

Assembly Instructions

VCB Traveller Video Conferencing Background by Draper

⚠ Caution

- ① Read instructions through completely before proceeding, and save for future reference.
- ② Nothing should be fastened to case or background.
- ③ Do not write on background.
- ④ Do not let go of the handle when collapsing the background; damage could result. Slowly allow the background to roll into the case.
- ⑤ Do not use solvents or abrasives for cleaning.
- ⑥ Beware of pinching hands and fingers when adjusting upright.

NOTE: Background has been thoroughly inspected and tested at factory and found to be operating properly prior to shipment.

Setting Up the Background

- ① Rotate legs (attached to bottom) until they are perpendicular to the case (see Fig. 1).

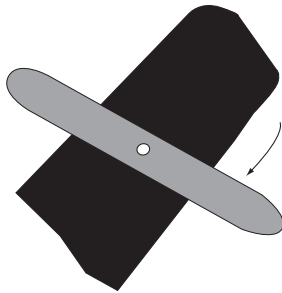


Figure 1

- ② Rotate carrying strap so it does not interfere with opening case. You can also remove the carrying strap by sliding down then off (see Fig. 2).

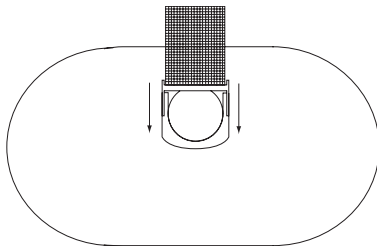


Figure 2 (side view)

- ③ Unlatch and open the case.
- ④ Remove upright from clips in case behind background.
- ⑤ Place upright in upright stand, located inside case and centered on back of background. Adjust upright according to necessary background height (see Fig. 3).

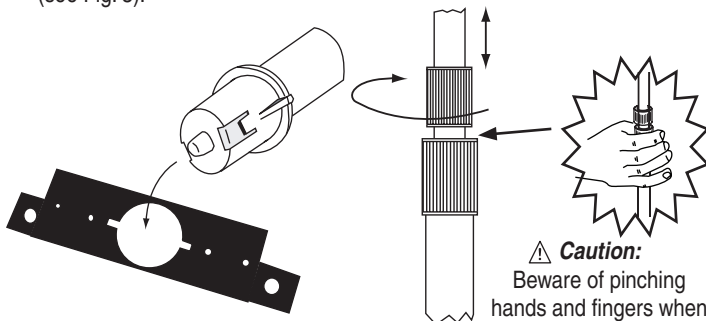


Figure 3

- ⑥ Grasp bail and pull up in steady motion to raise background. Hook bail onto upright gooseneck (see Fig. 4). Adjust upright again if necessary.

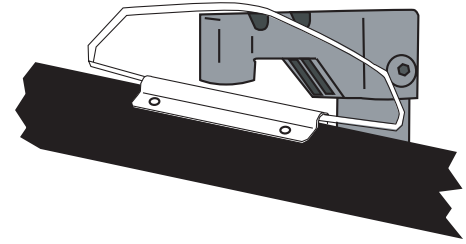
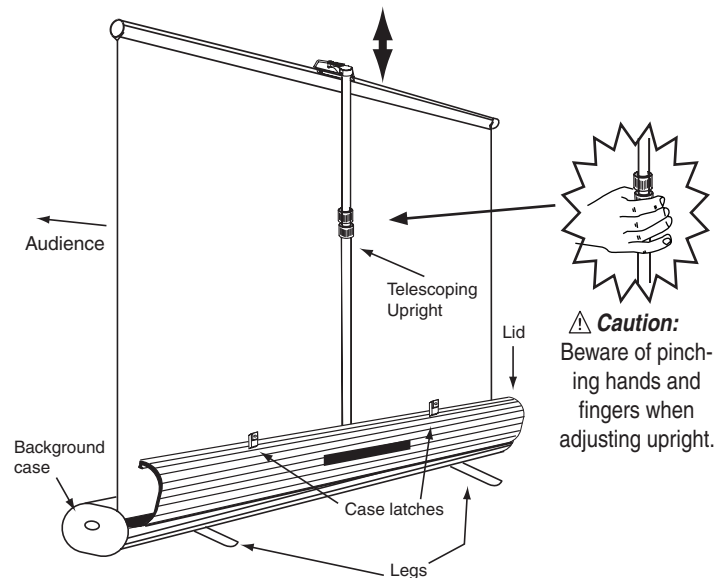


Figure 4

Collapsing the Background

- ① Generally reverse procedures used for setup.
- ⚠ Caution: Do not let go of the bail when collapsing the background; damage could result. Slowly allow background to roll into the case.**



Troubleshooting

Background will not fully extend:

Make sure the background is not "catching" on anything. Make sure case lid is fully open. Make sure roller is properly seated.

Background will not close:

Check roller to make sure nothing is interfering with operation.

Background tips forward or backward:

Make sure legs are perpendicular to the case. If they are, background may be located on too severe an incline.

Case Latches will not open:

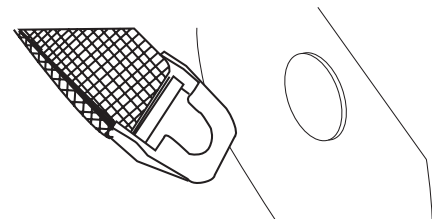
Press gently down on the case just above each latch while opening.

Case Latches will not close:

Press gently down on the case just above each latch while closing.

Carrying strap will not rotate out of the way so case will open:

Loosen or remove carrying strap altogether (see below).



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