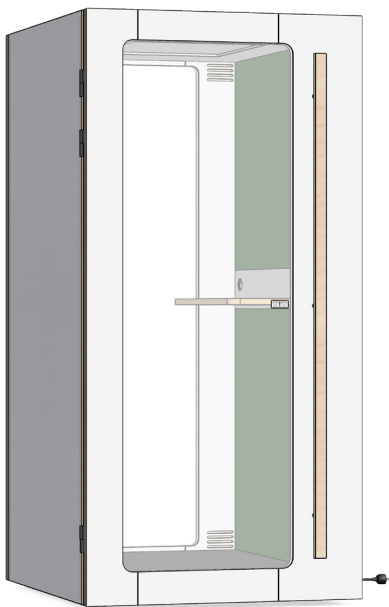


Screen Solutions
A Gabriel Group company

Tone Acoustic Booth



Owners' Manual **V1.0**

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1.0 Introduction & preface

This document contains information for the owner of Tone Acoustic Booth.

1.1 Introduction: Private – Mobile – Workplace

Tone Acoustic Booth is a cost effective and convenient alternative to traditional office layouts. Traditionally, workspaces are predetermined or divided using bulky & inflexible partitions. Tone Acoustic Booth offers the user privacy and freedom to re-locate the product to a different location whenever best suits them. Rated highly for acoustic performance, Tone Acoustic Booth offers a quiet and distraction free place for users to carry out private work, make calls or video chat with other members of the business.

1.2 Preface

This document describes the function and use of the Tone Acoustic Booth product. Any persons involved in the operation of the product must read and grasp the contents of these instructions. This guide describes necessary information for safe and effective use.

1.3 Copyright

This document must not be duplicated, presented or handed to a third party without permission from the manufacturer. The use of this document for any means other than those permitted by the manufacturer, is not allowed.

2.0 Product data

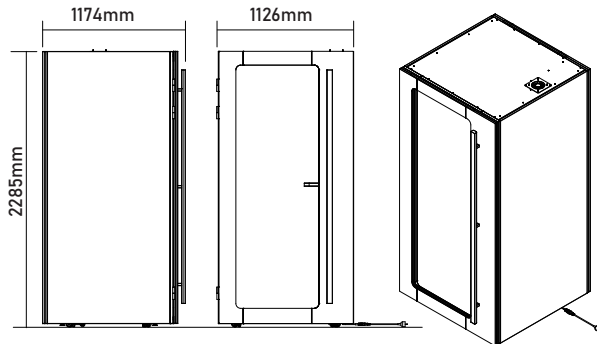
Max external dimensions
H 2285 x W 1126 x D 1174mm

*Dimensions stated include hinges and door handle

Max internal dimensions
H 2039 X W 860 X D 1040mm

Worktop height: 1050mm

Assembled weight: 350kg (+/- 10kgs, without person inside)



Electrical rating for enclosure:

Voltage rating: 230VAC
Maximum current: 2.5A
Frequency: 50Hz
Fuse rating (A): 3.15A

Electrical rating for Tone Acoustic Booth:

Voltage rating 230V
Maximum current: 10A
Frequency: 50Hz
Fuse rating: 10A

Junction box:

Voltage rating: 230VAC
Maximum current: 6.3A
Frequency: 50Hz
Fuse rating (A): 10A
Fuse rating (V): 250V
Fused wire: L (Live)

3.0 Precautions & advice

3.1 External

- Check external power cable and head for damage prior to use.
- To be plugged into 230V electrical supply at floor level.
- Disconnect power cord and plug prior to any cleaning, maintenance, or relocation.
- Do not fix onto or into external faces.
- Do not obstruct or interfere with the ventilation system.
- Do not use the product if the air system is not functioning.
- Do not use the product if the surrounding environment conditions are hazardous; the air flowing within the booth is drawn from the surrounding space.
- Do not climb on top of the product at any time.

3.2 Internal

- USB Type C, max loading – 3A
- Optional power socket, max loading – 5A
- Do not sit or stand on shelf.
- Do not fix onto or into internal faces.
- Do not tamper with enclosed or sealed electrical components.

- Do not obstruct PIR sensor.
- Do not damage or interfere with internal user power socket.
- Do not spill liquids near user power.
- Do not smoke within booth.
- Ensure door is open before using aerosols.

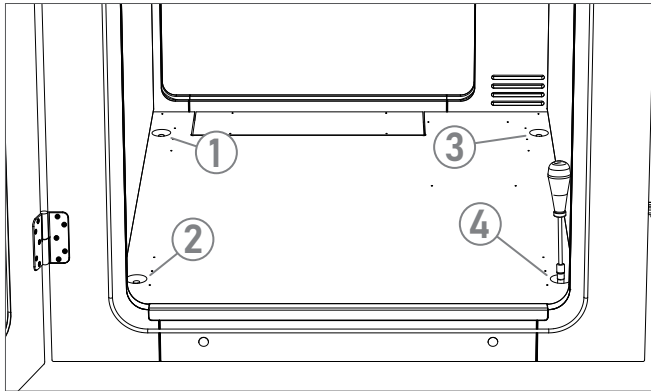
3.3 General

- Do not lean up against door.
- Do not let the door swing open.
- Do not leave door open past 90 degrees.
- Do not force the door beyond 180 degrees.
- Do not expose power cables to heat or hot surfaces.
- Do not expose internal or external finishes to a naked flame.
- Do not expose power cables to water or flooding.
- Do not use outdoors.
- Do not use corrosive chemicals around booth.
- Ensure the booth is unplugged before relocating.
- Do not relocate the booth when occupied.
- After relocating, use adjustable feet to ensure booth is grounded and levelled.
- Be wary of trapping fingers when opening or closing the door.
- If glass breaks, safely vacate booth & do not use product. Contact supplier.

4.0 Operating instructions

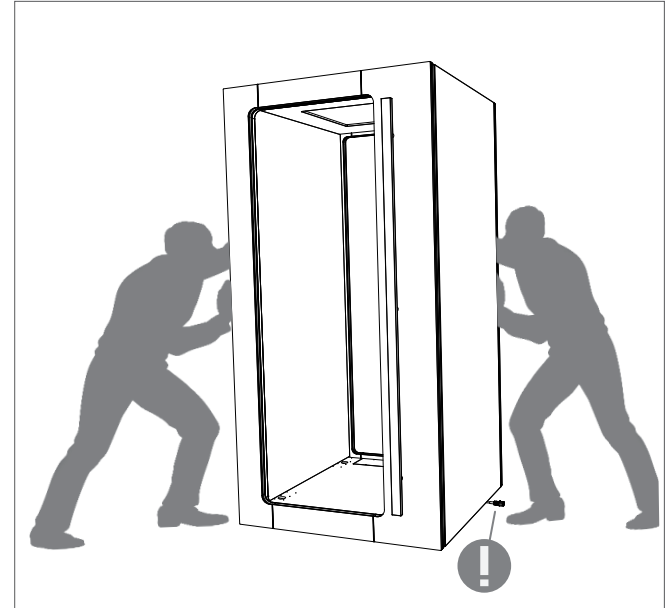
4.1 Relocating the phone booth

- Ensure product is unplugged.
- Open door.
- Remove carpet.



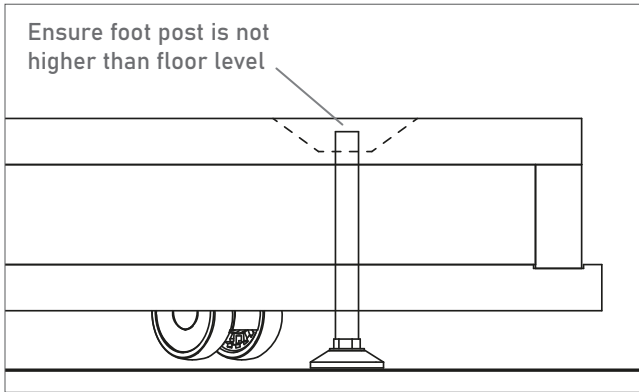
- Use 8mm socket head. Rotate counter clock-wise foot X4.
- Ensure phone booth is sitting on castor wheels instead of feet.

- Close the door.
- Move phone booth to desired location.
- Use two people to move the booth.



- Ensure cables do not get caught or damaged during relocation.

- Use 8mm socket head. Rotate clock-wise foot X4.



- Ensure phone booth is grounded on feet.
- Level the booth by adjusting the feet.
- Re-connect power outlets.

4.2 Powering up phone booth

- Ensure phone booth is in desired location.
- Ensure phone booth is not obstructing fire exits or walkways.
- Ensure phone booth ventilation system is not obstructed.
- Ensure phone booth is within a practical distance from a power outlet.
- Connect external power cable to cable head protruding from underside of base.
- Connect mains power head to suitable power outlet.

- Open door and check PIR sensor turns overhead light on.
- Ensure ventilation system starts and generates air flow from air vent on back wall.
- Check user power is working.
- Do not use phone booth if ventilation system does not start.
- If the light, user power or ventilation are not working; See troubleshooting section within this guide.

4.3 Using the phone booth

- To enter the phone booth, grip vertical external handle and pull towards you.
- Magnetic catch will release and the door will pivot on the hinges.
- Open door to suitable spacing and step inside.
- Do not swing door open!
- Avoid opening door past 90 degrees.
- Do not force door past 180 degrees.
- As the user steps inside the phone booth, the light sensor will turn the overhead light on and ventilation system.
- Product is designed for short term use by a single person.
- Prolonged use of phone booth is not advised. If required, ensure the user takes regular breaks from using internal space.

- To leave phone booth, grip vertical internal handle and push outwards.
- Ensure door does not swing open.
- Do not lean on internal face of door.

5.0 Care & maintenance

5.1 Cleaning of fabrics, felt & carpet

Woollen fabrics

Woollen fabrics are anti-static, and dirt will not easily stick to the outside surface very easily. Wool also rejects water, any liquid that is spilled will not immediately soak in. If liquid is spilled on the material, do not allow liquid to sit on top as this will eventually cause the material to absorb the liquid. To retain the colour and appearance of the material, it is advised to vacuum the product with a soft nozzle, weekly.

Wipe clean & moisture resistant fabrics

Wash with a low strength soap and water. Rinse with clean water and press dry with a cloth. For stains such as grease, blood, sunscreen, chalk or water-soluble paint see further sections in this guide.

Stain removal

Remove stain as quickly as possible. Stains should be removed with normal pH neutral detergent and water (follow the manufacturer recommended guidance for the detergent).

Absorb as much liquid as possible with kitchen paper or towels. If the stain is dry, remove by using vacuum cleaner. Finally, wipe down with non-soapy clean water. After washing, the stained area may look darker than the other fabric. Once the affected area has fully dried, the colour will return. Handle stains with care and avoid spreading to further areas when treating. Always use non soapy water when cleaning the affected area for the final time. If cleaning is unsuccessful, contact a professional. Avoid using harsh chemicals on fabrics. This may cause further damage or discolouration.

Lipstick

Carefully wash with a towel moistened with acetone, turpentine or cleaning naphtha. For dosage, refer to the solvent manufacturer's instructions of use. After use of the solvent, use a pH neutral detergent and lukewarm water.

Polishes

Apply a small amount of acetone, turpentine or benzene to a cloth and apply to affected area. Then use a pH neutral soap and room temperature water to wash chemicals from surface.

Ballpoint pen and indian ink

Clear ink using methylated spirits. If this does not lift the ink, use a towel moistened with acetone, turpentine or benzene. Then use a pH neutral soap and room temperature water to wash chemicals from surface.

Nail varnish

Apply small amount of nail varnish remover. If this does not lift stain, use acetone, turpentine or benzene. Then use a pH neutral soap and room temperature water to wash chemicals from surface.

Paint

For oil based paint, use a towel moistened with acetone, turpentine or benzene. Then use a pH neutral soap and room temperature water to wash chemicals from surface, but at five times normal strength. For water-based paint, simply wash off with cold water.

Chewing gum

Chill with ice, break up the gum and carefully lift the loose pieces while still cold. If ice does not lift the gum, try acetone, turpentine or benzene. Then use a pH neutral soap and room temperature water to wash chemicals from surface.

Foods

Use a pH neutral soap and room temperature water. If the stain is not removed, try adding a quantity of soap up to five times the normal amount. Finally, wash with plain water.

Blood

Wash off with cool water. If this does not help, add a pH neutral soap.

Wine

Remove as much liquid as possible by dabbing affected area. Wash with water containing a pH-neutral soap and clean with thinned methylated spirit.

5.2 Cleaning of hard surfaces

Cleaning marks on laminate

Apply a mild detergent-and-water solution or Windex to a clean, lint-free microfiber cloth. Rub the affected area in the direction of the grain. If no grain is visible, rub in circles until marks are removed. Rub gently to prevent damaging the surface texture or gloss.

Avoid using hard-bristle brushes which may damage the surface. Avoid sliding sharp objects or other surfaces over the laminate to prevent damage. The use of coasters is advised to prevent marks from liquids. Regular dusting should help keep the worksurface in good condition. When required, surfaces should be gently wiped with a non-abrasive cloth. Do not use strong or abrasive cleaning chemicals or furniture polish, as these may change the colour and finish of the laminate surface. Diluted washing up liquid or mild anti-bacterial cleaner is sufficient.

Cleaning veneers

Apply warm water to a cloth. Gently wipe the material in the direction of the grain to remove any surface dirt. Wipe dry immediately with a new clean cloth in the direction of the grain until the surface is completely dry.

Polishing veneers

A few times a year, the veneer finish may be polished with a suitable wax-free furniture polish. This will clean, and protect the veneer surfaces from dirt and marks. Regular polishing is not advised. Use a clean microfiber cloth and polish in the direction of the grain.

Cleaning of glass

Using an all-purpose glass cleaner, spray onto the internal and external glass surfaces. Wipe applied surface with a dry cloth until cleaner has fully evaporated. Avoid touching glass with bare hands as the natural oils will cause the glass to smudge. If marks remain, re-apply cleaner and wipe clear.

Cleaning of steel

The paint coating applied to the material helps protect the metal from damage. While this layer is very durable, aim to protect this layer from damage where possible. Regular dusting or vacuuming should help keep the coating free from dirt and help stop damage. When necessary, surfaces should be gently wiped with a non-abrasive cloth, dampened with warm soapy water. Dry with a clean non-abrasive cloth.

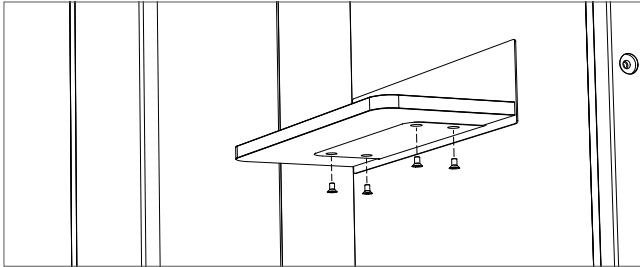
Cleaning of fan

Remove any dust that has settled on top of the booth and on the fan by using a vacuum cleaner.

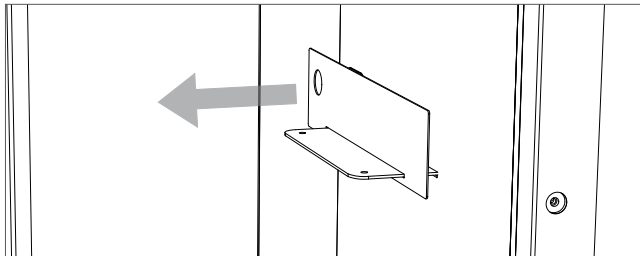
5.3 Changing of fuse

Turn mains power off.

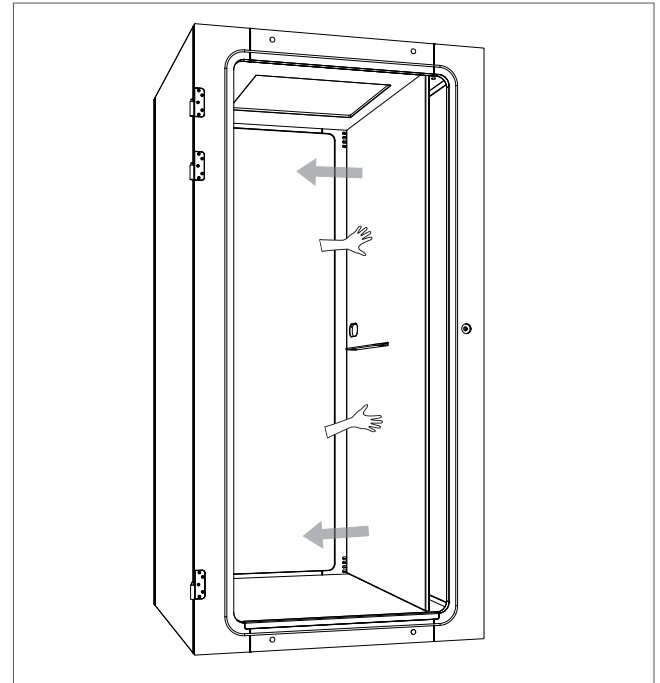
Remove the shelf by removing 4 x M10 x 16 CSK Bolts



Slide off the shelf trim.

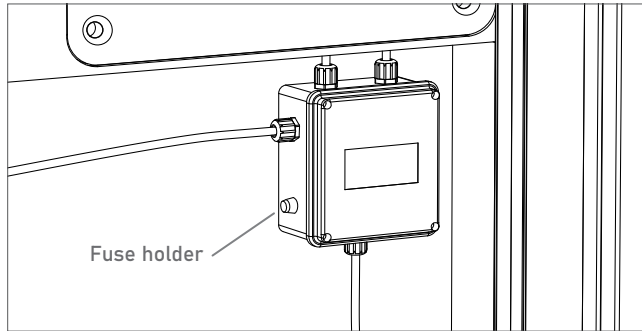


Remove right internal liner to access phone booth electrics. Do not use tools.

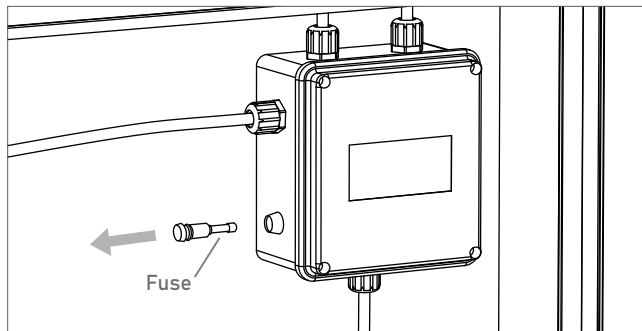


Door removed from view

Locate the junction box and fuse holder beneath the shelf bracket.



Unscrew the fuse holder and inspect the fuse.
Replace if necessary.



6.0 Troubleshooting

No light

Check external power cable is plugged in correctly and the mains outlet is turned on. If mains power is correctly plugged in and the light still does not turn on, turn off mains power. Referring to assembly guide; Remove shelf, shelf trim and RH internal Liner. Remove foam cavity infills. Ensure power cables are connected correctly and inspect cables for damage. If cables are damaged, contact the supplier for advice. If cables are all connected suitably and no damage is present, please contact the supplier for technical support.

No fan

Ensure that nothing is blocking the fan and that the fan hole opening is clean. Check that the external power cable is free from damage. Ensure the cable is plugged into a mains power outlet and turned on. If mains power is correctly plugged in and the light still does not turn on, turn off mains power. Referring to assembly guide; Remove shelf, shelf trim and RH internal Liner. Remove foam cavity infills. Ensure power cables are connected correctly and inspect cables for damage. If cables are all connected suitably and no damage is present, please contact the supplier for technical support.

No internal power

Check external power cable is plugged in correctly and the mains outlet is turned on. If mains power is correctly plugged in and the light still does not turn on, turn off mains power. Referring to assembly guide; Remove shelf, shelf trim and RH internal Liner. Remove foam cavity infills. Ensure power cables are connected correctly and inspect cables for damage. If cables are damaged, contact the supplier for advice. If cables are all connected suitably and no damage is present, please contact the supplier for technical support.

7. Contact

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