall as possible before you screw in self-tapping screws.

The groove in the top of the top rail and the bottom of the marker tray should be used to align the screws in the correct location (**Fig. P**).

Repeat to install all boards, leaving no gaps between boards.

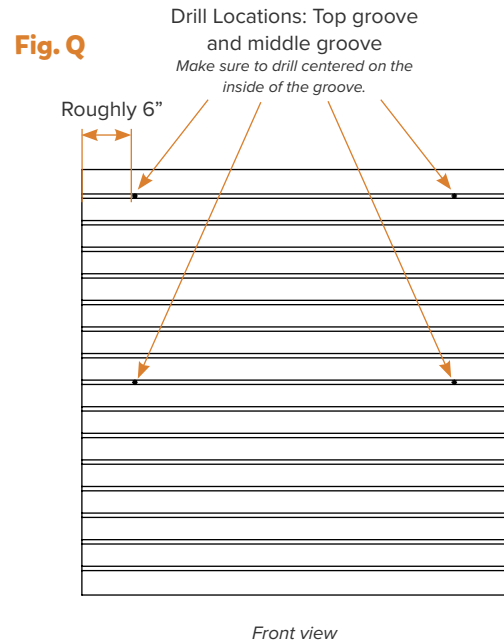
**Fig. P**





## Step 11

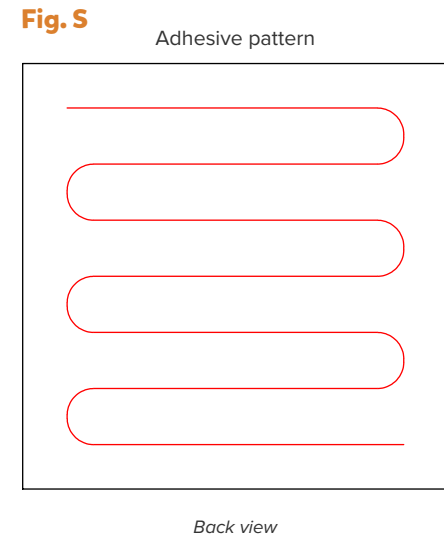
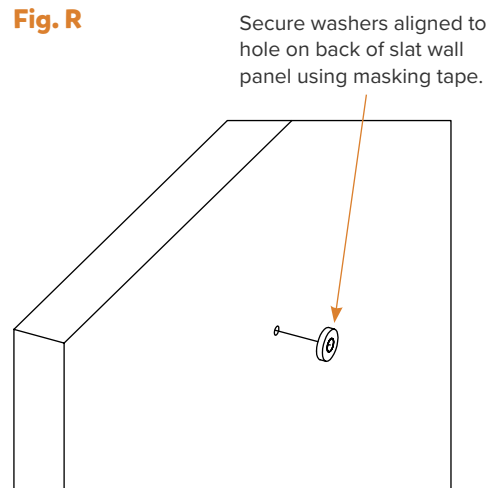
Slat wall panels require more secure mounting using extra screws and construction adhesive. Before applying any adhesive, dry fit the slat wall panel into the marker tray and top rail on the wall and drill four 1/8" holes through the slat wall and into the drywall in the locations shown below (Fig. Q). Remove the slat wall panel from the wall, and drill all of the 1/8" holes in the wall out to 1/4", then install wall anchors in each hole.



## Step 12

Use masking tape to secure spacer washers over each hole on the back of the slat wall panel (Fig. R). Apply construction adhesive in an even pattern across the back of the slat wall panel, making sure that the bead size is large enough to bridge the 0.08" gap between the panel and the wall (Fig. S).

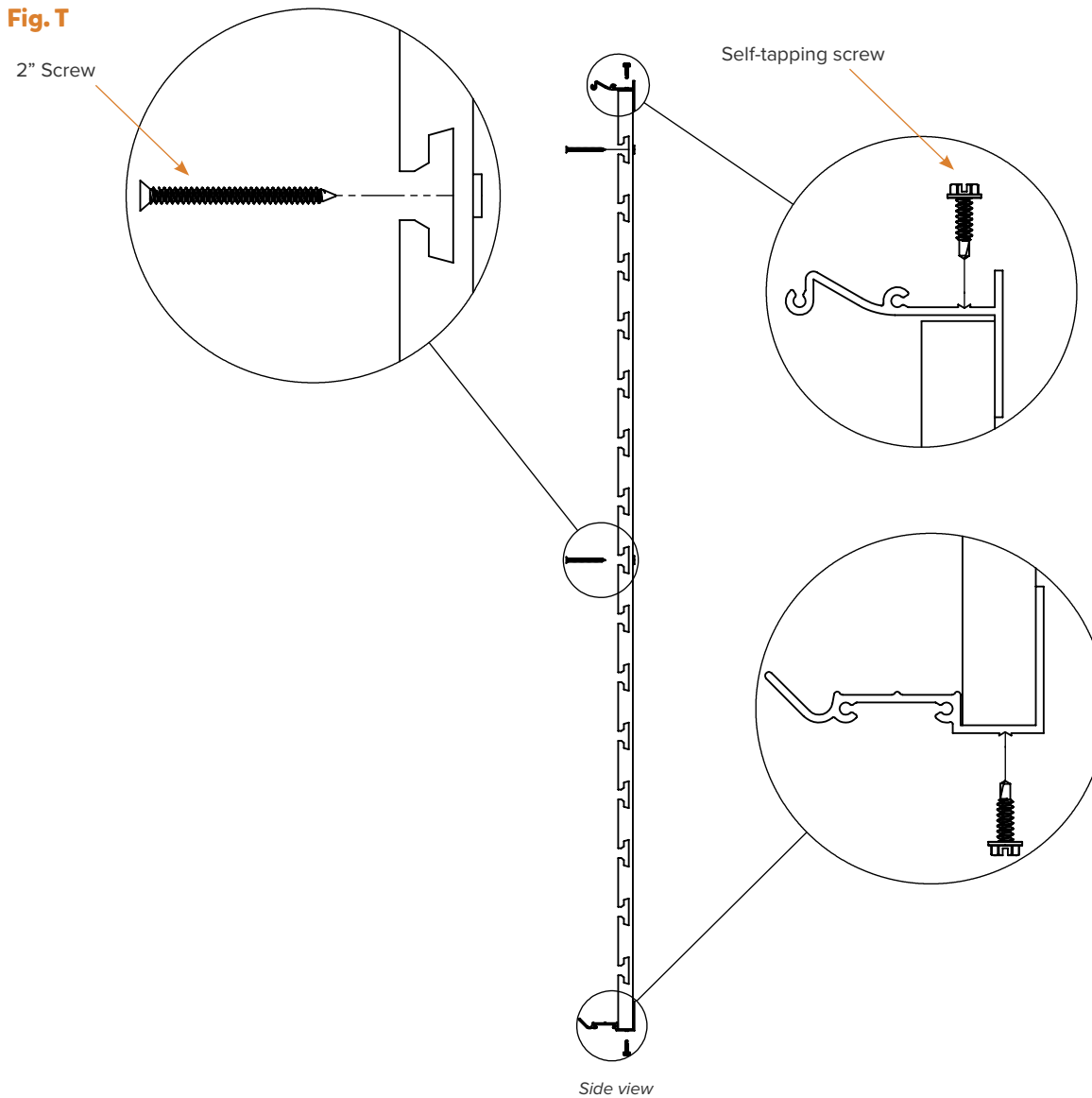
*Roughly 1/4 of a 10.1oz tube of adhesive should be used per 4'x4' board. Make sure that adhesive will not bleed out from behind the panel.*



## Step 13

Place the slat wall panel back on the wall and secure in place with the top and bottom self-tapping screws, as with other panels. Then screw the four 2" screws through the drilled holes into the wall anchors (**Fig. T**).

**Fig. T**

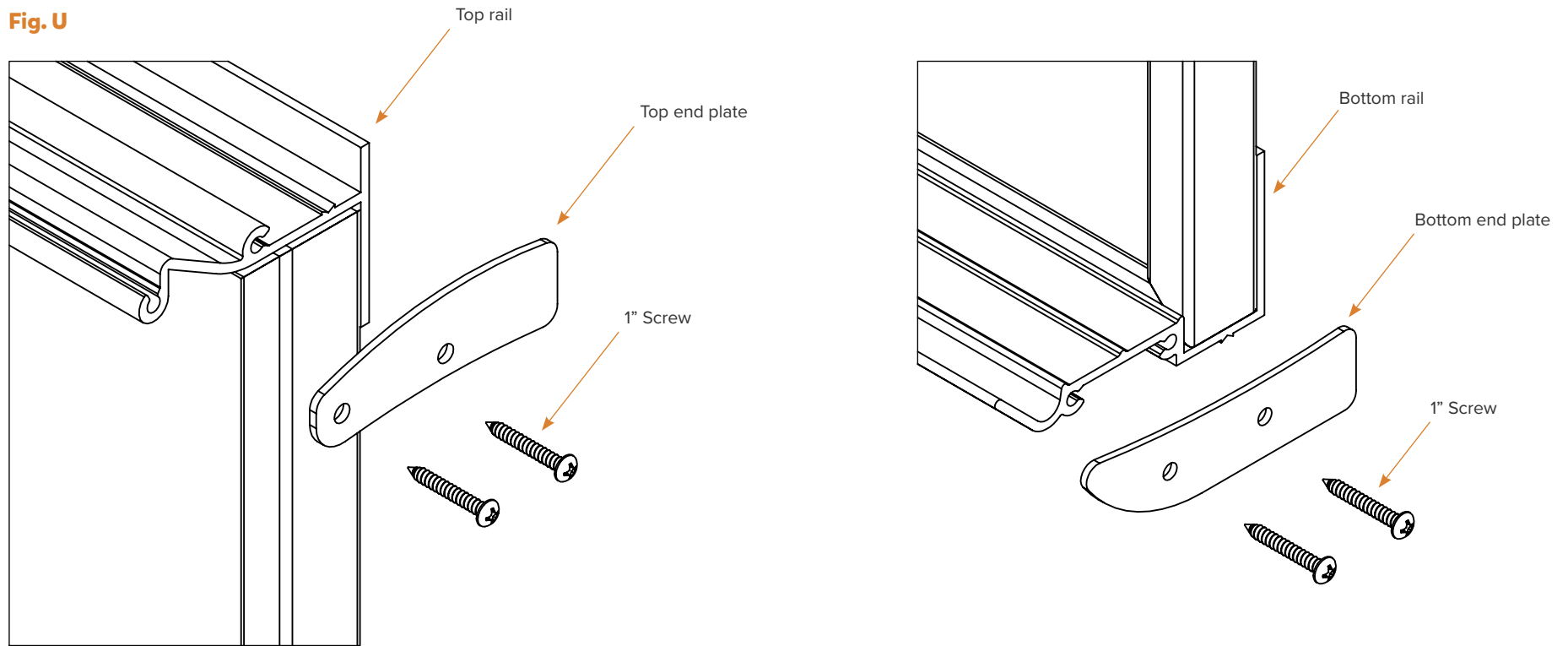


## Step 14

Once all boards are installed and secured, screw end plates in place on each end of the marker tray and top rail with 1" screws, making sure not to over-tighten the screws (**Fig. U**).

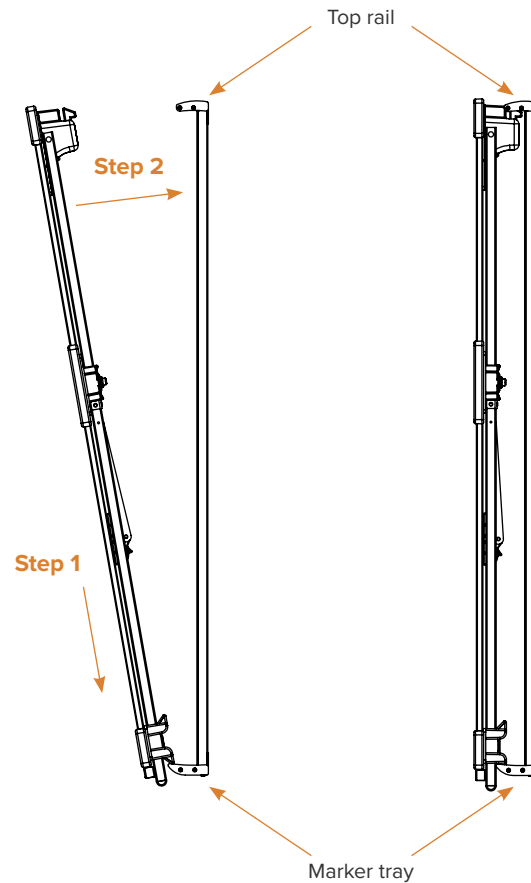
*Note orientation of end plates below.*

**Fig. U**



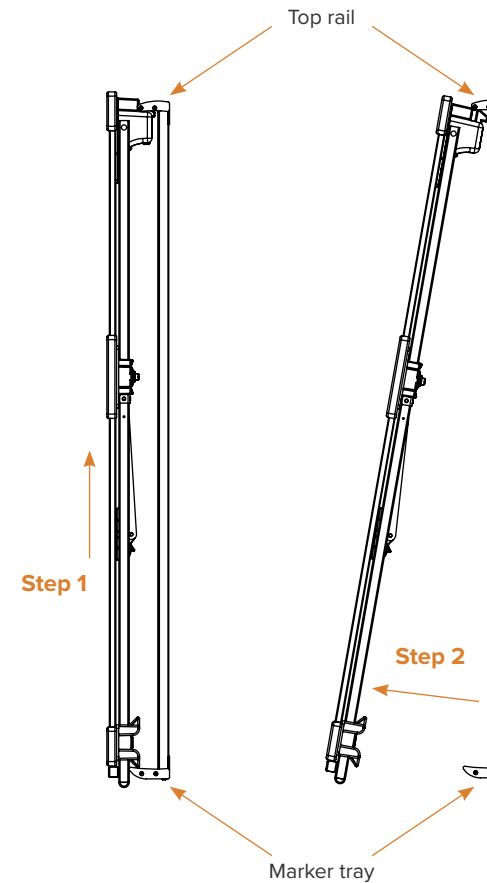
## Connecting Portable Snap Fit™ Board

To connect Portable Snap Fit™ boards onto the system, lift the board with both hands on the sides, hook the bottom edge into the front of the marker tray (**Step 1**), and push the top forward until it snaps into place (**Step 2**). Once in place, the board should slide side to side, but should otherwise be securely fixed to the wall.



## Disconnecting Portable Snap Fit™ Board

To disconnect the Portable Snap Fit™ boards, lift the board upward with both hands on the sides (**Step 1**), move the bottom of the board away from the marker tray, and pull the board off of the wall (**Step 2**).



# Completed System

You have now completed your empowerED™ System installation!

