

Installation Manual for flipIT-Kit Laptop Safe FIL-18 FIL-23



How to install into any desktop using templates for cutting table top.

How to install into factory-cut table top.
Start at Step 5.

Installation is illustrated using the FIL-18.
The Widescreen version, FIL-23, installs exactly the same way. The only difference is that the width is greater.

**flipIT[®]Laptop
Safe**

Patent Pending

Getting Started

These installation instructions guide you through the proper way of completing the assembly of the flipIT® Laptop Safe Kit FIL-18 and FIL-23 with key lock. Improper installation may void the warranty. It is especially important that the installer observe proper care in protecting surfaces from abrasion.

For any questions or assistance, please contact Technical Service at 800-770-7042.

WARNING

POWER TOOLS ARE DANGEROUS.

Review the safety procedures supplied by your power tools' manufacturers. **Heed all warnings for your safety's sake. Always use safety glasses and wear proper apparel** that won't get caught in moving parts. CBT Supply, Inc. will not be held liable for misuse of tools and disregard for power tool manufacturer's safety precautions.

Tools Needed for Full Installation

Tools needed for pre-assembly:

- Power Drill
- Tape Measure
- Commercial-grade Jigsaw
- Phillips bit driver
- 3/8" Drill Bit
- 1/8" Drill Bit
- Pencil
- Permanent Marker
- Masking Tape
- Glue stick



Tools needed for installation into factory cut desktop only:

- Screw gun or #2 Phillips screw driver
- 1/8" Drill Bit
- Masking Tape
- Slot Screwdriver
- Crescent Wrench

STOP!

The installer must possess the skill to cut within the tolerance of the template layout line if no factory-made cutout is made in the table top. Do not attempt this installation without this level of craftsmanship skill.

If a factory made cut is provided, only skills of using a screwdriver and drill are required.

IMPORTANT:

If you are installing flipIT into an assembled desk, see if it is possible to remove the desktop to make the cut-out. If that is not possible, take care to make a work environment that will protect the surface finish of your furniture and will be safe for operating power tools.

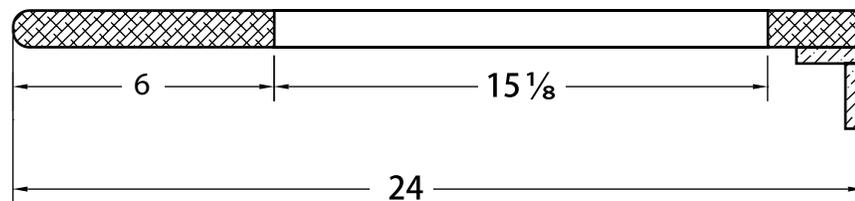
Planning Ahead

You will be installing a lock on one side, so allow 2.5" in addition on each side of the cut-out—for plates. Add an additional inch (3.5") for the lock side from a solid wall.

The placement of this leg bracket is fine. If it were a wall, it would be too close. Clearance is needed for the "bone" in the unlocked position.



Counter Top Depth

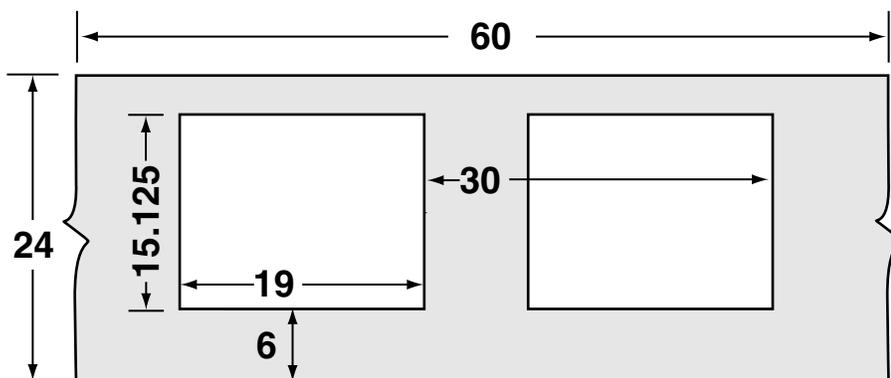


The recommended placement of the cutout for the flipIT unit is 6 inches from the user's edge. This assumes a straight edge; not a round or contoured edge. **If you are experimenting with placement for an unusual application, we recommend requesting additional templates and making dry-fit installations into scrap.**

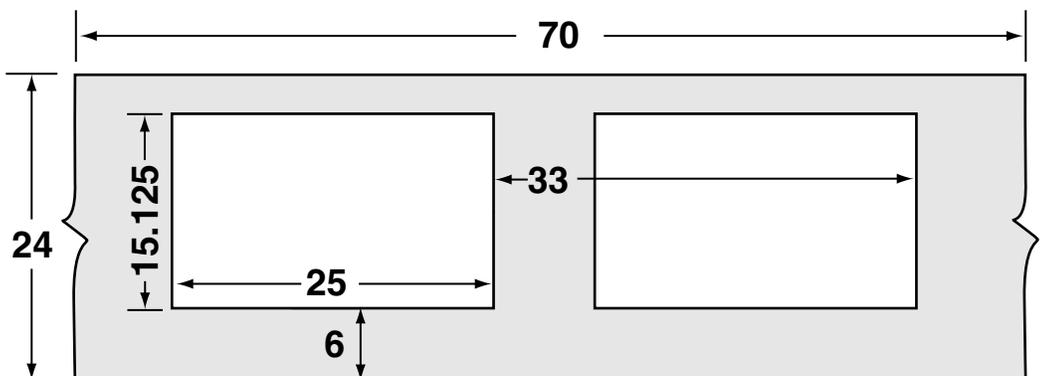
Based on this profile, a minimum of 24 inches of clearance, front to back, must be allowed for the mechanism.

Workstation Spacing

For FIL-18, use 30 inch spacing from centerline to centerline, or from common reference point as shown on the drawing (from right edge of cut-out to right edge of cut-out).



For FIL-23, use 33 inch spacing, maintaining no less than 8 inches between cutouts.



For best long-term results, consider placing a leg support or vertical panel between cutouts to support the top.

Parts and Hardware

Prepare a place to unpack box contents, using a packing blanket, carpeting or cardboard sheet to protect finished surfaces from damage. Before assembly, take inventory of the parts included.

Parts List:



1 (one) Laptop Safe, pre-assembled, shown in 2 views. The pneumatic cylinder ships installed on one end. To avoid damage, keep the Laptop Safe in this position—top down—until installed in desktop cutout.



Phillips head wood screws, 3/4", 4 are used for installing the collar.



Phillips head wood screws, 4 are used for installing the lock bar assembly BEFORE installing one way screws.



One Way screws, 3/4", 4 are used for permanently installing the locking bar assembly as a final step.



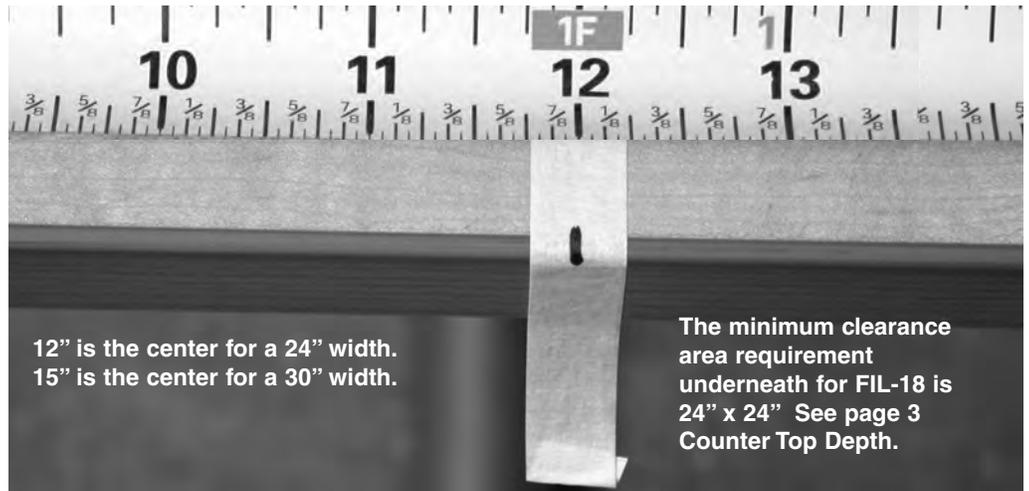
1 (one) paper template for top cut-out, shown positioned for use.



1 (one) locking bar assembly with cowl and set of 2 keys. Fixed length. Requires cutout placement 8" from front edge.

Adjustable length lock available for shorter distance between front edge and cutout.

Step 1- Establish Centerline



12" is the center for a 24" width.
15" is the center for a 30" width.

The minimum clearance
area requirement
underneath for FIL-18 is
24" x 24" See page 3
Counter Top Depth.

To establish cutout placement, sit at the desk and look straight ahead, visualizing where the screen would be. Use a tape measure and determine the centerline for the cutout. Transfer the center line to the desktop with masking tape or some other means that will not permanently mar or stain the finish.

Step 2- Adhere Cutout Template to Desktop

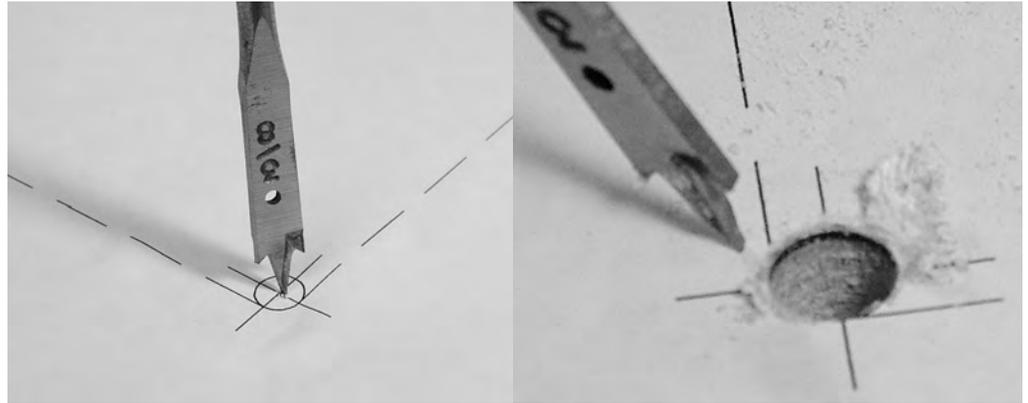


Use a glue stick
on back of
template cut lines.



Align front edge of
template with
desktop centerline and
press in place.

**STEP 3 -
Drill Corner
Starting Holes**

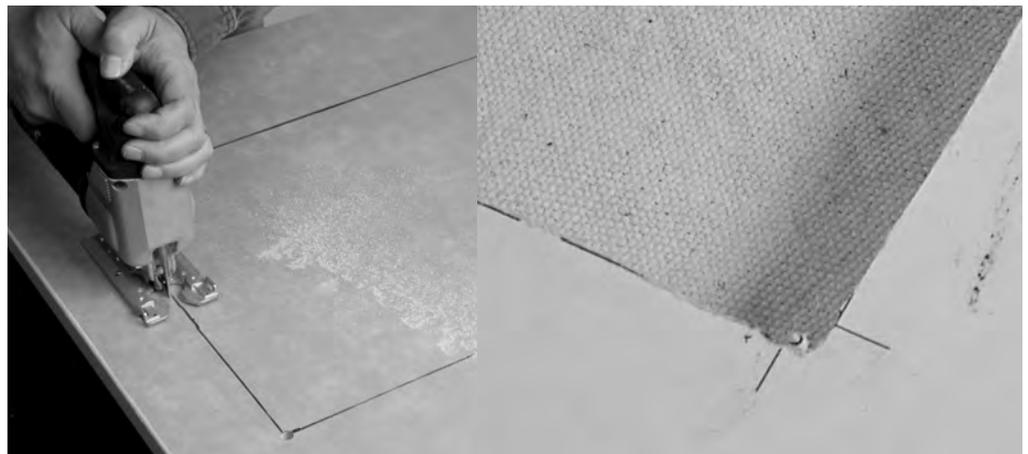


To make holes for starting your jig saw cut, use a 3/8" drill bit, place the point of the bit at the corner mark and drill completely through the surface top. Repeat this step for each corner.

**STEP 4 -
Saw the Hole for
flipIT**



Place the jigsaw at the corner marking. Remove the layout line with the kerf of the saw cut for a factory fit. You must have the skill to saw a straight line within the tolerance of the width of the saw blade. Saw from corner hole to corner hole. Remove the remains of the paper template when this step is finished.



STEP 5 - Install the Laptop Safe into Cut-Out in Table Top



Place the FIL in the cutout with shield facing the user's side. This is a tight fit. Watch your fingers!



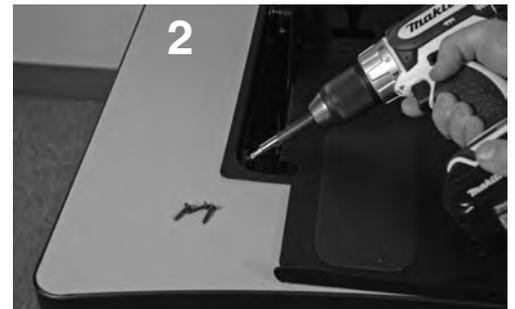
The gas spring is not connected, so you need to provide the opening power. Release the touch latch and press on the back of the lid.



PULL the tray out, and gently assist by pulling the top lid. When the gas spring is later installed, the assist is not required.



The gas spring is not installed so you may freely move the lid for clearance for installing collar screws.



Install the collar with 4 Phillips head wood screws in the holes provided at these locations.



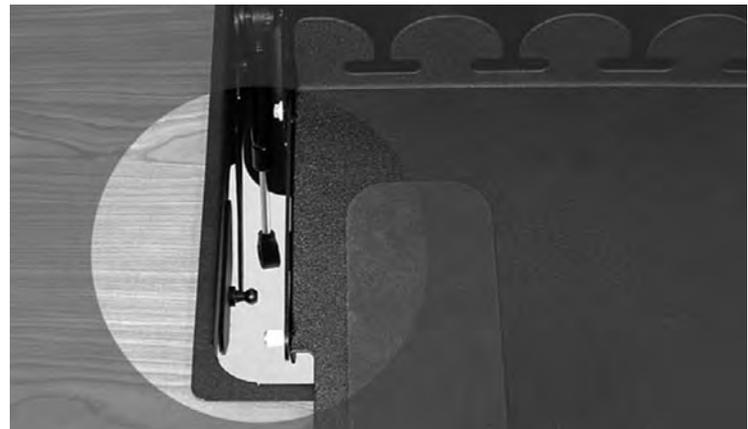
Phillips head wood screws, 3/4", 4 are used for installing the collar.

STEP 6 -

Connect the pneumatic cylinder. First, open the laptop safe...



Open the lid completely using the same method as in step 5.



The pneumatic is shipped attached to the lid. It should be hanging freely. Bring it up to the top so you can work on it.



Here's the end you will be installing.



Using a slot screwdriver blade, pry the locking cap off completely and set it aside.



Place the end of the pneumatic on the mounting post located on the collar frame. Press it until it snaps on.



Put the locking cap back in place and press it in all the way.

STEP 7 -

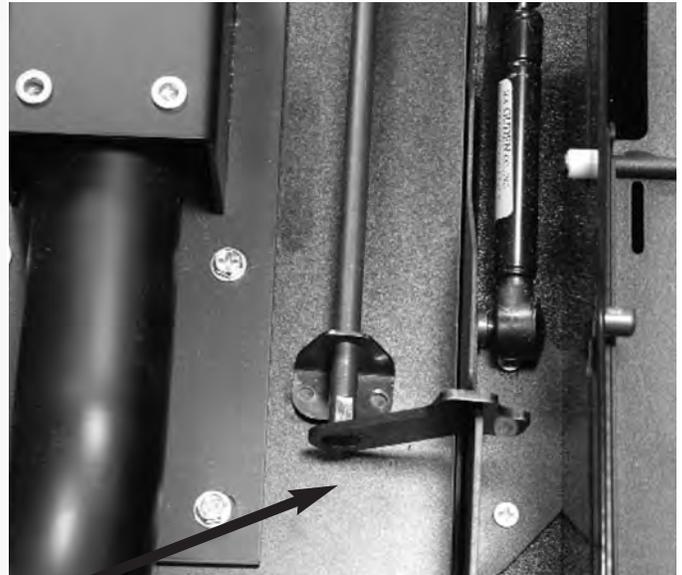
Install the locking bar, preliminary. Install for left-handed (shown) or right-handed operation



The default position for the locking system is on the user's left; however, the shape of the locking bar permits installation on either side.

Plan ahead to avoid interference with other mounting hardware. Your template allows 2.5" of clear area on each side of the cut-out.

Locate the slot in the hinge for the lid of the laptop safe. The locking "bone" should fall into place easily. You will be test fitting this arrangement for easy operation.



Mark the locations for drilling pilot holes. Then use an 1/8" drill with depth gauge and make precise pilot holes.





Install using 2 Phillips head 5/8" wood screws.

DO NOT install with One Way screws at this time. If you find that you need to relocate this bracket, One Way screws will do their job too well. Install only this bracket at the "bone" end of the bar. You will fine tune the location of the lock end of the system next.

Find the ideal location for the lock end of the system by using the key and rotating the lock open and closed.



Nudge the location of the bracket around until you find the spot where the lock operates smoothly.



Hold the bracket in position and mark the location for drilling pilot holes. Drill precise pilot holes using 1/8" drill and depth gauge. Install using 2 Phillips 5/8" wood screws.

STEP 8 - Install the cowl over the lock assembly



After testing the position of the lock assembly without the cowl, to ensure proper alignment and function of the lock, install the cowl into the same screw locations. Test the function again before installing one-way screws.



The Lock Cowl

STEP 9 - Install the locking bar permanently.

Four One Way screws replace the 5/8" wood screws you used for the preliminary installation. This exercise is to ensure correct function before taking this final, permanent step. One Way screws act as a theft deterrent because they are almost impossible to remove. Please do not skip the preliminary step of installing with "regular" screws first.



One at a time, remove the Phillips head screw and replace with a One Way screw using a manual, slot blade screwdriver. Performing this operation one at a time keeps the integrity of the installation intact. Repeat this process for each screw individually.

DO NOT remove all the screws and install all of the One Ways as a group. You run the risk of losing a tolerance and that would risk destroying the desktop in an attempt to remove the hardened metal One Ways.



flipIT[®] Laptop Safe

Patent Pending

CBT Supply, Inc.'s patent pending flipIT[®] Laptop Safe has been designed and tested to perform as an ergonomically correct, space saving unit.

For more information on this and other flipIT[®] products, call 1-800-770-7042