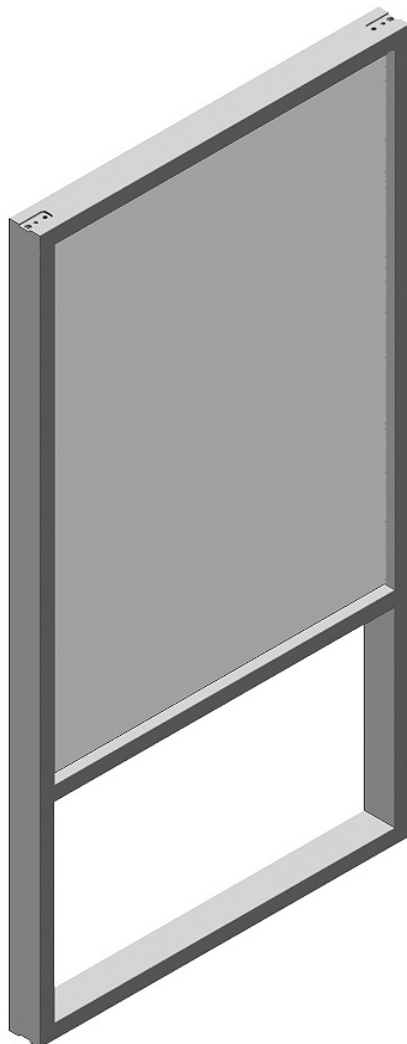




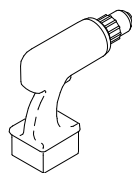
# Canvas Office Landscape™ Standing Screen Installation and Disassembly for Recycling Instructions

## Parts Included:



- B** Frame End Cap(2) (FC311.4)
- C** 180 Degree Bottom Frame Connector(2) (FC311.3)
- D** 90 Degree Bottom Frame Connector(2) (FC311.1)
- E** 120 Degree Bottom Frame Connector(2) (FC311.2)
- F** Glide(2) (FC311.)
- G** Flat Head Machine Screw(6) (FC311.)  
Hardware Pack
- H** Foot Plate (FC310.1)
- J** 23" Foot Plate (FC310.2)
- L** Tapping Screw (Varies) (FC310.)  
Hardware Pack
- K** Ballast (FC310.3) includes (2) item J
- M** Top Frame End Cap (2) (FC311.4)
- N** 180 Degree Top Frame Connector(2) (FC311.3)
- P** 90 Degree Top Frame Connector(2) (FC311.1)
- R** 120 Degree Top Frame Connector(2) (FC311.2)
- S** Spacer (4) or (8) (FC310.)

## Tools Required:



**S** Spacer (4) or (8) (FC310.)

Power Driver

#2 Phillips Bit

Safety Glasses

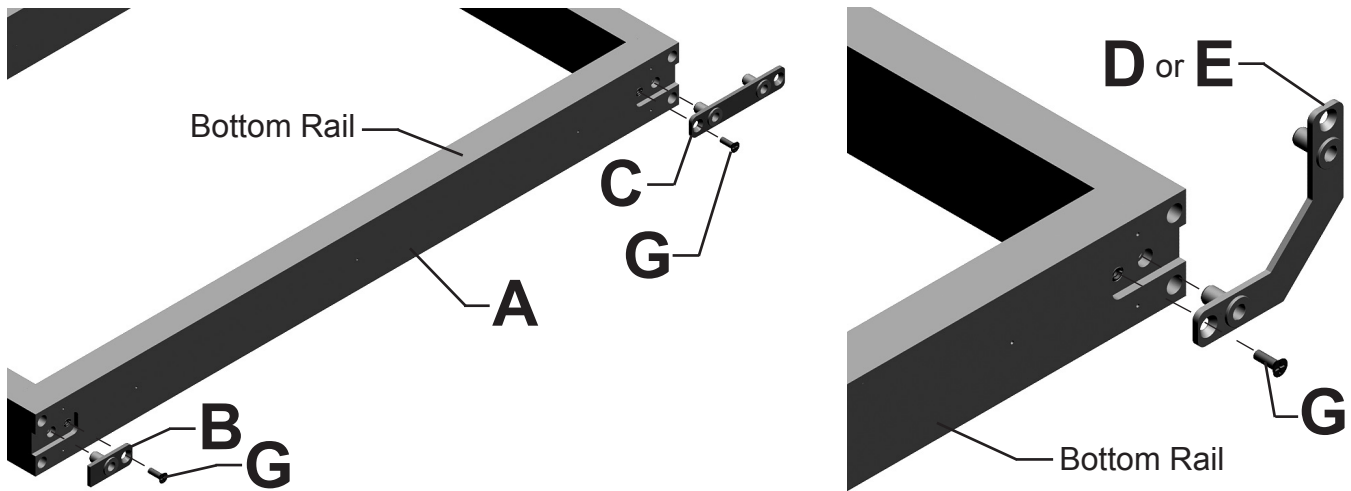
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Part no. 1b8h5s rev D.

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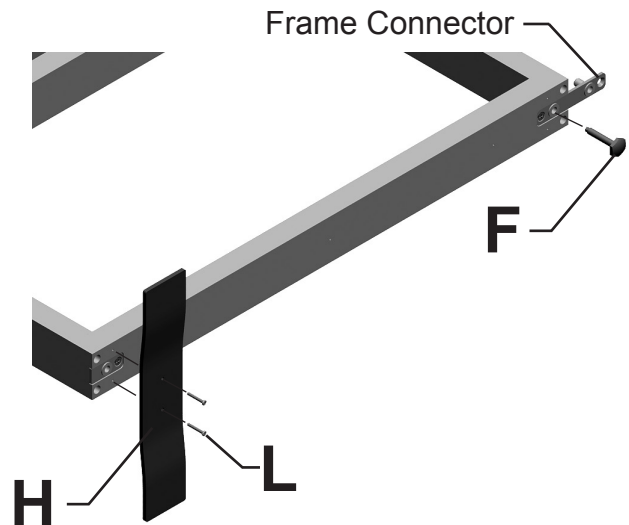
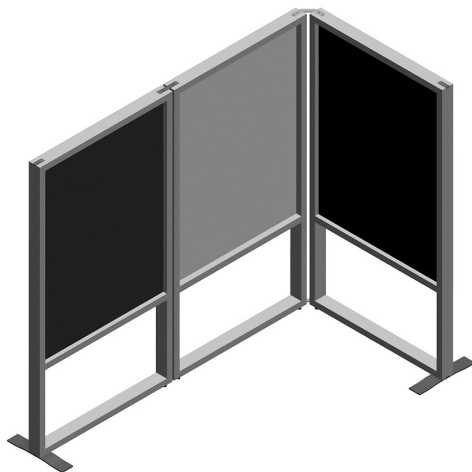
Illustrations and specifications are based on the latest product information available at the time of publication.  
The right is reserved to make changes in design and specifications at any time, without notice, and also to discontinue products.

## Assembly Instructions:



1. Determine where the proper placement for Foot Plates and Frame Connectors will be on all Standing Screens in run before installation. See Planning Guide for details.
2. Install Frame Connectors(C), (D) or (E) and End Caps(B) onto Bottom Rail of Screen(A) using Flat Head Machine Screws(J).

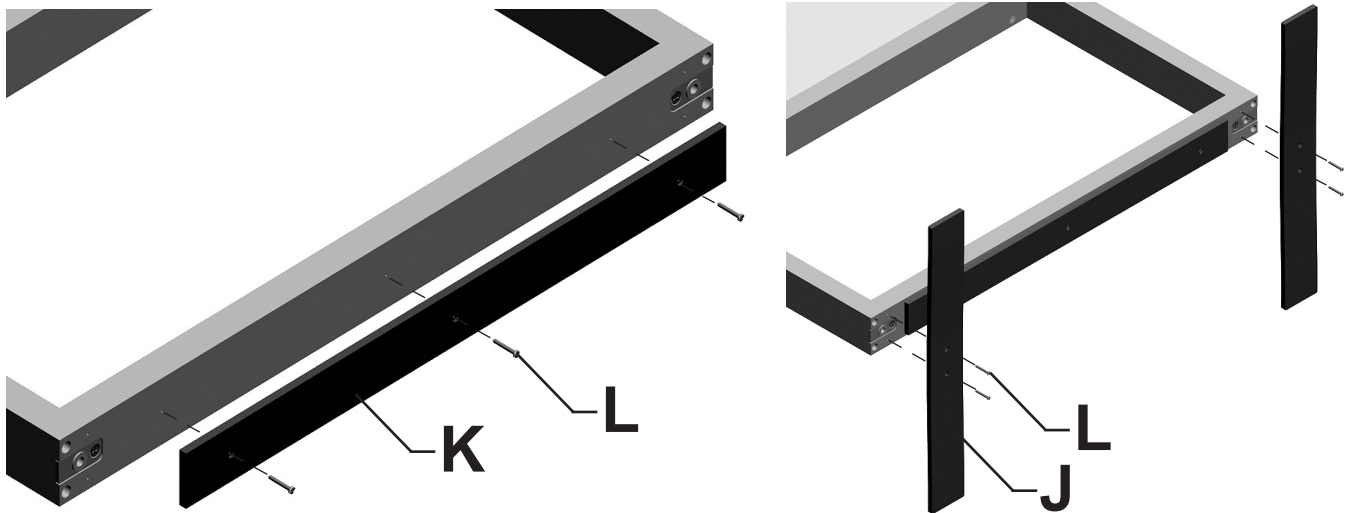
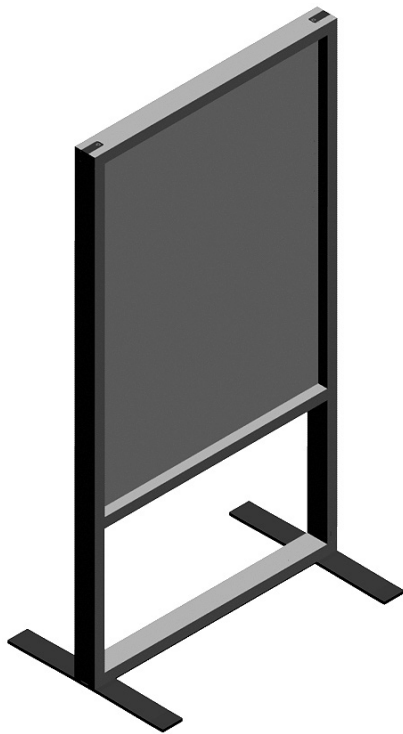
## Corner Configuration:



- 3a. Secure Foot Plates(H) onto Screens(A) with Tapping Screws(L). See Planning Guide for Foot location details. Use pre-drilled holes in bottom rail of Screen. Install Glides(F) into Frame Connectors.

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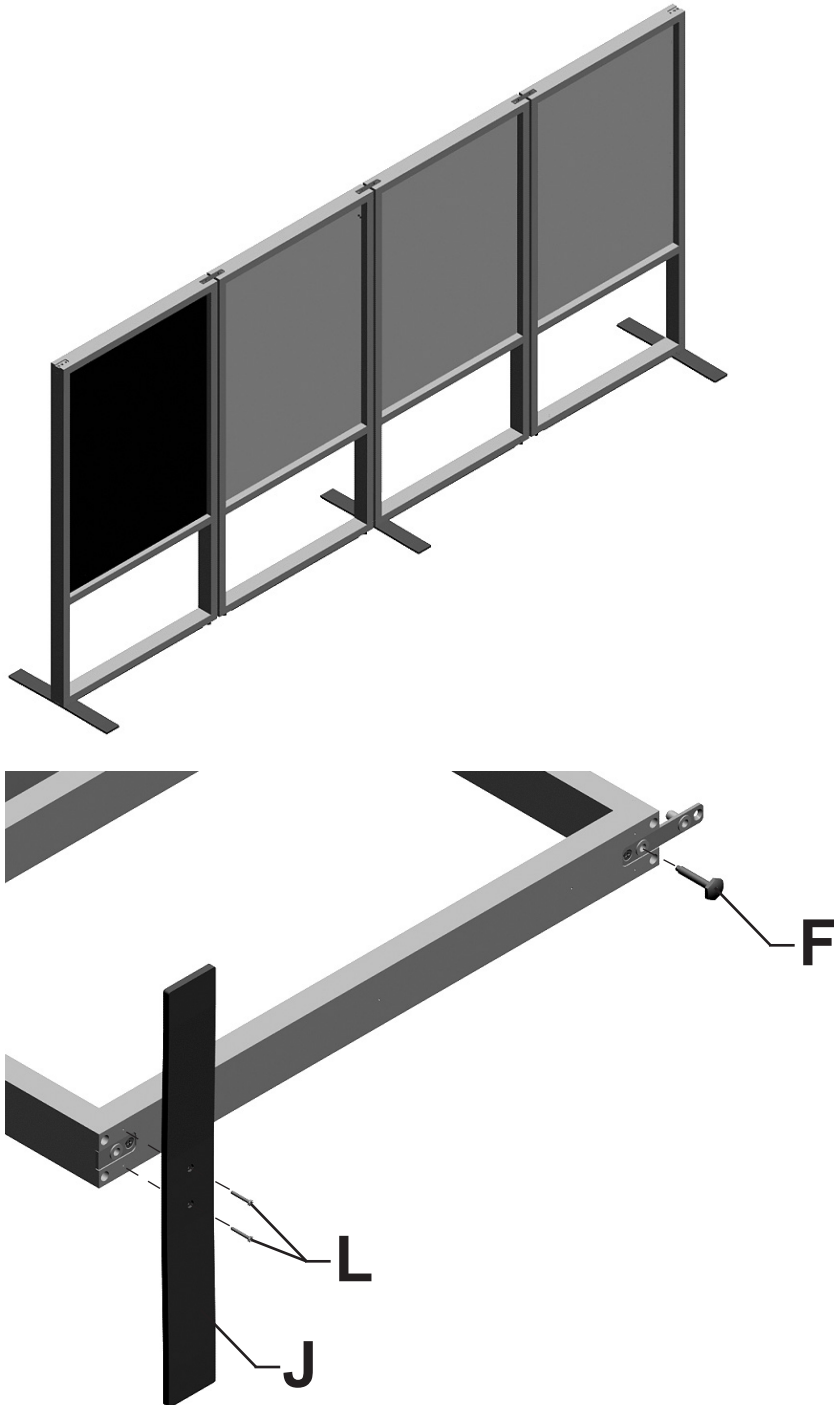
## Single Screen Configuration:



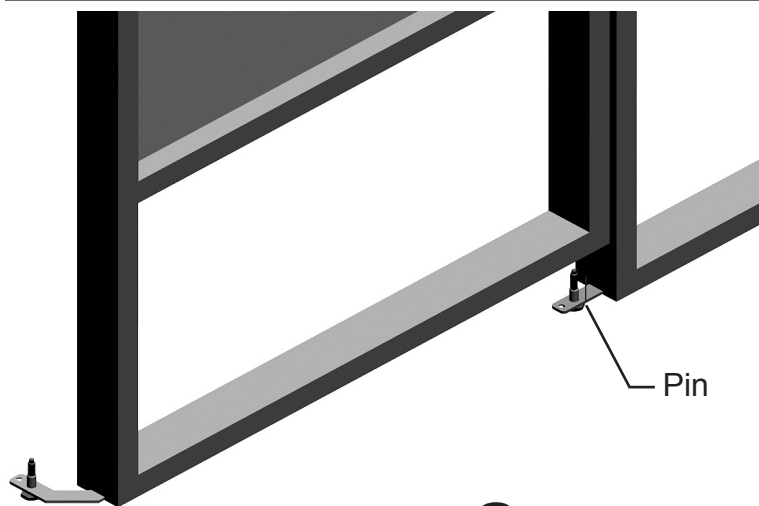
3b. Assemble Ballast(K) to bottom of screen with 3 Tapping Screws(L). Secure two 23"Feet(J) to Frame with 2 Tapping Screws(L) per Foot.

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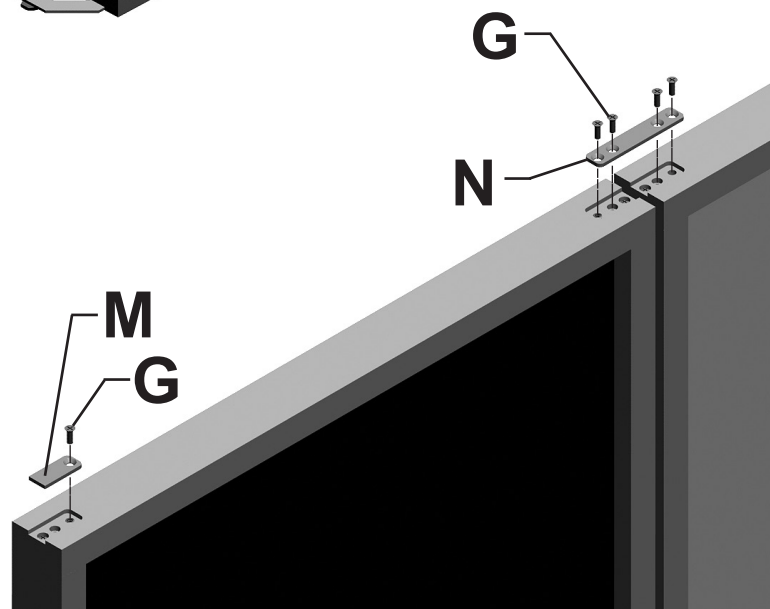
## Straight Run Configuration:



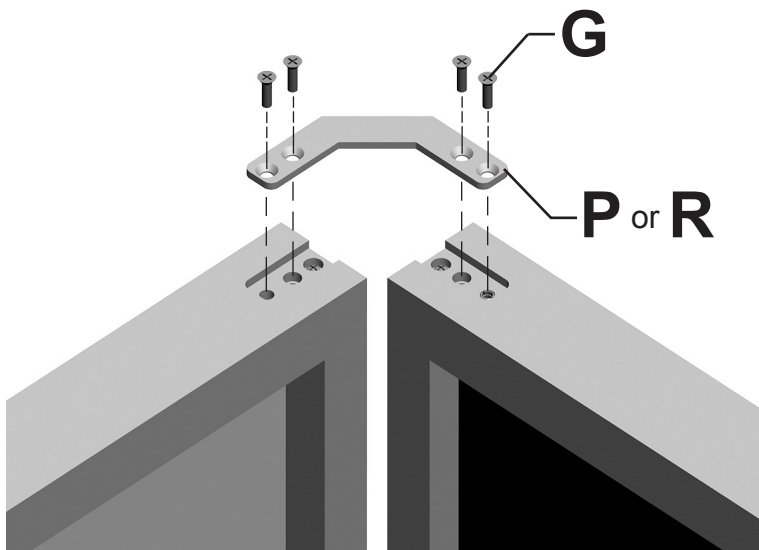
- 3c. For Frames in a stand alone straight run: Assemble Glides(F) to Frame Connectors. Install 23" Foot(J) at locations listed in Planning Guidelines. Secure Feet to Frame with 2 Tapping Screws(L) per Foot.



4. Stand up first Screen.
5. Prepare next screen in run as described in steps 2 and 3.
6. Stand Screen upright. Insert Pin on bottom Connector on first screen into hole in bottom of next screen.



7. Install Frame Connector(N) (P) or (R) across top of Screen.
8. Secure Connectors to Screens with Flat Head Machine Screws(G).
9. Repeat steps 6 through 8 for entire length of run.
10. Install End Caps(M) onto Top of Screens using Flat Head Machine Screw(G).



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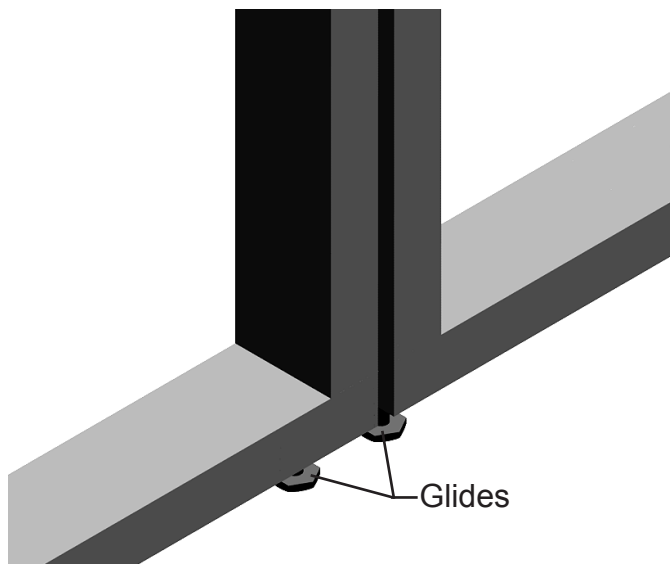
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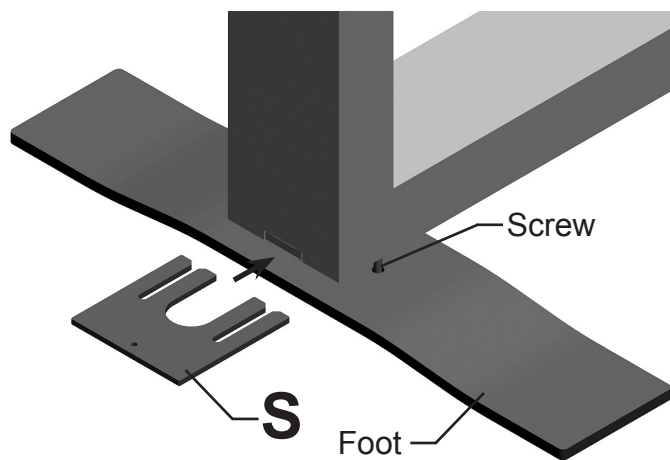
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## Leveling Screens:

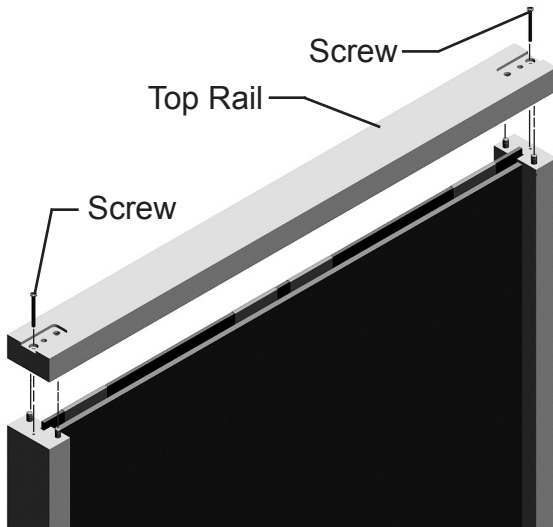


11. To level screens; adjust Glides in bottom frame connectors.



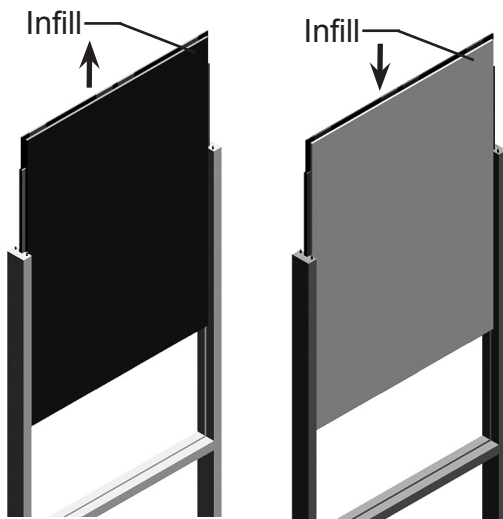
12. To level height at foot locations; Lift Screen. Loosen 2 tapping screws. Slide in Spacers(S) as needed between Foot and Frame. Tighten Screws.

## Replacing or Installing Customer's Own Infill:



13. Remove 2 Screws attaching Top Rail to Screen.

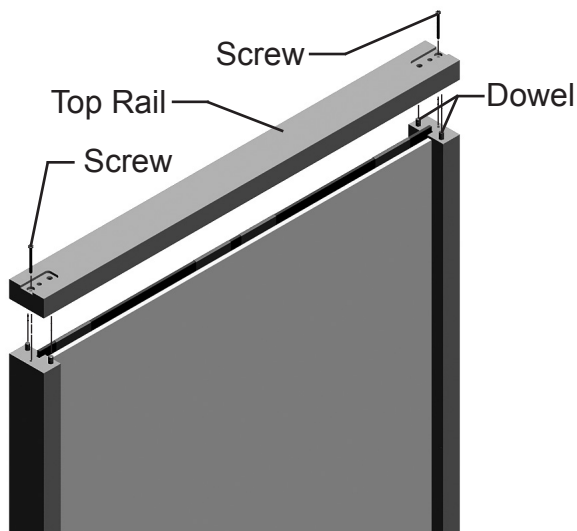
14. Remove Top Rail



15. If replacing existing infill, pull infill up and out of screen frame.

16. Insert replacement or customer's own infill into screen frame.

Tack Infill: Align steel clips to magnet position on tack tile.



17. Align Dowels in frame with holes in Top Rail. Press straight down while guiding Infill into groove in Top Rail.

18. Secure Top Rail to Frame with 2 Screws previously removed.

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## **Disassembly for Recycling:**

### **Materials Identification and Segregation:**

Where possible, plastic components are marked with ASTM recycling codes. Use these codes to identify material type for recycling. Non marked components should be treated as mixed plastic. Ferrous metals can be identified using a small magnet for recycling. Non-ferrous metals should be separated and recycled separately.

To disassemble product, reverse steps 18 through 1 (according to the configuration used).