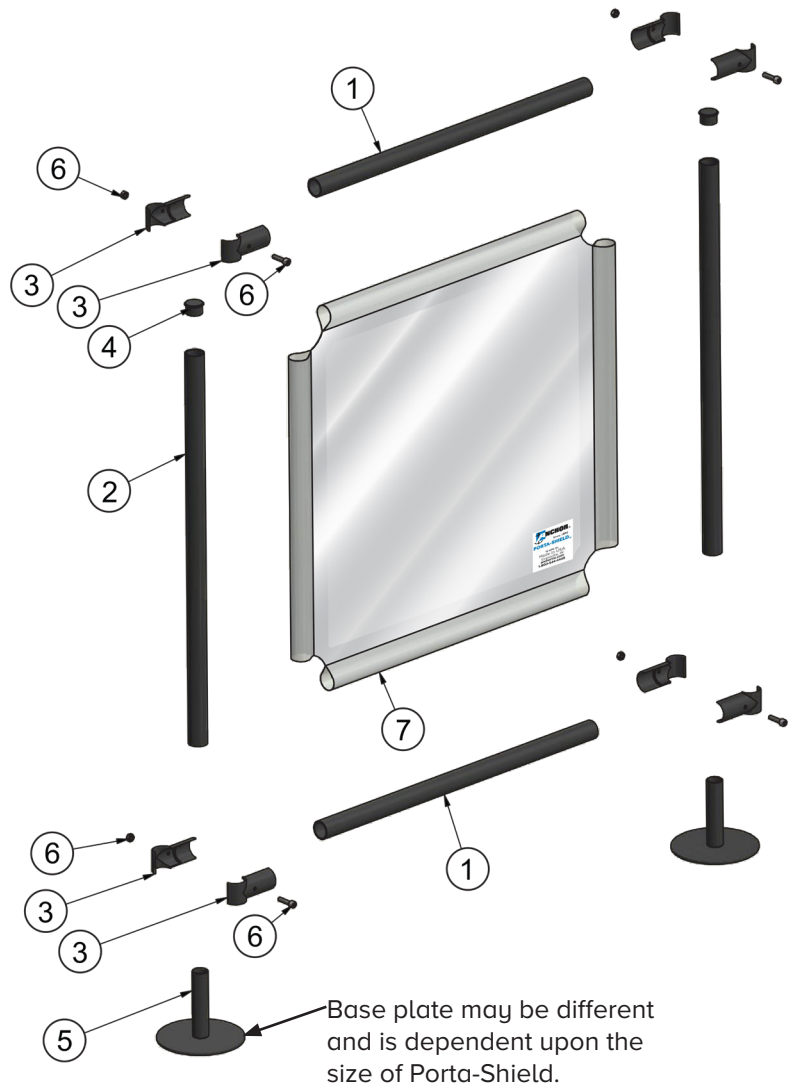


# Porta-Shield™ Divider Installation Instructions

1. Unroll fabric (item #7) and lay out flat being careful not to scratch the clear vinyl fabric.

Note: the Anchor label on the fabric panel is located in the lower right corner of the panel. This can be used to identify the orientation of the fabric.

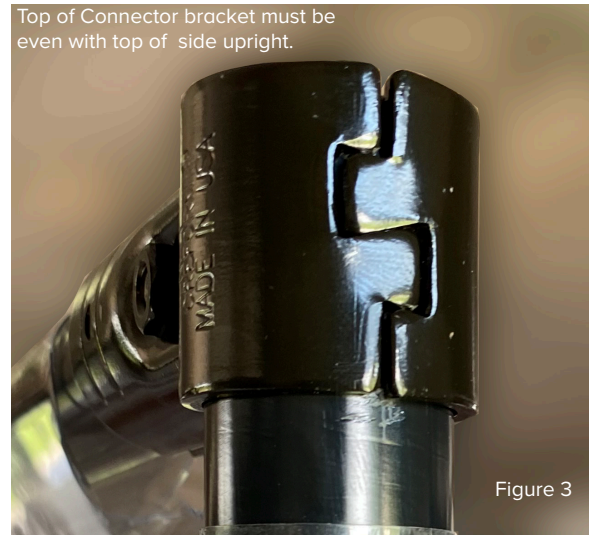
2. Insert side uprights (item #2) into the pockets at sides of the fabric panel.
3. Fit the connector brackets (item #3) onto the top and bottom of the side uprights using the nut and bolts (item #6). **Finger tighten only at this point.** Top connector brackets must be all the way to the tops of each side upright.
4. Insert top and bottom cross bars (item #1) into the top and bottom pockets of the fabric panel. Insert one end of the cross bars into a connector bracket.



5. At the other end the top and bottom cross bars may seem too long. Place them on top of the connector brackets as shown in figure 1. Rotate the connector brackets and push down on the cross bar until it snaps securely into the connector bracket. See figure 2.



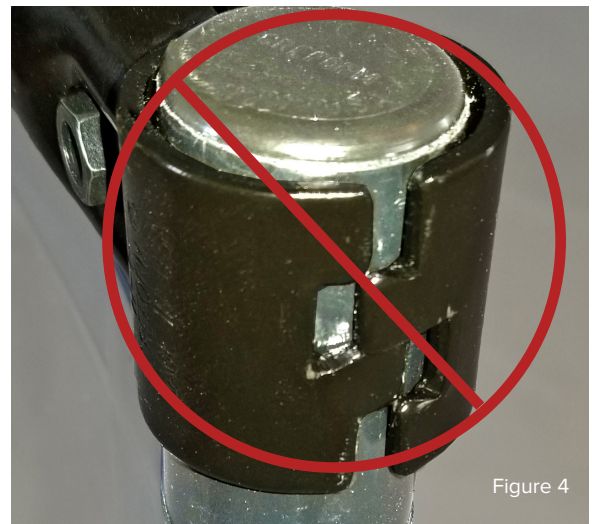
6. Make sure that each half of the connector brackets are fully seated to each other on the connecting side. This is a fitted connection that interlocks. See figure 3. See figure 4 for incorrect position.



7. Tighten the top connector brackets first. When tightening the bottom connector brackets, have one person push down firmly on the bottom bar to stretch fabric until it is taut while another person tightens the nut and bolt securely.

Note: Stretching of the fabric by pushing each bar as far as possible before tightening the nut & bolt is critical to a smooth looking finished fabric panel. This may take loosening and re-tightening more than once but is a critical step to a proper installation.

8. There are two plastic caps (item #4) for the top of the side uprights. These should be pressed in with light hammer taps.



9. Once all four corner brackets are tightened the completed frame can be positioned into the baseplates by inserting the side uprights (item #2) into the tube.

10. When the shield is in the upright position, go back to the bottom brackets, slightly loosen and have the second person push downward on bottom crossbar while the first person tightens to remove any fullness. See Figure 5.

11. There may be a dusty residue when your unit is first assembled. Using a DRY cloth, wipe unit down completely to remove all dust.

The completed Porta-Shield™ can be carefully moved into position by sliding the base plates but care should be taken not to lift the side uprights out of the baseplates.

