

⚠ CAUTION



CRUSH HAZARD!

FAILURE TO PROPERLY SECURE PRODUCT TO BUILDING COULD RESULT IN PERSONAL INJURY.

The content in this instruction is for use when integrating Lite Scale glass and framing Glass Selections panels and/or door units. Refer to Everwall or V.I.A. related instructions when integrating Lite Scale with those panels and/or door units.

Read the entire Assembly Directions before beginning installation.

All planning and application guidelines for Privacy Wall, V.I.A., and Lite Scale are based on the requirement that the ceiling track/channel is securely connected to a ceiling in order to properly support the wall components as shown. This requirement applies to all products regardless of ceiling type (acoustical suspended ceilings, soffit, bulkhead, etc.).

When installing Lite Scale, it is recommended that all attachment means include blocking above the ceiling regardless of ceiling type. An example of good practice for blocking above most ceiling types would be 3/4" FR plywood. Always consult with local code authorities to ensure blocking materials comply with code requirements (i.e. plenum rated fire protection, etc.).

For acoustical suspended ceilings, the blocking above Lite Scale doors should be the same size as the ceiling tile and should completely fill the grid in both X-Y dimensions. For areas not above doors, the blocking should at a minimum fill the grid in the direction perpendicular to the wall. See diagram on page 4.

If blocking is not used, another means for attachment to the building (for example, a brace to the upper deck) is required.

The building's designated design professional (architect or engineer) must verify that the ceiling is adequate to support the lateral loads imposed by Privacy Wall, V.I.A. and Lite Scale. Local codes may require independent bracing.



These assembly directions assume proper site measurements have been recorded and consideration of blocking and anchoring for building connection points has been established with General Contractor and Engineer of Building Record.

For seismic applications, the building's Engineer of Record must be consulted to determine if there are seismic requirements.

If you have a problem, question, or request, call your local dealer, or Steelcase Line 1 at **888.STEELCASE** (888.783.3522) for immediate action by people who want to help you.
(Outside the U.S.A., Canada, Mexico, Puerto Rico, and the U.S. Virgin Islands, call: 1.616.247.2500)
Or visit our website: www.steelcase.com

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Tools

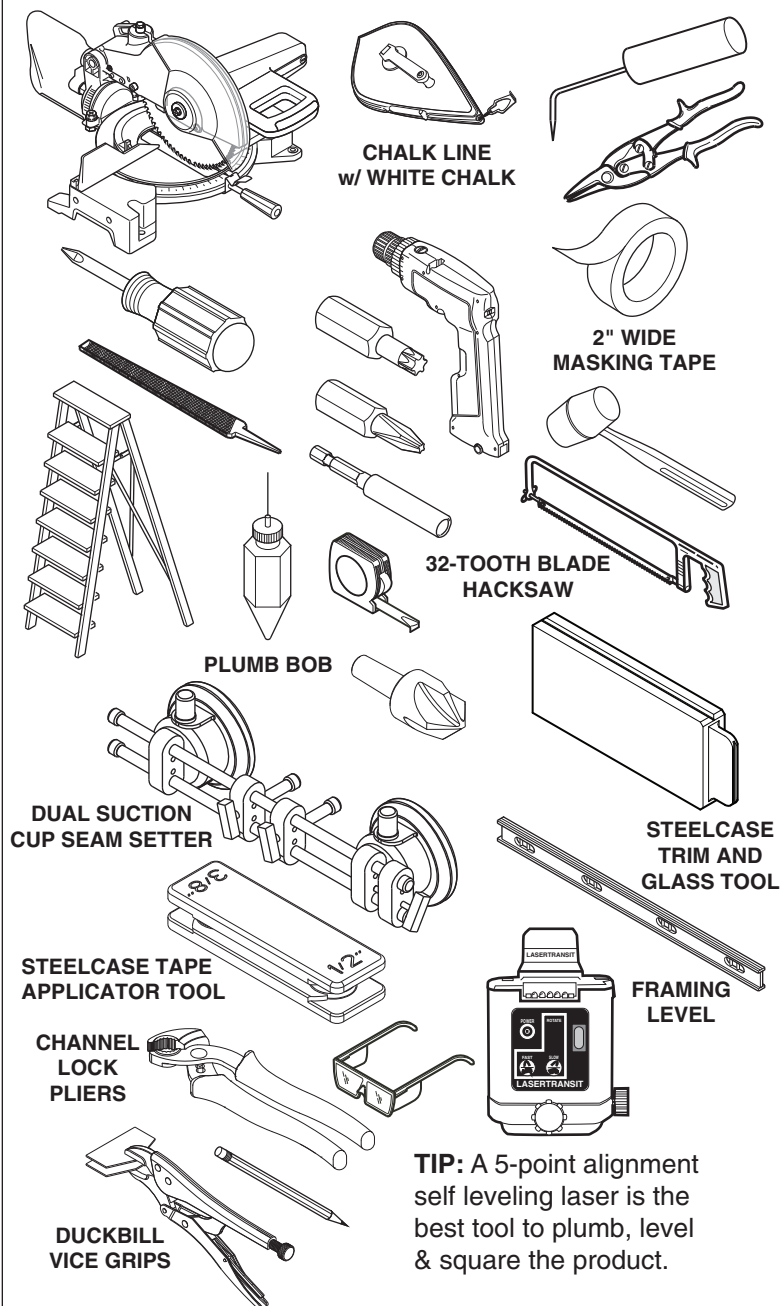


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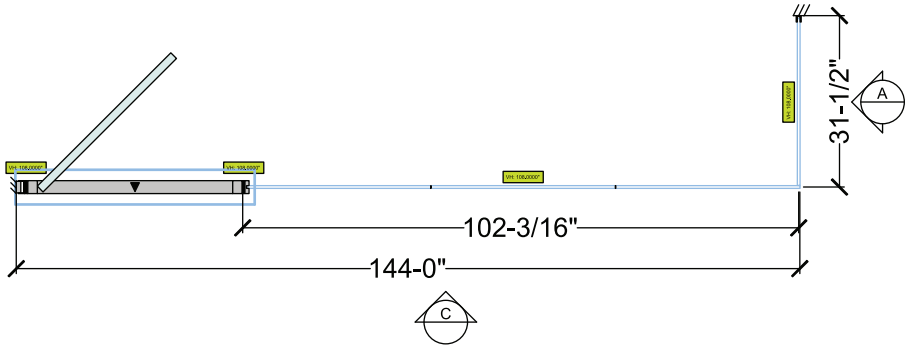
Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS)
General Information - Layout Drawings

Layout drawings provide dimensions and details to help installers determine intended location of product. Tags and/or installation reference Identification Label (Ref ID) will indicate location of product in the plan and elevation views.

Ceiling track locations are taken from the centerline dimensions on the plan view.

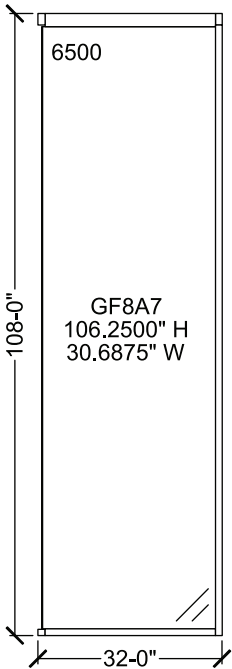
Locations of vertical components are found on the plan views.

Locations of horizontal components are found on the elevation views.

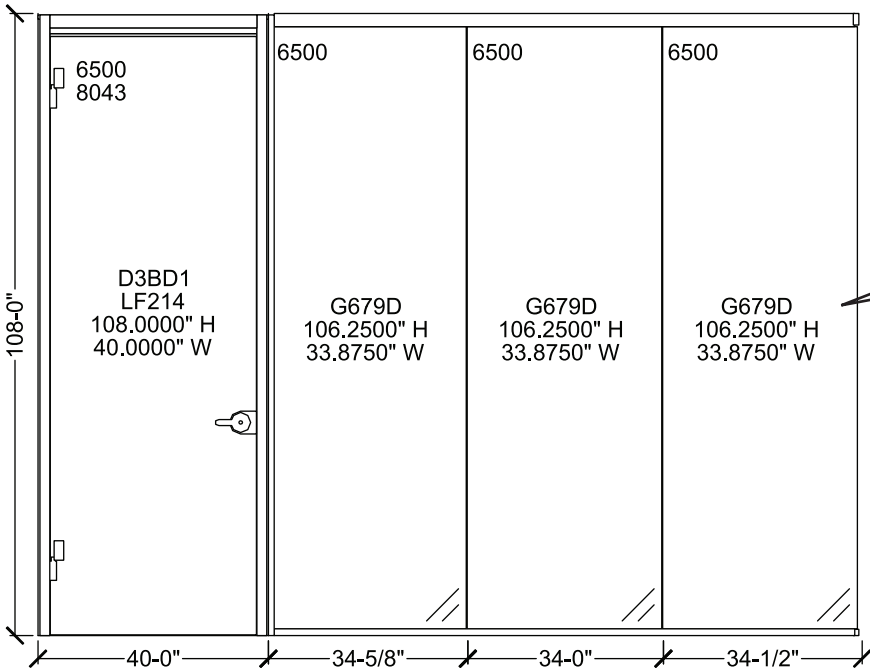


Plan View

Automatic Elevations



Elevation A



Elevation C

Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS) General Information - Layout Drawings (Continued)

LS interfaces with Privacy Wall/Glass Selections product. Complete installation of all PW/GS product prior to installing LS. Refer to specific PW/GS product Assembly Directions.

Transition conditions related to PW/GS and LS ceiling components are unique and require prep for a proper fit.

Use the centerline dimensions from the layout drawing plan view to determine location of ceiling track centerlines. Several methods can be used to mark lines on the ceiling, including laser transit, pencil marks on tape, chalk lines.

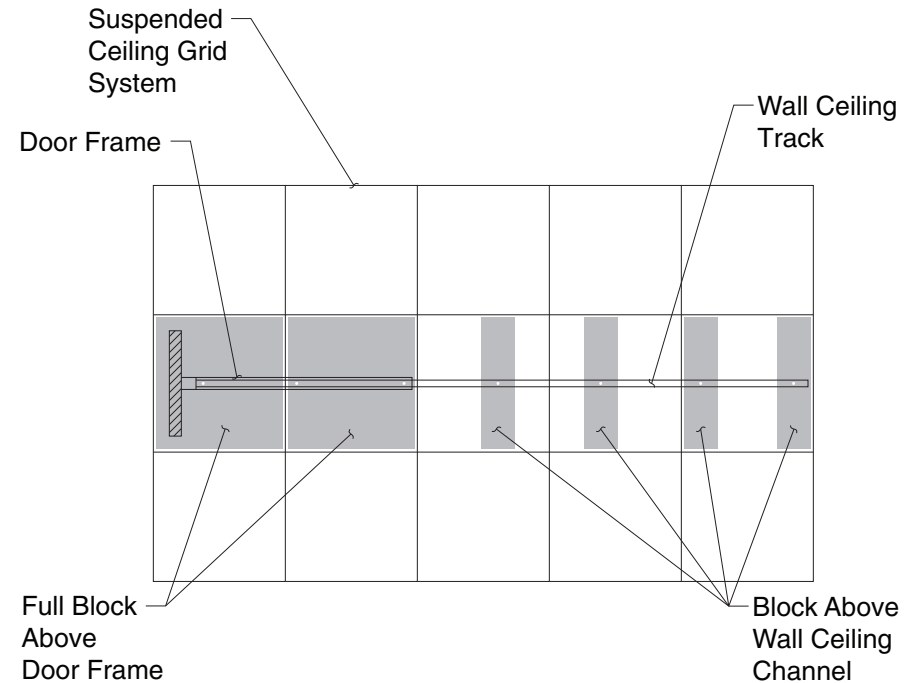
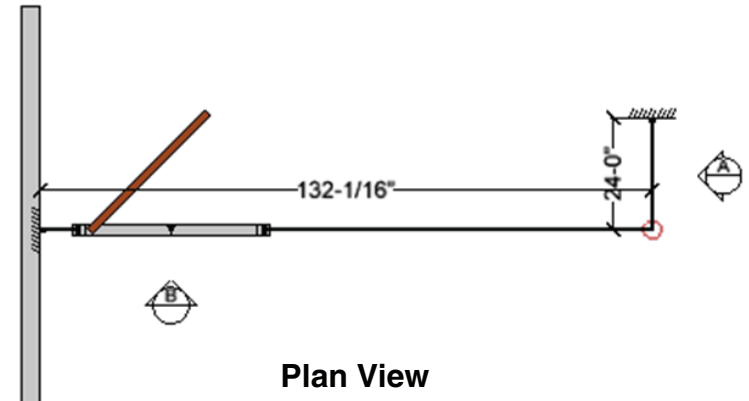
Transfer the ceiling centerline to the floor by means of laser or plumb bob. Make sure that the tape or lines are not visible after install is complete.

For the best results use a 5-point alignment self leveling laser to transfer lines, plumb, level and square to within 1/16 of an inch.

LS GS doors are 1" taller than Standard GS doors and are installed under LS ceiling tracks.

Carefully review layout and product to determine sequence of installation. Orientation of doors, positions of stops and other considerations should be understood prior to starting installation.

Prior to use, keep all glazing tapes clean and stored away from debris such as dust and metal shavings which can become embedded in the tape and affect its function and appearance.



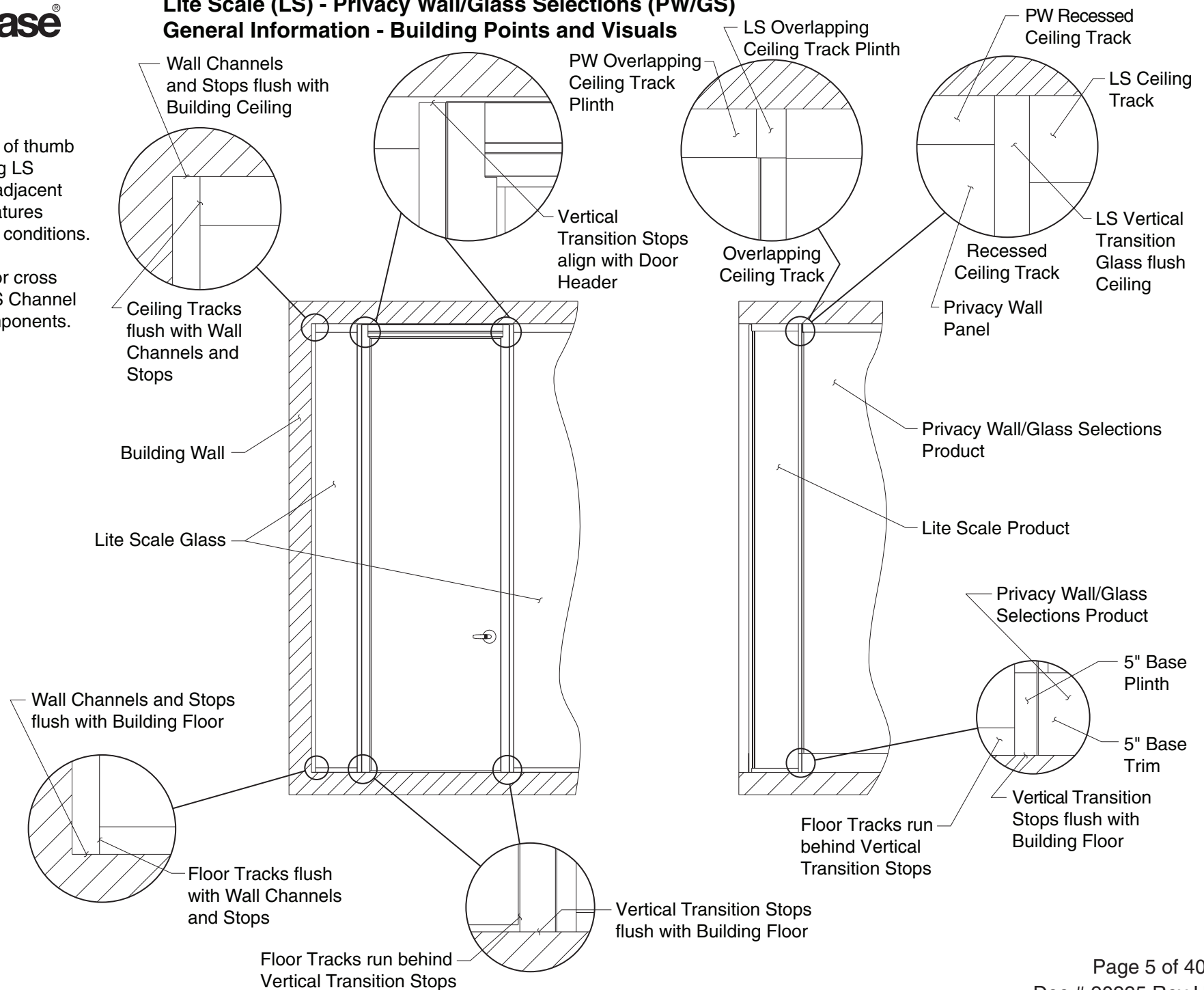
Recommended blocking above a suspended ceiling grid system.

Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS)

General Information - Building Points and Visuals

General rules of thumb when planning LS components adjacent to building features and transition conditions.

See page 7 for cross sections of LS Channel and Stop components.



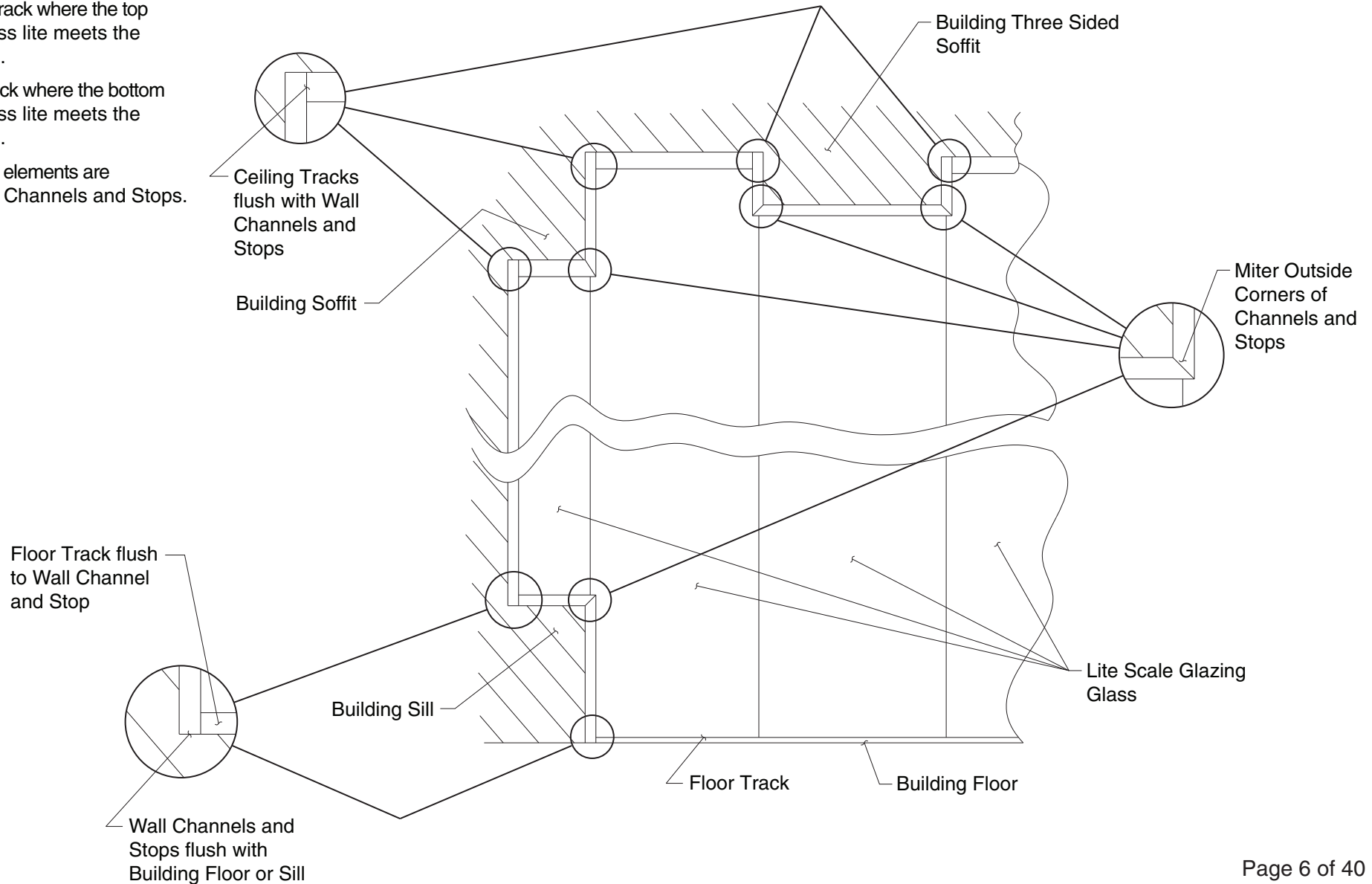
Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS) General Information - Building Points and Visuals (Continued)

Sill and Soffit Details.

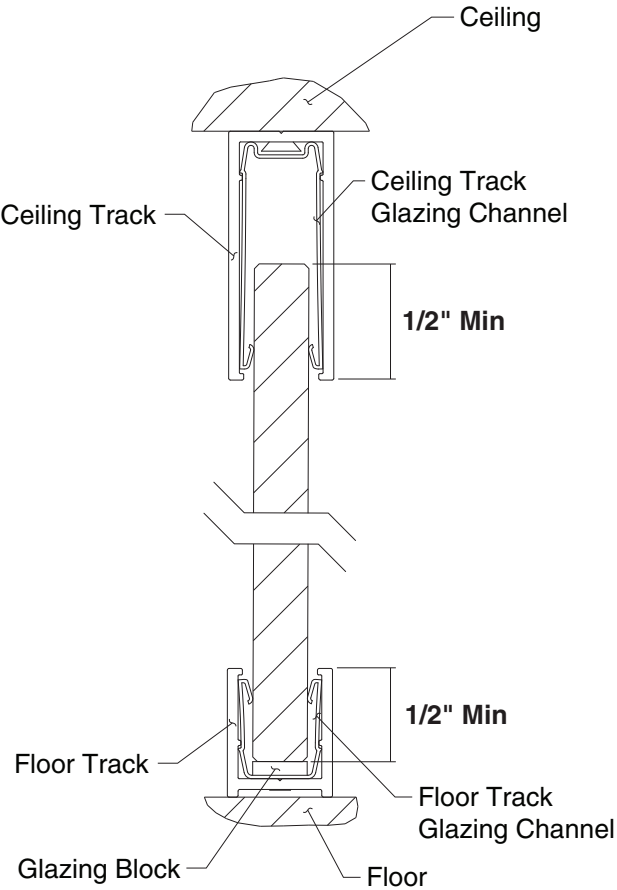
Ceiling track where the top of a glass lite meets the building.

Floor track where the bottom of a glass lite meets the building.

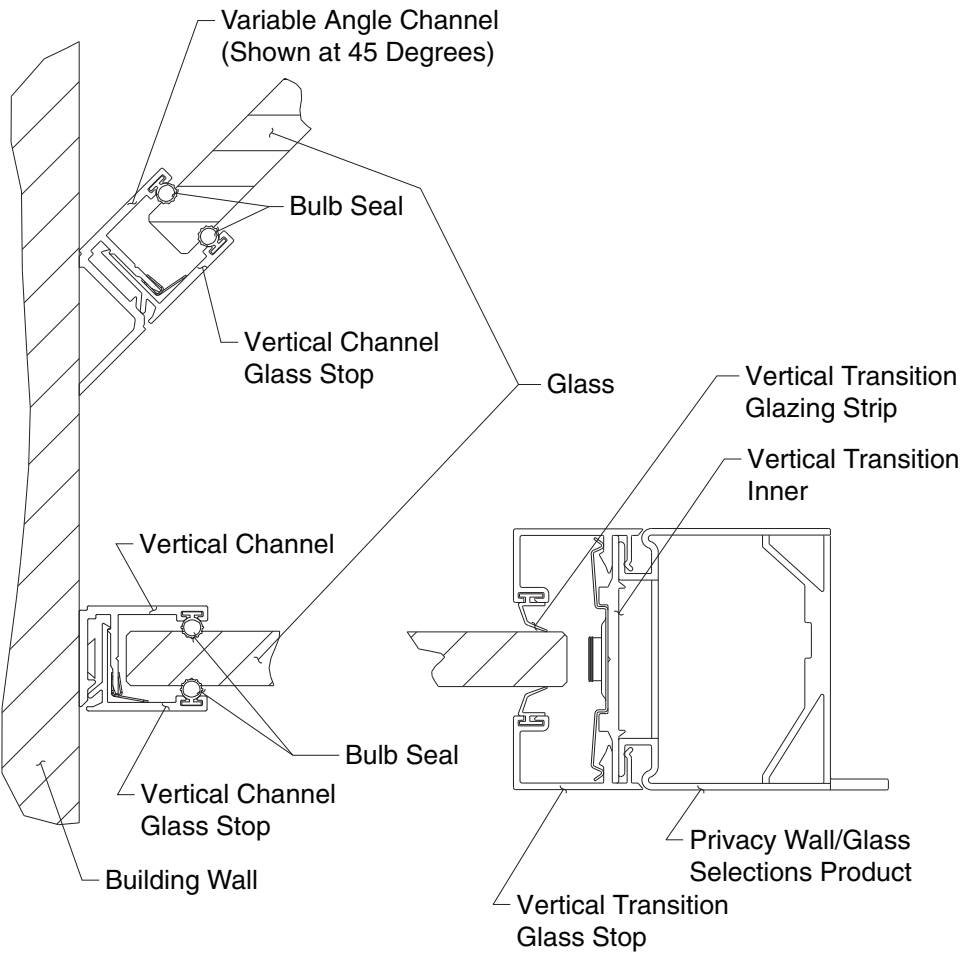
All other elements are Vertical Channels and Stops.



Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS)
General Information - Cross Sections of LS Channels, Stops & Transitions



Floor, Ceiling, Channels & Stops



Wall Channels, Transitions & Stops

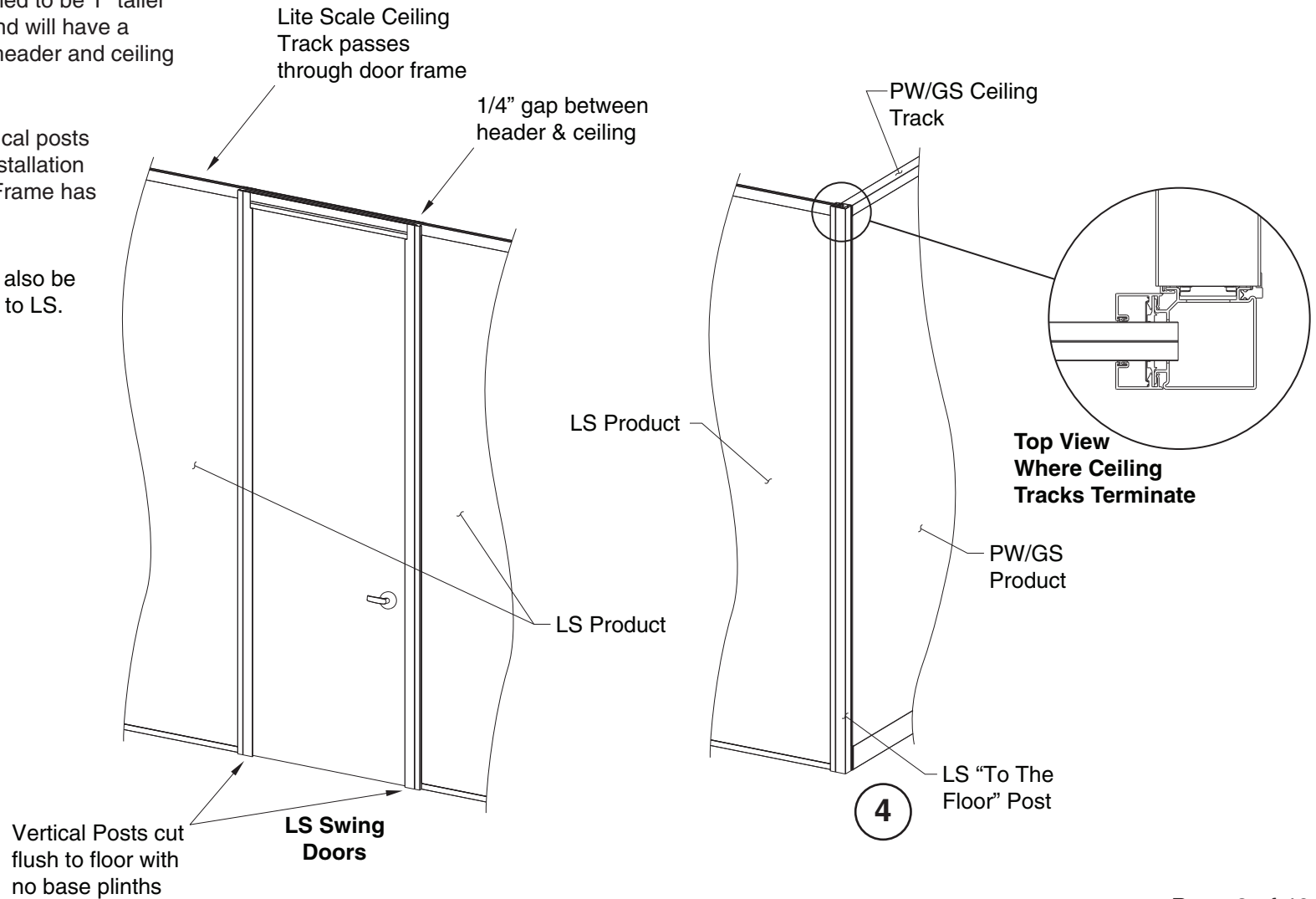
Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS) General Information - LS GS Doors

1. LS doors are designed to be 1" taller than Standard PW/GS doors. They are installed under LS Ceiling Tracks.

2. Lite Scale Doors are designed to be 1" taller than Glass Selections doors and will have a smaller 1/4" gap between the header and ceiling when installed.

3. Lite Scale Door Frame vertical posts are cut to fit the specific site installation location. The Lite Scale Door Frame has no base plinths.

4. LS "To the Floor" posts can also be used to transition from PW/GS to LS.



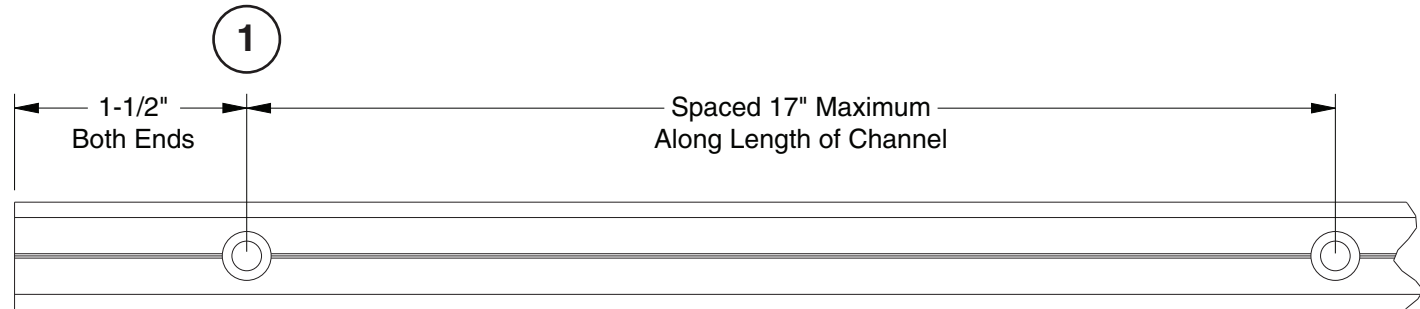
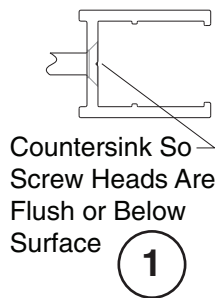
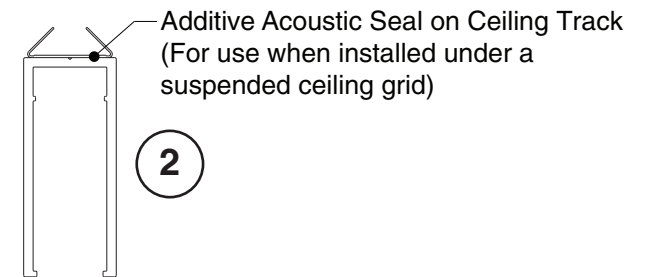
General Preparation for Floor and Ceiling Tracks:

1. Drill and countersink for mounting screws, spaced as shown.
Steelcase recommends using flat head screws with a minimum thread size of #10.

CAUTION: Screw heads should not protrude above mounting surface.
Contact with glass while installing could result in glass breakage.

NOTE: Countersinks are not necessary on ceiling track.

2. For ceiling tracks only - If the additive acoustical seal is required apply it as shown.

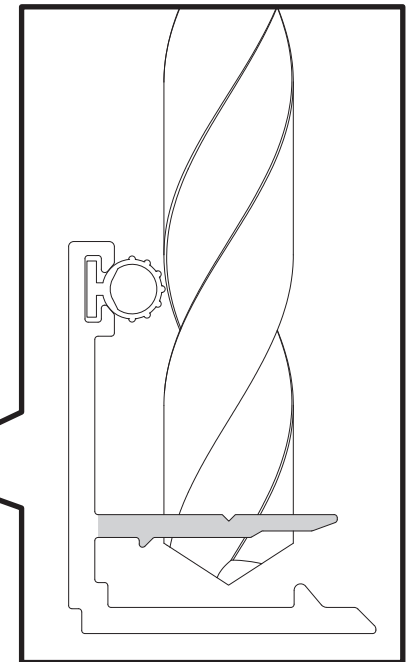
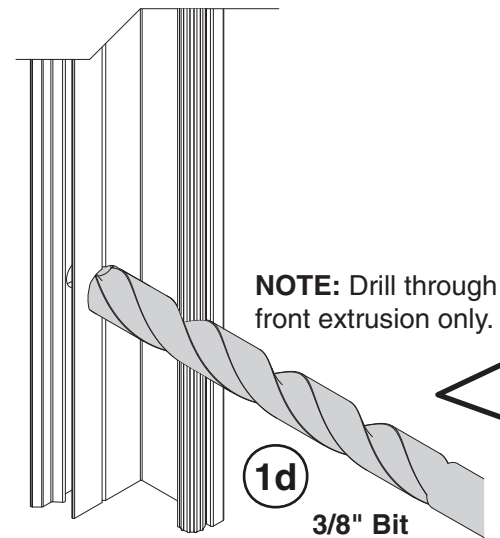
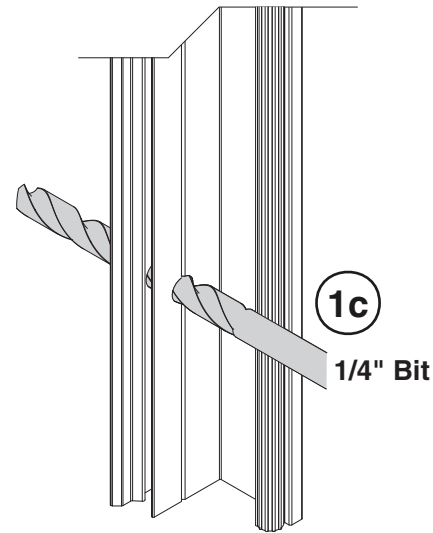
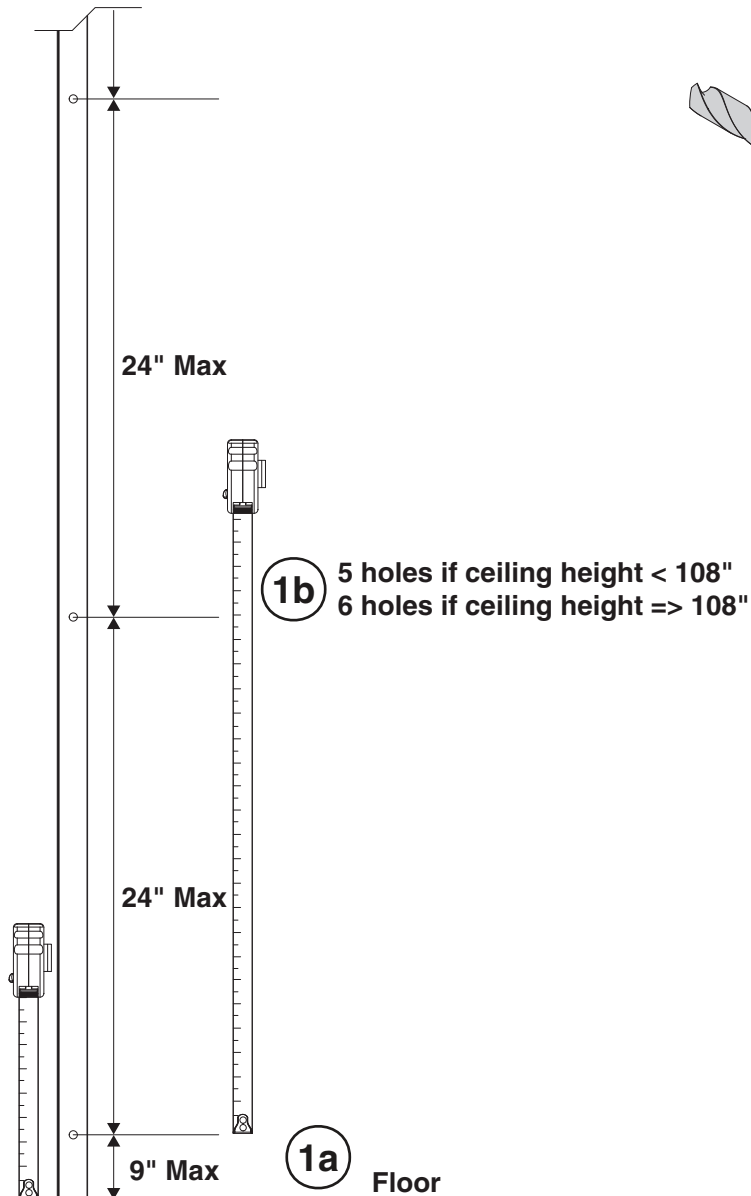


Floor Track Shown

Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS) General Information - Prepping Ceiling, Floor and Wall Channels for Install

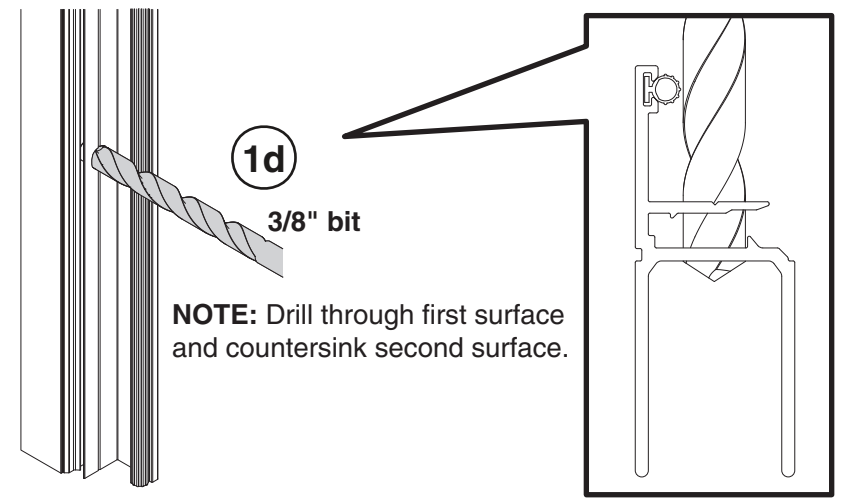
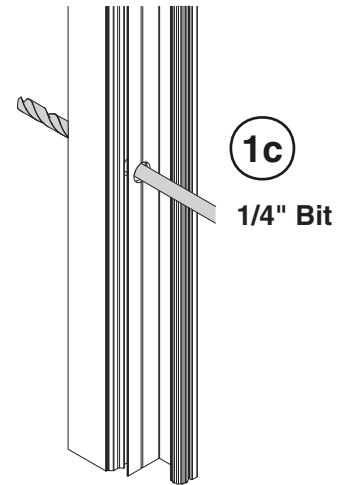
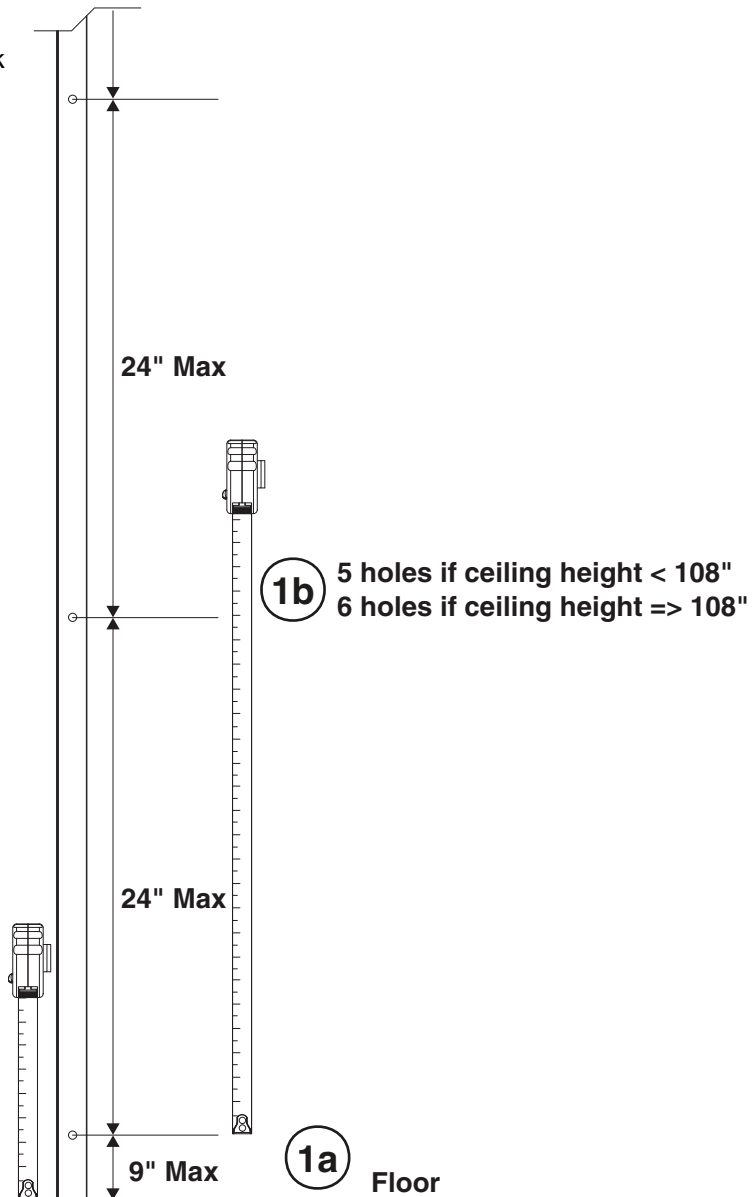
General Preparation for Vertical Channels:

1. Drill for mounting screws as shown.



General Preparation for Variable Angle Vertical Channels:

1. Drill and countersink for mounting screws as shown.



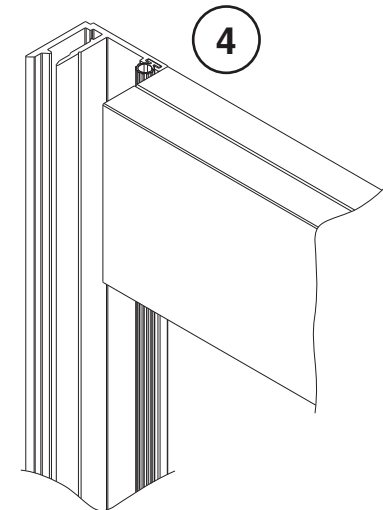
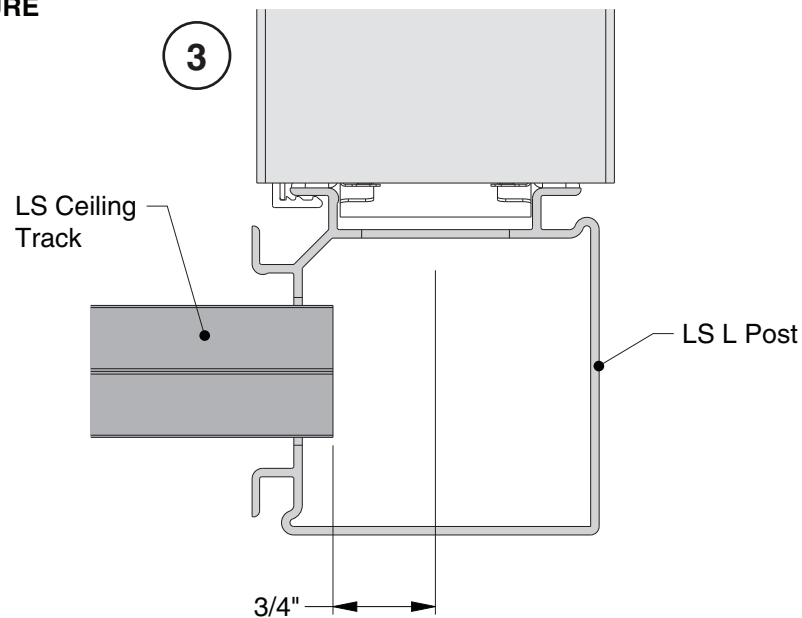
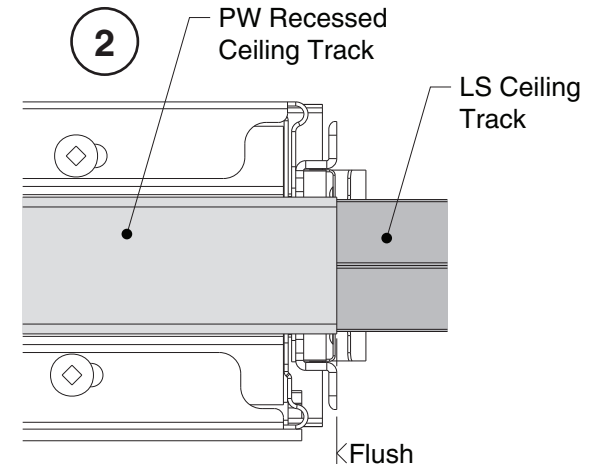
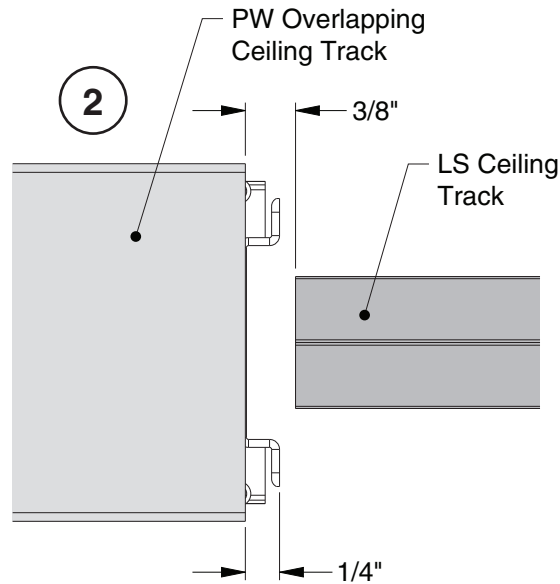
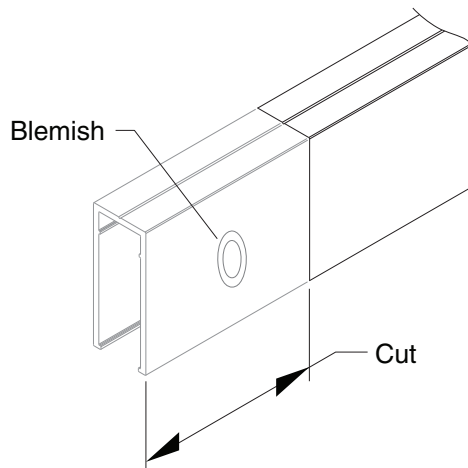
Ceiling Track Length Cut and Install

Cutting: How to measure Ceiling Track length.

1. Ceiling Track runs through Door Frames, T Post & Bypasses.
2. When transitioning to a solid panel inline, the LS Ceiling Track will relate to the Privacy Wall Recessed or Overlapping ceiling track as shown.
3. When meeting an L post, the Ceiling Track will extend into the L post as shown.
4. Ceiling Track butts to Vertical Channels.

NOTE: ANODIZED EXTRUSIONS MAY HAVE A VISIBLE BLEMISH NEAR ONE END. WHEN CUTTING THE PART TO LENGTH, CUT OFF AND DISCARD THE BLEMISH.

NOTE: AFTER CUTTING TO LENGTH, ENSURE THERE'S AN ATTACHMENT SCREW HOLE WITHIN 6" OF EACH END. DRILL ANOTHER ATTACHMENT HOLE AS NEEDED.



Ceiling Track Length Cut and Install

Cutting: How to measure Ceiling Track Glazing Channel length.

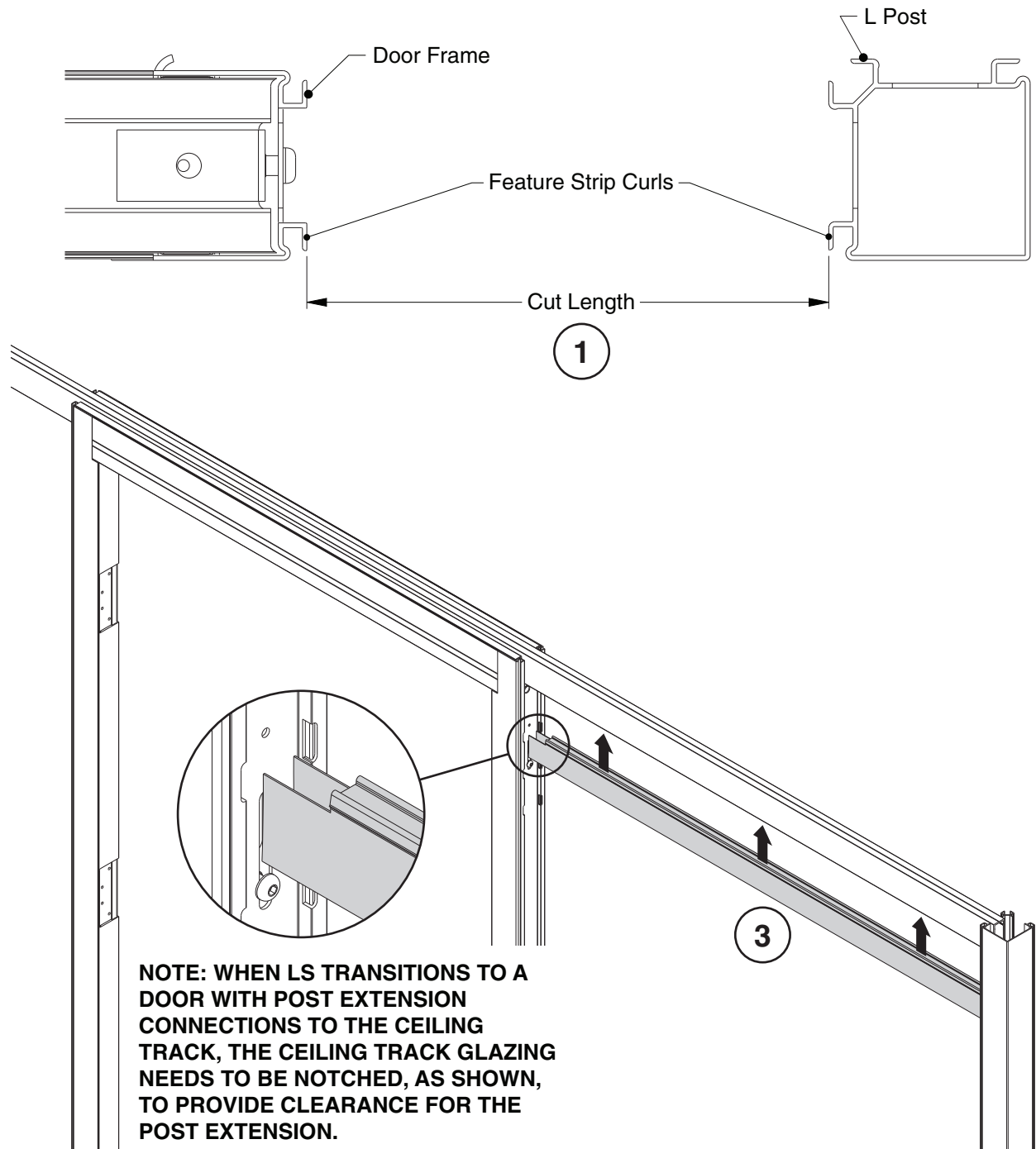
NOTE: PRIVACY WALL PANELS, DOOR FRAMES, POSTS & BYPASSES SHOULD BE INSTALLED PRIOR TO CUTTING CEILING TRACK GLAZING CHANNELS.

1. Ceiling Track Glazing Channels cut flush to feature strip curls on Privacy Wall Panels, Door Frames, L or T Posts & Bypasses.

2. Ceiling Track Glazing Channels cut flush to end of Ceiling Track when ceiling track stops at a building wall.

Installing:

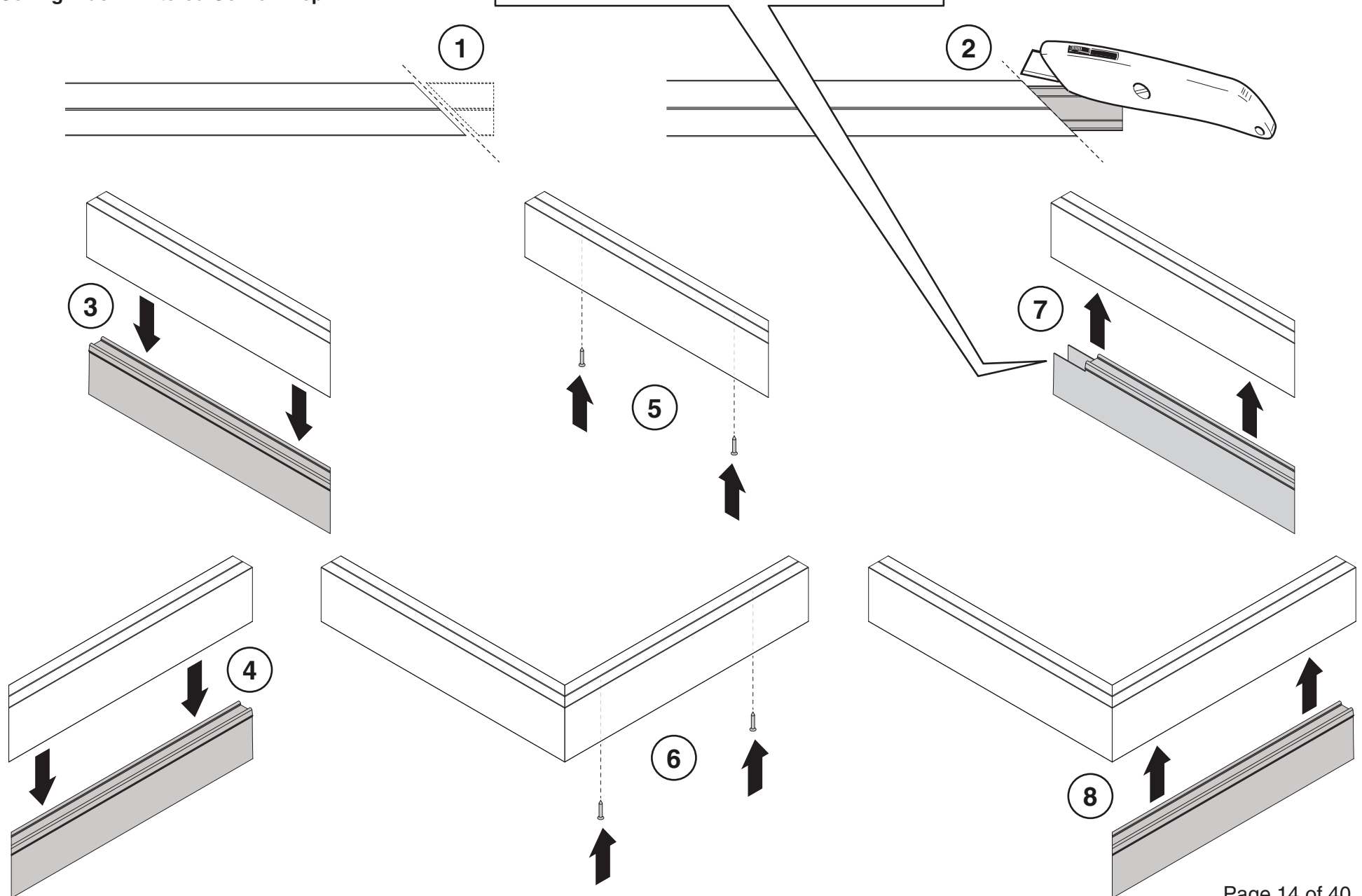
3. Snap into Ceiling Track as shown.



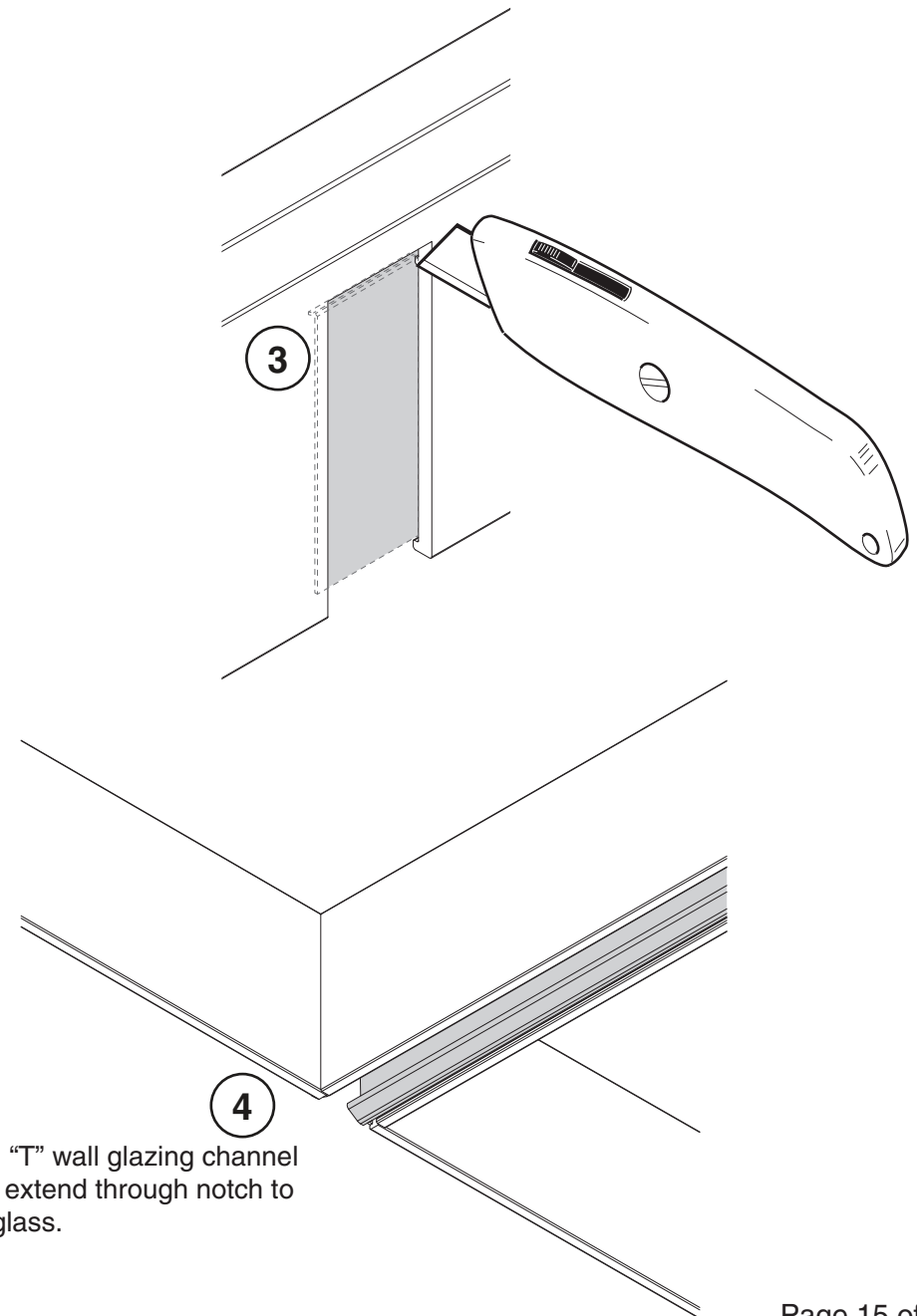
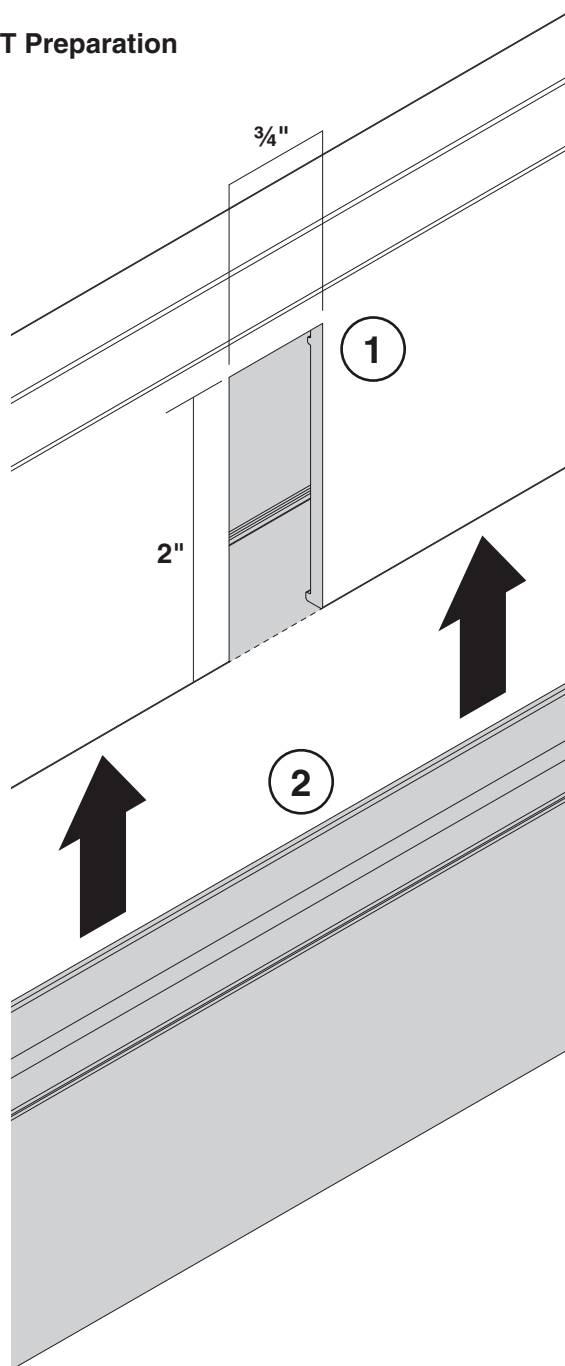
NOTE: WHEN LS TRANSITIONS TO A DOOR WITH POST EXTENSION CONNECTIONS TO THE CEILING TRACK, THE CEILING TRACK GLAZING NEEDS TO BE NOTCHED, AS SHOWN, TO PROVIDE CLEARANCE FOR THE POST EXTENSION.

Ceiling Track - Mitered Corner Prep

NOTE: Ensure glazing channel end opposite miter has clearance notch for post extension if necessary, prior to installing glazing channel.

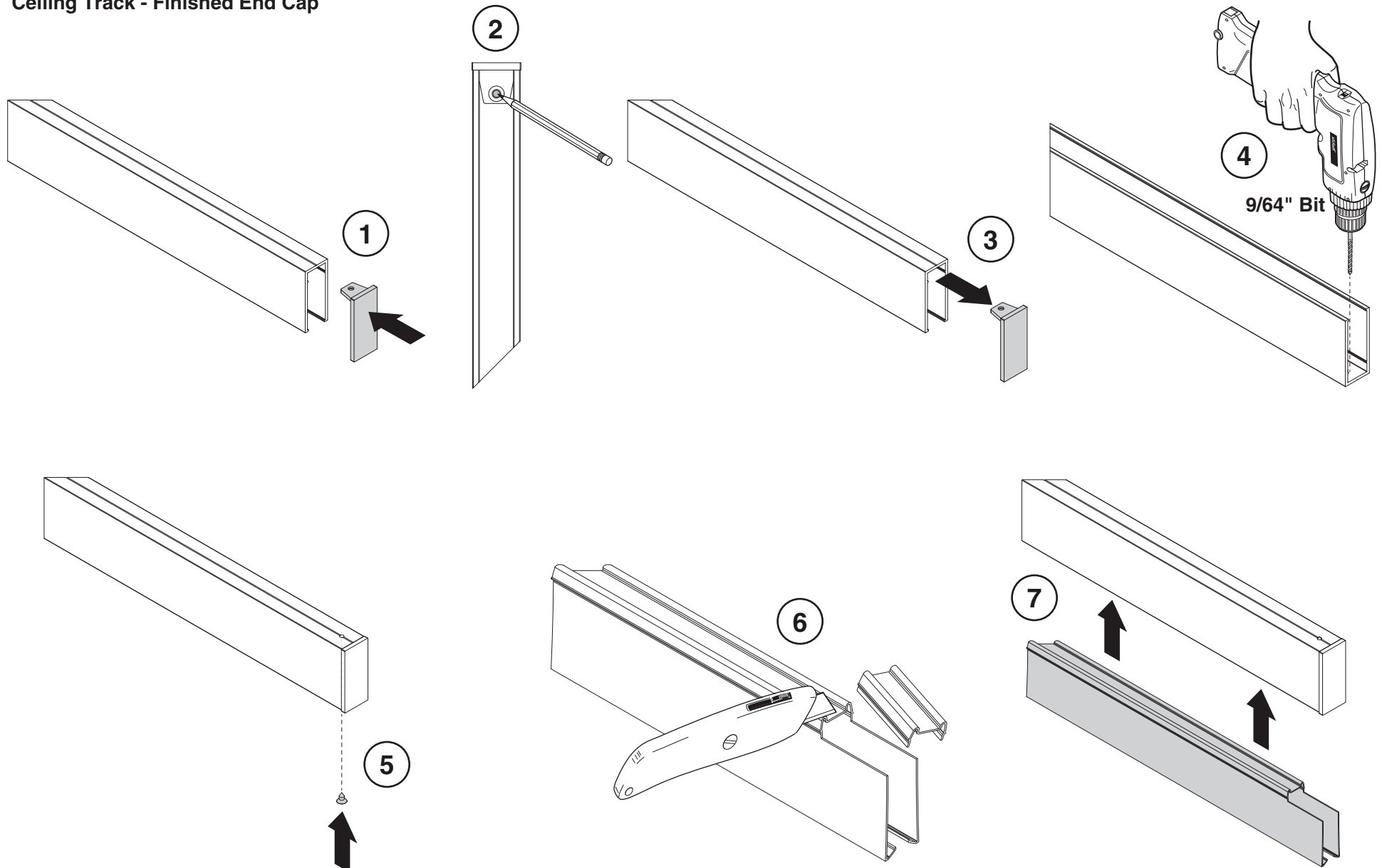


Ceiling Track Glass-T Preparation



NOTE: "T" wall glazing channel should extend through notch to touch glass.

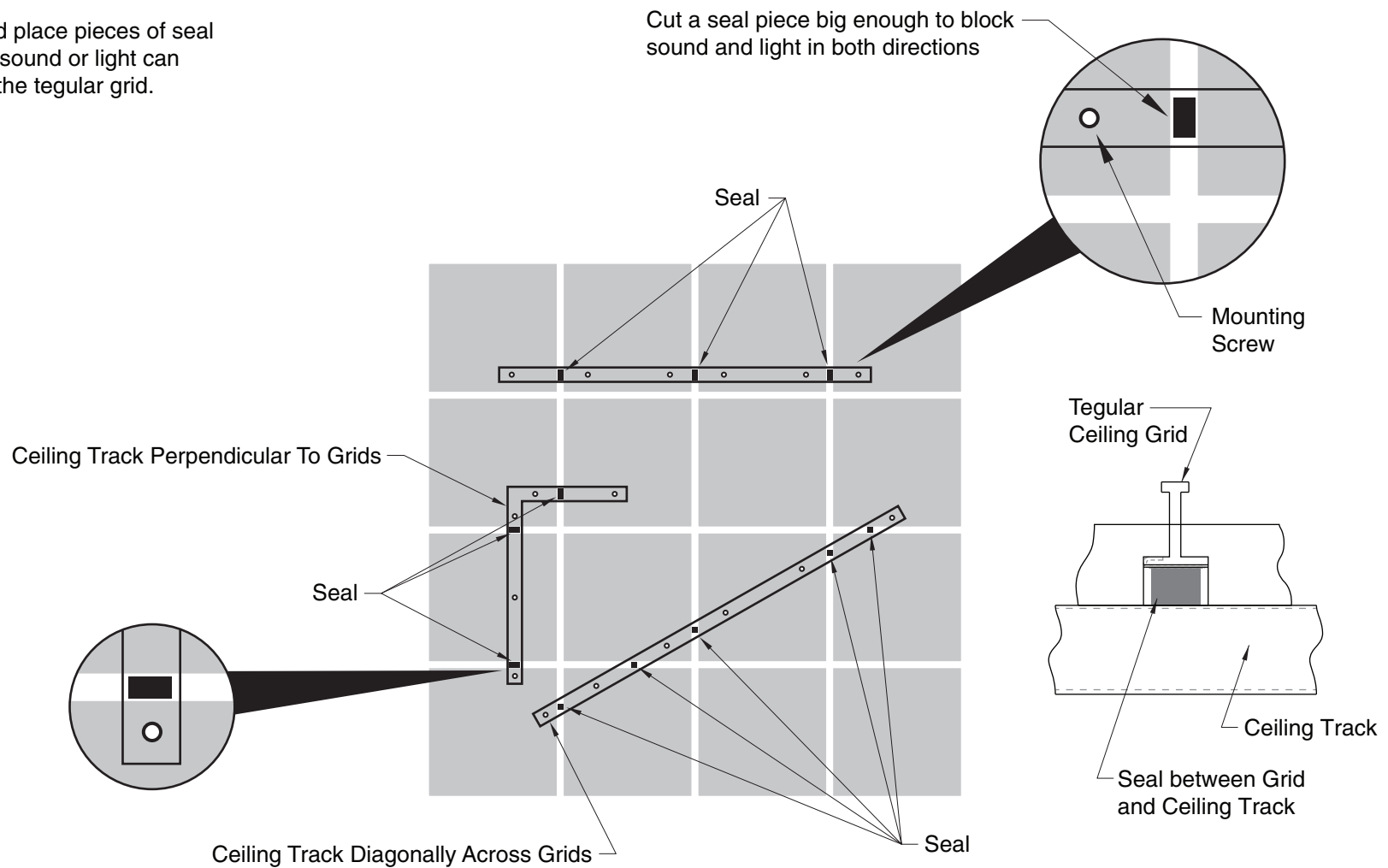
Ceiling Track - Finished End Cap



Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS) General Information - Installing Sound & Light Seal for Tegular Ceiling Applications

LS Ceiling Track is **NOT** installed inline with grid.

NOTE: Cut and place pieces of seal anywhere that sound or light can travel through the tegular grid.



Vertical Channel Length Cut and Install

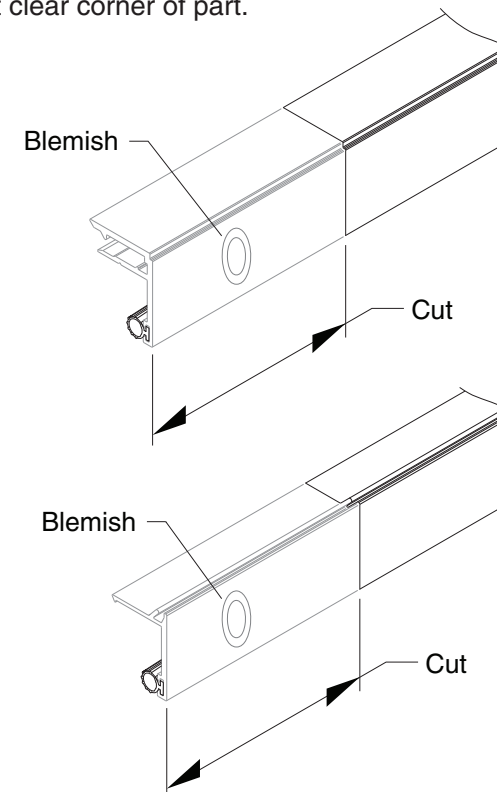
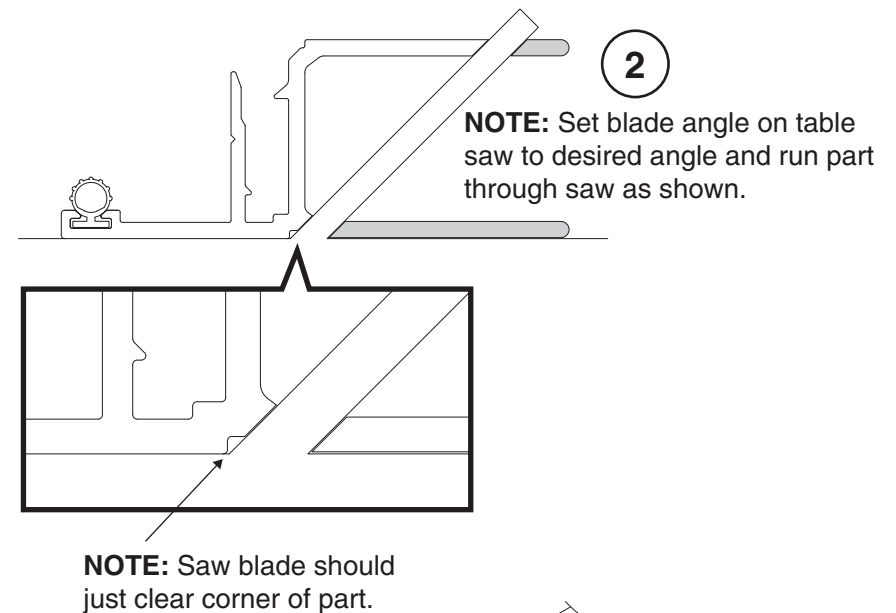
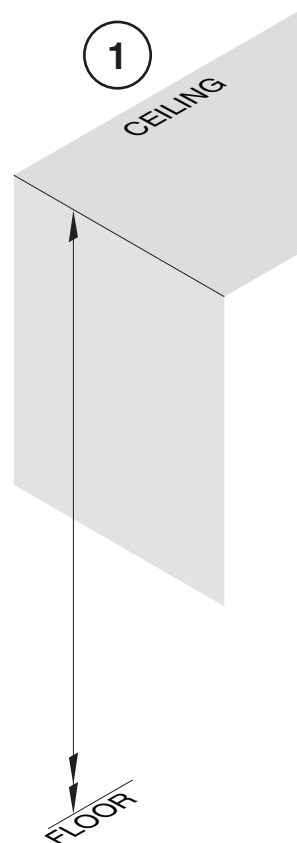
Cutting: How to measure needed length.

1. Vertical Channel, Glass Stops & Glazing Strips length is measured from the floor to the ceiling.

2. For Variable Angle Vertical Channels an additional full length cut is necessary to allow the channel to mount to building at the correct angle. Cut with table saw as shown.

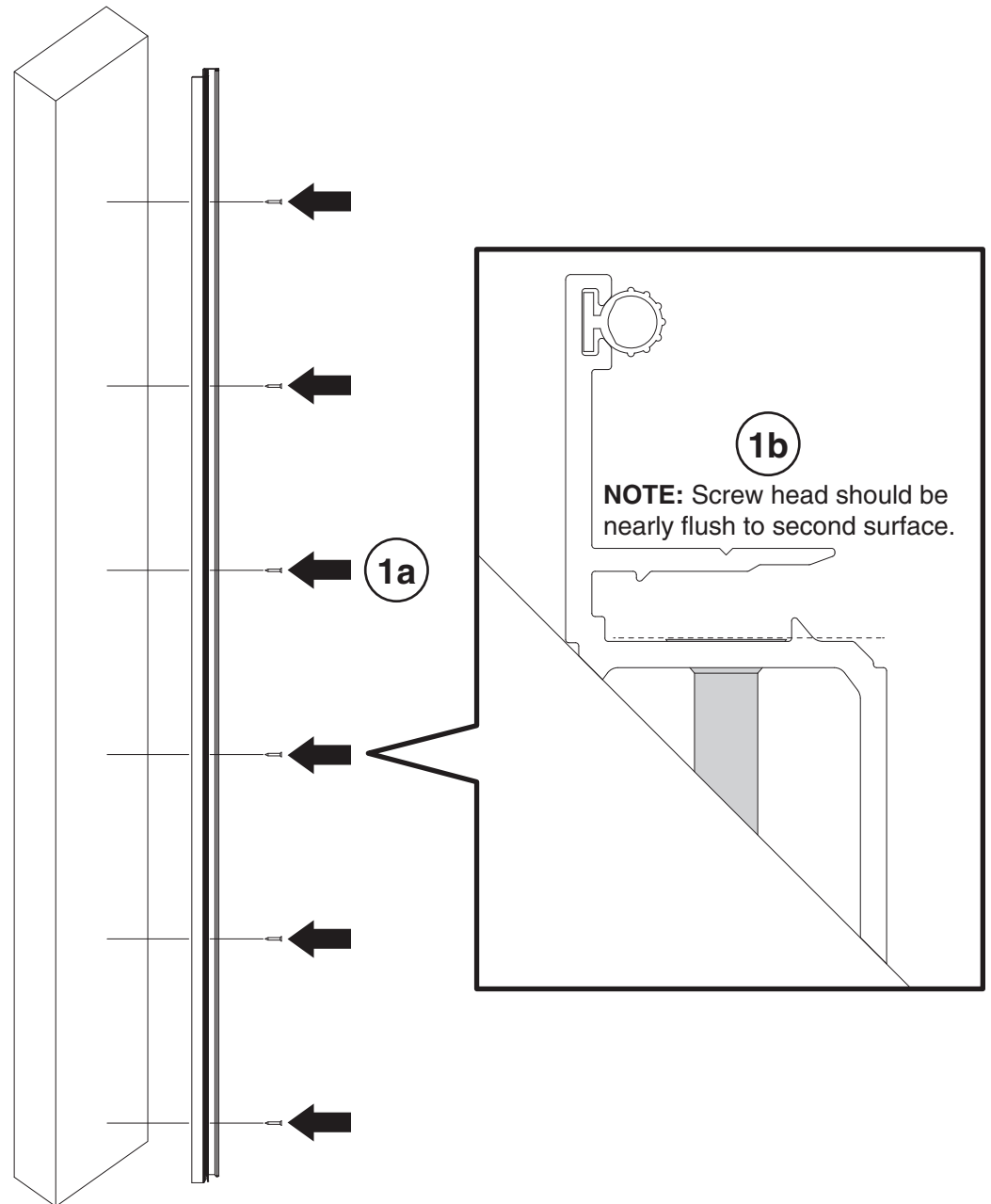
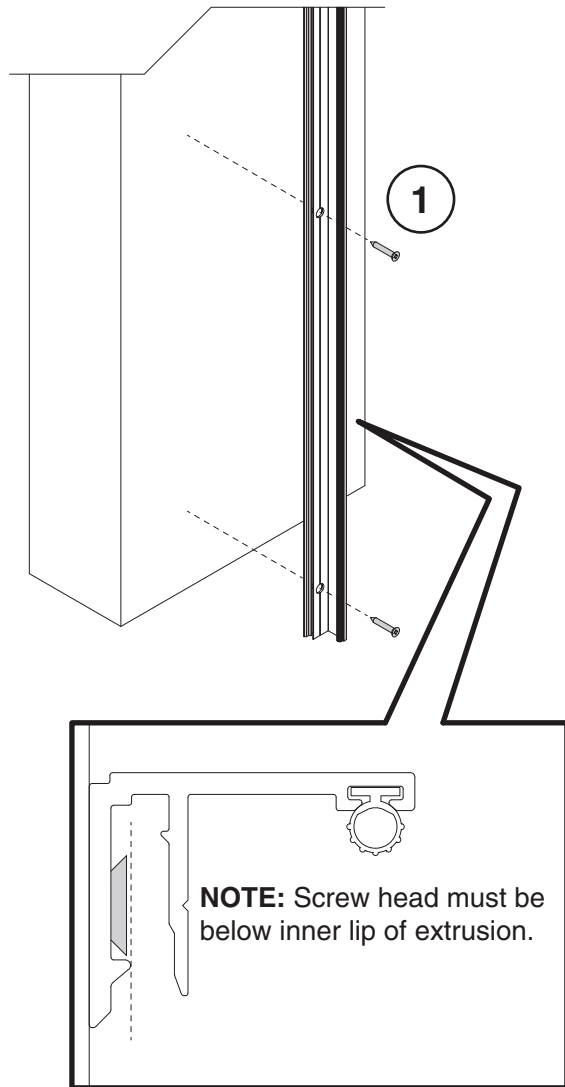
NOTE: ANODIZED EXTRUSIONS MAY HAVE A VISIBLE BLEMISH NEAR ONE END. WHEN CUTTING THE PART TO LENGTH, CUT OFF AND DISCARD THE BLEMISH.

NOTE: AFTER CUTTING TO LENGTH, ENSURE THERE'S AN ATTACHMENT SCREW HOLE WITHIN 9" OF EACH END. DRILL ANOTHER ATTACHMENT HOLE AS NEEDED.



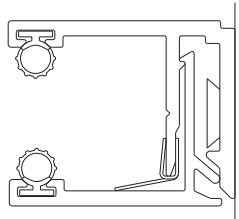
Vertical Channel Length Cut and Install Installing:

1. Screw Vertical Channel to wall.

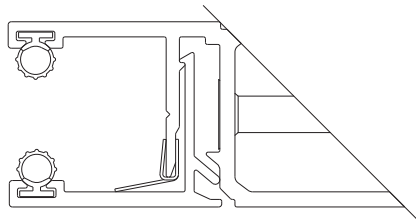


NOTE: Glass needs to be installed prior to installing safety springs.

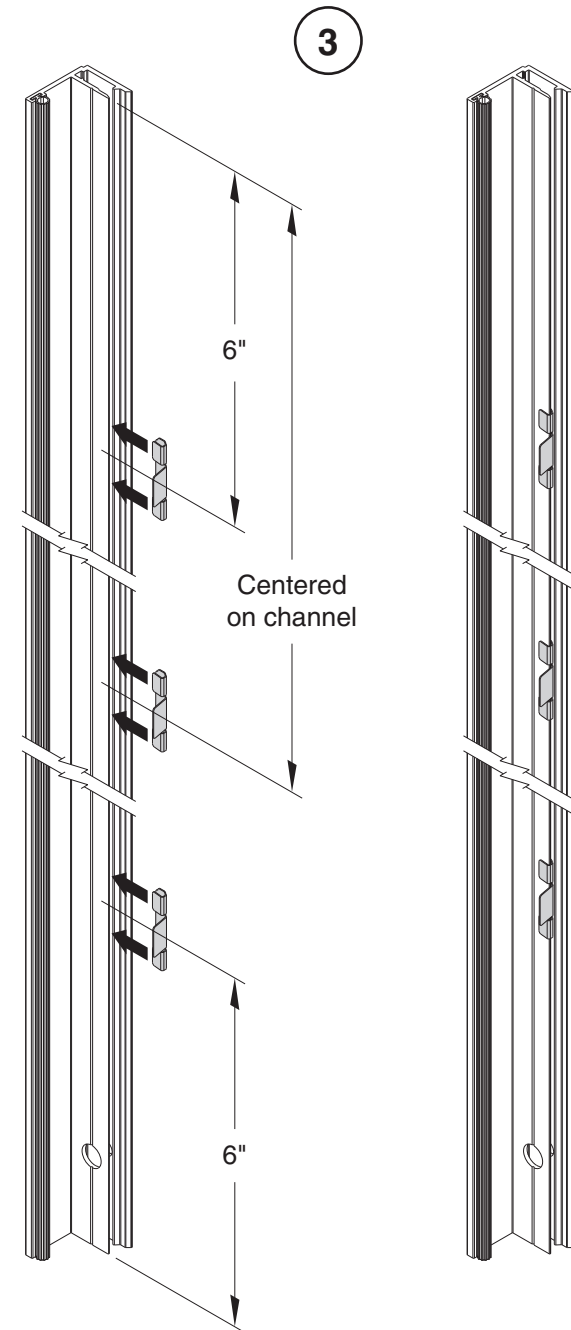
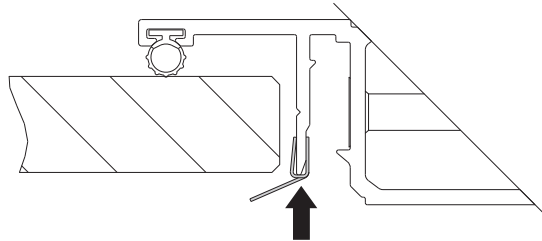
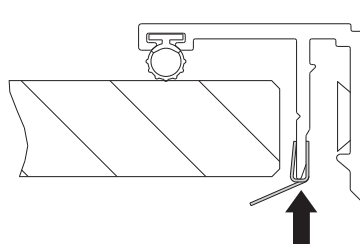
3. Install (3) safety springs, evenly spaced on Vertical Channel.



Vertical Channel



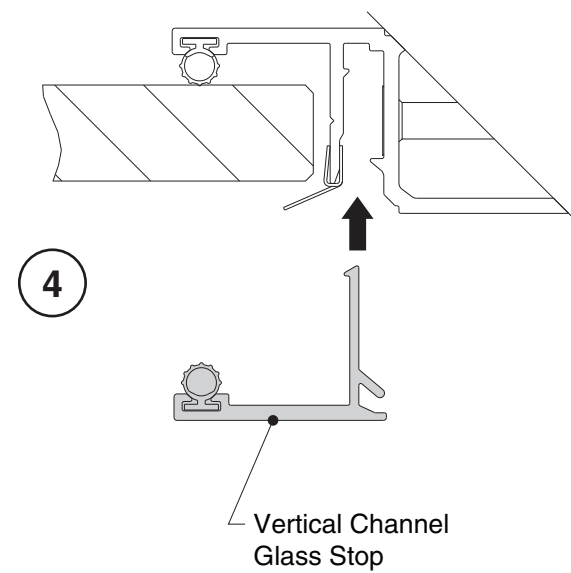
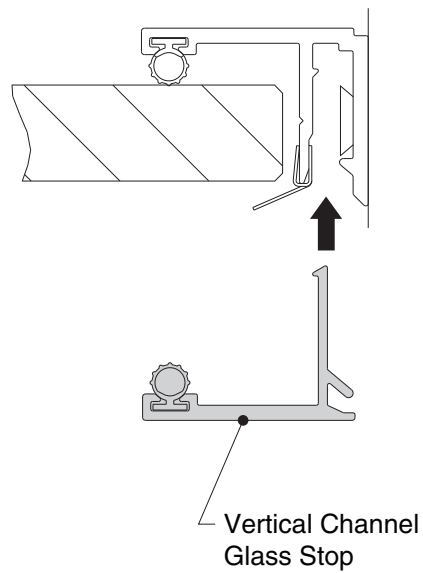
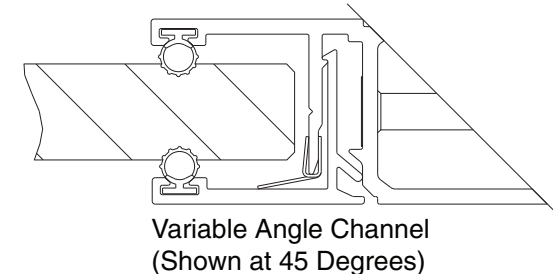
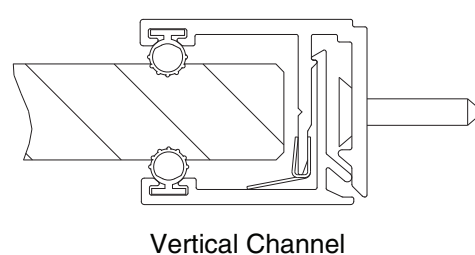
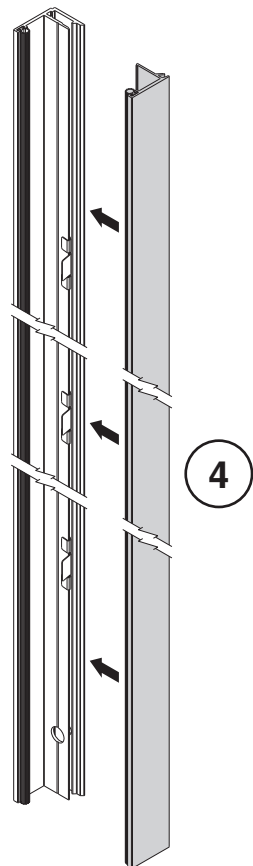
Variable Angle Channel
(Shown at 45 Degrees)

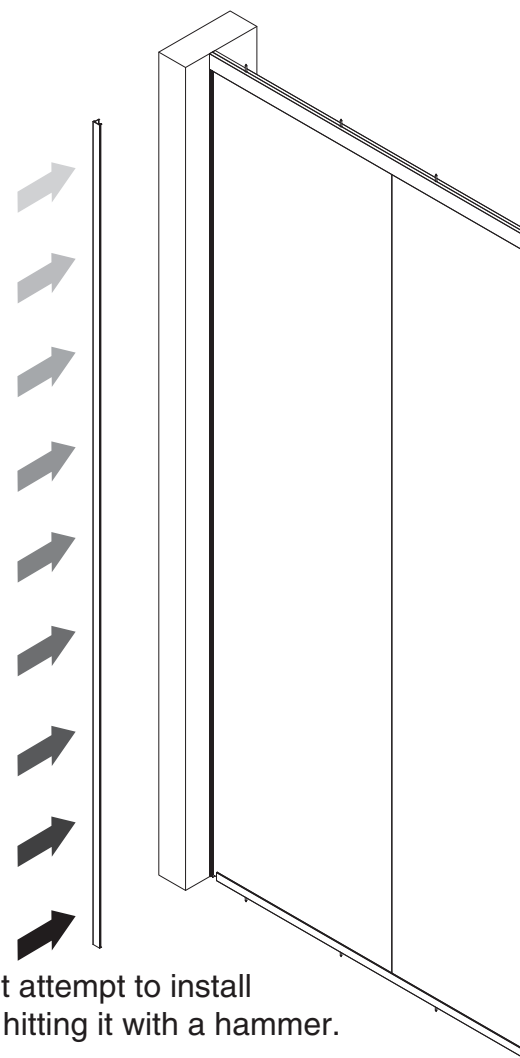
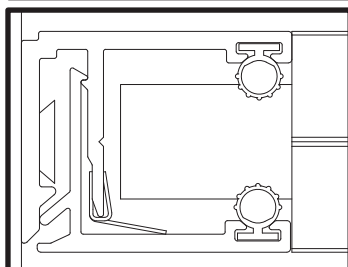
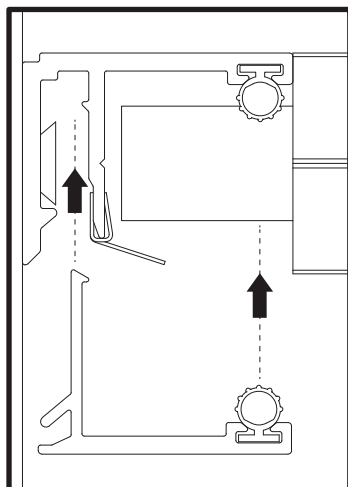
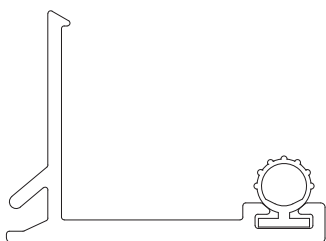
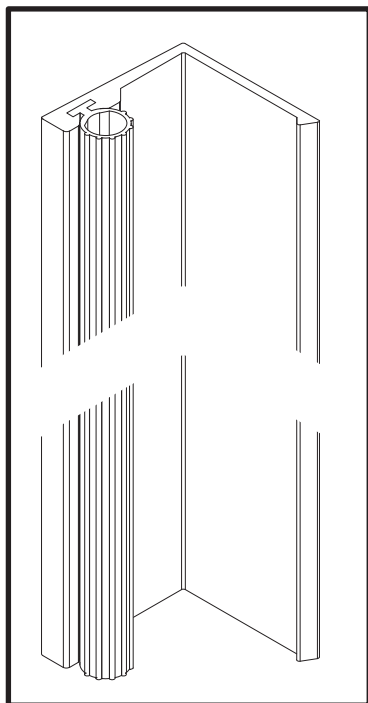


Vertical Channel Length Cut and Install Installing:

4. Snap Vertical Channel Glass Stop into Vertical Channel.

NOTE: Start at bottom of glass stop and push a portion into Vertical Channel. Maintain pressure on portion you just pushed in and move up to push more in. HITTING GLASS STOP WITH A HAMMER OR MALLET WILL NOT SEAT THE GLASS STOP!





NOTE: Do not attempt to install glass stop by hitting it with a hammer.

Start at floor and push glass stop into vertical transition. Hold the first ~10" in and move up the part 10"-12" at a time. Continue holding the glass stop as you move up the part.

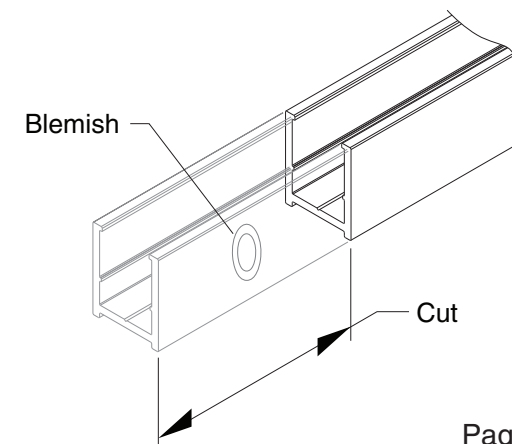
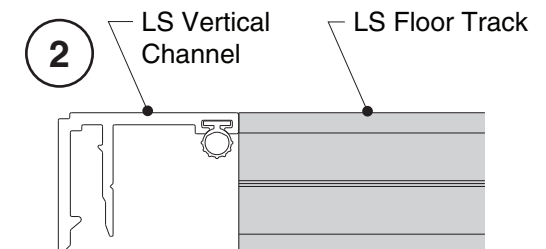
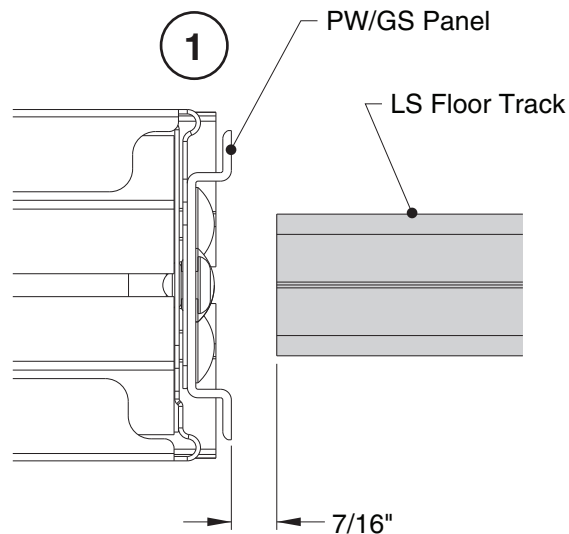
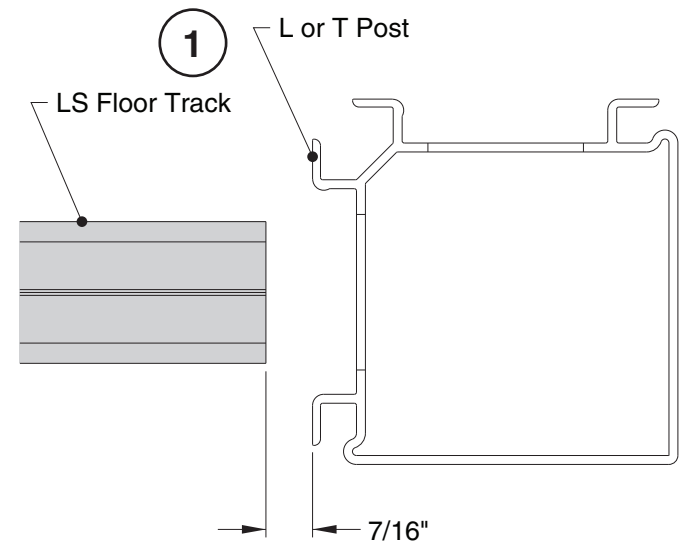
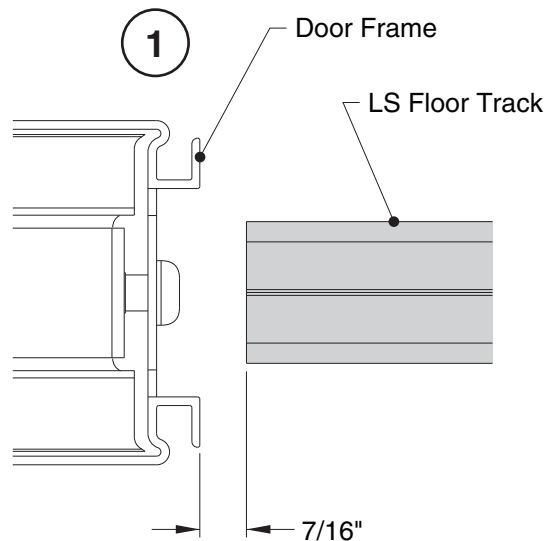
Floor Track Length Cut and Install

Cutting: How to measure needed length.

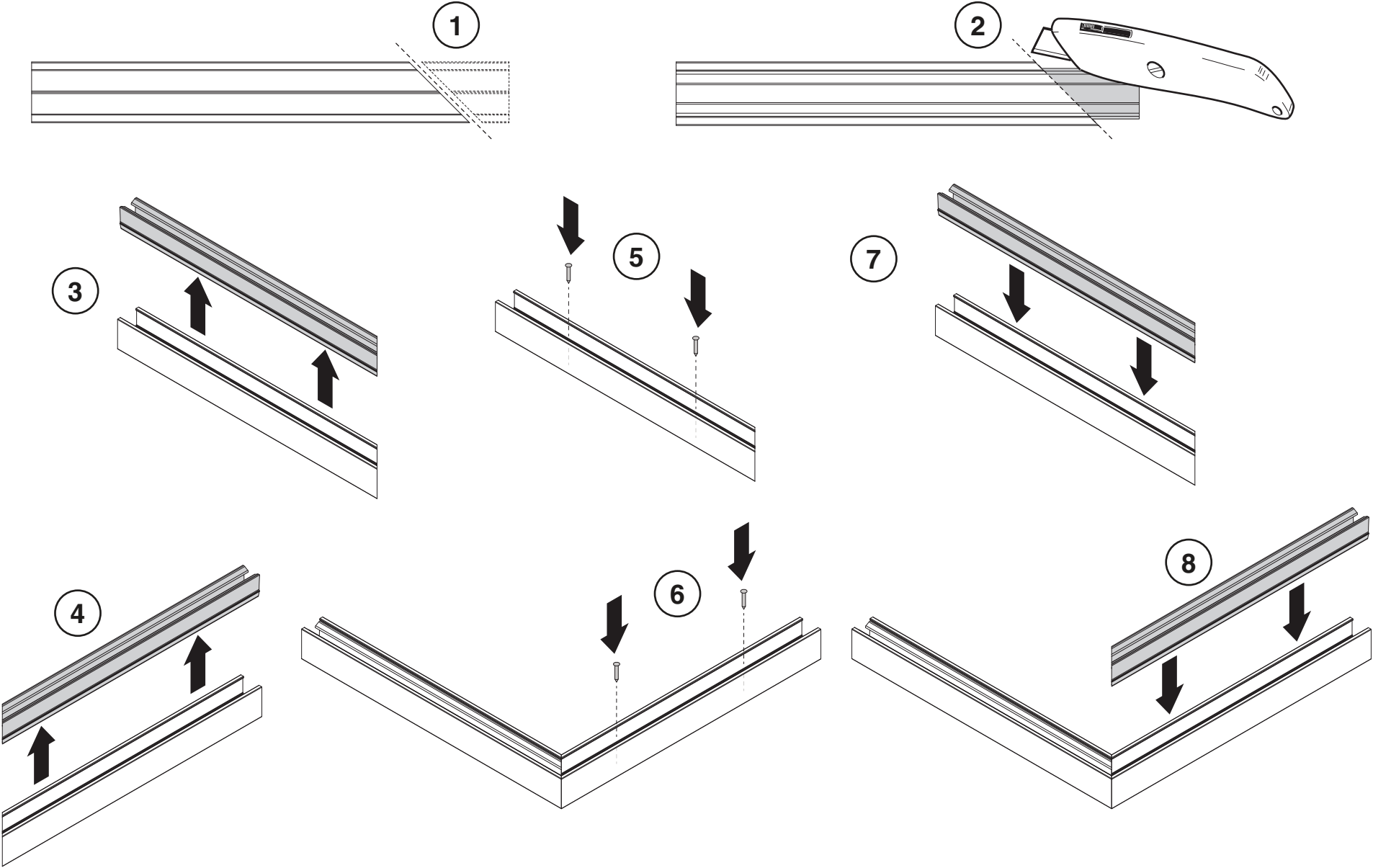
1. When meeting a Privacy Wall or Glass Selections panel inline, Door Frame, L Post, or T Post leave a 7/16" gap as shown.
2. When meeting a Vertical Channel, the Floor Track will butt into the Vertical Channel as shown.

NOTE: ANODIZED EXTRUSIONS MAY HAVE A VISIBLE BLEMISH NEAR ONE END. WHEN CUTTING THE PART TO LENGTH, CUT OFF AND DISCARD THE BLEMISH.

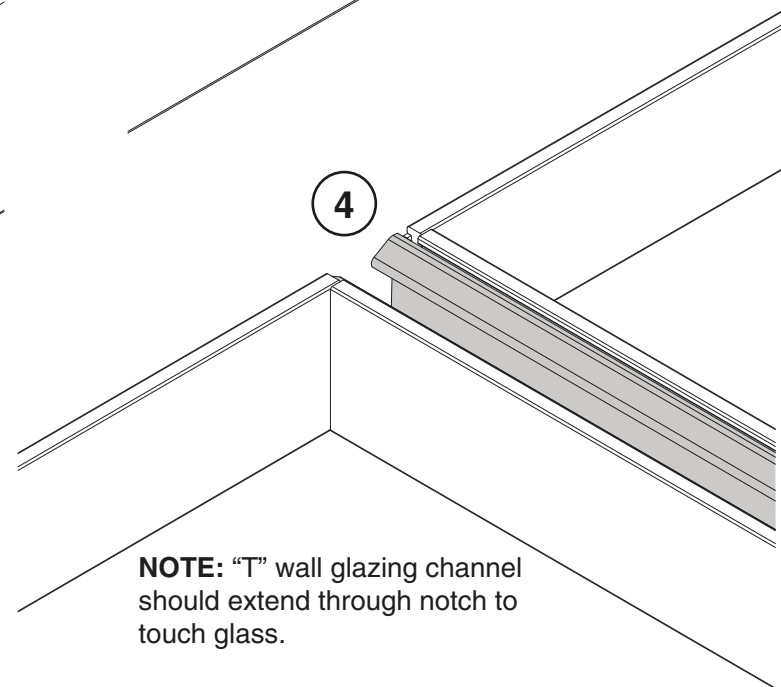
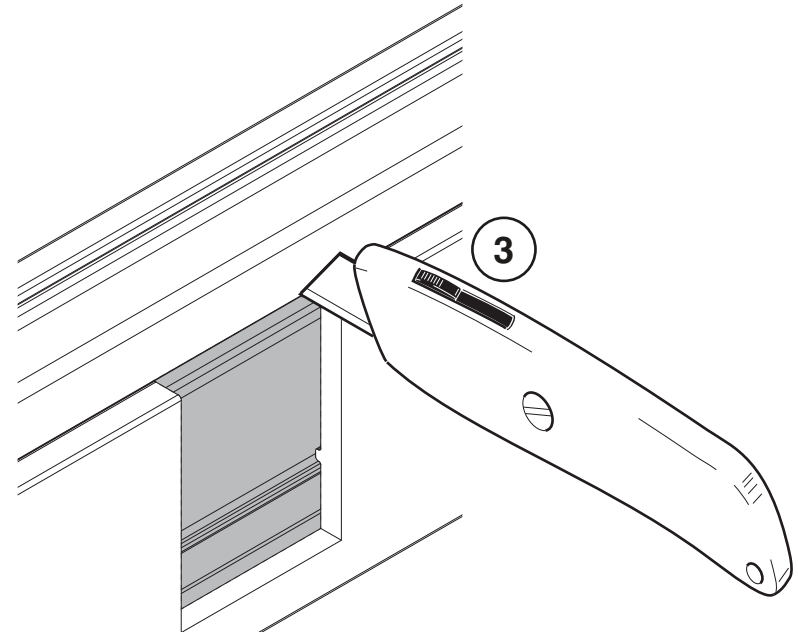
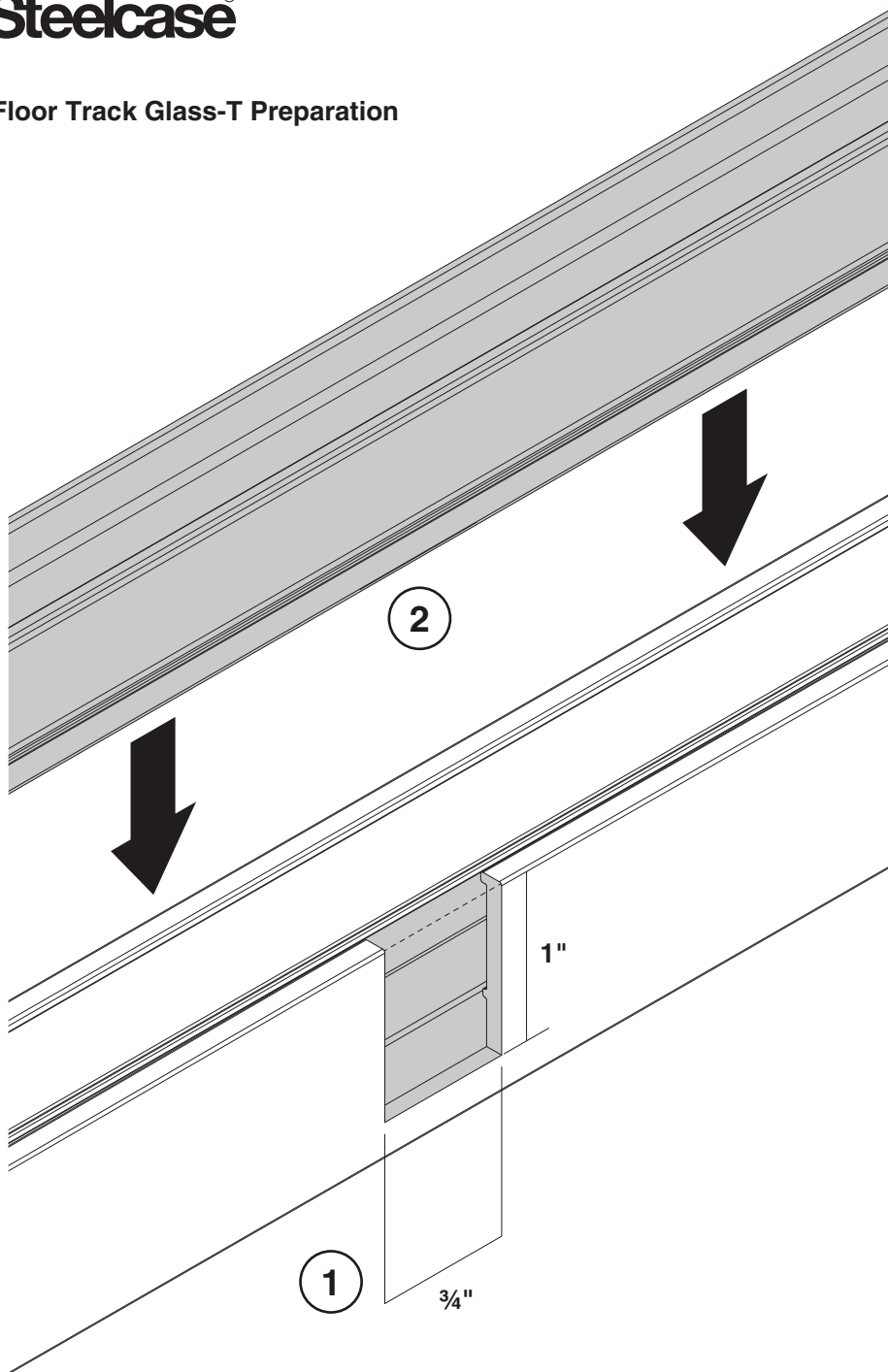
NOTE: AFTER CUTTING TO LENGTH ENSURE THERE IS AN ATTACHMENT SCREW HOLES WITHIN 6" OF EACH END. DRILL ANOTHER ATTACHMENT HOLE AS NEEDED.



Floor Track - Mitered Corner Prep

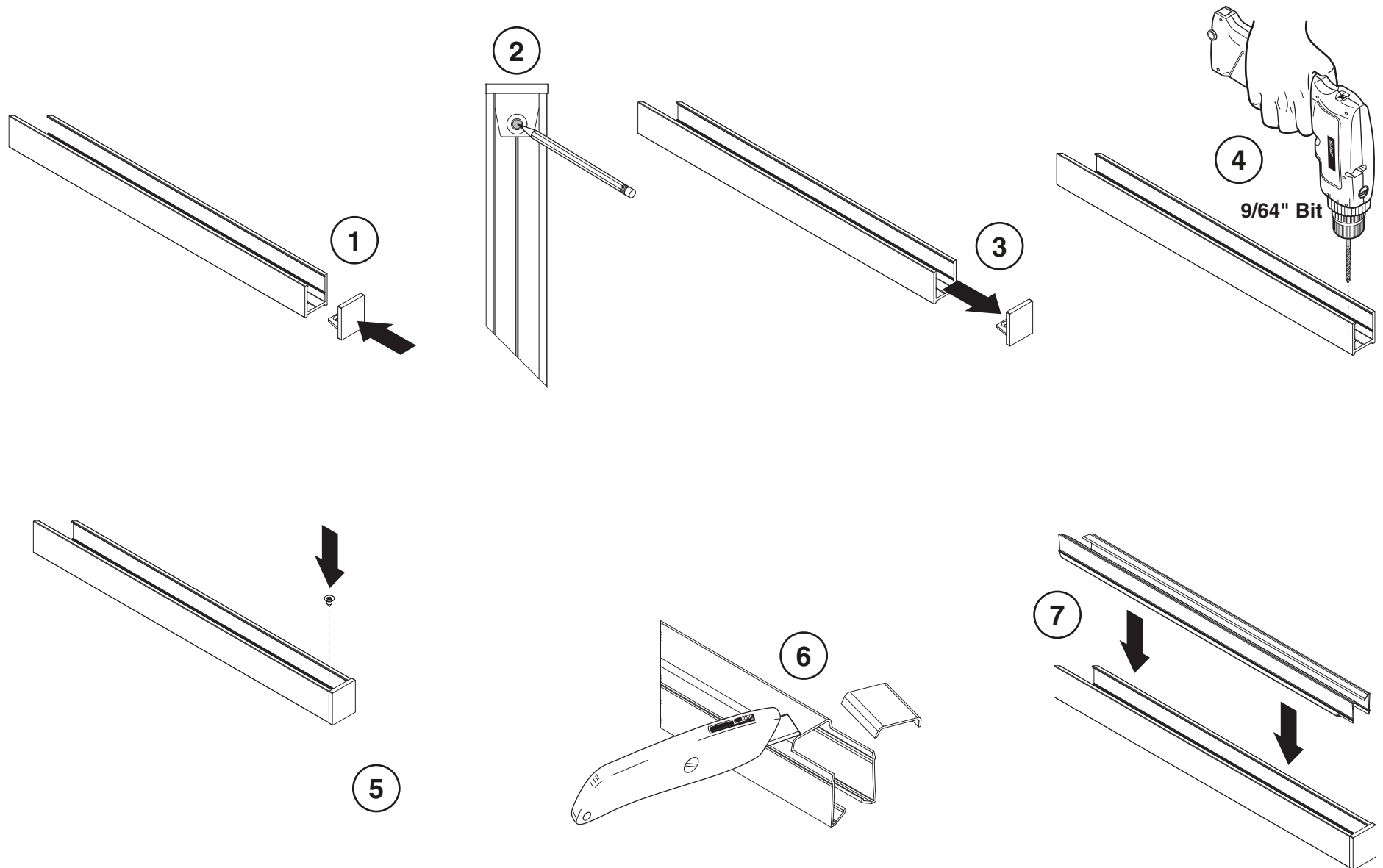


Floor Track Glass-T Preparation

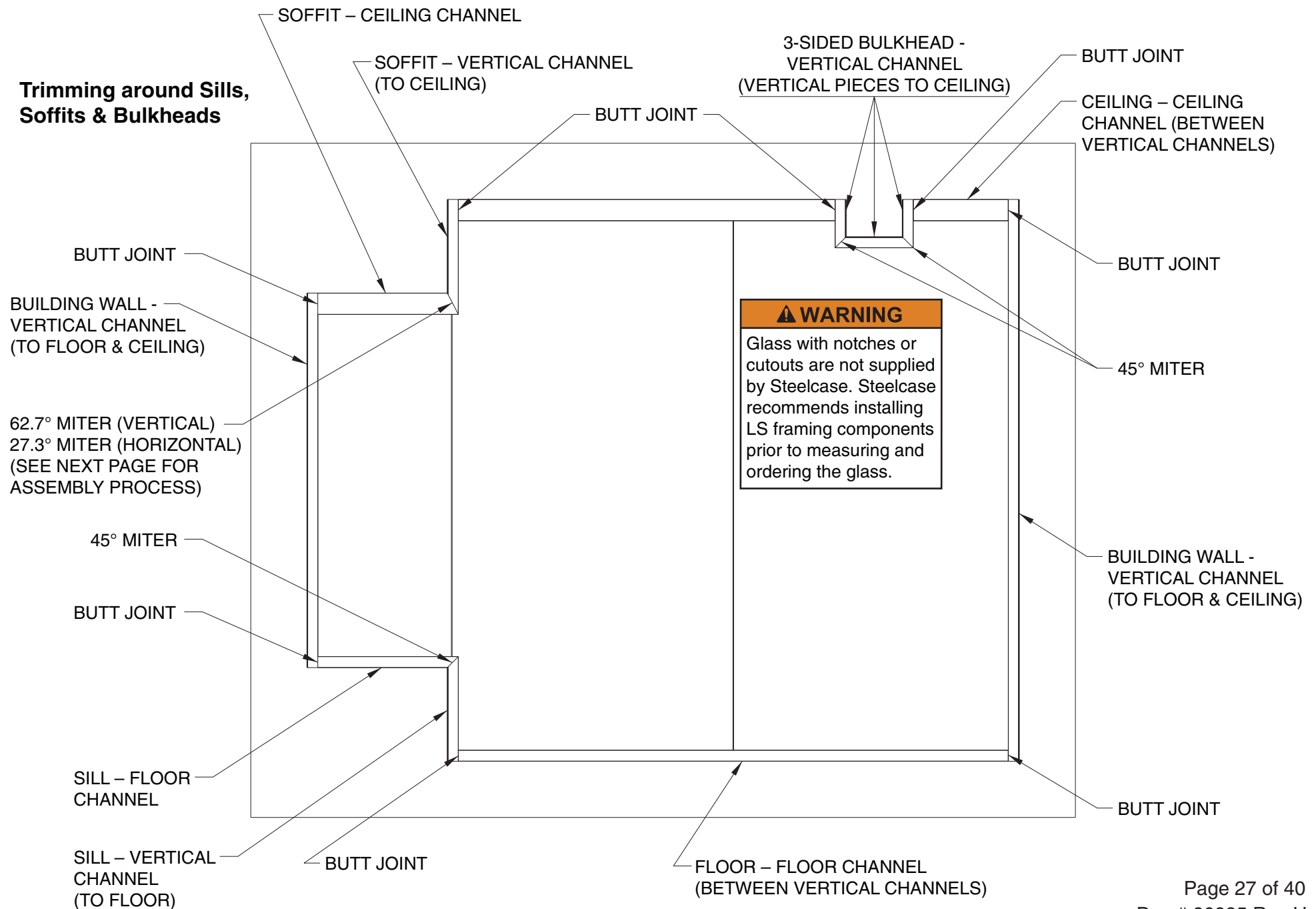


NOTE: "T" wall glazing channel should extend through notch to touch glass.

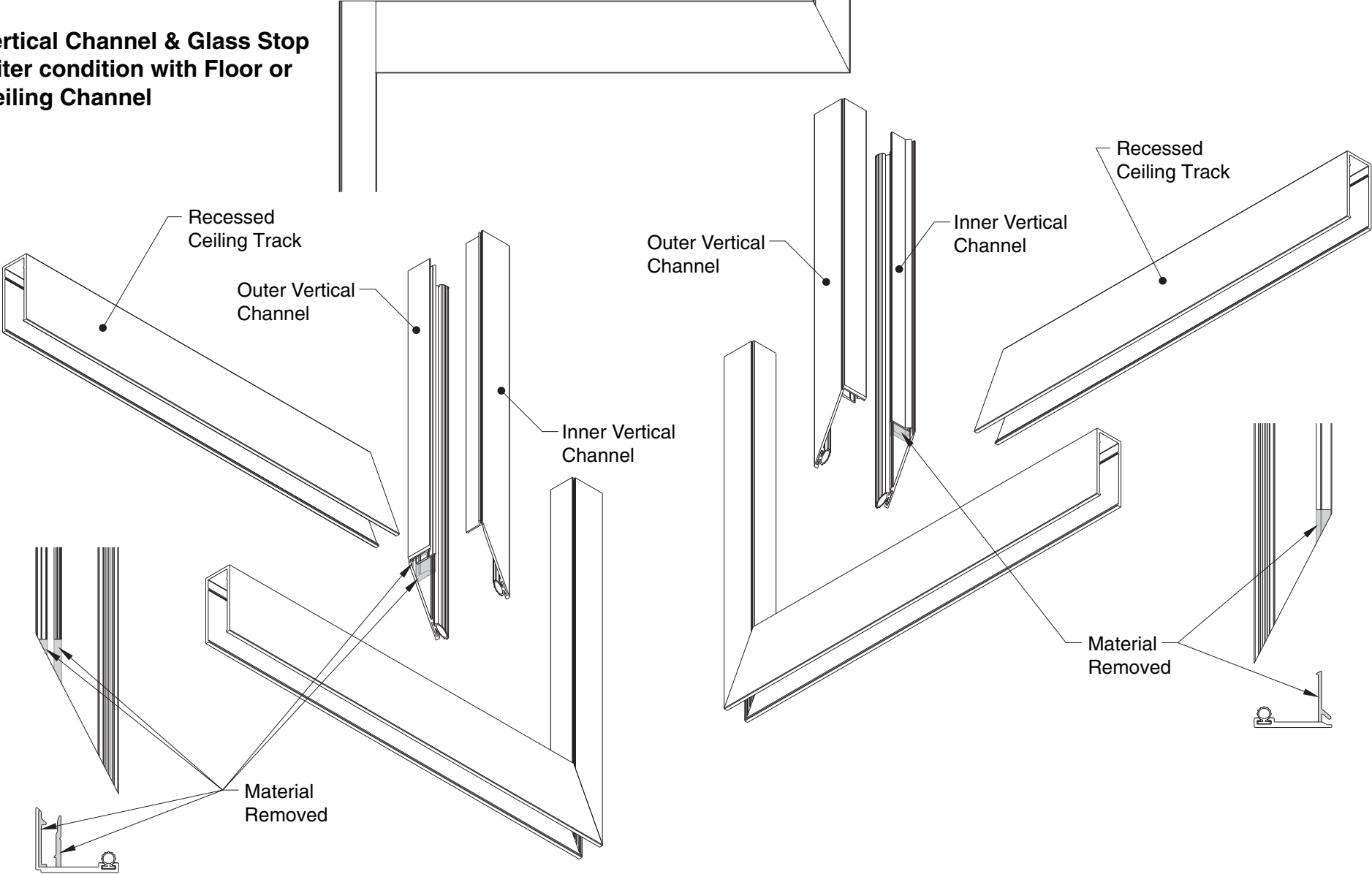
Floor Track - Finished End Cap



Trimming around Sills, Soffits & Bulkheads

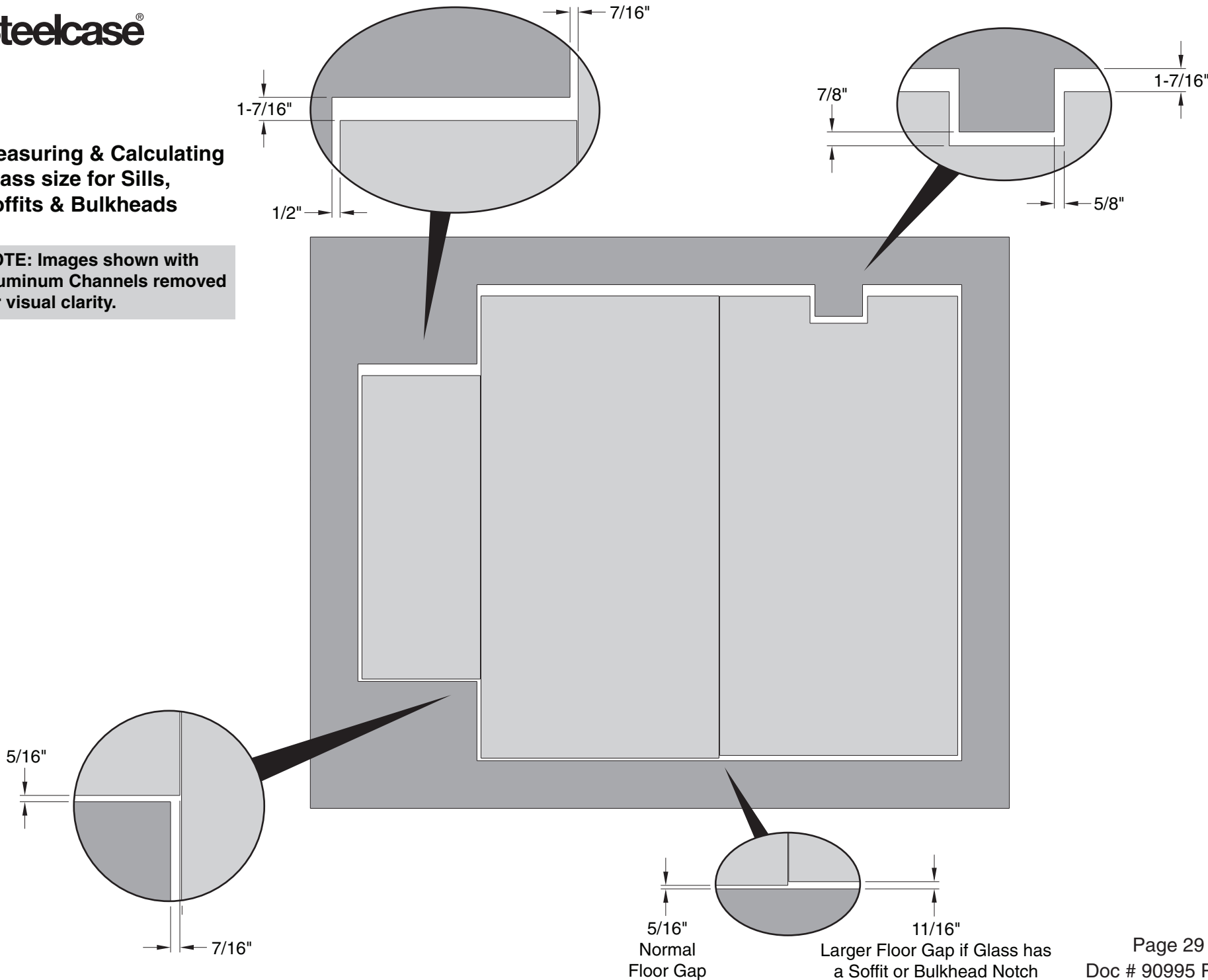


**Vertical Channel & Glass Stop
miter condition with Floor or
Ceiling Channel**



Measuring & Calculating
Glass size for Sills,
Soffits & Bulkheads

NOTE: Images shown with
Aluminum Channels removed
for visual clarity.



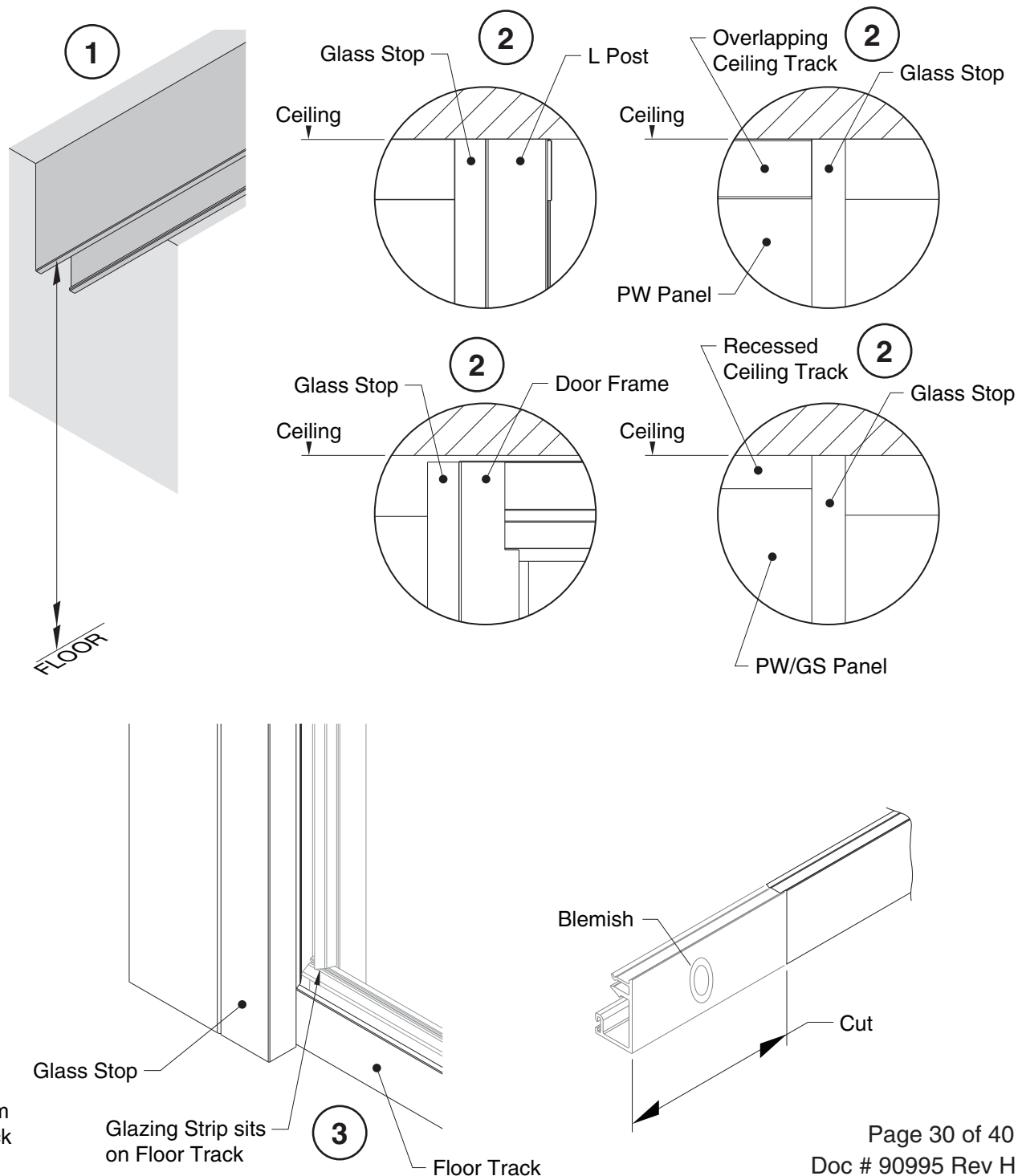
Vertical Transition Length Cut and Install

Cutting: How to measure needed length.

- 1.** Vertical Transition Inner length measured from the bottom of Ceiling Track to Floor.
- 2.** Vertical Transition Glass Stops length to match adjacent product:
 - L or T post – cut full height floor to ceiling.
 - Door – cut to line up with top of door frame.
 - PW/GS Panel with recessed or overlapping ceiling track – cut to line up with top of panel.
- 3.** Vertical Transition Glazing Strips length to fit between top of floor track & bottom of ceiling track.

NOTE: NO GLAZING STRIP MATERIAL SHOULD BE BETWEEN GLASS STOP & FACE OF FLOOR OR CEILING TRACK WHEN INSTALLED.

NOTE: ANODIZED EXTRUSIONS MAY HAVE A VISIBLE BLEMISH NEAR ONE END. WHEN CUTTING THE PART TO LENGTH, CUT OFF AND DISCARD THE BLEMISH.



Vertical Transition Length Cut and Install

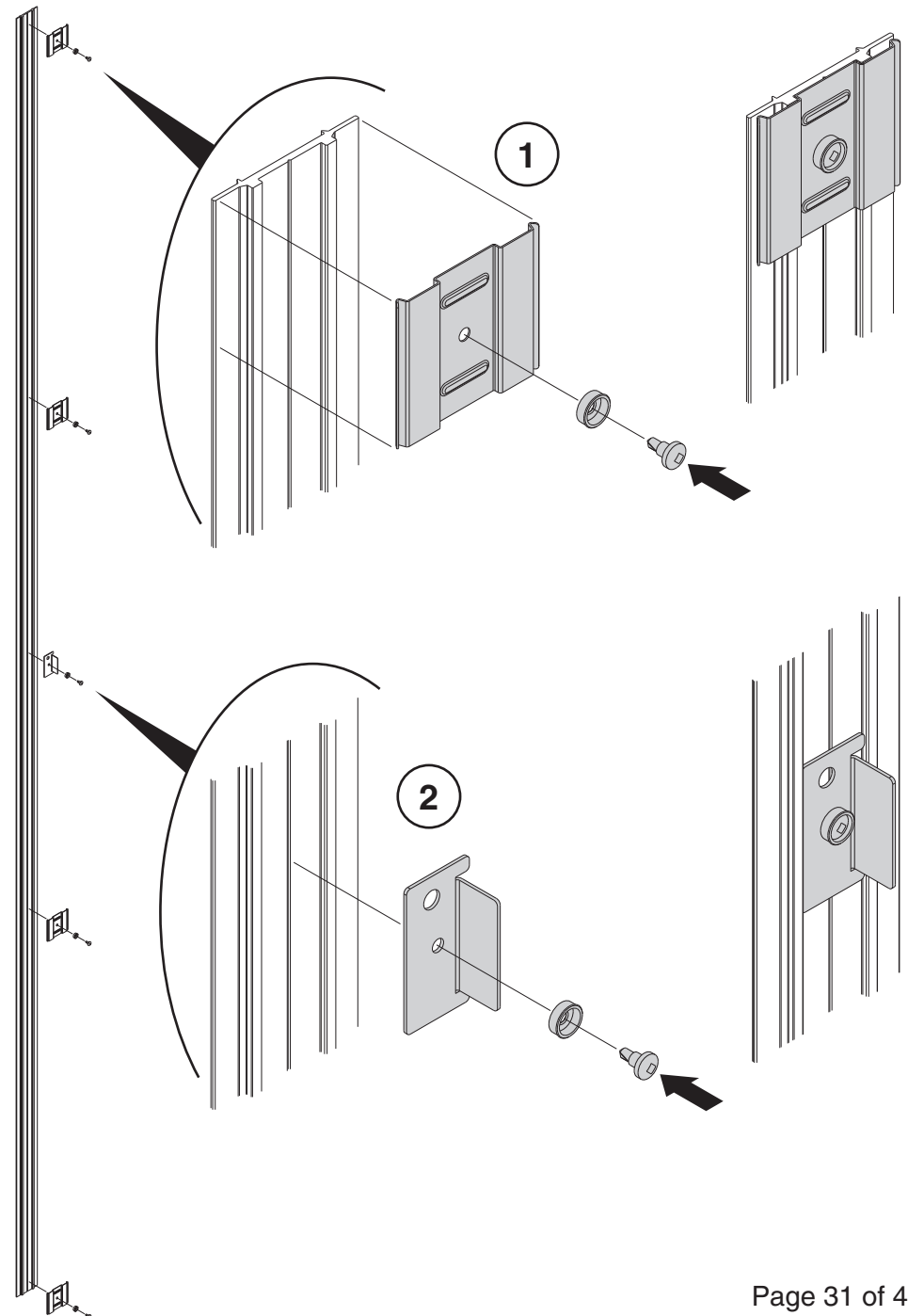
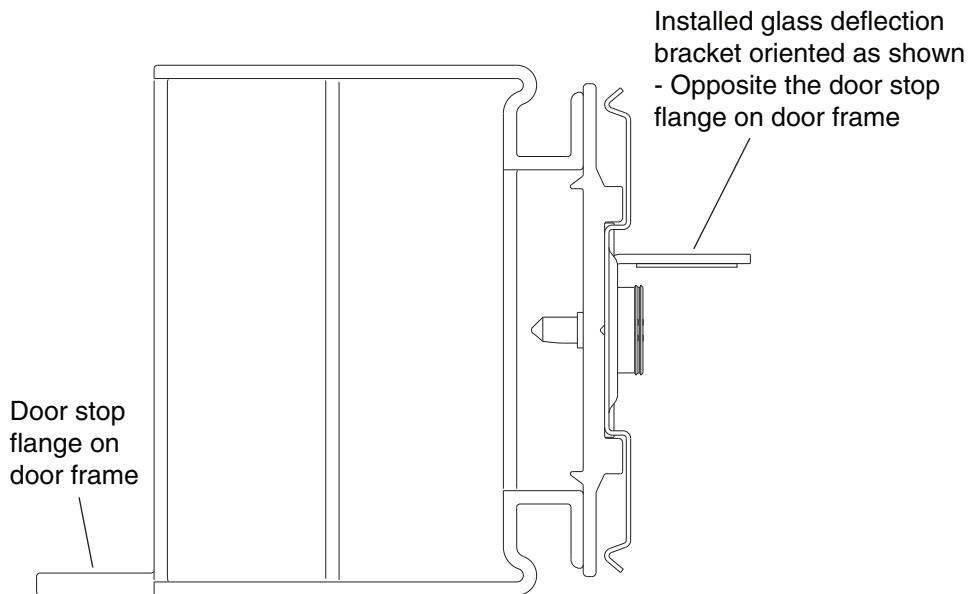
Installing:

1. After cutting to length, attach (4) retention springs to Vertical Transition Inner extrusion as shown:

- (1) flush with bottom
- (1) flush with top
- (1) 36" up from bottom
- (1) 36" down from top

2. Attach (1) glass deflection bracket to Vertical Transition Inner extrusion, centered end to end, as shown.

NOTE: FLANGE ON GLASS DEFLECTION BRACKET ORIENTED TO PREVENT GLASS FROM BOWING IN THE SAME DIRECTION AS THE DOOR SWINGS OPEN.



Vertical Transition Length Cut and Install Installing:

3. Install assembled Vertical Transition Inner to feature strip curls of adjacent product & temporarily clamp in place with duck bill locking pliers.

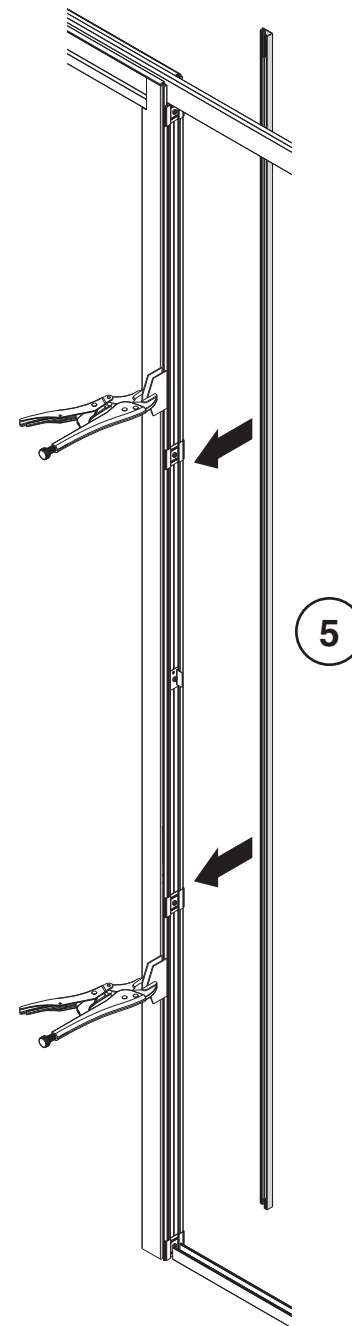
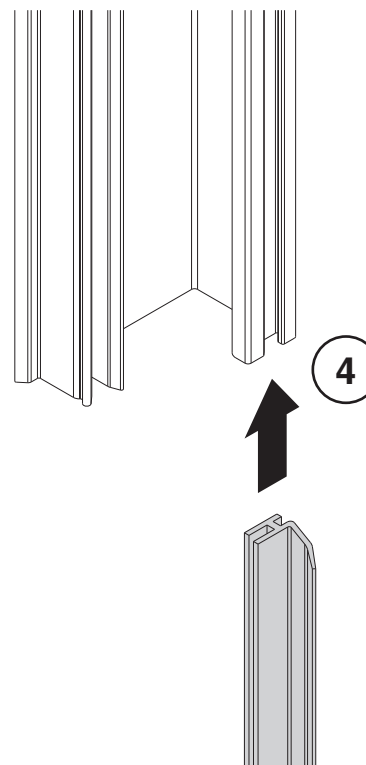
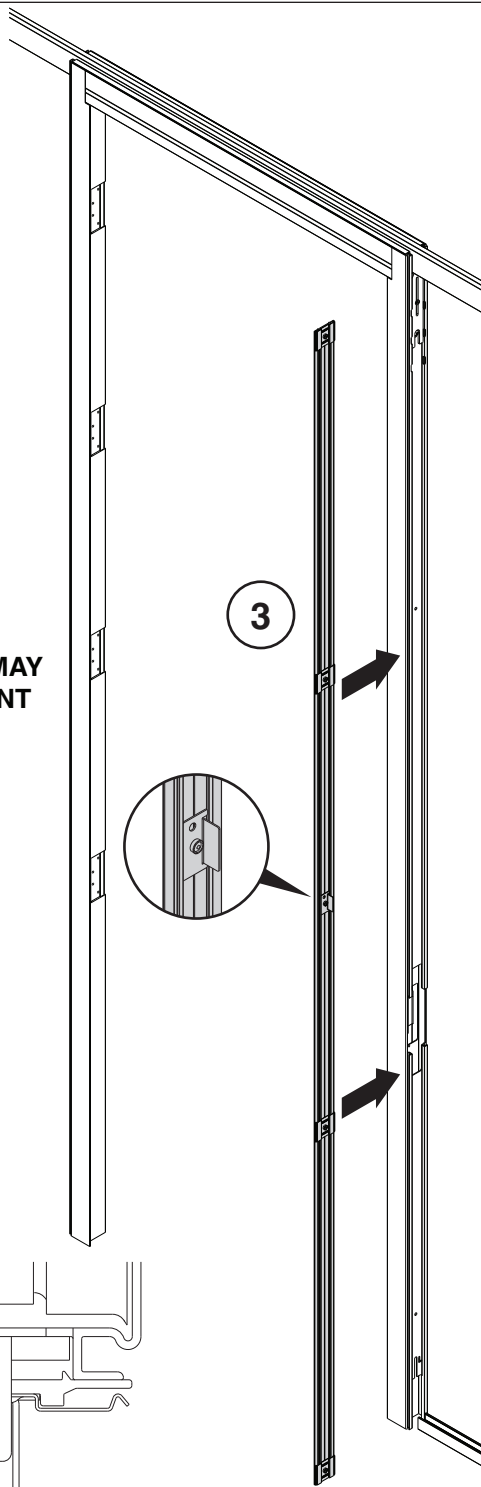
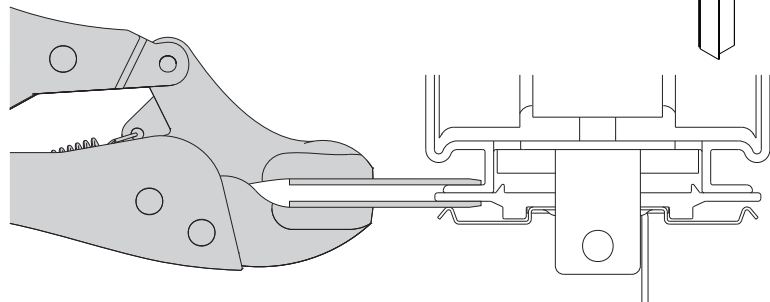
NOTE: DUCK BILLS SHOULD BE PLACED ON SIDE OF WALL IN WHICH YOU PLAN TO INSTALL YOUR GLASS FROM.

4. Install Glazing Strips into both Vertical Transition Glass Stops.

5. Install first Vertical Transition Glass Stop Assembly.

NOTE: THE STEELCASE TRIM AND GLASS TOOL MAY BE PLACED ON FACE OF GLASS STOP TO PREVENT DAMAGING THE GLASS STOP BY STRIKING IT DIRECTLY WITH A HAMMER OR Mallet.

NOTE: ENSURE GLAZING STRIP ISN'T PINCHED BETWEEN VERTICAL TRANSITION GLASS STOP & FLOOR TRACK.



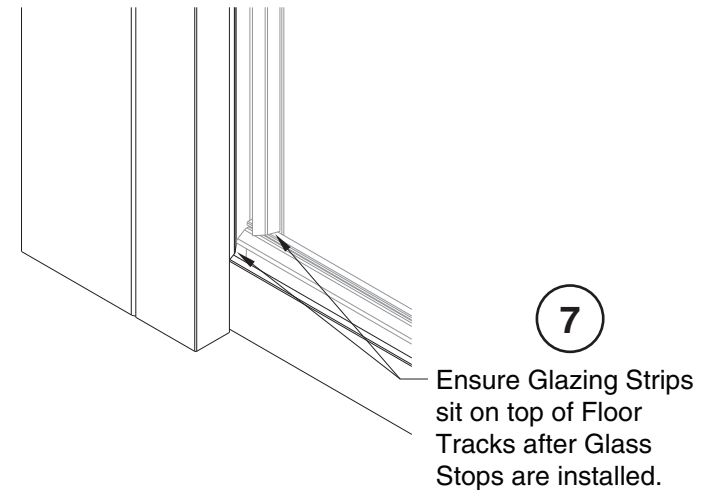
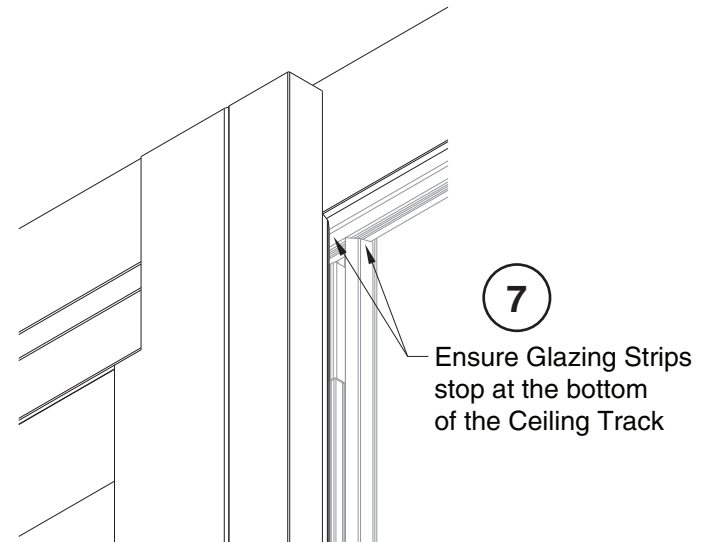
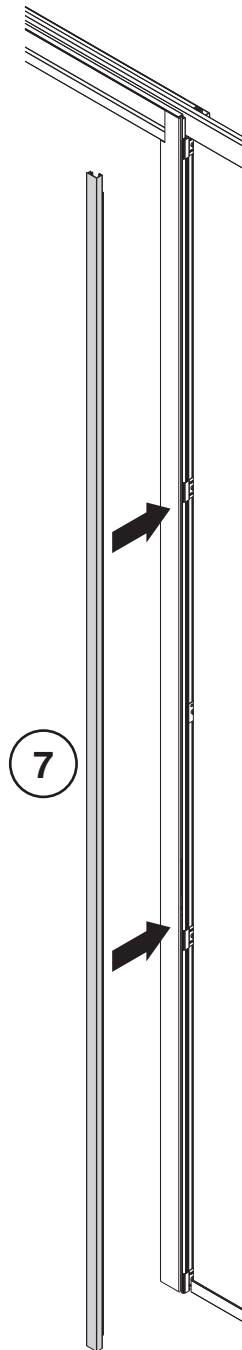
Vertical Transition Length Cut and Install Installing:

6. Remove duck bill pliers.

7. Install second Vertical Transition Glass Stop Assembly.

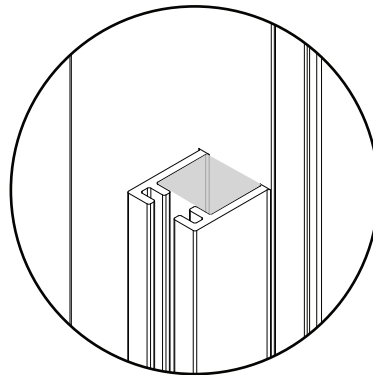
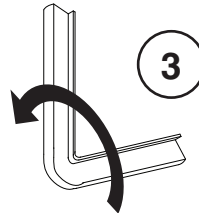
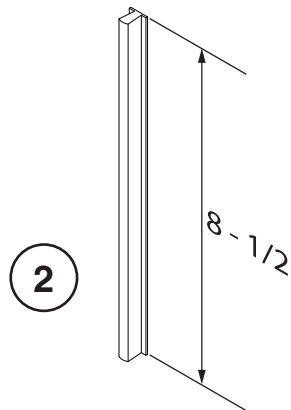
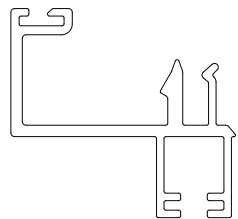
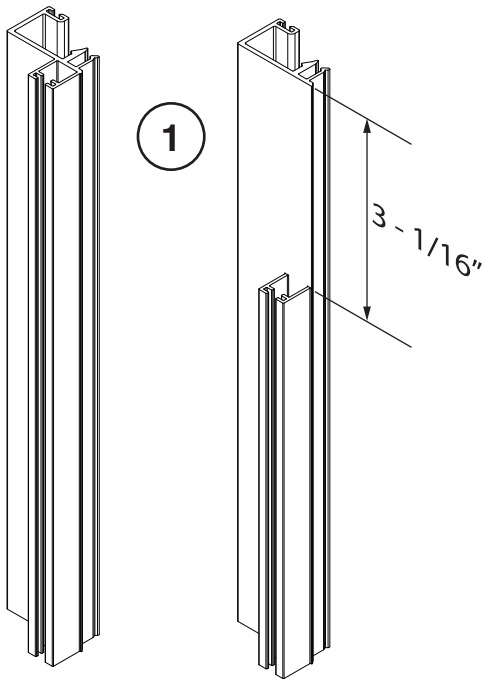
NOTE: THE STEELCASE TRIM AND GLASS TOOL MAY BE PLACED ON FACE OF GLASS STOP TO PREVENT DAMAGING THE GLASS STOP BY STRIKING IT DIRECTLY WITH A HAMMER OR Mallet.

NOTE: GLASS MUST BE INSTALLED BEFORE SECOND VERTICAL TRANSITION GLASS STOP.

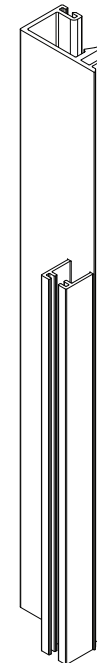
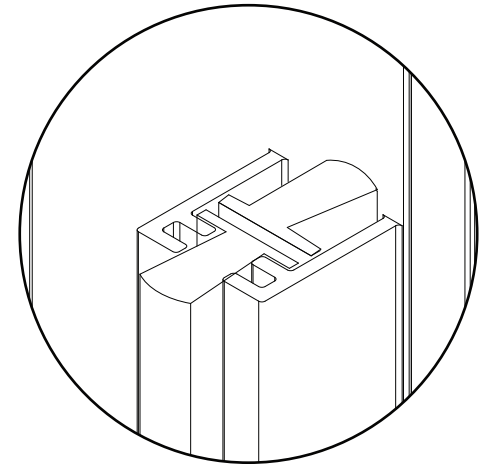


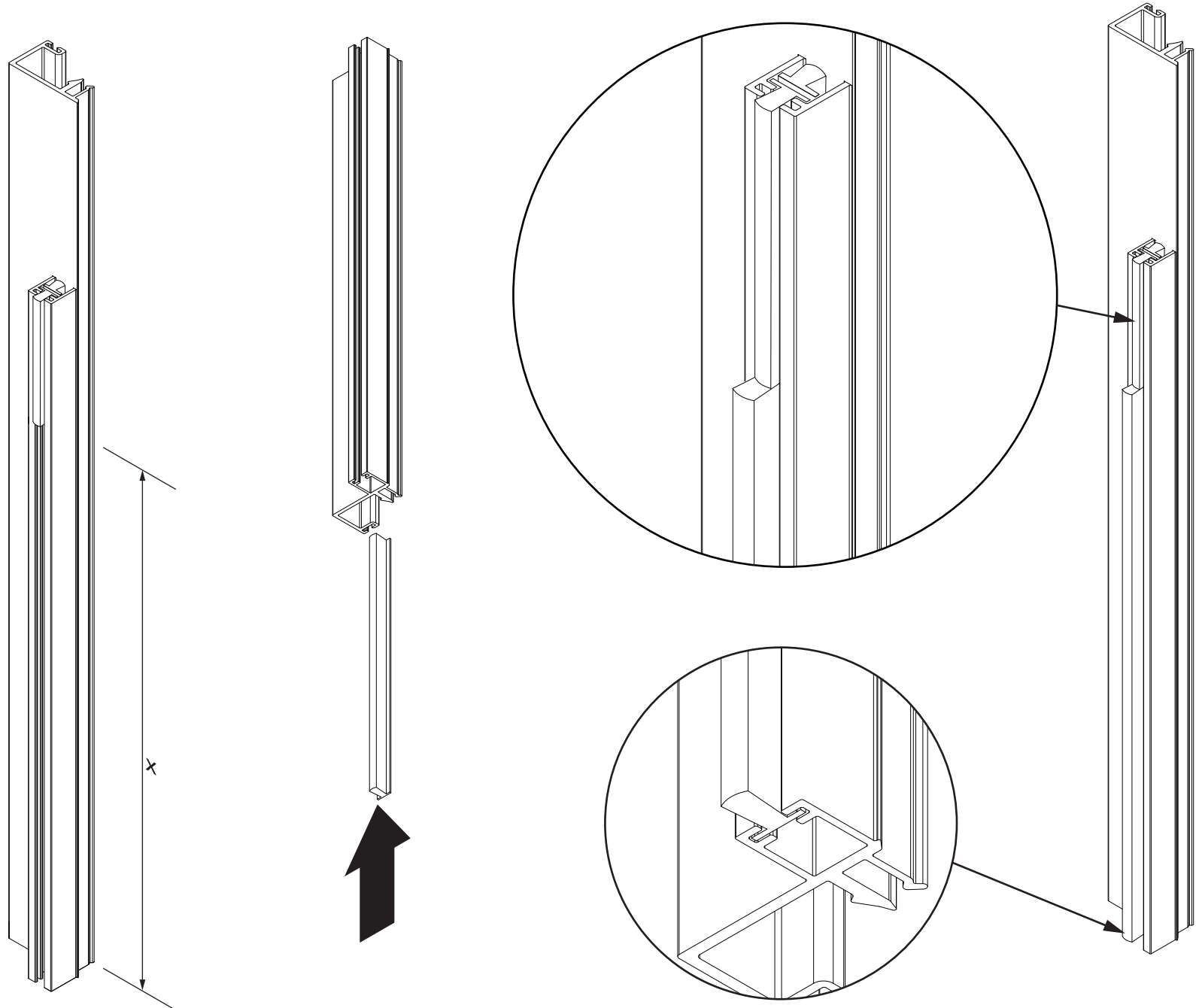
Optional Slider Brush Seal Glass Stop Install

1. Need to cut clearance notch at top of extrusion to eliminate interference with slider track.



Note: Double an 8-1/2" piece of seal over and push in this area.





Vertical Transition Glass Stop Plinth

1. Plinths come with a drill template to provide accurate mounting hole locations:

- Use top hole and 2nd hole marked for corresponding plinth
- C for Ceiling Track
- 2.5 for 2.5" tall base trim
- 5 for 5" tall base trim

2. Insert drill template in Glass Stop.

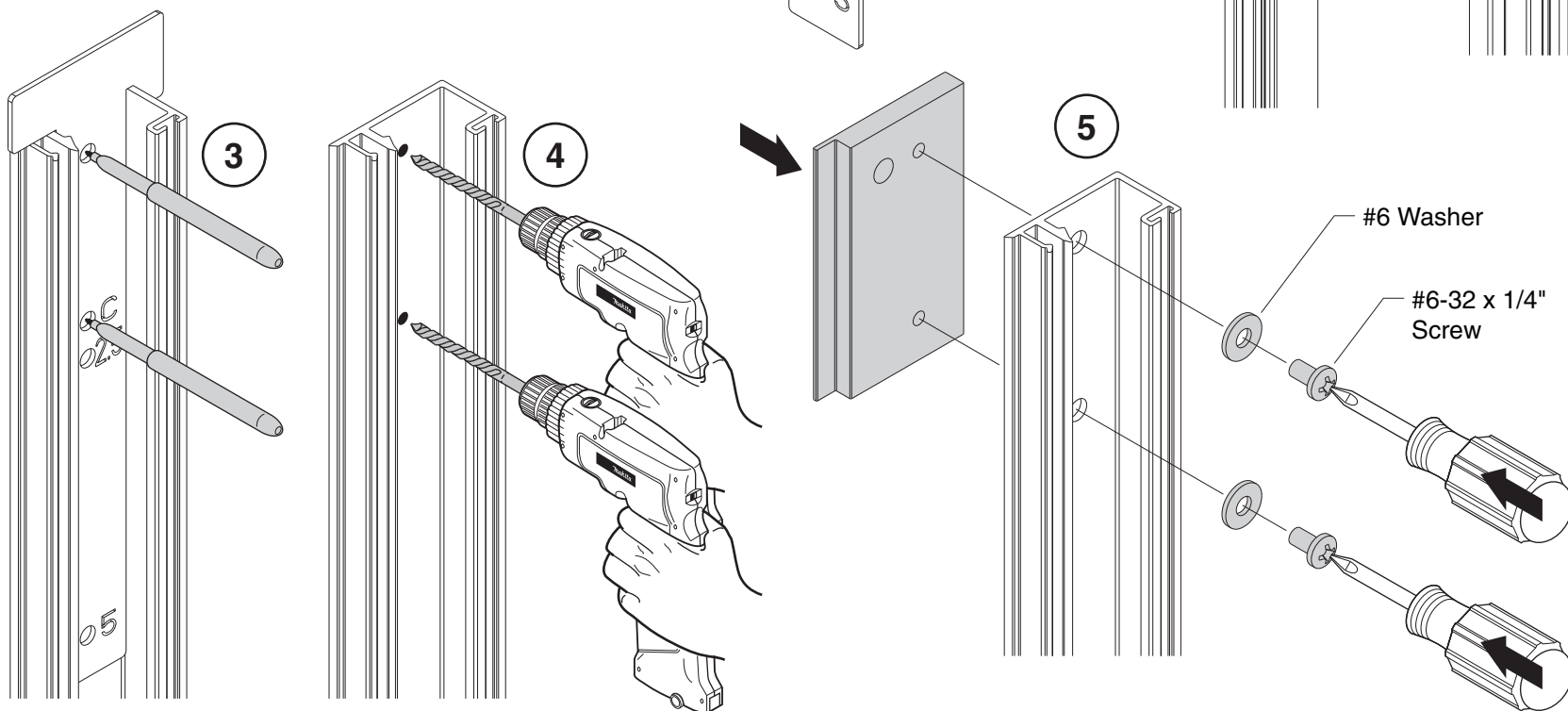
3. Mark hole locations.

4. Drill $\varnothing 7/32$ " holes at marked locations.

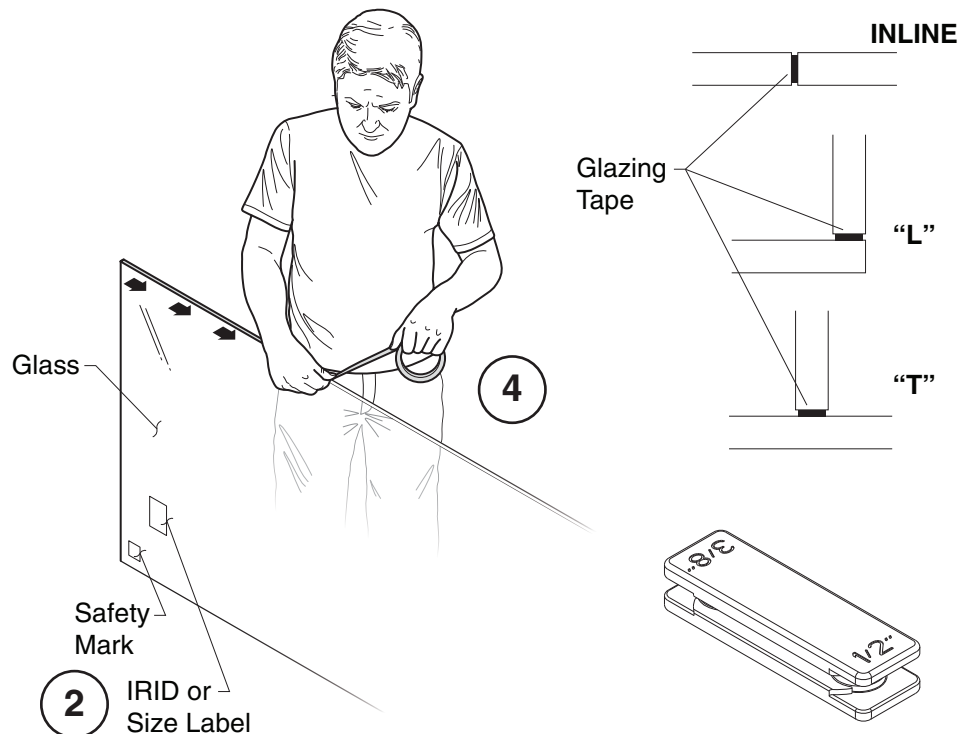
5. Assemble Plinth to Glass Stop with screwdriver as shown. Using a power driver will strip the plinths.

Ceiling Track
Plinth holes

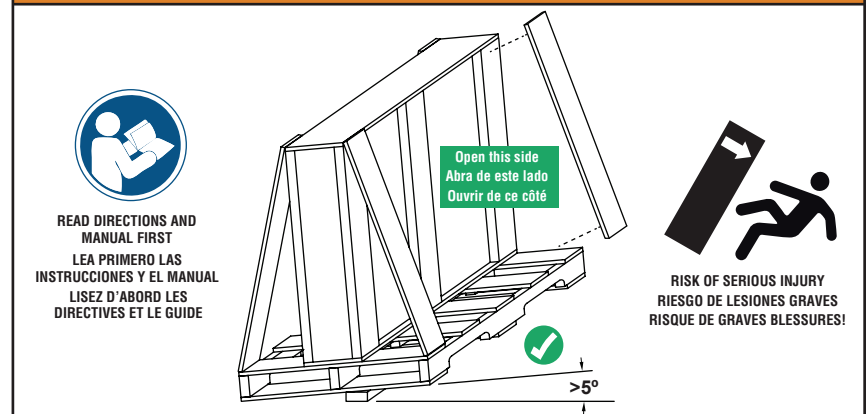
5" Base Trim
Plinth holes



1. Read Warning (leftmost on this page) prior to uncrating glass.
2. Verify which glass (by layout, IRID, or size label) is to be installed in location desired. Take note of finish side options and safety label location to understand which edges may need glazing tape applied.
3. If glass requires glazing tape, clean the surface/edge of glass where glazing tape will be applied with isopropyl alcohol.
4. Apply glazing tape the entire length of glass. We recommend using the Steelcase glazing tape application tool. **Clear** glazing tape (3M 4918F VHB) used in inline applications. **Black** glazing tape used in 'L' & 'T' applications.
5. Repeat steps 2 through 3 for adjacent glass where glazing tape will contact when glass is installed.



⚠ WARNING ⚠ ADVERTENCIA ⚠ AVERTISSEMENT



Safety Instructions Instrucciones de Seguridad Consignes de Sécurité

- Before opening, ensure crate is stable and tilted at least 5 degrees to prevent glass from falling out.
- To open, cut any bands first and pry off boards on front of crate.
- Before removing glass, check crate and remove protruding nails or screws that could scratch glass.
- Wear appropriate personal protective equipment (safety glasses, gloves, safety shoes and skin protection).
- Tempered Glass is very heavy and can shatter while handling. Use two or more people to handle glass.
- Handle carefully. A scratched surface, damaged surface, or edge impact can cause the glass to shatter suddenly into sharp pieces.
- Antes de abrir, asegúrese de que la caja esté estable e inclinada al menos por 5 grados para evitar que el vidrio se salga de la caja.
- Para abrir, corte primero las bandas de embalaje y luego separe las tablas del frente de la caja.
- Antes de retirar el vidrio, chequee la caja y quite los clavos o tornillos salientes que puedan rayar el vidrio.
- Use el equipo apropiado de protección personal (gafas de seguridad, guantes, zapatos de seguridad y protección para la piel).
- El vidrio templado es muy pesado y se puede romper durante su manipulación. Use dos o más personas para manipular el vidrio.
- Manéjelo con cuidado. Una superficie rayada o dañada, o el impacto sobre el borde pueden causar que el vidrio se rompa de repente en trozos afilados.
- Avant d'ouvrir, assurez-vous que la caisse à claire-voie est stable et inclinée d'au moins 5 degrés pour éviter que la vitre bascule hors de la caisse.
- Pour ouvrir, coupez d'abord les bandes d'emballage, puis écarter les bords sur le devant de la caisse.
- Avant de retirer la vitre, vérifiez la caisse et enlevez les clous ou les vis qui pourraient dépasser et qui pourraient égratigner la vitre.
- Portez de l'équipement de protection individuelle approprié (lunettes de sécurité, gants, chaussures de sécurité et vêtements de protection).
- Le verre trempé est très lourd et peut se briser en éclats lorsqu'on le manipule. Au moins deux personnes sont nécessaires pour manipuler la vitre.
- Manipulez avec soin. Une surface égratignée ou endommagée ou encore un choc sur le rebord peut faire en sorte que le verre se brise soudainement en éclats tranchants.

1. Where glass will be installed, insert 2 glazing blocks into the floor channel approximately 1/4 the width of the glass from each edge of glass. Recommended size for glazing block 1/8" thick x 1/2" wide x 4" long. Shims 1/32" thick x 1/2" x 4" long.

TIP: Shim each glazing block with laser & tape measure prior to installing glass.

2. Make sure all installers understand safety warning on page 35.

3. Make sure floor is clean of debris around glass install site. Also make sure installers understand glass orientation before installing.

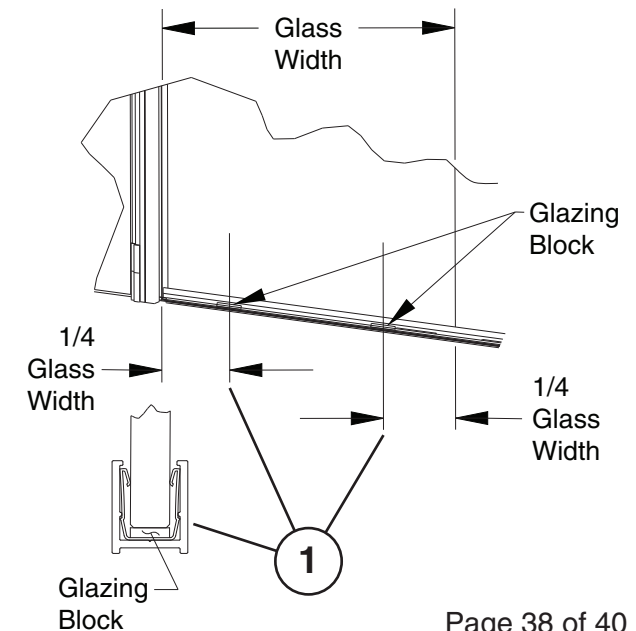
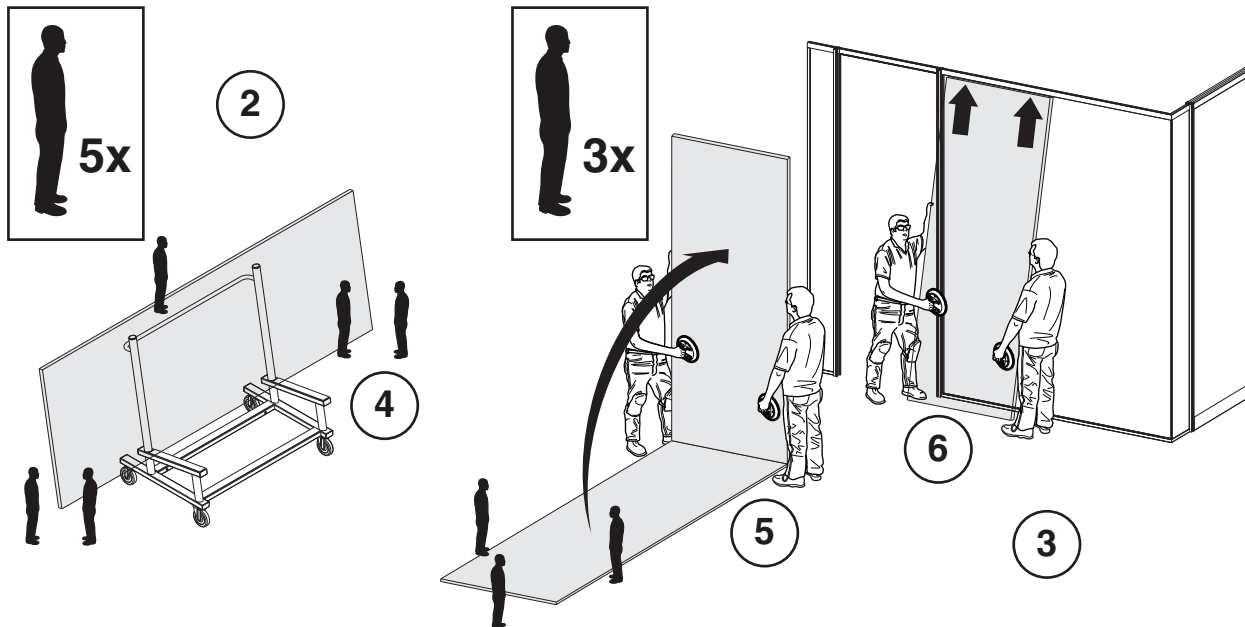
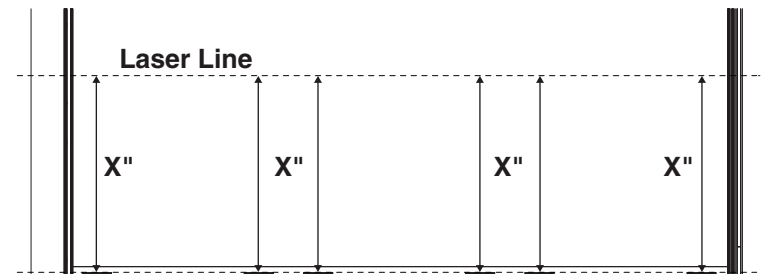
4. With sufficient amount of help lift glass from panel cart and set bottom end of floor close to LS frame.

5. Lift top of glass to vertical position. Installer(s) on bottom end will insure glass doesn't slide while installers on top end are lifting.

6. Lift top of glass into ceiling channel and set bottom of glass into floor track. Be careful not to set the edge of the glass on channel.

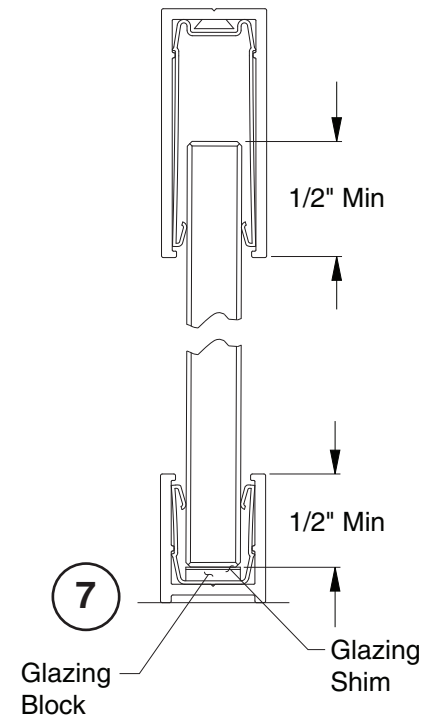
**Level each shim location to laser line
by stacking multiple shims together**

1



Lite Scale (LS) - Privacy Wall/Glass Selections (PW/GS) General Information - Installing Glass (Continued)

7. Use laser to plumb edge of glass. Shim the glass to plumb/level as required. Have installer(s) lift glass out of floor track and insert thin shim(s) as required until glass is plumb/level. Maintain a minimum of 1/2" capture of glass at the floor and ceiling.



- 1.** Before removing backer on adhesive, slide glass together to check glass plumbness and ensure there are no gaps between the glass. Shim as required (See page 37).
- 2.** Slide glass apart to create a small gap between the two pieces of glass to allow for removal of tape backer. Remove tape backer.
- 3.** Use suction cup seam setter tool as shown to align the glass and to draw the glass together.

