

Single-Module Conference Table Box



Actual product may vary from photos

User Manual

SKU#: BEZ4MOD

For the latest information and specifications visit
www.startech.com/BEZ4MOD

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Safety Statements

Safety Measures

- Wiring terminations should not be made with the product and/or electric lines under power.
- Product installation and/or mounting should be completed by a certified professional as per the local safety and building code guidelines.
- Cables (including power and charging cables) should be placed and routed to avoid creating electric, tripping or safety hazards.

Mesures de sécurité

- Les terminaisons de câblage ne doivent pas être effectuées lorsque le produit et/ou les câbles électriques sont sous tension.
- L'installation et/ou le montage du produit doit être réalisé par un professionnel certifié et dans le respect des normes locales et du code de construction local.
- Les câbles (y compris les câbles d'alimentation et de chargement) doivent être placés et acheminés de façon à éviter tout risque électrique, de chute ou de sécurité

安全対策

- 電源が入っている状態の製品または電線の終端処理を行わないでください。
- 製品の設置やマウントは、使用地域の安全ガイドラインおよび建築基準に従い、有資格の専門業者が行うようにしてください。
- ケーブル(電源ケーブルと充電ケーブルを含む)は、適切な配置と引き回しを行い、電気障害やつまづきの危険性など、安全上のリスクを回避するようにしてください。

Misure di sicurezza

- I terminali dei fili elettrici non devono essere realizzate con il prodotto e/o le linee elettriche sotto tensione.
- L'installazione e/o il montaggio dei prodotti devono essere eseguiti da un tecnico professionale certificato che conosca le linee guida locali sulle norme edilizie e sulla sicurezza.
- I cavi (inclusi i cavi di alimentazione e di ricarica) devono essere posizionati e stesi in modo da evitare pericoli di inciampo, rischi di scosse elettriche o pericoli per la sicurezza.

Säkerhetsåtgärder

- Montering av kabelavslutningar får inte göras när produkten och/eller elledningarna är strömförda.
- Installation och/eller montering får endast göras av behöriga yrkespersoner och enligt gällande lokala förordningar för säkerhet och byggnormer.
- Kablar (inklusive elkablar och laddningskablar) ska dras och placeras på så sätt att risk för snubblingsolyckor och andra olyckor kan undvikas.

Warning Statements

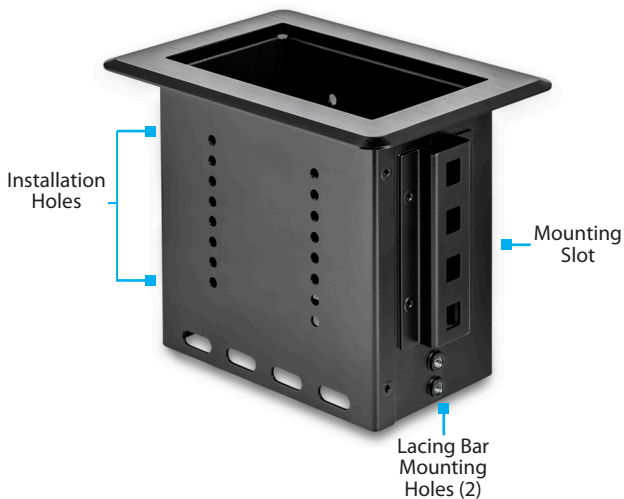
Make sure to assemble this product according to the instructions. Failure to do so might result in personal injury or property damage.

Never use this product if parts are missing or damaged.

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Product Diagram



Product Information

Package Contents

BOX4MODULE

- Modular Table Box x 1
- Installation Kit
 - Wing Fastener x 2
 - Die Cut Outline x 1
 - Lacing Bar x 1
 - Lacing Bar Screws (M4 x 4 mm) x 4
- Cable Management Module
 - Cable Management Bracket x 1
 - Cable Management Top Plates x 2
 - Cable Management Plate Screws (#6-32 x 3/8") x 4
 - Cable Management Bracket Mounting Screws (#6-32 x 3/8") x 4
 - Small Cable Bushing x 1
 - Large Cable Bushing x 1
- User Manual x 1

Requirements

Installation:

Installation requirements are sold separately.

- Surface for Installation
- Cable Ties
- Tools
 - 3/8 Wood Drill Bit x 1
 - Phillips Head Screwdriver x 1
 - Jigsaw x 1
 - Drill x 1
 - Writing Utensil x 1
 - Painter's Tape x 1

Module:

Module requirements are optional and will depend on the configuration needed for the Conference Table setup. Modules to choose from include:

- Docking Station Module ([MOD4DOCKACPD](#))
- Cable Management Module ([MOD4CABLEH](#))
***Note:** Half size module included, additional cable management brackets sold separately.*
- Power Module ([MOD4POWERNA](#), [MOD4POWEREU](#), or [MOD4POWERUK](#))
- A/V Connectivity Module ([MOD4AVHD](#))
- A/V Module with HDMI over CAT5e/CAT6 ([MOD4AVHDBT](#))

Installation

For additional information on installing the **Modular Table Box**, please visit www.startech.com/BEZ4MOD to watch the installation video.

Notes: *StarTech.com is not responsible for any damages related to the installation of this product.*

Prior to installation, please test the product's port compatibility with all devices and displays intended for use with this product.

The thickness of the table surfaced used for installation should not exceed 2.25 inches.

Cutting the Table/Surface

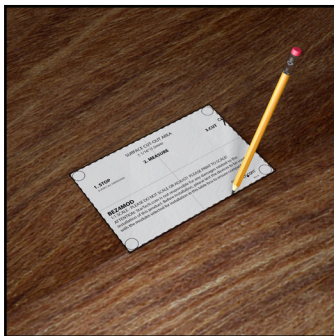
Note: *Check the underside of the table/surface you are installing the **Modular Table Box** into to ensure that there are no obstructions that may interfere with the installation.*

1. Carefully cut along the dotted guideline on the **Die Cut Outline**, cutting off the four edges of the **Die Cut Outline**, leaving the inner **Surface Cut-Out Area** intact.

Note: *The **Die Cut Outline** has been created with a built in margin of error of 1/16" (1.5 mm) in either direction of the marked cut line, to compensate for any deviation while cutting out the **Surface Cut-Out Area**.*

2. Before cutting the surface of the table, measure and align the **Surface Cut-Out Area** (created in step 1) into the desired position on the table's surface. Tape the **Surface Cut-Out Area** in place using **Painter's Tape**.

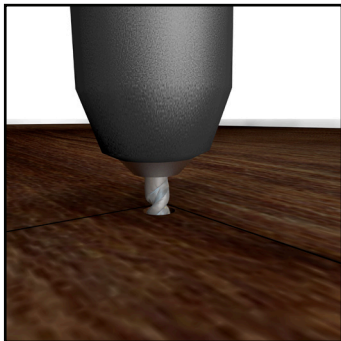
- Using a **Writing Utensil**, trace around the **Surface Cut-Out Area** to create a guide on the table's surface.



Surface Cut-Out Area

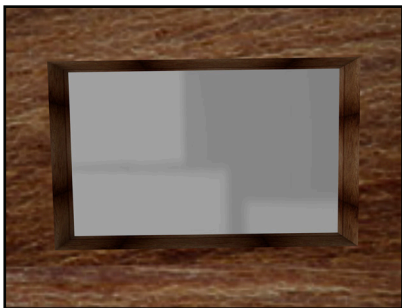
- Carefully remove the **Surface Cut-Out Area** from the table's surface.

- Using a **Drill** with a **3/8" Wood Drill Bit**, carefully drill pilot holes in each of the four corners of the guide.



Drill Pilot Holes

6. Insert the **Jigsaw Blade** into one of the pilot holes and carefully cut into the surface, along the guide lines to connect the four pilot holes, cutting the installation hole out of the table's surface.



Installation Hole

Installing the Module in the Modular Table Box

Notes: Modules can be mounted using three different mounting depths depending on your conference table setup.

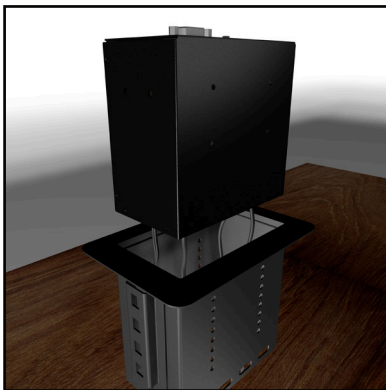
See [Assembling the Cable Module](#) and [Installing the Cable Module](#) if you intend to use the **Cable Module** in your **Modular Table Box** configuration.

1. Determine the mounting depth of the **Module** inside the **Modular Table Box**. Take into consideration cable bend radius and the amount of clearance needed to properly close the **Modular Table Box** lid while cables are connected to the **Module**.

Notes: Before installing a **Module** into the **Modular Table Box**, connect each of the conference room devices to the bottom of the **Module** (see **Connecting Devices to the Bottom of the Module** or **Connecting Devices to the Top of the Module** sections in the **Module's User Manual**).

Connect the **Universal Power Adapter** to the bottom of the **Module** (see **Powering the Module** section in the **Module's User Manual**).

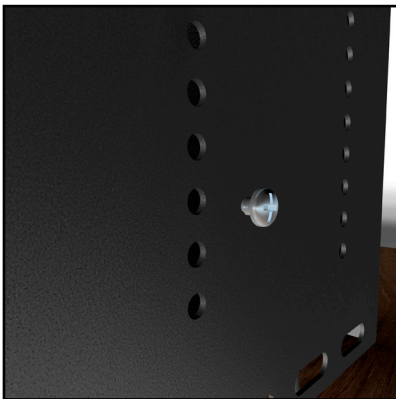
2. When connecting conference room devices and power to the **Module**, feed the cables through the **Modular Table Box** from the bottom up and connect the required cables to the corresponding ports on the **Module**.
3. Insert the **Module** into the **Modular Table Box**.



Insert Module into Modular Table Box

4. Align the **Module** with the **Installation Holes** on both sides of the **Modular Table Box**.
5. Insert the **Module Screws** (x 8, 4 per side) through the **Installation Holes** on the **Modular Table Box** and into the **Mounting Holes** on the **Module**.

Note: *The eight Module Screws are packaged with the Module.*



Inserting Module Screws

- Using a **Phillips Head Screwdriver**, tighten the **Module Screws**. Be careful not to overtighten.

Installing the Lacing Bar (Cable Organization)

- On the **Modular Table Box** or **Single Modular Table Box**, align the **Mounting Holes** on the **Lacing Bar** with the **Mounting Holes** on the **Modular Table Box**.
- Insert the **Lacing Bar Screws** (2 per side) through the **Mounting Holes** on the **Lacing Bar** and into the **Modular Table Box**.

Note: *The Modular Table Box has three Lacing Bar mounting options (left, center, and right). Mount the Lacing Bar in the position that best suits your needs.*



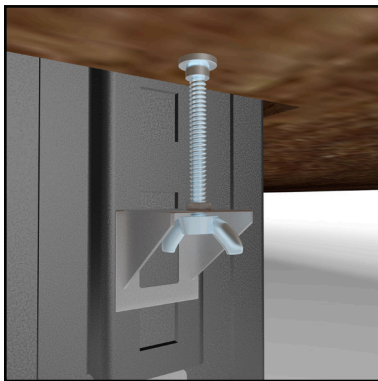
Installing the Lacing Bar

3. Using a **Phillips Head Screwdriver**, tighten the **Lacing Bar Screws**. Be careful not to overtighten.
4. Using **Cable Ties** (sold separately), attach the cables connected to the **Module(s)** to the **Lacing Bar**.

Note: The **Lacing Bar** is used for cable management and can help reduce cable strain, bend radius, unintentional cable disconnects and improve organization.

Installing the Modular Table Box into a Surface

1. Place the **Modular Table Box** (sold separately or included in a bundle) into the hole in the table's surface.
2. Under the table's surface, slide the **Wing Fasteners** (1 per side) into a **Mounting Slot** on the **Mounting Bracket**. The **Mounting Slot** you use will be determined by the height of the table's surface.



Installing the Wing Fasteners

3. Secure the **Modular Table Box** in place by tightening each of the **Wing Fasteners** until the top of the nut comes in contact with the bottom of the table's surface, creating a tight seal between the table's surface and the **Modular Table Box**. Be careful not to overtighten the **Wing Fasteners**.



Modular Table Box

Assembling the Cable Management Module

The **Cable Management Module** is used to organize up to 2 cables in the **Modular Table Box**.

Assembly Requirements:

- Modular Table Box (SKU: BEZ4MOD or BOX4MODULE) x 1
 - Cable Management Module x 1
 - Cable Management Bracket x 1
 - Small Cable Bushing x 1
 - Large Cable Bushing x 1
 - Cable Management Plate x 2
 - Plate Screws (#6-32 x 3/8) x 4
 - Bracket Screws (#6-32 x 3/8) x 4
 - Tools
 - Phillips Head Screwdriver x 1
1. Align one of the **Cable Management Plates** with the **Plate Screw Holes** and **Bushing Holes** on the top of the **Cable Management Bracket**. Insert 2 of the **Plate Screws** through the **Cable Management Plate** and into the **Cable Management Bracket**.
 2. Using the **Phillips Head Screwdriver** tighten the 2 **Plate Screws**, securing the **Cable Management Plate** in place. Be careful not to over tighten the **Plate Screws**.
 3. Insert one cable (max 7.9 mm diameter) through the slit in the **Small Cable Bushing**. Using just enough force to get the cable through the slit without damaging the bushing.
 4. Insert one cable (max 14.5 mm diameter) through the slit in the **Large Cable Bushing**. Using just enough force to get the cable through the slit without damaging the bushing.
 5. Feed the cables through the bottom of the **Cable Management Bracket**.

6. Align the other **Cable Management Plate** with the **Plate Screw Holes** and **Bushing Holes** on the top of the **Cable Management Bracket**. Insert 2 of the **Plate Screws**, through the **Cable Management Plate** and into the **Cable Management Bracket**.
7. Using the **Phillips Head Screwdriver** tighten the 2 **Plate Screws**, securing the **Cable Management Plate** in place. Be careful not to over tighten the **Plate Screws**.
8. Carefully push the **Cable Bushings** into the designated **Bushing Holes**, snapping them into place.

Installing the Cable Management Module

If you intend to use the **Cable Management Module** in your **Modular Table Box** configuration you will need to install it at the same time you are installing the other **Modules**.

1. Determine the mounting depth of the **Module** inside the **Modular Table Box**. Consider the cable bend radius and the amount of clearance needed to properly close the **Modular Table Box** lid while cables are connected to the **Module**.
2. Insert the **Module** into the **Modular Table Box**.
3. Align the **Module** with the **Installation Holes** on both sides on the **Modular Table Box**.
4. Insert the **Module Screws** (x 4, 2 per side) through the **Installation Holes** on the **Modular Table Box** and into the **Mounting Holes** on the **Module**.
5. Using a **Phillips Head Screwdriver**, tighten the **Module Screws**, be careful not to overtighten.

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