IMPORTANT:
Go to www.extron.com for the complete user guide, installation instructions, and specifications.

Retractor SM • Installation Guide

This guide provides basic instructions for an experienced technician to quickly install the Extron Retractor SM Show Me® cable retraction modules in an Extron TeamWork® Collaboration System and in compatible Cable Cubby enclosures.



Additional instructions are available in the *TeamWork Collaboration System Installation Guide* and the installation guides for the individual Cable Cubby® enclosures and the *Retractor SM User Guide*. All are available at **www.extron.com**.

NOTE: For information on safety guidelines, regulatory compliances, EMI/EMF compatibility, accessibility, and related topics, see the **Extron Safety and Regulatory Compliance Guide** on the Extron website.

Planning

Retractor SM modules can be mounted in a horizontal, vertical, or angular orientation depending upon under-table clearance and accessibility.

Horizontal mounting is recommended to provide maximum legroom and to protect the Retractors against accidental damage. Be certain the Horizontal Mounting Bracket can be fastened under the table or on a table support without bending the pulley system or forcing it from a perpendicular angle with the enclosure (see the **Top View** diagram on page 3).

Vertical mounting is used where insufficient under-table space exists for horizontal mounting or where under-table access is limited. Ensure the Retractor SM modules hang freely without touching the floor and are not obstructed under the table.

Angular mounting is used where insufficient under-table space exists for horizontal mounting and tabletop to floor clearance prevents vertical mounting. An additional mounting hole allows installation at an angle providing extra floor clearance.

- For horizontal mounting, a Retractor SM Horizontal Bracket Kit is required.
- A Retractor SM Filler Module is required to occupy unused Retractor space.
- Depending on the enclosure, various Retractor SM Mounts are available, both Triple and Quad.

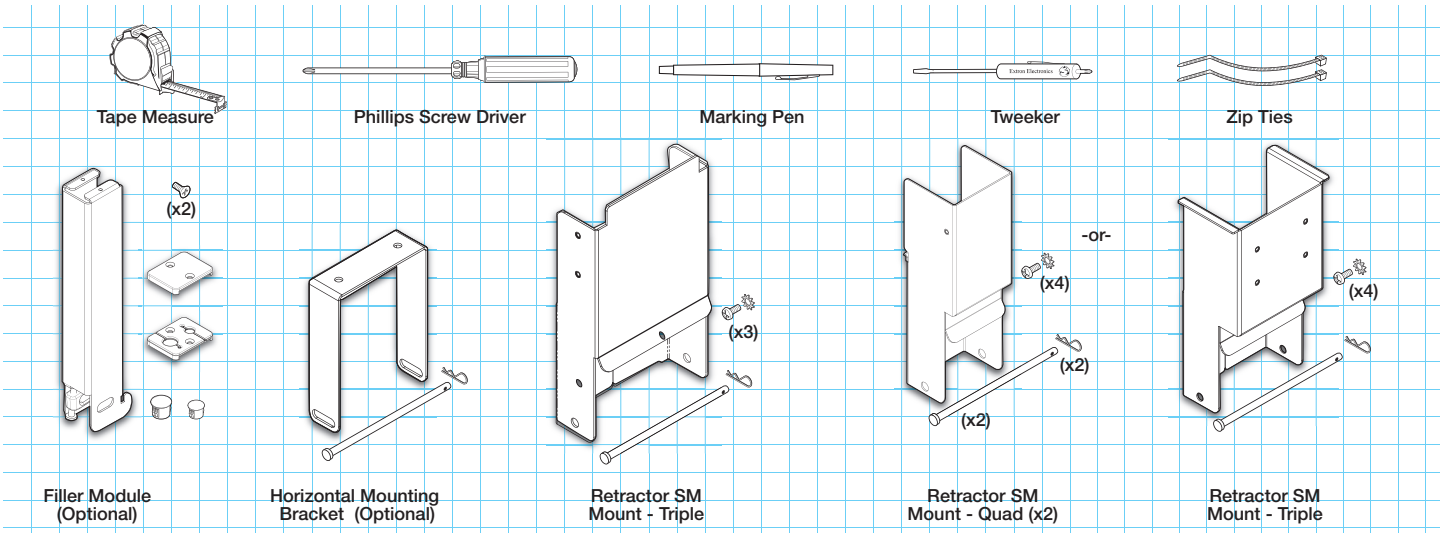
NOTE: See the **Extron website** for a list of compatible Retractor SM Mounts and brackets to suit the application and enclosure.

Mounting kits, bracket kits, filler modules, and accessories are available at **www.extron.com**.

For new installations, to determine the best location for the enclosure, keep in mind the under-table space required for the retraction system. Refer to the enclosure installation guide for mounting.

NOTE: Before starting an installation, determine if additional hardware is needed.

Required Tools and Additional Accessories



Getting Started — Determine Under-table Clearances

Follow the installation instructions provided in your Cable Cubby enclosure package to determine a suitable mounting location.

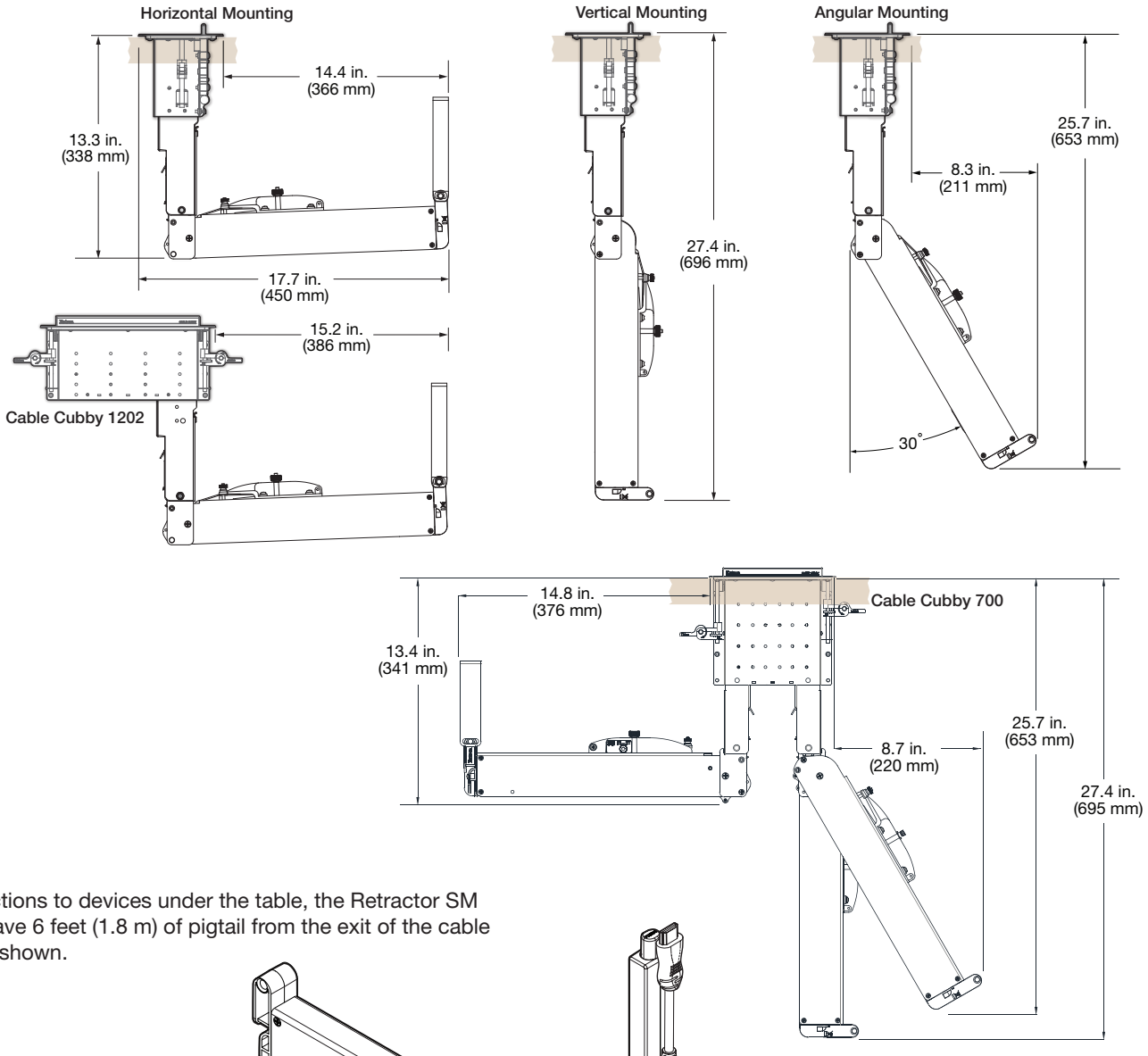
The diagrams that follow show the space required for a Retractor SM module installation in a compatible enclosure.

NOTES:

- To prevent objects from impeding cable retraction, ensure the exposed cable clears nearby obstructions.
- Excess cabling can cause clearance issues. Use zip ties to secure under-table cabling to prevent accidental contact or entanglement.

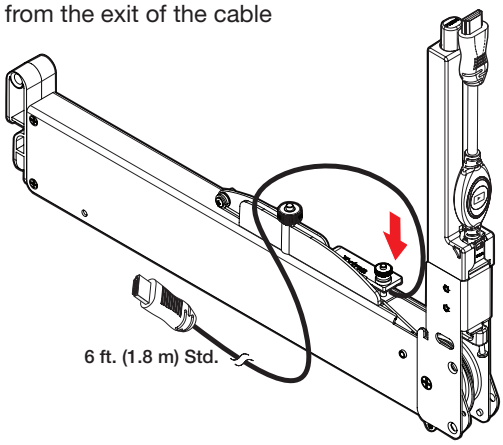
The Retractor SM module is mounted from below the enclosure.

Retractor SM



Pigtails

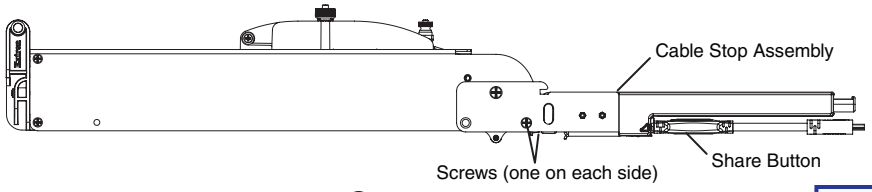
For connections to devices under the table, the Retractor SM modules have 6 feet (1.8 m) of pigtail from the exit of the cable retainer as shown.



Getting Started — Prepare the Retractors

The Retractor SM modules are delivered ready to mount vertically. No further modifications are required. If the Share button is not seated fully against the cable release assembly, confirm proper tension adjustment using the instructions in the *Retractor SM User Guide*.

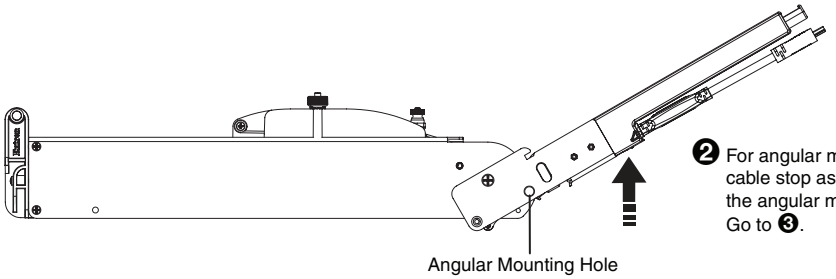
To mount a Retractor horizontally or at an angle:



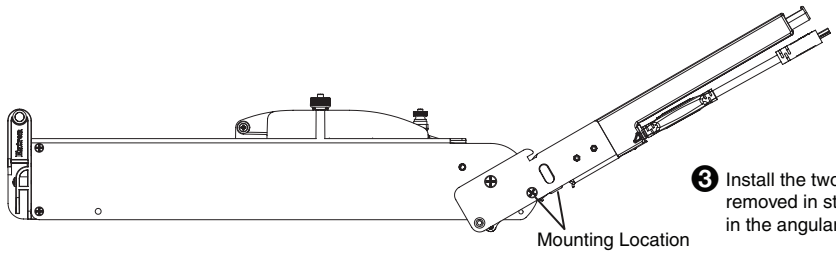
❶ Remove two enclosure screws (one on each side) from this position for horizontal and angular mounting.

NOTE: For horizontal mounting instructions see the *Retractor SM User Guide* and the *Retractor SM Horizontal Bracket Installation Guide*.

To mount the Retractor at an angled position for increased under-table clearance:



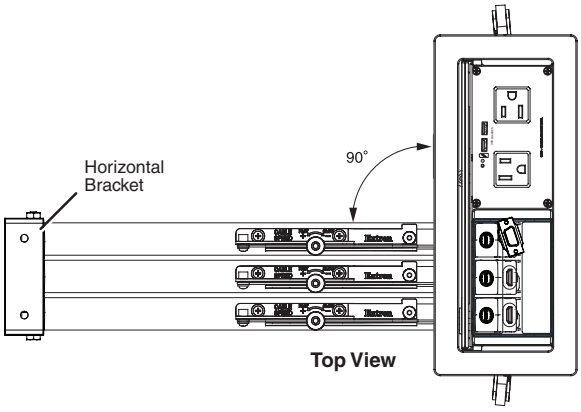
❷ For angular mounting, move the cable stop assembly upward until the angular mounting hole is visible. Go to ❸.



❸ Install the two enclosure screws removed in step 1 (one on each side) in the angular mounting location.

Getting Started — Prepare the Enclosure

By now, you should be certain the Retractor SM modules have adequate under-table clearance for installation and that proper legroom is provided to avoid accidental contact with the system. You should have the required accessories for mounting the retraction system and to configure the enclosure (see **Required Tools and Additional Accessories** on page 1).



DANGER:

- Disconnect the power from the Cable Cubby enclosure before beginning a Retractor system installation.
- Débranchez l'alimentation du boîtier Cable Cubby avant de commencer l'installation d'un système de Rétracteur.

Installation

CAUTION:

- Do not operate a Retractor until it is installed.
- Retraction should be a slow, controlled motion.
- Keep hands away from moving parts.

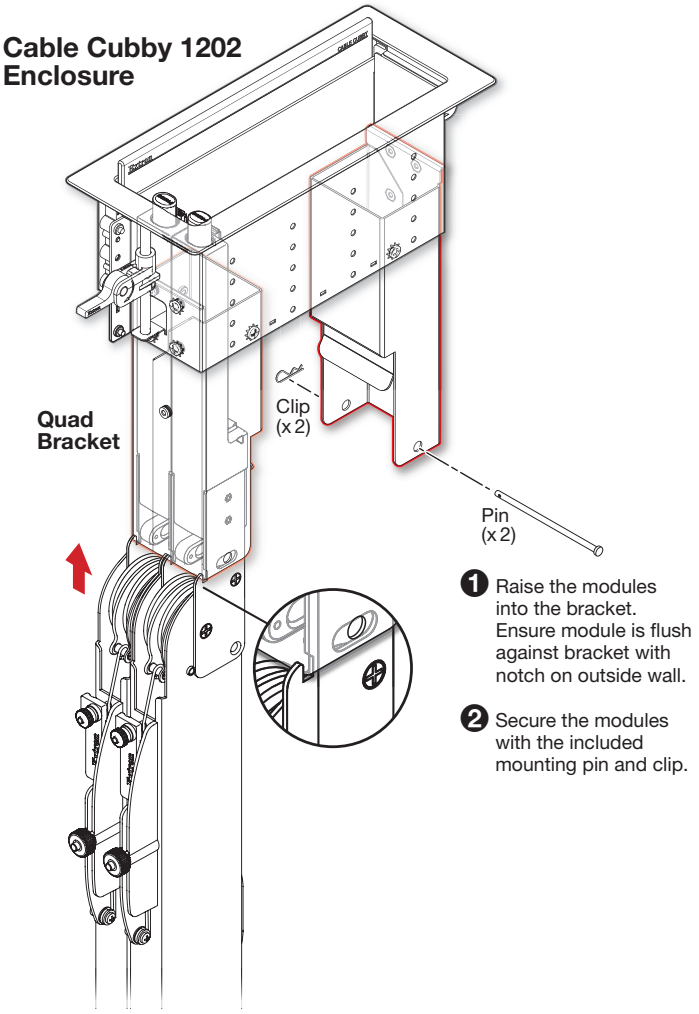
ATTENTION :

- Ne vous servez pas d'un rétracteur avant qu'il soit installé.
- La rétraction doit être un mouvement lent et contrôlé.
- N'approchez pas vos mains des parties en mouvement.

The enclosure must be installed and properly configured before beginning the retraction system installation.

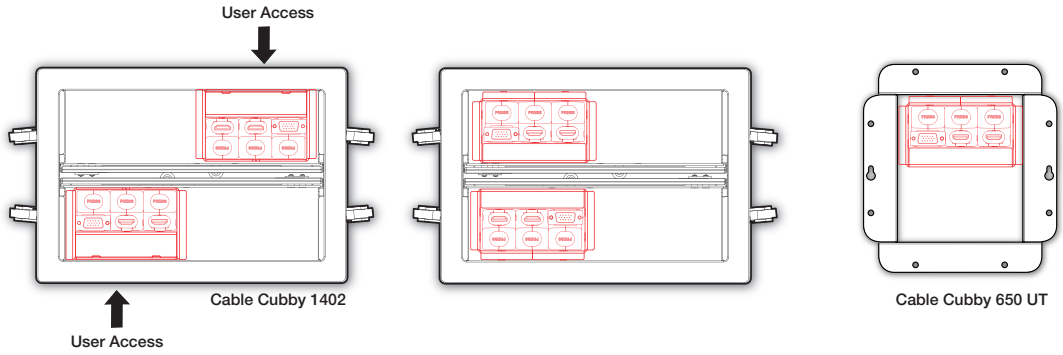
1. Follow the enclosure installation instructions for new installations or prepare an existing enclosure installation to mount the Retractor modules.
2. Follow the Retractor mounting instructions in the *Retractor SM User Guide* and the individual installation guides for each mounting bracket (see an example installation at right).
3. Connect retraction system cables and other cables (if installed).
4. When the Retractor module is installed, proceed to **Locking Screw** on the next page for final installation details.

NOTE: Example installation shown with optional Cable Cubby 1202 enclosure.

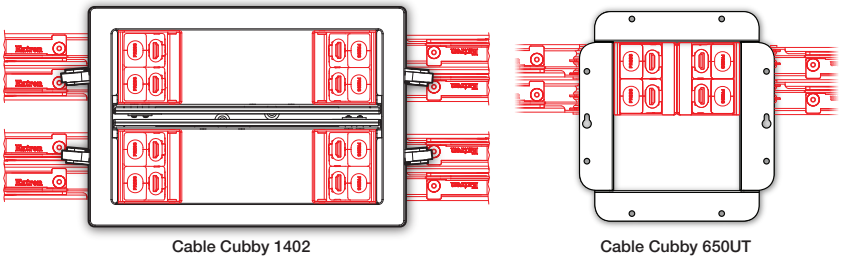


Cable Cubby Installation

Retractor SM modules can be mounted in the Cable Cubby enclosure using the Retractor SM Triple Brackets.



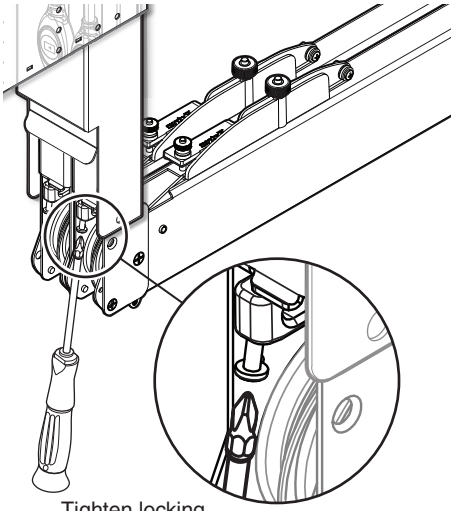
Retractor SM modules can be installed using the Retractor SM Quad Brackets.



Locking Screw

A locking screw on each Retractor SM and Retractor SM Filler Module prevents it from rotating on the enclosure mounting pin during operation. Tighten each locking screw to prevent movement of the module.

NOTE: Do not overtighten. The locking screw only needs to be snug.



Tighten locking screw (1 each).

Initial Adjustments

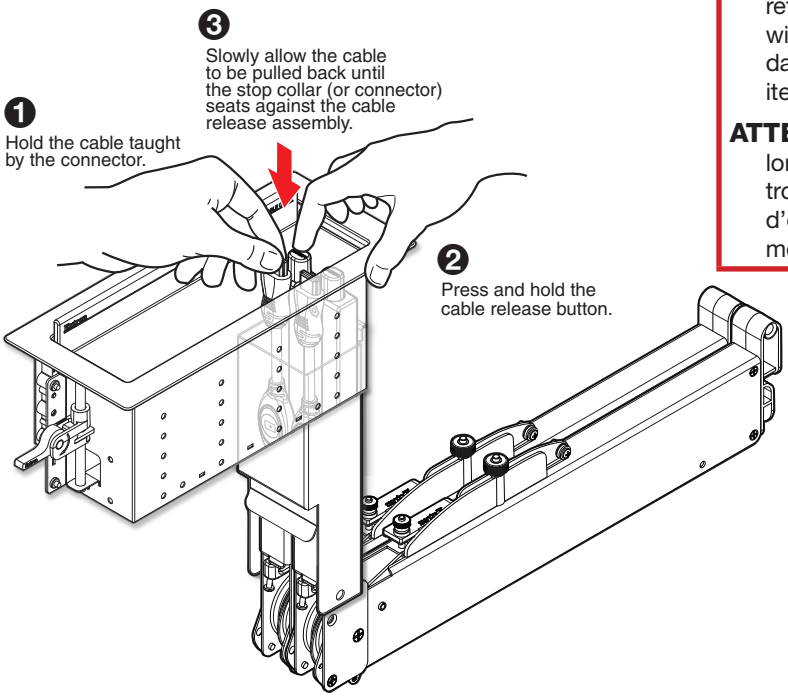
Once installed, proper Retractor operation must be verified and necessary adjustments performed.

Confirm Proper Cable Extension

To extend a cable, grasp the connector and pull it from the Retractor to its full length.

Confirm Proper Cable Retraction

To retract a cable:



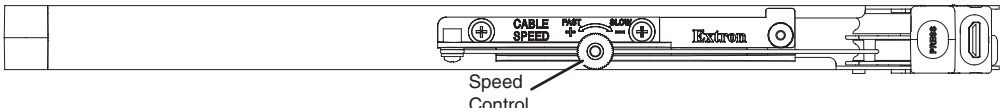
CAUTION: Use one hand to control the cable as it retracts. A cable allowed to retract too quickly and without control can cause possible injury to the user or damage the furniture surface, Cable Cubby, and nearby items.

ATTENTION : Utilisez une main pour contrôler le câble lorsqu'il se rétracte. Un câble qu'on laisse se rétracter trop rapidement et qu'on ne contrôle pas peut provoquer d'éventuelles blessures ou endommager la surface du meuble, du Cable Cubby, ou des objets à proximité.

- If the cable does not retract to suit your application, see the **Speed Control Adjustment** on the next page.
- When the Share button is seated against the cable release assembly, release the button and cable.
- If the Share button is not seated fully against the cable release assembly, confirm proper tension adjustment using the instructions in the *Retractor SM User Guide*, available at **www.extron.com**.

Speed Control Adjustment

The Retractor SM module is delivered with the speed control adjusted for nominal operation in all mounting orientations (vertical, horizontal, and angular), however, speed control adjustment may be required in your application.



NOTES:

- Ensure the speed control knob remains fully seated, with the teeth of the knob engaged throughout adjustments.
- Retraction speed is affected by the installation orientation (vertical, horizontal, or angular). Always test speed adjustments with the Retractor in its installed position.

The speed control adjusts the cable retraction speed:

- If the retraction is too fast, turn the speed control a quarter-turn clockwise (the control **clicks** as it turns) to slow the cable retraction. Test the speed after each quarter-turn until the desired speed is reached.
- If the retraction is too slow after the final quarter-turn, turn the knob counterclockwise one **click** at a time, retesting after each **click**, until the desired speed is reached.
- If the cable retraction is too slow, adjust the speed control counterclockwise in the same manner.

Retractor Operation

When initial adjustments are complete, the Retractor is ready for operation. To connect a cable, grasp the connector and pull enough cable from the Retractor to connect it to the device. There is no need to press the cable release button. When you stop pulling the cable, the Retractor fixes the length automatically.

To retract the cable, grasp the connector to control the cable, press and hold the cable release button until the Share button is seated on the cable release assembly.

Quick Installation Checklist

Planning (page 1)

- ☐ If this is a new installation, refer to the enclosure Installation Guide.
- ☐ Ensure there is adequate space available under the enclosure for the Retractor SM Modules.
- ☐ Choose the Retractor orientation.
- ☐ Obtain optional mounting brackets and accessories necessary for the application (see **Required Tools and Additional Accessories** on page 1).

Prepare the Retractors (page 3)

- ☐ To mount the Retractors horizontally or at an angle, remove the two Retractor enclosure screws.
- ☐ For angular installations, reinstall the enclosure screws in the angular mounting holes.

Prepare the Enclosure (page 3)

- ☐ Disconnect all power to the enclosure.
- ☐ Refer to the instructions included with the individual mounting brackets for installation.

Install the Retractors (page 4)

- ☐ Connect all retraction system cables and other cables.
- ☐ Tighten the locking screws (see **Locking Screw** on the previous page).

Initial Adjustments and Operation (page 5 and page 6)

- ☐ Verify proper operation of each Retractor SM module. Adjust tension or speed control as necessary.
- ☐ After the initial adjustments, the Retractor system is ready for normal operation.

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