



OUTLET

SERVICE & RELOCATION MANUAL





Dear Valued Client,

You have selected the Powerflor Cable Management System because it provides you with the ability to manage your connectivity services, quickly and easily. The relocation and change in service for all outlets is the primary feature of your system. These changes typically can be accomplished, without the need for specialized tools and without technical staff. The following instructions have been prepared for your review and use as the recommended procedures for performing these service changes.

Your Powerflor system has been designed to offer the greatest amount of accessibility and flexibility, so that you can truly manage your cabling infra-structure. The changes can be a simple change in an outlet's location, or can also include a change in the service to an outlet. The changes described herein are based on a standard Powerflor USA system and are just a few of the normal changes, required to maintain your system's usefulness into the future.

As technologies change, Powerflor remains committed to keeping pace with these changes. If you have any questions concerning these instructions or you have a requirement not discussed herein, please contact our offices. We remain available to assist you in keeping your Powerflor Cable Management System a meaningful part of your technology requirements.

Sincerely yours,

Edward H. Franz

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President

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OUTLET SERVICE & RELOCATION

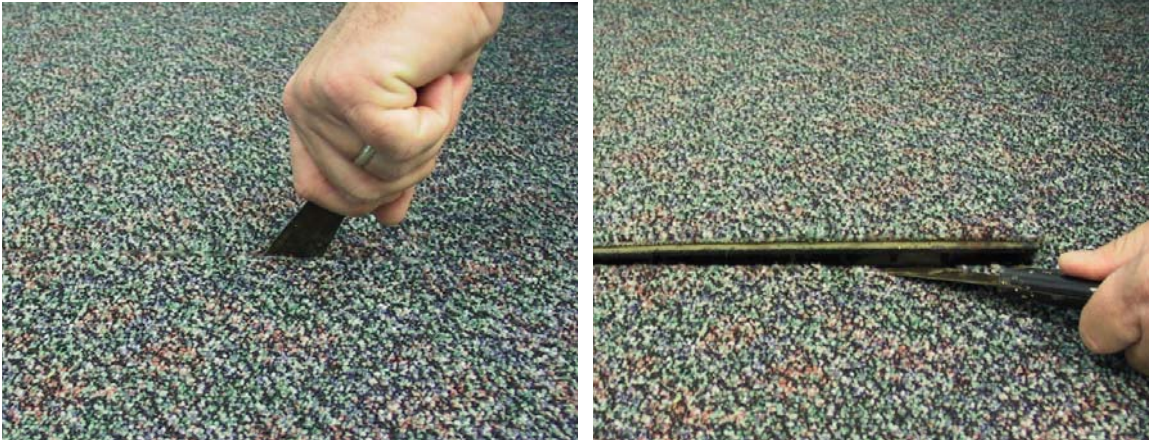
Panel Removal & Replacement

An integral part of the relocation and / or service change of any outlet, includes the removal and replacement of the chaseway floor panels. The Powerflor system panels are not attached to each other or to the building structure. They are simply lifted up and out of their current location and can be replaced back into the system at any empty, full panel location.

1. Locate the panel containing the outlet / outlets you wish to service and remove the powerport lid / lids.
2. Grasp the powerport and lift the panel out of the system. Once the carpet tile edges release from adjacent carpet edges, the panel easily lifts out of place.



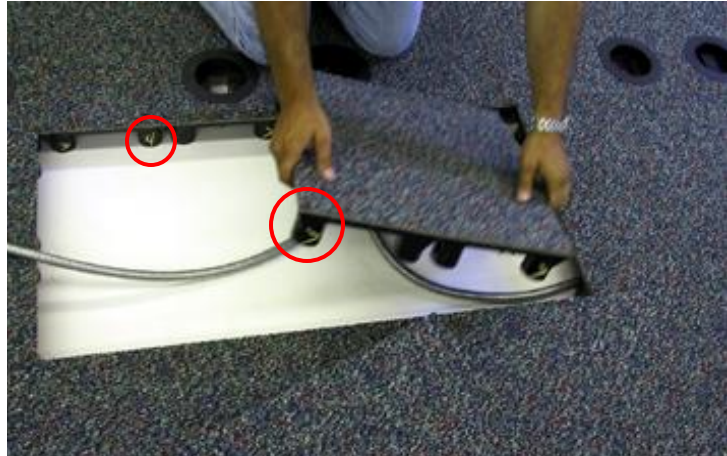
In some instances it is desirable to remove a panel that does not contain an outlet. In these instances, any flat bladed instrument (i.e. pen knife, putty knife, etc.) can be inserted into the seam between two panels, and by pushing down on the instrument, the panel comes up at its edge.



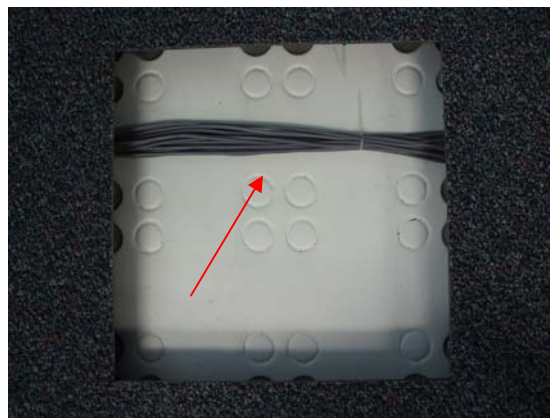
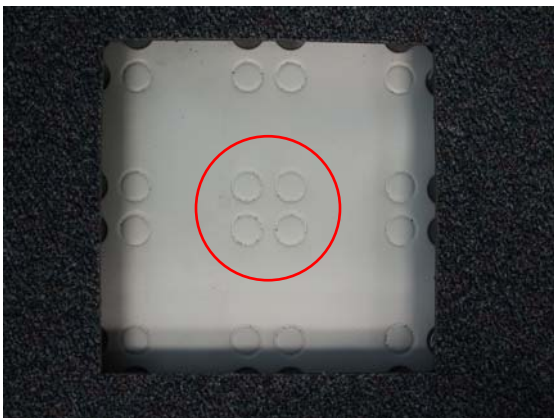
3. Removing adjacent panels in all directions is accomplished by simply grasping its exposed edge and lifting out of place.
4. To return any panel to the system, simply place the panel back into any panel void. All full panels are interchangeable with each other, so any full panel location will receive any full panel. To maintain system flexibility you must replace panels maintaining the corner to corner panel locations.

Please Note !!!

When replacing any panel back into the system, you must maintain the carpet grain direction. (Note the direction is indicated by the yellow / white arrows on the side of the panel legs) Place the panel into the floor, maintaining this direction for all panels.



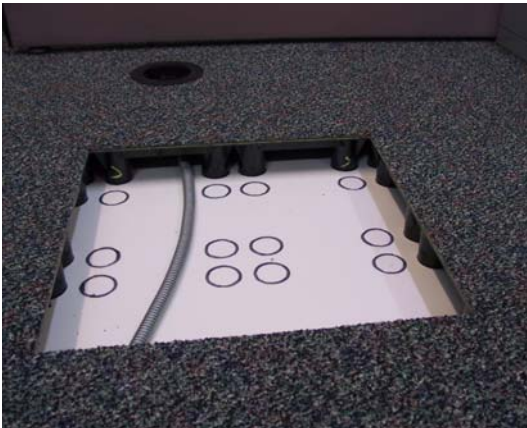
Also, care must be taken in assuring that the panel legs are not placed on any of the cabling underneath the panel. The leg impressions in the volara foam underlay will assist in panel location and cable placement.



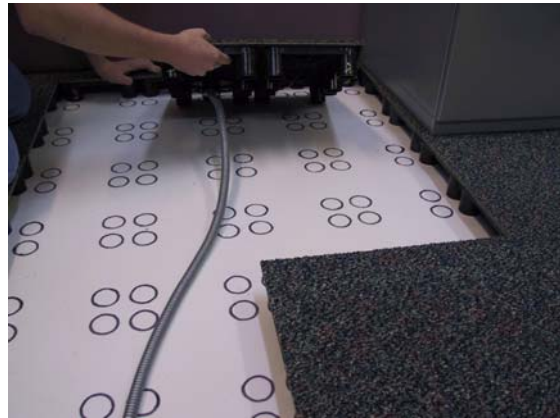
Electrical Outlet Relocation

Changing the location of an electrical outlet within the system.

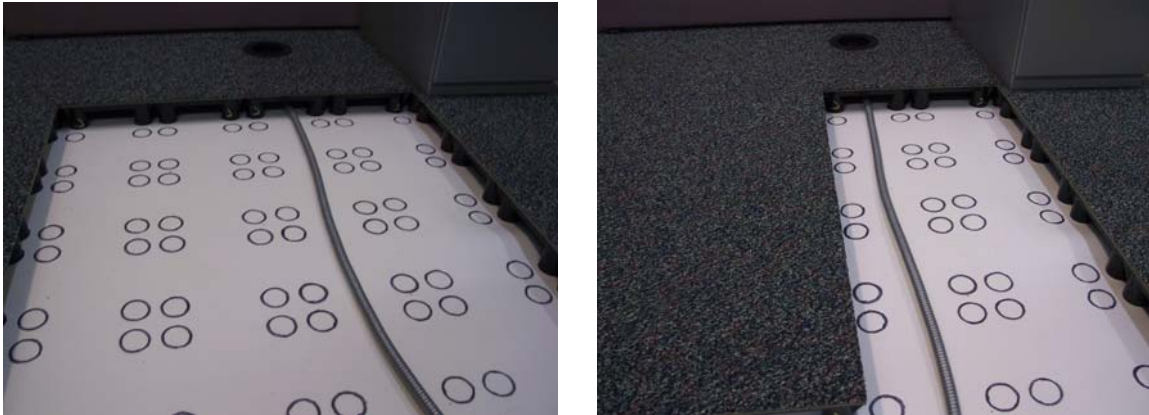
1. Locate the panel that contains the electrical outlet you wish to relocate and remove the panel from the system as described previously.
2. Remove adjacent panels that cover the connecting cable / cables away from the panel / outlet to be relocated.



3. Enough panels should be removed to allow for the connecting cable / cables to be moved while maintaining the feed to the outlet being relocated.
4. Locate the panel with the outlet in it, to the new location, maintaining the corner to corner alignment of all panels.



5. Adjust cable / cables to avoid the legs of the panels that cover them.
6. Replace all panels back into the system, as described previously.

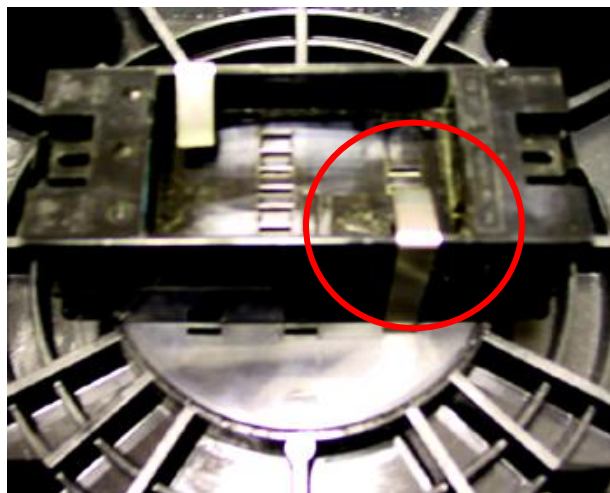


The Powerflor system is designed to offer ample slack (approx. 20% of cable length) to allow for most outlet relocations. If your relocation requires more cable length than is available, disconnecting and reconnecting the cable / cables from the outlet is required.

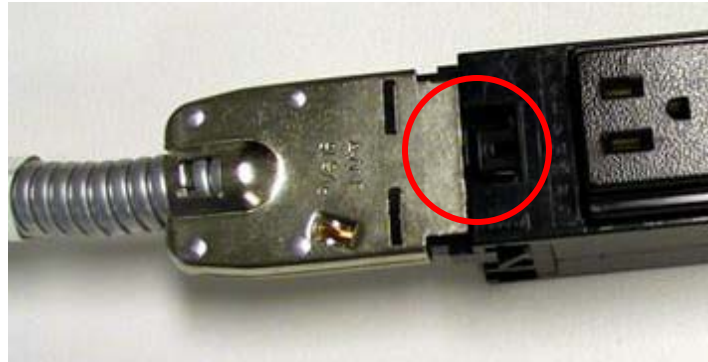
When cables of additional length are required, they can be obtained from Powerflor. However, most system layouts involve cables of varying lengths. Typically as you are moving an outlet away from one point, you are moving towards another. You may wish to review the cable layout from the drawing prior to the change and plan on exchanging cable assemblies from other areas. This will allow for the relocation without new cable assemblies being required. **If an exchange is made, it is important to maintain the color coding of the cable assemblies, and the power leg they are a part of.**

Following are the recommended steps for this procedure.

1. After removing the panel with the outlet from the system, remove the outlet from the back of the panel by releasing the two spring clips that hold it in place and pulling the electrical J Block from the powerport grommet.



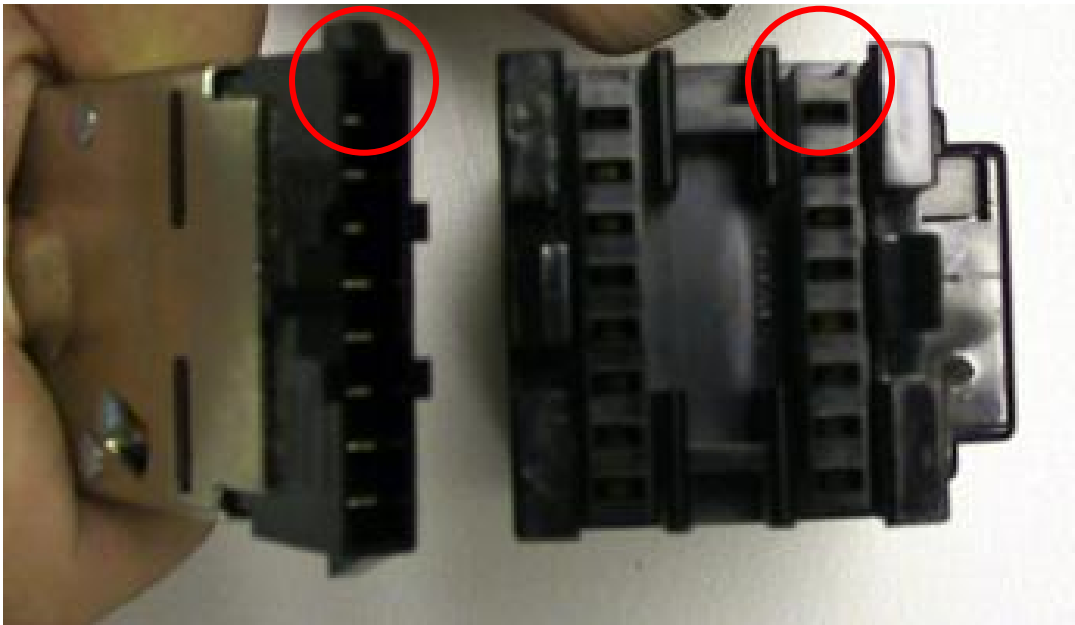
2. This will expose the thumb clip that holds the cable assembly connector to the J Block. Lift this thumb clip and pull the cable assembly from the J Block.



3. After the appropriate cable / cables have been obtained or located, the cable assemblies plug into the J Block as required. And the J Block and Duplex Insert are re-installed into the desired powerport, using the spring clips.

Please Note !!!

When plugging the cable assembly into the J Block, care must be taken to align the matching keyways that are located on the internal side of the cable assembly connector and external J Block plug area.



Electrical Outlet Service Change

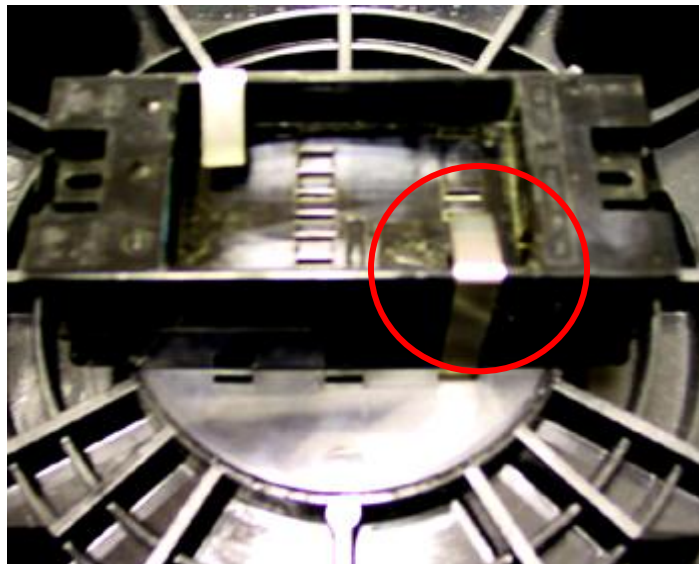
Changing the circuit that powers an electrical outlet. The Powerflor electrical system provides four 20 ampere circuits, per power leg. Each leg is color coded with marking tape at each cable assembly end.



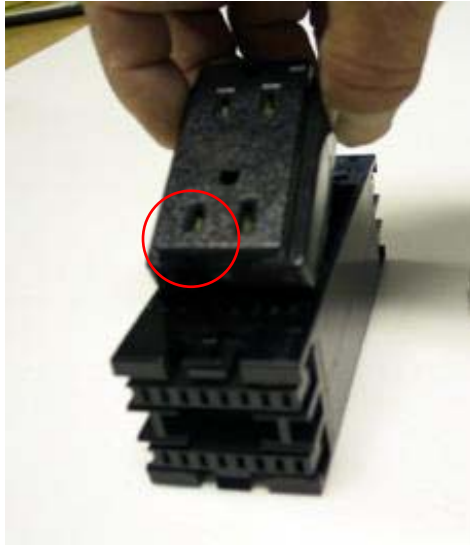
The individual circuit that feeds a duplex outlet is identified on the outlet insert face (i.e. 1, 2, 3, or 4 for standard systems) and (i.e. 1G, 2G, 3G or 4G for isolated ground systems).



1. Locate the panel that contains the electrical outlet you wish to change the circuit feed for and remove the panel from the system as described previously.
2. After removing the panel with the outlet from the system, remove the outlet from the back of the panel by releasing the two spring clips that hold it in place and pulling the electrical J Block from the powerport.



3. Remove the duplex outlet insert from the J Block by depressing the two tabs located on either end of the insert and unplugging the insert from the J Block.



4. Place the new insert with the circuit designation desired, aligning the contact tabs on the back, with the slots in the J Block, and push until it snaps into place.
5. Re-connect all cable assemblies and re-mount into the powerport.
6. Place panel into system as described previously.

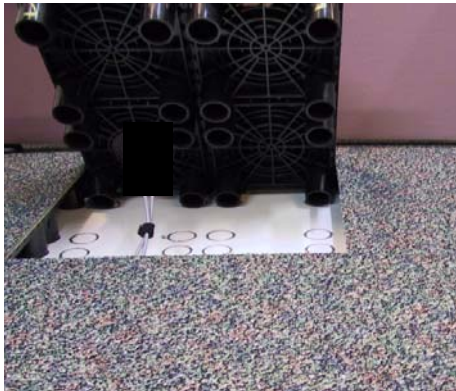
Please Note !!!

- **When making any changes to the electrical system, make certain that the power is turned off to all circuits providing power to the system.**
- **Review the project drawing and any changes to the system that have been previously performed.**
- **Note any changes you are making on the drawing for future reference. Powerflor has provided CAD drawing information for this purpose.**
- **Maintain the color coding of all electrical legs in the system.**
- **Great care needs to be taken to assure that you do not plug two or more legs of power into each other !!!! As this will cause the immediate tripping of all circuit breakers feeding the power legs.**

Communication Outlets / Relocation

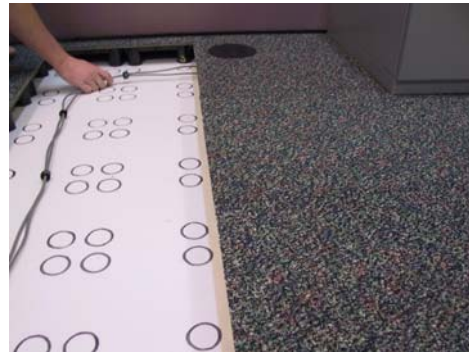
Changing the location of a communication outlet within the system.

1. Locate the panel that contains the communication outlet you wish to relocate and remove the panel from the floor system as described previously.
2. Remove adjacent panels that cover the communication cable away from the panel / outlet to be relocated.



Enough panels should be removed to allow for the communication cable to be moved while maintaining its connection to the outlet being relocated.

3. Locate the panel with the outlet in it, to the new location, maintaining the corner to corner alignment of all panels.
4. Adjust cable to avoid the legs of the panels that cover them.



5. Replace all panels back into the system, as described previously.



The Powerflor system is designed to offer ample slack in the cable to allow for most outlet relocations. Standard pre-terminated communication cables are provided in 50', 75', 100', and 150' lengths. Review the communication cable layout as shown on the project drawing, prior to the change, to determine if new cables are required. When cables of additional length are required, they can be obtained from Powerflor.

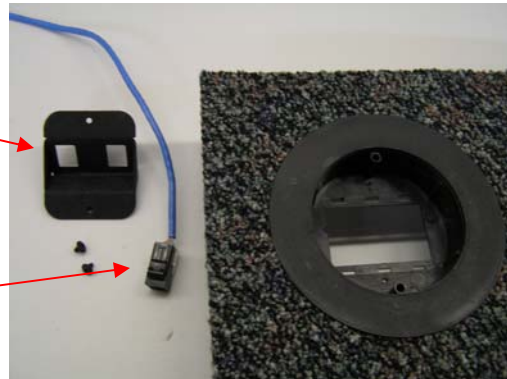
If your relocation requires more cable length than is available, removing the existing cable assembly and replacing with the new cable assembly is required.

Following are the recommended steps for this procedure.

1. After removing the panel with the outlet from the floor system, turn the panel over and place it upside down on the floor, exposing the back of the communication outlet.
2. This will expose the Plug end of the cable assembly, which is "snapped" into the Angled Adaptor Plate. Un-snap the plug connector from the plate by depressing the side of the connector. Snap the plug connector from the new cable assembly into the adaptor plate.

Angled Adaptor Plate

Plug End of Cable Assembly



Remove adjacent panels that cover the cable back to the wiring closet and unplug the cable from the connection device (i.e. patch panel, hub, etc.)

3. After the new cable has been obtained or located, plug the RJ45 Jack connector end into the appropriate location in the wiring closet, place the cable into the chase-way floor to the new outlet location, and connect to back of communication outlet.
4. Replace all chase-way panels back into the system to complete the change.

