

## Topdeck Assembly Instructions

**In preparing your risk assessment you may wish to take the following into consideration.**

1. Personal protection equipment. – In using Topdeck it is recommended that operators wear protective gloves, in case damage to the equipment has resulted in sharp corners, and steel toecap shoes or boots.
2. The weight of a 2x1 metre standard Topdeck is 32 – 35 kilos. It is necessary to assess how many people are required to make this a suitable lift before commencing construction.
3. Legs left loose to roll around on the floor present a serious hazard for anybody standing on them.

### Storing Topdecks

When storing decks, it saves time to store them so that the legs can be inserted without handling the decks twice.

### Inserting the legs

*Note:* - Topdeck legs are sized on the basis of the finished height of the stage. They have 25mm deducted to allow for the thickness of the deck and the bracket. Therefore a 600mm leg, excluding the plastic foot will only be 575mm long.

*Note:* the end that is inserted into the corner bracket is the end without the plastic insert.

### Method – inserting legs

1. Ensure that the deck is face down.
2. Unscrew the thumbscrews to open the retaining bracket.
3. Insert the leg, ensuring it is properly seated in the bottom of the bracket. Be aware that new pieces of aluminium do not rub against each other smoothly, and the newness may prevent the leg being seated properly
4. Tighten the thumbscrews, so that the pressure is evenly spread between them as far as possible. If one screw is much tighter than the other the leg will work loose and fall out the next time the deck is picked up. This is not an issue that affects the structural strength of the deck.

5. If you feel you cannot tighten the screw sufficiently by hand, use an 8mm Allen key, inserted into the socket at the end of the screw. This is generally not necessary, other than for legs over 760mm high. If using a tool, be sure not to over tighten. The steel screw can strip the aluminium thread if too much force is applied.
6. When the legs have all been inserted and tightened, turn the first deck over and set it on its legs, then move it into position.
7. Set another deck up, onto its legs, and then follow the instructions for connecting the decks together.
8. If you connect each deck together, as you go along, you can eliminate the need to crawl under the stage.

### **Method – connecting decks of equal height**

The Topdeck connector is a simple, strong and effective device whose design minimises application and removal time.

In order to see the process in action and as an aid understanding, it is best to first of all connect two decks that are on their backs. Once this is clear in your mind, you will be able to do it by touch, without looking.



### **Method - connecting different height Topdecks together**

To connect Topdecks together that are at different heights, use Topdeck legs connectors, to join adjacent legs together.

### **Maintenance**

Keep a visual check of elements of the system. Because the stage is so robust, no ongoing maintenance is required for the system. However should any part appear to be damaged or bent, do not continue to use, and contact the factory to arrange repair or replacement. Pay particular attention to the snap on braces used to brace tall systems.