T3 Mobile Medical Cart

ASSEMBLY KIT

T3 HARDWARE PACKS

T3 Pole Assembly Hardware Pack (SKU #575301)
• 1 of 3/32 Hex Key
• 1 of 1/16 Hex Security Key
The 3/16 Hex Security Key is for the hinge adjustment
• 1 of 5/16"-18 - 1.3/8"hex cap screw
• 1 washer

T3 Bracket Assembly Hardware Pack (SKU #575302)
• 1 of 1/8"-20 x 1/2" Toplock nut
• 2 of 10-32 x 3/4" Long flat head socket cap screws
• 1 of 1/8"Hex Drive Key
• 1 thick swivel head washer (#22)
• 1 thin swivel head bracket side washer (#23)
• 1 Set of 2 keys

T3 Wire Basket Hardware Pack (SKU: #575303)
• 2 of 10-32 x 3/4" long flat-head socket cap screws
• 1 – ¼ turn ¼-20 Z-Nut
• 1 Set of 2 keys
• 1 thin swivel head bracket side washer (#23)
• 1 of 1/8” Hex Drive Key
• 1 of 3/32 Key
• 1 of 3/16 Key

ADDITIONAL TOOLS REQUIRED
• 7/16” Socket, 1/2”Socket | NOTE: Tablet charging cable and power adapter are not supplied

ASSEMBLY INSTRUCTIONS

1. ATTACH THE MAIN POLE TO THE BASE

• Line up the 2 pins on the base to the corresponding spots on the main pole.
• Use a 1/8” socket (not included in kit) to tighten the 5/16” bolt with washer that attaches the main pole to the base. Make sure the base is level to the main pole while tightening. When the base and main pole are level and attached properly, adjust the tightness of the bolt to secure. Be careful not to over tighten.

**NOTE:** Rear casters/wheels must be locked (by pressing down on pedal) to keep the stand in a fixed location. To unlock wheels or casters, press the locking mechanism up on the threaded stud. Use a 1/2” wrench to loosen the locknut. Turning the locknut clockwise will lower or heighten as needed for proper assembly. Mount the sub-assembly bracket which came with your kit. It is the bracket with the small slider. There is a threaded stud that is already attached to the pole. When the top bracket of the pole is bent down, this threaded stud sticks out.

2. ASSEMBLE THE IPAD BRACKET

Once you have the pole attached firmly to the base, place upright on the base on the floor (on 4 wheels). You can now adjust the top of the pole for easier assembly of the iPad bracket. It comes out of the box fully upright, so make sure you adjust this before assembling the iPad bracket. The hinge between the upright pole and tablet arm can be tightened and loosened. The hinge can be lowered or heightened as needed for proper assembly. Mount the sub-assembly bracket which came in your kit. It is the bracket with the small slider. There is a threaded stud that is already attached to the pole. Once you have the pole attached firmly to the base, place upright on the base on the floor (on 4 wheels). You can now adjust the top of the pole for easier assembly of the iPad bracket. It comes out of the box fully upright, so make sure you adjust this before assembling the iPad bracket. The hinge between the upright pole and tablet arm can be tightened and loosened. The hinge can be lowered or heightened as needed for proper assembly. Mount the sub-assembly bracket which came in your kit. It is the bracket with the small slider. There is a threaded stud that is already attached to the pole. When the top bracket of the pole is bent down, this threaded stud sticks out.

3. ATTACH THE TABLET BRACKET

• Line up the tablet bracket to the 2 screw holes in the center of sub-assembly bracket you have already attached.
• Using a 1/8” Allen or Hex key, attach the 2 screws that are included in the Bracket Assembly Hardware Pack.
• Make sure that tablet bracket is secure and flush to the sub-assembly bracket. You do not need to use much force to secure the two screws, just tighten.

Your tablet bracket stand is presently in the LOCKED position. To adjust to your specific tablet size, make & model, you need to UNLOCK the tablet bracket:

Insert the key (included in the Kit) into the keyhole located on the back of the slider and turn clockwise. The pin will pop out and the slider bracket is unlocked. The slider mechanism is now able to go up and down to adjust to the tablet brand, size, and model that you have.

4. INSTALL THE TABLET

Now that you have successfully unlocked the sliding mechanism, you can install the tablet easily and then relock the slider into perfect position for your exact tablet.

• Slide tablet into position using the tablet bracket. Be sure to lift the sliding mechanism over the top of the tablet, and secure first in place. It should fit snugly without force.
• Once sliding mechanism is in place, LOCK the tablet bracket once again to keep tablet secure by simply pushing the pin lock in from the back of the bracket block.

5. REMOVE CHANNEL COVER STRIPS

Insert one of the smaller Allen keys in behind the top of the channel cover to pull out of the pole channel. You need to reinstall these covers back into place after power cords are in place.

**NOTE:** Channel cover strips will need to be adjusted if you purchase accessories.

6. INSTALL THE POWER CORD

• To install the power cord, charging cable and power adapter, you first must open the Power Box, located in the center of the pole. Turn the unit around to the back to locate 2 screws at the back of the Power Box. Using your 3/16 Allen Key, loosen and remove the 2 screws located on the back of the Power Box. Keep screws in a safe place.
• The Power Box cover should now easily slide off by lifting it up or down.
• Turn the unit back around so the front of Power Box is facing you.
• Slide the small end of the Apple Lightning Connector cable into the small hole of the Power Box, and up the pole. It should easily fit. Leave the other end of the Lightning cable inside the power box to connect later.
• Plug your tablet's power adapter (inside the Power Box) into the 9’ Green Dot Certified Hospital Grade power extension cable.
• The power extension cable can now fit inside the bottom slot of the Power Box to store cables firmly inside the Power Box.
• Slide Power Box cover back into place and screw the Power Box back into place using the 2 screws and the 3/16 Allen Key. Make sure both screws are lined up properly before tightening completely.
• Reinstall top 2 channel covers to protect your charging cable that runs up inside the pole. Leave room at the top for the cable to poke through in both channel covers. Make sure that the cable has enough slack for the unit to bend. Do not thread cable too tightly inside the unit. There should be ample cable slack along the pole.
• Connect your tablet's charging cable to your tablet.

HOW TO ADJUST TO A DIFFERENT SIZED TABLET

• Unlock the sliding mechanism to release the tablet and remove the tablet.
• Unscrew the tablet bracket, using the 1/8”Allen key to remove current bracket.
• Find and replace the new tablet bracket that corresponds to your new tablet brand, size, and shape by attaching the 2 screws removed in previous step using the 1/8”Allen key.
• Repeat instructions for ATTACH THE TABLET BRACKET.
ASSEMBLY INSTRUCTIONS - continued

STORING THE POWER CORD

When the cart is not in use, or tablet is not being charged, the extension cord should be wrapped and stored on the unit. Wrap the cable firmly around the upper handle and lower handle cord wraps located on the back of the unit pole.

7. INSTALL THE WORK SURFACE ACCESSORY TRAY

- Remove the top channel cover strip. Channel covers need to be resized to accommodate the tray.
- The tray comes with one screw and a locking nut mechanism for easy installation.
- Slide the tray firmly into place on the pole, make sure the T-nut is in the proper orientation so it fits snugly inside the channel of the pole. Using the 3/16 Allen key, tighten the tray into the pole from under the tray.
- Before tightening completely, make sure the placement of the tray is proper. You can easily adjust the height and placement of the tray now by moving it up or down the pole. When satisfied with the placement of the tray, tighten the screw at the bottom of the tray using the 3/16 Allen key.
- Once you have the tray permanently in place, you can resize the lower channel cover strip. Measure the height of the remaining channel to size cover, leaving at least ¼” of space at the top for the Lightning cable. Carefully cut the strip with a pair of sharp scissors or cutters to size and push back into place.

8. INSTALL THE WIRE STORAGE BASKET ACCESSORY

The wire basket storage accessory comes in 3 parts - the basket itself, the mounting bracket and clamp to attach to the pole. The storage basket gets installed just below the power box on the lower part of the pole.
- First, remove the lower channel cover. Use an Allen key at the base of the channel cover to pry it off of the pole.
- In the basket hardware kit you will find a ¼” screw and a T-nut. Insert screw into basket bracket and thread on the T-nut but do not tighten. Make sure the T-nut is in the proper orientation so it fits snugly inside the channel of the pole.
- Adjust height of mounting bracket now to where you want it.
- Tighten the mounting bracket into the pole when happy with the placement using the 3/16 Allen key.
- Place the top rim of the basket on the top of the mounting bracket.
- Center the basket to the middle of the pole.
- Attach the basket using the clamp which fits over the basket on top of the mounting bracket. The clamp is designed to fit over the basket grooves and attaches to the mounting bracket, holding the basket firmly in place.
- Install and tighten the 2 screws provided with your hardware kit using the 1/8 Allen key.