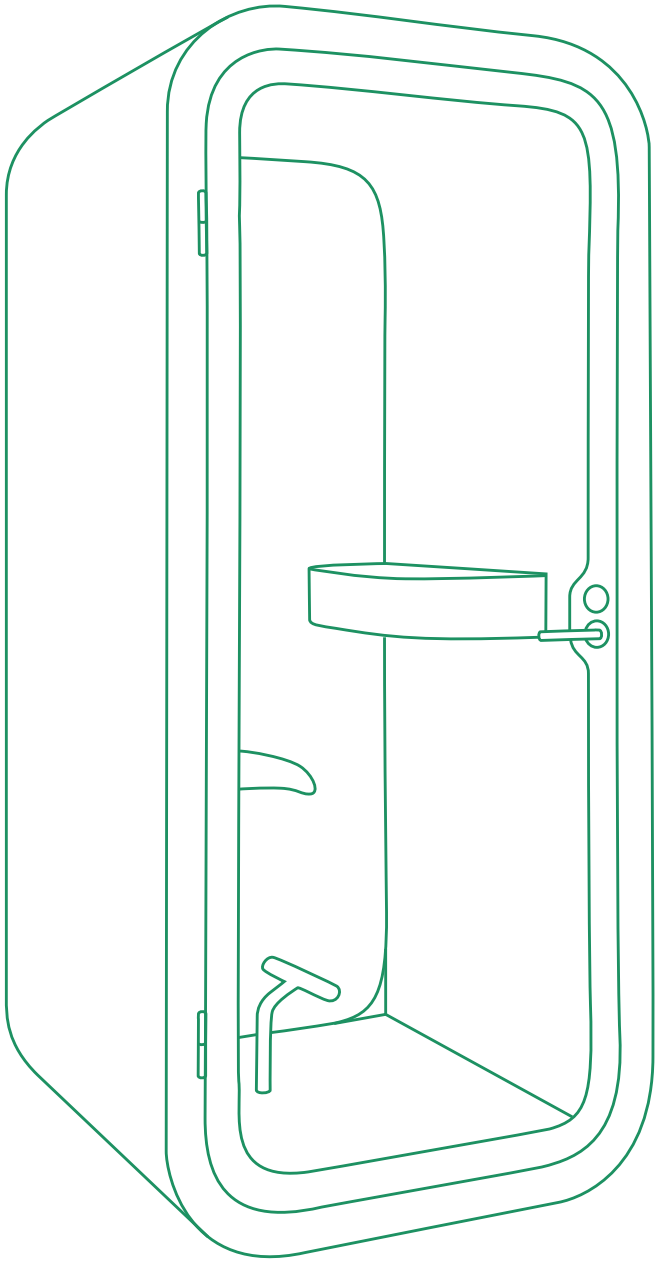
framery

SERIOUS ABOUT HAPPINESS



Framery O

Installation instructions

English

Version 5.0

Tampere, Finland 31.5.2021

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1 Warranty checklist

For the product warranty to be valid:
Fill this checklist and send it to Framery after pod installation. Take a photo or scan the filled list and send it to Framery at warranty@frameryacoustics.com. Leave the completed list on the pod's glass door.

Country: _____

City: _____

Customer: _____

Pod serial number: _____

SO number: _____

Installation company: _____

Name of technician: _____

YES

☐ All bolts are tightened according to the instructions

☐ The pod is leveled and standing on the feet of the leveling screws

☐ When the door is left open, it is either at standstill or closes

☐ The door height is adjusted to the middle of the opening

☐ The door handle is not loose and is installed according to instructions

☐ The pod power cord is connected according to the instructions

☐ The light and fans switch on when a person enters the pod

☐ The fans are making a quiet and even sound

☐ Air flows into the pod from the ventilation channels in the roof module

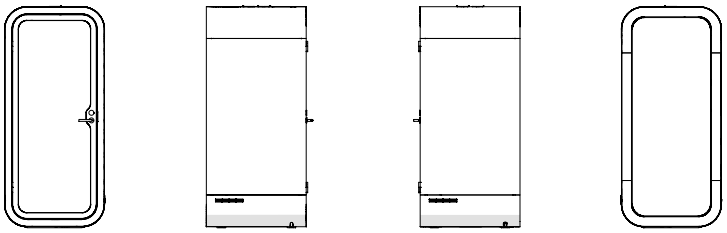
☐ All of the furniture is installed securely and according to the instructions

☐ Air flows out of the pod's ventilation channels when the door is closed

☐ The body covers are installed according to the instructions

☐ The light inside the pod switches off after approximately 8 minutes of no activity

Circle the location of scratches or any other visual defects below. Attach pictures and descriptions of the defects to the warranty email.



I certify that the pod is installed according to Framery installation instructions and the pod has been checked to be operating correctly.

Signature and date: _____

2 Important safety and product instructions

2.1 Preface

This instruction manual describes the installation of the product. Everyone involved in installing the product must read and understand the contents of the installation and safety instructions.

This instruction manual gives you necessary information for the correct installation of the product.

2.2 Product information

The information in this manual corresponds to the product at the time of delivery. All information included in this manual is valid at the time of publication.

2.3 Copyright

This document must not be copied, presented, or delivered to a third party without explicit permission from Framery. The use of this document for any purpose other than those allowed by Framery is prohibited. Framery reserves the right to change the instructions related to the product without separate notice.

2.4 Manual contents

The installation instructions contain the following information:

- General information about the purpose and content of the instructions
- Information related to safety
- Installation instructions

2.5 Intended use

The Framery O is a pod intended for short term indoor commercial and household use by one (1) person at a time.

⚠ **Warning:** WARNING –To reduce the risk of burns, fire, electric shock, or injury to persons:

Use this product only for its intended use as described in the user instructions. Do not use attachments not recommended by the manufacturer.

2.5.1 Non-conventional use

Any use or maintenance of the product that is not specifically allowed in the installation, maintenance, troubleshooting or user instructions is prohibited, including the following:

- Installation, maintenance or disassembly of the pod without reading and understanding the instructions for those actions
- Use of the pod beyond the limits of use

- Making alterations to the pod
- Using the pod in spite of obvious defects or damage
- Using the pod outdoors or in conditions where the temperature or air quality is not safe
- Climbing on top of the product or placing any load on the roof of the product
- Smoking in the pod

2.5.2 Ambient conditions for use

The pod is intended to be used in the following conditions:

- Ambient temperature: +15°C ... +30°C (59°F ... 86°F)
- Humidity: max. 50%
- Sufficient air quality surrounding the product

2.6 Warning, information and safety symbols in this manual

The warnings in this manual have been divided into the following two categories:

- The term "DANGER" indicates a hazardous situation which, if not avoided, will result in death or serious injury.
- The term “WARNING” indicates a hazardous situation which, if not avoided, could result in death or injury.

The safety symbols found in this manual may also be posted on the product. All personnel who install, disassemble, perform maintenance or use the product are to be familiar with and observe all safety symbols, labels, and instructions about the action they are performing.

Table 1: Hazard

	An exclamation point symbol inside a colored triangle indicates a hazardous situation.

Table 2: Mandatory action

	A white symbol inside a colored circle indicates an action that must be taken to avoid a hazardous situation.

Table 3: Prohibited action

	A ring with a diagonal bar indicates an action that is not allowed.

2.7 Main safety risks related to the installation, maintenance, disassembly and use of the product

2.7.1 Installation, maintenance and disassembly

	WARNING! **To reduce the risk of burns, fire, electric shock, or injury to persons, obey the following:**
	Use cut resistant safety gloves during the installation, maintenance or disassembly of the product.
	Use steel toed safety boots during the installation, maintenance or disassembly of the product.
	Use safety glasses during the installation, maintenance or disassembly of the product.
	Read and understand the instructions and plan your work beforehand.
	Obey all local rules and regulations regarding workplace safety.
	Keep the work site tidy and free from debris throughout the installation, maintenance or disassembly process.
	Do not climb on top of the product or place any load on the roof of the product.
	Do not push the the finished product to move it without engaging the optional wheels. The product is very heavy and moving the product after installation without engaging the optional wheels requires a significant amount of force. Moving a finished product (not using the optional wheels) without disassembly and reassembly requires an on-site risk assessment to be performed by the party responsible for moving the product.

2.7.2 Electrical safety

Input for the electrical system: 100-240 VAC (10 A) 50-60 Hz

The maximum load for the electrical system is 6.6 A.

	DANGER! **To reduce the risk electric shock, obey the following:**
	Disconnect the power cord from the power outlet before starting any cleaning, maintenance or disassembly procedures. The power cord serves as a power disconnect device for pluggable equipment. The power outlet shall be located near the equipment and shall be easily accessible.
	WARNING! **To reduce the risk of burns, fire, electric shock, or injury to persons, obey the following:**
	Connect the power cord to a properly grounded outlet only.
	Keep the power cord of the product away from heated surfaces.
	Do not use the pod if you notice any defects or damage to the electrical equipment.
	Do not connect any extension cords to the power outlet(s) of the product.

2.7.3 Fire safety

The fire load for the Framery O is approx. 3200 MJ.

	WARNING! **To reduce the risk of burns, fire, electric shock, or injury to persons, obey the following:**
	If safely possible to perform, disconnect the power cord from the power outlet if there is a fire inside the product. The power cord serves as a power disconnect device for pluggable equipment. The power outlet shall be located near the equipment and shall be easily accessible.

Fire safety end devices (alarms, sprinklers etc.) can also be installed inside the pods (instructions available upon request). The need for end devices inside the pod is always determined by the applicable local authorities.

2.7.4 Use

Maximum load for the table is 139 lbs (63 kg).

Maximum load for the Tovi Stool is 300 lbs (136 kg).

	WARNING! **To reduce the risk of burns, fire, electric shock, or injury to persons, obey the following:**
	Read and understand the user instructions before using the product.
	Note: The following statement applies to use in Japan. This equipment is not suitable for use in locations where children are likely to be present.
	Note: The following statements apply to use in all other countries. Close supervision is necessary when this furnishing is used by, or near children, invalids, or disabled persons. Keep children away from extended foot support (or other similar parts).
	Risk of injury! Keep hands and other body parts clear of the side edges of the table when raising or lowering the electrically adjustable table top. This applies to all Framery pods with an electric adjustable table.
	Do not use the product if the surrounding conditions are in any way hazardous; the air circulating inside the pod is derived from the surrounding space.
	Do not use the product if the ventilation is not functioning.
	Do not use the product if the ventilation channels are blocked. Keep the ventilation channels free of lint, hair, and the like.
	Do not use the pod if you notice any defects in the electrical equipment or if the product is not working properly. Disconnect the power cord from the power outlet and contact your local dealer or the manufacturer immediately.
	Do not drop or insert any object into any opening if not specifically instructed to do so in this manual.
	Do not use outdoors.

	Do not use where aerosol (spray) products are being used or where oxygen is being administered.
	Do not climb on top of the product or place any load on the roof of the product.
	Do not lean against the product.
	Do not smoke inside the product.
	Do not obstruct the view through the front and back glasses by posting signs, decorations, or by installing blinds or draperies that would prevent occupants from seeing the visible alarm appliances located in the structure where the pod is installed.

2.7.5 Moving the product on wheels (optional)

	WARNING! **The product is very heavy. Moving the product on the wheels requires planning and care. Make sure the product cannot tip over while moving.**
	Only move the product on even surfaces: no cracks or thresholds over 3 mm (1/8 in) on the intended route.
	When moving the product, only push below the vertical middle. Do not tow the product.
	Do not enter the product if it is standing on the wheels. It is only allowed to use the wheels for moving the product. Return the full weight of the product onto the leveling feet immediately after relocation and level the floor.

3 Installation requirements

3.1 Tools and accessories

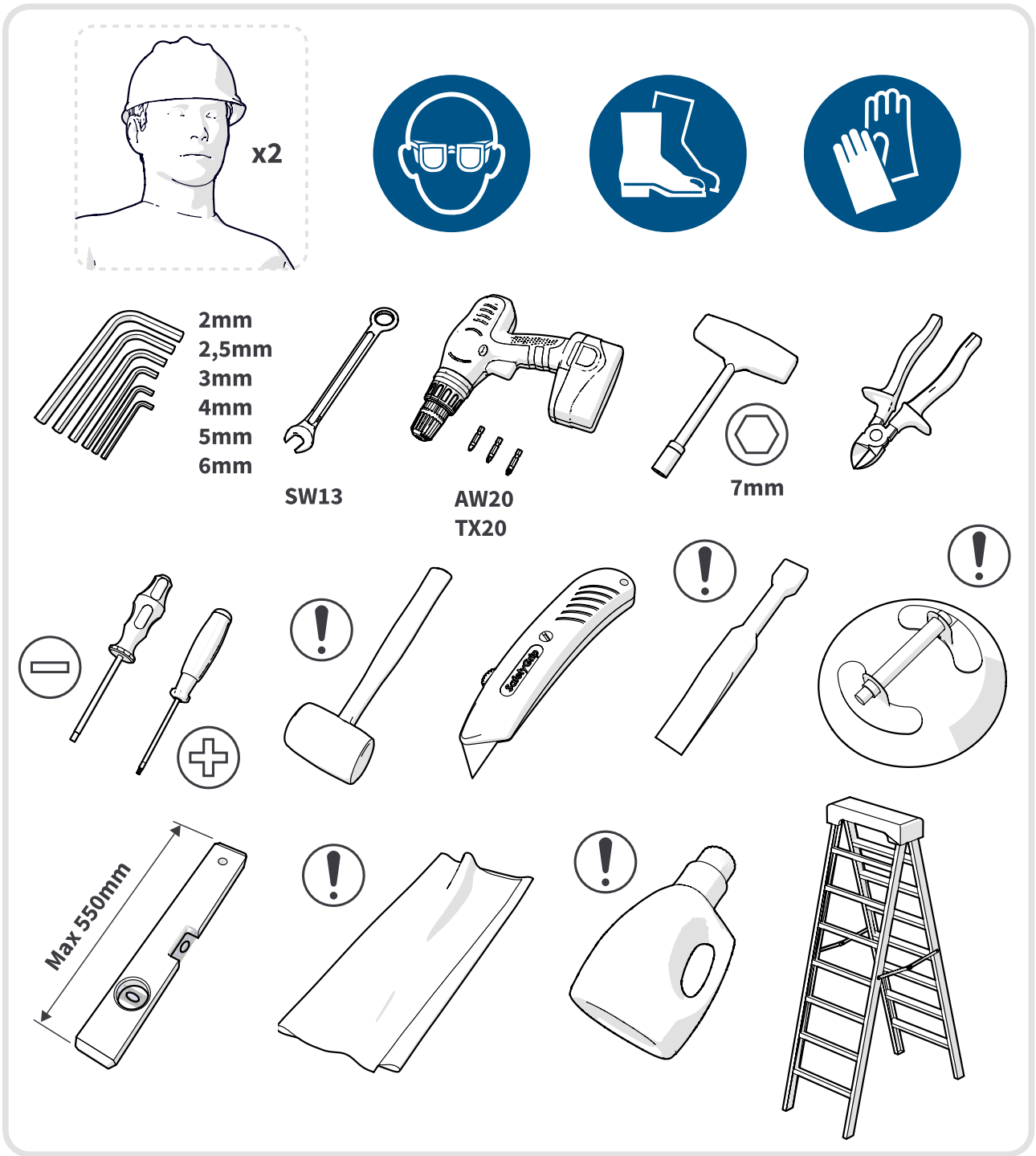


Figure 1: Tools and accessories needed for installation and maintenance

Note: Use a white rubber mallet to prevent marks on the body covers.

Note: Use a plastic chisel to remove the body covers.

Note: Use a lint-free cloth to clean the pod.

Note: Use a mild alcohol-based cleaning solution to clean the pod.

Note: Use the suction cup to lift the glass wall.

3.2 Main dimensions

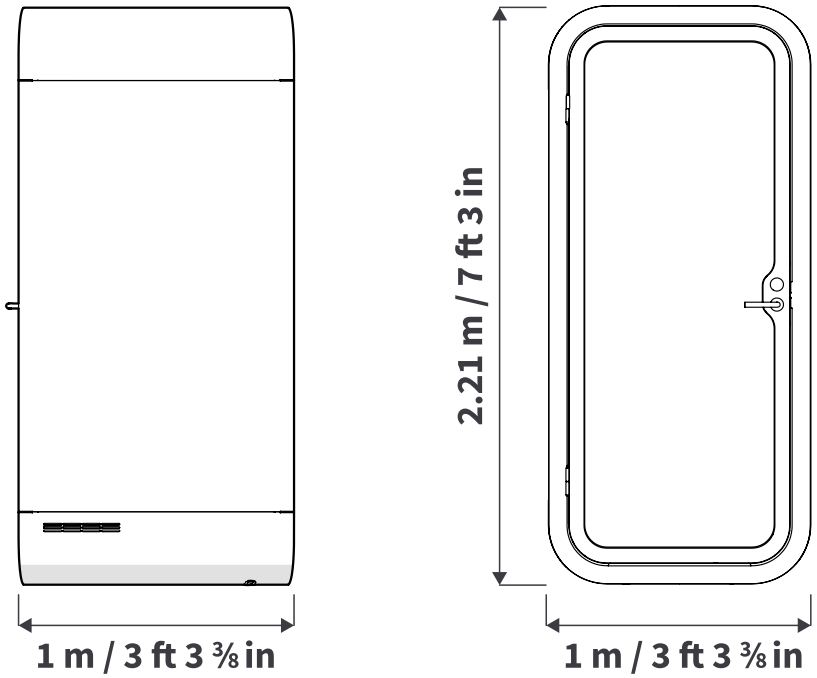


Figure 2: Main dimensions

3.3 Installation space

Make sure that you have enough installation space before you start the installation. Leave 0.3 m (11 3/4 in) installation space behind the pod.

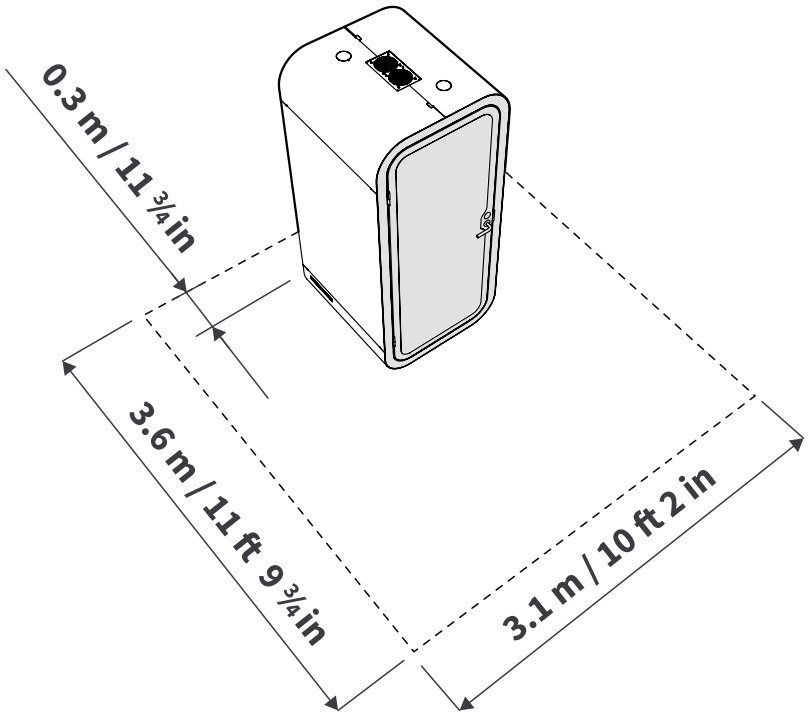


Figure 3: Installation space measures

3.4 Operating space

Make sure that the pod has enough space for the air to circulate correctly.

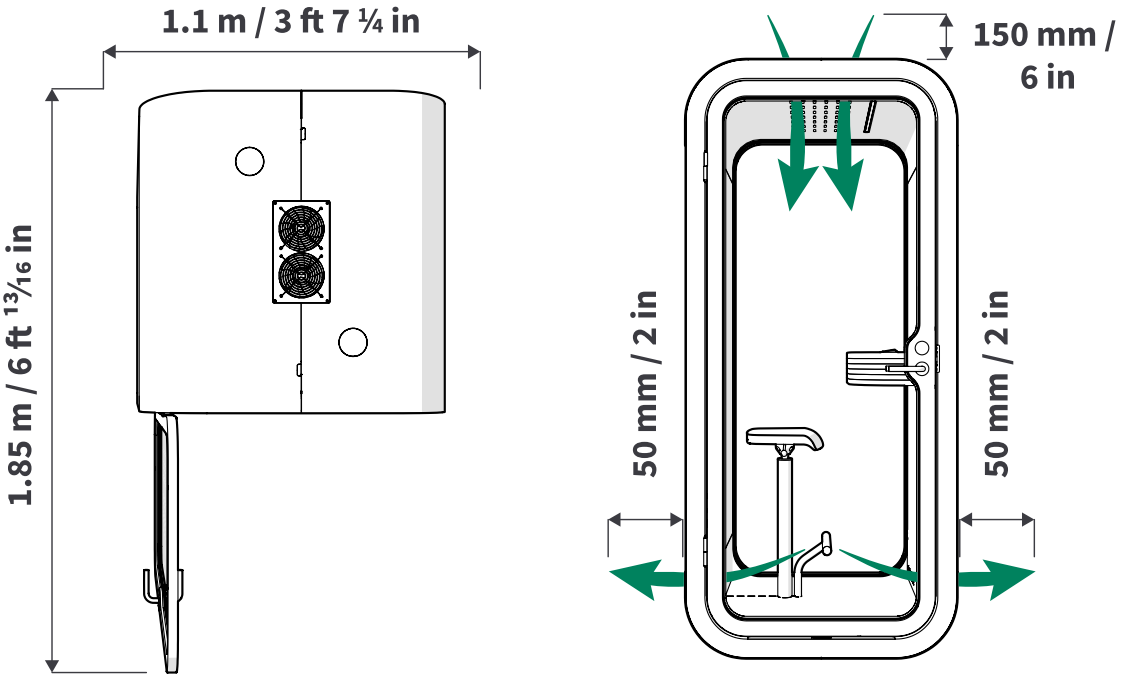
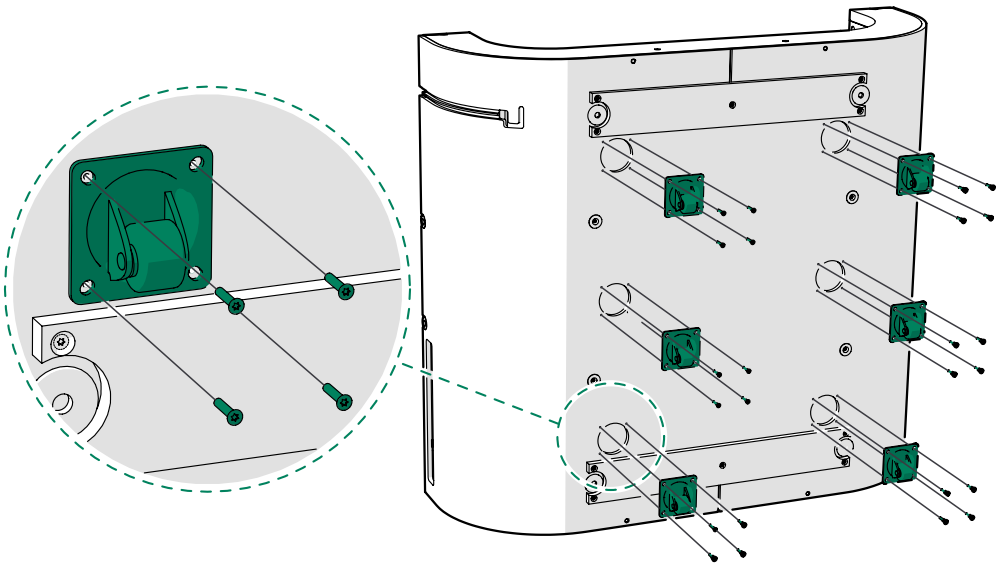


Figure 4: Operating space measurements

4 Level the floor module (optional)

Instructions for seismic anchoring are available upon request.

1. If the delivery includes the optional wheels, install the wheels (6 pcs) with 5x25 screws (4 pcs each).

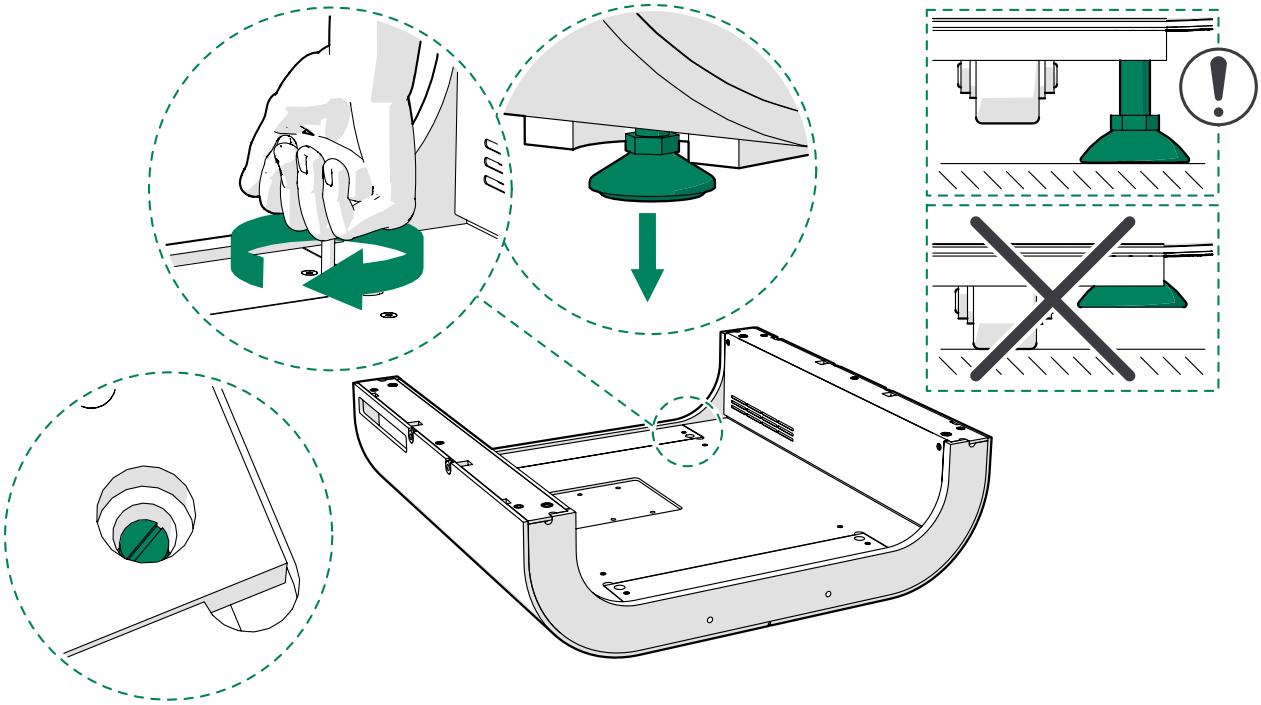


2. Screw out the feet of the leveling screws (4 pcs) with a long 7 mm T-handle socket wrench. You can also use a flathead screwdriver.

   The feet of the leveling screws are against the floor when you feel resistance.

   Note: Make sure that the feet of the leveling screws are past the floor board level.

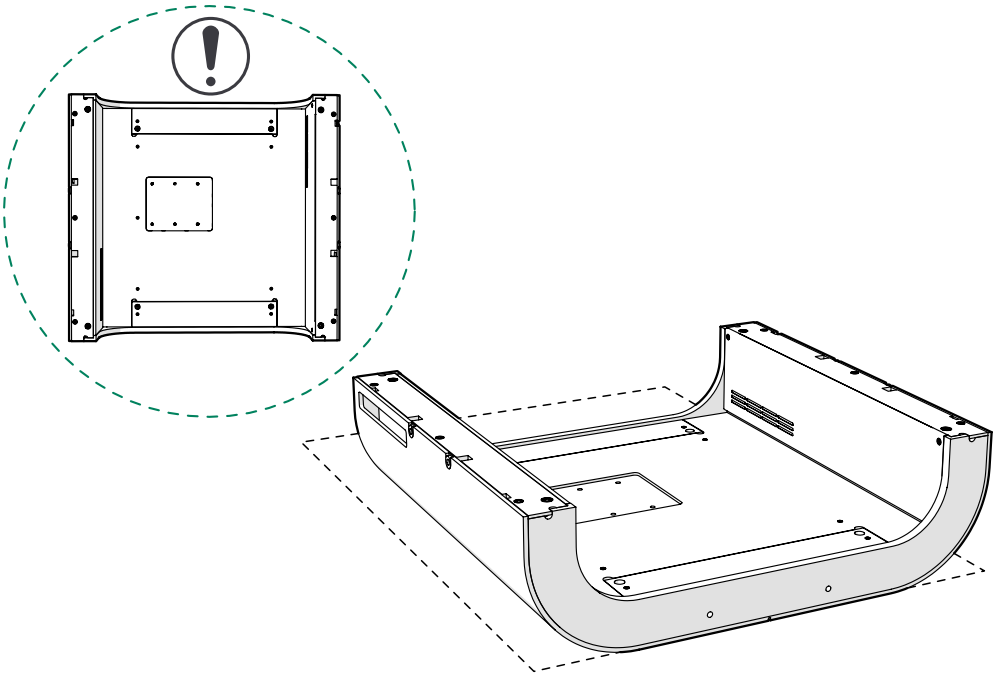
   Note: If the the optional wheels are installed, make sure that the feet of the leveling screws are past the wheels.



3. Lay the floor module down at the intended final location.

   Leave approximately 0.3 m (12 in) of empty space behind the floor module.

   Note: The stool mounting notch is closer to the backside of the pod.

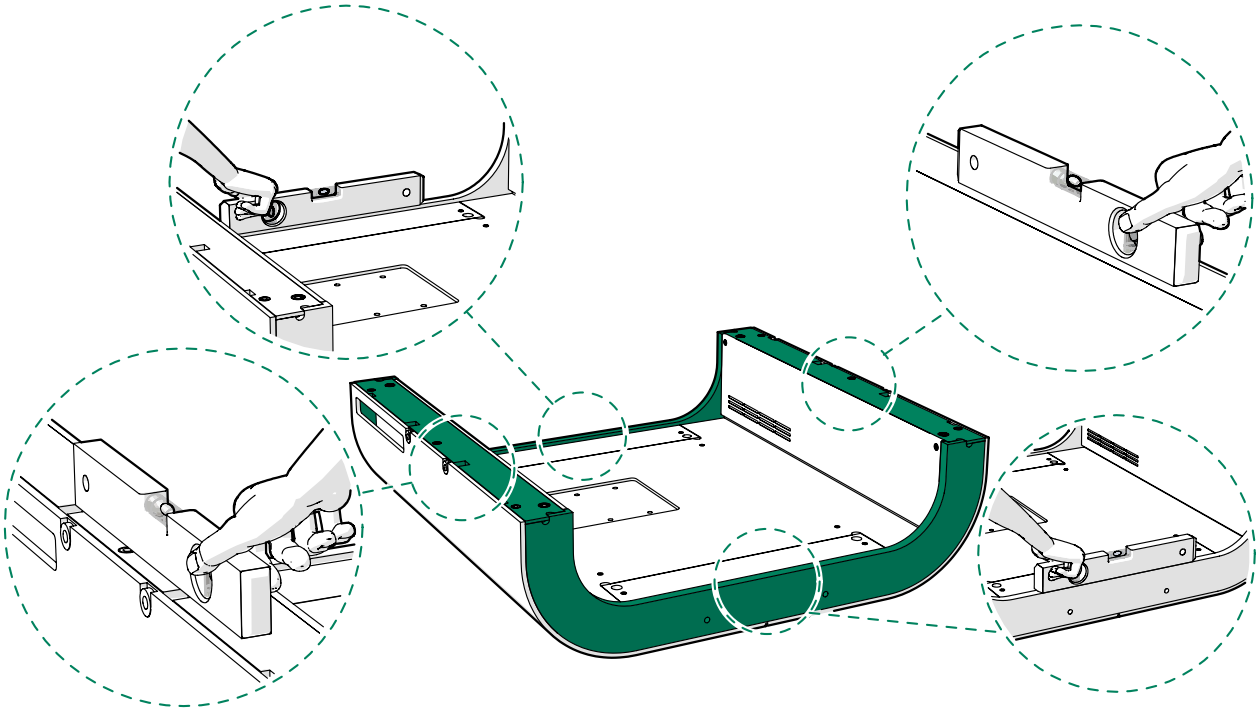


4. Measure the floor module with a spirit level at four measuring points:

   - On top of the walls on the right and left sides
   - On the ABS strips at the edges of the floor modules

   Measure opposite points repeatedly and adjust the feet of the leveling screws gradually.

   Only screw the feet of the leveling screws outward, to make sure that they all stay past the wheels (optional).



5 Install the wall modules

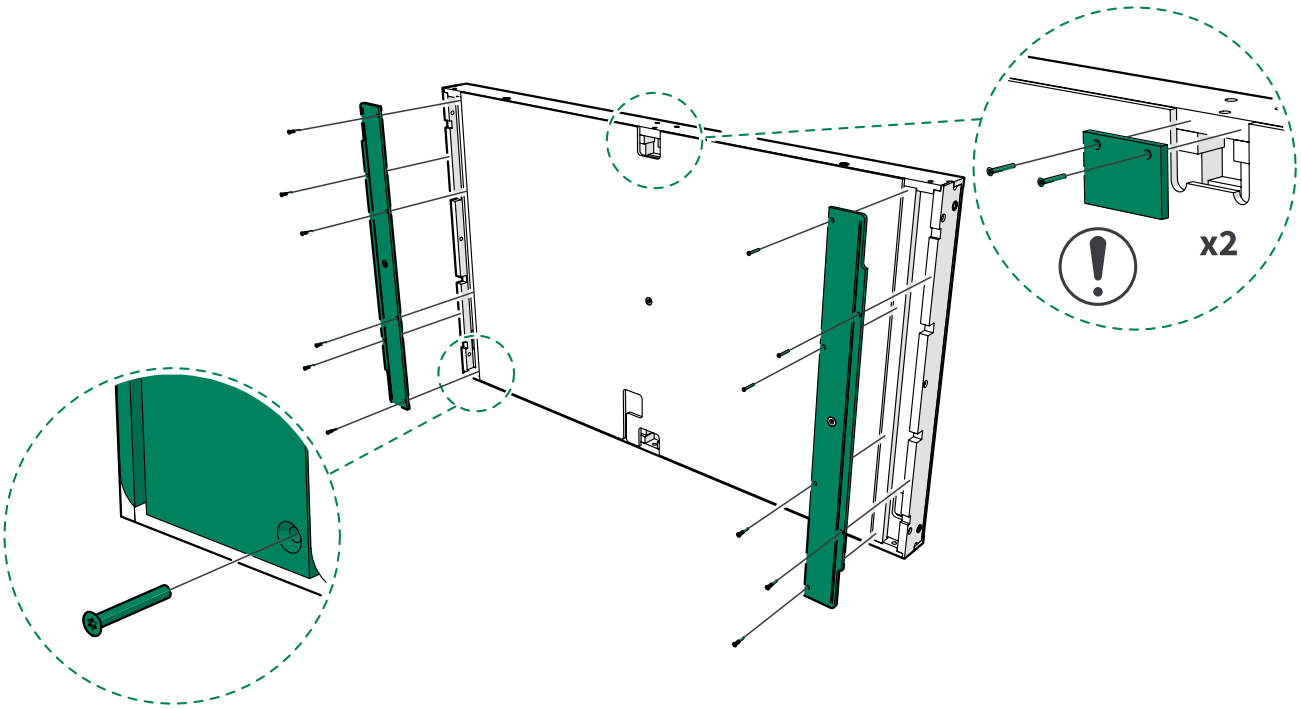
5.1 Remove the wall cover panels

1. Place the wall modules lengthwise against a wall.

   ⚠ **Warning:** Make sure that the wall modules do not fall over.

2. Unscrew the 4x30 screws (24 pcs) and remove the cover panels (4 pcs). Set the cover panels and screws aside.

   Note: If needed, unscrew the 4x30 screws (4 pcs) and remove the small cover panels (2 pcs).



5.2 Connect the wall modules to the floor module

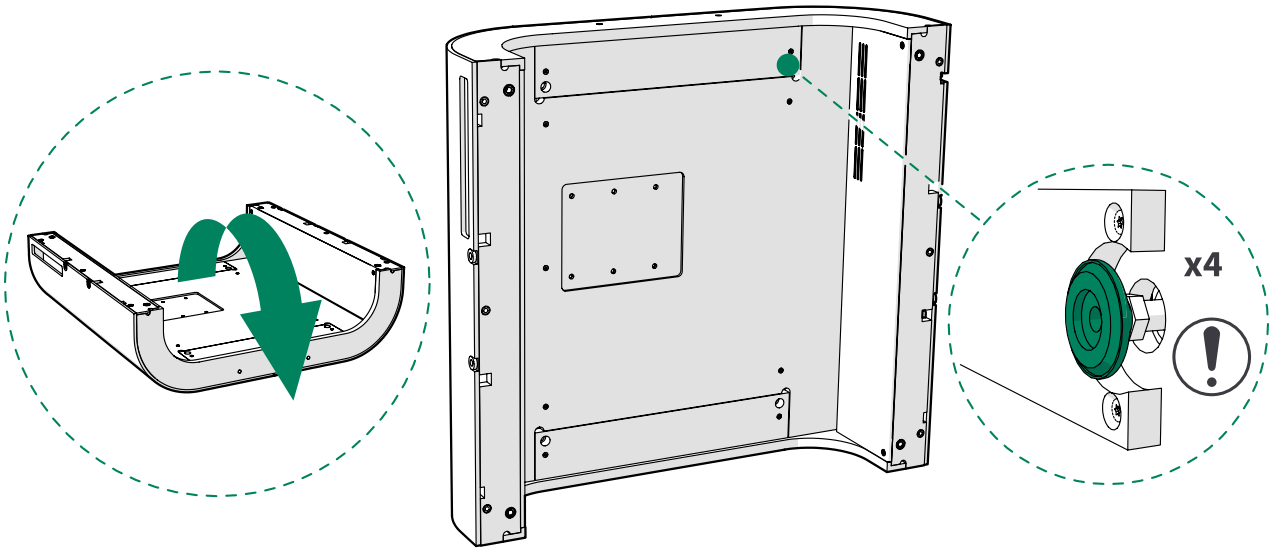
1. Lift the floor module up to stand on its side.

Note: Do not move the floor module away from the intended location.

Note: Make sure that the front of the floor module is against the floor.

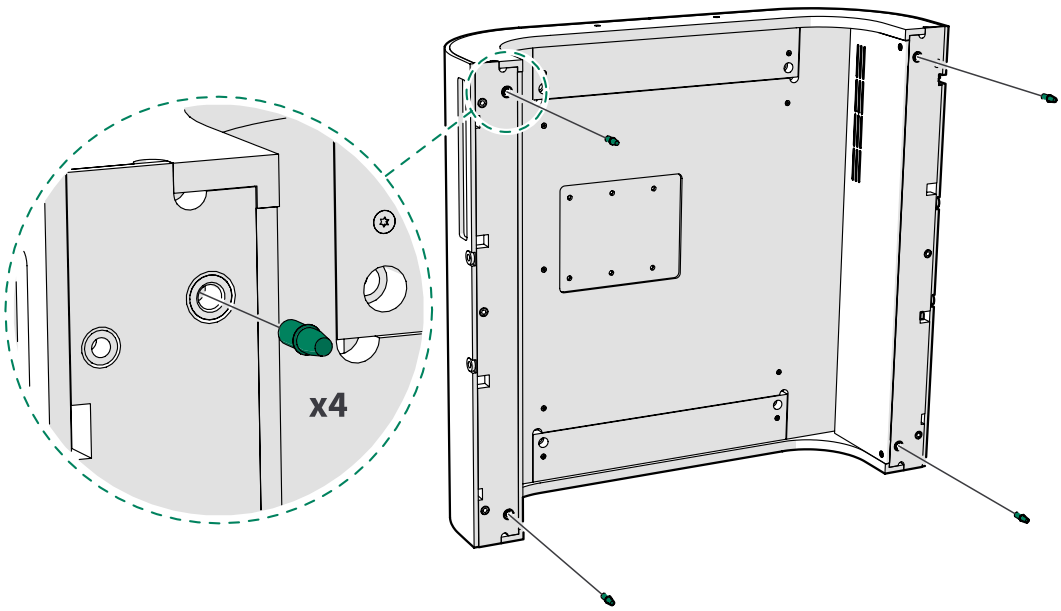
Note: Make sure that the feet of the leveling screws are past the floor board level.

Note: If the optional wheels are installed, make sure that the feet of the leveling screws are past the wheels.



2. Install the guide pins (4 pcs) to the mounting holes of the floor module.

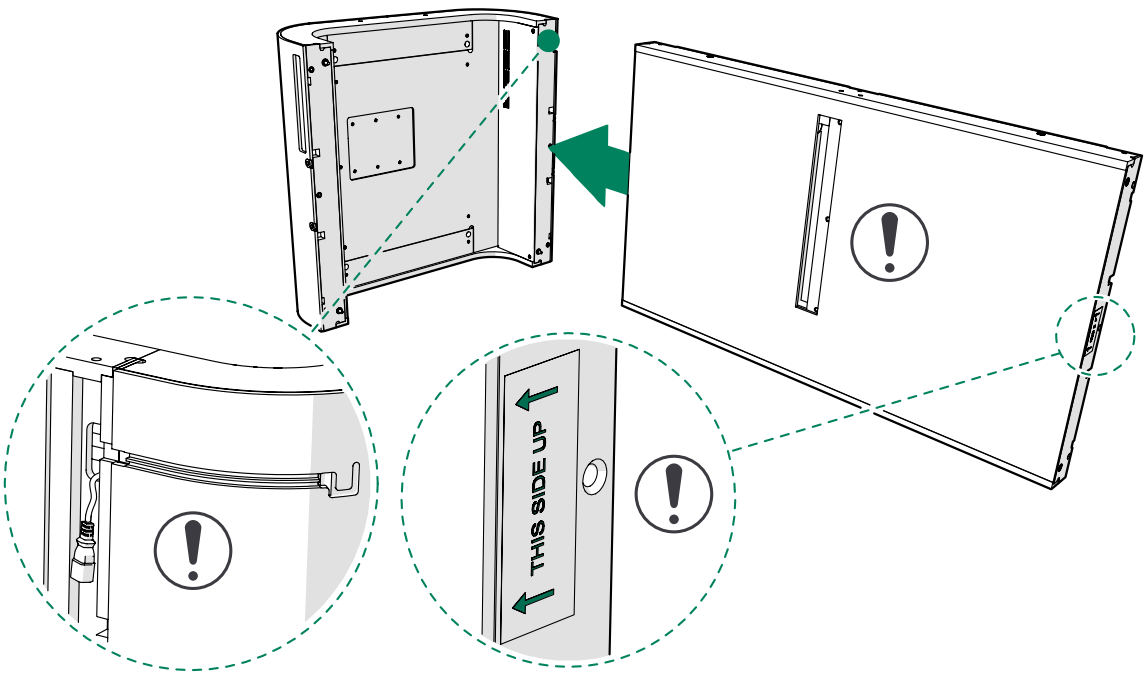
Note: Make sure that the flat side of the guide pin goes into the mounting hole.



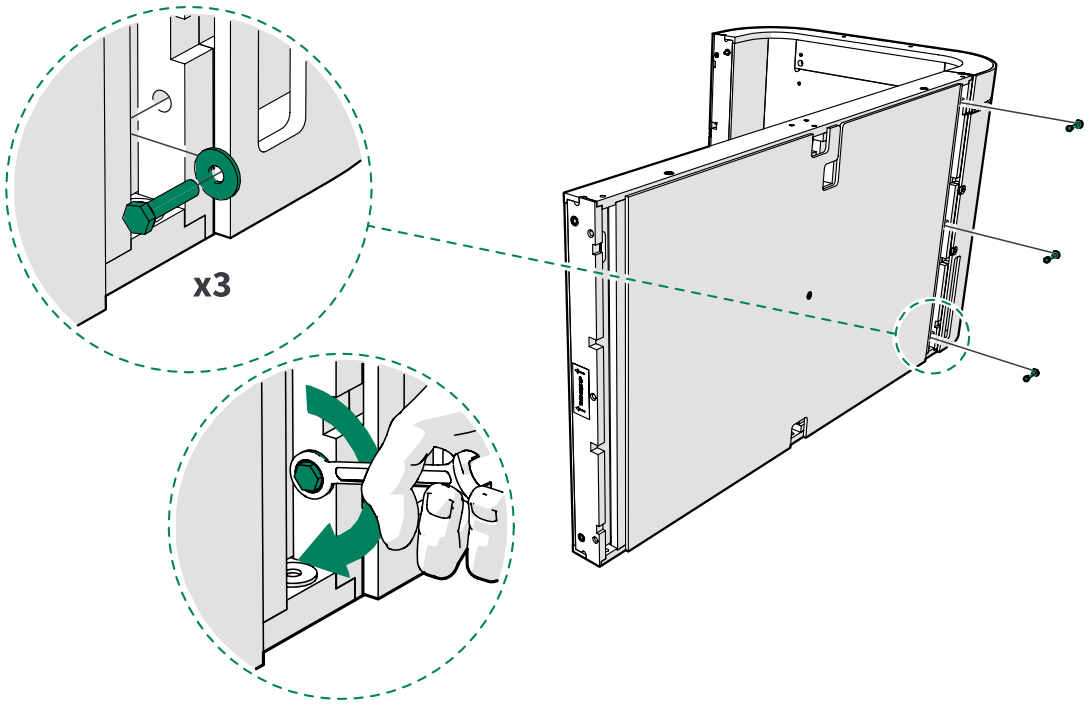
3. Push the techwall module carefully into place.

Note: Make sure that the "This side up" sticker faces upwards and its arrows point to the inside of the pod.

Note: Make sure that you install the techwall module on the correct side of the floor module.



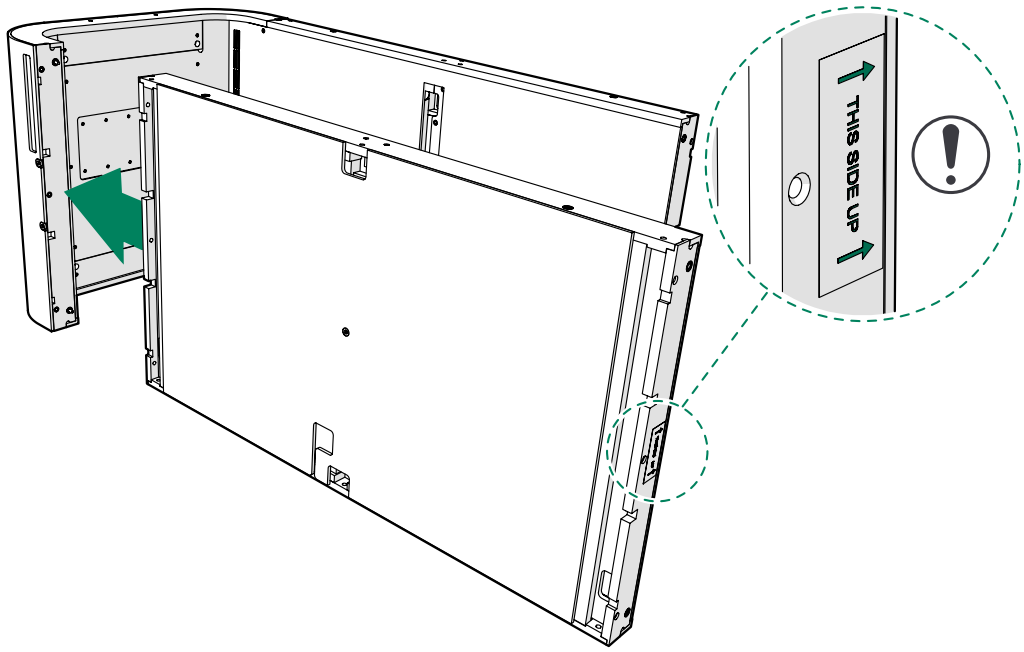
4. Install the techwall module with M8x35 bolts (3 pcs) and M8 washers (3 pcs).



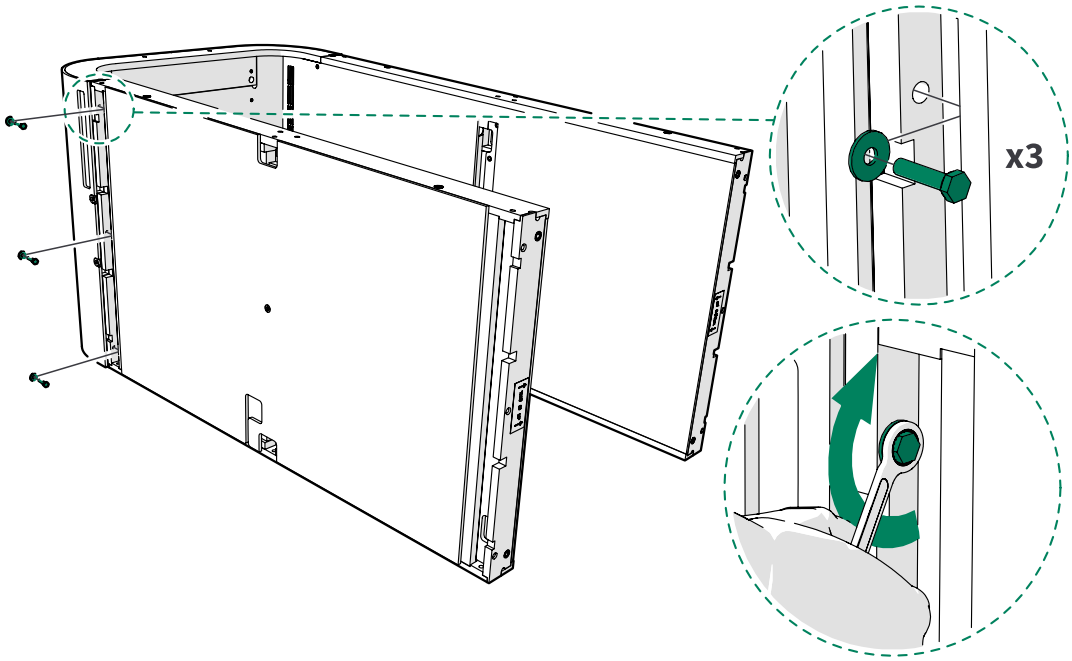
5. Push the blank wall module carefully into place.

Note: Make sure that the "This side up" sticker faces upwards and its arrows point to the inside of the pod.

Note: Make sure that you install the blank wall module on the correct side of the floor module. The electrical channel is on the other side of the floor module.



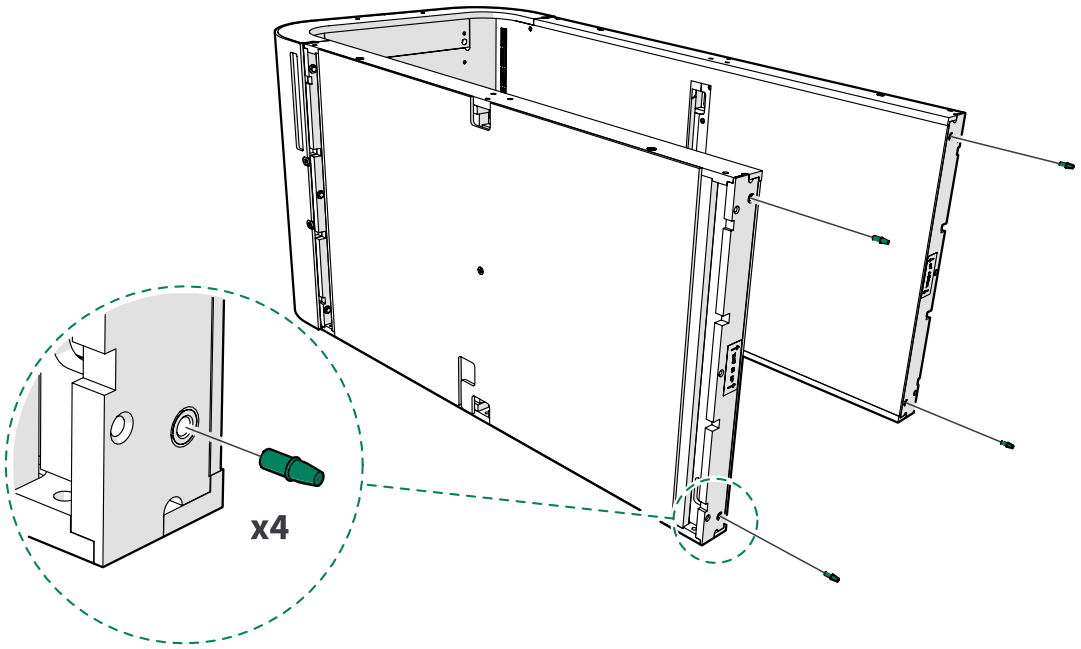
6. Install the blank wall module with M8x35 bolts (3 pcs) and M8 washers (3 pcs).



6 Connect the roof module to the wall modules

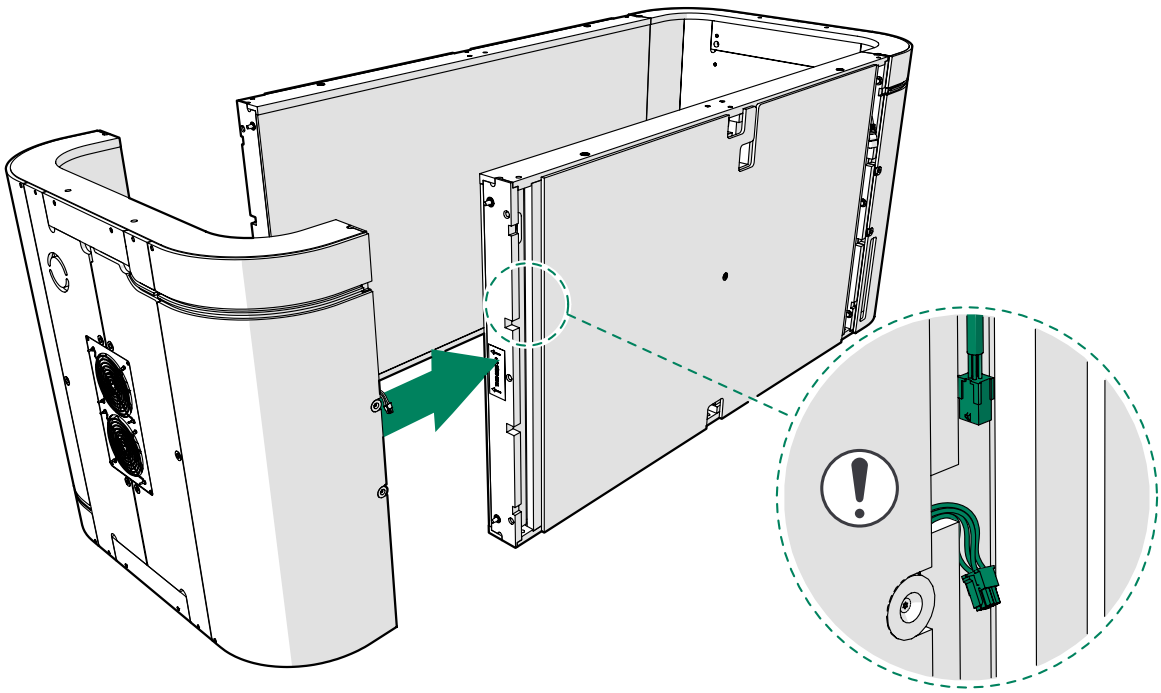
1. Install the guide pins (4 pcs) to the mounting holes at the end of the walls.

Note: Make sure that the flat side of the guide pin goes into the mounting hole.

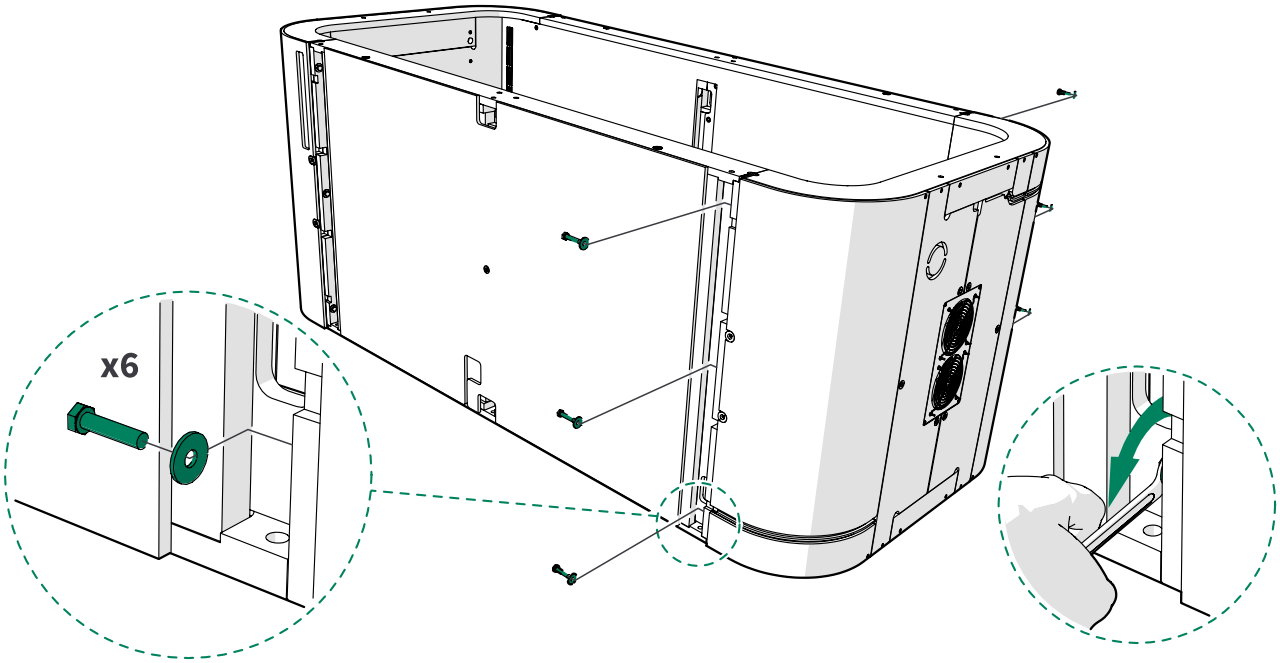


2. Push the roof module carefully into place.

Note: Make sure that the roof module cord is in the wire channel. Make sure that the wall module cord is not between the modules.

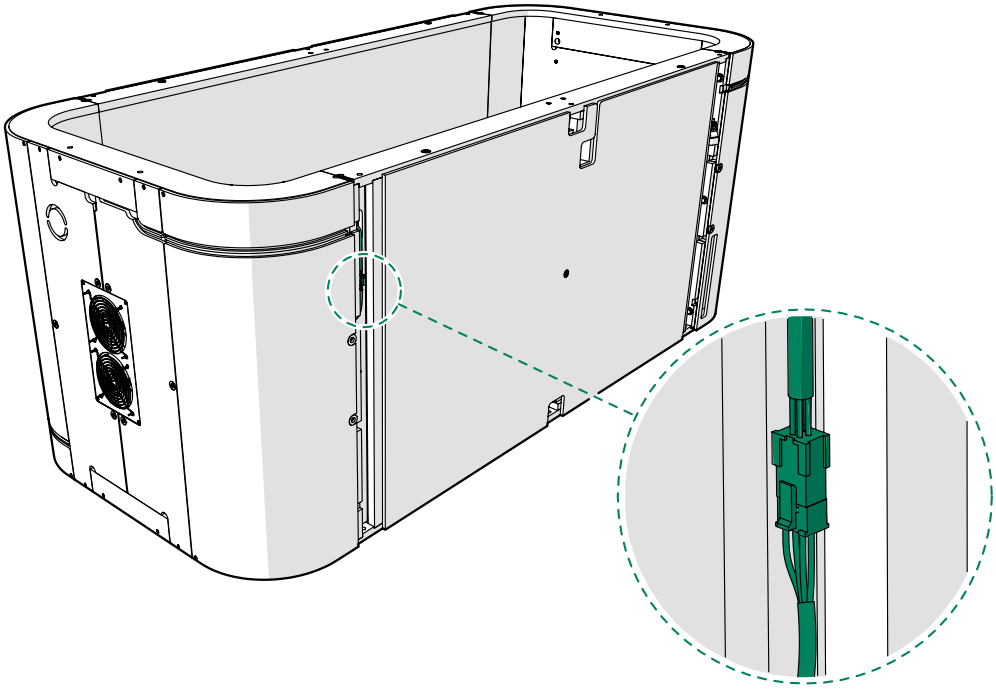


3. Install M8x35 bolts (3 pcs on each side) and M8 washers (3 pcs on each side).



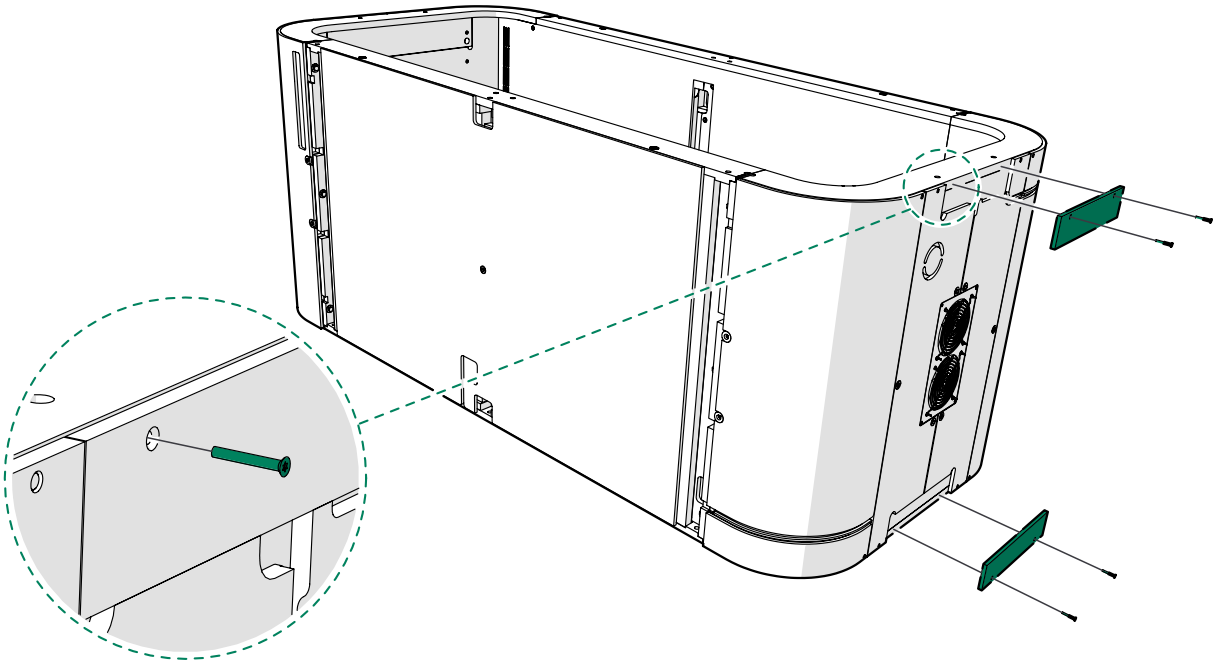
4. Connect the DC cord from the roof to the DC cord from the techwall.

Note: Make sure that the roof module cord is in the wire channel.



7 Remove the roof cover panels

Unscrew the 4x30 screws (4 pcs) and remove the roof cover panels (2 pcs). Set the cover panels and screws aside.



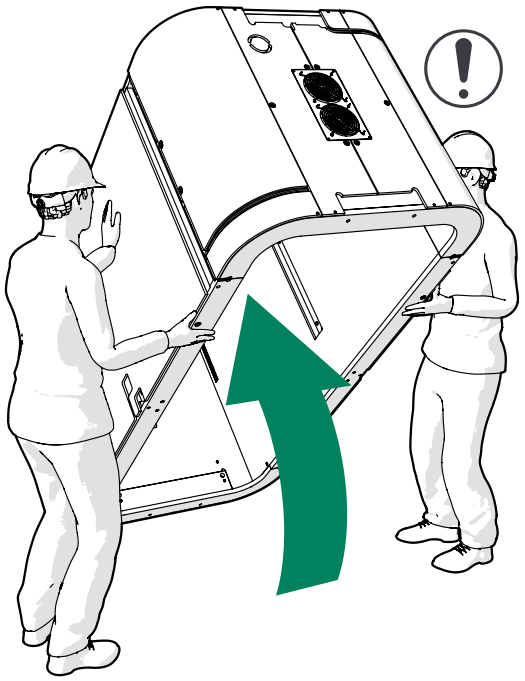
8 Check the straightness of the pod

1. Lift up the pod.

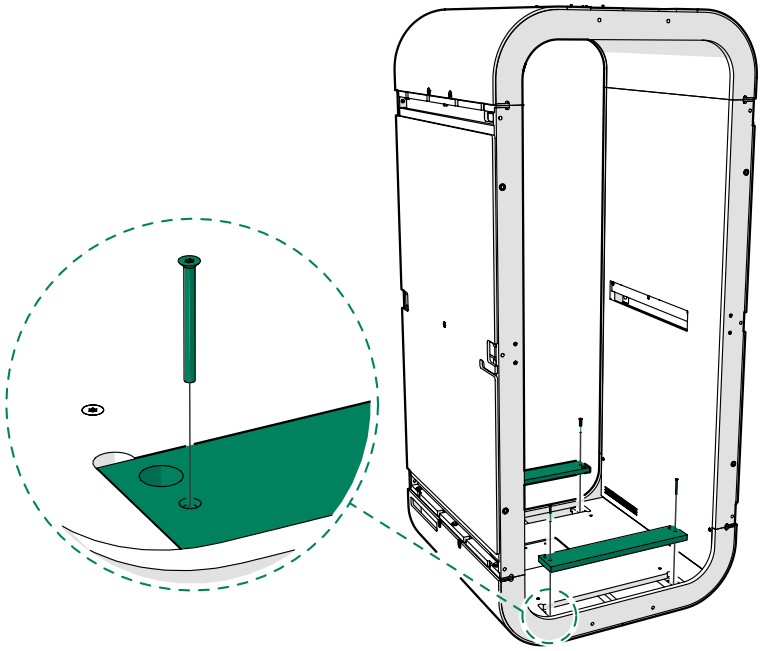
Warning: Heavy object, risk of injury! Lifting requires 2 people.

Plan the lift beforehand. Obey all local safety instructions regarding lifting and work place safety.

Note: Do not lift the pod from the roof module.

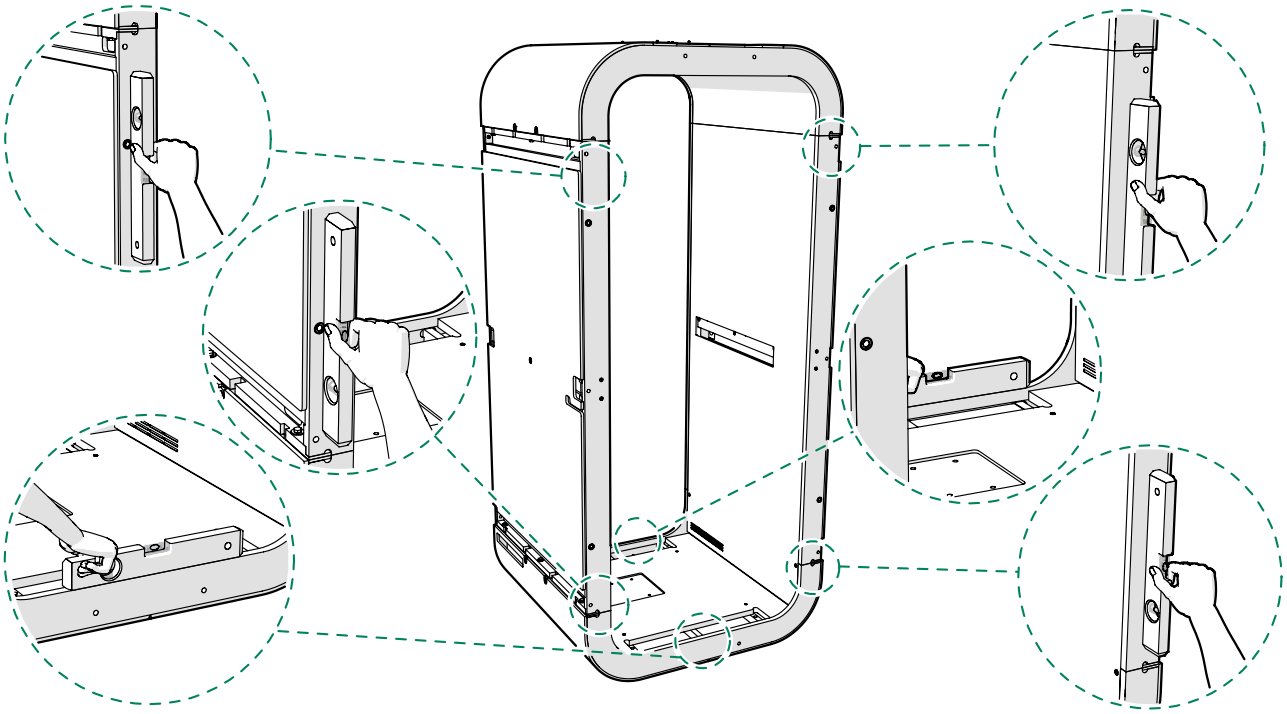


2. Unscrew the 5x60 screws (4 pcs) and remove the floor cover panels (2 pcs). Set the cover panels and screws aside.



3. Check that the floor module is level with a spirit level at the front frames in six measuring points:

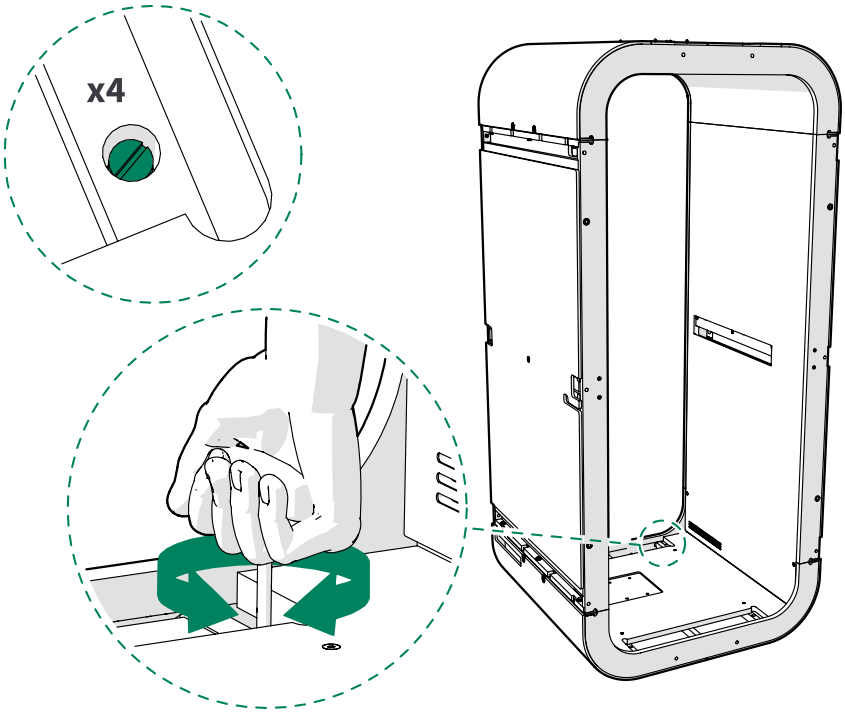
- Slightly above the floor and wall module junction at the front of the pod (both sides)
- Slightly below the roof and wall module junction at the front of the pod (both sides)
- At the edge of the floor module (on the ABS strips) at the front and back of the pod



4. If the module is tilted, adjust the feet of the leveling screws in the floor module.

   Only screw the feet of the leveling screws outward, to make sure that they all stay past the wheels.

   Note: Measure opposite points repeatedly and adjust the feet of the leveling screws gradually.



9 Install the table and electrics

9.1 Check the serial number

Make sure that the serial number on the sticker on the bottom board of the table matches the serial number on the warranty checklist.

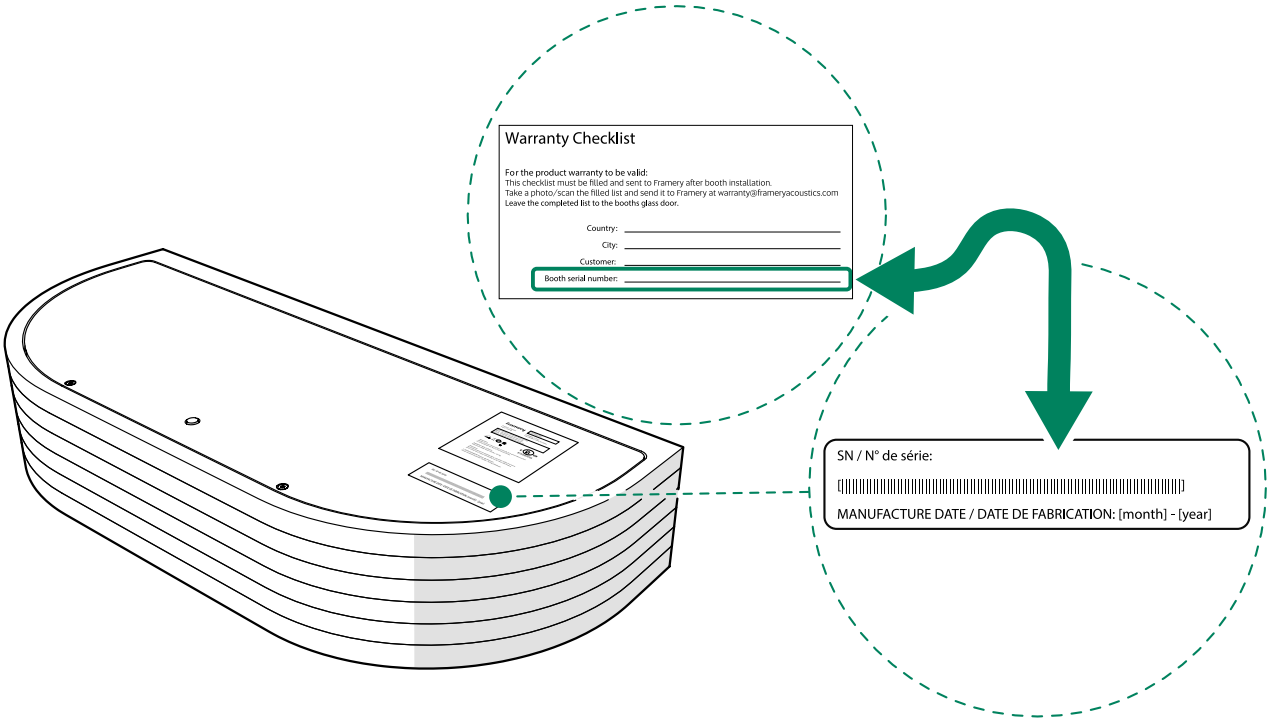


Figure 5: Serial number on the standard table

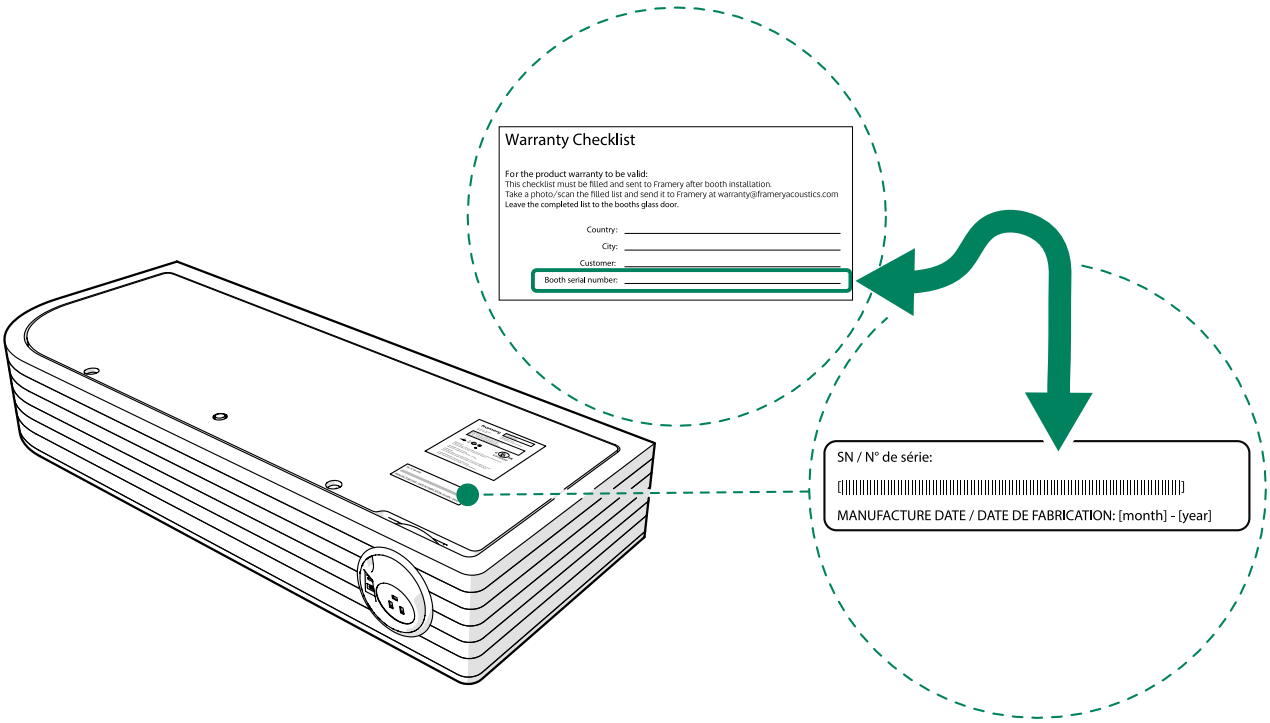
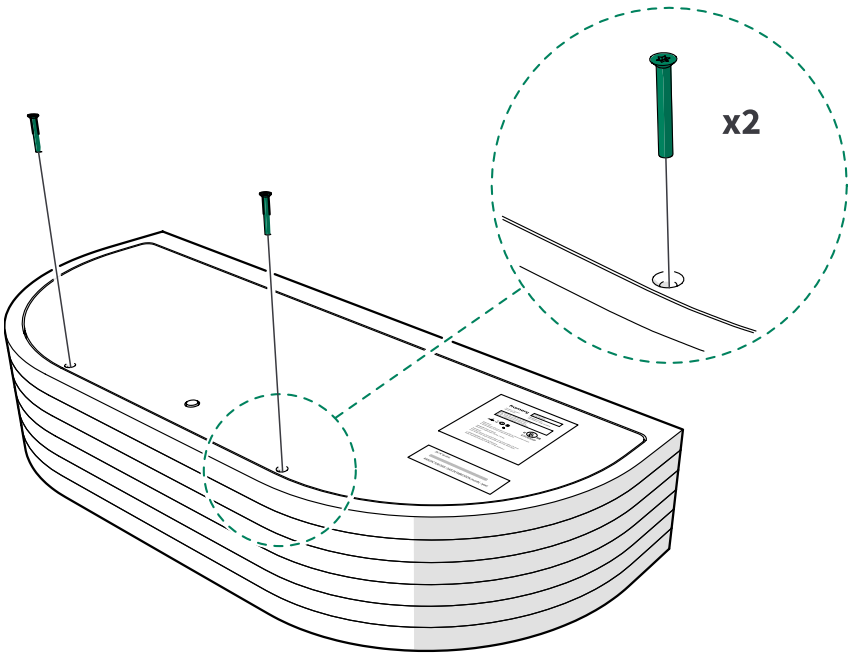
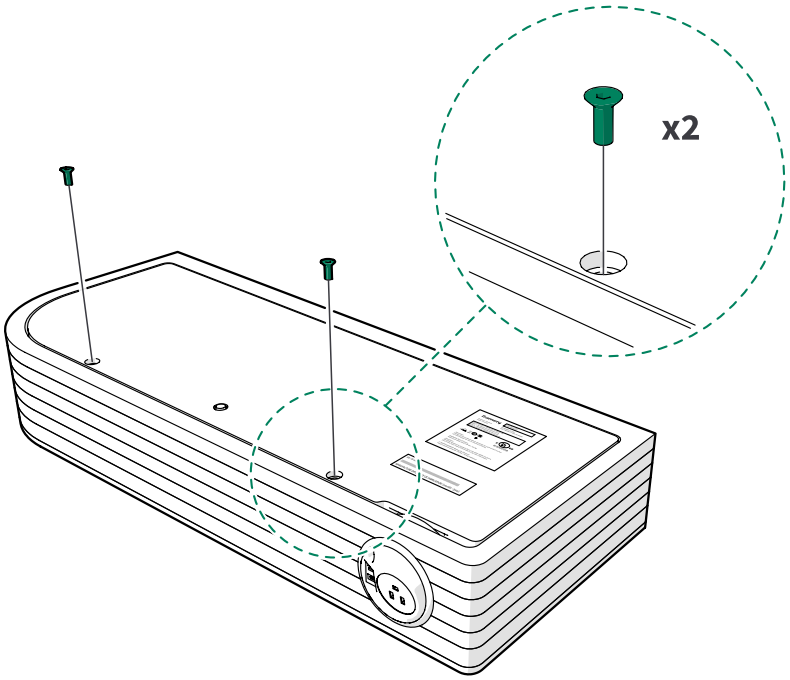


Figure 6: Serial number on the wide table

9.2 Mount the table to the wall

1. Remove 4x30 screws (2 pcs) from the standard table bottom board.
   The wide table bottom board has countersunk M6x25 screws (2 pcs). Use a hex key.



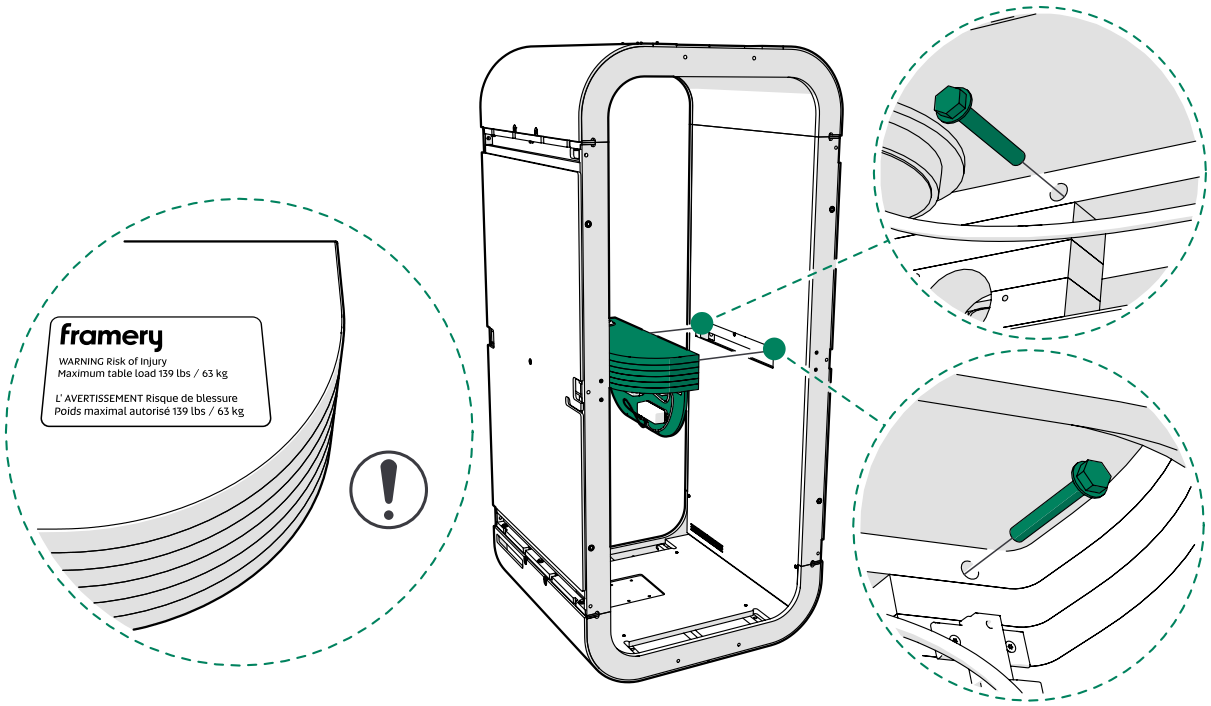


2. Support the table with the open bottom board against the techwall and install the table with flanged M8x50 bolts (2 pcs).

Note: Do not overtighten.

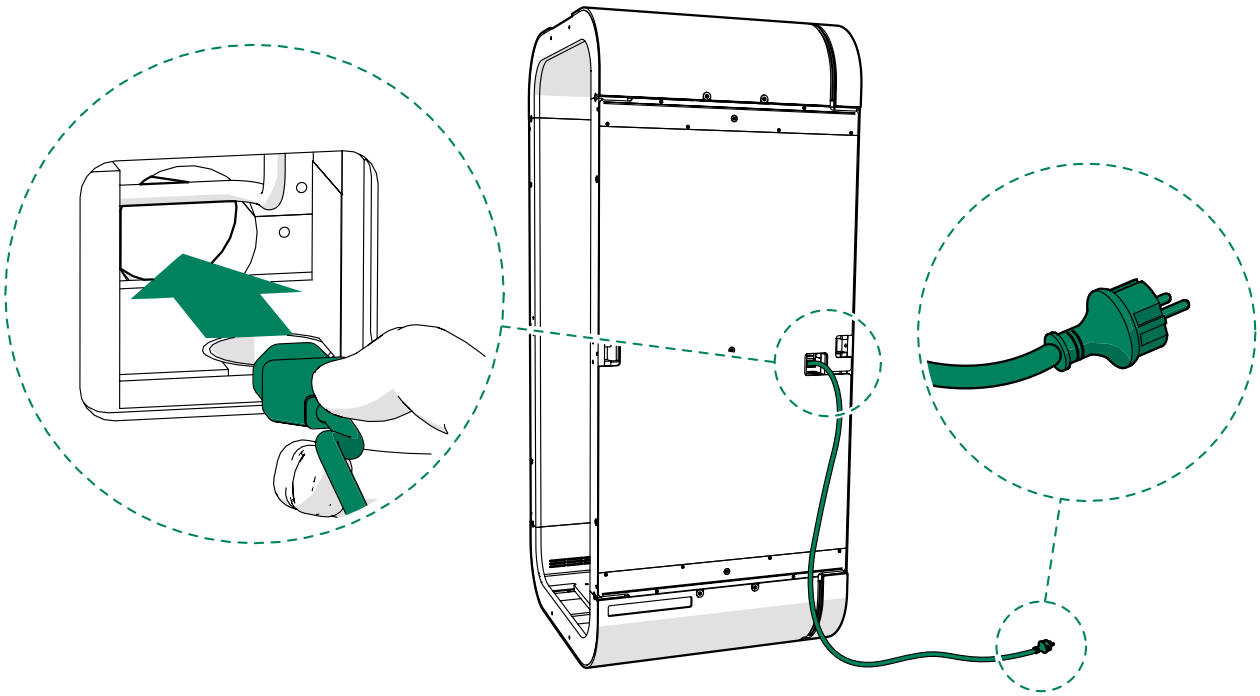
Note: Make sure that the cords are not damaged during the installation.

Note: Make sure that the maximum table load label is visible on the table top.



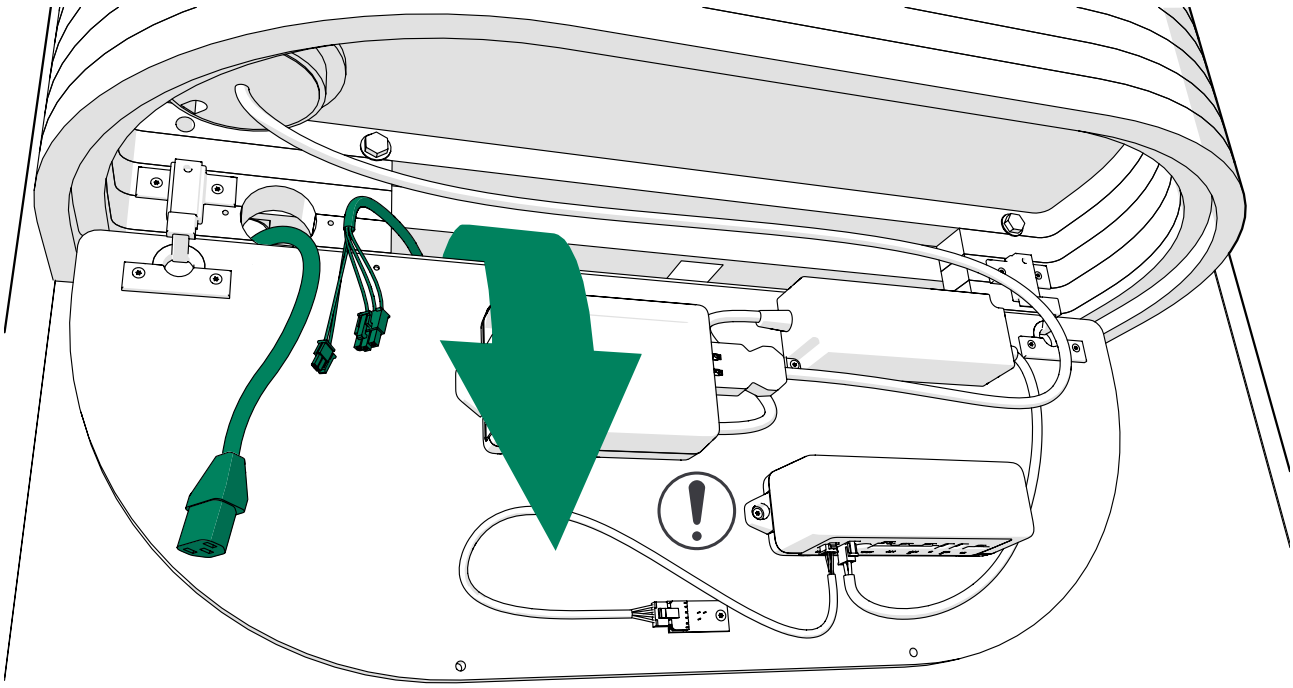
9.3 Install the electrical connections

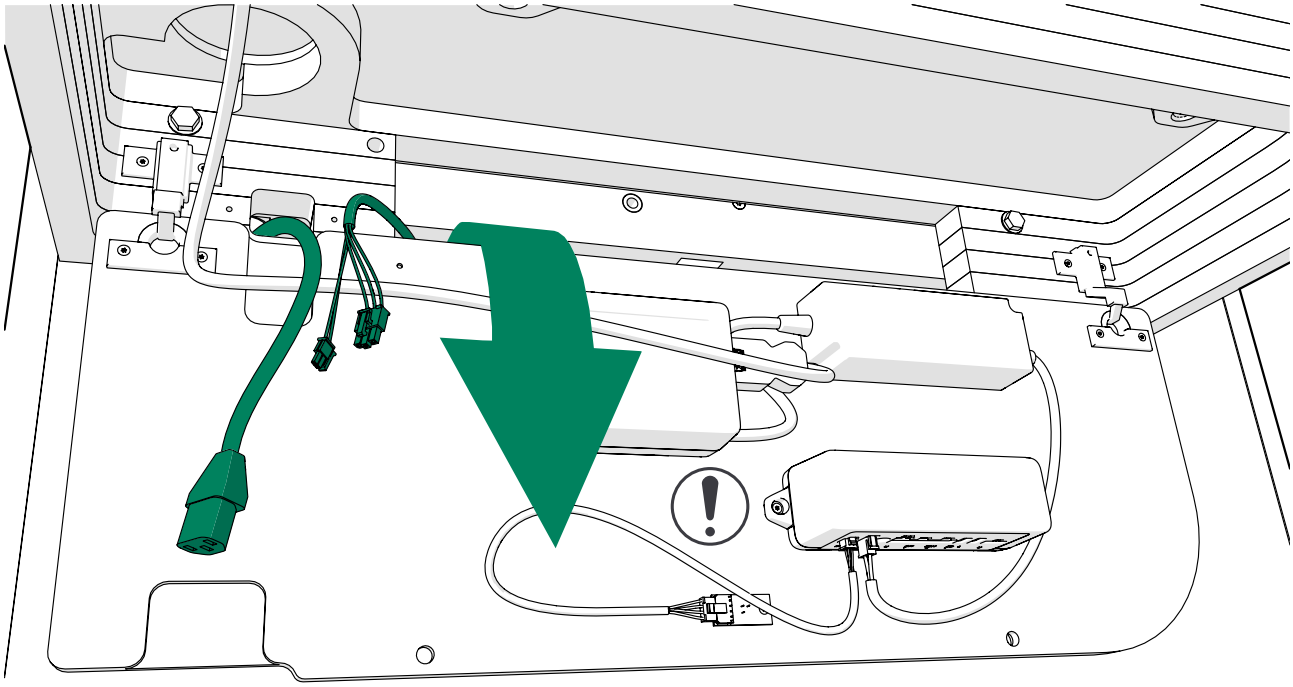
1. Push the power cord through the wall into the table.



2. Pull the power, light and fan cords out of the wall into the table.

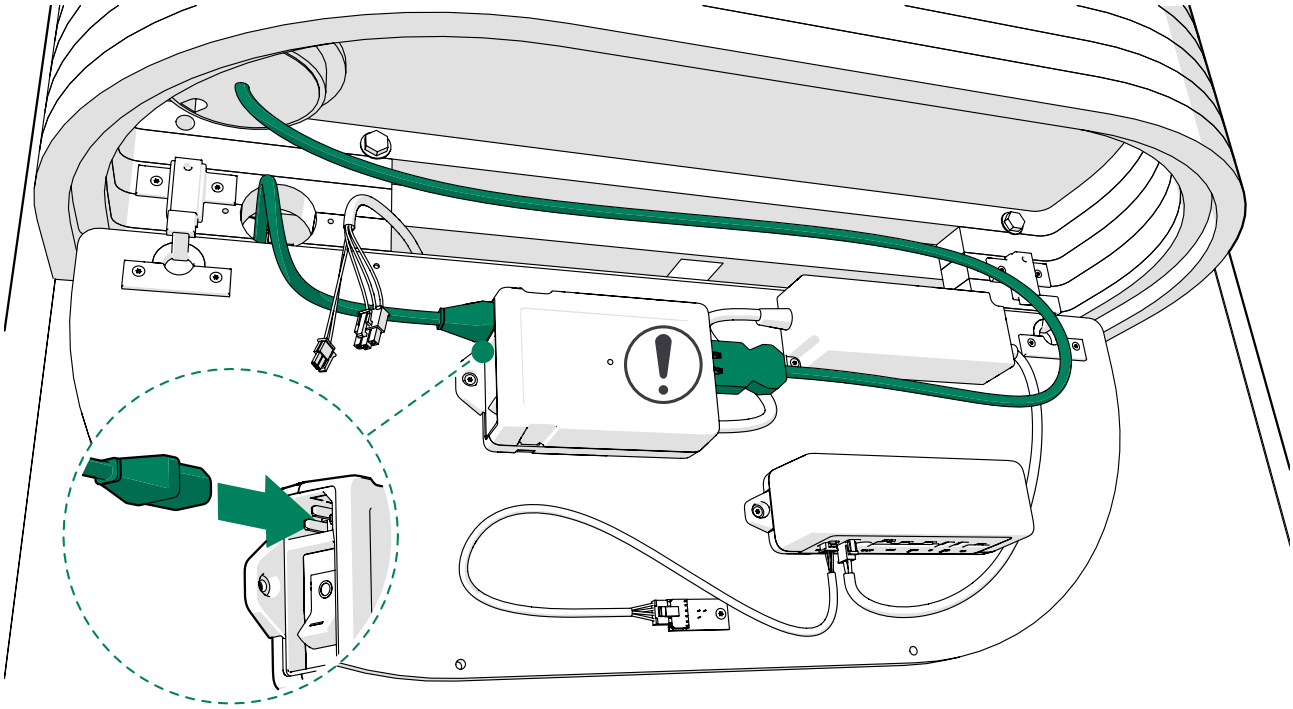
Note: Make sure that the motion detector DC cord is connected to the motion detector.

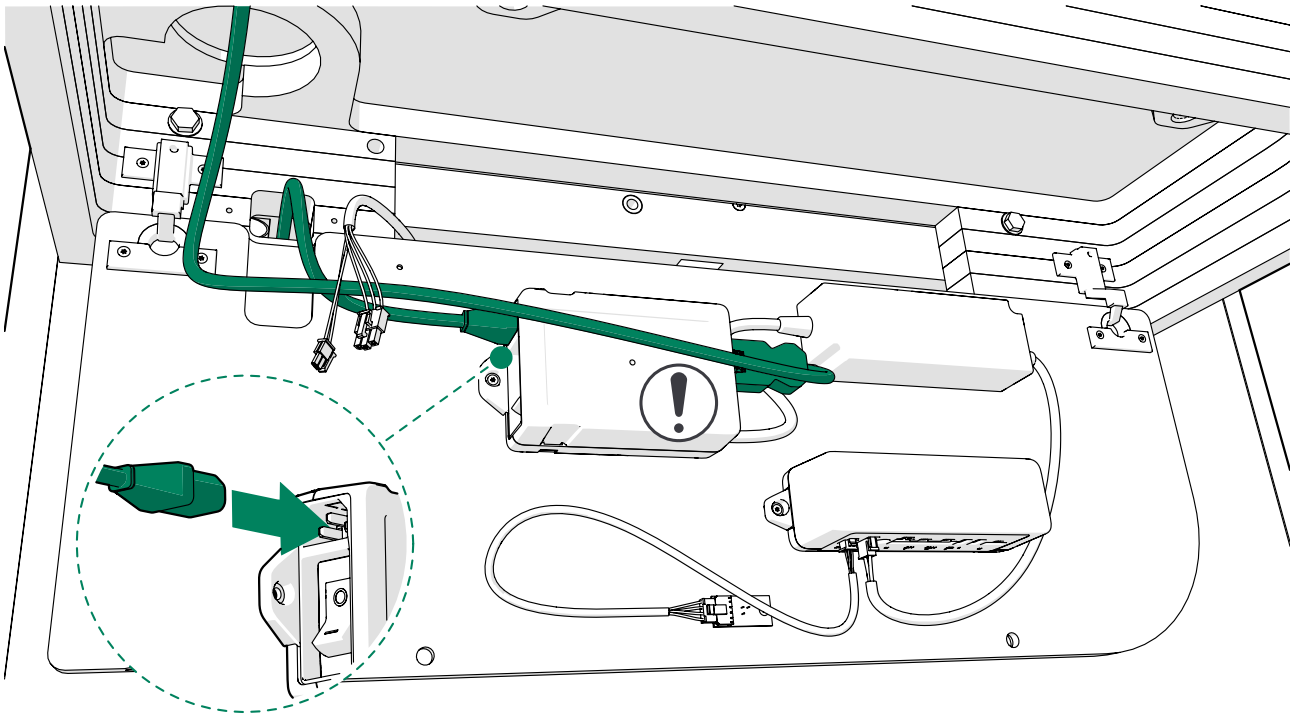




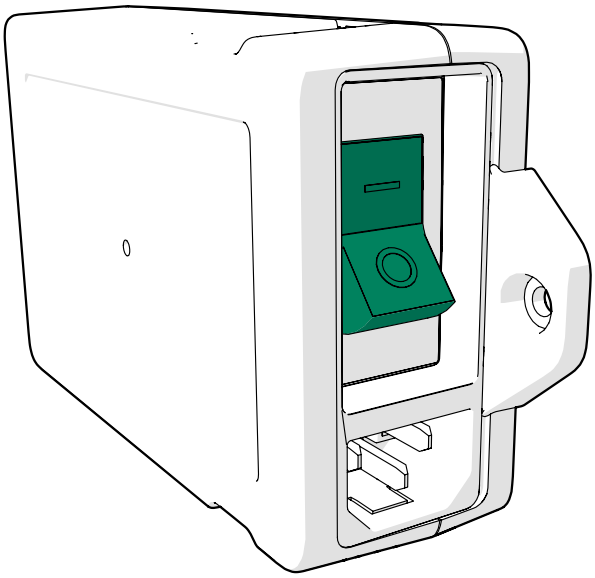
3. Connect the power cord to the power unit.

Note: Make sure that the power outlet AC cord is connected to the power unit.

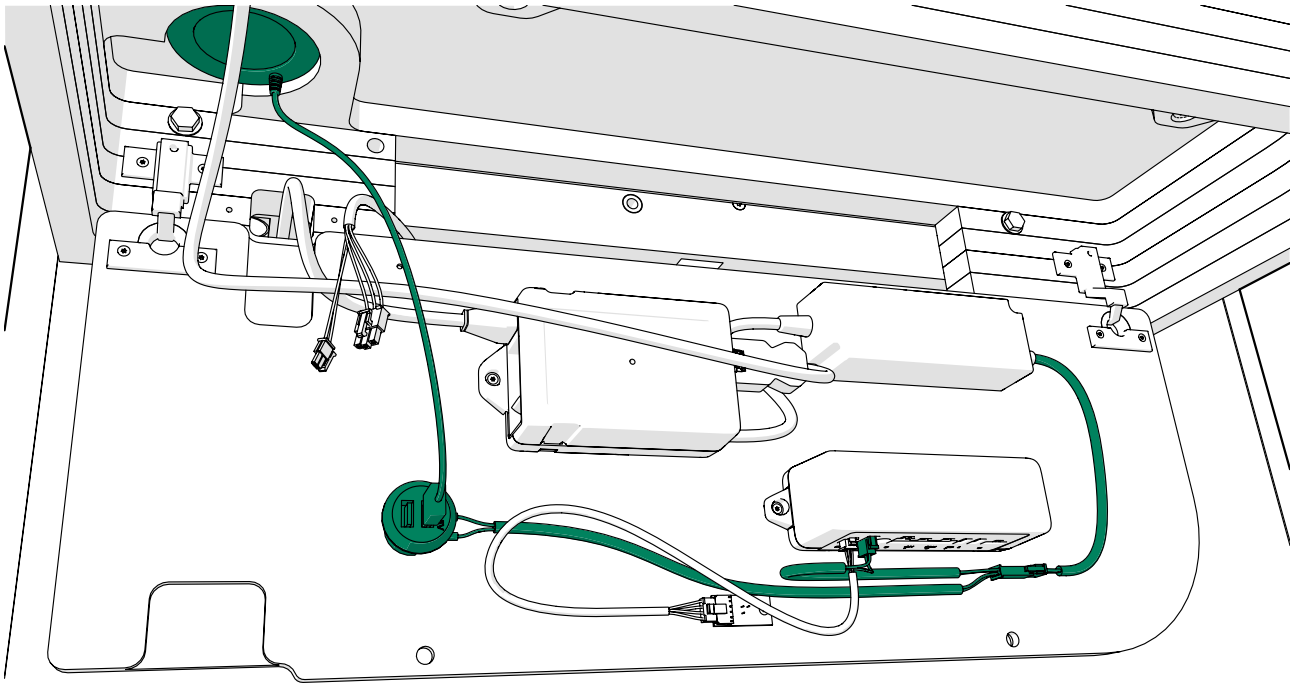




4. Make sure that the ON/OFF switch of the power unit is in the "I" position.

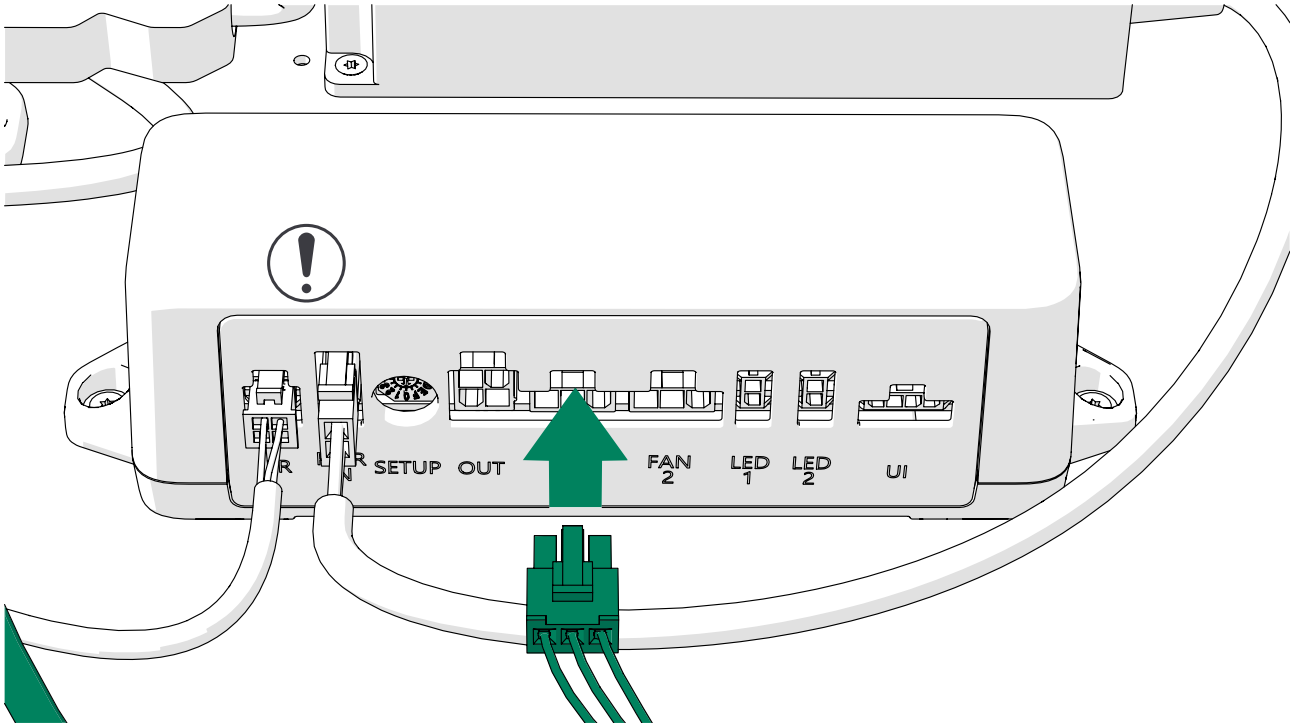


5. If the option includes the wireless charger, make sure that the wireless charger cord is connected to the USB connector.

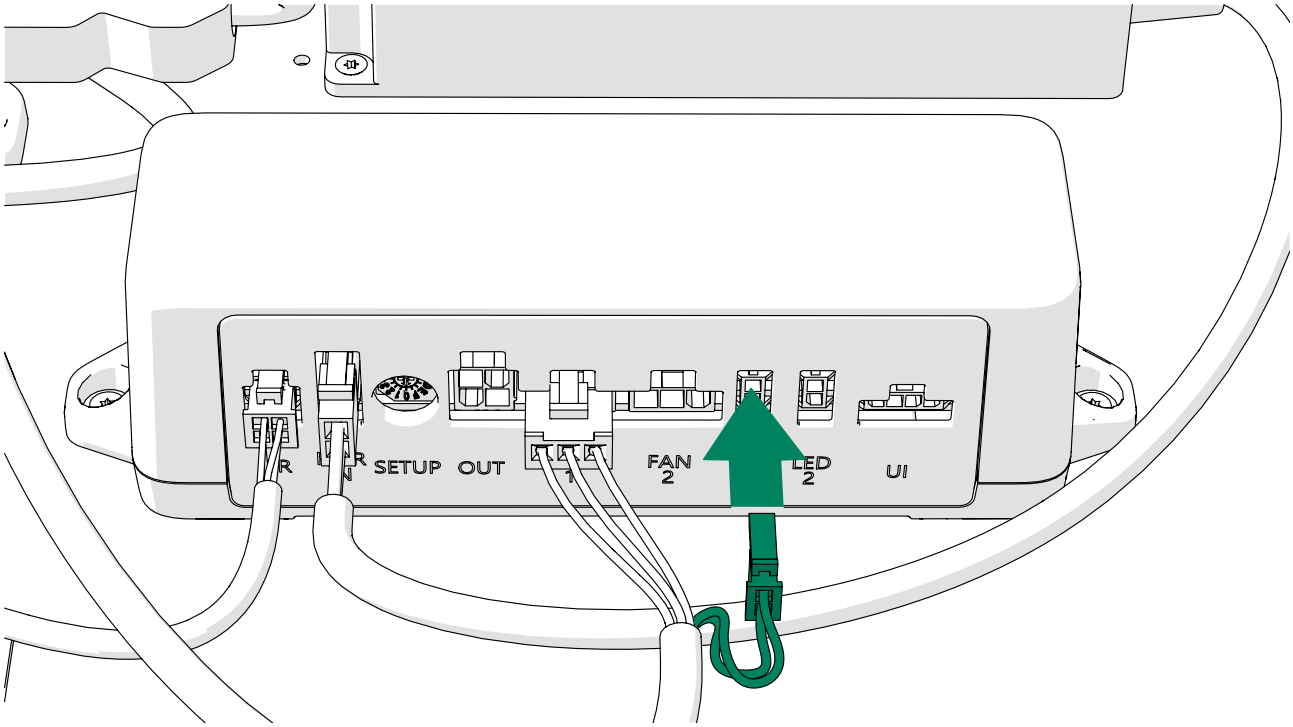


6. Connect the fan cord to the FAN 1 connector of the control unit.

Note: Make sure that the motion detector cord is connected to the PIR connector of the control unit and that the DC input cord is connected to the PWR IN connector of the control unit.



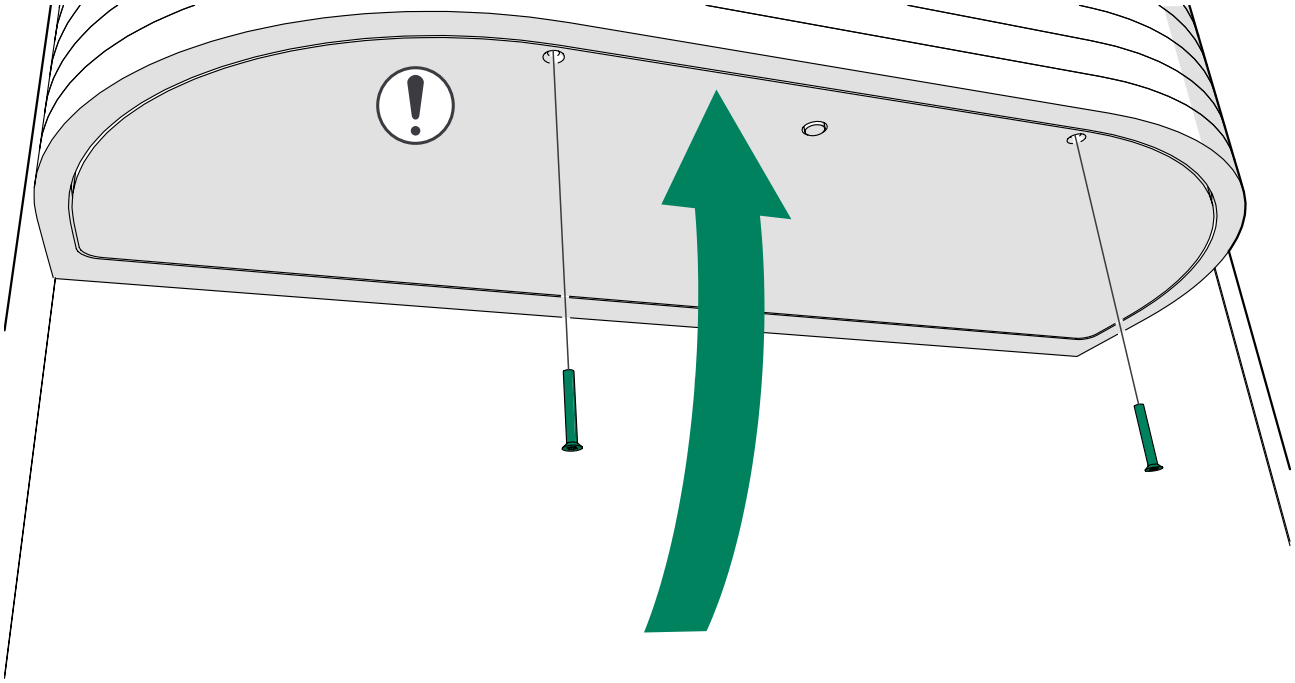
7. Connect the light cord to the LED 1 connector of the control unit.

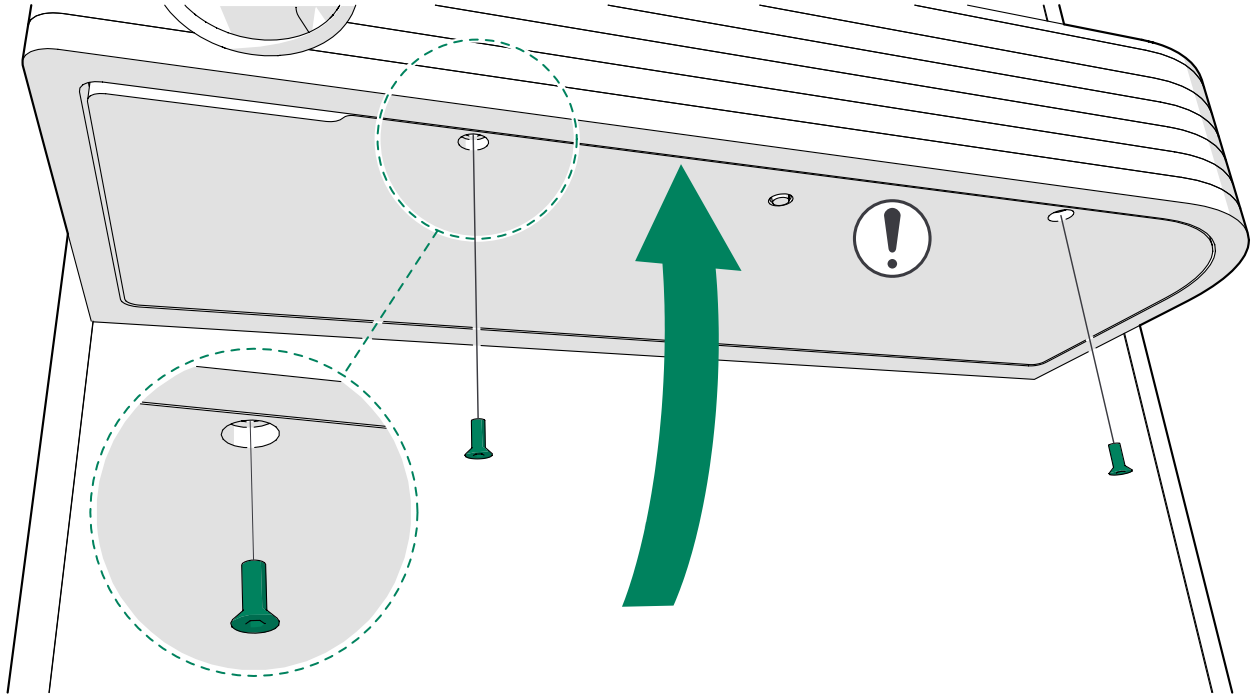


8. Close the table bottom board and fasten with 4x30 screws (2 pcs).
The wide table bottom board has countersunk M6x25 screws (2 pcs). Use a hex key.

Note: Make sure that the cords are not between the table boards.

Note: Place the countersunk holes upwards. Use the existing screw holes.





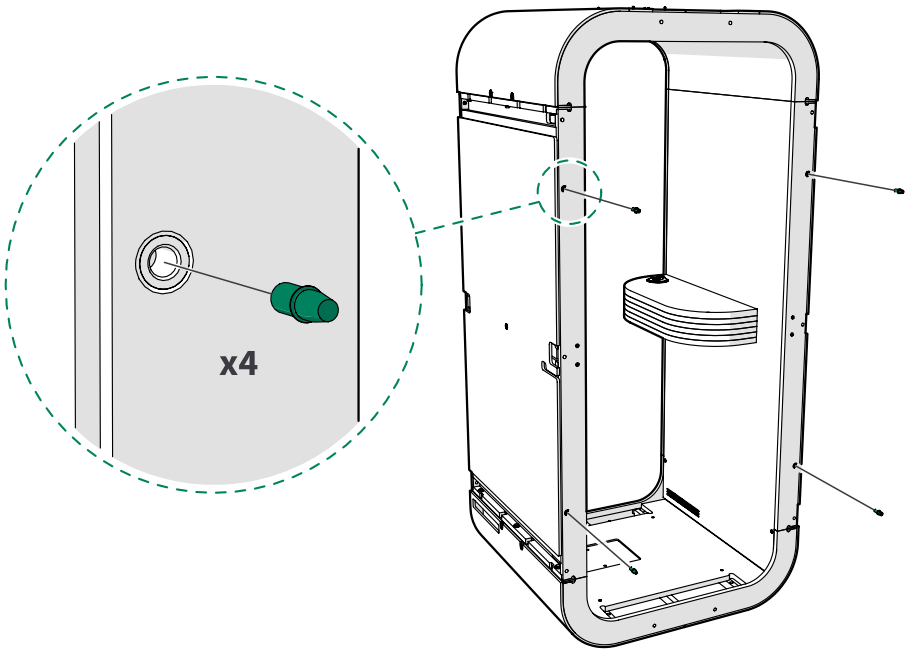
10 Install the door

10.1 Install the door with frames

⚠ **Warning:** Heavy object, risk of injury! Lift carefully. Support the door until securely fastened.

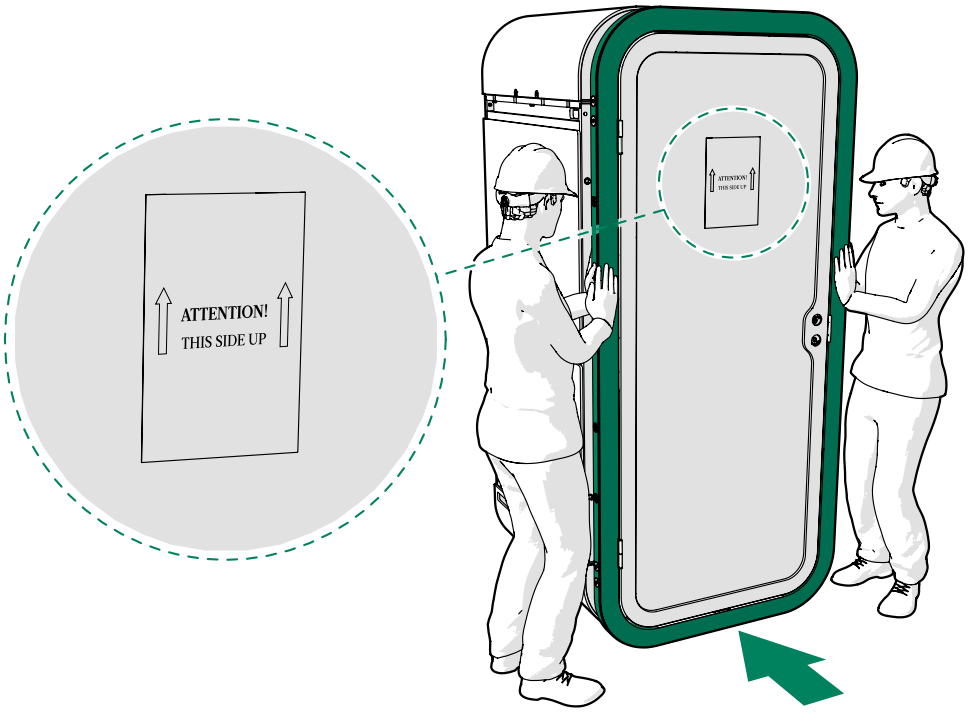
1. Install the guide pins (4 pcs) to the mounting holes of the wall module.

   ⓘ **Note:** Make sure that the flat side of the guide pin goes into the mounting hole.



2. Lift the door frame with door as close to the pod as possible.

⚠ **Warning:** Make sure that the door faces the right side up according to the sticker and the lock is on the right-hand side. If you install the door incorrectly, it will fall out of the frame when opened.



3. Kneel on the floor and lift the door frame with door approx. 10 mm (½ in) to fit it into place.

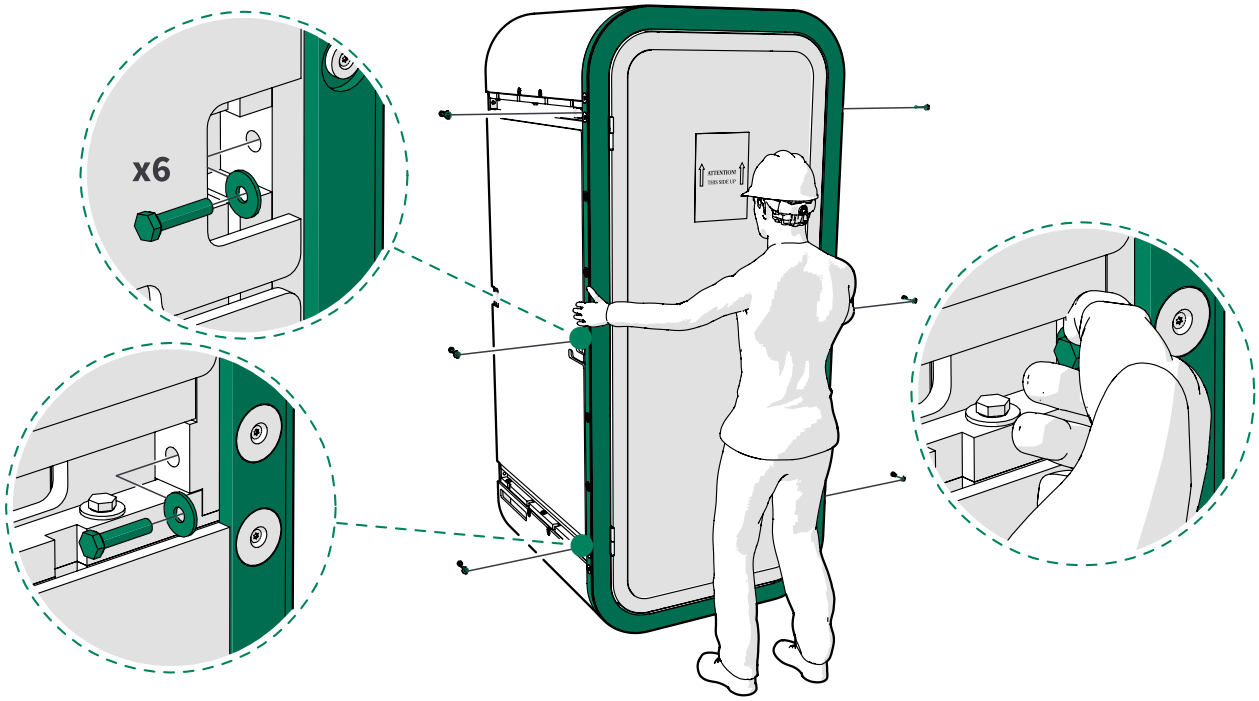
⚠ **Warning:** Heavy object, risk of injury! Lifting requires 2 people.

⚠ **Warning:** Do not crush your fingers between the door frame and the wall module or floor.

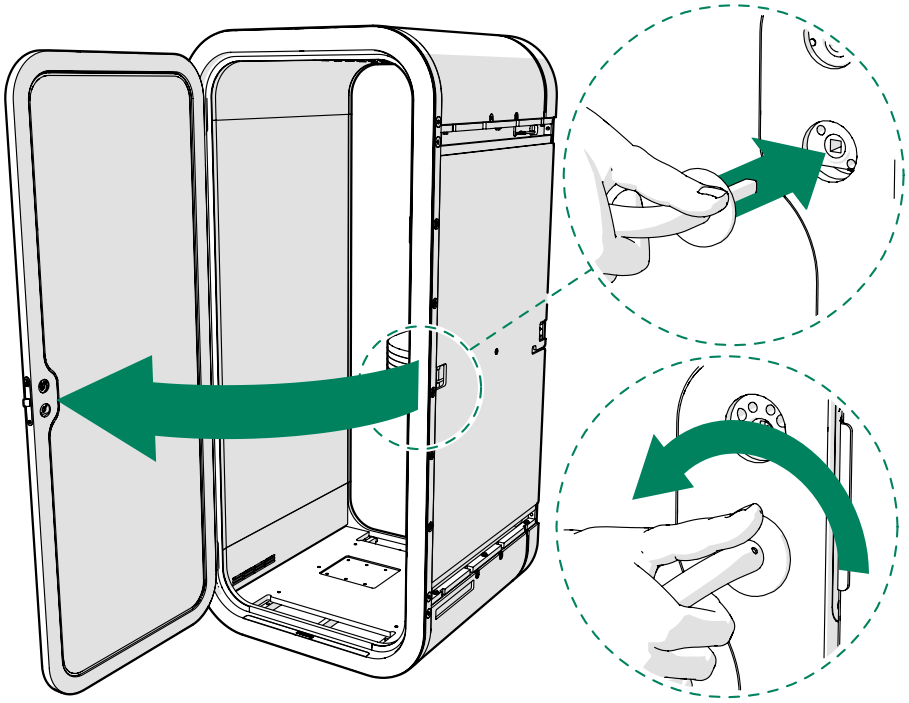
⚠ **Warning:** Support the door until securely fastened.

⚠ **Warning:** Make sure that the door cannot tip over during installation.

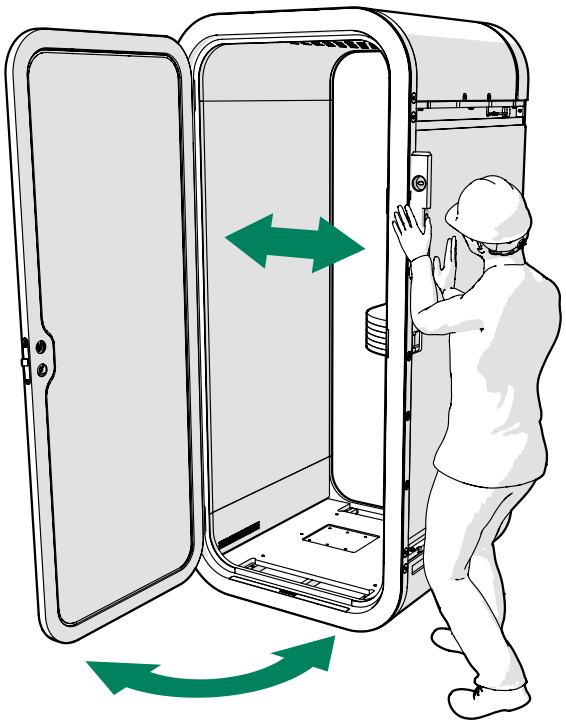
4. Support the frame and install it with M8x35 bolts (6 pcs) and M8 washers (6 pcs). Tighten the bolts by hand.



5. Open the door with one half of the handle to adjust the straightness of the pod.



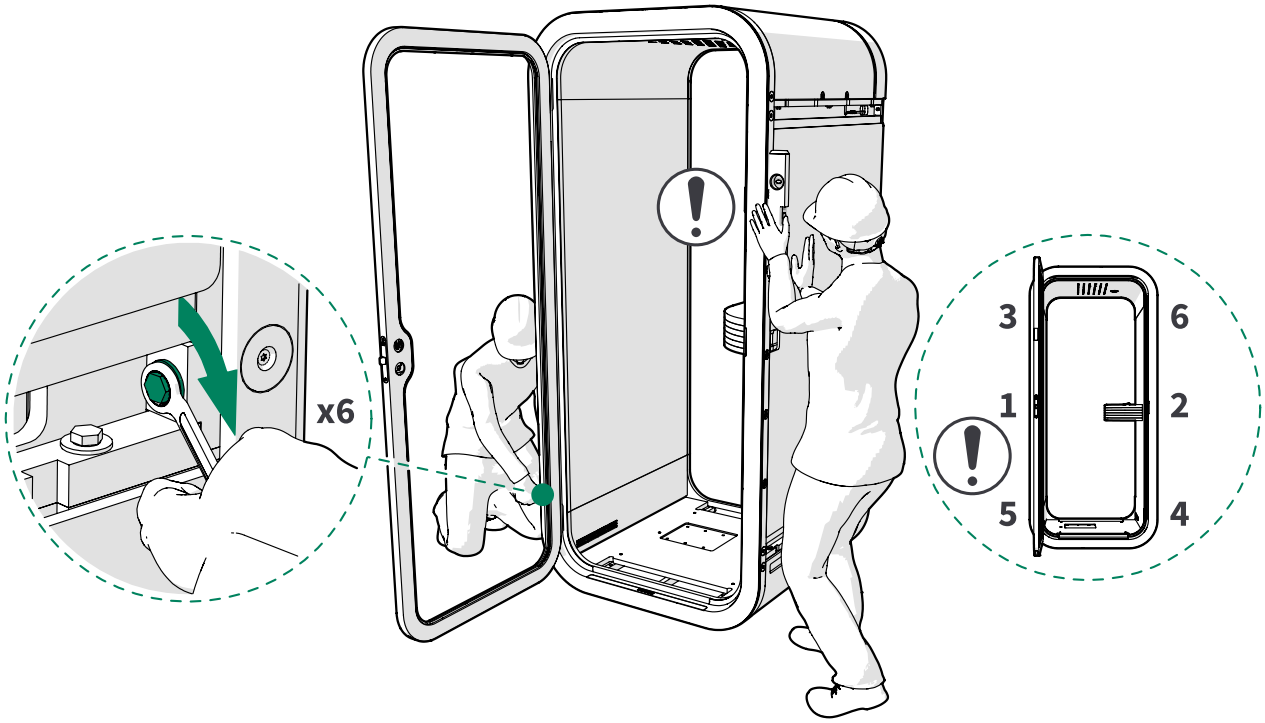
6. Check the straightness of the pod with a spirit level and push the door frame to adjust it.



7. Tighten the M8x35 bolts (6 pcs) on the modules with a wrench.

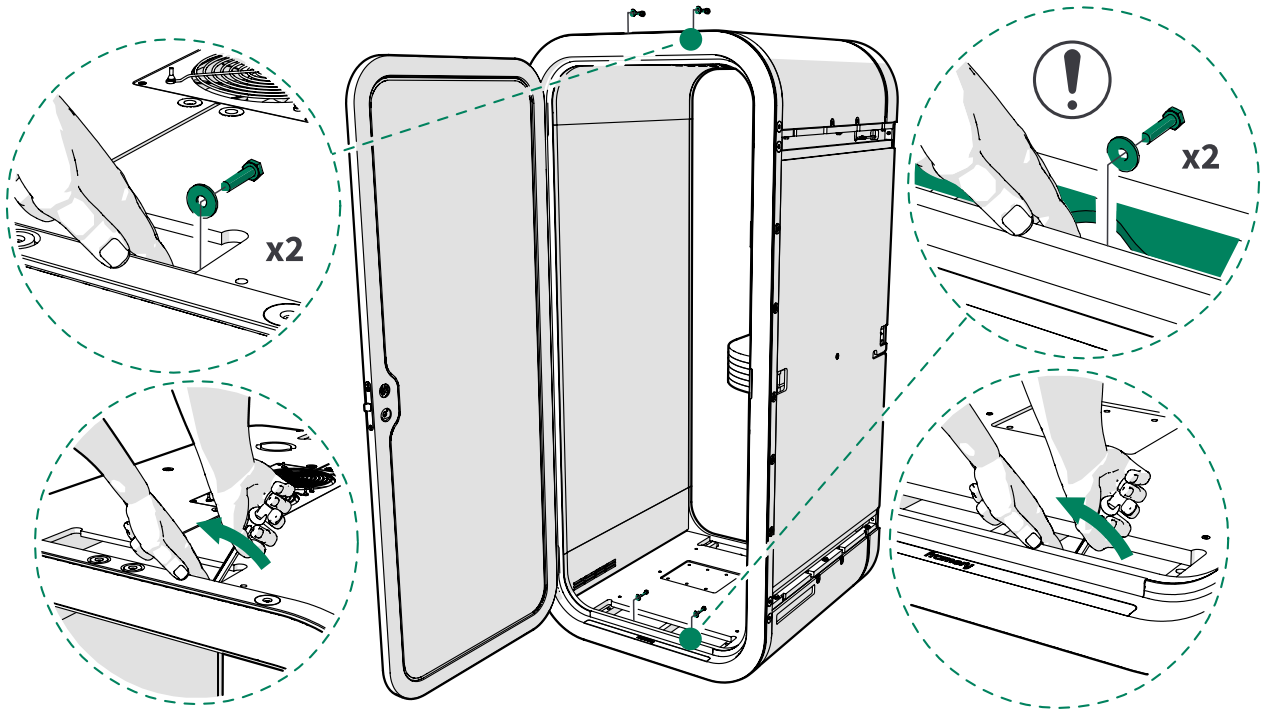
Note: Hold the door frame in the straight position while you tighten the bolts.

Note: Make sure that you tighten the bolts in the correct order.



8. Install the M8x35 bolts (4 pcs) and M8 washers (4 pcs) to the roof and floor modules.

Note: Press the acoustic panel aside to reach the bolt holes. Make sure that you return the acoustic panel to its original position.

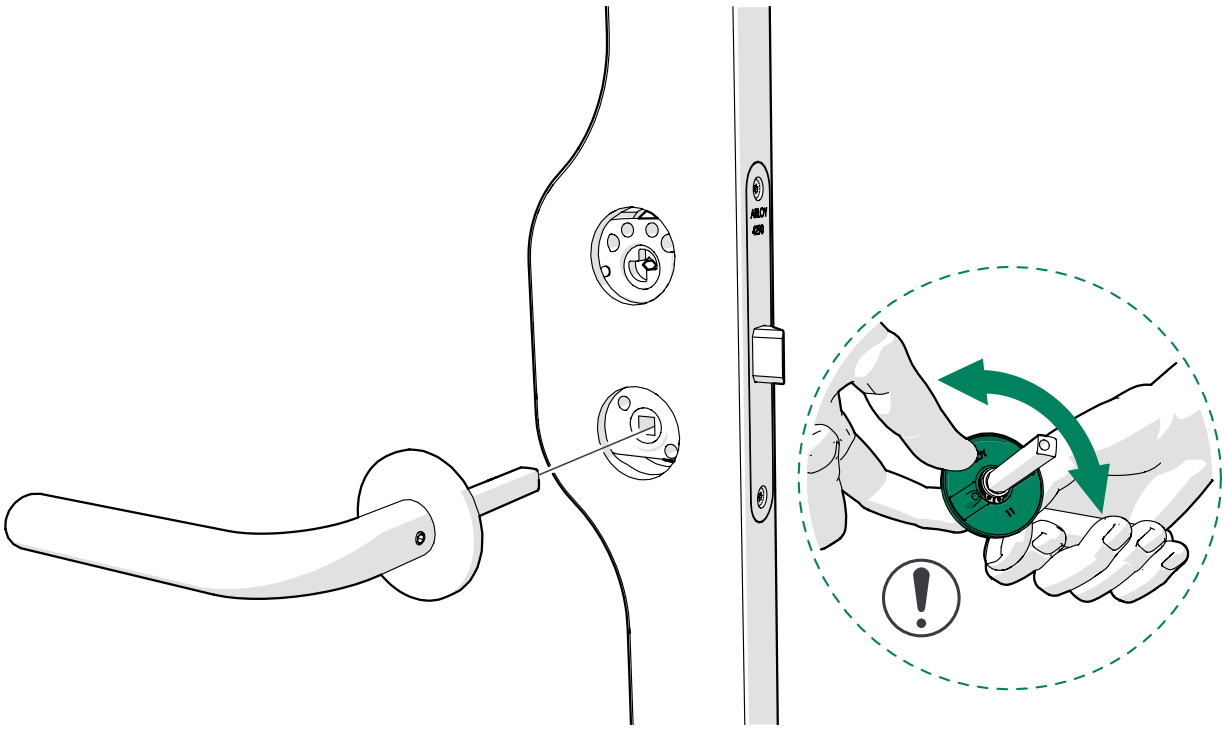


10.2 Install the door handle

If you intend to install a smart lock handle to the door, see **Install the smart lock handle**.

1. Install the handle with the spindle attached to it into the lower mounting hole from the outside of the door.

Note: Turn the screw holes on the handle to correspond to the ones in the door.



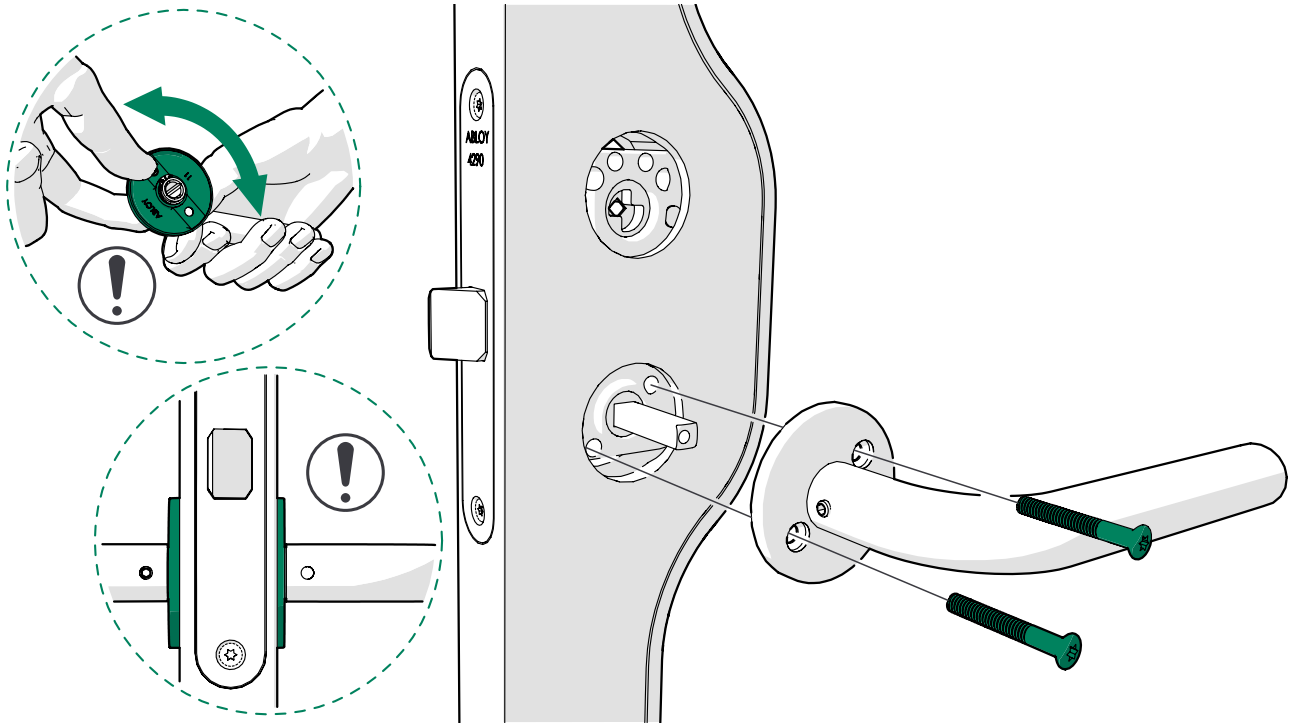
2. Push the counterpart handle onto the spindle and attach the handles with M5x32 screws (2 pcs) from the inside.

   Use a manual screwdriver to tighten the screws. Do not overtighten.

   If the handle does not return easily to the starting position, loosen the screws slightly and check the handle function again.

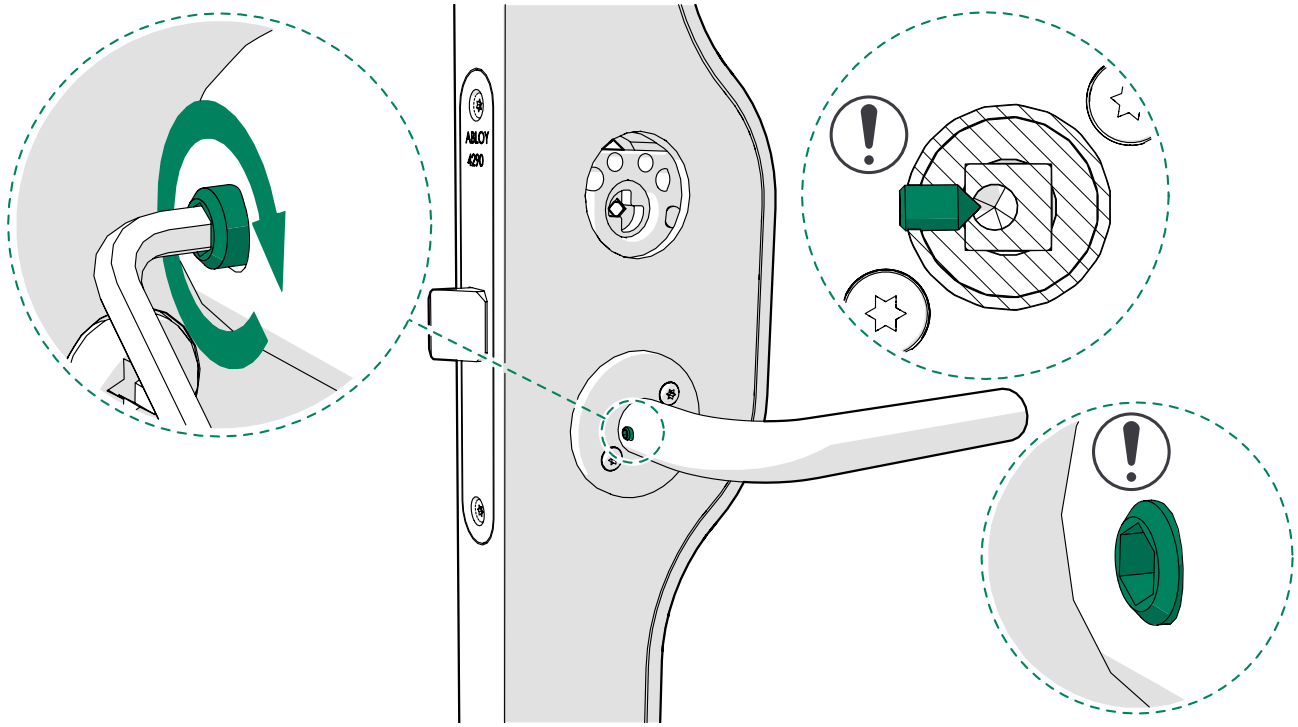
   Note: Turn the screw holes on the handle to correspond to the ones on the door.

   Note: Make sure that there is no gap between the cover plates and the door.



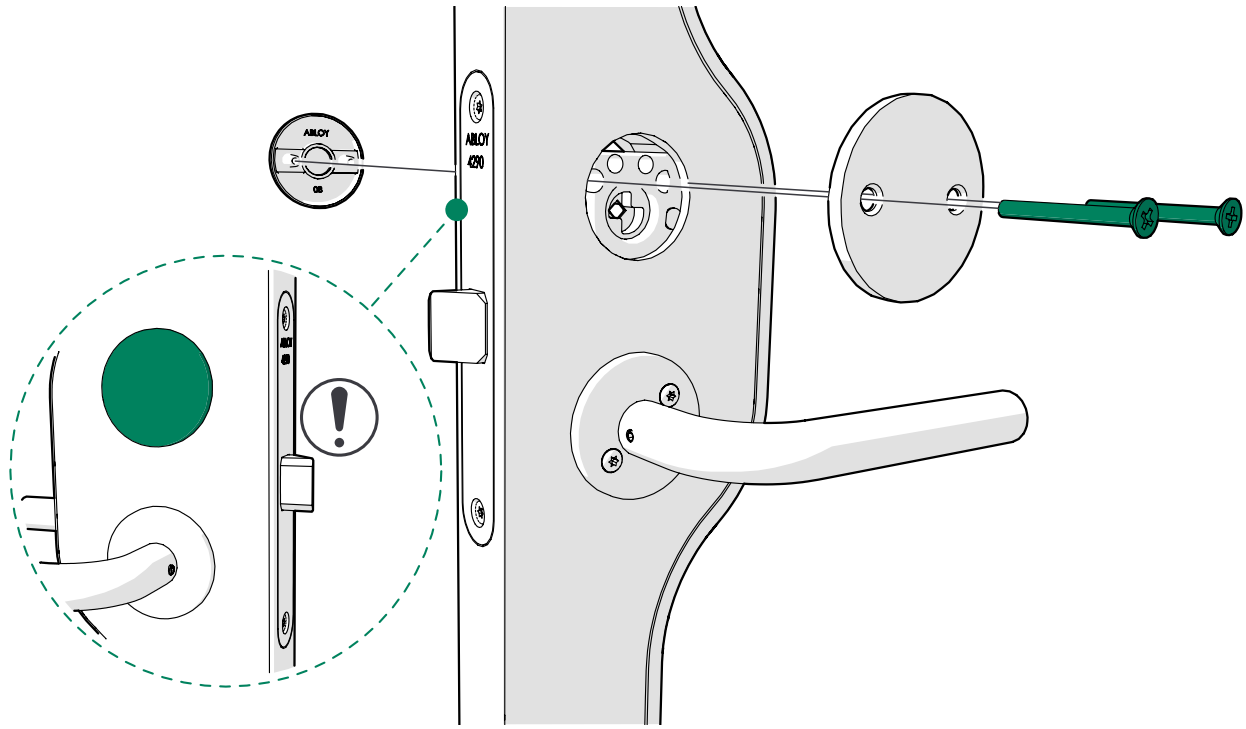
3. Tighten the set screw on the inside handle.

Note: Tighten the set screw. The resistance increases steadily until the screw pierces the spindle. In the final position, the head of the set screw is left with 1-2 threads visible.



4. Install the upper cover plates with M4x30 screws (2 pcs).
Do not overtighten.

Note: Make sure that you install the smooth cover plate to the outside.

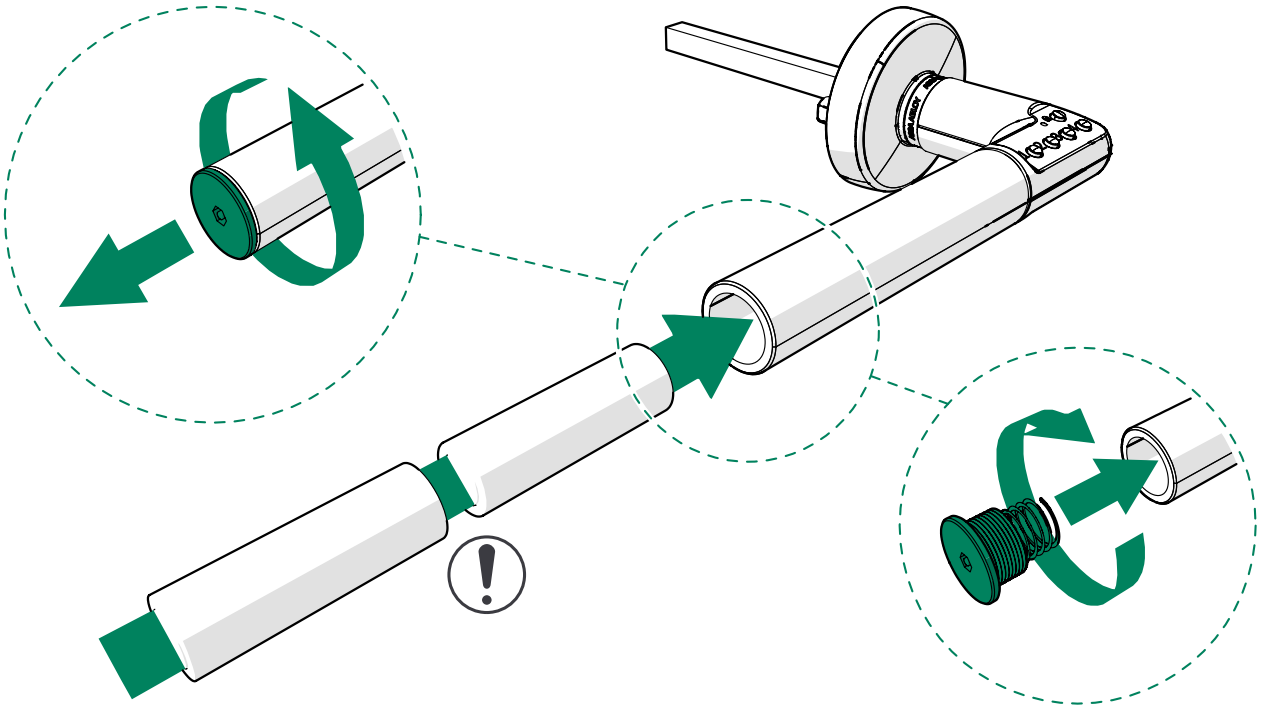


10.3 Program the master code into the code handle (optional)

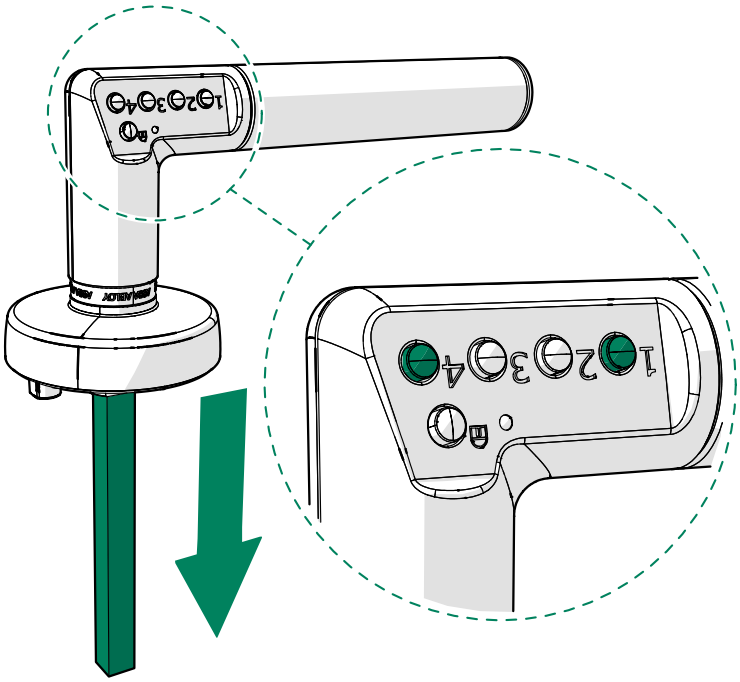
1. Remove the cap from the end of the code handle with a hex key.
2. Insert the batteries into the handle.

   Note: Make sure that the batteries are in the correct polarity.

3. Secure the cap into position.



4. To program the master code, hold the handle horizontally with the spindle pointing down.
5. Press and hold buttons 1 and 4 until the LED flashes in red.
   When released, the LED lights up in green.

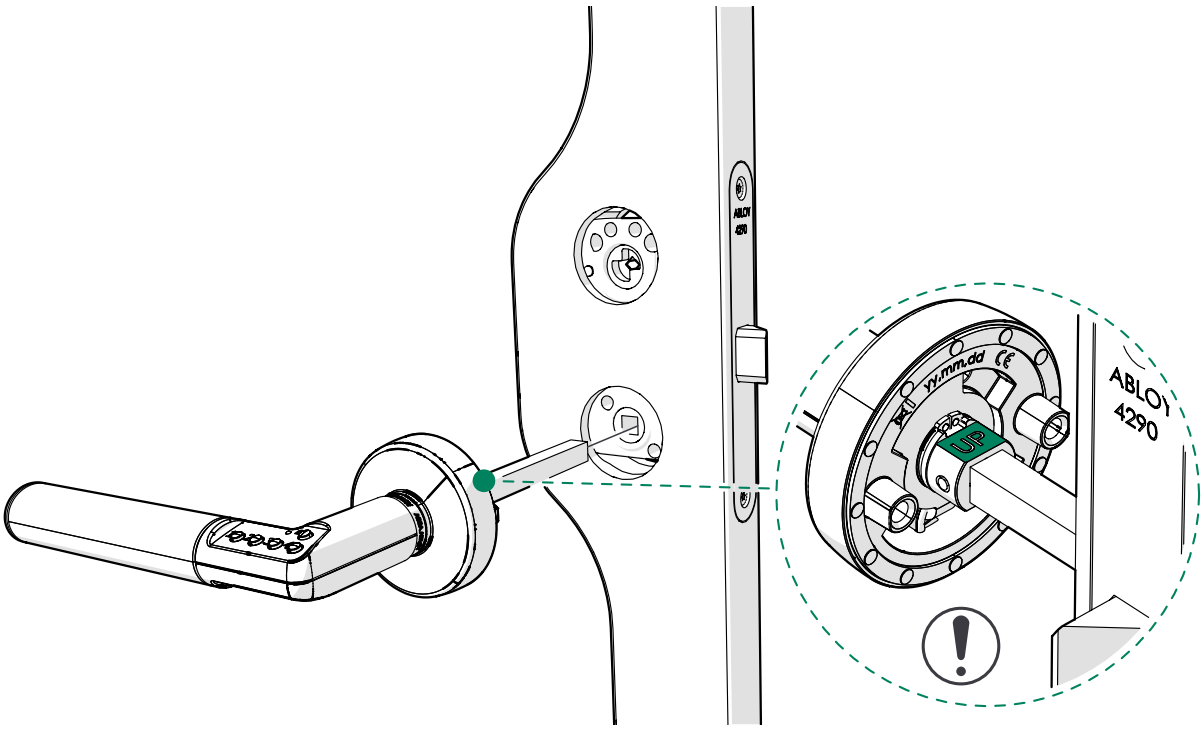


6. Enter a 6-digit code of your choice.
   The LED flashes in green to signal the activation of the master code.

10.4 Install the code handle (optional)

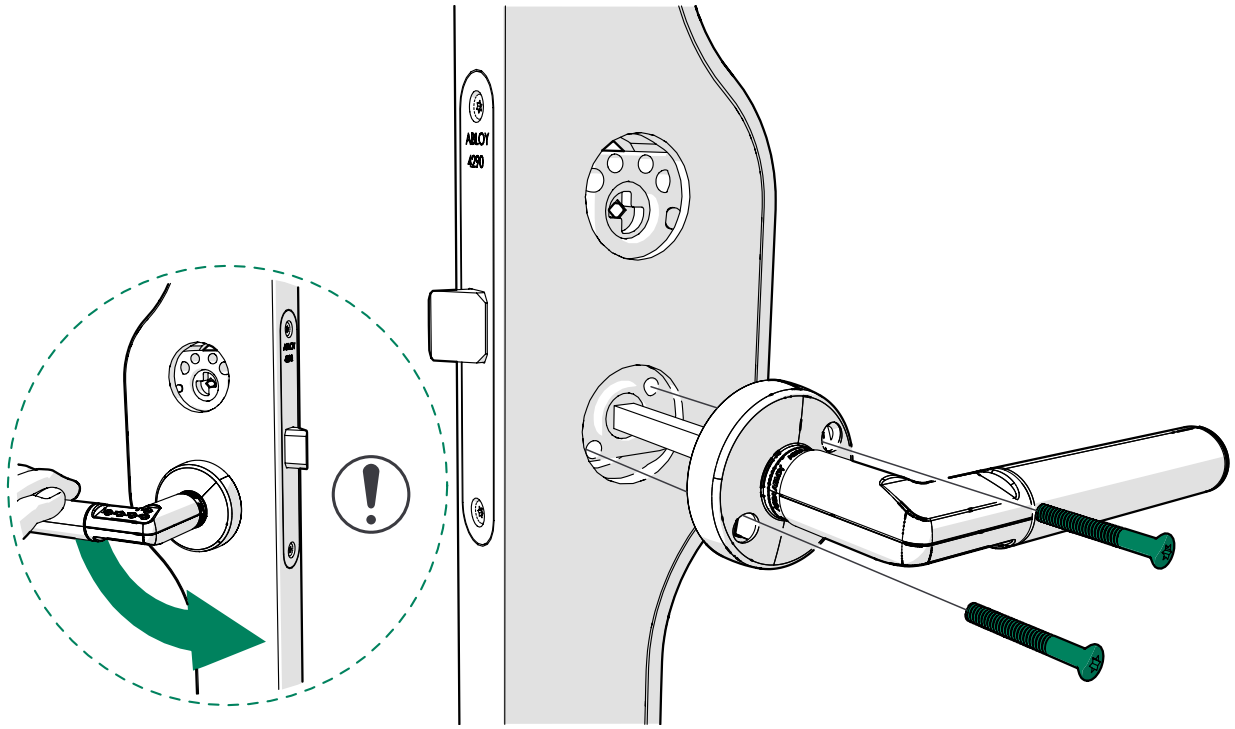
1. Before installing the code handle, make sure that the screws are the correct length. Cut the screws to the appropriate length.
2. Insert the code handle with the spindle attached to it into the lower mounting hole from the outside of the door.

   Note: Make sure that the UP label at the base of the spindle is pointing upwards when inserting the handle.



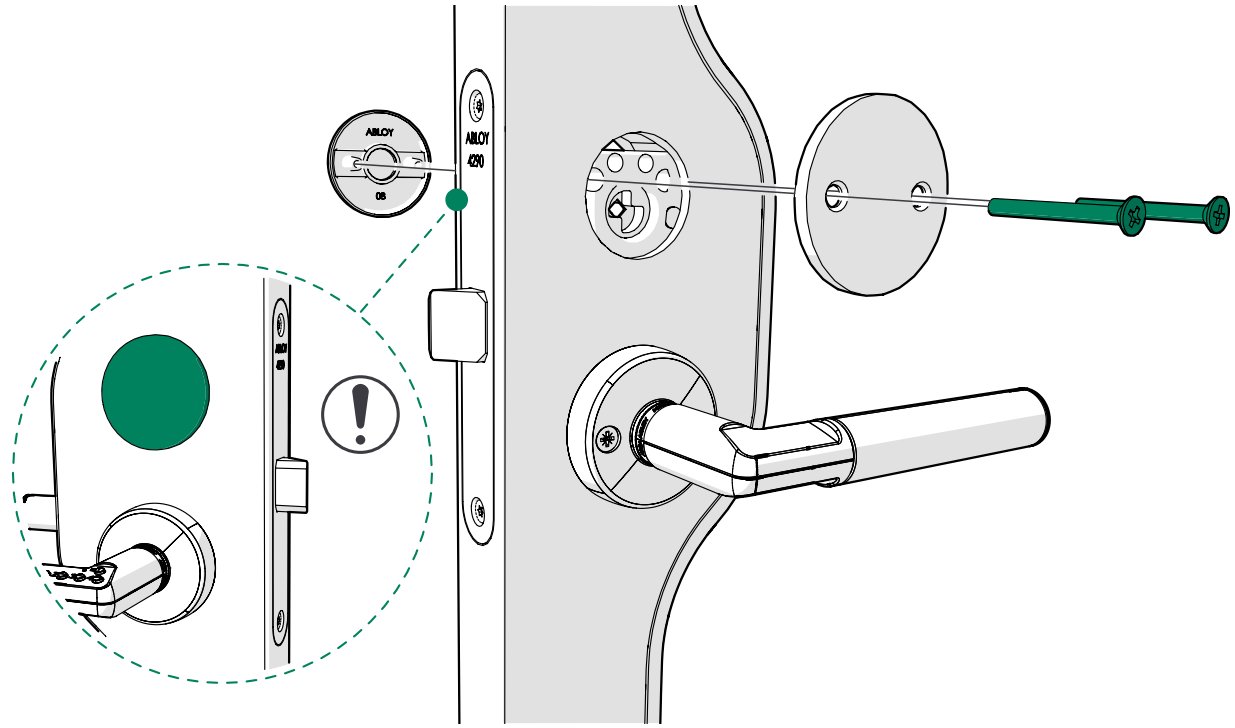
3. Push the counterpart handle onto the spindle and attach the handles with M5x32 screws (2 pcs) from the inside.

Note: Make sure that the handles are securely attached and operate smoothly.



4. Install the upper cover plates with M4x30 screws (2 pcs).

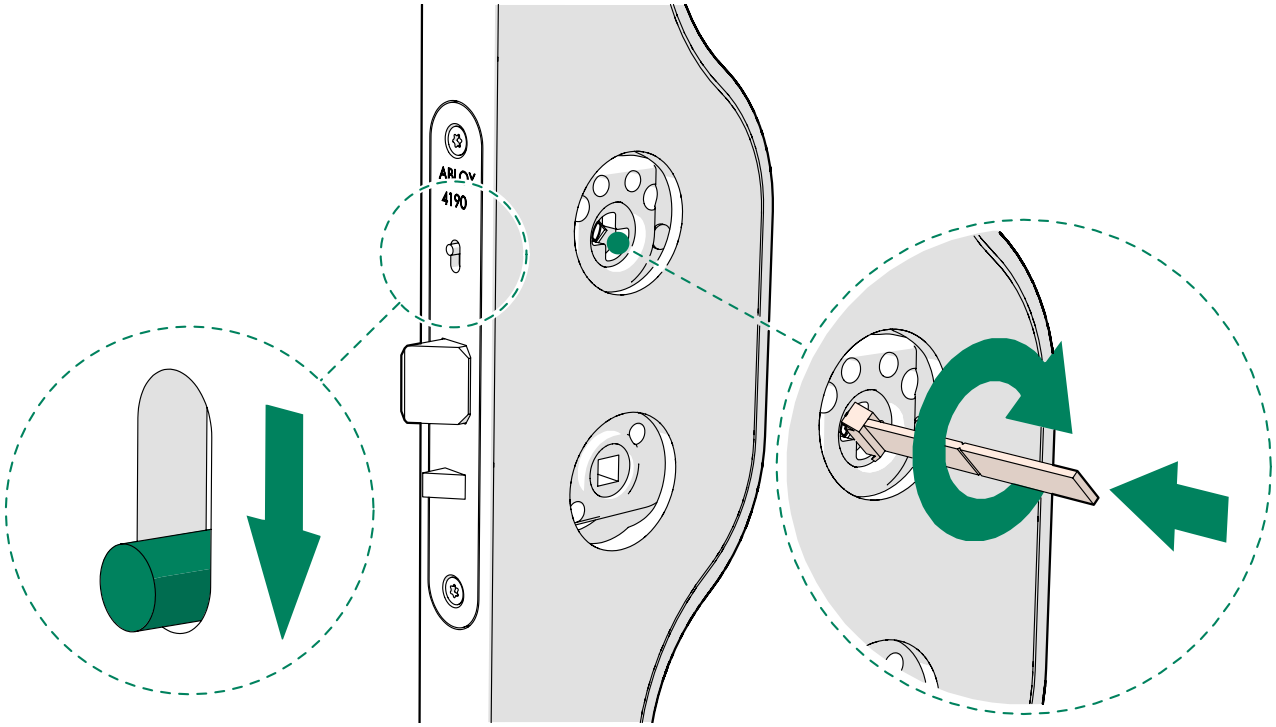
Note: Make sure that you install the smooth cover plate to the outside.



To add up to 9 separate user codes, remove codes, or to change the master code, see the handle manufacturer's instructions.

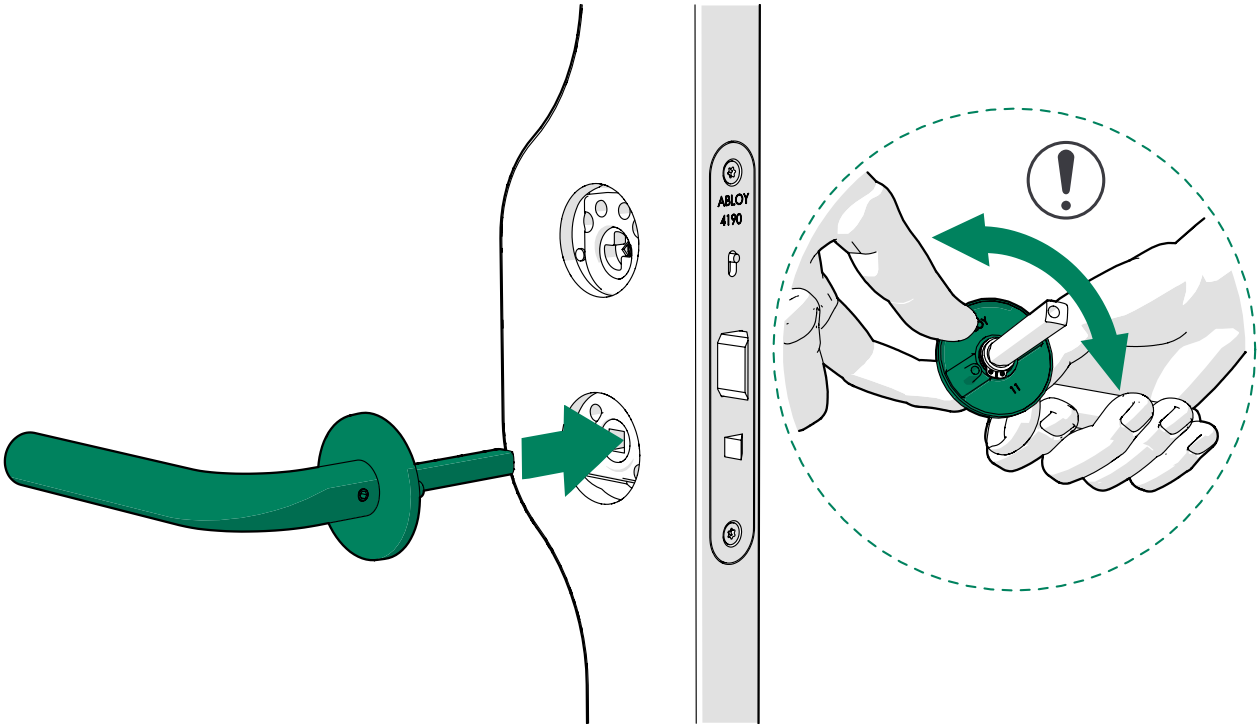
10.5 Install the smart lock door handle (optional)

1. Turn the twist spindle in the upper opening in the door and press the sliding snib down to avoid the door from locking.



2. Install the handle with the spindle attached to it into the lower mounting hole from the outside of the door.

Note: Turn the screw holes on the handle to correspond to the ones in the door.



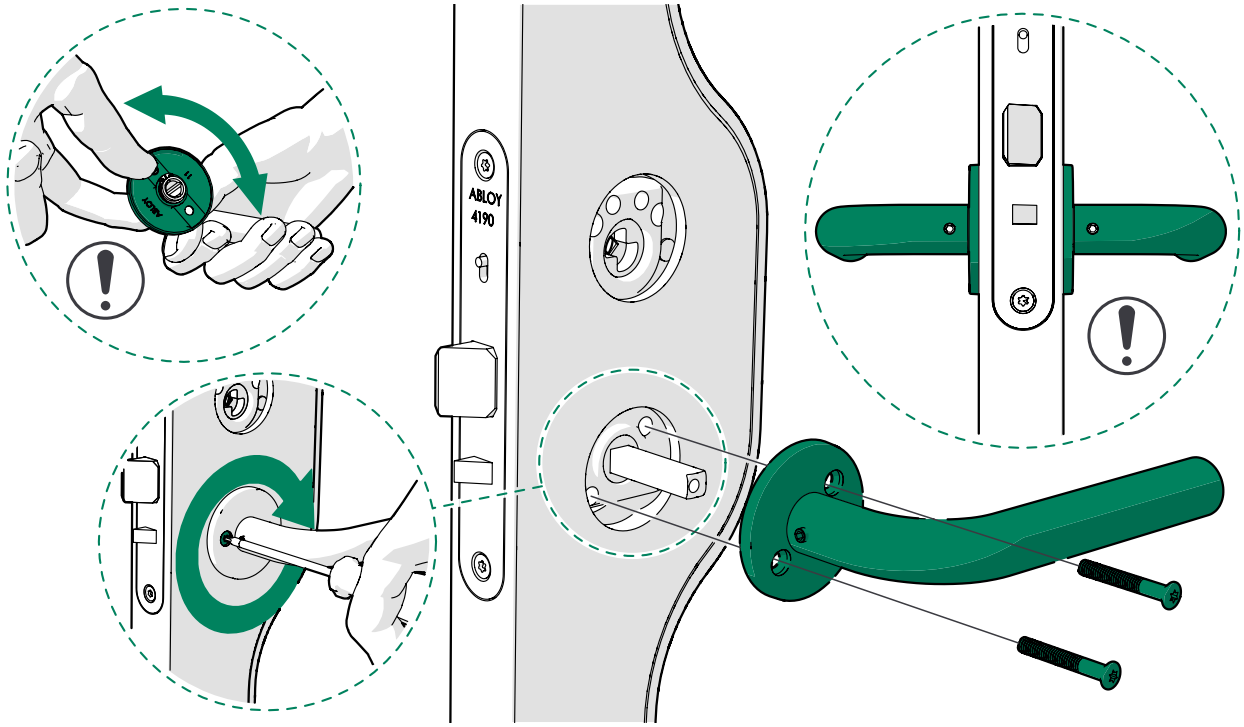
3. Push the counterpart handle onto the spindle and attach the handles with M5x32 screws (2 pcs) from the inside.

   Use a manual screwdriver to tighten the screws. Do not overtighten.

   If the handle does not return easily to the starting position, loosen the screws slightly and check the handle function again.

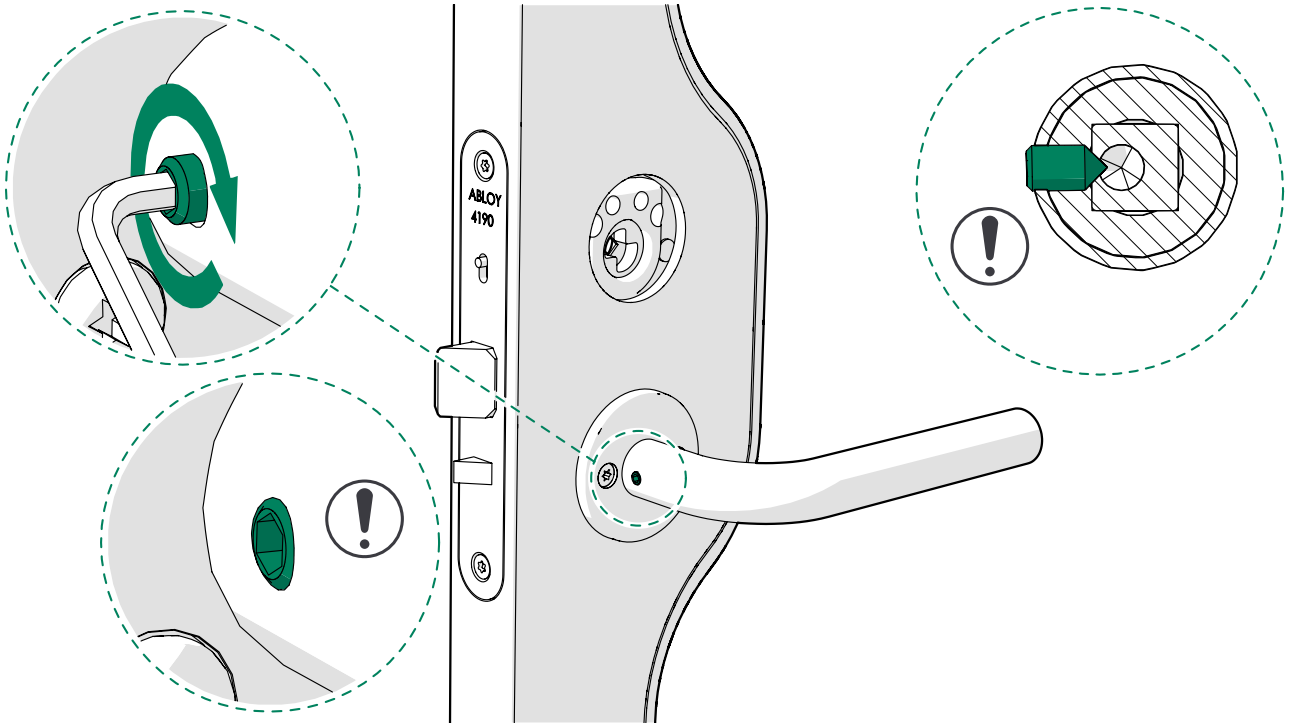
   Note: Turn the screw holes on the handle to correspond to the ones on the door.

   Note: Make sure that there is no gap between the cover plates and the door.



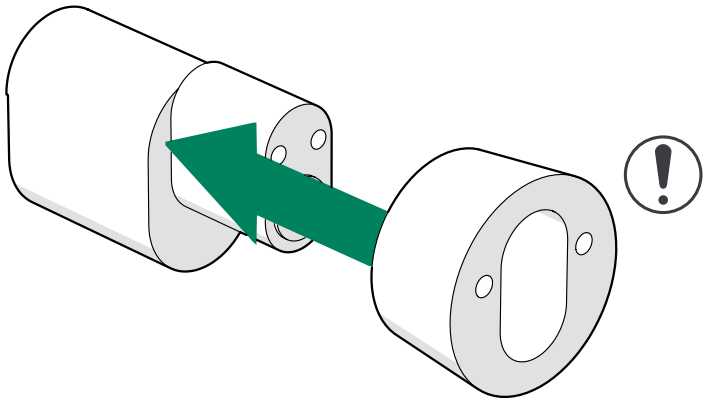
4. Tighten the set screw on the inside handle.

Note: Tighten the set screw. The resistance increases steadily until the screw pierces the spindle. In the final position, the head of the set screw is slightly above the handle surface.



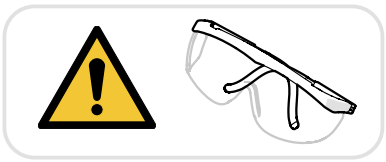
5. Assemble the smart lock cylinder and the cylinder escutcheon.

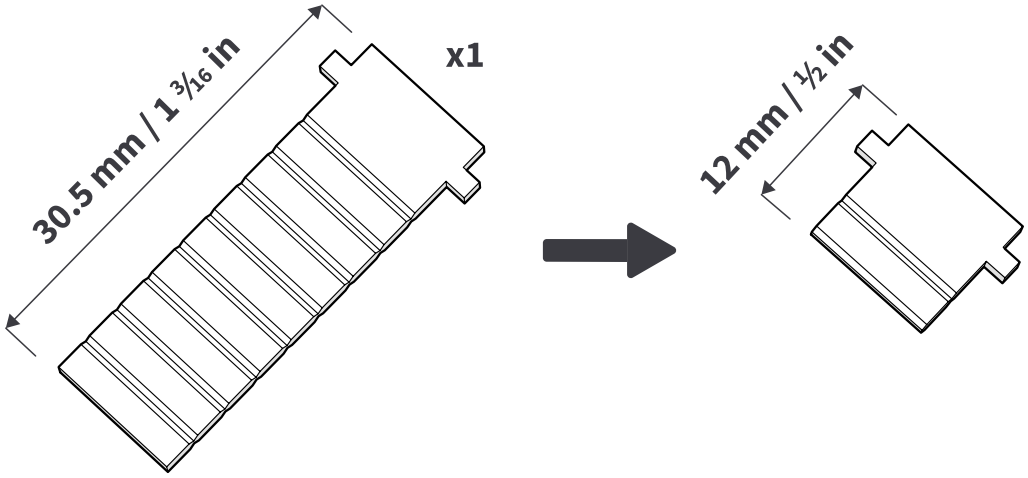
Note: Make sure that you install the cylinder escutcheon the right side up.



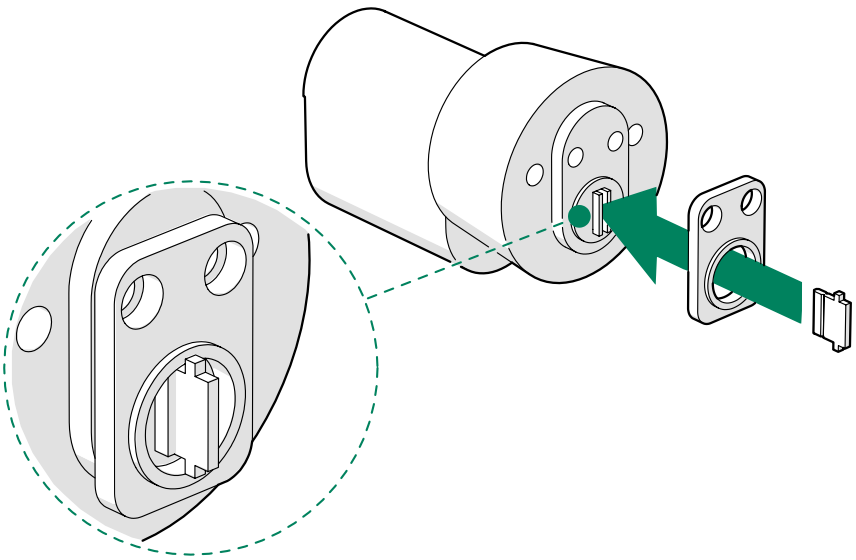
6. Shorten the twist spindle to the correct length at the second groove.

⚠ **Warning:** Wear safety glasses when cutting the twist spindle.



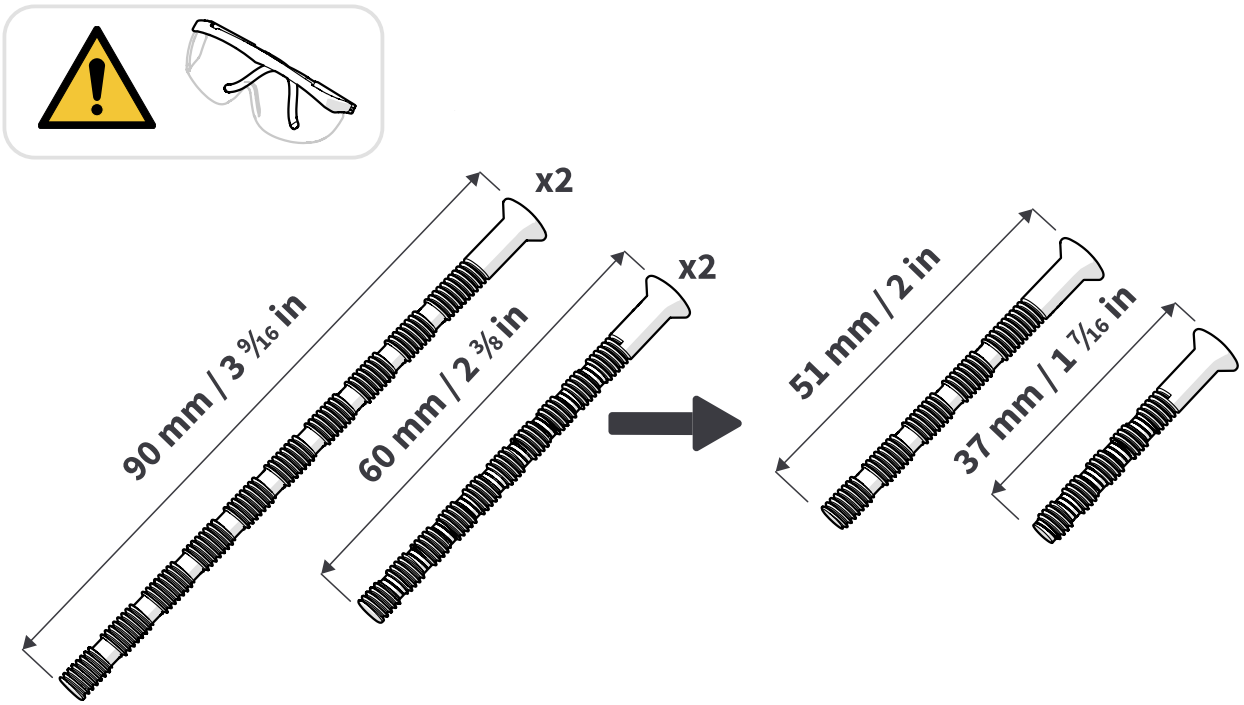


7. Push the twist spindle through the extension plate to the cylinder.
Extension plates are not needed if the cylinder lock is 34 mm or longer.



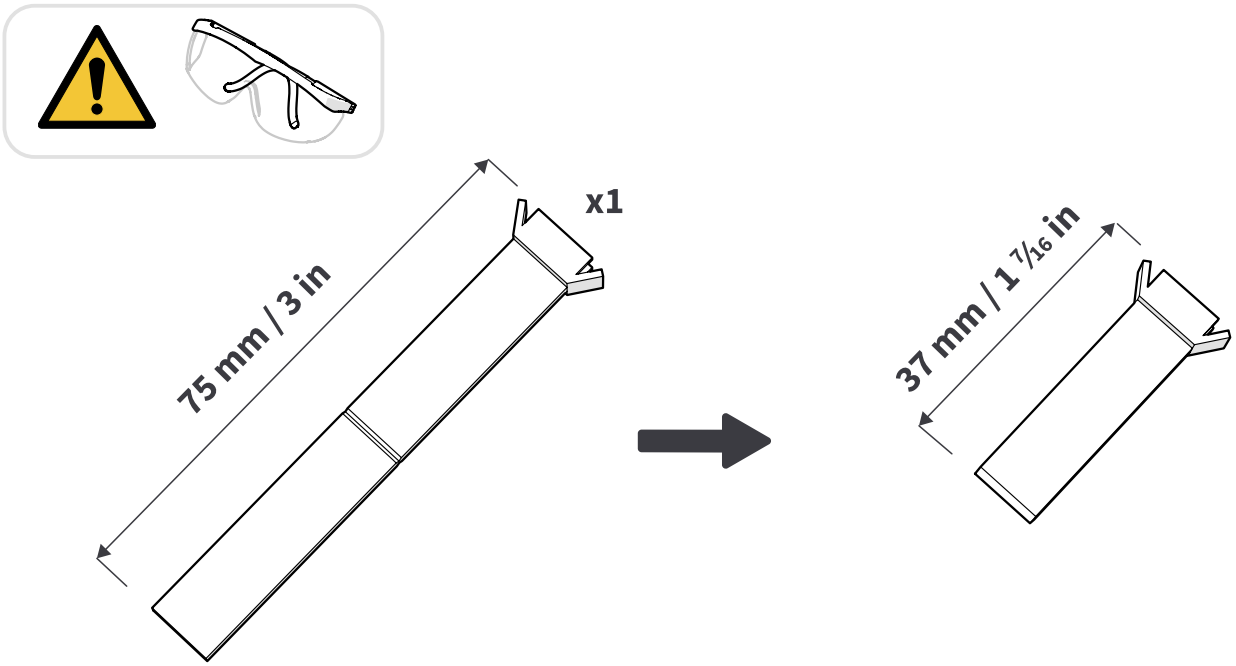
8. Shorten the M5 screws to the correct length.

⚠ **Warning:** Wear safety glasses when cutting the screws.

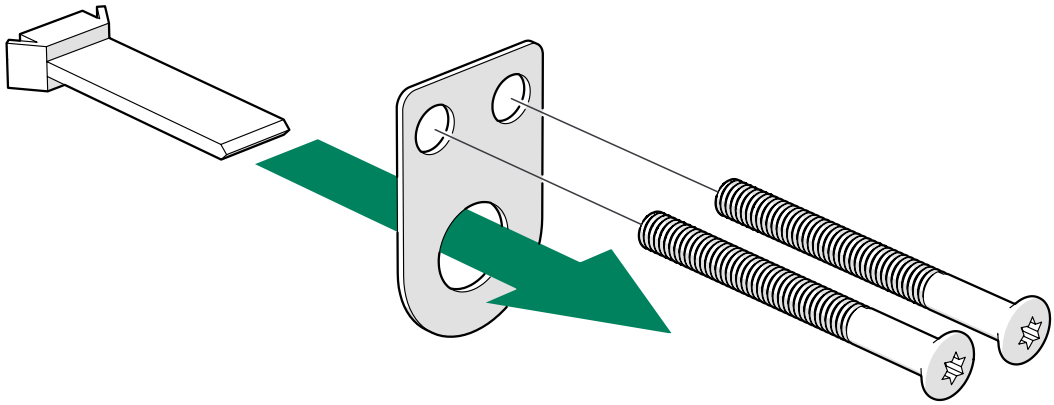


9. Shorten the twist spindle to the correct length at the first groove.

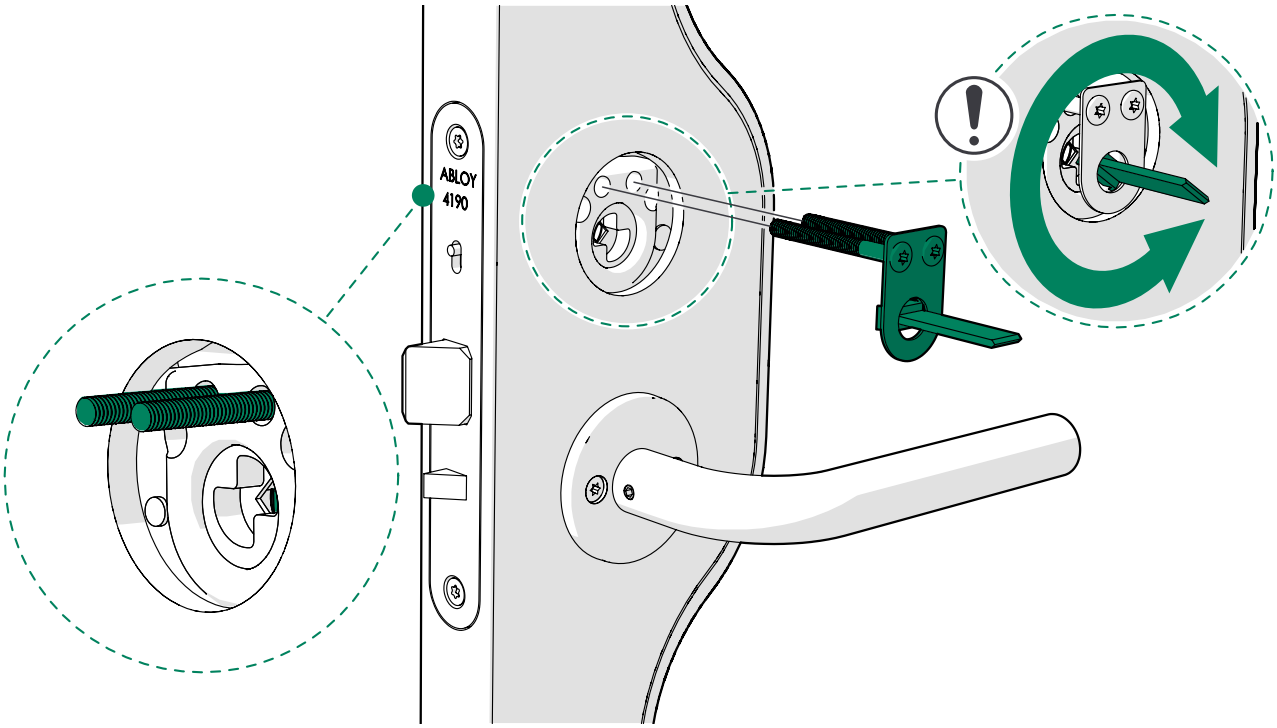
⚠ **Warning:** Wear safety glasses when cutting the twist spindle.



10. Assemble the connector plate, twist spindle, and the previously cut M5x36 screws (2 pcs).



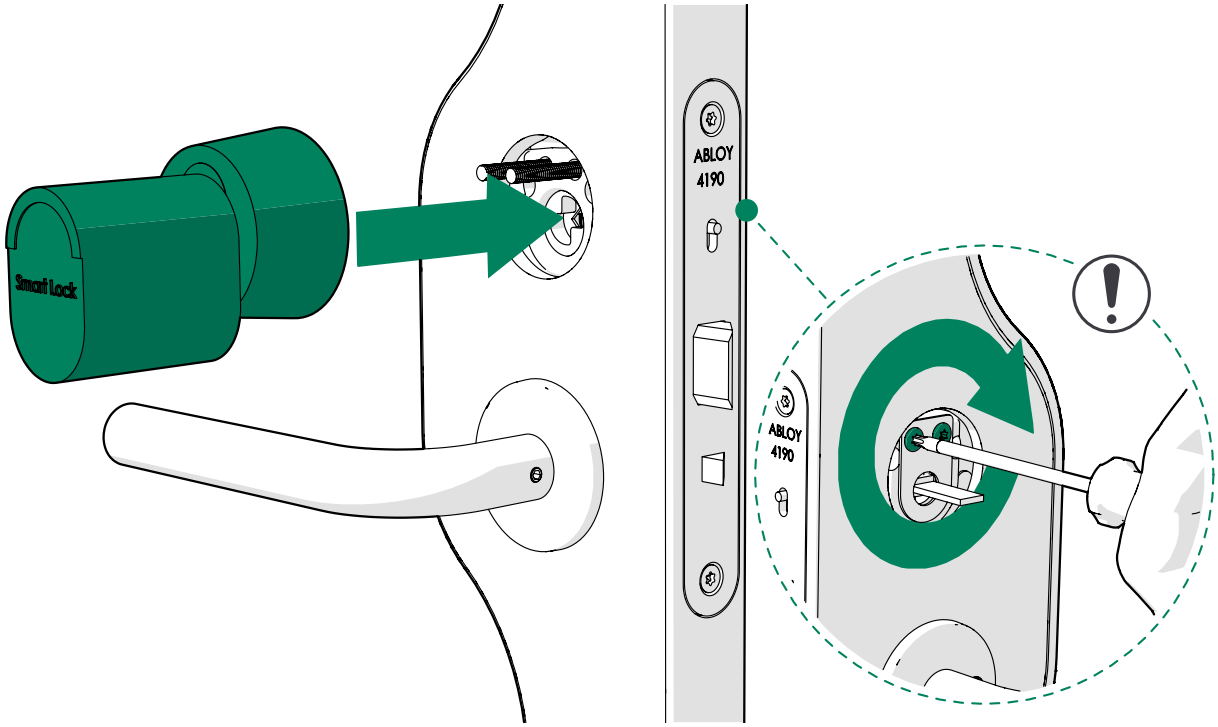
11. Place the connector plate assembly onto the upper openning on the inside of the door.



12. Install the smart lock assembly to the door and tighten the screws from inside.

Note: Use a manual screwdriver to tighten the screws. Do not overtighten.

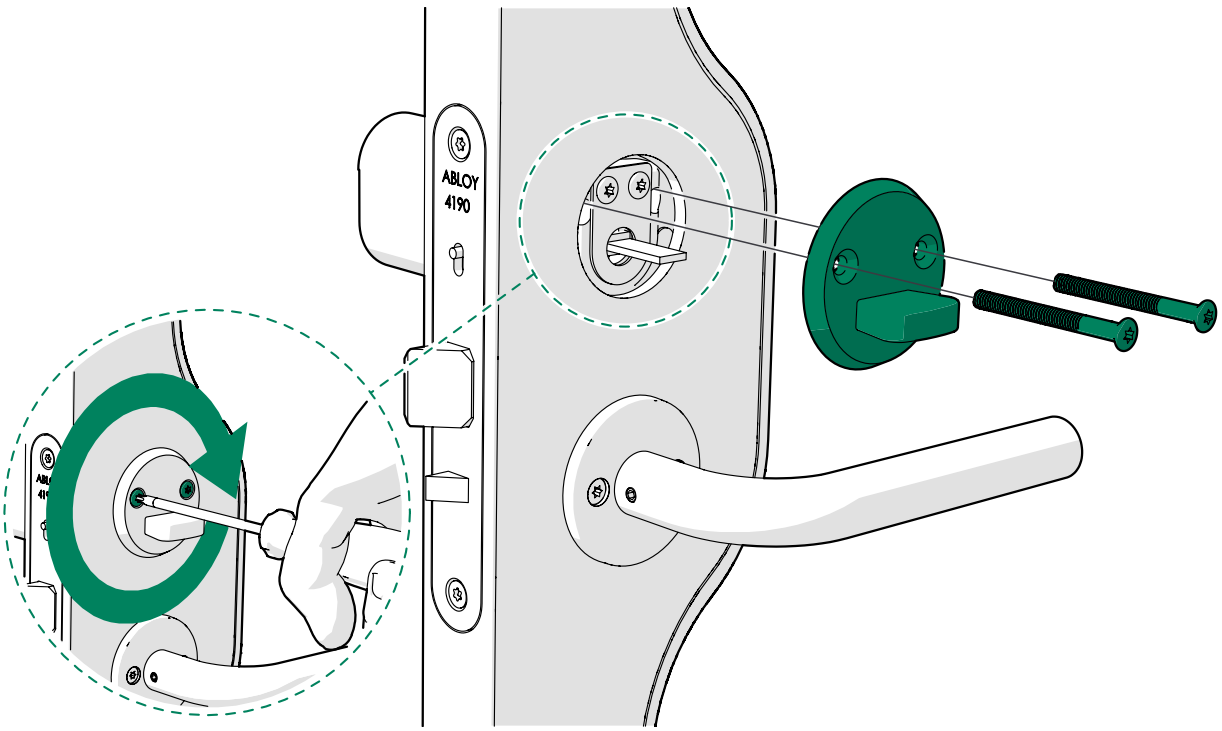
If the lock latch does not return easily to the starting position, loosen the screws slightly and check the lock function again.



13. Install the thumb turn on the inside of the door with the previously cut M5x50 screws (2 pcs).

Use a manual screwdriver to tighten the screws. Do not overtighten.

If the lock latch does not return easily to the starting position, loosen the screws slightly and check the lock function again.

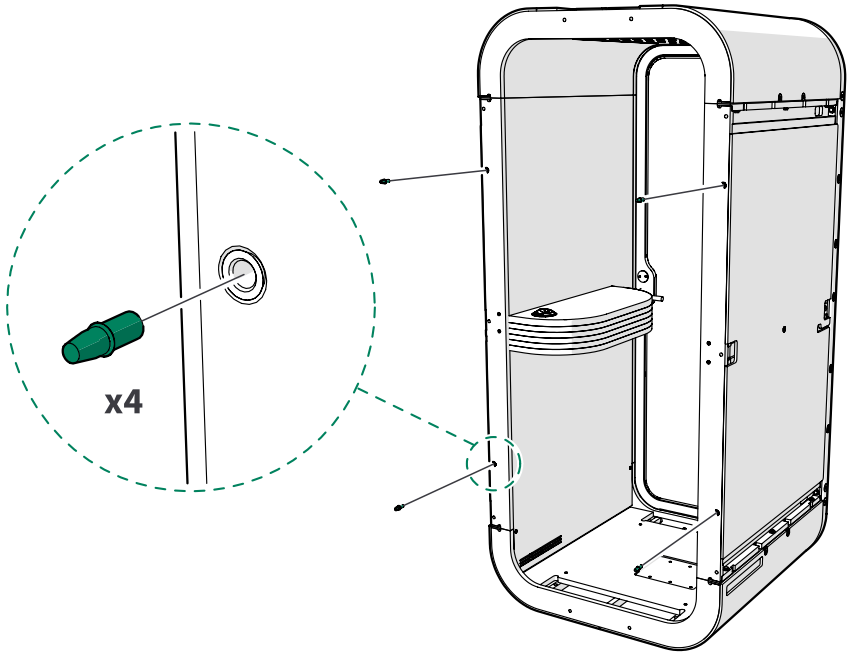


11 Install the glass wall

⚠ **Warning:** Heavy object, risk of injury! Lift carefully. Support the glass wall until securely fastened.

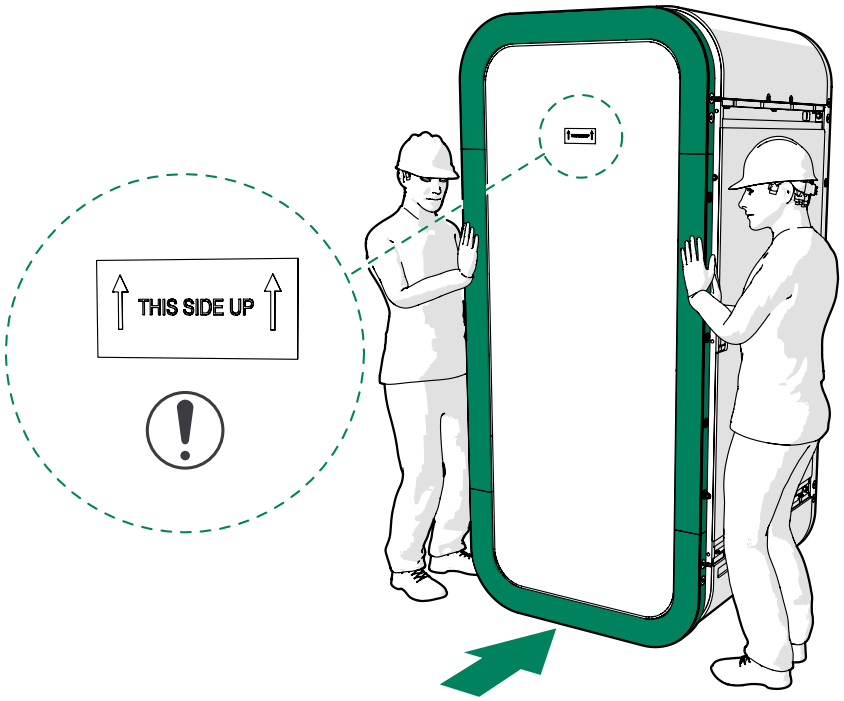
1. Install the guide pins (4 pcs) to the mounting holes of the wall module.

   Note: Make sure that the flat side of the guide pin goes into the mounting hole.



2. Lift the glass wall as close to the pod as possible. Use the suction cup.

   Note: Make sure that the glass wall faces the right side up according to the sticker.



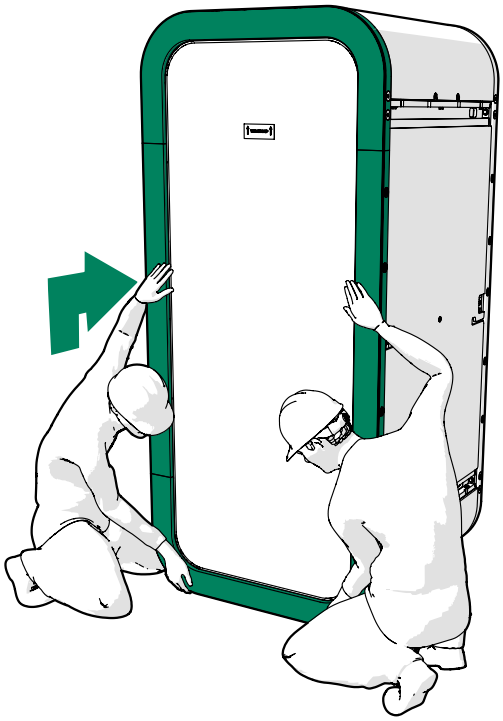
3. Kneel on the floor and lift the glass wall approx. 10 mm (½ in) to fit it into place.

⚠ **Warning:** Heavy object, risk of injury! Lifting requires 2 people.

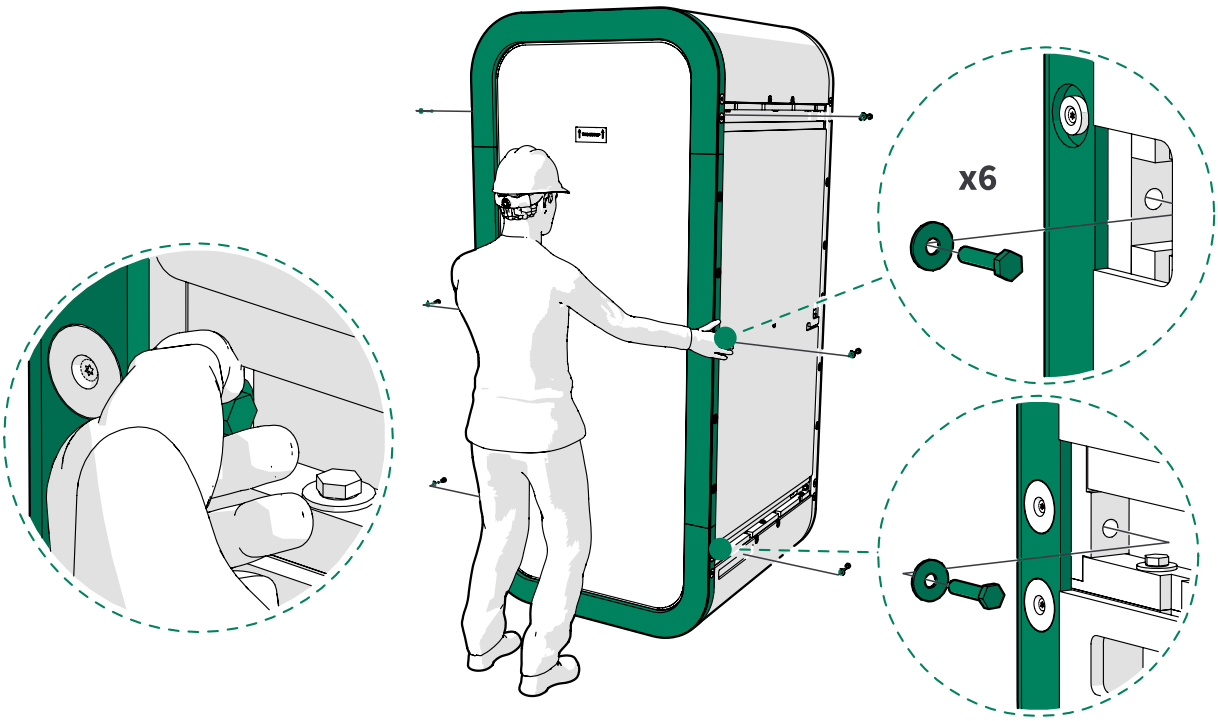
⚠ **Warning:** Do not crush your fingers between the glass wall and the wall module or floor.

⚠ **Warning:** Support the glass wall until securely fastened.

⚠ **Warning:** Make sure that the glass wall cannot tip over during installation.

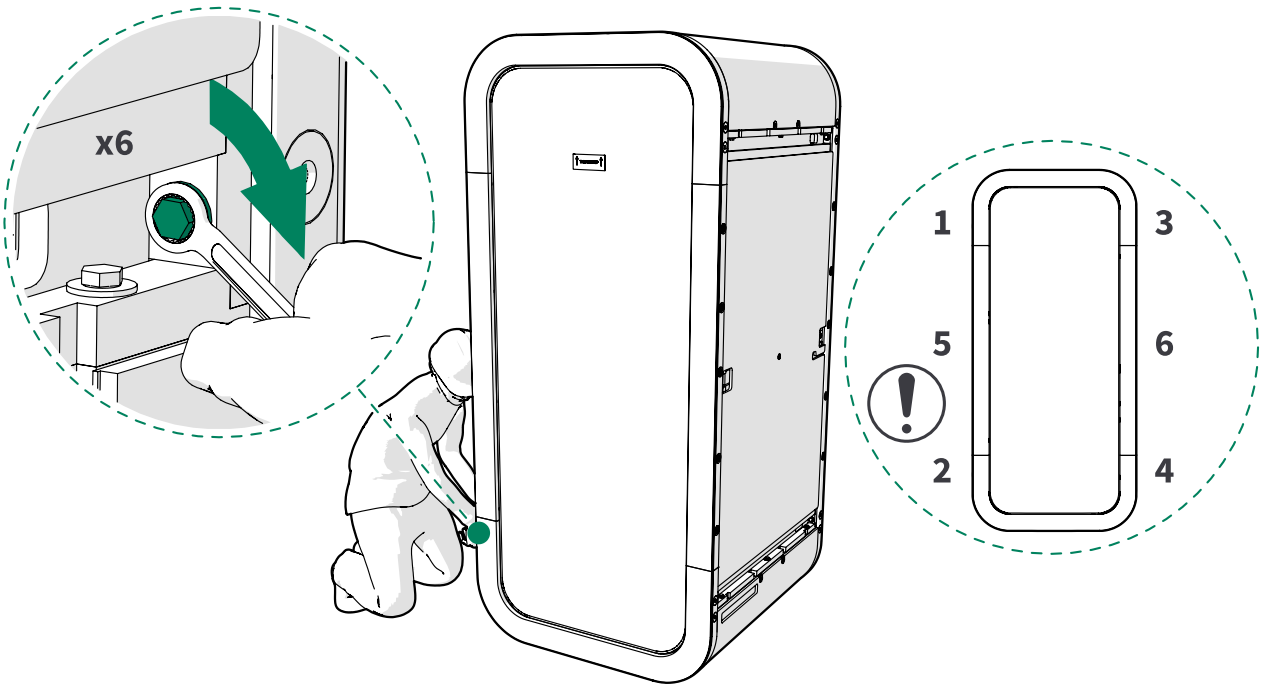


4. Support the wall and install it with M8x35 bolts (6 pcs) and M8 washers (6 pcs). Tighten the bolts by hand.



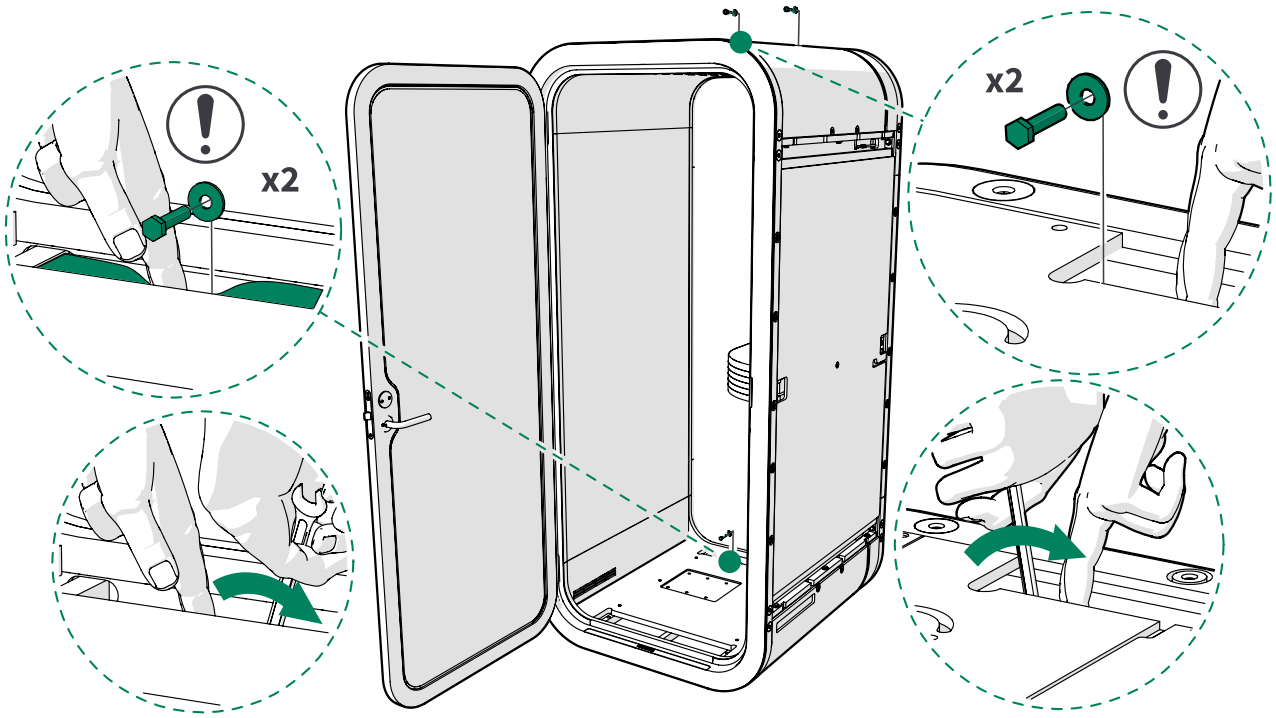
5. Tighten the bolts on the modules with a wrench.

Note: Make sure that you tighten the bolts in the correct order.



6. Install the M8x35 bolts (4 pcs) and M8 washers (4 pcs) to the roof and floor modules.

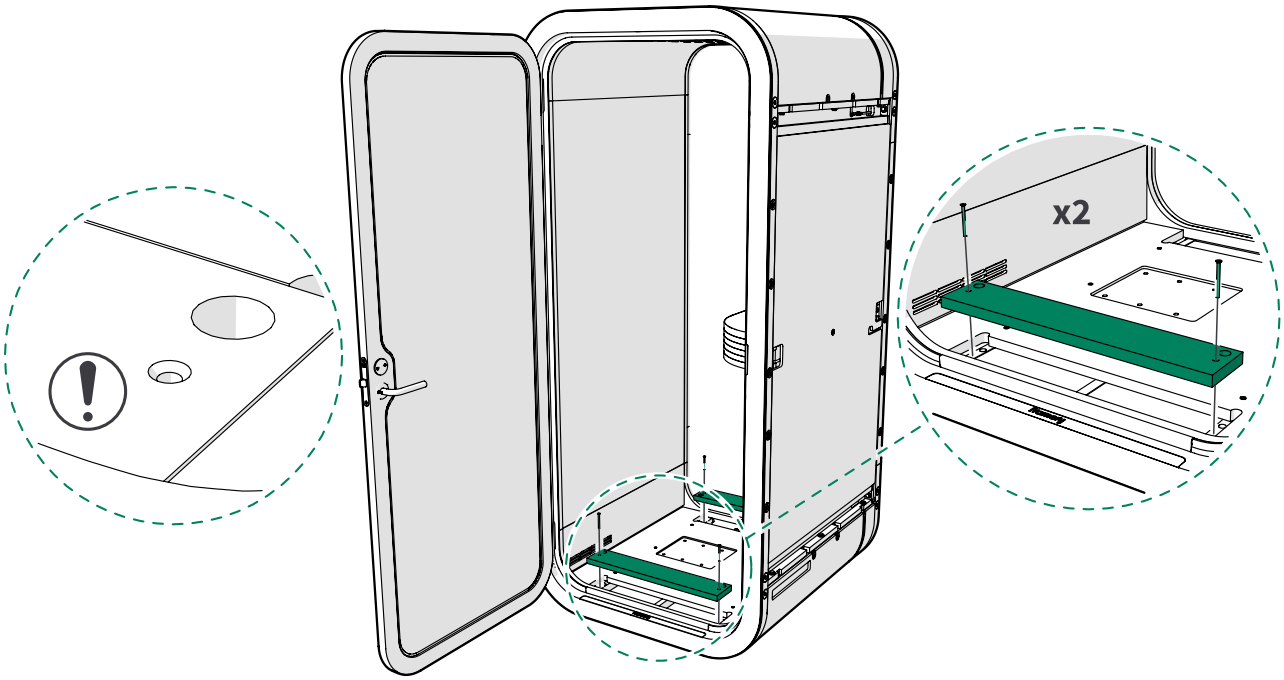
Note: Press the acoustic panel aside to reach the bolt holes. Make sure that you return the acoustic panel to its original position.



11.1 Install the floor cover panels

Install the floor cover panels (2 pcs) with 5x60 countersunk screws (2 pcs each).

Note: Place the countersunk holes upwards. Use the existing screw holes.

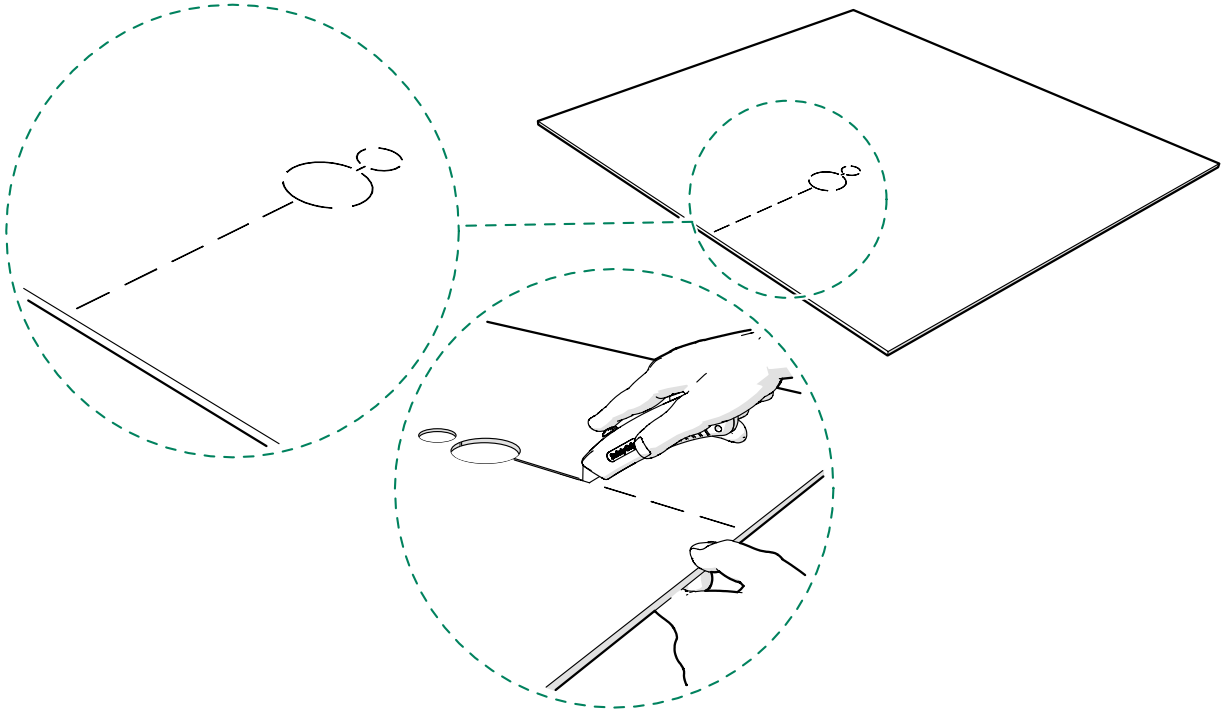

x2

12 Install the interior

12.1 Install the stool and carpet

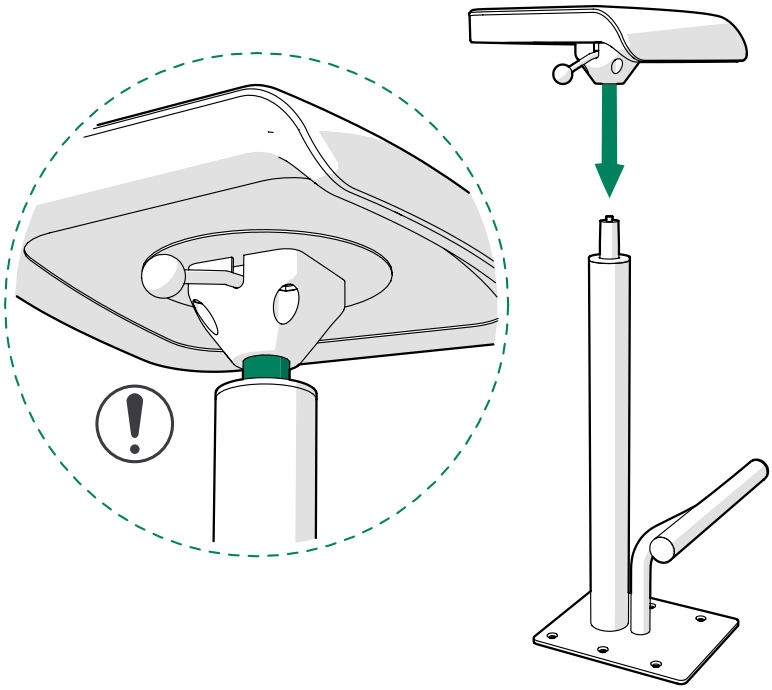
1. If you install the Tovi stool, cut open the carpet using the dashed lines underneath the carpet as reference.

   Note: Do not cut the carpet if you have not ordered the Tovi stool.



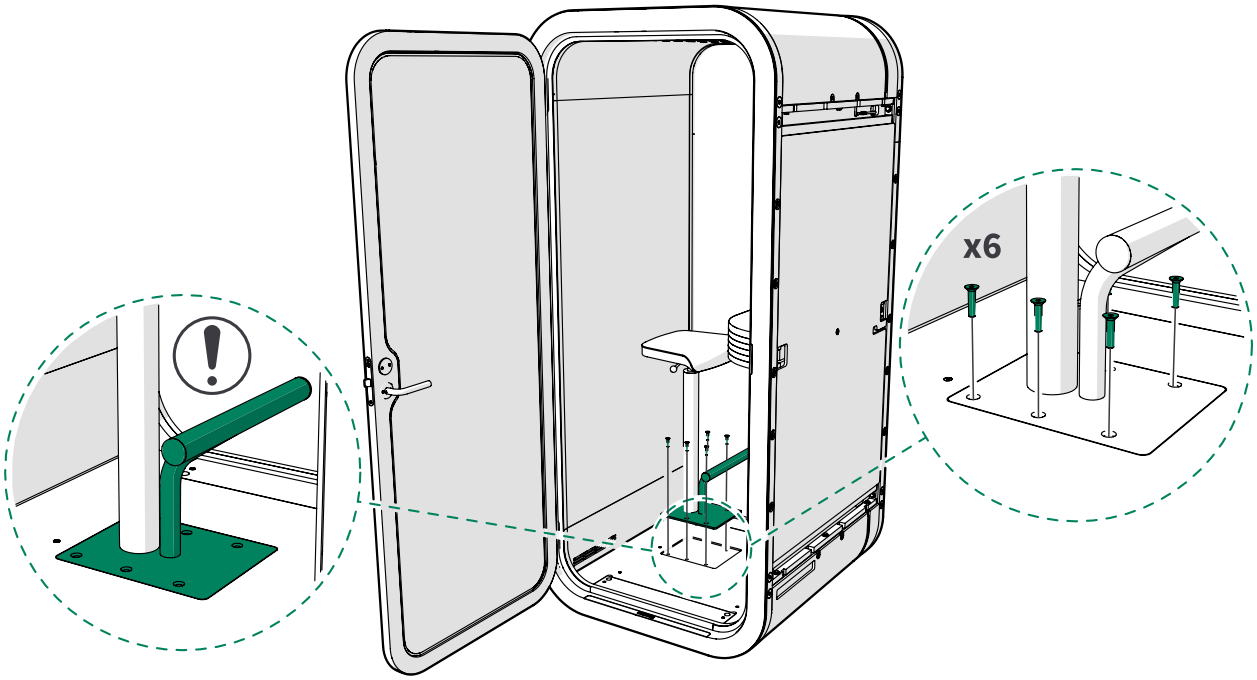
2. Push the seat onto the gas spindle of the stool leg.

Note: Make sure that the spindle is securely inside the seat.



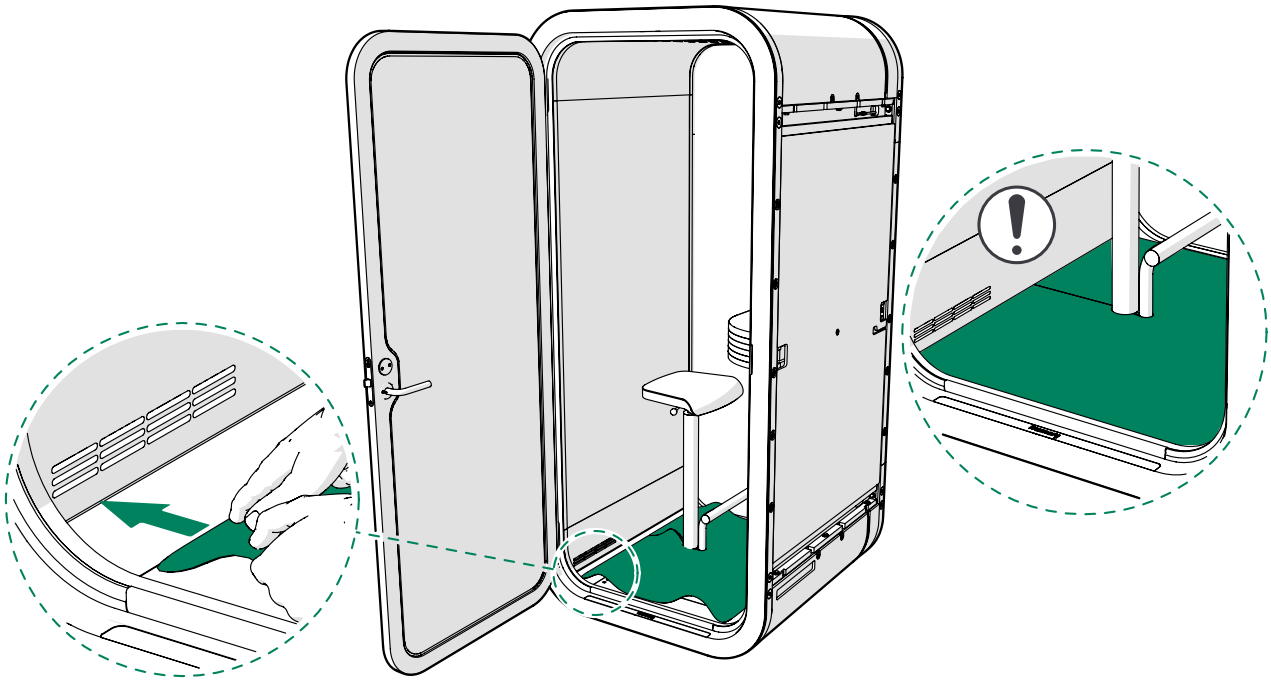
3. Place the stool into the mounting notch of the floor module. Install the stool with black M8x25 countersunk screws (6 pcs).

Note: Make sure that the footrest is on the table side.



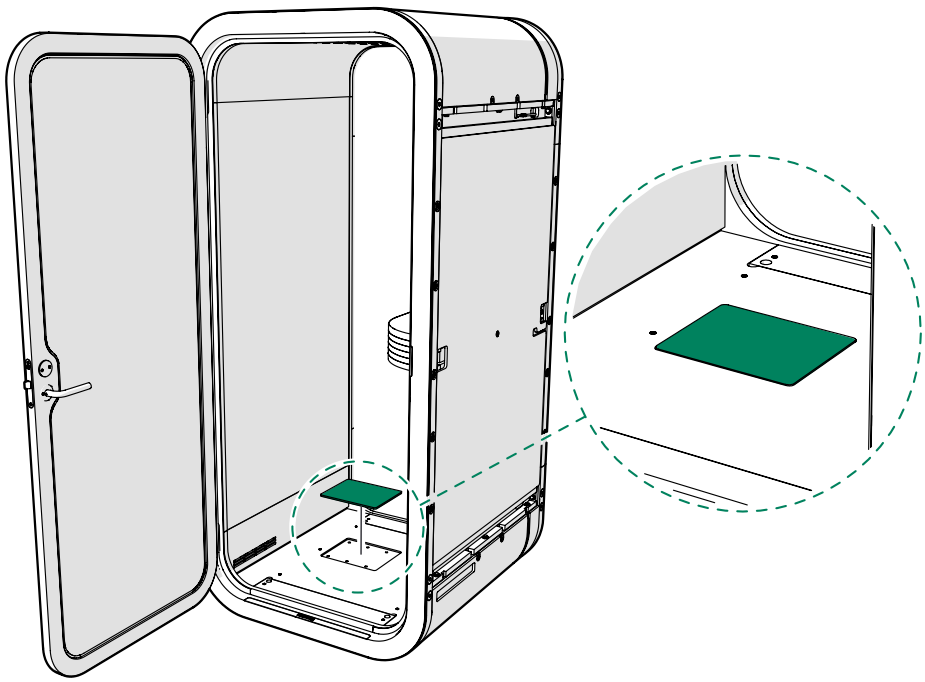
4. Slide the carpet around the stool and under the wall felt.

Note: Make sure that the carpet is firmly in place and that there are no bumps.



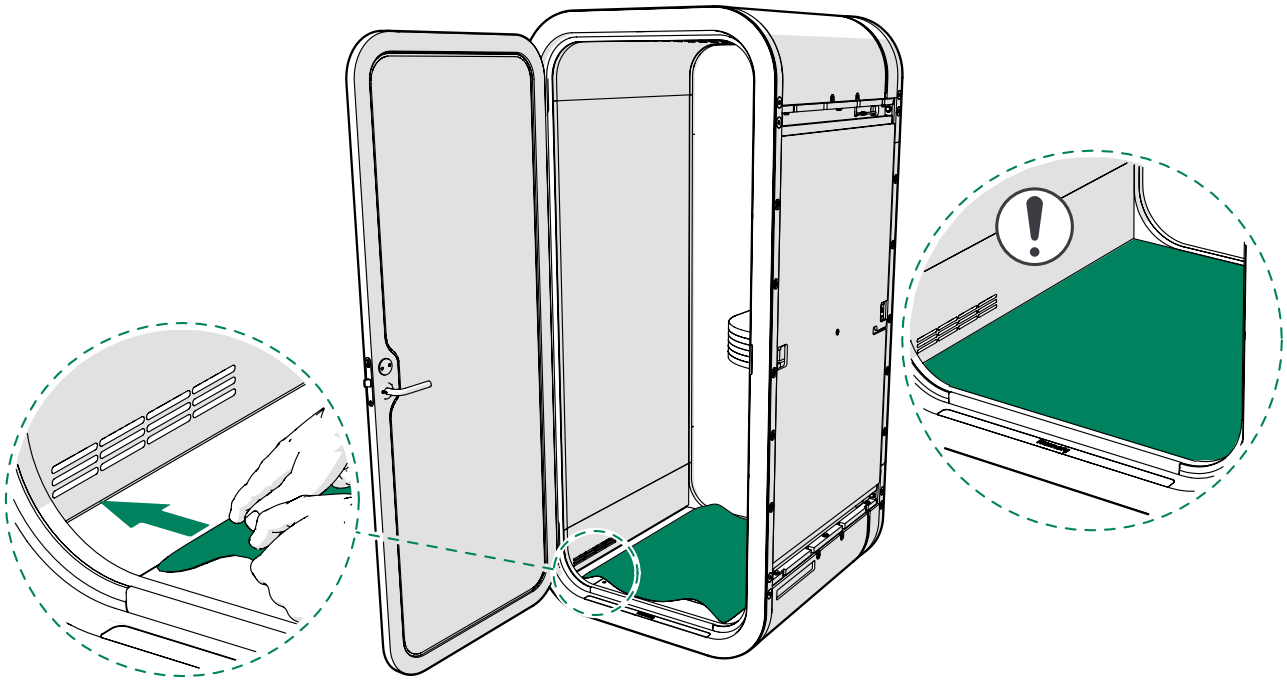
12.2 Install the carpet (no stool)

1. Place the cover plate into the stool mounting notch of the floor module.



2. Slide the ends of the carpet under the wall felts.

Note: Make sure that the carpet is firmly in place and that there are no bumps.



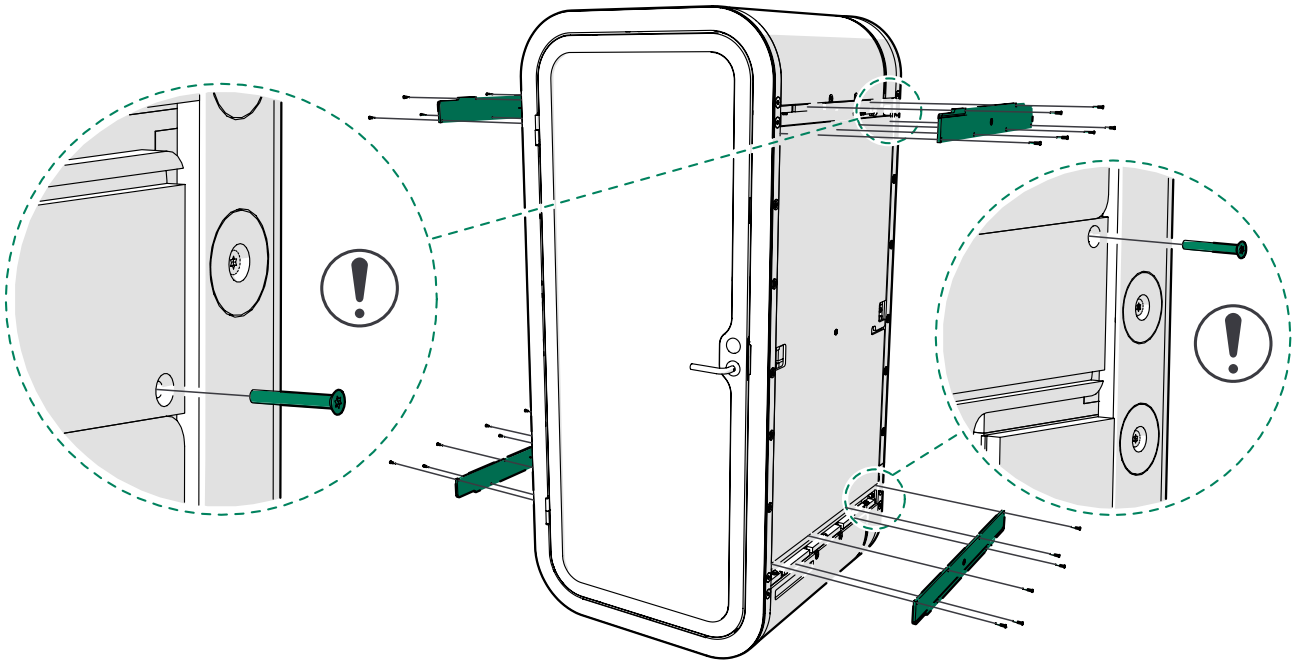
13 Install the cover panels and power cord

13.1 Install the wall cover panels

Reinstall the wall cover panels (4 pcs) with 4x30 screws (6 pcs each).

Note: Make sure that the grooves in the panels are on the outer edge of the panel. Place the countersunk holes upwards. Use the existing screw holes.

Note: If you install for the first time, you need two extra screws per panel, in addition to the ones removed at the beginning of the installation. Install the two additional screws to the two vacant countersunk holes in the cover panels.

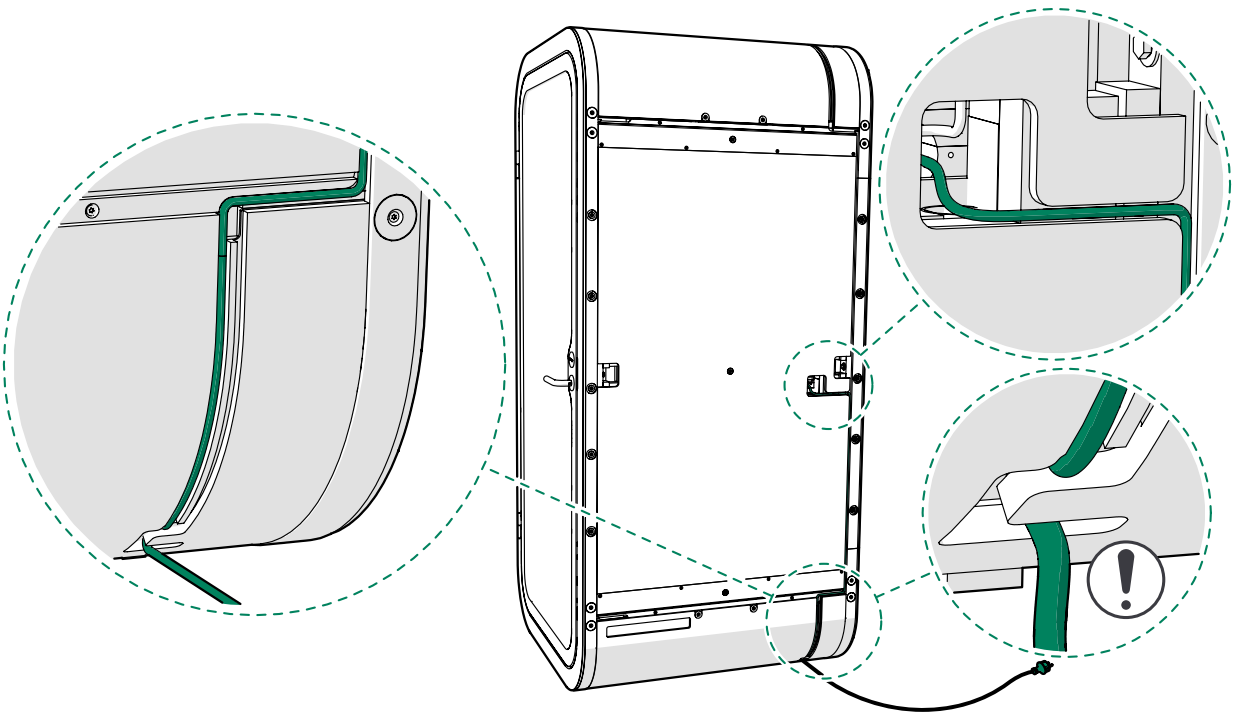


13.2 Install the power cord from the floor

If you intend to install the power cord from the roof, see **Install the power cord from the roof (optional)** on page 64.

Guide the power cord down the side of the pod's wall and into the electrical duct in the floor module.

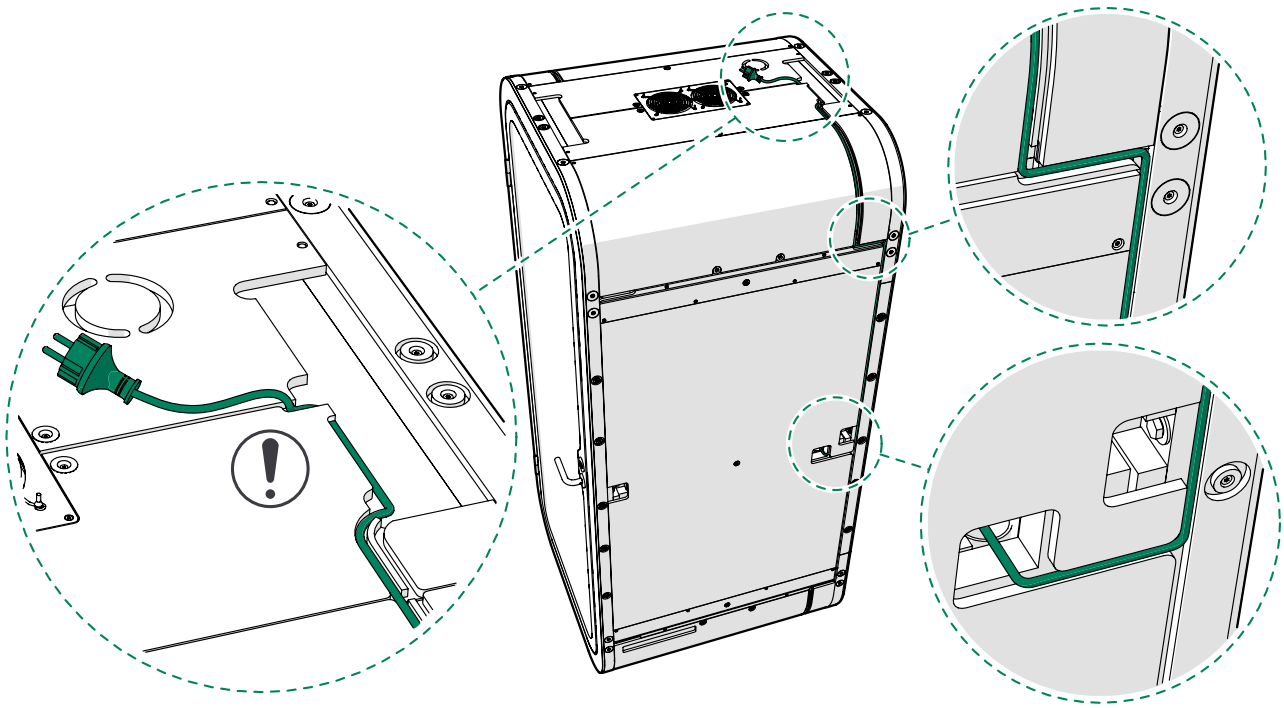
Note: Guide the power cord under the strain relief.



13.3 Install the power cord from the roof (optional)

Guide the power cord up the side of the pod's wall and into the electrical duct in the roof module.

Note: Guide the power cord under the strain relief.

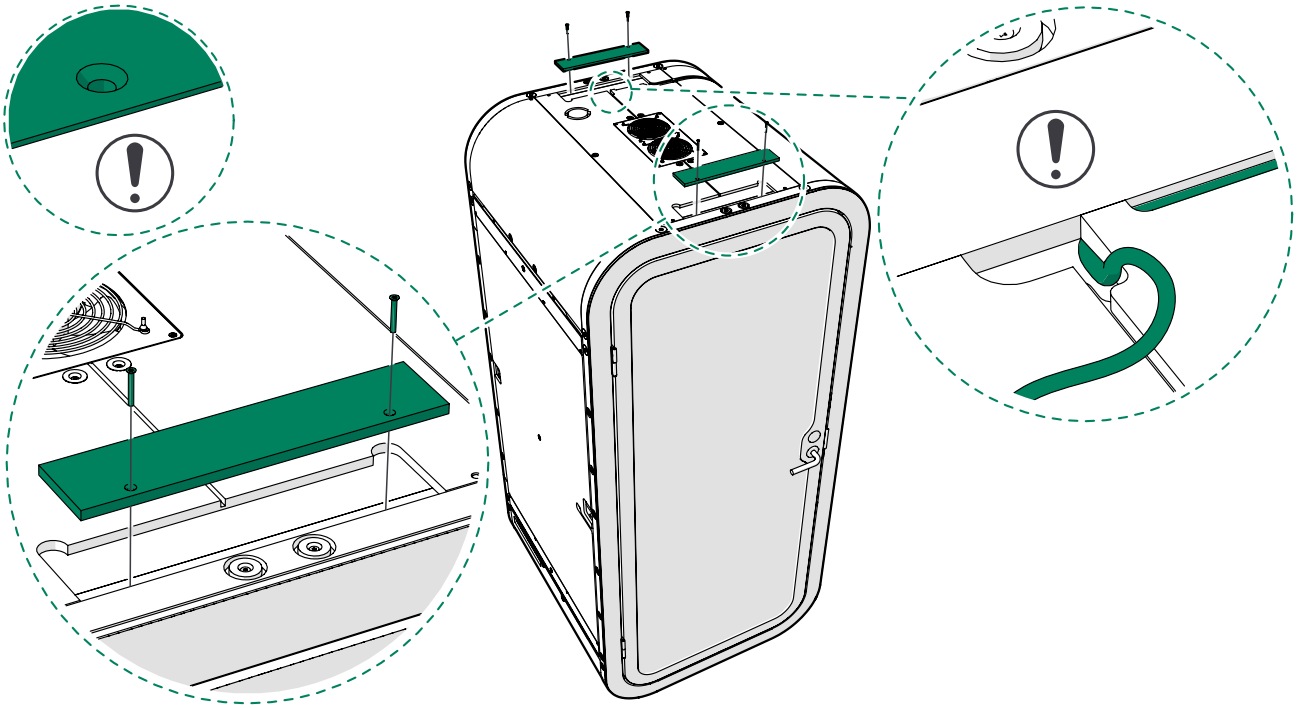


13.4 Install the roof cover panels

Install the roof cover panels (2 pcs) with 4x30 screws (2 pcs each).

Note: Place the countersunk holes upwards. Use the existing screw holes.

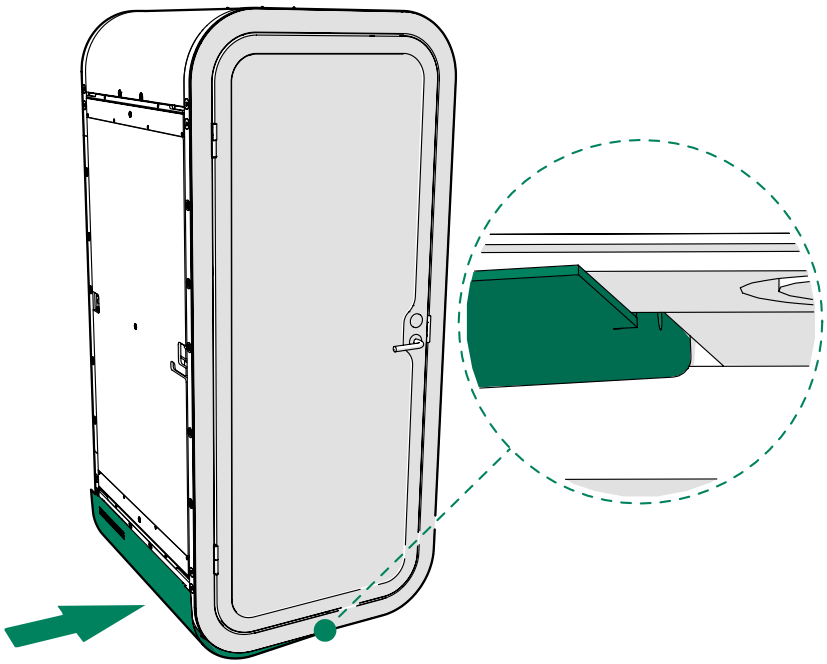
Note: If you installed the power cord to the roof module, make sure that it is in the notch and is not damaged during the cover panel installation.



14 Install the body covers

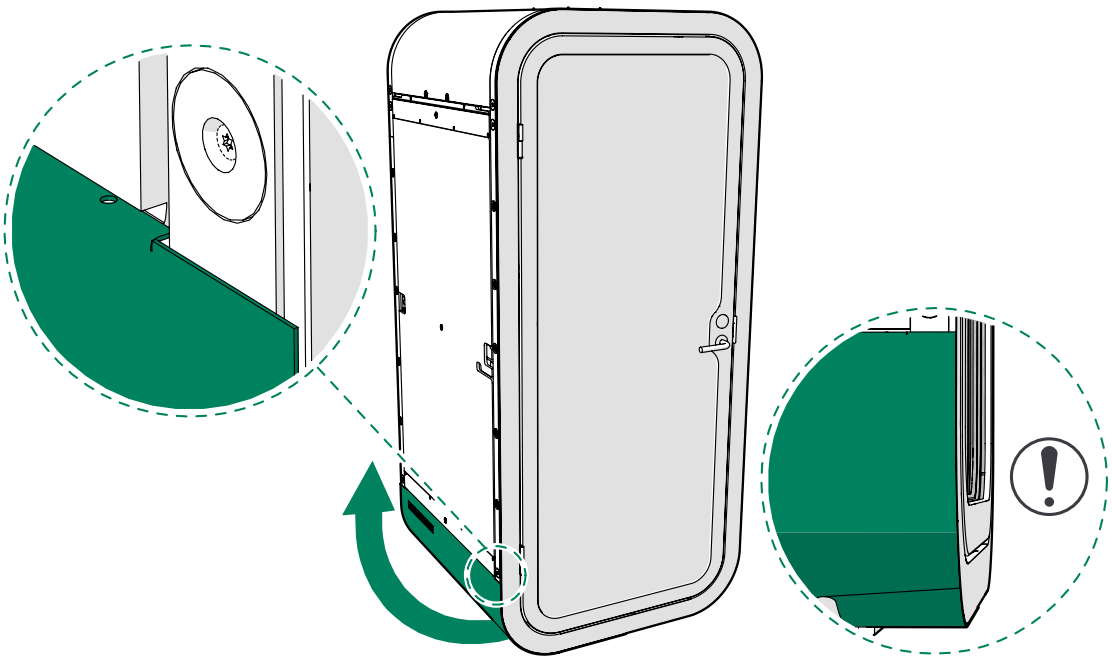
14.1 Install the bottom body covers

1. Slide the left-hand bottom body cover under the pod.
2. Guide the body cover folds into the installation grooves under the pod.



3. Pull the body cover outwards and upwards at the same time. Guide the cover folds into the installation grooves on the sides of the pod.

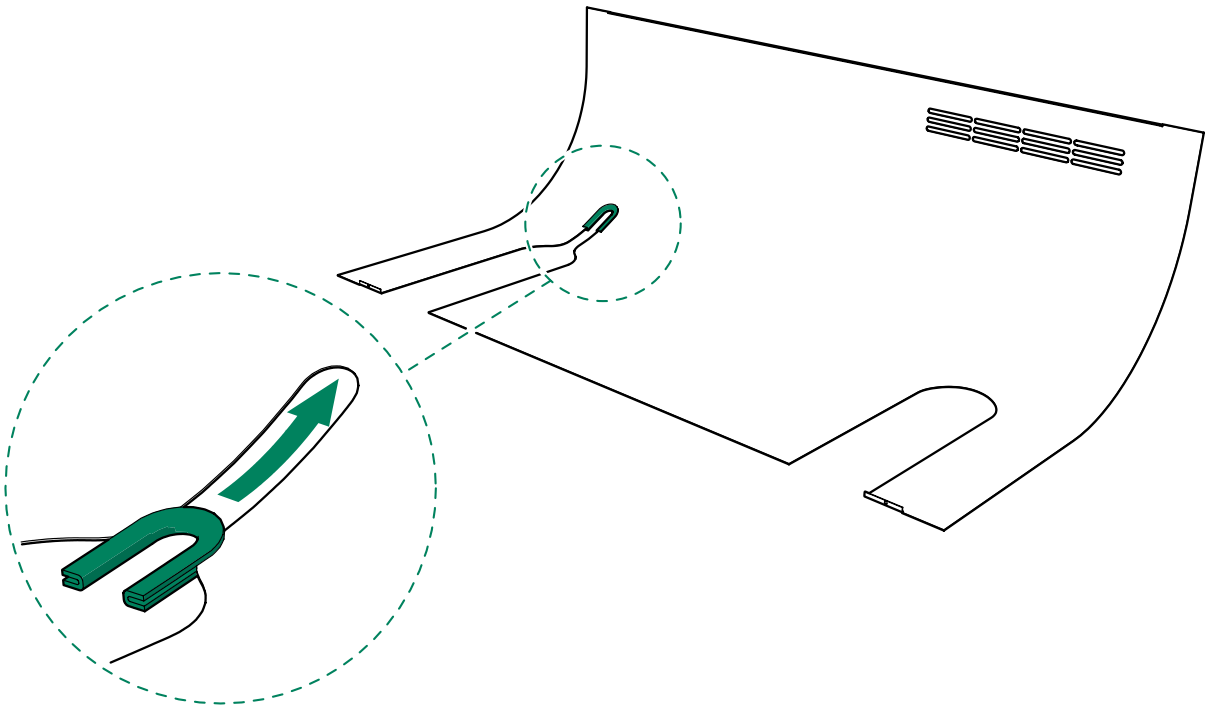
Note: Align the body cover to the door frame. Make sure that there are no gaps between the body cover and the door frame. Make sure that the body cover is installed evenly and aligned correctly.



4. If you installed the power cord to the floor module, install the lead-through rubber to the right-hand bottom body cover.

   Bend the rubber into shape before installing it.

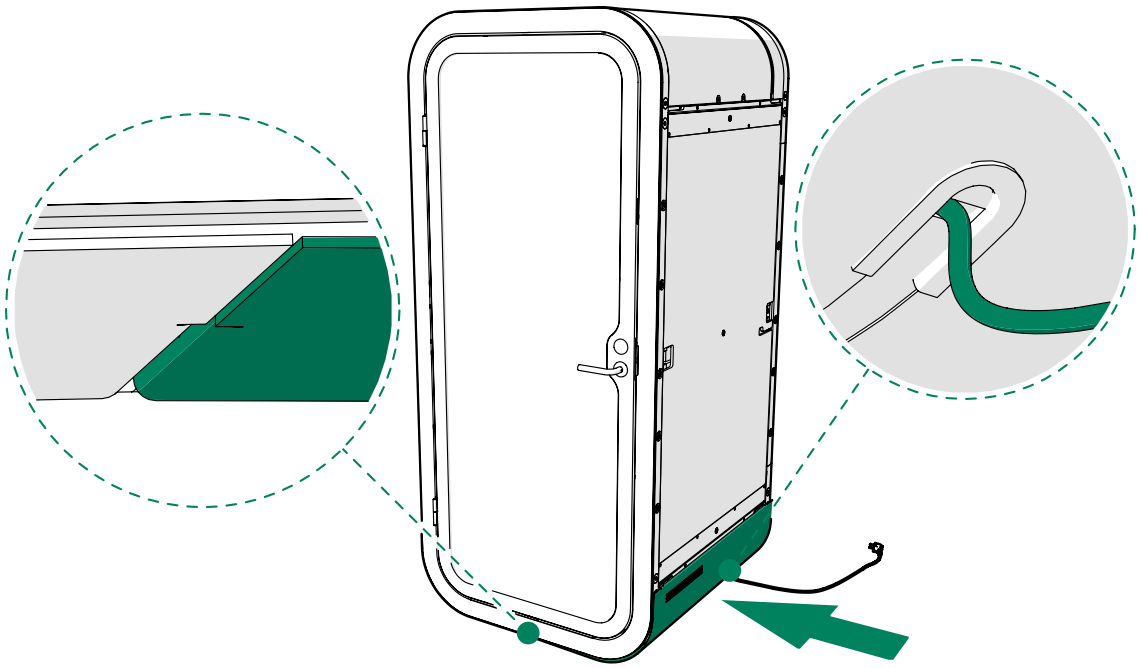
Note: You only have to do this when installing for the first time.



5. Slide the right-hand bottom body cover under the pod.

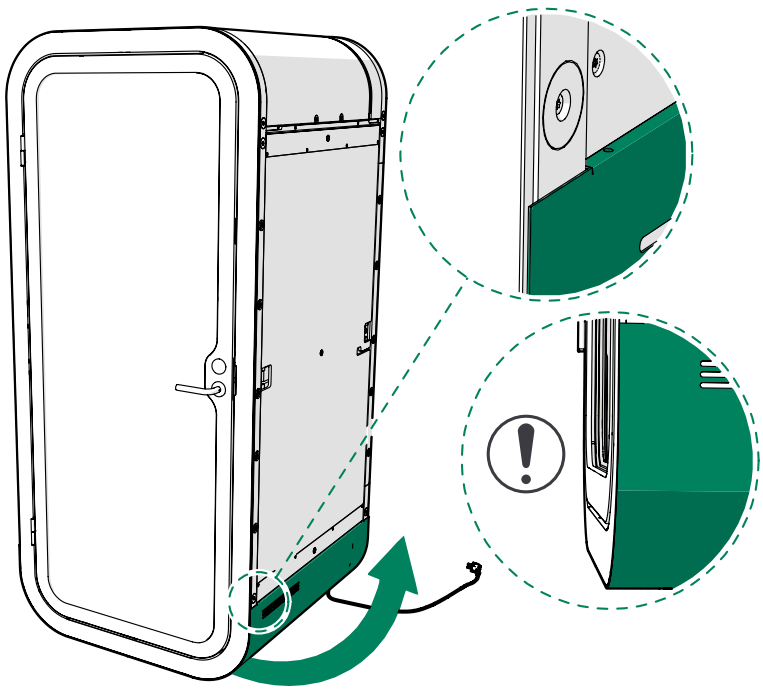
   Note: If you installed the power cord to the floor module, guide it through the lead-through and support it while sliding the body cover into place.

6. Guide the body cover folds into the installation grooves.



7. Pull the body cover outwards and upwards at the same time. Guide the cover folds into the installation grooves.

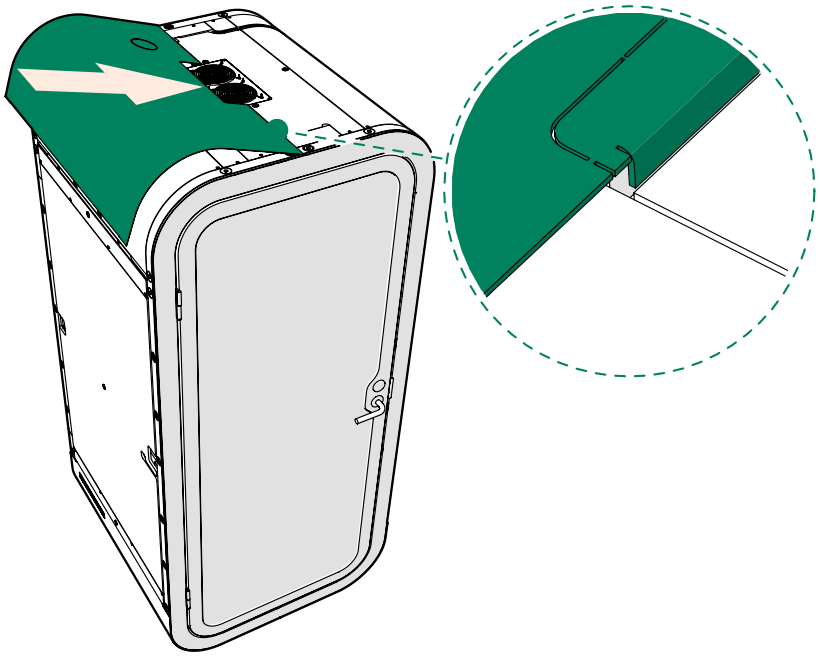
   Note: Align the body cover to the door frame. Make sure that there are no gaps between the body cover and the door frame. Make sure that the body cover is installed evenly and aligned correctly.



14.2 Install the roof body covers

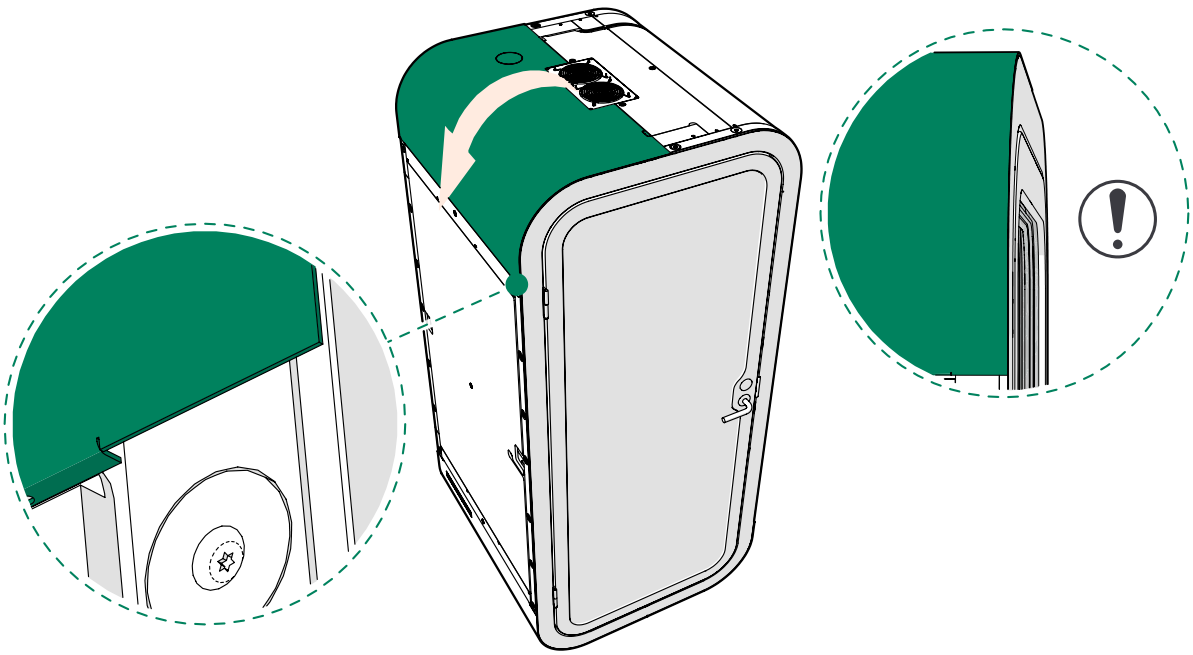
Set the roof body covers into place one at a time.

1. Place the upper fold of the roof body cover into the installation groove on the left-hand side of the roof.



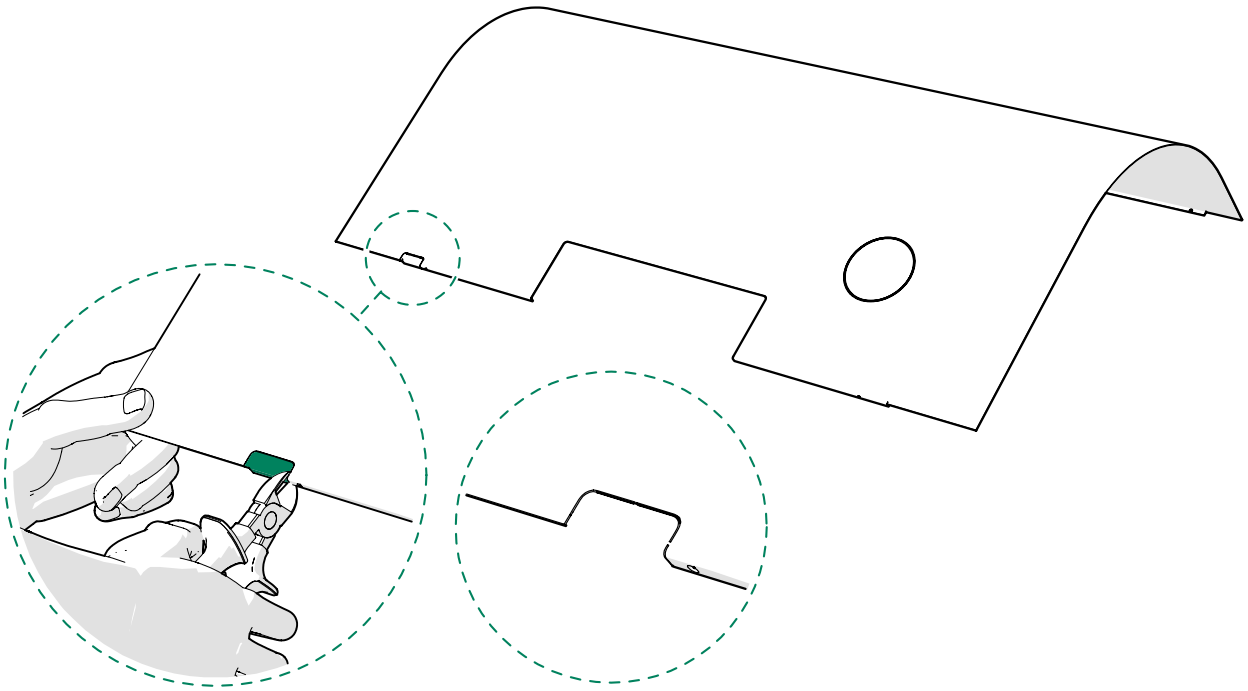
2. Pull the body cover outwards and downwards at the same time. Push the lower fold of the body cover into the lower installation groove.

Note: Align the cover to the door frame. Make sure that there are no gaps between the body cover and the door frame. Make sure that the body cover is installed evenly and aligned correctly.



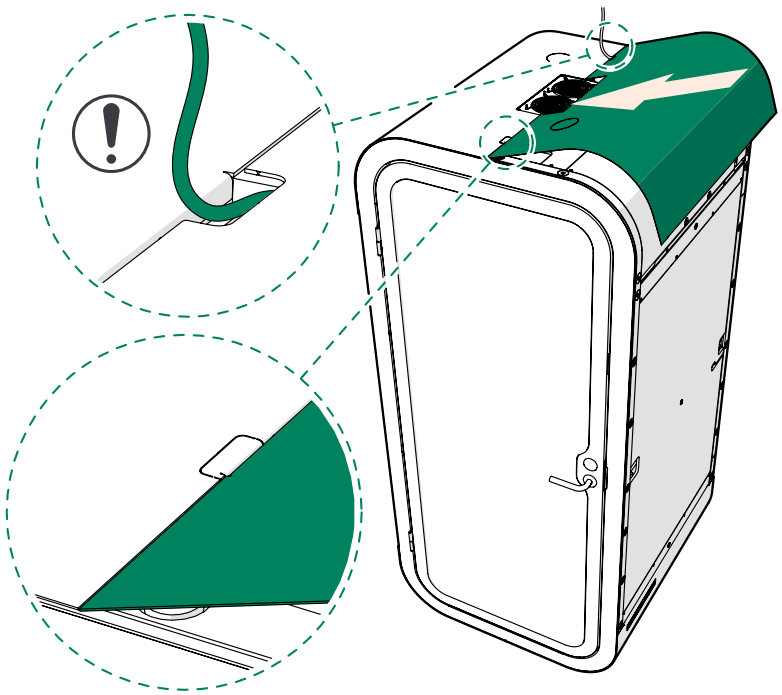
3. If you have installed the power cord to the roof module, cut the notch out of the remaining body cover.

Note: You only have to do this when installing for the first time.



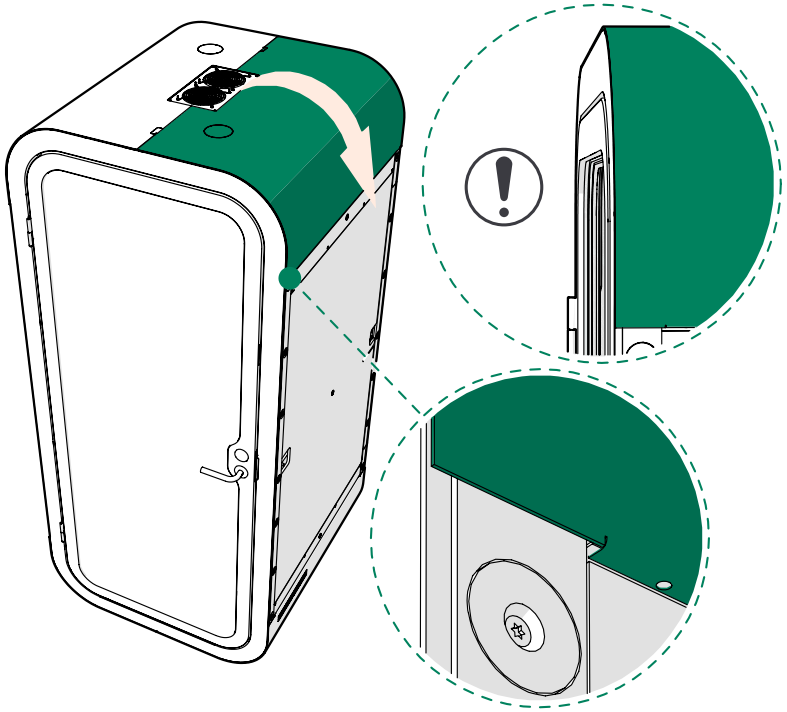
4. Place the upper fold of the roof body cover into the installation groove on the right-hand side of the roof.

Note: If you installed the power cord to the roof module, guide the power cord out of the cut in the cover.



5. Pull the body cover outwards and downwards at the same time. Push the lower fold of the body cover into the lower installation groove.

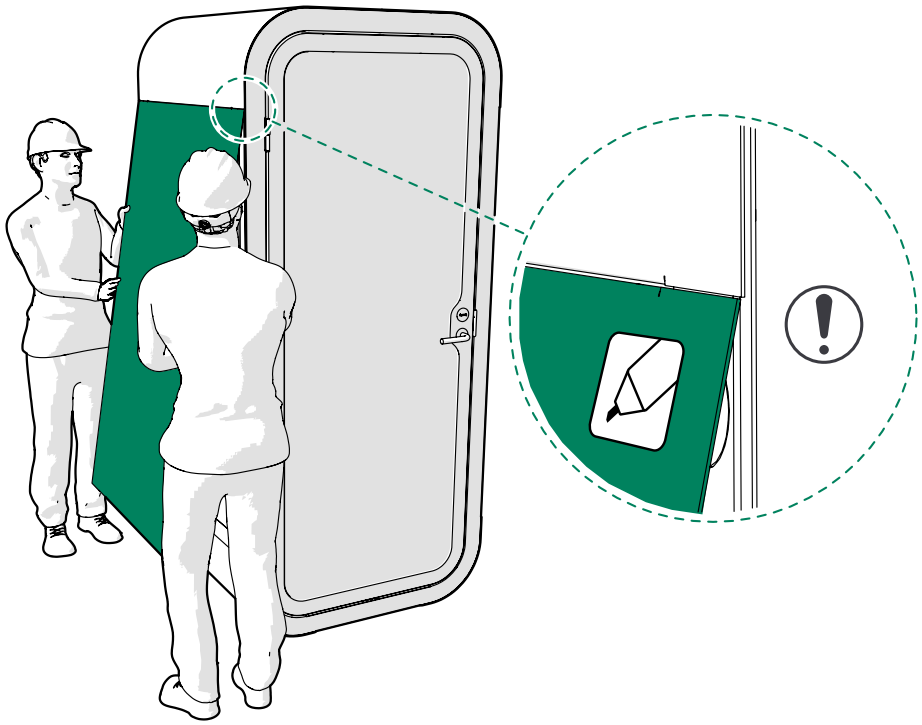
Note: Align the cover to the door frame. Make sure that there are no gaps between the body cover and the door frame. Make sure that the body cover is installed evenly and aligned correctly.



14.3 Install the wall body covers

1. Guide the edge of one wall body cover into the groove at the top of the wall.

Note: If installing the optional whiteboard wall body covers, make sure that the sticker is in the upper right corner.



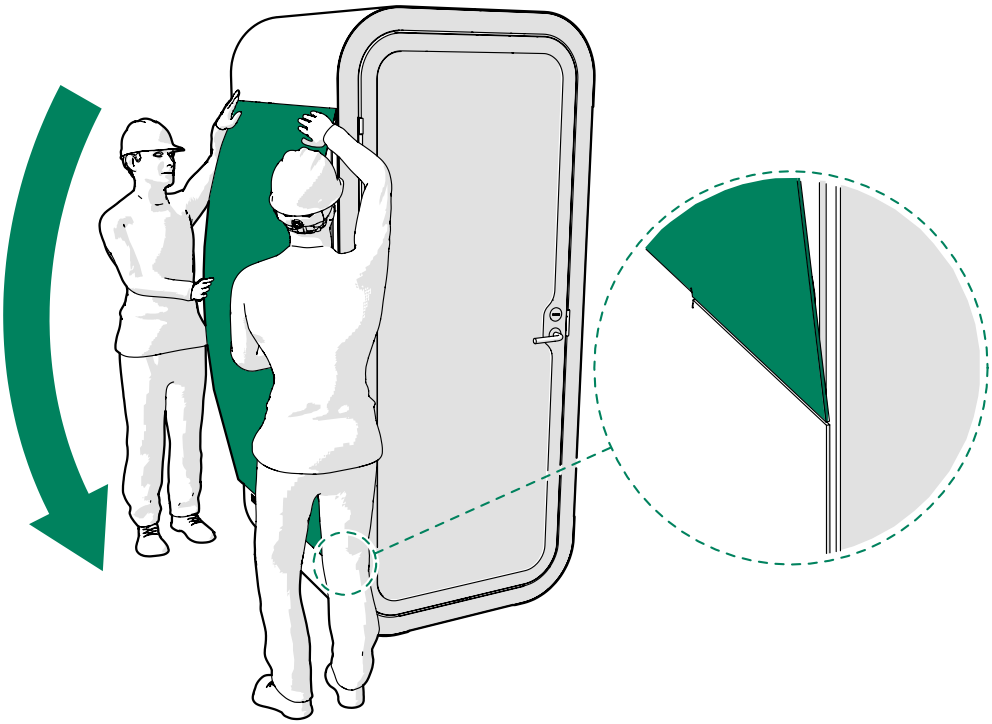
2. Press the body cover into the upper groove with one hand and bend the body cover lightly outward with your other hand. Slide the lower edge of the body cover into the groove at the bottom of the wall and press the body cover into place.

   Note: Make sure that the power cord is not damaged.

   Note: Align the cover to the door frame and the floor body covers.

   Note: Make sure that there are no gaps between the body cover and the door frame.

   Note: Make sure that the body cover is installed evenly and aligned correctly. Use a white rubber mallet to tap the wall covers into alignment if needed.



3. Repeat the steps for the other wall body cover.

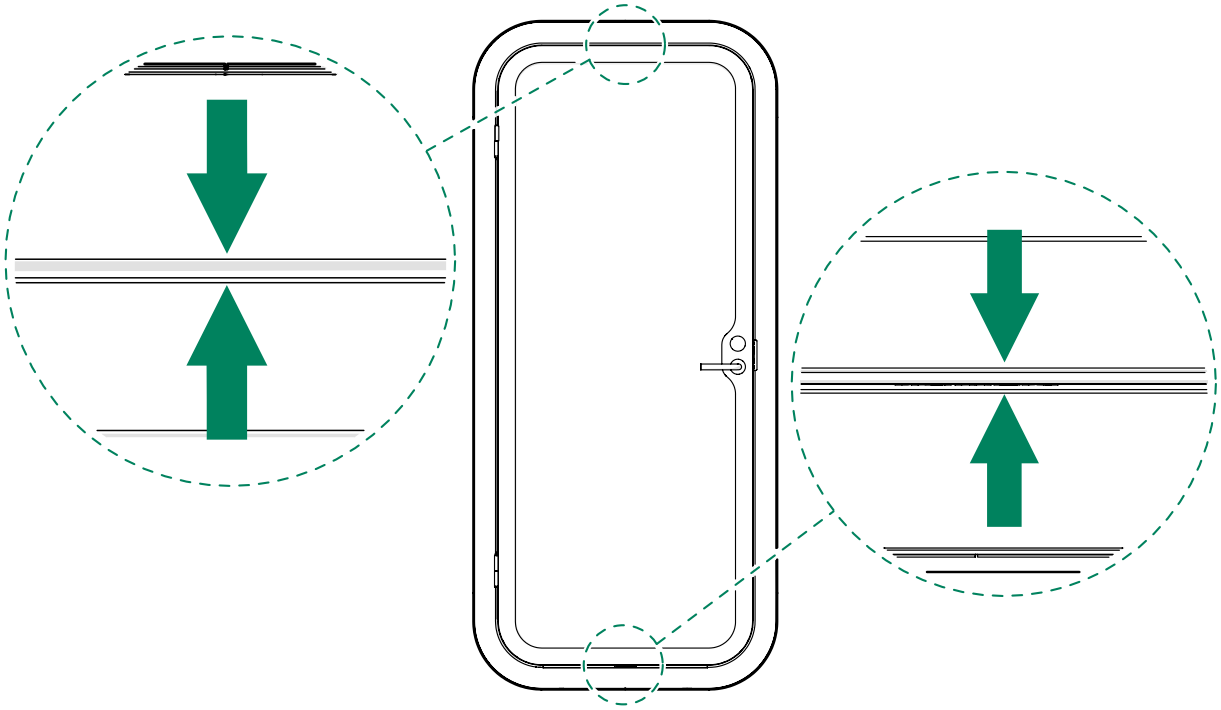
15 Perform final checks

15.1 Check the door alignment

Make sure that the door is aligned correctly.

There must be an equal amount of empty space between the upper and lower parts of the door and the frame.

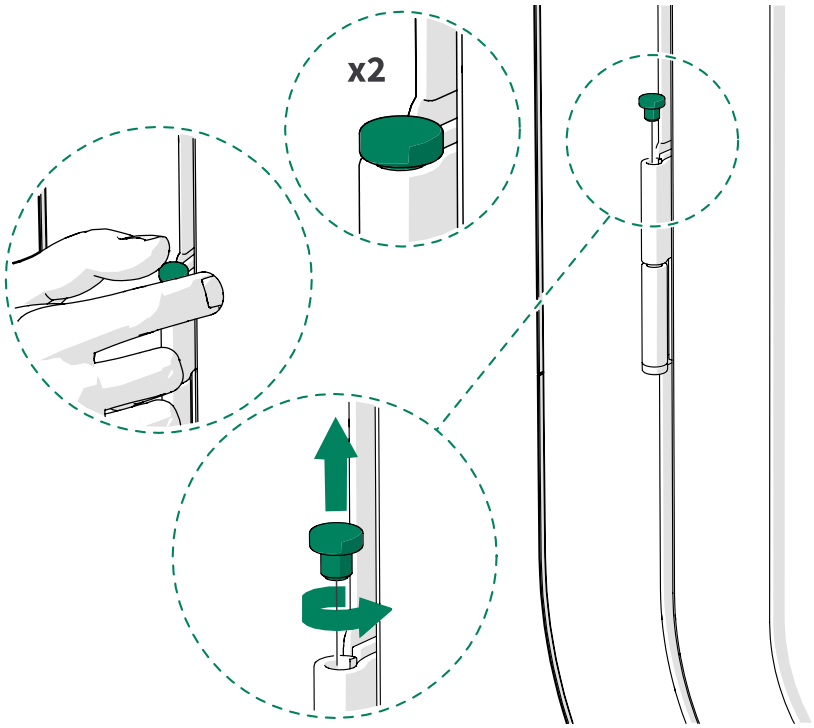
If the door needs to be adjusted, see **Adjust the door height** on page 73.



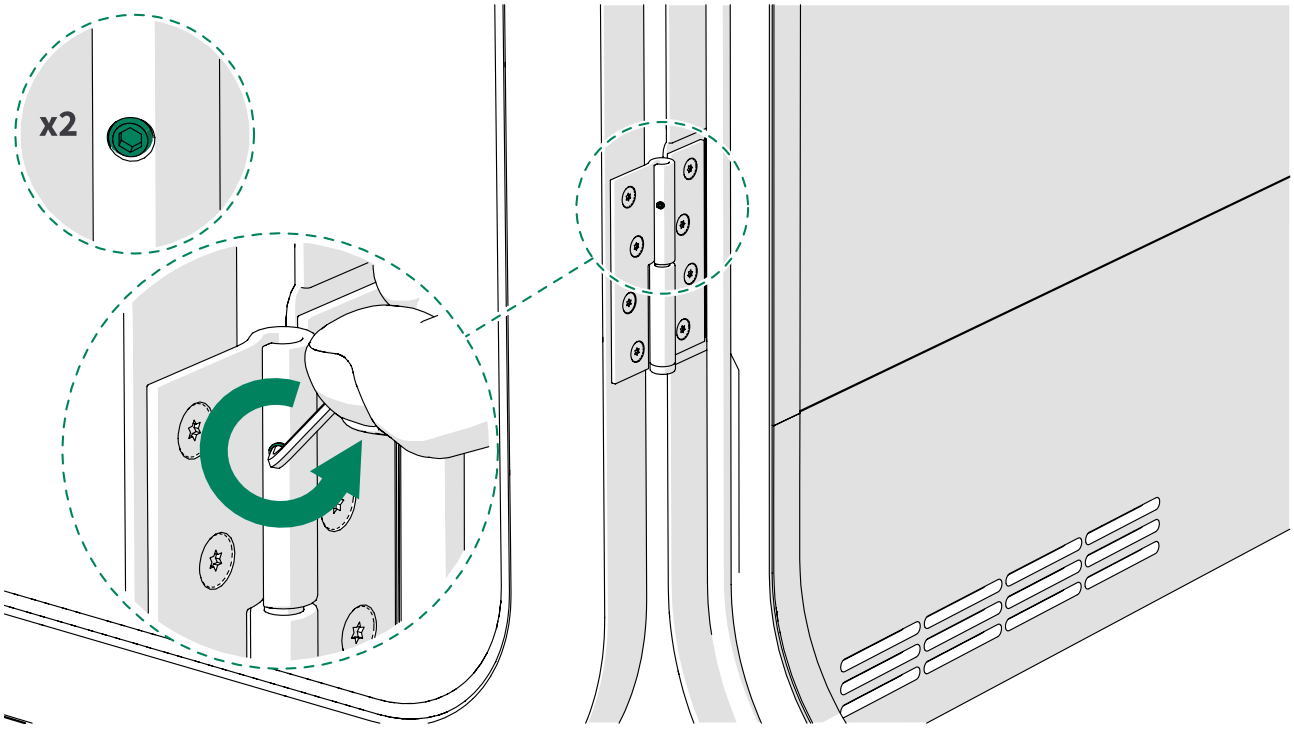
15.2 Adjust the door height

Make sure that the door is vertically aligned correctly. If the door is not in the middle of the frame, adjust it.

1. Remove the caps from both hinges.



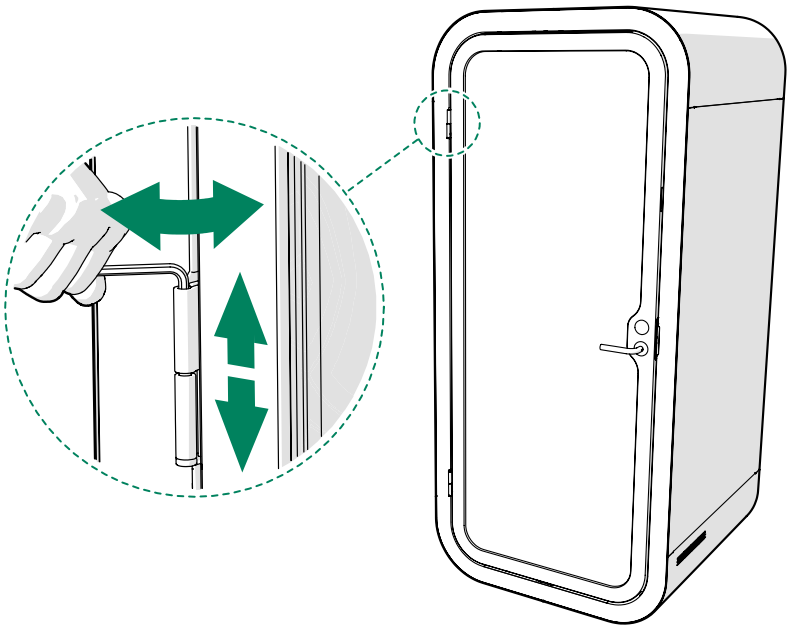
2. Open the door and loosen the set screws of both hinges.



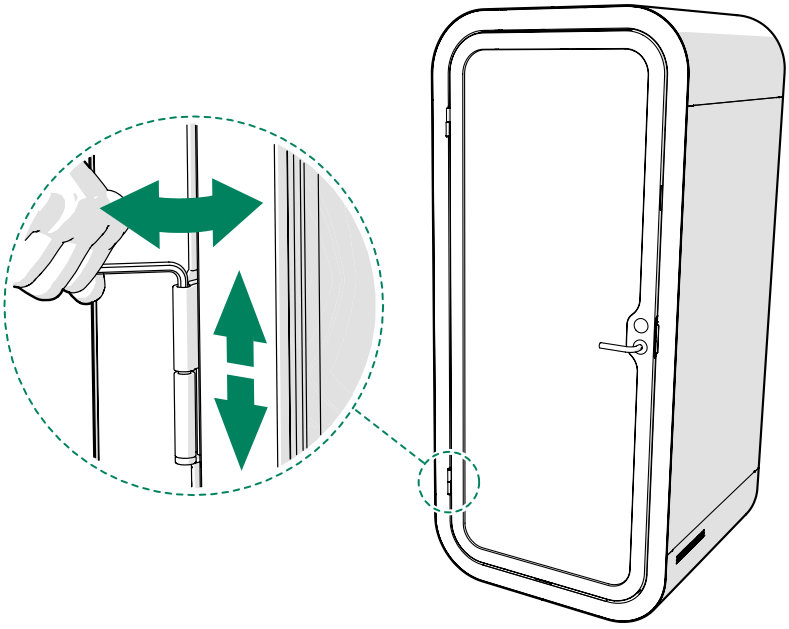
3. Close the door.

4. To raise the door, insert the hex key into the top of the upper hinge and turn clockwise. To lower the door, turn counter-clockwise.

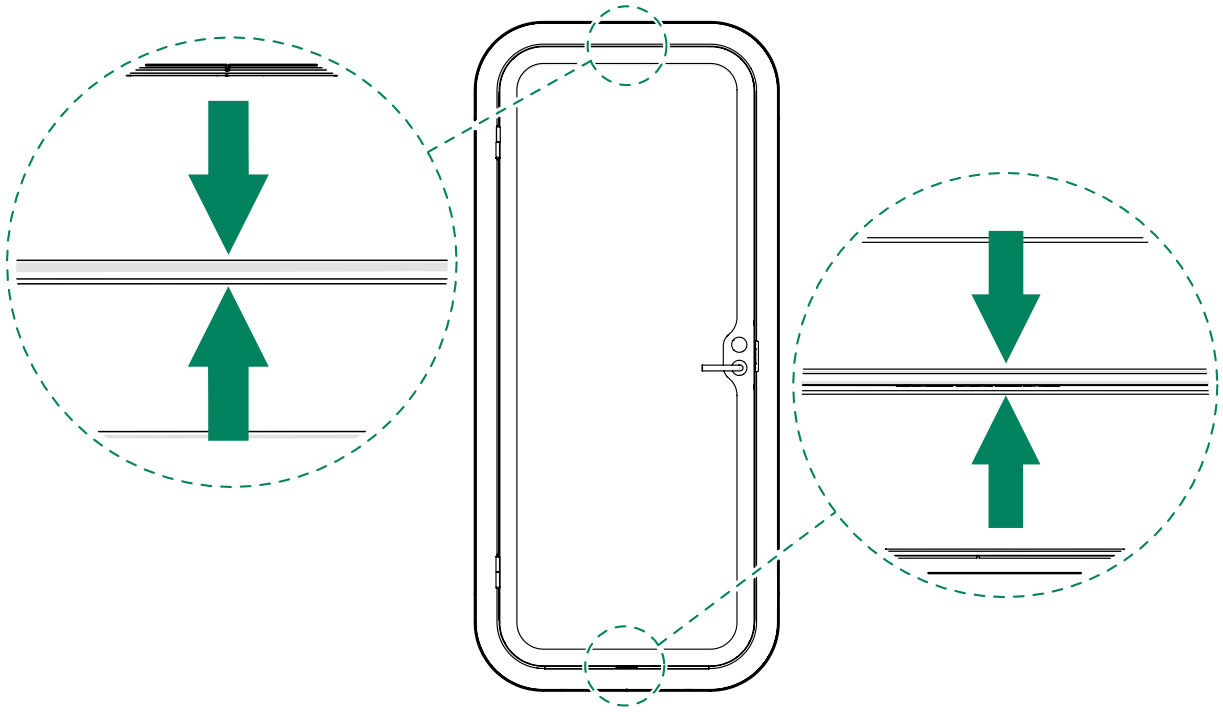
Note: After the initial installation, the door normally does not have to be lowered, but raised.



5. Adjust the height setting of the lower hinge accordingly so that the load on both hinges is the same. Turn clockwise to raise and counter-clockwise to lower the setting.

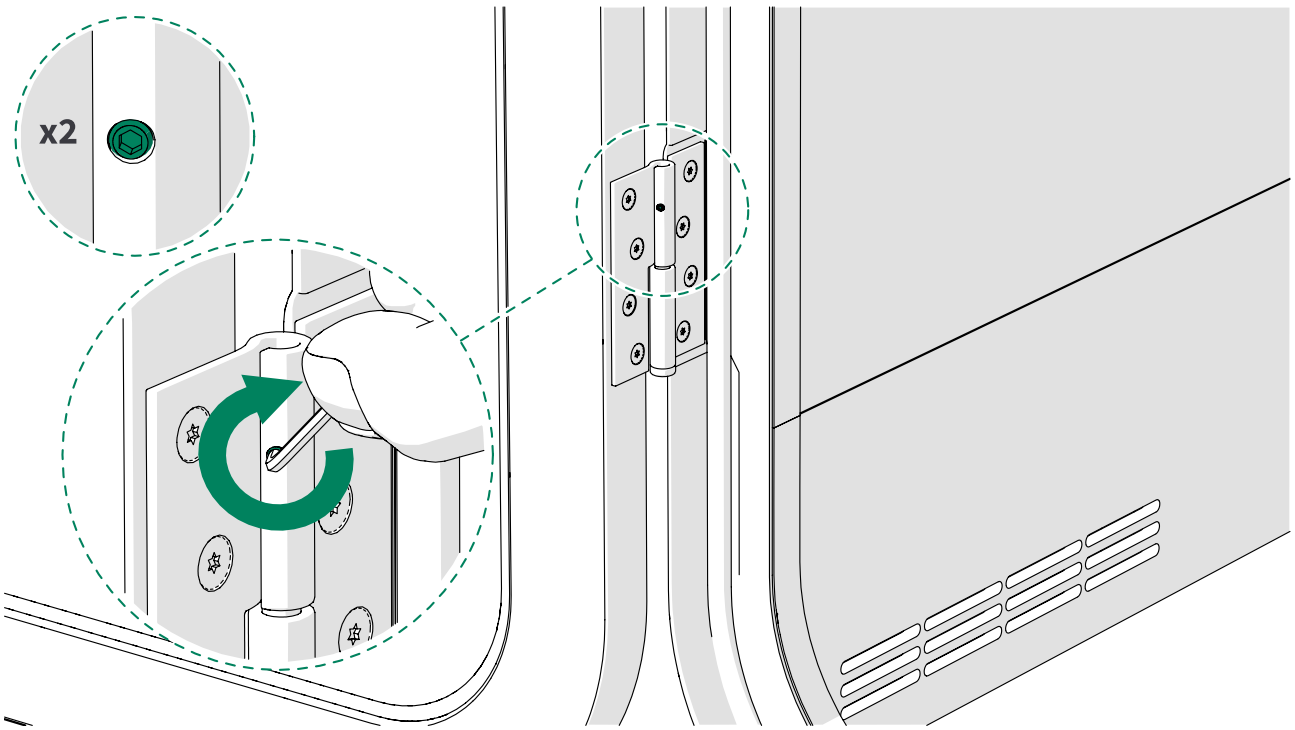


6. Make sure that the door is aligned correctly.

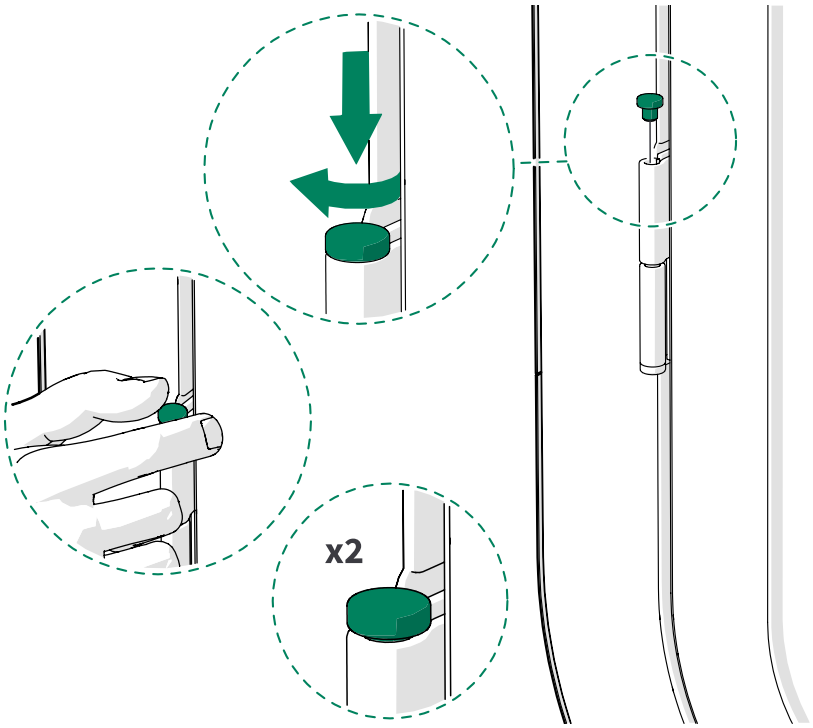


7. Test with a flashlight from the inside of the pod.
   If the flashlight shines through the door seams, adjust the door.
8. Repeat steps 4–6 if needed.
9. Close the door.
10. Open the door and tighten the set screws when the adjustment is complete.

Note: Make sure that both hinges have the same height setting.

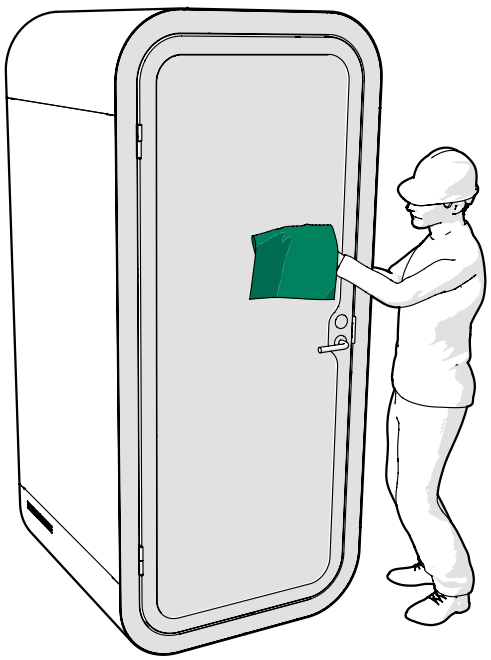


11. Install the caps to both hinges.

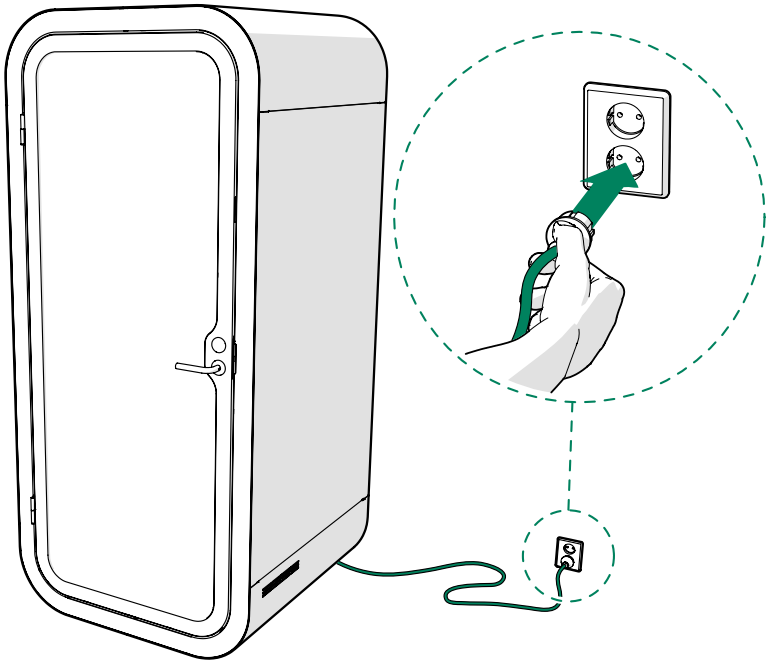


15.3 Finish the installation

1. Clean the outer and inner surfaces with a mild alcohol-based cleaning solution and a lint-free cloth.



2. Connect the power cord.



3. Fill out the warranty checklist and send it to Framery.

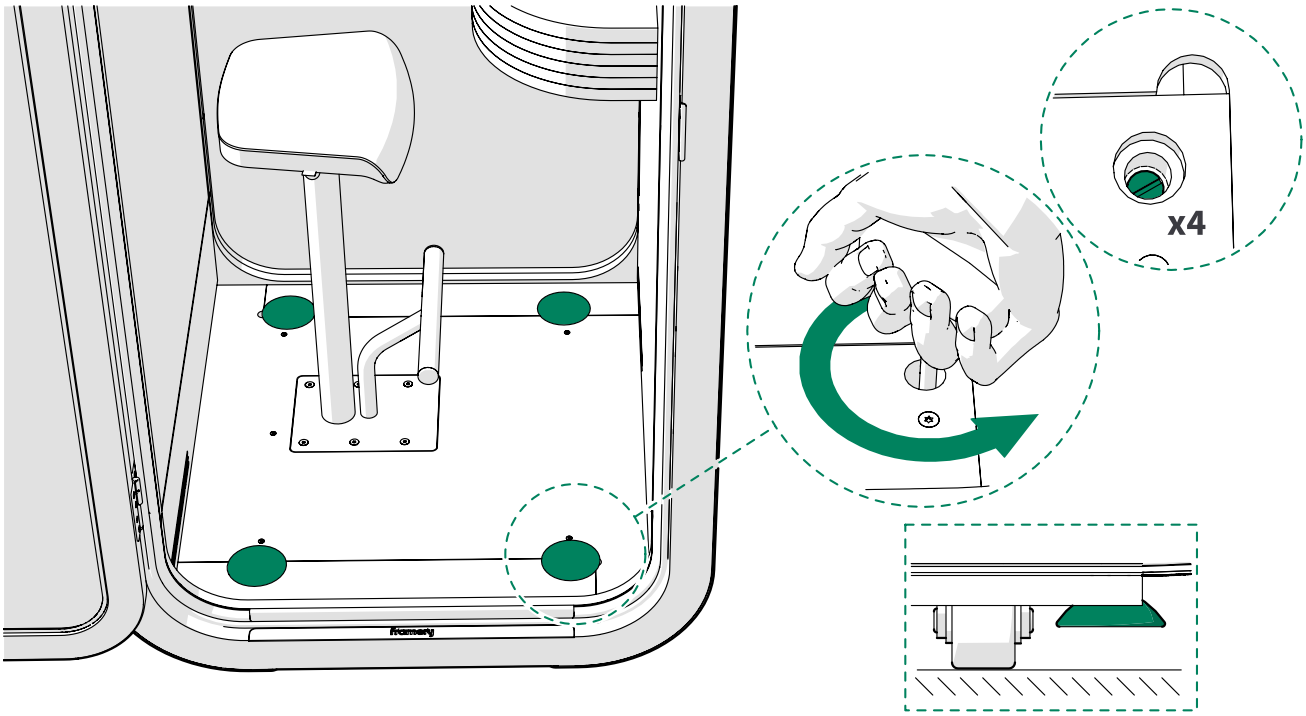
Note: The warranty is only valid with the filled-out warranty checklist.

16 Moving the pod (optional)

Roll the carpet to the table-side of the pod. Remove all loose furniture if any present.

⚠ **Warning:** Risk of injury. Do not go into the pod when it is standing on the wheels.

1. Screw in the feet of the leveling screws (8 pcs) with a long 7 mm T-handle socket wrench, so that the pod stands on the wheels. You can also use a flat-head screwdriver.

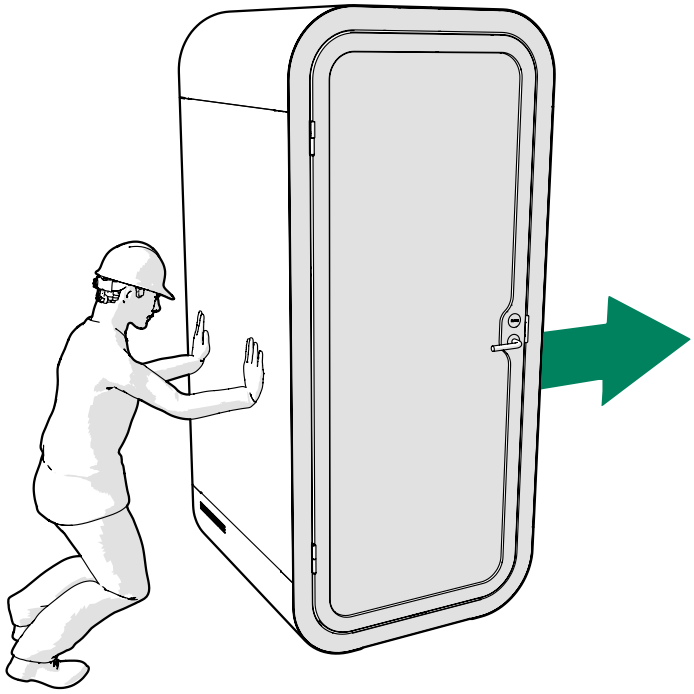


2. Carefully push the pod to the new location.

Note: Only push the pod below the vertical middle, do not tow it.

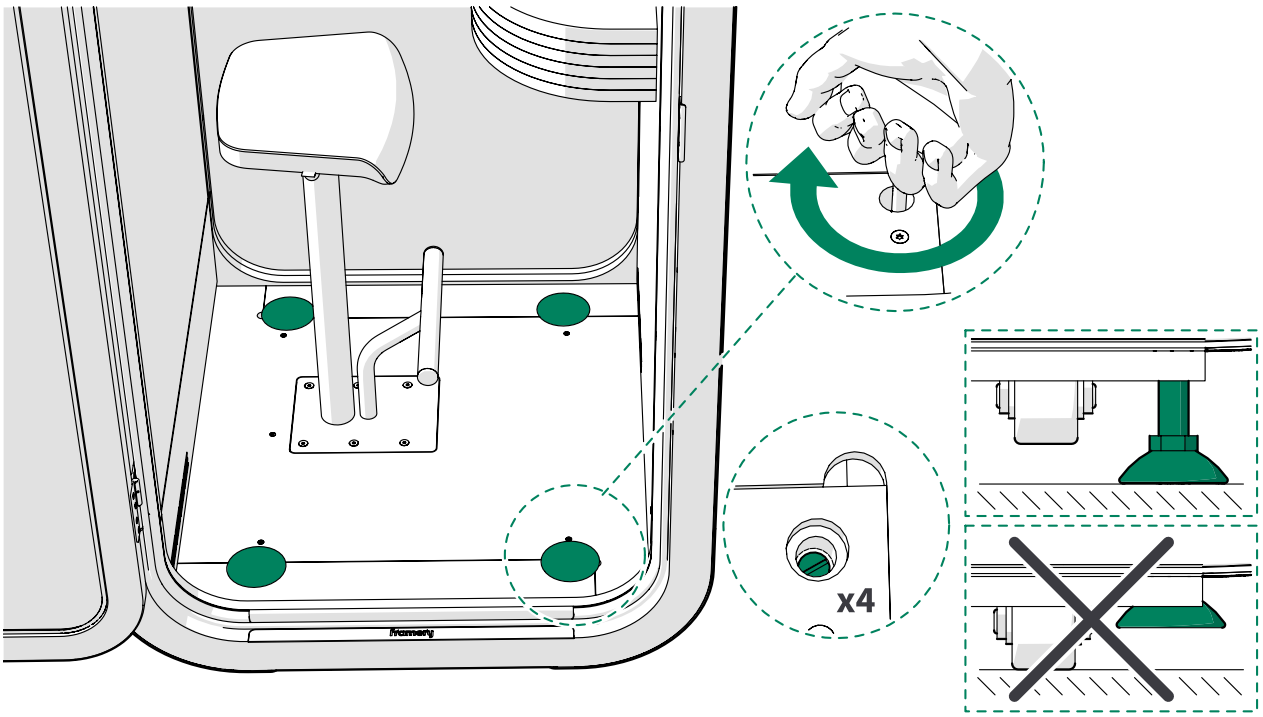
Note: Only move the pod at walking speed.

Note: Only move the pod on even surfaces. The pod can cross thresholds a maximum of 3 mm.



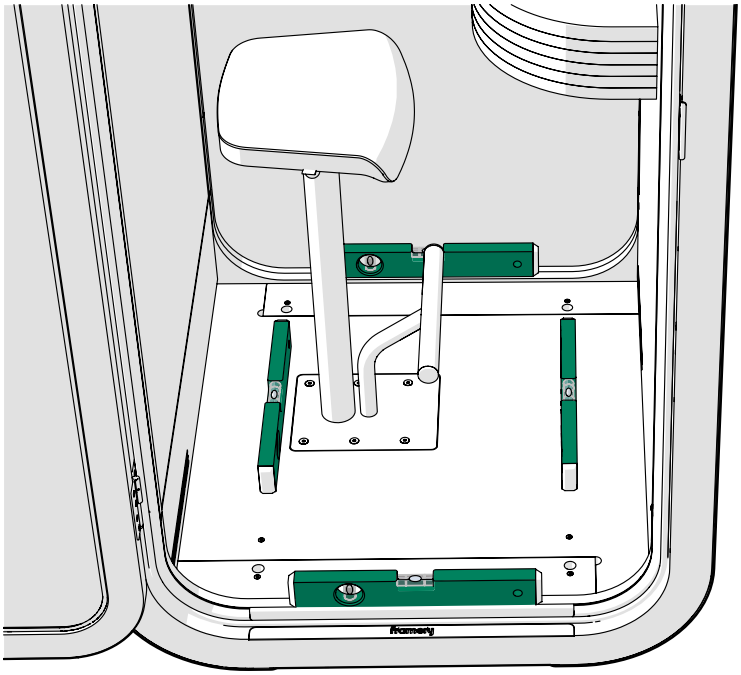
3. Screw out the feet of the leveling screws (8 pcs) gradually with a long 7 mm T-handle socket wrench. You can also use a flat-head screwdriver.

Make sure that the leveling feet are past the wheels and lightly touching the floor. The feet of the leveling screws are against the floor when you feel resistance.



4. Level the floor and screw out th feet of the leveling screws to their final position. Measure the opposite points with a spirit level repeatedly and adjust the feet of the leveling screws gradually.

   Only screw the feet of the leveling screws outward, to make sure that they all stay past the wheels.



5. Roll out the carpet.

   Note: Make sure that the carpet is firmly installed and there are no bumps.

framery

Framery O

Installation instructions

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