70 Portable Presentation Lectern

Assembly Instructions

Tools Required Philips screw driver Allen Wrench (Included)

Step 1: Lay reading surface upside down on a flat area. Attach plate to bottom side of reading surface using four screws. See **Figure 1**.



Step 3: Attach outer tube part A to part B and secure using bolt. Screw four glides into holes located in the bottom of part A and part B. See **Figure 3.**



Step 2: Attach inner tube with slant pointing toward front, using four Allen screws, to the plate under reading surface. See **Figure 2**.



Step 4: Insert inner tube into outer tube. Screw Knob into insert located on the front of the outed tube and tighten well. See **Figure 4**.





Height Adjustment: To adjust the height of the unit hold the inner tube with one hand and loosen the knob with the other hand. Set height at desired level and tighten knob.