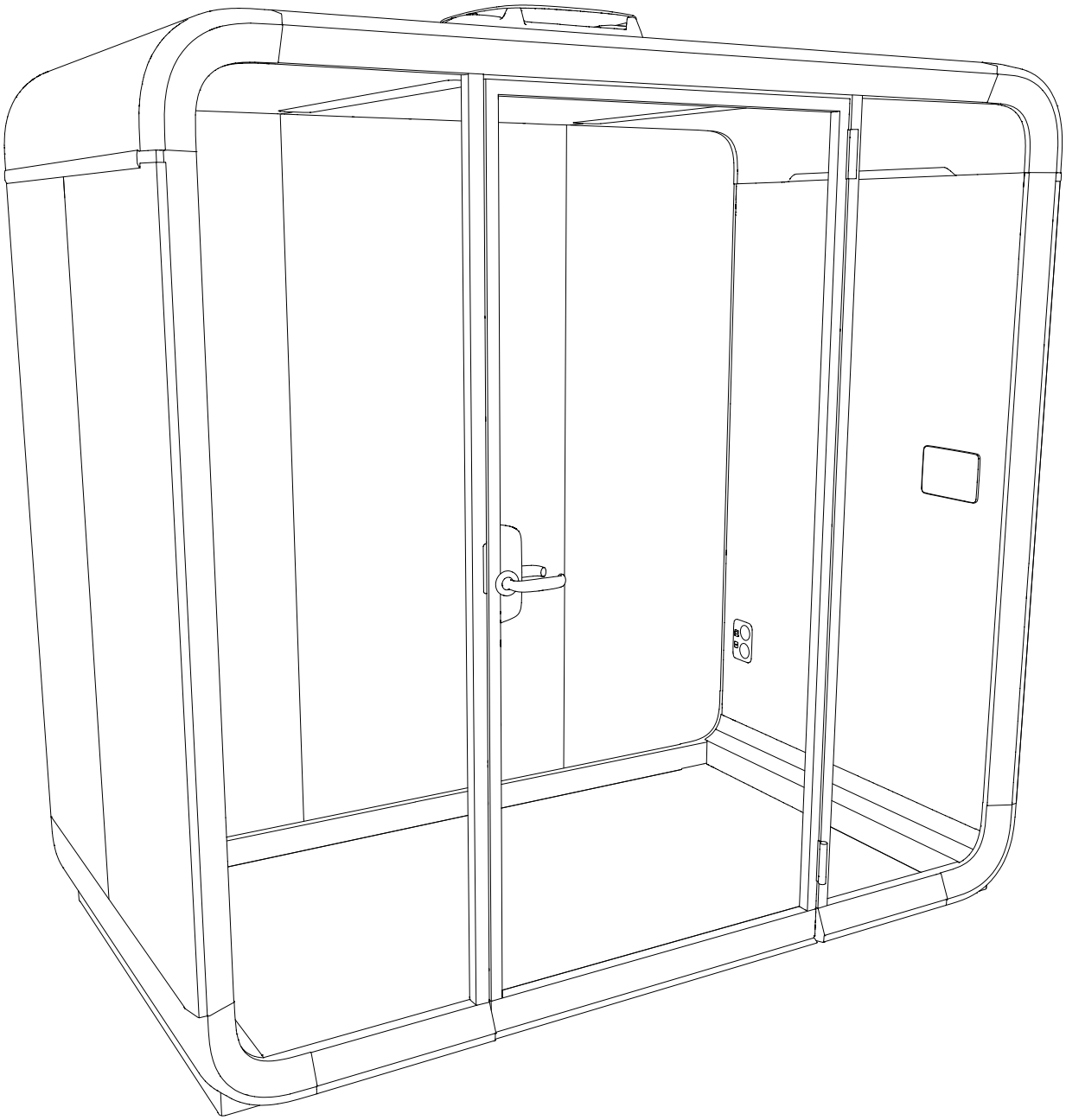

Framery Four Base

Installation instructions

English
Version 3.0
Tampere, Finland 03.04.2025

9013070

Contents

Important safety and product instructions..... 5
Preface.....5
Product information..... 5
Copyright.....5
Manual contents..... 5

Installation requirements..... 6
Components and accessories.....6
Tools and accessories.....6
Main dimensions.....6
Required operating space..... 7
Seismic anchoring requirements.....7

1 Chassis..... 8
1.1 Assemble the front frame.....8
1.2 Assemble the back frame..... 9
1.3 Install the bottom corners.....9
1.4 Install the floor boards.....10
1.5 Install the vertical frames..... 12
1.6 Install the horizontal frames..... 12
1.7 Install the horizontal supports..... 14
1.8 Install the back glasses.....14
1.8.1 Tighten the screws of the back glass wall..... 15
1.9 Install the front glasses..... 17
1.10 Install the ceiling threshold and plugs to the doorway..... 19
1.11 Install the inlet module..... 20
1.12 Install the outlet modules..... 21
1.13 Install the wall exterior panels.....21

2 Electrics..... 24
2.1 Install the power unit.....24
Install the USB-C module (optional).....25
Install the power outlet bracket.....25
Install the touchscreen bracket..... 28
Install the coat hook(s) (optional).....29
Connect the power outlets to the power unit.....30
2.2 Install the core unit.....31
Make the electrical connections.....32
2.3 Install the wiring harness..... 36

3 Exterior.....39
3.1 Install the roof exterior panels (corners)..... 39
3.2 Install the roof exterior panels (front & back) and bottom exterior panels..... 39
3.3 Install the fan cover.....41

3.4 Install the floor exterior panels....42
3.5 Install the floor covers....42
3.6 Install the AC power cord....43
3.6.1 Route the AC power cord through the floor....44
3.6.2 Route the AC power cord through the roof....44
3.6.3 Install the LAN cord....46
3.7 Install the add-on rails....46
3.8 Install the occupancy lights....47

4 Door....48
4.1 Install the door....48
4.2 Install the door handle....49
4.3 Inspect the door....49
4.4 Adjust the closing speed of the door....50
4.5 Change the door handedness (optional)....51

5 Interior....55
5.1 Install the wall acoustic panels....55
5.2 Install the roof acoustic panels....56
5.3 Install the ceiling interior panels....56
5.4 Install the wall interior panels....57
5.5 Install the lights....58
5.6 Install the carpet....58
5.7 Install the cable channels....59
5.8 Install the kickboards....59
5.9 Install the gaskets....60
5.9.1 Check the interior panel alignment....61
5.10 Install the threshold....62
5.11 Install the power outlet covers....62
5.12 Install the touchscreen....63

6 Finalize the installation....64

Important safety and product instructions

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.

For complete product and safety instructions, see **help.framery.com**.

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.

Copyright

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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

Installation requirements

Components and accessories

Review the contents of the packaging along the installation instructions to confirm that the appropriate components and accessories are being used with the pod.

Tools and accessories

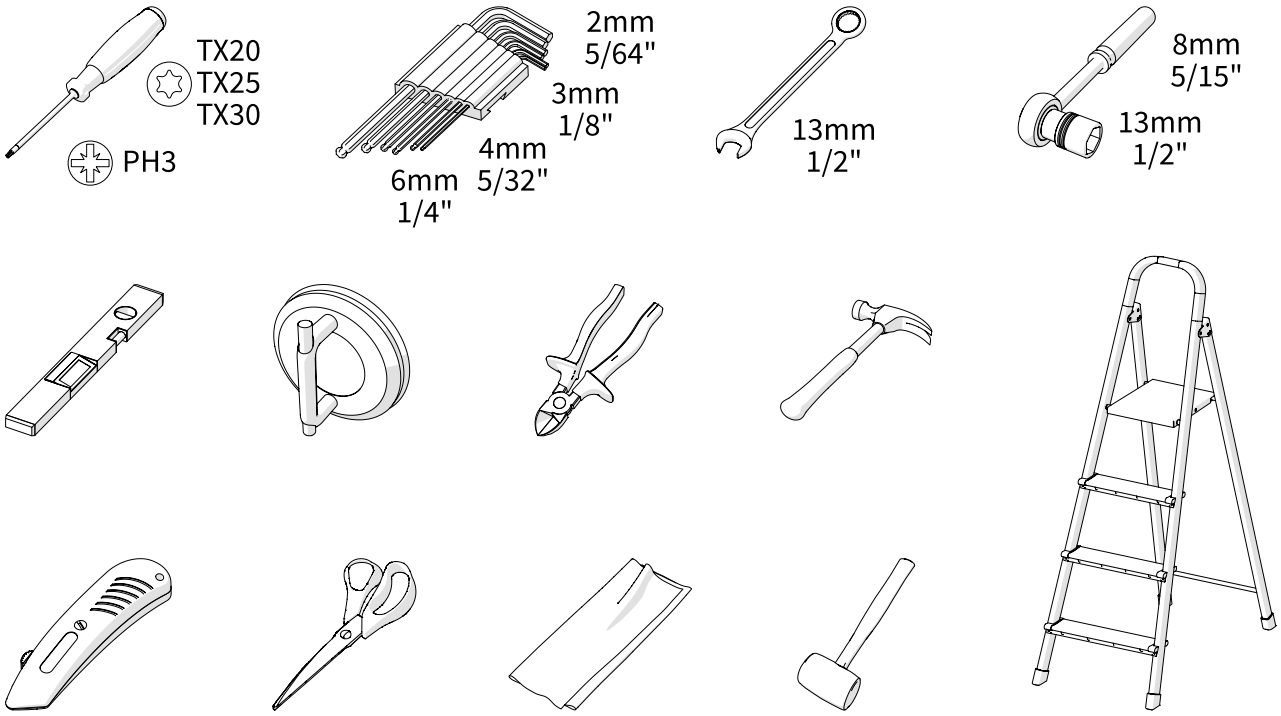
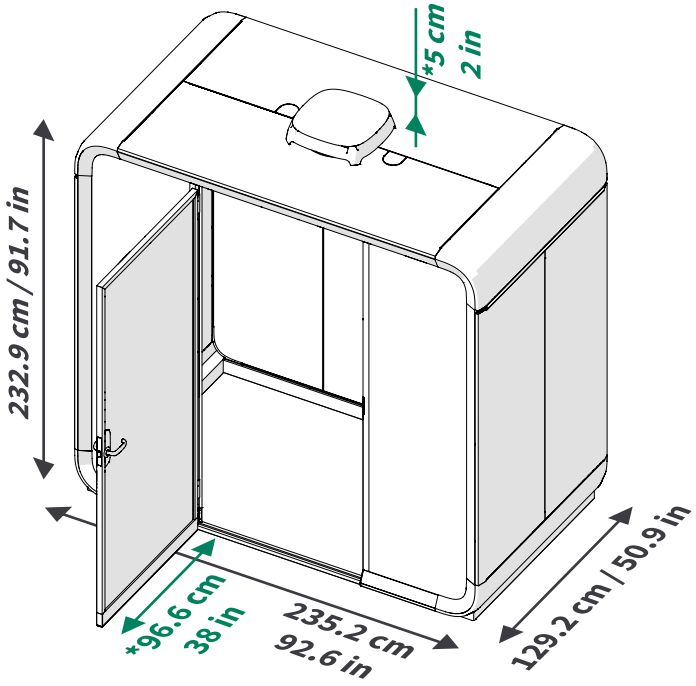


Figure 1: Tools and accessories

Main dimensions

The following figure shows the dimensions of the pod (in black), along with the required room height and door clearance (in green).



Required operating space

Note: If installing the optional seismic anchors, the required operating space will differ. See section "Seismic anchoring requirements" for more information.

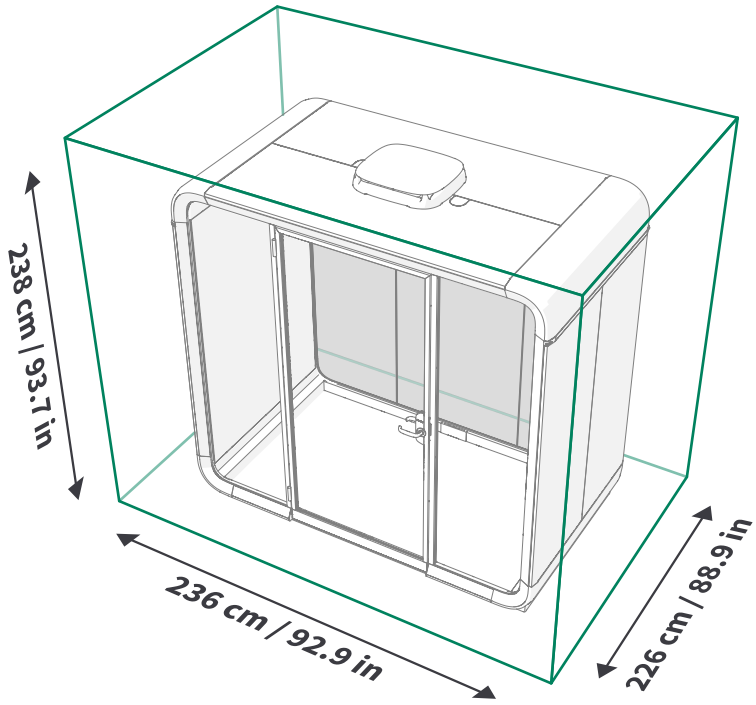


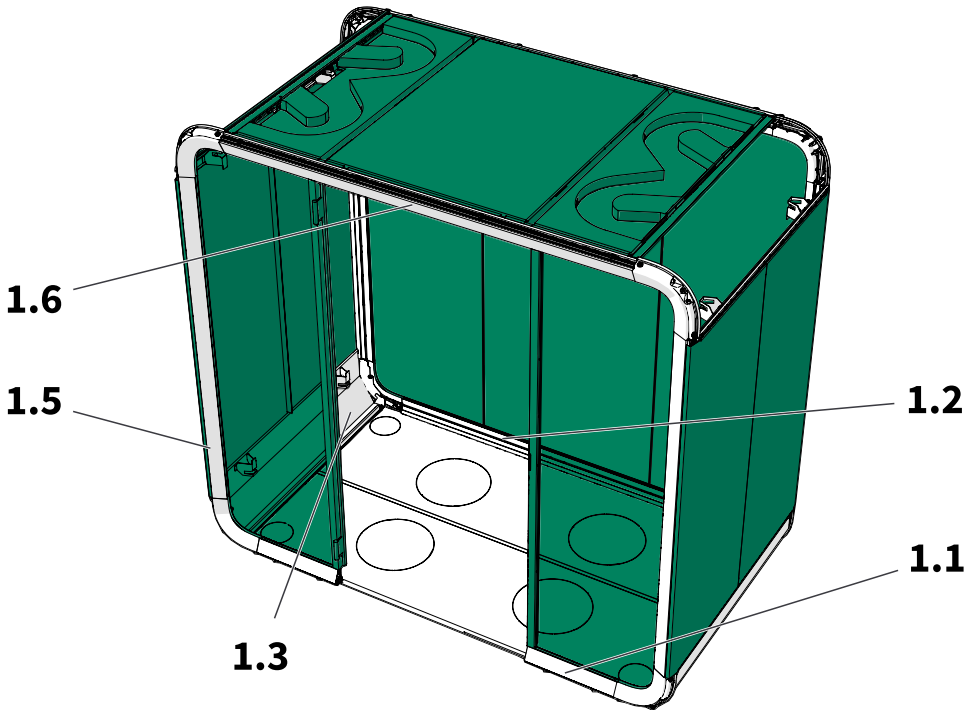
Figure 2: Required operating space

Seismic anchoring requirements

Note: If the delivery includes the seismic kit, follow the separate Seismic kit installation instructions on **help.framery.com**.

1 Chassis

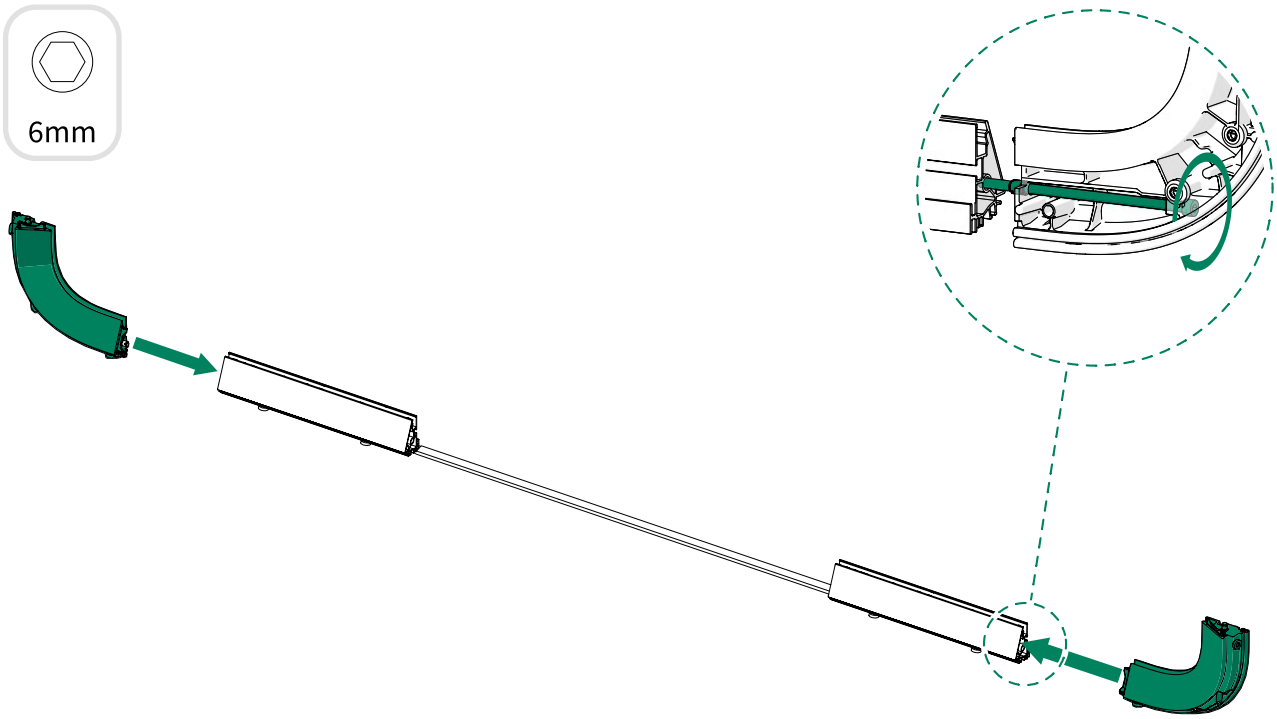
Attention: Make sure that the bolts are tightened to correct torque (20 Nm / 14.75 ft-lbs).



1.1	Front frame
1.2	Back frame
1.3	Bottom corner (2 pcs)
1.5	Vertical frame (4 pcs)
1.6	Horizontal frame (2 pcs)

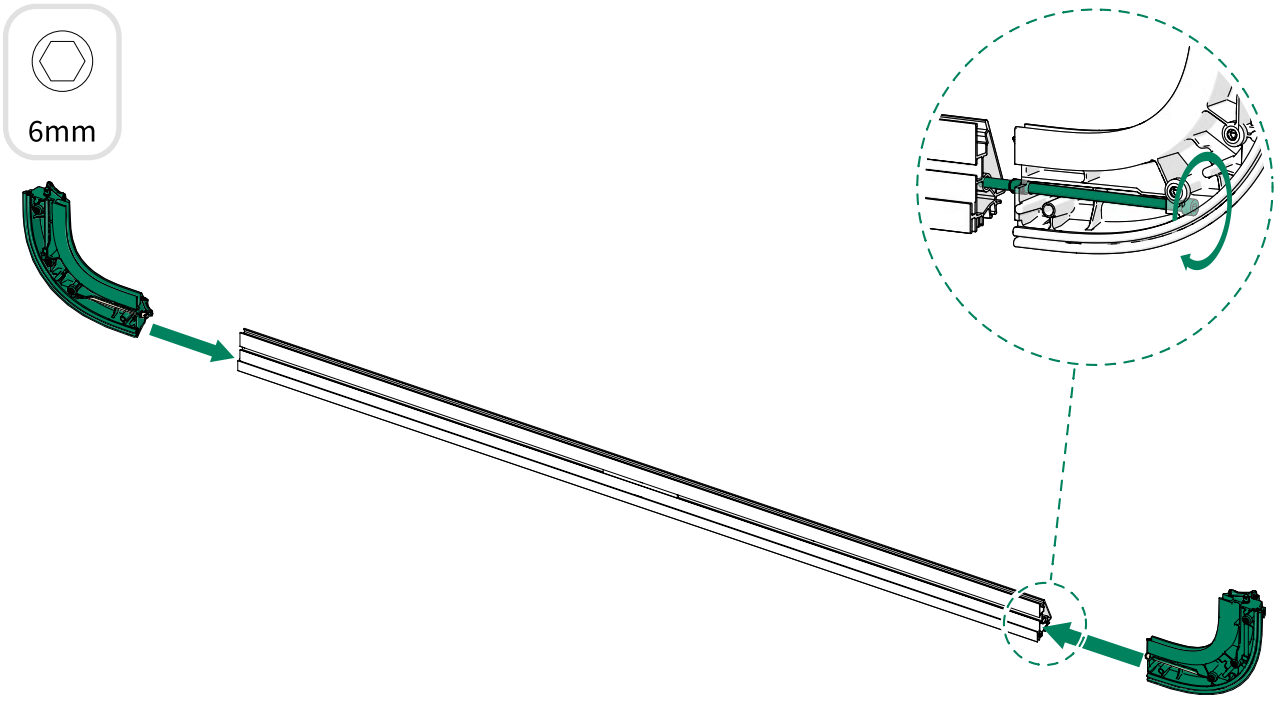
1.1 Assemble the front frame

Note: Make sure that the bolts are properly tightened.

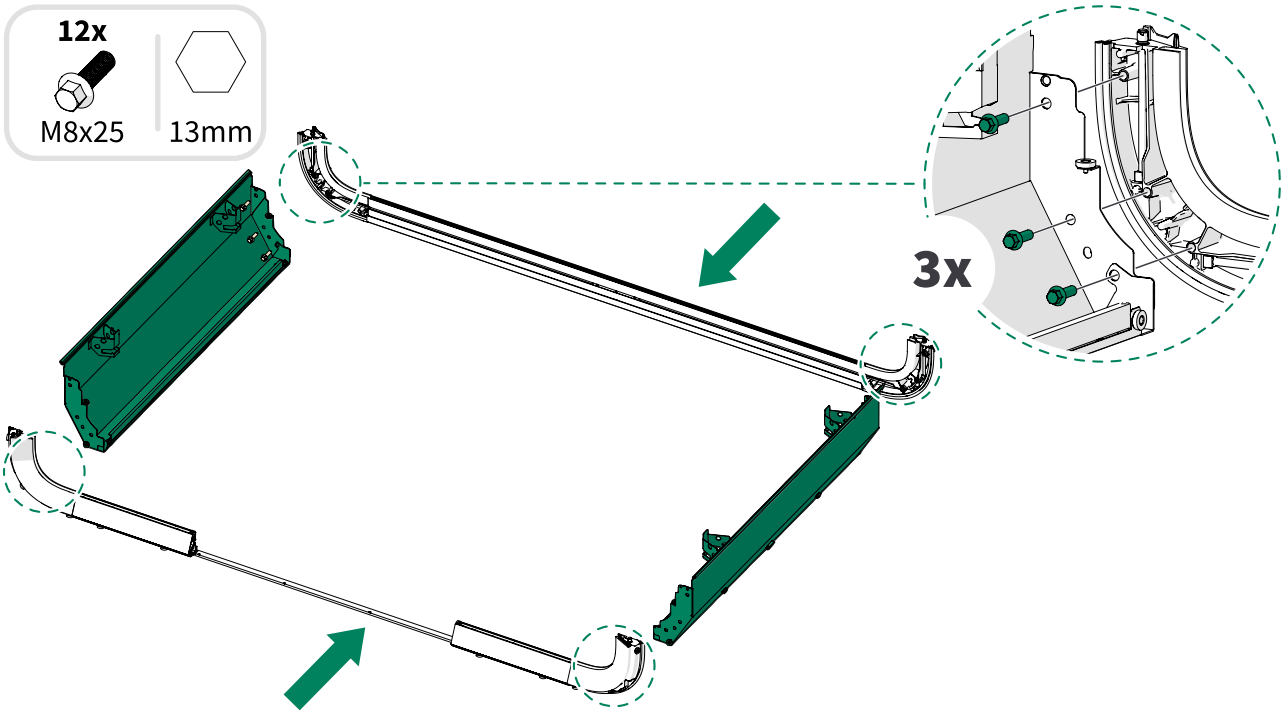


1.2 Assemble the back frame

Note: Make sure that the bolts are properly tightened.



1.3 Install the bottom corners

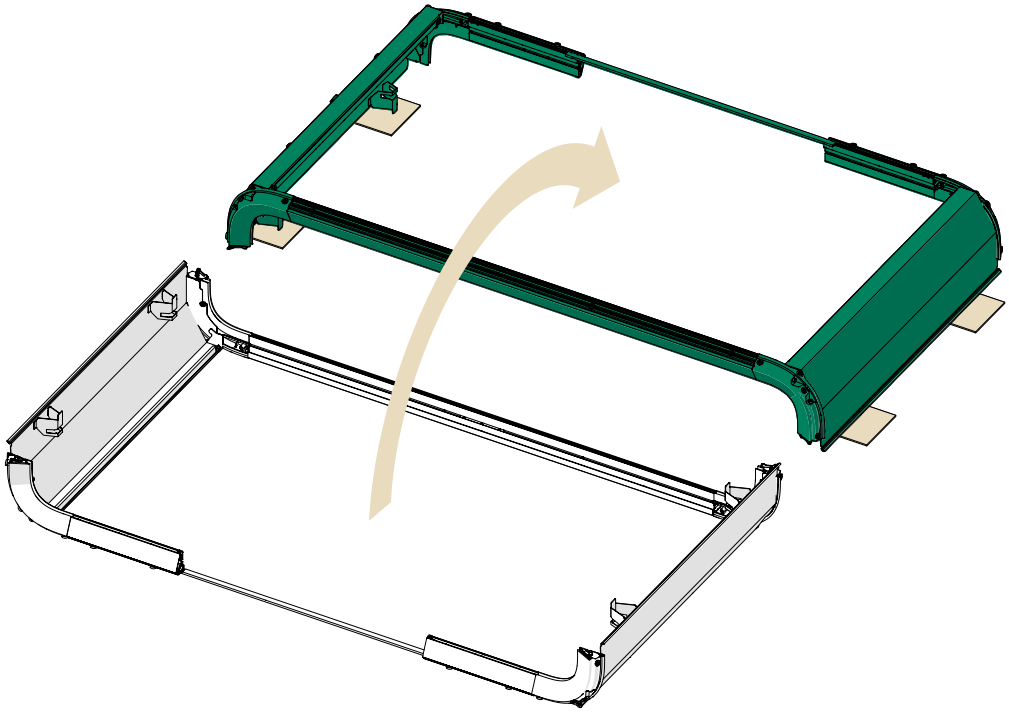


1.4 Install the floor boards

Attention: Make sure that the floor board with a recess is placed where the door will be.

1.

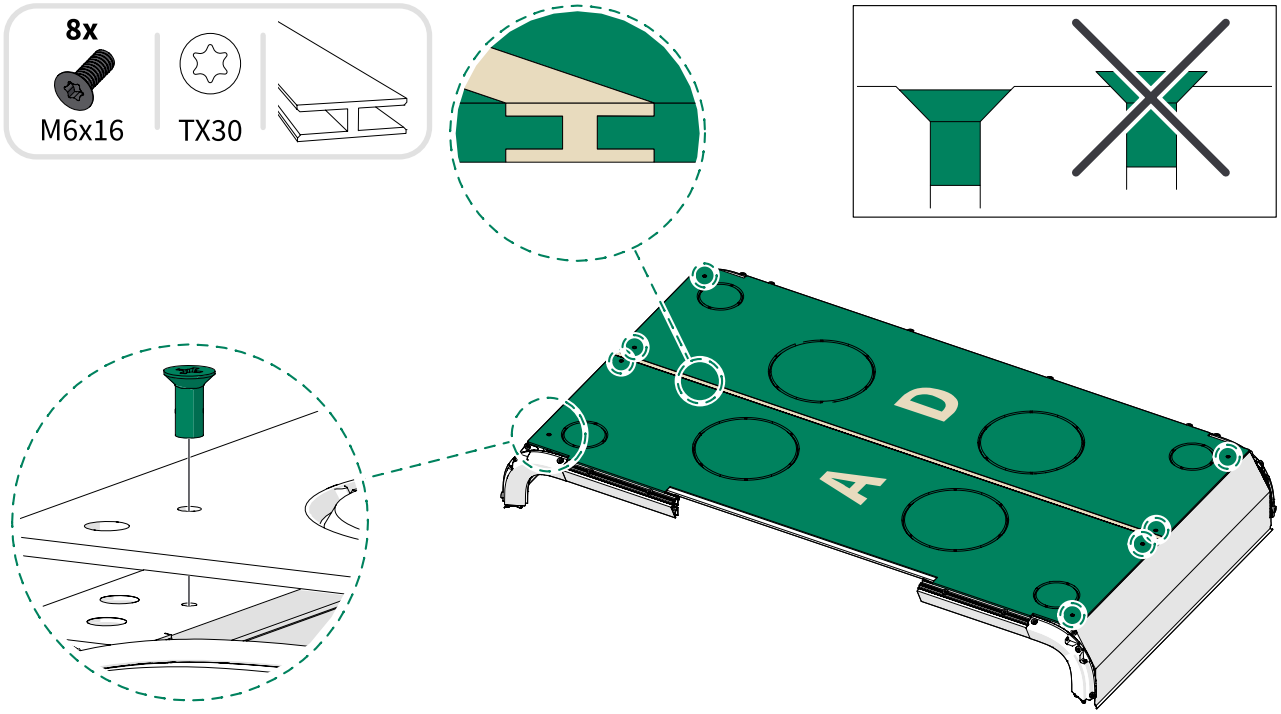
Note: Place a carpet on the floor before flipping the bottom frame. The metal hooks on the frame could scratch the floor.



2.

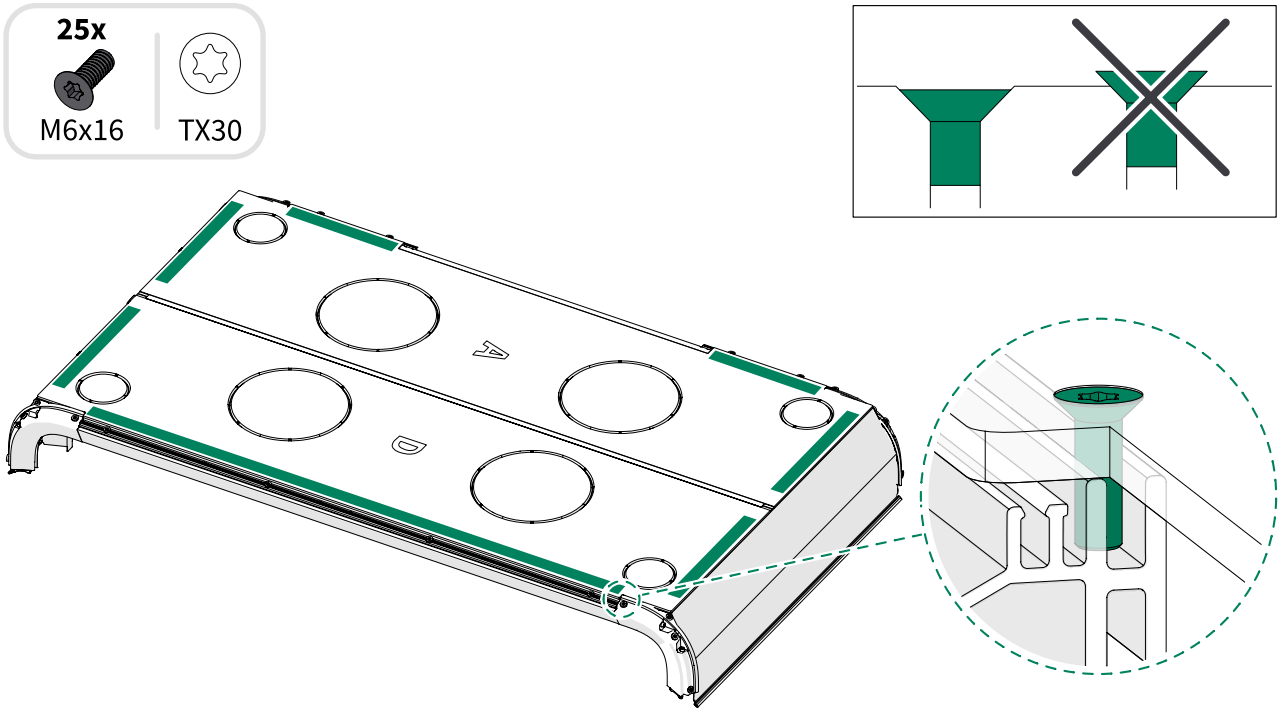
Note: Place the floor board with a recess nearest to the door.

Tip: Place the corner frame boxes under the floor boards to avoid bending the boards.



3.

Note: Make sure that the screw heads are level with the floor boards.



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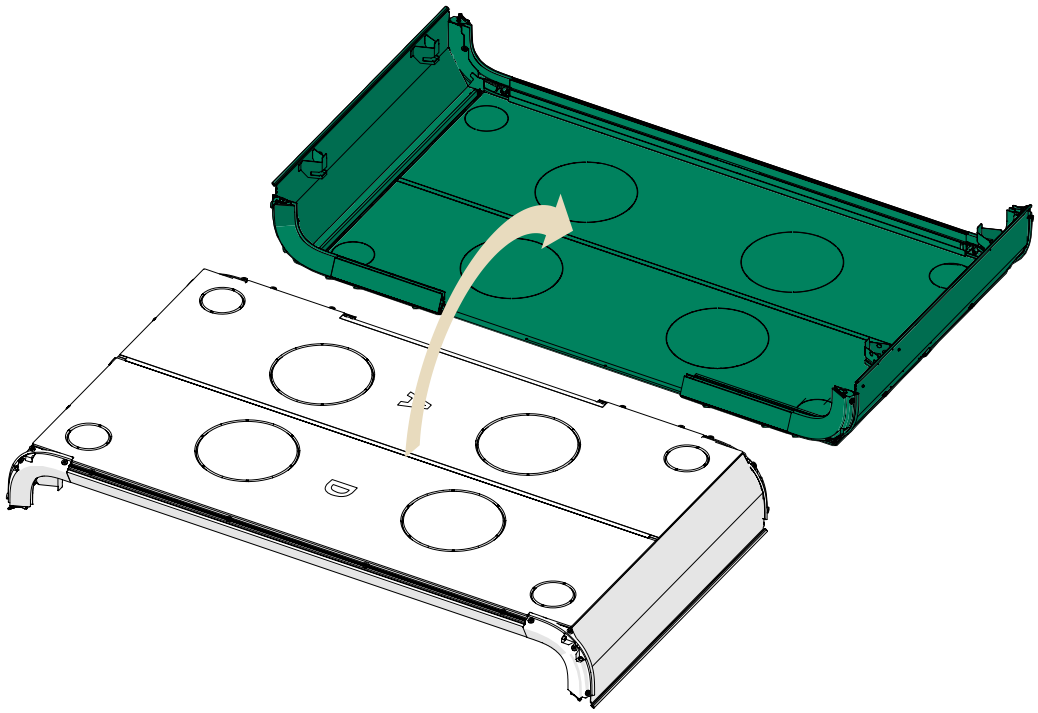
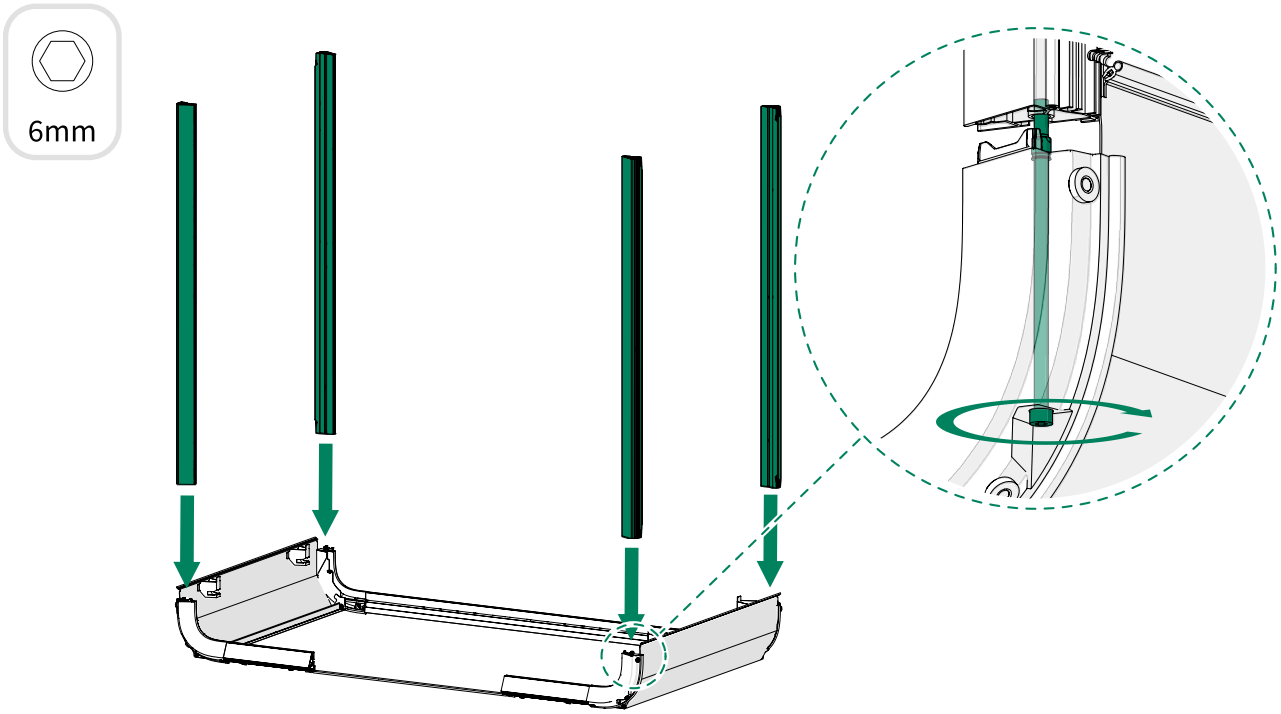


1.5 Install the vertical frames

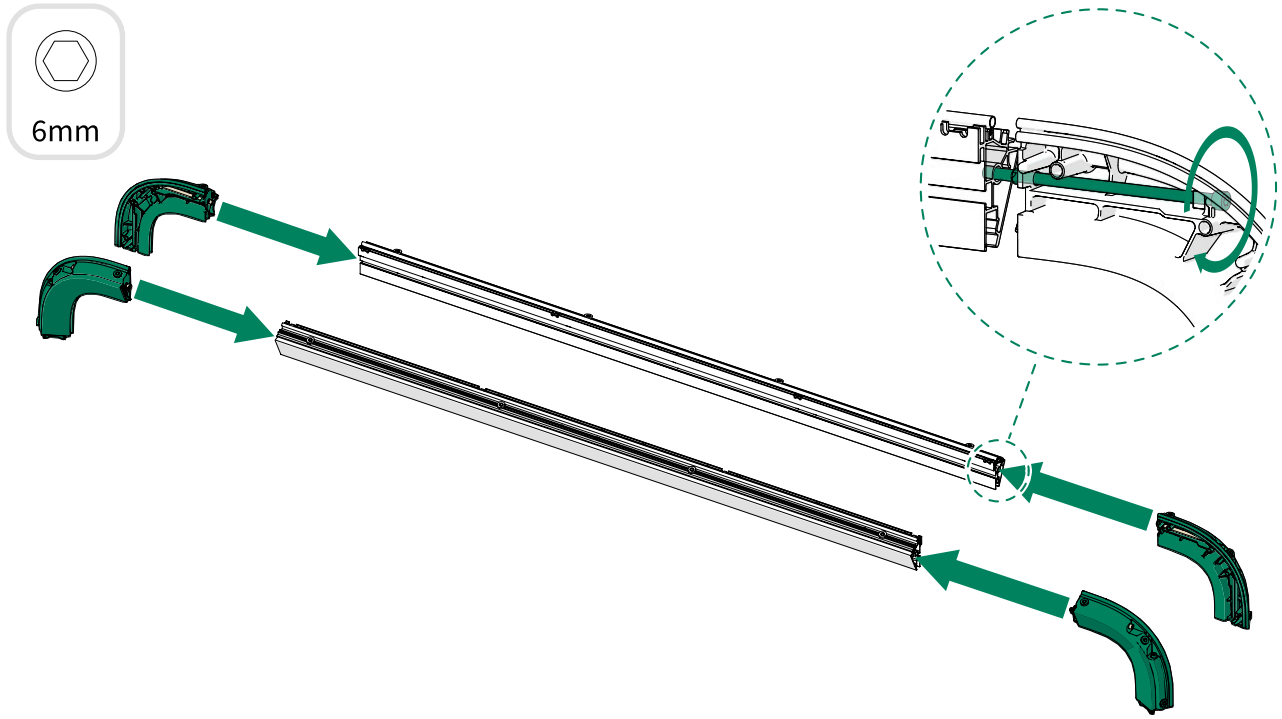
Note: Make sure that the bolts are properly tightened.



1.6 Install the horizontal frames

Note: Make sure that the bolts are properly tightened.

1.



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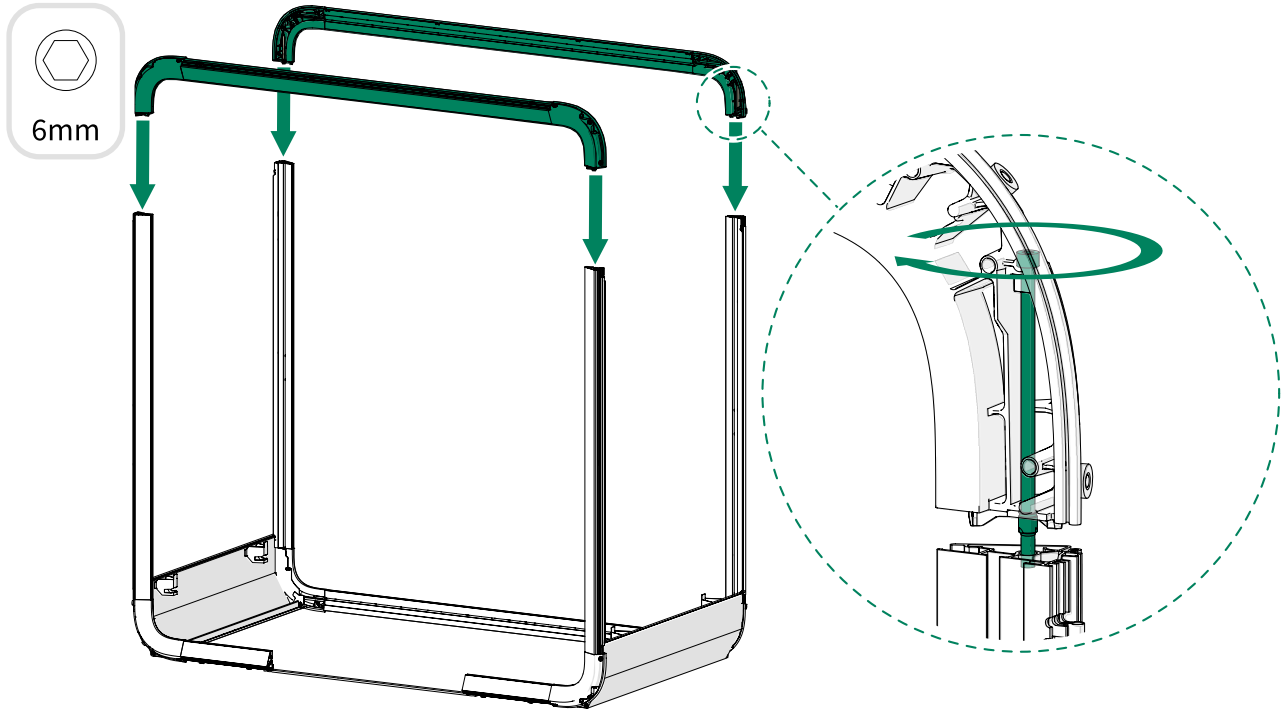

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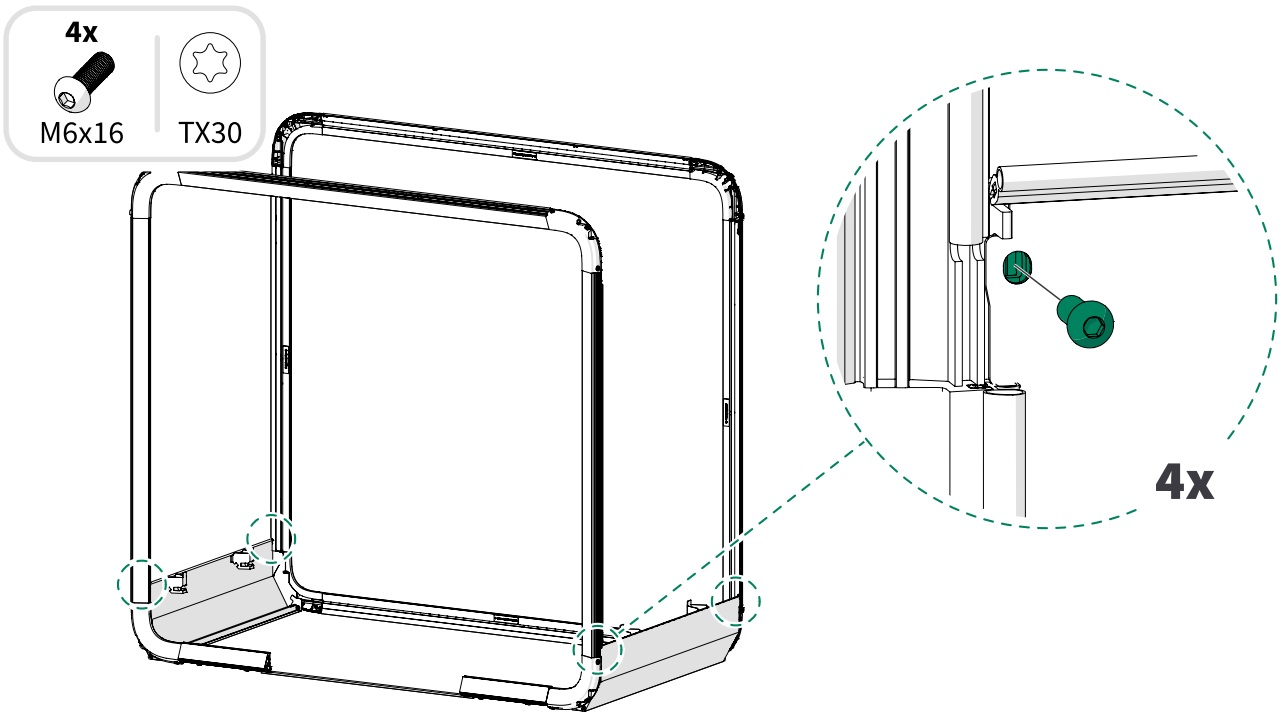
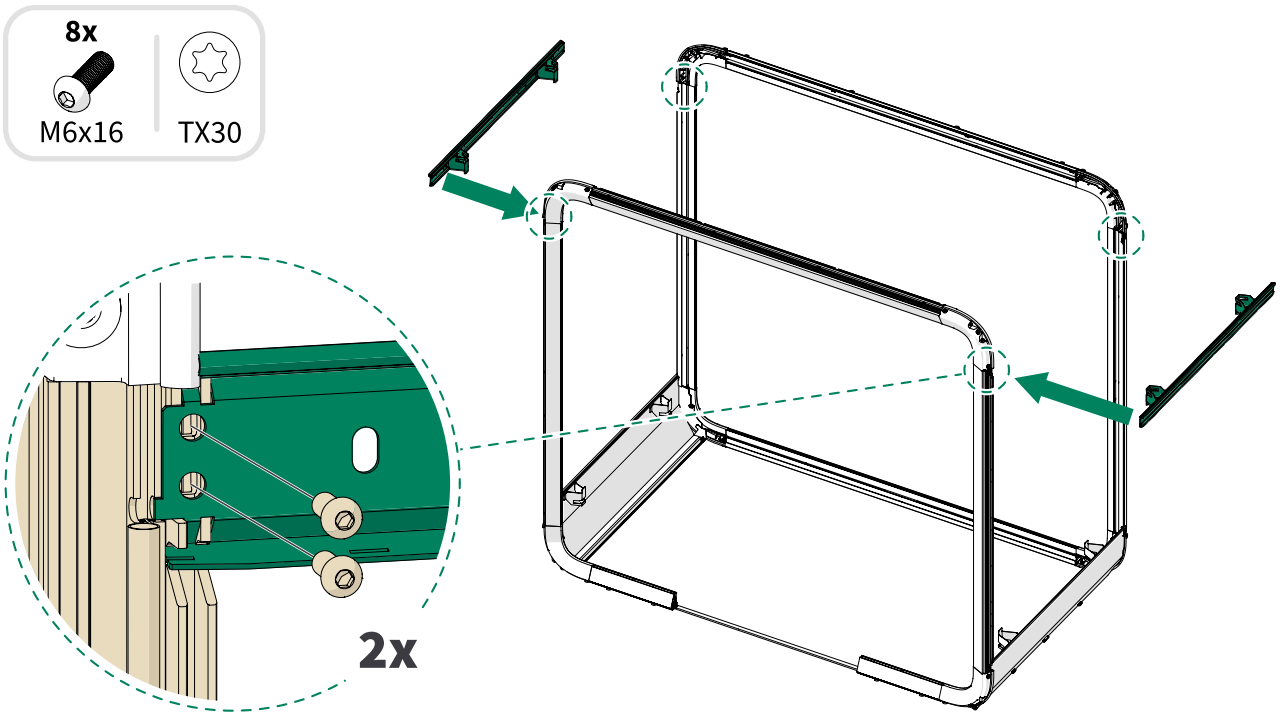


1.7 Install the horizontal supports

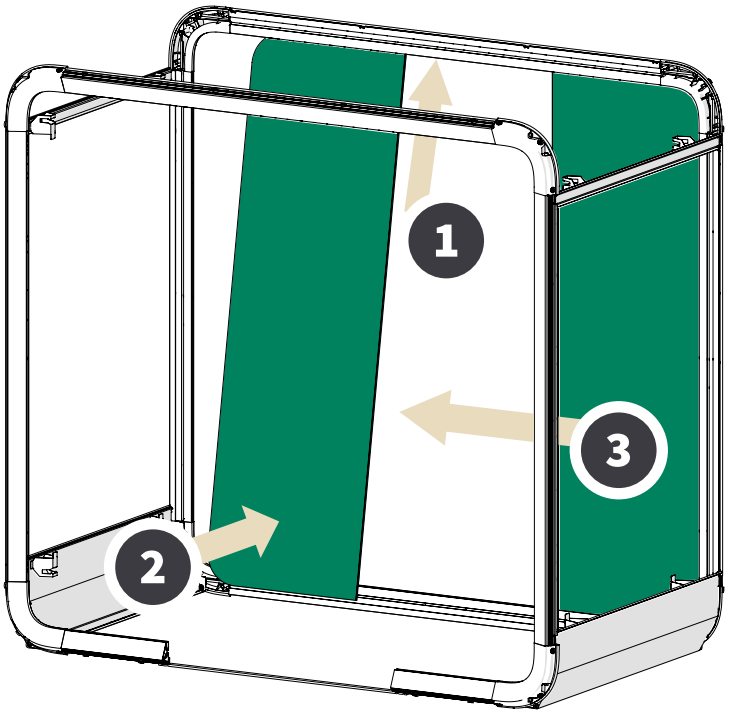


1.8 Install the back glasses

Note: Use suction cups to move glass components.

Note: Handle glasses with care. To avoid cracks in the glass edges, do not slide the glasses with force against the vertical frame.

1.



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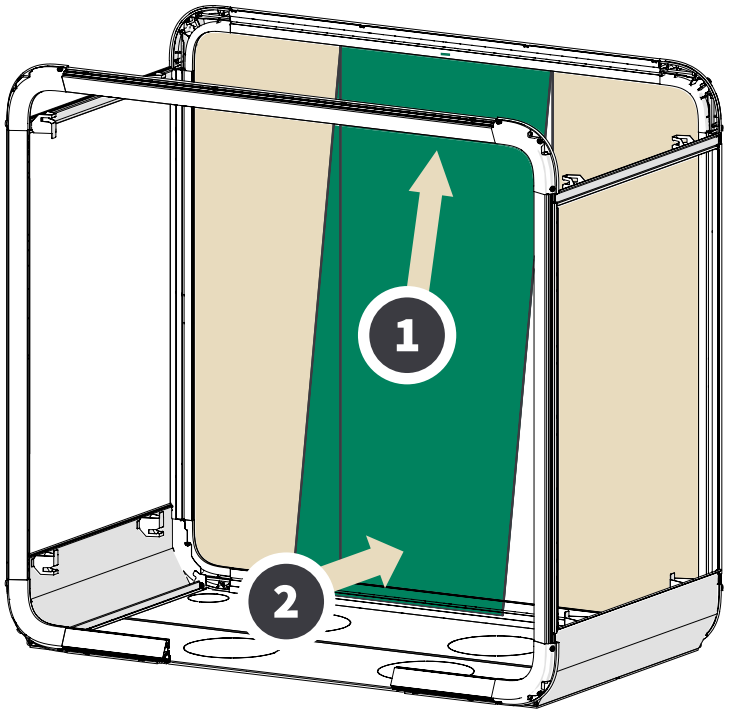
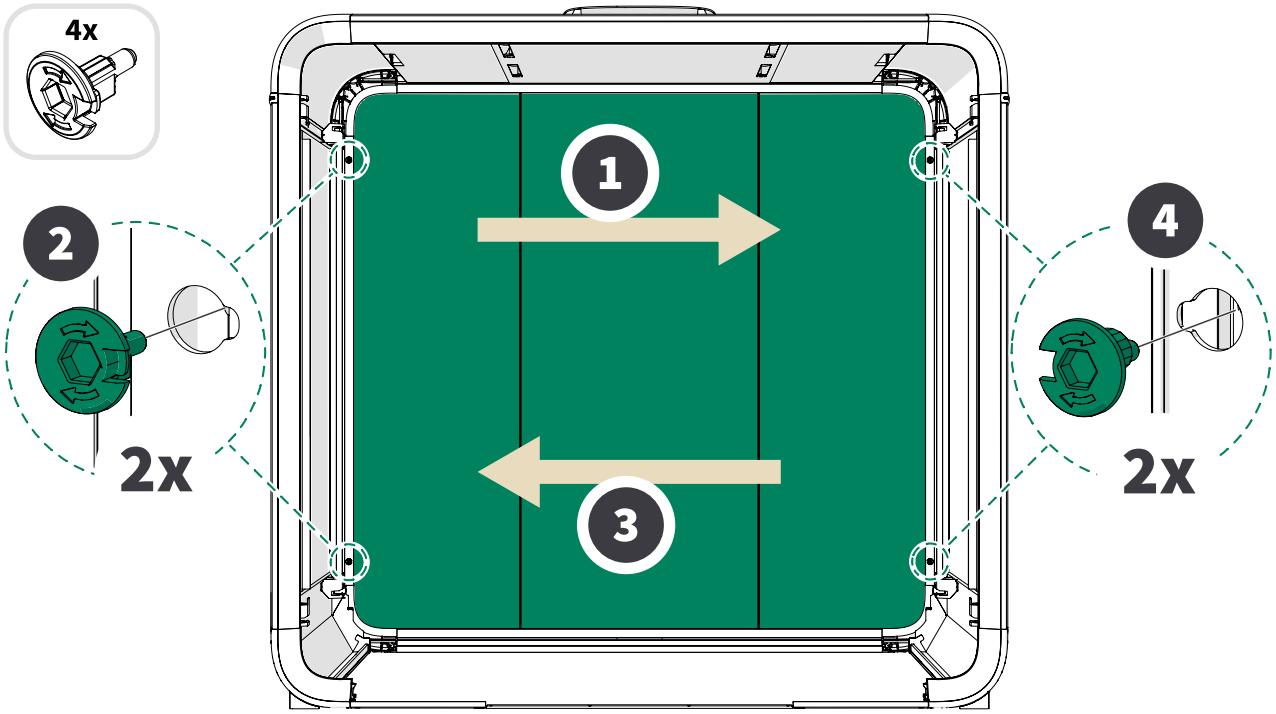


1.8.1 Tighten the screws of the back glass wall

Note: Make sure that the glasses form a flat and even surface with no gaps or thresholds between the glasses.

1.



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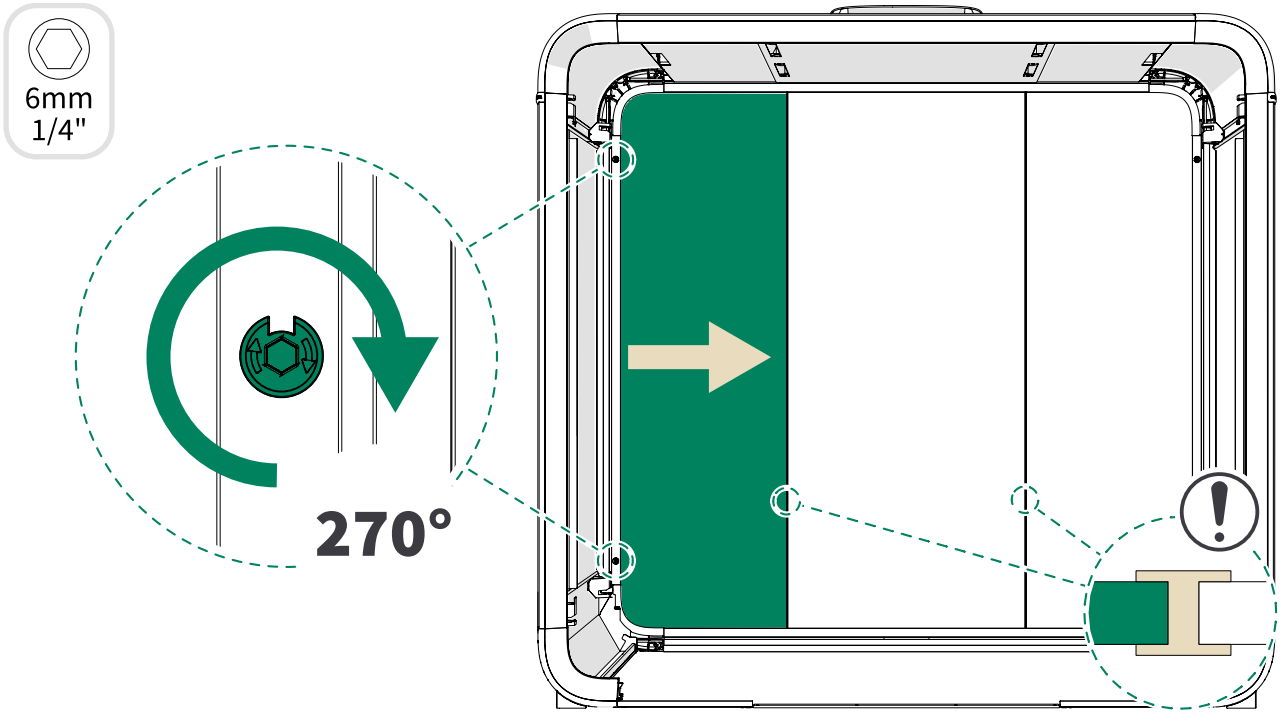

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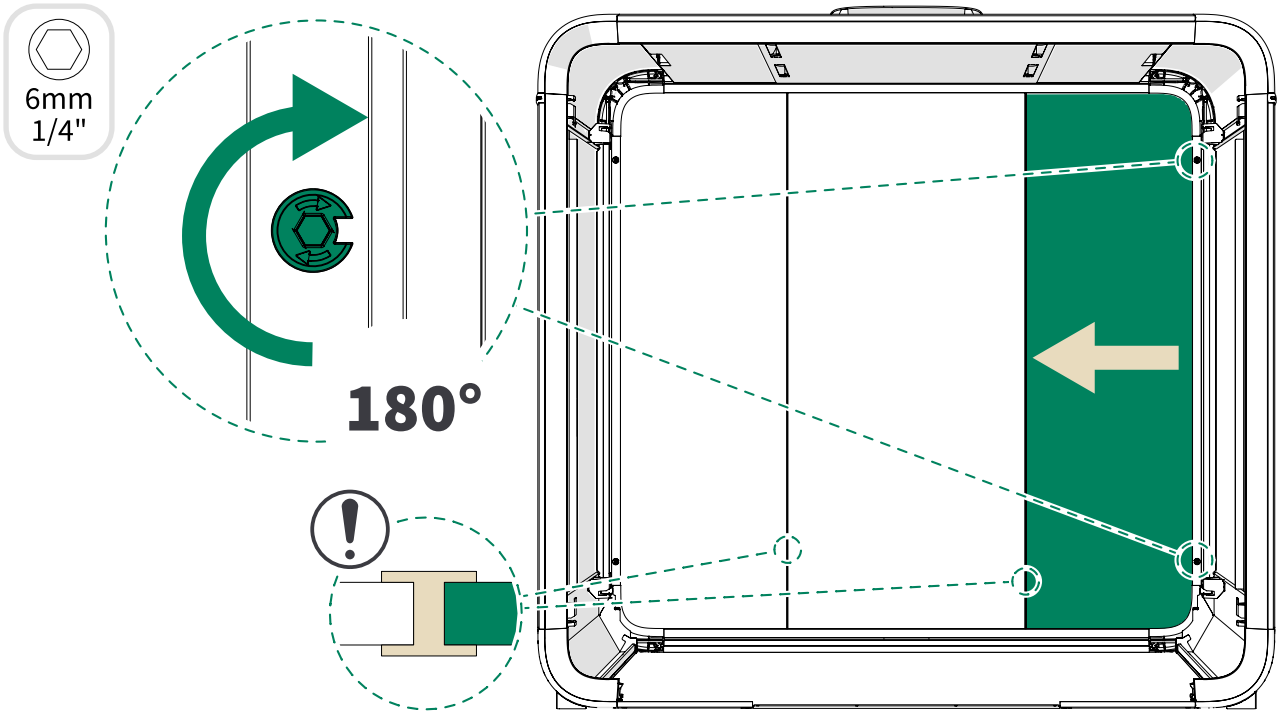


1.9 Install the front glasses

Warning: The glasses can slide out of the pod frame. Hold each glass in place until they are secured with screws.

Note: Use suction cups to move glass components.

Note: When sliding the glasses into the front frame of the pod, make sure not to scratch the frame pipes.

Note: The orientation of the front glasses determines the door handedness. When you install the glasses, make sure that the hinges and strike plate are positioned correctly.

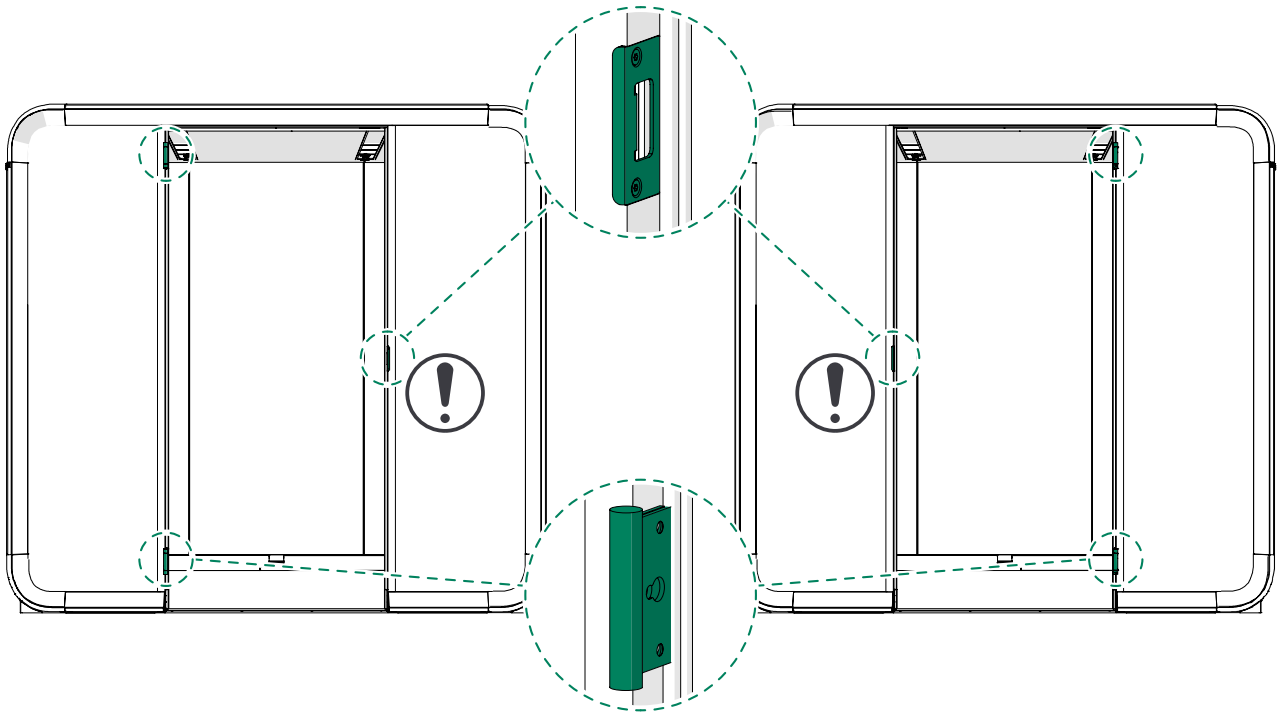
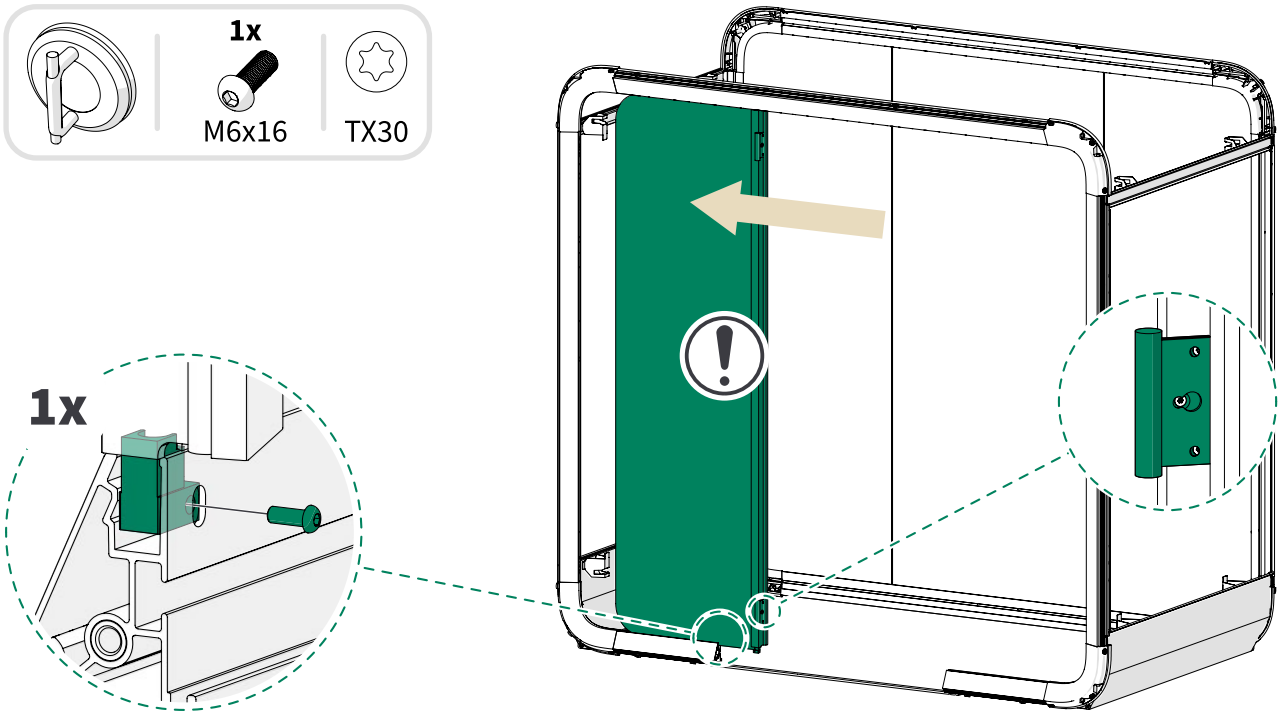


Figure 3: Door handedness. Left: Left-handed door. Right: Right-handed door.

1.

Note: Handle glasses with care. To avoid cracks in the glass edges, do not slide the glasses with force against the vertical frame.



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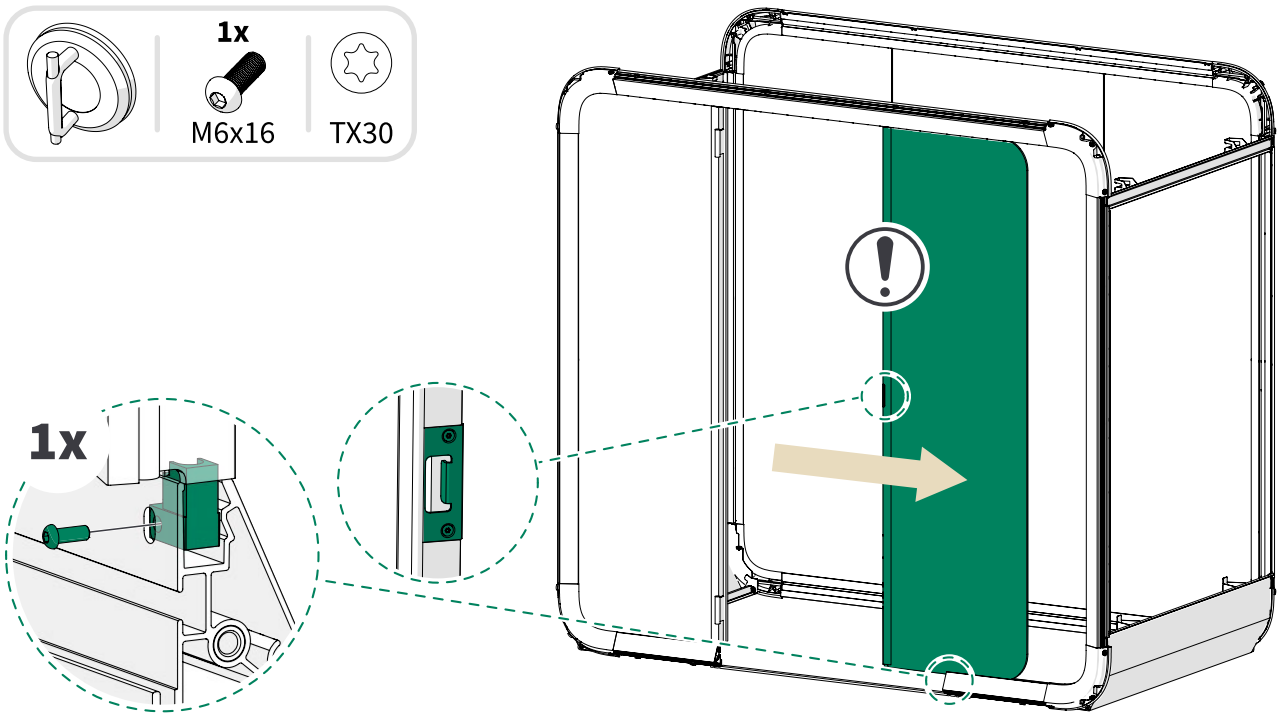
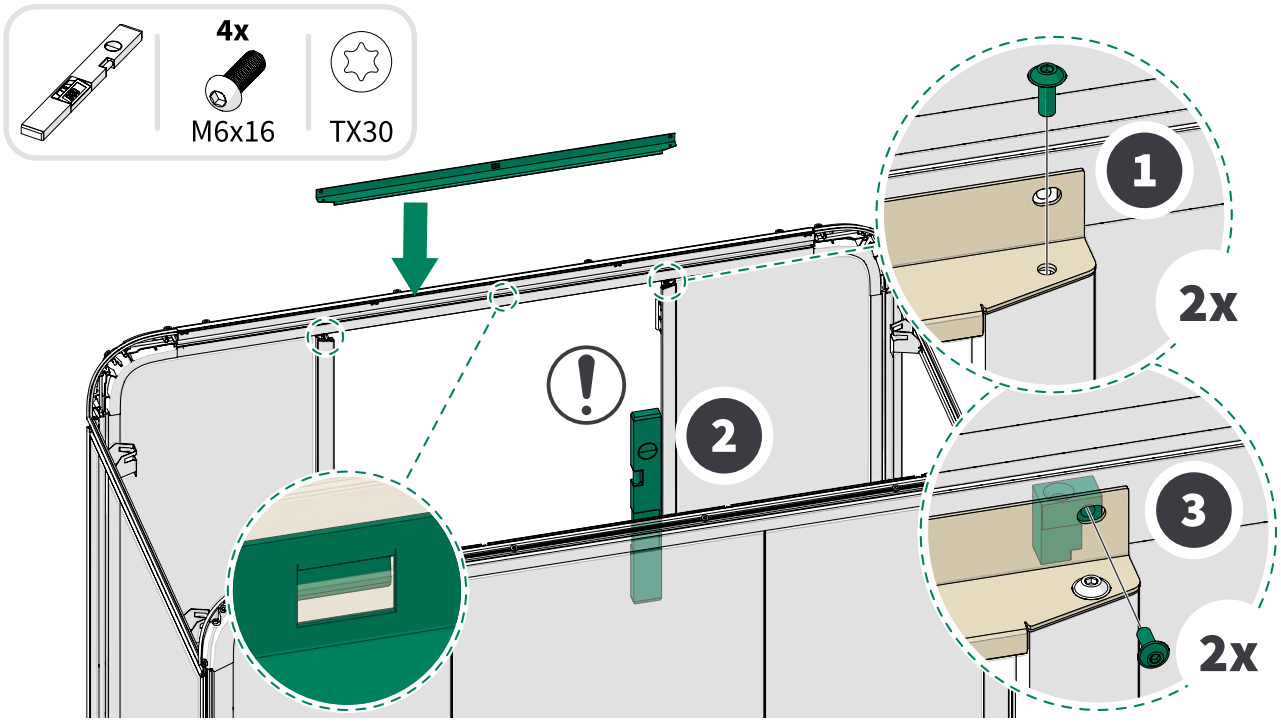


1.10 Install the ceiling threshold and plugs to the doorway

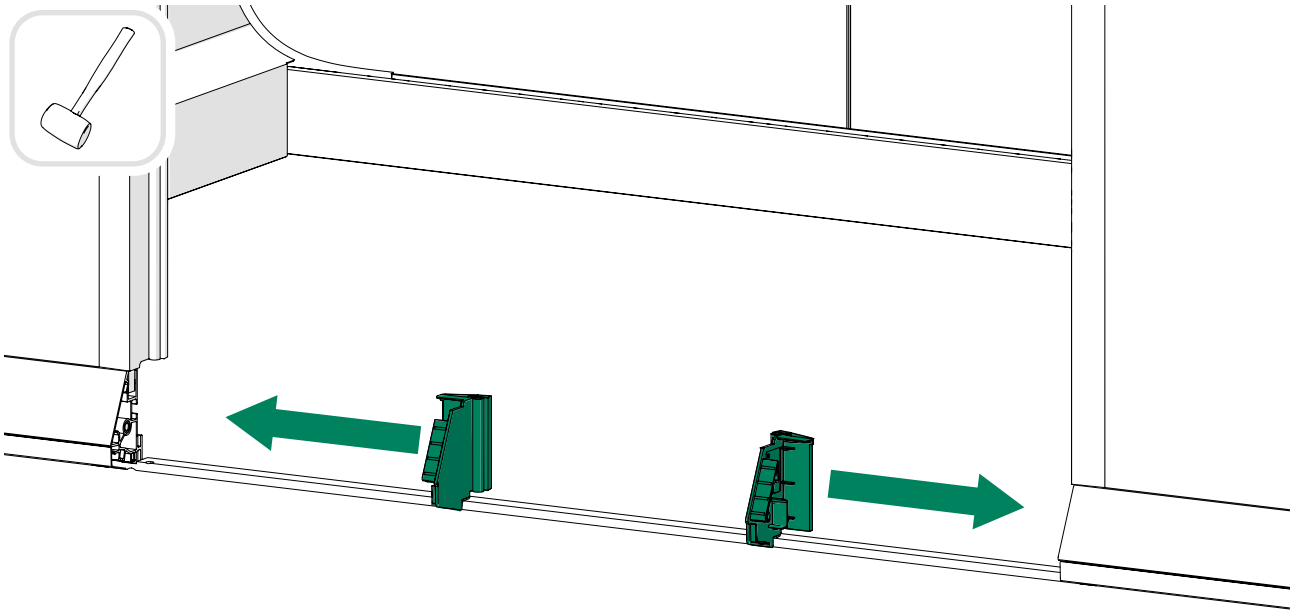
1.

Note: Check the straightness of the front glasses with a spirit level before fully tightening the ceiling threshold.



2.

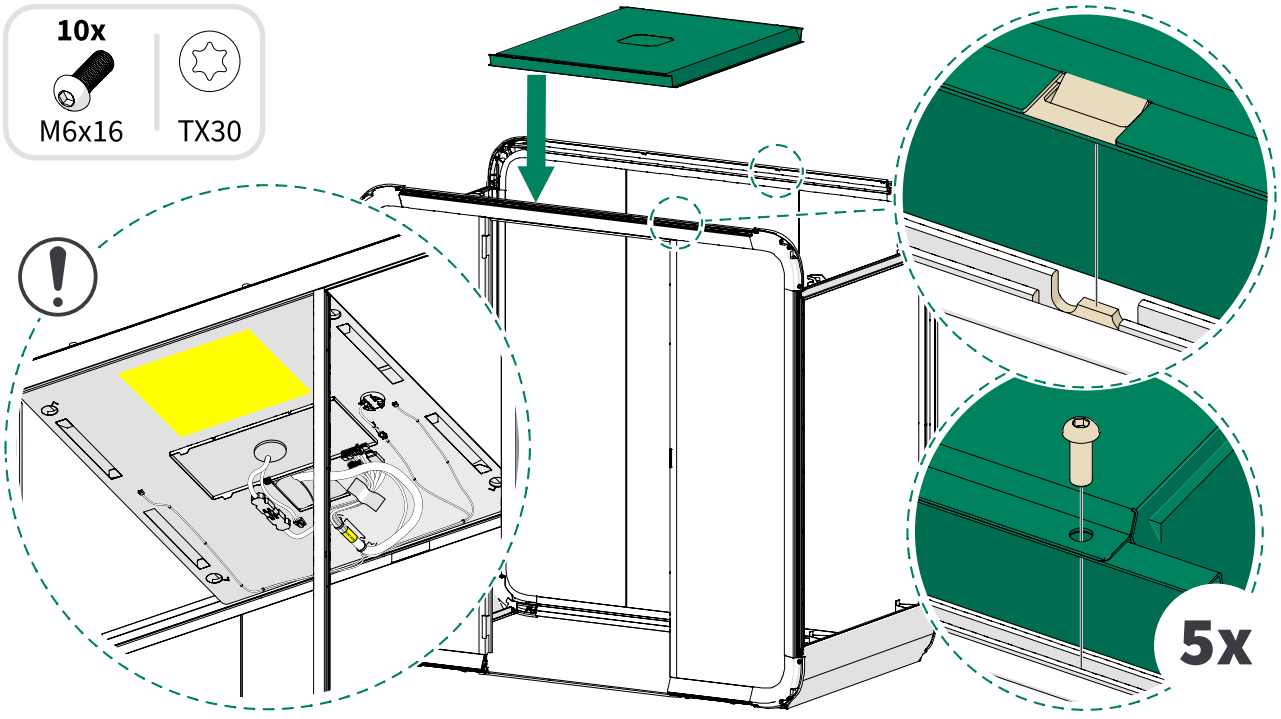
Note: Use a rubber mallet to install the plugs.



1.11 Install the inlet module

Note: Make sure that the inlet module locks into place on the frames.

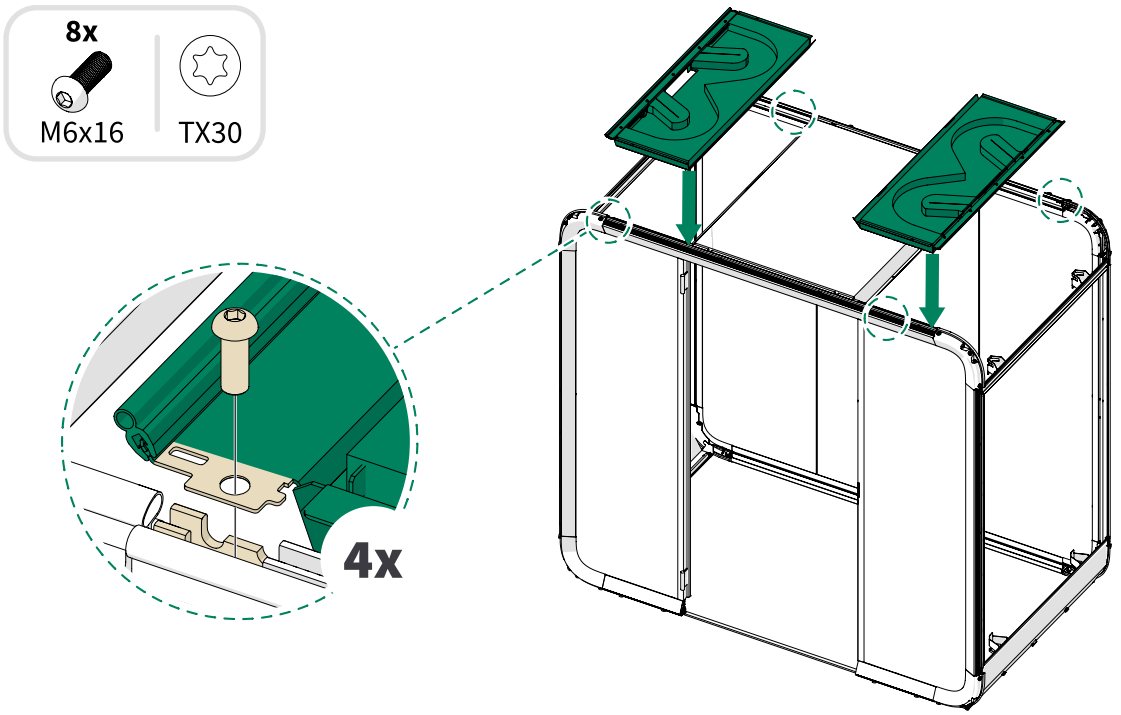
Note: The inlet module is installed to the frame of the pod with five screws on each side. When you install the inlet module to the frame, tighten the first five screws on one frame before securing the remaining screws on the other side.



1.12 Install the outlet modules

1.

Note: Make sure that the outlet modules lock into place on the frames.



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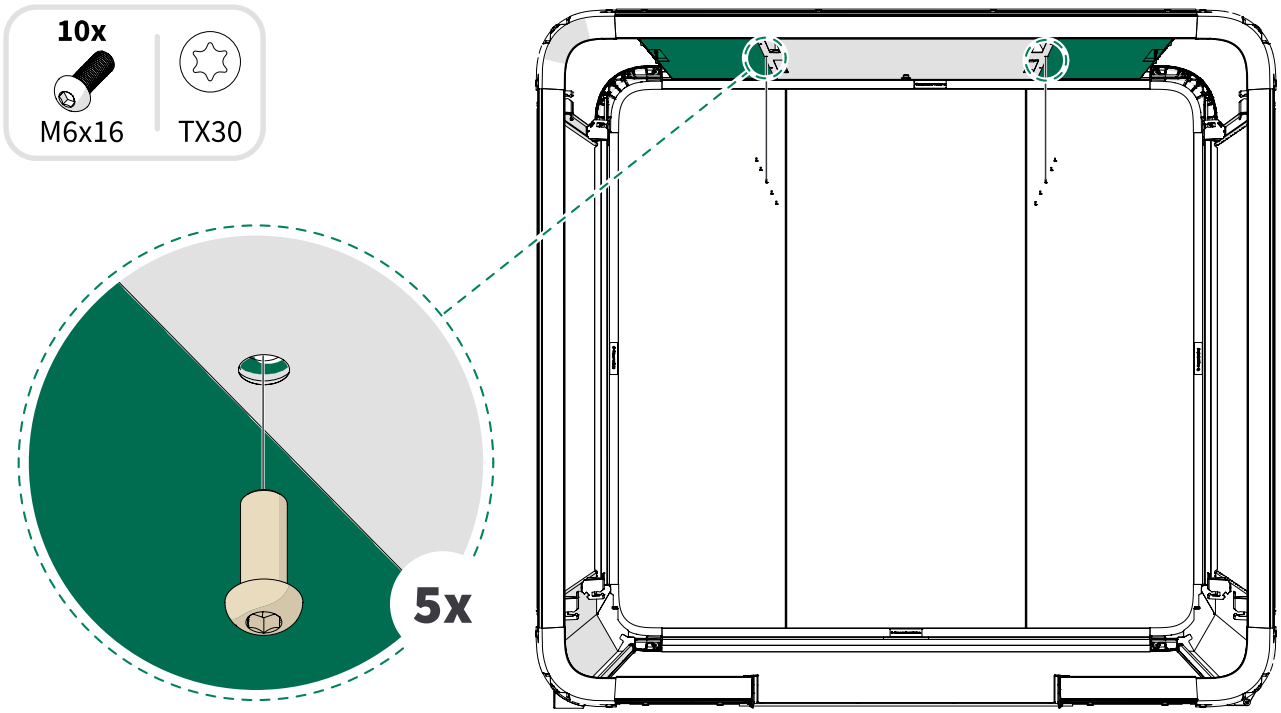
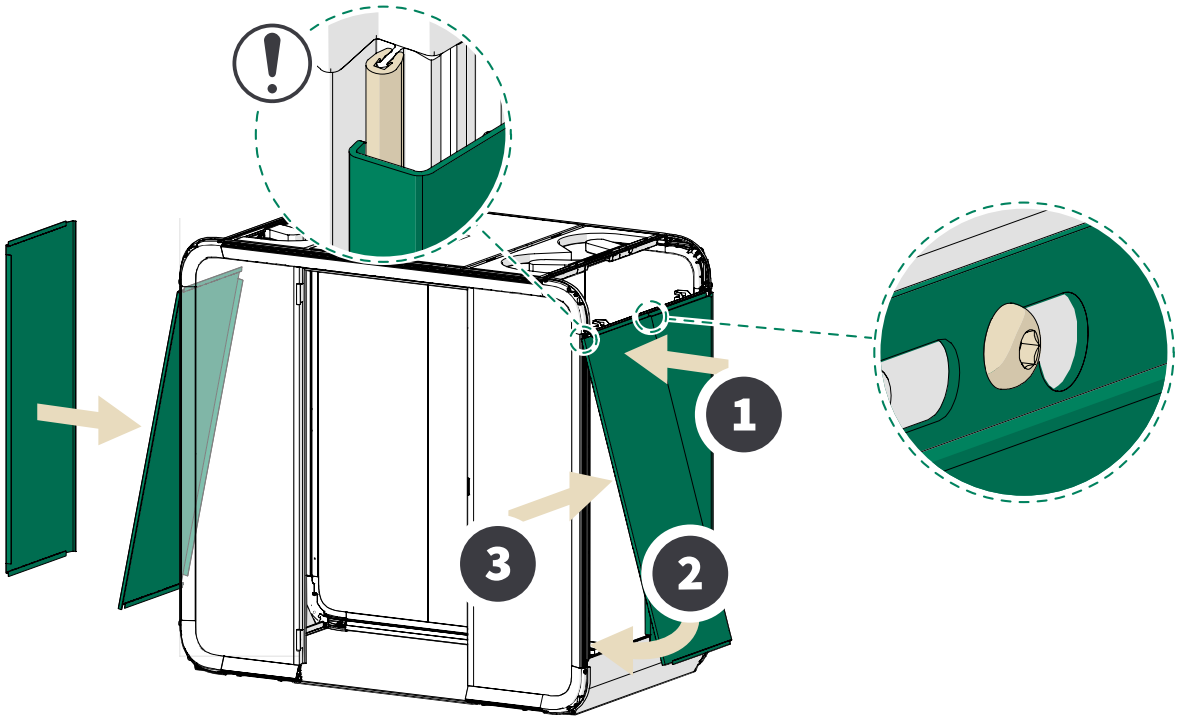


1.13 Install the wall exterior panels

Attention: Make sure that the wall exterior panels are bolted together firmly and in the order shown in the instructions.

1.

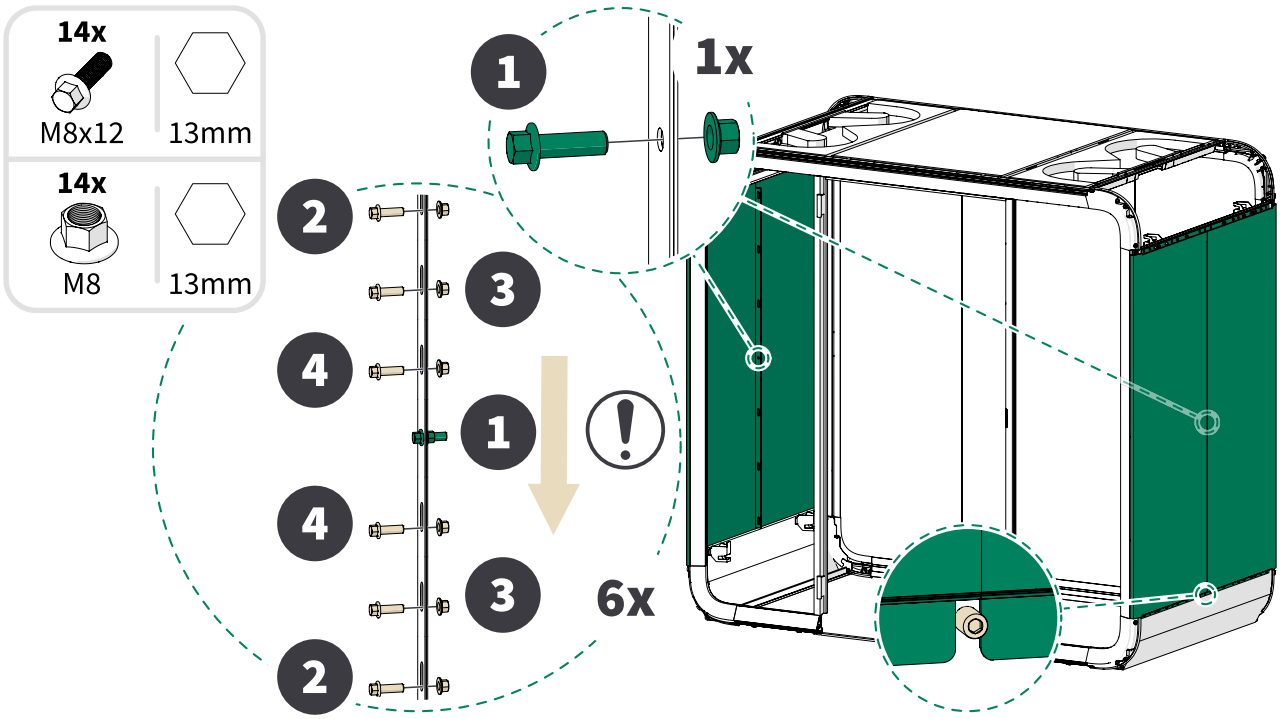
Note: Make sure that the elastic gasket sits firmly under the edge of the exterior panel.



2.

Note: Before you tighten the bolts, make sure that the panel cuts surround the pin.

Note: When tightening the screws on the slotted holes, pull down on the screw to align the exterior panels.



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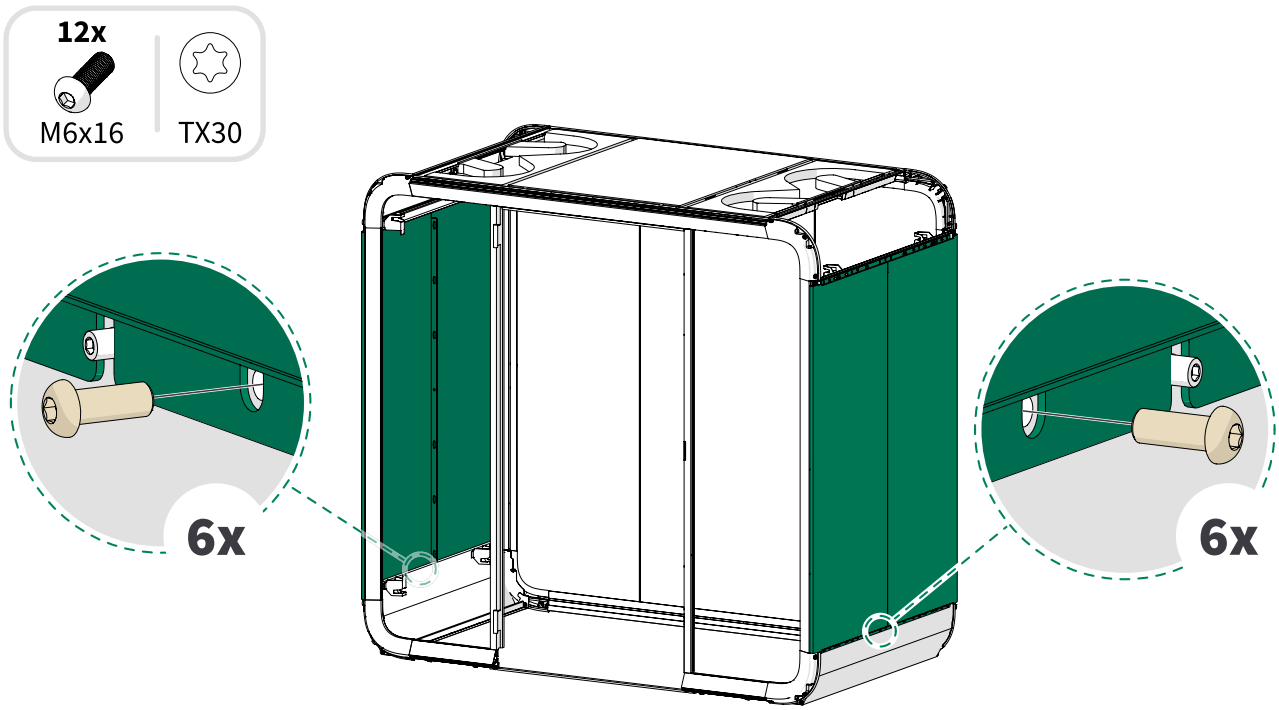


2 Electrics

Attention: Make sure that all connectors are securely attached and that the cables do not cover the core unit.

Figure 4: Overview of the pod electrics

2.1 Install the power unit

Note: Install the power unit to the right side of the pod.

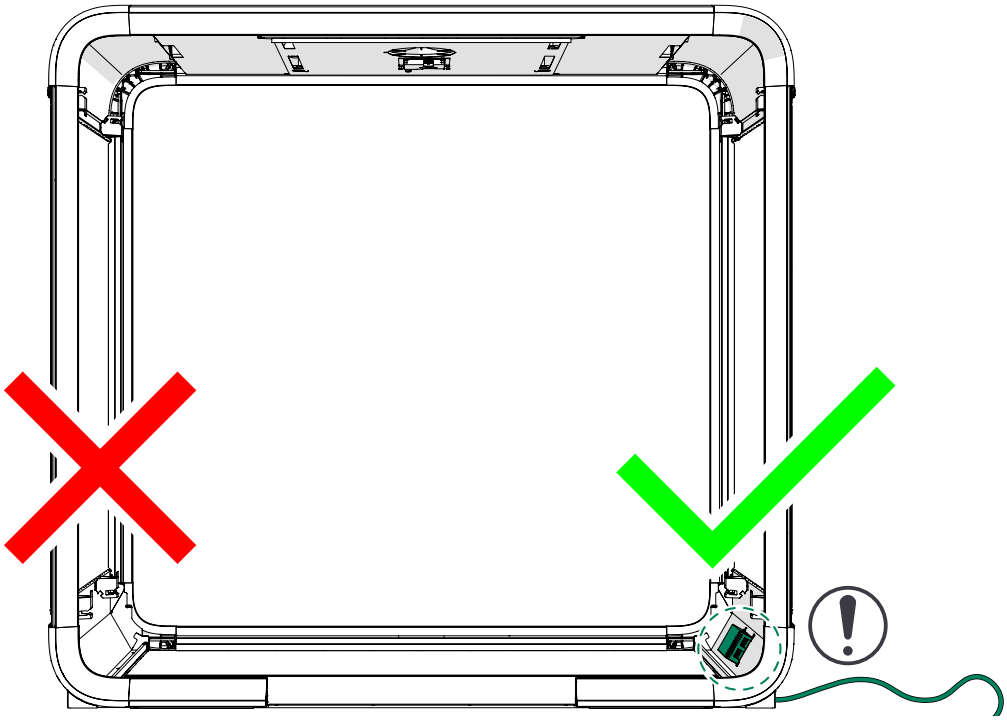
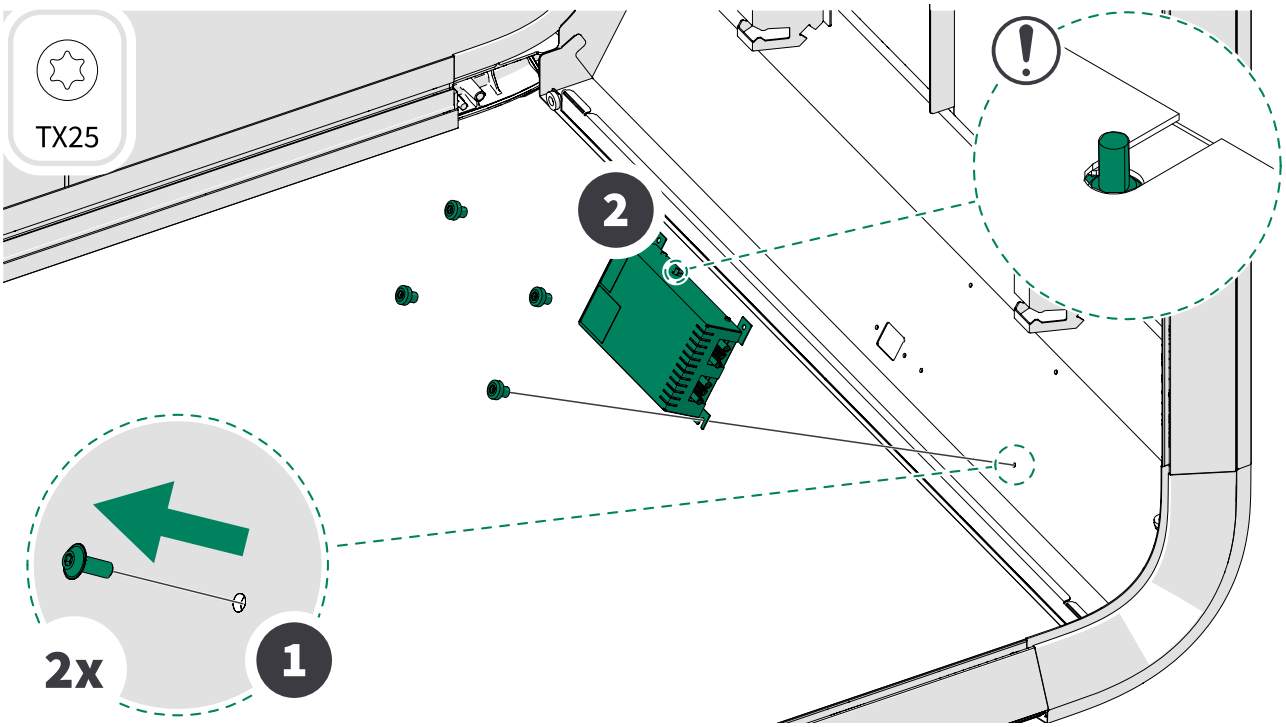
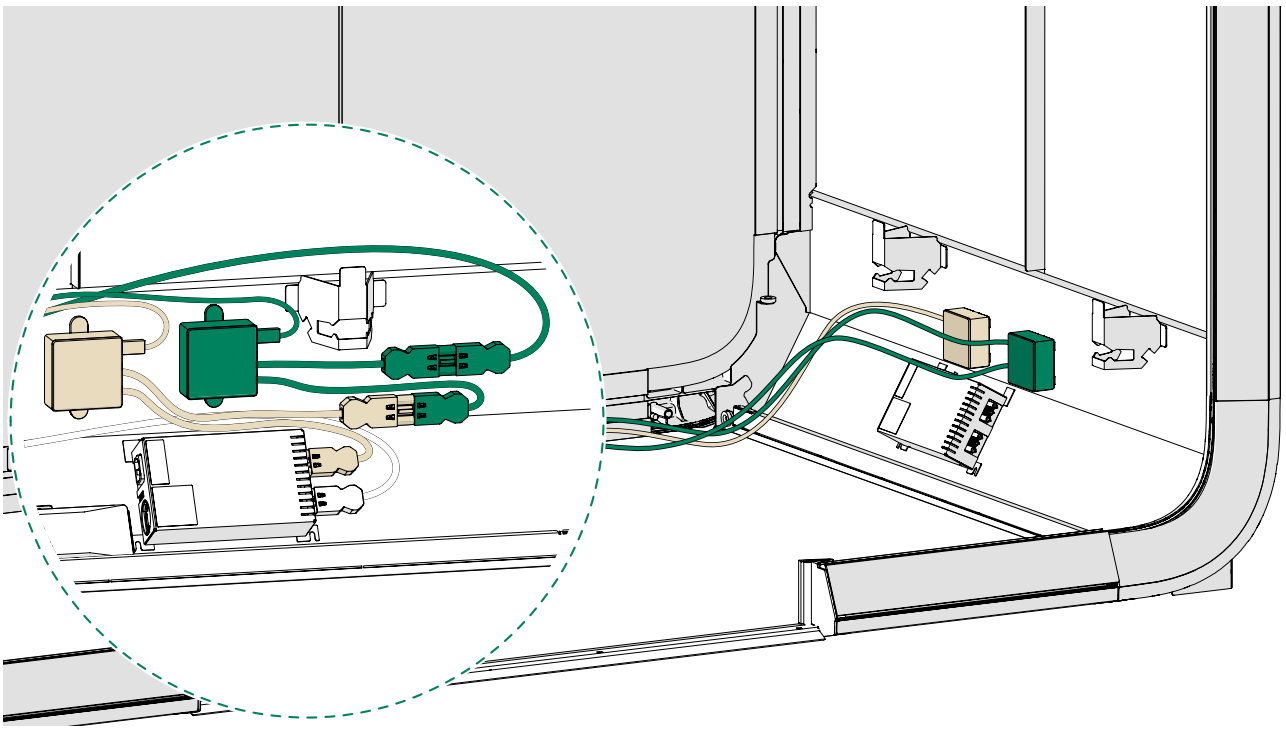


Figure 5: Installation location of the power unit

Note: Make sure that the screws are properly tightened. Connection of a protective grounding conductor is via the power unit screws.



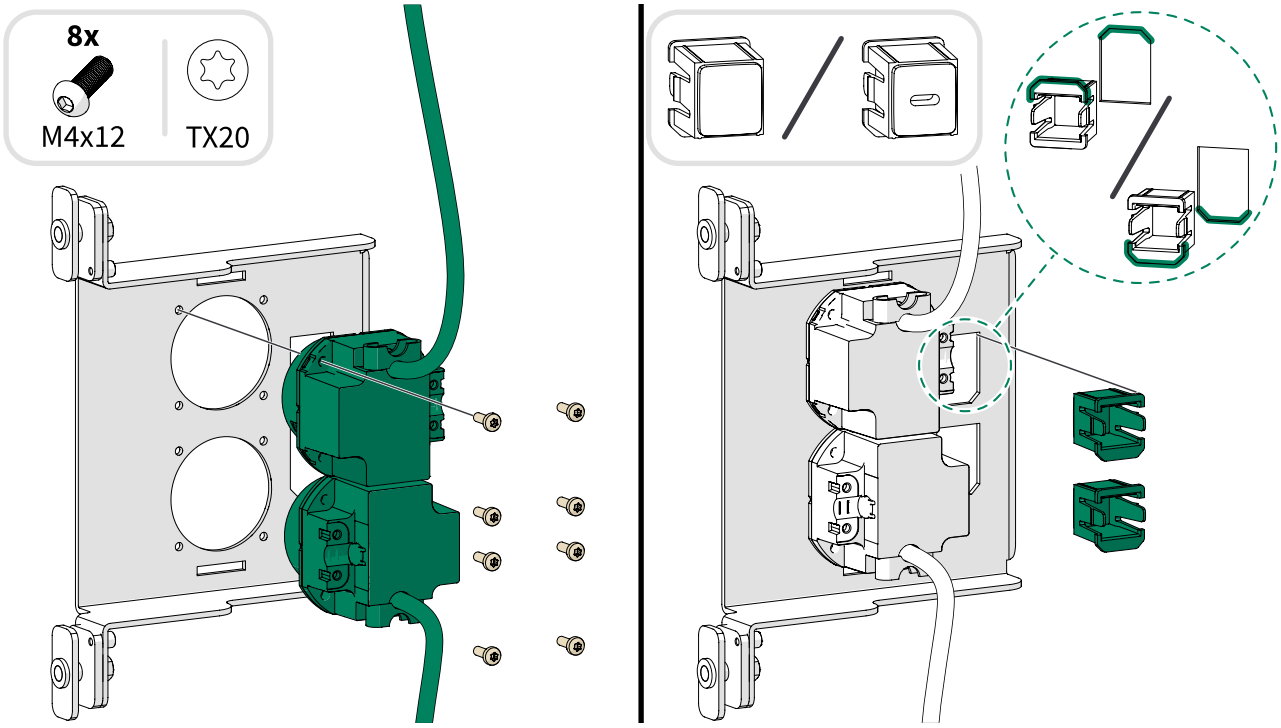
Install the USB-C module (optional)



Install the power outlet bracket

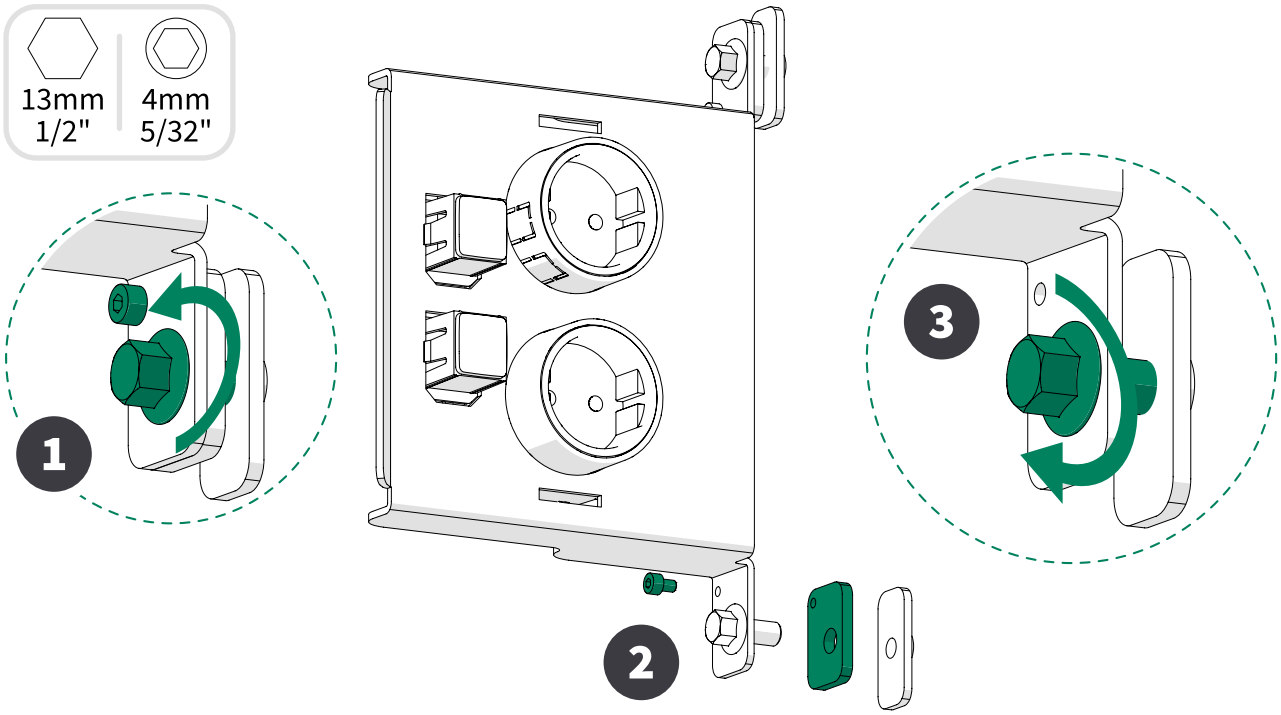
The blank plugs are in the same bag with the power outlet covers.

1.



2. Complete the following step only if you install the seismic kit. Remove the shim plate from the lower flange of the power outlet bracket.

   The shim plate and small screw can be discarded.



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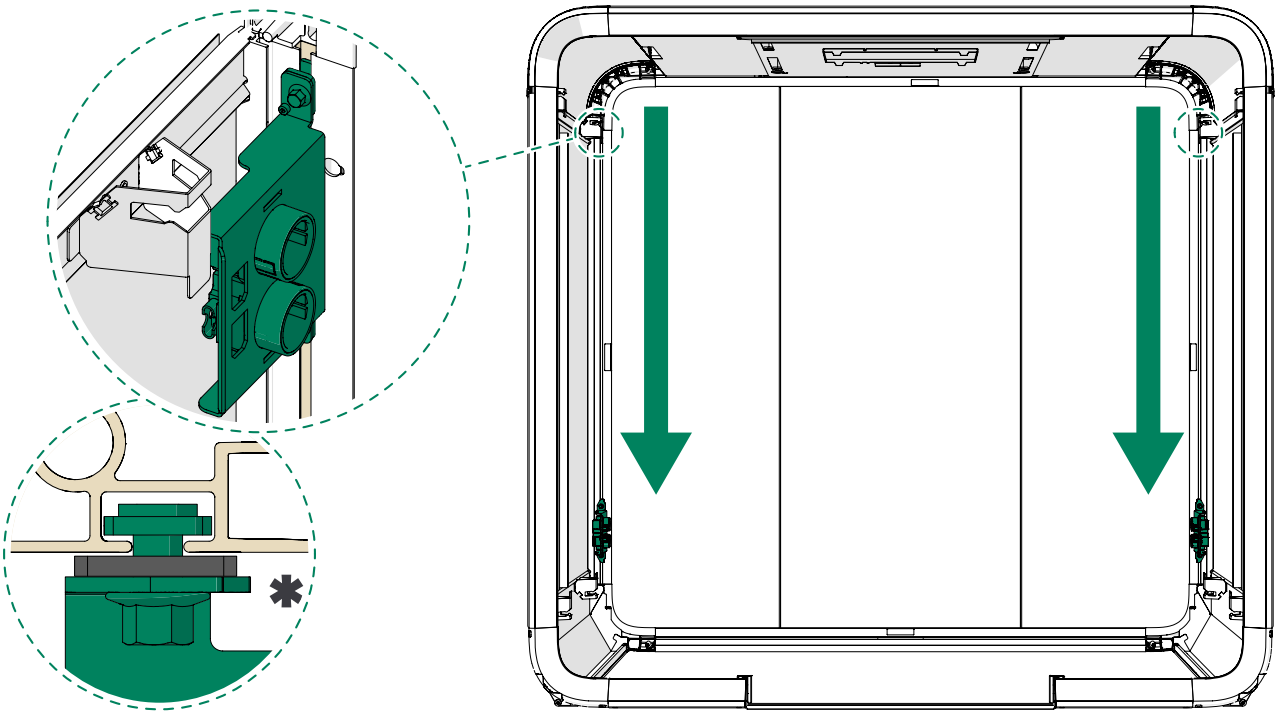

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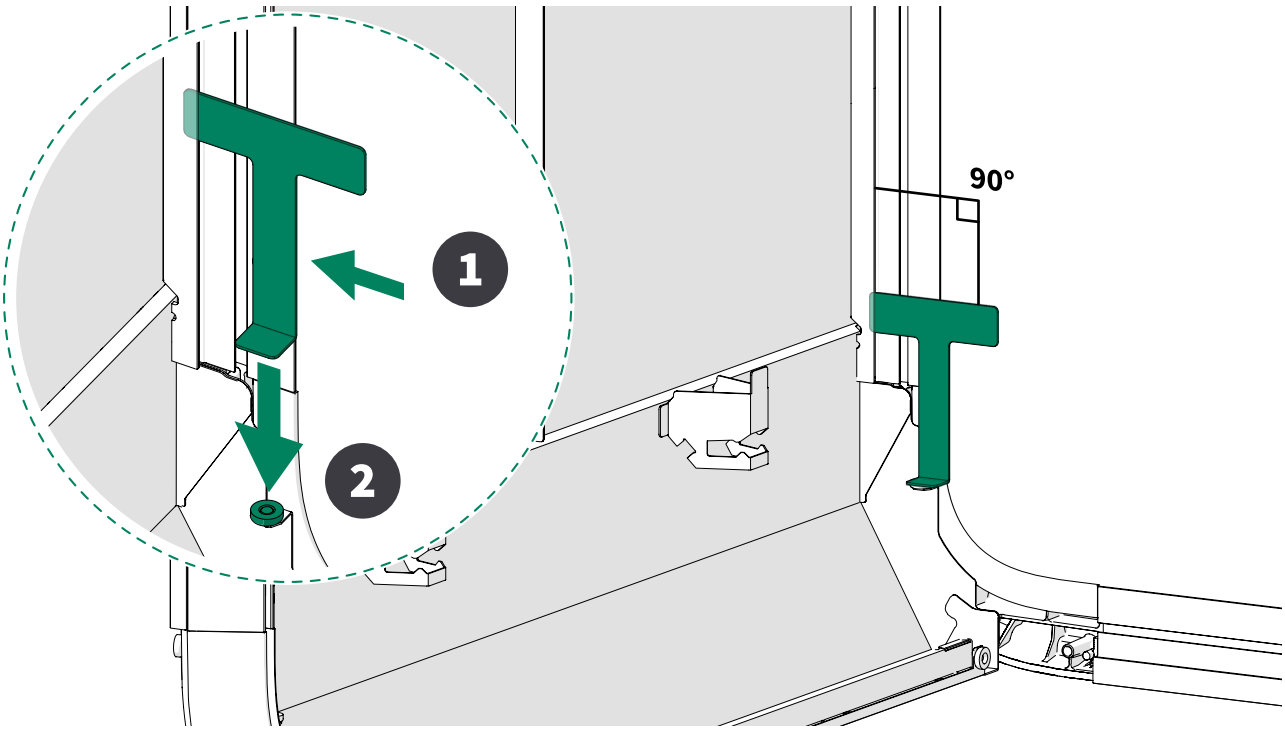
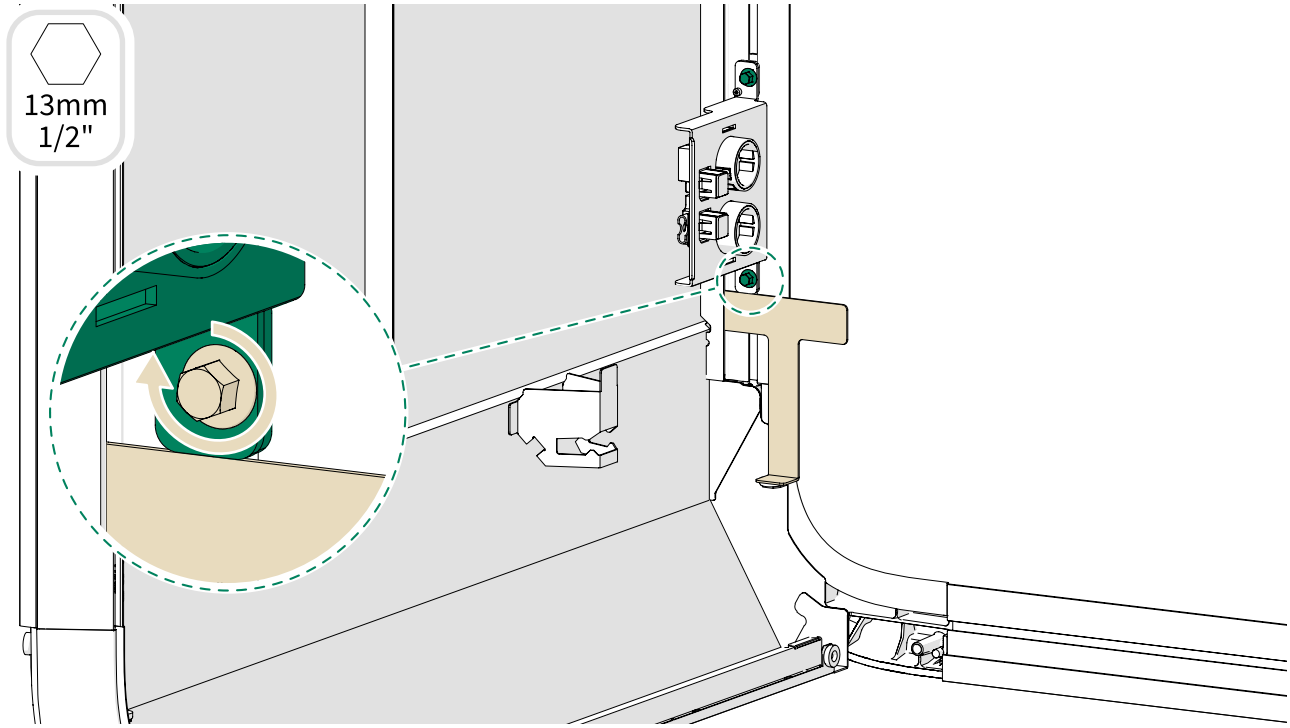


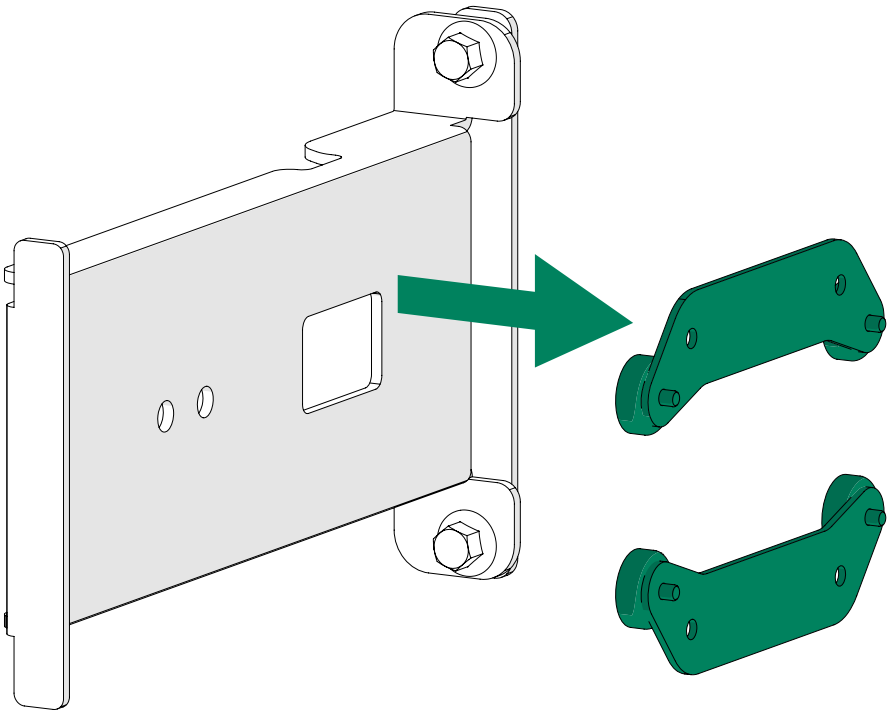
5.

Note: Use the T-shaped part to position the power outlet bracket to the correct height.



Install the touchscreen bracket

1.



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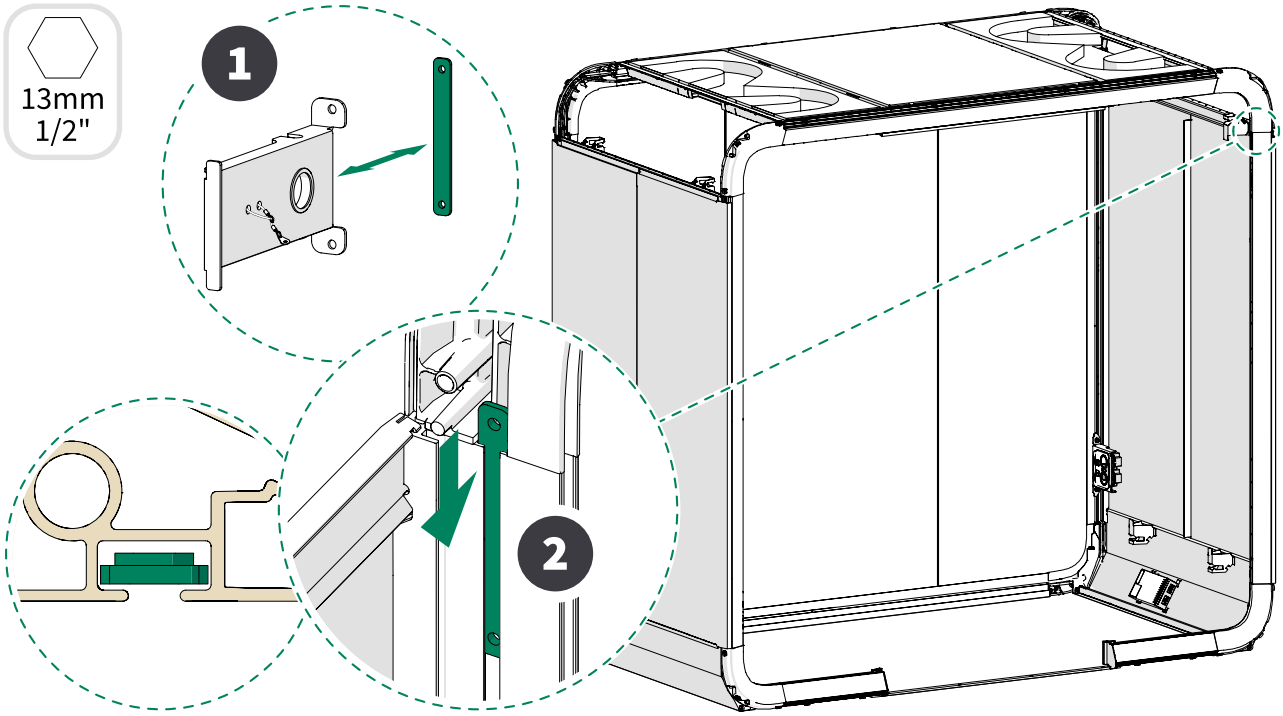

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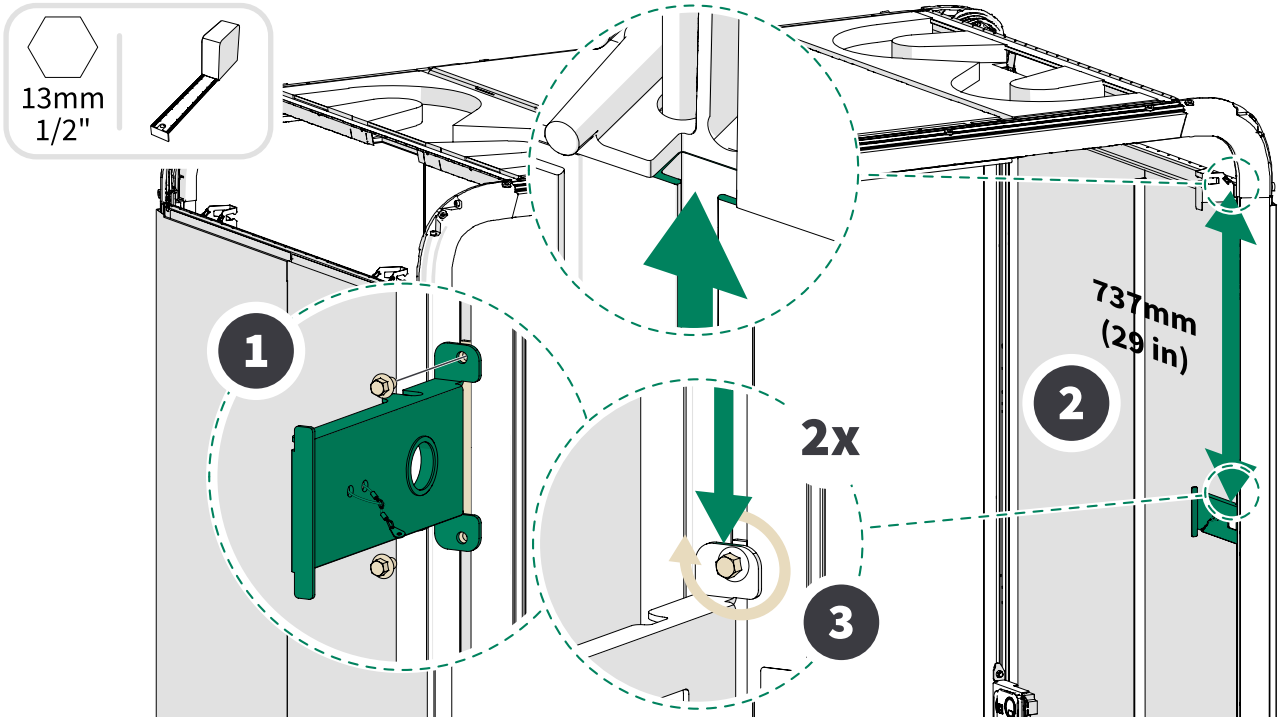
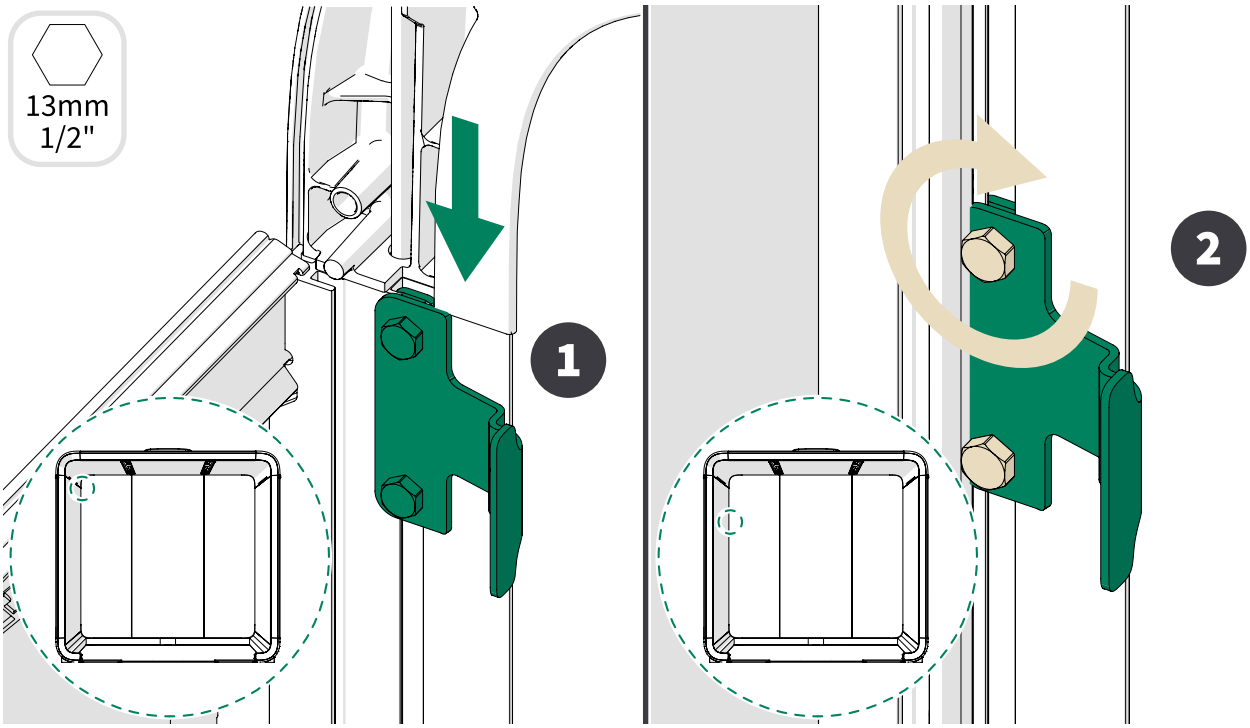
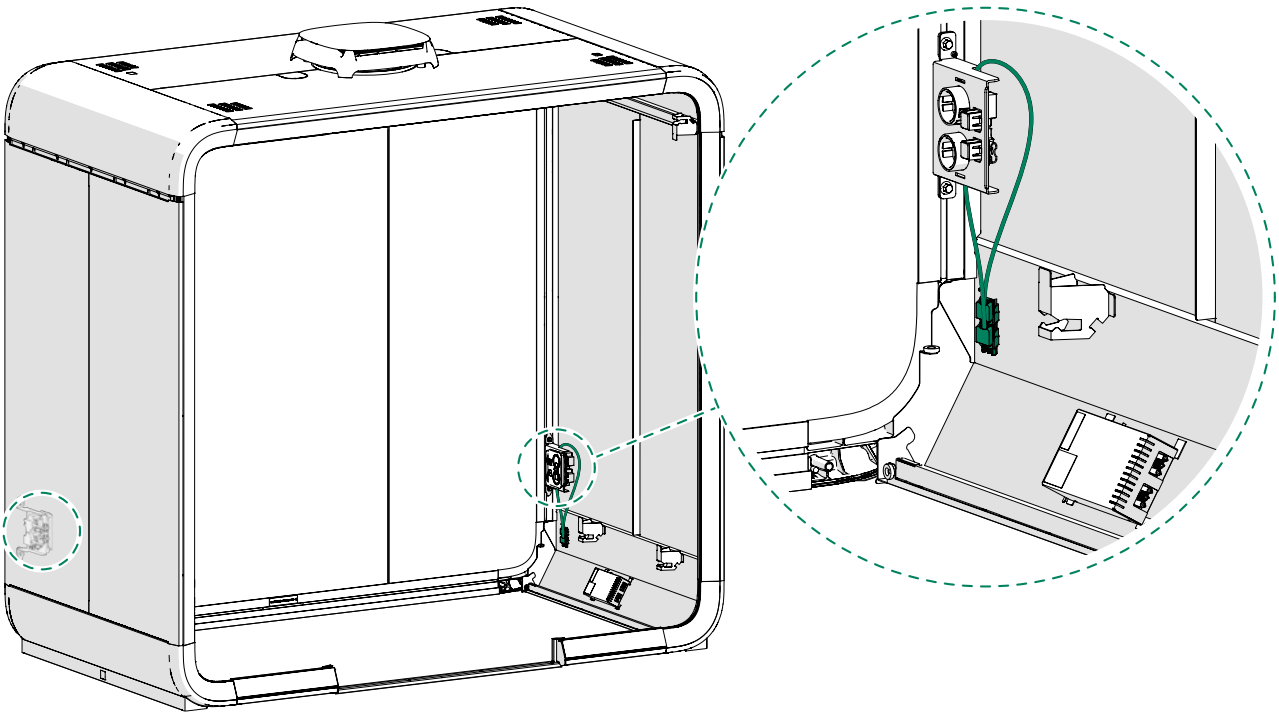


Install the coat hook(s) (optional)



Connect the power outlets to the power unit

1.



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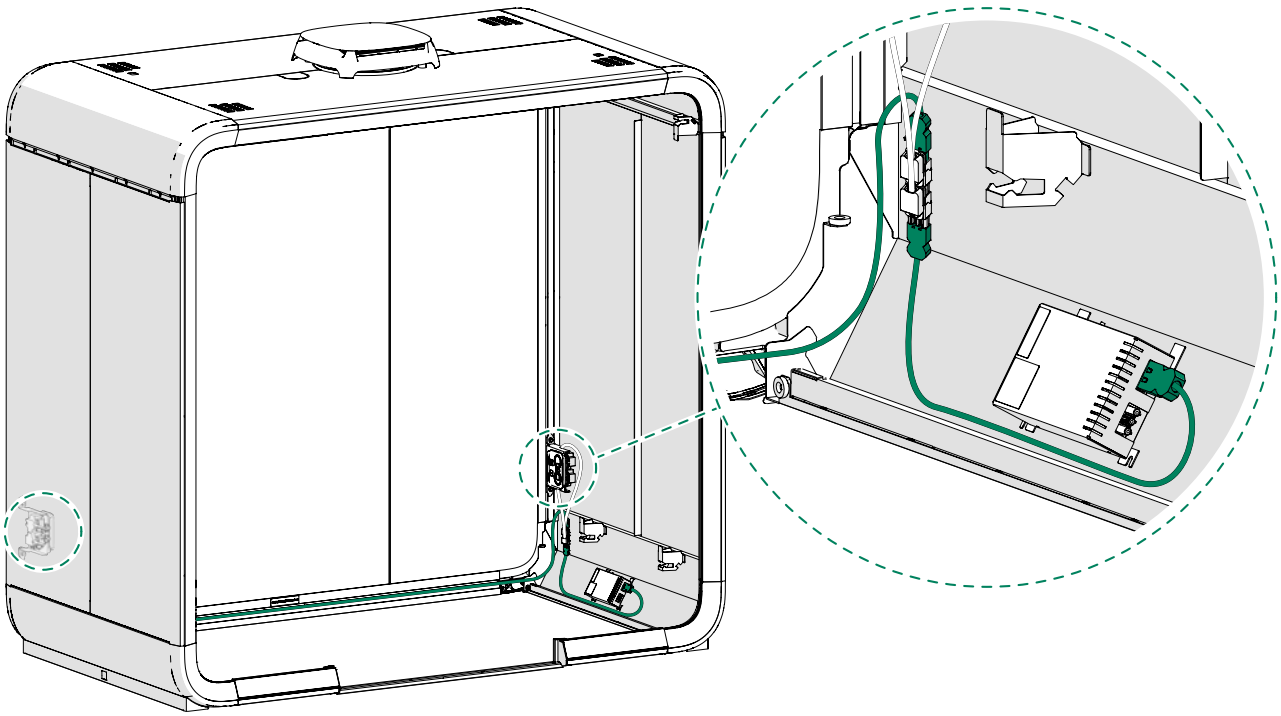
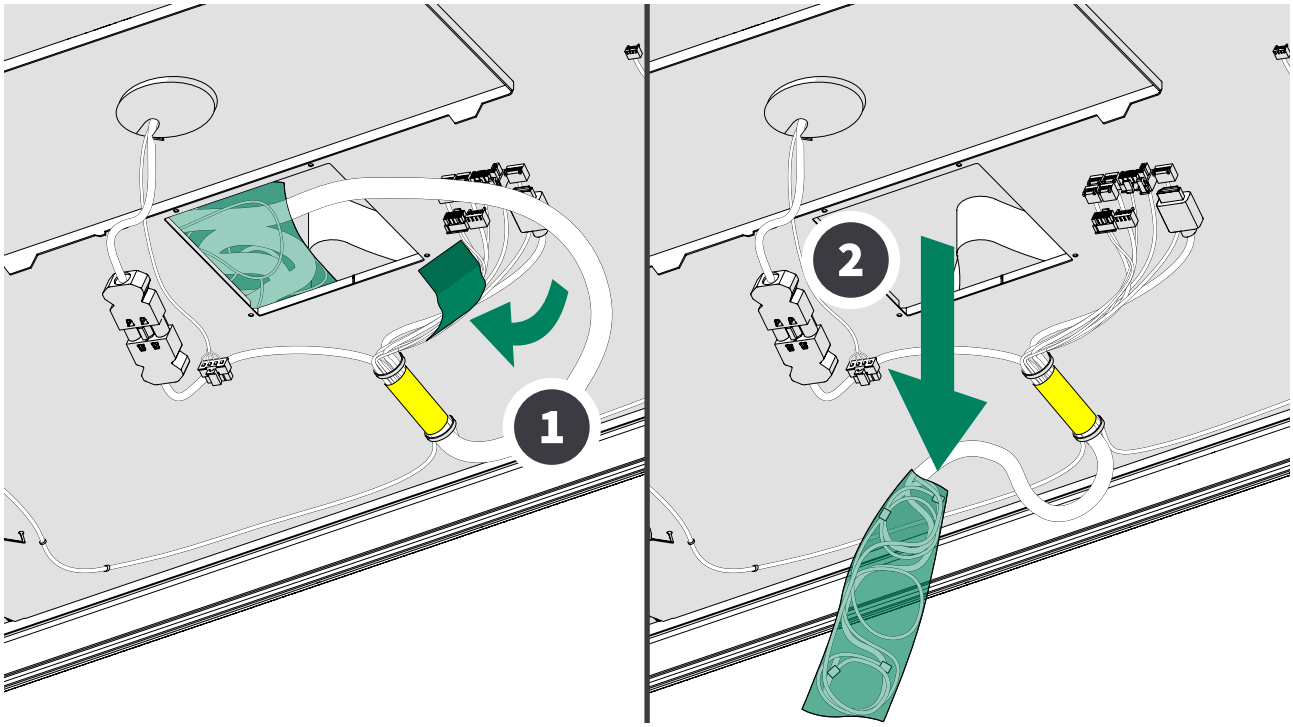


2.2 Install the core unit

1.



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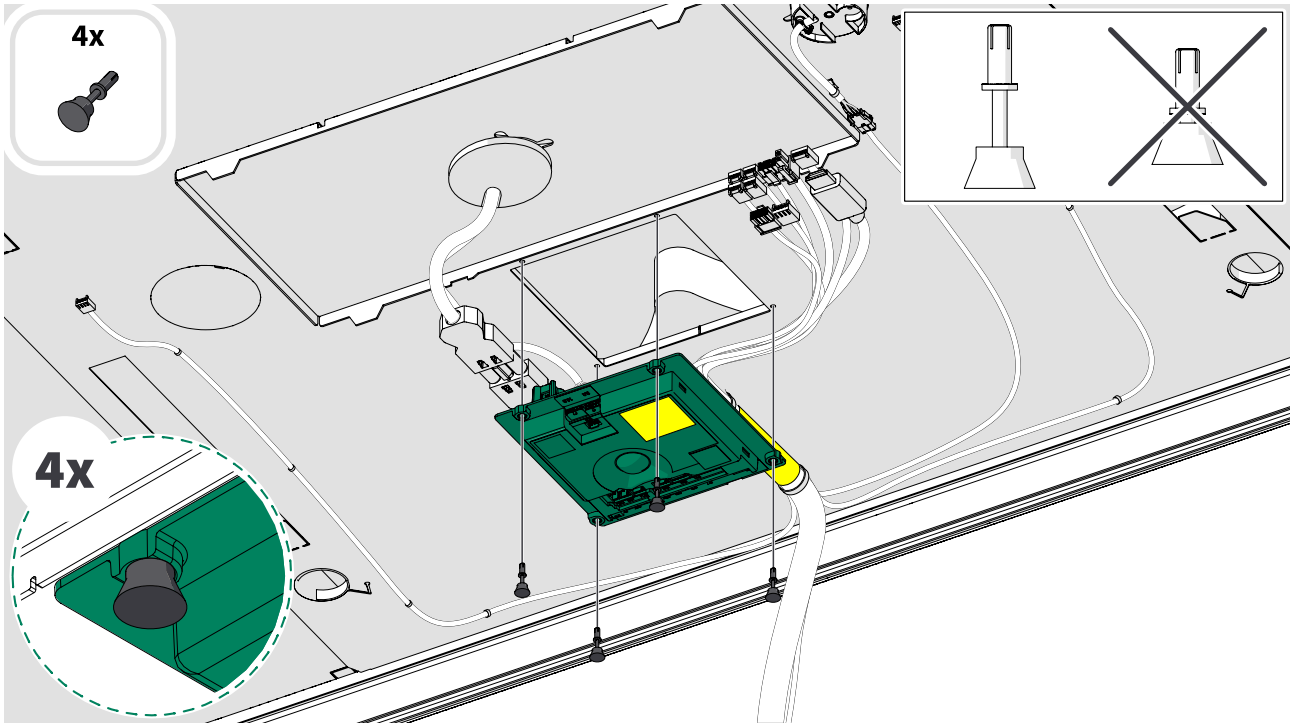


Make the electrical connections

Note: To make connecting the cables to the unit easier, each cable is marked with a number and color corresponding to a connector on the unit.

Note: Do not cover the core unit with anything. Route all cables around it.

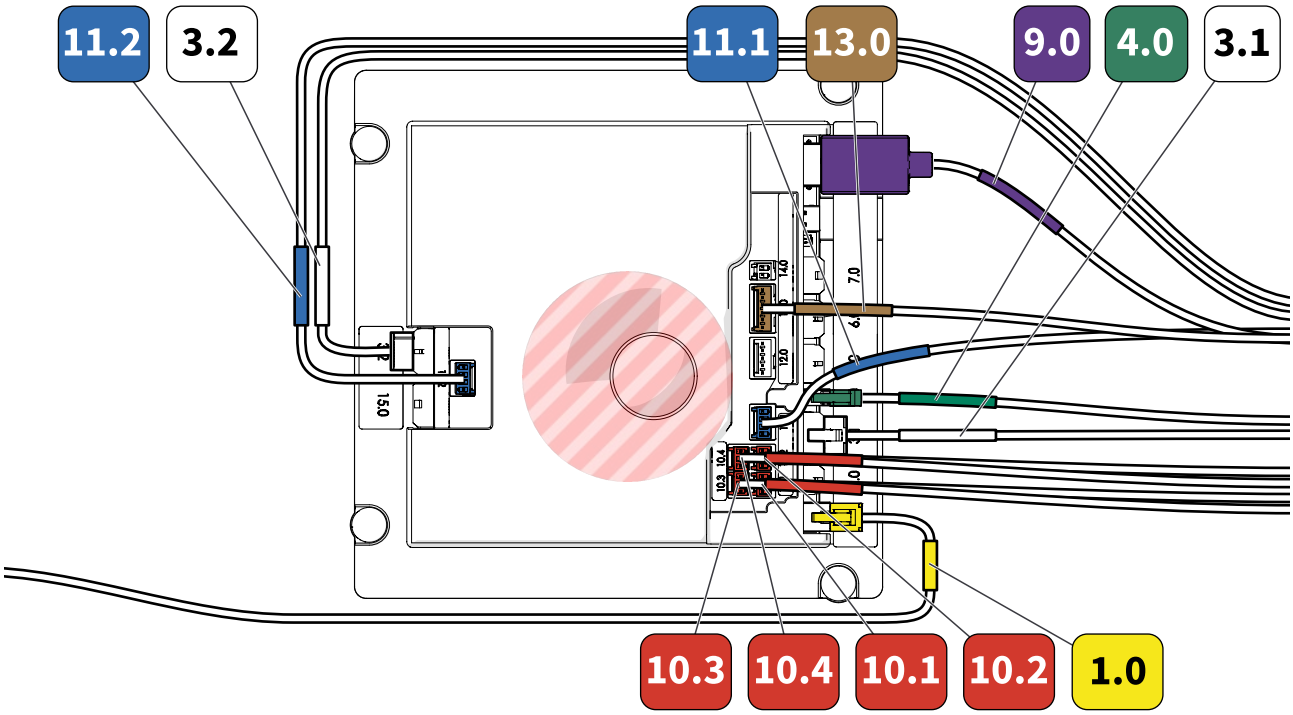
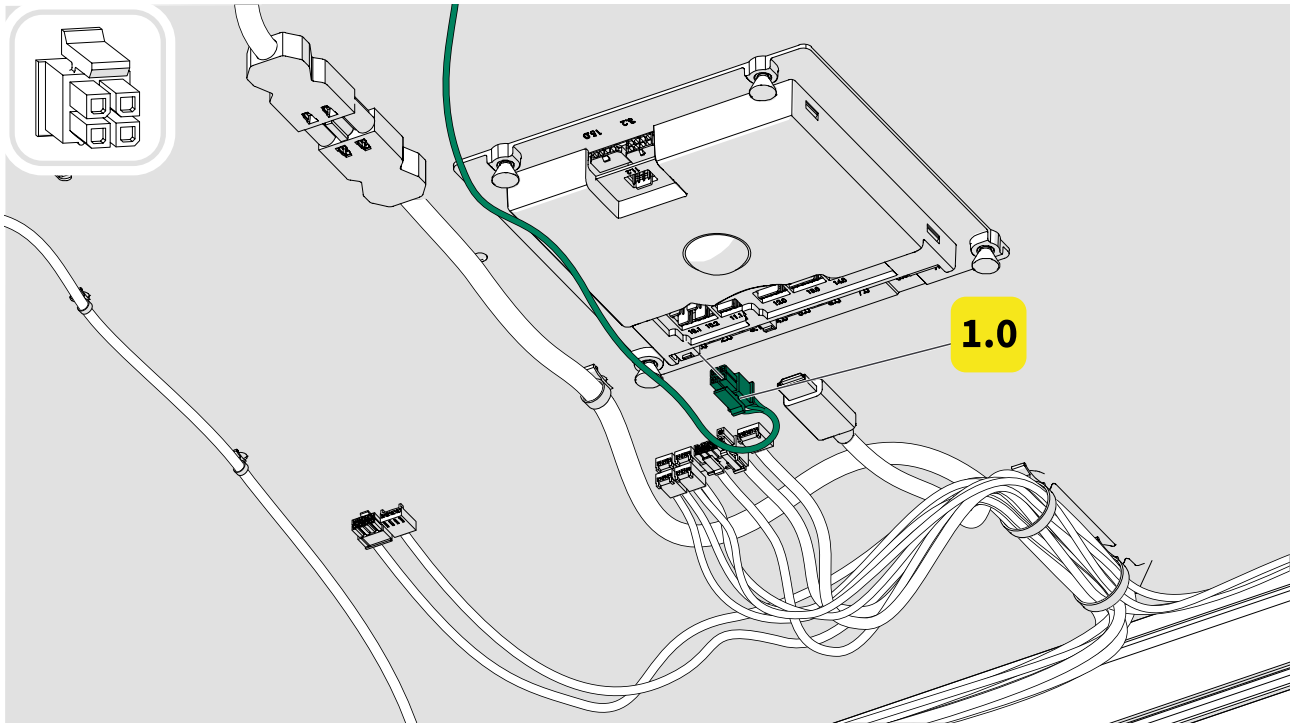


Figure 6: Connector labels on the core unit

1.



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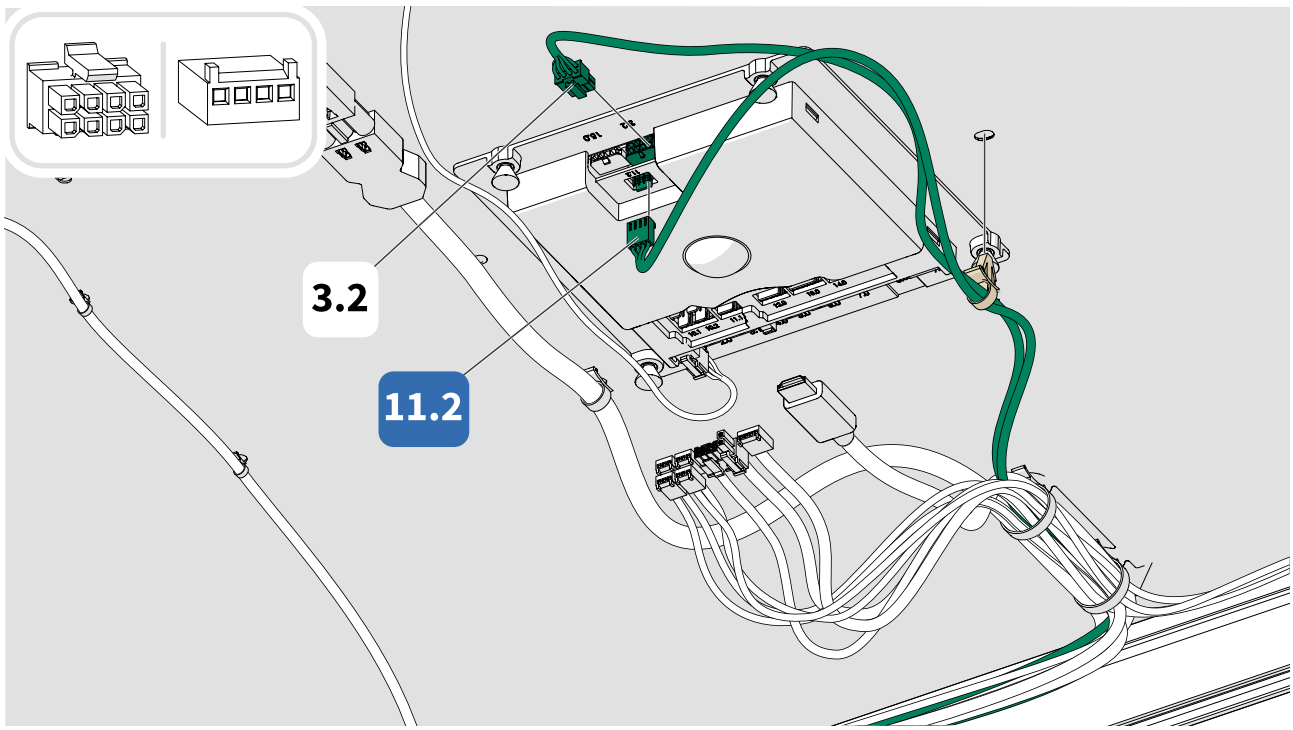

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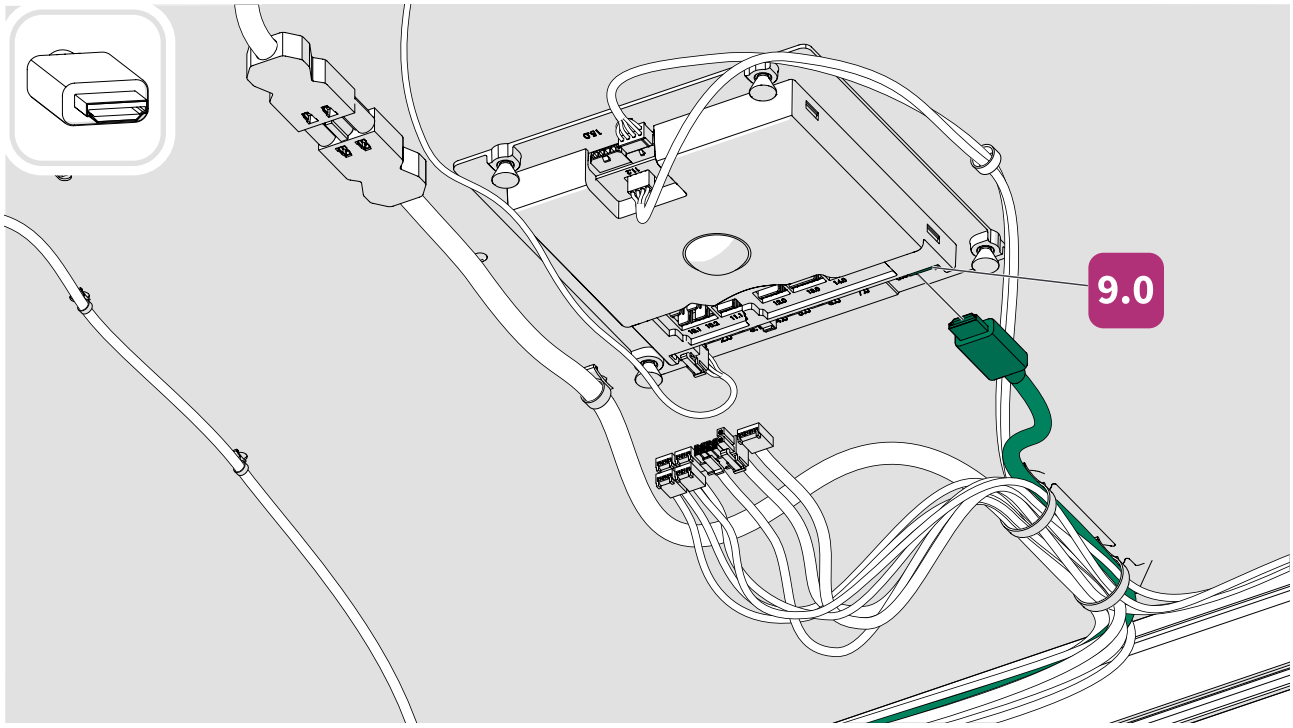

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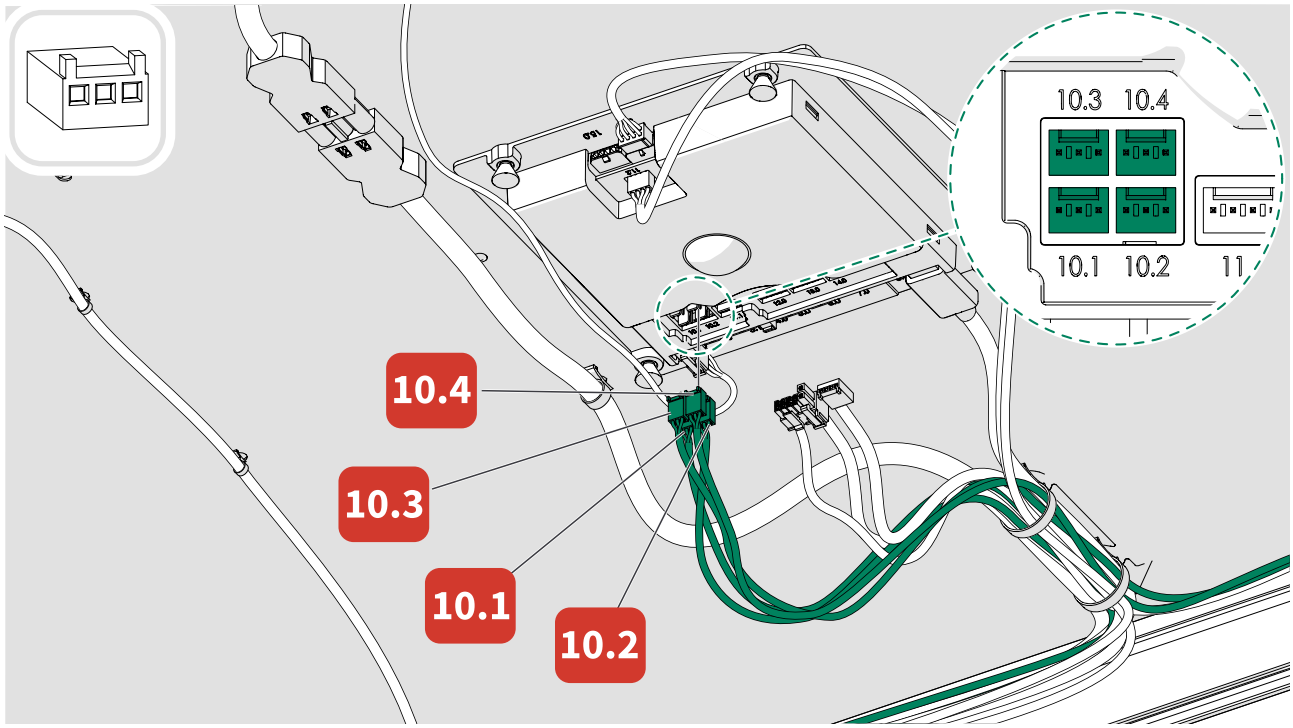

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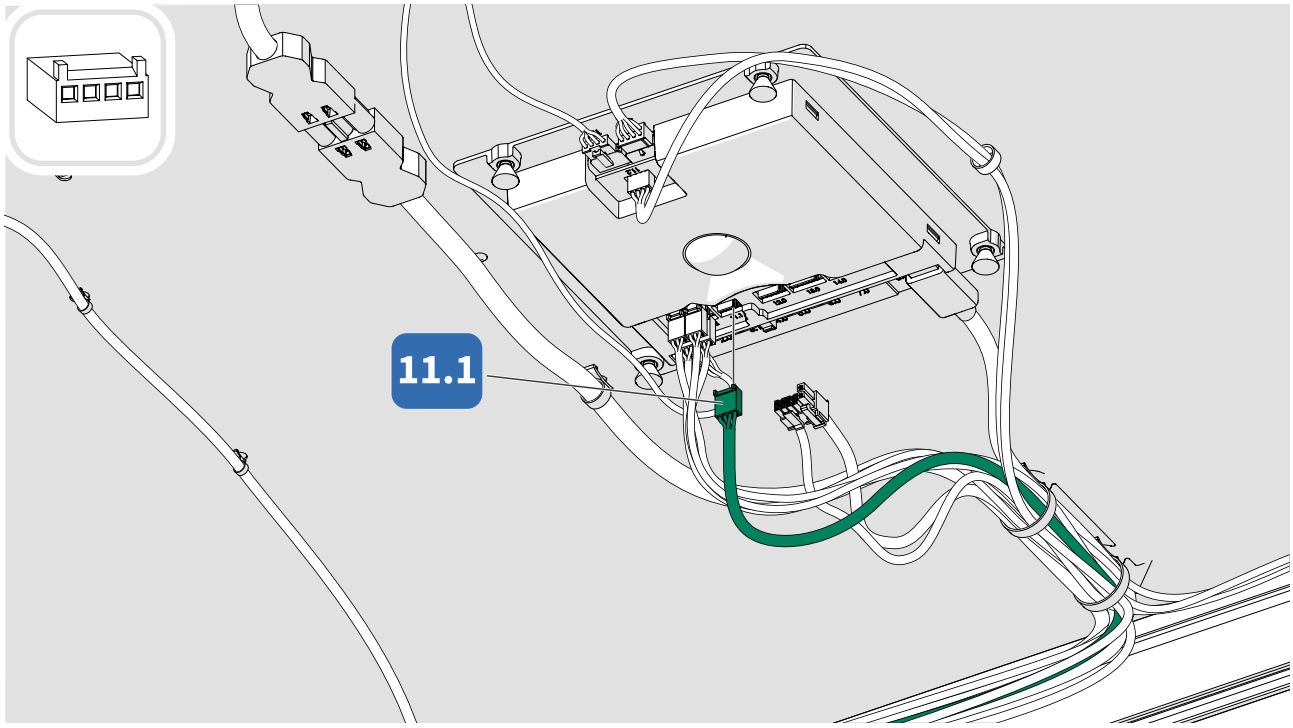

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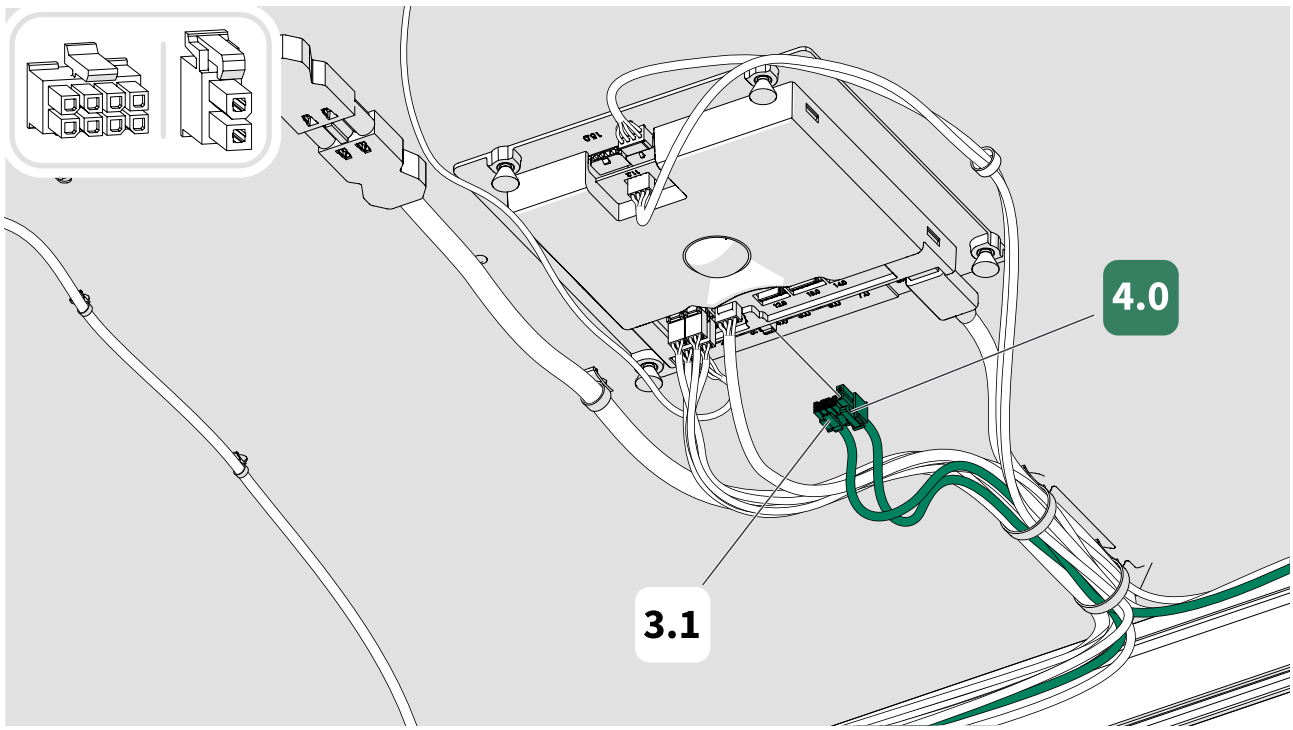

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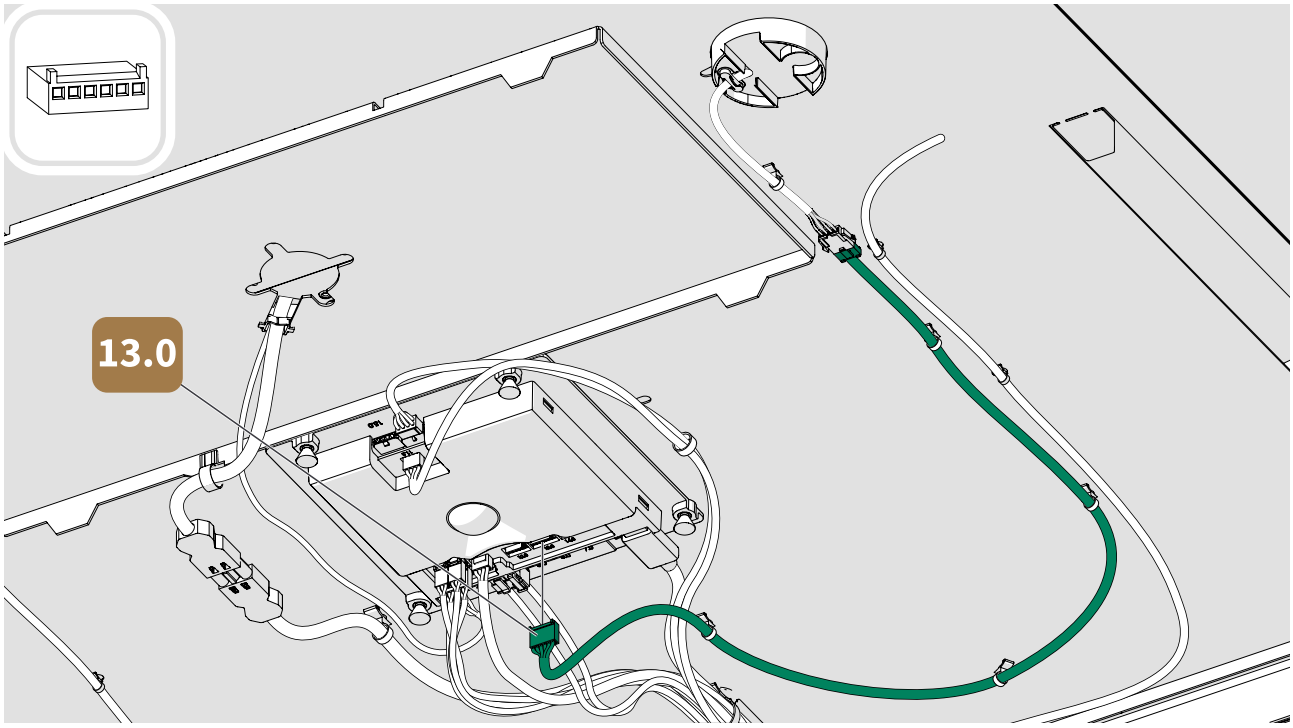

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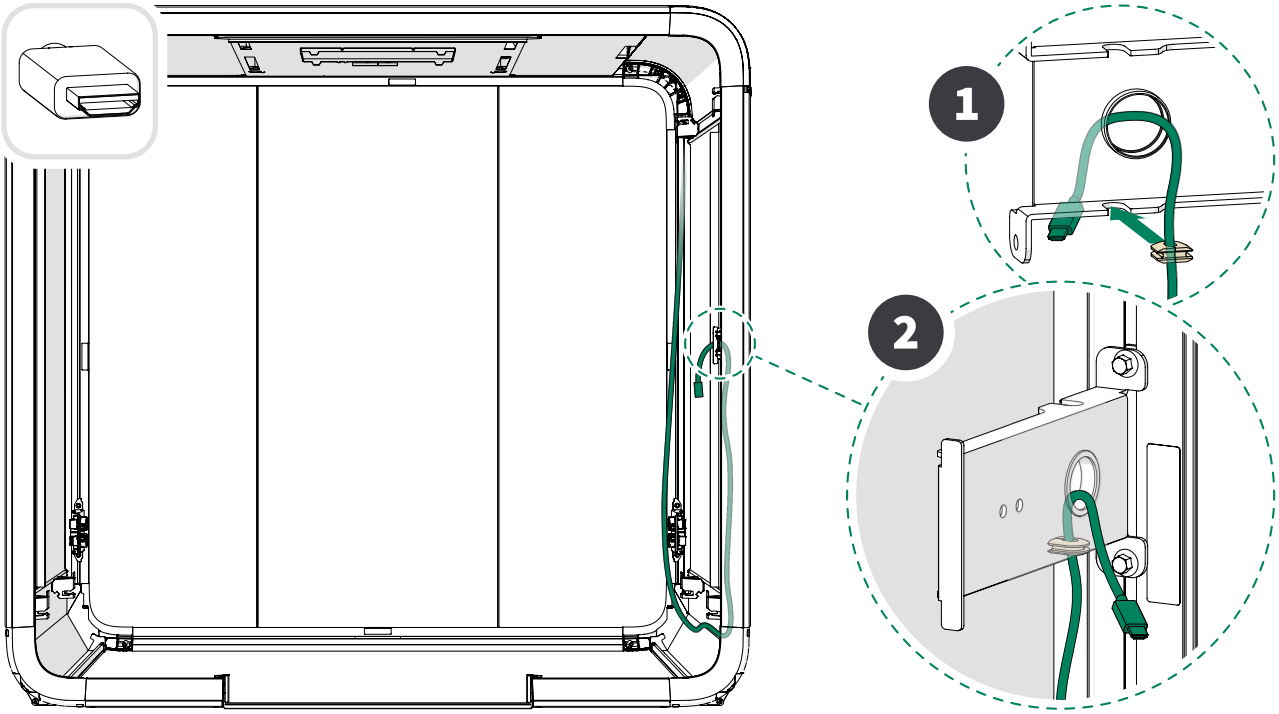
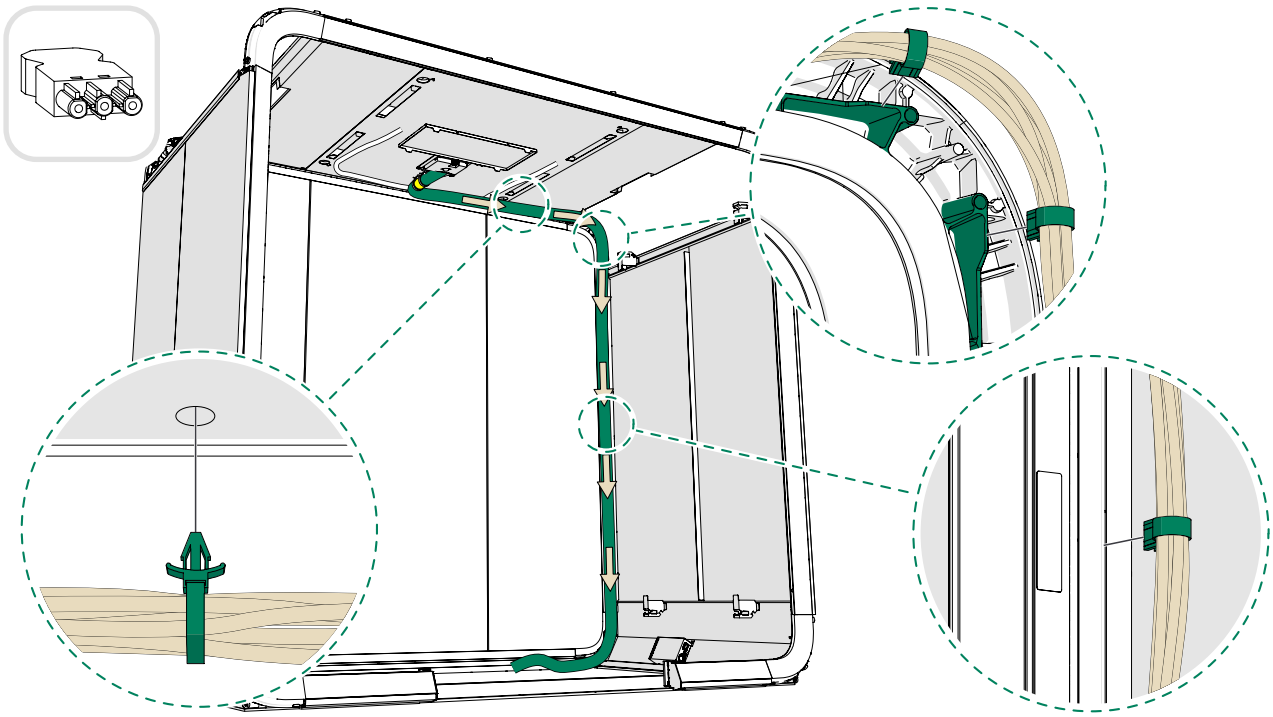


2.3 Install the wiring harness

1.



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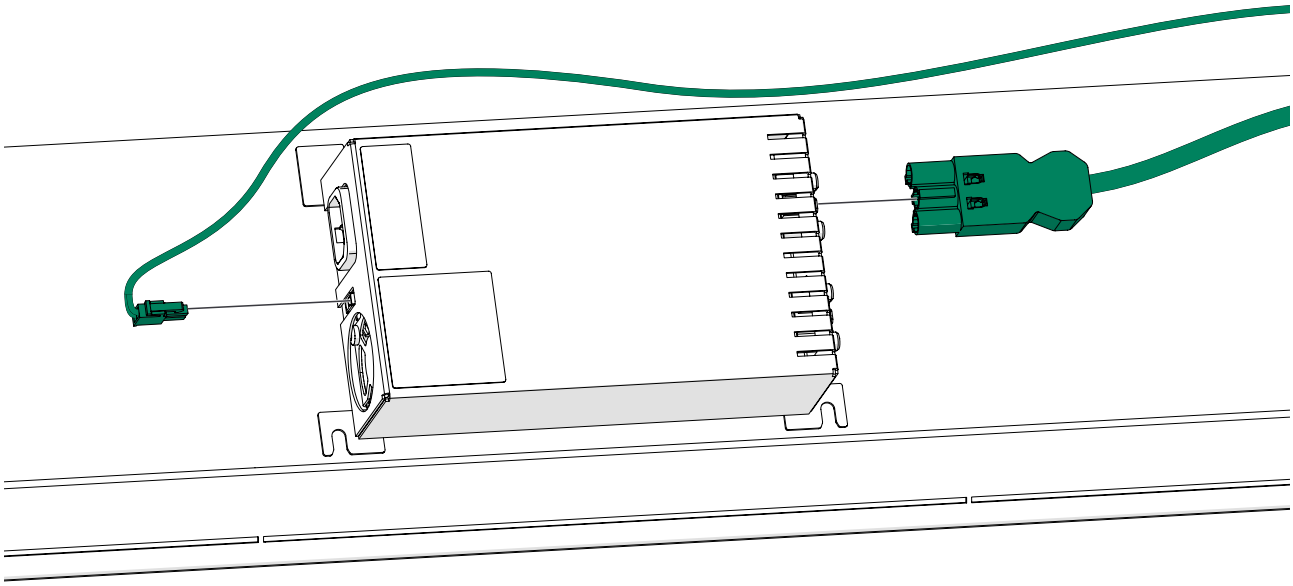

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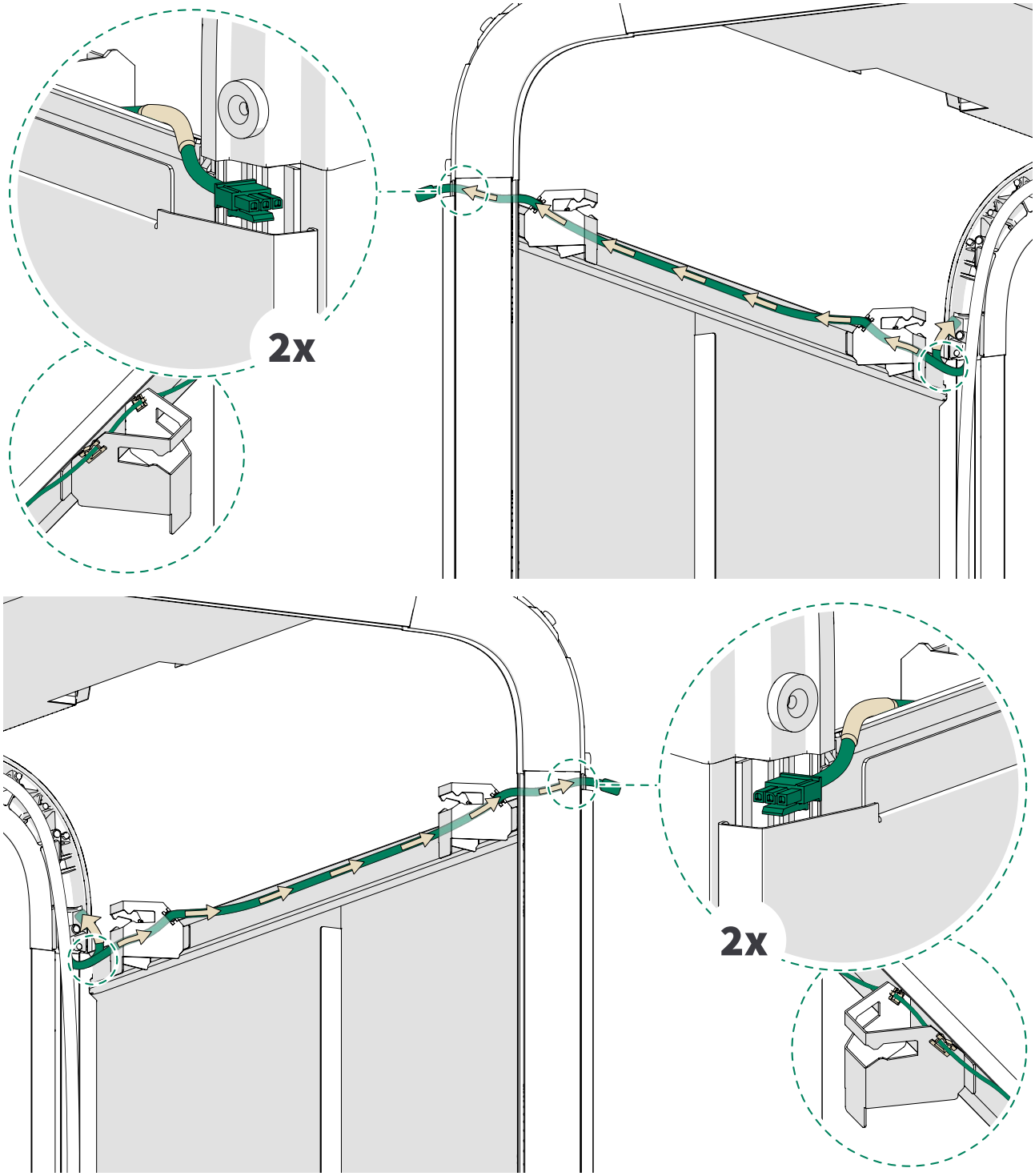
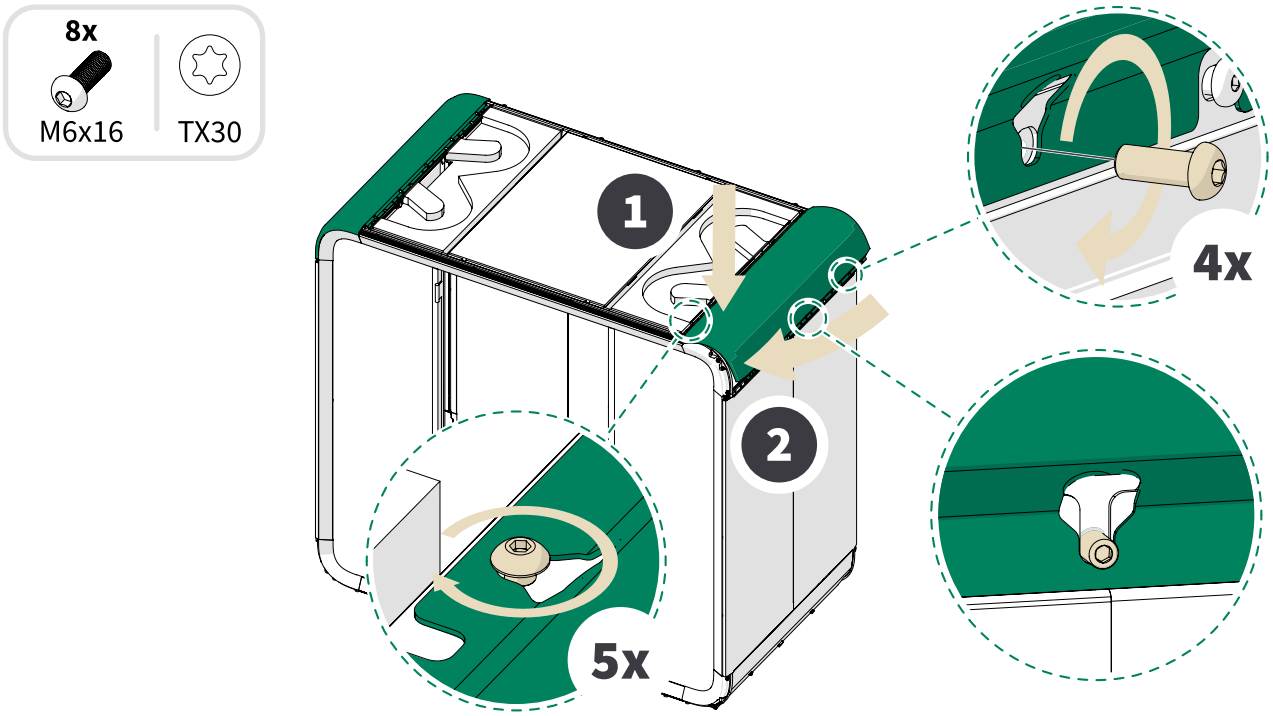


3 Exterior

3.1 Install the roof exterior panels (corners)

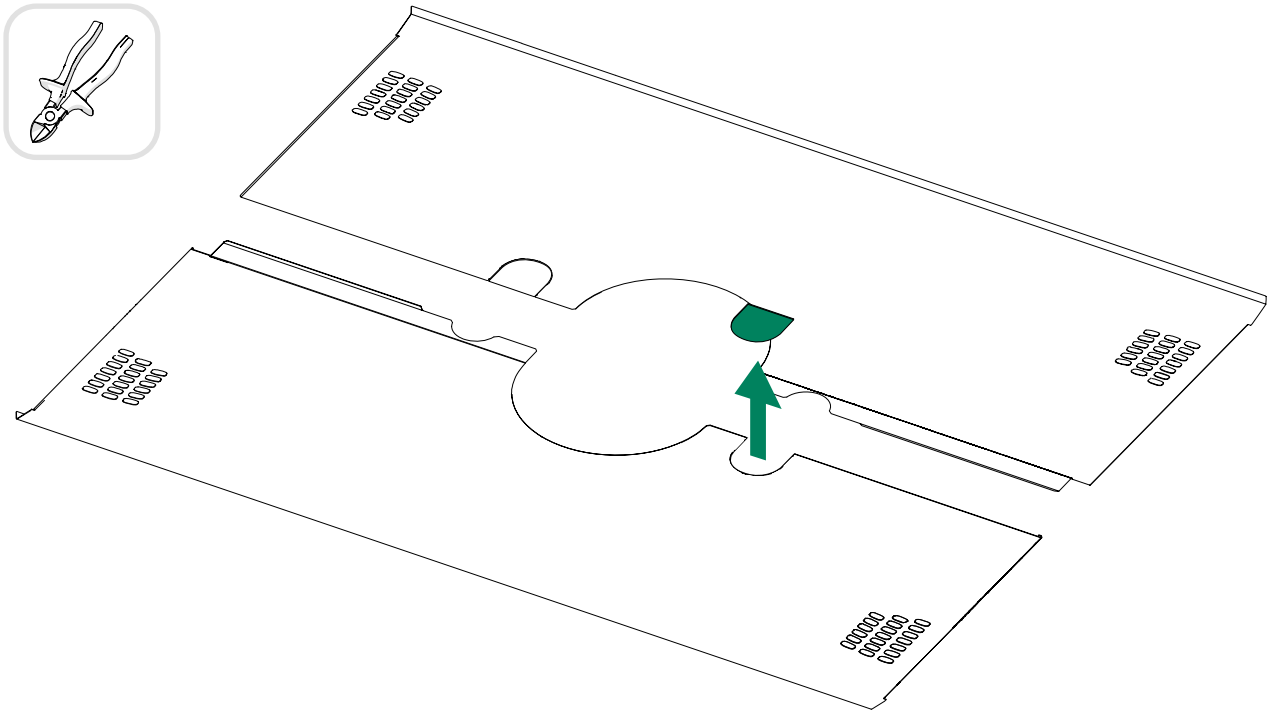
Note: Stand on a step ladder when you install components to the roof of the pod. Never climb on top of the pod.

Note: Before you tighten the screws on the wall side, make sure that the pin is in the panel cut.

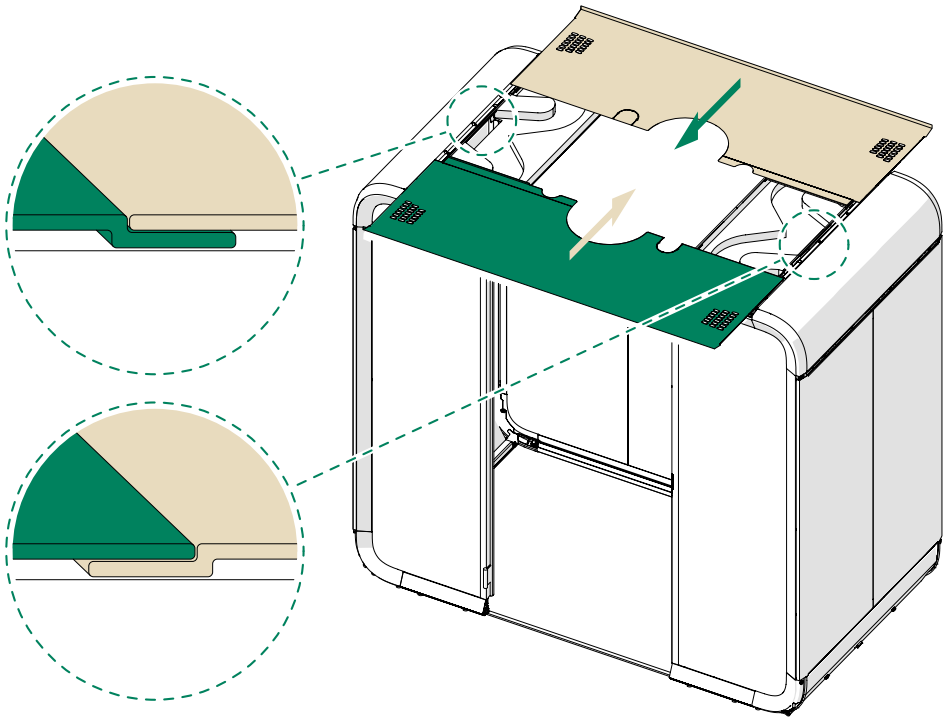


3.2 Install the roof exterior panels (front & back) and bottom exterior panels

1.



2.



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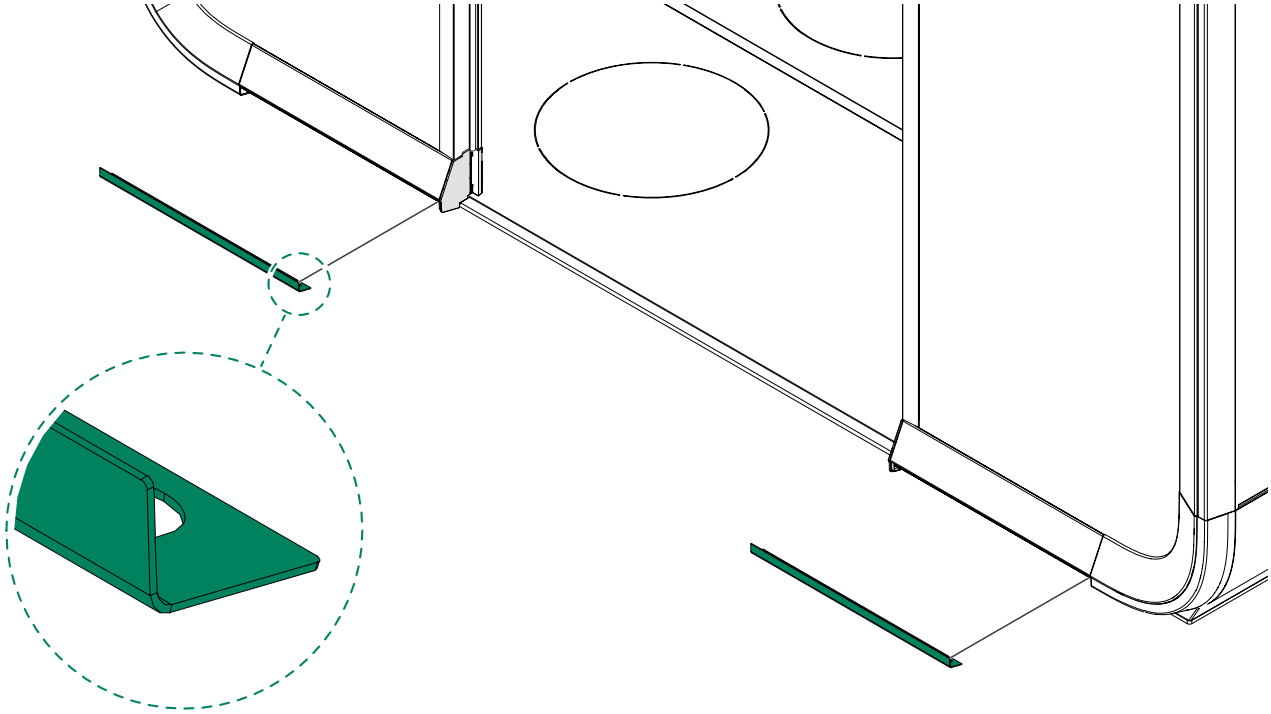

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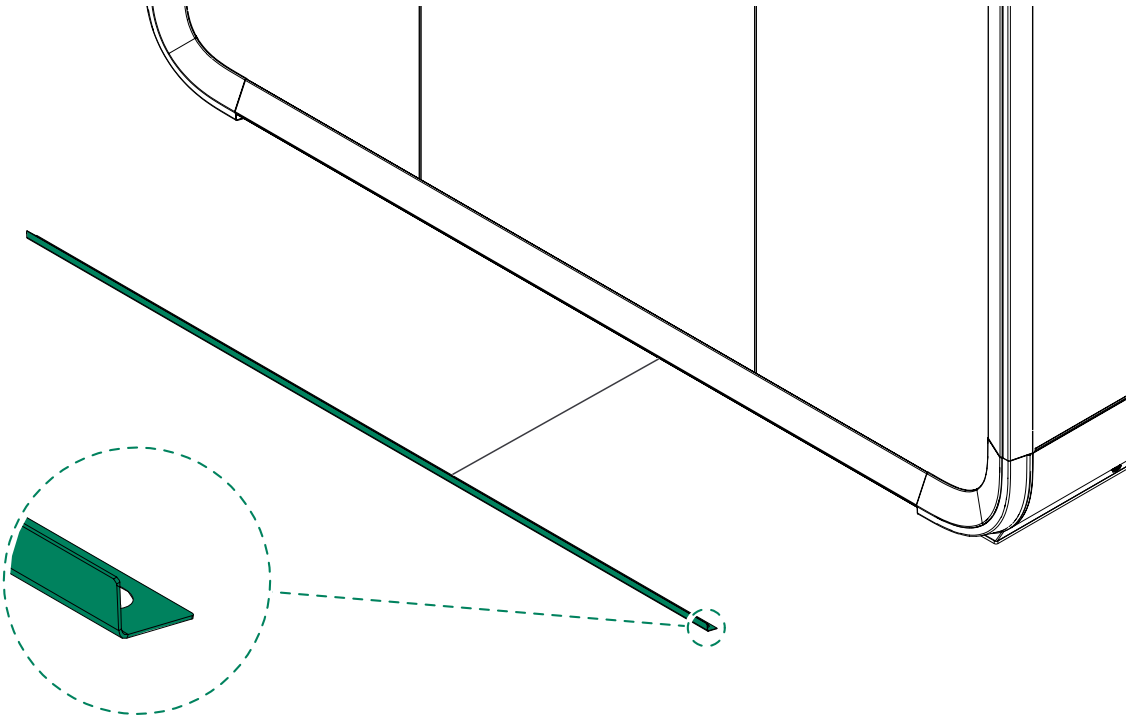
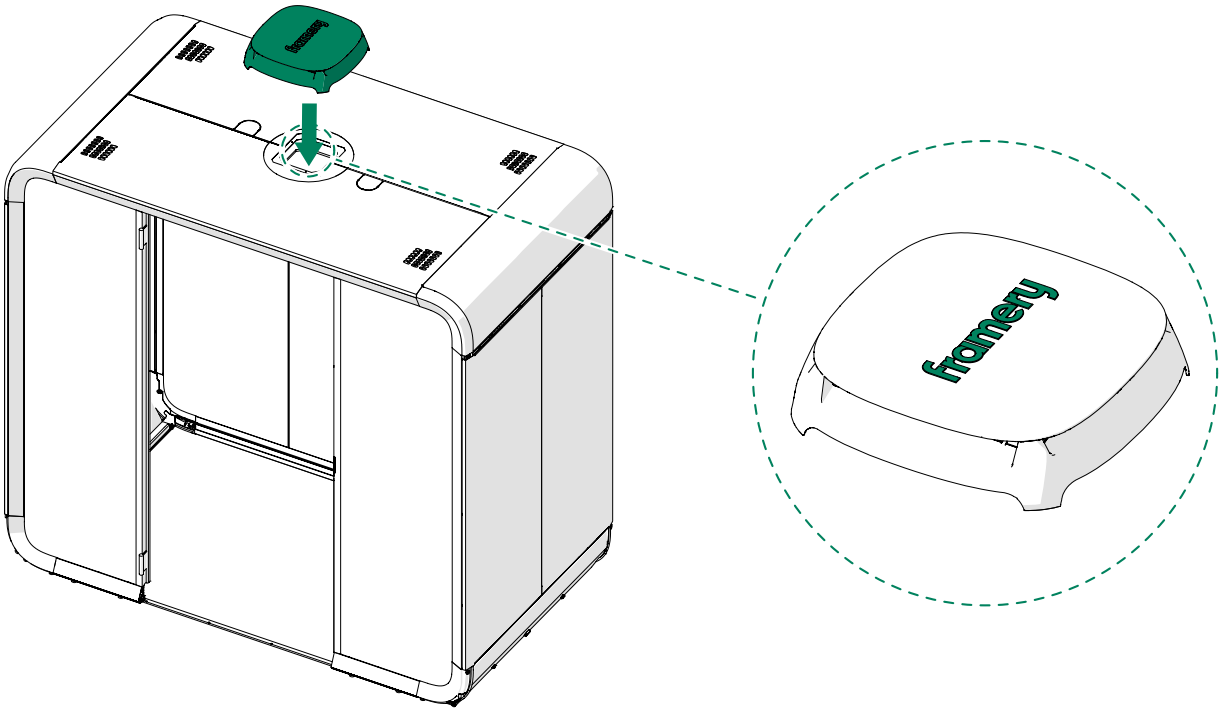


3.3 Install the fan cover

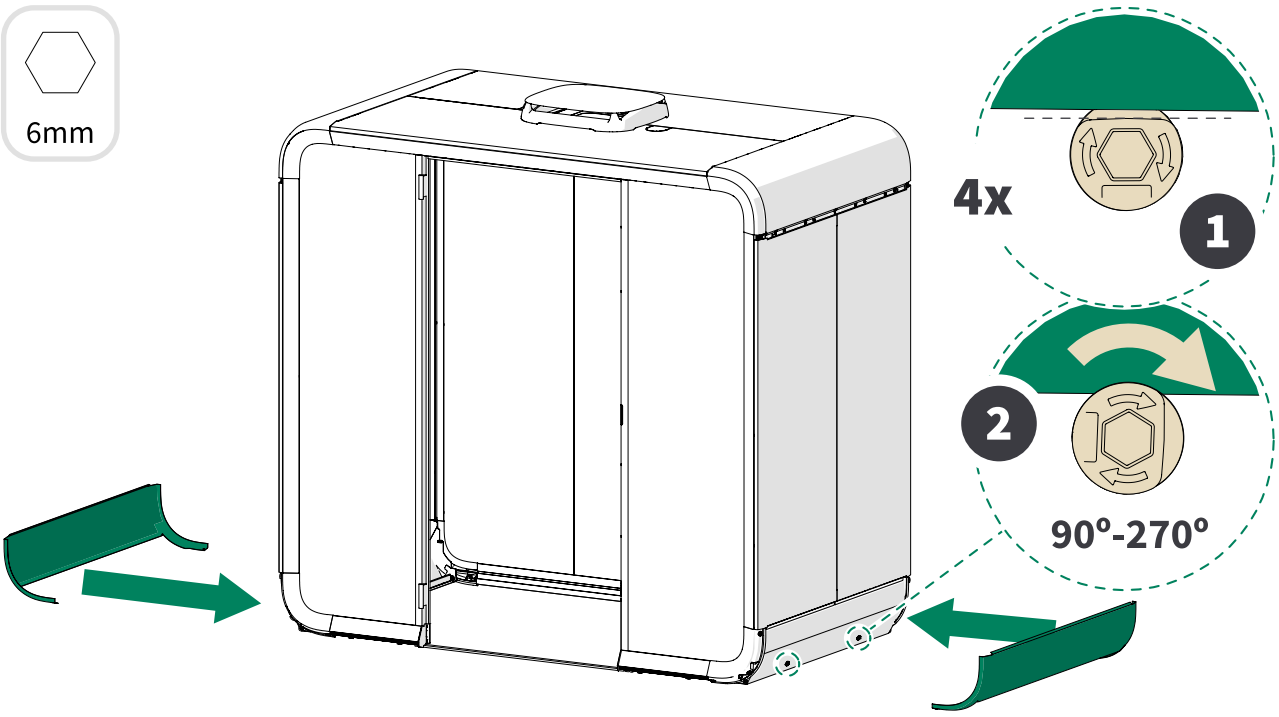
Note: Stand on a step ladder when you install components to the roof of the pod. Never climb on top of the pod.



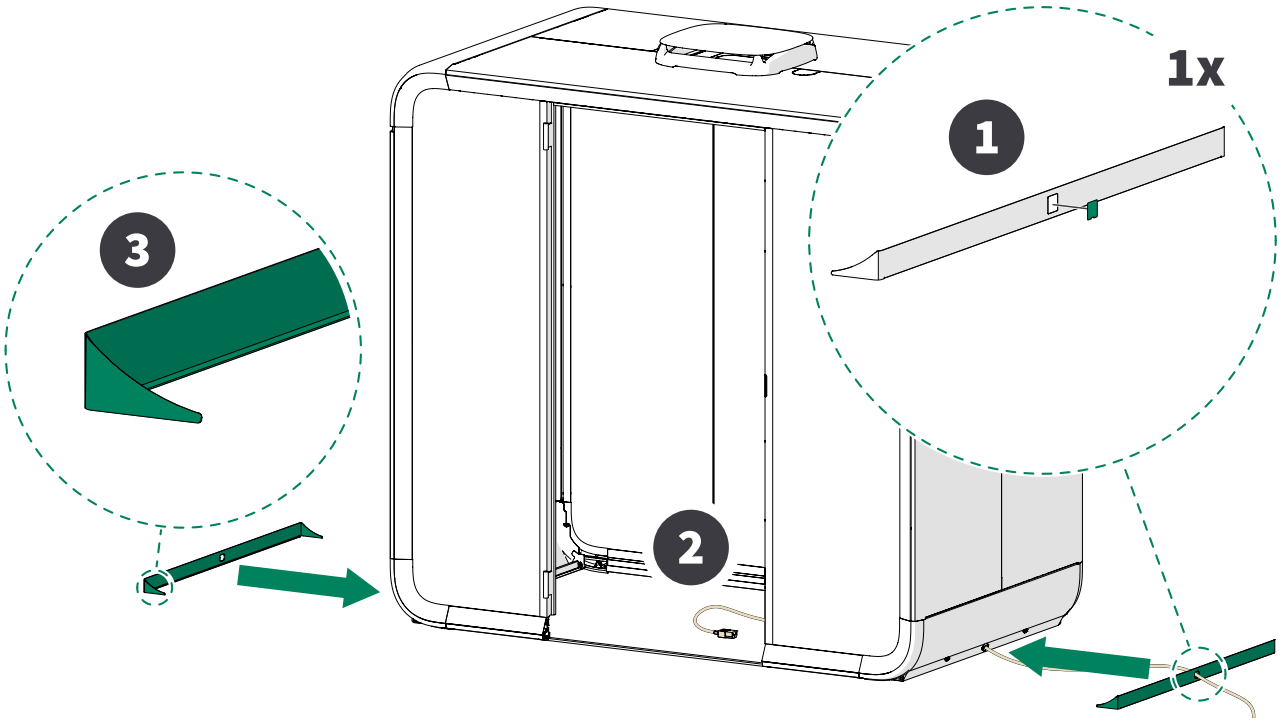
3.4 Install the floor exterior panels

Note: Minimize the gap between the frame pipes and exterior panels. Make sure that the exterior panels connect seamlessly to the body of the pod.

Note: Turn the fasteners until there is no gap between the exterior panels and frame pipes.



3.5 Install the floor covers



3.6 Install the AC power cord

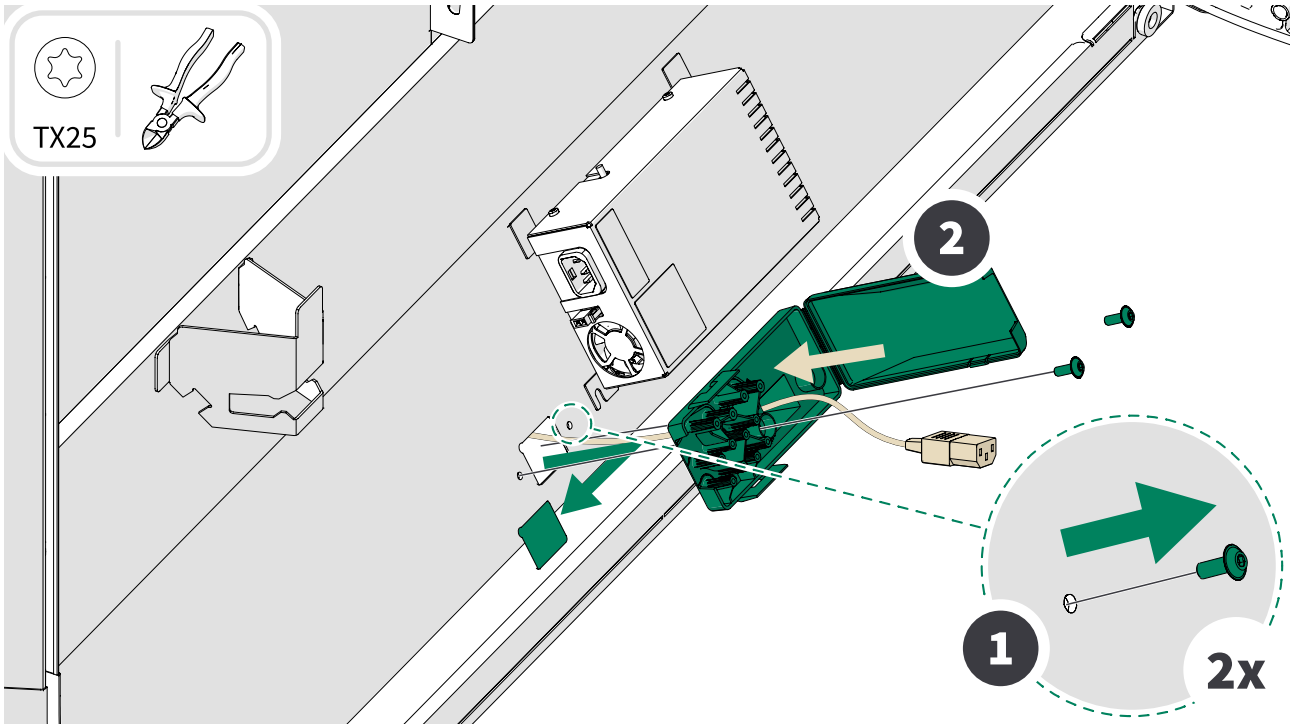
Note: Before you install the AC power cord, confirm the location of the power outlet that the pod will be connected to. Route the AC power cord according to the location of the power outlet.

- If the outlet is located close to the bottom of the pod, route the power cord through the floor.
- If the outlet is located close to the top of the pod, route the power cord through the roof.

3.6.1 Route the AC power cord through the floor

1.

Note: Remove the precut flap only from the side where the power cord is routed out of the pod.



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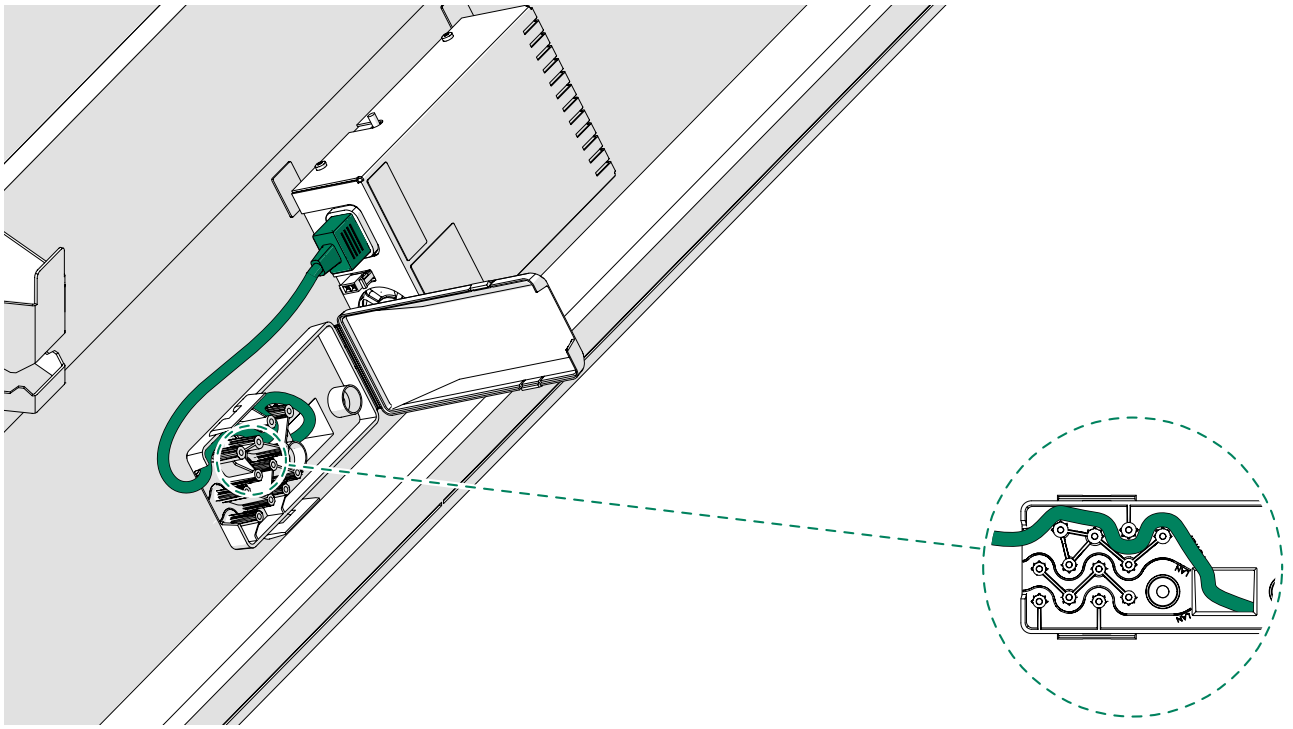
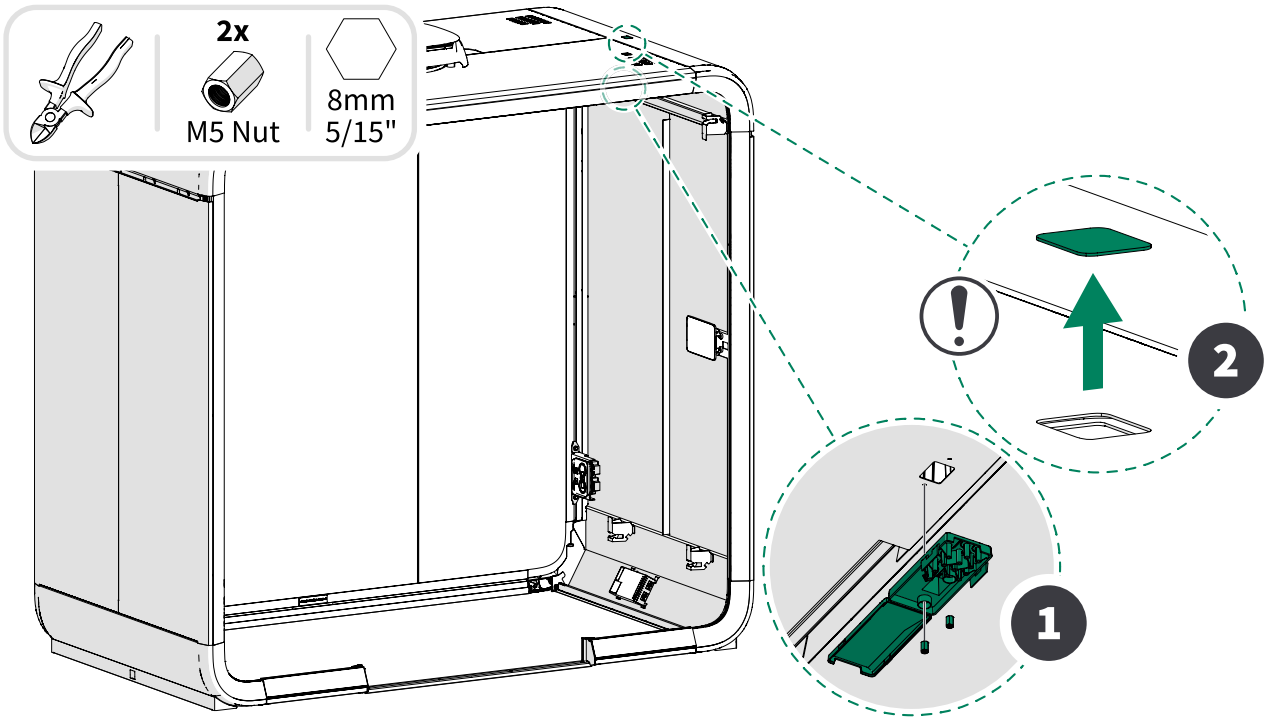


3.6.2 Route the AC power cord through the roof

1.

Note: Remove the precut flap only from the roof exterior panel that is located above the power unit.



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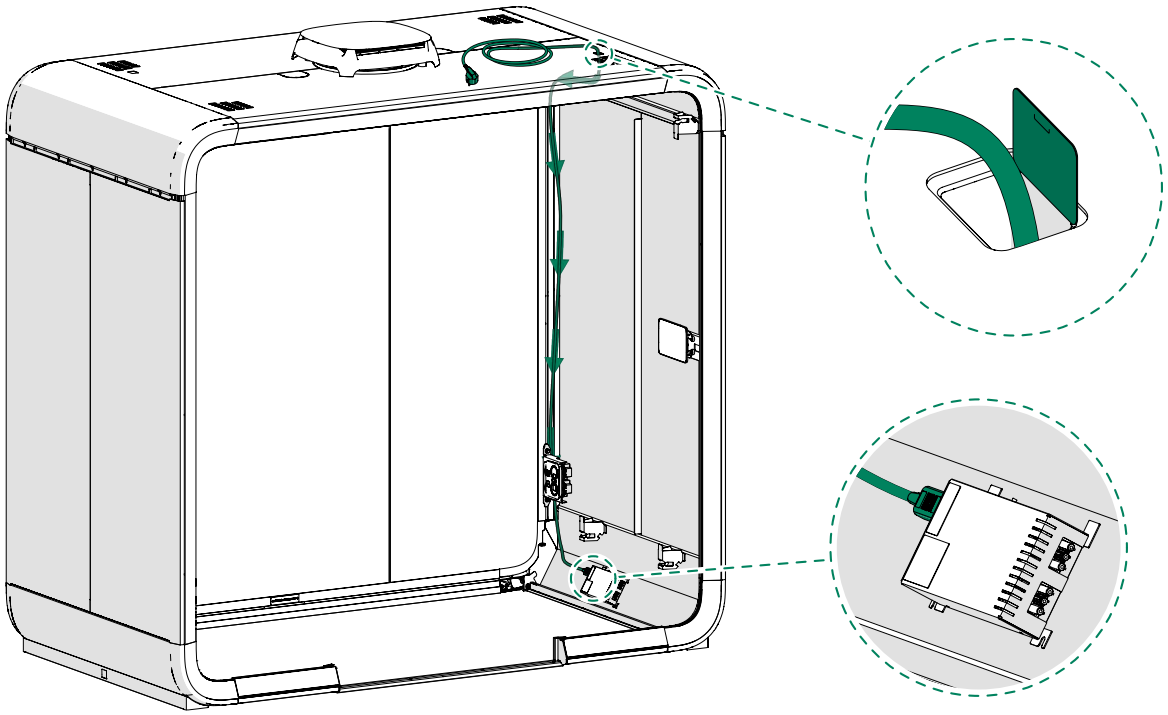

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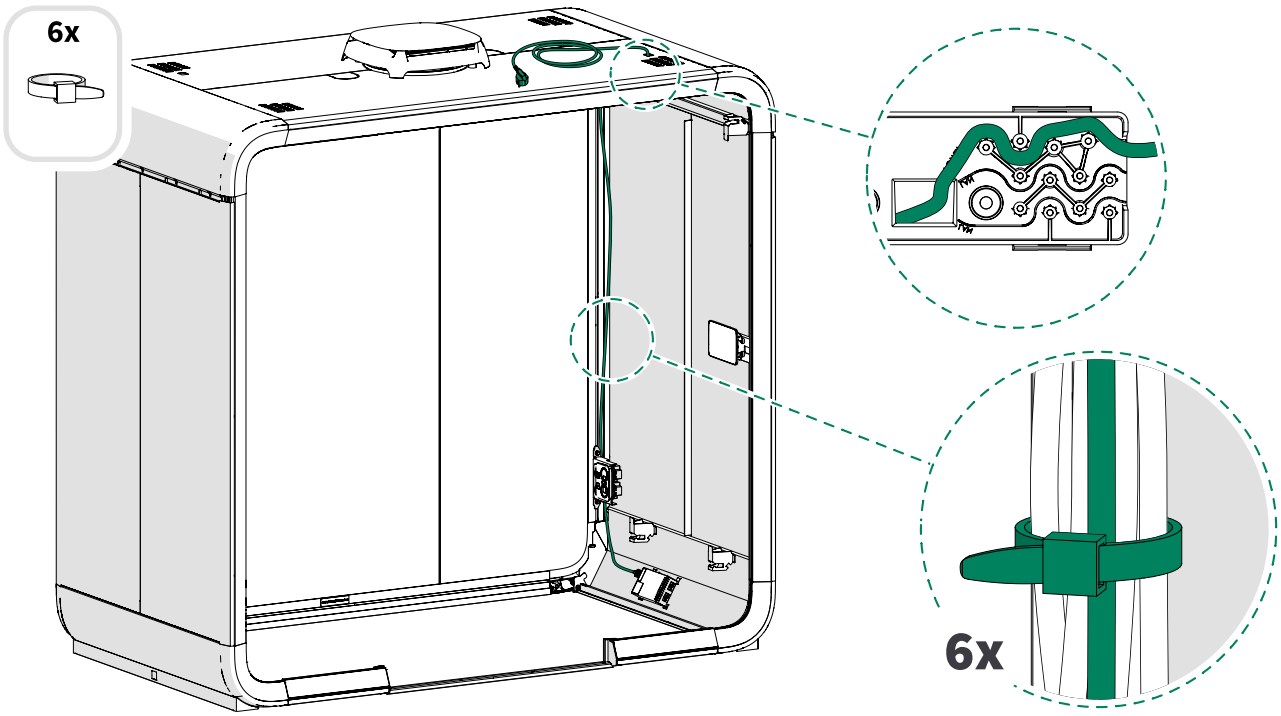
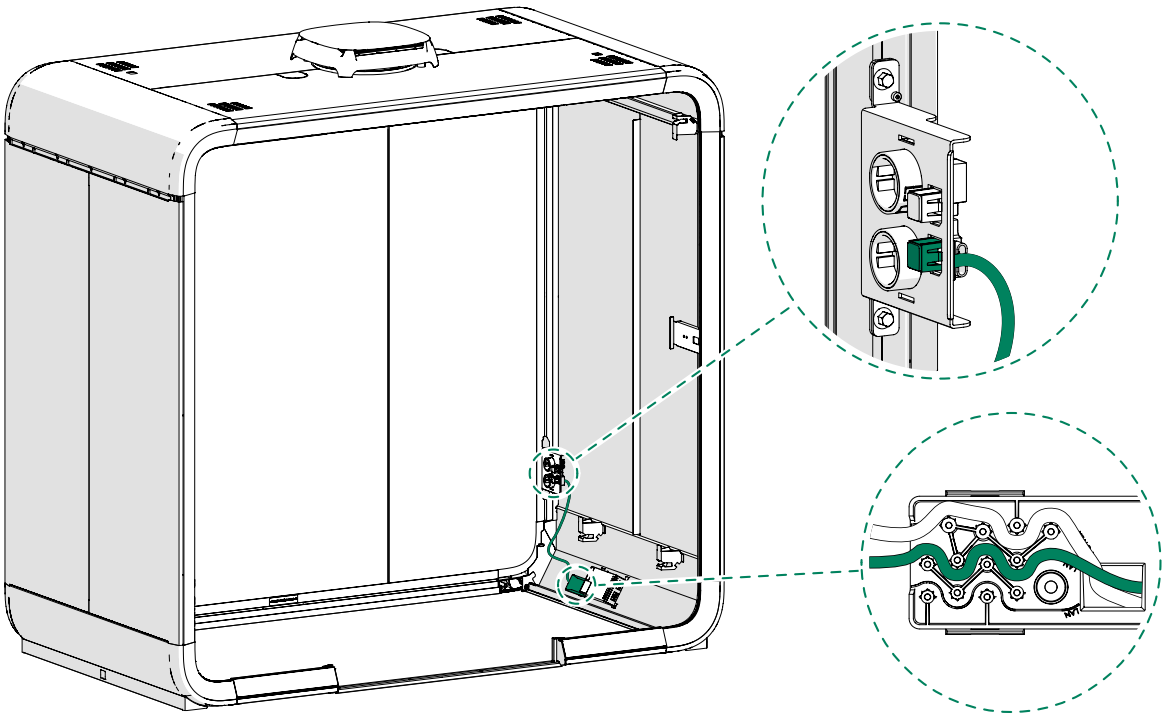
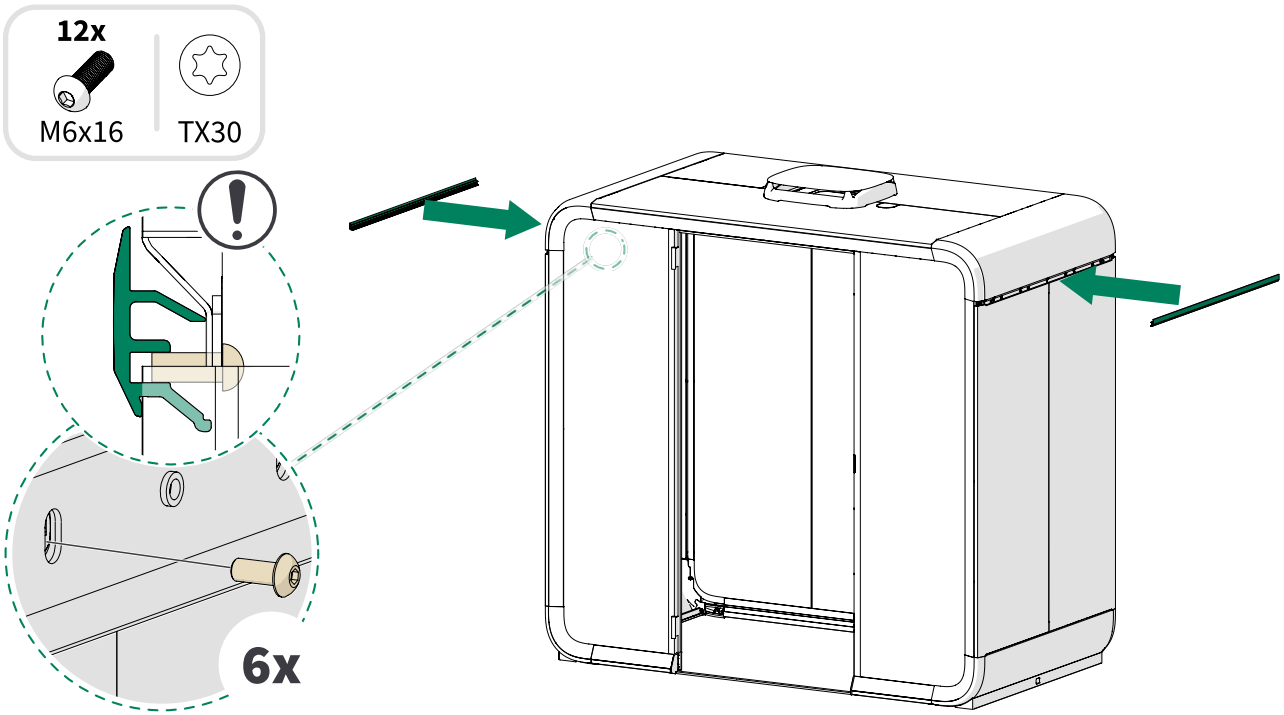


3.6.3 Install the LAN cord



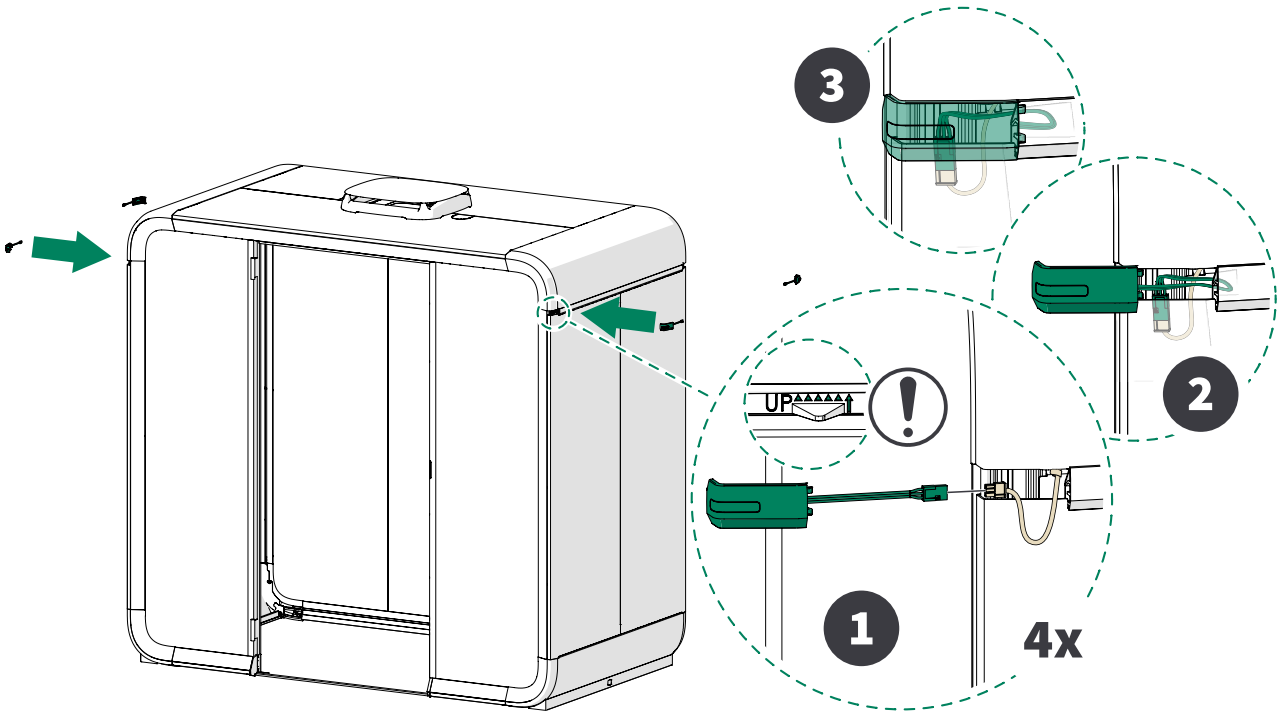
3.7 Install the add-on rails

Note: Secure the add-on rails from the inside of the pod while another installation technician pushes them from the outside.



3.8 Install the occupancy lights

Note: Check the "UP" marking on the inner surface of the occupancy light and make sure that you install the lights on the correct side of the pod.

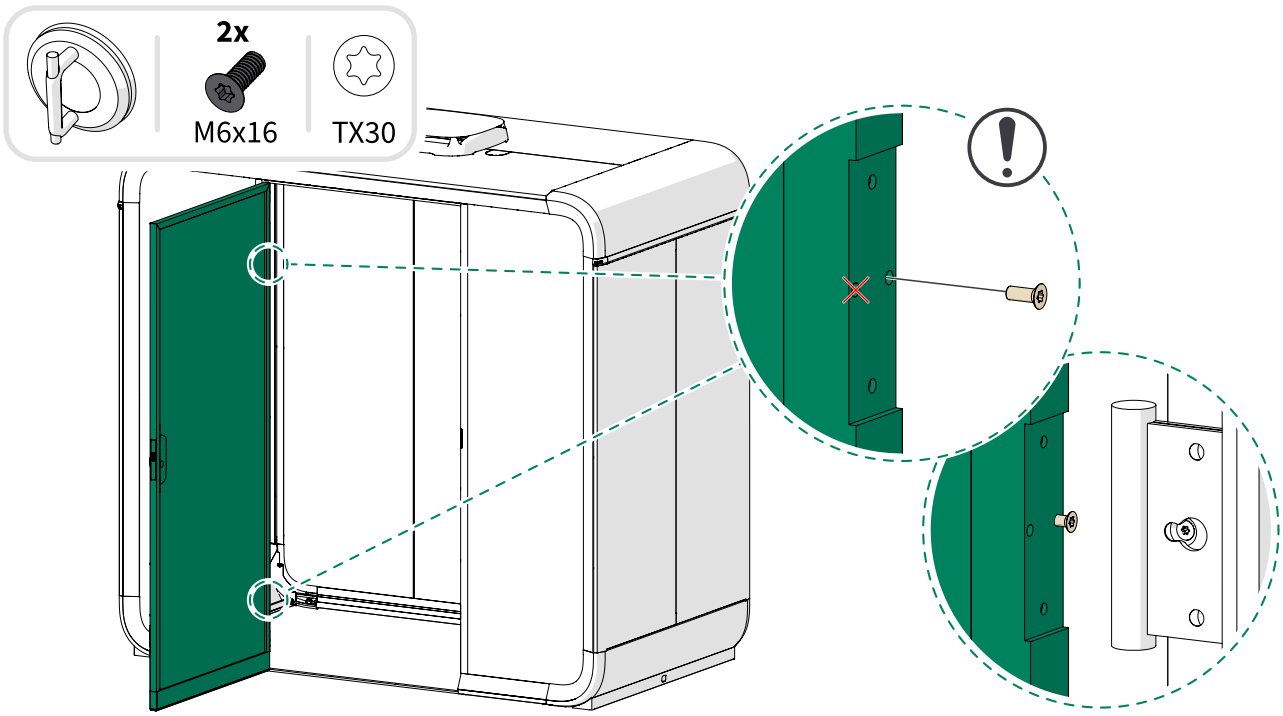


4 Door

4.1 Install the door

1.

Note: Recommended attachment point for the suction cup is slightly above the knee.



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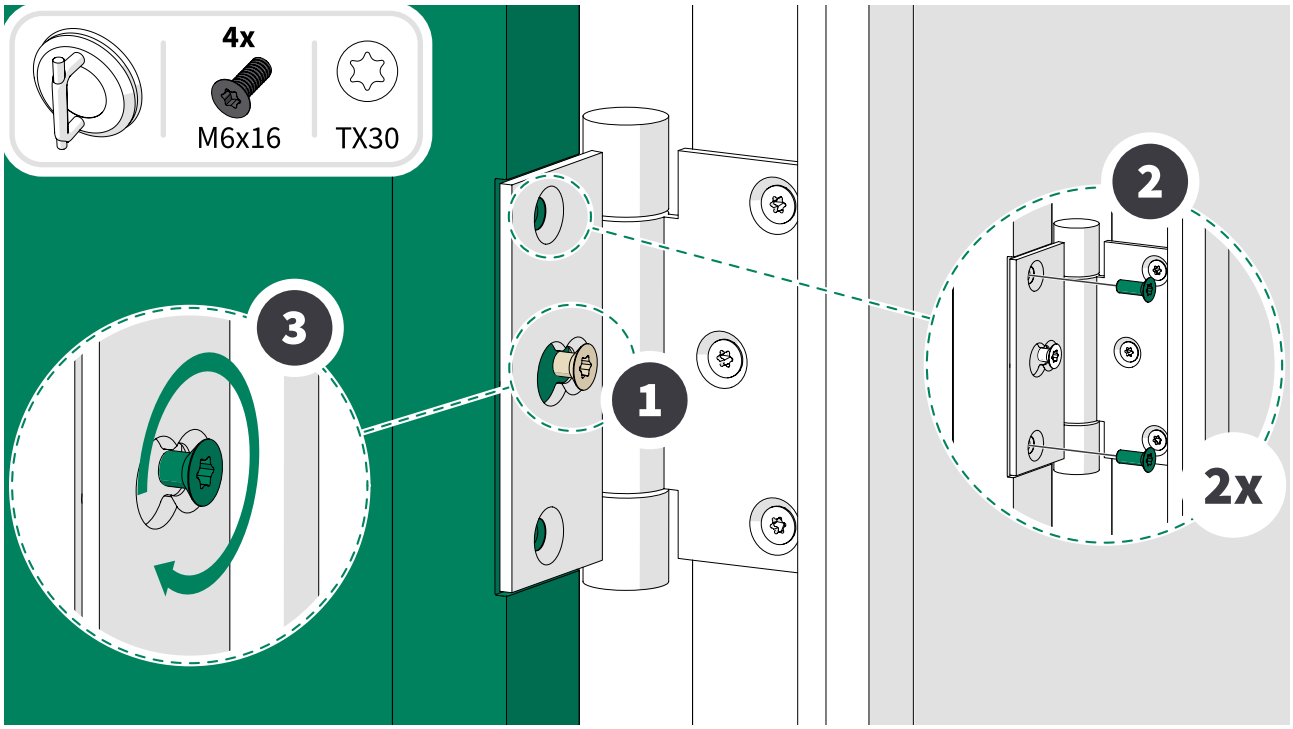
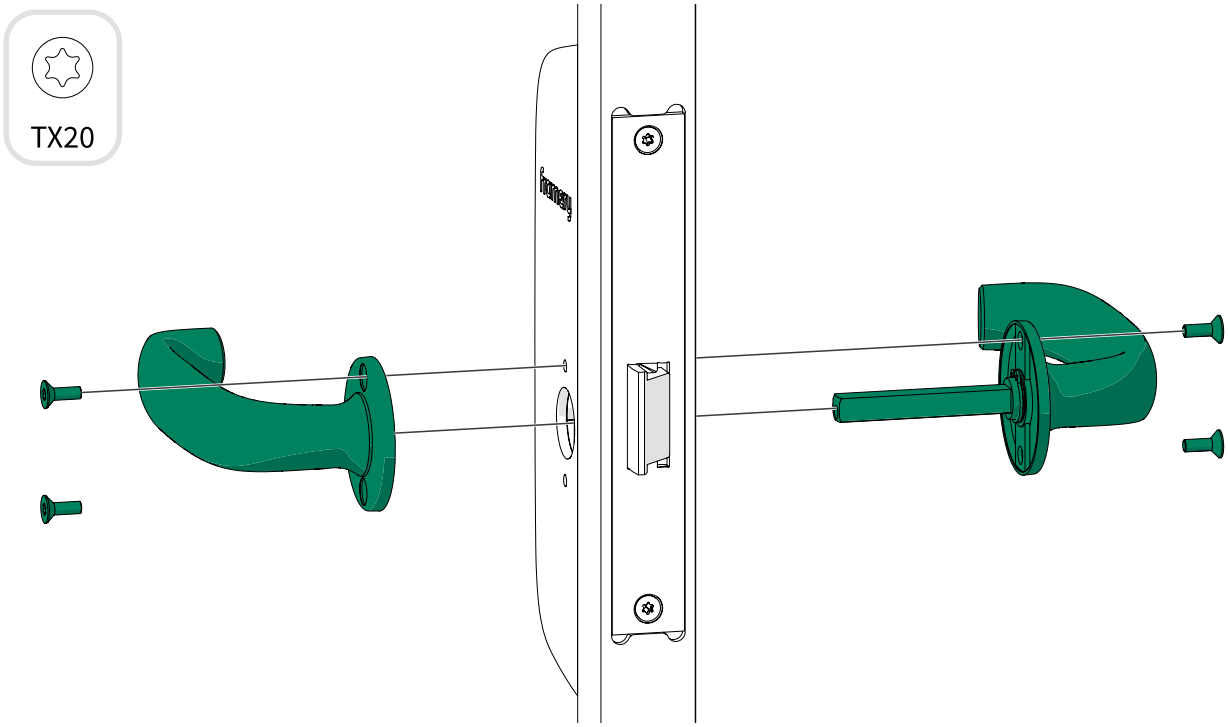
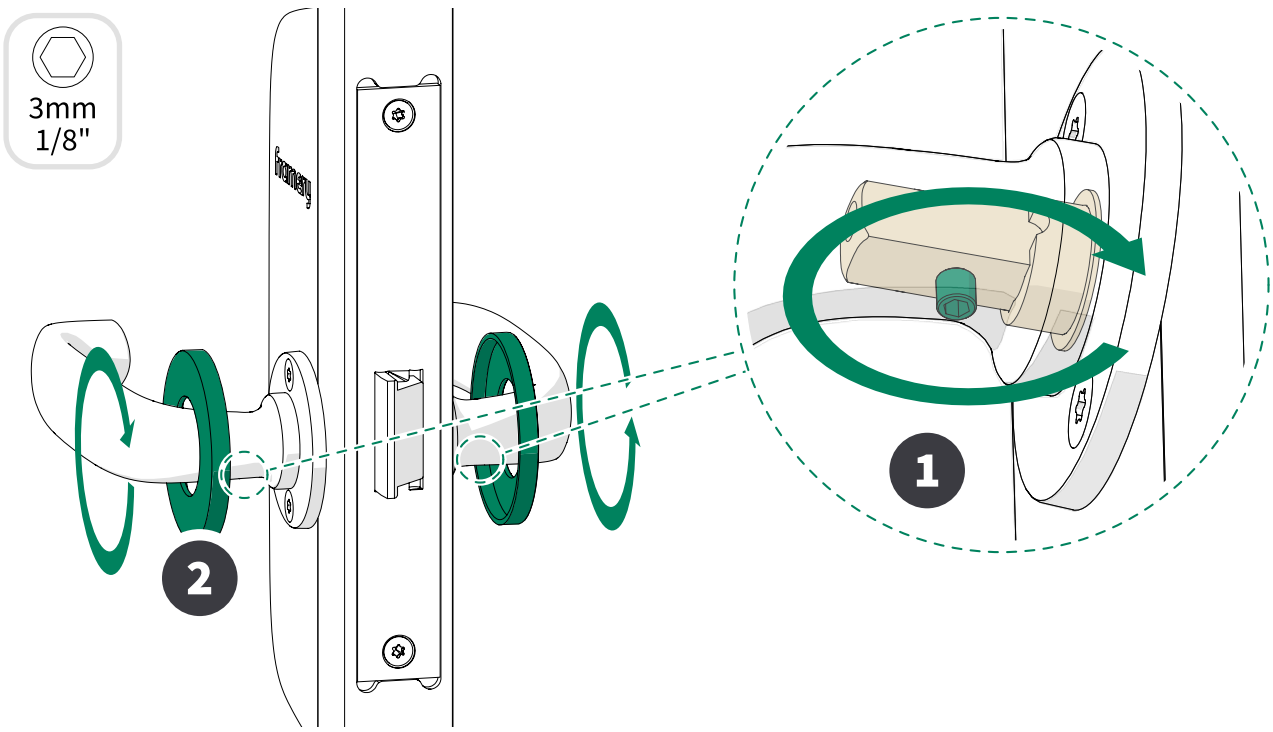


4.2 Install the door handle

1.



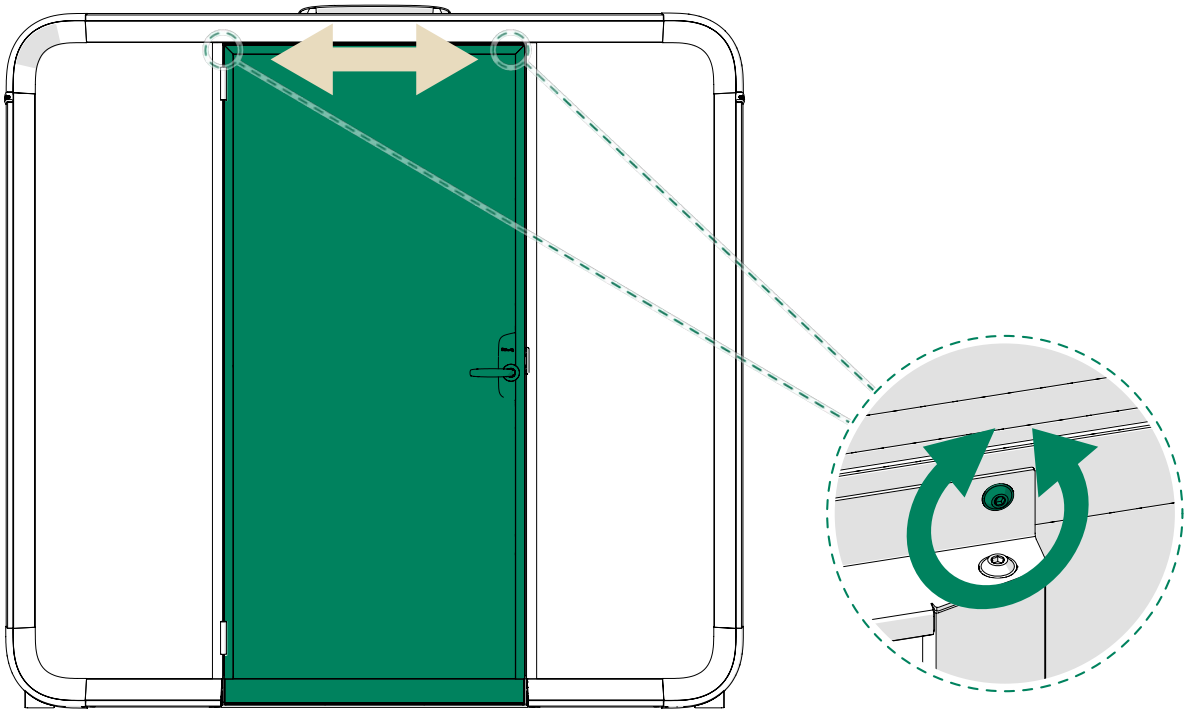
2.



4.3 Inspect the door

Note: If the door does not close properly or it does not stay closed, adjust the door position. The door is adjusted correctly when the distance between the top of the door and pod frame is equal on the entire width of the door.

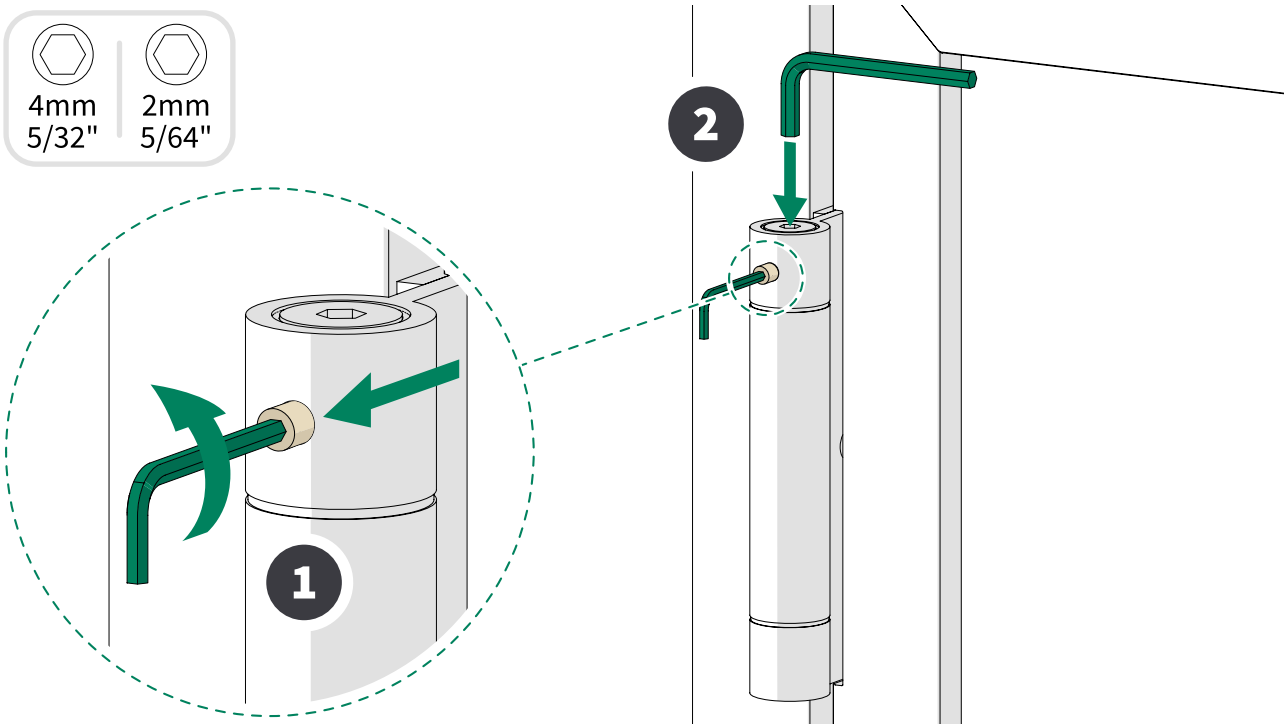
Note: When opening the door during inspection, make sure that it does not scratch the floor.



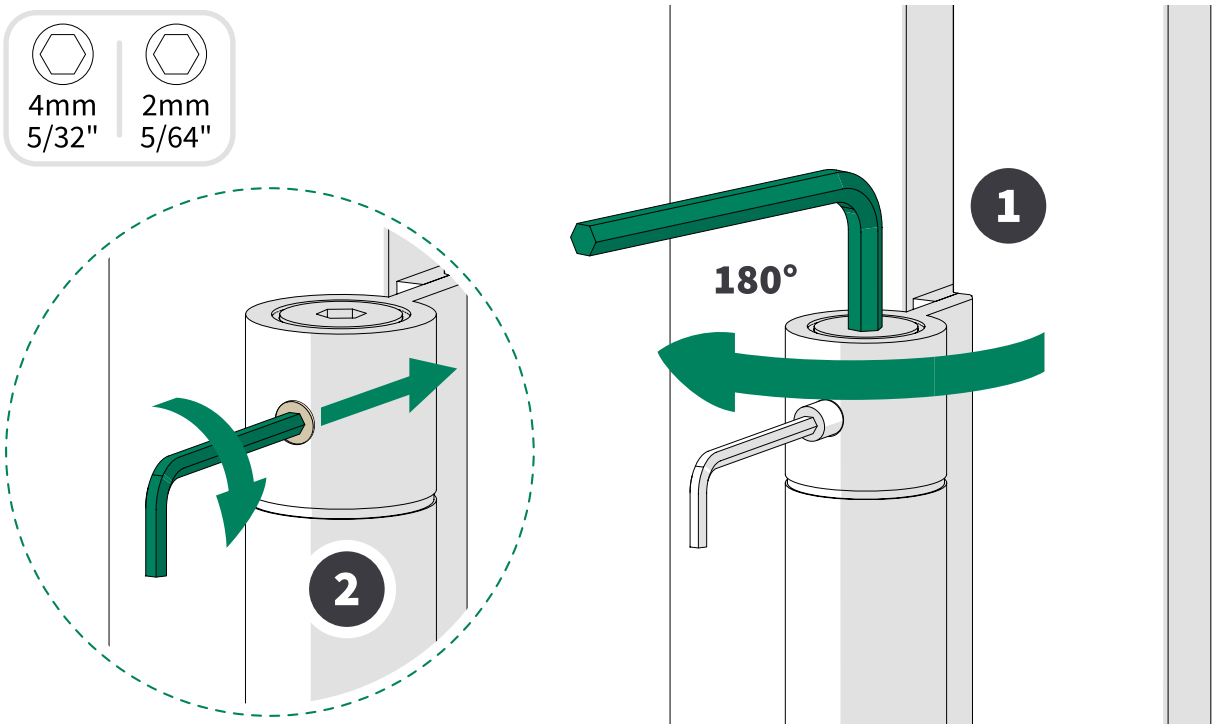
4.4 Adjust the closing speed of the door

Note: Make sure that you adjust both hinges to the same setting.

1.

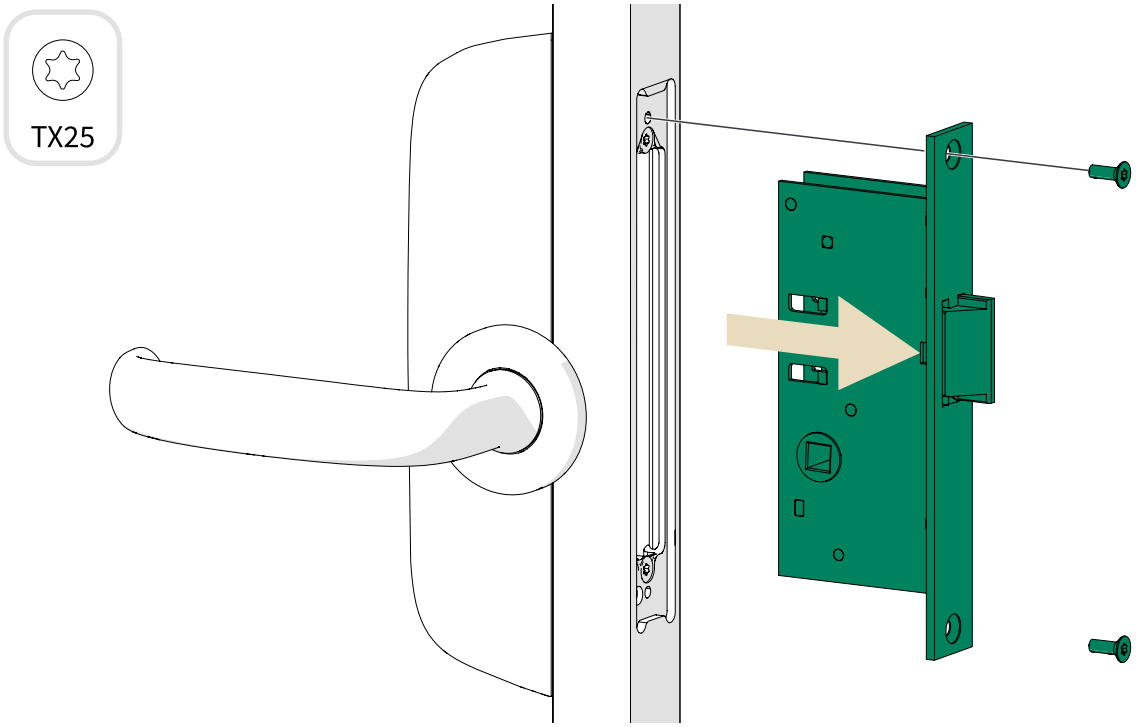


2. **Note:** If you have a right-handed door, adjust the spring counter-clockwise.



4.5 Change the door handedness (optional)

1.



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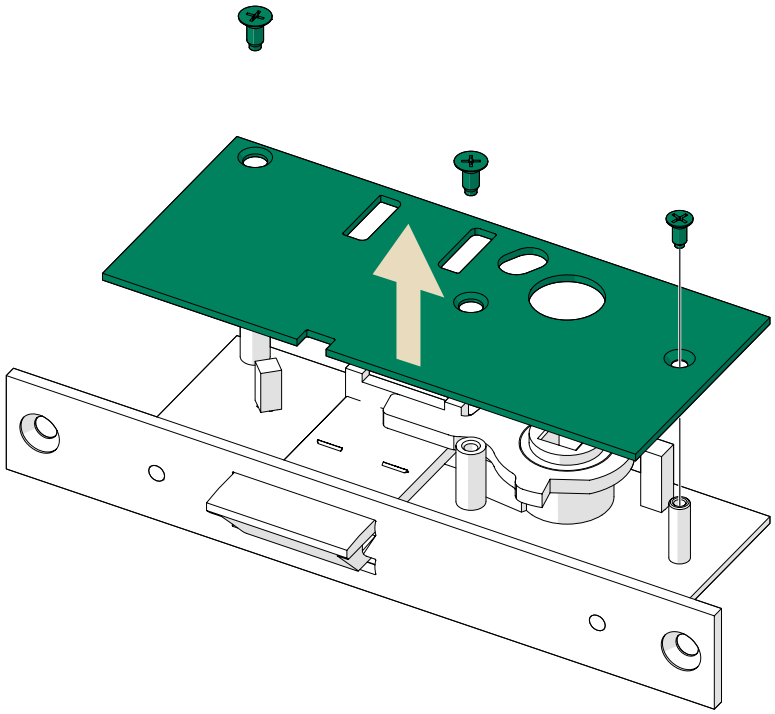

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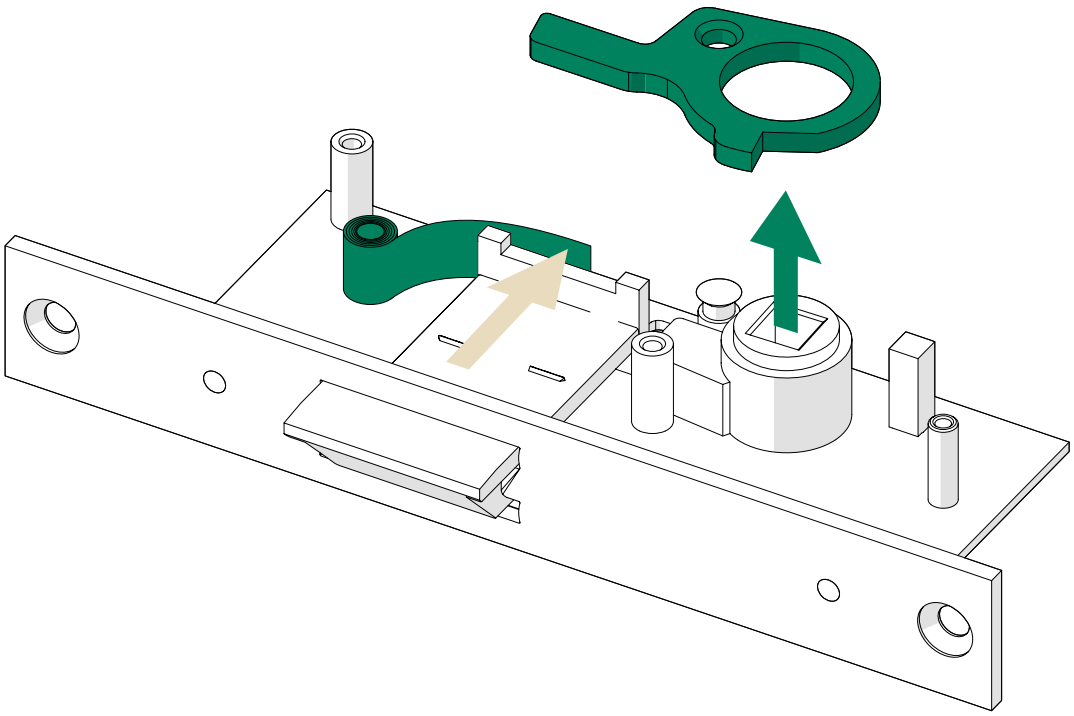

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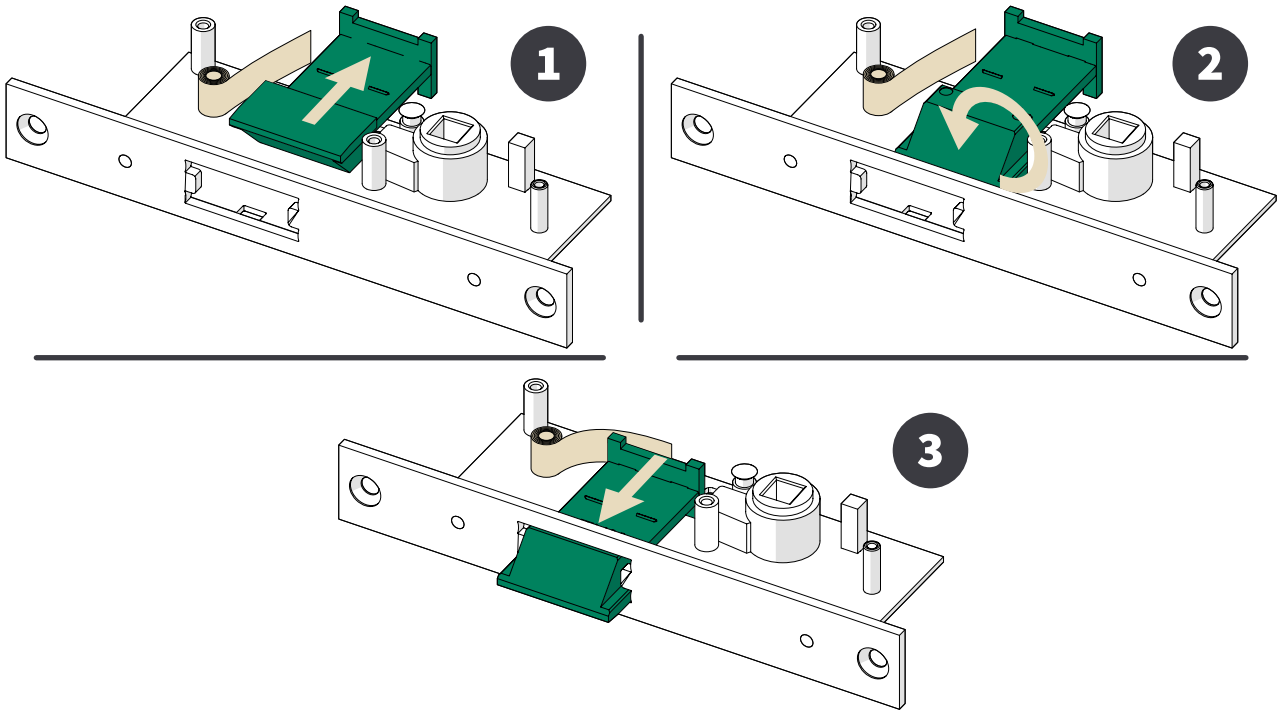

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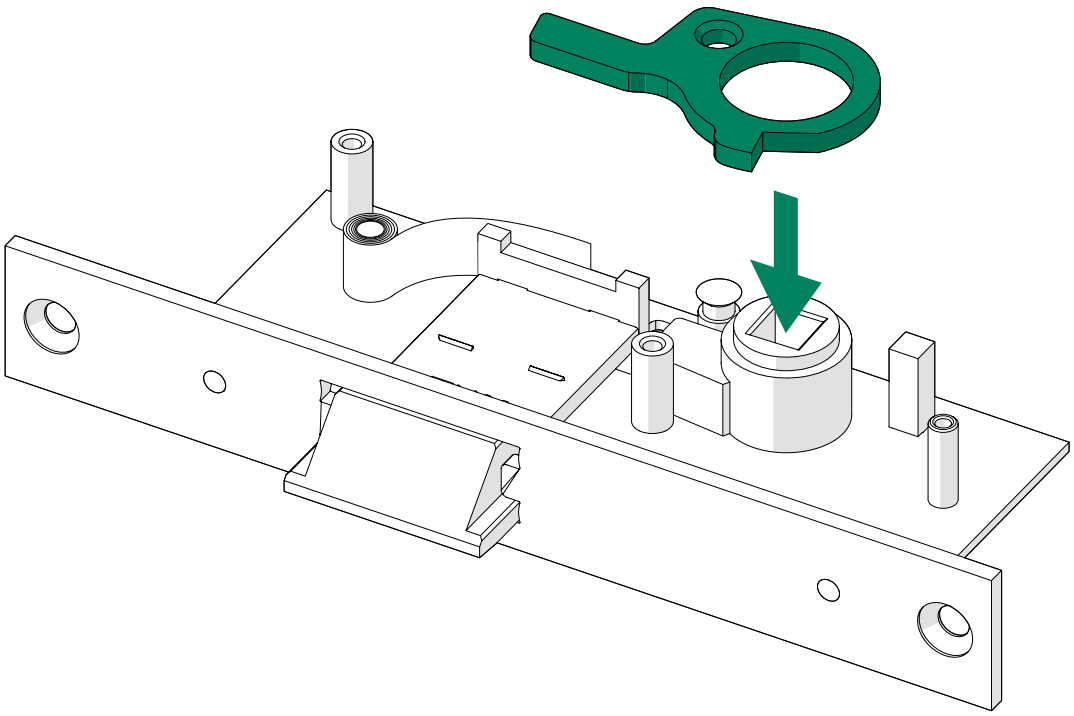

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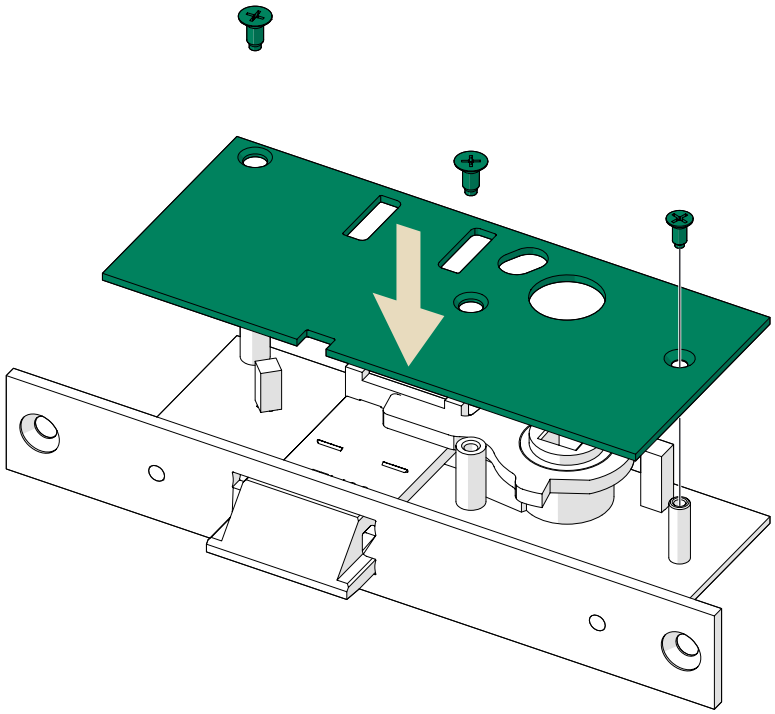

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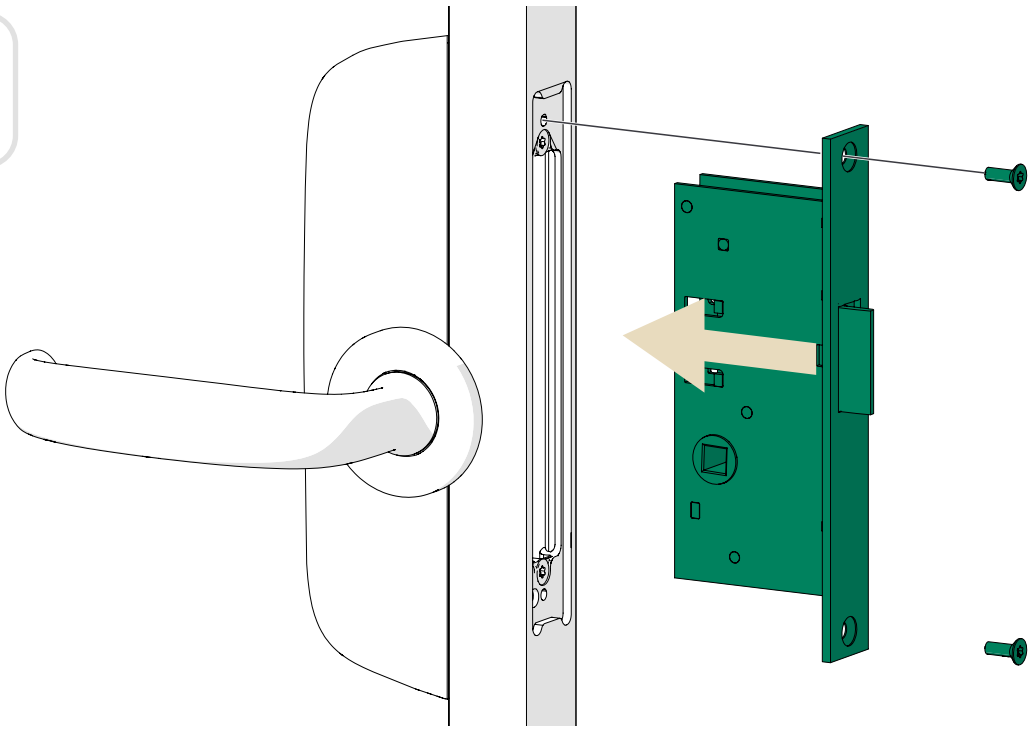
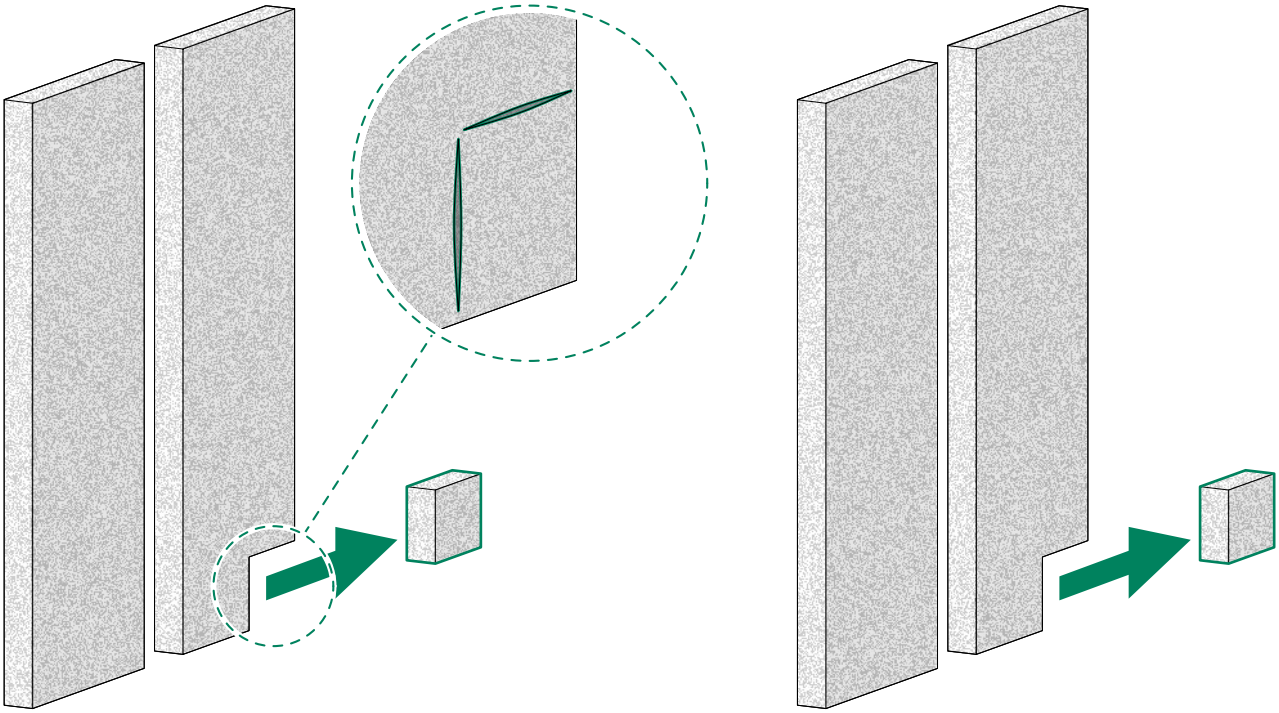


5 Interior

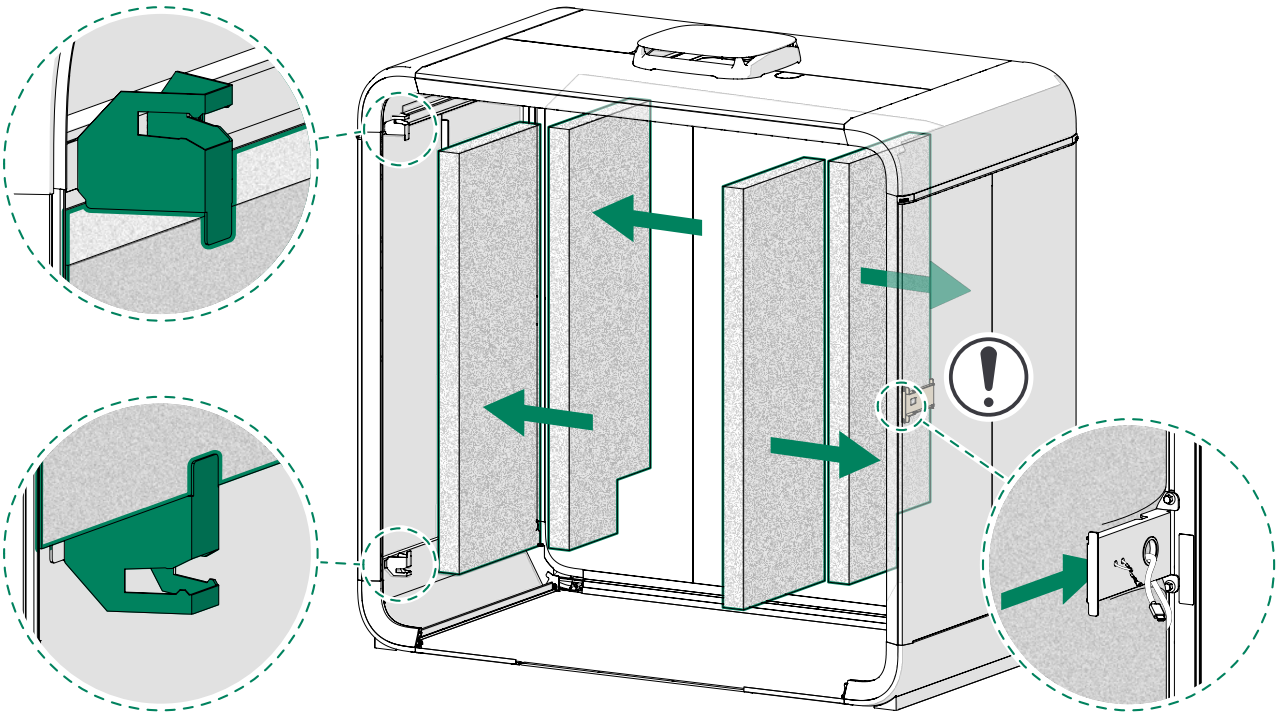
5.1 Install the wall acoustic panels

Note: The acoustic panels are an extremely important part of soundproofing the pod. They are not marked in any way, and they can resemble package cushioning. Do not throw the panels away.

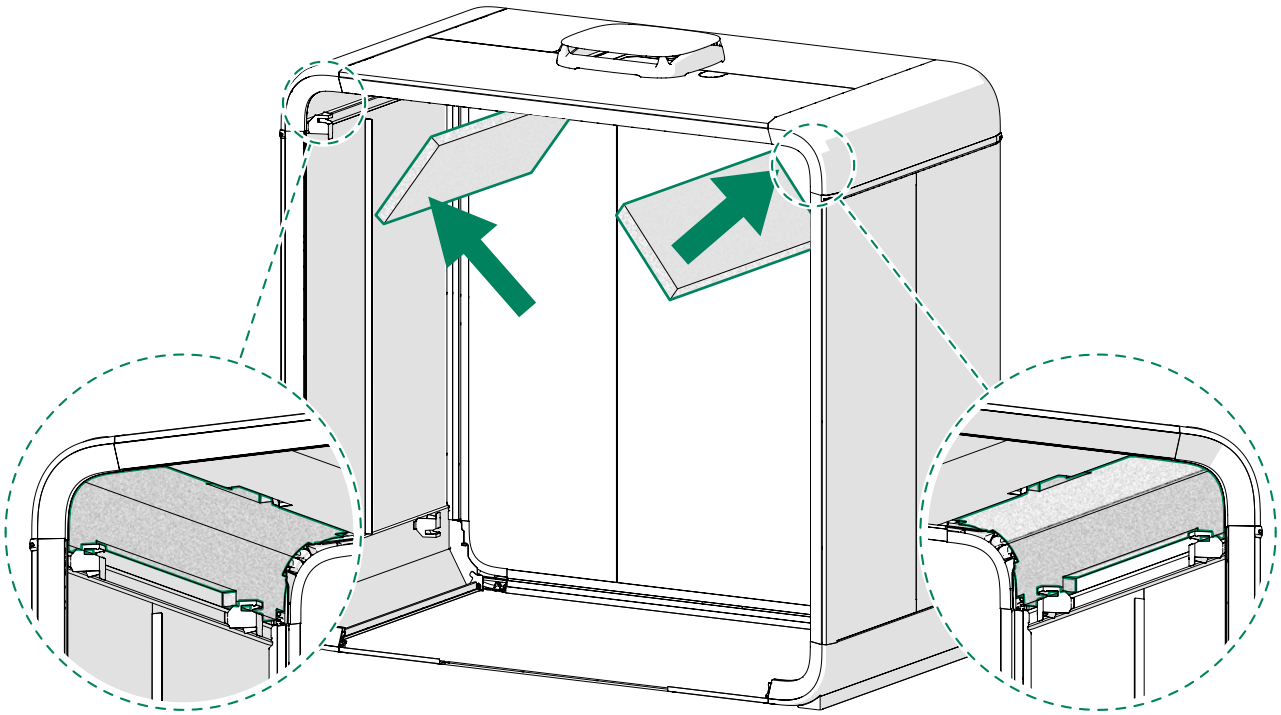
1.



2. **Note:** The edges of the touchscreen bracket are sharp. Be careful when you push the acoustic panel behind the bracket.



5.2 Install the roof acoustic panels

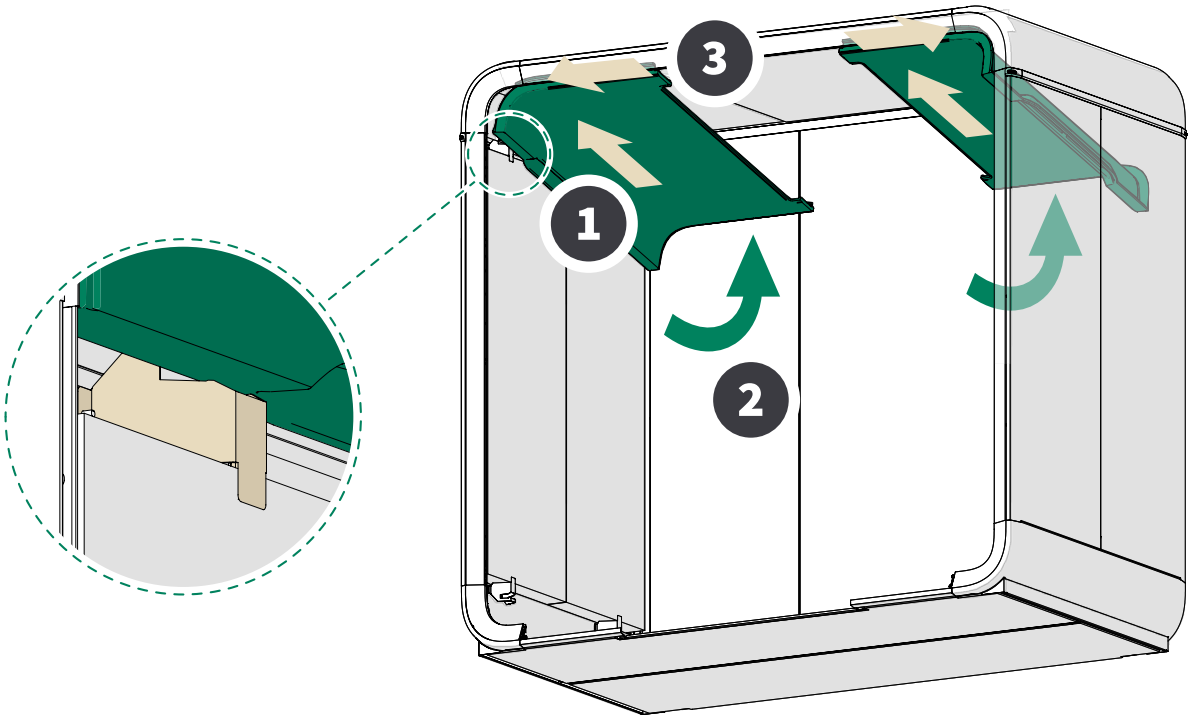


5.3 Install the ceiling interior panels

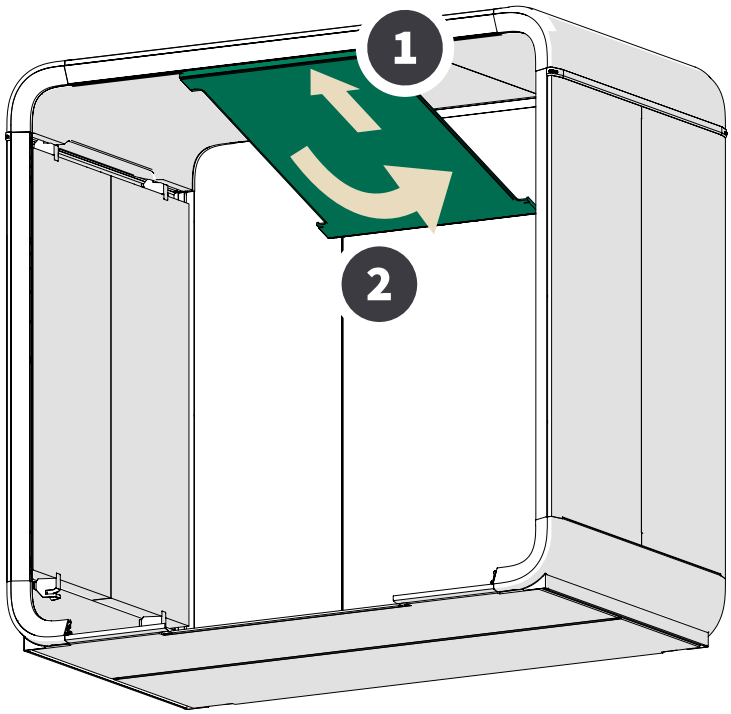
Note: Ensure the quality of the installation of the interior panels. If necessary, move the panels sligthly to make sure that:

- The interior panels are centered and aligned with each other.
- The edges between the interior panels are in contact and aligned.
- The panel flanges are in the frame grooves.

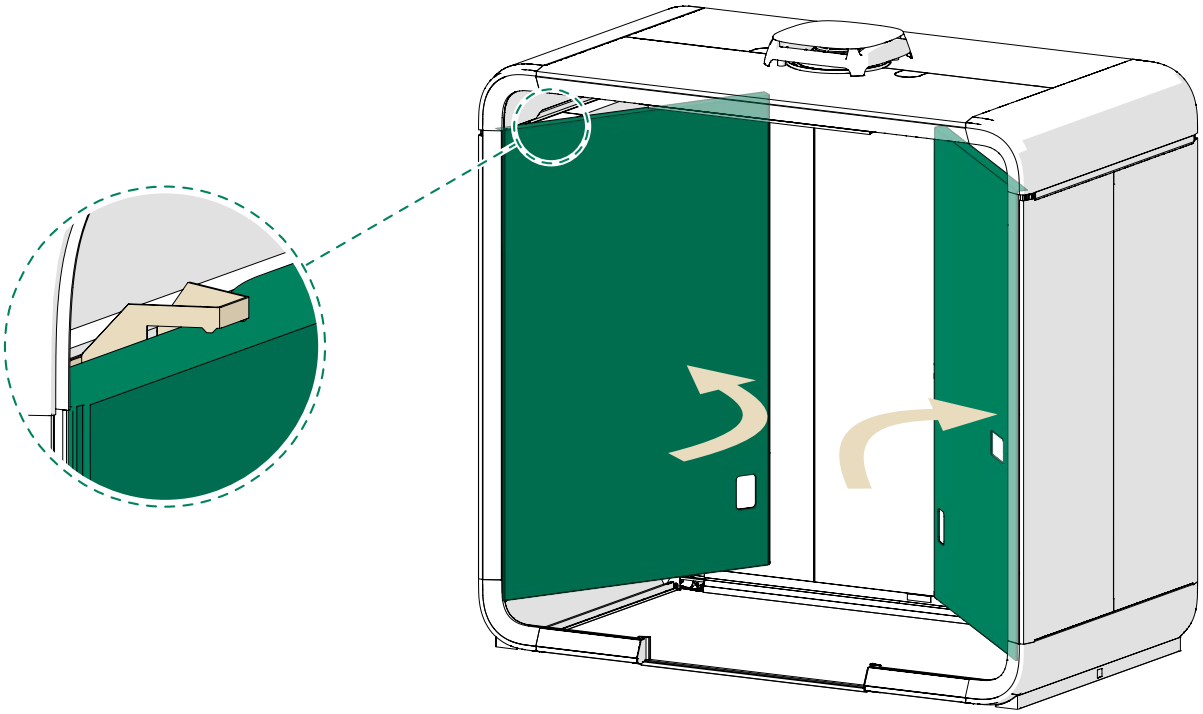
1.



2.

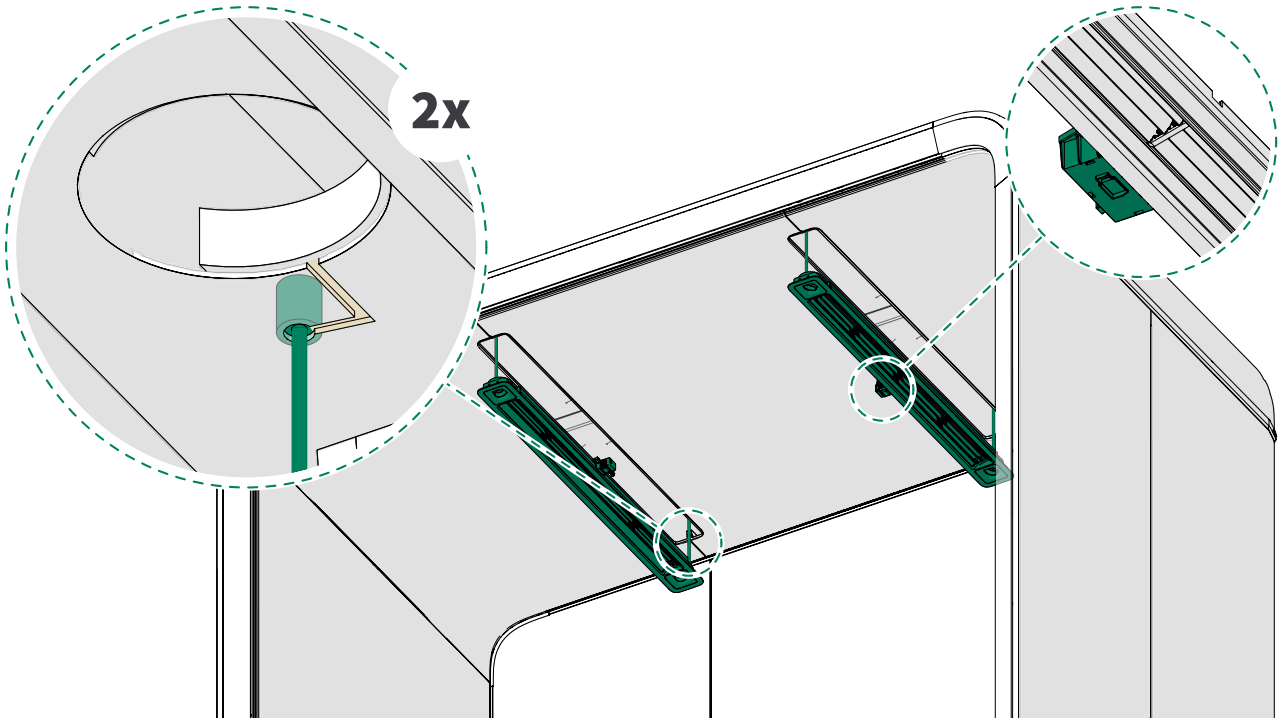


5.4 Install the wall interior panels

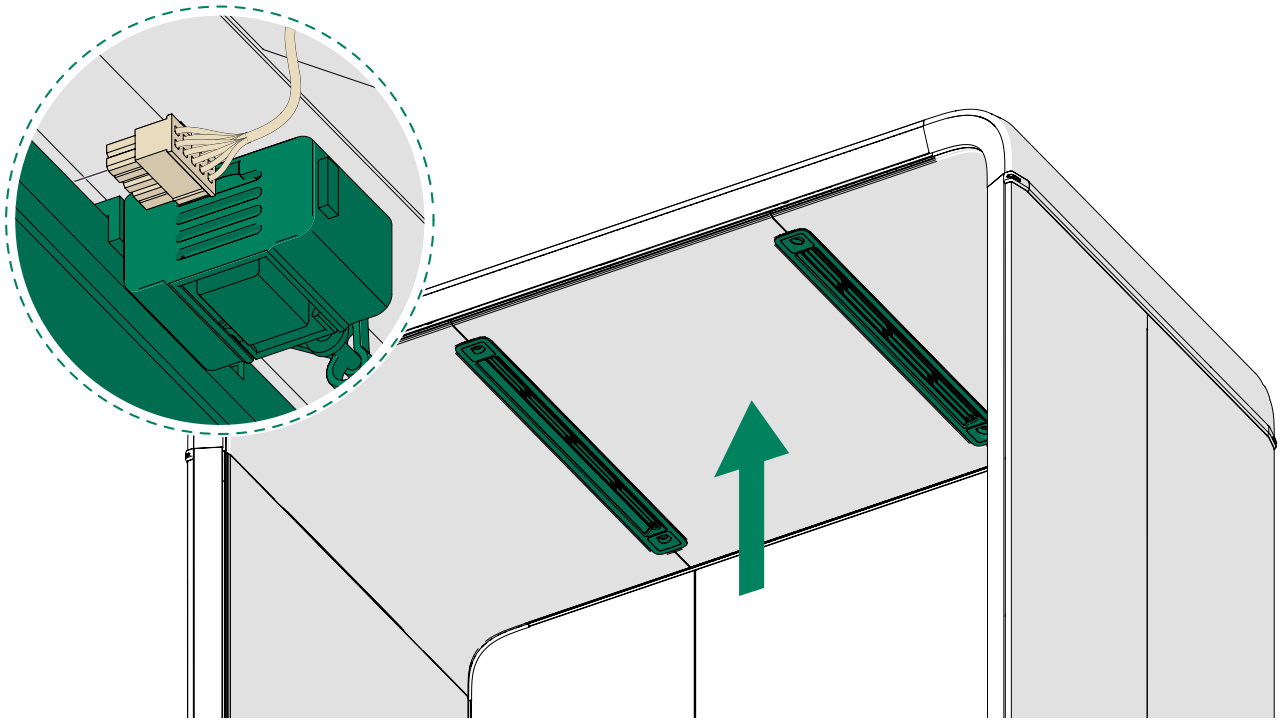


5.5 Install the lights

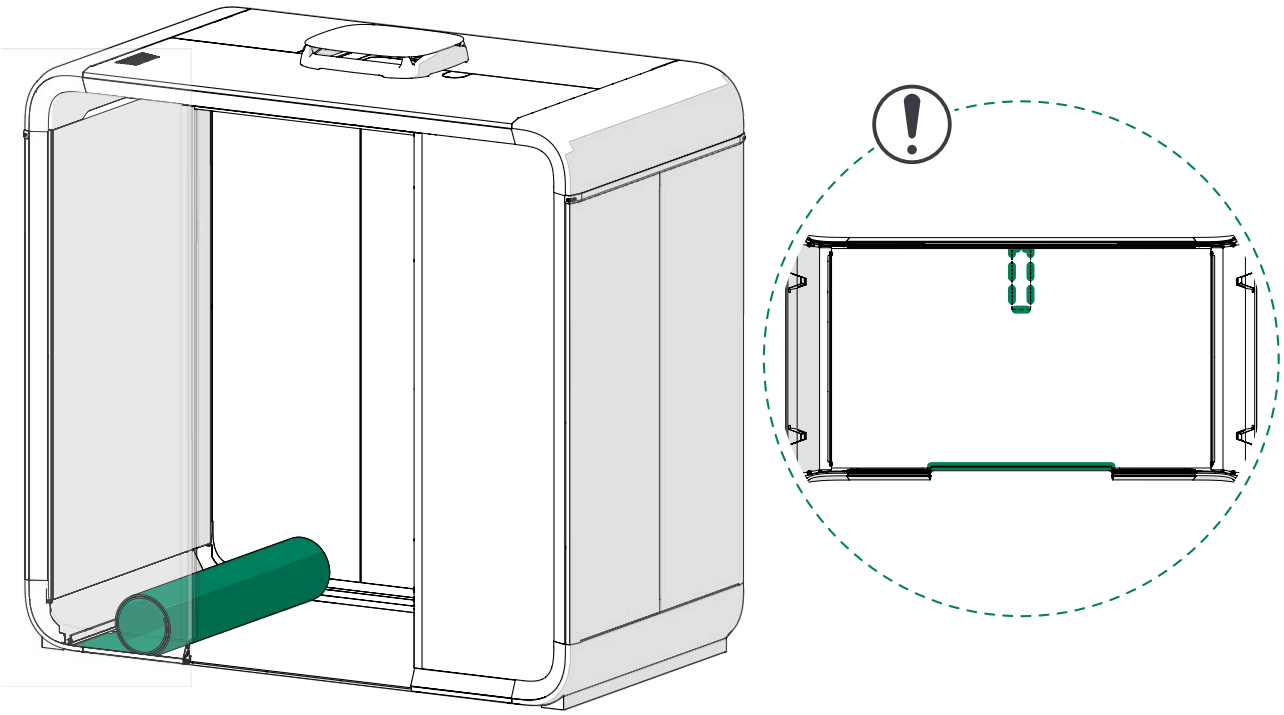
1.



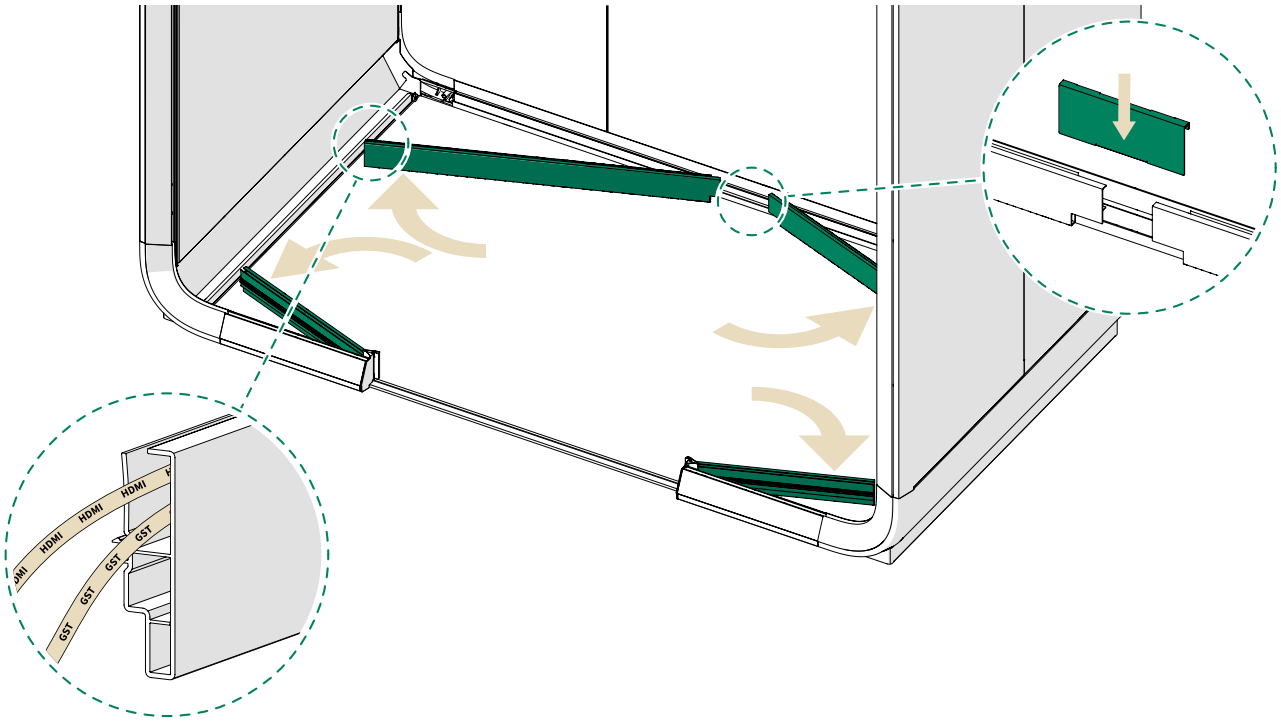
2.



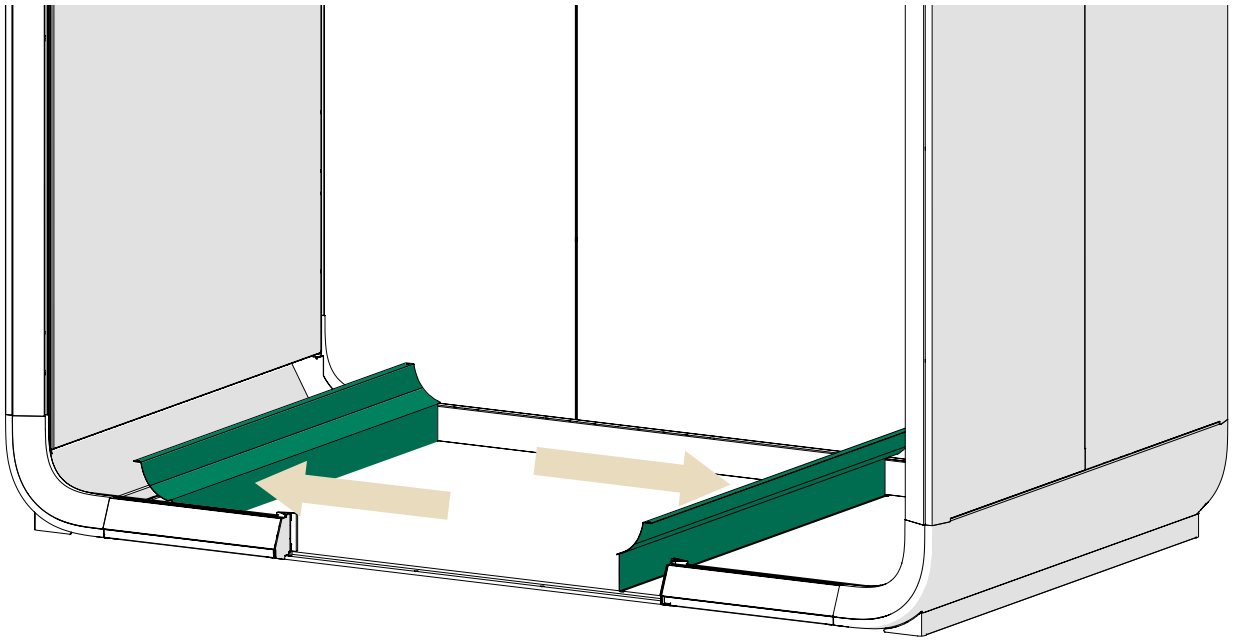
5.6 Install the carpet



5.7 Install the cable channels



5.8 Install the kickboards

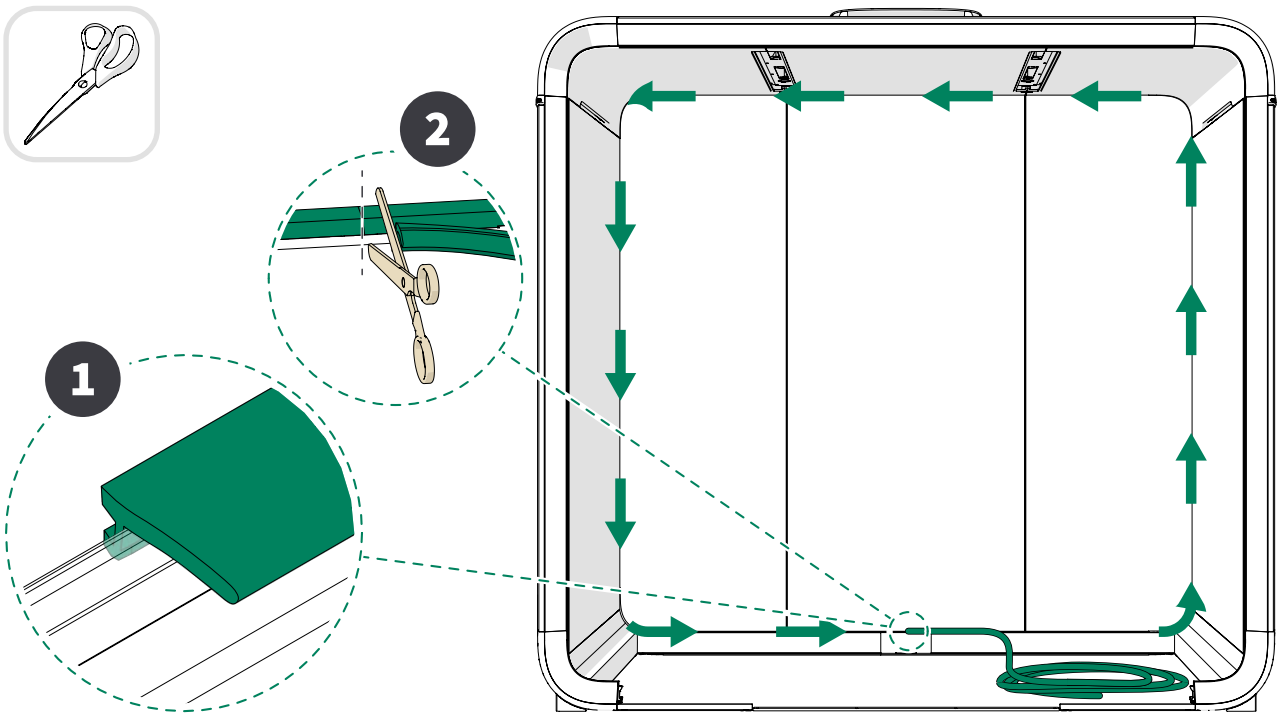


5.9 Install the gaskets

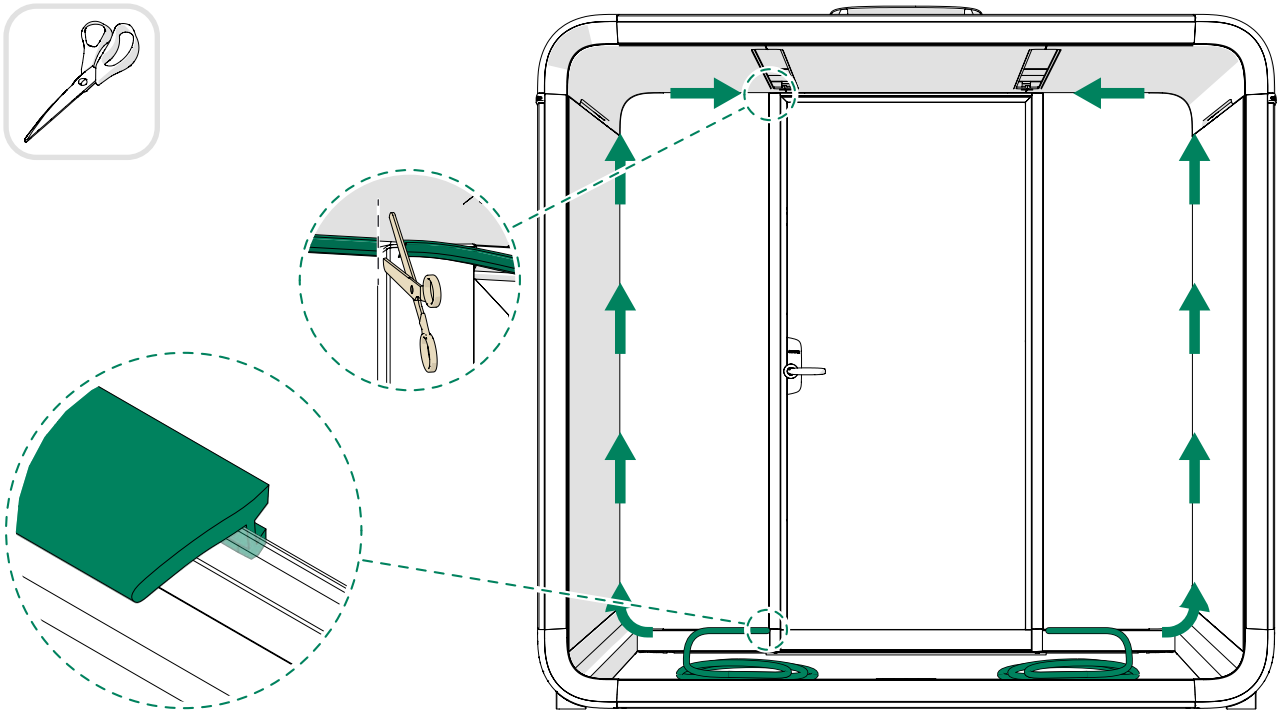
Note: Do not stretch the gasket during installation. If you stretch the gasket, it is likely to come loose at some point. This results in reduced soundproofing of the pod.

Note: Inspect the gaskets visually after installation to make sure they are properly in place. The surface must be even with no bumps or gaps between the gasket and the glass or interior panels.

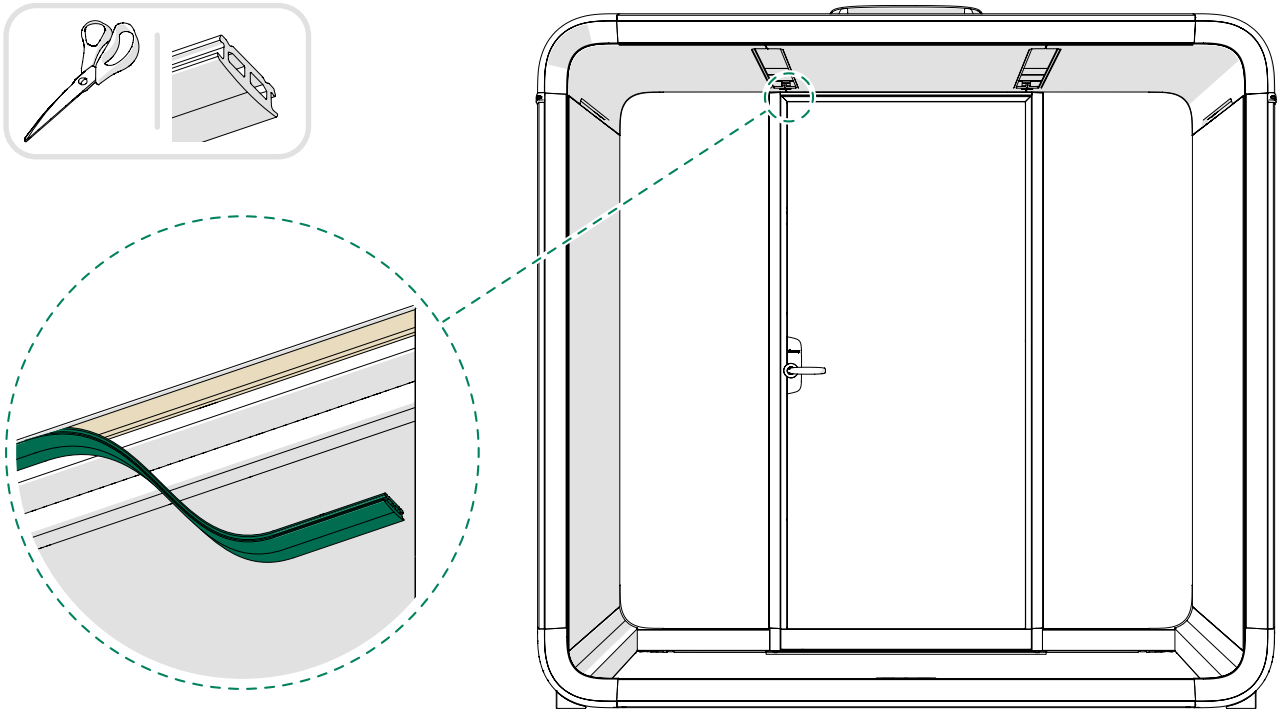
1.



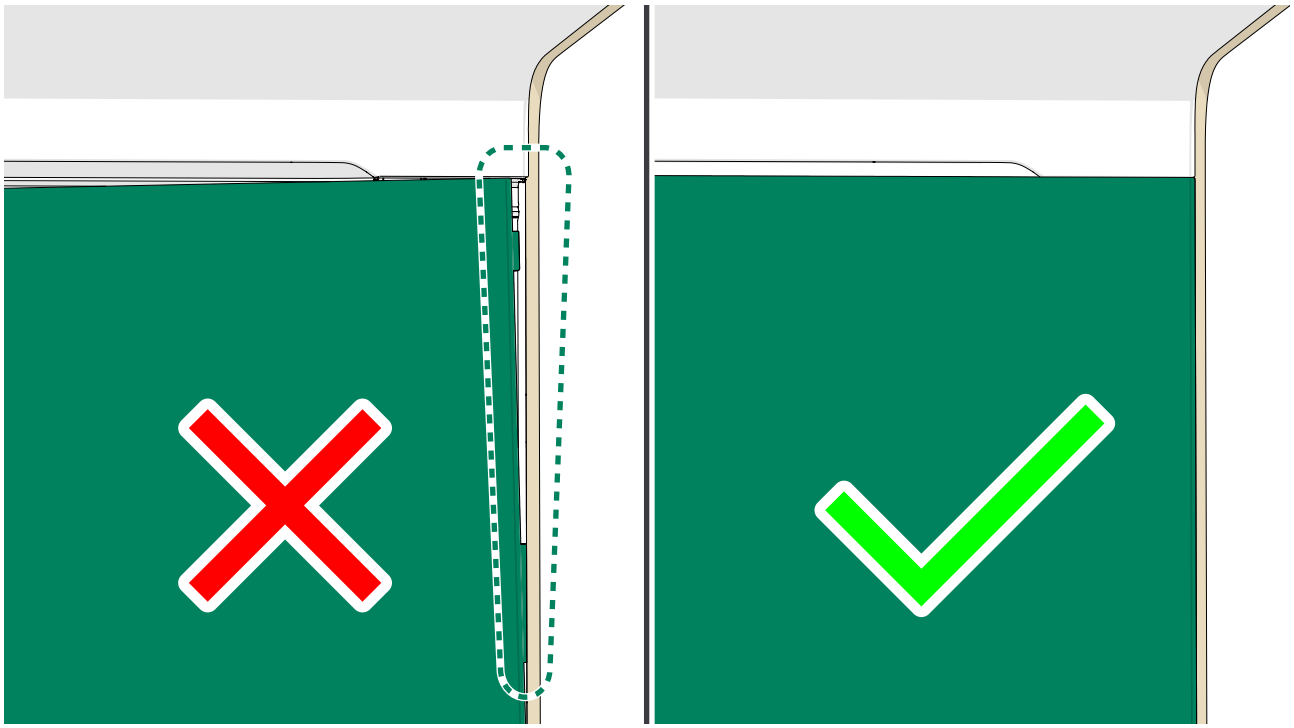
2.



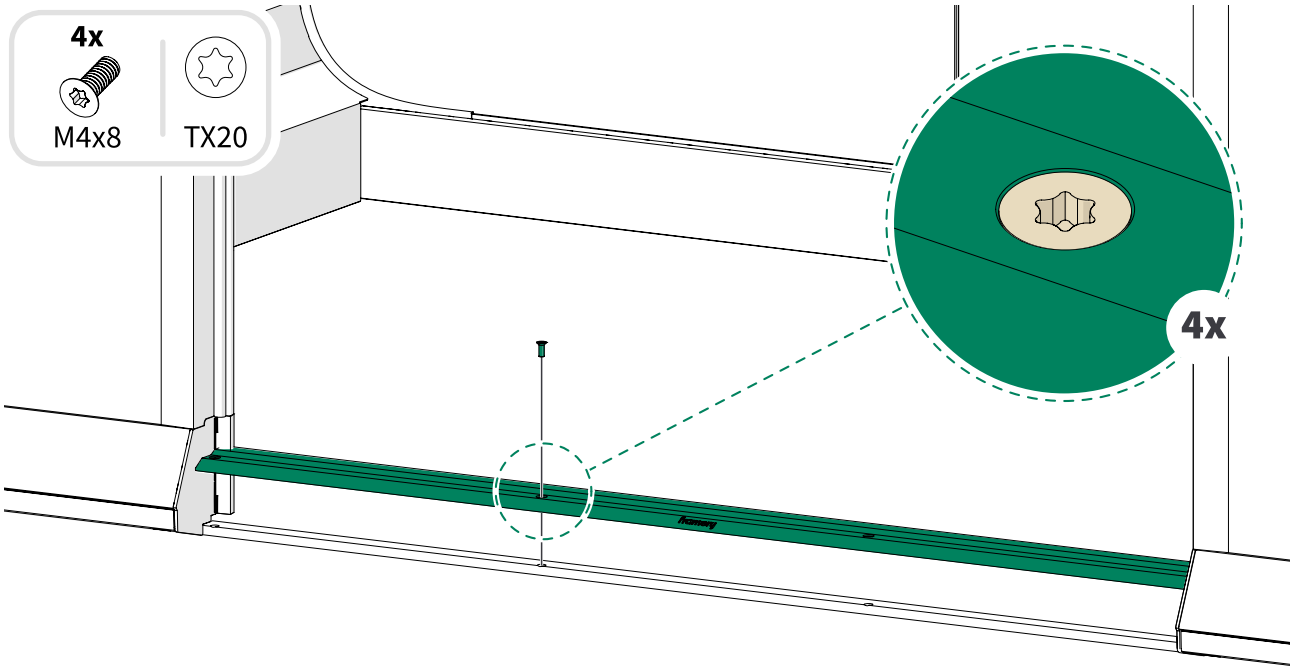
3.



5.9.1 Check the interior panel alignment

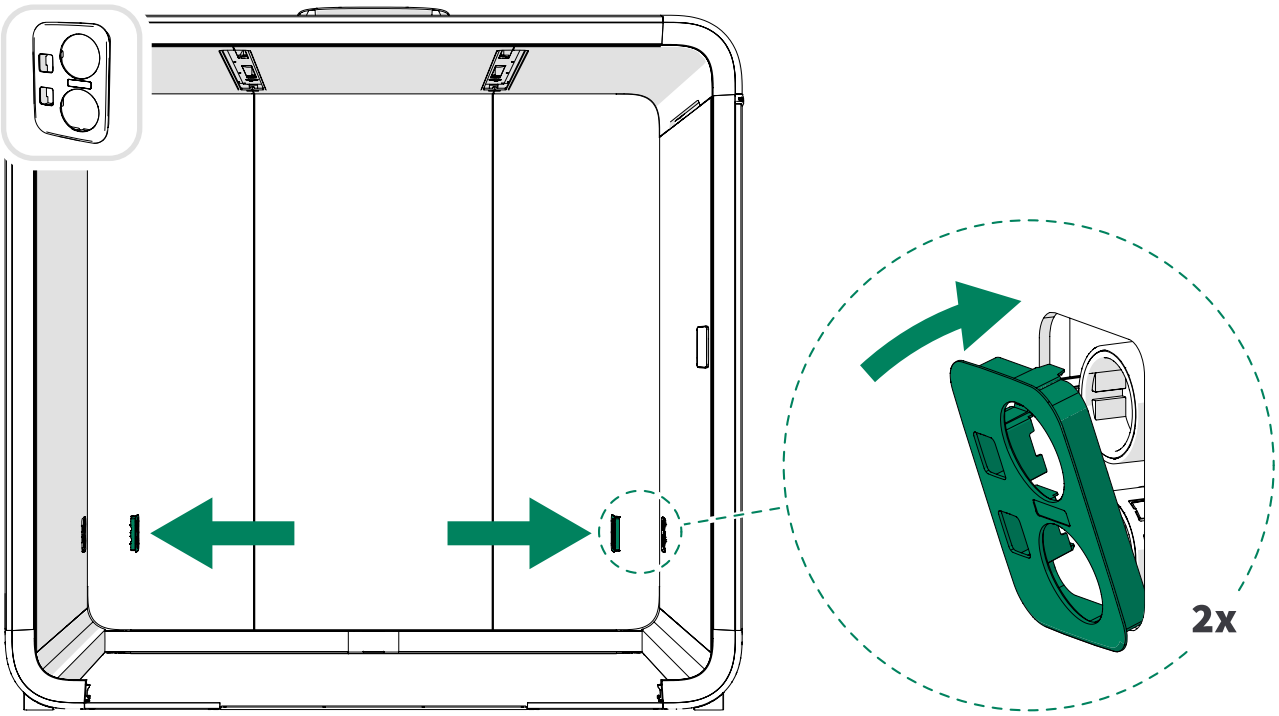


5.10 Install the threshold

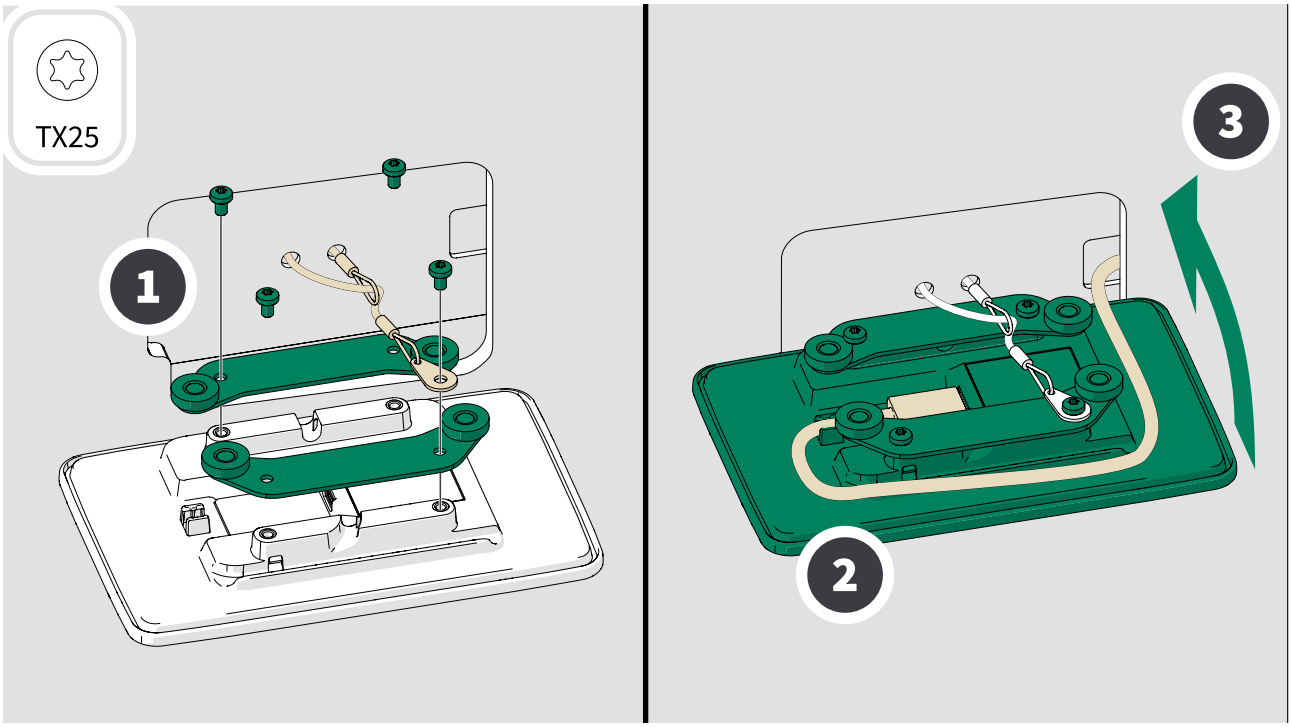


5.11 Install the power outlet covers

Note: Make sure that the covers are firmly against the interior panel from all sides.

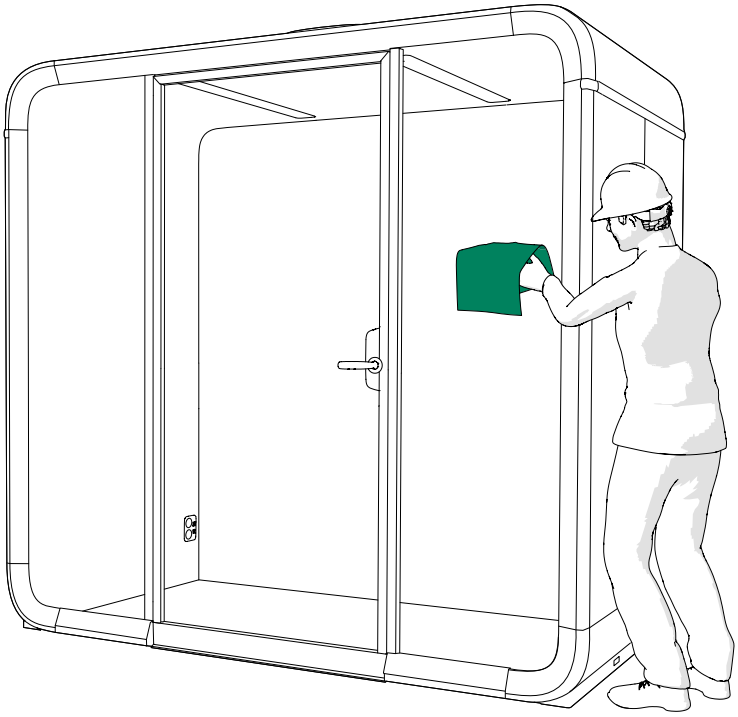


5.12 Install the touchscreen

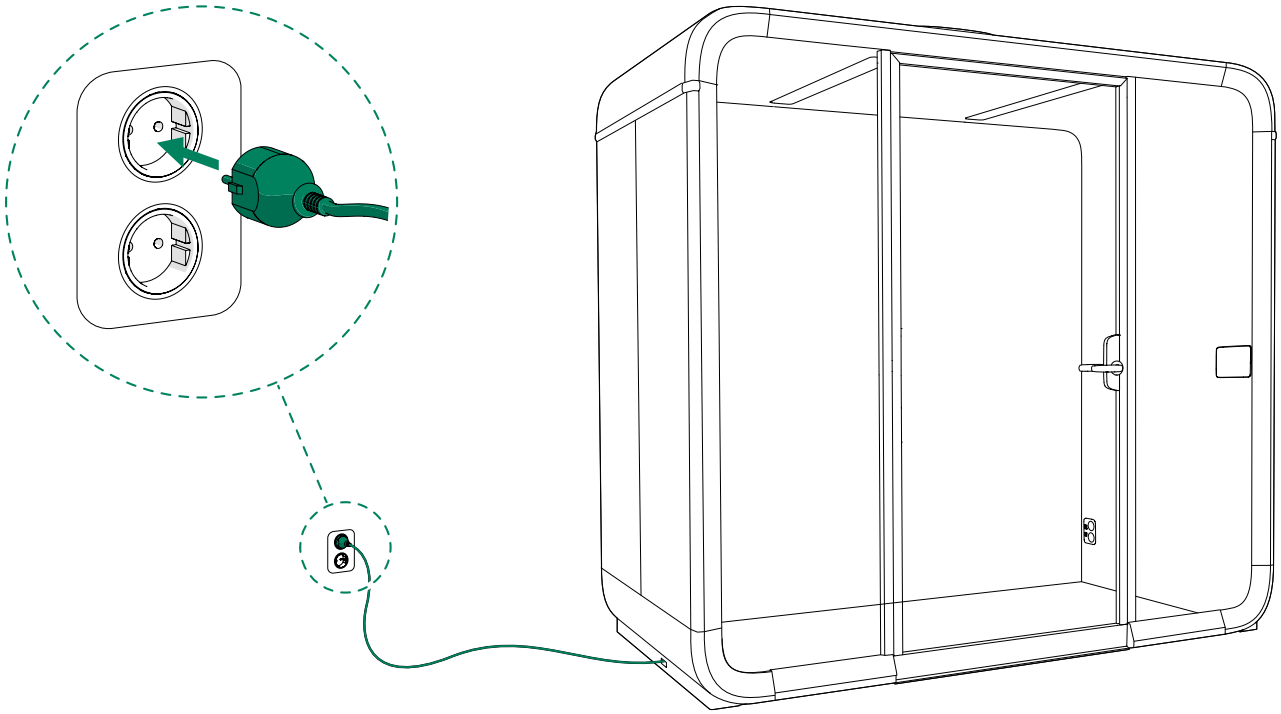


6 Finalize the installation

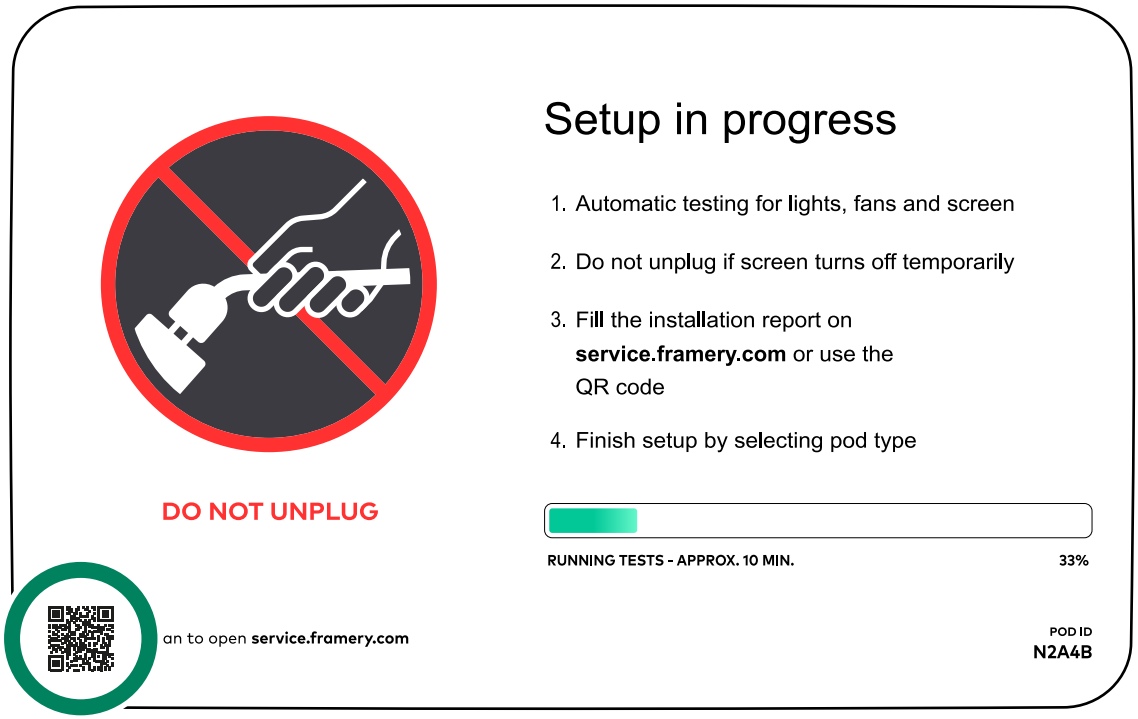
1. Clean the glasses with window cleaner.



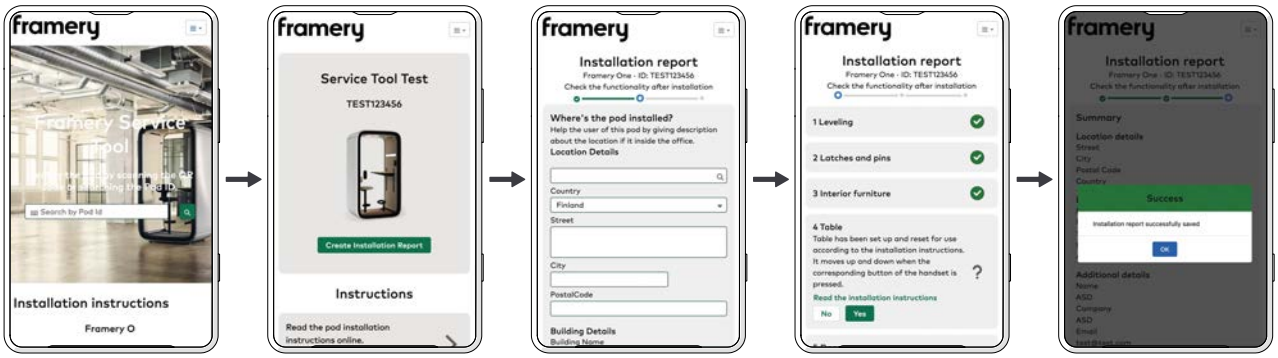
2. Connect the pod to a power outlet and connect the LAN cable.



3. Scan the QR code on the touchscreen to open the installation report.



4. Follow the instructions in the Service Tool and fill out the installation report. The pod ID is displayed on the touchscreen during setup.



Framery Four Base

framery

Framery Four Base

Installation instructions

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FINLAND
VAT: FI 23527139