

**PLEASE READ ALL INSTRUCTIONS BEFORE
ATTEMPTING TO INSTALL WALL MAP**

**INSTRUCTIONS ON HOW TO MOUNT WALL
MAPS SHOULD BE FOLLOWED TO PREVENT
DAMAGE (failure to carefully follow these
instructions could void product warranty)**

**WALL MAP(S) AND SPRING ROLLER NEEDS TO
BE ATTACHED TO BACKBOARD PRIOR TO
MOUNTING ON WALL**

Kappa Map Group

Version 4.0

OVERVIEW

Before installing your Wall Map(s), please read all the instructions and take note of the following items:

- **Never STAND Wall Map(s) and Spring Roller on EITHER END during mounting process: Note spring rollers are tensioned and tested to assure the highest quality standards are maintained prior to shipping of your Wall Map(s). Wall Map(s) must be stored in a horizontal position on any flat surface.**
- **To prevent damage, use care when removing wrapping materials to avoid cutting into Wall Map(s).**
- **Wall Map(s) should NOT be pulled down beyond the point where full image is displayed and/or the sticker stating DO NOT PULL PAST THIS POINT which is applied to many of our Wall Map(s)**

MATERIALS ENCLOSED WITH YOUR SHIPMENT

The box received contains your Wall Map(s) mounted to a spring roller, a backboard (long metal rail), and side brackets (2) with hardware to mount these to backboard.

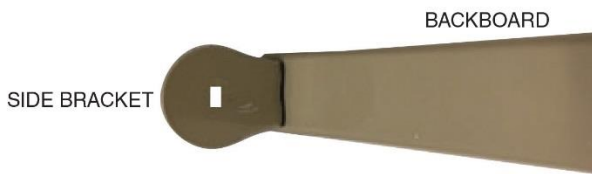
TOOLS REQUIRED FOR INSTALLATION

7/16" Racket and/or Open End Wrench	Measuring Tools	Marker / Pencil	Drill and Drill-bits
Ladder or Scaffolding	Screw Driver	Level	Screws and/or Screws with Anchors

ATTACHING WALL MAP(S) AND ROLLER TO BACKBOARD

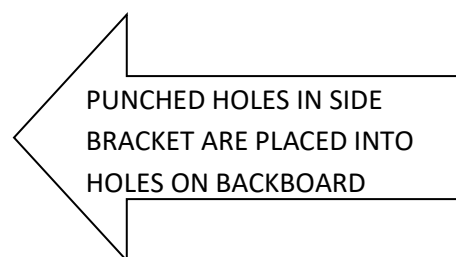
Carefully remove the tape and packing paper that is wrapped around the Wall Map(s) and spring roller adhering it to the backboard. (NOTE: leave paper and tape wrapped around Wall Map(s) and spring roller at this time)

Step 1: Attach side bracket (seen on left image) to the backboard using the bolt, lock washer, and nut provided (the side bracket that has rectangle slot will be left side of your Wall Map(s) when fully assembled; **NOT** the rounded hole side bracket). Make sure to line up the punch holes on the side bracket to the punched holes on the backboard when tightening.



Step 2: Take Wall Map(s) mounted on spring roller and insert the rectangle end into the backboard side bracket you have just attached to the backboard. **BE CAREFUL NOT TO TURN OR APPLY PRESSURE TO THE RECTANGLE END OF ROLLER WHILE PLACING INTO SIDE BRACKET.** (Note: This end has been tensioned to properly operate wall maps once mounted to backboard and wall)

Step 3: Attach the second side bracket (contains rounded hole) to the backboard with the spring roller inserted into the bracket as you tighten the bolt, lock washer and nut again making sure punched holes are in alignment.

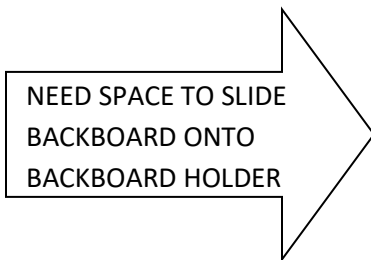


Now you are ready to hang the Wall Map(s) and backboard onto the wall.

MOUNTING WALL MAPS AND BACKBOARD TO WALL

STEP #1: Determine location and ensure that you have proper tools and hardware:

Before installing your Wall Map(s) and backboard, choose a display site carefully. The Wall Map(s) and backboard should be mounted at least six feet above the floor for maximum visibility. Remember the map has to slide onto the backboard mounting bracket(s), so you will need a full map's width of free space on at least one side of the bracket(s).



Kappa Map Group **does not** send you the hardware (screws or wall anchors) you need to attach your Wall Map(s) and backboard to the wall. Please consult an expert to determine the composition of your wall and the best hardware for your exact situation. The following recommendations generally work but do not apply to all situations.

- **Wood Surfaces:** Use #7 x 1" flat head wood screws. Mark the location of each eyelet hole on the surface. Drill a pilot hole for each eyelet. Drill 1/4" deep, using a 1/16" to 1/8" drill.
- **Metal Surfaces:** Use #7 x 1" flat head sheet metal screws. Mark the location of each eyelet hole on the surface. Drill a pilot hole for each eyelet. Drill 1" deep, using a 1/8" to #30 drill.
- **Plaster, Brick, Cement, or Cinderblock Surfaces:** Use #7 x 1-1/4" flat head wood screws. Mark the location of each eyelet hole on the surface. Drill 1" deep using a 1/4" drill. Fill holes with lead screw shields, size 1/8" x 1".

Due to weight of Wall Map(s) and backboard you may want to use wall anchors to better secure Wall Map(s) and backboard to wall for safety and long-term usage of these products.

If your Wall Map contains 1 or 2 maps attached to spring roller and backboard, this is the backboard mounting bracket that should be used for mounting purposes:



If your Wall Map contains 3 or more maps attached to spring roller and backboard, these are the backboard mounting brackets that should be used for mounting:



TWO BACKBOARD MOUNTING BRACKETS
REQUIRED TO PROPERLY MOUNT TO
WALL; WILL SLIDE BACKBOARD ONTO
BOTH BRACKETS AS OUTLINED BELOW
(MAKE SURE THEY ARE LEVEL)

IF END CUSTOMER USES DIFFERENT MOUNTING BRACKETS OR MOUNTS TO WALL DIFFERENTLY THE PRODUCT WARRANTY COULD BE VOIDED

Installation of Wall Map(s) should be performed by two (2) people. Determine where you will site your map and where you will need to drill holes. The wall maps need to be level to the ground, so make sure they are properly marked before any holes are drilled. The mounting bracket(s) should be:

Wall Maps containing 1 or 2 maps: Backboard mounting bracket will be in the middle of backboard when in final position.

Wall Maps Containing 3 or more maps: Requires 2 backboard mounting brackets and final placement roughly one foot inside each end of the wall map backboard (EXAMPLE: If your Wall Map is 6 feet wide, the backboard mounting brackets should be roughly 4 feet apart).



Step 2: Drill holes and attach backboard mounting bracket(s) to wall:

Mark the drill location for the screws but before drilling confirm that the lines between the backboard mounting brackets are level. After confirming drill holes for backboard mounting bracket(s). Then install backboard mounting bracket(s) in the desired location and make sure secure to wall to handle weight.

Step 3: Hanging Wall Map(s) unit onto Backboard Mounting Bracket(s):

Lift your Wall Map(s) and backboard assembled unit up from the floor and guide the backboard's channel (see diagram below) thru the buttons on the backboard mounting bracket(s), slide the channel over the buttons and center your map on the backboard mounting bracket(s). Then, you can remove the tape and packaging material around wall maps.



CAREFULLY SLIDE WALL MAP(S) AND BACKBOARD
ONTO MOUNTING BRACKETS WITH THE MAPS AND
WOODEN MOLDING FACING TOWARD THE FLOOR
SO THEY CAN BE PULLED DOWN WHEN UTILIZED

Step 4: How to use Wall Map(s) after installation:

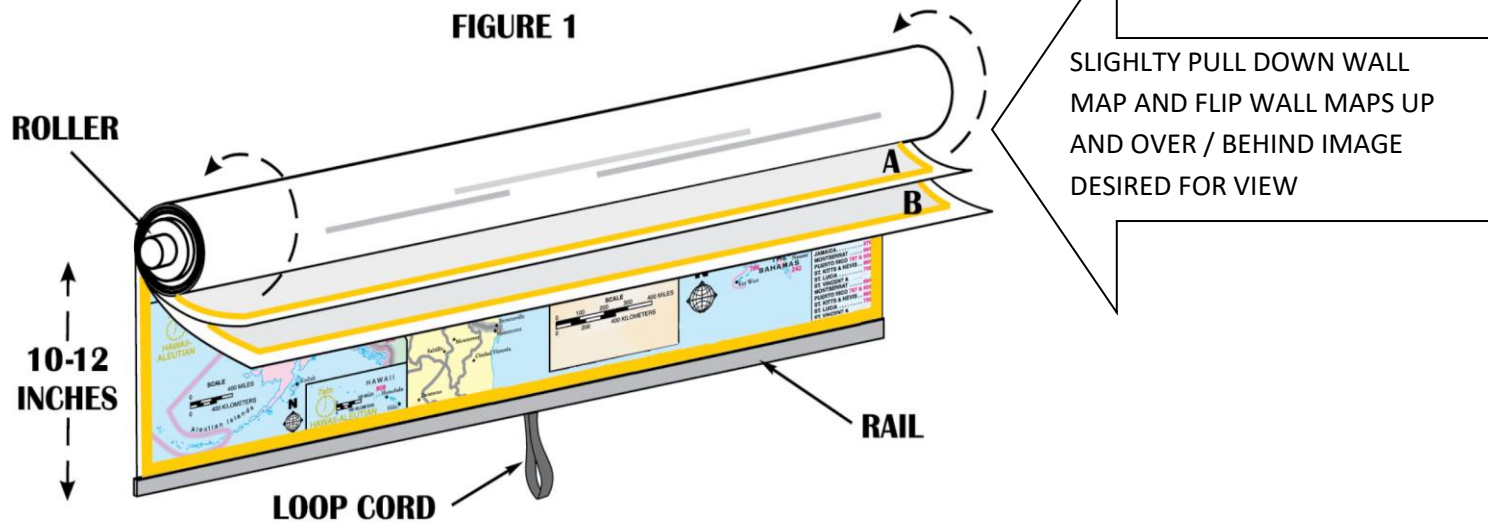
Always pull your Wall Map(s) down from the center of its bottom edge. Never pull a Wall Map(s) down by its corner nor pull beyond the point where full image is displayed. Wall Map(s) may have a sticker, near the top of the image, indicating STOP so not to pull down beyond point indicated. Once you see full-facing of map image or stop sticker, you should not pull your map any further. Note: Always make sure to SLOWLY allow Wall Map(s) to retract back when done with usage to prevent damage to maps and spring roller.

If you have a set of multiple maps on one roller and want to reveal one of the maps hidden under the first sheet do the following:

- 1) Reach up and slowly pull down maps several inches (8 to 10 inches).
- 2) Separate the maps in front of the one you want to view, and roll them up and over so that they fall behind the roller while you continue pulling the rest of the maps down. The front maps will roll away from sight. If your maps are attached high on the wall, a ruler or yardstick can extend your reach. Again, this maneuver should be performed at the center of the map, never at a corner.

To retract a map, draw it down slightly and then slacken your downward pull. This allows the spring roller to pull up the map or maps. Mastering this motion can take a bit of practice.

TO RETRACT WALL MAP -- Always make sure to hold LOOP CORD and slowly allow Wall Maps to retract up when usage is complete.



In the example above: Maps A and B are lifted above spring roller and then allowed to fall behind the image that is to be viewed. Then continue to pull down slowly and lock into place when full image displayed

IF AFTER MOUNTING WALL MAP(S) THE MAPS DO NOT PROPERLY PULLDOWN AND / OR RETRACT, FOLLOW THE STEPS OUTLINED BELOW:

Spring Rollers for mounted Wall Maps occasionally lose their spring tension but can be reset for proper usage.

Here's what to do if this happens to your wall map:

NOTE: IF SPRING ROLLER DOES ALLOW MOVEMENT OF WALL MAP(S) TO MOVE UP AND DOWN BUT NOT ENOUGH TENSION FOR FULL USAGE, MAKE SURE THE WALL MAP(S) ARE PULLED DOWN SLIGHTLY AND LOCKED INTO PLACE BEFORE STARTING PROCESS.

1. Remove the Wall Map(s) and backboard from the wall by sliding it out of the backboard mounting bracket(s). Then remove the side bracket (side bracket with rounded hole) from the backboard by taking off the bolt and nuts (Do NOT bend the backboard side brackets to remove from backboard)

SLIDE OFF BACKBOARD HOLDER BRACKET REVERSING EARLIER STEPS & THEN REMOVE SIDE BRACKET
NOTE: TAKE CARE WHEN REMOVING SIDE BRACKETS



2. Inspect each end of the roller. On one end, you will observe a round stationary post and on the other end, you will notice a flat post that can be turned.
3. The flat post end has a gear type mechanism that is hidden within the roller. This is the end that needs to be re-sprung.
4. To re-spring the tension, hold the roller parallel to the floor (Map(s) should be tightly wrapped around the spring roller). Grasp the flat post end of the roller with a pair of pliers and turn it clockwise, one click at a time. Continue turning five to six full rotations. Re-hang map on mounting brackets and check for proper tension. Repeat several more turns if additional tension is needed for proper spring action.