

LapTop Cart™ Owner's Manual



CSC-PCXXUL, ICR-PCXXUL & CSC12132

The 20, 26, and 32 LTC Owner's Manual contains a list of items that you should be aware of to promote safety in the use of the LTC in your work place and/or learning environment.

LTC Description

The LTC is designed to store, transport, and charge laptop computers, tablet PCs, ultra mobile PCs, and other similar devices.

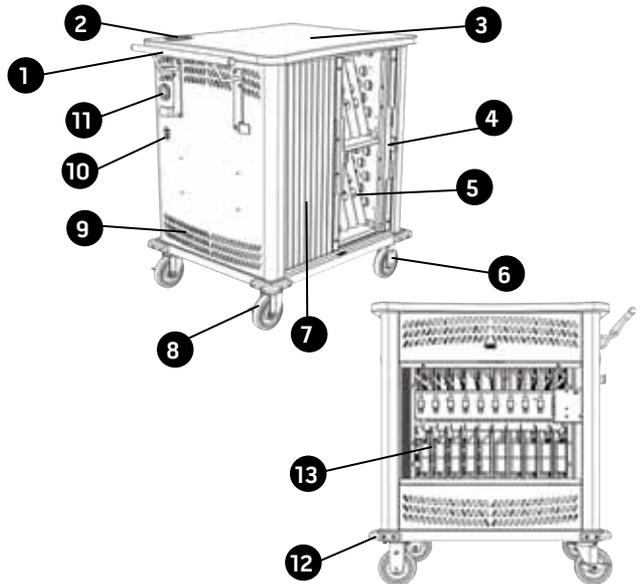
The 20 capacity unit has 20 separate storage bays with a 120V receptacle for each bay. Plugs into a typical 120 volt 15 amp outlet.

The 26 capacity unit has 26 separate storage bays with a 120V receptacle for each bay. Plugs into a typical 120 volt 15 amp outlet.

The 32 capacity unit has 32 separate storage bays with a 120V receptacle for each bay. Plugs into a typical 120 volt 15 amp outlet.

LTC Components

1. Handle and Power Cord Wrap
2. Pop Up Power Center (PUPC) *Optional
3. Laminate Top
4. Reinforced Metal Lock Hasp *Padlock optional but not included
5. Power Management Divider (PMD)
6. Non-Locking Rigid Casters
7. Tambour Door
8. Locking Casters
9. Ventilation
10. Power Switch
11. Grommet
12. Bumper
13. Power Management Divider (PMD)
14. Timer



Patent Pending

READ ALL INSTRUCTIONS prior to using the LTC.

- Power switch must be in the "OFF" position before plugging the LTC into a wall receptacle.
- The LTC must ONLY be connected to a 120 volt a.c. 15 or 20 amp power supply.
- The LTC must always be used by adults or with adult supervision.
- Always store power cord around cord wraps when transporting the LTC.
- Never pull the LTC by the power cord.
- Do not plug the LTC in if the switch, receptacle(s), or power cord has been damaged. All electrical components on this product must be repaired by a qualified electrician.
- Do not use an extension cord in conjunction with the LTC.
- NO LIQUIDS in or around the LTC environment.
- Inadequate repair can create significant hazards to users and is not covered by warranty.
- For your safety, it is recommended that a qualified electrician test the circuit you will be plugging the LTC into. The circuit should be checked for ground integrity and appropriate branch circuit protection.
- The LTC ground prong must be present for safe operation. If the plug is damaged or if the ground prong has been removed, it should be replaced by a qualified electrician.
- The use of the LTC including: plugging or unplugging laptops, plugging or unplugging the LTC, operating the control switch, engaging or releasing the directional and total lock casters must be done with adult supervision.
- The LTC can be very heavy when fully loaded with laptops and should be moved about by persons physically able to do so.
- The LTC should only be used for the storage, transport, and charging of laptops, tablet PCs, ultra mobile PCs, and other similar devices.
- Misuse, incorrect operation, or inadequate repair of the LTC will void the warranty.

Tech Coordinator LTC Configuration and Setup

- Remove and discard all packaging materials and then lock casters.
- Open and inspect LTC to verify all doors, locks, and casters are working properly.
- Do not plug LTC into wall outlet until all configurations and setup are complete.
- Installation of the handle/cord wrap can be on either side of the LTC. The side with the locking swivel casters is recommended. (Note: casters are swivel on one side of the LTC and fixed on the other. Consider maneuverability options before installing the handle.)
- See enclosed handle instruction page.
- Remove a divider to install laptop power brick to the divider (see divider wiring instruction page). Be sure to place brick on the same side of every divider.
- Beginning with the top row, insert a divider into the cart (see enclosed divider installation instruction page).
- From the back of the cart, insert the power brick plugs hanging from the dividers on the left side of the cart into the power receptacles located on the bottom left of the cart. Repeat with the power brick plugs on the right side of the cart into the power receptacles located on the bottom right of the cart.
- Plug the power cord from the bottom left receptacles into the one of the timer's receptacles and the power cord from the bottom right receptacles into the timer's other receptacle.
- Feed the cord from the timer through the grommet hole on the side nearest the handle and wrap the cord around the handle itself or around the cord wrap below the handle.
- Set up the timer to provide overload protection. Charging 32 laptop computers at one time combined with the power demands of existing laptop battery technology can overload a typical 15 amp circuit. The LTC is equipped with a built-in timing device that automatically switches between charging half the laptops with the other half(see enclosed timer instructions).
- Close and lock rear panel. Timer settings and electrical components are now locked and secure.

Teacher / Student / Tech Coordinator Instructions

Loading your laptop computers into the LTC

- Lock the casters prior to loading or unloading laptops to prevent the LTC from moving.
 - Open the tambour doors by pulling the handles apart and stowing them into the sides of the cart.
 - Locate the external power switch on the side panel of the LTC and push the switch to the OFF position. To eliminate any arcing, the power switch should be in the OFF position when laptops are being plugged in or removed from the storage bays and prior to plugging the LTC into the wall receptacle.
 - Load one laptop computer into each storage bay. Make sure the external control switch is in the off position. Insert the plug hanging from the divider into the laptop stowed in each bay.
 - Close and lock the tambour doors (see enclosed cart door lock instructions).
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To charge your laptop computers

- After the laptop computers have been loaded into the LTC as described previously, plug the power cord of the LTC into a suitable receptacle.
 - Locate the external power switch on the side panel of the LTC and push the switch to the ON position.
 - The charging indicator lights on the laptops may be visible through the locked tambour doors to verify charging.
-

Moving your LTC

- Turn the external power switch to the off position.
 - Remove the LTC plug from the wall receptacle and wrap the cord around the cord wrap or handle.
 - Close and secure tambour doors.
 - Your LTC comes equipped with two fixed casters and two locking swivel casters. Unlock the casters prior to moving the LTC to a new location.
 - When you reach your desired destination, lock the casters to prevent the cart from moving and plug the LTC into a wall receptacle.
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Locking your LTC

- Close the tambour doors (see enclosed cart door lock instruction page).
 - The rear door panel should be locked by the Tech Coordinator and should not be opened without supervision.
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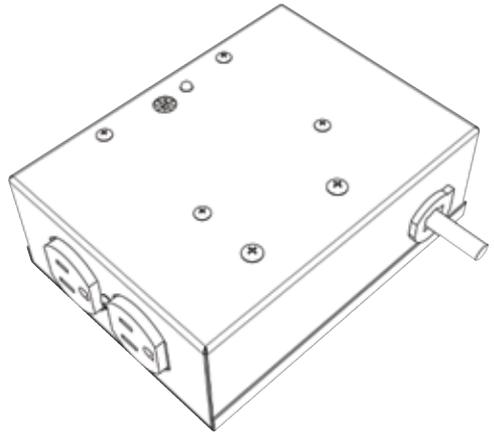
Pop Up Power Center (PUPC) Instructions

- The optional PUPC provides additional power outlets to operate peripherals like printers and wireless access points from the top of the cart.
- Insert the PUPC power cord through a grommet on the side of the cart.
- When additional external power is needed, plug the PUPC power cord into a wall receptacle located near the LTC. **DO NOT PLUG THE PUPC INTO THE TIMER OR THE ELECTRICAL OUTLET UNITS.**
- To store the PUPC power cord, wrap the cord around the LTC handle.
- The PUPC is purchased separately.

Timer Instructions for the LTC

Before using your timer -

- For your safety, it is recommended that a qualified electrician test the circuit you will be plugging the LTC into. The circuit should be checked for ground integrity and appropriate branch circuit protection.
- The LTC ground prong must be present for safe operation. If the plug is damaged or if the ground prong has been removed it should be replaced by a qualified electrician.
- The use of the LTC, including plugging in or unplugging the LTC, plugging in or unplugging laptops or other electrical equipment or operating the control switch must be done with adult supervision.



LTC Timer

- The timer comes preset from the factory to alternate power between the power strips at 15 minute intervals.
- Both power strips can not charge simultaneously.
- By plugging the cart power cord into an approved outlet and flipping the red switch located on the left side panel of the cart, the cart will begin charging.
- To end power, turn the red switch off and unplug the cart from the wall outlet.

LAPTOP CART HANDLE INSTALLATION INSTRUCTIONS



5/32" ALLEN WRENCH



1/4-20 x 5/8" ALLEN CAP SCREW

Step 1.

Locate the side panel that is on the same side as the locking swivel casters.

Step 2.

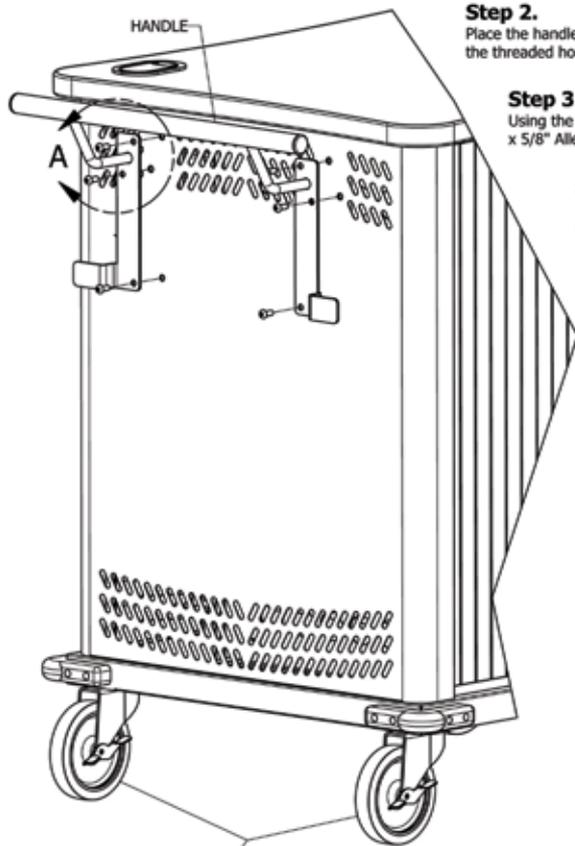
Place the handle so that the holes in the brackets are aligned with the threaded holes in the side panels.

Step 3.

Using the included 5/32" Allen wrench, tighten four (6) 1/4-20 x 5/8" Allen cap screws into the threaded holes.

Step 4.

If a second handle is included with the cart, attach it to the opposite side panel using the steps in Step 2 & 3.

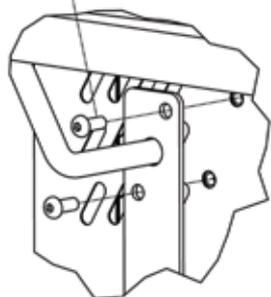


HANDLE

A

SWIVEL CASTERS

1/4-20 x 5/8"
ALLEN CAP SCREW



DETAIL A

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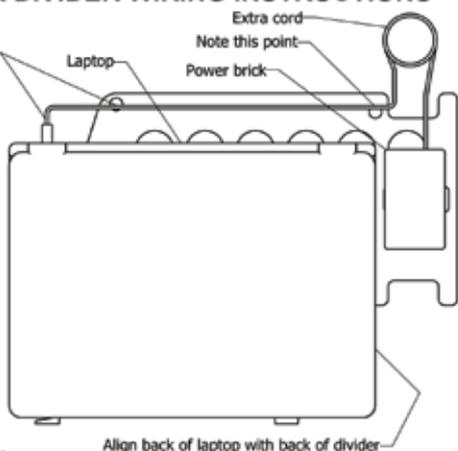
LAPTOP DEPOT TOWER DIVIDER WIRING INSTRUCTIONS

Step 1.

Lay divider flat on work surface. Lay laptop and power brick on top of divider, with the computer end of the power wire towards the top of the divider. Plug the power brick into the laptop. Lay the wire across the two holes at the top of the divider. Ensure that there is some slack between the front hole and the plug.

Step 2.

Note the point where the power wire meets the rear hole in the divider. Measure back 6" toward the power brick and fold the wire in half. We will use this fold in Step 3. Unplug the power wire from the laptop and remove the laptop from the divider.



Step 3.

Insert the bent loop of wire from Step 2 through the rear hole in the divider (Step 3A). Then, place the plug end of the wire through the loop (Step 3B). Ensure that the loop is on the side of the divider as opposed to the top. This will ensure the divider will slide into the cart. Finally, tighten the loop down, tightening the knot (Step 3C).



Step 3A



Step 3B



Step 3C

Step 4.

Run the wire up to the front hole in the divider. Bend another loop in the wire and place it through the hole in the divider (Step 4A). Now place the plug end of the wire through the loop (Step 4B). This time, keep the loop on the top of the divider. Tighten down the loop, tightening the knot (Step 4C).



Step 4A



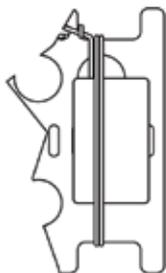
Step 4B



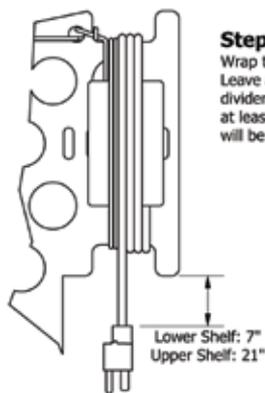
Step 4C

Step 5.

Wrap remaining power wire around power brick.



LAPTOP DEPOT TOWER DIVIDER WIRING INSTRUCTIONS



Step 6.

Wrap the plug wire around the brick. Leave at least 7" of extra cord if the divider will be on the bottom shelf, and at least 21" of extra cord if the divider will be on the top shelf.

Step 7.

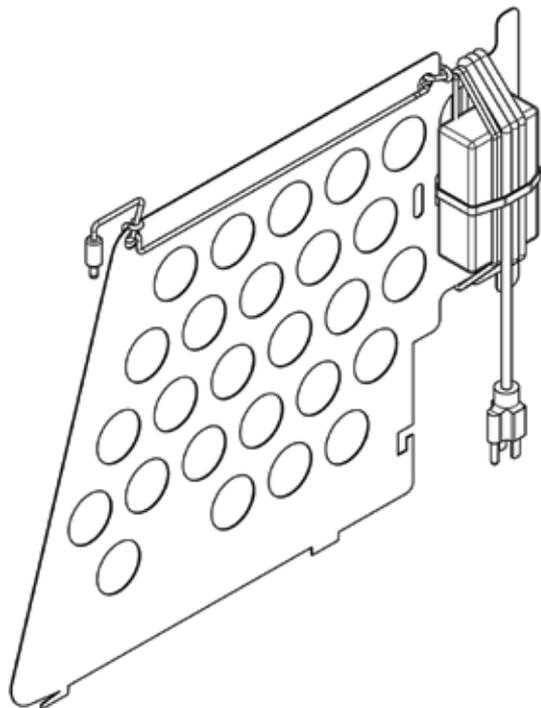
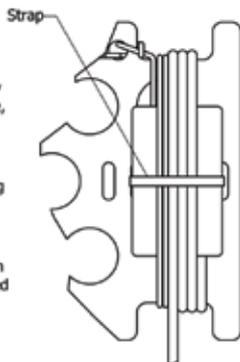
Hold the brick and cords in place by strapping them down using a zip tie, velcro tie, etc (not included).

Step 8.

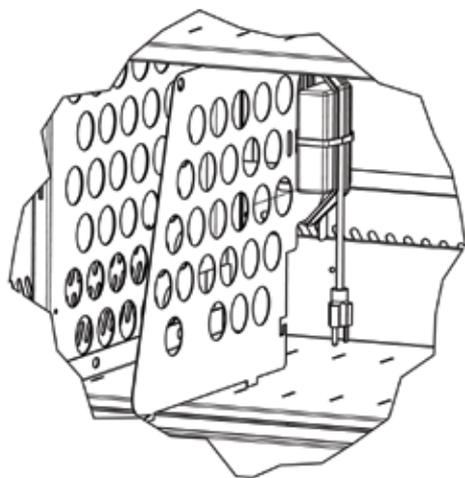
Install the divider into the cart using the instructions on page 3.

Note:

For proper installation, make certain that all the power bricks are installed on the same side of the divider.



LAPTOP DEPOT TOWER DIVIDER INSTALLATION INSTRUCTIONS

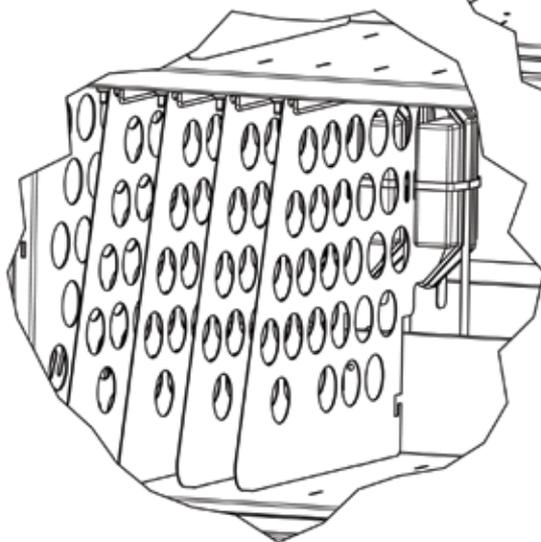
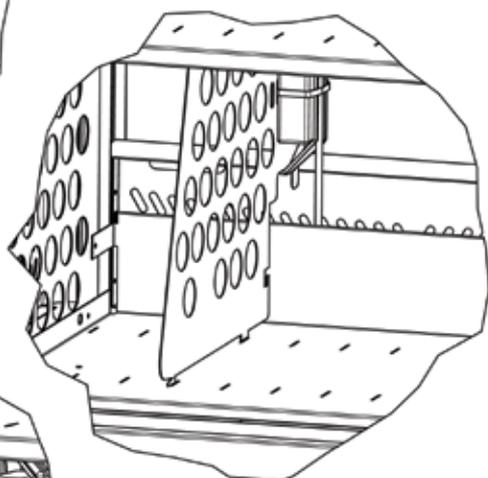


Step 1.

Taking a pre-wired divider, slide the back portion of the divider into the upper slot.

Step 2.

Slide the divider all the way back until the tabs in the bottom are aligned with the slots in the shelf.



Step 3.

Drop the divider into the slots below.

Step 4.

Plug the plug into the power strip. **NOTE: The power strip is only meant to charge laptops.**

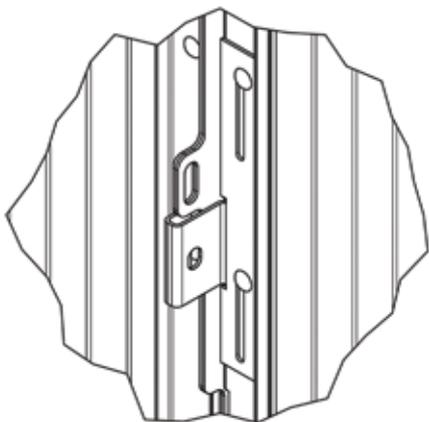
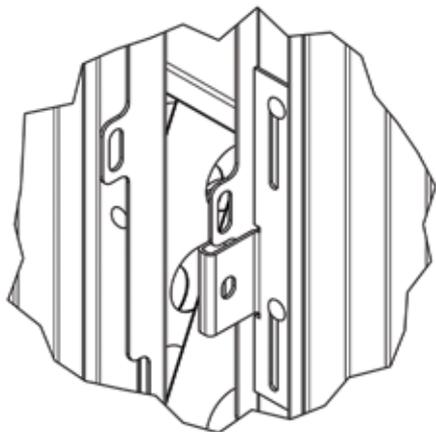
Step 5.

Continue until all the dividers are installed. The final divider on each shelf will not have a power brick on it.

LAPTOP CART DOOR LOCK INSTRUCTIONS

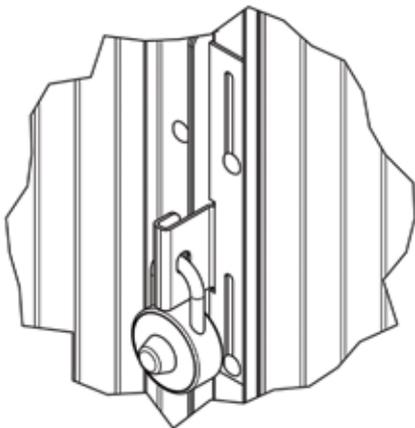
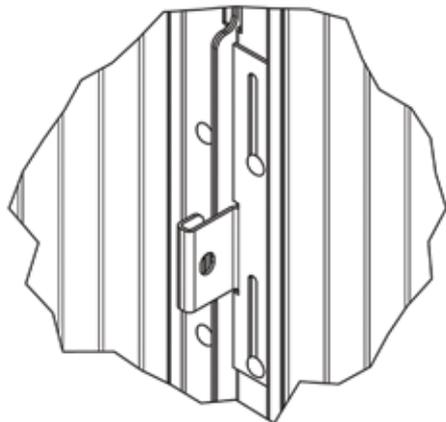
Step 1.

Making sure the sliding lock cover is below the lock hasps, slide the doors together.



Step 2.

With the doors together, slide the lock cover up over the hasps. Place the lock through the slots in the lock hasps and the sliding cover.



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Laptop Cart Wire Routing

Step 1.

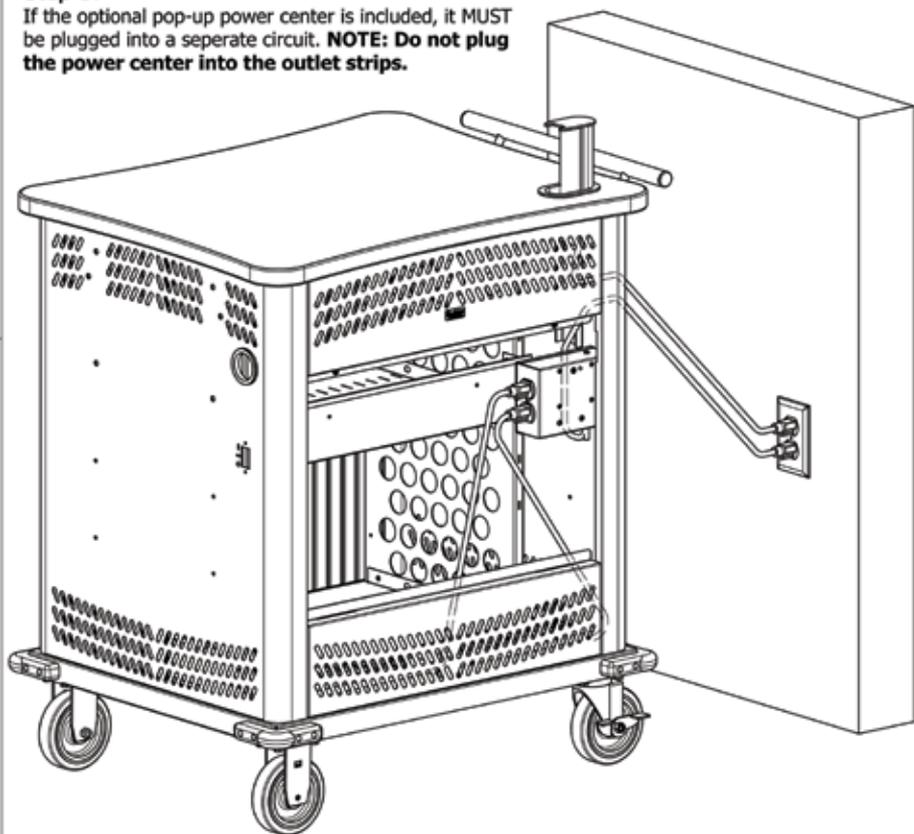
Plug the laptop outlet strips into the timer unit. **NOTE:**
The outlet strips are for laptop charging only.

Step 2.

Plug the timer into a wall outlet.

Step 3.

If the optional pop-up power center is included, it **MUST**
be plugged into a separate circuit. **NOTE: Do not plug**
the power center into the outlet strips.



LapTop Cart™ Quality Control Checklist

This unit has been personally inspected for:

Top, edging, and paint are free of defects.

All grommets are in place.

Rear door and lock operation.

Electrical components are in place.

Front door operation.

Slide lock operation.

Hardware box, Owner's Manual, and keys.

Clean and ready for use.

By: _____

For assistance call our Technical Support Line at 1-866-217-0330