This guide provides instructions for an experienced technician to install and connect the Extron Cable Cubby 1202 and 1402.

The Cable Cubby units are furniture-mounted enclosures for cable access, connections, and AC power. Cables that are not in use can be stored out of the way while remaining connected to the presentation system.

NOTE: This product is intended for use only with Extron UL listed power modules (not included).

Planning

Check with local and state regulations before starting the installation
☐ Ensure that the planned installation complies with national and local building and electrical codes.
☒ Ensure that the planned installation complies with the Americans with Disabilities Act or other accessibility requirements.

Check all parts and equipment before installation
☐ Ensure that all parts are present in each kit.
☒ Ensure that necessary tools and equipment are available for the installation.

Kit Contents

<table>
<thead>
<tr>
<th></th>
<th>Cable Cubby 1202</th>
<th>Cable Cubby 1402</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connectivity</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Bracket</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#4-40 Module</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>Screws</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AAP Frame Plate</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Cable Grommet</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Plate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hole Plugs</td>
<td>6 (3/8”), 2 (1/4”)</td>
<td>12 (3/8”), 4 (1/4”)</td>
</tr>
<tr>
<td>Retractor</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Bracket</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retractor</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Pin &amp; Clip</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#6-32 Mounting</td>
<td>8</td>
<td>16</td>
</tr>
<tr>
<td>Screws and Star</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Washers</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Preparing the Table

Cut a hole in the surface where the enclosure will be installed. Read the following information before making a cut.

**Determine the best location for the enclosure**

- Ensure that the location where the Cable Cubby is to be installed is convenient for as many users as possible.
- Ensure that the edge on which the lid opens is oriented correctly.
- Ensure that there is ample space under the table for cables. Allow at least 36 inches of cable loop for each cable (see **Routing and Connecting Cables** on page 6).
- When installing Retractors in the Cable Cubby, ensure that there is enough space for the Retractor assembly under the table or furniture (see the **Cable Retractor Series/2 Installation Guide** for Retractor dimensions).

**Choose a method for cutting the hole in the table**

**CAUTION:** Wear safety glasses when operating power equipment. Failure to comply can result in eye injury.

**ATTENTION :** Portez des lunettes de sécurité lorsque vous utilisez l’équipement électrique. Ne pas respecter cela peut conduire à une blessure à l’œil.

**ATTENTION :** The opening in the table for the Cable Cubby should be cut only by licensed and bonded craftspersons. Exercise care to prevent scarring or damaging the furniture.

**ATTENTION :** L’ouverture dans la table pour le Cable Cubby devrait être coupée seulement par des artisans autorisés et qualifiés. Faites attention à ne pas faire de marques sur le meuble et à ne pas l’endommager.

Choose one of the following methods for cutting the hole:

- **Hand Router and Routing Template**
- **Jigsaw and Paper Cut-Out Template**
- **CNC Wood Router**

If using a CNC wood router or other precise machinery, use the exact cut-out dimensions for your model (see the table below).

### Product

<table>
<thead>
<tr>
<th>Cut-out Dimensions</th>
<th>User Access Width</th>
<th>Side Dimension</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC 1202</td>
<td>10.00” (254.0 mm)</td>
<td>4.00” (101.6 mm)</td>
</tr>
<tr>
<td>CC 1402</td>
<td>10.00” (254.0 mm)</td>
<td>6.75” (171.5 mm)</td>
</tr>
</tbody>
</table>

Visit [www.extron.com](http://www.extron.com) for Cable Cubby routing template part numbers and instructions. Dimensions and cut-out templates are available online at [www.extron.com](http://www.extron.com).

Preparing the Cable Cubby

**Step 1 — Assemble Connectivity Modules**

Connectivity modules allow you to populate the Cable Cubby enclosure with a combination of AAPs, cable pass-through, or Retractors. Follow the steps below to assemble the connectivity modules of your choice.

**Option 1: AAP Module**

1. Secure up to three single space AAPs in the AAP panel.
2. Insert cables through the bottom of the connectivity bracket. Connect cables to the AAPs.
3. Secure the AAP plate on the connectivity brackets using four of the provided module screws.

**NOTE:** After assembling the module, proceed to **Step 2 — Install the Modules** on page 4.
**Option 2: Cable Pass-Through Module**

1. Insert cables through the bottom of the connectivity bracket and into the holes of the grommet plate.
2. Secure the grommet plate on the connectivity bracket using four of the provided module screws.
3. Snap the included hole plugs into any unused holes.

**NOTE:** After assembling the module, proceed to **Step 2 — Install the Modules** on the next page.

**Option 3: Retractor Bracket**

Use the Retractor Bracket to mount Retractors in the Cable Cubby enclosure. There are two options for installing the bracket (Options 3a and 3b, below).

**NOTE:** If installing more than one bracket in the Cable Cubby 1402, see **Retractor Configuration for Cable Cubby 1402** on page 6.

**Option 3a**

Use this option for the Cable Cubby 1202, and for vertical or angular Retractor mounting in a Cable Cubby 1402.

1. Insert the bracket as shown. The bracket may be installed on the left or right side of the enclosure and must be installed at the lowest height.
2. Secure the bracket using four of the provided pan-head mounting screws with star washers. Tighten the screws using a screwdriver.

**Option 3b**

Use this option for horizontal Retractor mounting in a Cable Cubby 1402 only.

1. Insert the bracket as shown. The bracket may be installed on the left or right side of the enclosure and must be installed at the lowest height.
2. Secure the bracket using four of the provided pan-head mounting screws with star washers. Tighten the screws using a screwdriver.

**NOTES:**
- After installing the bracket, proceed to **Step 2 — Install the Modules** on the next page to install the power module.
- After mounting the Cable Cubby on the table, install the Retractors (see **Installing Retractors** on page 5).
Step 2 — Install the Modules
Determine where the connectivity modules and power module will be installed in the Cable Cubby. The modules may be installed on the left or right side of the enclosure and at various heights.

NOTES:
• Ensure that there is enough room above the modules for the Cable Cubby lid to close completely.
• Use a screwdriver to secure the modules with the screws.

WARNING: Risk of Electric Shock. To ensure proper electrical grounding, use the provided #6-32 mounting screws with the star washers.

AVERTISSEMENT : Risque de choc électrique. Afin d’assurer une mise à la terre correcte, utilisez les fixations de mise à la terre #6-32 et les rondelles en étoile fournies.

Mounting the Cable Cubby in the Table

Step 1 — Mount the Cable Cubby flush with the table

CAUTION: The flanged edges of the top of the surface enclosure are sharp. These edges are also soft and may be easily nicked or bent. Exercise caution when handling the enclosure to prevent personal injury or damage to the enclosure.


1. Remove the plastic strips and film on the surface of the Cable Cubby.
2. Ensure that the side clamps are seated against the enclosure.
3. Lower the Cable Cubby into the hole to test the fit. If necessary, carefully enlarge the opening.
Step 2 — Under the table, adjust the side clamps on the enclosure

Installing Retractors

Follow the steps below to install Retractors. For horizontal or angular Retractor mounting, see the information at right, then follow the steps below.

1. Rotate the side clamp outward and ensure that the lever is down.
2. Slide the clamp all the way up against the bottom of the table.
3. Ensure the Cable Cubby is firmly seated in the table. Raise the lever to secure the Cable Cubby.
4. Insert the pin through the Retractor mounting hole on the side of the Cable Cubby and Retractor assembly.
5. Secure the clip on the pin.
6. Insert Retractors into the Retractor bracket.
7. Secure the locking screw on each Retractor. Do not overtighten.

NOTE: To lower the side clamp, turn the lever down, then press and hold the locking plate while sliding down the clamp.

Horizontal Mounting

Remove two enclosure screws (one on each side) from this position. Then, mount the Retractors as shown at left.

Angular Mounting

Remove the enclosure screws as shown above, then follow this step:

Move the cable release assembly upward until the angular mounting hole is visible. Reinstall the enclosure screws in this hole (both sides).

See the Cable Retractor Series/2 Setup Guide, available on the Extron website, for additional steps.
Installation Checklist

Planning (page 1)
- Check with local and state regulations before starting the installation
- Check all parts and equipment before installation

Preparing the Table (page 2)
- Determine the best location for the enclosure
- Choose a method for cutting the hole in the table

Preparing the Cable Cubby (page 3)
- Assemble Connectivity Modules
- Install the Modules (page 4)

Mounting the Cable Cubby in the Table (page 4)
- Mount the Cable Cubby flush with the table

Installing Retractors (page 5)

Routing and Connecting Cables (page 6)

Routing and Connecting Cables

For cable pass-through applications, allow at least 36 inches (0.9 m) of cable loop for each cable.

CAUTION:
Risk of Electric Shock.
This equipment must be grounded.

ATTENTION:
Risque de choc électrique.
Cet équipement doit être fixé au sol.

NOTE: Ensure that there is no tension on the power cable.